



CITY OF SALINAS, CALIFORNIA

ADOPTED
OPERATING BUDGET
FISCAL YEAR 2023



CITY OF SALINAS
ADOPTED OPERATING BUDGET
Fiscal Year 2023



KIMBLEY CRAIG
Mayor



CARLA VIVIANA GONZÁLEZ
Councilmember
District 1



TONY BARRERA
Councilmember
District 2



STEVE MCSHANE
Councilmember
District 3



ORLANDO OSORNIO
Councilmember
District 4



CHRISTIE CROMEENES
Councilmember
District 5



ANTHONY ROCHA
Councilmember
District 6

STEVEN S. CARRIGAN
City Manager

CHRISTOPHER A. CALLIHAN
City Attorney

KRISTAN LUNDQUIST
Library and Community Services Director

ROBERTO FILICE
Police Chief

SAMUEL KLEMEK
Interim Fire Chief

JIM PIA
Assistant City Manager

DAVID JACOBS
Public Works Director

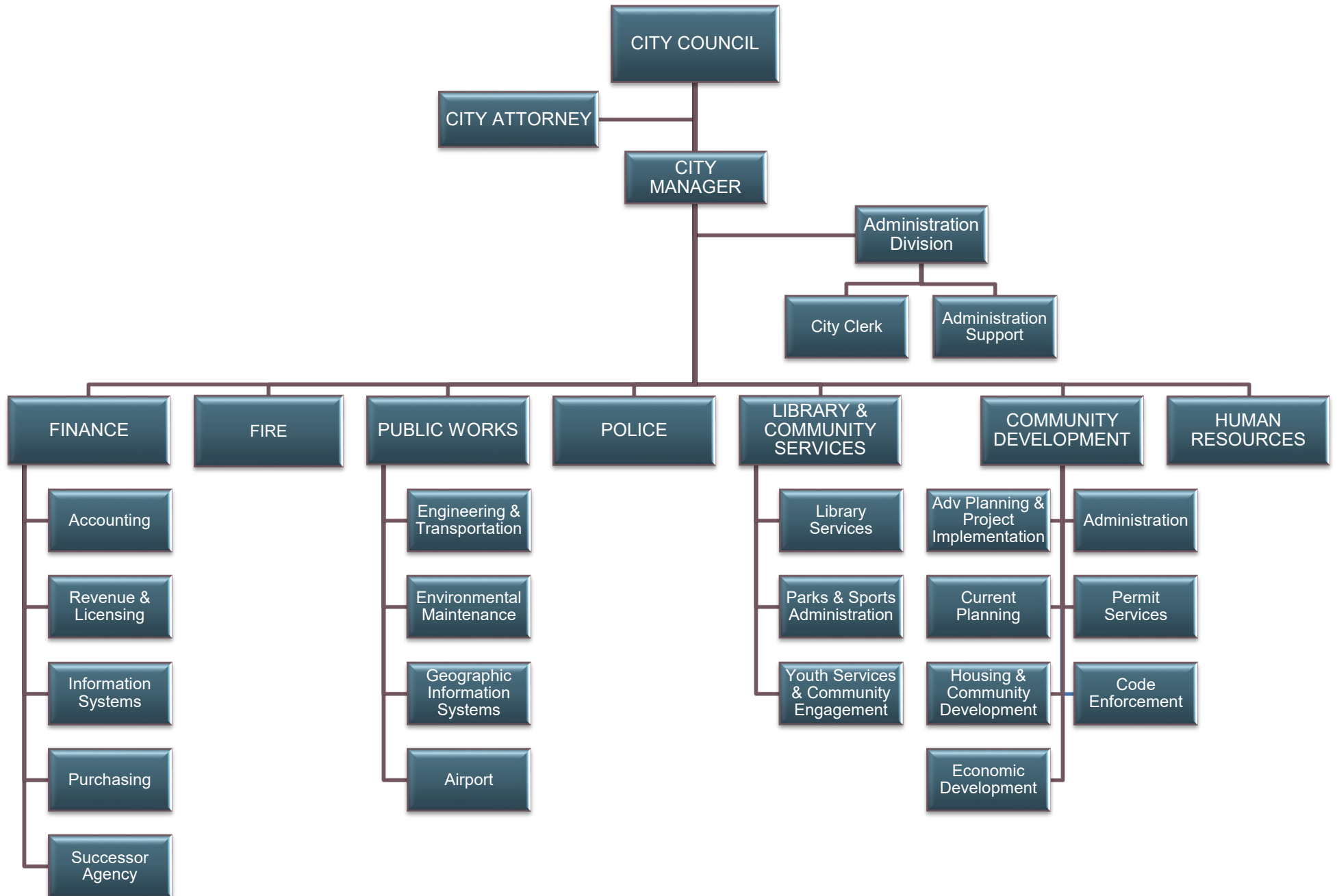
MEGAN HUNTER
Community Development Director

MARK ROBERTS
Director of Finance



(This page intentionally left blank)

CITY OF SALINAS Organizational Chart





(This page intentionally left blank)

TABLE OF CONTENTS

- LETTER OF TRANSMITTAL..... i
- COMMUNITY PROFILE..... 1
- BUDGET GUIDE..... 5
- SUMMARIES & SCHEDULES
 - Budget Resolution FY 2023..... 13
 - Appropriations Limit FY 2023..... 15
 - Fund Balances (& Notes) FY 2023..... 17
 - Fund Transfers FY 2023..... 23
 - Revenue FY 2023..... 26
 - Administrative Overhead Rates FY 2023..... 39
 - Workforce FY 2023..... 40
- SALINAS PLAN..... 41
- MEASURE E FUND..... 43
- MEASURE G FUND..... 47
- GENERAL GOVERNMENT SERVICES
 - Administration
 - Department Organization Chart – By Division..... 51
 - Department Organization Chart – By Position..... 52
 - Summary..... 54
 - City Manager’s Office..... 56
 - City Clerk..... 58
 - Workforce..... 60
 - City Attorney
 - Department Organization Chart – By Division..... 61
 - Department Organization Chart – By Position..... 62
 - Summary..... 63
 - City Attorney’s Office..... 66
 - Workforce..... 68
 - City Council
 - Department Organization Chart – By Position..... 69
 - Summary..... 70
 - City Council..... 72
 - Workforce..... 74
 - Community Development
 - Department Organization Chart – By Division..... 75
 - Department Organization Chart – By Position..... 76
 - Community Development Department Summary..... 77
 - Economic Development..... 82
 - Advanced Planning and Project Implementation..... 84
 - Code Enforcement..... 88
 - Administration..... 90
 - Current Planning..... 92
 - Housing and Community Development..... 94

TABLE OF CONTENTS

Workforce	98
Finance	
Department Organization Chart – By Division.....	101
Department Organization Chart – By Position	102
Summary	103
Finance Administration	106
Accounting	108
Purchasing.....	110
Information Technology	112
Revenue & Licensing.....	114
Workforce	116
Fire	
Department Organization Chart – By Division.....	119
Department Organization Chart – By Position	120
Summary	121
Fire Administration.....	126
Suppression.....	128
Emergency Medical Services	130
Prevention.....	132
Training.....	136
Vehicle Maintenance	138
Hazardous Materials Control	140
Workforce	142
Human Resources	
Department Organization Chart – By Division.....	143
Department Organization Chart – By Position	144
Summary	146
Human Resources	148
Workforce	150
Library and Community Services Department	
Department Organization Chart – By Division.....	151
Department Organization Chart – By Position	152
Summary	153
Recreation and Park Services	
Organization Chart – By Division	157
Summary	158
Parks and Community Services	160
Recreation Administration	162
Neighborhood Services	164
Closter Park.....	166
El Dorado Park	168
Central Park.....	170
Facility Services.....	172
Reimbursable Recreation Activities.....	174
Youth Sports.....	176
Recreation Center	178
Firehouse Recreation Center	180
Hebbron Heights Recreation Center	182
Afterschool Programs	184

TABLE OF CONTENTS

Community Center.....	186
Breadbox Recreation Center.....	188
Hebbron Family Center.....	190
Sherwood Recreation Center.....	192
Aquatic Center.....	194
Community Partnerships and Engagement	
Organization Chart – By Division.....	197
Youth Services & Community Engagement.....	198
Workforce.....	200
Library Services	
Organization Chart – By Division.....	203
Summary.....	205
Library Administration.....	206
Technical Services.....	208
Steinbeck Library.....	210
Cesar Chavez Library.....	212
El Gabilan Library.....	214
Community Education.....	216
Workforce.....	218
Non-Departmental	
Organization Chart – By Division.....	221
Summary.....	222
Community Programs.....	224
Elections.....	226
65 West Alisal.....	228
Debt Service.....	230
Other Services.....	232
Intermodal Transportation Center.....	234
Police	
Department Organization Chart – By Division.....	237
Department Organization Chart – By Position.....	238
Summary.....	239
Police Administration.....	242
Personnel & Training.....	244
Special Operations.....	246
Support Services.....	248
Technical Services.....	250
Word Processing.....	252
Evidence & Property.....	254
Records.....	256
Maintenance Services.....	258
Animal Control Services.....	260
Field Operations.....	262
Traffic.....	264
Investigations.....	266
Violence Suppression Task Force.....	268
Asset Seizure.....	270
Workforce.....	272
Public Works Department	
Department Organization Chart – By Division.....	275

TABLE OF CONTENTS

Department Organization Chart – By Position	276
Summary	277
Engineering and Transportation	
Organization Chart – By Division	285
Engineering Administration	286
Development Engineering	288
Engineering Services.....	290
Development, Traffic & Transportation.....	294
Energy, Water & Solid Waste Division	298
Workforce	302
Geographic Information Systems	
Organization Chart – By Division	305
GIS Division.....	306
Workforce	309
Environmental and Maintenance Services	
Organization Chart – By Division	311
Maintenance Administration	312
Graffiti Abatement.....	314
Facilities Maintenance.....	316
Street Maintenance	318
Street Lights	320
Traffic Signals.....	322
Environmental Compliance	324
Urban Forestry.....	326
Workforce	328
ASSESSMENT AND MAINTENANCE DISTRICTS	
Organization Chart – By Division	331
Summary	333
Assessment District Administration	336
Assessment District Debt Service	338
Woodside Park	340
Airport Business Park	342
North East.....	344
Harden Ranch	346
Vista Nueva	348
Mira Monte.....	350
Monte Bella.....	352
Workforce	354
ENTERPRISE OPERATIONS	
Organization Chart – By Division	355
Summary	356
Permit Services	360
NPDES Storm Water	364
Airport	368
Industrial Waste.....	370
Sanitary Sewer	372
NPDES Storm Drain Sewer.....	374
NPDES Street Sweeping.....	376
Hitchcock Road Water.....	378
Downtown Parking.....	380
Preferential Parking	382

TABLE OF CONTENTS

Parking Enforcement	384
Twin Creeks Golf Course	386
Fairways Golf Course	388
Workforce	390
INTERNAL SERVICES	
Organization Chart – By Division	393
Summary	394
Risk Management.....	396
General Insurances	398
Workers' Compensation Insurance	400
Liability Insurance.....	402
Vehicle/Equipment Maintenance	404
Workforce	406
APPENDIX	
Financial Policies	407
Chart of Accounts.....	439
Salary Schedule	475



(This page intentionally left blank)



City of Salinas

FINANCE DEPARTMENT • 200 Lincoln Ave • Salinas, California 93901

(831) 758-7420 • (831) 758-7937 (Fax) • www.ci.salinas.ca.us

June 14, 2022

Honorable Mayor and City Council of the City of Salinas:

It is my privilege to present the Fiscal Year 2023 Proposed Operating Budget.

Executive Summary

As the City Manager, I continually seek to understand the priorities of the community and work with the City Council, staff, and the community to prepare a budget that invests in what matters most as we recover from and come out of the pandemic. This fiscal year 2023 budget has incorporated all of the input my staff and I have received, and I believe this is a very good budget proposal. It is a budget that celebrates the Alisal through \$1.5 million of Measure G funding for the Alisal Vibrancy Plan and \$6.5 million over the next 6 years. The City continues deploying approximately \$7.2 million of Measure X, SB1, and Gas Tax funding for maintaining and improving the City's roads and sidewalks. This proposed budget includes important reorganizations of certain department and divisions as an investment toward better service to the community. This budget maintains our existing service levels for all departments but makes strategic increases on priority investments.

Budget Summary

Operating Budget:	
General Funds	\$ 133,738,207
Other Operating Funds	<u>61,023,639</u>
Total Operating Budget	\$ 194,761,846
Capital Budget	<u>36,602,054</u>
Total City Budget	<u><u>\$ 231,363,900</u></u>

As shown in the table above, the City's proposed fiscal year 2023 General Fund, Measure E Fund and Measure G Fund operating budget totals \$133,738,207. The remainder of the budget includes special revenue funds, internal services, enterprise operations, assessment and maintenance districts, grants, agencies, and debt service funds totaling \$61,023,639 and the Capital Improvement Budget totaling \$36,602,054. The total City Budget is \$231,363,900.

City Council Goals & Objectives and Community Outreach

The City budget is developed in alignment with the City Council Strategic Plan with Goals and Objectives for 2022-2025. The budget was also developed with feedback from extensive community outreach, including three budget meetings and a community survey.

Budget Process

The fiscal year 2023 budget process began in December upon the release of an online budget survey to the community and continued through the spring with online community budget meetings. Additionally, in February, staff began working on the Capital Improvement Budget. Budget instructions and budget packets were distributed to each department, which included a budget calendar, organizational charts, prior year department budget narratives and a template for performance measures. Department staff received refresher training and instruction on how to enter and use the New World budget system. In March 2022, staff reviewed and projected the revenue forecast. Individual departmental budget meetings were conducted with the Director of Finance during April, followed by meetings between Finance staff and the City Manager, and an Executive team meeting. Staff presented the CIP and operating budgets to the City's Finance Committee on May 3, 2022 and to City Council on May 17, 2022.

Fiscal Outlook and Sustainability – General Funds

The City's underlying structural deficit reported last year has improved. The main reason for the structural deficit, where the expenditure growth exceeds the revenue growth continually each year, is a result of the compensation costs growing faster than the projected revenue. Controlling the main cost drivers of wages, pension, health insurance, and workers' compensation continues to be the key to managing this projected problem. Additionally, the state of the nation, state and local economy, and any recessionary factors, will have an affect on future budgets. The City has been implementing the Salinas Plan and is achieving results that are helping eliminate the long-term structural deficit, such as eliminating flex and management leave for all thirteen bargaining units, saving around \$2,316,000 each year going forward.

The Salinas Plan and Fiscal Sustainability

The Salinas Plan is a Ten-Year Plan designed to provide the City with a path toward maintaining a long-term balanced budget while preserving City services and addressing the affordable housing crisis. The plan provides thirty-two recommended initiatives. The thirty-two recommended initiatives are now in various stages of progress and are described in more detail in the Salinas Plan section of this budget. The summary table in the Salinas Plan section shows a fiscal year 2023 budgeted impact of \$2.7 million. The budget calls for an important refresh of the Salinas Plan document.

State Budget and Local Impacts

Governor Gavin Newsom released his revised 2022-23 State Budget proposal on May 13, 2022. The revised budget included \$227.3 billion in General Fund spending, and projects \$23 billion in total reserves and surplus. No adverse impacts on local government are expected.

Revenue Assumptions

The City's fiscal year 2023 proposed budget is built using economic assumptions to estimate revenue. Staff uses a variety of sources to determine revenue assumptions including the

Monterey County Assessor’s office, HdL, Coren & Cone (the City’s property tax auditors and sales tax consultants/auditors), the State Controller’s Office, the State Board of Equalization, and other sources as appropriate. Assumptions for the major General Fund revenue sources are:

- Property Tax
 - Assumes 3.1% growth from last year’s fiscal year 2022 adopted budget based on current trends and factoring in the Monterey County Assessor estimates.
- Sales & Use and Transactions & Use (i.e. Measures E & G) Taxes
 - Assumes 17.7% increase from the prior year adopted budget largely based on current year performance and projected economic trends.
- Utility Users Tax
 - Assumes 0.8% increase to the prior year adopted budget.
- Franchise Fees
 - Assumes 0.5% increase to the prior year adopted budget.
- Business License Tax
 - Assumes 14.0% increase from the prior year adopted budget largely based on current year performance and projected trends.

Major Revenue Summary

Ninety-one percent of the City’s general fund (combined General, Measure E & Measure G Funds) revenue comes from the five revenue sources listed above. Seventy – four percent of revenue comes from two major revenue sources: property tax and sales tax (including Measure E and Measure G revenues); while approximately sixteen percent comes from utility users taxes, franchise fees, and business license tax.

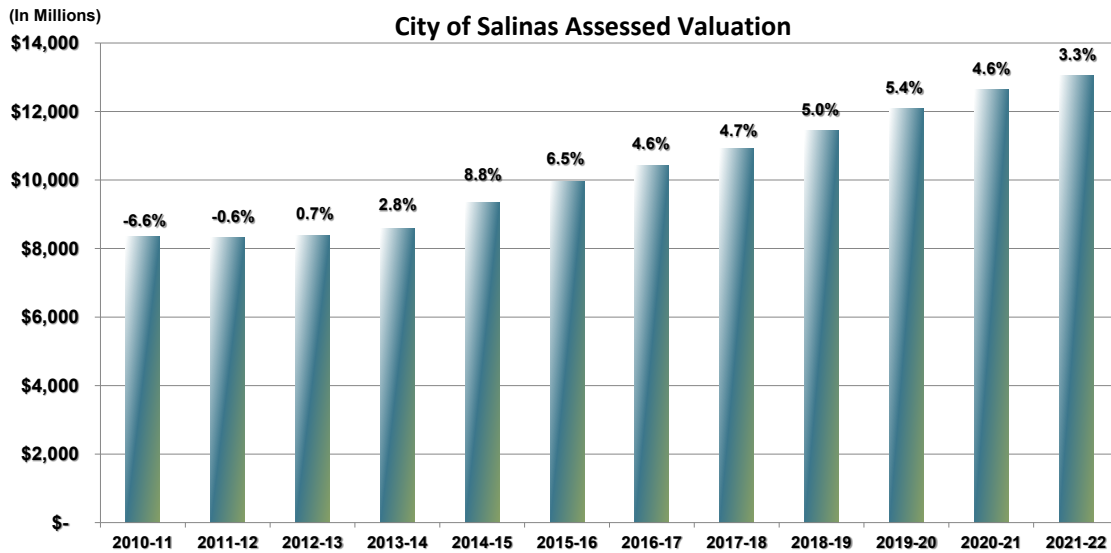
Fiscal year 2023 general funds revenue estimates total \$164,732,985. The major revenue categories are classified and discussed below:

	General Funds			
	FY 23		FY 22	
	Proposed	Adopted	Change	% Change
	Budget	Budget		
Property Tax	\$ 35,602,585	\$ 34,539,000	\$ 1,063,585	3.1%
Sales Tax	37,570,000	31,728,000	\$ 5,842,000	18.4%
Measure E Tax	16,423,000	14,190,000	\$ 2,233,000	15.7%
Measure G Tax	32,846,000	27,865,000	\$ 4,981,000	17.9%
Utility Users Tax	11,900,000	11,800,000	\$ 100,000	0.8%
Franchise Fees	9,535,000	9,485,000	\$ 50,000	0.5%
Business Lic Tax	5,700,000	5,000,000	\$ 700,000	14.0%
Other Revenue	15,156,400	16,825,225	\$ (1,668,825)	-9.9%
Total	<u>\$ 164,732,985</u>	<u>\$ 151,432,225</u>	<u>\$ 13,300,760</u>	<u>8.8%</u>

FY 23 Estimated Revenue

Property Tax

The amount of property tax the City receives is determined based on growth and declines in property values. The City's historical property assessed value growth/declines for property tax collections are shown in the graph below:



Source: Monterey County Tax Assessors - Tax Rate Books.

The City's annual property tax is estimated to increase by \$1.1 million or 3.1% from the prior year.

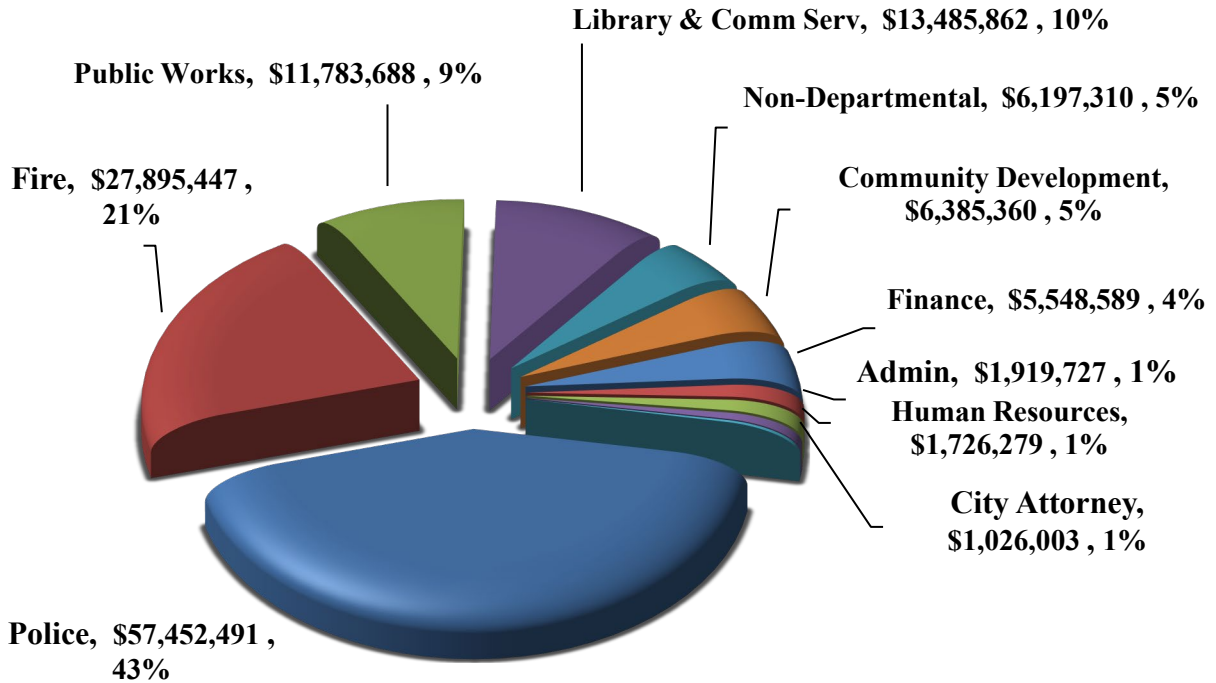
Sales Tax, Measure E & Measure G

The City's share of the 7.50% sales & use tax collected on retail sales is one percent (1.0%), which is credited to the General Fund. The City also receives revenues from a 0.5% transaction & use tax approved by Salinas' voters in November 2005 and extended with no sunset in November 2012. These revenues are accounted for separately in the Measure E Fund, so named for the ballot measure approving/extending the tax. On November 4, 2014, voters approved a one cent transaction & use tax similarly referred to as "Measure G" for the ballot measure approving it, proceeds of which are reported in the Measure G Fund.

HdL, the City's sales tax consultants/auditors, and their partnership with Beacon Economics, have evaluated trends in each sector and national and economic drivers. Staff is estimating an 18.0% increase when comparing to the fiscal year 2022 adopted budget. Fiscal year 2023 sales tax revenue is estimated to be \$37,570,000, Measure E revenue is estimated at \$16,423,000, and Measure G at \$32,846,000.

General Fund Expenditures

The combined fiscal year 2023 general fund preliminary operating budget totals \$133,738,207, a 10.0% increase from last year's adopted total of \$121,887,182. Police and Fire expenditures represent 64.0% of the operating budget. The preliminary fiscal year 2023 General, Measure E and G Funds operating budget, by department activity is as follows:



The changes from prior year's adopted budget are shown in the following table.

Department	FY 23	FY 22	Change	% Change
	Proposed Budget	Adopted Budget		
City Council	\$ 317,451	\$ 282,823	\$ 34,628	12.2%
Administration	1,919,727	2,422,286	(502,559)	-20.7%
Human Resources	1,726,279	1,493,540	232,739	15.6%
City Attorney	1,026,003	881,684	144,319	16.4%
Finance	5,548,589	4,950,599	597,990	12.1%
Comm. Development	6,385,360	4,680,616	1,704,744	36.4%
Police	57,452,491	53,028,645	4,423,846	8.3%
Fire	27,895,447	25,076,044	2,819,403	11.2%
Public Works	11,783,688	10,988,426	795,262	7.2%
Library and Community Serv.	13,485,862	12,507,429	978,433	7.8%
Non-Departmental	6,197,310	5,575,090	622,220	11.2%
Total Exp. Budget	\$ 133,738,207	\$ 121,887,182	\$ 11,851,025	9.7%

Personnel costs, nearly 80% of the budget, continue to increase in all departments with the main cost drivers including salaries, retirement, health insurance, and workers compensation. Rising costs of services and supplies are seen amongst most of the divisions and account for a large portion of increases.

Measure E

Measure E expenditure budget totals \$14,408,204. The revenue budget is estimated at \$16,423,000, which is a \$2.0 million difference.

Compared to the prior year adopted budget, the total budget decreased by \$457,879 as shown in the following table.

Measure E
FY 23 Operating Budget

Department	FY 23 Proposed Budget	FY 22 Adopted Budget	Change	% Change
Code Enforcement		\$ 463,661	\$ (463,661)	-100.0%
Finance	\$ 63,000	62,000	1,000	1.6%
Fire Marshall	44,293	75,888	(31,595)	-41.6%
Insurance - Energy Debt Svc	64,900	82,200	(17,300)	-21.0%
El Gabilan Library Debt	1,165,400	1,124,800	40,600	3.6%
Library and Community Services	5,529,000	5,772,493	(243,493)	-4.2%
Public Works		357,212	(357,212)	-100.0%
Parks and Recreation	2,699,192	1,933,239	765,953	39.6%
Police	4,347,419	4,499,590	(152,171)	-3.4%
Internal Services General Liability	323,300		323,300	
Festival Costs	171,700		171,700	
Total Exp. Budget	\$ 14,408,204	\$ 14,371,083	\$ (457,879)	-3.2%

The number of positions funded by the Measure E proposed budget for fiscal year 2023 are summarized as follows:

	<u>FY 23</u>
Police	19.0
Recreation	17.0
Library	<u>41.0</u>
Grand Total	<u><u>77.0</u></u>

Please see the Measure E section of this Operating Budget document for more details on Measure E. Measure E is also funding four projects for fiscal year 2023 totaling \$680,000: \$225,000 for tennis court improvements, \$280,000 for restroom replacement at city parks, \$100,000 for computer upgrades for libraries, and \$75,000 for Cesar Chavez parking lot improvements.

Measure G

On May 19, 2022, the Measure G Committee met and received a presentation from staff on the budget proposal.

Fiscal year Measure G tax revenue is estimated to be \$32,846,000. This represents a \$4,981,000, or 17.8% increase from the adopted fiscal year 2022 revenue budget of \$27,865,000. The fiscal year 2023 budget includes \$4,957,110 in capital improvement projects and fleet vehicle replacements/purchases, \$7,125,600 in transfers out to mainly fund the new Public Safety Building debt service and internal service insurances, and a \$21,295,238 operating budget. The CIP includes such projects as the Alisal Vibrancy Plan, athletic field repairs, city cleanup, and fleet replacement. The details of the proposed capital projects are in the capital improvement budget document for fiscal year 2023.

**Measure G
FY 23 Operating Budget**

Department	FY 23 Proposed Budget	FY 22 Adopted Budget	Change	% Change
Police	\$ 5,510,523	\$ 9,799,787	\$ (4,289,264)	-43.8%
Fire	2,303,041	1,949,349	\$ 353,692	18.1%
Public Works	5,577,715	947,755	\$ 4,629,960	488.5%
Code Enforcement	1,408,271	434,289	\$ 973,982	224.3%
Community Development	132,340		\$ 132,340	100.0%
Recreation	5,257,670	1,403,971	\$ 3,853,699	274.5%
Economic Development	-	106,564	\$ (106,564)	-100.0%
Finance	610,200	564,139	\$ 46,061	8.2%
Human Resources	177,299	171,431	\$ 5,868	3.4%
Administration	318,179	128,774	\$ 189,405	147.1%
Total Exp. Budget	\$ 21,295,238	\$ 15,506,059	\$ 5,789,179	37.3%

The number of positions funded by the Measure G proposed budget for fiscal year 2023 are summarized as follows:

	<u>FY 23</u>
Administration	2.0
Human Resources	1.0
Finance	4.0
Community Development	11.1
Police	29.0
Fire	12.5
Public Works	36.3
Recreation	<u>16.0</u>
Grand Total	<u><u>111.9</u></u>

Pension Programs

Most California cities participate in the California Public Employees’ Retirement System (CalPERS) retirement program. The cost of providing retirement benefits to employees remains a challenge to cities. Retirement costs represent 24% of total personnel costs.

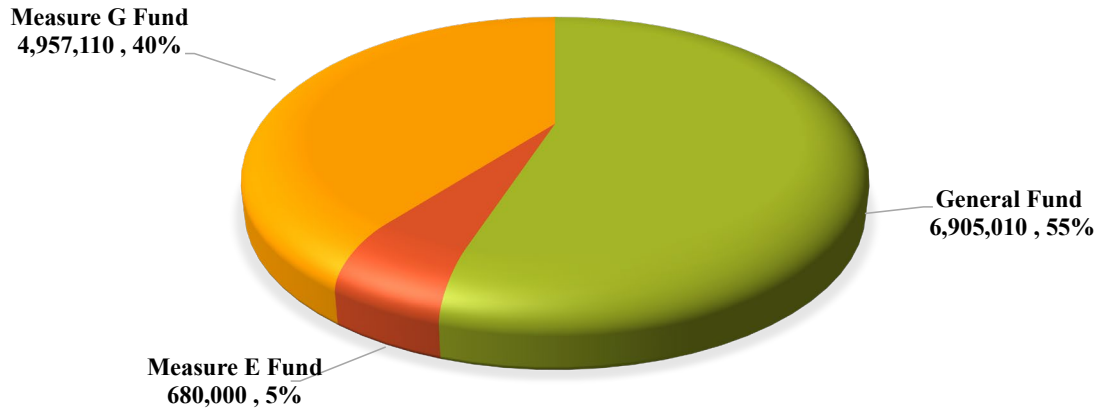
Under the Governor’s pension reform law called Public Employees’ Pension Reform Act of 2013 (PEPRA), new employees began to pay 50% of the normal costs of the pension. Existing city employees or new employees that have been active members in CalPERS (without separation for more than six months) continue to pay under the existing rates. City Public Safety – Police and Fire employees pay twelve (12%) percent of base salary into CalPERS, which was phased in from nine (9%); non-public safety employees pay seven (7%) percent. Under the PEPRA law, the retirement formula is 2% at 62 for non-public safety employees and 2.7% at 57 for safety employees.

Additionally, CalPERS applies a discount rate when computing City funding obligations under the program. This is the long-term interest rate used to fund future pension benefits, and is also known as the assumed rate of return on investments. The lower the percentage, the more cities pay. It now stands at 6.8%, down from 7.5% as recently as 2018.

Capital Improvement Program

The Capital Improvement Budget includes a number of general fund investments. Recommended General Fund items total \$6,905,010, Measure E Fund \$680,000, and Measure G Fund \$4,957,110.

General Funds CIP Budget Projects



General Fund CIP Budget Projects

Department	Project	Project Name	FY 23 Proposed
30 - Comm Dev	9001	Permanent Homeless Shelter	\$ 695,000
	9021	Housing Production Fund	250,000
	9070	Chinatown Revitalization Plan	405,000
	9087	65 W. Alisal Improvements	230,000
	9125	Chinatown Nav Center Sprung Shelter	800,000
	9181	Downtown Streets Team	600,000
	9215	HUD Consolidated Plan	30,000
	9279	Homelessness Service Coordination	225,000
	9328	East Area Specific Plan (EASP)	400,000
30 - Comm Dev Total			3,635,000
40 - Police	9017	Motorola Radios	225,370
	9096	Safety Equipment	20,000
	9129	Crime Scene Investigation	10,000
	9214	PD Records Management System	180,000
40 - Police Total			435,370
45 - Fire	9213	Fire Radio Command/Mobile Data Comp	184,240
	9411	Fire Hydrant Repairs	45,000
	9541	Fire Stations Repairs	100,000
45 - Fire Total			329,240
50 - Public Works	9313	City Hall Elevator	140,000
	9331	Improvements at City Facilities	100,000
	9533	Electric Locking System	150,000
	9875	City Facilities Repainting	250,000
50 - Public Works Total			640,000
71 - IS Fleet	9210	Fire Command & Staff Vehicles	154,000
	9540	Fire Vehicle Apparatus Replacement	911,400
	9579	Police Vehicle Replacement	800,000
71 - IS Fleet Total			1,865,400
Grand Total			\$ 6,905,010

Measure E Fund CIP Budget Projects

Department	Project	Project Name	FY 23 Proposed
55 - Recreation	9022	Tennis Court Improvement	\$ 225,000
	9048	Restroom Replacement	280,000
55 - Recreation Total			505,000
60 - Library	9195	Computers Upgrade LCSD	100,000
	9329	Cesar Chavez Library Parking Lot Imp	75,000
60 - Library Total			175,000
Grand Total			\$ 680,000

Measure G Fund CIP Budget Projects

Department	Project	Project Name	FY 23 Proposed
30 - Comm Dev	9246	Alisal Vibrancy Plan	\$ 1,500,000
	9701	General Plan Update	508,240
30 - Comm Dev Total			2,008,240
45 - Fire	9984	Fire Training Tower Maint	1,000,000
45 - Fire Total			1,000,000
50 - Public Works	9005	Soccer Field Cesar Chavez Park	25,000
	9068	City Cleanup Program	100,000
	9217	Facilities ADA Transition Plan & Imp	20,000
50 - Public Works Total			145,000
55 - Recreation	9060	Playground Improvements at Parks	50,000
	9142	Safety Tree Trimming City Parks	30,000
	9737	Athletic Field Repairs	35,000
	9793	Park Drinking Fountain Repl.	5,000
55 - Recreation Total			120,000
71 - IS Fleet	9045	CDD Vehicle Replacement	70,000
	9123	Fleet Service Trucks	720,000
	9226	Fleet Consolidation Replacement	140,000
	9270	Parks Vehicles Replacement	70,000
	9271	Urban Forestry Equip Replacement	178,910
	9273	Fleet Vehicles Replacement	4,960
	9540	Fire Vehicle Apparatus Replacement	500,000
71 - IS Fleet Total			1,683,870
Grand Total			\$ 4,957,110

The CIP is contained in a separate document and provides detailed information for each capital project included in the fiscal year 2023 Capital Improvement Budget and Capital Improvement Program (fiscal year 2024 through 28).

Reserves

During fiscal year 2022, the City Council approved amendment of the City's financial policies, including establishment of several new reserves, and initial funding of the

reserves. Amongst the new reserves is the General Funds Economic Contingency Reserves, for which the minimum target levels are twelve percent (12%) of a single year's budgeted operating expenditures and non-capital transfers of the respective funds. The Council authorized funding of these reserves at their full minimum target levels, the totals of which are reflected below.

General Funds Economic Contingency Reserves

General Fund	\$ 12,275,000
Measure E Fund	1,726,000
Measure G Fund	2,684,000

Conclusion

I would like to thank the City Council for its leadership in working together on this budget, in prioritizing what matters most to the Salinas community, in particular with identification of the 2022-2025 strategic plan goals that are vital for our community. I would also like to recognize the City of Salinas staff for their dedication to this organization. Lastly, I would like to thank the employees in the Finance Department who worked on the budget documents, as well as all other staff who made contributions to its completion.

Sincerely,



Steven S. Carrigan
City Manager



(This page intentionally left blank)

COMMUNITY PROFILE



HISTORY

The name Salinas means “salt marsh” in Spanish. The City got this name because at that time there was a large slough that ran through the area. In the mid-1800s, Salinas' agricultural industry began to grow. In 1867, several local businessmen laid-out a town plan and enticed the Southern Pacific Railroad to build its tracks through Salinas City.

Agriculture continued as the area's major industry and today, the Salinas Valley is known as "The Salad Bowl of the World".

The City of Salinas was incorporated as a charter city on March 4, 1874 providing all typical City services: Public Safety (police and fire), Public Works (engineering & transportation, and environmental & maintenance services), Community Development (permit services and planning), Library and Community Services (parks & community services, and library), and General Administrative Services. Business-type City services include: a Municipal Airport, Industrial Waste System, Golf (two municipal golf courses), Sanitary Sewer and Storm Drain Systems, Water Utility, Preferential, Downtown Parking District and Permit Services. The State Department of Finance reports the City's population at 161,784, as of January 1, 2018. The City employs about 597 persons on a full time basis.

CITY GOVERNMENT

The City of Salinas operates under the Council-Manager form of government. The City Council is governed by a six-member Council elected by districts for four-year alternating terms and a Mayor elected at large for a two-year term. The City Council acts as the legislative and policy-making body. Council appoints the City Manager and awards the contract for City Attorney services. The City Manager is the chief administrator and is responsible for implementing the policies and priorities of the City Council. Our current City Hall was built in 1964 and an addition was constructed in 1975. Our old City Hall no longer exists, but

COMMUNITY PROFILE

we have some records of the building dating back to 1907. It was demolished shortly after our current City Hall was opened in 1964.

ECONOMY

Salinas is a global AgTech hub located in the backyard of internationally renowned technology epicenter, Silicon Valley. From the perspective of native son and iconic American author John Steinbeck to the pioneering problem solving that led to the invention of iceberg lettuce and bagged salad, Salinas has a global reputation as a city where agriculture, technology and innovation converge and blossom. Although agriculture is the foundation of the local economy, more than 100 manufacturing firms call Salinas home. Some of the largest employers in the area include: Dole Fresh Vegetable, the County of Monterey and Salinas Valley Memorial Hospital.

HOUSING

Salinas is a community of neighborhoods with a wide variety of housing options. With Victorians and the historic Spanish influence, Salinas provides renters and homebuyers a housing assortment, from modest cottages and modern townhouses to spacious "rancheros" nestled in the oak-dotted countryside.

Newer developments provide attractive and imaginative tract homes and condominiums along side the many modern homes in well-established neighborhoods. Newcomers and longtime residents will find a neighborhood to their liking, regardless of whether they are looking for something larger to accommodate a growing family, or simply want to find smaller quarters for their retirement years.

Salinas offers approximately 46,523 housing units of which 23,620 are detached single family residences, 2,687 are attached single family residences, 3,838 two to four unit multifamily complexes, 14,928 apartment units, and 1,450 mobile homes. The residential vacancy rate is approximately 4.1% at any time during the year.

TRANSPORTATION

The City of Salinas is the county seat of Monterey County and is located in the Central Coast region of California, 17 miles inland from the Monterey Bay, 325 miles north of Los Angeles and 106 miles south of San Francisco.

Air

The Salinas Municipal Airport serves the City as an element of the national transportation system. It is also an economic development asset and serves as an employment center with over twenty businesses providing jobs. The Municipal Airport has a 6,000-foot and 5,000-foot lighted runways. Commercial airlines serve at the nearby, Monterey Peninsula Airport.

Bus

Monterey-Salinas Transit (MST) operates local bus service; Monterey-Salinas Airbus offers connections to San Jose and San Francisco airports; Greyhound offers service to all major cities from the Intermodal Transportation Center.

Highways

The major north-south freeway, US-101, bisects Salinas. State highways 68 and 183 connect with scenic Highway 1 accessing the Monterey Peninsula and surrounding cities.

Rail

COMMUNITY PROFILE

Union Pacific's main line has daily Amtrak service which runs through Salinas; with a stop at the new Intermodal Transportation Center.

SCHOOLS

Salinas is served by three elementary school districts, a unified high school district and several private schools at both the primary and secondary level. Hartnell College, a State Community College, offers two-year degrees and occupational certificate programs. California State University Monterey Bay is located less than 15 miles away on the former Fort Ord site but has strong local presence with their branch located on North Main Street. Graduate studies through Golden Gate University, Monterey Institute of International Studies and Chapman College are available nearby. Also in the area are Moss Landing Marine Laboratory, Monterey College of Law, Stanford University's Hopkins Marine Station and San Jose State University.

COMMUNITY SERVICES

Salinas has extensive health and medical services with two of Monterey County's four hospitals located within the City. Natividad Medical Center recognized as a Medical Center Level II Trauma Center serving the Central Coast. Salinas also offers skilled nursing and convalescent homes and residential retirement facilities for seniors, as well as over 210 practicing physicians.

Fire protection and basic and advanced life support are provided by the City's full-service Fire Department. Advanced life support services are provided by the Fire Department's paramedic program with partial funding being provided from a countywide ambulance contract. The City of Salinas has a well-equipped, fully staffed Police Department and receives additional support, as required, from the Monterey County Sheriff's Office.

The City's moderate climate encourages year-round use of its 550 plus acres of municipal parks, which include golf courses, tennis courts and swimming pools. The Salinas Community Center regularly hosts symphonies, ballets, concerts and conventions. Salinas is host to the annual Steinbeck Festival, the California Rodeo, and the California International Airshow. Salinas has a modern California Sports Complex and the National Steinbeck Center. Surrounding Salinas are diverse recreational opportunities including beautiful beaches and the world-famed golf courses of the Monterey Bay Peninsula.

As the retail hub of the Central Coast, Salinas enjoys a wide selection and diversity in its stores. Northridge Shopping Center contains over 120 specialty shops and four major department stores – Macy's, Sears, J.C. Penney and Best Buy. Harden Ranch Plaza includes a Super Wal-Mart, Target, Safeway, specialty stores, restaurants, and banking institutions and future site of a Lowe's Home Center. The Westridge Shopping Center is home to Costco, a second Wal-Mart store, Office Max, Dick's Sporting Goods and a variety of national chain restaurants. The Salinas Auto Center houses nine local dealers. In October 2007, Home Depot moved its operations from Harden Ranch Plaza to the Auto Center area to join Kohl's and other specialty stores. A new Lows opened this last year in the future growth area in the northern part of the City. Additionally, Salinas' location allows quick access to the Monterey Peninsula, as well as the San Jose area.

The City utilizes various Boards and Commissions in the conduct of its affairs. Commissions established by City Ordinance are:

- Airport Commission
- Recreation-Parks Commission
- Library Commission
- Traffic and Transportation Commission

COMMUNITY PROFILE

- Planning Commission
- Youth Commission
- Measure E Committee
- Measure G Committee

Boards and committees established by Resolution of the City Council are:

- Police Community Advisory Committee
- Animal Services Committee
- Finance Committee
- Design Review Board
- Board of Appeals
- Grievance Advisory Board
- Historic Resources Board

BUDGET GUIDE

BUDGET GUIDE

The budget represents the City’s work plan in support of City Council goals and policies. It is the City’s fundamental policy document, annual financial plan and operations guide expressed in dollars and staff resources. In addition, it informs the public about the City’s financial strategies and provides the documentation needed for other financial matters, such as audits, loans and grants.

A sustainable budget allocates limited available resources to the provision of programs, services or projects in support of community needs and expectations, without compromising the long-term financial health of the City. It balances city resources with community priorities and requirements. A budget serves the following purposes:

- Public communication device
- Establishes annual goals and objectives to meet community priorities
- Policy document
- Resource allocation tool
- Spending plan
- Accountability document
- Management tool
- Grants authority to city staff

The annual operating budget is a financial plan for a specific period of time. Salinas prepares a one-year operating budget and a six-year capital improvement budget plan. The operating budget is adopted by Council and implemented by staff. For the City of Salinas, the City’s fiscal year starts on July 1st and end on June 30th.

DOCUMENT ORGANIZATION

The following section briefly describes the components that comprise the budget document.

Letter of Transmittal

In the transmittal letter to the City Council and Salinas’ citizens, the City Manager summarizes the operating budget for the next Fiscal Year (FY) 2023. It outlines strategies and objectives for the fiscal years and highlights the most critical issues facing the City.

Community Profile and Budget Guide

This is the current section, and it contains a variety of information about the City of Salinas, its history, government, housing, economy, transportation, schools and community services. The budget guide section is an important tool in understanding the budget. Long-term financial strategies and budget policies that provide guidance to city staff are identified. In addition, this section describes the structure of city finances, including financial objectives reporting requirements, reserve descriptions, appropriation control, debt management, and management responsibilities. A brief summary of the annual budget process and a glossary of budget terminology are also included to aid the reader.

Summaries & Schedules

Local government budgets are organized or separated into various funds in order to account for revenues, which are restricted by law as to how they may be spent. Each fund functions like a separate bank account targeted to a specific purpose or purposes and the City’s budget is financed by these different funds. This section of the budget presents the Budget Resolution that captures the Estimated Revenue, Interfund Transfers and Appropriations for FY 2023; The Appropriation Limit calculation; Fund Balance projection by fund for FY 2023; The Administrative Overhead Rates; A summary schedules of revenues by fund that

BUDGET GUIDE

includes actual revenues for FY 2020 and FY 2021 and estimates for FY 2022 and FY 2023. Also contained here is the summary of the total full-time workforce budgeted for the next year with historical changes in staffing over time.

Salinas Plan

This section provides information regarding the implementation and status of the Salinas Plan, a Ten-Year Plan designed to provide the City with a path toward maintaining a long-term balanced budget while preserving City services and addressing the affordable housing crisis.

Measure E Funds

This section provides historical information about the circumstances surrounding the conception and implementation of the Transaction and Use tax approved by Salinas' voters on November 2005. This section also includes summaries of the Measure E funds budgeted for Operating and Capital Projects for FY 2023 and a list of the number of positions funded during the same period.

Measure G Funds

This section provides historical information about the circumstances surrounding the conception and implementation of the Transaction and Use tax approved by Salinas' voters on November 2014. This section also includes summaries of the Measure G funds budgeted for Operating and Capital Projects for FY 2023 and a list of the number of positions funded during the same period.

Department Operating Budgets

Here you will find detailed information about each department, including department organizational charts, department and division descriptions including Purpose, Goals, Strategies and Objectives and Major Budget Changes for FY 2023, and a financial summary showing funding sources, actual expenditures from FY 2020 and FY 2021 and projected expenditures for FY 2022 and FY 2023.

The Capital Improvement Budget is issued in a separate document. Both of these documents are available to residents and interested parties for review at the City's website located at www.cityofsalinas.org.

Appendix - Financial Policies, Chart of Accounts, and Salary Schedules

An overview of city's financial policies that include Accounting Policies, Reserve Policies, Administrative Fee Policies, Revenue Policies, Operating and Capital Improvement Budget Policies, Debt Policies, Assessment and Community Facilities Financing Policies, Landscape and Lighting Policies, Capital Asset Policies and Risk Management Policies. Also included are the chart of accounts and salary schedules.

STRUCTURE OF THE CITY'S FINANCES

One way to view city finances is from the perspective of personal financial planning. It is good financial advice to take time each year to do some financial planning regardless of your personal circumstances. A portion of existing resources is used to pay for necessities (utilities, mortgage). Some of your projected income is used for maintenance needs on assets (car repair, plumbing problems). Yet another part of your income is set-aside for future use or anticipated costs (investment for retirement, buying a new car, insurance premiums, roof replacement, etc.).

A city is required to essentially complete the same type of financial planning. Salinas keeps track of its activities in self-balancing sets of accounts called "funds" which are the basic accounting and reporting components in governmental accounting. Funds are designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

Some funds are established to track activities required by law (e.g. gas tax fund), some fulfill revenue requirements (CDBG), and still others demonstrate prudent administrative practices (such as self-insurance funds for General, workers' compensation and liability).

BUDGET GUIDE

Budget years run in fiscal year cycles beginning July 1 and ending June 30. The City budget is approved and balanced by fund. The vast majority of these fund balance dollars are held for future expenses for several reasons. Special taxes, such as the gas tax, are restricted to specific services and must be carried forward for that purpose (in this case, street improvements). Other balances may result from legal requirements, such as payment of long-term debts for bonds.

The City maintains budgetary controls that ensure compliance with the budget approved by the City Council. All activities of the City are included in the annual appropriated budget. The legal level of budgetary control (that is, the level at which actual expenditures may not legally exceed the appropriated amount) is at the fund level, as authorized in the Annual Appropriations Resolution.

BASIS OF ACCOUNTING

Fund Accounting

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

The budget is adopted consistent with generally accepted accounting principles. Revenues are recognized on the accrual basis (i.e., when they are earned). Expenditures are recorded when the related fund liability is incurred.

Base Budget: Each department is initially provided an annual appropriation sufficient to fund current service levels and any other costs the department is responsible for managing. This year's base budget involved implementing a zero-based budgeting model.

Carry Over: Unexpended funds from a fiscal year are known as carryover funds. The City Council's past practice is to allocate carryover funds pursuant to the City's adopted financial policies. The policy states "General Fund carryover balances shall be allocated to reserves in the following priority order: 1) Insurance Reserves, 2) Operating Budget Reserve and 3) Capital Improvement Program Reserve."

Long Range Financial Planning

The City has developed a five-year and ten-year forecasting model for operating revenues and expenditures. The City also produces a six-year capital improvements plan.

The Finance Department prepares initial Baseline Budget forecast and allows City Council and departments to focus on policy, program and work plan issues.

Reserves

The General Fund strives to maintain a contingency or prudent reserve, with a target of 8% of the General Fund Operating Budget.

Contingency Reserve Policy

The City Policy endeavors to maintain a contingency reserve for operations to help mitigate the effects of such unanticipated situations as (1) economic downturns, (2) loss of revenues to or imposition of additional costs by other governmental agencies, (3) variances in financial forecasting, and (4) natural disasters. The contingency reserve is funded at a level established by Council each June. All uses of the contingency reserve are approved by the City Council.

Long Term Capital Debt

The City of Salinas uses long-term debt financing only for one-time capital improvement projects and unusual equipment purchases. Long-term capital debt complies with applicable federal and State

BUDGET GUIDE

regulations and is repaid over the legal life of the related asset or twenty years whichever is less. Financing is generally conducted on a competitive basis and the City seeks to maintain its current bond rating.

Investments and Cash Management

The City follows the practice of pooling and investing cash of all funds under its control to maximize the return in a safe and prudent manner while at the same time ensuring that the portfolio is sufficiently liquid to meet day-to-day cash needs. There is diversity in the types and maturity dates of investments, which are made in accordance with the California Government Code. The remaining final maturity on investments is limited to five years. Currently, the average life of our portfolio is generally about one year. An Investment Report is submitted to the City Council quarterly, which shows investment activity and the performance of the investment portfolio. The investment policy is reviewed and readopted annually by the City Council, as required by State law.

BUDGET PROCESS

The Salinas' City Council adopts the City of Salinas' annual operating budget no later than June 30 of each fiscal year. Beginning July 1st, the budget process allows the City of Salinas to make resource allocation decisions, including choices about staffing, technology, and equipment, as well as determining which program priorities will be addressed in the coming fiscal year. Although the City Council deliberates the proposed budget in June, the budget process occurs throughout the year. Staff begins in earnest each January based on projections of city revenues, costs associated with contractual obligations, assessment of city needs, and review of the City's overall financial position.

Financial information containing actual revenue receipts and expenditures trends is presented to the Finance Committee at least once every month. During the year, Council amends the budget with the approval of supplemental appropriations and reviews and amends the budget at mid-year and at year-end.

The budget is prepared by the City Manager and adopted by the City Council. The City Council approves operating appropriations at the department and fund level prior to July 1, each year and may amend the budget during the fiscal year. Budgetary control is maintained at the program level. Formal budgetary integration was employed as a management control device during the fiscal year for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Enterprise Funds and Internal Service Funds.

Budgets are legally adopted for all Governmental and Proprietary Fund Types. Fiduciary Funds and Agency Funds have no adopted budgets because the City is only required to make payments to the extent funds are available. Agency Fund budgets that are approved by their respective governing boards are recorded in the City's accounting system.

The City Manager may transfer budget appropriations between departments and Department Directors may transfer appropriations between programs and accounts within their individual departments and divisions, but only the Council may appropriate funds from reserves or fund balances.

Budget policy excludes the use of taxes, accounts receivable, interest receivable assets and long-term advances that are not currently available resources for budget purposes. Condemnation deposits are also excluded because they are returned upon right of way acquisition.

Expenditures may not legally exceed budgeted appropriations at the department level. Budgeted amounts shown are as originally adopted and as amended by the City Council during the year and reviews and amends the budget at mid-year and at year-end.

Appropriations lapse at fiscal year end to the extent they have not been expended. New budget appropriations are approved for the coming year. Project-length financial plans are adopted for all capital projects funds and appropriations are carried forward until project completion. Grant funds are carried forward until the grant expires.

BUDGET GUIDE

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the governmental funds. Encumbrances outstanding at year-end are recorded as reservations of fund balance and do not constitute expenditures or liabilities because the commitments will be honored during the subsequent year.

From January through March, departments review their functional responsibilities and services and their current year budget objectives in light of any modifications in Council priorities or other direction to staff. These are considered in conjunction with projections of revenues and expenditures as the departments prepare their preliminary budget requests. Departments develop budgets, which reflect departmental goals and City Council priorities within budgetary constraints.

The City Manager reviews department budget requests in March-April. From these reviews, the budget parameters may be modified, and changes made to the preliminary budget for presentation to Council. During the month of April, the Finance Department compiles all department requests and the City's financial data to produce a preliminary document.

The presentation of the City Manager's Proposed Budget in late May is intended to provide the City Council and the public time to review the budget. Included in the City Manager's presentation are an update of the City's financial position and long-range plan, review of the national, state and local economies, and discussion of financial policies and department activities.

After the Council reviews the proposed budget and receives public comment, they may revise the proposed budget. Then, on or before June 30, the City Council votes to adopt the budget, including any amendments to the proposed budget that may occur, by an affirmative vote of the majority of the seven-member City Council. At any meeting after the adoption of the budget, the City Council may amend or supplement the budget by a majority vote of the Council.

Upon final adoption by city ordinance, the budget becomes the legal authorization for the various departments to expend revenues, subject to any controls established by the City Manager, City Council and internal audit requirements. The City Council has adopted several financial and budgetary policies, which address debt, reserves, and spending authorizations.

CITIZEN PARTICIPATION

Salinas' residents are encouraged to participate in the budget planning process through a variety of avenues, such as participating in Council-appointed boards and commissions or by attending budget sessions during the month of May or public hearings at City Council meetings. Citizens may also view and comment on the budget document through the City's Web page located at www.cityofsalinas.org.

Public hearings on the budget occur in late May and June. Citizens have the opportunity to speak about budget issues at these hearings and at virtually any City Council meeting during the year. Council meetings are generally held on Tuesday afternoon beginning at 4:00 p.m. in the Council Rotunda at City Hall, located at 200 Lincoln Ave. Salinas. All council meetings are broadcast live online and televised on the local cable access channel 25 and subsequently aired many times.

GLOSSARY OF BUDGET TERMINOLOGY

A city budget contains specialized and technical terminology that is unique to public finance and budgeting. Therefore, a glossary is provided to help the reader understand terms and vocabulary that are used in this document. Useful terms relevant to the budget process and/or city government are included.

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

BUDGET GUIDE

BENEFITS FULL-TIME (FT:) Cost to the City for insurance benefits for all regular part time employees. This includes health, disability, and workers' compensation insurance.

EDUCATIONAL INCENTIVE PAY: Cost to the City for educational incentive pay to eligible public safety employees. For budget purposes, this payment is included as part of the total annual salary for eligible regular full-time employees.

BENEFITS REGULAR FT INSURANCE: Cost to the City for insurance benefits for all regular full-time employees. This includes the city's cost for health, dental, disability, life, and workers' compensation insurance.

BENEFITS REGULAR FT LEAVE TIME: Compensation for all leave time to employees who are appointed to regular full-time positions. For budget purposes, the percentage factor could be applied to net work hours as calculated by the Finance Department.

BENEFITS REGULAR FT RETIREMENT: Cost to the City for Public Employees' Retirement for all regular full-time employees. The city participates in two pension plans: the California Public Employees' Retirement System (PERS) for public safety and miscellaneous employees hired after June 1995 or those employees who elected to switch from the other local plan, and the New York Life Retirement Plan for miscellaneous employees hired before June 19, 1995 and who elected not to receive benefits under the PERS system.

BUDGET: A financial plan for a specific period of time (one fiscal year) that matches planned revenues and expenditures with various municipal services.

BUDGET ADJUSTMENT: A legal procedure to revise a budget appropriation. City staff has the prerogative to move expenditures within or between department programs. Increases to the budget must be approved by the City Council.

BUDGET DOCUMENT: The instrument used by the City Manager and staff to present a comprehensive financial program to the City Council.

BUDGET RESOLUTION: The official enactment by the City Council to establish legal authority for city officials to obligate and expend city resources and funds.

BUDGETED FUNDS: Funds that are planned for certain uses but have not been formally or legally appropriated by the City Council. The budget document submitted for City Council approval is composed of budgeted funds.

BUDGETARY CONTROL: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

CAPITAL IMPROVEMENT PROJECTS: A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a period of several future years.

CAPITAL OUTLAY: Purchase of equipment (including vehicles), tools, and furniture having a value of \$5,000 or more and a normal useful life of two years or more.

CONTRACTUAL SERVICES: Expenditures for services which are obtained by an expressed or implied contract, or services which are of such nature that they normally would be obtained by such a contract. Major types of contractual services are advertising, printing and binding services, maintenance and repair services, auto body work, professional services, public utility services, and travel and transportation services.

DEPARTMENT: A separate major administrative section of the City which indicates overall management responsibility for a group of related operations within a functional area. The City's structure has fourteen departments.

DEPARTMENT SUMMARY: The Department Summary provides a summary of source of funds and expenditures by major category. The source of funds section shows how the fiscal year 2020 and 2021

BUDGET GUIDE

actual, the 2022 budget and the proposed 2023 budget are funded. The expenditure section details both employee services and other resources. The employee services category includes regular full-time, temporary part-time, and overtime. The other resources category includes: supplies/small equipment, outside services/other expenditures, and capital outlay

DIVISION: A major administrative section of a department indicating management responsibility for a group of related operations within a department.

DIVISION SUMMARY: Provides a summary of source of funds and expenditures by major category in the same manner as the Department Summary, described above, except that this summary is at the division level.

ENCUMBRANCE: The commitment of appropriated funds to purchase an item or service. To encumber funds is to set aside or “commit” funds for a future expenditure.

ENTERPRISE FUND: A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to ensure that the revenues are adequate to meet all necessary expenditures. The City of Salinas has the following Enterprise Funds: Airport, Golf Courses, Industrial Waste, Sanitary Sewer, NPDES Storm Drain Sewer, NPDES Street Sweeping, Hitchcock Road Water Utility and the Downtown Parking.

EXPENDITURE: Refers to 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. Expenditures are recorded in the City’s financial records when the goods, services, or assets are received.

EXPENDITURE BY CHARACTER: A basis for distinguishing types of expenditures. The major expenditure categories used by the City of Salinas are Employee Services including salaries, benefits and overtime; operating expenditures (supplies and services) and capital outlay expenditures.

FISCAL YEAR (FY): The time period designated by the City representing the beginning and ending period for recording financial transactions. The City of Salinas has specified July 1 to June 30 as its fiscal year.

FULL TIME EQUIVALENT (FTE): Technique converting labor work hours into a unit measure of equivalent number of full-time employees (1 FTE =2,080 annual hours) with the exemption of firefighters that are measured on 2,912 annual hours annually. For FY 2016-17 forward, the budget included employees’ full cost due to the elimination of the furlough program effective July 1, 2015. Cost of restoring full time service to Salinas’ residents (Monday-Friday) is absorbed by the Measure G Fund.

FUND: An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities, revenue sources, or government functions. Eight commonly used types of funds in public accounting are: general fund, special revenue funds, debt service funds, capital projects funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

FUND BALANCE: Refers to the excess of assets over liabilities and encumbrances at the end of the recorded accounting period. Also known as available funds.

FUNDING SOURCE: Identifies which revenues the City will use to pay the expenditures of each department. Some department budgets include revenues from one or more sources, which legally, may only be used for specific purposes, while others rely more heavily on the City’s General Fund, which, may be used for any appropriate purpose.

GRANT: A donation by a government or other organization to support a particular function. Grants may be classified as either categorical or block, depending upon the amount of discretion allowed the grantee.

INTERNAL SERVICE FUND: Funds used to account for the financing of goods or services provided by one city department to another on a cost reimbursement basis.

BUDGET GUIDE

LETTER OF TRANSMITTAL: The opening section of the budget, which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal year, and the views and recommendations of the City Manager.

LINE-ITEM BUDGET: A budget that lists each expenditure type (salary, supplies, contractual services, etc.) as a separate line item, along with the dollar amount budgeted for each specified category.

OPERATING BUDGET: The portion of the budget pertaining to daily operations that provides basic governmental services. The operating budget contains appropriations for such expenditures as personnel services, materials and supplies, and capital outlay. It does not include Capital Improvement Project expenditures.

REVENUE: Funds the City receives as income. Revenues include such items as taxes, licenses, user fees, service charges, fines and penalties, and grants.

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

SUPPLIES / SMALL EQUIPMENT: Items purchased that have a unit value of less than \$5,000 regardless of normal useful life or have a unit value of more than \$5,000 and a useful life of less than 2 years.

TEMPORARY: Describes the job status of an employee as one who works less than full time and in a transitory position.

REVENUES SCHEDULES: Complete revenue worksheet for 2020 and 2021 actuals & 2022 and 2023 revenue estimates.

REGULAR FULL-TIME: Describes the job status of a city employee as one who works a full weekly schedule (40 hours for Police sworn and non-public safety employees (adjusted for furlough concessions), 56 hours for Firefighters public safety employees) on a non-temporary basis.

SUMMARIES & SCHEDULES

Budget Resolution

RESOLUTION NO. 22380 (N.C.S.)
RESOLUTION NO. 42 (S.A.)

RESOLUTION ADOPTING THE FISCAL YEAR 2023 ANNUAL OPERATING BUDGET

BE IT RESOLVED that the Operating Budgets of the City of Salinas and the Successor Agency of the Salinas Redevelopment Agency, including interfund transfers as set forth herein for Fiscal Year 2023 commencing on July 1, 2022 be adopted as listed below:

<u>Fund Description</u>	<u>Estimated Revenue</u>	<u>Interfund Transfers</u>	<u>Appropriations</u>
<u>General Government Funds</u>			
1000 General Fund	115,310,985	(7,929,700)	99,588,365
1100 Measure E	16,468,000	(1,203,600)	12,854,604
1200 Measure G	32,954,000	(7,125,600)	21,295,238
2200 Local Public Safety	600,000	-	700,000
2501 Emergency Medical Services	140,000	1,200,000	1,352,554
2502 Asset Forfeiture	27,000	-	52,000
2503 Traffic Safety	300,000	(200,000)	-
2504 Vehicle Abatement	120,000	50,000	195,102
2505 Recreation Parks	30,000	-	22,900
2506 Public Education Fund - Cable Franchise	185,000	-	125,000
2507 Municipal Art	6,000	-	-
2510 Measure X Transport Safety & Inv Plan	-	(2,317,100)	-
2601 SRA Public Improvements	9,000	-	-
2602 HSA Affordable Housing	70,100	-	8,040
Total	166,220,085	(17,526,000)	136,193,803
<u>Internal Services Funds</u>			
7100 Internal Service	5,835,800	5,320,000	13,440,347
<u>Enterprise Funds</u>			
6100 Municipal Airport	1,889,000	(78,300)	1,600,807
6200 Industrial Waste	3,047,000	(73,300)	2,106,766
6300 Municipal Golf Courses	160,000	450,000	647,900
6400 Sanitary Sewer	4,826,000	(97,700)	4,493,009
6500 Storm Sewer (NPDES)	15,200	2,675,000	2,855,527
6700 Water Utility	11,000	-	15,000
6800 Parking District	1,680,000	916,100	2,787,241
6900 Permit Services	3,055,200	-	3,676,140
Total	14,683,400	3,791,800	18,182,390
<u>Assessment and Maintenance District Funds</u>			
2100 Maintenance Districts	1,957,450	-	1,477,322
4200 Assessments Districts	781,000	-	942,750
Total	2,738,450	-	2,420,072
<u>Housing & Urban Development</u>			
2910 Community Development	6,147,431	-	5,724,316
2911 CDBG - Covid 19	777,790	-	446,644
2930 Home Investment Partnership	2,236,451	-	2,041,934
2940 Emergency Solutions Grant-HUD	251,631	-	286,949
2941 Emergency Solutions Grant-COC	242,240	-	217,713
2942 CA Emergency Solutions & Housing	200,000	-	-
2943 ESG-CV HUD	4,000,000	-	13,864
2951 SB2	3,110,293	-	2,995,194
2957 Inclusionary Housing Trust	-	-	12,000
Total	16,965,836	-	11,738,614

SUMMARIES & SCHEDULES

Budget Resolution

<u>Fund Description</u>	<u>Estimated Revenue</u>	<u>Interfund Transfers</u>	<u>Appropriations</u>
<u>Grants, Trust & Agency Funds</u>			
3000 Grants	-	-	24,020
8900 Successor Agency Fund	2,369,000	(949,300)	1,448,700
Total	2,369,000	(949,300)	1,472,720
<u>Debt Service Funds</u>			
4100 Debt Service Fund	-	11,163,500	11,313,900
<u>Capital Projects Funds</u>			
1000 General Fund	-	(6,905,010)	-
1100 Measure E	-	(680,000)	-
1200 Measure G	-	(4,957,110)	-
2105 N E Salinas	-	(50,000)	-
2109 Monte Bella Maintenance District	-	(611,000)	-
2202 Supplemental Law Enf AB3229	501,000	(400,000)	-
2300 Development Fees	1,053,700	(885,500)	-
2400 Gas Tax Fund - Capital	4,654,400	(1,282,262)	-
2400 Gas Tax Fund - Operating	-	(1,800,000)	-
2510 Measure X Transportation Safety & Inv Plan	3,647,000	(1,010,000)	-
2511 SB1 Road Maintenance & Rehabilitation	3,681,000	(4,875,000)	-
2512 SB1 Traffic Congestion Relief	3,000	-	-
5100 Special Aviation	149,876	(143,876)	-
5200 Special Construction Assistance	14,193,000	(14,193,000)	-
5300 Assessment District Project	4,000	-	-
6100 Municipal Airport	-	(73,486)	-
6200 Industrial Waste	-	(15,000)	-
6400 Sewer	-	(213,810)	-
6900 Permit Services	-	(307,000)	-
5800 Capital Projects	-	36,602,054	36,602,054
Total	27,886,976	(1,800,000)	36,602,054
Grand Total	236,699,547	-	231,363,900

BE IT FURTHER that the Work Force, Salary Schedule, and Financial Policies included in the Budget Document and the FY 22 CIP budget adjustments in the attached Exhibit be adopted and that the Director of Finance is hereby authorized to make interfund transfers as herein authorized when such monies become available.

PASSED AND ADOPTED this 14th day of June 2022 by the following vote:

AYES: Councilmembers: Barrera, Cromeenes, Gonzalez, McShane, Osornio, and Mayor Craig


NOES: Councilmember Rocha

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

ATTEST:


 Patricia Barajas, City Clerk


 Kimbley Craig, Mayor

SUMMARIES & SCHEDULES

Appropriations Limit

RESOLUTION No. 22381 (N.C.S.)

A RESOLUTION SETTING THE APPROPRIATIONS LIMIT
FOR THE CITY OF SALINAS FOR
FISCAL YEAR 2023

WHEREAS, Article XIII B of the California Constitution was amended by the passage of Proposition 111 at the June 5, 1990, Primary Election; and,

WHEREAS, each City must now select its change in the cost-of-living annually by a recorded vote of the City Council; and,

WHEREAS, each City must now select its change in population annually by a recorded vote of the City Council;

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SALINAS that the Appropriations Limit for the City shall be changed based on:

1. The population within the County limits, and
2. The change in California cost of living.

BE IT FURTHER RESOLVED that the Appropriations Limit for the City of Salinas for Fiscal Year 2023 is hereby adopted at \$297,538,255 pursuant to Article XIII B of the California Constitution as amended by Proposition 111. The portion of the City's budget that is subject to the appropriation limit (the proceeds of taxes) totals \$158,197,285 and is well within the appropriations limit.

PASSED AND ADOPTED this 14th day of June 2022, by the following vote:

AYES: Councilmembers: Barrera, Cromeenes, Gonzalez, McShane, Osornio, and Mayor Craig

NOES: Councilmember Rocha

ABSENT:

ABSTAINED:

APPROVED:



Kimbley Craig, Mayor

ATTEST:



Patricia Barajas, City Clerk



(This page intentionally left blank)

SUMMARIES & SCHEDULES

Fund Balances

Fund	Estimated Balance 06/30/2022	Estimated Revenues FY 23	Estimated Transfers In FY 23	Estimated Transfers Out FY 23	Estimated Appropriations FY 23	Estimated Balance 06/30/2023
General Fund	10,970,310	115,310,985	2,625,000	(17,459,710)	(99,588,365)	11,858,220
Reserve - Economic Contingency	12,275,000	-	-	-	-	12,275,000
Reserve - Infrastructure Maintenance	2,628,000	-	-	-	-	2,628,000
Reserve - OPEB	1,000,000	-	-	-	-	1,000,000
Reserve - 115 Trust	6,000,000	-	-	-	-	6,000,000
Reserve - Facilities Maintenance	1,577,000	-	-	-	-	1,577,000
Reserve - Vehicle Replacement	9,000,000	-	-	-	-	9,000,000
Total	<u>43,450,310</u>	<u>115,310,985</u>	<u>2,625,000</u>	<u>(17,459,710)</u>	<u>(99,588,365)</u>	<u>44,338,220</u> 1
Measure E Fund						
Transactions & Use 1/2 cent Tax	8,757,847	16,468,000	350,000	(2,233,600)	(12,854,604)	10,487,643
Reserve - Economic Contingency	1,726,000	-	-	-	-	1,726,000
Reserve - Infrastructure Maintenance	356,000	-	-	-	-	356,000
Total	<u>10,839,847</u>	<u>16,468,000</u>	<u>350,000</u>	<u>(2,233,600)</u>	<u>(12,854,604)</u>	<u>12,569,643</u> 2
Measure G Fund						
Transactions & Use 1 cent Tax	10,168,392	32,954,000	-	(12,082,710)	(21,295,238)	9,744,444
Reserve - Economic Contingency	2,684,000	-	-	-	-	2,684,000
Reserve - Infrastructure Maintenance	700,000	-	-	-	-	700,000
Total	<u>13,552,392</u>	<u>32,954,000</u>	<u>-</u>	<u>(12,082,710)</u>	<u>(21,295,238)</u>	<u>13,128,444</u> 3
Assessment & Maintenance Districts						
Maintenance District Administration	45,768	-	-	-	-	45,768
Woodside Park Maint	125,467	44,000	-	-	(32,095)	137,372
Downtown Mall Maint	(42,996)	-	-	-	-	(42,996)
Airport Business Park Maint	8,692	13,740	-	-	(16,490)	5,942
North East Salinas Landscape	991,578	827,550	-	(50,000)	(875,481)	893,647
Harden Ranch Landscape	119,719	156,160	-	-	(139,450)	136,429
Vista Nueva Maint	335,526	37,000	-	-	(34,410)	338,116
Mira Monte Maint	353,409	123,000	-	-	(153,660)	322,749
Monte Bella Maint	2,650,817	756,000	-	(611,000)	(225,736)	2,570,081
Assessment Administration	13,822	-	-	-	-	13,822
Assessment Districts Debt Service/Bonds	1,403,548	250,000	-	-	(454,700)	1,198,848
Assessment Districts Reserve	1,845,654	11,000	-	-	-	1,856,654
Assessment District Monte Bella	259,916	180,000	-	-	(174,550)	265,366
2019 Spec Tax Bond Monte Bella 2	236,889	160,000	-	-	(142,150)	254,739
2019 Spec Tax Bond Monte Bella 3	239,772	180,000	-	-	(171,350)	248,422
Total	<u>8,587,581</u>	<u>2,738,450</u>	<u>-</u>	<u>(661,000)</u>	<u>(2,420,072)</u>	<u>8,244,959</u>

SUMMARIES & SCHEDULES

Fund Balances

Fund	Estimated Balance 06/30/2022	Estimated Revenues FY 23	Estimated Transfers In FY 23	Estimated Transfers Out FY 23	Estimated Appropriations FY 23	Estimated Balance 06/30/2023
Local Public Safety	375,326	1,101,000	-	(400,000)	(700,000)	376,326
Emergency Medical Services Fund	(333,299)	140,000	1,200,000	-	(1,352,554)	(345,853) 4
Asset Forfeiture	25,397	27,000	-	-	(52,000)	397
Traffic Safety	(43,930)	300,000	-	(200,000)	-	56,070
Vehicle Abatement	294,709	120,000	50,000	-	(195,102)	269,607
Recreation Parks	78,098	30,000	-	-	(22,900)	85,198 5
Public Education Fund	295,026	185,000	-	-	(125,000)	355,026
Municipal Art Fund	10,911	6,000	-	-	-	16,911
Contributions & Donations	29,000	-	-	-	-	29,000
KDF Los Padres Dev Social Svcs	292,390	-	-	-	-	292,390
Measure X Transportation Safety	321,092	3,647,000	-	(3,327,100)	-	640,992
SB1 Road Maintenance & Rehab	1,744,400	3,681,000	-	(4,875,000)	-	550,400
SB1 Traffic Congestion Relief	564,156	3,000	-	-	-	567,156
SRA Public Improvements	1,622,605	9,000	-	-	-	1,631,605
HSA Affordable Housing	3,020,959	70,100	-	-	(8,040)	3,083,019
Development Fees						
Sewer & Storm	133,386	219,000	-	(350,000)	-	2,386
Parks & Playground	128,697	11,000	-	(82,500)	-	57,197
Library Fees	169,596	26,100	-	-	-	195,696
Street Trees	12,449	500	-	-	-	12,949
Annexations	(169)	100	-	-	-	(69)
Arterial	2,309,759	665,000	-	(453,000)	-	2,521,759
Fire Fees	102,479	46,000	-	-	-	148,479
Police Fees	1,054,112	86,000	-	-	-	1,140,112
Total	3,910,309	1,053,700	-	(885,500)	-	4,078,509 6
Gas Tax	666,145	4,654,400	-	(3,082,262)	- 7	2,238,290
Housing & Urban Development	(1,358,173)	16,965,836	-	-	(11,738,614)	3,869,049
Grants	-	-	-	-	(24,020)	(24,020)
Debt Services	2,208,453	-	11,163,500	-	(11,313,900)	2,058,053
Special Aviation						
California Aid to Airports	31,137	-	-	-	-	31,137
CC&F Land Sale	562,685	149,876	-	(143,876)	-	568,685
Federal Aviation Grants	(9,589)	-	-	-	-	(9,589)
Total	584,233	149,876	-	(143,876)	-	590,233

SUMMARIES & SCHEDULES

Fund Balances

Fund	Estimated Balance 06/30/2022	Estimated Revenues FY 23	Estimated Transfers In FY 23	Estimated Transfers Out FY 23	Estimated Appropriations FY 23	Estimated Balance 06/30/2023
Construction Assistance						
State & Federal	(16,970,212)	11,950,000	-	(11,950,000)	-	(16,970,212)
Measure X - Bond Proceeds	(371,696)	-	-	-	-	(371,696)
Others	(105,614)	2,243,000	-	(2,243,000)	-	(105,614)
Total	<u>(17,447,522)</u>	<u>14,193,000</u>	<u>-</u>	<u>(14,193,000)</u>	<u>-</u>	<u>(17,447,522)</u>
Assessment District Project	27,259	4,000	-	-	-	31,259
Capital Projects Revolving Fund	2,000,000	-	36,602,054	-	(36,602,054)	2,000,000 8
Enterprise Operations						
Municipal Airport	1,195,911	1,889,000	-	(151,786)	(1,600,807)	1,332,318
Industrial Waste	2,211,620	3,047,000	-	(88,300)	(2,106,766)	3,063,554
Municipal Golf Courses	94,309	160,000	450,000	-	(647,900)	56,409 9
Sanitary Sewer	(1,439,671)	4,826,000	-	(311,510)	(4,493,009)	(1,418,190) 10
Storm Sewer (NPDES)	416,774	15,200	2,675,000	-	(2,855,527)	251,447
Water Utility	15,042	11,000	-	-	(15,000)	11,042
Downtown Parking District	(1,819,433)	425,000	949,300	(33,200)	(1,522,101)	(2,000,434) 11
Preferential Parking	39,852	25,000	-	-	(6,100)	58,752
Parking Enforcement	32,786	1,230,000	-	-	(1,259,040)	3,746
Permit Services	1,856,489	3,055,200	-	(307,000)	(3,676,140)	928,549
Crazy Horse Landfill	13	-	-	-	-	13
Total	<u>2,603,692</u>	<u>14,683,400</u>	<u>4,074,300</u>	<u>(891,796)</u>	<u>(18,182,390)</u>	<u>2,287,206</u>
Internal Service						
Administration	1,895,416	-	-	-	(43,000)	1,852,416
General Insurances	2,027,382	200,000	500,000	-	(1,516,000)	1,211,382
Workers Compensation Insurance	-	5,409,700	73,933	-	(5,483,633)	-
Reserve - Workers Comp	2,222,686	-	-	(73,933)	-	2,148,753 12
Liability Insurance	(1,957,232)	226,100	2,700,000	-	(3,957,564)	(2,988,696)
Fleet Maintenance	1,109,406	-	2,120,000	-	(2,440,150)	789,256
Total	<u>5,297,658</u>	<u>5,835,800</u>	<u>5,393,933</u>	<u>(73,933)</u>	<u>(13,440,347)</u>	<u>3,013,111</u>
Trusts & Agencies						
Successor Agency - SRA	3,080,054	2,369,000	-	(949,300)	(1,448,700)	3,051,054
Reserve -Successor Agency	(1,541,205)	-	-	-	-	(1,541,205)
Total	<u>1,538,849</u>	<u>2,369,000</u>	<u>-</u>	<u>(949,300)</u>	<u>(1,448,700)</u>	<u>1,509,849</u> 13
Deferred Compensation Admin	28,253	-	-	-	-	28,253
Grand Total	<u>84,786,126</u>	<u>236,699,547</u>	<u>61,458,787</u>	<u>(61,458,787)</u>	<u>(231,363,900)</u>	<u>90,121,780</u>

SUMMARIES & SCHEDULES

Fund Balances – Notes

	Estimated FY 22	Estimated FY 23
1 General Fund		
Beginning Fund Balance	17,434,972	43,450,310
Estimated Revenue	105,118,925	115,310,985
(To) From Other Funds	(5,809,500)	(7,929,700)
Estimated Expenditures		
Operating	(93,217,040)	(99,588,365)
Capital Projects-On-going (Minimum Required)	(5,462,610)	(6,905,010)
Fund Balance	18,064,747	44,338,220
Reserves:		
Reserve - Economic Contingency	(7,255,000)	(12,275,000)
Reserve - Infra Maintenance	-	(2,628,000)
Reserve - OPEB	(1,000,000)	(1,000,000)
Reserve - 115 Trust	(3,000,000)	(6,000,000)
Reserve - Facilities Maintenance	-	(1,577,000)
Reserve - Vehicle Replacement	-	(9,000,000)
Reserve - Productivity Bank	(500,000)	-
Reserve for Cannabis Revenue Allocation	(2,000,000)	-
Ending General Fund Unreserved Fund Balance	4,309,747	11,858,220
2 Measure E		
Beginning Fund Balance	2,506,627	10,839,847
Estimated Revenue	14,230,000	16,468,000
Estimated Expenditures		
Operating Budget	(13,164,083)	(12,854,604)
Capital Projects	-	(680,000)
(To) From Other Funds	(1,062,000)	(1,203,600)
Total On-going Expenditures	(14,226,083)	(14,738,204)
Fund Balance	2,510,544	12,569,643
Reserves:		
Reserve - Economic Contingency	(962,000)	(1,726,000)
Reserve - Infrastructure Maintenance	-	(356,000)
Ending Measure E Unreserved Fund Balance	1,548,544	10,487,643
3 Measure G		
Beginning Fund Balance	3,191,863	13,552,392
Estimated Revenue	27,995,000	32,954,000
Estimated Expenditures		
Operating Budget	(15,506,059)	(21,295,238)
Capital Projects	(5,187,615)	(4,957,110)
(To) From Other Funds	(7,771,800)	(7,125,600)
Total On-going Expenditures	(28,465,474)	(33,377,948)
Fund Balance	2,721,389	13,128,444
Reserves:		
Reserve - Economic Contingency	(1,760,000)	(2,684,000)
Reserve - Infrastructure Maintenance	-	(700,000)
Ending Measure G Unreserved Fund Balance	961,389	9,744,444

SUMMARIES & SCHEDULES

Fund Balances – Notes

	<u>Estimated FY 22</u>	<u>Estimated FY 23</u>
4 Emergency Medical Services Fund (Paramedic Program)		
Beginning Fund Balance	147,709	(333,299)
County CSA 74 Funds	140,000	140,000
Other Revenue	6,000	-
General Fund Contribution	745,000	-
Estimated Expenditure		
Operations	(1,217,196)	(1,212,554)
EMS Equipment	(15,000)	(140,000)
(To) From Other Funds	-	1,200,000
Ending EMS Unreserved Fund Balance	<u>(193,487)</u>	<u>(345,853)</u>
5 Recreation Parks Fund		
Funds reserved for park and recreation purposes	<u>101,434</u>	<u>85,198</u>
The Recreation Park Fund collects revenue received from an admission fee imposed on events held at the Rodeo Grounds Stadium. City Council has designated these funds for park and recreation purposes.		
6 Development Fees	<u>4,839,954</u>	<u>4,078,509</u>
Reserved for Future Development Fee projects.		
7 Gas Tax Transfers		
To General Fund, Capital Projects and Storm Sewer to fund the federally mandated program	<u>(3,893,350)</u>	<u>(3,082,262)</u>
8 Capital Projects Revolving Fund Balance		
Required for Capital Grant Advances	<u>2,000,000</u>	<u>2,000,000</u>
9 Golf Courses Fund		
Beginning Fund Balance	386,156	94,309
Estimated Revenue	162,700	160,000
Transfers In from General Fund	450,000	450,000
Estimated Expenditures	(694,000)	(647,900)
Reserve-Debt Service	(396,652)	-
Ending Golf Courses Unreserved Fund Balance	<u>(91,796)</u>	<u>56,409</u>
10 Sanitary Sewer		
Beginning Fund Balance	(1,012,024)	(1,439,671)
Estimated Revenue	3,820,000	4,826,000
Estimated Expenditures		
Operations	(2,371,257)	(3,627,209)
Debt Service	(986,100)	(865,800)
Capital Projects	-	(311,510)
Reserve-Debt Service	(1,584,485)	-
Ending Sanitary Sewer Unreserved Fund Balance	<u>(2,133,866)</u>	<u>(1,418,190)</u>

SUMMARIES & SCHEDULES

Fund Balances – Notes

	Estimated FY 22	Estimated FY 23
11 Downtown Parking District		
Beginning Fund Balance	(1,569,473)	(1,819,433)
Estimated Revenue	592,100	425,000
General Fund	-	-
Successor Agency of RDA	952,000	949,300
Estimated Expenditure		
Operations	(554,405)	(606,001)
Debt Service	(952,000)	(949,300)
Refunding Bonds Series 2020A-1	(42,000)	-
Ending Downtown Parking Unreserved Fund Balance	(1,573,778)	(2,000,434)
* Annual debt service on the Monterey Street Parking Structure is paid by the Successor Agency of the Redevelopment Agency.		
12 Internal Service Fund-Ins		
Reserves		
-Workers Compensation Insurance	(5,800,000)	(2,148,753)
-Liability Insurance	(3,400,000)	-
Total Reserves	(9,200,000)	(2,148,753)
13 Successor Agency		
Beginning Fund Balance	4,467,453	3,080,054
Estimated Revenue	2,285,055	2,369,000
Estimated Expenditures	(1,453,000)	(1,448,700)
Transfer to Downtown Parking-Debt Service	(952,000)	(949,300)
Transfer to Energy Efficient-Debt Service	-	-
Reserve for Debt Service	(1,704,203)	(1,541,205)
Ending Successor Agency Fund Unreserved Fund Balance	2,643,305	1,509,849

SUMMARIES & SCHEDULES

Fund Transfers

	Transfers In	Transfers Out	Net Transfers
	\$	\$	\$
1000 General Fund			
90.1200 Measure G	700,000		
90.2401 Gas Tax - 2107	1,200,300		
90.2402 Gas Tax - 2106	230,000		
90.2403 Gas Tax - 2105	294,700		
90.2503 Traffic Safety	200,000		
95.2501 Emergency Medical Service Fund		1,200,000	
95.2504 Vehicle Abatement		50,000	
95.4104 2014 COP Consolidation		59,000	
95.4111 Refunding Bonds Series 2020A-1 Energy		1,175,500	
95.4112 Refunding 2020A-2 SVSWA		670,500	
95.6302 Twin Creek Golf Course		450,000	
95.6500 Storm Sewer (NPDES)		2,600,000	
95.7104 Int Serv - General Liability		2,229,700	
95.7120 Int Serv - Fleet Maint		2,120,000	
95.5800 Capital Projects		6,905,010	
Total General Fund	2,625,000	17,459,710	(14,834,710)
1100 Measure E Fund			
90.1200 Measure G	350,000		
95.4110 2018 Lease-El Gabilan Library		1,165,400	
95.4111 Refunding Bonds Series 2020A-1 Energy		64,900	
95.7104 Int Ser - General Liability		323,300	
95.5800 Capital Projects		680,000	
Total Measure E	350,000.00	2,233,600	(1,883,600)
1200 Measure G Fund			
95.1000 General Fund		700,000	
95.1100 Measure E		350,000	
95.4106 2018 Lease - Public Safety Bldg		5,423,500	
95.4111 Refunding Bonds Series 2020A-1 Energy		5,100	
95.7102 Int Ser - Insurances		500,000	
95.7104 Int Ser - General Liability		147,000	
95.5800 Capital Projects		4,957,110	
Total Measure G	-	12,082,710	(12,082,710)
21 Maintenance District Fund			
2105 95.5800 Capital Projects		50,000	
2109 95.5800 Capital Projects		611,000	
Total Maintenance District Fund	-	661,000	(661,000)
2202 Supplemental Law Enf - AB3229			
95.5800 Capital Projects		400,000	
Total Supplemental Law Enf - AB3229	-	400,000	(400,000)
23 Development Fees			
2301 95.5800 Capital Projects		350,000	
2302 95.5800 Capital Projects		82,500	
2306 95.5800 Capital Projects		453,000	
Total Industrial Waste Fund	-	885,500	(885,500)
24 Gas Tax Fund			
2401 95.1000 General Fund		1,200,300	
2401 95.6500 Storm Sewer (NPDES)		15,000	
2402 95.1000 General Fund		230,000	

SUMMARIES & SCHEDULES

Fund Transfers

	Transfers In	Transfers Out	Net Transfers
	\$	\$	\$
2403 95.1000 General Fund		294,700	
2403 95.6500 Storm Sewer (NPDES)		60,000	
2401 95.5800 Capital Projects		116,462	
2402 95.5800 Capital Projects		40,000	
2404 95.5800 Capital Projects		1,125,800	
Total Gas Tax Fund	-	3,082,262	(3,082,262)
2501 Emergency Medical Services Fund			
90.1000 General Fund	1,200,000		
Total Industrial Waste Fund	1,200,000	-	1,200,000
2503 Traffic Safety Fund			
95.1000 General Fund		200,000	
Total Traffic Safety Fund	-	200,000	(200,000)
2504 Vehicle Abatement Fund			
90.1000 General Fund	50,000		
Total Vehicle Abatement Fund	50,000	-	50,000
2510 Measure X			
95.4107 Measure X Bonds		2,317,100	
95.5800 Capital Projects		1,010,000	
Total Measure X	-	3,327,100	(3,327,100)
2511 SB1 Road Maint & Rehab			
95.5800 Capital Projects		4,875,000	
Total Measure X	-	4,875,000	(4,875,000)
41 Debt Service Fund			
4104 90.1000 General Fund	59,000		
4106 90.1200 Measure G	5,423,500		
4107 90.2510 Measure X - TAMC	2,317,100		
4110 90.1100 Measure E	1,165,400		
4111 90.1000 General Fund	1,175,500		
4111 90.1100 Measure E	64,900		
4111 90.1200 Measure G	5,100		
4111 90.6100 Airport Fund	78,300		
4111 90.6200 Industrial Waste	73,300		
4111 90.6400 Sewer Fund	97,700		
4111 90.6801 Downtown Parking	33,200		
4112 90.1000 General Fund	670,500		
Total Debt Service Fund	11,163,500	-	11,163,500
5102 Special Aviation Fund - Federal			
95.5800 Capital Projects		143,876	
	-	143,876	(143,876)
52 Special Construction Assist.			
5201 95.5800 Capital Projects		11,950,000	
5203 95.5800 Capital Projects		2,243,000	
Total Special Construction Assist.	-	14,193,000	(14,193,000)
6100 Airport Fund			
95.4111 Refunding Bonds Series 2020A-1 Energy		78,300	
95.5800 Capital Projects		73,486	
Total Airport Fund	-	151,786	(151,786)

SUMMARIES & SCHEDULES

Fund Transfers

	Transfers In	Transfers Out	Net Transfers
	\$	\$	\$
6200 Industrial Waste Fund			
95.4111 Refunding Bonds Series 2020A-1 Energy		73,300	
95.5800 Capital Projects		15,000	
Total Industrial Waste Fund	-	88,300	(88,300)
6302 Twin Creek Golf Courses			
90.1000 General Fund	450,000		
Total Golf Courses	450,000	-	450,000
6400 Sanitary Sewer Fund			
95.4111 Refunding Bonds Series 2020A-1 Energy		97,700	
95.5800 Capital Projects		213,810	
Total Sanitary Sewer Fund	-	311,510	(311,510)
6500 Storm Sewer (NPDES) Fund			
90.1000 General Fund	2,600,000		
90.1200 Measure G	-		
90.2401 Gas Tax - 2107	15,000		
90.2403 Gas Tax - 2105	60,000		
Total Storm Sewer (NPDES) Fund	2,675,000	-	2,675,000
6801 Downtown Parking District Fund			
90.8914 RORF-Redev Obligation Retirement	949,300		
95.4111 Refunding Bonds Series 2020A-1 Energy		33,200	
Total Parking District Fund	949,300	33,200	916,100
6900 Permit Services			
95.5800 Capital Projects		307,000	
Total Permit Services	-	307,000	(307,000)
71 Internal Service Fund			
7102 90.1200 Measure G	500,000		
7104 90.1000 General Fund	2,229,700		
7104 90.1100 Measure E	323,300		
7104 90.1200 Measure G	147,000		
7120 90.1000 General Fund	2,120,000		
Total Internal Service Fund	5,320,000	-	5,320,000
8914 RORF-Redev Obligation Retirement			
95.6801 Downtown Parking District		949,300	
Total Successor Agency of the SRA	-	949,300	(949,300)
58 Capital Projects Fund			
90.1000 General Fund	6,905,010		
90.1100 Measure E	680,000		
90.1200 Measure G	4,957,110		
90.2105 N. E. Landscape MD	50,000		
90.2109 Monte Bella Maint District	611,000		
90.2202 Supplemental Law Enforcement	400,000		
90.2301 Dev Fees - Sewer and Storm	350,000		
90.2302 Dev Fees - Park Y Playgrounds	82,500		
90.2306 Dev Fees - Arterial	453,000		
90.2401 Gas Tax - 2107	116,462		
90.2402 Gas Tax 2106	40,000		
90.2404 Gas Tax 7360	1,125,800		
90.2510 Measure X	1,010,000		
90.2511 SB1 Road Maint & Rehab	4,875,000		
90.5102 Federal Aid - Airport	143,876		
90.5201 Spec Constr Asst State & Fed	11,950,000		
90.5203 Spec Constr Asst Others	2,243,000		
90.6100 Airport	73,486		
90.6200 Industrial Waste	15,000		
90.6400 Sewer Fund	213,810		
90.6900 Permit Services	307,000		
Total Capital Projects Fund	36,602,054	-	36,602,054
Total Interfund Transfers	61,384,854	61,384,854	-

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 20 Actual	FY 21 Actual	FY 22 Budget	FY 23 Budget
1000 - General Fund					
1000.00.0000-50.1010	Taxes Property Taxes-Secured CY	15,009,046	16,299,189	17,148,000	17,604,254
1000.00.0000-50.1020	Taxes Property Taxes-Unsecured CY	787,318	866,179	812,000	760,292
1000.00.0000-50.1030	Taxes Property Taxes-Supp Assessment	265,229	422,152	360,000	400,000
1000.00.0000-50.1040	Taxes Property Taxes - Interest	43,455	44,492	46,000	40,000
1000.00.0000-50.1050	Taxes Property Taxes-Secured PY	140,231	229,804	160,000	175,000
1000.00.0000-50.1060	Taxes Property Taxes-Unsecured PY	-	13,503	10,000	7,500
1000.00.0000-50.1070	Taxes Property Taxes-HOPTR	34,332	102,872	70,000	70,000
1000.00.0000-50.1080	Taxes Property Taxes-Transfer	353,141	395,207	385,000	375,000
1000.00.0000-50.1120	Taxes Property Taxes-Veh Lic In-Lieu	13,715,865	14,361,012	15,080,000	15,620,539
1000.00.0000-50.1129	Taxes ROPS Pass Through Payments	107,812	301,378	100,000	190,000
1000.00.0000-50.1130	Taxes Property Taxes-Residual Prop Tax	537,385	629,797	500,000	550,000
1000.00.0000-50.2010	Taxes Sales Tax	29,972,865	33,613,204	31,728,000	37,570,000
1000.00.0000-50.2060	Taxes Utility Users	11,641,209	11,664,913	11,800,000	11,900,000
1000.00.0000-50.2070	Taxes Transient Occupancy	3,338,442	2,038,700	2,500,000	3,500,000
1000.00.0000-50.2080	Taxes Business License	5,187,485	5,094,477	5,000,000	5,700,000
1000.00.0000-50.2081	Taxes Cannabis Business License	1,514,097	2,160,808	1,800,000	2,000,000
1000.20.2034-50.2080	Taxes Business License	1,668	(1,030)	-	-
1000.00.0000-51.2160	Franchise Fees AT&T	108,099	89,759	100,000	70,000
1000.00.0000-51.2170	Franchise Fees Cable TV	762,408	774,119	775,000	800,000
1000.00.0000-51.2180	Franchise Fees Electric	680,577	676,238	750,000	700,000
1000.00.0000-51.2190	Franchise Fees Garbage	7,258,321	7,479,509	7,500,000	7,600,000
1000.00.0000-51.2200	Franchise Fees Gas	281,295	299,370	310,000	325,000
1000.00.0000-51.2220	Franchise Fees Towing	38,685	58,704	50,000	40,000
1000.20.2030-52.5030	Licenses & Permits Garage Sale Permits	5,662	3,021	10,000	5,000
1000.30.3352-52.3020	Licenses & Permits Building Permits	370	508	-	-
1000.30.3462-52.1205	Licenses & Permits Cannabis Permit-New Application	28,303	3,145	-	-
1000.30.3462-52.1206	Licenses & Permits Cannabis Permit-Amendment Major	-	-	5,000	5,000
1000.30.3462-52.1207	Licenses & Permits Cannabis Permit-Amendment Minor	846	2,537	1,000	1,000
1000.30.3462-52.1208	Licenses & Permits Cannabis Permit-Amendment Admin	-	1,582	-	-
1000.30.3462-52.1209	Licenses & Permits Cannabis Permit-Renewal	10,103	15,876	15,000	15,000
1000.30.3462-52.8015	Licenses & Permits Cannabis Business Admin Permit	506	-	1,000	1,000
1000.40.4116-52.4030	Licenses & Permits Pawn Broker/False Alarm Permits	96,447	106,748	115,000	115,000
1000.40.4170-52.4010	Licenses & Permits Animal Licenses	126,747	82,037	110,000	110,000
1000.50.5115-52.3050	Licenses & Permits Encroachment Permits	548,981	587,107	500,000	700,000
1000.50.5120-52.3050	Licenses & Permits Encroachment Permits	-	-	150	-
1000.50.5120-52.5050	Licenses & Permits Transportation Permits	137	-	5,000	-
1000.50.5120-52.8010	Licenses & Permits Other Licenses & Permits	-	-	500	-
1000.50.5122-52.5050	Licenses & Permits Transportation Permits	6,467	9,450	10,000	10,000
1000.00.0000-53.8010	Fines and Forfeits General Code Fines	213,600	175,379	200,000	100,000
1000.30.3353-53.3010	Fines and Forfeits Code Enforcement Violations	142,847	84,588	140,000	140,000
1000.00.0000-54.8010	Use of money and property Investment Earnings	1,239,571	423,294	500,000	1,000,000
1000.00.0000-54.8030	Use of money and property Possessory Interest	-	-	4,000	4,000
1000.00.0000-54.8050	Use of money and property Rental Income	170,324	149,762	135,000	135,000
1000.00.0000-54.8051	Use of money and property ITC Lease	27,178	-	-	-
1000.00.0000-54.8060	Use of money and property Building Lease	49,680	180,000	180,000	-
1000.00.0000-55.5242	Intergovernmental Rebates/Refunds & Reimb	659	1,948	-	-
1000.00.0000-55.8202	Intergovernmental Motor Vehicle In-Lieu	128,846	118,979	120,000	120,000
1000.00.0000-55.8212	Intergovernmental State Mandated Costs	65,863	86,876	65,000	75,000
1000.40.4110-55.4222	Intergovernmental Post Training Reimbursement	131,661	36,209	70,000	25,000
1000.40.4170-55.4063	Intergovernmental City of Marina(Animal Shelter)	39,385	27,970	30,000	30,000
1000.45.4510-55.4202	Intergovernmental State Fire Reimbursement	104,103	1,105,013	20,000	650,000
1000.45.4510-55.4212	Intergovernmental State Office of Emergency Svs	-	5,920	-	-
1000.45.4510-55.5073	Intergovernmental Monterey County	37,164	-	-	-
1000.45.4570-55.4023	Intergovernmental HAZMAT Reimbursement	213,125	218,011	100,000	200,000
1000.50.5234-55.5282	Intergovernmental State Highway Maintenance	7,100	6,269	5,200	5,200
1000.50.5238-55.5043	Intergovernmental Alisal Steinbeck Park Maint.	8,000	6,000	-	-
1000.00.0000-56.6010	Charges for Services Concessions	4,225	-	5,000	5,000
1000.00.0000-56.8010	Charges for Services Financial Assessment	7,000	-	-	-
1000.00.0000-56.8020	Charges for Services Administrative Service Revenue	2,424,501	2,334,722	2,400,000	2,400,000
1000.00.0000-56.8050	Charges for Services Research Fees	-	-	100	100
1000.00.0000-56.8060	Charges for Services Copying Fees	355	376	1,500	1,500
1000.00.0000-56.8070	Charges for Services Holiday Parade of Lights	-	-	5,000	5,000
1000.00.0000-56.8080	Charges for Services Airshow Charges	-	-	5,000	5,000
1000.00.0000-56.8090	Charges for Services Parade Permit Fees	362	-	500	500
1000.00.0000-56.8120	Charges for Services Special Events Fee	3,046	520	10,000	10,000

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 20 Actual	FY 21 Actual	FY 22 Budget	FY 23 Budget
1000.12.1120-56.1020	Charges for Services Candidate Filing Fees	56	10,073	1,000	1,000
1000.12.1120-56.8030	Charges for Services Sale of Printed Material	163	225	500	500
1000.12.1355-56.8037	Charges for Services Monitoring Fees	-	-	875	9,000
1000.14.1400-56.1140	Charges for Services Legal Services	-	-	1,000	1,000
1000.14.1400-56.8035	Charges for Services Cannabis Monitoring Fee	5,753	7,948	5,000	5,000
1000.20.2030-56.8040	Charges for Services Cost of Issuance/Monitoring Fees	30,500	25,000	25,000	25,000
1000.20.2031-56.2020	Charges for Services Returned Check Charges	595	940	1,000	1,000
1000.20.2034-56.2010	Charges for Services Bus License Applic Review Fees	3,734	3,316	5,000	5,000
1000.20.2034-56.2030	Charges for Services Credit Card Convenience Fee	11,860	10,392	12,500	12,500
1000.30.3353-56.3450	Charges for Services Special Code Inspection	21,377	11,381	25,000	25,000
1000.30.3462-56.3010	Charges for Services Tentative Map Review Fees	10,090	149,167	130,000	50,000
1000.30.3462-56.3020	Charges for Services Minor Subdivision Review Fees	18,392	13,806	15,000	15,000
1000.30.3462-56.3030	Charges for Services Development Agreement	-	8,283	-	-
1000.30.3462-56.3040	Charges for Services General Plan Amendment Fees	-	41,596	-	-
1000.30.3462-56.3060	Charges for Services Rezoning/Prezoning Fees	8,835	17,670	-	-
1000.30.3462-56.3070	Charges for Services Planning Decision Appeal	-	387	1,000	1,000
1000.30.3462-56.3080	Charges for Services Conditional Use Permit Fee	90,428	137,597	100,000	100,000
1000.30.3462-56.3100	Charges for Services Planned Unit Development Fee	10,973	8,323	5,000	5,000
1000.30.3462-56.3130	Charges for Services Environment Assessment Fee	3,314	5,025	1,500	1,500
1000.30.3462-56.3150	Charges for Services Annexation Review Fee	-	9,737	-	-
1000.30.3462-56.3160	Charges for Services Temporary Use of Land Review	13,200	12,910	8,000	8,000
1000.30.3462-56.3170	Charges for Services Sign Review & Permits	16,688	14,958	15,000	15,000
1000.30.3462-56.3190	Charges for Services Variance Fees	3,494	-	-	-
1000.30.3462-56.3210	Charges for Services Site Plan Review	14,023	25,343	20,000	20,000
1000.30.3462-56.3220	Charges for Services Planning Inspection Fee	17,312	24,248	13,000	13,000
1000.30.3462-56.3240	Charges for Services Building Permit Review	49,821	126,458	80,000	80,000
1000.30.3462-56.3250	Charges for Services Time Extension of Permits	2,802	1,543	500	500
1000.30.3462-56.3260	Charges for Services Precise & Specific Plan Review	276	552	-	-
1000.30.3462-56.3270	Charges for Services Home Occupation Permits	24,679	23,006	25,000	25,000
1000.30.3462-56.3280	Charges for Services Fire Plan Check Fee-Permit Ctr	-	-	100	100
1000.30.3462-56.3290	Charges for Services Other Planning Fees	7,121	12,841	11,000	11,000
1000.30.3462-56.8010	Charges for Services Financial Assessment	90,775	100,326	50,000	50,000
1000.30.3462-56.8035	Charges for Services Cannabis Monitoring Fee	17,537	24,228	32,000	100,000
1000.30.3462-56.8100	Charges for Services Map Sales	-	-	100	100
1000.40.4110-56.1141	Charges for Services Cannabis Work Permit Fee	9,792	-	20,000	-
1000.40.4110-56.8035	Charges for Services Cannabis Monitoring Fee	65,866	90,992	50,000	75,000
1000.40.4116-56.4010	Charges for Services Bingo License Application Fee	58	115	-	-
1000.40.4116-56.4140	Charges for Services Abandon Vehicle Abatement Fee	12,383	7,714	4,000	7,000
1000.40.4116-56.4150	Charges for Services Firearm Dealers	2,460	1,475	1,000	1,000
1000.40.4116-56.4170	Charges for Services Vehicle Release Fees (Towing)	63,996	62,530	50,000	55,000
1000.40.4116-56.4180	Charges for Services Vehicle Impound Fee (Towing)	32,886	47,300	45,000	45,000
1000.40.4130-56.4030	Charges for Services Police Report Fees	37,356	27,285	35,000	35,000
1000.40.4130-56.4040	Charges for Services Police False Alarm Fees	231,897	260,001	210,000	150,000
1000.40.4130-56.4060	Charges for Services Fingerprint Fees	314	-	500	-
1000.40.4130-56.4070	Charges for Services Card Room Fees	17,242	17,448	17,000	17,000
1000.40.4130-56.4080	Charges for Services Police Photo Charges	982	1,071	500	500
1000.40.4130-56.4100	Charges for Services Noise Regulation Fees	1,113	-	2,500	2,500
1000.40.4130-56.4161	Charges for Services Tobacco Retailer Lic Fee Mo. Co.	-	-	4,000	-
1000.40.4134-56.4120	Charges for Services Police Record Review Charges	2,849	1,425	2,500	2,500
1000.40.4170-56.4090	Charges for Services Animal Shelter Fees	48,578	20,055	50,000	50,000
1000.40.4170-56.4190	Charges for Services Animal Shelter Citation Fees	5,476	5,160	4,600	4,600
1000.40.4220-56.4020	Charges for Services Special Police Service Fees	126,353	61,476	100,000	100,000
1000.45.4510-56.4410	Charges for Services Rural Fire Service	196,000	199,986	195,000	350,000
1000.45.4510-56.4520	Charges for Services Special Event - Fire	-	-	-	10,000
1000.45.4510-56.4540	Charges for Services Fire Dept Service Charge	15,115	11,270	-	-
1000.45.4520-56.4520	Charges for Services Special Event - Fire	3,615	-	-	-
1000.45.4520-56.4580	Charges for Services ALS Cost Recovery Fee	1,933	(795)	-	-
1000.45.4530-56.4430	Charges for Services Fire Code Mandated Insp Fee	211,435	274,930	180,000	250,000
1000.45.4530-56.4440	Charges for Services State Mandated Inspection Fees	60,922	35,470	50,000	50,000
1000.45.4530-56.4450	Charges for Services Fire Plan Check Fee-Fire Dept	37,833	14,567	15,000	5,000
1000.45.4530-56.4460	Charges for Services Special Fire Permits	35,663	34,457	25,000	35,000
1000.45.4530-56.4470	Charges for Services Structural Fire Report Fees	6,720	4,271	4,300	4,300
1000.45.4530-56.4480	Charges for Services Fireworks Fees	7,762	7,149	9,000	9,000
1000.45.4530-56.4490	Charges for Services Fireworks Surcharge	52,345	79,533	60,000	60,000
1000.45.4530-56.4510	Charges for Services Fire False Alarm Fees	81,110	94,854	109,500	150,000
1000.45.4530-56.4515	Charges for Services Fire Emergency Stand By Time	4,497	-	-	-

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 20 Actual	FY 21 Actual	FY 22 Budget	FY 23 Budget
1000.45.4530-56.4530	Charges for Services Admin Fire Citations	34,084	46,953	40,000	50,000
1000.45.4530-56.4550	Charges for Services Outside Fire Plan Review	1,470	401	-	-
1000.45.4540-56.4570	Charges for Services Other Fire Fees & Training	-	-	1,000	-
1000.45.4570-56.4500	Charges for Services Fire Hazard Inspection Fees	48	-	100	100
1000.45.4570-56.4570	Charges for Services Other Fire Fees & Training	15,036	-	-	-
1000.50.5115-56.3240	Charges for Services Building Permit Review	-	421	-	-
1000.50.5115-56.5010	Charges for Services Subdivision Map Check Fees	30,235	15,258	-	-
1000.50.5115-56.5020	Charges for Services Subdivision Imp Plan Check Fee	21,787	-	-	-
1000.50.5115-56.5030	Charges for Services Subdivision Imp Inspection Fee	128,499	-	-	-
1000.50.5115-56.5080	Charges for Services Review and Inspection Fees	144,333	139,713	140,000	150,000
1000.50.5120-56.5060	Charges for Services Special Traffic Marking Reques	-	-	6,000	-
1000.50.5120-56.5100	Charges for Services Special Public Works Fees	1,455	-	-	-
1000.50.5122-56.5060	Charges for Services Special Traffic Marking Reques	5,763	11,795	3,500	3,500
1000.50.5122-56.5100	Charges for Services Special Public Works Fees	1,125	-	-	-
1000.50.5235-56.5065	Charges for Services USA Service Fee	83,575	79,998	80,000	80,000
1000.50.5236-56.5065	Charges for Services USA Service Fee	-	-	3,500	3,500
1000.50.5239-56.5090	Charges for Services Street Tree Pruning	-	-	200	200
1000.55.6232-56.6090	Charges for Services Neighborhood Center Rental Fee	6,015	2,401	4,000	4,000
1000.55.6237-56.6060	Charges for Services Reimbursable Fee Activities	42,947	251	50,000	-
1000.55.6239-56.6020	Charges for Services Sherwood Tennis Use Fees	3,821	-	2,000	-
1000.55.6239-56.6030	Charges for Services Reserved Picnic Area Use Fee	1,132	25	100	100
1000.55.6239-56.6040	Charges for Services Ball Field Use Fee	34	-	2,300	2,300
1000.55.6239-56.6050	Charges for Services Youth Sports League Fees	86,014	7,311	70,000	50,000
1000.55.6239-56.6080	Charges for Services Other Rec Bldg Rental Fee	593	-	200	200
1000.55.6239-56.6100	Charges for Services Recreation Facility Use Fees	-	-	100	100
1000.55.6243-56.6070	Charges for Services Community Center Rental Fees	150,409	20,522	60,000	25,000
1000.60.6005-56.6300	Charges for Services Other Library Fees	880	6	5,500	5,500
1000.60.6005-56.6310	Charges for Services Library Copying Fees	8,470	504	10,000	10,000
1000.60.6005-56.6320	Charges for Services Overdue Library Fines	21,762	2,820	18,000	18,000
1000.60.6005-56.6330	Charges for Services Lost/Damaged Material Fees	1,855	544	8,000	8,000
1000.80.8010-56.8110	Charges for Services Rental Income	55,433	76,287	53,000	100,000
1000.00.0000-57.8010	Other Revenue Unclaimed Property	70,283	14,529	25,000	10,000
1000.00.0000-57.8015	Other Revenue PD Unclaimed Property	-	833	-	-
1000.00.0000-57.8020	Other Revenue Surplus Property	77,030	48,456	50,000	50,000
1000.00.0000-57.8030	Other Revenue Land & Building Sale	-	-	1,000	1,000
1000.00.0000-57.8040	Other Revenue Loss/Damage Reimb	-	-	1,000	1,000
1000.00.0000-57.8050	Other Revenue Miscellaneous Receipts	190,947	83,187	160,000	100,000
1000.00.0000-57.8100	Other Revenue Insurance Reimb	78,708	78,552	50,000	50,000
1000.00.0000-57.8140	Other Revenue Subpoena-Civil	610	1,370	3,000	3,000
1000.00.0000-57.8605	Other Revenue PERS Retirement Cost Share	632,464	619,813	650,000	650,000
1000.12.1120-57.8260	Other Revenue Mobilehome Registration Fees	11,268	11,280	-	-
1000.30.3111-57.8050	Other Revenue Miscellaneous Receipts	-	4,000	-	-
1000.30.3353-57.8110	Other Revenue Weed Abatement Fees	938	4,691	-	8,000
1000.40.4170-57.8090	Other Revenue Spayed/Neutered Fees	31,785	5,066	-	-
1000.45.4510-57.8050	Other Revenue Miscellaneous Receipts	-	9,601	-	-
1000.50.5234-57.8050	Other Revenue Miscellaneous Receipts	1,009	2,836	-	-
1000.50.5235-57.8050	Other Revenue Miscellaneous Receipts	34,694	7,080	-	-
1000.50.5236-57.8050	Other Revenue Miscellaneous Receipts	22,232	9,064	30,000	6,000
1000.50.5239-57.8050	Other Revenue Miscellaneous Receipts	9,258	-	-	-
1000.80.8010-57.8050	Other Revenue Miscellaneous Receipts	-	-	10,000	2,000
1000 - General Fund Total		101,478,476	106,880,785	105,118,925	115,310,985
1100 - Measure E					
1100.00.0000-50.2030	Taxes Transactions and Use Tax-MV	13,006,182	14,327,404	14,190,000	16,423,000
1100.00.0000-54.8010	Use of money and property Investment Earnings	130,885	36,950	40,000	45,000
1100.00.0000-57.8080	Other Revenue Miscellaneous Deposits	5,492	1,974	-	-
1100.00.0000-57.8605	Other Revenue PERS Retirement Cost Share	-	23,809	-	-
1100 - Measure E Total		13,142,559	14,390,137	14,230,000	16,468,000
1200 - Measure G					
1200.00.0000-50.2040	Taxes Transactions and Use Tax-MG	26,023,834	28,805,687	27,865,000	32,846,000
1200.00.0000-54.8010	Use of money and property Investment Earnings	302,799	132,236	130,000	108,000
1200.00.0000-57.8080	Other Revenue Miscellaneous Deposits	1,531	-	-	-
1200 - Measure G Total		26,328,164	28,937,923	27,995,000	32,954,000
2101 - Maintenance Dist Administration					

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 20 Actual	FY 21 Actual	FY 22 Budget	FY 23 Budget
2101.20.2140-56.8010	Charges for Services Financial Assessment	-	-	62,000	-
	2101 - Maintenance Dist Administration Total	-	-	62,000	-
2102 - Woodside Park Maint District					
2102.50.5560-54.8010	Use of money and property Investment Earnings	1,468	752	1,200	1,000
2102.50.5560-57.5010	Other Revenue Woodside Park Maint Assessment	46,014	50,822	43,000	43,000
	2102 - Woodside Park Maint District Total	47,482	51,574	44,200	44,000
2104 - Airport Bus Park Maint District					
2104.50.5562-54.8010	Use of money and property Investment Earnings	152	113	250	-
2104.50.5562-57.5030	Other Revenue Airport Bus Park Maint Assess	14,222	14,732	13,740	13,740
	2104 - Airport Bus Park Maint District Total	14,374	14,845	13,990	13,740
2105 - N E Salinas Landscape Dist					
2105.50.5563-54.8010	Use of money and property Investment Earnings	8,618	5,205	3,600	6,000
2105.50.5563-57.5040	Other Revenue N/E Landscape Maint Assessment	811,671	839,440	740,000	821,550
2105.50.5563-57.8050	Other Revenue Miscellaneous Receipts	7,814	-	-	-
	2105 - N E Salinas Landscape Dist Total	828,103	844,645	743,600	827,550
2106 - Harden Ranch Landscape Dist					
2106.50.5564-54.8010	Use of money and property Investment Earnings	324	478	1,000	1,000
2106.50.5564-57.5050	Other Revenue Harden Ranch Maint Assessment	153,825	155,199	139,500	155,160
	2106 - Harden Ranch Landscape Dist Total	154,149	155,677	140,500	156,160
2107 - Vista Nueva Maint District					
2107.50.5565-54.8010	Use of money and property Investment Earnings	5,180	2,175	3,000	2,000
2107.50.5565-57.5060	Other Revenue Vista Nueva	39,086	38,329	35,000	35,000
	2107 - Vista Nueva Maint District Total	44,266	40,505	38,000	37,000
2108 - Mira Monte Maint District					
2108.50.5566-54.8010	Use of money and property Investment Earnings	6,519	2,583	4,000	2,000
2108.50.5566-57.5070	Other Revenue Mira Monte	120,451	128,816	121,000	121,000
	2108 - Mira Monte Maint District Total	126,970	131,399	125,000	123,000
2109 - Monte Bella Maint District					
2109.50.5567-54.8010	Use of money and property Investment Earnings	92,007	38,791	70,000	37,000
2109.50.5567-57.5080	Other Revenue Monte Bella	646,506	728,754	600,000	719,000
	2109 - Monte Bella Maint District Total	738,513	767,545	670,000	756,000
2201 - Sales Tax-Proposition 172					
2201.40.4220-50.2050	Taxes City of Salinas-SB 172	583,621	536,185	520,200	600,000
	2201 - Sales Tax-Proposition 172 Total	583,621	536,185	520,200	600,000
2202 - Supplemental Law Enf - AB3229					
2202.40.4220-54.8010	Use of money and property Investment Earnings	1,586	160	7,000	1,000
2202.40.4220-55.4252	Intergovernmental Supp Law Enforcement (AB 3229)	405,918	397,076	405,000	500,000
	2202 - Supplemental Law Enf - AB3229 Total	407,504	397,236	412,000	501,000
2301 - Development Fees-Sewer & Storm					
2301.00.0000-54.8010	Use of money and property Investment Earnings	49,563	21,689	30,000	19,000
2301.00.0000-56.5120	Charges for Services Sanitary Sewer Impact Fee	133,691	356,098	50,000	50,000
2301.00.0000-56.5130	Charges for Services Storm Sewer Impact Fee	137,198	204,173	50,000	150,000
	2301 - Development Fees-Sewer & Storm Total	320,452	581,960	130,000	219,000
2302 - Development Fees-Parks & Playgr					
2302.00.0000-54.8010	Use of money and property Investment Earnings	20,857	7,657	13,000	7,000
2302.00.0000-56.5140	Charges for Services Neighborhood Park Impact Fee	1,120	34,136	2,000	2,000
2302.00.0000-56.5160	Charges for Services Facilities Impact Fees	(629)	15,853	2,000	2,000
	2302 - Development Fees-Parks & Playgr Total	21,348	57,646	17,000	11,000
2303 - Development Fees-Library					
2303.00.0000-54.8010	Use of money and property Investment Earnings	1,695	649	1,500	1,000
2303.00.0000-56.5160	Charges for Services Facilities Impact Fees	72	28,552	100	100
2303.00.0000-56.5180	Charges for Services Library Impact Fee	35,811	48,240	25,000	25,000
	2303 - Development Fees-Library Total	37,578	77,441	26,600	26,100

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 20 Actual	FY 21 Actual	FY 22 Budget	FY 23 Budget
2304 - Development Fees-Street Trees					
2304.00.0000-54.8010	Use of money and property Investment Earnings	-	37	-	-
2304.00.0000-56.5110	Charges for Services Street Tree Fee	2,834	5,658	500	500
	2304 - Development Fees-Street Trees Total	2,834	5,695	500	500
2305 - Development Fees-Annexations					
2305.00.0000-56.5170	Charges for Services Annexation Impact Fees	-	-	100	100
	2305 - Development Fees-Annexations Total	-	-	100	100
2306 - Development Fees-Arterial					
2306.00.0000-54.8010	Use of money and property Investment Earnings	184,448	73,054	120,000	65,000
2306.00.0000-56.5150	Charges for Services Street/Traffic Impact Fees	430,565	472,925	210,000	600,000
	2306 - Development Fees-Arterial Total	615,013	545,979	330,000	665,000
2307 - Development Fees-Fire					
2307.00.0000-54.8010	Use of money and property Investment Earnings	1,835	659	1,000	1,000
2307.00.0000-56.5160	Charges for Services Facilities Impact Fees	661	13,453	2,000	30,000
2307.00.0000-56.5190	Charges for Services Fire Protection Service Fee	13,980	18,492	10,000	15,000
	2307 - Development Fees-Fire Total	16,476	32,604	13,000	46,000
2308 - Dev Fees Fund-Police					
2308.00.0000-54.8010	Use of money and property Investment Earnings	12,797	5,753	6,000	6,000
2308.00.0000-56.5160	Charges for Services Facilities Impact Fees	88,025	177,961	80,000	80,000
	2308 - Dev Fees Fund-Police Total	100,821	183,714	86,000	86,000
2401 - Gas Tax - 2107					
2401.00.0000-54.8010	Use of money and property Investment Earnings	28,818	11,290	20,000	15,000
2401.00.0000-54.8050	Use of money and property Rental Income	177,017	188,936	165,400	165,400
2401.00.0000-55.5212	Intergovernmental State Gas Tax - 2107	1,048,590	1,118,347	1,070,800	1,412,000
2401.00.0000-55.5222	Intergovernmental State Gas Tax - 2107.5	10,000	10,000	10,000	10,000
	2401 - Gas Tax - 2107 Total	1,264,425	1,328,573	1,266,200	1,602,400
2402 - Gas Tax - 2106					
2402.00.0000-55.5202	Intergovernmental State Gas Tax - 2106	349,647	348,466	357,000	440,000
	2402 - Gas Tax - 2106 Total	349,647	348,466	357,000	440,000
2403 - Gas Tax - 2105					
2403.00.0000-55.5252	Intergovernmental State Gas Tax - 2105 (P-111)	830,441	826,465	844,400	1,034,000
	2403 - Gas Tax - 2105 Total	830,441	826,465	844,400	1,034,000
2404 - Gas Tax - Motor Vehicle Fuel Tax					
2404.00.0000-55.5262	Intergovernmental State Gas Tax - 2103 (TCR)	1,122,545	1,082,301	1,045,700	1,578,000
	2404 - Gas Tax - Motor Vehicle Fuel Tax Total	1,122,545	1,082,301	1,045,700	1,578,000
2501 - Emergency Medical Service Fund					
2501.45.4520-54.8010	Use of money and property Investment Earnings	2,120	302	6,000	-
2501.45.4520-55.4013	Intergovernmental County CSA 74-Safety Equipment	140,516	138,815	140,000	140,000
	2501 - Emergency Medical Service Fund Total	142,636	139,117	146,000	140,000
2502 - Asset Forfeiture					
2502.40.4380-54.8010	Use of money and property Investment Earnings	2,701	1,366	750	2,000
2502.40.4380-55.4501	Intergovernmental Federal Reimbursements	51,238	4,702	100	100
2502.40.4380-55.4232	Intergovernmental State Seizure Reimbursement	40,723	6,110	20,000	24,900
2502.40.4380-57.8020	Other Revenue Surplus Property	-	-	100	-
2502.40.4380-57.8050	Other Revenue Miscellaneous Receipts	-	-	100	-
	2502 - Asset Forfeiture Total	94,663	12,178	21,050	27,000
2503 - Traffic Safety					
2503.00.0000-53.4010	Fines and Forfeits Vehicle Code Fines	243,791	251,387	250,000	200,000
2503.00.0000-53.4011	Fines and Forfeits Vehicle Code Fines-Red Light Cam	32,110	79,165	-	100,000
	2503 - Traffic Safety Total	275,901	330,552	250,000	300,000
2504 - Vehicle Abatement					
2504.40.4116-55.4242	Intergovernmental Abandoned Vehicle Abatement	164,295	149,414	120,000	120,000
	2504 - Vehicle Abatement Total	164,295	149,414	120,000	120,000
2505 - Recreation Parks					

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 20 Actual	FY 21 Actual	FY 22 Budget	FY 23 Budget
2505.55.6239-54.8050	Use of money and property Rental Income	28,699	-	-	-
2505.60.6239-54.8050	Use of money and property Rental Income	14,242	-	30,000	30,000
	2505 - Recreation Parks Total	42,941	-	30,000	30,000
2506 - Recreation Parks					
2506.00.8005-51.2170	Franchise Fees Cable TV	175,410	173,334	185,000	185,000
	2506 - Recreation Parks Total	175,410	173,334	185,000	185,000
2507 - Municipal Art Fund					
2507.00.0000-54.8010	Use of money and property Investment Earnings	140	-	-	-
2507.00.0000-56.8013	Charges for Services Public Art Charge	6,608	5,941	-	6,000
	2507 - Municipal Art Fund Total	6,748	5,941	-	6,000
2508 - Contributions & Donations					
2508.00.0000-54.8010	Use of money and property Investment Earnings	2,185	-	-	-
2508.40.4110-57.8285	Other Revenue Contributions & Donations	26	-	-	-
2508.40.4170-57.8285	Other Revenue Contributions & Donations	-	40,803	-	-
2508.40.4170-57.8490	Other Revenue Animal Shelter Donations	36,360	13,637	-	-
2508.55.6231-57.8285	Other Revenue Contributions & Donations	728	140	-	-
2508.60.6005-57.8050	Other Revenue Miscellaneous Receipts	2,523	-	-	-
2508.60.6005-57.8180	Other Revenue Friends of the Library	-	6,498	-	-
2508.60.6005-57.8290	Other Revenue Library Donations	496	5,631	-	-
	2508 - Contributions & Donations Total	42,319	66,709	-	-
2509 - KDF Los Padres Dev Social Svcs					
2509.00.0000-54.8010	Use of money and property Investment Earnings	3,582	1,666	-	-
2509.55.6240-57.8510	Other Revenue KDF Tenant Services	30,771	70,724	-	-
	2509 - KDF Los Padres Dev Social Svcs Total	34,353	72,390	-	-
2510 - MX-Transport Safety & Inv Plan					
2510.00.0000-54.8010	Use of money and property Investment Earnings	100,580	49,960	30,000	47,000
2510.00.0000-55.4073	Intergovernmental Measure X - TAMC	5,440,292	4,525,233	3,600,000	3,600,000
	2510 - MX-Transport Safety & Inv Plan Total	5,540,872	4,575,193	3,630,000	3,647,000
2511 - SB1 Road Maintenance & Rehab					
2511.00.0000-54.8010	Use of money and property Investment Earnings	39,013	19,538	15,000	29,000
2511.00.0000-55.5292	Intergovernmental SB1 Road Maintenance & Rehab	2,918,542	2,889,904	3,116,300	3,652,000
	2511 - SB1 Road Maintenance & Rehab Total	2,957,555	2,909,442	3,131,300	3,681,000
2512 - SB1 Traffic Congestion Relief					
2512.00.0000-54.8010	Use of money and property Investment Earnings	7,279	3,792	-	3,000
2512.00.0000-55.4292	Intergovernmental SB1 Loan Repayment	183,020	-	-	-
	2512 - SB1 Traffic Congestion Relief Total	190,298	3,792	-	3,000
2601 - SRA Public Improvements					
2601.20.2505-54.8010	Use of money and property Investment Earnings	27,987	10,844	6,000	9,000
	2601 - SRA Public Improvements Total	27,987	10,844	6,000	9,000
2602 - HSA - Affordable Housing					
2602.20.2505-54.8010	Use of money and property Investment Earnings	16,730	21,497	5,000	18,000
2602.30.2505-57.3020	Other Revenue Housing Revolving Loans	2,350,374	111,995	52,000	52,000
2602.30.2505-57.8050	Other Revenue Miscellaneous Receipts	-	-	100	100
	2602 - HSA - Affordable Housing Total	2,367,104	133,492	57,100	70,100
2910 - Community Development					
2910.30.3220-55.7501	Intergovernmental Block Grant	1,924,621	347,570	2,024,219	6,097,431
2910.30.3221-57.3020	Other Revenue Housing Revolving Loans	28,831	192,811	50,000	50,000
	2910 - Community Development Total	1,953,453	540,381	2,074,219	6,147,431
2911 - CDBG - Covid 19					
2911.30.3220-55.7501	Intergovernmental Block Grant	-	247,704	1,209,375	777,790
	2911 - CDBG - Covid 19 Total	-	247,704	1,209,375	777,790
2930 - Home Investment Partnership					
2930.30.3220-54.8010	Use of money and property Investment Earnings	2,239	4,164	-	2,000
2930.30.3220-55.7521	Intergovernmental HOME Inv Partnership (HUD)	1,619,888	35,110	803,851	2,184,451

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 20 Actual	FY 21 Actual	FY 22 Budget	FY 23 Budget
2930.30.3221-57.3020	Other Revenue Housing Revolving Loans	557,336	358,829	50,000	50,000
	2930 - Home Investment Partnership Total	2,179,462	398,103	853,851	2,236,451
2940 - Emergency Solutions Grant-HUD					
2940.30.3220-55.7531	Intergovernmental Emergency Solutions Grant	251,989	55,474	179,001	251,631
	2940 - Emergency Solutions Grant-HUD Total	251,989	55,474	179,001	251,631
2941 - Emergency Solutions Grant-COC					
2941.30.3240-55.7531	Intergovernmental Emergency Solutions Grant	415,981	127,742	242,240	242,240
	2941 - Emergency Solutions Grant-COC Total	415,981	127,742	242,240	242,240
2942 - CA Emergency Solutions & Housing					
2942.30.3220-55.7532	Intergovernmental Emergency Solutions & Housing	-	125,636	200,000	200,000
	2942 - CA Emergency Solutions & Housing Total	-	125,636	200,000	200,000
2943 - ESG-CV HUD					
2943.30.3220-55.7531	Intergovernmental Emergency Solutions Grant	-	2,408,984	4,000,000	4,000,000
	2943 - ESG-CV HUD Total	-	2,408,984	4,000,000	4,000,000
2944 - ESG-CV HCD					
2944.30.3220-55.7531	Intergovernmental Emergency Solutions Grant	-	160,819	-	-
	2944 - ESG-CV HCD Total	-	160,819	-	-
2945 - Housing - Other Agency Match					
2945.30.3310-55.5073	Intergovernmental Monterey County	-	-	439,099	-
2945.30.3310-57.8415	Other Revenue Other Agency Contribution	31,129	340,922	439,099	-
	2945 - Housing - Other Agency Match Total	31,129	340,922	878,198	-
2951 - SB2					
2951.30.3220-55.7542	Intergovernmental SB2	-	-	1,006,847	3,110,293
	2951 - SB2 Total	-	-	1,006,847	3,110,293
2955 - Neighborhood Stabilization Prog					
2955.30.3222-57.8050	Other Revenue Miscellaneous Receipts	45,104	-	-	-
	2955 - Neighborhood Stabilization Prog Total	45,104	-	-	-
2957 - Inclusionary Housing Trust Fund					
2957.30.3230-57.3020	Other Revenue Housing Revolving Loans	4,356	3,910	-	-
2957.30.3230-57.8460	Other Revenue Inclusionary Housing	8,000	750	-	-
	2957 - Inclusionary Housing Trust Fund Total	12,356	4,660	-	-
3182 - DOJ Office of Justice Program					
3182.40.7101-55.7541	Intergovernmental Federal BJA	-	143,294	-	-
3182.40.7223-55.7541	Intergovernmental Federal BJA	-	80,653	-	-
	3182 - DOJ Office of Justice Program Total	-	223,948	-	-
3283 - BSCC-Board of St&Comm Correction					
3283.40.7409-54.8060	Use of money and property Building Lease	48,440	53,656	-	-
	3283 - BSCC-Board of St&Comm Correction Total	48,440	53,656	-	-
4104 - 2014 COP Consolidation					
4104.00.8004-54.8010	Use of money and property Investment Earnings	12,534	3,515	20,000	-
	4104 - 2014 COP Consolidation Total	12,534	3,515	20,000	-
4107 - COP 2018B T.R.I.P. Total Rd Impv					
4107.00.8004-54.8010	Use of money and property Investment Earnings	14,471	8,288	-	-
4107.80.8004-54.8010	Use of money and property Investment Earnings	408,800	7,978	-	-
4107.80.8004-57.8050	Other Revenue Miscellaneous Receipts	1,150	-	-	-
	4107 - COP 2018B T.R.I.P. Total Rd Impv Total	424,421	16,266	-	-
4108 - Energy Improvement					
4108.00.8004-54.8010	Use of money and property Investment Earnings	141	125	1,500	-
	4108 - Energy Improvement Total	141	125	1,500	-
4109 - 2015 Refunding COP 2005 A & B					

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 20 Actual	FY 21 Actual	FY 22 Budget	FY 23 Budget
4109.00.8004-54.8010	Use of money and property Investment Earnings	2,017	609	500	-
	4109 - 2015 Refunding COP 2005 A & B Total	2,017	609	500	-
4111 - Refund Bonds Series 2020A-Energy					
4111.80.8004-54.8010	Use of money and property Investment Earnings	-	-	-	-
4111.80.8004-58.8013	Other Financing Sources Bond Proceeds	-	16,190,000	-	-
4111.80.8004-58.8020	Other Financing Sources Bond Premium	-	3,230,127	-	-
	4111 - Refund Bonds Series 2020A-Energy Total	-	19,420,127	-	-
4112 - Refund Bonds Series 2020A-SVSWA					
4112.80.8004-58.8013	Other Financing Sources Bond Proceeds	-	4,440,000	-	-
4112.80.8004-58.8020	Other Financing Sources Bond Premium	-	561,244	-	-
	4112 - Refund Bonds Series 2020A-SVSWA Total	-	5,001,244	-	-
4201 - Assessment District Admin					
4201.20.2140-56.8010	Charges for Services Financial Assessment	-	-	16,000	-
	4201 - Assessment District Admin Total	-	-	16,000	-
4202 - Assessment Districts-Debt Svc					
4202.20.2141-50.1140	Taxes Property Taxes-Assessment Dist	523,714	478,941	1,462,802	250,000
4202.20.2141-54.8010	Use of money and property Investment Earnings	5,283	28	-	-
	4202 - Assessment Districts-Debt Svc Total	528,998	478,969	1,462,802	250,000
4203 - Assessment District Reserve					
4203.20.2141-54.8010	Use of money and property Investment Earnings	31,915	12,334	11,000	11,000
	4203 - Assessment District Reserve Total	31,915	12,334	11,000	11,000
4204 - 2019 Spec Tax Bond Monte Bella					
4204.20.2141-50.1140	Taxes Property Taxes-Assessment Dist	165,611	180,315	168,000	180,000
4204.20.2141-54.8010	Use of money and property Investment Earnings	-	40	-	-
	4204 - 2019 Spec Tax Bond Monte Bella Total	165,611	180,356	168,000	180,000
4205 - 2019 Spec Tax Bond Monte Bella 2					
4205.20.2141-50.1140	Taxes Property Taxes-Assessment Dist	-	144,059	140,000	160,000
4205.20.2141-54.8010	Use of money and property Investment Earnings	473	28	-	-
	4205 - 2019 Spec Tax Bond Monte Bella 2 Total	473	144,087	140,000	160,000
4206 - 2019 Spec Tax Bond Monte Bella 3					
4206.20.2141-50.1140	Taxes Property Taxes-Assessment Dist	-	15,238	120,000	180,000
	4206 - 2019 Spec Tax Bond Monte Bella 3 Total	-	15,238	120,000	180,000
5101 - Special Aviation Fund - State					
5101.50.5340-55.7202	Intergovernmental State Aid - Airport	-	-	500	-
	5101 - Special Aviation Fund - State Total	-	-	500	-
5102 - Special Aviation Fund - Federal					
5102.50.5340-54.8010	Use of money and property Investment Earnings	15,092	6,259	18,000	6,000
5102.50.5340-55.5501	Intergovernmental Federal Aid - Airport	1,127,950	499,360	495,540	143,876
	5102 - Special Aviation Fund - Federal Total	1,143,042	505,619	513,540	149,876
5201 - Special Const Assist - Fed & St					
5201.00.0000-55.4530	Intergovernmental American Rescue Plan Act	-	-	11,100,000	-
5201.00.0000-55.5232	Intergovernmental Other State Grant & Reimb	467,085	184,147	6,541,167	-
5201.00.0000-55.5272	Intergovernmental Regional Surface Transp Program	51,889	2,614,307	-	-
5201.00.0000-55.5511	Intergovernmental Other Federal Grant	776,113	2,220,835	6,300,000	11,950,000
	5201 - Special Const Assist - Fed & St Total	1,295,087	5,019,289	23,941,167	11,950,000
5203 - Special Const Assist - Others					
5203.00.0000-54.8050	Use of money and property Rental Income	-	270,091	-	-
5203.00.0000-55.3023	Intergovernmental Develeopers Contributions-Haciend	-	-	-	1,650,000
5203.00.0000-55.5063	Intergovernmental Construction Assistance Others	564,914	166,728	197,000	193,000
5203.00.0000-55.5083	Intergovernmental Developers-FGA West	35,827	2,924	-	-
5203.00.0000-55.5242	Intergovernmental Rebates/Refunds & Reimb	6,922	750	-	-
5203.00.0000-55.5074	Intergovernmental Other Agencies	-	10,000	-	-
5203.00.0000-56.3050	Charges for Services General Plan/Zoning Fees	175,564	298,410	-	400,000
5203.00.0000-56.5200	Charges for Services AutoCAD	48,664	114,675	-	-
5203.00.0000-56.6340	Charges for Services Library - Donations	100,150	221,945	-	-

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 20 Actual	FY 21 Actual	FY 22 Budget	FY 23 Budget
5203.00.0000-57.1060	Other Revenue Miscellaneous Insurances	57,907	206,122	-	-
	5203 - Special Const Assist - Others Total	989,948	1,291,644	197,000	2,243,000
5300 - Assessment District - Projects					
5300.50.5120-54.8010	Use of money and property Investment Earnings	7,220	2,742	2,000	2,000
	5300 - Assessment District - Projects Total	7,220	2,742	2,000	2,000
5301 - 2019 Spec Tax Bond Monte Bella					
5301.00.0000-54.8010	Use of money and property Investment Earnings	8,056	160	-	-
	5301 - 2019 Spec Tax Bond Monte Bella Total	8,056	160	-	-
5302 - 2019 Spec Tax Bond Monte Bella 2					
5302.00.0000-58.8013	Other Financing Sources Bond Proceeds	2,090,000	-	-	-
5302.00.0000-58.8020	Other Financing Sources Bond Premium	203,920	-	-	-
	5302 - 2019 Spec Tax Bond Monte Bella 2 Total	2,293,920	-	-	-
5303 - 2019 Spec Tax Bond Monte Bella 3					
5303.00.0000-54.8010	Use of money and property Investment Earnings	-	2,373	-	2,000
5303.00.0000-58.8013	Other Financing Sources Bond Proceeds	-	2,695,000	-	-
5303.00.0000-58.8020	Other Financing Sources Bond Premium	-	242,947	-	-
	5303 - 2019 Spec Tax Bond Monte Bella 3 Total	-	2,940,320	-	2,000
6100 - Municipal Airport					
6100.50.5340-54.8010	Use of money and property Investment Earnings	17,848	8,493	15,000	10,000
6100.50.5340-54.5010	Use of money and property Hangar Rent	736,657	772,253	830,000	790,000
6100.50.5340-54.5020	Use of money and property Aircraft Parking	4,729	3,554	5,000	5,000
6100.50.5340-54.5030	Use of money and property Building Rental	291,838	325,556	325,000	428,000
6100.50.5340-54.5040	Use of money and property Ground Leases	352,873	407,667	410,000	330,000
6100.50.5340-54.5050	Use of money and property Fuel Fees	73,108	70,925	75,000	75,000
6100.50.5340-54.5060	Use of money and property Use Permits	42,500	37,350	25,000	40,000
6100.50.5340-54.5080	Use of money and property Refuse Fees	4,869	9,572	8,000	8,000
6100.50.5340-54.5085	Use of money and property Hangar Rent Non - Aeronautical	-	-	-	8,000
6100.50.5340-54.5090	Use of money and property Hangar Rent Non - Airworthy	-	-	-	40,000
6100.50.5340-56.8110	Charges for Services Rental Income	109,995	111,243	100,000	110,000
6100.50.5340-57.8050	Other Revenue Miscellaneous Receipts	46,503	61,788	35,000	40,000
6100.50.5340-57.8560	Other Revenue Airport Cardlock Deposits	740	901	20,000	5,000
	6100 - Municipal Airport Total	1,681,660	1,809,301	1,848,000	1,889,000
6200 - Industrial Waste					
6200.50.5441-54.8010	Use of money and property Investment Earnings	118,206	48,801	20,000	47,000
6200.50.5441-56.5040	Charges for Services Industrial Waste Fees	2,931,019	2,870,417	3,100,000	3,000,000
6200.50.5441-57.8050	Other Revenue Miscellaneous Receipts	-	60	-	-
	6200 - Industrial Waste Total	3,049,225	2,919,278	3,120,000	3,047,000
6301 - Fairways Golf Course					
6301.00.0000-54.8010	Use of money and property Investment Earnings	5,399	113	200	-
6301.00.0000-54.8080	Use of money and property Sierra Lease	83,064	116,667	100,000	100,000
	6301 - Fairways Golf Course Total	88,463	116,779	100,200	100,000
6302 - Twin Creek Golf Course					
6302.00.0000-54.8010	Use of money and property Investment Earnings	-	-	2,500	-
6302.00.0000-54.8070	Use of money and property First Tee Lease	75,000	60,000	60,000	60,000
6302.80.8006-58.8013	Other Financing Sources Bond Proceeds	-	2,977,191	-	-
6302.80.8006-58.8020	Other Financing Sources Bond Premium	-	317,432	-	-
	6302 - Twin Creek Golf Course Total	75,000	3,354,623	62,500	60,000
6400 - Sewer					
6400.50.5442-54.8010	Use of money and property Investment Earnings	108,960	30,559	60,000	26,000
6400.50.5442-56.5050	Charges for Services Sanitary Sewer Surcharge Fees	2,405,560	5,002,049	3,760,000	4,800,000
6400.50.5442-56.5065	Charges for Services USA Service Fee	21,054	19,804	-	-
6400.50.5442-57.8020	Other Revenue Surplus Property	3,675	-	-	-
6400.50.5442-57.8050	Other Revenue Miscellaneous Receipts	19,061	3,994	-	-
	6400 - Sewer Total	2,558,310	5,056,407	3,820,000	4,826,000
6500 - Storm Sewer (NPDES)					
6500.50.5443-53.3012	Fines and Forfeits NPDES Citations	4,000	-	-	-

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 20 Actual	FY 21 Actual	FY 22 Budget	FY 23 Budget
6500.50.5443-54.8010	Use of money and property Investment Earnings	3,075	3,932	500	5,000
6500.50.5443-56.5080	Charges for Services Review and Inspection Fees	2,024	215	10,000	10,000
6500.50.5443-57.8050	Other Revenue Miscellaneous Receipts	931	-	200	200
	6500 - Storm Sewer (NPDES) Total	10,030	4,147	10,700	15,200
6600 - Crazy Horse Landfill					
6600.20.2030-54.8010	Use of money and property Investment Earnings	19,181	6,536	-	-
	6600 - Crazy Horse Landfill Total	19,181	6,536	-	-
6700 - Water Utility					
6700.50.5445-55.4043	Intergovernmental Monterey Co. Animal Shelter	4,382	5,300	4,000	4,000
6700.50.5445-55.4053	Intergovernmental City Animal Shelter	-	-	3,000	3,000
6700.50.5445-55.5023	Intergovernmental MRWPCA	2,601	-	3,000	3,000
6700.50.5445-55.5033	Intergovernmental City Industrial Waste Facility	-	-	1,000	1,000
	6700 - Water Utility Total	6,983	5,300	11,000	11,000
6801 - Downtown Parking District					
6801.50.5446-52.5010	Licenses & Permits Parking Lot Permits	26,818	37,718	22,000	50,000
6801.50.5446-52.5020	Licenses & Permits Salinas St Garage Permits	103,390	31,160	93,600	60,000
6801.50.5446-52.5040	Licenses & Permits Monterey St Garage Permits	141,307	133,871	148,500	140,000
6801.50.5446-52.5070	Licenses & Permits Monterey St Garage - Hourly	135,030	58,880	316,500	170,000
6801.50.5446-52.5075	Licenses & Permits Parking Validation	9,018	6,578	11,500	5,000
6801.50.5446-57.8050	Other Revenue Miscellaneous Receipts	370	-	-	-
	6801 - Downtown Parking District Total	415,933	268,207	592,100	425,000
6802 - Preferential Parking					
6802.50.5447-52.5060	Licenses & Permits Preferential Permits	12,141	15,595	39,400	25,000
	6802 - Preferential Parking Total	12,141	15,595	39,400	25,000
6803 - Parking Enforcement					
6803.50.5448-53.4020	Fines and Forfeits Parking Fines	1,202,346	876,303	1,170,000	1,230,000
	6803 - Parking Enforcement Total	1,202,346	876,303	1,170,000	1,230,000
6900 - Permit Services					
6900.00.0000-54.8010	Use of money and property Investment Earnings	42,105	14,897	-	16,000
6900.30.3350-52.3010	Licenses & Permits Mechanical Permits	10,076	20,210	10,200	10,200
6900.30.3350-52.3020	Licenses & Permits Building Permits	734,825	1,064,822	1,100,000	1,400,000
6900.30.3350-52.3030	Licenses & Permits Plumbing Permits	23,911	26,778	3,500	15,000
6900.30.3350-52.3040	Licenses & Permits Electrical Permits	38,466	84,920	20,000	25,000
6900.30.3350-52.3060	Licenses & Permits Re-Roofing Permits	103,620	114,342	130,000	100,000
6900.30.3350-52.3070	Licenses & Permits Building Demolition Permit	1,288	1,288	1,000	1,000
6900.30.3350-53.3011	Fines and Forfeits Building Enforcement	153,011	31,671	-	-
6900.30.3350-53.3405	Fines and Forfeits C & D Penalty	25,881	30,275	20,000	20,000
6900.30.3350-55.3013	Intergovernmental TRAKIT-Permit System Charges	196,688	191,452	256,500	256,500
6900.30.3350-56.3280	Charges for Services Fire Plan Check Fee-Permit Ctr	-	47,313	44,000	44,000
6900.30.3350-56.3400	Charges for Services Building Plan Check Fees	946,138	947,653	1,000,000	1,000,000
6900.30.3350-56.3410	Charges for Services Special Building Inspection	58,975	38,552	50,000	50,000
6900.30.3350-56.3420	Charges for Services Reinspection Service	43,470	38,326	22,000	40,000
6900.30.3350-56.3430	Charges for Services Residential Report	45,660	52,013	40,000	35,000
6900.30.3350-56.3440	Charges for Services Microfilm Fee	28,405	37,979	25,000	35,000
6900.30.3350-56.3460	Charges for Services Other Building Fees	9,774	1,748	25,000	1,000
6900.30.3350-56.8060	Charges for Services Copying Fees	130	-	-	-
6900.30.3350-57.8080	Other Revenue Miscellaneous Deposits	1,562	4,417	6,500	6,500
	6900 - Permit Services Total	2,463,984	2,748,655	2,753,700	3,055,200
7101 - Internal Services Administration					
7101.14.1245-57.8050	Other Revenue Miscellaneous Receipts	673	500	-	-
	7101 - Internal Services Administration Total	673	500	-	-
7102 - Internal Services Insurances					
7102.12.1246-57.8050	Other Revenue Miscellaneous Receipts	35	425	-	-
7102.14.1246-57.8050	Other Revenue Miscellaneous Receipts	218,580	276,521	60,000	200,000
	7102 - Internal Services Insurances Total	218,615	276,946	60,000	200,000
7103 - Worker's Comp Self-Insurance					
7103.12.1247-57.1010	Other Revenue Workers Comp Premiums	196,601	-	-	-

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 20 Actual	FY 21 Actual	FY 22 Budget	FY 23 Budget
7103.12.1247-57.1030	Other Revenue CalPERS Ind Disability Reimb	27,216	-	-	-
7103.14.1247-54.8010	Use of money and property Investment Earnings	96,537	44,997	15,000	47,000
7103.14.1247-57.1010	Other Revenue Workers Comp Premiums	4,909,846	5,224,032	5,352,700	5,352,700
7103.14.1247-57.1020	Other Revenue Workers Comp Reimb	-	-	10,000	10,000
7103.14.1247-57.1030	Other Revenue CalPERS Ind Disability Reimb	-	-	70,000	-
	7103 - Worker's Comp Self-Insurance Total	5,230,199	5,269,029	5,447,700	5,409,700
7104 - General Liability Self-Insurance					
7104.14.1248-54.8010	Use of money and property Investment Earnings	60,267	25,307	15,000	8,000
7104.14.1248-57.1040	Other Revenue Liability Insurance	200,420	197,972	-	217,100
7104.14.1248-57.1060	Other Revenue Miscellaneous Insurances	-	64,580	1,000	1,000
	7104 - General Liability Self-Insurance Total	260,687	287,860	16,000	226,100
7120 - Internal Services-Fleet Maint					
7120.40.5233-57.8050	Other Revenue Miscellaneous Receipts	7,015	-	-	-
7120.50.5233-57.8050	Other Revenue Miscellaneous Receipts	467	1,712	-	-
	7120 - Internal Services-Fleet Maint Total	7,482	1,712	-	-
8914 - RORF-Redev Obligation Retirement					
8914.20.2502-50.1090	Taxes Property Taxes-Tax Increments	2,402,751	2,407,980	2,249,655	2,250,000
8914.20.2502-54.8010	Use of money and property Investment Earnings	107,930	83,057	1,000	109,000
8914.20.2502-54.8050	Use of money and property Rental Income	-	-	24,400	-
	8914 - RORF-Redev Obligation Retirement Total	2,510,681	2,491,037	2,275,055	2,359,000
8915 - Successor Agency Administration					
8915.20.2505-50.1090	Taxes Property Taxes-Tax Increments	10,000	10,000	10,000	10,000
	8915 - Successor Agency Administration Total	10,000	10,000	10,000	10,000
Operating Revenue Total		192,301,733	232,040,585	220,380,460	236,699,547
1000 - General Fund					
1000.00.0000-90.1200	Transfers In Measure G	1,413,300	1,413,300	1,413,300	700,000
1000.00.0000-90.2401	Transfers In Gas Tax - 2107	1,200,300	1,200,300	1,200,300	1,200,300
1000.00.0000-90.2402	Transfers In Gas Tax - 2106	115,000	230,000	230,000	230,000
1000.00.0000-90.2403	Transfers In Gas Tax - 2105	294,700	294,700	294,700	294,700
1000.00.0000-90.2503	Transfers In Traffic Safety	250,000	250,000	250,000	200,000
1000.00.0000-90.2508	Transfers In Contributions & Donations	-	2,185	-	-
1000.00.0000-90.2941	Transfers In Emergency Solutions Grant-COC	-	8	-	-
1000.00.0000-90.3111	Transfers In SAFER	(4,972)	-	-	-
1000.00.0000-90.3182	Transfers In DOJ Office of Justice Program	-	3,016	-	-
1000.00.0000-90.3910	Transfers In CARES Act	-	2,002,977	-	-
1000.00.0000-90.5201	Transfers In Spec Const Assist - Fed, State	79,951	-	-	-
	1000 - General Fund Total	3,348,279	5,396,486	3,388,300	2,625,000
1100 - Measure E					
1100.00.0000-90.1200	Transfers In Measure G	700,000	700,000	700,000	350,000
	1100 - Measure E Total	700,000	700,000	700,000	350,000
2306 - Development Fees-Arterial					
2306.00.0000-90.5202	Transfers In from Special Const Assist-Bond	44,571	-	-	-
	2306 - Development Fees-Arterial Total	44,571	-	-	-
2501 - Emergency Medical Service Fund					
2501.00.0000-90.1000	Transfers In General Fund	953,200	1,015,300	850,000	1,200,000
	2501 - Emergency Medical Service Fund Total	953,200	1,015,300	850,000	1,200,000
2504 - Vehicle Abatement					
2504.00.0000-90.1000	Transfers In General Fund	50,000	50,000	50,000	50,000
	2504 - Vehicle Abatement Total	50,000	50,000	50,000	50,000
2508 - Contributions & Donations					
2508.00.0000-90.1000	Transfers In General Fund	987	-	-	-
	2508 - Contributions & Donations Total	987	-	-	-
2910 - Community Development					
2910.00.0000-90.2911	Transfers In CDBG - Covid 19	-	11,598	-	-

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 20 Actual	FY 21 Actual	FY 22 Budget	FY 23 Budget
2910 - Community Development Total		-	11,598	-	-
2930 - Home Investment Partnership					
2930.00.0000-90.2910	Transfers In CDBG	15,225	-	-	-
2930 - Home Investment Partnership Total		15,225	-	-	-
2941 - Emergency Solutions Grant-COC					
2941.00.0000-90.2943	Transfers In ESG-CV HUD	-	1,673	-	-
2941 - Emergency Solutions Grant-COC Total		-	1,673	-	-
4104 - 2014 COP Consolidation					
4104.00.0000-90.1000	Transfers In General Fund	-	-	-	59,000
4104 - 2014 COP Consolidation Total		-	-	-	59,000
4106 - 2018 Lease-PS Building-Police					
4106.00.0000-90.1200	Transfers In Measure G	1,208,116	4,739,701	5,593,300	5,423,500
4106 - 2018 Lease-PS Building-Police Total		1,208,116	4,739,701	5,593,300	5,423,500
4107 - COP 2018B T.R.I.P. Total Rd Impv					
4107.00.0000-90.2510	Transfers In Measure X - TAMC	2,328,702	2,338,575	2,340,200	2,317,100
4107 - COP 2018B T.R.I.P. Total Rd Impv Total		2,328,702	2,338,575	2,340,200	2,317,100
4108 - Energy Improvement					
4108.00.0000-90.1000	Transfers In General Fund	1,207,035	-	-	-
4108.00.0000-90.1100	Transfers In Measure E	66,832	-	-	-
4108.00.0000-90.1200	Transfers In Measure G	5,205	-	-	-
4108.00.0000-90.6100	Transfers In Airport Fund	80,689	-	-	-
4108.00.0000-90.6200	Transfers In Industrial Waste	75,537	-	-	-
4108.00.0000-90.6400	Transfers In Sewer Fund	100,664	-	-	-
4108.00.0000-90.6801	Transfers In Downtown Parking	34,145	-	-	-
4108.00.0000-90.8915	Transfers In Successor Agency	1,335	-	-	-
4108 - Energy Improvement Total		1,571,441	-	-	-
4109 - 2015 Refunding COP 2005 A & B					
4109.00.0000-90.1000	Transfers In General Fund	314,689	-	-	-
4109.00.0000-90.6600	Transfers In Crazy Horse Landfill	385,100	-	-	-
4109 - 2015 Refunding COP 2005 A & B Total		699,789	-	-	-
4110 - 2018 Lease-EI Gabilan Library					
4110.00.0000-90.1100	Transfers In Measure E	6,048,705	792,443	1,124,800	1,165,400
4110 - 2018 Lease-EI Gabilan Library Total		6,048,705	792,443	1,124,800	1,165,400
4111 - Refund Bonds Series 2020A-Energy					
4111.00.0000-90.1000	Transfers In General Fund	-	766,143	1,504,400	1,175,500
4111.00.0000-90.1100	Transfers In Measure E	-	42,293	82,200	64,900
4111.00.0000-90.1200	Transfers In Measure G	-	3,294	6,400	5,100
4111.00.0000-90.6100	Transfers In Airport Fund	-	51,062	82,400	78,300
4111.00.0000-90.6200	Transfers In Industrial Waste	-	47,802	92,900	73,300
4111.00.0000-90.6400	Transfers In Sewer Fund	-	63,703	123,800	97,700
4111.00.0000-90.6801	Transfers In Downtown Parking	-	21,608	42,000	33,200
4111 - Refund Bonds Series 2020A-Energy Total		-	995,905	1,934,100	1,528,000
4112 - Refund Bonds Series 2020A-SVSWA					
4112.00.0000-90.1000	Transfers In General Fund	-	-	50,000	670,500
4112.00.0000-90.6600	Transfers In Crazy Horse Landfill	-	692,835	126,900	-
4112 - Refund Bonds Series 2020A-SVSWA Total		-	692,835	176,900	670,500
4205 - 2019 Spec Tax Bond Monte Bella 2					
4205.00.0000-90.5302	Transfers In 2019 Spec Tax Bond Monte Bella 2	355,988	-	-	-
4205 - 2019 Spec Tax Bond Monte Bella 2 Total		355,988	-	-	-
4206 - 2019 Spec Tax Bond Monte Bella 3					
4206.00.0000-90.5303	Transfers In 2019 Spec Tax Monte Bella 3	-	402,870	-	-
4206 - 2019 Spec Tax Bond Monte Bella 3 Total		-	402,870	-	-
5201 - Special Const Assist - Fed & St					

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 20 Actual	FY 21 Actual	FY 22 Budget	FY 23 Budget
5201.00.0000-90.2306	Transfers In Dev Fees - Arterial	21,552	-	-	-
5201.00.0000-90.2510	Transfers In Measure X - TAMC	6,409	-	-	-
5201.00.0000-90.2511	Transfers In SB1 Road Maintenance & Rehab	9,276	-	-	-
	5201 - Special Const Assist - Fed & St Total	37,237	-	-	-
5202 - Special Const Assist-MX Bonds					
5202.00.0000-90.2301	Transfers In Dev Fees - Storm & Sewer	40,943	-	-	-
5202.00.0000-90.5203	Transfers In Spec Const Assist - Other	45,823	-	-	-
	5202 - Special Const Assist-MX Bonds Total	86,766	-	-	-
6302 - Twin Creek Golf Course					
6302.00.0000-90.1000	Transfers In General Fund	-	-	450,000	450,000
	6302 - Twin Creek Golf Course Total	-	-	450,000	450,000
6500 - Storm Sewer (NPDES)					
6500.00.0000-90.1000	Transfers In General Fund	2,489,100	2,354,100	2,512,100	2,600,000
6500.00.0000-90.1200	Transfers In Measure G	71,900	71,900	58,800	-
6500.00.0000-90.2401	Transfers In Gas Tax - 2107	150,000	150,000	15,000	15,000
6500.00.0000-90.2403	Transfers In Gas Tax - 2105	600,000	600,000	60,000	60,000
	6500 - Storm Sewer (NPDES) Total	3,311,000	3,176,000	2,645,900	2,675,000
6801 - Downtown Parking District					
6801.00.0000-90.8914	Transfers In RORF-Redev Obligation Retirement	952,402	947,593	952,000	949,300
	6801 - Downtown Parking District Total	952,402	947,593	952,000	949,300
7102 - Internal Services Insurances					
7102.00.0000-90.1200	Transfers In Measure G	-	-	-	500,000
	7102 - Internal Services Insurances Total	-	-	-	500,000
7103 - Worker's Comp Self-Insurance					
7103.00.0000-90.1000	Transfers In General Fund	-	1,000,000	-	-
	7103 - Worker's Comp Self-Insurance Total	-	1,000,000	-	-
7104 - General Liability Self-Insurance					
7104.00.0000-90.1000	Transfers In General Fund	1,661,300	2,661,300	1,661,300	2,229,700
7104.00.0000-90.1100	Transfers In Measure E	191,300	-	-	323,300
7104.00.0000-90.1200	Transfers In Measure G	350,300	-	-	147,000
	7104 - General Liability Self-Insurance Total	2,202,900	2,661,300	1,661,300	2,700,000
7120 - Internal Services-Fleet Maint					
7120.00.0000-90.1000	Transfers In General Fund	1,995,400	1,995,400	2,120,000	2,120,000
	7120 - Internal Services-Fleet Maint Total	1,995,400	1,995,400	2,120,000	2,120,000
Transfers In Total		25,910,707	26,917,680	23,986,800	24,782,800
Grand Total		218,212,440	258,958,265	244,367,260	261,482,347

SUMMARIES & SCHEDULES

Administrative Overhead Rates

Allocated Cost Summary

	Total Allocation	Direct Cost Base / Total Allowable Budget	Indirect Cost Rate
All Funds	\$17,291,831	\$112,089,783	15%
General Fund (1000)	\$11,243,853	\$72,727,901	15%
Measure E (1100)	\$2,117,644	\$12,044,156	18%
Measure G (1200)	\$1,578,778	\$11,783,790	13%
Woodside Park Maint District (2102)	\$3,714	\$34,000	11%
Downtown Mall Maint District (2103)	\$214	\$2,200	10%
Airport Bus Park Maint District (2104)	\$2,016	\$18,260	11%
N E Salinas Landscape Dist (2105)	\$69,225	\$640,760	11%
Harden Ranch Landscape Dist (2106)	\$19,534	\$183,870	11%
Vista Nueva Maint District (2107)	\$2,676	\$22,100	12%
Mira Monte Maint District (2108)	\$11,284	\$106,320	11%
Monte Bella Maint District (2109)	\$19,940	\$184,110	11%
Sales Tax-SB172 (2201)	\$40,921	\$600,000	7%
Supplemental Law Enf - AB3229 (2202)	\$40,921	\$600,000	7%
Emergency Medical Service Fund (2501)	\$104,763	\$979,270	11%
Asset Seizure (2502)	\$2,156	\$20,000	11%
Vehicle Abatement (2504)	\$30,965	\$166,490	19%
Recreation Parks (2505)	\$3,993	\$23,400	17%
PEG Cable Franchise (2506)	\$8,475	\$120,000	7%
HSA - Affordable Housing (2602)	\$7,075	\$71,791	10%
Community Development (2910)	\$96,177	\$896,324	11%
Home Investment Partnership (2930)	\$13,512	\$130,540	10%
Emergency Solutions Grant-HUD (2940)	\$6,804	\$88,810	8%
Emergency Solutions Grant-COC (2941)	\$11,136	\$145,526	8%
2014 COPS Hiring SRO (3163)	\$169,186	\$1,332,800	13%
Violence Prevention Effort (3283)	\$30,635	\$160,390	19%
Cal ID / RAN Grant (3302)	\$17,714	\$115,106	15%
Assessment Districts-Debt Svc (4202)	\$140,832	\$0	0%
Municipal Airport (6100)	\$512,602	\$1,155,370	44%
Industrial Waste (6200)	\$92,684	\$990,380	9%
Fairways Golf Course (6301)	\$124	\$0	0%
Twin Creek Golf Course (6302)	\$521	\$0	0%
Sewer (6400)	\$229,608	\$1,669,700	14%
Storm Sewer - NPDES (6500)	\$281,884	\$2,147,639	13%
Water Utility (6700)	\$2,891	\$18,000	16%
Downtown Parking District (6801)	\$59,625	\$507,520	12%
Preferential Parking (6802)	\$1,480	\$21,500	7%
Permit Services (6900)	\$291,892	\$2,151,060	14%
RORF-Redev Obligation Retirement (8914)	\$172	\$1,800	10%
Successor Agency Administration (8915)	\$24,202	\$228,900	11%

SUMMARIES & SCHEDULES

Workforce

	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>FY 23</u>
GENERAL OPERATIONS					
Police (Sworn)	174.000	174.000	174.000	174.000	161.000
Police (Administrative)	57.500	57.500	53.500	47.000	52.000
Fire (Sworn)	93.000	93.000	93.000	93.000	96.000
Fire (Administrative)	5.000	5.000	5.000	5.000	7.000
Total Public Safety	<u>329.500</u>	<u>329.500</u>	<u>325.500</u>	<u>319.000</u>	<u>316.000</u>
Mayor and City Council	7.000	7.000	7.000	7.000	7.000
Administration	12.000	12.000	6.000	8.000	8.000
Human Resources			7.000	7.000	9.000
Finance	26.000	26.667	25.000	28.000	30.000
City Attorney	5.000	5.000	5.000	3.000	4.000
Community Development	29.000	29.850	31.010	34.500	42.550
Engineering & Transportation	35.150	35.650	33.930	34.180	34.180
Environmental & Maintenance Services	46.500	46.750	46.750	33.750	40.750
Parks and Community Services	19.000	19.000	19.000	31.000	33.000
Library	41.000	41.500	41.500	41.500	41.500
Total Non Public Safety	<u>220.650</u>	<u>223.417</u>	<u>222.190</u>	<u>227.930</u>	<u>249.980</u>
TOTAL GENERAL OPERATIONS	<u>550.150</u>	<u>552.917</u>	<u>547.690</u>	<u>546.930</u>	<u>565.980</u>
INTERNAL SERVICES	13.200	13.450	13.450	13.450	14.450
ENTERPRISE OPERATIONS	43.150	43.383	43.610	45.370	52.320
ASSESSMENT & MAINTENANCE DISTRICTS	1.750	1.750	1.750	0.750	0.750
SUCCESSOR AGENCY	0.750				
CITY-WIDE TOTAL	<u>609.000</u>	<u>611.500</u>	<u>606.500</u>	<u>606.500</u>	<u>633.500</u>

SALINAS PLAN

The Salinas Plan is a Ten-Year Plan designed to provide the City with a path toward maintaining a long-term balanced budget while preserving City services and addressing the affordable housing crisis. Here is a link to the: [Salinas Plan](#).

On December 4, 2018, the National Resource Network (NRN) presented the Salinas Plan to the City Council. The Salinas Plan is a comprehensive review of City finances and operations that utilizes a ten-year budget model to identify the fiscal challenges facing the City; specifically, the model found that, absent corrective action, the City would see increasing deficits eventually exceeding \$10 million per year by FY27 and \$60 million total over the next ten years. Under this projection, the City would exhaust its reserves by FY23. Further, this projection assumes no additional investment by the City to help address the housing affordability crisis the City is now facing. On its current path, the City faces the steady erosion of existing services, with no additional resources available to address the housing crisis.

To prevent this outcome, the Salinas Plan includes a list of 32 recommended initiatives that, taken together, would enable the City to maintain its fiscal solvency, maintain its core services and strategic priorities, and identify additional resources to address the housing crisis. These initiatives achieve this through a variety of methods, including savings by reducing or eliminating non-core services; identifying new revenues to fund key strategic priorities; and finding efficiencies in operations to enable the City to continue to deliver key services at a lower cost. The recommendations span nearly all City Departments and would entail sacrifices by employees, residents, and businesses – however, if completely implemented, the City should be able to maintain core services, increase efficiencies, implement new and expanded initiatives to address the housing crisis, and do so over the long-term by implementing fiscally sustainable practices.

Implementation of Recommendations

Staff has been working diligently to explore and, when appropriate, implement the recommendations of the Salinas Plan. This Budget reflects savings (when compared to the “do-nothing scenario”) that have been realized by the implementation of these recommendations, as noted in the Table and briefly described below.

Code Initiative	FY23 Budgeted Impact
PS01 Staffing and Overtime Reduction	\$770,500
PS03 Improve Police Department Technology	309,800
SS01 Recover Full Cost of Service from Monterey County Regional Fire District	154,000
SS02 Consolidate Animal Services	(75,700)
MC01 Eliminate Downtown Parking Fund Deficits	216,200
OE01 Move Facility and Park Maintenance to Library and Community Services	174,300
WF01 Health Care Cost Containment	450,900
WF03 Eliminate Management and Flex Leave	706,300
Total	\$2,706,300

PS01 Staffing and Overtime Reduction – Reduction of the minimum number of staffing from 4 to 3 has significantly reduced overtime costs.

PS03 Staffing and Overtime Reduction – Implementation of new RMS Technology in the Police Department has allowed for the Word Processing Division to be eliminated and remaining employees reassigned into other positions.

SALINAS PLAN

SS01 Recover Full Cost of Service from Monterey County Regional Fire District – The City and the MCRFD have entered into a new contract that provides additional cost recovery for the City’s coverage of a portion of the MCRFD’s territory.

SS02 Consolidate Animal Services – The City has reached a short-term Agreement with the County regarding joint operations and continues to negotiate for a long-term Agreement with the County.

MC01 Eliminate Downtown Parking Fund Deficits – The City has adopted changes to Parking District operations and the amounts charged for parking, which has significantly reduced the annual operating deficit.

OE01 Move Facility and Park Maintenance to Library and Community Services – The reorganization of responsibilities for the maintenance of parks allowed for the elimination of an administrative position.

WF01 Health Care Cost Containment – Employees now contribute 5% of the cost of their health care.

WF03 Eliminate Management and Flex Leave – Management and Flex Leave benefits have been eliminated.

MEASURE E

Over a period of three fiscal years beginning in April 2003, the Salinas City Council reduced City programs and services funded by the General Fund budget a total of \$15.3 million dollars or 24%. The reductions were required to maintain the City's financial solvency. The financial crisis was the result of a combination of factors including a weak economy evidenced by sales tax actually decreasing for two years, State raids on local revenue, increasing charges assessed by the County of Monterey, increasing retirement costs and increasing employee health insurance costs.

The required reductions included the elimination of 123.50 authorized positions, the layoff of employees and broadly impacted services throughout the City. Staff reported to City Council that absent a new, guaranteed source of General fund revenue, the City would not be able to restore the services that had been cut for at least 8-10 years.

At the City Council's May 3, 2005 meeting, members of the public expressed their view that the City must be able to provide adequate police, fire and street and park maintenance services, and that the libraries and recreation centers should remain open. The public requested that Council consider placing a tax measure on the ballot so that revenue could be provided to restore vital services.

On May 17, 2005, the City Council received a report regarding its options for placing a tax measure before the City's voters to generate sufficient revenue to maintain minimal levels of service for the public welfare. Members of the public reiterated their support for such a measure, indicating that the community would suffer if services were further curtailed.

On June 7 and June 14, 2005, the Council reviewed and approved the FY 2005-06 budget, and confirmed the on-going reductions in services previously approved. On July 12, 2005, the Council adopted a resolution calling for an election to take place on November 8, 2005 to ask City voters to approve a half-cent transactions and use tax. The proposed tax measure also included a ten (10) year sunset provision and mandated the appointment of an independent committee with authority to both recommend the use of the tax revenue and provide oversight as to the use of funds.

On November 8, 2005, the voters of Salinas approved (61.74%) the ordinance establishing a Temporary Transactions and Use Tax at the rate of one-half of one percent (0.50%) to be in effect for a period of ten (10) years. Initial collection of the tax began April 1, 2006 with the first receipt of revenues from the tax to occur in July 2006. The temporary tax was therefore scheduled to sunset April 1, 2016. During November 2012 Salinas' residents approved the renewal of the transaction and use tax with no expiration date by removing the language addressing a tax collection sunset in April 2016.

The tax approved by the voters is a general tax. As such, the City may use the revenue from the tax for any general governmental purpose, including without limitation police, fire safety, paramedics, libraries, crossing guards, graffiti removal, anti-gang programs, and street and park maintenance.

In order to assure full compliance with the intent of the ordinance, the tax proceeds from this ordinance are separately received and accounted for in the City's financial reporting system (Fund 1100). The Finance Director reports at least quarterly to the Oversight Committee the use of tax proceeds. The Oversight Committee reports annually to the City Council regarding the use of tax proceeds.

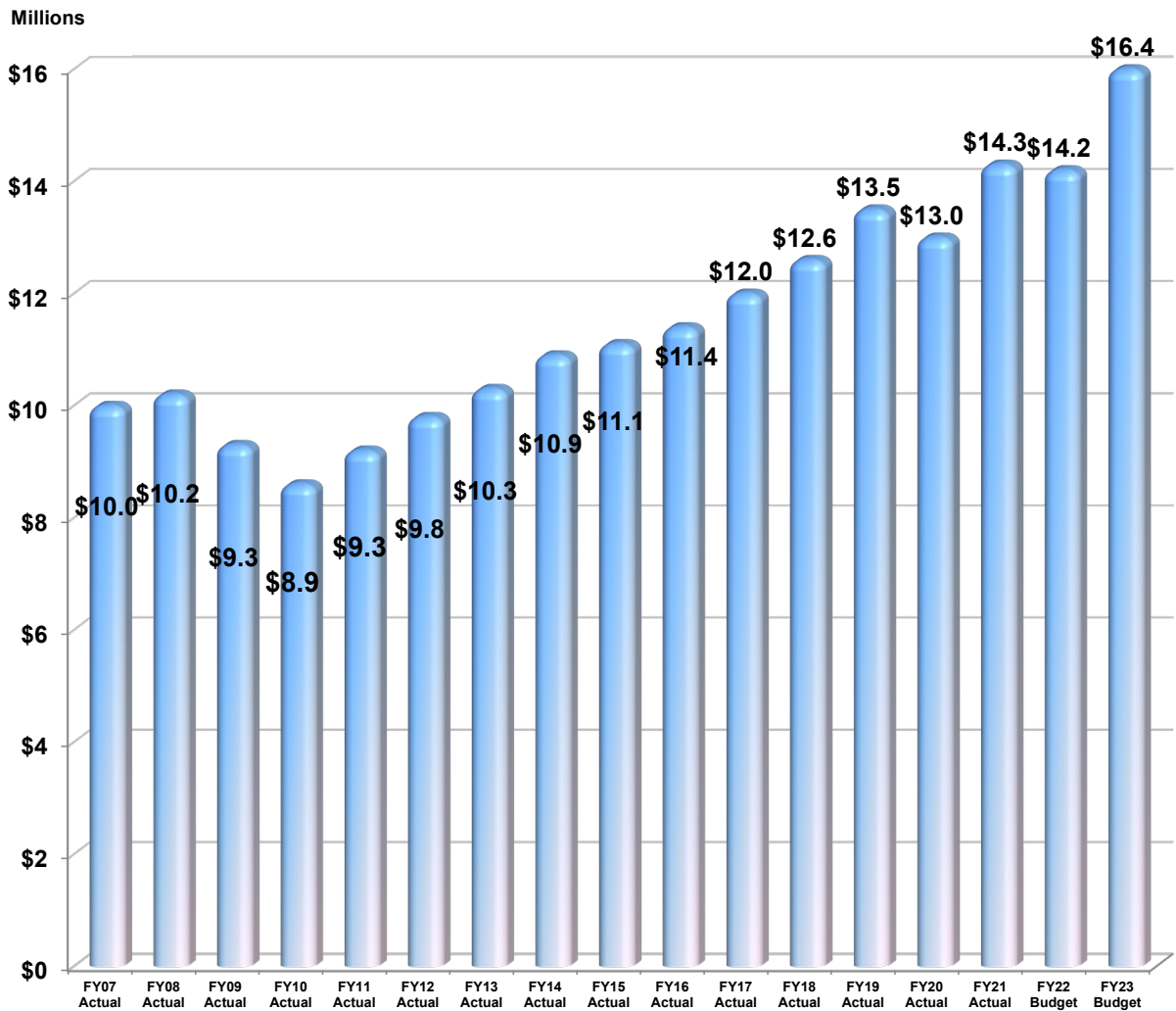
The Oversight Committee is a fundamental provision in the voter-approved ordinance. The ordinance states that:

The Mayor and City Council shall each annually appoint one member of the public to serve as an oversight committee for the revenue that the City receives from the tax. The committee shall prepare an annual report on the revenue received and recommend the use thereof. The City Manager shall provide

MEASURE E

staff for the committee, and the Finance Director shall provide all relevant data regarding revenue from the tax and expenditure thereof.

Transactions and Use Tax collections began a severe decline starting in fiscal year 2009 that continued over a two-year period. Signs of recovery started to show in FY 11 and continued through FY 19. As a result of the COVID-19 pandemic, a brief decline was experienced in FY 20, with signs of significant improvement for FY 21 through FY 23.



Measure E tax collections are projected to increase \$2.236,000 or 15.76% in FY 23. Staff revenue projections are conservative and based on the current economic recovery signs. The City's outside consultant (Hinderliter, de Llamas & Associates) agrees with staff revenue estimates for the City's Transaction and Use Tax.

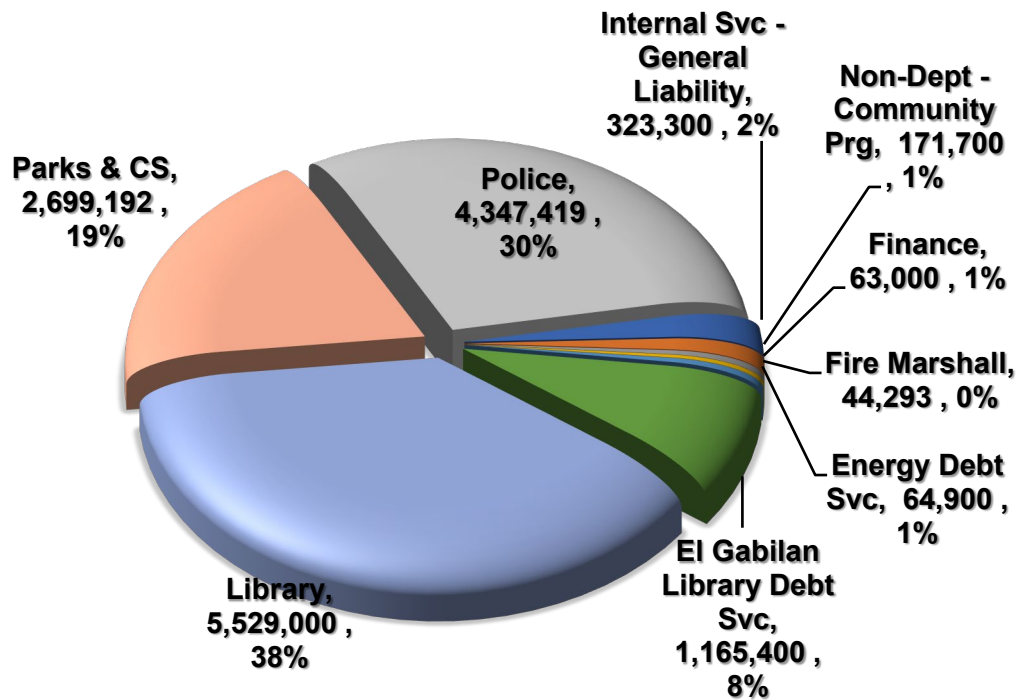
MEASURE E

The proposed FY 23 Measure E CIP budget totals \$680K, which is detailed below:

	<u>Amount</u>
Tennis Court Improvement	\$ 225,000
Restroom Replacement	280,000
Computers Upgrade LCSD	100,000
Cesar Chavez Library Parking Lot Imp	<u>75,000</u>
	<u>\$ 680,000</u>

The Measure E proposed budget by department/program for FY 23 is as follows:

	<u>Amount</u>	<u>Percent</u>
Internal Svc - General Liability	323,300	2.2%
Non-Dept - Community Prg	171,700	1.2%
Finance	63,000	0.4%
Fire Marshall	44,293	0.3%
Energy Debt Svc	64,900	0.5%
El Gabilan Library Debt Svc	1,165,400	8.1%
Library	5,529,000	38.4%
Parks & CS	2,699,192	18.7%
Police	<u>4,347,419</u>	<u>30.2%</u>
Total Appropriations	<u>14,408,204</u>	<u>100.0%</u>



MEASURE E

The number of positions funded by Measure E during FY 23 is summarized as follows:

	<u>FY 23</u>
Police	19.0
Parks & Recreation	15.0
Youth Serv. & Com. Engagement	2.0
Library	<u>41.0</u>
Total Positions	<u><u>77.0</u></u>

MEASURE G

With the passage of Measure G in November 2014, the City is in a position to make strategic investments to restore services and make strategic investments into public facilities and infrastructure. Each of the department's plans are focused on delivering services and projects that reflect the main interests of the community, as determined by extensive community outreach, surveys and engagement.

The public have consistently expressed a desire for more services to achieve a better, safer Salinas. Crime prevention, public safety, economic development, and street and sidewalk repair all contribute to safe, clean neighborhoods. These and other critical public services have all suffered from inadequate funding. Increased funding for public safety has been identified through the community outreach process as the highest priority, but not the only priority. While residents have consistently stressed the importance of public safety, they have also recognized that safe communities require investments in violence prevention and community-building programs such as after-school programs, recreational activities, life-long learning opportunities and special events/cultural arts programming.

On March 25, 2014, the City Council reviewed the results of the community outreach, received further public comment, and directed staff to prepare a resolution calling for an election to ask voters of the City of Salinas to increase the general transactions and use tax by one cent, with a fifteen-year sunset, and with citizens' oversight.

On June 24, 2014, the City Council held a noticed public hearing to consider calling a municipal election to seek voter approval of a proposed general transactions and use tax (or "sales tax"). At the conclusion of that hearing, the City Council decided to call an election to ask voters of the City to approve a local transactions and use tax for 15 years, the revenue from which would be used to support general municipal services.

On November 4, 2014, the voters of Salinas approved Measure G, an ordinance imposing a one-cent general transactions and use tax. Measure G has a fifteen-year term and requires the City Council to establish an Oversight Committee.

Measure G was premised upon and was presented to the voters as an opportunity to restore services to the community; to provide for a "safer, better Salinas." Consistent with that purpose, the following question was presented to the voters:

"To improve our quality of life, maintain and enhance city services and facilities, including: crime and gang prevention; neighborhood policing and school safety; safety inspections; police, fire and paramedic response; fixing potholes, streets, and sidewalks; recreation and programs for youth and seniors; and other city services, shall the City of Salinas enact a one cent sales tax, that can't be taken by the State, with citizens' oversight, annual independent audits, with all funds dedicated to Salinas?"

As set forth in Section 32-94 of the Measure G ordinance, the "Measure G Oversight Committee" has the following attributes and responsibilities:

1. The Committee consists of no fewer than seven members of the public (one member selected by each Council member with the initial Committee appointed by the Council by March 31, 2015);
2. The Committee members shall be either city residents or representatives of businesses located in Salinas;
3. The Committee receives and by May 30 of each year is responsible for reviewing the City auditor's report and based on their review of the auditor's report is responsible for issuing a public report to the City Council on the receipt of revenue and expenditure of Measure G funds and such other matters the City Council may assign.

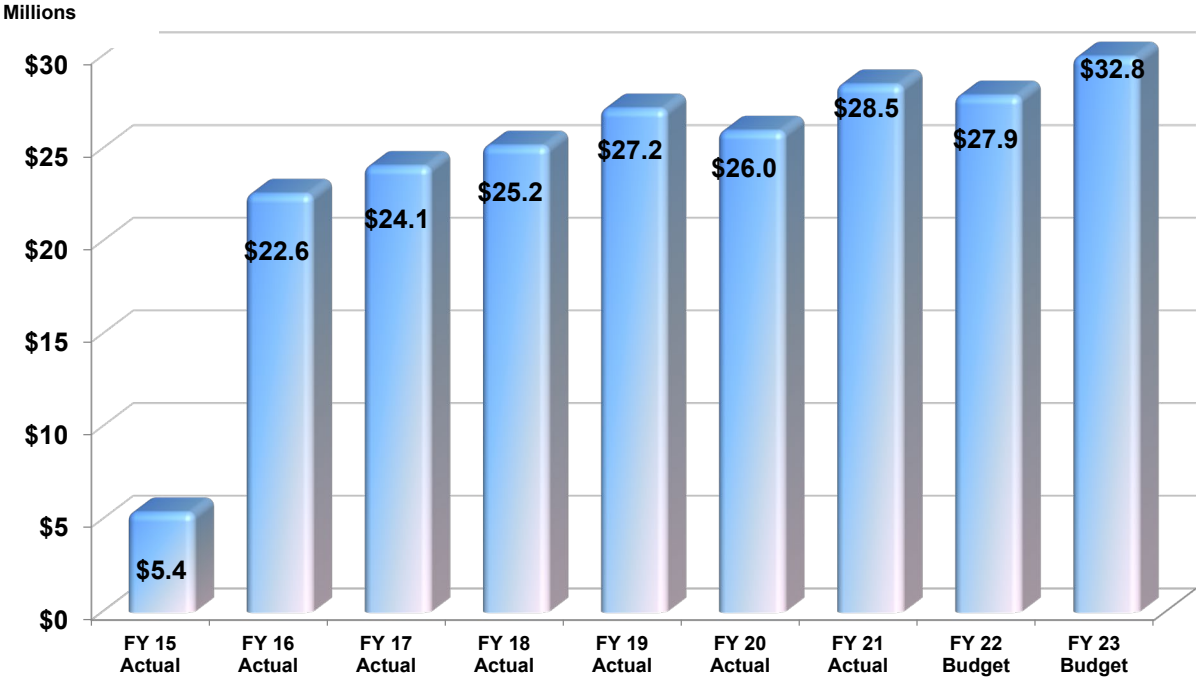
MEASURE G

As approved by the City Council on March 31, 2015 and Adopted by Resolution on April 14, 2015, the Committee shall meet three times per year:

1. As set forth in Section 32-94 of the Ordinance, before May 30 of each year to “review the auditors’ report, for each year in which the auditors prepare such a report, [for the purpose of issuing] a report to the City Council regarding the use of revenue [from Measure G] and such other matters as the City Council may assign.”
2. Following the City Council’s adoption of the annual budgets (Operating, Capital, Measure E, and Measure G) for the purpose of understanding how the City Council directed the expenditure of Measure G revenues.
3. Prior to the City Council’s adoption of the annual budgets so that City staff can present information to the Committee on Measure G revenues and the Measure G expenditures proposed in the annual Measure G Budget.

The Committee may have additional meetings beyond these three, provided a majority of the Committee requests an additional meeting(s) and the Committee’s request is approved by the Mayor.

In order to assure full compliance with the intent of the ordinance, the tax proceeds from this ordinance are separately received and accounted for in the City’s financial reporting system (Fund 1200).

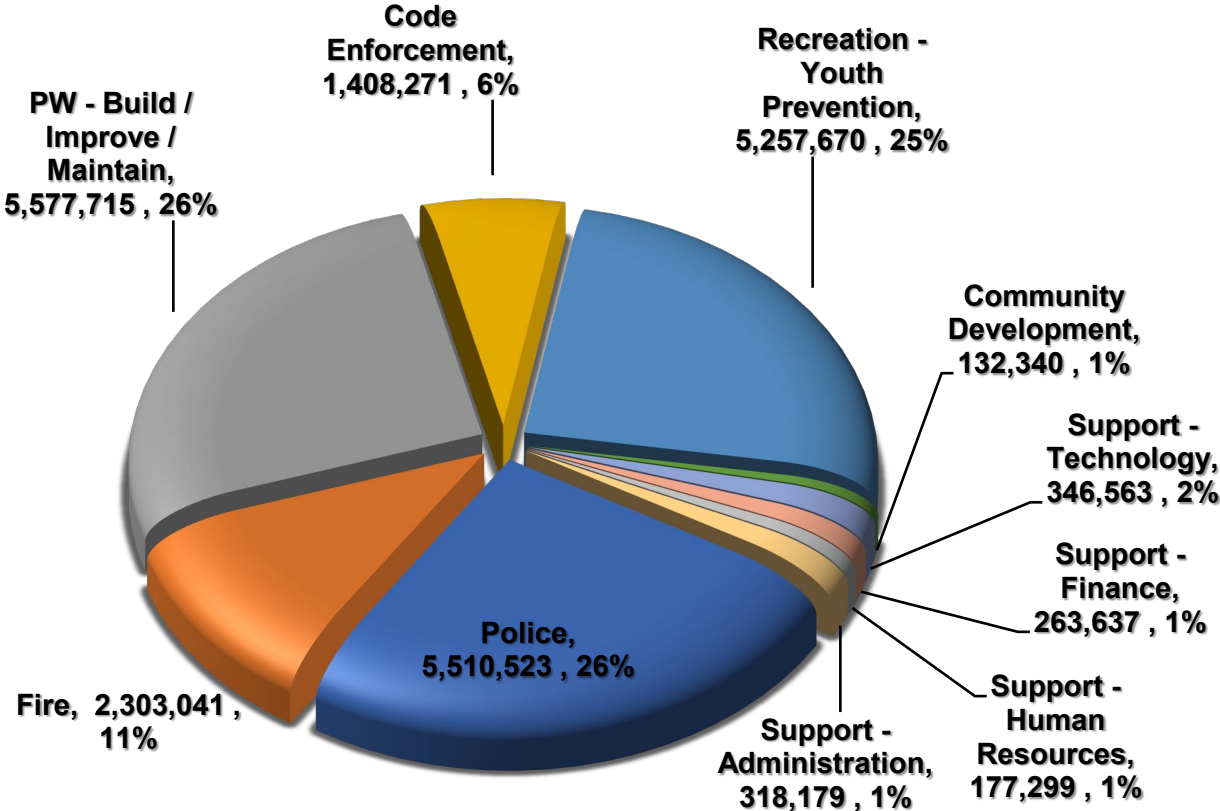


The City received \$5.4 million for the last quarter of FY 15, \$22.6 million for FY 16, \$24.1 million for FY 17, \$25.2 million for FY 18, \$27.2 million for FY 19, \$26.0 million for FY 20, and \$28.5 million for FY 21. For FY 22 and FY 23, the City is expecting \$27.9 million and \$32.8 million, respectively. The FY 23 budget includes \$4,957,110 in capital improvement projects (CIP), \$7,125,600 in transfers out to mainly fund the new Public Safety building debt service and internal service insurances, and a \$21,295,238 operating budget. The CIP includes such projects as the Alisal Vibrancy Plan, athletic field repairs, city cleanup, and fleet replacement. The detail of the proposed capital projects are located in the capital improvement budget document for FY 23.

MEASURE G

As mentioned, each of the department’s plans are focused on delivering services and projects that are aligned with Council goals and objectives and reflect the main interests of the community, as determined by extensive community outreach, surveys and engagement. The Department plans were presented to the City Manager, who made the final determination on the proposal to the City Council. In addition to community funding themes and City Council goals, the City Manager’s proposed budget allocating Measure G funds factors in city wide operations, all funding sources, all department requests, a sustainable level of staffing, and the full 15-year horizon. The eighth year of Measure G operating costs for FY 23 is shown below:

	<u>Amount</u>	<u>Percent</u>
Police	5,510,523	25.9%
Fire	2,303,041	10.8%
PW - Build / Improve / Maintain	5,577,715	26.2%
Code Enforcement	1,408,271	6.6%
Recreation - Youth Prevention	5,257,670	24.7%
Community Development	132,340	0.6%
Support - Technology	346,563	1.6%
Support - Finance	263,637	1.2%
Support - Human Resources	177,299	0.8%
Support - Administration	318,179	1.6%
Total Appropriations	<u>\$ 21,295,238</u>	<u>100.0%</u>



MEASURE G

As mentioned above, the Measure G Capital Improvement Program (CIP) budget totals \$4,957,110 and consists of 17 projects. For a complete list of projects, see the Proposed Measure G CIP Projects Budget for FY 23:

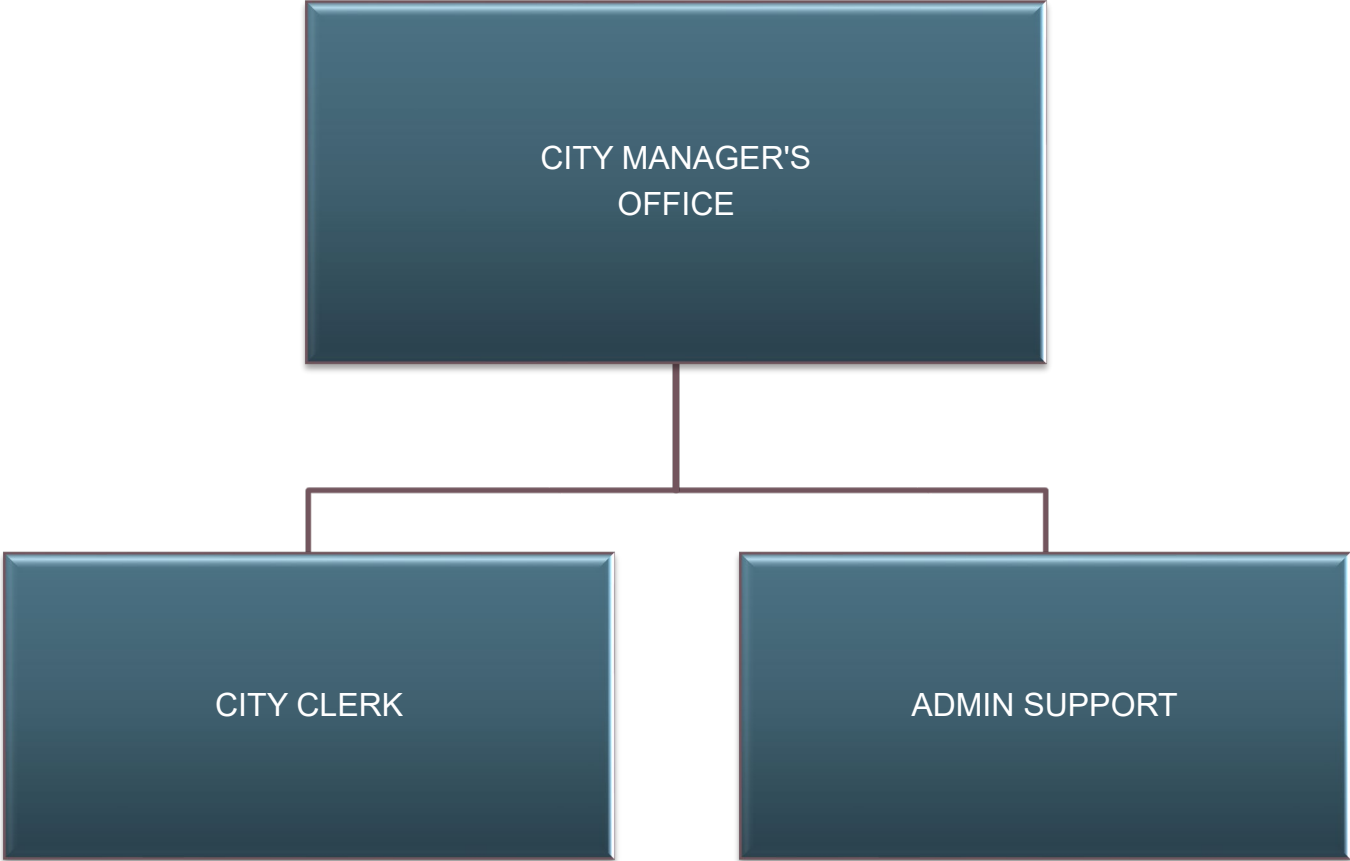
<u>Category</u>	<u>Budget</u>
Recreation	\$ 215,000
Community Development	2,078,240
Public Works	1,163,870
Public Safety - Fire	<u>1,500,000</u>
Total	<u>\$ 4,957,110</u>

The number of positions funded by Measure G during FY 23 is summarized as follows:

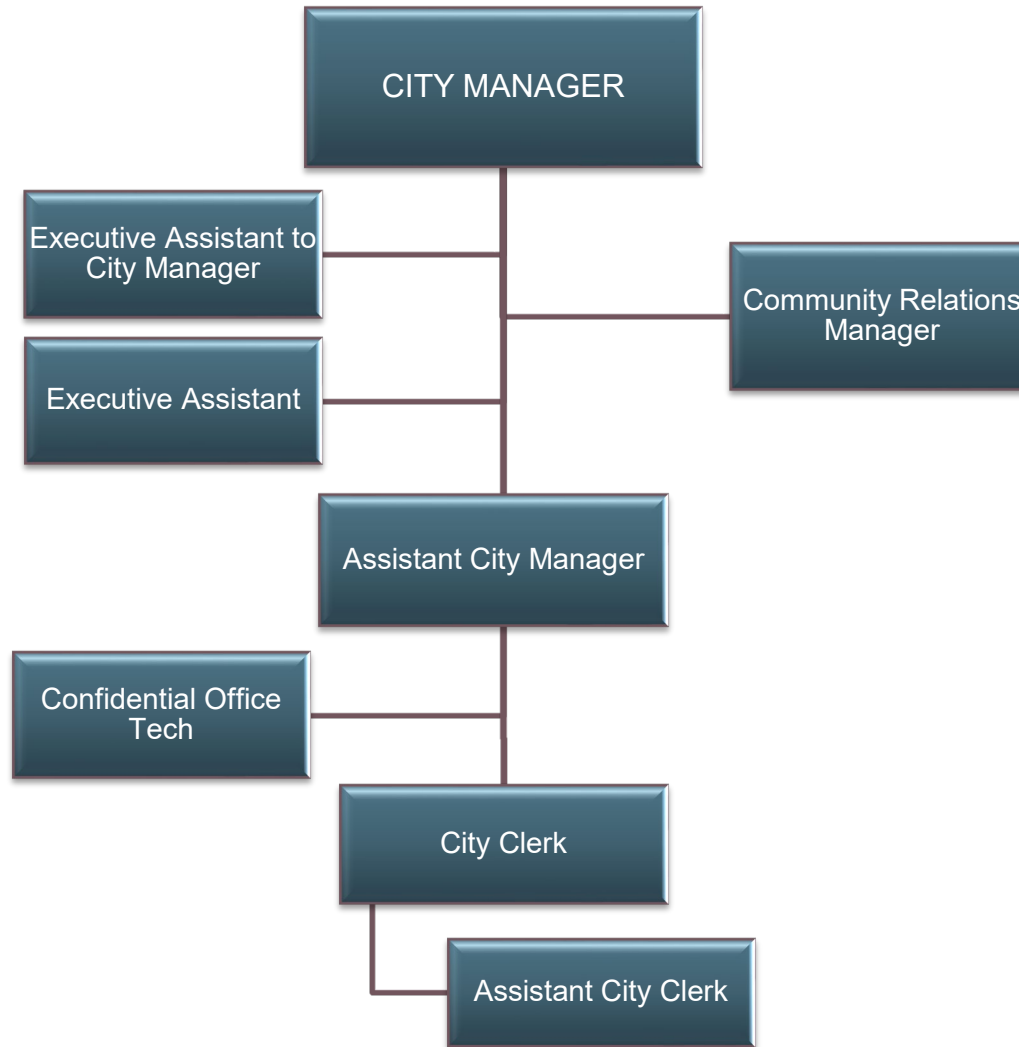
	<u>FY 23</u>
Police - Sworn	12.0
Police - Non-Sworn Support	17.0
Fire - Sworn	11.5
Fire - Non-Sworn Support	1.0
Code Enforcement	10.0
Community Development	1.1
Public Works	36.3
Recreation	13.0
Youth Services & Community Engagement	3.0
Support - Technology	2.0
Support - Finance	2.0
Support - Human Resources	1.0
Support - Administration	<u>2.0</u>
Total Positions	<u>111.9</u>

ADMINISTRATION DEPARTMENT

Organizational Chart by Division



ADMINISTRATION DEPARTMENT Organizational Chart by Position





(This page intentionally left blank)

ADMINISTRATION DEPARTMENT

Summary

The Administration Department provides external and internal support services for a number of essential functions related to the management operations of the City government. Under the direction of the City Manager's Office, these functions include, logistical support for the Mayor and Council, recording and archiving of the City's official records, and economic development.

City Council Goals, Strategies, and Objectives for FY 2022-23

Operational Efficiencies

1. Continue Council and community engagement regarding City services, fiscal management, and completion of the strategic plan objectives. *(Strategic Goal: Effective & Culturally Responsive Government)*
2. Continue to work with local service providers and County officials to mitigate homeless encampments, construction of a permanent shelter, and solidify housing and commercial development in the Chinatown area other identified areas city-wide. *(Strategic Goal: Housing/Affordable Housing)*
3. Continues to lead the efforts between the City and County consolidated services. *(Strategic Goal: Effective & Culturally Responsive Government)*
4. Continue oversight and implementation of the Housing Element, Downtown Vibrancy, Chinatown Vibrancy, the Alisal Vibrancy, Parks, Recreation and Libraries Master Plan, Public Art Master Plan and the General Plan. *(Strategic Goal: Economic Development; Housing/Affordable Housing; Infrastructure & Environmental Sustainability; Public Safety; Youth & Seniors; and Effective & Culturally Response Government)*
5. Update and modernize day to day function in the City Clerk's Office utilizing current technology. *(Strategic Goal: Effective & Culturally Responsive Government)*
6. Continue to develop and implement a commission, boards, committee streamlined intake process to include retention and training. *(Strategic Goal: Effective & Culturally Responsive Government)*

Major Budget Changes

Workforce allocation and adjustment within the City Manager's Division to include the addition of one (1) full-time Confidential Office Technician to support Administration operations.

ADMINISTRATION DEPARTMENT

Summary

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1111 City Manager`s Office	714,214	862,594	1,072,086	1,155,477
1120 City Clerk	533,010	567,061	769,607	764,250
1355 Economic Development	999,971	496,187	684,193	
Total	2,247,194	1,925,843	2,525,886	1,919,727

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	1,219,663	1,410,259	1,757,216	1,490,677
62 - Supplies & Materials	10,379	11,299	27,932	9,450
63 - Outside Services	970,764	405,912	635,213	368,300
64 - Other Charges	43,835	89,100	99,733	51,300
66 - Capital Outlays	2,553	9,273	5,792	
Total	2,247,194	1,925,843	2,525,886	1,919,727

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	2,138,204	1,827,837	2,397,112	1,601,548
1200 Measure G	108,990	98,006	128,774	318,179
Total	2,247,194	1,925,843	2,525,886	1,919,727

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1111 City Manager`s Office	2.500	3.000	4.000	6.000
1120 City Clerk	2.000	2.000	2.000	2.000
1140 Human Resources	6.500			
1355 Economic Development	1.000	1.000	2.000	
Total	12.000	6.000	8.000	8.000

ADMINISTRATION DEPARTMENT

1111 City Manager's Office Division

Purpose

Manage the Salinas Municipal Corporation a consistent with the policy direction established by the City Council and municipal law.

Division Operations

1. Economic Vitality: Develop, enhance and protect an expanded local economic base.
2. Salinas as a City of peace: Through a community safety director, implement a comprehensive and collaborative community safety strategy.
3. Develop, recommend and implement comprehensive City budget and financial policies.
4. Coordinate efforts to achieve cooperative intergovernmental initiatives and private/public partnerships.
5. Implement and monitor new City Council Goals and Objectives.

Major Budget Changes

Workforce allocation and adjustment to include the addition of one (1) full-time Confidential Office Technician to support Administration operations.

ADMINISTRATION DEPARTMENT

1111 City Manager`s Office Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	687,892	846,504	1,035,586	1,123,027
62 - Supplies & Materials	5,572	7,828	6,110	5,250
63 - Outside Services	5,818	5,606	7,945	6,700
64 - Other Charges	14,473	2,656	22,033	20,500
66 - Capital Outlays	459		412	
Total	714,214	862,594	1,072,086	1,155,477

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	605,223	764,588	943,312	837,298
1200 Measure G	108,990	98,006	128,774	318,179
Total	714,214	862,594	1,072,086	1,155,477

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1111 City Manager`s Office	2.500	3.000	4.000	6.000
Total	2.500	3.000	4.000	6.000

ADMINISTRATION DEPARTMENT

1120 City Clerk Division

Purpose

The City Clerk's Office is the record and archive keeper of the City's legislative actions, which includes indexing and retrieving of records of the City Council, the Successor Agency to the former Salinas Redevelopment Agency, Measure E and Measure G Oversight Committees. The Clerk's Office is responsible for processing all legislative actions ensuring transparency and codification of the municipal code. The Clerk's Office prepares and posts the City Council agendas, public meeting notices, and distributes Council material in accordance with State law. The Office of the City Clerk is the filing official for campaign committee reports, statements of economic interest and local ethics training and filings in accordance with the Political Reform Act and Brown Act. The office of the Clerk oversees Commission/Board/Committee vacancies, appointments, ceremonial function and serves as the election official for local municipal elections; responds to records research requests adhering to the Public Records Act; responds to public inquiries; and serves as liaison and support services to the City Council, Measure E and Measure G Oversight Committees.

Division Operations

1. Agenda management and preparation for legislative body meetings.
2. Legislative actions recordation through imaging and indexing of historical records of the City Council, Measure E and Measure G Oversight Committee.
3. Provide support services to the City Council and the City Manager implementation of public policy via Council actions.
4. The City Clerk's office serves as the filing official and oversees municipal elections.
5. Management of customer service relations platform and initiatives.
6. Coordinates the State mandated AB 1234 Local Ethics Training and filing of campaign disclosure and conflict of interest forms.
7. Oversight of the City-wide records retention and day to day function in the City Clerk's Office in line with technological advancements.
8. Ongoing implementation of a commission, boards, committee streamlined intake process to include retention and training.

Major Budget Changes

None.

ADMINISTRATION DEPARTMENT

1120 City Clerk Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	338,204	358,407	357,357	367,650
62 - Supplies & Materials	4,050	3,471	7,395	4,200
63 - Outside Services	170,283	179,875	376,744	361,600
64 - Other Charges	18,379	16,890	22,730	30,800
66 - Capital Outlays	2,094	8,418	5,381	
Total	533,010	567,061	769,607	764,250

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	533,010	567,061	769,607	764,250
Total	533,010	567,061	769,607	764,250

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1120 City Clerk	2.000	2.000	2.000	2.000
Total	2.000	2.000	2.000	2.000

ADMINISTRATION DEPARTMENT

Work Force

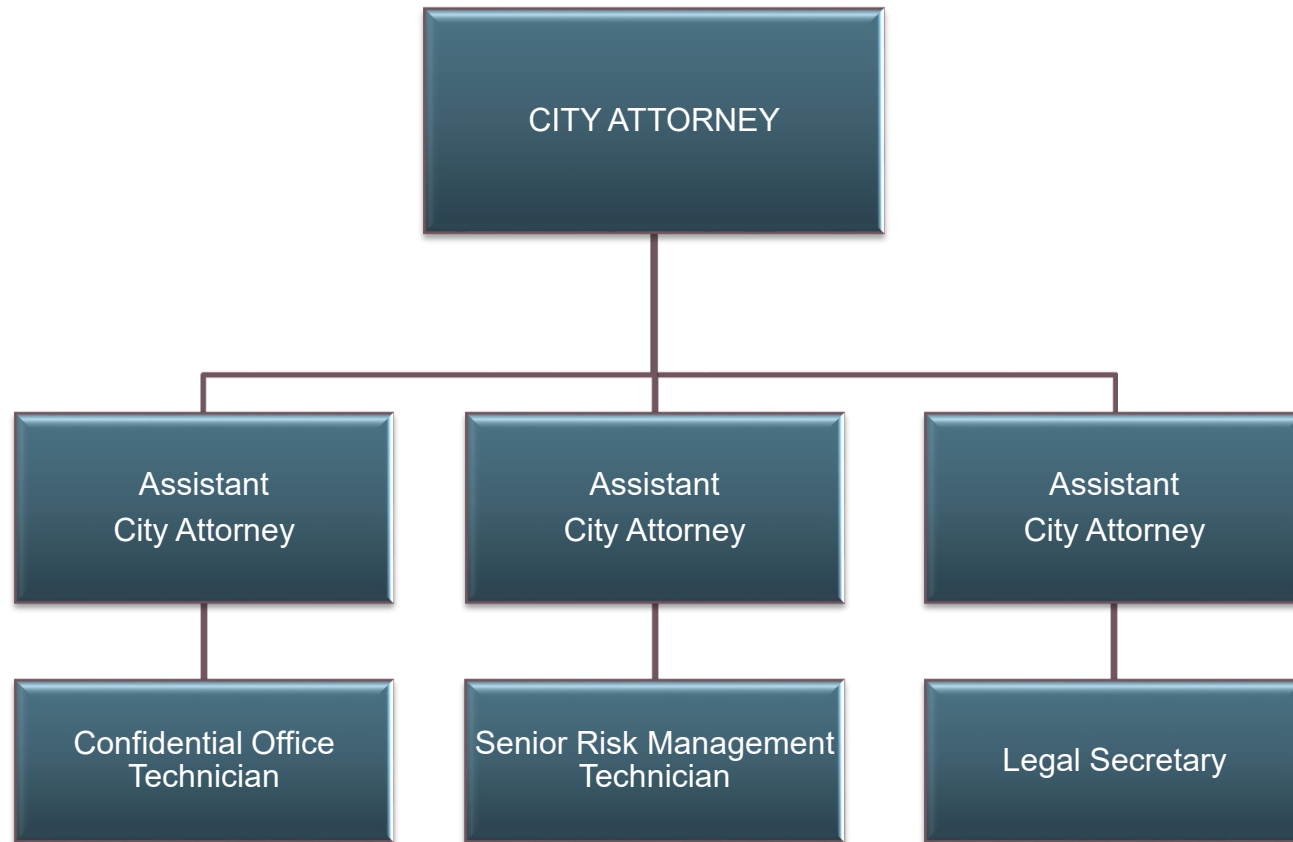
Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1111 City Manager`s Office				
Assistant City Manager	0.500	1.000	1.000	1.000
City Manager	1.000	1.000	1.000	1.000
Executive Assistant	1.000	1.000	1.000	2.000
Confidential Office Technician				1.000
Community Relations Manager			1.000	1.000
1111 City Manager`s Office Total	2.500	3.000	4.000	6.000
1120 City Clerk				
City Clerk	1.000	1.000	1.000	1.000
Deputy City Clerk	1.000	1.000		
Assistant City Clerk			1.000	1.000
1120 City Clerk Total	2.000	2.000	2.000	2.000
1140 Human Resources				
Assistant City Manager	0.500			
Human Resource Analyst I	1.000			
Human Resource Analyst II	2.000			
Human Resources Technician	2.000			
Human Resources Director	1.000			
1140 Human Resources Total	6.500			
1355 Economic Development				
Economic Development Mgr	1.000	1.000		
Management Analyst			1.000	
Sr Economic Development Manager			1.000	
1355 Economic Development Total	1.000	1.000	2.000	
Total	12.000	6.000	8.000	8.000

CITY ATTORNEY DEPARTMENT

Organizational Chart by Division



CITY ATTORNEY DEPARTMENT Organizational Chart by Position



CITY ATTORNEY DEPARTMENT

Summary

Purpose

As provided in the City Charter, the City Attorney's Office provides legal representation and guidance to the City Council, its committees, boards and commissions, the City Manager and City Departments.

Division Operations

1. Economic Development
2. Housing/Affordable Housing
3. Infrastructure and Environmental Sustainability
4. Public Safety
5. Youth and Seniors
6. Effective and Culturally Responsive Government

City Council Goals, Strategies, and Objectives for FY 2022-23

1. **Support Efforts to Generate Revenue Sources to Invest in Existing Facilities and Infrastructure.** *(Infrastructure and Environmental Sustainability)*
 - a. Advise on transactional support and fee/finance issues related to additional investment in existing facilities and infrastructure.
 - b. Advise on procurement and contracting for American Rescue Plan Act (ARPA) funded projects.
2. **Support Efforts to Fund Storm Water Program and Additional Taxes and Fees.** *(Infrastructure and Environmental Sustainability)*
 - a. Advise on and support efforts to establish new and additional fees and taxes to fund the City's storm water management program and maintenance of City parks and recreation facilities.
3. **Municipal Code Update.** *(Effective and Culturally Responsive Government; Infrastructure and Environmental Sustainability)*
 - a. Complete update of the Municipal Code to identify and to update self-imposed regulations that hinder operational efficiencies.
 - a. Update purchasing policies and purchasing manual, to include an environmentally friendly purchasing requirement.
 - b. Support efforts to establish a Youth Commission. *(Youth and Seniors)*
4. **Cost-Recovery Program.** *(Effective and Culturally Responsive Government)*
 - a. Continue to implement and manage a cost-recovery program so the City can recover its costs and can recover for damaged property.
5. **Employment/Human Resources.** *(Effective and Culturally Responsive Government)*
 - a. Continue to review and to update personnel policies, as needed. Continue to participate in and advise on employee issues during continued negotiations with the remaining bargaining groups.
6. **Civil Litigation.** *(Effective and Culturally Responsive Government)*
 - a. Continue to manage the bulk of civil litigation in-house, with less reliance on outside counsel, except for some unique and particularly specialized cases.
 - b. Work to resolve North of Boronda Future Growth Area-related litigation to facilitate development of new housing. *(Housing/Affordable Housing)*
7. **Prosecution of Municipal Code Violations.** *(Public Safety)*
 - a. Continue to prosecute misdemeanor violations of the Salinas Municipal Code.
8. **Continue to address workers' compensation costs, continue moving toward sound actuarial funding.** *(Effective and Culturally Responsive Government)*

CITY ATTORNEY DEPARTMENT

Summary

- a. Reduce general fund costs in management and administration of general liability and workers compensation programs.
- b. Identify workers' compensation cases which are eligible for early resolution.
- c. Develop and implement a City-wide Safety Training Program; participate in Safety Committee meetings.
- d. Assist with coordination of early Return to Work for Industrial and Non-industrial Injuries.
- e. Annually audit workers' compensation third party administrator's performance in managing claims and liabilities.
- f. Review and update actuarial data in workers' compensation program to ensure adequate funding and reduction in outstanding accrued liability.

Major Budget Changes

A Legal Secretary position is open for recruitment and when filled will provide much-needed support and efficiency and effectiveness within the Office.

The Office will be recruiting for a Assistant City Attorney to fill a recently created vacancy. Until the position is filled, the City will need to rely on outside counsel to assist with civil litigation.

CITY ATTORNEY DEPARTMENT

Summary

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1400 City Attorney's Office	803,554	780,960	881,684	1,026,003
Total	803,554	780,960	881,684	1,026,003

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	729,019	706,557	695,384	838,303
62 - Supplies & Materials	22,397	27,654	27,100	27,200
63 - Outside Services	35,382	28,642	95,900	97,100
64 - Other Charges	14,368	7,876	23,400	23,400
66 - Capital Outlays	2,388	10,230	39,900	40,000
Total	803,554	780,960	881,684	1,026,003

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	803,554	780,960	881,684	1,026,003
Total	803,554	780,960	881,684	1,026,003

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1400 City Attorney's Office	5.000	5.000	3.000	4.000
Total	5.000	5.000	3.000	4.000

CITY ATTORNEY DEPARTMENT

1400 City Attorney's Office Division

Purpose

As provided in City Charter, provide effective legal representation and guidance to the City Council, its committees, boards and commissions, the City Manager, and City departments.

Division Operations

1. Economic Development
2. Housing/Affordable Housing
3. Infrastructure and Environmental Sustainability
4. Public Safety
5. Youth and Seniors
6. Effective and Culturally Responsive Government

Performance Measures

Performance Measure / Goal	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Actual	FY 2022-23 Projected	FY 2022-23 Goal
# requests for legal services			388	1,500	
# criminal cases reviewed or prosecuted			232	250	
# Pitchess motions responded to and defended			2	5	
# civil cases filed and defended			7	5	
# Code enforcement cases and nuisance abatements			4	5	
# Public Records Act requests responded to		60	28	25	
# Economic development agreement and other contracts		350	170	175	
# Workers Compensation cases presented to CM or CC			156	150	
Employment matters--Representation and Advice			17	20	
Legal support of election and/or revenue measure initiative			0	1	

Major Budget Changes

A Legal Secretary position is open for recruitment and when filled will provide much-needed support and efficiency and effectiveness within the Office.

The Office will be recruiting for a Assistant City Attorney to fill a recently created vacancy. Until the position is filled, the City will need to rely on outside counsel to assist with civil litigation.

CITY ATTORNEY DEPARTMENT

1400 City Attorney's Office Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	729,019	706,557	695,384	838,303
62 - Supplies & Materials	22,397	27,654	27,100	27,200
63 - Outside Services	35,382	28,642	95,900	97,100
64 - Other Charges	14,368	7,876	23,400	23,400
66 - Capital Outlays	2,388	10,230	39,900	40,000
Total	803,554	780,960	881,684	1,026,003

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	803,554	780,960	881,684	1,026,003
Total	803,554	780,960	881,684	1,026,003

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1400 City Attorney's Office	5.000	5.000	3.000	4.000
Total	5.000	5.000	3.000	4.000

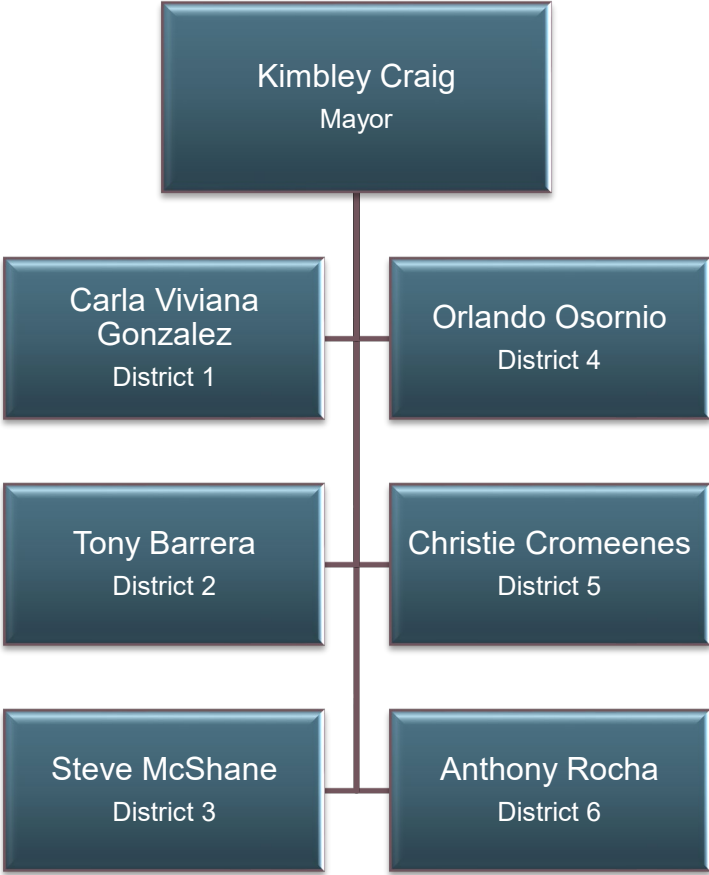
CITY ATTORNEY DEPARTMENT

Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1400 City Attorney's Office				
Assistant City Attorney	1.000	1.000	1.000	1.000
City Attorney	1.000	1.000	1.000	1.000
Legal Secretary	1.000	1.000		1.000
Confidential Office Technician	1.000	1.000	1.000	1.000
Deputy City Attorney	1.000	1.000		
1400 City Attorney's Office Total	5.000	5.000	3.000	4.000
Total	5.000	5.000	3.000	4.000

CITY COUNCIL DEPARTMENT

Organizational Chart by Position



CITY COUNCIL DEPARTMENT Summary

Purpose

The City Council is comprised of seven members and serves as the policy-making and legislative body of the City of Salinas. Six council members are elected by district for a four-year term, and the Mayor is elected at-large for a two-year term. The Council meets on Tuesdays at said hour/date as established by notice. Special Meetings and Study Sessions may occur on other days of the week as necessary.

CITY COUNCIL DEPARTMENT Summary

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 City Council	281,174	246,282	282,723	317,451
Total	281,174	246,282	282,723	317,451

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	260,575	228,702	255,313	271,641
62 - Supplies & Materials	1,030	1,039	1,197	2,000
63 - Outside Services	11,197	12,634	10,000	10,000
64 - Other Charges	8,372	3,447	16,213	33,810
66 - Capital Outlays		461		
Total	281,174	246,282	282,723	317,451

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	281,174	246,282	282,723	317,451
Total	281,174	246,282	282,723	317,451

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1000 City Council	7.000	7.000	7.000	7.000
Total	7.000	7.000	7.000	7.000

CITY COUNCIL DEPARTMENT

1000 City Council Division

City Council Goals, Strategies, and Objectives for FY 2022-23

The City Council strives to implement key strategic goals and strategies identified during their 2022 strategic planning session.

The new City of Salinas Strategic Plan 2022-2025 goals include the following:

- Economic Development - Sustain, encourage, and develop a diverse and thriving economy that benefits all Salinas residents and businesses and that contributes to the community's economic health.
- Housing/Affordable Housing - Pursue housing options for residents of all income levels, including the unsheltered, that is safe and secure.
- Infrastructure & Environmental Sustainability – Invest in and maintain green infrastructure that creates a vibrant City and generates community pride and improved climate resiliency.
- Public Safety – Continue to improve community safety by engaging residents and using a broad range of proactive approaches that emphasize community connection and prevention programs.
- Youth & Seniors – Provide opportunities for healthy development and social connections through recreational facilities, programs, and activities.
- Effective & Culturally Responsive Government – Provide effective and culturally-responsive government programs and services in a professional, customer-oriented manner that ensures equitable solutions to community challenges.

Staff will continue to work incrementally to make progress on strategic goals.

Division Operations

1. Continue to hold City Council meetings as prescribed by the City Charter.
2. Determine and prioritize service levels for all City departments.
3. Participate in appropriate advocacy associations, including the League of California Cities and the National League of Cities.
4. Represent the City's interests in regional and intergovernmental processes.
5. Continue outreach to City residents, neighborhoods, and community groups.

Major Budget Changes

None.

CITY COUNCIL DEPARTMENT

1000 City Council Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	260,575	228,702	255,313	271,641
62 - Supplies & Materials	1,030	1,039	1,197	2,000
63 - Outside Services	11,197	12,634	10,000	10,000
64 - Other Charges	8,372	3,447	16,213	33,810
66 - Capital Outlays		461		
Total	281,174	246,282	282,723	317,451

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	281,174	246,282	282,723	317,451
Total	281,174	246,282	282,723	317,451

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1000 City Council	7.000	7.000	7.000	7.000
Total	7.000	7.000	7.000	7.000

CITY COUNCIL DEPARTMENT

Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1000 City Council				
City Council	6.000	6.000	6.000	6.000
City Mayor	1.000	1.000	1.000	1.000
1000 City Council Total	7.000	7.000	7.000	7.000
Total	7.000	7.000	7.000	7.000

COMMUNITY DEVELOPMENT DEPARTMENT

Organizational Chart by Division



Permit Services moved to a separate Enterprise Operation fund effective FY 2018.

COMMUNITY DEVELOPMENT DEPARTMENT

Summary

Purpose

With ongoing community collaboration, the Community Development Department is committed to creating a safe, healthy, and prosperous Salinas through targeted revitalization and sustainable, well-designed land use and development. Department functions include planning, plan implementation, permitting, management of federal funding, housing facilitation, homeless services, code enforcement, and small business development. There are seven divisions in the Department: Administration, Advanced Planning & Project Implementation, Current Planning, Permit Services, Code Enforcement, Housing & Community Development, and starting in FY 22/23, Economic Development.

Last fiscal year was extremely busy for the department as staff fielded nearly 37,000 calls, issued 2,264 permits with a valuation of almost \$58 million, secured over \$49 million in grants, and provided direct rental support of nearly \$9 million to over 1,100 households. The department also continued the multi-year process to draft the General Plan Update and Climate Action Plan with a focus on equity and community engagement.

City Council Goals, Strategies, and Objectives for FY 2022-23

(Economic Development, Housing/Affordable Housing, Infrastructure and Environmental Sustainability, Public Safety, Youth and Seniors, Effective and Culturally Responsive Government) ADD ED Objectives

1. Continue to implement the Alisal Vibrancy Plan including greening, litter abatement and public art/district identity improvements and the adoption of commercial corridor guidelines and a district identity plan. *(Strategic Goal: Economic Development)*
2. Continue to support small businesses through business navigation, loans, and connection to small business resources. *(Strategic Goal: Economic Development)*
3. Work with developers to entitle the Ferrasci Business Center Specific Plan (Target Area K) which will provide new employment and revenue generating opportunities. *(Strategic Goal: Economic Development)*
4. Evaluate the tax and regulatory environment for commercial cannabis and make data informed recommendations to City Council on improvements to the Commercial Cannabis Ordinance, tax rates, and permitting process to stabilize the industry in Salinas. *(Strategic Goal: Economic Development)*
5. Continue to work with the community, food vendors, and nonprofits to expand healthy foods choice and explore entrepreneurship opportunities such as new farmer's markets, food truck pods, development of a community/commercial kitchen, and community gardens. *(Strategic Goal: Economic Development)*
6. Coordinate with the County on the implementation of the Downtown Vibrancy and Alisal Vibrancy Plans to include undertaking planning activities for a downtown parking facility and city and county properties around the Division Street Opportunity site in the Alisal. *(Strategic Goals: Economic Development and Housing/Affordable Housing)*
7. Complete the entitlement process for a vibrant, multi-phase new mixed-use development at the corner of Abbott and John Street to include a 111-room hotel, 242 dwelling units, 107,900 sq ft of

COMMUNITY DEVELOPMENT DEPARTMENT

Summary

retail, and 30,900 sq ft of office. *(Strategic Goals: Economic Development and Housing/Affordable Housing)*

8. Proactively engage developers and leverage American Rescue Plan Act (ARPA) funding of \$7 million and other housing resources to incentivize and promote the production of low- and moderate-income housing for families, workforce, including farmworkers, and seniors. *(Strategic Goal: Housing/Affordable Housing)*
9. Launch preparation of the East Area Specific Plan to increase housing development opportunities and create healthy, walkable and sustainable neighborhoods. *(Strategic Goal: Housing/Affordable Housing)*
10. Continue to partner with the County of Monterey to develop an affordable multi-family housing project at 855 E. Laurel Drive. *(Strategic Goal: Housing/Affordable Housing)*
11. Continue to effectively operate an ARPA funded interim housing Motel Program in support of City Health & Safety Days and other emerging City initiatives and priorities. *(Strategic Goal: Housing/Affordable Housing)*
12. Effectively use SB2 grant funds to facilitate zone changes to mixed-use to increase housing development opportunities in the downtown, North and East Salinas. *(Strategic Goal: Housing/Affordable Housing)*
13. Support the continued rehabilitation and full occupancy of 202 units of affordable, permanent supportive housing at awarded HCD Homekey project sites. *(Strategic Goal: Housing/Affordable Housing)*
14. Continue to promote ADU development by completing pre-approved ADU plans, streamlining approval processes, updating regulations consistent with State law, and connecting applicants to financing. *(Strategic Goal: Housing/Affordable Housing)*
15. Facilitate the development of the Future Growth Area (FGA) by coordinating infrastructure investment and processing tentative map applications as quickly as possible. *(Strategic Goal: Housing/Affordable Housing)*
16. Initiate public engagement to facilitate the preparation of the City's first Climate Action Plan (CAP). *(Strategic Goal: Infrastructure and Environmental Sustainability)*
17. Establish a rental registration program to promote the life safety of housing units and provide tenant/landlord support to stabilize Salinas' housing stock and promote housing preservation. *(Strategic Goals: Public Safety and Housing/Affordable Housing)*
18. Improve code enforcement outcomes by coordinating with Fire Prevention, Police Department, Public Works, Monterey County Environmental Health, Republic Services, and Homeless Service Providers to address blighted properties and quality of life issues such as noise complaints. *(Strategic Goal: Public Safety)*
19. Increase inspection warrants and continue to implement administrative and legal remedies in gaining compliance on nuisance properties that may have health and safety dangers. *(Strategic Goal: Public Safety)*

COMMUNITY DEVELOPMENT DEPARTMENT

Summary

20. Coordinate with Public Works and the Monterey County Health Department in working with vendors to comply with the City's vendor regulations and to improve health compliance related to food vending. *(Strategic Goal: Public Safety)*
21. Continue to expand community engagement opportunities and education to encourage compliance with City codes. *(Strategic Goal: Public Safety)*
22. Assist in providing funding to organizations in the areas of substance abuse and youth violence prevention. *(Strategic Goal: Public Safety)*
23. Effectively implement the Cal ICH Encampment Resolution Grant using 'Housing First' best practices to provide unhoused residents with viable pathways to housing and to allow for the restoration of former encampments sites to their intended public use. *(Strategic Goal: Public Safety)*
24. Coordinate with Library and Community Services and Public Works to implement park and recreational facility improvements including the design and construction of a new Hebborn Family Center to implement the Alisal Vibrancy Plan. *(Strategic Goal: Youth and Seniors)*
25. Complete the final phase of rehabilitation of the Sherwood Recreation Center project in collaboration with Library and Community Services. *(Strategic Goal: Youth and Seniors)*
26. Continue to engage and collaborate with Salinas' residents and stakeholders to ensure the incorporation of equity in the preparation of the General Plan Update. *(Strategic Goal: Effective and Culturally Responsive Government)*
27. Implement technology improvements at the Permit Center to facilitate the processing of construction permits via Project/Dox/OAS, a paperless system. *(Strategic Goal: Effective and Culturally Responsive Government)*
28. Increase virtual building inspections by 50% over the next fiscal year. *(Strategic Goal: Effective and Culturally Responsive Government)*
29. Implement a customer satisfaction survey to guide Permit Center Improvements *(Strategic Goal: Effective and Culturally Responsive Government)*
30. Optimize the land use management system – TRAKiT to facilitate data exchange and avoid duplicative entry to improve Permit Center productivity. *(Strategic Goal: Effective and Culturally Responsive Government)*

Major Budget Changes

A major organizational change for FY 22/23 is the shift of Economic Development Division from Administration to the Community Development Department to facilitate the coordination of larger economic development projects, business attraction and small business retention and expansion programs. No additional funding is requested with this change. Because many of CDD's functions are supported by revenue or grants, the Department represents a small portion (4%) of General Fund and Measures G and E. Most of the proposed FY 22/23 budget increases will not impact the General Fund. The largest General Fund request for FY 22/23 is related to the launch of the East Area Specific Plan and to increase housing production. These costs could be partially funded through grants.

COMMUNITY DEVELOPMENT DEPARTMENT

Summary

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1355 Economic Development				1,166,152
3111 Adv Planning & Project Implementation	1,097,356	1,015,082	3,071,385	1,378,314
3353 Code Enforcement	1,104,566	1,073,463	1,208,853	1,408,271
3461 Administration	557,440	690,039	412,004	468,557
3462 Current Planning	1,004,580	918,827	1,479,235	1,561,460
Housing and Community Development	3,944,976	8,148,016	16,552,481	12,149,260
Total	7,708,918	11,845,427	22,723,958	18,132,014

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	4,241,589	4,447,743	6,276,374	5,970,668
62 - Supplies & Materials	56,963	152,265	127,136	77,644
63 - Outside Services	744,313	1,160,778	3,824,736	1,499,399
64 - Other Charges	64,868	62,375	162,268	205,900
66 - Capital Outlays	11,777	176,189	409,780	4,934,195
69 - Financial Assistance	2,589,408	5,846,076	11,923,664	5,444,208
Total	7,708,918	11,845,427	22,723,958	18,132,014

COMMUNITY DEVELOPMENT DEPARTMENT

Summary

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	3,258,340	3,014,058	3,940,529	4,844,749
1100 Measure E	381,092	396,550	463,661	
1200 Measure G	497,800	502,381	540,853	1,540,611
2602 HSA - Affordable Housing	177	22,815	72,086	8,040
2910 Community Development	1,067,007	647,147	2,537,162	5,724,316
2911 CDBG - COVID-19	23,682	984,980	1,379,013	446,644
2930 Home Investment Partnership	1,849,551	1,107,312	1,165,939	2,041,934
2940 Emergency Shelter Grant	126,612	67,890	308,916	286,949
2941 Emergency Solutions Grant	129,136	237,973	243,238	217,713
2942 CA Emergency Solutions & Housing	218,722	375,389	620,079	
2943 ESG-CV HUD	32,938	2,703,291	3,447,936	13,864
2944 ESG-CV HCD		749,400	3,351,156	
2945 Housing - Other Agency Match	123,837	277,979	213,834	
2947 Project Room Key Motel Program			1,796,632	
2951 SB2	25	758,148	1,346,325	2,995,194
2952 Local Early Action Planning			500,000	
2953 Regional Early Action Planning			530,000	
2957 Inclusionary Housing		115	12,000	12,000
3187 Community Challenge Grant			4,600	
3188 Dept of Conservation (SALC) Prog			250,000	
Total	7,708,918	11,845,427	22,723,958	18,132,014

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1355 Economic Development				2.000
3111 Adv Planning & Project Implementation	6.250	5.853	7.850	7.930
3353 Code Enforcement	9.000	9.000	9.000	10.000
3461 Administration	3.000	4.000	1.853	2.850
3462 Current Planning	5.600	5.600	7.000	7.000
Housing and Community Development	6.000	6.558	8.797	12.770
Total	29.850	31.011	34.500	42.550

Permit Services has moved to a separate Enterprise Operation fund effective FY 2018.

COMMUNITY DEVELOPMENT DEPARTMENT

1355 Economic Development Division

Purpose

Develop and implement strategies that reflect the Council's Goals, Objectives and Priorities which result in the enhanced economic well-being of Salinas' residents; provide for business growth resulting in an increased number of middle and upper income job opportunities; implement policies that support the provision of universal, affordable broadband service to Salinas residents and businesses; manage of the City's real estate portfolio and provide oversight of real estate leases and transactions; provide support for efforts to improve operational efficiency and support initiatives identified in the Salinas Plan; and enhance the City's revenue base to support the provision of City services.

Division Operations

1. Manage the City's real estate portfolio to accomplish the City's strategic priorities, promote private-sector investment, streamline operations, and generate revenues.
2. Negotiate the purchase, sale, and lease of real property.
3. Develop and implement strategies to support the provision of universal, affordable broadband internet service to Salinas residents and businesses and support Municipal functions.
4. Work with other local agencies and private sector businesses to create and maintain a healthy business environment, including business attraction, workforce development, and support for the agricultural and AgTech clusters.
5. Track and support efforts to analyze and implement the recommendations identified in the Salinas Plan and assist in the identification and implementation of new efforts to generate operational efficiencies.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Complete acquisition and implementation of new software to manage City's real property, including the ability to track equipment and building maintenance activities and scheduling.					100%
Work with the other Cities of the Salinas Valley and Hartnell College to support Career Pathways in Agriculture, AgTech, and Healthcare.					90%
Explore best practices and develop a framework for a Business Retention and Expansion Program covering part or all of the City.					100%
Identify and recruit businesses and industry for future development opportunity sites such as Target Area K and the Ag Industrial Center					60%
Work with Regional Partners to market the City and the Region and to promote business and tourism in the Salinas Valley.					100%

Major Budget Changes

This budget includes additional funds to retain outside contractors to perform an update of the Salinas Plan. It also includes funds to sponsor an existing partnership between the Cities of Salinas, Gonzales, Soledad, Greenfield, and King City, as well as Hartnell College, to support workforce development initiatives in the Salinas Valley. The budget also includes additional funds to support the City in moving to a new internet service provider that will provide high-speed internet to the City government as well as public Wi-Fi to City residents. Finally, funds have been added to cover costs associated with the management of real estate, including costs related to site investigations, legal review, surveys, title review, appraisals, and other similar costs.

COMMUNITY DEVELOPMENT DEPARTMENT

1355 Economic Development Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	193,567	205,347	364,273	392,202
62 - Supplies & Materials	757		14,426	9,500
63 - Outside Services	794,663	220,431	250,524	709,450
64 - Other Charges	10,983	69,554	54,970	55,000
66 - Capital Outlays		856		
Total	999,971	496,187	684,193	1,166,152

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	999,971	496,187	684,193	1,166,152
Total	999,971	496,187	684,193	1,166,152

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1355 Economic Development	1.000	1.000	2.000	2.000
Total	1.000	1.000	2.000	2.000

COMMUNITY DEVELOPMENT DEPARTMENT

3111 Adv Planning & Project Implementation Division

Purpose

The Advanced Planning and Project Implementation Division (APPI) provides comprehensive and responsive long-range planning services that address the needs of the community and promote economic and social well-being. Core services include update, implementation and maintenance of the General Plan and other long-range planning documents (e.g., Zoning Code and related ordinances, Climate Action Plan, other special studies), coordination with local, regional, state, and federal agencies on land use, housing, environmental and long-range planning initiatives, and processing complex planning projects and/or initiatives. Community engagement is central to APPI's work and purpose, and the Division works closely with other divisions and departments on outreach training and support. APPI also supports, coordinates and leads implementation of the General Plan, Economic Development Element (EDE) and Salinas Downtown Vibrancy, Alisal Vibrancy, and Chinatown Revitalization Plans' goals, policies and actions. This Division leads the City's small business support efforts including entitlement and permit processing navigation and connection to business management education, marketing, technical assistance and capital resources.

Division Operations

1. Lead long-range planning efforts (e.g., Climate Action Plan, General Plan Update -Visión Salinas 2040) that are guided by a comprehensive and inclusive community engagement process.
2. Facilitate future development by supporting the processing of specific plans, annexations, zoning code amendments and other plan amendments.
3. Coordinate land use with County, regional public agencies, and school districts.
4. Maintain engaging and relevant website and social media presence to ensure the community is informed about planning initiative, implementation activities and available services.
5. Provide small business support with navigating city entitlement and permitting processes and connecting small business and entrepreneurs to education, technical assistance, and access to capital.
6. Continue to lead implementation of Alisal Vibrancy Plan and Chinatown Revitalization Plans. Increase implementation capacity using five VISTA Members awarded through AmeriCorps VISTA program.
7. Prepare and/or assist with implementation of various grants to further community plan initiatives.
8. Continue to support community engagement efforts across City departments.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Release a Public Review Draft General Plan by June 30, 2023	N/A		100%	10%	100%
Release a Public Review Draft Climate Action Plan by June 30, 2023				10%	100%
Reach 10,000 Salinas residents with communication about the General Plan Update through a variety of channels (emails, social media, radio, TV, canvassing, etc.)	N/A	N/A	N/A	25%	80%
Under Grow Salinas Fund establish program(s) and issue 10 technology grants and 10 loans for outdoor dining and façade improvements			100%	20%	100%
Complete environmental and technical studies to support the rezoning of identified opportunity sites in the Downtown, East and North Salinas to mixed-use to increase housing production and sales revenue			100%	45%	100%
Adopt commercial corridor guidelines and district identity plan for the Alisal			100%	15%	100%
Complete design and commence installation of greening, litter abatement and public art/district identity improvements through the Caltrans Local Clean California Grant.				20%	100%

COMMUNITY DEVELOPMENT DEPARTMENT

3111 Adv Planning & Project Implementation Division

Major Budget Changes

A major budget change for FY 22/23 is the request of a new Senior Planner position to support East Area Specific Plan and General Plan Update preparation.

COMMUNITY DEVELOPMENT DEPARTMENT

3111 Advanced Planning & Project Imp Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	898,936	844,159	1,417,585	1,211,734
62 - Supplies & Materials	17,887	10,161	24,858	16,280
63 - Outside Services	164,528	139,589	1,592,292	118,500
64 - Other Charges	14,155	6,986	27,650	24,200
66 - Capital Outlays	1,850	14,186	9,000	7,600
Total	1,097,356	1,015,082	3,071,385	1,378,314

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	995,382	815,684	1,169,217	1,251,698
1200 Measure G	101,974	100,867	106,564	22,320
2951 SB2		33,927	226,491	21,080
2911 CDBG - COVID-19		64,605	284,513	83,216
2952 Local Early Action Planning			500,000	
2953 Regional Early Action Planning			530,000	
3187 Community Challenge Grant			4,600	
3188 Dept of Conservation (SALC) Prog			250,000	
Total	1,097,356	1,015,082	3,071,385	1,378,314

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
3111 Advanced Planning & Project Imp	6.250	5.853	7.850	7.930
Total	6.250	5.853	7.850	7.930



(This page intentionally left blank)

COMMUNITY DEVELOPMENT DEPARTMENT

3353 Code Enforcement Division

Purpose

The Code Enforcement Division promotes a safe and blight-free community by addressing substandard housing, dangerous buildings, unauthorized land and building uses, zoning violations, unpermitted work, and other health, safety and welfare concerns. The Division is responsible for ensuring compliance with the Zoning Code, Property Maintenance Code, and other city and state regulations by performing inspections and whenever necessary issuing citations or pursuing other legal remedies. Code Enforcement is an essential tool for crime prevention, housing stabilization, and blight elimination.

Division Operations

1. Increase public awareness of the hazards of substandard housing and dangerous buildings.
2. Use available remedies to address issues of blight, housing code violations and dangerous buildings.
3. Seek options to enhance the resources available to the Code Enforcement Division to strengthen the level of enforcement and reduce substandard and dangerous conditions.
4. Continue to oversee and streamline the Weed Abatement and Vendor Enforcement Programs.
5. Maintain a framework to prioritize and measure code enforcement activities.
6. Continue outreach efforts that foster citizen participation in related code enforcement efforts to stabilize and improve neighborhoods.
7. Evaluate state and local policies and ordinance changes to improve compliance with City Codes.
8. Work collaboratively with other City departments and outside agencies on education and outreach activities to achieve compliance.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of cases opened	663	1344	1250	1000	1250
Number of cases closed	683	1176	1000	750	1000
Number of active cases	776	736	250	500	250
Average time to resolve a code enforcement case	5 months	4 months	3 months	3 months	2 months
Number of educational or outreach events held	1	7	6	6	8
Number of inspections completed	1,477	3,120	6,000	3,500	6,000
Number of receivership actions initiated	4	3	4	4	4

Major Budget Changes

In FY 22-23 additional funding is also being requested for required certifications, especially as code cases become more complex. Weed abatement is an important program managed by Code Enforcement. As the result of the elimination of the Weed Abatement Trust Fund, services need to be funded through the Division's operating budget, resulting in an \$8,000 appropriation request from the General Fund. The expenses incurred by the program will be recovered through abatement charges.

COMMUNITY DEVELOPMENT DEPARTMENT

3353 Code Enforcement Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	1,068,983	1,035,941	1,150,503	1,330,471
62 - Supplies & Materials	11,849	17,504	16,630	21,700
63 - Outside Services	11,436	12,227	37,120	23,000
64 - Other Charges	12,134	4,025	4,600	31,400
66 - Capital Outlays	164	3,766		1,700
Total	1,104,566	1,073,463	1,208,853	1,408,271

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	327,648	275,400	310,903	
1100 Measure E	381,092	396,550	463,661	
1200 Measure G	395,826	401,514	434,289	1,408,271
Total	1,104,566	1,073,463	1,208,853	1,408,271

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
3353 Code Enforcement	9.000	9.000	9.000	10.000
Total	9.000	9.000	9.000	10.000

COMMUNITY DEVELOPMENT DEPARTMENT

3461 Administration Division

Purpose

The Administration Division provides oversight to the department by supervising, monitoring, and controlling the Department’s operating budget and activities. The Administration Division is also responsible for integrating the initiatives, goals, and objectives established by the City Council into the overall operations of the Department’s Divisions. The Division oversees both internal and external communications for the departments and helps residents navigate department services.

Division Operations

1. Lead the development of department goals, objectives, and actions in alignment with the City Council strategic plan.
2. Administer the department's budget within authorized amounts.
3. Establish and monitor key performance indicators (KPIs) and customer service satisfaction.
4. Guide departmental messaging and internal and external communications.
5. Manage overall department workload, organization of responsibilities, and staffing levels.
6. Assist in securing additional funding for departmental activities.
7. Provide administrative and technical support to the department divisions in the performance of their duties.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Process Personnel Requisitions within 1 business day	N/A	N/A	N/A	N/A	90%
Process Personnel Action Forms (PAFs) within 2 business days	N/A	N/A	N/A	N/A	90%
Process invoices within 7 days	N/A	N/A	N/A	N/A	80%

Major Budget Changes

Administration will be shifting the Office Technician position from 3111 APPI to 3461 Administration. Additional funding for training is requested due to the staff shift and new training opportunities that have become available as the pandemic subsides.

COMMUNITY DEVELOPMENT DEPARTMENT

3461 Administration Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	501,830	593,379	273,571	359,307
62 - Supplies & Materials	17,780	9,195	7,050	11,350
63 - Outside Services	28,907	68,795	76,320	75,600
64 - Other Charges	3,434	5,114	18,684	12,300
66 - Capital Outlays	5,489	13,555	36,379	10,000
Total	557,440	690,039	412,004	468,557

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	557,440	690,039	412,004	358,537
1200 Measure G				110,020
Total	557,440	690,039	412,004	468,557

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
3461 Administration	3.000	4.000	1.853	2.850
Total	3.000	4.000	1.853	2.850

COMMUNITY DEVELOPMENT DEPARTMENT

3462 Current Planning Division

Purpose

The Current Planning Division ensures that development projects and proposals conform to the General Plan and Zoning Code regulations or any other applicable regulations and standards. The Division is responsible for diligently and expeditiously processing administrative applications (Site Plan Reviews, Parcel Maps, Lot Line Adjustments, Lot Mergers, Temporary Use of Land Permits, Home Occupation Permits, Master Sign Plans, and Sign Permits), as well as discretionary development applications including, but not limited to, General Plan and Zoning Code Amendments, Specific Plans, Planned Unit Development Permits, Tentative Maps, and Conditional Use Permits in order to facilitate residential and non-residential development. Current Planning prepares and coordinates environmental evaluations (CEQA) for applicable development projects. Current Planning received responsibility for administering the City's Cannabis regulations on December 1, 2018.

Division Operations

1. Review development proposals for consistency with local and state requirements.
2. Process administrative and discretionary development applications.
3. Assist the public with development and subdivision of land.
4. Provide planning guidance to potential development projects at the public counter, over the phone, or to other departments and agencies in order to facilitate economic growth.
5. Swiftly review building permit plans within established timeframes to facilitate development.
6. Support the Planning Commission in its role as a decision-making body on planning entitlements.
7. Support the Historic Resources Board in promoting historic preservation and reviewing work to historic resources.
8. Work in collaboration with the Business Development Committee and other community stakeholders to continually improve the development review process.
9. Administer the City's Cannabis regulations.

Performance Measures

Performance Measure / Goal**	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of discretionary and administrative permits processed	475	506	550	550	550
Number of counter customers served	n/a	n/a	n/a	1,300	1,500
Number of building permit reviews conducted	975	1,359	1,160	1,400	1,200
Percent of building permit reviews processed within prescribed timeframes	87%	92%	90%	91%	95%
Average # days to Approval from Completeness for Site Plan Reviews	n/a	33	14	21	14
**As expected with the COVID-19/Shelter-In-Place restrictions and staff vacancy, projected revenue and performance metrics were impacted as the public counter was closed during the 2020-2021 fiscal year.					

Major Budget Changes

Over the last few years, the number of planning applications received has significantly increased. It is anticipated that the number of submitted planning applications will continue over the next fiscal year. As a result, an additional Assistant Planner was added late in FY 21/22. The Division will continue to focus on training current staff and new hires, digitizing planning records, and requesting outside professional services to assist with cannabis monitoring and cannabis tax assessments.

COMMUNITY DEVELOPMENT DEPARTMENT

3462 Current Planning Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	860,170	850,810	1,136,309	1,173,760
62 - Supplies & Materials	5,583	9,664	11,200	11,800
63 - Outside Services	126,856	46,949	313,026	337,000
64 - Other Charges	11,972	11,001	18,100	30,500
66 - Capital Outlays		403	600	8,400
Total	1,004,580	918,827	1,479,235	1,561,460

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	1,004,580	918,827	1,479,235	1,561,460
Total	1,004,580	918,827	1,479,235	1,561,460

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
3462 Current Planning	5.600	5.600	7.000	7.000
Total	5.600	5.600	7.000	7.000

COMMUNITY DEVELOPMENT DEPARTMENT

Housing and Community Development

Purpose

The Housing and Community Development Division (Housing Division) enhances the Salinas community by assisting with the provision of safe, decent and affordable housing to low and moderate-income households. The Division effectively manages housing-related activities, programs, and projects through the City's Inclusionary Housing Program, United States Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program, HOME Investment Partnerships Program (HOME), Home Investment American Rescue Plan (HOME ARP), Emergency Solutions Grants (ESG) Program and American Rescue Plan Act (ARPA) funds. The Housing Division is also responsible for the administration of the California Department of Housing and Community Development (HCD) ESG Program, HCD California Emergency Solutions and Housing (CESH) Program, HCD Permanent Local Housing Allocation Program and United Way Emergency Rental Assistance Funding (ERAP). The Housing Division promotes housing development by implementing policies, regulations, and incentives that help preserve existing affordable housing, funds the development of new affordable housing, and assist individuals and families gain access to permanent housing and other services related to homelessness.

Division Operations

1. Provide grants and loans to help facilitate housing, economic development and capital improvement projects through HUD CDBG, HUD HOME, HOME ARP and HCD PLHA.
2. Provide direct public services and award grants through HUD CDBG, HUD ESG, HCD ESG, HCD CESH and UW ERAP to facilitate a variety of activities including homeless related programs (e.g., rapid re-housing, street outreach, emergency shelter, homeless prevention and HMIS), and rental assistance that will benefit residents within Monterey and San Benito counties.
3. Prepare HUD required documents such as the Consolidated Plan (Con Plan), Alisal Neighborhood Revitalization Strategy Area (ANRSA), Analysis of Impediments to Fair Housing Choice (AI), Citizen Participation Plan (CPP), Annual Action Plan (AAP) and Consolidated Annual Performance and Evaluation Report (CAPER).
4. Conduct annual monitoring compliance, loan servicing and technical assistance functions for the City's grant, loan and deed restricted property portfolio (900+ units).
5. Implement the City's Inclusionary Housing Program.
6. Continue to partner and collaborate with various departments and agencies including the County of Monterey and the local Continuum of Care (CoC) to address homelessness through the implementation of best practices and the adopted strategies of a regional Lead Me Home Plan.
7. Assist in the coordination of City efforts and initiatives, and direct engagement with unhoused residents to establish effective linkages to services through the Salinas Outreach and Response Team (SORT).

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of grant applications processed through annual RFP process	18	43	20	21	10
Number of payments and reports processed for grantees	116	495	160	295	240
Number of affordable housing funding agreements processed	2	6	4	2	4
Number of new affordable housing units developed with City funding	51	96	80	101	100
Number of applications approved for rehabilitation loans or grants	2	0	0	0	0

COMMUNITY DEVELOPMENT DEPARTMENT

Housing and Community Development

Major Budget Changes

The Housing Division will experience significant budget changes in FY 22/23. Although sustained levels of funding are expected in CDBG, HOME and ESG entitlement programs and the HCD ESG program, there will also be significant funding reductions related to the expiration of one-time ESG-COVID and HCD-COVID funds. New funding from HUD HOME ARP and a Cal ICH Encampment Resolution grant award will partially offset this funding loss and will enhance the Division's current homeless services component. Using FY 22/23 HUD grant funds, the Division will continue to offset \$144,000 of General Fund salaries and benefits expenditures for other Department divisions. Other significant budget changes for FY 22/23 include a request of \$155,000 from the General Fund for an additional Senior Community Development Analyst position to focus on Housing Production.

COMMUNITY DEVELOPMENT DEPARTMENT

Housing and Community Development

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
3114 PPI Activity Delivery		25,241		
3115 PPI ED Technical Assistance			50,000	36,381
3220 Housing & Community Development	1,034,410	1,342,330	2,063,619	1,166,648
3221 Rehabilitation	137,077	113,735	11,320	
3240 Special Programs	2,649,652	6,388,730	14,133,709	10,911,970
3241 City of Salinas Fair Housing			80,000	34,261
3310 County of Monterey	123,837	277,979	213,834	
Total	3,944,976	8,148,016	16,552,481	12,149,260

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	911,671	1,123,454	2,298,405	1,503,194
62 - Supplies & Materials	3,864	105,741	67,398	7,014
63 - Outside Services	412,587	893,218	1,805,978	235,849
64 - Other Charges	23,174	35,248	93,234	52,500
66 - Capital Outlays	4,274	144,278	363,801	4,906,495
69 - Financial Assistance	2,589,408	5,846,076	11,923,664	5,444,208
Total	3,944,976	8,148,016	16,552,481	12,149,260

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	373,290	314,108	569,169	506,902
2602 HSA - Affordable Housing	177	22,815	72,086	8,040
2910 Community Development	1,067,007	647,147	2,537,162	5,724,316
2911 CDBG - COVID-19	23,682	920,375	1,094,501	363,428
2930 Home Investment Partnership	1,849,551	1,107,312	1,165,939	2,041,934
2940 Emergency Shelter Grant	126,612	67,890	308,916	286,949
2941 Emergency Solutions Grant	129,136	237,973	243,238	217,713
2942 CA Emergency Solutions & Housing	218,722	375,389	620,079	
2943 ESG-CV HUD	32,938	2,703,291	3,447,936	13,864
2944 ESG-CV HCD		749,400	3,351,156	
2945 Housing - Other Agency Match	123,837	277,979	213,834	
2947 Project Room Key Motel Program			1,796,632	
2951 SB2	25	724,222	1,119,833	2,974,114
2957 Inclusionary Housing		115	12,000	12,000
Total	3,944,976	8,148,016	16,552,481	12,149,260

COMMUNITY DEVELOPMENT DEPARTMENT

Housing and Community Development

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
3115 PPI ED Technical Assistance				0.300
3220 Housing & Community Development	4.365	5.350	6.185	6.610
3221 Rehabilitation	0.166	0.035	0.035	
3240 Special Programs	1.469	1.173	2.577	4.065
3241 City of Salinas Fair Housing				0.275
7418 ERAP2 - Emergency Rental Assist.				1.000
8162 Salinas Homeless Motel Program				0.110
9021 Housing Production Fund				0.410
Total	6.000	6.558	8.797	12.770

COMMUNITY DEVELOPMENT DEPARTMENT

Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1355 Economic Development				
Sr Economic Development Manager				1.000
Economic Development Analyst				1.000
1355 Economic Development Total	0.000	0.000	0.000	2.000
3111 Adv Planning & Project Imp				
Administrative Aide	1.000	1.000		
Asst Community Development Dir Management Analyst			0.881	0.880
Comm Dev Analyst - Limited Term			1.000	0.750
Comm Outreach Asst-Limited Term			1.000	0.700
Associate Planner	1.000	0.869	1.869	2.000
Asst Redevelopment Project Mgr		0.853		
Community Development Dir	1.000	1.000		
Office Technician	1.000	0.881	1.000	
Planning Manager	1.000	1.000		1.000
Project Coordinator	1.000	0.250	1.000	
Revenue Officer	0.250		0.100	
Senior Planner			1.000	2.000
3111 Adv Planning & Project Imp Total	6.250	5.853	7.850	7.930
3353 Code Enforcement				
Administrative Aide	1.000	1.000	2.000	2.000
Administrative Clerk I	1.000	1.000	1.000	1.000
Administrative Analyst I	1.000	1.000		
Code Enforcement Officer I	4.000	3.000	2.000	2.000
Code Enforcement Officer II	1.000	2.000	2.000	3.000
Senior Code Enforcement Officer			1.000	1.000
Code Enforcement Manager	1.000	1.000	1.000	1.000
3353 Code Enforcement Total	9.000	9.000	9.000	10.000
3461 Administration				
Assistant Planner	1.000	1.000		
Associate Planner		1.000		
Administrative Aide			1.000	1.000
Community Development Dir			0.853	0.750
Office Technician				1.000
Planning Manager	1.000	1.000		
Revenue Officer				0.100

COMMUNITY DEVELOPMENT DEPARTMENT

Work Force

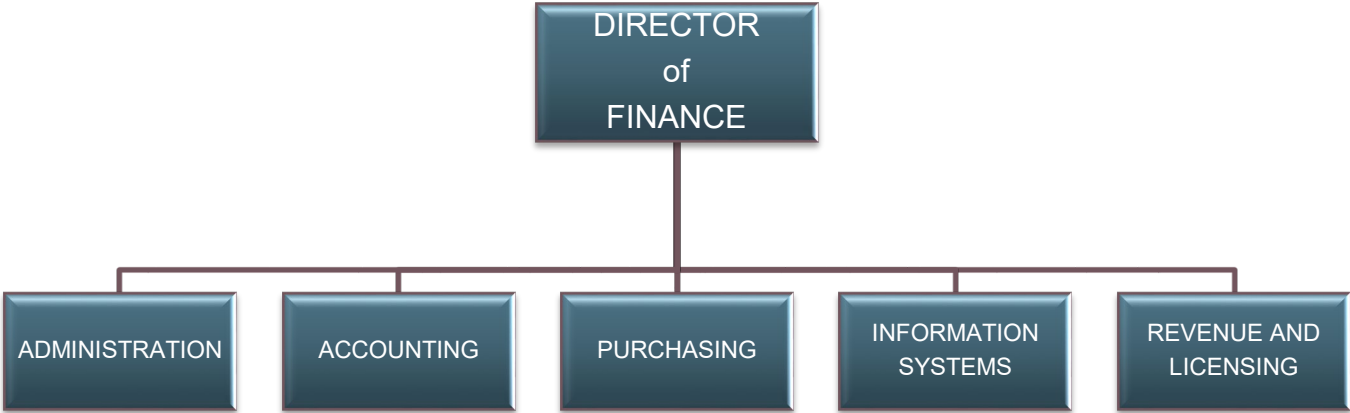
Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
Senior Planner	1.000	1.000		
3461 Administration Total	3.000	4.000	1.853	2.850
3462 Current Planning				
Administrative Aide	0.600	0.600	1.000	1.000
Assistant Planner	1.000	1.000	3.000	3.000
Associate Planner	1.000	1.000	1.000	1.000
Planning Manager	1.000	1.000	1.000	1.000
Planning Technician	1.000	1.000		
Senior Planner	1.000	1.000	1.000	1.000
3462 Current Planning Total	5.600	5.600	7.000	7.000
Housing & Community Development				
Associate Planner		0.131	0.131	
Community Development Dir		0.147	0.147	
Asst Community Development Dir			0.119	0.120
Comm Improve Asst	1.000	1.000		
Community Dev Analyst	2.000	2.000	4.000	5.000
Comm Dev Analyst - Limited Term			2.000	1.300
Comm Outreach Asst-Limited Term				3.000
Homeless Services Manager				1.000
Housing Services Supv	1.000	1.000		
Management Analyst		1.000		0.250
Planning Manager	1.000	1.119	2.000	1.000
Revenue Officer		0.161	0.400	0.100
Senior Community Dev Analyst	1.000			1.000
Housing & Community Dev Total	6.000	6.558	8.797	12.770
Total	29.850	31.011	34.500	42.550



(This page intentionally left blank)

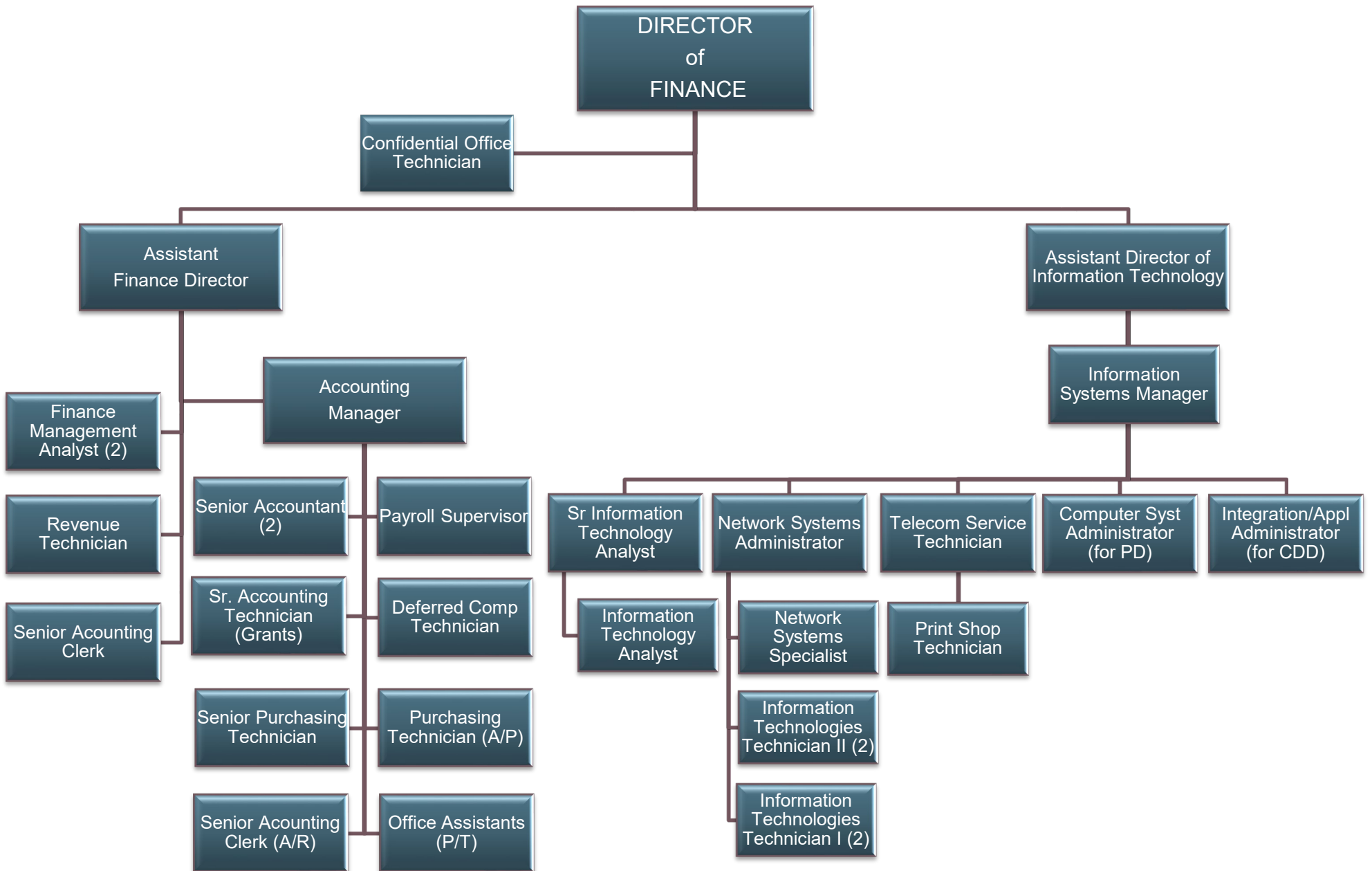
DEPARTMENT of FINANCE

Organizational Chart by Division



DEPARTMENT of FINANCE

Organizational Chart by Position



FINANCE DEPARTMENT

Summary

Purpose

The Department of Finance provides the management, control, and administration of all fiscal and information systems operations of the City. This includes providing a framework for financial planning and analysis, network systems and telecommunication to support the operations of all City Departments. Departmental responsibilities include long-range financial planning, budget management, accounts receivable and payable, payroll processing, retirement administration, general accounting and reporting, debt administration, purchasing, revenue and licensing, support of computer integration and applications and City web site, network and systems administration, centralized reprographic and mail services, and assessment district administration.

Top Accomplishments for Fiscal Year 2022

Operational Efficiencies

1. Worked collaboratively with departments to balance the fiscal year 2022 budget.
2. Implemented group budgeting, which reduces the number of appropriation (i.e., expenditure budget) adjustments necessary by allowing expenses within a department's individual accounts within a fund to be exceeded provided the department's overall appropriation in the same fund is not, and zero-based budgeting, which requires that budgeting begin with \$0 in appropriations assumed. Together, these practices prevent budget "bloat," inflated appropriations which result from carrying forward appropriation amounts year after year without consideration for whether they are necessary.
3. Amended the City's financial policies, establishing and funding several new reserves to better position the City able to withstand financial emergencies and to make decisions strategically, rather than financially, and establishing minimum targets for annual infrastructure and facilities maintenance appropriations.
4. Completed the annual audited financial statements and Single Audit of Federally Assisted Grant Programs (Single Audit), receiving unmodified auditor's opinions/reports (i.e., opinions/reports wherein the auditor has concluded that the financial statements are presented fairly, in all material respects, in accordance with the applicable financial reporting framework).
5. Secured American Rescue Plan Act Funds of \$51.6 million for the City of Salinas.
6. Improved the calculation of available fund balances.
7. Acquired professional investment management and advisory services consultant, which is expected to significantly increase the City's investment returns.
8. Acquired property tax services consultant, which will assist the City in preparing more accurate property tax revenue projections, provide assessed value and revenue information for secured and unsecured properties in the City, and perform analysis to identify errors in misallocation of property taxes.
9. Completed Technology Current State Assessment and Technology Master Plan.
10. Develop training and educational plans to improve help desk "first call" resolution and improve support services across the City.
11. Established Unclaimed Monies webpage where outstanding (uncashed) checks issued by the City may be found along with instructions for submitting claims.
12. Supported Police Management Association labor negotiations with labor costing and budgetary/financial updates.

FINANCE DEPARTMENT

Summary

City Council Goals, Strategies, and Objectives for Fiscal Year 2023

Operational Efficiencies

1. Implement recommendations of the Technology Master Plan, including hiring new Assistant Director of Information Technology.
2. Seek training opportunities for staff, apprising them of Governmental Accounting Standards Board (“GASB”) pronouncements the City is required to implement.
3. Work with internal and external stakeholders on the City-wide fiber optics roll-out.
4. Refine the Public Records Act search and storage technology for the City.
5. Work with the City Public Information Officer to upgrade the City’s website.
6. Develop Microsoft SharePoint resources City-wide for information sharing and better organizing of City data.
7. Complete the annual audited financial statements and Single Audit by December 31st.
8. Continue to receive unmodified opinions on the City’s financial statements and compliance for major federal award programs (Single Audit).
9. Develop City’s first annual comprehensive financial report (“ACFR”) and earn Government Finance Officers Association’s Certificate of Achievement for Excellence in Financial Reporting.
10. Purchase interactive software application to estimate labor costs more accurately and efficiently.
11. Continue to implement and improve financial systems.
 - a. Special Assessment Management.
 - b. Deferred Compensation Administration.
 - c. Travel Reimbursements.
 - d. Business Licenses including better online payment services.

FINANCE DEPARTMENT

Summary

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
2030 Finance Administration	622,181	345,002	583,825	771,090
2031 Accounting	1,321,216	1,237,095	1,487,621	1,445,607
2032 Purchasing	257,063	176,632	165,960	167,073
2033 Information Technology	1,872,497	1,887,251	2,359,761	2,780,244
2034 Revenue & Licensing	326,523	345,459	380,080	384,575
Total	4,399,480	3,991,439	4,977,247	5,548,589

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	3,845,800	3,423,715	4,261,099	4,374,639
62 - Supplies & Materials	22,191	12,216	33,850	63,700
63 - Outside Services	289,958	292,636	382,577	692,600
64 - Other Charges	21,939	4,889	22,870	42,150
66 - Capital Outlays	221,845	260,055	276,850	375,500
67 - Store Inventory	(2,253)	(2,072)	-	-
Total	4,399,480	3,991,439	4,977,247	5,548,589

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	3,806,596	3,363,164	4,348,644	4,875,389
1100 Measure E	51,712	52,024	63,469	63,000
1200 Measure G	541,171	576,252	565,134	610,200
Total	4,399,480	3,991,439	4,977,247	5,548,589

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
2030 Finance Administration	2.000	2.000	2.000	3.000
2031 Accounting	10.000	9.000	10.000	10.000
2032 Purchasing	2.000	1.000	1.000	1.000
2033 Information Technology	10.667	11.000	13.000	14.000
2034 Revenue & Licensing	2.000	2.000	2.000	2.000
Total	26.667	25.000	28.000	30.000

FINANCE DEPARTMENT

2030 Finance Administration Division

Purpose

Provide coordination and direction of all fiscal operations of the City. This includes directing, monitoring, and controlling the assets and financial operations of the City, and providing a framework for financial planning and analysis to support the operation and management of all City departments.

Division Operations

1. Support City Manager's Office in determining a strategy to assess the effectiveness and efficiency of the organization given fiscal constraints.
2. Assist City Manager's Office in developing funding strategies to meet existing and future operating program and capital project needs.
3. Submit timely and informative financial reports to the City Council, Finance Committee, Measure E Committee, and Measure G Committee.
4. Publish audited financial statements for the City.
5. Coordinate all bond financings.
6. Coordinate the preparation of the annual operating and capital budgets.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Present annual budget by first meeting in June	1	1	1	1	1
Prepare and present five year financial forecast	1	1	1	1	1
Present mid-year budget review to City Council in Feb	1	1	1	1	1
Number of favorable sales tax audit misallocation findings	All	All	All	All	All
Value of favorable sales tax audit misallocation findings	All	All	All	All	All
Cost of Finance Department total per capita	\$ 30.28	\$ 30.20	\$ 30.00	\$ 30.20	\$ 30.00

Major Budget Changes

None.

FINANCE DEPARTMENT

2030 Finance Administration Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	579,021	291,565	519,171	593,290
62 - Supplies & Materials	54	27	4,000	6,000
63 - Outside Services	34,664	53,775	42,513	158,300
64 - Other Charges	8,443	(365)	15,520	11,000
66 - Capital Outlays			2,620	2,500
Total	622,181	345,002	583,825	771,090

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	622,181	345,002	583,825	771,090
Total	622,181	345,002	583,825	771,090

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
2030 Finance Administration	2.000	2.000	2.000	3.000
Total	2.000	2.000	2.000	3.000

FINANCE DEPARTMENT

2031 Accounting Division

Purpose

Maintain the accuracy and reliability of all City's financial transactions for all funds. These transactions include accounts payable, accounts receivable, general ledger accounting, enterprise accounting, internal service accounting, financial reporting, administration of the employee payroll and management of all grants and debt service. Senior Accounting Technician position is dedicated to retirement administration including trust deed investments and other employee deferred compensation investments. Other services include financial data analysis, accounting control of purchase orders, asset management, payments to vendors, and review of budgeted expenditures.

Division Operations

1. Cash management including cash flow, banking and bond trustee services and investment of funds in accordance with the City's investment policy.
2. Monitor and process bi-weekly payroll and related federal and state reporting requirements.
3. Coordinate year end audits of City financial activities and Single Audit of federal financial assistance grants.
4. Manage the financial aspect of all grants awarded to the city.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of Accounts Payable Checks processed	10,000	7,666	10,200	9,617	10,000
Number of journal entries processed	7,100	6,589	7,100	6,000	6,600
Complete annual audit by December	1	0	1	1	1
Number of paychecks/ACH processed	19,800	17,169	19,800	18,535	19,000
Number of Deferred Comp paychecks processed	400	258	260	163	200
Number of deferred compensation changes processed (Wintegrate & NWS)	650	565	450	430	440
Number of accounts receivable invoices billed	3,400	3,695	3,500	3,400	3,500
Number of Miscellaneous Billing sent to collections	400	755	300	740	750
Publish quarterly financial reports to Council within 60 days	100%	75%	100%	100%	100%

Major Budget Changes

The City is in the process of acquiring new independent auditors.

FINANCE DEPARTMENT

2031 Accounting Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	1,265,990	1,189,454	1,409,921	1,353,207
62 - Supplies & Materials	19,555	32,849	25,500	26,500
63 - Outside Services	24,794	12,156	37,100	37,800
64 - Other Charges	8,280	1,925	1,500	12,100
66 - Capital Outlays	2,597	712	13,600	16,000
Total	1,321,216	1,237,095	1,487,621	1,445,607

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	1,185,428	1,102,328	1,337,281	1,288,048
1100 Measure E			7,000	7,000
1200 Measure G	135,788	134,767	143,340	150,559
Total	1,321,216	1,237,095	1,487,621	1,445,607

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
2031 Accounting	10.000	9.000	10.000	10.000
Total	10.000	9.000	10.000	10.000

FINANCE DEPARTMENT

2032 Purchasing Division

Purpose

Acquire goods and services for all City departments including agencies and organizations which the City serves as fiscal agent. Purchasing services entail the processing of purchase orders for supplies, departmental support for the development of bid specifications; and providing information to departments on products, services and prices.

Division Operations

1. Provide timely delivery of supplies and materials to departments.
2. Verify that all goods are received in good condition.
3. Annually update City fixed assets records.
4. Conduct on-line auction of surplus property.
5. Arrange lease-purchase financing as necessary.
6. Manage and coordinate buy local purchasing ordinance.
7. Process and review all purchase orders for accounting accuracy.
8. Monitor all grant purchases for grant compliance.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of purchase orders issued	6,800	4,975	6,800	7,000	7,800
New purchasing card holder training (# of trainees)	0	0	0	0	0
Number of purchases facilitated	3,000	3,100	3,000	3,200	3,250
Number of bids facilitated	5	0	5	0	0
Number of receipt and inspection of goods delivered	1,500	1,550	1,500	1,600	1,600
Number of online auctions of surplus properties	5	6	5	6	6

Major Budget Changes

None.

FINANCE DEPARTMENT

2032 Purchasing Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	254,601	175,566	160,860	158,773
62 - Supplies & Materials	911	160	2,000	2,000
63 - Outside Services	2,970	2,781	2,800	3,500
64 - Other Charges	250	196	300	2,800
66 - Capital Outlays	583			
67 - Store Inventory	(2,253)	(2,072)	-	-
Total	257,063	176,632	165,960	167,073

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	257,063	176,632	165,960	167,073
Total	257,063	176,632	165,960	167,073

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
2032 Purchasing	2.000	1.000	1.000	1.000
Total	2.000	1.000	1.000	1.000

FINANCE DEPARTMENT

2033 Information Technology Division

Purpose

Information Systems provides oversight for all City-wide information services related to application systems analysis, design, programming and support; data communications including local and wide area network computer system management and operations; central computer and end-user PC integration and support; telecommunication operation and analysis; reprographic and mail services.

Division Operations

1. Provide programming, operational and systems development and software acquisition assistance to departments.
2. Provide additional training to users to enhance their utilization of the computer and telephone systems.
3. Continue the migration to Windows 10 from Windows 7.
4. Continue support and maintenance of the telephone system, the City's wide area and local area networks and network connectivity with other public agencies.
5. Oversee all technical support and maintenance of City IT infrastructure.
6. Lead IT Steering Committee.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Cost of Information Systems per capita					
Number of help desk tickets handled	4,500	4,500	4,500	5,000	4,000
Number of special projects started	40	45	45	40	40
Number of special projects completed	40	30	0	0	0

Major Budget Changes

None.

FINANCE DEPARTMENT

2033 Information Technology Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	1,530,088	1,537,064	1,932,431	2,018,294
62 - Supplies & Materials	(2,341)	(23,770)	(5,800)	23,700
63 - Outside Services	132,273	111,481	207,400	398,000
64 - Other Charges	4,966	3,134	5,250	15,250
66 - Capital Outlays	207,512	259,343	220,480	325,000
Total	1,872,497	1,887,251	2,359,761	2,780,244

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	1,514,606	1,504,162	1,989,100	2,378,681
1100 Measure E	51,712	50,023	55,000	55,000
1200 Measure G	306,179	333,066	315,661	346,563
Total	1,872,497	1,887,251	2,359,761	2,780,244

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
2033 Information Technology	10.667	11.000	13.000	14.000
Total	10.667	11.000	13.000	14.000

FINANCE DEPARTMENT

2034 Revenue & Licensing Division

Purpose

Provide administration and collection of all City revenues including revenues from license and permit holders. The division is responsible for filing timely claims for grants and subventions, and the collection of bail forfeitures for parking violations.

Division Operations

1. Maintain City-wide master fee schedule.
2. Continue audit program for hotel/motel transient occupancy tax collection.
3. Maintain customer service without front counter Account Clerks.
4. Continue sales tax audit program.
5. Continue business license audit program (MAS).

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of receipts receipted	45,000	40,000	45,000	40,000	45,000
Annual update of City-wide fee schedule	1	1	1	1	1
Number of hotel/motel TOT audits	0	0	0	0	0
Number of business license audits	0	0	0	0	0
Number of new business licenses recovered from audit	0	0	0	0	0
Value of business license audit findings	\$ -	\$ -	\$ -	\$ -	\$ -

Major Budget Changes

None.

FINANCE DEPARTMENT

2034 Revenue & Licensing Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	216,100	230,066	238,716	251,075
62 - Supplies & Materials	4,013	2,950	8,150	5,500
63 - Outside Services	95,258	112,442	92,764	95,000
64 - Other Charges			300	1,000
66 - Capital Outlays	11,152		40,150	32,000
Total	326,523	345,459	380,080	384,575

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	227,318	235,039	272,478	270,497
1100 Measure E		2,001	1,469	1,000
1200 Measure G	99,205	108,419	106,133	113,078
Total	326,523	345,459	380,080	384,575

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
2034 Revenue & Licensing	2.000	2.000	2.000	2.000
Total	2.000	2.000	2.000	2.000

FINANCE DEPARTMENT

Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
2030 Finance Administration				
Assistant Finance Director	1.000	1.000	1.000	1.000
Finance Director	1.000	1.000	1.000	1.000
Confidential Office Technician				1.000
2030 Finance Administration Total	2.000	2.000	2.000	3.000
2031 Accounting				
Accounting Manager	1.000	1.000	1.000	1.000
Deferred Compensation Technician	1.000	1.000	1.000	1.000
Payroll Supervisor	1.000	1.000	1.000	1.000
Payroll Technician	1.000			
Purchasing Technician	1.000	1.000	1.000	1.000
Senior Accountant	3.000	3.000	2.000	2.000
Sr Accounting Clerk	1.000	1.000	1.000	1.000
Sr Accounting Technician	1.000	1.000	1.000	1.000
Finance Management Analyst			2.000	2.000
2031 Accounting Total	10.000	9.000	10.000	10.000
2032 Purchasing				
Senior Buyer	1.000			
Sr Purchasing Tech	1.000	1.000	1.000	1.000
2032 Purchasing Total	2.000	1.000	1.000	1.000
2033 Information Technology				
Central Services Tech	1.000	1.000		
Computer Systems Administrator	1.000	1.000	1.000	1.000
Information Systems Mgr	1.000	1.000	1.000	1.000
Integration/Appl Admin	1.000	1.000		1.000
Network System Specialist	1.000	1.000	1.000	1.000
Network/Sys Administrator	1.000	1.000	1.000	1.000
Telecom Service Tech	1.000	1.000	1.000	1.000
Information Technologies Tech I	1.667	2.000	2.000	2.000
Information Technologies Tech II	2.000	2.000	2.000	2.000
Application Analyst			1.000	
Information Technology Analyst			1.000	1.000
Sr. Info Technology Analyst			1.000	1.000
Print Shop Technician			1.000	1.000
Assistant Director of IT				1.000
2033 Information Technology Total	10.667	11.000	13.000	14.000

FINANCE DEPARTMENT

Work Force

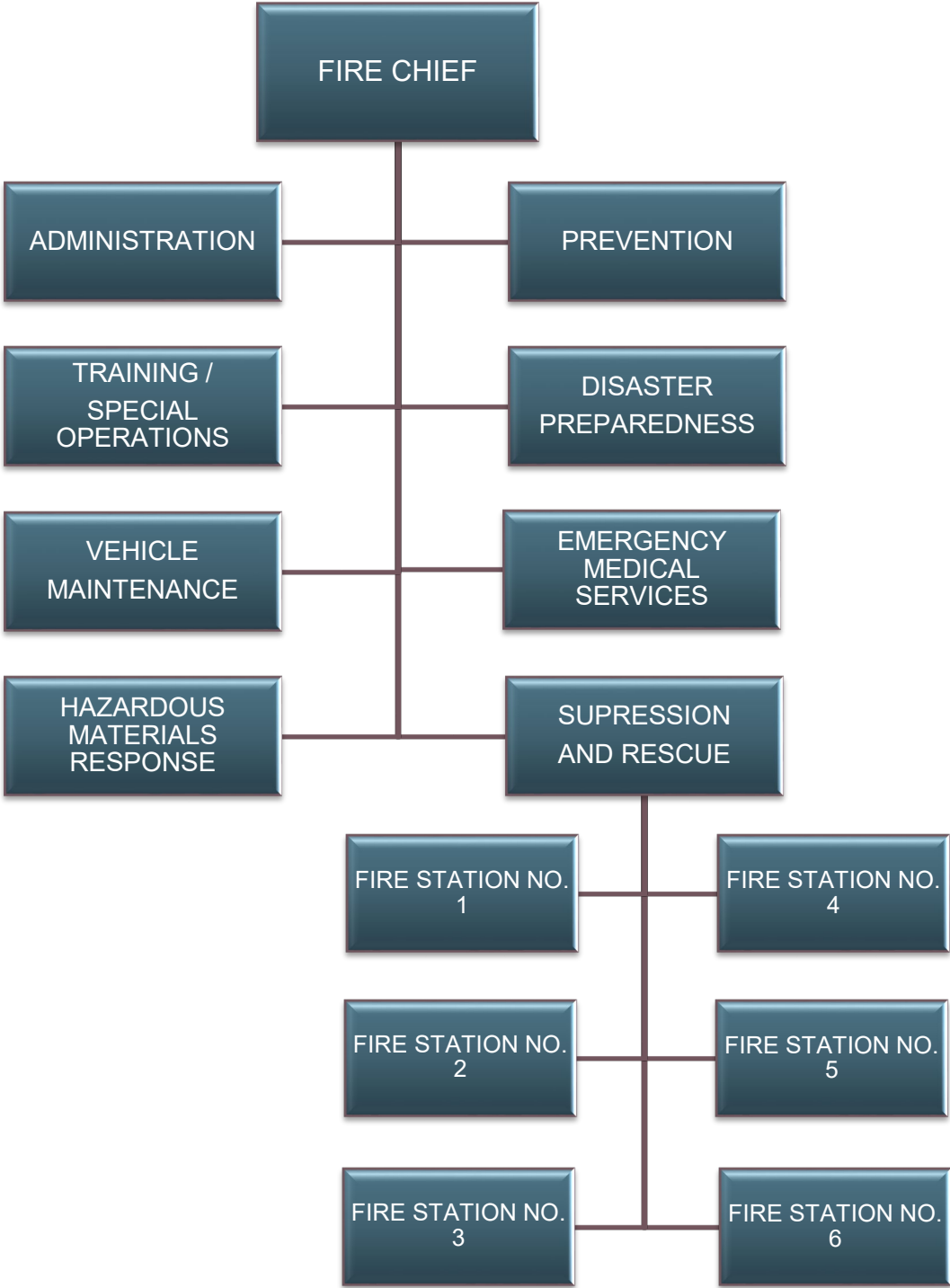
Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
2034 Revenue & Licensing				
Sr Accounting Clerk	1.000	1.000	1.000	1.000
Revenue Technician	1.000	1.000	1.000	1.000
2034 Revenue & Licensing Total	2.000	2.000	2.000	2.000
Total	26.667	25.000	28.000	30.000



(This page intentionally left blank)

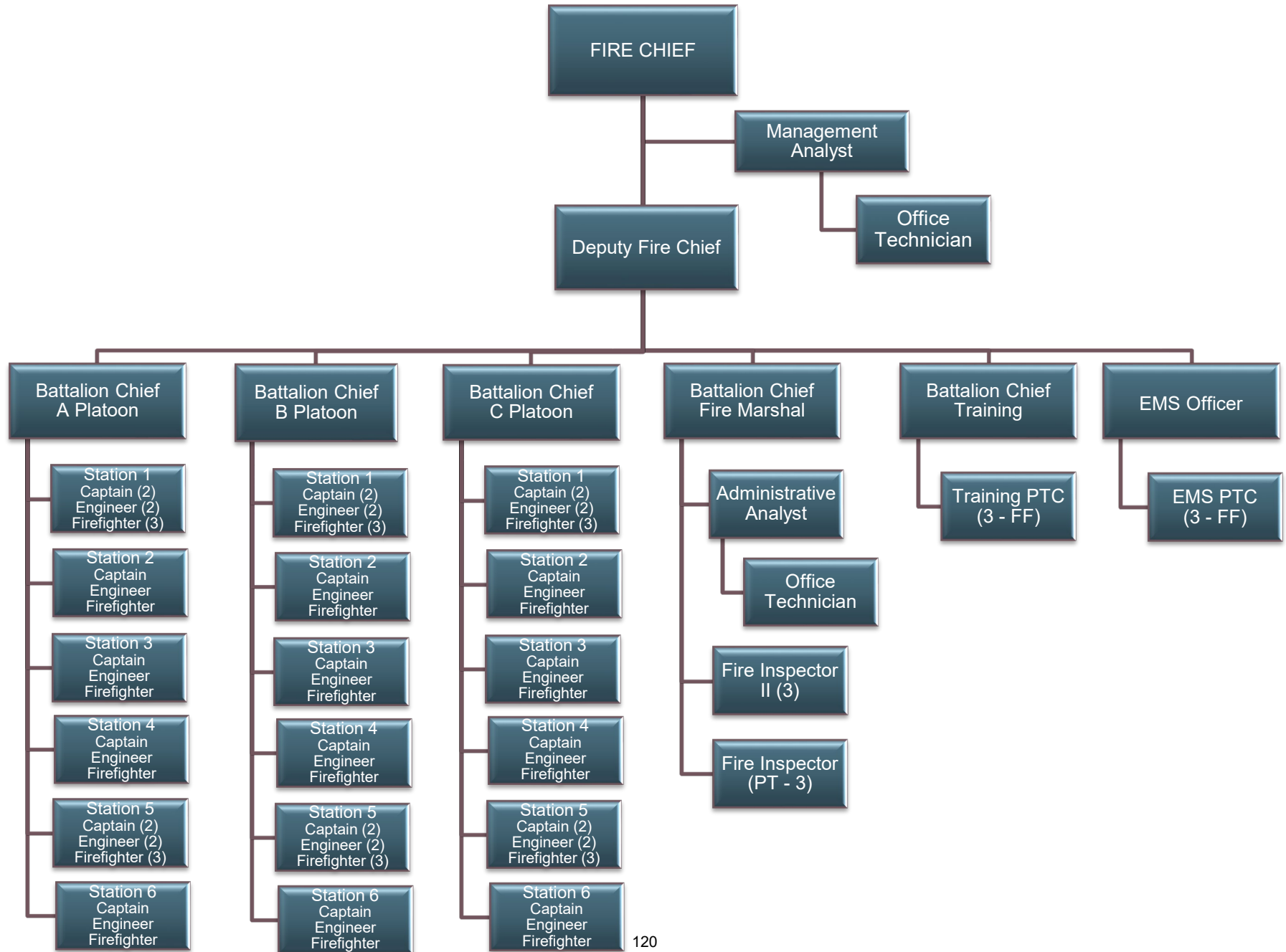
FIRE DEPARTMENT

Organizational Chart by Division



FIRE DEPARTMENT

Organizational Chart by Position



FIRE DEPARTMENT

Summary

Purpose

The Fire Department provides 24-hour prevention, response, mitigation, and recovery efforts for fires, hazardous materials, emergency medical services, traffic collisions and aircraft emergencies, and all other emergency and non-emergency service requests within the City of Salinas corporate limits. 95% of the fire department staff comprises emergency response personnel assigned to fire apparatus. The primary goal of the fire department is the protection of life, property, and the environment for those that live, work, and visit the City of Salinas. All divisions of the fire department; Administration, Suppression and Rescue, Emergency Medical Services, Prevention, Disaster Preparedness, Training, Vehicle Maintenance, and Hazardous Materials work in conjunction to support this goal.

Top Accomplishments for FY 2022-23

1. **Grants-** The Fire Department applied for and was awarded a grant from the *Federal Urban Area Security Initiative (UASI)* in the amount of \$162,000 to upgrade the technology in the City's Mobile Command and Communications Vehicle (MCCV). The vehicle was procured in 2008 with State Homeland Security Grant Program (SHSGP) funding and is in need of upgrades to its' technology systems. This award assures the serviceability of this valuable resource for many years to come.

Assistance to Firefighters Grant (AFG) - The fire department was rewarded this unique grant for a second year in a row. In cooperation with the City of Monterey Fire Department, this grant provides funding up to \$800,000 for existing SFD firefighters to attend paramedic and offset the associated staffing costs.

2. **Recruitment and Hiring** - The Fire Department successfully hired and completed an academy of 8 lateral firefighter transfers from neighboring fire departments. This helped the department to hire local candidates and reduce some of the costs associated recruitment and training of personnel with existing firefighting experience.

Fire department administration was successful in partnering with the South Bay Regional Training Consortium, Hartnell College and Monterey Peninsula College in establishing a local Paramedic training program. This program administered through the community college system will provide the opportunity for local students to obtain this valuable training and will allow local departments to train existing staff to the advanced level of Paramedic.

SFD has partnered with the Mission Trails Regional Occupational Program (MTROP) to attract and train local youth for a career of service with the City of Salinas Fire Department. This supports the City Council's strategic goal of local recruitment and diversity in the City's workforce.

3. **Emergency Medical Services** – Amidst the global pandemic Salinas firefighters responded to several thousand COVID-19 related emergency responses without drastic impacts to continuity of services. The division took a lead role in establishing city-wide COVID guidelines and best practices for all City departments and participated in local and State efforts to provide vaccinations and education.
4. **Promotional Exams** –The Fire Department has completed numerous internal promotions to fill vacancies in various ranks, including Battalion Chief, Fire Captain, and Fire Engineer.
5. **Fire Prevention Division** – The division was able to fill its' 3rd vacancy in the full-time Fire Inspector position and is currently recruiting to fill vacancies in part-time positions. The division received Council approval to proceed with a re-classification/re-organization of inspection personnel to further improve

FIRE DEPARTMENT

Summary

the efficiency and accountability of inspections and help with recruitment and retention of staff. The division has eliminated nearly all of the pandemic-related back-log of inspections.

6. **Operations/Suppression** -The Fire Department took delivery of two new fire apparatus. These new fire engines will replace aged equipment at fire station #1 on West Alisal St. and fire station #6 on East Bolivar St. as part of the department's vehicle replacement program.
7. **Facilities**- Fire station #1 on West Alisal received a much needed new roof that will help extend the longevity of this facility and greatly improved the visual for the neighborhood. Additionally, the Council approved improvements to the west wing of City Hall have commenced and are anticipated to be completed by the new FY. The improvements to the west wing will combine the fire administration and prevention offices into one space and allows for efficiencies in supervision of staff, efficiencies in customer service, provides ample workspace for fire department administrative and prevention personnel. It also provides for training facilities that can also serve as the City's Emergency Operations Center (EOC) in times of crisis. Office spaces vacated in the permit center will allow for expansion of community development programs, services, and staffing as well.
8. **Wellness/Safety** – The Department has bolstered its' training and resource availability in the areas of mental health and critical incident stress reduction. Several members of the department have received specific training in Critical Incident Stress Management (CISM) as part of a broader national initiative to reduce mental health impacts on public safety personnel. The department has engaged with additional specialized counseling resources to augment and improve existing programs.

City Council Goals, Strategies, and Objectives for FY 2022-23

Economic Development:

1. The department will continue to actively participate in the planning of development in the Future Growth Area (FGA) with consideration for the needs of an expanding community and diversity of risks.

Housing/Affordable Housing:

1. The department will remain an ally in the goal of increasing opportunities in this arena. Supporting expeditious plan review and permitting as well as timely inspections of new projects are ways the department contributes to this goal.

Infrastructure and Environmental Sustainability:

1. Salinas Fire Department will utilize current and future funding appropriations to prioritize and complete a host of repairs and alterations to fire stations throughout the city to ensure continuity of emergency services. Facilities will be upgraded to emerging "green standards" where feasibly and economically viable to do so.
2. The fire department's training division is seeking ways to improve the delivery of mandated firefighter training and develop centralized facilities while decreasing our carbon footprint. Limiting the movement of apparatus helps to reduce fuel consumption and vehicle wear while increasing the number of available unit hours to respond to emergencies.

Public Safety:

FIRE DEPARTMENT

Summary

1. Engage neighborhoods:
 - a. With pandemic restrictions easing, neighborhood fire stations will re-open to public visitors and host education event. Fire Prevention Week activities will return with a focus on educating youth and underrepresented populations.
2. Invest in prevention and intervention programs:
 - a. It is a continued goal to increase staffing in the fire prevention division to address a long-standing need to expand fire and life-safety inspections to include business and commercial occupancies. This program will help protect critical investments in the community, economic development, housing, and quality of life.
3. Evaluate staffing levels of public safety personnel:
 - a. Assuring adequate staffing of all apparatus in compliance with the National Fire Protection Association (NFPA) NFPA-1710 standard is a priority for the Salinas Fire Department. By ensuring that a minimum number of firefighters arrive at the scene of a structural fire within 15 minutes or less as defined by the NFPA standard as an Effective Response Force (ERF), fire and economic loss is drastically reduced for every minute this force is in place.
 - b. Adequately staffing the department's two aerial apparatus aides in compliance with the NFPA 1710 standard and eliminates the need to commit additional apparatus to every fire incident in order to be in compliance. This allows for fire apparatus to remain available for additional calls for service.
 - c. Increases to suppression staffing will also reduce the City's dependence on mutual-aid resources from neighboring jurisdictions. These jurisdictions have expressed concern over their frequent commitment of resources to Salinas to backfill during periods of high call volume.
4. Hire locally for public safety positions:
 - a. The fire department fully appreciates the benefits of a locally sourced workforce that is representative of the community we serve. Recruitment efforts extend to local community colleges, high schools, athletics programs, and a social media campaign highlighting opportunities for a diverse population of potential employees.
5. Maintain effective code enforcement practices:
 - a. As the community expands and diversifies, so to will the efforts of the fire department in the realm of effective enforcement. The fire prevention division will strive to assure timely inspection of housing units and continue to partner with the City's code enforcement division to protect the safety of tenants from unsafe housing conditions.
 - b. Illegal fireworks enforcement will be augmented by the deployment of unmanned aerial vehicles (UAV's) and a partnership with the Salinas Police Department to expand the existing pool of qualified pilots. Inventive methods of combating the problem of illegal fireworks will continue to be developed with the goal of making the use of illegal fireworks socially unacceptable and subject to stringent consequences for violators.

FIRE DEPARTMENT

Summary

Youth and Seniors:

1. As mentioned above, the fire department has taken a lead role in the re-establishment of the fire science program at the Mission Trails Regional Occupational Program (MTROP). It is the department's desire to create a path for local youth to learn about the fire service through ROP and create an opportunity to participate in an "explorer" program within the fire department. With the department's participation in the South Bay Regional Training Academy and new Paramedic training program, Salinas youth could be given the opportunity for scholarships and/or sponsorship into the accredited fire academy. These programs create a straight-line pathway to hiring and promoting local youth.

FIRE DEPARTMENT

Summary

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
4505 Fire Administration	389,399	471,653	705,315	896,156
4510 Suppression	20,465,938	22,653,434	22,687,741	24,256,363
4520 Emergency Medical Services	1,161,684	1,267,682	1,276,590	1,513,764
4530 Prevention	977,692	834,056	840,078	1,126,237
4540 Training	525,256	214,382	150,723	614,095
4560 Vehicle Maintenance	507,703	421,788	449,160	446,694
4570 Hazardous Material Control	268,207	264,966	284,856	394,692
Total	24,295,879	26,127,962	26,394,463	29,248,001

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	22,579,260	24,420,940	24,162,090	26,450,388
62 - Supplies & Materials	652,533	547,422	664,270	861,850
63 - Outside Services	865,587	980,669	1,349,739	1,277,760
64 - Other Charges	54,166	76,515	89,429	153,285
66 - Capital Outlays	144,333	102,416	128,935	504,718
Total	24,295,879	26,127,962	26,394,463	29,248,001

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	20,615,750	22,156,917	23,101,669	25,548,113
1100 Measure E	129,014	122,788	75,888	44,293
1200 Measure G	2,111,736	2,424,211	1,969,249	2,303,041
2501 Emergency Medical Service Fund	1,141,939	1,237,557	1,232,581	1,352,554
3111 SAFER 2013	297,439	176,465		
2508 Contributions & Donations		10,025	15,075	
Total	24,295,879	26,127,962	26,394,463	29,248,001

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4505 Fire Administration	2.000	2.000	2.000	3.000
4510 Suppression	89.000	89.000	89.000	92.000
4520 Emergency Medical Services	1.000	1.000	1.000	1.000
4530 Prevention	5.000	5.000	5.000	6.000
4540 Training	1.000	1.000	1.000	1.000
Total	98.000	98.000	98.000	103.000

FIRE DEPARTMENT

4505 Fire Administration Division

Purpose

The Administration Division is responsible for integrating the initiatives, goals, and objectives established by the City Council into the support and delivery Divisions of the Fire Department. The Administrative Division provides for the overall management of the Department by the development of new programs, policies and procedures, the promotion of life safety, environmental protection, and the provision of administrative support for Fire Department personnel, while ensuring Federal, State, local laws, Memoranda of Understanding and contractual agreements are in compliance. The Administration Division is also responsible for continuous self-assessment of Fire Department efficiency and the implementation of life safety programs.

Division Operations

1. Utilize National Fire Incident Reporting System (NFIRS) data to assist with administrative and operational changes to improve department efficiencies and operational priorities.
2. Improved Fire Department staffing within acceptable levels to minimize overtime costs.
3. Provided cost effective fire and emergency medical services to the community.
4. Pursued grant funding to minimize fiscal impacts to the General Fund.
5. Maintain a safe working environment for firefighters with new apparatus and equipment purchases.
6. Track firefighter injuries and trends.
7. Represent the Fire Department and the City on multiple regional committees to collaborate in providing public safety services throughout the county and the region.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Firefighters Per Capita	0.6	0.6	0.7	0.6	0.7
Authorized Staffing	98	93	103	95	105
Overtime Costs-Reg/Hol/FLSA/HO/Min Staff/EC	\$ 1,859,300	\$ 2,112,325	\$ 1,200,000	\$ 1,905,880	\$ 1,200,000
Dollar Value of Grant Applications	\$ 1,000,000	\$ 800,000	\$ 1,000,000	\$ 6,360,000	\$ 5,000,000
Dollar Value of Grants Awarded	\$ 650,000	\$ 310,250	\$ 6,080,000	\$ 960,000	\$ 5,000,000

Major Budget Changes

1. Additions to the budget in this division include additional personnel to address the current workload of the division and anticipated workload increases to support major projects, development, and span of control for daily operations.

FIRE DEPARTMENT

4505 Fire Administration Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	351,909	411,749	633,740	768,486
62 - Supplies & Materials	7,616	5,154	20,521	8,100
63 - Outside Services	23,471	28,164	39,410	103,700
64 - Other Charges	6,403	20,231	11,444	12,870
66 - Capital Outlays		6,355	200	3,000
Total	389,399	471,653	705,315	896,156

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	378,716	442,330	673,940	879,856
1200 Measure G	10,683	19,298	16,300	16,300
2508 Contributions & Donations		10,025	15,075	
Total	389,399	471,653	705,315	896,156

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4505 Fire Administration	2.000	2.000	2.000	3.000
Total	2.000	2.000	2.000	3.000

FIRE DEPARTMENT

4510 Suppression Division

Purpose

The Suppression and Rescue Division is responsible for protecting life, property and the environment from the hazards of fire, explosions and hazardous materials incidents and for providing ALS emergency paramedic services. These services are provided 24-hours a day through one (1) Deputy Fire Chief and three (3) Battalion Chiefs who command three (3) platoons of Captains, Engineers, Firefighters, and Firefighter/Paramedics. These personnel are the initial responders to all incidents for emergency service and comprise the majority of funded positions within the organization. These teams responded to over 14,500 incidents last year with a daily minimum staffing of 24 personnel assigned to six (6) fire engines, two (2) ladder trucks, and a hazardous materials incident response unit. Additional emergency response equipment includes a Command Vehicle, Type III (wildland) Engine, Aircraft Rescue Firefighting (ARFF) engine, and numerous command and staff vehicles.

Division Operations

1. Respond, within response time goals, to all emergency and non-emergency requests for service with the appropriate number of personnel for the incident reported.
2. Eliminate the threats to life, property, and the environment following the arrival of fire companies at an emergency or non-emergency incident.
3. Maximize property saved values from fire threat after the arrival of fire companies.
4. Continually update policies, procedures and staffing as new techniques and technologies become available and funding allows.
5. Develop fire personnel through career track development, education, and training.
6. Administer, update, and maintain emergency communications agreements, equipment, and systems to ensure effective and efficient delivery of emergency services to the City of Salinas.
7. Provide management and operational oversight to all divisions of the department.
8. Ensure the timely maintenance, testing, and repair of facilities, tools, equipment, hoses, and appliances.
9. Provide for fire stations supplies and materials.
10. Maintain communication and coordination with mutual aid and automatic aid agencies to ensure efficient resource availability for efficient emergency response.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
4 Minute Response - NFPA Standard	84.80%	48.60%	90%	57%	90%
4-6 Minute Response - General Plan Service Standard	45.70%	45.80%	70%	42%	90%
15 Firefighters at structure fires within 8 minutes - NFPA Standard	57.60%	61.60%	95%	59%	90%
Total Structure Fires	130	182	0	281	100
Total Other Type Fires	522	714	0	553	300

Major Budget Changes

1. Increases to return adequate staffing for the Department's ladder trucks
2. Increases funding for repairs/renovations at all fire stations.
3. Provides funding for fire academy costs to train newly hired personnel.
4. Provides funding for equipping new personnel.
5. Provides funding for filling current and anticipated vacancies.

FIRE DEPARTMENT

4510 Suppression Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	19,357,096	21,498,680	21,218,010	22,579,800
62 - Supplies & Materials	383,565	300,709	307,087	481,800
63 - Outside Services	687,950	784,416	1,056,709	854,600
64 - Other Charges	28	4,963	9,200	34,595
66 - Capital Outlays	37,299	64,667	96,735	305,568
Total	20,465,938	22,653,434	22,687,741	24,256,363

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	18,265,819	20,265,078	20,994,014	22,237,634
1200 Measure G	1,902,680	2,211,892	1,693,727	2,018,729
3111 SAFER 2013	297,439	176,465		
Total	20,465,938	22,653,434	22,687,741	24,256,363

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4510 Suppression	89.000	89.000	89.000	92.000
Total	89.000	89.000	89.000	92.000

FIRE DEPARTMENT

4520 Emergency Medical Services Division

Purpose

The EMS Division provides 24-hour Advanced Life Support medical care at the paramedic first responder level through oversight provided by one (1) EMS Officer, and three (3) EMS Platoon Training Coordinators positions that are currently vacant, and one part time administrative assistant the is currently vacant. Advance Life Support care is provided twenty-seven (27) by crossed trained firefighter/paramedics. The mission is to respond to Emergency Medical (EMS) incidents to begin early potentially lifesaving treatment and care to the ill and injured in collaboration with the contracted ambulance transport provider. The EMS Division is an active participant and leader in the Monterey County Emergency Medical Services System. Fire Department paramedics will continue care of major and critical patients during transport to local hospitals.

Division Operations

1. Respond to all 911 request to provide Advanced Life Support and/or Basic Life Support rendering lifesaving critical care to enhance the community's quality of life.
2. Provide training and continuing education that meets or exceeds State of California and Monterey County policies, procedures, and standards to all Fire Department personnel.
3. Provide and train Tactical Paramedics (Tac-Med) for law enforcement SWAT operations.
4. Provide paramedics for City of Salinas sponsored special events.
5. Administer the Critical Incident Stress Management Program for the department.
6. Primary infectious disease control point for the City of Salinas.
7. Ensure that department and all EMS personnel are compliant with Quality Assurance/Quality Improvement policies.
8. Continue to implement an electronic narcotics storage and distribution system integration of multiple formats
9. Work to improve Emergency Medical Dispatch/Priority system to help enhance efficiency of response models.
10. Actively work with Monterey County on the strategic plan for emergency medical services and the development of the request for proposal for ambulance transportation to maximize the benefit to the residents of Salinas.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of Paramedics	27	25	33	29	31
EMS Training Hours	1,000	1,308	1,300	1,396	1,488
Total EMS Responses	10,855	9,452	10,000	11,215	8,000

Major Budget Changes

1. Provides funding for additional personnel support for program administration, State and local compliance with training mandates, and coordination of medical supplies, inventories, and procurement, as well as ongoing COVID-19 issues.

FIRE DEPARTMENT

4520 Emergency Medical Services Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	1,063,762	1,142,285	1,092,246	1,212,604
62 - Supplies & Materials	61,345	61,425	82,700	73,200
63 - Outside Services	19,648	32,647	53,859	53,060
64 - Other Charges	11,174	30,656	32,285	36,900
66 - Capital Outlays	5,755	669	15,500	138,000
Total	1,161,684	1,267,682	1,276,590	1,513,764

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	19,745	30,125	44,009	161,210
2501 Emergency Medical Service Fund	1,141,939	1,237,557	1,232,581	1,352,554
Total	1,161,684	1,267,682	1,276,590	1,513,764

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4520 Emergency Medical Services	1.000	1.000	1.000	1.000
Total	1.000	1.000	1.000	1.000

FIRE DEPARTMENT

4530 Prevention Division

Purpose

The Fire Prevention Division is charged with the implementation, administration and enforcement of the provisions of the California Fire Code (CFC), as authorized by California Code of Regulations, Title 19 and Title 24. The CFC establishes the minimum requirements consistent with nationally recognized practices to safeguard the public health, safety and general welfare from:

1. The hazard of fire and explosion arising from the storage, handling or use of structures, materials or devices.
2. Conditions hazardous to life, property or public welfare in the occupancy of structures or premises.
3. Fire hazards in the structure or on the premises from occupancy or operation.
4. Matters related to the construction, extension, repair, alteration or removal of fire suppression or alarm systems.
5. Matters related to Fire Department access and water supply to State regulated facilities; and
6. Conditions affecting the safety of firefighters and emergency responders during emergency operations.

Division Operations

1. To provide programs and inspections that enhance the safety and welfare of Salinas' residents and businesses.
2. Conduct annual State mandated inspections of multi-family (R-2) dwellings, detention facilities and schools.
3. Conduct annual inspections of high hazard, commercial and assembly occupancies.
4. Conduct inspections for special operational and building permits.
5. Conduct plan review and approval for fire sprinkler systems, fire alarm systems, and other projects requiring permits/approvals from the Agency Having Jurisdiction (AHJ).
6. Conduct joint inspections and follow-up with the Code Enforcement Division and City Attorney's Office in collaborative enforcement efforts related to substandard housing, dangerous and blighted properties.
7. Oversee water purveyors' repair/replacement of damaged fire hydrants.
8. Administer the "safe-n-sane" fireworks lottery process and coordinate illegal fireworks enforcement efforts.
9. Coordinate investigations of major fire incidents.
10. Collaborate with the Monterey County Office of Emergency Services to update local and regional emergency plans.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Fire & Life Safety Education	12	10	15	24	20
Public Safety Demonstrations	10	7	10	20	25
Total Number of Fire Code/State Mandated Inspections	1,966	2,115	2,000	2,288	2,000
Total Number of Commercial/Fire Permit Inspections	1,246	980	1,500	1,062	1,500
Number of Fire Plan Checks	468	536	600	581	600

FIRE DEPARTMENT

4530 Prevention Division

Major Budget Changes

1. Reinstates funding for required refresher training of personnel that was eliminated in previous budgets.

FIRE DEPARTMENT

4530 Prevention Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	930,258	784,333	762,328	1,020,487
62 - Supplies & Materials	15,341	11,512	32,409	43,750
63 - Outside Services	28,164	35,794	35,841	41,400
64 - Other Charges	3,930	2,130	9,000	9,600
66 - Capital Outlays		288	500	11,000
Total	977,692	834,056	840,078	1,126,237

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	757,752	613,337	649,241	957,932
1100 Measure E	129,014	122,788	75,888	44,293
1200 Measure G	90,927	97,932	114,949	124,012
Total	977,692	834,056	840,078	1,126,237

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4530 Prevention	5.000	5.000	5.000	6.000
Total	5.000	5.000	5.000	6.000



(This page intentionally left blank)

FIRE DEPARTMENT

4540 Training Division

Purpose

The Training Division's mission is to provide fire department personnel with the highest standard of professionalism, safety and expertise by providing organizational planning, development, implement required training, special operations and promotion of safe practices. The division is administered by one (1) Battalion Chief and three fire captain/platoon training coordinators, one assigned to each platoon at Fire Station 3.

Division Operations

1. Provide the training required to meet National Fire Protection Association (NFPA) standards, Federal & State Fire Training mandates, Insurance Services Office (ISO), and local requirements.
2. Ensure firefighter safety through the provision of structured training programs, physical, and mental health and wellness.
3. Provide all firefighters a minimum of 120 training hours under the supervision of qualified trainers in a controlled environment.
4. Acquire and maintain training props and equipment for the safe administration of training programs.
5. Provide tractor drawn (tiller) training to 100% of fire suppression personnel.
6. Coordinate training with mutual aid and automatic aid agencies in accordance with state, regional, and local agreements and contracts.
7. Manage the Peer Fitness Program to include initial and ongoing evaluation of personnel and the maintenance and replacement of physical fitness equipment.
8. Coordinate the department-wide training calendar.
9. Provide oversight of the department's firefighter recruit academy.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Total Number of Training Hours (Department)	26,500	12,265	35,000	23,725	22,320
Mandated Training Compliance (Department) - %	70%	6%	100%	57%	100%
Number of Firefighters Trained - Class A Burn Trailers	0	0	0	18	20

Major Budget Changes

None.

FIRE DEPARTMENT

4540 Training Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	440,495	150,586	57,250	425,575
62 - Supplies & Materials	13,128	6,332	21,433	49,000
63 - Outside Services	20,530	8,493	46,040	108,000
64 - Other Charges	30,745	18,535	10,000	16,520
66 - Capital Outlays	20,358	30,437	16,000	15,000
Total	525,256	214,382	150,723	614,095

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	465,038	161,063	83,450	547,095
1200 Measure G	60,218	53,319	67,273	67,000
Total	525,256	214,382	150,723	614,095

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4540 Training	1.000	1.000	1.000	1.000
Total	1.000	1.000	1.000	1.000

FIRE DEPARTMENT

4560 Vehicle Maintenance Division

Purpose

The Vehicle Maintenance Division repairs and maintains all Fire Department vehicle and firefighting apparatus in accordance with National, State, DMV, NFPA and OSHA mandates. This is accomplished through scheduled preventive maintenance and on-demand repairs utilizing cross-trained firefighter mechanics. Repairs beyond the scope of fire mechanics are contracted out to qualified repair facilities. The division is administered by a battalion chief, a senior fire captain/mechanic, and five (5) fire personnel who are cross trained as mechanics.

Division Operations

1. Maintain and support an efficient and safe fleet of emergency response vehicles minimizing on-duty crew down time.
2. Maintain safe and functional auxiliary fire equipment.
3. Maintain fully functional reserve fire apparatus for use as frontline apparatus.
4. Track In-Service time of reserve and front-line apparatus.
5. Ensure all aerial and ground ladders are tested annually per manufacturer's specifications and NFPA standards.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Scheduled Maintenance Compliance - %	100%	100%	100%	100%	100%
Aerial & Ground Ladder Testing Compliance - %	100%	100%	100%	100%	100%

Major Budget Changes

None.

FIRE DEPARTMENT

4560 Vehicle Maintenance Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	178,202	171,816	135,160	129,894
62 - Supplies & Materials	166,798	160,085	188,120	189,000
63 - Outside Services	85,080	89,887	115,880	115,000
64 - Other Charges	1,000		10,000	12,800
66 - Capital Outlays	76,623			
Total	507,703	421,788	449,160	446,694

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	460,475	380,018	379,160	376,694
1200 Measure G	47,228	41,769	70,000	70,000
Total	507,703	421,788	449,160	446,694

FIRE DEPARTMENT

4570 Hazardous Material Control Division

Purpose

The Hazardous Material Response Division is responsible for the effective control and initial mitigation of hazardous material emergencies in order to protect life, the environment and property. Eighteen (18) fire suppression personnel are cross-trained and equipped as Hazardous Materials Specialists. The Haz Mat Team also provides technical support, advice and training to Salinas businesses that utilize potentially hazardous materials in processing or manufacturing. Under the Monterey County Hazardous Materials Response Plan, the City's Haz Mat Team provides emergency responses to the Salinas community and the County of Monterey through a contractual partnership consisting of the City of Salinas, City of Seaside and County of Monterey Department of Environmental Health. New developments for this Division include the necessary response to Chemical, Biological, Nuclear, Radiological and Explosive (CBRNE) and Weapons of Mass Destruction (WMD) training, equipment and capabilities. The division also now provides emergency response and training to San Benito County. The division is supervised by one (1) battalion chief (special operations) and six (6) HazMat Team leaders, deployed two per platoon.

Division Operations

1. Ensure the safety of Hazardous Materials Team members through scheduled training.
2. Respond to hazardous material emergencies and minimize impacts to the community.
3. Process Certified Unified Program Agency (CUPA) reimbursements.
4. Provide quarterly training for Hazardous Material Team members.
5. Provide annual mandated training in hazardous material first responder operations (FRO) level.
6. Ensure Hazardous Materials team members receive annual medical assessments.
7. Prepare and submit quarterly CUPA reimbursement reports.
8. Maintain State of California OES standards for Type I emergency operations response.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Total Training Hours	1,215	1,060	1,500	1,300	1,500
Annual CUPA Reimbursement	\$ 210,530	\$ 218,012	\$ 140,000	\$ 190,000	\$ 170,000

Major Budget Changes

None.

FIRE DEPARTMENT

4570 Hazardous Material Control Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	257,538	261,492	263,356	313,542
62 - Supplies & Materials	4,740	2,205	12,000	17,000
63 - Outside Services	745	1,269	2,000	2,000
64 - Other Charges	886		7,500	30,000
66 - Capital Outlays	4,298			32,150
Total	268,207	264,966	284,856	394,692

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	268,207	264,966	277,856	387,692
1200 Measure G			7,000	7,000
Total	268,207	264,966	284,856	394,692

FIRE DEPARTMENT

Work Force

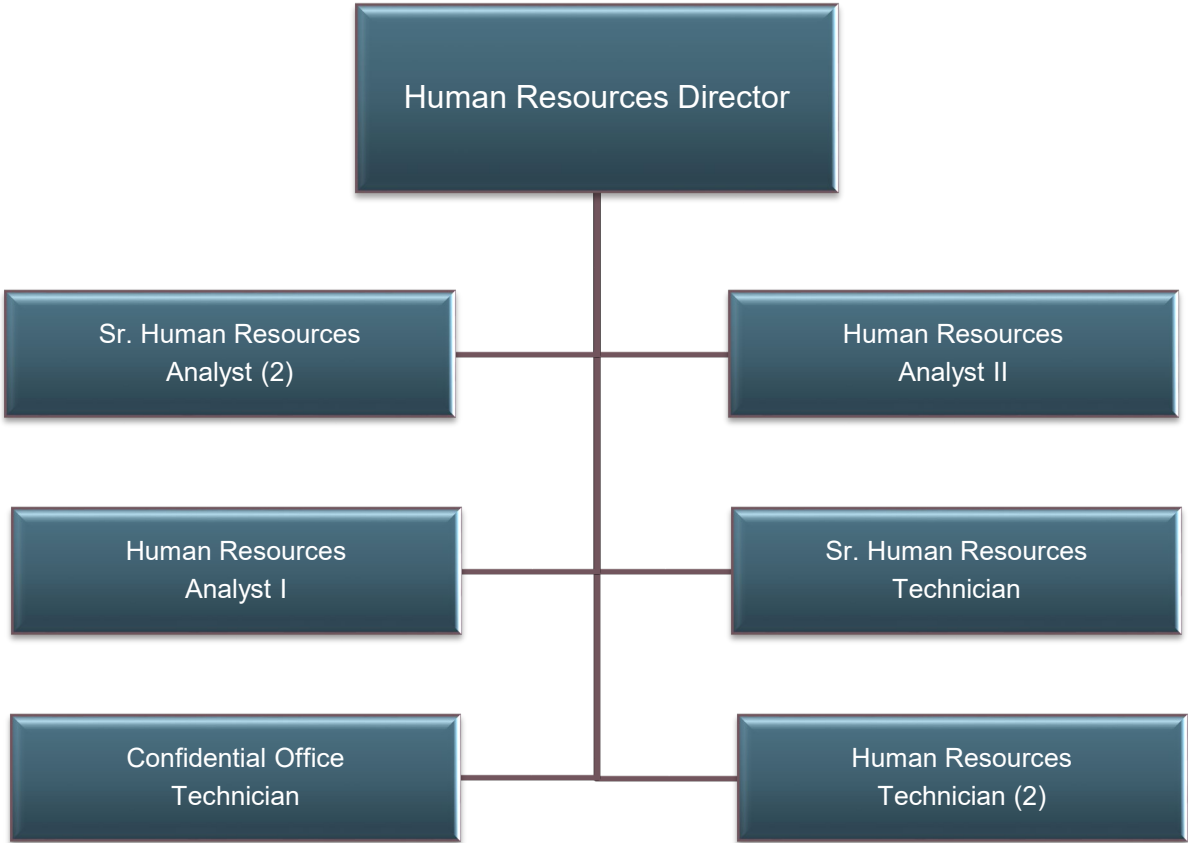
Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4505 Fire Administration				
Administrative Secretary	1.000			
Fire Chief	1.000	1.000	1.000	1.000
Office Technician				1.000
Management Analyst		1.000	1.000	1.000
4505 Fire Administration Total	2.000	2.000	2.000	3.000
4510 Suppression				
Battalion Chief	3.000	3.000	3.000	3.000
Deputy Fire Chief	1.000		1.000	1.000
Fire Captain	24.000	24.000	24.000	24.000
Fire Engineer	24.000	24.000	24.000	24.000
Fire Recruit	8.000	2.000	2.000	
Firefighter	29.000	35.000	35.000	40.000
Assistant Fire Chief		1.000		
4510 Suppression Total	89.000	89.000	89.000	92.000
4520 Emergency Medical Services				
Emergency Med Svcs Offcr	1.000	1.000	1.000	1.000
4520 Emergency Medical Services Total	1.000	1.000	1.000	1.000
4530 Prevention				
Administrative Analyst I			1.000	1.000
Battalion Chief				1.000
BC/Fire Marshal	1.000	1.000	1.000	
Fire Inspector	3.000	3.000		3.000
Office Technician	1.000	1.000		1.000
Fire Inspector II			3.000	
4530 Prevention Total	5.000	5.000	5.000	6.000
4540 Training				
Battalion Chief				1.000
Battalion Chief EMS/Trng	1.000	1.000		
Battalion Chief Trng			1.000	
4540 Training Total	1.000	1.000	1.000	1.000
Total	98.000	98.000	98.000	103.000

HUMAN RESOURCES DEPARTMENT

Organizational Chart by Division



HUMAN RESOURCES DEPARTMENT
Organizational Chart by Position





(This page intentionally left blank)

HUMAN RESOURCES DEPARTMENT

Summary

Purpose

Human Resources provides centralized human resources and employee relations services in support of the delivery of municipal services to Salinas' residents. Specifically, Human Resources staff provides services to all City Departments in managing human resource functions for approximately 525 full-time regular employees and 200 temporary employees. Services provided include: Recruitment and Classification, Employee Benefits, (Medical, Dental, Vision, Life, LTD, Wellness, and Unemployment Insurance, Employee Leaves (Family Medical Leave Act, California Family Rights Act, Pregnancy Disability Leave, and Military Leave), Employee Relations and Employee Development.

City Council Goals, Strategies, and Objectives for FY 2022 – 2023

- 1. Work collaboratively with Departments to administer the personnel recruitment and in-service training programs for City personnel (Strategic Goal: Effective and Culturally Responsive Government)**
- 2. Administer the City's classification and compensation plans consistent with the Personnel Ordinance and Resolution (Strategic Goal: Effective and Culturally Responsive Government)**
- 3. Continue streamlining hiring and employee onboarding (Strategic Goal: Public Safety and Effective and Culturally Responsive Government)**
- 4. Continue ongoing collaboration with implementation of the Salinas Plan (Strategic Goal: Public Safety and Effective and Culturally Responsive Government)**
- 5. Continue efforts on Blue Zone worksite designation (Strategic Goal: Effective and Culturally Responsive Government)**
- 6. Streamline payroll for public safety - integration into New World ERP (Strategic Goal: Effective and Culturally Responsive Government)**
- 7. Implement online performance evaluation module (Strategic Goal: Effective and Culturally Responsive Government)**
- 8. Oversee the City's employer-employee relations matters with recognized employee organizations on matters within the scope of representation pursuant to Municipal Code (Strategic Goal: Effective and Culturally Responsive Government)**

Major Budget Changes

Request one Human Resources Analyst position and one Confidential Office Technician position to support the activities of the Human Resources Department for approximately \$224,000.

HUMAN RESOURCES DEPARTMENT

Summary

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1140 Human Resources	1,340,156	1,397,234	1,493,540	1,726,279
Total	1,340,156	1,397,234	1,493,540	1,726,279

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	1,205,072	1,196,474	1,223,240	1,449,229
62 - Supplies & Materials	15,716	18,777	69,200	19,250
63 - Outside Services	89,106	146,955	178,100	202,800
64 - Other Charges	24,321	20,849	20,000	45,000
66 - Capital Outlays	5,941	14,180	3,000	10,000
Total	1,340,156	1,397,234	1,493,540	1,726,279

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	1,175,230	1,231,313	1,322,109	1,548,980
1200 Measure G	164,927	165,921	171,431	177,299
Total	1,340,156	1,397,234	1,493,540	1,726,279

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1140 Human Resources	6.500	7.000	7.000	9.000
Total	6.500	7.000	7.000	9.000

HUMAN RESOURCES DEPARTMENT

1140 Human Resources Division

Purpose

Human Resources provides centralized human resources and employee relations services in support of the delivery of municipal services to Salinas' residents. Specifically, Human Resources staff provides services to all City Departments in managing human resource functions for approximately 525 full-time regular employees and 160 temporary employees. Services provided include: Recruitment and Classification, Employee Benefits, (Medical, Dental, Vision, Life, LTD, Wellness, and Unemployment Insurance, Employee Leaves (Family Medical Leave Act, California Family Rights Act, Pregnancy Disability Leave, and Military Leave), Employee Relations and Employee Development.

Division Operations

1. Provide effective and timely personnel recruitments for all departments.
2. Conduct classification studies and job description updates.
3. Conduct and oversee employee onboarding, new employee intake, new employee orientation, to include live scan services for employment candidates and volunteers.
4. Administer employee health benefits, COBRA and employee leaves, and reporting requirements under the Affordable Care Act.
5. Ensure compliance with Federal and State regulations pertaining to posting, notification, and training requirements and compliance with Federal and State regulations pertaining to DOT, EEOC, Affordable Care Act, Americans with Disabilities Act.
6. Administer grievance and disciplinary process to include contract review and interpretation; discussions and negotiations with bargaining unit representatives; coordination and conducting training for City staff; scheduling all hearings and appeals; providing administrative support to Grievance Board.
7. Support the City's labor relations' activities and collective bargaining process.
8. Develop and coordinate employee training and development initiatives.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2021-22 Actuals	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Recruitments	58	95	60	60	60
Applications Processed/Screened	1,691	1,616	1,000	1,000	1,000
New Hire Processing	79	99	85	85	85
New Employee Orientation	6	8	6	6	6
Trainings		30	25	25	25
Job Description Development & Review	11	19	25	25	25
Grievances & Discipline	11	4	5	5	5
Personnel Action Forms		1000	1,000	1,000	1,000
FMLA	69	43	60	60	60
COBRA	101	162	100	100	100
Health Enrollments/Changes	130	122	115	115	115

Major Budget Changes

None.

HUMAN RESOURCES DEPARTMENT

1140 Human Resources Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	1,205,072	1,196,474	1,223,240	1,449,229
62 - Supplies & Materials	15,716	18,777	69,200	19,250
63 - Outside Services	89,106	146,955	178,100	202,800
64 - Other Charges	24,321	20,849	20,000	45,000
66 - Capital Outlays	5,941	14,180	3,000	10,000
Total	1,340,156	1,397,234	1,493,540	1,726,279

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	1,175,230	1,231,313	1,322,109	1,548,980
1200 Measure G	164,927	165,921	171,431	177,299
Total	1,340,156	1,397,234	1,493,540	1,726,279

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1140 Human Resources	6.500	7.000	7.000	9.000
Total	6.500	7.000	7.000	9.000

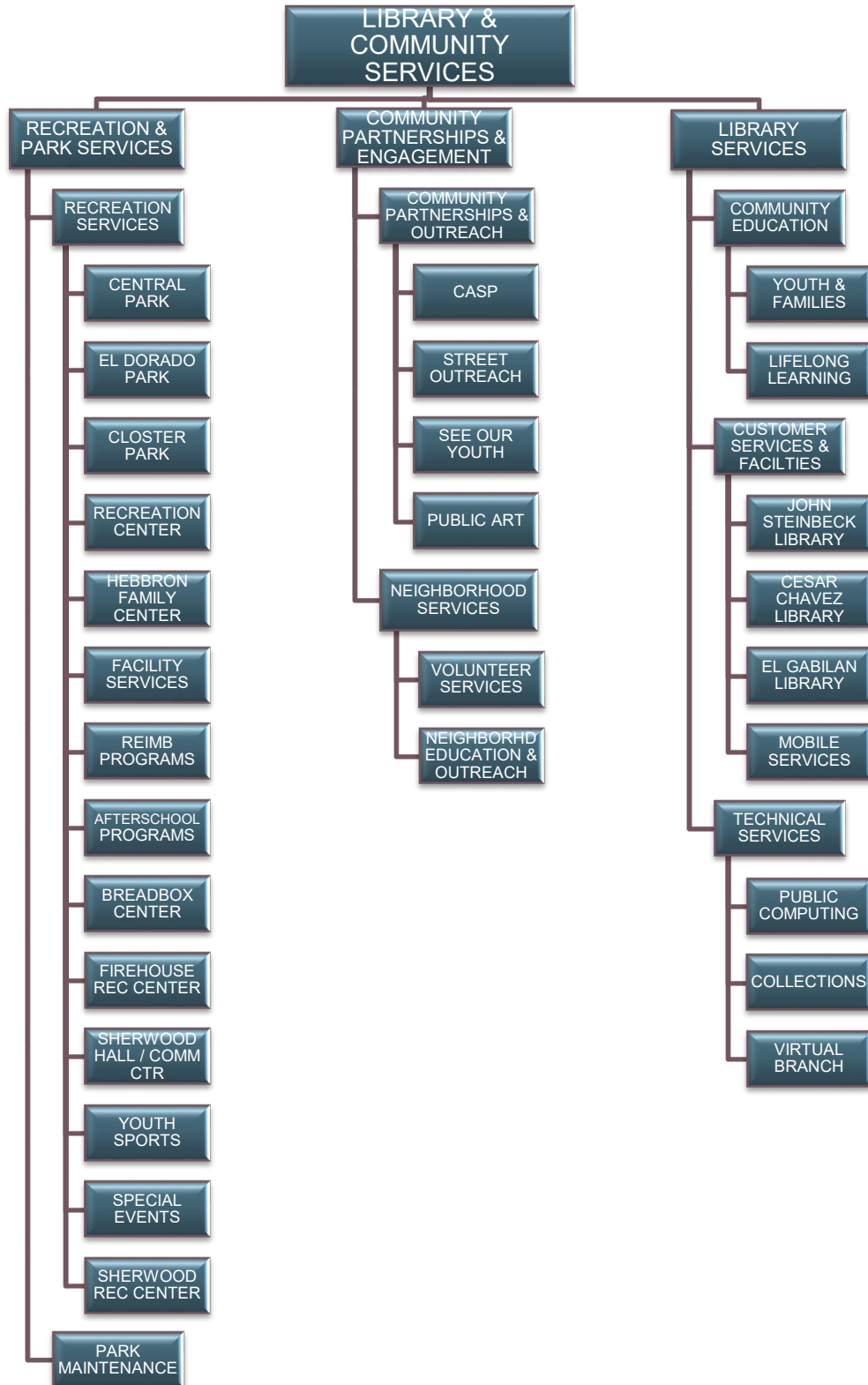
HUMAN RESOURCES DEPARTMENT

Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1140 Human Resources				
Assistant City Manager	0.500			
Human Resource Analyst I	1.000	1.000		1.000
Human Resource Analyst II	2.000		1.000	1.000
Human Resources Technician	2.000	3.000	2.000	2.000
Human Resources Director	1.000	1.000	1.000	1.000
Confidential Office Technician				1.000
Sr Human Resource Analyst		2.000	2.000	2.000
Sr Human Resources Technician			1.000	1.000
1140 Human Resources Total	6.500	7.000	7.000	9.000
Total	6.500	7.000	7.000	9.000

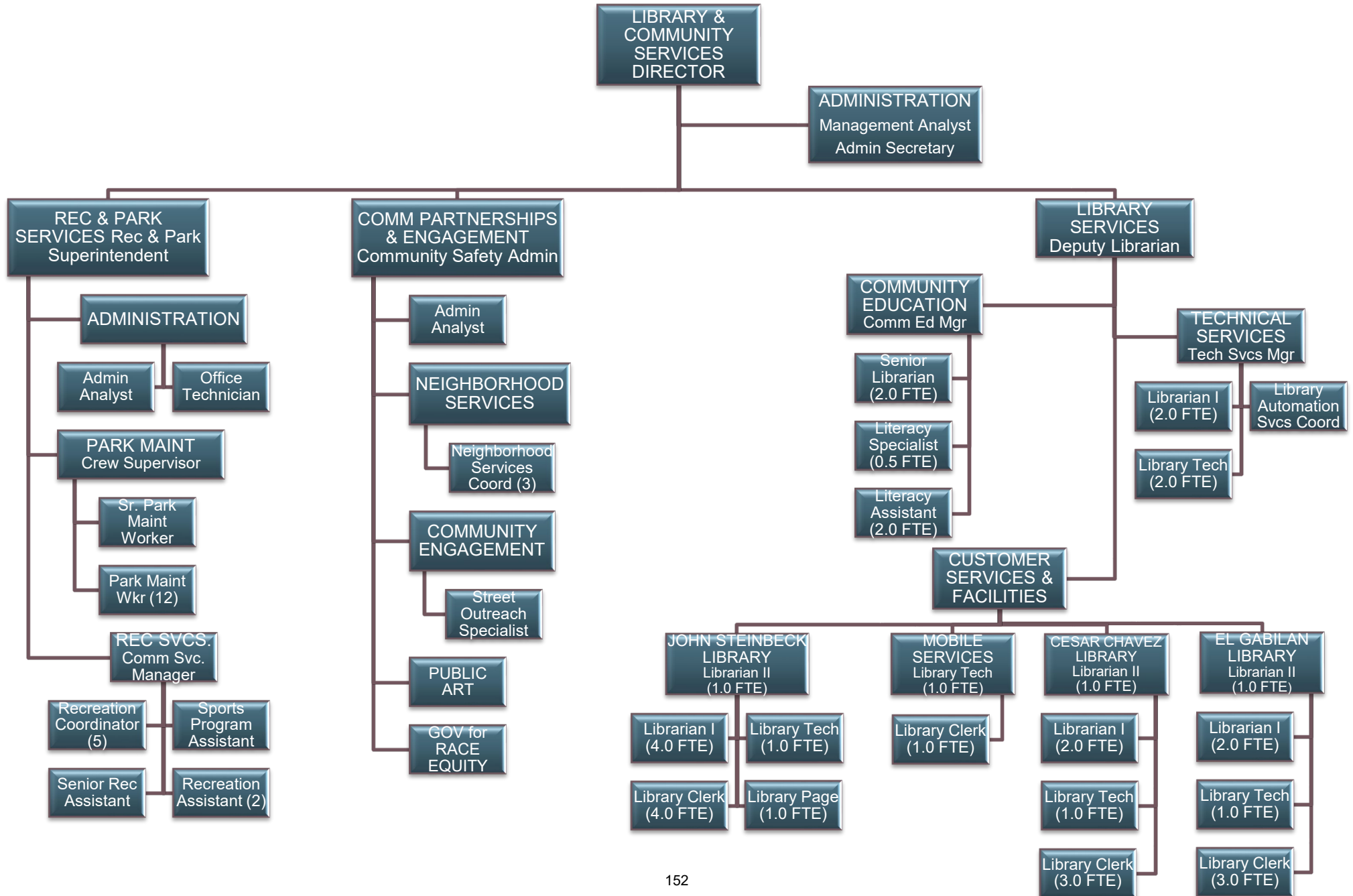
LIBRARY AND COMMUNITY SERVICES DEPARTMENT

Organizational Chart by Division



LIBRARY AND COMMUNITY SERVICES DEPARTMENT

Organizational Chart by Position



LIBRARY AND COMMUNITY SERVICES DEPARTMENT

Summary

Purpose

The Library and Community Services Department provides a wealth of resources and opportunities to enrich the lives of those who live, work, play, and learn in our community. The Department consists of three Divisions: Recreation & Park Services, Community Outreach & Engagement and Library Services with the following goals: 1) To transform lives and contribute to the health and wellness of our community by providing a comprehensive array of recreational, cultural, educational, and neighborhood services for youth, families and seniors; and 2) To improve the quality of life in Salinas through collaborative problem-solving and the provision of information and resources that are relevant, accessible and responsive to the community's needs.

City Council Goals, Strategies and Objectives for FY 2022-23

1. Continue to develop and maintain reopening/ongoing operating standards for our libraries and recreation centers that mitigate the risk posed by the ongoing COVID-19 pandemic. (*Youth and Seniors*)
2. Continue to identify opportunities that support implementation of the Parks, Recreation & Libraries Master Plan. (*Youth and Seniors, Public Safety, Effective and Culturally Responsive Government, Infrastructure and Environmental Sustainability*)
3. Apply for and leverage multiple funding sources and partnerships to offer better programs and services with improved organizational outcomes. (*Youth and Seniors, Public Safety, Effective and Culturally Responsive Government, Infrastructure and Environmental Sustainability*)
4. Identify new collaborations with school districts to increase access to facilities through Joint Use Agreements and student support systems like on-site after school programs. (*Youth and Seniors*)
5. Continue to increase city-wide volunteer efforts to beautify and uplift AMOR Salinas Principals. (*Youth and Seniors*).
6. Continue to provide popular hybrid recreation and library programs, including take-home kits and virtual program options, while fully re-establishing in-person programs. (*Youth and Seniors*)
7. Complete and Publish the Community Alliance for Safety and Peace Strategic Plan on Violence Reduction for 2022-2025 and present to the City Council. (*Public Safety*)
8. Assess and prioritize maintenance of Department facilities to ensure a safe and welcoming environment that meets the needs of the community. (*Infrastructure and Environmental Sustainability, Public Safety, Youth and Seniors*)
9. Continue to offer prevention and intervention programs and services for at-risk youth and member of other vulnerable populations. (*Public Safety, Youth and Seniors, Effective and Culturally Responsive Government*)
10. Utilize Crime Prevention Through Environmental Design (CPTED) principles to improve safety in parks and around facilities. (*Infrastructure and Environmental Sustainability, Public Safety, Youth and Seniors*)
11. Develop a Park Maintenance Standard Manual that will identify standards of work to support a higher standard for upkeep and maintenance of the park system. (*Infrastructure and Environmental Sustainability, Effective and Culturally Responsive Government*)
12. Continue to support the Public Arts Commission, implementation of the Public Arts Ordinance and coordination of variety of stakeholders and funders to implement the Public Art Master Plan. (*Economic Development, Effective and Culturally Responsive Government*)
13. Leverage existing programs and efforts to develop a mural program to combat graffiti. (*Economic Development*)
14. Establish a Race Equity Plan. (*Effective and Culturally Responsive Government*)

LIBRARY AND COMMUNITY SERVICES DEPARTMENT

Summary

15. Provide Diversity, Equity and Inclusion (DEI) training for policy-makers and staff. *(Effective and Culturally Responsive Government)*
16. Continue to manage the Hebbbron Family Center Revitalization Project and enter into a design-build contract. *(Economic Development, Infrastructure and Environmental Sustainability, Public Safety, Youth and Seniors)*
17. Continue to manage the Closter Park Renovation Project. *(Economic Development, Infrastructure and Environmental Sustainability, Public Safety, Youth and Seniors)*
18. Conduct an irrigation assessment of the City's park system. *(Infrastructure and Environmental Sustainability, Public Safety, Youth and Seniors)*
19. Continue to assess and upgrade playground structures, benches, and grills. *Infrastructure and Environmental Sustainability, Public Safety, Youth and Seniors)*
20. Review the library structure and finalize recommendations for a re-organization to identify a clear structure that improves service delivery. *(Effective and Culturally Responsive Government)*
21. Seek and implement new technologies and digital resources to increase the efficiency, convenience, and level of service to the community. *(Effective and Culturally Responsive Government)*
22. Expand the Library's device lending program to include laptops and hotspots, to alleviate digital divide in the community. *(Effective and Culturally Responsive Government)*
23. Continue to provide Adult and Family Literacy services, including English language and basic computer literacy, citizenship exam, and high school equivalency preparation classes. *(Youth and Seniors)*
24. Re-establish additional in-person sessions for Read Grow Play playgroup programs, restart Kinder mobile service for Salinas' kindergarteners, and continue to provide seasonal reading challenges for Salinas youth to encourage love of reading. *(Youth and Seniors)*
25. Continue to offer and expand the SMART card program for all school districts in Salinas *(Youth and Seniors)*
26. Fully launch makerspace for public access at El Gabilan Library and improve technology access at all libraries *(Effective and Culturally Responsive Government)*
27. Evaluate and expand the Library's digital collection and resources to increase relevancy and diversity of offerings *(Effective and Culturally Responsive Government)*
28. Expand library programs and partnerships for adults and young adults in health and wellness, financial literacy, local history and genealogy, and workforce and business development. *(Youth and Seniors, Economic Development)*
29. Identify opportunities to improve library staff training, engagement, and wellness to better retain and grow talents locally *(Effective and Culturally Responsive Government)*
30. Identify funding resources and implement building improvement efforts for John Steinbeck and Cesar Chavez Library. *(Effective and Culturally Responsive Government)*
31. Update the special event permit process to improve efficiencies, mitigate risk and create a positive customer service experience for the event organizer. *(Effective and Culturally Responsive Government, Economic Development)*

LIBRARY AND COMMUNITY SERVICES DEPARTMENT

Summary

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
Recreation & Community Services	3,262,304	5,222,813	7,276,719	7,979,762
Library	4,373,726	3,926,131	5,517,775	5,529,000
Total	7,636,029	9,148,944	12,794,495	13,508,762

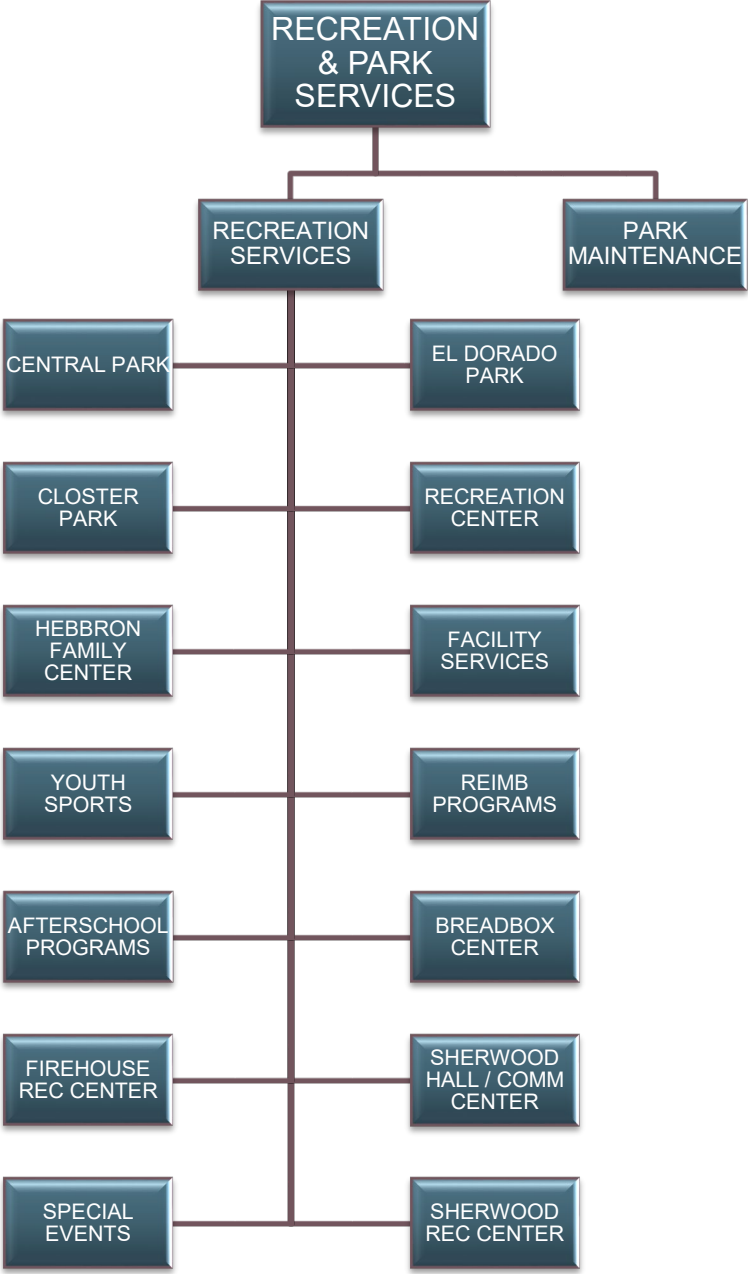
Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
Recreation & Community Services	19.000	19.000	31.000	33.000
Library	41.500	41.500	41.500	41.500
Total	60.500	60.500	72.500	74.500



(This page intentionally left blank)

RECREATION AND PARK SERVICES

Organizational Chart by Division



RECREATION AND COMMUNITY SERVICES

Summary

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
5238 Parks and Community Services		2,566,658	2,854,023	3,107,178
6231 Recreation Admin	550,734	570,223	790,062	727,100
6232 Neighborhood Services	145,393	91,250	118,038	190,907
6233 Closter Park	6,304	3,447	17,850	43,150
6234 El Dorado Park	55,141	25,698	63,160	85,492
6235 Central Park	23,430	10,948	32,702	49,180
6236 Facility Services			9,200	8,500
6237 Reimbursable Rec Activities	75,413	1,988	163,900	152,200
6238 Youth Sports	173,142	98,548	215,300	233,706
6239 Recreation Center	69,195	44,275	93,275	121,300
6240 Firehouse Rec Center	102,629	59,489	146,910	129,360
6241 Hebbroon Heights Rec Center	84,278	42,882	113,802	86,270
6242 Afterschool Programs	595,324	606,090	843,019	821,432
6243 Community Center	389,930	167,911	400,351	499,900
6244 Breadbox Rec Center	89,039	46,208	141,458	153,711
6246 Hebbroon Family Center	155,350	153,784	158,330	159,977
6247 Sherwood Rec Center	8,713	3,154	61,900	33,650
6248 Youth Services & Comm Engagement	533,021	534,214	716,980	1,118,749
6249 Aquatic Center	205,267	196,047	336,459	258,000
Total	3,262,304	5,222,813	7,276,719	7,979,762

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	2,267,754	2,807,222	4,166,680	4,242,981
62 - Supplies & Materials	160,253	270,984	480,292	482,660
63 - Outside Services	788,747	2,117,787	2,282,300	3,102,066
64 - Other Charges	26,938	4,937	96,844	125,555
66 - Capital Outlays	18,612	21,883	250,603	26,500
Total	3,262,304	5,222,813	7,276,719	7,979,762

RECREATION AND COMMUNITY SERVICES

Summary

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	1,086,074	2,564,837	3,488,464	
1100 Measure E	1,164,665	1,561,805	2,288,728	2,699,192
1200 Measure G	983,952	1,075,468	1,407,298	5,257,670
2505 Recreation Parks	15,741	16,735	23,400	22,900
2508 Contributions & Donations	446	140	28,829	
2509 KDF Los Padres	11,427	3,827	40,000	
Total	3,262,304	5,222,813	7,276,719	7,979,762

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5238 Parks and Community Services			12.000	14.000
6231 Recreation Admin	5.000	5.000	5.000	5.000
6232 Neighborhood Services	1.000	1.000	1.000	1.000
6238 Youth Sports	1.000	1.000	1.000	1.000
6242 Afterschool Programs	5.670	5.670	5.670	5.670
6244 Breadbox Rec Center	0.330	0.330	0.330	0.330
6246 Hebbbron Family Center	1.000	1.000	1.000	1.000
6248 Youth Services & Comm Engagement	5.000	5.000	5.000	5.000
Total	19.000	19.000	31.000	33.000

RECREATION AND COMMUNITY SERVICES

5238 Parks and Community Services Division

Purpose

Provide quality maintenance service to preserve safety, aesthetics, health and utility for Salinas' inventory of parks, open spaces, planters, and facility landscapes. The City's parks encompass over 409 acres in 45 sites.

Division Operations

1. Provide services focused on health and safety to City parks.
2. Maintain public landscapes at a level commensurate with available funding.
3. Ensure playgrounds and other park amenities are safe and available for use by the public.
4. Provide support to community-based organizations, neighborhoods, and volunteer groups through a series of volunteer efforts to beautify and maintain City parks.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Cost per Salinas resident to support parks	\$ 12.50	\$ 15.53	\$ 15.53	\$ 17.38	\$ 17.38
Number of Park Acres Maintained per FTE Daily Average	51	51	39	34	34
Percentage Above Municipal Benchmark (11 Acres/FTE)	562%	562%	354%	300%	209%
Acres of Parks Maintained	409	409	391	409	412
Percentage of Parks Request For Service Responded to Within 48 Hours	100%	100%	90%	90%	90%
Average Number of FTE per Workday (7 Days per Week)	8	8	10	9.4	12

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

5238 Parks and Community Services Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	784,416	849,941	1,284,948	1,426,044
62 - Supplies & Materials	109,047	156,405	202,649	211,750
63 - Outside Services	1,413,382	1,559,912	1,340,726	1,443,984
64 - Other Charges	1,366	400	5,700	5,400
66 - Capital Outlays			20,000	20,000
Total	2,308,211	2,566,658	2,854,023	3,107,178

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	1,619,567	1,793,511	1,784,258	
1100 Measure E	477,169	526,498	782,820	961,987
1200 Measure G	211,474	246,649	286,945	2,145,191
Total	2,308,211	2,566,658	2,854,023	3,107,178

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5238 Parks and Community Services	12.000	12.000	12.000	14.000
Total	12.000	12.000	12.000	14.000

RECREATION AND COMMUNITY SERVICES

6231 Recreation Administration Division

Purpose

Provide management, leadership and administration to carry out the work of the division in providing a wide range of programs and services in parks, recreation centers.

Division Operations

1. Provide support and oversight for citywide planning efforts to the Advance and Current Planning Divisions.
2. Provide effective leadership and direction through the use of strategic planning tools and methods.
3. Provide the Library and Community Service Commission with opportunities for input on critical Library, Recreation, Park and Neighborhood and Volunteer services.
4. Provide the Public Art Commission with opportunities for input and direction when appropriate on public art projects.
5. Continue to practice excellent customer service.
6. Coordinate the Capital Improvement Program with the expansion and improvement of recreation and park facilities.
7. Monitor lease/operation & management agreements at Salinas Aquatic Center, Closter Park and Tennis Center.
8. Provide overall budget, project, and program management.
9. Review fees for service programs to increase cost recovery.
10. Monitor and coordinate the community Special Event Permit process.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of Attendees at Recreation Centers	261,403	1593*	220,000	102,699*	286,640
Number of Special Event Permits Issued	39*	4*	45	28	74
Number of Annual Hours Spent in Support of CASP	N/A	N/A	NA	NA	NA
Number of Recreation Newsletter signups	486	146	350	0*	220
*Facility closed due to COVID-19.					

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6231 Recreation Admin Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	503,697	548,269	692,733	653,900
62 - Supplies & Materials	12,062	10,010	7,500	7,900
63 - Outside Services	18,252	4,297	26,085	34,800
64 - Other Charges	12,031	3,147	58,244	30,000
66 - Capital Outlays	4,692	4,500	5,500	500
Total	550,734	570,223	790,062	727,100

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	103,316	106,216	223,431	
1100 Measure E	235,225	261,794	291,708	275,203
1200 Measure G	211,747	202,073	246,094	451,897
2508 Contributions & Donations	446	140	28,829	
Total	550,734	570,223	790,062	727,100

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
6231 Recreation Admin	5.000	5.000	5.000	5.000
Total	5.000	5.000	5.000	5.000

RECREATION AND COMMUNITY SERVICES

6232 Neighborhood Services Division

Purpose

Encourage and support volunteerism and neighborhood engagement activities, coordinate the implementation of solutions to neighborhood issues, and assist with the work of the violence prevention collaborative.

Division Operations

1. Support community engagement efforts by providing council district meetings, budget information meetings, town hall meetings and connect residents to City resources through the Building Strong Neighborhood meeting series.
2. Coordinate a city-wide volunteer services program in collaboration with city departments and community-based organizations by providing a structure for recruiting and training volunteers, recognizing their work and compiling statistics and reports regarding the contributions of volunteers.
3. Support neighborhood efforts by assisting with clean-ups, block parties, and with information on community resources and beautification.
4. Administer the City's Neighborhood Beautification Grant program.
5. Plan and implement the Youth and Government Institute (YAGI).
6. Provide excellent customer service.
7. Collaborate with the Salinas Police Department to build Neighborhood Watch capacity throughout Salinas.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Council District Cleanups	4	3	5	3	7
Community Meetings Supported	22	24	20	45	60
City-wide Volunteer Hours Performed	20,613	2,445	5,000	2,935	10,000

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6232 Neighborhood Services Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	135,665	85,215	99,038	115,907
62 - Supplies & Materials	2,038	1,945	9,900	9,900
63 - Outside Services	6,002	4,090	7,100	7,100
64 - Other Charges	1,687		2,000	58,000
Total	145,393	91,250	118,038	190,907

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1100 Measure E	12,625	7,017	22,200	26,900
1200 Measure G	132,768	84,233	95,838	164,007
Total	145,393	91,250	118,038	190,907

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
6232 Neighborhood Services	1.000	1.000	1.000	1.000
Total	1.000	1.000	1.000	1.000

RECREATION AND COMMUNITY SERVICES

6233 Closter Park Division

Purpose

Provide a wide range of activities for all ages to create wholesome experiences for physical and mental well-being.

Division Operations

1. Practice excellent customer service.
2. Continue to monitor lease with the Salinas Boxing Club.
3. Keep the Park and Recreation Center in good condition.
4. Offer a diverse recreation prevention program for youth of all ages during the summer.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Unavailable. Facility leased to Salinas Boxing Club. In FY14-15 the Summer Recreation Program was restored.	3,318	0*	2,000	0*	2,018

Major Budget Changes

A \$6.8 Million Prop-68 grant award will fund major improvements at Closter Park.

RECREATION AND COMMUNITY SERVICES

6233 Closter Park Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	2,679		10,500	9,500
62 - Supplies & Materials	1,424	893	2,500	2,500
63 - Outside Services	2,201	2,554	4,850	31,150
Total	6,304	3,447	17,850	43,150

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	1,529	2,197	2,500	
1100 Measure E	1,339	988	3,050	29,350
1200 Measure G	3,436	262	12,300	13,800
Total	6,304	3,447	17,850	43,150

RECREATION AND COMMUNITY SERVICES

6234 El Dorado Park Division

Purpose

Operate a recreation center and manage sports fields allowing for a wide range of activities for all ages to create a wholesome experience for educational, social, physical and mental well-being.

Division Operations

1. Offer diverse recreation prevention program for youth of all ages.
2. Offer fee-based community classes and cultural programs.
3. Continue to practice excellent customer service.
4. Keep the park and Recreation Center in good condition.
5. Provide Saturday Night Teen activities.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of Program Attendees	92,927*	4,687	80,000	21,838	84,220

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6234 El Dorado Park Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	37,422	2,372	41,800	50,000
62 - Supplies & Materials	5,644	4,347	7,800	8,500
63 - Outside Services	12,075	18,979	13,560	26,992
Total	55,141	25,698	63,160	85,492

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	11,587	18,408	12,060	
1100 Measure E	43,508	7,289	50,900	61,800
1200 Measure G	46		200	23,692
Total	55,141	25,698	63,160	85,492

RECREATION AND COMMUNITY SERVICES

6235 Central Park Division

Purpose

Operate a recreation center and provide a wide range of activities for all ages to create wholesome experience for educational, social, physical and mental well-being.

Division Operations

1. Offer diverse recreation and prevention programs for youth of all ages.
2. Continue to practice excellent customer service.
3. Keep the park and Recreation Center in good condition.
4. Offer fee-based community classes and cultural programs.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Program Attendees	17,920*	1,639*	10,000	6,153	17,920

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6235 Central Park Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	13,179	1,047	15,950	25,000
62 - Supplies & Materials	1,999	1,636	4,700	10,780
63 - Outside Services	8,252	8,264	12,052	13,400
Total	23,430	10,948	32,702	49,180

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	3,864	3,202	8,152	
1100 Measure E	19,565	7,746	24,350	39,480
1200 Measure G			200	9,700
Total	23,430	10,948	32,702	49,180

RECREATION AND COMMUNITY SERVICES

6236 Facility Services Division

Purpose

Manage the rental of Park and Recreation facilities to groups and organizations.

Division Operations

1. Manage the rental-reservation process for various athletic fields in accordance with the approved fee schedule.
2. Provide opportunities for renting recreation facilities including the Community Park buildings, Breadbox Recreation Center, Firehouse Recreation Center and Salinas Recreation Center when available at the approved fee schedule.
3. Continue to practice excellent customer service.
4. Collaborate with school districts on shared use opportunities.
5. Continue to administer bounce – house reservations at three park sites.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Revenue Collected	\$1,132.00	0*	\$1,000.00	\$68.50	\$2,756.00
Bounce House Permits Issued	19*	0*	5	5	16
*Facility closed due to COVID-19.					

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6236 Facility Services Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits			7,500	6,800
62 - Supplies & Materials			500	500
64 - Other Charges			1,200	1,200
Total			9,200	8,500

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund			9,200	
1200 Measure G				8,500
Total			9,200	8,500

RECREATION AND COMMUNITY SERVICES

6237 Reimbursable Recreation Activities Division

Purpose

Manage fee-based programs of specialized recreation activities such as classes, trips, day camps, sports clinics, senior activities/dinners, youth and tot activities where the participant pays for the service rendered.

Division Operations

1. Manage fee-paid recreation and leisure activities, excursions, trips and school vacation camp programs for all age groups at our recreation facilities.
2. Continue to practice excellent customer service.
3. Provide early literacy Tiny Tot programs for ages 3-5 at El Dorado Park.
4. Offer fee-based community classes and cultural programs for ages 5-18 at El Dorado Park, Firehouse Recreation Center and Central Park.
5. Explore new opportunities to expand fee-based programs for all ages in all facilities.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Revenue Collected	\$42,947.00	0*	\$30,000.00	0*	\$58,344.25
*Facility closed due to COVID-19.					

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6237 Reimbursable Rec Activities Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	35,254		35,600	32,400
62 - Supplies & Materials	774	1,638	17,900	17,900
63 - Outside Services	38,255		109,600	101,100
64 - Other Charges	1,130	350	800	800
Total	75,413	1,988	163,900	152,200

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	75,413	1,988	163,900	
1200 Measure G				152,200
Total	75,413	1,988	163,900	152,200

RECREATION AND COMMUNITY SERVICES

6238 Youth Sports Division

Purpose

Provide youth sports programs to the community in a learning atmosphere, emphasizing participation, sportsmanship and fun. These activities will offset costs for officials, coaches, equipment and supplies through fees paid by the participants.

Division Operations

1. Provide organized sports programs and youth league activities such as flag football, soccer, basketball, volleyball and softball for young people of elementary, junior high, and high school age.
2. Continue to provide workshops and clinics to develop and enhance team and individual skills for play in leagues operated by the City.
3. Continue to work with outside organizations to provide sports clinics or camps.
4. Continue to practice excellent customer service.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of Registered Participants	2,923*	492*	3,000	1,121*	2,923
Volunteer Coaches Hours Performed	9,674*	1,596*	9,000	2,128*	9,674
Revenue Collected	\$86,013.50	\$4,001.00*	\$50,000.00	\$22,337.00*	\$119,217.00
*Facility closed due to COVID-19.					

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6238 Youth Sports Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	143,328	97,864	172,700	187,756
62 - Supplies & Materials	18,725	475	33,500	36,850
63 - Outside Services	10,770		7,700	7,700
64 - Other Charges	320	208	1,400	1,400
Total	173,142	98,548	215,300	233,706

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	167,642	98,548	209,100	
1200 Measure G	5,500		6,200	233,706
Total	173,142	98,548	215,300	233,706

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
6238 Youth Sports	1.000	1.000	1.000	1.000
Total	1.000	1.000	1.000	1.000

RECREATION AND COMMUNITY SERVICES

6239 Recreation Center Division

Purpose

Provide adult sport programs to the community that will offset costs for officials, equipment and supplies through fees paid by the participants.

Division Operations

1. Explore offering adult sports programs where costs allow and where staff workload allows, with "cost recovery" incorporated in the development.
2. Further expand our usage agreement with the High School District.
3. Continue to practice excellent customer service.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of Registrations Taken	2,923*	492*	3,000	1,121	2,923
Number of Program Attendees	46,916*	1,593*	30,000	3,240*	4,916
*Facility closed due to COVID-19.					

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6239 Recreation Center Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	25,305	15	29,095	35,000
62 - Supplies & Materials	11,442	5,429	15,900	16,900
63 - Outside Services	28,949	37,467	43,480	67,900
64 - Other Charges	199	30	1,500	1,500
66 - Capital Outlays	3,300	1,335	3,300	
Total	69,195	44,275	93,275	121,300

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	27,328	31,117	36,280	
1100 Measure E	32,783	4,443	40,195	46,600
1200 Measure G	9,084	8,715	16,800	74,700
Total	69,195	44,275	93,275	121,300

RECREATION AND COMMUNITY SERVICES

6240 Firehouse Recreation Center Division

Purpose

Provide a variety of recreational activities for children, youth, and seniors.

Division Operations

1. Provide a variety of activities for seniors including daily socialization, meals, enrichment opportunities and monthly special events.
2. Offer a year-round after-school program for children and youth.
3. Continue to practice excellent customer service.
4. Explore opportunities for fee-based classes and private party rentals.
5. Continue to offer Saturday Night Teen programs.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of Program Attendees	34,661*	10,368	20,000	28,205*	24,799
Senior Volunteer Hours Performed	3,232*	0*	2,000	0*	4,869
Number of Senior Meals Served	3607*	2,081	2,900	3,957	4,808
<i>*Facility closed due to COVID-19.</i>					

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6240 Firehouse Rec Center Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	43,720	1,708	57,178	43,000
62 - Supplies & Materials	21,142	20,462	31,300	27,560
63 - Outside Services	37,767	37,319	52,932	58,300
64 - Other Charges			5,500	500
Total	102,629	59,489	146,910	129,360

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	33,398	33,806	40,632	
1100 Measure E	12,702	337	13,282	17,000
1200 Measure G	45,102	21,518	52,996	112,360
2509 KDF Los Padres	11,427	3,827	40,000	
Total	102,629	59,489	146,910	129,360

RECREATION AND COMMUNITY SERVICES

6241 Hebbroon Heights Recreation Center Division

Purpose

The Hebbroon Family Center is currently closed for rebuilding. Some level of service will remain with aims to create leisure opportunities for people of all ages.

Division Operations

1. Work with school districts and other organizations on co-sponsored recreation sports programs.
2. Continue to develop programs for year-round school recreation and sports activities for youth.
3. Continue to practice excellent customer service.
4. Provide Saturday Night Teen activities.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of Program Attendees	32,346*	21,373**	25,000	4,433**	4,433**
Number of Programs	660*	112**	1,000	46**	46**
Teen Volunteer Hours Performed	592.5*	0*	200	0*	0*
<i>*Facility closed due to COVID-19.</i>					
<i>**Facility is closed due to structural repairs.</i>					

Major Budget Changes

Awarded \$8.1 Million of California's General Fund for the demolition and reconstruction of this facility.

RECREATION AND COMMUNITY SERVICES

6241 Hebbroon Heights Rec Center Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	50,304	3,770	63,740	64,420
62 - Supplies & Materials	8,682	7,082	12,500	5,000
63 - Outside Services	25,291	32,031	37,562	16,850
Total	84,278	42,882	113,802	86,270

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	20,665	26,137	31,762	
1100 Measure E	41,462	8,197	55,720	58,000
1200 Measure G	22,152	8,549	26,320	28,270
Total	84,278	42,882	113,802	86,270

RECREATION AND COMMUNITY SERVICES

6242 Afterschool Programs Division

Purpose

Offer a variety of citywide afterschool programs that provide youth with a safe, healthy and productive environment while providing for continued learning opportunities and enrichment.

Division Operations

1. To provide enrichment programs in the areas of fine arts, sports and various camp activities.
2. Provide programs during school year and vacation periods.
3. Offer diverse prevention programs for ages 5-18 years.
4. Collaborate with the Library on programs and services when appropriate.
5. Provide new experiences for youth through field trips and specialty activities.
6. Administer the free summer lunch/snack program at the Bread Box, Central Park, Closter Park, El Dorado Park, Firehouse, Hebronn Family Center and the Cesar Chavez Library.
7. Continue to practice excellent customer service.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of Free Lunches Served (Summer)	1,010	3,926	7,500	5,422	8,355
Number of Youth Field Trip Participants	571*	0*	300	0*	756
Number of Summer Camp Participants	194*	0*	150	244	498
<i>*Facility closed due to COVID-19.</i>					

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6242 Afterschool Programs Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	548,120	552,346	718,566	733,632
62 - Supplies & Materials	9,274	33,178	25,000	29,800
63 - Outside Services	26,703	6,566	36,000	41,000
64 - Other Charges	1,935		4,000	14,000
66 - Capital Outlays	9,292	14,000	59,453	3,000
Total	595,324	606,090	843,019	821,432

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	14,931	8	98,587	
1100 Measure E	401,615	411,546	512,172	535,381
1200 Measure G	178,778	194,536	232,260	286,051
Total	595,324	606,090	843,019	821,432

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
6242 Afterschool Programs	5.670	5.670	5.670	5.670
Total	5.670	5.670	5.670	5.670

RECREATION AND COMMUNITY SERVICES

6243 Community Center Division

Purpose

Operations of the Sherwood Hall side of the Salinas Community Center Complex: manage the bookings and leases of the Gabilan Rooms, Santa Lucia Room, Fremont Room and office area of the Community Center complex.

Division Operations

1. Operate the Community Center and Sherwood Hall- provide rental opportunities to community groups, outside promoters, general public and City for special functions, programs and events.
2. Continue to practice excellent customer service.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Facility was leased from May 2020 thru October 2020 by the Monterey County as an alternative housing site for patients who needed to isolate/quarantine for COVID-19. Facility was also used to house evacuees who were displaced from the Salinas River Fire.					
Number of uses	33*	0*	45	21*	51
Number of Facility Attendees	21708*	0*	30,000	5,822*	34,501
<i>*Facility closed due to COVID-19.</i>					

Major Budget Changes

The budget includes temporary salaries to support the operation and management of the facility.

RECREATION AND COMMUNITY SERVICES

6243 Community Center Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	29,601	4,738	65,000	55,000
62 - Supplies & Materials	14,430	6,956	39,977	18,900
63 - Outside Services	345,899	154,817	243,387	426,000
66 - Capital Outlays		1,400	51,986	
Total	389,930	167,911	400,351	499,900

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	288,603	112,513	239,373	
1100 Measure E	29,601	10,544	93,577	57,000
1200 Measure G	71,726	44,854	67,400	442,900
Total	389,930	167,911	400,351	499,900

RECREATION AND COMMUNITY SERVICES

6244 Breadbox Recreation Center Division

Purpose

Operate a recreation facility to provide a wide range of activities for all ages, creating wholesome experiences for the community's physical and mental well-being.

Division Operations

1. Continue working with school districts and other organizations on collaborative recreation programs and joint usage of facility.
2. Provide year-round recreation activities.
3. Continue to offer a wide range of recreation programs for all ages with an emphasis on "At Risk" youth.
4. Vigorously and actively market recreation programs to the community.
5. Provide youth with learning opportunities and technologies.
6. Provide community service opportunities for youth participants.
7. Provide opportunities for field trips to places in surrounding counties, such as Great America, nearby college campuses, and others.
8. Continue to offer Saturday Night Teen programs.
9. Continue to coordinate with the Alisal Center for the Fine Arts around use of the facility.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of Program Attendees	33,315*	33,315*	30,916*	20,000	28,575
*Facility closed due to COVID-19.					

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6244 Breadbox Rec Center Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	52,283	9,365	87,768	96,251
62 - Supplies & Materials	12,616	8,569	10,700	11,620
63 - Outside Services	24,140	28,275	42,990	45,840
Total	89,039	46,208	141,458	153,711

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	23,709	25,351	35,940	
1100 Measure E	39,496	13,093	76,708	79,761
1200 Measure G	25,834	7,765	28,810	73,950
Total	89,039	46,208	141,458	153,711

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
6244 Breadbox Rec Center	0.330	0.330	0.330	0.330
Total	0.330	0.330	0.330	0.330

RECREATION AND COMMUNITY SERVICES

6246 Hebbron Family Center Division

Purpose

The Hebbron Family Center is currently closed for rebuilding. Some level of service will remain with aims to create leisure opportunities for people of all ages.

Division Operations

1. Work with school districts and other organizations on co-sponsored recreation sports programs.
2. Continue to develop programs for year-round school recreation and sports activities for youth.
3. Continue to practice excellent customer service.
4. Provide Saturday Night Teen activities.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of program attendees	32,346*	21,373**	2,500	4,433*	4,433*
Number of programs	660*	112**	1,000	46*	36*
Teen Volunteer Hours Performed	592.5*	0*	200	0*	0*
<i>**Facility is closed due to structural repairs.</i>					
<i>*Facility closed due to COVID-19.</i>					

Major Budget Changes

Awarded \$8.1 Million of California's General Fund for the demolition and reconstruction of this facility.

RECREATION AND COMMUNITY SERVICES

6246 Hebbroon Family Center Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	150,674	151,347	150,330	151,977
62 - Supplies & Materials	4,242	2,437	8,000	8,000
66 - Capital Outlays	435			
Total	155,350	153,784	158,330	159,977

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1100 Measure E	4,677	2,437	8,000	8,000
1200 Measure G	150,674	151,347	150,330	151,977
Total	155,350	153,784	158,330	159,977

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
6246 Hebbroon Family Center	1.000	1.000	1.000	1.000
Total	1.000	1.000	1.000	1.000

RECREATION AND COMMUNITY SERVICES

6247 Sherwood Recreation Center Division

Purpose

Operate the Sherwood Recreation Center facility and provide sports activities for all ages to create wholesome experiences for physical and mental well-being.

Division Operations

1. Continue to monitor facility renovations and project expenses.
2. Explore opportunities for partnership with outside organizations to expand program offerings for youth, adults and seniors.
3. Continue to practice excellent customer service.

Major Budget Changes

The Sherwood Recreation Center is still under construction therefore, no temporary salaries are needed this fiscal year.

RECREATION AND COMMUNITY SERVICES

6247 Sherwood Rec Center Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits			18,250	
62 - Supplies & Materials	5,148	1,571	9,966	11,500
63 - Outside Services	3,565	1,583	22,150	22,150
66 - Capital Outlays			11,534	
Total	8,713	3,154	61,900	33,650

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1200 Measure G	8,713	3,154	61,900	33,650
Total	8,713	3,154	61,900	33,650

RECREATION AND COMMUNITY SERVICES

6249 Aquatic Center Division

Purpose

Offer year-around services at the Salinas Aquatic Center so that residents have the opportunity to learn and participate in all levels of swimming activity.

Division Operations

1. Monitor operation of Aquatic Center, including compliance with lease terms.

Major Budget Changes

An Operations & Management Agreement with the YMCA was approved in September 2018. A First Renewal Term Agreement commencing on January 1, 2020, through December 31, 2023 was approved in August 2019. The budget reflects the annual fee as outlined in the Agreement as well as limited funding for facility repairs and/or improvements

RECREATION AND COMMUNITY SERVICES

6249 Aquatic Center Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
62 - Supplies & Materials	20,351	4,629	5,000	8,000
63 - Outside Services	184,916	191,418	233,429	250,000
66 - Capital Outlays			98,030	
Total	205,267	196,047	336,459	258,000

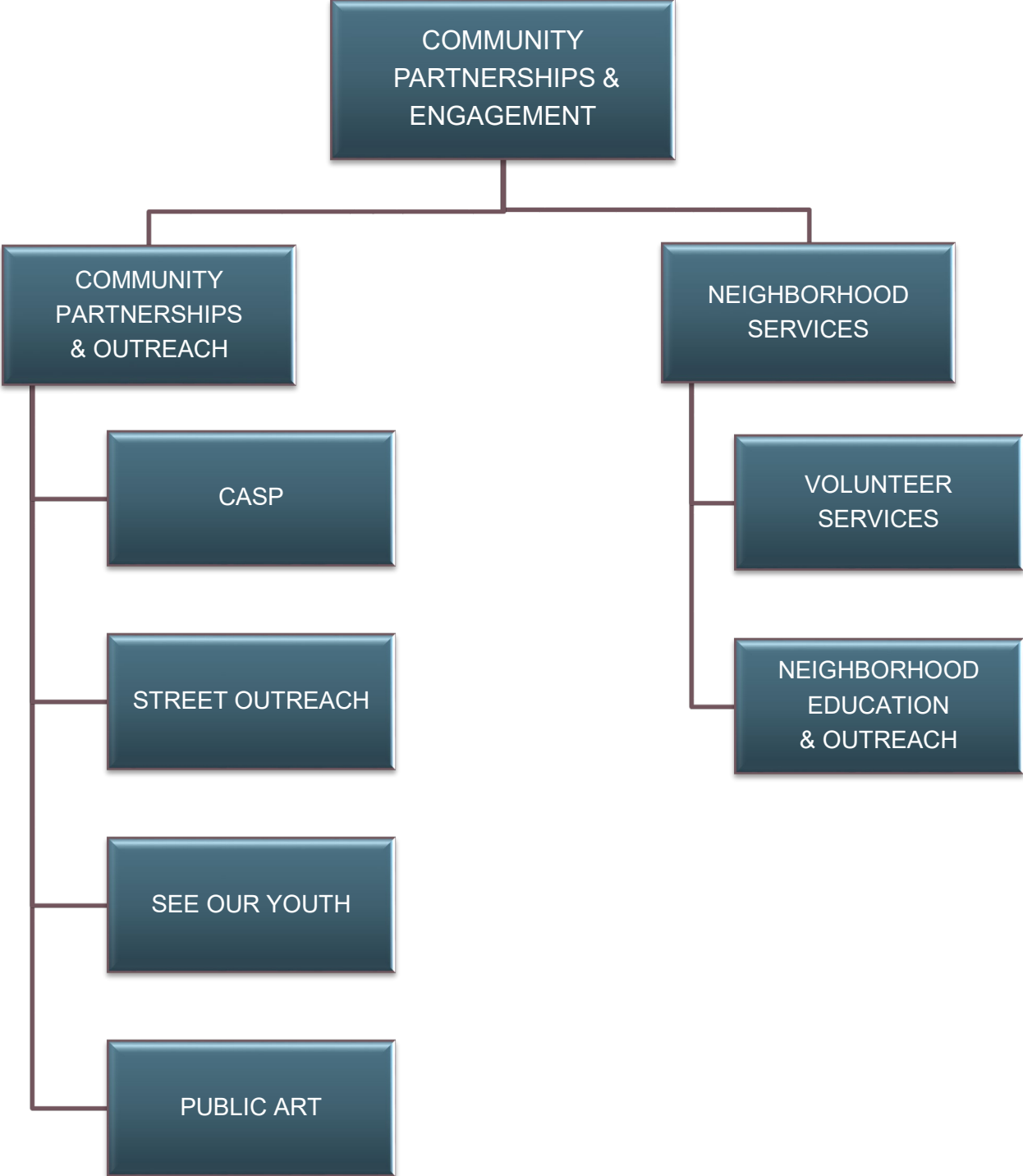
Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	205,267	196,047	336,459	
1200 Measure G				258,000
Total	205,267	196,047	336,459	258,000



(This page intentionally left blank)

COMMUNITY PARTNERSHIPS AND ENGAGEMENT

Organizational Chart by Division



RECREATION AND COMMUNITY SERVICES

6248 Youth Services & Comm Engagement Division

Purpose

Implement a community safety initiative focused on prevention, intervention and suppression strategies.

Division Operations

1. Development and implementation of the Strategic Work Plan for the Community Safety Initiative.
2. Continue the Community Alliance for Safety and Peace, a coalition of more than 30 organizations and leaders from Salinas and Monterey County determined to address violence.
3. Conduct community engagement presentations on public safety.
4. Conduct 1 adult Community Leadership Academy program resulting in a community impact project.
5. Conduct 1 Youth Academy resulting in at least 20 youth summer internships.
6. Conduct and participate in multiple community engagement events promoting best practices in violence prevention and neighborhood support.
7. Provide Spanish and English language media interviews and articles on the status of violence reduction efforts in Salinas.
8. Continue to represent the City of Salinas on over 10 local initiatives and 2 statewide collaboratives.
9. Continue to apply for grant funding that support the City's / CASP strategic plan on violence.
10. Continue to offer prevention and intervention programs and services for violence and gang impacted youth and members of other vulnerable populations.
11. Lead the City's Governing for Race Equity training program and represent the City on the Towards a Racially Equitable Monterey County collaborate.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Grants: Lead agency and management of State and Federal grants to include record keeping, program review, progress reports and communications with funder and agencies as needed. Includes preparation and submittal of any requested modifications (budget and/or program). Communicate and coordinate funder site visits as requested including but not limited to coordinating with subgrantees. Numbers listed are grants being managed	4	3	4	4	3
Salinas Night Walks: Manage and maintain 3-5 walking routes Prepare, manage and lead bi-monthly meetings. Maintain all volunteer registration forms and waivers. Coordinate all volunteer events and site visit from Faith consultants.	N/A	N/A	3	N/A	N/A
CCVFN - California Cities Violence Prevention Network: Participate as an active member of the network in monthly member calls	10	10	10	12	12
CASP General Assembly (Bi-Monthly): Direct and maintain a cross sector network working together to prevent violence in Salinas and Monterey County. Prepare, attend and facilitate meetings, multiple sub-committees and membership.	22	20	20	22	20
School Climate Leadership Team: Prepare for and participate in monthly meetings with cross collaborative county wide group to implement strategy on improving school climate	10	0	8	4	4
Community Leadership Academy Programs: Conduct 2 adult Leadership Academy's every year. One in English one in Spanish. Conduct 1 Youth Academy annually. Each academy can serve up to 25 persons.	1	0	1	0	1
Community Leadership Academy Alumni Committee	6	2	3	0	1
Hire and put 2 street Outreach Specialist to work to reduce and prevent street violence	1	1	1	0	0
Street Outreach Program: Enroll and serve at least 15 clients per FTE annually	16	17	15	12	0

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6248 Youth Services & Comm Engagement Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	496,522	499,226	615,984	556,394
62 - Supplies & Materials	10,260	3,322	35,000	38,800
63 - Outside Services	15,712	30,215	48,696	507,800
64 - Other Charges	9,635	803	16,500	12,755
66 - Capital Outlays	893	648	800	3,000
Total	533,021	534,214	716,980	1,118,749

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	108,822	115,788	256,829	
1100 Measure E	290,067	299,877	314,046	502,730
1200 Measure G	118,392	101,814	122,705	593,119
2505 Recreation Parks	15,741	16,735	23,400	22,900
Total	533,021	534,214	716,980	1,118,749

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
6248 Youth Services & Comm Engagement	5.000	5.000	5.000	5.000
Total	5.000	5.000	5.000	5.000

RECREATION AND COMMUNITY SERVICES

Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5238 Parks and Community Services				
Park Maint Worker			10.000	12.000
Park Maintenance Crew Sup			1.000	1.000
Sr Park Maintenance Worker			1.000	1.000
5238 Parks and Community Services Total			12.000	14.000
6231 Recreation Admin				
Administrative Analyst I	1.000	1.000	1.000	1.000
Community Services Manager	1.000	1.000	1.000	1.000
Office Technician	1.000	1.000	1.000	1.000
Rec/Com Svcs Superintendent	1.000			
Recreation Coordinator	1.000	1.000	1.000	1.000
Rec-Parks Superintendent		1.000	1.000	1.000
6231 Recreation Admin Total	5.000	5.000	5.000	5.000
6232 Neighborhood Services				
Neighborhood Svcs Coord	1.000	1.000	1.000	1.000
6232 Neighborhood Services Total	1.000	1.000	1.000	1.000
6238 Youth Sports				
Sports Program Asst	1.000	1.000	1.000	1.000
6238 Youth Sports Total	1.000	1.000	1.000	1.000
6242 Afterschool Programs				
Recreation Asst	2.000	2.000	2.000	1.000
Recreation Coordinator	2.670	2.670	2.670	2.670
Senior Recreation Assistant	1.000	1.000	1.000	2.000
6242 Afterschool Programs Total	5.670	5.670	5.670	5.670
6244 Breadbox Rec Center				
Recreation Coordinator	0.330	0.330	0.330	0.330
6244 Breadbox Rec Center Total	0.330	0.330	0.330	0.330
6246 Hebron Family Center				
Recreation Coordinator	1.000	1.000	1.000	1.000
6246 Hebron Family Center Total	1.000	1.000	1.000	1.000
6248 Youth Services & Comm Engagement				
Administrative Analyst I	1.000	1.000	1.000	1.000

RECREATION AND COMMUNITY SERVICES

Work Force

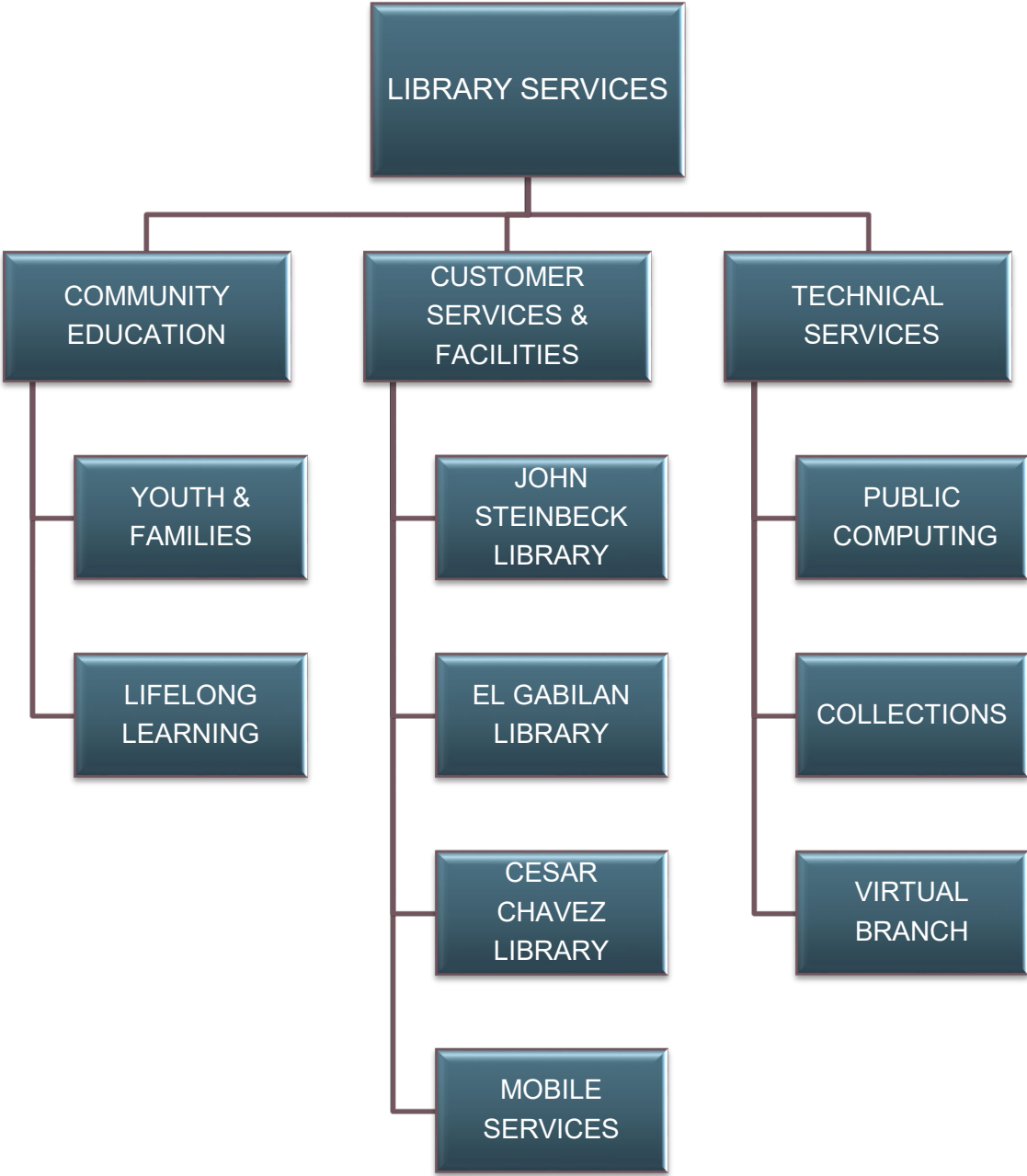
Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
Community Safety Admin	1.000	1.000	1.000	1.000
Community Safety Program Coord	1.000	1.000	1.000	
Neighborhood Svcs Coord				2.000
Street Outreach Specialist	2.000	2.000	2.000	1.000
6248 Youth Services & Comm Engagement Total	5.000	5.000	5.000	5.000
Total	19.000	19.000	31.000	33.000



(This page intentionally left blank)

LIBRARY SERVICES

Organizational Chart by Division





(This page intentionally left blank)

LIBRARY SERVICES

Summary

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
6005 Library Administration	708,071	751,935	655,294	768,821
6009 Technical Services	948,819	842,714	1,129,695	1,209,834
6011 Steinbeck Library	932,424	887,273	1,231,341	1,262,779
6012 Cesar Chavez Library	859,054	807,184	1,150,573	1,104,139
6013 El Gabilan Library	272,286	120,426	517,553	349,969
6015 Community Education	653,072	516,599	833,318	833,458
Total	4,373,726	3,926,131	5,517,775	5,529,000

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	3,522,839	3,140,284	4,563,547	4,462,030
62 - Supplies & Materials	285,849	210,558	291,779	275,900
63 - Outside Services	518,345	553,148	597,528	714,770
64 - Other Charges	31,872	21,968	49,421	31,050
66 - Capital Outlays	14,821	173	15,500	45,250
Total	4,373,726	3,926,131	5,517,775	5,529,000

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1100 Measure E	4,373,726	3,921,131	5,464,947	5,529,000
2508 Contributions & Donations		5,000	52,828	
Total	4,373,726	3,926,131	5,517,775	5,529,000

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
6005 Library Administration	4.500	4.500	3.500	4.500
6009 Technical Services	6.000	6.000	6.500	6.000
6011 Steinbeck Library	12.500	12.500	10.500	11.000
6012 Cesar Chavez Library	10.000	10.000	11.000	11.000
6013 El Gabilan Library	3.500	3.500	5.000	4.000
6015 Community Education	5.000	5.000	5.000	5.000
Total	41.500	41.500	41.500	41.500

LIBRARY

6005 Library Administration Division

Purpose

Provide leadership, management and organization of the John Steinbeck, Cesar Chavez and El Gabilan libraries as well as the Divisions mobile services and community programs. Focus on organizational effectiveness through scheduling of staff, programs, grants and projects. Manage resources effectively and efficiently to optimize services to the public on reading, education for all ages, youth mentoring and leadership programs. Establish partnerships and opportunities in the community and region in order to build capacity and support.

Division Operations

1. Increase usage of services, programs and collections through the use of effective marketing and community engagement methods and processes.
2. Provide leadership and direction through the implementation of strategic planning tools and methods.
3. Work effectively and strategically with City Manager, City departments, the Library and Community Services Commission, Friends of the Salinas Public Library, professional networks, and community groups.
4. Recruit and develop staff with the capacity to communicate and collaborate with populations from diverse cultural and linguistic backgrounds, who are technological savvy and who deliver excellent customer services. Re-align staff duties as needed to maximize effectiveness.
5. Seek out and manage grants for community programs, education and youth development.
6. Increase funding support and advocacy for the Library System.
7. Practice excellent customer service.
8. Provide effective budget, project and program management.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of Volunteer Hours Performed	4,291.25	2,019	2,500	2,000	2,500
Grant funding awarded to LCS Divisions	\$683,173.00	\$536,818.00	\$300,000.00	\$535,000.00	\$300,000.00
LCS Customer Service Satisfaction Index	96%	90%	98%	90%	95%
Library Visitors per capita	3.06	2.46	3.00	0.50	1.00
Library Circulation per capita	1.93	0.24	2.00	0.70	1.00
Library Materials per capita	1.00	1.24	1.04	1.24	1.24
Registered borrower as a % of service population	31%	35%	40%	29%	35%

Major Budget Changes

None.

LIBRARY

6005 Library Administration Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	643,942	710,490	564,566	730,471
62 - Supplies & Materials		14,315	28,507	500
63 - Outside Services	34,426	7,567	15,800	9,800
64 - Other Charges	29,703	19,563	46,421	28,050
Total	708,071	751,935	655,294	768,821

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1100 Measure E	708,071	746,935	602,466	768,821
2508 Contributions & Donations		5,000	52,828	
Total	708,071	751,935	655,294	768,821

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
6005 Library Administration	4.500	4.500	3.500	4.500
Total	4.500	4.500	3.500	4.500

LIBRARY

6009 Technical Services Division

Purpose

To connect people to information and community resources by providing access to innovative technologies, tools and community spaces.

Division Operations

1. Support new programs for youth that effectively incorporate technology to increase knowledge of and proficiency in the STEAM disciplines.
2. Advise staff on most relevant technology applications that support Library work and customer needs.
3. Maintain and update hardware and software in public computing spaces for efficient operations and to allow for intuitive and easy use by library customers.
4. Utilize social media platforms for communications with the public to increase awareness of services, programs and collections.
5. Implement self-service technology to increase the efficiency of operations and to allow staff to provide a higher level of engagement and service to library customers.
6. Maintain a library digital presence that functions as the Library's "virtual branch," providing collections and learning services that can be easily accessed by library customers from outside the library.
7. Select, acquire and process materials in a variety of formats for new and existing library collections.
8. Maintain and update Koha, the integrated library system catalog to allow library staff and customers convenient access to library materials.
9. Expand e-book and other e-resources in order to increase equity of access to library services.
10. Analyze collection usage and expenditures to ensure investment in the library's collection is performed in an effective manner.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Website Hits	115,248	79,649	130,000	90,000	120,000
Public Computer Sessions	57,167	474	50,000	10,000	20,000
Public Computer Sessions per capita	0.35	0.003	0.31	0.06	0.15
# of Public Computers per 1,000 residents	0.82	0.80	0.90	0.75	0.90
LCS Website satisfaction index	92%	90%	95%	90%	95%
Collection turnover rate	1.28	0.20	1.00	0.65	1.00
Collection growth rate	14%	-3%	10%	-3%	5%
Digital material circulation as a % of total circulation	13%	55%	25%	25%	30%

Major Budget Changes

A funding increase of \$73,000 is requested to anticipate increase in temporary pay, utilities, maintain access to additional digital resources, and replacement of aging technology and public computers at John Steinbeck Library and Cesar Chavez Library, to continue providing quality service in the community.

LIBRARY

6009 Technical Services Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	499,419	444,333	678,345	689,814
62 - Supplies & Materials	211,870	142,981	200,650	200,300
63 - Outside Services	221,360	252,823	238,700	302,720
64 - Other Charges	1,349	2,405	3,000	3,000
66 - Capital Outlays	14,821	173	9,000	14,000
Total	948,819	842,714	1,129,695	1,209,834

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1100 Measure E	948,819	842,714	1,129,695	1,209,834
Total	948,819	842,714	1,129,695	1,209,834

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
6009 Technical Services	6.000	6.000	6.500	6.000
Total	6.000	6.000	6.500	6.000

LIBRARY

6011 Steinbeck Library Division

Purpose

Provide enriching cultural, educational and literary experiences, opportunities for self-directed education and assistance with research and information-finding in a safe and accessible location in downtown Salinas.

Division Operations

1. Maintain an up-to-date and relevant collection of materials that responds to the needs of the community.
2. Provide a variety of classes, workshops and seminars for all ages that inform, educate and entertain.
3. Serve the surrounding business community by promoting small business development and workforce readiness.
4. Provide access to public computing, printing and a wireless access network.
5. Meet the needs of Salinas' families by educating parents on early literacy skills and ways to support their child's education.
6. Continue to build a collection of local history that tells the story of Salinas.
7. Provide Digital Arts programming that builds the creative potential of children and adults.
8. Collaborate with school districts to provide services to students at library sites.
9. Identify and support new exhibits in the public area.
10. Provide excellent customer service.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Circulation of materials	124,139	8,179	80,000	42,000	80,000
Number of Visitors	200,590	3,863	100,000	45,000	100,000
JSL Collection turnover	1.34	0.07	1.00	0.53	1.00
Customer service satisfaction index	93%	90%	95%	93%	95%
Program satisfaction index	91%	90%	93%	93%	95%
Program attendance (JSL)	4,456	0	1,000	100	600

Major Budget Changes

Increasing cost of utilities, building maintenance, security personnel, operational supplies, and replacement furniture are anticipated with the additional \$36,600 funding request that will be necessary to maintain quality of service at this library. Temporary staff salaries will be increased by \$19,900 due to reallocation of temporary staff salaries from 1100.60.6012-61.2000 and 1100.60.6013-61.2000 accounts.

LIBRARY

6011 Steinbeck Library Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	772,227	719,399	1,044,514	1,036,479
62 - Supplies & Materials	19,863	6,970	12,147	16,500
63 - Outside Services	140,334	160,904	168,180	200,800
66 - Capital Outlays			6,500	9,000
Total	932,424	887,273	1,231,341	1,262,779

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1100 Measure E	932,424	887,273	1,231,341	1,262,779
Total	932,424	887,273	1,231,341	1,262,779

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
6011 Steinbeck Library	12.500	12.500	10.500	11.000
Total	12.500	12.500	10.500	11.000

LIBRARY

6012 Cesar Chavez Library Division

Purpose

Provide enriching cultural, educational and literary experiences, opportunities for self-directed education and assistance with research and information-finding in a safe and accessible location in East Salinas.

Division Operations

1. Maintain an up-to-date and relevant collection of materials that responds to the needs of the community.
2. Provide a variety of classes, workshops and seminars for all ages that inform, educate and entertain.
3. Maintain the special collections that reflect the history of Salinas and the Alisal community
4. Provide access to public computing, printing and a wireless access network.
5. Meet the needs of Salinas' families by educating parents on early literacy skills and ways to support their child's education.
6. Provide afterschool programming that assists students with homework and offers a safe and enriching environment for children and teens in the afterschool hours.
7. Provide Digital Arts programming that builds the creative potential of children and adults.
8. Collaborate with school districts to provide services to students at library sites.
9. Offer access to community meeting rooms.
10. Provide excellent customer service.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Circulation of materials	66,701	6,151	50,000	40,000	60,000
Number of Visitors (CCL)	152,431	4,268	100,000	45,000	100,000
CC Collection turnover	1.66	0.07	1.00	0.67	1.00
Customer service satisfaction index	93%	90%	95%	93%	95%
Program satisfaction index	92%	90%	92%	93%	95%
Program attendance (CCL)	10,566	0	2,000	400	1,000

Major Budget Changes

Increasing cost of utilities, building maintenance, operational supplies, and replacement furniture are anticipated with the additional \$33,550 funding request that will be necessary to maintain quality of service at this library. Temporary staff salaries will be reduced by \$1880 and centralized to 1100.60.6011-61.2000 account.

LIBRARY

6012 Cesar Chavez Library Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	777,357	717,504	1,058,647	957,339
62 - Supplies & Materials	10,783	5,009	8,148	14,300
63 - Outside Services	70,914	84,672	83,778	111,250
66 - Capital Outlays				21,250
Total	859,054	807,184	1,150,573	1,104,139

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1100 Measure E	859,054	807,184	1,150,573	1,104,139
Total	859,054	807,184	1,150,573	1,104,139

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
6012 Cesar Chavez Library	10.000	10.000	11.000	11.000
Total	10.000	10.000	11.000	11.000

LIBRARY

6013 El Gabilan Library Division

Purpose

Provide enriching cultural, educational and literary experiences, opportunities for self-directed education and assistance with research and information-finding in a safe and accessible location in North Salinas.

Division Operations

1. Maintain an up-to-date and relevant collection of materials that responds to the needs of the community.
2. Provide a variety of classes, workshops and seminars for all ages that inform, educate and entertain.
3. Provide access to public computing, printing and a wireless access network.
4. Meet the needs of Salinas' families by educating parents on early literacy skills and ways to support their child's education.
5. Provide afterschool programming that assists students with homework and offers a safe and enriching environment for children and teens in the afterschool hours.
6. Provide Digital Arts and Makerspace programming that builds the creative potential of youth and adults.
7. Collaborate with school districts to provide services to students at library sites.
8. Offer access to community meeting room and study rooms.
9. Provide excellent customer service.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Circulation of Materials (EG)	20,919	24,443	80,000	60,000	100,000
Number of Visitors	45,489	9,625	100,000	45,000	100,000
El Gabilan collection turnover	0.64	0.60	1.25	0.86	1.25
Customer service satisfaction index	93%	90%	95%	93%	95%
Program satisfaction index	91%	90%	92%	93%	95%
Program attendance (EG)	1,783	0	2,000	400	1,000

Major Budget Changes

Increasing cost of utilities and operational supplies are anticipated with the additional \$5000 funding request that will be necessary to maintain quality of service at this library. Temporary staff salaries will be reduced by \$10,000 and centralized to 1100.60.6011-61.2000 account.

LIBRARY

6013 El Gabilan Library Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	226,935	72,519	461,557	287,369
62 - Supplies & Materials	1,986	4,734	1,826	3,300
63 - Outside Services	43,364	43,173	54,170	58,300
66 - Capital Outlays				1,000
Total	272,286	120,426	517,553	349,969

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1100 Measure E	272,286	120,426	517,553	349,969
Total	272,286	120,426	517,553	349,969

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
6013 El Gabilan Library	3.500	3.500	5.000	4.000
Total	3.500	3.500	5.000	4.000

LIBRARY

6015 Community Education Division

Purpose

Provide an array of educational opportunities and enriching experiences that meet the needs of the Salinas community, focusing especially on programming that builds early literacy skills, ensures that students have the resources to succeed in school and improves workforce readiness and outcomes for adults.

Division Operations

1. Provide opportunities for parents to understand and practice the skills that build literacy in young children.
2. Provide classes and experiences that focus on the enjoyment of reading and writing
3. Offer experiences for youth that improve their knowledge of and proficiency in the STEAM disciplines.
4. Provide classes and services to adults seeking employment by building technology skills as well as soft skills.
5. Enlarge GED and ESL programs through the use of technology, partnerships with other education providers and recruitment of volunteers to expand capacity.
6. Provide cultural programs and experiences that celebrate the diversity and history of Salinas.
7. Seek new grant funding and monitor and report on existing grants.
8. Maintain partnerships with schools to ensure that programming for students is relevant to curriculum goals.
9. Explore and expand partnerships with other education providers, nonprofit organizations and cultural institutions to increase the quality and quantity of programs offered.
10. Continually evaluate the effectiveness of programming and implement methods of improvement.
11. Provide excellent customer service.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
# of Adult Learners (unduplicated)	440	295	400	415	400
Volunteer Tutor hours	2,271	2019	1,500	1,300	1,500
Number of Homework Center Students (unduplicated)	131	0	130	45	120
Number of Homework Center visits	9,437	0	9,000	3,000	9,000
Total Library Program attendance	16,005	11,006	20,000	21,000	25,000
Program attendance per capita	0.10	0.07	0.20	0.14	0.20
Program satisfaction index	90%	95%	92%	92%	92%
% of Salinas youth with a library card	21%	36%	70%	45%	60%
% of Salinas youth participating in Summer Reading Program	3%	3%	5%	5%	5%
Early childhood program attendance (duplicated)	5,919	3,323	10,000	3,200	7,000

Major Budget Changes

An additional \$12,500 is requested to anticipate hiring and salary increase of temporary staff who provide support for onsite and offsite library programs.

LIBRARY

6015 Community Education Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	602,958	476,040	755,918	760,558
62 - Supplies & Materials	41,346	36,550	40,500	41,000
63 - Outside Services	7,948	4,009	36,900	31,900
64 - Other Charges	820			
Total	653,072	516,599	833,318	833,458

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1100 Measure E	653,072	516,599	833,318	833,458
Total	653,072	516,599	833,318	833,458

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
6015 Community Education	5.000	5.000	5.000	5.000
Total	5.000	5.000	5.000	5.000

LIBRARY SERVICES

Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
6005 Library Administration				
Administrative Secretary	1.000	1.000	1.000	1.000
Deputy Librarian	1.000	1.000	1.000	1.000
Lib/Community Svc Dir	1.000	1.000	1.000	1.000
Marketing & Development Coord	1.000	1.000		
Management Analyst				1.000
Literacy Specialist	0.500	0.500	0.500	0.500
6005 Library Administration Total	4.500	4.500	3.500	4.500
6009 Technical Services				
Lib Automation Svc Coord	1.000	1.000	1.000	1.000
Librarian I	1.000	1.000	1.500	1.000
Library Technician	2.000	2.000	2.000	3.000
Office Technician	1.000	1.000	1.000	
Technical Services Manager	1.000	1.000	1.000	1.000
6009 Technical Services Total	6.000	6.000	6.500	6.000
6011 Steinbeck Library				
Librarian I	4.000	4.000	4.000	4.500
Librarian II	2.000	2.000	2.000	2.000
Library Aide	1.000	1.000		
Library Clerk	3.500	3.500	2.500	3.500
Library Page	1.000	1.000	1.000	
Library Technician				1.000
Sr Library Technician	1.000	1.000	1.000	
6011 Steinbeck Library Total	12.500	12.500	10.500	11.000
6012 Cesar Chavez Library				
Librarian I	4.500	4.500	4.000	4.000
Librarian II	1.000	1.000	1.000	1.000
Library Clerk	2.500	2.500	4.000	4.000
Library Page	1.000	1.000	1.000	1.000
Library Technician	1.000	1.000	1.000	1.000
6012 Cesar Chavez Library Total	10.000	10.000	11.000	11.000
6013 El Gabilan Library				
Library Clerk	2.500	2.500	3.000	3.000
Library Technician	1.000	1.000	1.000	1.000
Management Analyst			1.000	

LIBRARY SERVICES

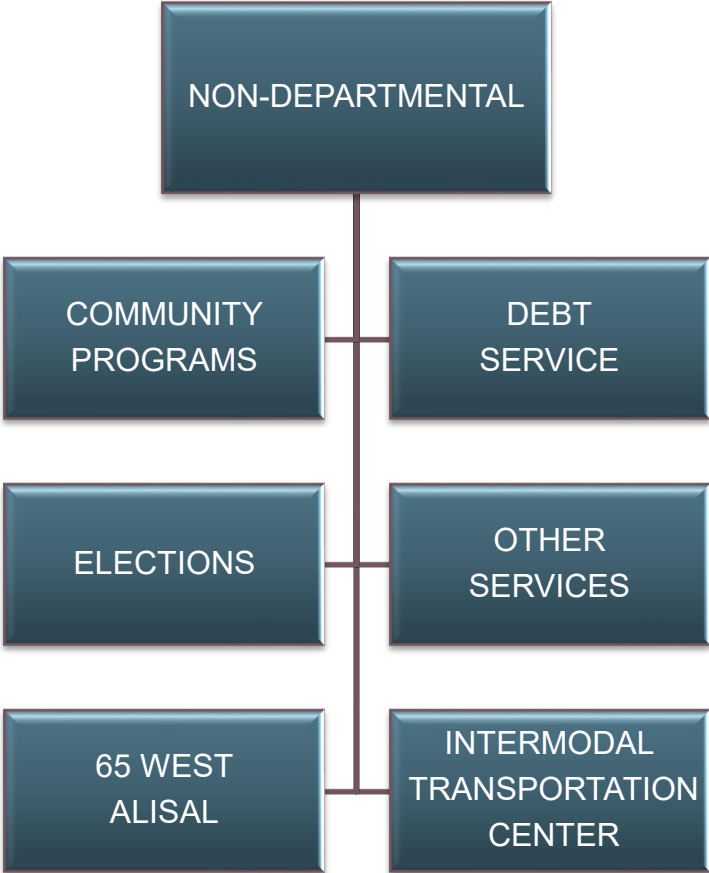
Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
6013 El Gabilan Library Total	3.500	3.500	5.000	4.000
6015 Community Education				
Community Education Manager	1.000	1.000	1.000	1.000
Literacy Assistant	2.000	2.000	2.000	2.000
Senior Librarian	2.000	2.000	2.000	2.000
6015 Community Education Total	5.000	5.000	5.000	5.000
Total	41.500	41.500	41.500	41.500



(This page intentionally left blank)

NON-DEPARTMENTAL Organizational Chart by Division



NON-DEPARTMENTAL Summary

Purpose

The Non-Departmental budget supports community programs; the City's repayment of outstanding bond issues; the cost of elections; the cost of operating the 65 West Alisal Street facility; and various operating costs that are not directly charged to a specific departmental operating budget.

Top Accomplishments for FY 2021-22

Organizational Effectiveness Initiative

1. Successfully made all debt service payments during the year.
2. Tracked all severance and retirement incentives.

City Council Goals, Strategies, and Objectives for FY 2022-23

Organizational Effectiveness Initiative

1. Continue to make timely debt service payments.
2. Track severance and retirement incentives.
3. Continue to track all non-departmental activity.

Major Budget Changes

None.

NON-DEPARTMENTAL Summary

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
0000 Non-Departmental	55,040	79,165	18,925	
8001 Community Programs	209,622	2,419	172,200	171,700
8002 Elections		276,110		500,000
8003 65 West Alisal	80,282	64,427	182,710	187,310
8004 Debt Service	12,088,749	40,192,061	18,094,300	11,313,900
8005 Other Services	11,948,924	12,716,900	5,585,017	5,311,440
8010 Intermodal Transp Center	81,106	104,077	115,040	151,860
Total	24,463,722	53,435,159	24,168,192	17,636,210

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	4,795,464	868,692	564,440	564,440
62 - Supplies & Materials	10,722	9,950	27,242	16,500
63 - Outside Services	2,061,071	2,502,936	1,951,685	3,287,170
64 - Other Charges	6,044,542	10,786,308	3,533,200	3,661,200
65 - Debt Service	11,432,129	39,102,207	17,656,200	10,005,900
66 - Capital Outlays	74,344	154,366	389,725	90,000
69 - Financial Assistance	45,450	10,700	45,700	11,000
Total	24,463,722	53,435,159	24,168,192	17,636,210

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	12,150,415	12,977,732	5,729,467	6,025,610
1100 Measure E				171,700
2506 PEG Cable Franchise	169,519	186,201	325,500	125,000
2507 Municipal Art Fund	22,930			
4104 2014 COP Consolidation	226,626	228,636	230,400	225,900
4106 2018 Lease-PS Building-Police	1,207,218	5,550,793	12,491,500	5,423,500
4107 Measure X Bonds	2,334,300	2,338,575	2,340,200	2,317,100
4108 Energy Improvement	1,571,441			
4109 2015 Refunding COP 2005 A & B	699,789	4,906,576		
4110 2018 Lease-EI Gabilan Library	6,049,375	1,066,471	921,400	1,149,100
2503 Traffic Safety	32,110	79,165	18,925	
4111 Refund Bond Series 2020A-Energy		20,412,165	1,933,900	1,527,800
4112 Refund Bond Series 2020A-SVSWA		5,688,844	176,900	670,500
Total	24,463,722	53,435,159	24,168,192	17,636,210

NON-DEPARTMENTAL

8001 Community Programs Division

Purpose

Provide support to the various community programs, including the Rodeo and "Big Week" activities.

Division Operations

1. Provide City services to ensure the success of community events.

Major Budget Changes

None.

NON-DEPARTMENTAL

8001 Community Programs Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	209,348	2,419		
64 - Other Charges	273		172,200	171,700
Total	209,622	2,419	172,200	171,700

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	209,622	2,419	172,200	
1100 Measure E				171,700
Total	209,622	2,419	172,200	171,700

NON-DEPARTMENTAL 8002 Elections Division

Purpose

Conduct all municipal elections.

Division Operations

1. Conduct municipal elections.

Major Budget Changes

None.

NON-DEPARTMENTAL

8002 Elections Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
63 - Outside Services		276,110		500,000
Total		276,110		500,000

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund		276,110		500,000
Total		276,110		500,000

NON-DEPARTMENTAL

8003 65 West Alisal Division

Purpose

Maintain City owned facility through preventative maintenance and repairs to ensure a clean, safe and well-operated facility for tenants.

Division Operations

1. Maintain facility in top operating condition.

Major Budget Changes

None.

NON-DEPARTMENTAL

8003 65 West Alisal Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
62 - Supplies & Materials	7,586	6,503	13,000	12,000
63 - Outside Services	72,696	57,923	169,710	175,310
Total	80,282	64,427	182,710	187,310

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	80,282	64,427	182,710	187,310
Total	80,282	64,427	182,710	187,310

NON-DEPARTMENTAL 8004 Debt Service Division

Purpose

Provide a record of the 2014 Certificate of Participation (COP), Police Station Financing, El Gabilan Library Financing, Measure X Bonds, and the 2020 A-1 and A-2 Refunding Bonds

Division Operations

1. Ensure timely payment to bondholders.

Major Budget Changes

None.

NON-DEPARTMENTAL

8004 Debt Service Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
63 - Outside Services	617,455	1,003,191	408,000	1,218,000
65 - Debt Service	11,432,129	39,102,207	17,656,200	10,005,900
66 - Capital Outlays	39,166	86,664	30,100	90,000
Total	12,088,749	40,192,061	18,094,300	11,313,900

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
4104 2014 COP Consolidation	226,626	228,636	230,400	225,900
4107 Measure X Bonds	2,334,300	2,338,575	2,340,200	2,317,100
4108 Energy Improvement	1,571,441			
4109 2015 Refunding COP 2005 A & B	699,789	4,906,576		
4106 2018 Lease-PS Building-Police	1,207,218	5,550,793	12,491,500	5,423,500
4110 2018 Lease-El Gabilan Library	6,049,375	1,066,471	921,400	1,149,100
4111 Refund Bond Series 2020A-Energy		20,412,165	1,933,900	1,527,800
4112 Refund Bond Series 2020A-SVSWA		5,688,844	176,900	670,500
Total	12,088,749	40,192,061	18,094,300	11,313,900

NON-DEPARTMENTAL 8005 Other Services Division

Purpose

Provide funds for expenses which cannot be properly charged to specific departments or programs.

Division Operations

1. Provide adequate funding for all non-departmental expenses.

Major Budget Changes

None.

NON-DEPARTMENTAL

8005 Other Services Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	4,586,116	866,274	564,440	564,440
62 - Supplies & Materials		2,459	8,567	
63 - Outside Services	1,237,911	1,000,201	1,262,685	1,276,500
64 - Other Charges	6,044,269	10,769,564	3,344,000	3,459,500
66 - Capital Outlays	35,178	67,702	359,625	
69 - Financial Assistance	45,450	10,700	45,700	11,000
Total	11,948,924	12,716,900	5,585,017	5,311,440

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	11,779,405	12,530,700	5,259,517	5,186,440
2506 PEG Cable Franchise	169,519	186,201	325,500	125,000
Total	11,948,924	12,716,900	5,585,017	5,311,440

NON-DEPARTMENTAL

8010 Intermodal Transportation Center Division

Purpose

The Intermodal Transportation Center (“ITC”) was owned and operated by the former redevelopment agency. The City retained the property in 2012, and the operational expenses have been born by the general fund parking lease revenue. The City has a plan to maintain the ITC as a cost center, using the lease revenues to off-set the cost of operations.

Lease payments will be received from Greyhound and Amtrak. The City also leases the parking lot to the County for juror parking, in exchange for security services.

Division Operations

1. Provide centralized site for Intermodal Transportation in the City.

Major Budget Changes

None.

NON-DEPARTMENTAL

8010 Intermodal Transp Center Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
62 - Supplies & Materials	3,136	987	5,675	4,500
63 - Outside Services	77,970	86,345	92,365	117,360
64 - Other Charges		16,744	17,000	30,000
Total	81,106	104,077	115,040	151,860

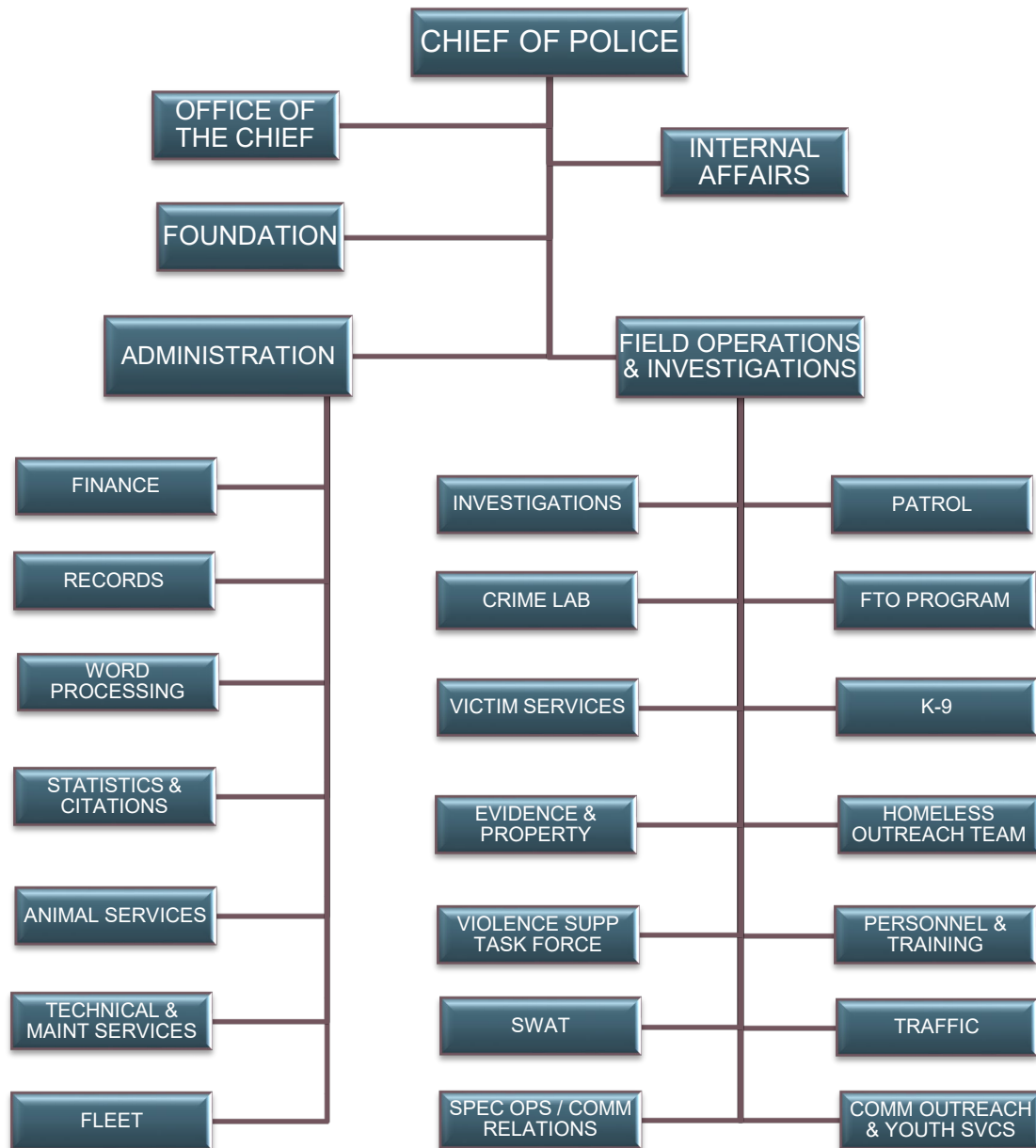
Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	81,106	104,077	115,040	151,860
Total	81,106	104,077	115,040	151,860



(This page intentionally left blank)

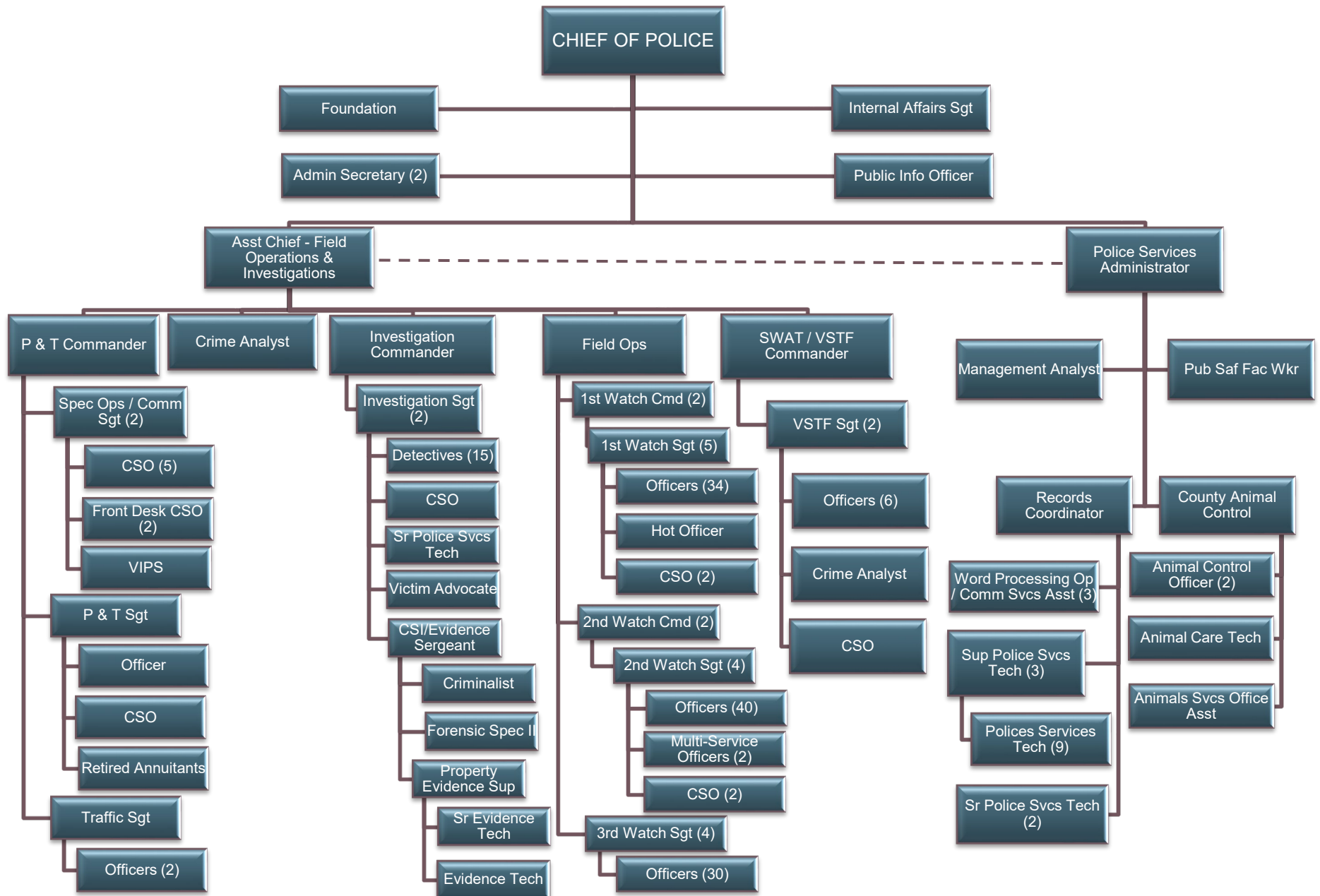
POLICE DEPARTMENT

Organizational Chart by Division



POLICE DEPARTMENT

Organizational Chart by Position



POLICE DEPARTMENT

Summary

Purpose

The Police Department provides public safety and law enforcement services 24-hours a day to everyone within the city limits of Salinas. Our goal is to help build and maintain a safe, peaceful, and prosperous community. Our strategies include participating in various collaborative programs including, the administration of Federal and State grants, the Police Activities League program, Operation Ceasefire, community outreach programs, violence suppression, crime prevention, traffic enforcement, and appropriate response to community crime and violence issues.

City Council Goals, Strategies, and Objectives for FY 2022-23

1. Continue to secure new grants and supplemental funding to support police operations and expand services to the community. *(Strategic Goal: Public Safety & Effective and Culturally Responsive Government)*
2. As recommended in the workload analysis, implement new patrol beat boundaries to greater balance workload. *(Strategic Goal: Public Safety)*
3. Effective utilization of resources and staffing to efficiently provide services to the community. *(Strategic Goal: Public Safety & Effective and Culturally Responsive Government)*
4. Maintain CSO staffing to address quality of life issues such as abandoned vehicles and community engagement. *(Strategic Goal: Public Safety & Effective and Culturally Responsive Government)*
5. Work collaboratively with Code Enforcement and the City Attorney's Office to address quality of life issues. *(Strategic Goal: Public Safety)*
6. Increase community engagement throughout all levels of the department. *(Strategic Goal: Public Safety & Effective and Culturally Responsive Government)*
7. Continue to work on evaluating and implementing the remaining Department of Justice's Collaborative Reform Initiative recommendations, as appropriate. *(Strategic Goal: Public Safety & Effective and Culturally Responsive Government)*
8. Continued to implement and expand the community policing concept to maintain and increase communication and transparency with the community. *(Strategic Goal: Public Safety)*

Major Budget Changes

Multiple positions remain frozen and/or vacant for FY 2022-23 with Sworn staffing at the lowest levels seen in years. The Department continues to focus on effective utilization of technology, resources and staffing to ensure services to the community are maintained.

POLICE DEPARTMENT

Summary

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
4110 Police Administration	1,086,632	1,082,886	1,262,760	1,009,244
4112 Personnel & Training	1,113,297	1,193,786	1,243,541	1,952,284
4116 Special Operations	789,724	522,564	729,514	993,946
4130 Support Services	6,053,449	6,295,305	7,313,070	6,468,135
4131 Technical Services	305,870	304,793	328,061	306,387
4132 Word Processing	582,965	588,084	222,760	205,500
4133 Evidence & Property	269,955	342,351	372,038	681,273
4134 Records	1,188,461	1,294,558	1,314,073	1,426,083
4137 Maintenance Services	156,304	129,287	44,790	123,723
4170 Animal Control Services	988,902	1,053,987	1,683,699	1,244,461
4171 Animal Control Svc -Agencies	18,343			
4220 Field Operations	33,115,377	34,184,862	31,474,499	33,960,515
4221 Traffic	321,663	391,384	790,815	975,504
4250 Reserves	30,920	28,910	17,000	
4340 Investigations	5,577,890	5,925,132	5,740,960	5,651,391
4341 Narcotics	36,834	40,937	1,000	
4342 School Resource Officers	263,164	192,163		
4343 Violence Suppression Task Force	1,725,953	1,477,055	2,535,733	3,349,147
4380 Asset Seizure	28,226	6,672	118,059	52,000
Total	53,653,931	55,054,714	55,192,372	58,399,593

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	46,267,999	47,892,582	45,775,860	50,039,293
62 - Supplies & Materials	1,504,964	1,007,876	1,768,917	1,408,000
63 - Outside Services	5,501,002	5,966,236	6,680,895	6,626,000
64 - Other Charges	322,014	172,619	786,374	323,300
66 - Capital Outlays	57,952	15,402	180,326	3,000
Total	53,653,931	55,054,714	55,192,372	58,399,593

POLICE DEPARTMENT

Summary

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	39,224,978	40,912,119	39,128,567	47,594,549
1100 Measure E	3,823,650	4,041,614	4,624,849	4,347,419
1200 Measure G	9,377,131	9,039,957	9,842,441	5,510,523
2201 Sales Tax-SB172	400,000	600,000	680,000	600,000
2202 Supplemental Law Enf - AB3229	200,000			100,000
2502 Asset Seizure	28,226	6,672	118,059	52,000
2504 Vehicle Abatement	207,171	228,856	222,382	195,102
3163 2014 COPS Hiring SRO	263,164	118,063		
3302 Cal ID / RAN Grant	102,569	107,434	130,000	
2508 Contributions & Donations	27,043		446,074	
Total	53,653,931	55,054,714	55,192,372	58,399,593

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4110 Police Administration	5.000	5.000	5.000	5.000
4112 Personnel & Training	3.000	3.000	3.000	5.000
4116 Special Operations	5.500	5.500	5.000	6.000
4130 Support Services	7.000	8.000	9.000	9.000
4131 Technical Services	3.000	2.000	2.000	2.000
4132 Word Processing	6.000	6.000	3.000	
4133 Evidence & Property	2.000	2.000	3.000	4.000
4134 Records	14.000	14.000	13.000	13.000
4137 Maintenance Services	2.000	2.000	1.000	1.000
4170 Animal Control Services	7.000	4.000	4.000	4.000
4171 Animal Control Svc -Agencies	1.000			
4220 Field Operations	146.000	145.000	138.000	129.000
4221 Traffic	1.000	1.000	3.000	3.000
4340 Investigations	22.000	23.000	23.000	21.000
4342 School Resource Officers	3.000	3.000		
4343 Violence Suppression Task Force	4.000	4.000	9.000	11.000
Total	231.500	227.500	221.000	213.000

POLICE DEPARTMENT

4110 Police Administration

Purpose

Police Administration provides direction, coordination, and support for all Police Department Divisions to reach identified objectives. This effort includes matching community needs with available Department resources.

Division Operations

1. Provide information and referrals as requested by internal and external customers to ensure adequate communication and furtherance of the community-oriented policing philosophy. These efforts support building a safe and peaceful community.
2. Manage administrative and finance functions of the Department, including State and Federal Grants.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Travel Authorizations (For Chief Only)	1	5	5	5	5
Internal Investigations Completed	2	10	5	5	5

Major Budget Changes

None.

POLICE DEPARTMENT

4110 Police Administration

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	1,053,251	1,047,983	1,194,595	972,744
62 - Supplies & Materials	6,811	6,814	8,100	8,500
63 - Outside Services	2,004	7,417	9,500	6,500
64 - Other Charges	24,567	5,015	31,298	18,500
66 - Capital Outlays		15,658	19,267	3,000
Total	1,086,632	1,082,886	1,262,760	1,009,244

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	846,980	818,938	977,007	637,399
1200 Measure G	236,653	263,948	267,955	371,845
2508 Contributions & Donations	3,000		17,798	
Total	1,086,632	1,082,886	1,262,760	1,009,244

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4110 Police Administration	5.000	5.000	5.000	5.000
Total	5.000	5.000	5.000	5.000

POLICE DEPARTMENT

4112 Personnel & Training

Purpose

Ensure the best qualified individuals are recruited and selected for all positions, both sworn and civilian, in the Department. Provide continuing training to employees consistent with service to the community, individual professional growth, and POST guidelines/requirements.

Division Operations

1. Work in partnership with the Commission on Peace Officer Standards and Training (POST) and the South Bay Regional Public Safety Training Consortium to enhance the quality of the Advanced Officer Training program while minimizing costs.
2. Continue to develop innovative, relevant quarterly firearms qualification courses for Department personnel.
3. Continue and enhance recruitment efforts to achieve and maintain full staffing with an emphasis on recruiting from the local population.
4. Emphasize Community Oriented Policing concepts in all aspects of recruitment, hiring and training.
5. Provide specialized assistance with the Public Information Office.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
POST Mandated CPT (hours per officer)	24	0	24	20	20
POST Mandated Perishable Skills Training (hours per officer)	24	0	24	20	24

Major Budget Changes

None.

POLICE DEPARTMENT

4112 Personnel & Training

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	761,025	953,140	766,241	1,479,284
62 - Supplies & Materials	6,305	2,517	37,300	46,000
63 - Outside Services	107,785	76,805	130,000	130,000
64 - Other Charges	238,183	161,324	310,000	297,000
Total	1,113,297	1,193,786	1,243,541	1,952,284

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	901,051	1,062,862	973,473	
1100 Measure E	98,317	96,780	95,068	1,952,284
1200 Measure G	113,929	34,145	175,000	
Total	1,113,297	1,193,786	1,243,541	1,952,284

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4112 Personnel & Training	3.000	3.000	3.000	5.000
Total	3.000	3.000	3.000	5.000

POLICE DEPARTMENT

4116 Special Operations

Purpose

To work with Salinas residents to address neighborhood crime issues, promote community safety programs to reduce crime, and to increase community engagement. Coordinate all special events in the City, working closely with other City Departments and outside agencies to ensure public safety needs are met. Coordinate deployment of supplemental police personnel for private entities and events as requested. Enforce City and State codes regarding parking laws for the orderly control of public parking areas. Identify and remove abandoned vehicles to enhance neighborhood livability. Enforce City code and other laws relative to long term parking violations and other nuisance complaints.

Division Operations

1. Make recommendations and appropriately staff public events to ensure public order and safety needs, as well as traffic issues are mitigated.
2. Work closely with City Departments on the Special Event Committee to provide excellent communication and customer service to those planning special events.
3. Review and approve, with appropriate recommendations, one-day alcohol licenses and staff supplemental police deployments as requested and approved.
4. Review evaluate and comment on Conditional Use Permits and Modification Permits for City of Salinas Engineering Department.
5. Remove abandoned vehicles in public areas when appropriate.
6. Provide education to the public and respond to complaints regarding abandoned vehicles, commercial or recreational vehicle parking and long-term parking complaints.
7. Patrol downtown and surrounding areas to enforce time and permit regulated parking area.
8. Respond to parking complaints and immobilize vehicles with excessive parking violations on file.
9. Present crime prevention programs through Neighborhood Watch and public presentations/community events.
10. Through the PAL and Explorer program, support, coordinate, and facilitate youth activities and programs.
11. Strengthen communication with Salinas's residents through a variety of traditional and non-traditional public outreach initiatives, including conducting community academies.
12. Continue the COPS philosophy within the organization and community through programs such as the Police Activities League, Police Explorers, and other programs providing linkages between the Department and community.
13. Continue to support the Police Community Advisory Committee in their efforts to build a safe and peaceful community.
14. Continue to reach out to the community through a variety of recruitment activities.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Special Events Planned and Managed	18	9	200	40	50
Special Events Staffed and Supervised with Police Officers	18	9	150	40	50
Alcohol Permit Review	62	7	200	200	200
Neighborhood Watch Presentations	4	0	10	15	20
Community Presentations	20	2	20	20	25

Major Budget Changes

None.

POLICE DEPARTMENT

4116 Special Operations

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	778,970	500,764	699,514	975,446
62 - Supplies & Materials	10,754	21,800	20,000	18,500
63 - Outside Services			10,000	
Total	789,724	522,564	729,514	993,946

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	371,584	106,312	317,260	
1100 Measure E	141,303	187,518	189,872	798,844
1200 Measure G	69,667	(122)		
2504 Vehicle Abatement	207,171	228,856	222,382	195,102
Total	789,724	522,564	729,514	993,946

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4116 Special Operations	5.500	5.500	5.000	6.000
Total	5.500	5.500	5.000	6.000

POLICE DEPARTMENT

4130 Support Services

Purpose

Provide the assistance and tools needed by the Field Operations, Investigations, and other Divisions to accomplish their law enforcement mission. Provide a wide range of evidence collection and processing services; Manage the Crime Scene Investigator program; Assist other city departments and outside agencies with information such as court packets and suspect profiles; Provide direct services to the community, such as filling requests for information in the form of police reports, research, and handouts.

Division Operations

1. Maintain an accurate and efficient information storage and retrieval system.
2. Investigate and reconstruct crime scenes, process photographic, fingerprint, video, vehicle, and firearms evidence.
3. Conduct all functions with the best possible customer service.
4. Enhancement of the Department's report writing system and integration with the records management system to increase the level of information captured.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Investigate/reconstruct major crime scenes	23	39	30	42	30
Latent Print Investigations*	136	150	160	170	200
Firearms Processed (in-house)	352	292	315	320	350
Firearms Processed (outside agency)	n/a	130	n/a	n/a	n/a

Major Budget Changes

None.

POLICE DEPARTMENT

4130 Support Services

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	1,295,961	1,250,005	1,644,236	957,135
62 - Supplies & Materials	60,417	78,044	77,500	72,500
63 - Outside Services	4,666,656	4,965,582	5,552,034	5,438,500
64 - Other Charges	3,610	1,928	7,300	
66 - Capital Outlays	26,805	(255)	32,000	
Total	6,053,449	6,295,305	7,313,070	6,468,135

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	5,536,308	5,777,352	6,687,108	6,468,135
1100 Measure E	155,628	14,425	104,614	
1200 Measure G	258,944	396,094	391,348	
3302 Cal ID / RAN Grant	102,569	107,434	130,000	
Total	6,053,449	6,295,305	7,313,070	6,468,135

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4130 Support Services	7.000	8.000	9.000	9.000
Total	7.000	8.000	9.000	9.000

POLICE DEPARTMENT

4131 Technical Services

Purpose

Process data and provide accurate and timely information. Prepare the monthly State Uniform Crime Report (UCR). Process all Department citations. Support the various computer systems which are not integrated into the City network, i.e., Mobile Computer Terminals (MCTs), video mug photo system, document imaging system (AllBase), Computer Aided Dispatch (CAD), California Law Enforcement Telecommunications System (CLETS), and fingerprint identification systems.

Division Operations

1. Conduct research and provide statistical information.
2. Prepare Uniform Crime Reports (UCR) in a timely and accurate manner.
3. Manage the alarm permit and false alarm program.
4. Process citations for Monterey County courts and City Attorney in a timely manner.
5. Provide technical support, user training, and manage and maintain computer applications not integrated with the Wintegrate system.
6. Provide maintenance of mobile computer terminals and other computer equipment.
7. Conduct all functions with the best possible customer service.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Complete Uniform Crime Reports	12	12	12	12	12
Process Citations for Court	4,808	5,948	7,000	6,500	7,000

Major Budget Changes

None.

POLICE DEPARTMENT

4131 Technical Services

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	215,463	246,111	231,407	233,387
62 - Supplies & Materials	66,672	47,904	68,854	51,000
63 - Outside Services	23,735	10,778	27,800	22,000
Total	305,870	304,793	328,061	306,387

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	295,870	293,793	317,061	306,387
1200 Measure G	10,000	11,000	11,000	
Total	305,870	304,793	328,061	306,387

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4131 Technical Services	3.000	2.000	2.000	2.000
Total	3.000	2.000	2.000	2.000

POLICE DEPARTMENT

4132 Word Processing

Purpose

Provide accurate and timely data entry and word processing services for the Field Operations, Investigations, and Support Services Divisions. This includes the Universe databases such as the Crime Reporting System (CRS), the Master Person File (PRS), the Arrest File (ARS), and the Traffic Accident Reporting System (TARS).

Division Operations

1. Process juvenile reports within 24 hours and adult arrest reports within 48 hours, in support of building a safe and peaceful community.
2. Enter TARS data in a timely manner.
3. Respond immediately to emergency typing requests.
4. Provide feedback regarding errors and corrections in the most mission-supportive and positive manner possible.
5. Conduct all functions with the best possible customer service.
6. Complete the transition to department wide use of digital recorders for report transcription.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Police Reports Completed	12,676	11,218	20,000	12,500	15,000

Major Budget Changes

None.

POLICE DEPARTMENT

4132 Word Processing

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	476,117	455,712	104,084	90,000
62 - Supplies & Materials	1,938	47	3,000	500
63 - Outside Services	104,910	132,324	115,676	115,000
Total	582,965	588,084	222,760	205,500

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	487,954	488,806	143,012	
1100 Measure E				205,500
1200 Measure G	95,011	99,278	79,748	
Total	582,965	588,084	222,760	205,500

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4132 Word Processing	6.000	6.000	3.000	
Total	6.000	6.000	3.000	

POLICE DEPARTMENT

4133 Evidence & Property

Purpose

Support the process of successful prosecution by providing security, integrity, and control of property. Facilitate the timely return of property to rightful owners. Ensure internal policies and procedures regarding the safekeeping of evidence are in compliance with all legal requirements.

Division Operations

1. Continue to support the process of successful prosecution by providing security, control and maintenance of evidence.
2. Return property to legal owners in a timely manner to ensure trust and good public relations.
3. Obtain additional storage space and containers, adhere to preservation techniques, prepare and transport evidence and seek alternative disposal sites.
4. Document, transport, and supervise the destruction of narcotics and weapons.
5. Continue training for evidence personnel and sworn personnel; Purge evidence and property; update manuals; update and improve the computer system.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Process evidence into storage	8,080	5,895	10,000	6,500	12,000
Purge evidence	23,700	6,035	14,000	7,000	6,000

* Covid has greatly reduced the number of items taken in we anticipate a surge due to end of lockdowns etc.

** Tenacity purged numerous items during the last 2 fiscal years which skews the number of items purged to higher than normal levels

Major Budget Changes

None.

POLICE DEPARTMENT

4133 Evidence & Property

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	264,632	337,597	360,942	663,773
62 - Supplies & Materials	5,048	4,353	10,396	17,000
64 - Other Charges	276	400	700	500
Total	269,955	342,351	372,038	681,273

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	269,955	342,351	362,038	
1100 Measure E				681,273
1200 Measure G			10,000	
Total	269,955	342,351	372,038	681,273

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4133 Evidence & Property	2.000	2.000	3.000	4.000
Total	2.000	2.000	3.000	4.000

POLICE DEPARTMENT

4134 Records

Purpose

Maintain a current and efficient information storage/retrieval system of arrest and incident reports to provide accurate Public Records Act services to the public and other governmental agencies. Provide information to the Investigation Division and Field Operations to accomplish their law enforcement missions.

Division Operations

1. Provide twenty-four-hour immediate response to field officer requests.
2. Prepare court prosecution packets daily.
3. Enter critical information related to missing persons, warrants, stolen vehicles, property, firearms, stolen license plates and criminal protective orders into related databases.
4. Provide excellent customer service to the public, Department personnel, and other agencies.
5. Maintain an efficient information storage/retrieval system by processing police reports and scanning them, and other information, daily onto an optical storage system.
6. Receive and process records subpoenas as received
7. Purge selected police records on an on-going basis.
8. Continually improve and streamline the efficiency and effectiveness of the Records Unit.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Arrest Packets Completed for Court	1,812	7,812	2,500	8,000	10,000
Reports Processed	12,677	12,234	15,000	13,500	15,000

Major Budget Changes

None.

POLICE DEPARTMENT

4134 Records

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	1,181,029	1,286,786	1,298,473	1,411,283
62 - Supplies & Materials	7,207	7,496	15,300	14,500
64 - Other Charges	225	275	300	300
Total	1,188,461	1,294,558	1,314,073	1,426,083

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	996,570	1,051,939	1,048,111	
1100 Measure E			2,550	
1200 Measure G	191,892	242,618	263,412	1,426,083
Total	1,188,461	1,294,558	1,314,073	1,426,083

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4134 Records	14.000	14.000	13.000	13.000
Total	14.000	14.000	13.000	13.000

POLICE DEPARTMENT

4137 Maintenance Services

Purpose

Oversee and maintain facilities for the Salinas Police Department. With support from Public Works, oversee the maintenance and repair of vehicles in the Police Department's fleet.

Division Operations

1. Manage and maintain all Police Department facilities.
2. With support from Public Works, implements Fleet Replacement Plan and oversee the maintenance and repair of vehicles in the Police Department's fleet.
3. In collaboration with Public Works, administer and maintain the Police Department's portion of the new city-wide fleet management software.
4. Maintain positive relations with internal and external customers in promoting community-oriented philosophy.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Building Deficiencies Rectified	19	0	0	0	0
Building Maintenance and Repair Work Orders Processed	n/a	189	n/a	157	100

Major Budget Changes

None.

POLICE DEPARTMENT

4137 Maintenance Services

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	138,297	120,946	29,790	120,223
62 - Supplies & Materials	18,007	8,341	15,000	3,500
Total	156,304	129,287	44,790	123,723

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	156,304	129,287	44,790	123,723
Total	156,304	129,287	44,790	123,723

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4137 Maintenance Services	2.000	2.000	1.000	1.000
Total	2.000	2.000	1.000	1.000

POLICE DEPARTMENT

4170 Animal Control Services

Purpose

Provide effective animal control, licensing, lost/found and adoption programs for all stray and unwanted animals within the city. Services are provided in partnership with the County of Monterey.

Division Operations

1. Protect Salinas residents from the negative community impacts of unwanted pets, strays, and dangerous animals.
2. In partnership with the County of Monterey, provide humane care of animals housed at the shelter.
3. In partnership with the County of Monterey, promote adoption of animals and their placement in caring and responsible homes.
4. Maintain licensing program to provide effective identification of pets in the community through the use of technology.
5. In partnership with the County of Monterey, develop active volunteer programs to assist the shelter in providing effective lost/found, adoption, public education, and spay/neuter programs.
6. Research and prioritize programs that will reduce the number of stray and unwanted pets in the City.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Animals Licensed	8,000	7,645	9,000	8,000	8,500
Animals Returned to Owner	426	308	400	400	425

Major Budget Changes

The City maintains a Memorandum of Agreement (MOA) with the County to collaborate on the provision of Animal Services.

POLICE DEPARTMENT

4170 Animal Control Services

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	535,356	500,383	536,023	492,461
62 - Supplies & Materials	31,334	24,444	56,000	22,000
63 - Outside Services	360,305	528,910	635,400	730,000
64 - Other Charges	54,271	250	428,276	
66 - Capital Outlays	7,637		28,000	
Total	988,902	1,053,987	1,683,699	1,244,461

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	818,585	912,467	1,122,189	1,244,461
1100 Measure E	137,827	131,520	119,734	
1200 Measure G	8,447	10,000	13,500	
2508 Contributions & Donations	24,043		428,276	
Total	988,902	1,053,987	1,683,699	1,244,461

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4170 Animal Control Services	7.000	4.000	4.000	4.000
Total	7.000	4.000	4.000	4.000

POLICE DEPARTMENT

4220 Field Operations

Purpose

Provide uniformed patrol throughout the community to prevent crime and disorder; apprehend criminal violators; conduct objective and professional investigations; provide information on crime prevention and community safety; respond promptly to crimes in progress; and provide high visibility patrol as needed.

Division Operations

1. Continued emphasis on community-oriented approach to service delivery.
2. Provide immediate response to any crime in progress involving violence or threats of violence.
3. Continue to seek alternative methods to provide prompt service to calls for service.
4. Continue to provide up to date training for recruits through the Field Training Officer Program.
5. Continue to provide state of the art support for criminal investigations through the Crime Scene Investigation Program.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Percentage of Calls for Service identified as emergency or immediate response required, with an Officer arrival time of three minutes or less.	88.1%	81.8%	89.0%	80.0%	85.0%
Total Calls for Service identified as emergency or immediate response required.	1,576	1,624	1,500	1,700	1,500

Major Budget Changes

A significant number of positions remain frozen and/or vacant for 2022-23.

POLICE DEPARTMENT

4220 Field Operations

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	31,725,703	33,268,143	30,030,132	32,826,515
62 - Supplies & Materials	1,219,446	773,338	1,354,367	1,040,000
63 - Outside Services	151,323	143,381	89,500	94,000
64 - Other Charges			500	
66 - Capital Outlays	18,904			
Total	33,115,377	34,184,862	31,474,499	33,960,515

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	21,786,986	23,053,684	19,565,409	32,550,997
1100 Measure E	2,600,567	2,976,390	3,365,280	709,518
1200 Measure G	8,127,824	7,554,789	7,863,810	
2201 Sales Tax-SB172	400,000	600,000	680,000	600,000
2202 Supplemental Law Enf - AB3229	200,000			100,000
Total	33,115,377	34,184,862	31,474,499	33,960,515

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4220 Field Operations	146.000	145.000	138.000	129.000
Total	146.000	145.000	138.000	129.000

POLICE DEPARTMENT

4221 Traffic

Purpose

Enforce state and city traffic laws and codes to improve highway/roadway safety and to promote compliance through the use of specialized training and enforcement. Investigate traffic accidents for causative factors; relieve patrol personnel for other public safety duties; provide accident analyses to determine means for reducing accident rates.

Division Operations

1. Maintain specialized traffic enforcement in areas of school zones, increasing safety potential for children
2. Reduce the number of injury accidents through an aggressive enforcement program.
3. Provide expertise in the investigation of injury and fatal traffic collisions.
4. Increase public awareness related to traffic safety through demonstrations, public education, and community involvement.
5. Increase school children pedestrian safety through education and parent involvement.
6. Regulate and monitor tow services utilized by the Department.
7. Assist Public Works in identifying traffic and pedestrian safety issues.
8. Provide specialized assistance with the Red-Light Camera Project.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Percent Reduction in Reported Collisions	13.0%	11.7%	100.0%	10.0%	100.0%
Percent Reduction in Fatal Accidents	60%	40%	100.0%	10.0%	100.0%

Major Budget Changes

None.

POLICE DEPARTMENT

4221 Traffic

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	311,058	386,569	779,215	969,504
62 - Supplies & Materials	10,605	4,815	11,600	6,000
Total	321,663	391,384	790,815	975,504

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	321,663	391,384	790,815	
1200 Measure G				975,504
Total	321,663	391,384	790,815	975,504

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4221 Traffic	1.000	1.000	3.000	3.000
Total	1.000	1.000	3.000	3.000

POLICE DEPARTMENT

4340 Investigations

Purpose

Conduct investigations in order to identify and apprehend suspects for prosecution purposes. This includes the identification of crime trends through crime analysis for proactive and focused investigation attention. In addition to providing investigative personnel for criminal investigations, the Investigation Division will work closely with the Field Operations and Administration Division to promote strategies which build a safe and peaceful community.

Division Operations

1. Aggressively investigate criminal activity.
2. Maintain the Investigation Division efforts to proactively target criminals that commit gang-related, violent and property crimes, such as murder, assault with a deadly weapon, robbery, burglary, and other thefts.
3. Maintain efforts related to cold case investigations, including utilization of alternate methods of evidence analysis such as retesting evidence for DNA analysis.
4. Continue to provide a timely on-call response on a 24-hour basis for major criminal investigations or other crimes that require in-depth investigative support.
5. Increase efforts to provide informal and formal training to investigators.
6. Continue to assign personnel to monitor and arrest sex registrants who have been found to violate any provisions of Section 290 of the Penal Code in the City of Salinas.
7. Continue to work closely with other agencies to develop and promote collaborative, positive relationships.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Investigations Completed	363	622	375	400	375
Average Clearance Rate/All Cases	77%	55%	85%	75%	75%

Gang WorkUps/Exp* - Detective/Patrol Cases only	
Cases	12
Defendants	18

Major Budget Changes

None.

POLICE DEPARTMENT

4340 Investigations

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	5,548,539	5,883,915	5,658,975	5,603,391
62 - Supplies & Materials	24,459	11,648	21,500	23,000
63 - Outside Services	4,804	26,145	52,485	20,000
64 - Other Charges	89	3,424	8,000	5,000
Total	5,577,890	5,925,132	5,740,960	5,651,391

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	4,904,372	5,157,884	4,603,903	5,651,391
1100 Measure E	408,754	339,041	370,389	
1200 Measure G	264,765	428,207	766,668	
Total	5,577,890	5,925,132	5,740,960	5,651,391

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4340 Investigations	22.000	23.000	23.000	21.000
Total	22.000	23.000	23.000	21.000

POLICE DEPARTMENT

4343 Violence Suppression Task Force

Purpose

Collect information on gangs gang members, drug traffickers, and investigate gang/drug-related crimes. Provide gang/drug-related training and other criminal intelligence to law enforcement and members of the community. Identify and suppress gang/drug criminal activity. Conduct short- and long-term gang/drug focused investigations.

Division Operations

1. Continue to expand and improve a comprehensive criminal gang and gang member certification process under the California Penal Code.
2. Continue to aggressively identify violent gang members, drug traffickers and other violent criminals for the arrest and prosecution of a variety of crimes.
3. Continue to work with the Monterey County District Attorney's Office and other allied agencies (local, state, and federal) to ensure vertical prosecution of gang members and drug traffickers for their crimes.
4. Improve our efforts to work closely with parents or other community members for the purpose of providing them with gang/drug intervention.
5. Conduct short- and long-term, complex investigations of criminal gang groups utilizing all available local, state, and federal resources.
6. Coordinate with community partners to provide intervention services for gang members, potential gang members, and drug abusers.

Performance Measures

Performance Measure	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Gang Registrations	13	33	0	33	0
Court Presentations/Expert Testimony	5	5	0	5	0
Weapons Seized	104	77	0	77	0
Gang related investigations	350	349	0	349	0
Gang/Narcotic/Warrant related arrests	433	264	0	264	0
Gang/Narcotic Presentations-Community	25	0	10	0	10
Narcotics (Meth, Heroin, Cocaine) Seized (in pounds)	34	68*	0	68*	0
Parole/Probation Searches	185	126	0	126	0
Search Warrants	57	21	0	21	0

Major Budget Changes

None.

POLICE DEPARTMENT

4343 Violence Suppression Task Force

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	1,670,523	1,433,455	2,424,233	3,244,147
62 - Supplies & Materials	10,193		40,000	35,000
63 - Outside Services	45,238	43,600	58,500	70,000
66 - Capital Outlays			13,000	
Total	1,725,953	1,477,055	2,535,733	3,349,147

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	1,444,698	1,181,115	2,158,391	612,056
1100 Measure E	281,255	295,940	377,342	
1200 Measure G				2,737,091
Total	1,725,953	1,477,055	2,535,733	3,349,147

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4343 Violence Suppression Task Force	4.000	4.000	9.000	11.000
Total	4.000	4.000	9.000	11.000

POLICE DEPARTMENT

4380 Asset Seizure

Purpose

Provides for the identification of assets (visible and hidden) held by local criminal enterprises. Asset seizure provides for lawful forfeiture, utilizing State and Federal Asset Seizure programs to enhance local enforcement efforts.

Division Operations

1. Continue to identify and seize assets used to facilitate illegal drug transactions.
2. Identify and seize assets deemed "proceeds" from illegal drug transactions.
3. Enhance our efforts to detect and suppress criminal enterprises utilizing civil law in conjunction with criminal law.
4. Use assets to supplement local law enforcement's efforts toward illegal drug related enforcement.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Cases Initiated	16	24	0	20	0

Major Budget Changes

None.

POLICE DEPARTMENT

4380 Asset Seizure

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
62 - Supplies & Materials	22,825	5,376	30,000	50,000
63 - Outside Services		1,293		
64 - Other Charges	795	2		2,000
66 - Capital Outlays	4,606		88,059	
Total	28,226	6,672	118,059	52,000

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
2502 Asset Seizure	28,226	6,672	118,059	52,000
Total	28,226	6,672	118,059	52,000

POLICE DEPARTMENT

Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
4110 Police Administration				
Administrative Secretary	2.000	2.000	2.000	2.000
Chief of Police	1.000	1.000	1.000	1.000
Police Commander	1.000	1.000	1.000	
Police Services Admin Management Analyst	1.000	1.000	1.000	1.000
4110 Police Administration Total	5.000	5.000	5.000	5.000
4112 Personnel & Training				
Community Service Officer	1.000	1.000	1.000	1.000
Police Commander				1.000
Police Officer	1.000	1.000	1.000	1.000
Police Sergeant	1.000	1.000	1.000	2.000
4112 Personnel & Training Total	3.000	3.000	3.000	5.000
4116 Special Operations				
Community Service Officer	4.500	4.500	4.000	4.000
Police Sergeant	1.000	1.000	1.000	2.000
4116 Special Operations Total	5.500	5.500	5.000	6.000
4130 Support Services				
Community Service Officer	2.000	3.000	4.000	3.000
Crime Analyst	1.000	1.000	1.000	1.000
Criminalist	1.000	1.000	1.000	1.000
Latent Fingerprint Tech	1.000			
Police Sergeant	1.000	1.000	2.000	
Senior Police Svc Tech	1.000	1.000		
Forensic Specialist II		1.000	1.000	1.000
Community Services Assistant				3.000
4130 Support Services Total	7.000	8.000	9.000	9.000
4131 Technical Services				
Senior Police Svc Tech	2.000	1.000	2.000	2.000
Technical Services Coordinator	1.000	1.000		
4131 Technical Services Total	3.000	2.000	2.000	2.000
4132 Word Processing				
Supvsg Wrđ Proc Operator	1.000	1.000		

POLICE DEPARTMENT

Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
Word Processing Operator	5.000	5.000	3.000	
4132 Word Processing Total	6.000	6.000	3.000	
4133 Evidence & Property				
Evidence Technician	1.000	1.000	1.000	1.000
Police Sergeant				1.000
Sr Evidence Technician	1.000	1.000	1.000	1.000
Property Evidence Supervisor			1.000	1.000
4133 Evidence & Property Total	2.000	2.000	3.000	4.000
4134 Records				
Police Record Coord	1.000	1.000	1.000	1.000
Police Services Tech	10.000	10.000	9.000	9.000
Supvsg Police Serv Tech	3.000	3.000	3.000	3.000
4134 Records Total	14.000	14.000	13.000	13.000
4137 Maintenance Services				
Pub Safety Facilities Wkr	2.000	2.000	1.000	1.000
4137 Maintenance Services Total	2.000	2.000	1.000	1.000
4170 Animal Control Services				
Animal Care Tech	2.000	1.000	1.000	1.000
Animal Control Officer	2.000	2.000	2.000	2.000
Animal Services Mgr	1.000			
Animal Services Supv	1.000			
Animal Servs Office Asst	1.000	1.000	1.000	1.000
4170 Animal Control Services Total	7.000	4.000	4.000	4.000
4171 Animal Control Svc -Agencies				
Animal Care Tech	1.000			
4171 Animal Control Svc -Agencies Total	1.000			
4220 Field Operations				
Community Service Officer	7.000	6.000	3.000	4.000
Deputy Chief of Police	1.000			
Police Commander	4.000	4.000	4.000	4.000
Police Officer	106.000	107.000	107.000	97.000
Police Recruit	11.000	11.000	8.000	8.000
Police Sergeant	16.000	16.000	15.000	13.000
Assistant Chief of Police	1.000	1.000	1.000	1.000

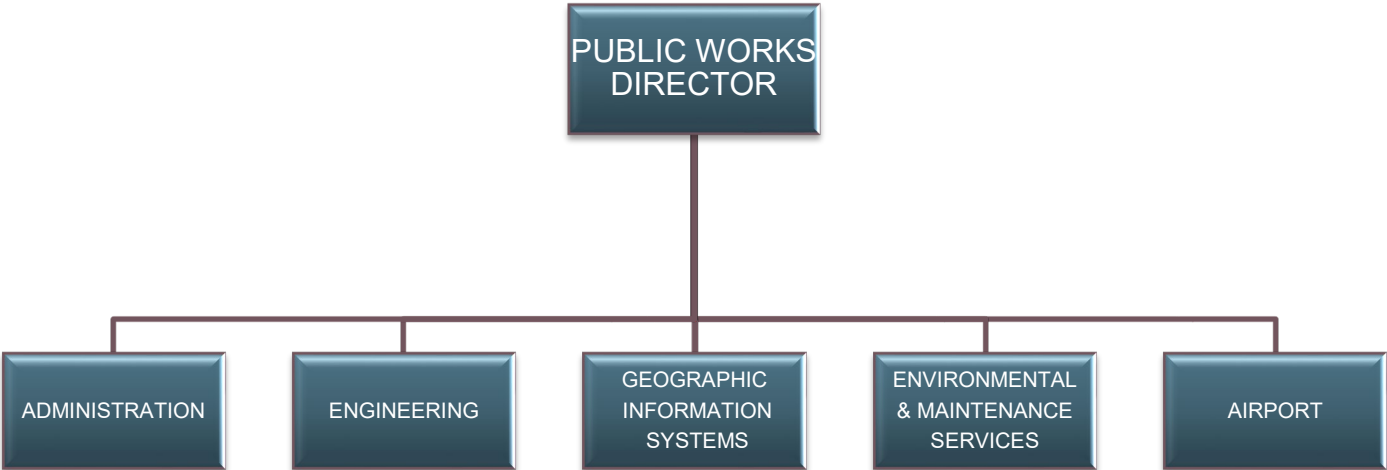
POLICE DEPARTMENT

Work Force

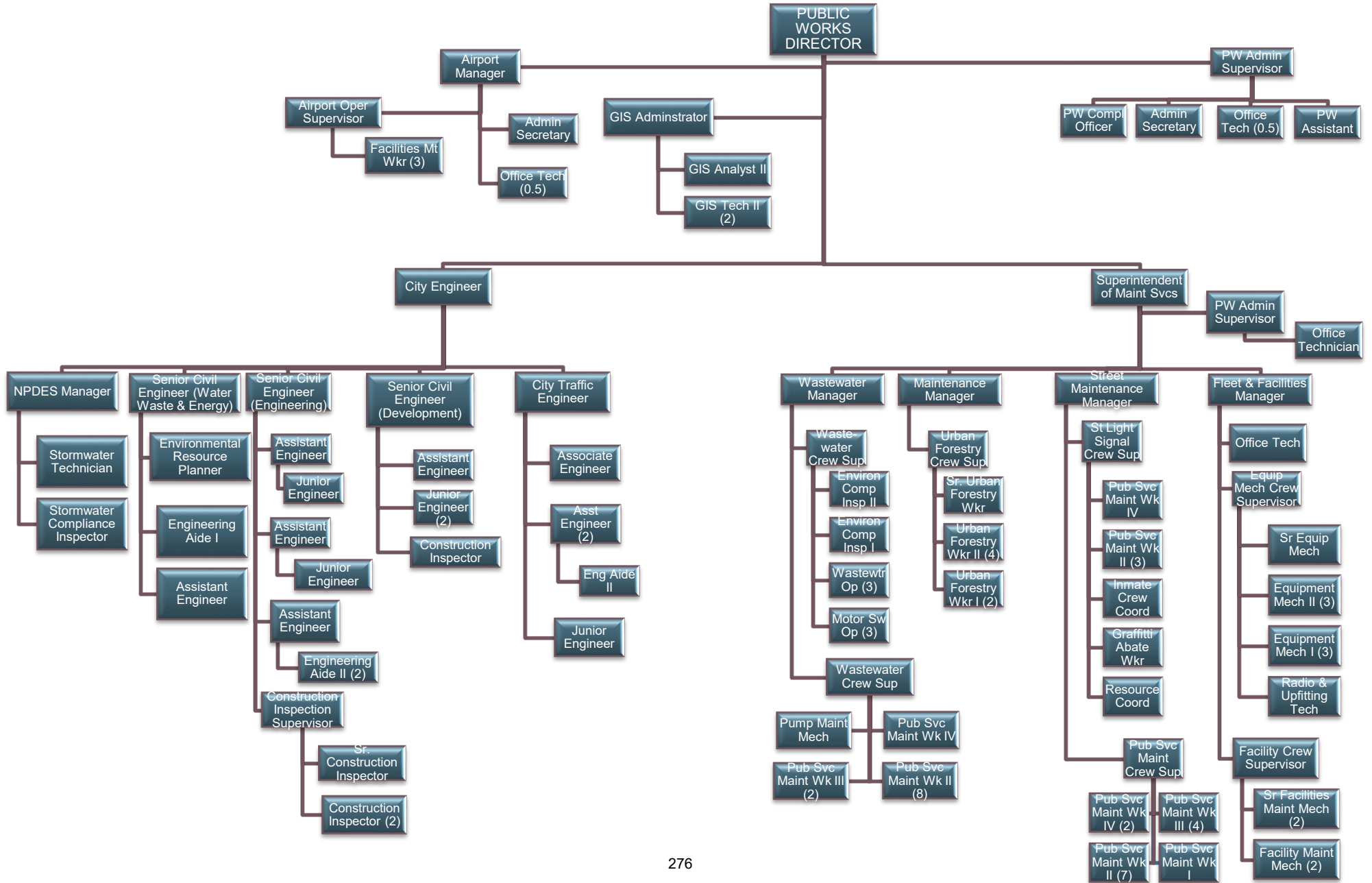
Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
Multi-Service Officer				2.000
4220 Field Operations Total	146.000	145.000	138.000	129.000
4221 Traffic				
Police Officer			2.000	2.000
Police Sergeant	1.000	1.000	1.000	1.000
4221 Traffic Total	1.000	1.000	3.000	3.000
4340 Investigations				
Community Service Officer	1.000	1.000	1.000	1.000
Police Commander	1.000	1.000	1.000	1.000
Police Officer	16.000	16.000	16.000	15.000
Police Sergeant	2.000	2.000	2.000	2.000
Senior Police Svc Tech	1.000	1.000	1.000	1.000
Assistant Chief of Police	1.000	1.000	1.000	
Victim Advocate		1.000	1.000	1.000
4340 Investigations Total	22.000	23.000	23.000	21.000
4342 School Resource Officers				
Police Officer	2.000	2.000		
Police Sergeant	1.000	1.000		
4342 School Resource Officers Total	3.000	3.000		
4343 Violence Suppression Task Force				
Community Service Officer			1.000	1.000
Crime Analyst				1.000
Police Commander	1.000	1.000	1.000	1.000
Police Officer	2.000	2.000	5.000	6.000
Police Sergeant	1.000	1.000	2.000	2.000
4343 Violence Suppression Task Force Total	4.000	4.000	9.000	11.000
Total	231.500	227.500	221.000	213.000

PUBLIC WORKS DEPARTMENT

Organizational Chart by Division



PUBLIC WORKS DEPARTMENT Organizational Chart by Position



PUBLIC WORKS DEPARTMENT

Summary

Purpose

The Public Works Department consists of the Engineering; Engineering Administration; Development Engineering; Traffic/Transportation; Water, Waste and Energy; Geographical Information Systems; Environmental and Maintenance Services Divisions and the Airport.

The Engineering and Traffic/Transportation Divisions provide management of the City's public infrastructure; plan and implement public capital improvements; examine private development plans and proposals with associated CEQA documents to ensure responsible growth as it relates to traffic issues and public infrastructure; administer programs and enforce governmental regulations.

The GIS Division provides data analysis planning support and develops asset management apps for all City departments.

The Engineering Administration Division manages the City's Labor Compliance Program the federal and state grants, and the annual assessments associated with Landscape Maintenance Districts.

Water, Waste and Energy oversees the City's Solid Waste and Recycling and provides engineering support for Industrial Waste, Sanitary Sewer and Stormwater infrastructure. WWE is also responsible for Greenhouse Gas Emissions, Urban Forestry and Greening, Neighborhood Vibrancy, Solar Energy and Efficiency and special projects with a strong environmental component while protecting the City's interests on a regional level. The Environmental and Maintenance Services Division protects the health of Salinas by providing maintenance services for all City infrastructure, vehicles, and equipment, and ensures NPDES compliance in the field.

Top Accomplishments for FY 2021-22

Investment Strategies/Risk Management

1. Downtown Vibrancy Plan Implementation
 - a. Complete construction of Main Street for 100, 200 and 300 block.
 - b. Complete construction of Downtown Complete streets, on West Alisal from Front Street to Blanco Road.
2. Support development of Salinas Travel Center project, Airport Lease Project, Unikool (John Street) Project, Sywest Project, and the Sobel Project.
3. Complete the Mitigated Negative Declaration for Boronda Road Congestion Relief Project (future growth area).
4. Complete 75% design for Boronda Road and McKinnon roundabout.
5. Submit 90% plans of Williams Road to PG&E for the kickoff of the Utility Undergrounding design project.
6. Technical Support for the West Area and Central Area Specific Plans approval process.
7. Provide engineering and street maintenance support for various City special events.
8. Completed 90% Design for the Williams Road Improvements.
9. Continuing work to develop sustainable parking enterprises which help support the city's economic sectors.
10. Project closeout for the Sanborn/Elvee/HWY 101.
11. Completed the fiberoptic backbone for the Downtown Fiber Optic Network plan.
12. Complete Installation of new metal roof at Fire Station no. 1.
13. Support regional plan to extend commuter rail service to Salinas that will provide access to jobs in the Bay Area and Silicon Valley.

PUBLIC WORKS DEPARTMENT

Summary

14. Development complete streets, multi-modal corridors, and a sustainable transportation to support responsible future growth area and mitigate vehicle miles travelled (VMT).
15. Supported the Airport Lease Project MND and began coordination with Caltrans as part of mitigation program to improve Airport Blvd/US 101 Ramps.
16. Support the Salinas Ag Industrial Center Development Project and continue coordinating with Caltrans and TAMC to improve US 101 access in South Salinas.
17. Completed plans and awarded a bid for the Pedestrian Crossing Enhancements Project.
18. Completed new Franchise Agreement for Solid Waste Services after over a year of negotiations.
19. Completed new agreement with Salinas Valley Solid Waste Authority which requires the relocation of the Sun Street Transfer Station outside the City.
20. Completed Agreement with California Water Board to accept \$8.8M in grant funds for the Industrial Wastewater Treatment Facility.

Public Safety

1. Continuing work with Monterey County Health Department, TAMC, and Blue Zones to develop Traffic Safety education programs.
2. Continued homeless encampment cleanups.
3. Begin construction of East Laurel Drive Pedestrian Improvements and Street Lighting.
4. Completed construction of Old Muni Pool phase 1, 2 and 3.
5. Begin construction of the Bardin Road Safe Routes to School Improvements.
6. Completed construction of the Alvin Drive Safe Routes to School Project.
7. Completed construction of three new traffic signals (Alvin Drive/Linwood and the Alvin Drive/El Dorado Intersections; and at North Main/Street/Navajo Drive in support of the El Gabilan Library Extension.
8. Completed Council approved Traffic Calming Projects at Geil Street.
9. Completed sidewalk repairs at District 3, District 4 and District 2 in the amount of \$900K through the Job Order Contract (JOC) Sidewalk Improvement Program.
10. Continued developing the Salinas Safe Routes to School Plan with Ecology Action and TAMC.
11. Completed new sidewalks and eliminated the "missing" pedestrian link on Maryal Drive serving Sherwood Park, Tatum's Garden, the Rodeo Grounds and Boys and Girls Club.

Operational Efficiencies

1. Developing Sustainable Citywide Parking Management Program
 - a. Continued to manage the Parking Enterprise Programs
 - b. Demonstrated successful implementation of Parking Enforcement Enterprise; improving services while continuing to cover costs at the same time supporting the City's economic and safety objectives. Expanded parking enforcement services to weekends and early evenings.
 - c. Indexed the rates in the Downtown Parking District to reduce dependence of the enterprise on the City General Fund.
 - d. Transitioned to a new parking citation management vendor
 - e. Prepared a facility condition assessment report for both Downtown garages to identify deferred maintenance and probable costs to repair
2. Utilized Geographic Information Systems (GIS) for spatial analysis. Spatial analysis lets staff evaluate suitability and capability, estimate, predict, interpret, and understand data. This capability is delivered to all City Departments to provide new perspectives to data driven decision-making.
3. Implemented innovative and emerging technology solutions to increase efficiency and effectiveness of City services.

PUBLIC WORKS DEPARTMENT

Summary

4. Plan of EV stations transformer for the ITC center.
5. Embarked upon the development of a Community-Based Public/Private Partnership (P3) process to potentially fund green infrastructure projects throughout the City.
6. Developing Proposition 26 fees to fund the costs of NPDES inspection and plan review activities.
7. Continuing Implementation of the City Traffic Fee Ordinance.
8. Completed draft final plans for the Sherwood/Front St Adaptive Traffic Signal System Project.
9. Implemented measures to more closely track revenue and manage the City's Franchise Agreement for Solid Waste Services.

Excellent Infrastructure

1. Completed Mitigated Negative Declaration for Boronda Road Improvements which provides increase capacity to four lanes and 5 new roundabouts at key intersections.
2. Begin construction of 2021 Chip Seal project City Wide.
3. Complete 80% design of San Juan Grade Road rehabilitation.
4. Continuing Development of City's Active Transportation Plan.
5. Continue identifying funding for improvements for implementation of the East Alisal Corridor Plan.
6. Secured grant funding to stretch transportation dollars.
7. Hired consultant to update City Standard Plans and Specifications.
8. Updated Pavement Management System for future road maintenance.
9. Applied for HSIP Grants to fund a part of Williams Road Improvements.
10. Refreshed over 17,000 linear feet of crosswalks.
11. Complete Design of 2021 Slurry Seal Project City Wide.
12. Complete Design of Montebella Subdivision Slurry Seal project.
11. Complete Construction of East Alvin Drive Safe Routes to School Project.
12. Complete construction for North Main/Navajo traffic signal project.
13. Complete Construction of Downtown Complete Street Project.
14. Awarded the bid for the traffic signal at Alisal Street and Murphy Street.
15. Adopted the Vision Zero Plan to reduce severe injuries and fatalities on city streets.
16. Completed sludge removal project at the Industrial Wastewater Treatment Facility.

Investment Strategies/Risk Management

1. Traffic Calming Improvements at Geil Street neighborhood.
2. Complete design of restroom remodel at Natividad Creek Park.
3. Complete design of tennis court improvements at Central Park.
4. Begin construction of Tennis courts improvements at Claremont Park.

City Council Goals, Strategies, and Objectives for FY 2022-23

Investment Strategies / Risk Management

1. Develop and implement downtown parking strategy.
2. Work with PG&E to design and build the Williams Road Utility Underground District.
3. Support Extension of Caltrain Rail Service to Salinas to help mitigate vehicle miles travelled and support future growth.
4. Pursue control of East Market Street corridor (State Route) to support downtown revitalization.
5. Implementing ADA Transition Plan and Street Sign Management Plan.
6. Continue to develop the City's reforestation program.

PUBLIC WORKS DEPARTMENT

Summary

7. Complete construction on Bardin Road Safe Routes to School Project to improve safe travel to school.
8. Complete Design for East Salinas Area Street Light installation.
9. Complete Sanitary Sewer priority CCTV survey.
10. Complete Design and begin construction for priority Sanitary Sewer Pipe and Manhole Repairs.
11. Complete construction of East Laurel Drive Pedestrian Improvement Project.
12. Spend \$6.3 M is street maintenance and rehabilitation City Wide.
13. Complete construction of Traffic Signal at Alisal and Murphy Street.
14. Complete West Wing Tenant Improvements for the Fire Department at City Hall.
15. Complete \$600,000 of Sidewalk improvements in Districts 3, 5 and 6.
16. Adopt the ADA transition plan. Complete Boronda Road Congestion Relief project to stimulate development in City future growth areas.
17. Support the General Plan Update EIR, CAP and Circulation Element.
18. Begin construction on the Constitution and Las Casitas Traffic Signal.
19. Begin construction on the Pedestrian Crossing Enhancements Project
20. Complete design on the Sherwood/Front St Adaptive Traffic Control System.
21. Alisal Vibrancy Plan – Develop and adopt East Alisal Street Master Plan.
22. Begin Bus Rapid Transit and Transit Oriented Design Corridor Study with MST.
23. Issue RFP and begin design and construction of new solar PV system for the Public Safety Center.
24. Complete long term source water agreement with Monterey One Water and the Monterey County Water Resources Agency.

New Revenue

1. Traffic Improvement Program and Fee Update.
2. Secure funding to complete the City's Active Transportation Plan (and Multi-modal Plan).
3. Continue work on developing a Sustainable Citywide Parking Management Program.
4. Initiate a Prop 218 process in order to attain sustainable maintenance service levels in the Harden Ranch Maintenance District and North East Area Maintenance District.
5. Pursue HSIP and other grant funds to support road safety improvements.

Operational Efficiencies

1. Develop and implement downtown parking strategy.
2. Complete a City-wide GIS Needs Assessment, Develop and Deploy an Open Data Portal, and complete a Performance Management Program evaluation.
3. Utilize Geographic Information Systems (GIS) for spatial analysis. Spatial analysis lets staff evaluate suitability and capability, estimate, predict, interpret, and understand data. This capability is delivered to all City Departments to provide new perspectives to data driven decision-making.
4. Continue to Implement innovative and emerging technology solutions to increase efficiency and effectiveness of City services.
5. Use of Salinas Connect as a tool for better response to public inquires and prioritization of maintenance work.
6. Recommend efficiencies to be born in the delivery of maintenance and repairs following the recommendation of an organizational study.

Public Safety

1. Begin Construction on Boronda/McKinnon roundabout.

PUBLIC WORKS DEPARTMENT

Summary

2. Complete construction of the Chip Seal project for arterial and collector streets; and Slurry seal for the residential streets.
3. Embark on the most extensive Street repair effort in the City's history with more than \$35 million bonded and budgeted.
4. Implement short term goals on the East Alisal Corridor Plan.
5. Complete and adopt the City Vision Zero Action Plan.
6. Develop the City Complete Streets Policy with Blue Zones Initiative.
7. Continue Development of City Safe Routes to School Plan.
8. Begin construction of San Juan Grade Road and Work Street rehabilitation.
9. Complete construction of Natividad Creek Restroom.
10. Installation of Hebron Heights and Closter Park Playground equipment.
11. Support smart growth vision for Future Growth Areas infrastructure.
12. Support Blue Zone Policies.
13. Fund and Complete City's Active Transportation Plan and Multi-modal Plan
14. Implement reduced speed limits in school zones.
15. Certify E&TS for valid speed limits for all City Streets.
16. Update signal timing plans for improved safety and operations.
17. Adopt the City-wide Safe Routes to School Plan.
18. Continue coordination with the South of Salinas Interchange Project and frontage road system connecting to south Salinas.
19. Continue to support Salinas PD traffic enforcement efforts.
20. Support Fire Department emergency response through signal pre-emption and computer aided dispatch.

Major Budget Changes

Associate Engineer Position in Traffic and Transportation.

Pavement Management Program and keeping up with essential traffic control pavement markings.

Associate Engineer in Water Waste and Energy Division dedicated to grant and expansion efforts for Industrial Wastewater Treatment Facility.

Design, permitting, and investigation costs associated with expansion of Industrial Wastewater Treatment Facility.

PUBLIC WORKS DEPARTMENT

Summary

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
Engineering and Transportation	3,494,219	3,131,063	3,971,439	3,700,593
Geographic Information Systems	590,535	572,980	668,194	626,224
Environmental and Maintenance Services	7,618,094	5,478,390	6,696,205	7,456,871
Total	11,702,849	9,182,433	11,335,838	11,783,688

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
Engineering and Transportation	30.680	28.930	30.180	30.180
Geographic Information Systems	5.000	5.000	4.000	4.000
Environmental and Maintenance Services	46.750	46.750	33.750	40.750
Total	82.430	80.680	67.930	74.930

PUBLIC WORKS DEPARTMENT

Summary

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
5110 Engineering Administration	766,061	745,245	982,546	839,771
5115 Development Engineering	660,892	616,645	919,286	853,079
5120 Engineering Services	1,142,929	851,978	641,268	468,792
5122 Dev, Traffic & Transportation	658,534	582,182	827,020	1,096,764
5125 Eng Water & Solid Waste Division	265,803	335,012	601,320	442,187
5128 GIS Division	590,535	572,980	668,194	626,224
5230 Maintenance Administration	408,687	425,422	506,397	458,678
5231 Graffiti Abatement	117,365	181,676	220,554	228,482
5232 Facilities Maintenance	849,917	795,777	971,185	1,331,232
5234 Street Maintenance	1,855,452	2,055,629	2,310,516	2,642,469
5235 Street Lights	594,416	630,283	595,481	607,008
5236 Traffic Signals	316,653	313,878	365,400	470,466
5237 Environmental Compliance	124,904	104,567	140,680	205,366
5238 Parks and Community Services	2,308,211			
5239 Urban Forestry	1,042,488	971,157	1,585,992	1,513,170
Total	11,702,849	9,182,433	11,335,838	11,783,688

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	7,971,305	7,156,236	8,066,348	8,480,470
62 - Supplies & Materials	471,038	419,340	619,486	784,365
63 - Outside Services	3,143,923	1,543,750	2,453,578	2,341,010
64 - Other Charges	33,237	25,493	90,183	107,468
66 - Capital Outlays	83,345	37,616	106,242	70,375
Total	11,702,849	9,182,433	11,335,838	11,783,688

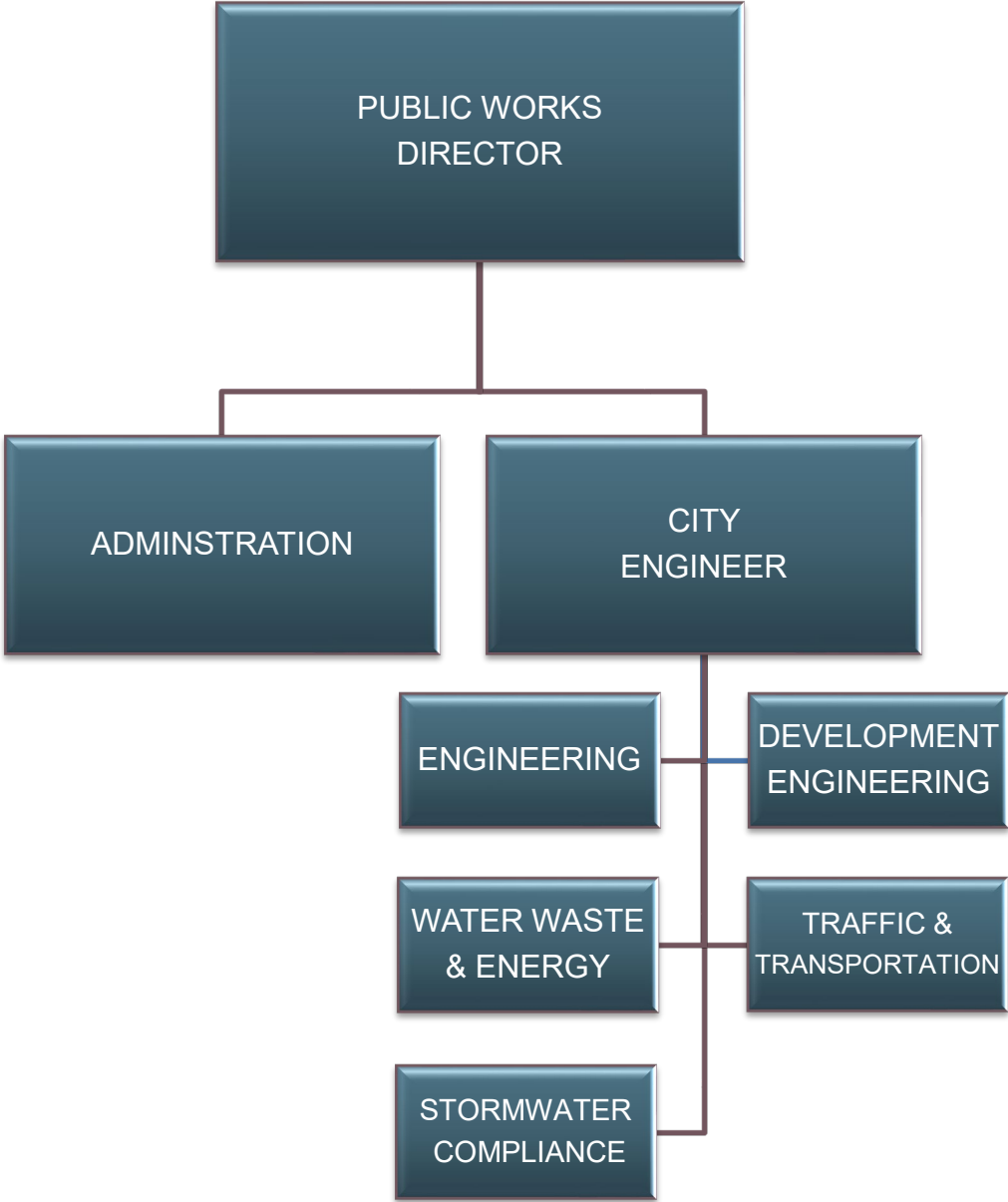
Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	9,952,292	8,117,459	9,941,926	6,205,973
1100 Measure E	726,855	252,085	358,712	
1200 Measure G	1,023,701	812,890	1,030,200	5,577,715
2508 Contributions & Donations			5,000	
Total	11,702,849	9,182,433	11,335,838	11,783,688

PUBLIC WORKS DEPARTMENT

Summary

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5110 Engineering Administration	6.430	5.680	4.930	4.930
5115 Development Engineering	4.850	4.850	4.850	4.850
5120 Engineering Services	12.850	12.850	11.850	11.850
5122 Dev, Traffic & Transportation	5.000	5.000	6.000	6.000
5125 Eng Water & Solid Waste Division	1.550	0.550	2.550	2.550
5128 GIS Division	5.000	5.000	4.000	4.000
5230 Maintenance Administration	1.500	1.500	1.500	1.500
5231 Graffiti Abatement	1.000	1.000	1.000	1.000
5232 Facilities Maintenance	5.250	5.250	4.000	6.000
5234 Street Maintenance	17.000	17.000	17.000	20.000
5235 Street Lights	1.000	1.000	1.000	1.000
5237 Environmental Compliance	1.000	1.000	1.000	2.000
5238 Parks and Community Services	12.000	12.000		
5239 Urban Forestry	8.000	8.000	8.250	8.250
5236 Traffic Signals				1.000
Total	82.430	80.680	67.930	74.930

ENGINEERING AND TRANSPORTATION Organizational Chart by Division



ENGINEERING AND TRANSPORTATION

5110 Engineering Administration Division

Purpose

Provide administrative support to the Department of Public Works, supervise and control the Department's operating and project budgets, implement and manage the Capital Improvements Program, administrative oversight of all Landscape Maintenance Assessment Districts, administrative oversight of all Public Works Grants, acquire property as needed for projects, administer programs dealing with energy efficiency, environmental, Labor Compliance Program monitoring and enforcement on Public Works projects, and respond to resident complaints and inquiries.

Division Operations

1. Supervise and manage Department services and resources in an efficient manner.
2. Represent the City in developing major development proposals (Vibrancy plans, Carr Lake).
3. Administer the department's budget within approved authorized amounts.
4. Provide administrative and technical support to the department in the performance of its duties.
5. Maintain records pertaining to City facilities such as deeds, easements abandonments, right-of-ways and the preservation of City owned historical buildings.
6. Manage the annual assessments of the Landscape and Maintenance Districts.
7. Manage all departmental grant application and reporting.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
# and % eligible Construction Contracts completed that					
met/exceeded Local Hire requirements	2/ 100%	1/ 100%	5 / 100%	5 / 100%	2/ 100%
met State Apprenticeship requirements	2/ 100%	5 / 83%	4 / 100%	4 / 100%	2/ 100%
met/exceeded Federal DBE/MBE/WBE requirements	1 / 100%	2 / 100%	3 / 100%	3 / 100%	3 / 100%
Federal / State grants administered	18	26	30	30	15
Construction Contracts Awarded (in dollars)	\$2 mil	\$14 mil	\$18 mil	\$18 mil	\$10 mil

Major Budget Changes

None.

ENGINEERING AND TRANSPORTATION

5110 Engineering Administration Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	621,922	597,647	720,517	711,871
62 - Supplies & Materials	22,307	15,629	44,820	39,000
63 - Outside Services	107,432	112,147	179,109	64,500
64 - Other Charges	5,172	10,411	25,100	17,000
66 - Capital Outlays	9,228	9,411	13,000	7,400
Total	766,061	745,245	982,546	839,771

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	732,325	713,021	895,787	839,771
1200 Measure G	33,736	32,223	81,759	
2508 Contributions & Donations			5,000	
Total	766,061	745,245	982,546	839,771

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5110 Engineering Administration	6.430	5.680	4.930	4.930
Total	6.430	5.680	4.930	4.930

ENGINEERING AND TRANSPORTATION

5115 Development Engineering Division

Purpose

Perform plan review and inspections to verify that site work, grading and drainage and stormwater mitigation facilities are built in compliance with applicable codes and laws, including, but not limited to city municipal code, city standards and FEMA; rendering them safe upon completion of construction. This includes coordination with the City Engineer and other City Departments/Divisions and governmental agencies. Verify that public improvements, part of private development, are constructed in compliance with City standards and are safe to use upon completion of construction. Issue encroachment permits and vendor permits for activities in the public right of way. Coordinate with applicants, other city department and agencies to assign site addressing. Provide development-related implementation and enforcement of NPDES stormwater permit requirements.

Division Operations

1. Review of planning site development applications and building permit applications for development related engineering and Public Works requirements.
2. Plan review and inspection of private development projects for compliance with NPDES stormwater permit.
3. Plan review and inspection of private development projects for compliance with FEMA requirements.
4. Review and inspection of private improvements within the City right of way.
5. Provide technical support to planning applications in accordance with the Subdivision Map Act.
6. Calculate development impact fees for development applicants.
7. Coordinate City Street Vendor Program.
8. Provide assistance to City Engineer in implementing floodplain management and CRS program compliance.
9. Coordination of city addressing of public and private buildings.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Private Development NPDES Stormwater Permit Compliance (Number of Correction Notices & NOVs/Total Projects Inspected)*	129/25	50/32	N/A	58/30	N/A
Private Development NPDES Stormwater Permit Compliance (Projects Meeting Post Construction Requirements/Total Projects)	89%	99%	100%	99%	100%
Encroachment Permits Issued	717	819	700	750	750
Vendor Permits Issued	79	77	100	95	100
Total On-Time Permit Reviews (Building, Grading, FEMA, Encroachments)	75%	84%	90%	56%	90%
Total On-Time Development Reviews(Use Permits, Site Reviews, Map Checks)	53%	45%	95%	55%	95%
Total Counter Inquiries and Reviews	N/A	91	N/A	600	N/A

Major Budget Changes

None.

ENGINEERING AND TRANSPORTATION

5115 Development Engineering Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	541,945	520,001	710,945	712,341
62 - Supplies & Materials	3,464	8,015	5,023	5,100
63 - Outside Services	111,723	86,089	191,141	120,000
64 - Other Charges	3,759	1,569	10,477	10,888
66 - Capital Outlays		971	1,700	4,750
Total	660,892	616,645	919,286	853,079

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	660,892	616,645	919,286	853,079
Total	660,892	616,645	919,286	853,079

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5115 Development Engineering	4.850	4.850	4.850	4.850
Total	4.850	4.850	4.850	4.850

ENGINEERING AND TRANSPORTATION

5120 Engineering Services Division

Purpose

To implement the City's Capital Improvement Projects, to provide engineering services for other city departments and the public, and to ensure the compliance of engineering standards necessary for the protection of public health and safety.

Division Operations

1. Expedient design and construction of programmed Capital Improvement Projects (CIPs), within budget.
 - Traffic signals, Striping and Signing
 - Pavement Treatment/Rehabilitation/Reconstruction
 - Storm Water and Sanitary Sewer Rehabilitation/new construction
 - Sidewalk, Curb/gutter, Driveway, Tree Removal, and replanting trees
 - Manage and Coordinate City owned Building Project Remodels/Maintenance
 - Culvert and Detention Basin Rehabilitation and silt removal
 - Inspect new Development projects
2. Assess new infrastructure needs associated with city growth and plan to meet these needs with project planning and revision of the Development Impact Fee.
3. Complete the ADA transition plan; Continue upgrades to city infrastructure to meet the requirements of the Americans with Disabilities Act (ADA).
4. Plan for and develop a funding plan for the Bridge Maintenance Program.
5. Update the current City of Salinas Standard Plans and Specifications.
6. Update the Pavement Management System and prioritize streets for road maintenance.
7. Provide Customer Support through the Engineer of the Month and Q-Alert. Create Partnerships with other agencies to assist with funding CIP projects and programs.
8. Support City Engineer/ADA Coordinator on ADA transition plan and grievance and policy coordination.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Grant applications submitted. Dollars secured vs. dollars applied for			1@ \$14M: 1@ \$1.0M	1@ \$14M: 1@ \$1.0M	15M
City C.I.P. projects designed. (annually)		7	12	14	15
City projects constructed on time (annually)		5	10	10	14
City projects constructed within budget (annually)		5	10	9	14
Number of projects inspected		10	15	18	20
City Pavement Condition Index		55	55	55	55
Proposed Performance Measures 2022-2023					
Projects Awarded				8	18
Projects Closed Out and Accepted				9	10
Active Construction Projects				15	16
Project Delivered On Budget and On Time				9	14
Number of projects inspected		10	15	18	20
City Pavement Condition Index		55	55	55	55

ENGINEERING AND TRANSPORTATION

5120 Engineering Services Division

Major Budget Changes

None.

ENGINEERING AND TRANSPORTATION

5120 Engineering Services Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	1,008,978	798,635	468,403	321,992
62 - Supplies & Materials	6,230	8,761	17,037	14,000
63 - Outside Services	65,702	39,262	88,133	88,500
64 - Other Charges	12,494	4,779	11,000	22,800
66 - Capital Outlays	49,526	541	56,695	21,500
Total	1,142,929	851,978	641,268	468,792

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	1,142,929	851,978	641,268	468,792
Total	1,142,929	851,978	641,268	468,792

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5120 Engineering Services	12.850	12.850	11.850	11.850
Total	12.850	12.850	11.850	11.850



(This page intentionally left blank)

ENGINEERING AND TRANSPORTATION

5122 Development, Traffic & Transportation Division

Purpose

Oversee and manage the City's transportation system. Support development plans and transportation projects to ensure responsible well-planned growth within the City; Oversee the City's Transportation Impact Fee Program; prepare regular and significant program updates as required by the General Plan Update processes, provide engineering services for the safe and efficient movement of commerce and people; plan for future traffic needs; and promote the use of alternative transportation modes to reduce traffic demand and congestion; Oversee operations of the City's traffic signals and intelligent transportation systems. Help implement transportation policies in the General Plan; implement the City's Capital Improvement Projects and provide traffic engineering services for other city departments; Respond to traffic requests including neighborhood traffic calming, school safety issues, and parking.

Division Operations

1. Manage the design and construction of transportation capital improvement projects
2. Oversee the Traffic Monitoring Program and maintain traffic data.
3. Respond to traffic inquiries and concerns from the public, other departments, and other agencies.
4. Provide responsible review of development plans to ensure commensurate growth in transportation network capacity.
5. Oversee operations and maintenance of traffic signals and improve efficiency. Provide signal modernization and communications in an effort to improve traffic efficiency and reduce maintenance costs.
6. Support Complete Streets principles and Green Streets in the City.
7. Secure funding for transportation related projects.
8. Oversee the City's Transportation Impact Fee Program and coordinate with other agencies to fund future transportation infrastructure needs.
9. Work with TAMC, Caltrans and other agencies to obtain funding for extending rail service from the San Francisco Bay Area and Silicon Valley to Salinas.
10. Work with TAMC, Caltrans, and other agencies to improve capacity on US 101 through Salinas.
11. Coordinate with Monterey-Salinas Transit to plan and operate transit routes.
12. Review and update traffic signal timing systems to improve circulation.
13. Provide the Engineering and Traffic Surveys necessary to establish speed zones and enforce speed limit laws.
14. Develop City's Parking Programs.
15. Manage and annually update the residential parking permit program.
16. Manage and support the City's parking enforcement program.
17. Manage the City's Downtown Parking District.
18. Implement City's Traffic Calming Program.
19. Work with schools on traffic safety issues and implement safe route to school projects.
20. Develop and review traffic control plans for road closures and special event traffic control plans.
21. Provide regular reports to the Traffic and Transportation Commission.
22. Support the Police and Fire Departments on their specific needs related to traffic and transportation.
23. Implement the City's Vision Zero Policy and improve traffic safety to reduce fatalities and severe injuries resulting from traffic collisions.
24. Maintain traffic control devices including signs, signals, flashing beacons, crosswalk, and lane lines.
25. Issue transportation permits for oversee vehicles .
26. Respond to traffic requests including neighborhood traffic calming, school safety issues, and parking analysis.
27. Implement Capital Improvement Projects.

ENGINEERING AND TRANSPORTATION

5122 Development, Traffic & Transportation Division

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Transportation Permits issued (annually)	144	259	150	205	150
Grant applications submitted, Dollars secured (\$ million)	2/\$0.224M	\$1.3M/\$0	2/\$2M	\$395K/\$0	\$4M/\$2M
Traffic Requests addressed (annually)	110	191	100	255	150
Projects Completed (NEW)		5	1	5	4
Traffic Commission Reports (NEW)	50	33	50	53	50

Major Budget Changes

Hired a Junior Engineer position to support anticipated increase in workload. The division has had an unfilled associate engineer position for the entire 21-22 Fiscal Year.

The traffic division operations expand beyond CIP projects and must depend on Gas Tax or General Fund for non-CIP services. Gas tax is the closest thing to a road user fee but is highly sought after between departments.

The downtown parking district continues to operate in the red. The Downtown Parking District requires resources including the dedication of staff time, beyond what is currently available. The City must take actions to improve revenues or reduce expenses for the Downtown Parking District. The City must establish a parking oversight committee to monitor the use of district funds.

The Traffic Division continues to absorb work responsibilities previously provided by other divisions. The Traffic division will be taking over the maintenance of streetlights and guard rails, previously maintained by the Maintenance Division. Contracting this work out comes at a premium cost.

The General Plan Updated, currently underway is a major undertaking and a diversion of staff time.

ENGINEERING AND TRANSPORTATION

5122 Dev, Traffic & Transportation Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	594,715	559,160	761,720	890,060
62 - Supplies & Materials	20,151	5,055	21,375	42,169
63 - Outside Services	42,162	5,196	36,025	151,535
64 - Other Charges	20	1,394	1,950	10,000
66 - Capital Outlays	1,486	11,377	5,950	3,000
Total	658,534	582,182	827,020	1,096,764

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	658,534	582,182	827,020	
1200 Measure G				1,096,764
Total	658,534	582,182	827,020	1,096,764

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5122 Dev, Traffic & Transportation	5.000	5.000	6.000	6.000
Total	5.000	5.000	6.000	6.000



(This page intentionally left blank)

ENGINEERING AND TRANSPORTATION

5125 Energy, Water & Solid Waste Division

Purpose

Manage and protect the City's interests in the areas of Water, Solid Waste and Energy (WWE) along with other matters related to the environmental sectors, both regionally and locally. This also broadly comprises environmental compliance and issues such as Greenhouse Gas Emissions, Urban Forestry and Greening, and Neighborhood Vibrancy. The Division is responsible for special projects that have a strong environmental component, which are ongoing or intermediate to long term in duration and are complex in nature requiring specialized expertise.

Division Operations

1. Manage and provide technical support for water projects. Work in collaboration with City partners such as Monterey One Water (M1W), Salinas Valley Basin Groundwater Sustainability Agency, and Monterey County Water Resources Agency towards regional solutions such as water use funding for critical infrastructure, water security, increased capture and reuse of stormwater and mitigation of seawater intrusion. Exercise care that local water and related financial interests are considered for City residents and industries.
2. Manage and provide technical support for the City's Solid Waste and Recycling programs to provide effective and economical service. Oversee contracted waste hauler activities and monitor compliance with City Franchise Agreement. Coordinate with Salinas Valley Solid Waste Authority on a variety of issues including State mandated organics recycling measures resulting from recent legislation. Promote collaboration with SVSWA, Monterey Regional Waste Management District and the County to share resources and improve regional efficiencies.
3. Track Solar Photovoltaic systems' performance and savings while managing their operations and maintenance. Monitor the City energy efficiency projects' cost savings and performance. Seek and assess new energy related opportunities. Act as a focal point for policy concerning implementation of Electric Vehicle charging. Assist other departments and divisions in energy related activities. Maintain awareness and understand implications of regional energy issues for the City through ongoing relationships with Association of Bay Area Governments and Central Coast Community Energy.
4. Manage the City's streams and stormwater conveyance assets to assure flood protection and the ecological health of riparian zones.
5. Management and oversight of certain City sustainability goals and programs including Urban Forestry and Greening Programs.

ENGINEERING AND TRANSPORTATION

5125 Energy, Water & Solid Waste Division

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Fiscally strengthen water programs through increased revenue generation and negotiation of agreements	* Finalize long term agreement for recycling of industrial wastewater and stormwater with M1W	* Awarded \$6.6M in State grants for infrastructure to increase reuse of stormwater and improve City Industrial Waste Facilities *Completed agreements for right of entry to operate and maintain grant funded infrastructure and operation and maintenance cost recovery of recycled industrial wastewater and stormwater with M1W	* Initiate grant infrastructure improvements at Industrial Wastewater Facilities * Develop improved management of recycled industrial wastewater and stormwater in collaboration with M1W and other regional entities	* Finalize agreement with CA Water Board for Prop 1 Round 2 Grant * Initiate grant infrastructure design at Industrial Wastewater Facilities * Initiate long term agreement for recycling of industrial wastewater and stormwater with M1W and MCWRA	* Complete design and begin grant infrastructure construction at Industrial Wastewater Facilities * Finalize long term agreement for recycling of industrial wastewater and stormwater with M1W and MCWRA
Track avoided costs and generation from solar and energy retrofit projects	* 17,000 MWh generated from PV * \$3.0M avoided energy cost	* 17,000 MWh generated from PV * \$3.0M avoided energy cost	* 20,500 MWh generated from PV * \$3.6M avoided energy cost	* 20,500 MWh generated from PV * \$3.6M avoided energy cost	* 24,000 MWh generated from PV * \$4.2M avoided energy cost
Seek Energy related opportunities and partnerships	* Secure funding from MBCP or other sources for EV charging infrastructure	* Engaged with entities and continued to explore opportunities for funding and partnerships for EV charging infrastructure	* Secure funding and partnerships for EV charging infrastructure	* Continued to explore funding and partnerships for EV charging infrastructure	* Secure funding and partnerships for EV charging infrastructure
Increase City's responsibility and effectiveness of the Solid Waste program	* Ensure measures recommended in performance review of Republic Services are implemented * Continue constructive collaboration with SVSWA, MRWMD and the County to share resources and develop operational efficiencies * Complete new agreements through negotiations with SVSWA and Republic Services	* Implemented measures to address deficiencies outlined in Republic Services performance review * Explored constructive collaboration with SVSWA, MRWMD and the County to share resources and develop operational efficiencies * Resolved larger long-term issues with SVSWA in continued negotiations	* Refine and improve measures to address deficiencies outlined in Republic Services performance review * Complete new agreement with SVSWA through continued negotiations * Continue to explore and collaborate with SVSWA, MRWMD and the County on how best to share resources and improve regional efficiencies	* Complete Franchise Agreement with Republic Services * Complete new agreement with SVSWA * Initiate rollout of SB1383 Organics recycling through partnerships with SVSWA and Republic Services * Refine and improve measures to address deficiencies outlined in Republic Services performance review and add financial monitoring component	* Complete rollout of SB1383 Organics recycling and continue education and outreach in collaboration with SVSWA and Republic Services * Continue to refine and improve measures to monitor and manage Republic Services' performance and financial reporting * Rekindle collaboration with SVSWA, MRWMD and the County on how best to share resources and improve regional efficiencies
Develop comprehensive plan to significantly increase tree canopy percentage within the City	* Obtain grant funding to develop a Forestry Management Plan	* Obtained \$250k in CAL Fire grant funding to develop an Urban Forestry Management Plan	* Complete grant funded Urban Forestry Management Plan	* Initiate grant funded Urban Forestry Management Plan	* Complete Urban Forestry Management Plan

Major Budget Changes

Given the Engineering Services Division's focus on transportation, building facilities, and private development, WWE continues to absorb Capital Improvement Projects related to sanitary sewer, industrial waste and stormwater which now total more than 20. Reinstatement and the addition of staff approved at mid-year are expected to alleviate challenges with continued and changing regional water and solid waste issues.

The Division was formed in FY 2015-16 with a minimal budget until needs were better determined.

ENGINEERING AND TRANSPORTATION

5125 Eng Water & Solid Waste Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	98,548	221,848	432,167	415,357
62 - Supplies & Materials	2,593	944	8,450	5,650
63 - Outside Services	162,023	110,461	146,703	8,175
64 - Other Charges	454	810	8,500	8,280
66 - Capital Outlays	2,185	949	5,500	4,725
Total	265,803	335,012	601,320	442,187

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	265,803	335,012	601,320	442,187
Total	265,803	335,012	601,320	442,187

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5125 Eng Water & Solid Waste Division	1.550	0.550	2.550	2.550
Total	1.550	0.550	2.550	2.550



(This page intentionally left blank)

ENGINEERING AND TRANSPORTATION

Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5110 Engineering Administration				
Administrative Secretary	1.000	1.000	1.000	1.000
Assistant PW Dir/City Engr	0.250			
Asst Public Works Director	1.000			
Labor Compliance Officer I	1.000	1.000	1.000	
Office Technician		0.250	0.500	0.500
Project Coordinator	1.000	1.000		
Public Works Admin Supervisor	0.750	0.750	0.750	0.750
Public Works Assistant	1.000	1.000	1.000	1.000
Public Works Director	0.430	0.430	0.430	0.430
City Engineer		0.250	0.250	0.250
Public Work Compliance Officer I				1.000
5110 Engineering Administration Total	6.430	5.680	4.930	4.930
5115 Development Engineering				
Assistant Engineer	1.000	1.000	1.000	1.000
Assistant PW Dir/City Engr	0.250			
Construction Inspector	1.000	1.000	1.000	1.000
Junior Engineer	2.000	2.000	2.000	2.000
Public Works Director	0.100	0.100	0.100	0.100
Senior Civil Engineer	0.500	0.500	0.500	0.500
City Engineer		0.250	0.250	0.250
5115 Development Engineering Total	4.850	4.850	4.850	4.850
5120 Engineering Services				
Assistant Engineer	2.000	3.000	3.000	3.000
Assistant PW Dir/City Engr	0.100			
Associate Engineer	1.000			
Const Inspector Supv	1.000	1.000	1.000	1.000
Construction Inspector	2.000	2.000	2.000	2.000
Engineering Aide I	1.000	2.000	1.000	
Engineering Aide II	2.000	1.000	1.000	2.000
Junior Engineer	2.000	2.000	2.000	2.000
Senior Civil Engineer	0.750	0.750	0.750	0.750
Sr Construction Inspector	1.000	1.000	1.000	1.000
City Engineer		0.100	0.100	0.100
5120 Engineering Services Total	12.850	12.850	11.850	11.850

ENGINEERING AND TRANSPORTATION

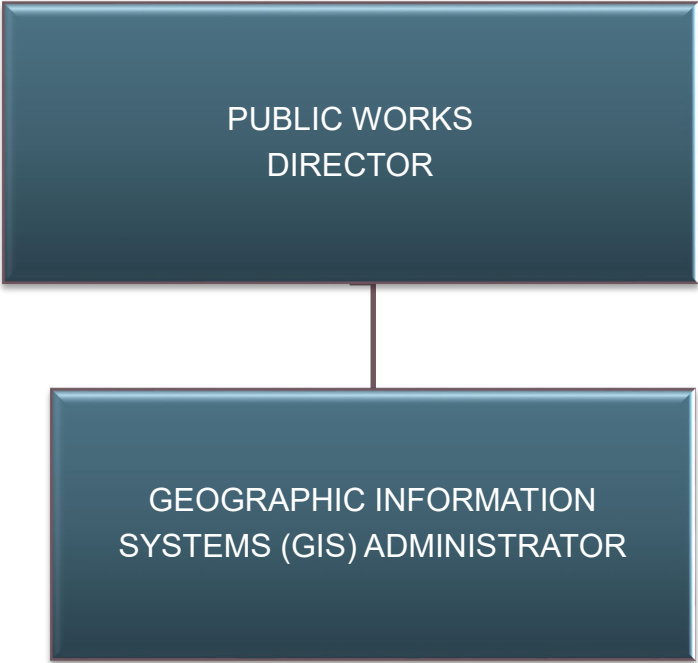
Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5122 Dev, Traffic & Transportation				
Assistant Engineer	2.000	2.000	2.000	2.000
Associate Engineer				1.000
Engineering Aide I	1.000			
Engineering Aide II		1.000	1.000	1.000
Junior Engineer			1.000	1.000
Traffic Engineer	1.000	1.000	1.000	1.000
Transportation Manager	1.000	1.000	1.000	
5122 Dev, Traffic & Transportation Total	5.000	5.000	6.000	6.000
5125 Eng Water & Solid Waste Division				
Assistant PW Dir/City Engr	0.100			
Engineering Aide I			1.000	1.000
Environ Resource Planner	1.000		1.000	1.000
Public Works Director	0.050	0.050	0.050	0.050
Senior Civil Engineer	0.400	0.400	0.400	0.400
City Engineer		0.100	0.100	0.100
5125 Eng Water & Solid Waste Division Total	1.550	0.550	2.550	2.550
Total	30.680	28.930	30.180	30.180



(This page intentionally left blank)

GEOGRAPHIC INFORMATION SYSTEMS (GIS) Organizational Chart by Division



GEOGRAPHIC INFORMATION SYSTEMS (GIS)

5128 GIS Division

Purpose

The Geographic Information System (GIS) Division's primary function is to provide mapping and data analytical support to city departments. The GIS Division's goal is to make information easily accessible and assist other city departments make informed decisions on city operational, asset management and planning activities.

Secondary goals of the Division are to offer GIS services to other public and private entities at a reasonable cost, provide a platform for Open Data to the public and implement innovative and emerging technologies that will enhance city services.

Division Operations

1. Create, Manage, update, and enhance database layers of geographically located features and associated information.
2. Provide data analytics and create data dashboards for staff, council and the public.
3. Develop internal and public interface for GIS information.
4. Work with Departments in developing data capture processes for relevant information.
5. Assist City departments in the analysis of spatial data to arrive at desired results.
6. Migrate and update existing GIS servers and system.

GIS staff are participating in the Open Data, Innovation Team, and Smart City Initiatives. Additionally, GIS staff are providing support to the Alisal Vibrancy Plan, China Town Revitalization, Library, Parks and Recreation Master Plan, Pavement Management Plan, Facilities Asset management, Airport GIS, Residential Fee and Billing and PD Property Info mobile apps. GIS is also supporting the QAlert System, Trakit database maintenance, and maintenance of the address and parcel databases. The main task for the fiscal year is to continue to support Salinas Source 2.0, development of public facing apps, the creation and maintenance of data dashboards and story maps. for staff, the council and community members.

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

5128 GIS Division

Performance Measures

Performance Measure / Goal	vvvvv	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Longest GIS Service Interruptions for the Year	2.5	4.0	<4 hrs	36.0	<4 hrs
Total Number of Salinas Souce 2.0 hits	1.8 M	1.9 M	NA	951500	NA
Update Internal GIS Database	29	60	20	377	20
GIS Training Events per year	4	2	5	2	3
Maintain Online Availablility of GIS Services	99.97%	99.95%	99.95%	99.59%	99.95%
Projects Started	200	126	180	63	90
Projects Completed	170	106	153	55	76
Total Number of Salinas Souce 2.0 sessions	4200	4924	4000	2653	4000

Major Budget Changes

In FY 2022-23, no major budget changes requested. Staff is still requesting to fill the open GIS Analyst and Technician positions. KPI Goals have been adjusted to reflect the staffing shortage.

GEOGRAPHIC INFORMATION SYSTEMS

5128 GIS Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	549,997	534,535	615,794	550,254
62 - Supplies & Materials	176	496	1,490	1,270
63 - Outside Services	27,605	32,375	30,510	46,500
64 - Other Charges	7,758	5,286	6,100	12,200
66 - Capital Outlays	5,000	288	14,300	16,000
Total	590,535	572,980	668,194	626,224

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	590,535	572,980	668,194	626,224
Total	590,535	572,980	668,194	626,224

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5128 GIS Division	5.000	5.000	4.000	4.000
Total	5.000	5.000	4.000	4.000

GEOGRAPHIC INFORMATION SYSTEMS

Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5128 GIS Division				
GIS Administrator	1.000	1.000	1.000	1.000
GIS Technician	3.000	1.000		
Junior Engineer	1.000			
GIS Analyst II		1.000	3.000	1.000
GIS Technician II		2.000		2.000
5128 GIS Division Total	5.000	5.000	4.000	4.000
Total	5.000	5.000	4.000	4.000



(This page intentionally left blank)

ENVIRONMENTAL AND MAINTENANCE SERVICES

Organizational Chart by Division



ENVIRONMENTAL AND MAINTENANCE SERVICES

5230 Maintenance Administration Division

Purpose

The mission of Maintenance Services Administration is to provide administrative direction and support services to the diverse maintenance functions, their operating budgets, and Capital Improvement Projects.

Division Operations

1. To provide administrative and clerical support to the Environmental & Maintenance Services Divisions.
2. To provide effective supervision and control of maintenance services and resources.
3. To provide overall budget, project, and program management.
4. To provide central administrative management to maximize economies of scale and efficiency.
5. To provide excellent customer service.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of purchase orders issued	1,200	694	600	650	600
Process Biweekly Payroll Personnel Actions	124	112	100	125	100

Major Budget Changes

To attain effective coverage and workflow, the Maintenance Administration Division would require two additional full-time positions. Firstly, we would need an additional FT Office Technician, giving us a total of two. In most circumstances (except for emergencies), this will allow for our front office to always remain open and our dispatching services to continue. Since the current FT Office Technician handles extra administrative duties while working out-of-class, the workload is sometimes placed upon the PT Office Technician who only works 3 days a week. Secondly, we would need a FT Management Analyst. The employee in this new position would plan, organize, and coordinate analytical, statistical, financial, and administrative duties in support of budget, contract monitoring, regulatory compliance and/or program management. We currently rely heavily on other staff in the Environmental & Maintenance Services Division to work out-of-class to complete the necessary tasks for program budgeting, executing contracts and monitoring labor compliance. We also seek advice and assistance from employees within and outside of our department.

ENVIRONMENTAL AND MAINTENANCE SERVICES

5230 Maintenance Administration Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	292,953	372,360	353,717	331,178
62 - Supplies & Materials	6,101	7,531	34,245	25,400
63 - Outside Services	107,780	37,815	103,970	81,000
64 - Other Charges	230	140	7,368	8,100
66 - Capital Outlays	1,623	7,576	7,097	13,000
Total	408,687	425,422	506,397	458,678

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	408,687	425,422	506,397	458,678
Total	408,687	425,422	506,397	458,678

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5230 Maintenance Administration	1.500	1.500	1.500	1.500
Total	1.500	1.500	1.500	1.500

ENVIRONMENTAL AND MAINTENANCE SERVICES

5231 Graffiti Abatement Division

Purpose

The mission of the Graffiti Abatement is to beautify our City by providing a graffiti free environment by removing or covering all graffiti on public property within the City of Salinas.

Division Operations

1. To remove graffiti from public properties and streets within 48 hours.
2. Support the removal of graffiti from private property as resources are available.
3. To provide excellent customer service.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Square Feet of Graffiti Removed Annually	136,262	198,962	200,000	136,946	200,000
Sites Addressed	2,064	1,340	2,500	1,397	2,500

Major Budget Changes

None

ENVIRONMENTAL AND MAINTENANCE SERVICES

5231 Graffiti Abatement Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	101,224	146,851	157,986	152,982
62 - Supplies & Materials	11,006	34,825	36,068	43,000
63 - Outside Services	165		24,000	30,000
64 - Other Charges			2,500	2,500
66 - Capital Outlays	4,971			
Total	117,365	181,676	220,554	228,482

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	117,365	181,676	220,554	
1200 Measure G				228,482
Total	117,365	181,676	220,554	228,482

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5231 Graffiti Abatement	1.000	1.000	1.000	1.000
Total	1.000	1.000	1.000	1.000

ENVIRONMENTAL AND MAINTENANCE SERVICES

5232 Facilities Maintenance Division

Purpose

The Facilities Maintenance Division is responsible for preserving 80 City owned Buildings, and Facilities through preventive maintenance and repairs to ensure clean, safe, sanitary, and well operating facilities for the public.

Division Operations

1. To provide planning and implementation of a maintenance management program for all City buildings and facilities.
2. To provide effective periodic preventive maintenance and inspections to reduce the incidence of unanticipated repair.
3. To provide central facility management to maximize economies of scale and efficiency.
4. To provide excellent customer service.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Square feet of buildings to maintain per employee	500,000	216,000	500,000	216,000	92,000
Electrical and Plumbing Repairs Performed Annually	830	750	1,000	750	1,200
Painting and Carpentry Maintenance Requests	807	800	1,300	800	1,200

Major Budget Changes

Many of the City's buildings have been subjected to deferred maintenance over the past several years, resulting in costly repairs. Leasing to third parties, then not following through on the tenant's ability to maintain City facilities has also been detrimental. The division is requesting five additional staff members to help address the facility needs. With the addition of the requested positions, there will be an increase in the operational budget.

ENVIRONMENTAL AND MAINTENANCE SERVICES

5232 Facilities Maintenance Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	535,725	374,826	521,437	702,056
62 - Supplies & Materials	41,095	58,838	85,640	171,676
63 - Outside Services	273,037	362,113	354,388	448,500
64 - Other Charges	60		9,720	9,000
Total	849,917	795,777	971,185	1,331,232

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	849,917	795,777	971,185	1,331,232
Total	849,917	795,777	971,185	1,331,232

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5232 Facilities Maintenance	5.250	5.250	4.000	6.000
Total	5.250	5.250	4.000	6.000

ENVIRONMENTAL AND MAINTENANCE SERVICES

5234 Street Maintenance Division

Purpose

Salinas's 270 miles of streets provide an intricate mechanism for moving people and products smoothly through our City. This mechanism requires continues upkeep to stay in top-notch working order.

The mission of the Street Maintenance Division to maintain the 56 million square feet of asphalt and concrete City street infrastructure and assure they are safe within the City by providing periodic inspection, maintenance, and repair on streets, sidewalks, signs, and traffic control.

Division Operations

1. Assist engineering in establishing work priorities.
2. Maintain sidewalks, curbs and gutters by repair or replacement as resources allow.
3. Devote resources to support the City's 50/50 Sidewalk Repair Program
4. Maintain traffic signs and pavement markings in good repair.
5. Maintain streets through deep plug asphalt patching, crack sealing and pothole patching.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Tons of Asphalt Applied Annually	8916	15,511	14000	9,255	14000
Yards of Concrete Poured	160	245.5	225	131	250
Street Sign Installation/Repair/Replacement	702	1201	850	1026	850
Work Alternative Crew Cleanup -Tons	51.5	76	100	71	100

Major Budget Changes

Requesting Health & Safety Cleanup Division: With the growing homeless population throughout the City, we have been contracting out the health & safety cleanup services to Smith & Enright Landscaping, Inc. From Fiscal Year 2019-2020 (Covid Year) to Fiscal Year 2020-2021, Smith & Enright Landscaping, Inc performed 65 days of cleanups at a cost of \$525,000 with nine workers.

Creating a division for the health & safety cleanups would consist of two Public Service Maintenance Worker III positions, three Public Service Maintenance Worker II positions, and the PW Resource Coordinator (currently funded and filled). The City would save money by performing the duties of spot cleanups and major health & safety cleanups throughout the year. The Health & Safety Division would be able to perform 238 days of cleanups.

ENVIRONMENTAL AND MAINTENANCE SERVICES

5234 Street Maintenance Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	1,682,826	1,901,390	2,049,568	2,328,269
62 - Supplies & Materials	157,481	144,962	234,264	297,000
63 - Outside Services	11,913	3,660	20,700	14,000
64 - Other Charges	1,333	409	3,984	3,200
66 - Capital Outlays	1,900	5,209	2,000	
Total	1,855,452	2,055,629	2,310,516	2,642,469

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	1,126,970	1,280,227	1,475,075	
1200 Measure G	728,482	775,402	835,441	2,642,469
Total	1,855,452	2,055,629	2,310,516	2,642,469

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5234 Street Maintenance	17.000	17.000	17.000	20.000
Total	17.000	17.000	17.000	20.000

ENVIRONMENTAL AND MAINTENANCE SERVICES

5235 Street Lights Division

Purpose

Salinas' benefits from over 6,000 street lights illuminating our streets after dark. Street lights vary from the 150-watt residential lights, to the 200- watt arterial lamps, and even special period lamps in the Downtown area.

Salinas no longer uses high-pressure sodium lamps and has transitioned to LED lamps on every street and City facility.

Division Operations

1. Maintain all City street lights.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Street Lights Repaired/Replaced	199	124	125	122	125

Major Budget Changes

The Sign Division has always had a Public Service Maintenance Worker III (Heavy Equipment Operator) Position. The City Yard was restructured, and the Sign Division's Public Service Maintenance Worker III was transferred to the Streets Department Asphalt Division, leaving a vacant position in the Sign Division. This is the only position qualified to operate heavy equipment, Altec Lift Truck, thermal/stripping equipment, and assisting with the health & safety cleanups by operating heavy equipment. Currently, the Street & Concrete Division Public Service Maintenance Worker III's are shared with the Sign Division. At any given time, a minimum of four Public Service Maintenance Worker III employees are necessary to complete work. This requires effective collaboration between the divisions.

ENVIRONMENTAL AND MAINTENANCE SERVICES

5235 Street Lights Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	157,220	165,595	173,981	161,508
62 - Supplies & Materials	48,172	76,867	60,000	65,000
63 - Outside Services	381,597	386,528	361,500	380,500
66 - Capital Outlays	7,426	1,294		
Total	594,416	630,283	595,481	607,008

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	594,416	630,283	595,481	607,008
Total	594,416	630,283	595,481	607,008

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5235 Street Lights	1.000	1.000	1.000	1.000
Total	1.000	1.000	1.000	1.000

ENVIRONMENTAL AND MAINTENANCE SERVICES

5236 Traffic Signals Division

Purpose

Provide routine maintenance and timely repairs to all traffic signal systems in Salinas.

Division Operations

1. Maintain the traffic signal system in good operational order.
2. Manage Traffic Signal Maintenance Contract.
3. Review and update traffic signal timing systems to improve circulation.
4. Evaluate systems as appropriate to meet traffic needs.
5. Provide signal interconnection in an effort to improve traffic movements and improve intersection operations efficiency.
6. Develop Traffic Operations Center to allow communication and improved signal management functions.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of signalized intersections to maintain	110	115	116	115	116

Major Budget Changes

None.

ENVIRONMENTAL AND MAINTENANCE SERVICES

5236 Traffic Signals Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	144			101,866
63 - Outside Services	316,509	313,878	365,400	368,600
Total	316,653	313,878	365,400	470,466

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	316,653	313,878	365,400	373,636
1200 Measure G				96,830
Total	316,653	313,878	365,400	470,466

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5236 Traffic Signals				1.000
Total				1.000

ENVIRONMENTAL AND MAINTENANCE SERVICES

5237 Environmental Compliance Division

Purpose

Inspect and investigate sources of pollution to protect the public and the environment in compliance with the City's National Pollution Discharge Elimination System (NPDES) Permit and ensure conformance with Federal, State, and local regulations.

Division Operations

1. Protect water quality and environmental resources by developing and implementing programs and best management practices identified within the City's Stormwater Management Plan.
2. Develop and implement an NPDES inspection program of high priority commercial and industrial businesses to ensure compliance with water quality objectives for point source discharges.
3. Promote voluntary compliance.
4. Ensure that environmental requirements and best management practices are being implemented effectively.
5. Oversee the City's street sweeping program.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of businesses inspected	128	100	200	200	225

Major Budget Changes

Requesting one (1) Environmental Compliance Inspector II to meet NPDES permit requirements. The City contracts 80-150 inspections annually to meet permit requirements. The past two years the Stormwater Program did not meet permit requirements due to contractor unavailability to perform inspections. The State of California has indicated that the city is ultimately accountable for meeting permit requirements regardless of reliance of contractor's availability. This requested position would also perform WDR permit required (FOG) Fats, Oil, and Grease inspections for the Sanitary Sewer Program.

ENVIRONMENTAL AND MAINTENANCE SERVICES

5237 Environmental Compliance Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	124,904	104,567	140,680	204,366
62 - Supplies & Materials				1,000
Total	124,904	104,567	140,680	205,366

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	124,904	104,567	140,680	205,366
Total	124,904	104,567	140,680	205,366

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5237 Environmental Compliance	1.000	1.000	1.000	2.000
Total	1.000	1.000	1.000	2.000

ENVIRONMENTAL AND MAINTENANCE SERVICES

5239 Urban Forestry Division

Purpose

The mission of the Salinas Urban Forestry is to maintain Salinas' urban forests, including street, golf course, greenbelt and median trees, and trees within public facility landscapes, by providing professional quality service, utilizing International Society of Arboriculture tree care practices and standards set forth by the American National Standards Institute (ANSI) and the Tree City USA program.

Division Operations

1. Complete safety pruning operations with in-house staff and contract staff.
2. Provide storm related emergency responses for tree issues.
3. Complete a limited number of full-service pruning operations on City trees through contract services with available resources.
4. Plant replacement trees in streetscapes as resources allow.
5. Perform tree maintenance, planting and removal in city parks and greenbelts.

Performance Measure

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Cost per Salinas resident to support Street Trees	\$6.88	\$6.31	\$6.41	\$6.41	\$9.60
Number of Tree Service Requests	20,000	15,000	18,000	18,000	10,000
Number of Storm and Emergency Call Outs	500	450	250	250	200
Number of Street Trees to maintain EService Requests	6,500	7,000	10,000	8,000	4,000

Major Budget Changes

None.

ENVIRONMENTAL AND MAINTENANCE SERVICES

5239 Urban Forestry Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	875,789	858,820	959,433	896,370
62 - Supplies & Materials	43,214	57,418	71,074	74,100
63 - Outside Services	122,893	54,225	552,000	539,200
64 - Other Charges	593	694	3,485	3,500
Total	1,042,488	971,157	1,585,992	1,513,170

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	742,794	713,808	1,114,280	
1100 Measure E	249,686	252,085	358,712	
1200 Measure G	50,009	5,264	113,000	1,513,170
Total	1,042,488	971,157	1,585,992	1,513,170

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5239 Urban Forestry	8.000	8.000	8.250	8.250
Total	8.000	8.000	8.250	8.250

ENVIRONMENTAL AND MAINTENANCE SERVICES

Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5230 Maintenance Administration				
Office Technician	0.200	0.200	0.200	0.200
Public Works Admin Supervisor	0.250	0.250	0.250	0.250
Public Works Director	0.050	0.050	0.050	0.050
Superintendent of Maintenance Sv	1.000	1.000	1.000	1.000
5230 Maintenance Administration Total	1.500	1.500	1.500	1.500
5231 Graffiti Abatement				
Graffiti Abatement Worker	1.000	1.000		
Pub Works Resource Coordinator			1.000	1.000
5231 Graffiti Abatement Total	1.000	1.000	1.000	1.000
5232 Facilities Maintenance				
Facilities Maintenance Manager	1.000	1.000		
Facility Maint Mech Crew Sup			1.000	1.000
Facility Maintenance Mechanic	2.000	2.000	1.000	2.000
Graffiti Abatement Worker	1.000	1.000	1.000	1.000
Maintenance Manager	0.250	0.250		
Sr Facility Maint Mech	1.000	1.000	1.000	2.000
5232 Facilities Maintenance Total	5.250	5.250	4.000	6.000
5234 Street Maintenance				
Inmate Crew Coordinator	1.000	1.000	1.000	1.000
P.S. Maint Crew Supervisor	1.000	1.000	1.000	1.000
Public Svc Maint Wkr I	3.000	3.000	1.000	1.000
Public Svc Maint Wkr II	5.000	5.000	7.000	10.000
Public Svc Maint Wkr III	3.000	3.000	3.000	3.000
Public Svc Maint Wkr IV	3.000	3.000	3.000	3.000
Street Maintenance Manager	1.000	1.000	1.000	1.000
5234 Street Maintenance Total	17.000	17.000	17.000	20.000
5235 Street Lights				
S/L Traffic Signal Crew Sup	1.000	1.000	1.000	1.000
5235 Street Lights Total	1.000	1.000	1.000	1.000
5236 Traffic Signals				
Public Svc Maint Wkr III				1.000
5236 Traffic Signals Total				1.000
5237 Environmental Compliance				

ENVIRONMENTAL AND MAINTENANCE SERVICES

Work Force

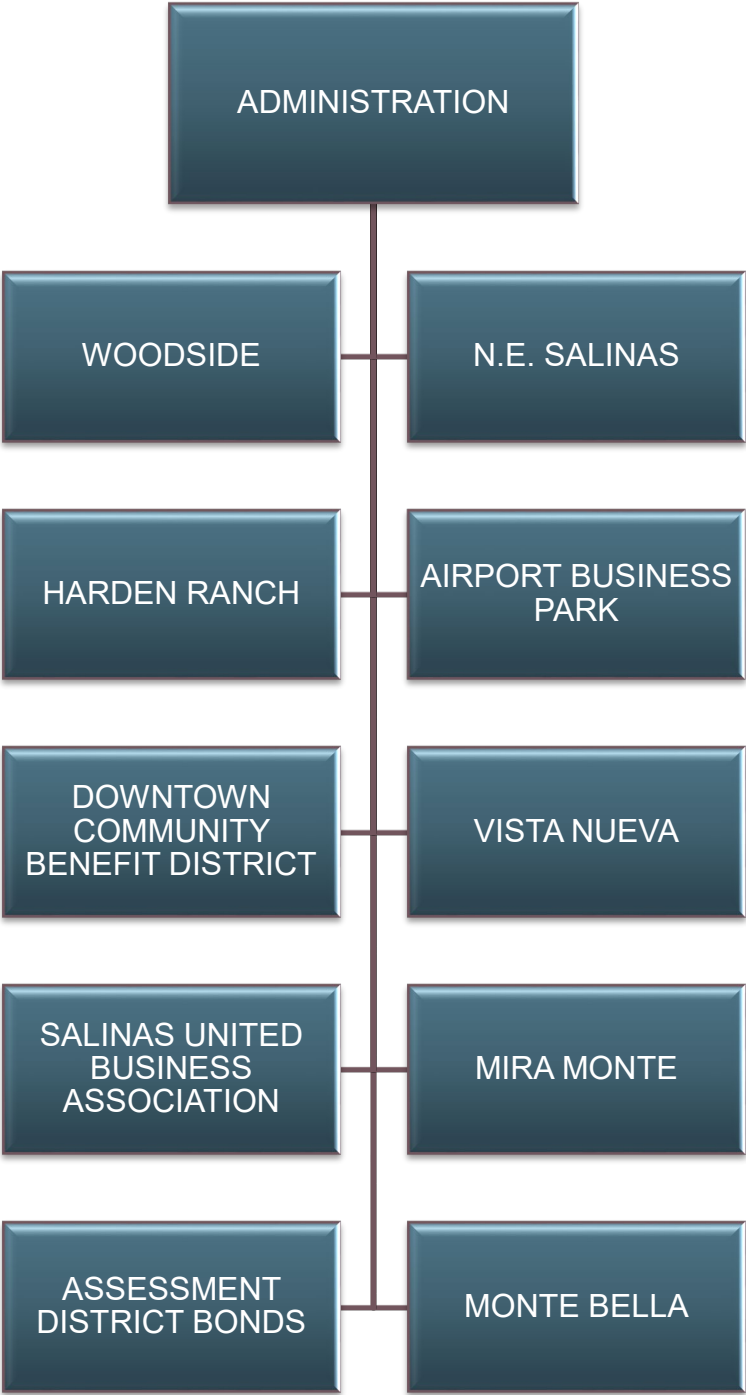
Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
Env Compliance Insp I				1.000
Env Compliance Insp II	1.000	1.000	1.000	1.000
5237 Environmental Compliance Total	1.000	1.000	1.000	2.000
5238 Parks and Community Services				
Park Grnds Frstry Ops Mgr	1.000	1.000		
Park Maint Worker	10.000	10.000		
Park Maintenance Crew Sup	1.000	1.000		
5238 Parks and Community Services Total	12.000	12.000		
5239 Urban Forestry				
Maintenance Manager			0.250	0.250
Sr Urban Forestry Worker	1.000	1.000	1.000	1.000
Urban Forestry Crew Supervisor	1.000	1.000	1.000	1.000
Urban Forestry Worker I	2.000	2.000	2.000	2.000
Urban Forestry Worker II	4.000	4.000	4.000	4.000
5239 Urban Forestry Total	8.000	8.000	8.250	8.250
Total	46.750	46.750	33.750	40.750



(This page intentionally left blank)

ASSESSMENT AND MAINTENANCE DISTRICTS

Organizational Chart by Division





(This page intentionally left blank)

ASSESSMENT AND MAINTENANCE DISTRICTS

Summary

Purpose

Collect, account for, and distribute principal and interest payments to assessment district bondholders and maintain an accurate accounting system for maintenance districts. Utilize maintenance district funds to provide services to residents living within each District for the purpose established thereof.

Top Accomplishments for FY 2021-22

Investment Strategies/Risk Management

1. Responded to citizen inquires and attended property owner meetings.
2. Kept expenses within budget and below the anticipated revenues to insure adequate reserves.

Public Safety

1. Removed overgrowth from creek beds reducing impacts from potential flooding and wildfires.
2. Responded to concerns related to traffic and security as soon as possible.

Operational Efficiencies

1. Managed district budgets with positive fund balances at year-end.
2. Implemented water conservation techniques in compliance with State water reduction mandates.

Excellent Infrastructure

1. Implemented street sweeping services for Monte Bella.
2. Painted curbs and replaced signs as needed.

City Council Goals, Strategies, and Objectives for FY 2022-23

Investment Strategies/Risk Management

1. Maintain clear communication channels.
2. Proactively identify service delivery problems.

Public Safety

1. Remove graffiti and respond to vandalism concerns quickly.
2. Continue to implement drought tolerant practices where-ever possible.

Operational Efficiencies

1. Install LED lighting in all districts.
2. Simplify budgeting process with other Departments.
3. Improve Project Management Processes.

Excellent Infrastructure

1. Continue the pro-active infrastructure maintenance plan for each district.

Investment Strategies/Risk Management

1. Work with the members of each district to plan new projects and maintain their budgets.
2. Focus on communication with each community.

Major Budget Changes

None.

ASSESSMENT AND MAINTENANCE DISTRICTS

Summary

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
2140 Assessment Dist Administration	150,311	67,918	14,140	
2141 Assessment District Debt Service	1,208,169	1,120,581	1,073,193	942,750
5560 Woodside Park	17,743	26,602	49,665	32,095
5562 Airport Business Park	10,714	12,824	18,245	16,490
5563 North East	565,772	569,207	749,507	875,481
5564 Harden Ranch	111,616	107,941	125,755	139,450
5565 Vista Nueva	12,804	27,887	26,810	34,410
5566 Mira Monte	112,135	136,025	153,231	153,660
5567 Monte Bella	134,620	159,567	292,852	225,736
Total	2,323,883	2,228,552	2,503,398	2,420,072

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	218,502	162,514	163,365	154,462
62 - Supplies & Materials	3,633	3,916	20,200	7,700
63 - Outside Services	771,543	832,574	1,044,777	1,102,600
64 - Other Charges	134,883	151,449	226,356	211,810
65 - Debt Service	1,195,323	1,065,920	1,048,700	928,500
66 - Capital Outlays		12,179		15,000
Total	2,323,883	2,228,552	2,503,398	2,420,072

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	108,680	48,945	6,100	
2101 Maintenance Dist Administration	41,631	18,973	8,040	
2102 Woodside Park Maint District	17,743	26,602	49,665	32,095
2104 Airport Bus Park Maint District	10,714	12,824	18,245	16,490
2105 N E Salinas Landscape Dist	565,772	569,207	749,507	875,481
2106 Harden Ranch Landscape Dist	111,616	107,941	125,755	139,450
2107 Vista Nueva Maint District	12,804	27,887	26,810	34,410
2108 Mira Monte Maint District	112,135	136,025	153,231	153,660
2109 Monte Bella Maint District	134,620	159,567	292,852	225,736
4202 Assessment Districts-Debt Svc	896,525	630,415	626,900	454,700
4204 Spec Tax Bond Monte Bella	139,034	216,680	190,393	174,550
4205 Spec Tax Bond Monte Bella 2	172,609	92,450	138,600	142,150
4206 Spec Tax Bond Monte Bella 3		181,036	117,300	171,350
Total	2,323,883	2,228,552	2,503,398	2,420,072

ASSESSMENT AND MAINTENANCE DISTRICTS

Summary

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
2140 Assessment Dist Administration	1.000	1.000		
5560 Woodside Park	0.030	0.030	0.030	0.030
5562 Airport Business Park	0.010	0.010	0.010	0.010
5563 North East	0.290	0.290	0.290	0.290
5564 Harden Ranch	0.010	0.010	0.010	0.010
5566 Mira Monte	0.150	0.150	0.150	0.150
5567 Monte Bella	0.260	0.260	0.260	0.260
Total	1.750	1.750	0.750	0.750

ASSESSMENT AND MAINTENANCE DISTRICTS

2140 Assessment District Administration Division

Purpose

Collect, account for, and distribute principal and interest payments to assessment district bondholders and maintain an accurate accounting system for maintenance districts.

Division Operations

1. Assist customers in a timely and professional manner.
2. Provide administrative support for Public Works Department and property management functions.

Major Budget Changes

None.

ASSESSMENT AND MAINTENANCE DISTRICTS

2140 Assessment Dist Administration Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	144,916	65,261	8,140	
64 - Other Charges	5,395	2,657	6,000	
Total	150,311	67,918	14,140	

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1000 General Fund	108,680	48,945	6,100	
2101 Maintenance Dist Administration	41,631	18,973	8,040	
Total	150,311	67,918	14,140	

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
2140 Assessment Dist Administration	1.000	1.000		
Total	1.000	1.000		

ASSESSMENT AND MAINTENANCE DISTRICTS

2141 Assessment District Debt Service Division

Purpose

Provide a record of levies made against specific properties to defray the cost of specific capital improvements deemed to benefit those properties.

Division Operations

1. Ensure timely payments to bondholders.

Major Budget Changes

None.

ASSESSMENT AND MAINTENANCE DISTRICTS

2141 Assessment District Debt Service Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
63 - Outside Services	12,846	54,661	24,493	14,250
65 - Debt Service	1,195,323	1,065,920	1,048,700	928,500
Total	1,208,169	1,120,581	1,073,193	942,750

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
4202 Assessment Districts-Debt Svc	896,525	630,415	626,900	454,700
4204 Spec Tax Bond Monte Bella	139,034	216,680	190,393	174,550
4205 Spec Tax Bond Monte Bella 2	172,609	92,450	138,600	142,150
4206 Spec Tax Bond Monte Bella 3		181,036	117,300	171,350
Total	1,208,169	1,120,581	1,073,193	942,750

ASSESSMENT AND MAINTENANCE DISTRICTS

5560 Woodside Park Division

Purpose

Provide quality maintenance of the greenbelts through the use of contract services.

Division Operations

1. Provide cost effective, quality, landscape maintenance.
2. Provide excellent customer service to the District residents by resolving customer concerns in a timely manner.

Major Budget Changes

None.

ASSESSMENT AND MAINTENANCE DISTRICTS

5560 Woodside Park Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	2,799	3,584	6,165	6,095
63 - Outside Services	12,600	19,840	35,000	17,000
64 - Other Charges	2,344	3,178	8,500	9,000
Total	17,743	26,602	49,665	32,095

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
2102 Woodside Park Maint District	17,743	26,602	49,665	32,095
Total	17,743	26,602	49,665	32,095

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5560 Woodside Park	0.030	0.030	0.030	0.030
Total	0.030	0.030	0.030	0.030

ASSESSMENT AND MAINTENANCE DISTRICTS

5562 Airport Business Park Division

Purpose

The purpose of the district is to provide the Airport Business Park Center with limited basic maintenance to include mowing and irrigation. This district is comprised of 64.7 acres, not including acreage owned by governmental agencies. Maintained improvements are all walkways, crosswalks, masonry walls, fences, parkways, embankments, sprinkler systems and landscaping within the right of way of Moffett Street, La Guardia, and Vandenburg Street. Maintenance, servicing and operation is in accordance with NPDES Requirements of the City of Salinas storm water permit.

Division Operations

1. Based on limited resources, to provide mowing services on Moffett Street.

Major Budget Changes

None.

ASSESSMENT AND MAINTENANCE DISTRICTS

5562 Airport Business Park Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	933	1,275	1,970	1,940
63 - Outside Services	8,159	10,024	14,975	12,950
64 - Other Charges	1,622	1,525	1,300	1,600
Total	10,714	12,824	18,245	16,490

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
2104 Airport Bus Park Maint District	10,714	12,824	18,245	16,490
Total	10,714	12,824	18,245	16,490

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5562 Airport Business Park	0.010	0.010	0.010	0.010
Total	0.010	0.010	0.010	0.010

ASSESSMENT AND MAINTENANCE DISTRICTS

5563 North East Division

Purpose

This district encompasses street landscape improvements throughout North East Salinas from Boronda Road to East Laurel Drive and from Gabilan Creek to Williams Road. The purpose of the district is to provide a source of funding for the on-going maintenance of the improvements that were installed for the benefit of the parcels within the District. The improvements include any and all public landscaping and irrigation improvements on landscaped medians islands within the district, including the 30-foot wide park strips of land between the curb and right-of-way, cul-de-sac median landscaping, jogging paths, planter walls, public lighting and associated improvements as allowed under the Salinas Municipal Code and the Lighting and Landscape Act of 1982 (the "Act"). In addition, the District also funds the maintenance of the channel improvements within Gabilan Creek and Natividad Channel in accordance with NPDES requirements of the City of Salinas stormwater permit, as allowed under the Salinas Municipal Code.

Division Operations

1. Provide responsive customer service.
2. Administer and supervise the maintenance contract for cost effective landscape maintenance.

Major Budget Changes

None.

ASSESSMENT AND MAINTENANCE DISTRICTS

5563 North East Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	26,208	35,525	59,892	59,431
62 - Supplies & Materials	902	1,940	2,500	2,500
63 - Outside Services	461,824	445,982	592,115	707,050
64 - Other Charges	76,839	85,760	95,000	106,500
Total	565,772	569,207	749,507	875,481

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
2105 N E Salinas Landscape Dist	565,772	569,207	749,507	875,481
Total	565,772	569,207	749,507	875,481

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5563 North East	0.290	0.290	0.290	0.290
Total	0.290	0.290	0.290	0.290

ASSESSMENT AND MAINTENANCE DISTRICTS

5564 Harden Ranch Division

Purpose

This district encompasses street landscape improvements along North Main Street from Cherokee Drive to San Juan Grade Road, El Dorado Drive, McKinnon Drive, Harden Parkway, and storm water detention basins that are also used as parks. The purpose of the district is to provide on-going maintenance support for the amenities that were installed for the benefit of the parcels within the District.

Division Operations

1. Provide responsive customer service.
2. Administer and supervise the maintenance contract for cost effective landscape maintenance.

Major Budget Changes

None.

ASSESSMENT AND MAINTENANCE DISTRICTS

5564 Harden Ranch Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	933	1,275	2,030	1,950
62 - Supplies & Materials	823		500	
63 - Outside Services	94,317	90,180	98,610	114,450
64 - Other Charges	15,542	16,486	24,615	23,050
Total	111,616	107,941	125,755	139,450

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
2106 Harden Ranch Landscape Dist	111,616	107,941	125,755	139,450
Total	111,616	107,941	125,755	139,450

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5564 Harden Ranch	0.010	0.010	0.010	0.010
Total	0.010	0.010	0.010	0.010

ASSESSMENT AND MAINTENANCE DISTRICTS

5565 Vista Nueva Division

Purpose

This district encompasses 49 parcels most of which are residential between Garner Avenue and Gee Street, uphill from Natividad Creek. The purpose of the district is to provide maintenance servicing and operation of the sanitary sewer pump station, services for streets, sewers, subdivision fence, and streetlights.

Division Operations

1. Provide responsive customer service.
2. Provide the highest level of maintenance with available resources.

Major Budget Changes

None.

ASSESSMENT AND MAINTENANCE DISTRICTS

5565 Vista Nueva Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	4,455	5,277	10	10
63 - Outside Services	6,573	6,810	24,100	16,400
64 - Other Charges	1,775	3,621	2,700	3,000
66 - Capital Outlays		12,179		15,000
Total	12,804	27,887	26,810	34,410

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
2107 Vista Nueva Maint District	12,804	27,887	26,810	34,410
Total	12,804	27,887	26,810	34,410

ASSESSMENT AND MAINTENANCE DISTRICTS

5566 Mira Monte Division

Purpose

This district is within the North/East Maintenance District located northwest of Hemingway Drive, and it encompasses the development known as the Cottages of Mira Monte. This development includes approximately 203 medium density family homes, open space, and tot lots within the development. The purpose of the district is to provide maintenance, servicing, and operation of street and open space landscape improvements, tot lot improvements, routine street maintenance, maintenance of the clustered driveways, maintenance of public lighting fixtures on all streets and clustered driveways, and associated appurtenances located within the public rights-of-way and dedicated landscape easements.

Division Operations

1. Provide cost effective and quality landscape maintenance.
2. Provide excellent customer service to the District residents by being available to resolve maintenance issues in a timely manner.
3. Administer and supervise the maintenance contracts for cost effectiveness.

Major Budget Changes

None.

ASSESSMENT AND MAINTENANCE DISTRICTS

5566 Mira Monte Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	13,995	18,400	32,031	31,700
62 - Supplies & Materials			2,200	2,200
63 - Outside Services	82,990	100,713	103,759	102,500
64 - Other Charges	15,150	16,912	15,241	17,260
Total	112,135	136,025	153,231	153,660

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
2108 Mira Monte Maint District	112,135	136,025	153,231	153,660
Total	112,135	136,025	153,231	153,660

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5566 Mira Monte	0.150	0.150	0.150	0.150
Total	0.150	0.150	0.150	0.150

ASSESSMENT AND MAINTENANCE DISTRICTS

5567 Monte Bella Division

Purpose

This district encompasses approximately 200 acres of planned development known as Monte Bella, which at build-out will ultimately include approximately 853 single family homes, open space, a community park and an elementary school site. The purpose of the district is to provide maintenance, servicing, and operation of street landscape improvements, park landscaping improvements, open space and retention basin landscaping improvements, agricultural run-off ditch, and de-silting basins, local street lighting, routine local street maintenance and associated appurtenances located within the public rights-of-way and dedicated landscape easements.

Division Operations

1. Provide cost effective and quality landscape and park maintenance.
2. Provide excellent customer service to the district residents by being available to resolve landscape issues in a timely manner.
3. Administer and supervise the maintenance contracts for cost effectiveness.
4. Provide a street sweeping program.

Major Budget Changes

None.

ASSESSMENT AND MAINTENANCE DISTRICTS

5567 Monte Bella Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	24,264	31,918	53,127	53,336
62 - Supplies & Materials	1,907	1,976	15,000	3,000
63 - Outside Services	92,233	104,364	151,725	118,000
64 - Other Charges	16,216	21,309	73,000	51,400
Total	134,620	159,567	292,852	225,736

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
2109 Monte Bella Maint District	134,620	159,567	292,852	225,736
Total	134,620	159,567	292,852	225,736

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5567 Monte Bella	0.260	0.260	0.260	0.260
Total	0.260	0.260	0.260	0.260

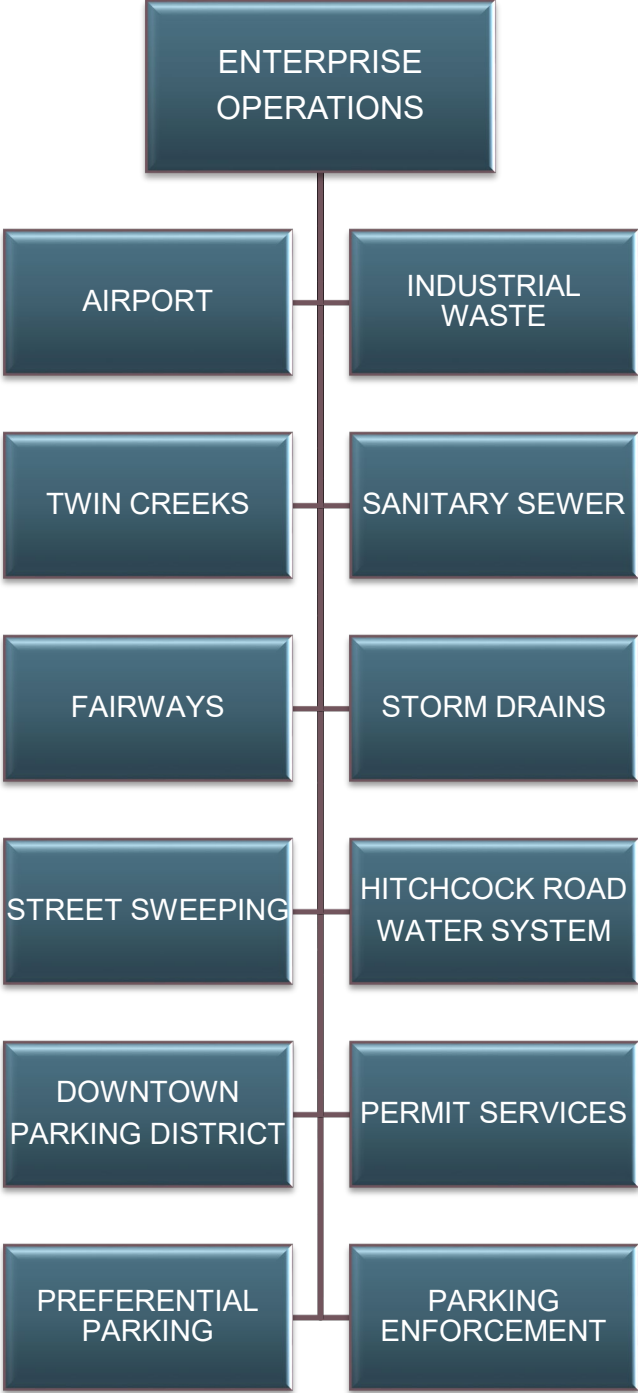
ASSESSMENT AND MAINTENANCE DISTRICTS

Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
2140 Assessment Dist Administration				
Sr Accounting Technician	1.000	1.000		
2140 Assessment Dist Administration Total	1.000	1.000		
5560 Woodside Park				
Maintenance Manager	0.030	0.030	0.030	0.030
5560 Woodside Park Total	0.030	0.030	0.030	0.030
5562 Airport Business Park				
Maintenance Manager	0.010	0.010	0.010	0.010
5562 Airport Business Park Total	0.010	0.010	0.010	0.010
5563 North East				
Maintenance Manager	0.290	0.290	0.290	0.290
5563 North East Total	0.290	0.290	0.290	0.290
5564 Harden Ranch				
Maintenance Manager	0.010	0.010	0.010	0.010
5564 Harden Ranch Total	0.010	0.010	0.010	0.010
5566 Mira Monte				
Maintenance Manager	0.150	0.150	0.150	0.150
5566 Mira Monte Total	0.150	0.150	0.150	0.150
5567 Monte Bella				
Maintenance Manager	0.260	0.260	0.260	0.260
5567 Monte Bella Total	0.260	0.260	0.260	0.260
Total	1.750	1.750	0.750	0.750

ENTERPRISE OPERATIONS

Organizational Chart by Division



ENTERPRISE OPERATIONS

Summary

Purpose

The purpose of the Enterprise Program is to provide self-supporting community services such as the operation of the Airport, Fairways Golf Course, and the various Sewer Waste Collection systems.

Top Accomplishments for FY 2021-22

Investment Strategies/Risk Management

1. Provided economic role and benefit of the airport for the Salinas Economic Development Element.
2. Completed Economic Benefit Study for the Salinas Municipal Airport.
3. Provide parking services in support of the Downtown Vibrancy Plan.
4. Provide parking support for other commercial areas in Salinas.
5. Develop parking strategies in support of encouraging housing development in downtown.

Public Safety

1. Secured \$519,000 grant from FAA to replace the Runway and Taxiway light control system.
2. Provide Parking enforcement support for Code enforcement activities.
3. Provide Parking enforcement support for traffic safety at school locations.

Operational Efficiencies

1. Secured \$69,000 in Coronavirus Aid, Relief, and Economic Security Act Emergency Funding.
2. Continued support of the Airport Commission.
3. Continued development of sustainable City Parking programs.
4. Creation of the Parking Enterprise.
5. Successful development of sustainable Parking enforcement program that provide city services and covers cost.
6. Adjusted rates of Downtown Parking enterprise for next 2 fiscal years with the goal for enterprise to self-sustaining.

Excellent Infrastructure

1. Completed Rehabilitation of Runway 8/26 and 13/31 at the Salinas Municipal Airport.
2. Completed preventative maintenance inspection on all City owned Aircraft Hangars.

City Council Goals, Strategies, and Objectives for FY 2022-23

Operational Efficiency

1. Optimize Parking Enforcement to support City parking programs and neighborhood safety
2. Continued support of the Airport Commission.
3. Commence Airport Master Plan Study.

ENTERPRISE OPERATIONS

Summary

New Revenue

1. Apply for and secure Federal Funding for large capital expenditures.
2. Update Airport Rates and Fee Schedule.
3. Continue developing sustainable parking programs.

Investment Strategies/Risk Management

1. Complete Parking Management Plan with recommendations for future downtown parking infrastructure.
2. Host 2022 California International Airshow.

Major Budget Changes

None.

ENTERPRISE OPERATIONS

Summary

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
3350 Permit Services	2,463,452	2,288,845	3,861,981	3,676,140
5126 NPDES Storm Water	1,117,192	1,381,116	1,908,352	1,994,128
5340 Airport	1,384,174	1,399,293	1,600,701	1,600,807
5441 Industrial Waste	1,827,959	1,907,429	2,428,006	2,106,766
5442 Sanitary Sewer	3,124,541	4,406,565	3,250,962	3,875,202
5443 NPDES Storm Drain Sewer	462,372	410,035	663,915	660,881
5444 NPDES Street Sweeping	1,144,979	1,073,851	1,152,635	818,325
5445 Hitchcock Road Water	7,833	9,687	20,000	15,000
5446 Downtown Parking	1,374,766	1,395,769	1,682,961	1,522,101
5447 Preferential Parking	5,430	7,611	33,600	6,100
5448 Parking Enforcement	1,054,843	955,876	1,558,839	1,259,040
8006 Twin Creeks Golf Course	459,489	3,522,978	496,000	439,700
8007 Fairways Golf Course	244,949	271,272	198,000	208,200
Total	14,671,980	19,030,328	18,855,950	18,182,390

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	5,560,288	5,503,186	6,577,455	7,041,353
62 - Supplies & Materials	479,962	518,420	734,626	649,670
63 - Outside Services	3,315,004	3,427,879	6,702,323	5,136,714
64 - Other Charges	1,866,694	1,870,734	1,649,542	2,057,353
65 - Debt Service	3,321,567	7,509,472	3,075,000	3,036,500
66 - Capital Outlays	128,465	200,637	117,004	260,800
Total	14,671,980	19,030,328	18,855,950	18,182,390

ENTERPRISE OPERATIONS

Summary

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
6100 Municipal Airport	1,384,174	1,399,293	1,600,701	1,600,807
6200 Industrial Waste	1,827,959	1,907,429	2,428,006	2,106,766
6301 Fairways Golf Course	244,949	271,272	198,000	208,200
6302 Twin Creek Golf Course	459,489	3,522,978	496,000	439,700
6400 Sewer	3,124,541	4,406,565	3,250,962	4,493,009
6500 Storm Sewer (NPDES)	2,724,543	2,865,002	3,724,901	2,855,527
6700 Water Utility	7,833	9,687	20,000	15,000
6801 Downtown Parking District	1,374,766	1,395,769	1,682,961	1,522,101
6802 Preferential Parking	5,430	7,611	33,600	6,100
6803 Parking Enforcement	1,054,843	955,876	1,558,839	1,259,040
6900 Permit Services	2,463,452	2,288,845	3,861,981	3,676,140
Total	14,671,980	19,030,328	18,855,950	18,182,390

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
3350 Permit Services	12.483	11.989	13.500	17.450
5126 NPDES Storm Water	1.000	1.000	1.000	3.000
5340 Airport	5.100	5.600	6.600	6.600
5441 Industrial Waste	3.800	3.800	5.300	5.800
5442 Sanitary Sewer	12.050	12.050	11.550	12.050
5443 NPDES Storm Drain Sewer	2.200	2.200	2.200	2.200
5444 NPDES Street Sweeping	6.200	6.200	4.700	4.700
5446 Downtown Parking	0.270	0.270	0.270	0.270
5448 Parking Enforcement	0.250	0.500	0.250	0.250
Total	43.353	43.609	45.370	52.320

ENTERPRISE OPERATIONS

3350 Permit Services Division

Purpose

The Permit Services Division ensures the safety of buildings and structures by efficiently reviewing construction plans for both residential and commercial projects and verifying compliance with applicable building codes, city ordinances, and state laws through the inspection process. Permit Services also facilitates building access for disabled persons, educates the public on the building permit process and construction requirements, coordinates approval and inspection of building permits with other City Departments/Sections and governmental agencies, provides timely processing of permits to help stimulate economic development, and assists code enforcement with technical construction requirements.

Division Operations

1. Assist customers in a timely and professional manner.
2. Provide administrative support for Permit Center staff.
3. Accurately process all permits, inspection requests, and calculation of fees.
4. Continue research and implementation of new technology, including electronic plan review software, virtual inspection software and electronic file management systems.
5. Lead continuous improvement efforts for the Permit Center with input from customer groups.
6. Properly and promptly forward all requests for information to the applicable departments.
7. Accomplish plan review and inspection of building projects in a timely and complete manner.
8. Update educational and informational handout material for public use regarding building codes, city ordinances, and state laws.
9. Respond to building safety and work without permit complaints.
10. Track and monitor revenues and expenses to ensure that the Building Division is independently financially sustainable.
11. Provide a Permit Center annual report to the City Council on continuous improvements.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Percent of On-Time Building Permit Reviews (Per Applicable Due Date)	34%	79%	80%	78%	90%
Number of Days from Applied to Approved Building Permits (Goal of 40 Days)	95	90	40	35	40
Virtual Inspections (Goal is 10% of Building Inspections)	N/A	0	150	725 (7%)	1800 (10%)
Number of Days from Applied Date to 1st Building Permit Review Comments	N/A	12	16	12	15
Percent of Simple Permits (City Reports, Electrical, Plumbing, Reroofs) Applied to Issued Date (Goal of 48 Hours)	N/A	100% (24 Hours and 2,048 Permits)	100% (48 Hours)	100% (24 Hours and 1,644 Permits)	100% (48 Hours)
Accessory Dwelling Unit (ADU) Approvals through Plan Check	8	71	45	90	55

ENTERPRISE OPERATIONS

3350 Permit Services Division

Major Budget Changes

The Permit Services Division is supported by fees generated through permitting. In FY 17/18, an Enterprise Fund was established to ensure that the Division was independently sustainable through fees for service. Over the last few years, permit activity has significantly increased. It is anticipated that a sustained level of permit activity will continue over the next fiscal year. As a result, additional staffing was added late in FY 21/22, which will increase the overall budget expenditures in the new fiscal year. In addition, there are multiple large projects in the pipeline that will require an increase to the Division budget for plan review and inspection contracted services. All expenditures for Permit Services are paid by the Enterprise Fund through collected permit fees and do not have an impact on the General Fund.

ENTERPRISE OPERATIONS

3350 Permit Services Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	1,581,233	1,537,142	2,112,069	2,390,220
62 - Supplies & Materials	20,992	12,898	84,600	96,120
63 - Outside Services	461,567	330,573	1,173,352	620,000
64 - Other Charges	399,660	364,244	421,782	523,000
66 - Capital Outlays		43,989	70,177	46,800
Total	2,463,452	2,288,845	3,861,981	3,676,140

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
6900 Permit Services	2,463,452	2,288,845	3,861,981	3,676,140
Total	2,463,452	2,288,845	3,861,981	3,676,140

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
3350 Permit Services	12.483	11.989	13.500	17.450
Total	12.483	11.989	13.500	17.450



(This page intentionally left blank)

ENTERPRISE OPERATIONS

5126 NPDES Storm Water Division

Purpose

This Division's purpose is to provide technical support in the management and implementation of the City's NPDES Stormwater Permit. This has been identified as a focus area for regulatory compliance that affects many City departments and other outside agencies. The Division is currently comprised of an NPDES Permit Program Manager who reports to the City Engineer and a stormwater intern.

Division Operations

1. Oversee and manage the City's NPDES stormwater Permit compliance program and its integration with other City activities.
2. Consolidate the City's stormwater Permit compliance efforts:
 - a. Bring the City's stormwater program into compliance with the City's NPDES Stormwater Permit requirements.
 - b. Streamline City Permit compliance efforts to increase efficiency and cut compliance costs through integration of current technologies, especially in data collection/reporting efforts.
 - c. Ensure data collection and reporting capabilities meet Permit information management and reporting requirements.
 - d. Continue technical support and oversight of City programs for compliance with stormwater regulations and provide the internal structure necessary to ensure the new Permit requirements are met while providing for efficient use of City resources.
3. Reduce the number of Permit violations from EPA and Regional Water Board audits of the City's Stormwater Permit compliance efforts to zero.
4. Collaborate with other public agencies to achieve permit program cost savings and compliance.
5. Obtain grant funding for stormwater water capture/reuse, green infrastructure, and green streets projects.
6. Increase the amount of curb miles swept through implementation of city-wide "No Parking During Street Sweeping Hours" signage program.
7. Provide support in City-wide efforts to develop regulatory fees to support NPDES-required activities
8. Provide support to successfully obtain a stormwater utility to fund implementation of the City's NPDES permit.

ENTERPRISE OPERATIONS

5126 NPDES Storm Water Division

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Compliance with NPDES Stormwater Permit	90%		100%%	95%	100%
Offer stormwater training and community workshops to increase stormwater awareness	None due to COVID		Online SW awareness campaign to prepare for community polling	New stormwater website created; construction and PCR training for staff complete; 5 tabling events to educate public on stormwater. Community polling delayed by Mgt.	Continuous update and development of cleanwatersalinas.com website; tabling events for Closter Park Green Streets project; 5 tabling events for stormwater awareness
Develop a stormwater utility/funding source	Stormwater utility feasibility report complete		Polling for SW utility	This initiative has been put on hold until Measure G is renewed.	---
Reduction in litter throughout the City (running total)	27%		40%	28%	40%
Green streets/P3 projects implemented in the City	CBP3 program presented to management, green street concept plan developed		GI plan complete; SW crediting program in development	ARPA \$\$ being used for both plans; RFPs in process.	Grant obtained for Closter Park Green Street project
Pilot projects in place to increase curb miles swept; street sweeping "No Parking" signage program in place	Data collected to determine street priority		New street sweeping routes developed; No parking signage project underway	Street Sweeping Optimization team created; two workshops held. RFP for signage implementation and new route development in process.	New high and medium priority routes developed; pilot projects to determine sweeping frequency implemented; signage contractor obtained

Major Budget Changes

This Division was formed to allow consolidation of NPDES permit program funding to prepare for obtaining a new stormwater funding utility and operate as an enterprise fund. Due to increased permit requirements, it is recommended that a full-time Stormwater Technician and Stormwater Inspector be added to the NPDES staff. The Stormwater Inspector would support SW inspections for Development Engineering and CIP Engineering.

ENTERPRISE OPERATIONS

5126 NPDES Storm Water Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	175,316	187,458	217,402	356,415
62 - Supplies & Materials	3,386	427	2,100	4,850
63 - Outside Services	720,526	946,534	1,448,398	1,320,010
64 - Other Charges	212,961	246,595	240,252	277,853
66 - Capital Outlays	5,003	102	200	35,000
Total	1,117,192	1,381,116	1,908,352	1,994,128

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
6500 Storm Sewer (NPDES)	1,117,192	1,381,116	1,908,352	1,994,128
Total	1,117,192	1,381,116	1,908,352	1,994,128

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5126 NPDES Storm Water	1.000	1.000	1.000	3.000
Total	1.000	1.000	1.000	3.000



(This page intentionally left blank)

ENTERPRISE OPERATIONS

5340 Airport Division

Purpose

The Airport serves the City as an element of the national transportation system. It is an economic development asset and serves as an employment center with over 20 businesses providing high-skilled high paying jobs. The Airport Division oversees the safe day-to-day operation of the facility and the long-term capital development.

Division Operations

1. Focus on quality customer service.
2. Provide staff support to the Airport Commission.
3. Ensure the continued economic viability of the Airport Enterprise Fund.
4. Support the California International Air show.
5. Acquire funding to complete plans and projects that provide for appropriate airport development.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Percentage of Work Order Requests recived that are completed withing 48 hours	95%	100%	95%		95%
Percentage of Hangar Preventative Maintenance Inspections Completed	100%	100%	100%		100%
Percentage of hangar rental and lease accounts paid in full within 30 days	90%	95%	95%		95%

Major Budget Changes

None.

ENTERPRISE OPERATIONS

5340 Airport Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	725,805	752,574	901,911	841,507
62 - Supplies & Materials	84,674	99,355	109,067	125,900
63 - Outside Services	243,498	256,030	310,969	309,700
64 - Other Charges	256,993	256,062	256,628	263,700
65 - Debt Service	30,849	30,849		
66 - Capital Outlays	42,355	4,424	22,126	60,000
Total	1,384,174	1,399,293	1,600,701	1,600,807

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
6100 Municipal Airport	1,384,174	1,399,293	1,600,701	1,600,807
Total	1,384,174	1,399,293	1,600,701	1,600,807

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5340 Airport	5.100	5.600	6.600	6.600
Total	5.100	5.600	6.600	6.600

ENTERPRISE OPERATIONS

5441 Industrial Waste Division

Purpose

Provide the Salinas food industry and other industrial water users with an economical and environmentally acceptable means of treatment and disposal of industrial wastewater.

Division Operations

1. Maintain the Industrial Waste Treatment Facility and Industrial Waste Collection System in a manner consistent with the City's Waste Discharge Requirements (WDR) Permit issued by the Central Coast Regional Water Pollution Control Board, and State and Federal laws and regulations.
2. Operate the facility in a manner that protects the interests of the industrial users and the residents of Salinas.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Millions of Gallons of Industrial Process Water Receiving Treatment & Disposal	970	997	1000	1000	1000

Major Budget Changes

None.

ENTERPRISE OPERATIONS

5441 Industrial Waste Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	534,747	542,056	787,268	678,466
62 - Supplies & Materials	46,851	39,484	79,825	98,200
63 - Outside Services	446,549	469,973	843,513	631,500
64 - Other Charges	228,759	222,738	193,600	184,000
65 - Debt Service	489,947	498,576	507,800	514,600
66 - Capital Outlays	81,106	134,601	16,000	
Total	1,827,959	1,907,429	2,428,006	2,106,766

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
6200 Industrial Waste	1,827,959	1,907,429	2,428,006	2,106,766
Total	1,827,959	1,907,429	2,428,006	2,106,766

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5441 Industrial Waste	3.800	3.800	5.300	5.800
Total	3.800	3.800	5.300	5.800

ENTERPRISE OPERATIONS

5442 Sanitary Sewer Division

Purpose

Maintain the sanitary sewer collection system in a safe, reliable, and sanitary condition to satisfy all regulatory and environmental requirements implementing best management practices outlined in the City's waste discharge requirements permit issued by the State Water Board.

Division Operations

1. Maintain the Sanitary Sewer Collection System consistent with the Statewide General WDR (Waste Discharge Requirement) permit for Sanitary Sewer Systems, WQO No. 2006-0003, and the City's Sewer System Management Plan.
2. Clean and repair existing sanitary sewer mains for the health and safety of the residents of Salinas.
3. Minimize Sanitary Sewer overflows to protect the local and regional environment through preventive maintenance.
4. Effectively contain and clean up sewer spills.
5. Replace deteriorated sewer trunk mains.
6. Perform Preventive Maintenance and repairs for ten pump stations.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Miles of Pipeline Cleaned	116	80	150	100	125
Number of Sanitary Sewer Overflows	2	5	<5	<5	<5
Linear Feet of Pipeline Televised (CCTV)	48,075	77,579	60,000	70,000	100,000
(FOG) Fats Oils and Grease Inspections	36	53	100	100	100

Major Budget Changes

Requesting Four (4) additional staff to meet Waste Discharge Requirements (WDR) permit. The Wastewater Division is unable to meet permit requirements due to staffing reductions over the past 15 years. Other factors for request are having to meet Stormwater NPDES permit requirements which is not a funded program and has taken staff off required sanitary sewer maintenance. This has reduced required Sanitary Sewer Program maintenance, inspections, and repairs. The estimated cost for replacing prior staffing levels is approximately \$510,000 to \$600,000 dollars.

ENTERPRISE OPERATIONS

5442 Sanitary Sewer Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	1,445,645	1,463,450	1,502,858	1,721,102
62 - Supplies & Materials	124,130	146,119	190,741	215,000
63 - Outside Services	185,601	300,267	482,563	576,500
64 - Other Charges	343,565	359,335	212,500	383,800
65 - Debt Service	1,025,601	2,119,873	862,300	865,800
66 - Capital Outlays		17,521		113,000
Total	3,124,541	4,406,565	3,250,962	3,875,202

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
6400 Sewer	3,124,541	4,406,565	3,250,962	3,875,202
Total	3,124,541	4,406,565	3,250,962	3,875,202

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5442 Sanitary Sewer	12.050	12.050	11.550	12.050
Total	12.050	12.050	11.550	12.050

ENTERPRISE OPERATIONS

5443 NPDES Storm Drain Sewer Division

Purpose

Maintain the storm drainage system in a safe and sanitary condition by providing regular inspections and periodic maintenance. Comply with local and regional goals through the federally mandated National Pollution Discharge Elimination System (NPDES) requirements and "Best Management Practices" (BMPs) to reduce or eliminate pollution from storm water runoff and illicit discharges from identified sources.

Division Operations

1. Implement the goals and standards outlined in the City's new 5-year NPDES Permit, and the City's Storm Water Management Plan.
2. Inspect, clean and repair the existing storm drain system as required to assure that the City accomplishes water quality objectives as outlined in the City's NPDES Permit and to reduce the risk of localized flooding.
3. Maintain City-owned open drainage channels to provide for free flow of storm runoff throughout the City.
4. Continue to implement the NPDES Water Quality Monitoring Program and Maintenance Program consistent with NPDES requirements established by the Central Coast Regional Water Quality Control Board.
5. Continue the Storm Drain stenciling program consistent with NPDES BMPS.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of Storm Drains Inspected and cleaned as needed	1,459	958	1,200	1,000	1,000
Number of Storm Drain Stencils Installed with "No Dumping Flows to Bay" Logo	0	<10	<10	<10	<10
Number of Commercial/Industrial Businesses Inspected.	128	100	200	200>	200>
Dry Weather Monitoring Inspections	157	154	157	154	154

Major Budget Changes

None.

ENTERPRISE OPERATIONS

5443 NPDES Storm Drain Sewer Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	306,864	307,584	314,165	318,031
62 - Supplies & Materials	34,913	23,671	40,801	52,650
63 - Outside Services	55,226	20,861	197,649	179,300
64 - Other Charges	65,369	57,920	111,300	110,900
Total	462,372	410,035	663,915	660,881

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
6500 Storm Sewer (NPDES)	462,372	410,035	663,915	660,881
Total	462,372	410,035	663,915	660,881

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5443 NPDES Storm Drain Sewer	2.200	2.200	2.200	2.200
Total	2.200	2.200	2.200	2.200

ENTERPRISE OPERATIONS

5444 NPDES Street Sweeping Division

Purpose

Maintain a clean City in accordance with best management practices in the City's National Pollution Discharge Elimination System (NPDES) Permit to eliminate pollution from storm water runoff or illicit discharges from identified sources.

Division Operations

1. Maintain clean streets maximizing street sweeping throughout the City consistent with the City's NPDES Stormwater Permit requirements.
2. Sweep all residential streets consistent with NPDES scheduling requirements.
3. Reduce the amount of refuse in the City's storm sewer effluent consistent with NPDES best management practices.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of Curb Miles Swept Monthly	15,000	14,011	16,000	15,000	16,000
Cubic Yard of Debris Removed Annually	5,400	4,902	5,000	4,500	5,500

Major Budget Changes

None.

ENTERPRISE OPERATIONS

5444 NPDES Street Sweeping Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	719,969	626,209	658,555	652,225
62 - Supplies & Materials	151,130	189,843	204,380	36,500
63 - Outside Services	9,821	2,361	133,500	33,200
64 - Other Charges	145,729	137,106	95,800	37,500
65 - Debt Service	118,331	118,332	58,900	58,900
66 - Capital Outlays			1,500	
Total	1,144,979	1,073,851	1,152,635	818,325

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
6400 Sewer				617,807
6500 Storm Sewer (NPDES)	1,144,979	1,073,851	1,152,635	200,518
Total	1,144,979	1,073,851	1,152,635	818,325

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5444 NPDES Street Sweeping	6.200	6.200	4.700	4.700
Total	6.200	6.200	4.700	4.700

ENTERPRISE OPERATIONS

5445 Hitchcock Road Water Division

Purpose

Provide a clean water source to business and operations located at the Hitchcock facility. These include the City's Animal Shelter, the Industrial Waste Administrative Building, the Monterey County Animal Shelter and the Monterey Regional Water Pollution Control Agency's sanitary sewer lift station.

Division Operations

1. Maintain the fresh water well system in a manner consistent with guidelines established by State and Federal Laws and as determined by the Environmental Health Division of the Monterey County Health Department.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Percentage of Compliance with Health Department Water Quality Objectives	100%	100%	100%	100%	100%

Major Budget Changes

None.

ENTERPRISE OPERATIONS

5445 Hitchcock Road Water Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
62 - Supplies & Materials				1,000
63 - Outside Services	6,832	8,415	18,000	12,000
64 - Other Charges	1,001	1,271	2,000	2,000
Total	7,833	9,687	20,000	15,000

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
6700 Water Utility	7,833	9,687	20,000	15,000
Total	7,833	9,687	20,000	15,000

ENTERPRISE OPERATIONS

5446 Downtown Parking Division

Purpose

The mission of Downtown Parking Enterprise is to provide, operate and maintain an efficient, effective and sustainable downtown parking management to meet the needs of our residents, visitors and the business community. The enterprise needs to cover costs of services and strategically plan to meet the downtown parking demand today and in the near future. The Downtown Parking District enterprise supports the City's downtown economic and revitalization objectives.

Division Operations

1. To develop a sustainable downtown parking program that is able to meet current downtown needs as well as plan for viable parking solutions in the future.
2. To support the vision of the Downtown Vibrancy Plan and help make downtown a destination.
3. To provide effective management of parking services and resources.
4. To provide centralized parking management to maximize economies of scale and efficiency.
5. To develop a parking program that is fiscally able to be a partner with downtown stakeholders.
6. To provide excellent customer service.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Total Revenue	\$1,368,334	\$1,215,799	\$1,200,000	\$1,106,734	\$1,200,000
Total Expenses	\$1,408,911	\$1,417,377	\$1,200,000	\$1,091,767	\$1,200,000
Net Revenue	-\$40,576	-\$201,578	\$0	\$14,967	\$0
Operating Revenue (Pemit Sales/Parking fees)	\$415,562	\$268,207	\$450,000	\$400,000	\$450,000

Major Budget Changes

Parking fees were approved by City Council for FY 21/22 for the parking garages and parking lots, however the enterprise remains in a deficit position. The property tax expenses for the garages are now being charged to the district when previously they were absorbed by the GF. Additionally, the deferred maintenance of both garages has led to short-term and long-term maintenance needs that are currently unfunded. Staff costs and garage management costs have been adjusted to control costs. Additional revenue generating services are being developed including an improved validation program open to all downtown businesses and evening/residential parking program. The pandemic and the rollback of fees that resulted has kept the enterprise from meeting sustainability goals. It is imperative a public oversight committee is created to monitor the use of parking district funds.

ENTERPRISE OPERATIONS

5446 Downtown Parking Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	32,716	37,797	41,836	42,051
62 - Supplies & Materials	12,088	4,433	19,113	19,450
63 - Outside Services	308,468	317,529	560,432	367,800
64 - Other Charges	69,093	88,417	102,580	137,500
65 - Debt Service	952,402	947,593	952,000	949,300
66 - Capital Outlays			7,000	6,000
Total	1,374,766	1,395,769	1,682,961	1,522,101

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
6801 Downtown Parking District	1,374,766	1,395,769	1,682,961	1,522,101
Total	1,374,766	1,395,769	1,682,961	1,522,101

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5446 Downtown Parking	0.270	0.270	0.270	0.270
Total	0.270	0.270	0.270	0.270

ENTERPRISE OPERATIONS

5447 Preferential Parking Division

Purpose

The mission of the Preferential Parking operations is to provide, operate and maintain an efficient and flexible preferential parking system. Currently, there is only one preferential permit parking area, District 3A, for the area surrounding the Salinas Valley Memorial Hospital. This preferential permit parking program is managed by the Public Works Parking Division is to meet the need of the residents, visitors and businesses located within the boundaries of the Preferential Parking Program.

Division Operations

1. Provide effective control of parking services and resources in a residential parking district.
2. Provide parking management to maximize economies of scale and efficiency.
3. Provide effective communications with residents of the parking zone/areas in a parking district.
4. Sustain parking enforcement in designated streets.
5. Provide excellent customer service.

Performance Measures

Performance Measure/Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Permit Sales	\$12,141.00	\$15,595.00	\$15,000.00	\$19,717.00	\$15,000.00
Cost per Home	\$13	\$13	\$13	\$13	\$13

Major Budget Changes

A CIP contains funds to respond to requests for additional residential permit parking areas. The majority of request for Residential Permit Parking Programs

ENTERPRISE OPERATIONS

5447 Preferential Parking Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits			7,500	5,000
62 - Supplies & Materials	1,799	2,190	4,000	
63 - Outside Services	2,623	4,443	21,000	
64 - Other Charges	1,008	978	1,100	1,100
Total	5,430	7,611	33,600	6,100

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
6802 Preferential Parking	5,430	7,611	33,600	6,100
Total	5,430	7,611	33,600	6,100

ENTERPRISE OPERATIONS

5448 Parking Enforcement Division

Purpose

The Citywide Parking Enforcement Program supports other programs of the Parking Enterprise. It is also responsive to Salinas' residents' need for parking enforcement and supports safety enforcement at schools. As an enterprise, the program also has the objective to ensure that costs for desired services are covered.

Division Operations

1. Provide parking management to improve program effectiveness.
2. Provide a sustainable parking enforcement program that supports all parking programs.
3. Respond to residents and business request for parking enforcement.
4. Support traffic safety needs at school locations.
5. Pursue expansion of parking enforcement program expansion to cover evenings and weekends.
6. Provide excellent customer service.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Citations Written	26,064		25,000	27,000	25,000
Annual Cost	\$1,076,122	\$955,876	\$1,000,000	\$1,000,000	\$1,000,000
Revenue	\$1,250,541	\$876,303	\$1,250,000	\$1,000,000	\$1,250,000

Major Budget Changes

Parking enforcement demand continues to be high. In December 2020, another service expansion was approved by the City Council. Available revenue was reinvested to expand parking enforcement services with the addition of two parking officers at a cost of \$165,908 annually. The parking enforcement program will continue to absorb costs for citation processing, the court, and DMV. These costs increase with increase in citation activity. Total costs will be covered by revenues developed with the increase in parking enforcement activity. Another revenue source can be established with the implementation of a scofflaw collection program. There is over \$1,000,000 in uncollected parking citation fees.

ENTERPRISE OPERATIONS

5448 Parking Enforcement Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	37,994	48,916	33,891	36,336
63 - Outside Services	874,293	770,893	1,512,948	1,086,704
64 - Other Charges	142,556	136,068	12,000	136,000
Total	1,054,843	955,876	1,558,839	1,259,040

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
6803 Parking Enforcement	1,054,843	955,876	1,558,839	1,259,040
Total	1,054,843	955,876	1,558,839	1,259,040

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5448 Parking Enforcement	0.250	0.500	0.250	0.250
Total	0.250	0.500	0.250	0.250

ENTERPRISE OPERATIONS

8006 Twin Creeks Golf Course Division

Purpose

The Golf Course Division of the Recreation Parks Department no longer provides golf course maintenance operations and professional golf services for the 9-hole facility and 30 station lighted practice range. Twin Creeks was transferred to the non-profit organization "First Tee" in November 2004.

Division Operations

1. Work with "First Tee" to provide a well maintained, affordable golf course and practice facility for the community and youth players.

Major Budget Changes

None.

ENTERPRISE OPERATIONS

8006 Twin Creeks Golf Course Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
65 - Debt Service	459,489	3,522,978	496,000	439,700
Total	459,489	3,522,978	496,000	439,700

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
6302 Twin Creek Golf Course	459,489	3,522,978	496,000	439,700
Total	459,489	3,522,978	496,000	439,700

ENTERPRISE OPERATIONS

8007 Fairways Golf Course Division

Purpose

The Golf Course Division of the Recreation Park Department no longer provides golf course maintenance operations and professional golf services for the 18-hole golf course and 13-station practice range. The Fairways Golf Course and its day-to-day operation was transferred to the corporation "Sierra Golf" as of August 1, 2008.

Division Operations

1. Work with "Sierra Golf" to provide a well maintained, affordable golf course and practice facility for the community.

Major Budget Changes

None.

ENTERPRISE OPERATIONS

8007 Fairways Golf Course Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
65 - Debt Service	244,949	271,272	198,000	208,200
Total	244,949	271,272	198,000	208,200

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
6301 Fairways Golf Course	244,949	271,272	198,000	208,200
Total	244,949	271,272	198,000	208,200

ENTERPRISE OPERATIONS

Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
3350 Permit Services				
Administrative Aide	0.400	0.400		
Administrative Analyst I				1.000
Bldg Permit Spec	2.000	1.000	1.000	1.000
Comb Bldg Insp I	2.000	2.000	1.000	1.000
Comb Bldg Inspector II			2.000	2.000
Community Development Dir				0.250
Junior Engineer	1.000	1.000	1.000	1.000
Permit Center Clerk	2.000	3.000		
Permit Ctr Mgr/Bldg Off	1.000	1.000		
Revenue Officer	0.750	0.589	0.500	0.800
Senior Plan Check Engineer	1.000	1.000	2.000	2.000
Sr Combo Bldg Insp	1.000	1.000		1.000
Permit Center Coordinator	1.000	1.000	1.000	1.000
Information Technologies Tech I	0.333			
Inspection Services Manager			1.000	1.000
Chief Building Official			1.000	1.000
Permit Services Technician			3.000	3.000
Comm Outreach Asst-Limited Term				0.400
Community Outreach Assistant				1.000
3350 Permit Services Total	12.483	11.989	13.500	17.450
5126 NPDES Storm Water				
NPDES Permit Manager	1.000	1.000	1.000	1.000
Stormwater Compliance Inspector				1.000
Stormwater Technician				1.000
5126 NPDES Storm Water Total	1.000	1.000	1.000	3.000
5340 Airport				
Administrative Secretary	1.000	1.000	1.000	1.000
Airport Manager	1.000	1.000	1.000	1.000
Airport Operations Supv	1.000	1.000	1.000	1.000
Facility Maint Worker	2.000	2.000	3.000	
Office Technician		0.500	0.500	0.500
Public Works Director	0.100	0.100	0.100	0.100
Airport Maintenance Worker				3.000

ENTERPRISE OPERATIONS

Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5340 Airport Total	5.100	5.600	6.600	6.600
5441 Industrial Waste				
Assistant Engineer			0.500	0.500
Assistant PW Dir/City Engr	0.150			
Associate Engineer				0.500
Office Technician	0.200	0.200	0.200	0.200
P.S. Maint Crew Supervisor	0.500	0.500		
Public Works Admin Supervisor	0.100	0.100	0.100	0.100
Public Works Director	0.100	0.100	0.100	0.100
Senior Civil Engineer	0.500	0.500	0.500	0.500
Wastewater Manager	0.250	0.250	0.250	0.250
Wastewater Operator	2.000	2.000	3.000	3.000
City Engineer		0.150	0.150	0.150
Wastewater Crew Sup			0.500	0.500
5441 Industrial Waste Total	3.800	3.800	5.300	5.800
5442 Sanitary Sewer				
Assistant Engineer			0.500	0.500
Assistant PW Dir/City Engr	0.100			
Associate Engineer				0.500
Office Technician	0.200	0.200	0.200	0.200
P.S. Maint Crew Supervisor	1.000	1.000		
Public Svc Maint Wkr II	5.950	5.950	4.950	4.950
Public Svc Maint Wkr III	1.750	1.750	1.750	1.750
Public Svc Maint Wkr IV	0.500	0.500	0.500	0.500
Public Works Admin Supervisor	0.100	0.100	0.100	0.100
Public Works Director	0.100	0.100	0.100	0.100
Pump Maint Mechanic	1.000	1.000	1.000	1.000
Senior Civil Engineer	0.850	0.850	0.850	0.850
Wastewater Manager	0.500	0.500	0.500	0.500
City Engineer		0.100	0.100	0.100
Wastewater Crew Sup			1.000	1.000
5442 Sanitary Sewer Total	12.050	12.050	11.550	12.050
5443 NPDES Storm Drain Sewer				

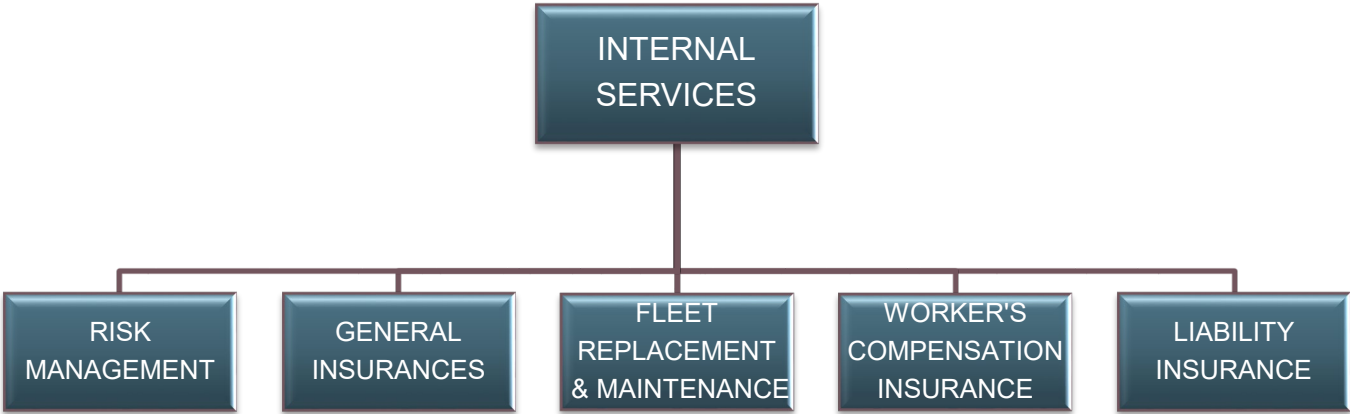
ENTERPRISE OPERATIONS

Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
Assistant PW Dir/City Engr	0.050			
P.S. Maint Crew Supervisor	0.250	0.250		
Public Svc Maint Wkr II	1.050	1.050	1.050	1.050
Public Svc Maint Wkr III	0.250	0.250	0.250	0.250
Public Svc Maint Wkr IV	0.250	0.250	0.250	0.250
Public Works Admin Supervisor	0.050	0.050	0.050	0.050
Public Works Director	0.050	0.050	0.050	0.050
Wastewater Manager	0.250	0.250	0.250	0.250
City Engineer		0.050	0.050	0.050
Wastewater Crew Sup			0.250	0.250
5443 NPDES Storm Drain Sewer Total	2.200	2.200	2.200	2.200
5444 NPDES Street Sweeping				
Community Service Officer	0.500	0.500		
Equipment Mechanic I	1.000	1.000		
Motor Sweeper Operator	3.000	3.000	3.000	3.000
Office Technician	0.200	0.200	0.200	0.200
P.S. Maint Crew Supervisor	0.250	0.250		
Public Svc Maint Wkr II	1.000	1.000	1.000	1.000
Public Svc Maint Wkr IV	0.250	0.250	0.250	0.250
Wastewater Crew Sup			0.250	0.250
5444 NPDES Street Sweeping Total	6.200	6.200	4.700	4.700
5446 Downtown Parking				
Public Works Admin Supervisor	0.250	0.250	0.250	0.250
Public Works Director	0.020	0.020	0.020	0.020
5446 Downtown Parking Total	0.270	0.270	0.270	0.270
5448 Parking Enforcement				
Office Technician		0.250		
Public Works Admin Supervisor	0.250	0.250	0.250	0.250
5448 Parking Enforcement Total	0.250	0.500	0.250	0.250
Total	43.353	43.609	45.370	52.320

INTERNAL SERVICES

Organizational Chart by Division



INTERNAL SERVICES

Summary

Purpose

Internal Services supports the provision of employee benefits to include health and welfare benefits, workers compensation, City-wide safety programs, and employee assistance programs. Comprehensive protection of the City's assets through a liability program of risk avoidance, risk reduction and risk transfer is also accomplished through Internal Services.

City Council Goals, Strategies, and Objectives for FY 2022-2023

Investment Strategies/Risk Management; Operational Efficiencies *(Effective and Culturally Responsive Government)*

1. Reduce General Fund costs in management and administration of general liability and Workers Compensation programs.
2. Implement annual audits of Workers' Compensation Third Party Administrators performance in managing claims and liabilities.
3. Assist with coordination of early Return to Work for Industrial and Non-Industrial Injuries.
4. Maintain financial stability of the state property/casualty insurance fund.
5. Evaluate efficacy of claims management software to reduce reliance upon outside services and promote internal management of claims administration.
6. Continue implementing the cost-recovery and board-up protocols.

Major Budget Changes

None.

INTERNAL SERVICES

Summary

Expenditures by Program	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
1245 Risk Management	277		47,100	43,000
1246 General Insurances	676,694	994,151	848,500	1,516,000
1247 Workers' Compensation Insurance	3,909,386	4,829,298	5,474,267	5,483,633
1248 Liability Insurance	2,322,775	4,723,192	2,825,552	3,957,564
5233 Vehicle/Equipment Maintenance	1,816,187	1,819,744	2,161,305	2,440,150
Total	8,725,319	12,366,384	11,356,724	13,440,347

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	1,440,446	1,526,453	1,802,665	2,042,042
62 - Supplies & Materials	571,629	691,172	698,468	790,460
63 - Outside Services	307,964	150,447	322,200	310,600
64 - Other Charges	6,350,969	9,972,810	8,515,130	10,284,745
66 - Capital Outlays	54,312	25,503	18,260	12,500
Total	8,725,319	12,366,384	11,356,724	13,440,347

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
7101 Internal Services Administration	277		47,100	43,000
7102 Internal Services Insurances	676,694	994,151	848,500	1,516,000
7103 Worker's Comp Self-Insurance	3,909,386	4,829,298	5,474,267	5,483,633
7104 General Liability Self-Insurance	2,322,775	4,723,192	2,825,552	3,957,564
7120 Fleet Maintenance	1,816,187	1,819,744	2,161,305	2,440,150
Total	8,725,319	12,366,384	11,356,724	13,440,347

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1247 Workers' Compensation Insurance	1.000	1.000	1.000	1.000
1248 Liability Insurance	2.000	2.000	2.000	2.000
5233 Fleet/Equipment Maintenance	10.450	10.450	10.450	11.450
Total	13.450	13.450	13.450	14.450

INTERNAL SERVICES

1245 Risk Management Division

Purpose

Protect the City's "people" and "economic" assets. Risk Management administers employee benefits and the Internal Service Funds for insurances, Workers' Compensation, health, and liability insurance programs.

Division Operations

1. Maintain current benefit information for employees.
2. Coordinate services for occupational injuries and illnesses in order to contain costs.
3. Oversee City-wide Injury and Illness Prevention Program (IIPP).
4. Provide support to all departments to ensure compliance with OSHA regulations.
5. Provide support to all departments to ensure compliance with Federal and State employee leave rights.

Major Budget Changes

None.

INTERNAL SERVICES

1245 Risk Management Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits			44,100	40,000
62 - Supplies & Materials			1,600	1,600
63 - Outside Services			1,000	1,000
64 - Other Charges	277		200	200
66 - Capital Outlays			200	200
Total	277		47,100	43,000

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
7101 Internal Services Administration	277		47,100	43,000
Total	277		47,100	43,000

INTERNAL SERVICES

1246 General Insurances Division

Purpose

Provide funding for City-wide safety programs, employee assistance program, unemployment claims, biennial physical exams, insurance for property, fine arts, and reimbursable damages.

Division Operations

1. Review/negotiate renewal of insurance and excess insurance contracts annually of property, fine arts, fidelity bonds, liability, and tenant user liability insurance programs.
2. Oversee employee insurance programs.
3. Process employee and DMV physical exams.
4. Monitor unemployment claims.
5. Pre-employment process and physical exams.

Major Budget Changes

None.

INTERNAL SERVICES

1246 General Insurances Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
63 - Outside Services	16,471	11,455	30,000	50,000
64 - Other Charges	660,223	982,696	818,500	1,466,000
Total	676,694	994,151	848,500	1,516,000

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
7102 Internal Services Insurances	676,694	994,151	848,500	1,516,000
Total	676,694	994,151	848,500	1,516,000

INTERNAL SERVICES

1247 Workers' Compensation Insurance Division

Purpose

Set Workers' Compensation rates at a level that will fund the workers' compensation reserve at the recommended levels. Maintain a Third-Party Administrator that will provide excellent customer service to employees.

Division Operations

1. Provide workers' compensation benefits to City employees consistent with requirements of State law while conserving the City's General Fund.
2. Provide a visible and accurate accounting of the self-insured Workers' Compensation.
3. Set workers compensation rates at a level which will fund the workers' compensation reserve at the recommended level.
4. Establish quarterly file reviews to maintain control over the program with the City's Third-Party Administrator and Occupational/Medical Clinic.
5. Provide On-going training to departments and assist with coordination of early return to work.
6. Implement changes in the workers' compensation law.
7. Reduce General Fund costs in the administration and management of Workers Compensation claims.

Major Budget Changes

None.

INTERNAL SERVICES

1247 Workers' Compensation Insurance Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	147,226	158,367	174,267	183,633
63 - Outside Services	12,639		15,000	15,000
64 - Other Charges	3,749,521	4,670,931	5,285,000	5,285,000
Total	3,909,386	4,829,298	5,474,267	5,483,633

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
7103 Worker's Comp Self-Insurance	3,909,386	4,829,298	5,474,267	5,483,633
Total	3,909,386	4,829,298	5,474,267	5,483,633

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1247 Workers' Compensation Insurance	1.000	1.000	1.000	1.000
Total	1.000	1.000	1.000	1.000

INTERNAL SERVICES

1248 Liability Insurance Division

Purpose

Provide comprehensive protection of the City's assets through a liability program of risk avoidance, risk reduction, and risk transfer, while focusing on customer service for the residents of the community.

Division Operations

1. Physically inspect major City facilities on an annual basis.
2. Reduce General Fund costs in the administration of claims.
3. Work with Departments to reduce the City's liability exposure.
4. Improve risk transfer to 3rd party contractors.

Major Budget Changes

None.

INTERNAL SERVICES

1248 Liability Insurance Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	384,959	404,362	432,452	437,564
64 - Other Charges	1,937,816	4,318,830	2,393,100	3,520,000
Total	2,322,775	4,723,192	2,825,552	3,957,564

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
7104 General Liability Self-Insurance	2,322,775	4,723,192	2,825,552	3,957,564
Total	2,322,775	4,723,192	2,825,552	3,957,564

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1248 Liability Insurance	2.000	2.000	2.000	2.000
Total	2.000	2.000	2.000	2.000

INTERNAL SERVICES

5233 Vehicle/Equipment Maintenance Division

Purpose

Fleet Maintenance is the internal service division responsible for the inspection, maintenance and repair of the City's vehicle and equipment fleet of over 350 units.

The mission of Fleet Maintenance is to provide safe, dependable, and environmentally sound transportation, related support services, and tools for necessary City purposes. The Division's primary responsibility is to conserve vehicle and equipment value and utility through the inspection, periodic preventive maintenance, and repair of this asset.

Division Operations

1. Develop and staff an effective preventive maintenance program to reduce the incidence of unscheduled repairs.
2. Establish market-driven, competitive fleet services by making periodic assessments of the cost competitiveness of fleet service delivery.
3. Provide for a central fleet management function to maximize economies of scale and efficiency of operation.
4. Establish a fleet policy that identifies all fleet costs, allocates these costs equitable and supports fleet operations as an enterprise activity.

Performance Measures

Performance Measure / Goal	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Goal	FY 2021-22 Projected	FY 2022-23 Goal
Number of vehicles to maintain per employee	45	44	45	44	44
Preventive Maintenance Inspections on Police Vehicles	420	489	520	500	500
Preventive Maintenance Inspections on Fleet Vehicles	1,100	1,131	1,250	1,100	1,100

Major Budget Changes

Implementation of fleet centralization and consolidation will continue in FY 2022-2023.

INTERNAL SERVICES

5233 Vehicle/Equipment Maintenance Division

Expenditures by Character	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
61 - Salaries & Benefits	908,261	963,724	1,151,846	1,380,845
62 - Supplies & Materials	571,629	691,172	696,868	788,860
63 - Outside Services	278,853	138,992	276,200	244,600
64 - Other Charges	3,132	353	18,330	13,545
66 - Capital Outlays	54,312	25,503	18,060	12,300
Total	1,816,187	1,819,744	2,161,305	2,440,150

Expenditures by Fund	FY 20 Actual	FY 21 Actual	FY 22 Amended	FY 23 Proposed
7120 Fleet Maintenance	1,816,187	1,819,744	2,161,305	2,440,150
Total	1,816,187	1,819,744	2,161,305	2,440,150

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
5233 Fleet/Equipment Maintenance	10.450	10.450	10.450	11.450
Total	10.450	10.450	10.450	11.450

INTERNAL SERVICES

Work Force

Workforce by Program	FY 20 Authorized	FY 21 Authorized	FY 22 Authorized	FY 23 Proposed
1247 Workers' Compensation Insurance				
Assistant City Attorney	0.500	0.500	0.500	0.500
Legal Secretary	0.500	0.500		
Sr Risk Management Technician			0.500	0.500
1247 Workers' Compensation Insurance Total	1.000	1.000	1.000	1.000
1248 Liability Insurance				
Assistant City Attorney	1.500	1.500	1.500	1.500
Legal Secretary	0.500	0.500		
Sr Risk Management Technician			0.500	0.500
1248 Liability Insurance Total	2.000	2.000	2.000	2.000
5233 Fleet/Equipment Maintenance				
Equipment Inventory Tech	1.000			
Equipment Mechanic Crew Sup	1.000	1.000	1.000	1.000
Equipment Mechanic I	1.000	1.000	3.000	3.000
Equipment Mechanic II	3.000	3.000	3.000	3.000
Fleet Analyst	1.000	1.000		
Fleet Maintenance Manager	1.000	1.000	1.000	1.000
Inventory Technician	1.000	1.000		
Office Technician	0.200	0.200	1.200	1.200
Public Works Admin Supervisor	0.250	0.250	0.250	0.250
Sr Vehicle Maint Asst	1.000	1.000		
Sr Mechanic		1.000		
Senior Equipment Mechanic			1.000	1.000
Radio and Upfitting Technician				1.000
5233 Fleet/Equipment Maintenance Total	10.450	10.450	10.450	11.450
Total	13.450	13.450	13.450	14.450

FINANCIAL POLICIES

Adopted by the Salinas City Council on December 10, 1991, Resolution Number 14343 (N.C.S.) and amended on June 21, 1994, Resolution Number 15193 (N.C.S.) and adopted each year with the adoption of the annual budget.

I. ACCOUNTING POLICIES

A. Accounting Standards

1. The City's accounting systems and procedures will comply with Generally Accepted Accounting Principles (GAAP) and standards promulgated by the Financial Accounting Standards Board (FASB) and the Governmental Accounting Standards Board (GASB) to the extent necessary to achieve an unqualified audit opinion and adequate internal controls.
2. The City will prepare regular monthly, a mid-year, and an annual financial report to present a summary of financial performance and position.
3. The City will provide full disclosure in the annual financial report and debt representations.
4. The City's budgetary system will be integrated and compatible with the accounting system and the City's budget will be prepared on a basis in conformance with Generally Accepted Accounting Principles (GAAP).
5. For the purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the City of Salinas' California Public employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefits terms. Investments are reported at fair value.

II. RESERVE POLICIES

The purpose of this policy is to ensure the City is able to withstand financial emergencies, such as those which may result from natural disasters, revenue shortfalls, or unanticipated expenditures of a non-recurring nature, and to accumulate funds for large-scale purchases.

The City will endeavor to accumulate and maintain reserves in the categories and at the minimum target levels described below.

For the purposes of this policy, the following definitions shall apply.

- "General funds" in the plural, lower case form shall mean, collectively, the General Fund, Measure E Fund, and Measure G Fund.
 - "Operating expenditures and non-capital transfers" shall be defined as all expenditures and transfers to other funds, except those of a capital nature and/or intended to fund those of a capital nature.
- A. **GENERAL FUNDS UNASSIGNED FUND BALANCES:** an amount in each of the general funds equal to twelve percent (12%) of a single year's budgeted operating expenditures and non-capital transfers of the respective funds. The unassigned fund balances of the general funds are determined annually as part of the preparation of the City's financial statements. Amounts in excess of the minimum target level may be used to increase or replenish other reserves with priority given to the General Funds Economic Contingency, General Fund Facilities Maintenance, and General Funds Infrastructure Reserves; to set aside resources for

FINANCIAL POLICIES

specific one-time uses; as a funding source for one-time expenditures included in the annual budget; or for needs that arise subsequent to budget adoption.

- B. **GENERAL FUNDS ECONOMIC CONTINGENCY RESERVES:** an amount in each of the general funds equal to twelve percent (12%) of a single year's budgeted operating expenditures and non-capital transfers of the respective funds. These reserves are intended to be used only in the event of a catastrophic event or significant downturn in the economy that cannot be mitigated with other funding sources. Formal City Council action is required to increase the balances of these reserves or to authorize the use of any portions thereof.
- C. **GENERAL FUND FACILITIES MAINTENANCE RESERVE:** an amount equal to three times the annual amount(s) appropriated in the General Fund for the performance of major maintenance and repairs upon the City's building assets. For the purposes of this policy, "building assets" shall be defined as all permanent or non-permanent structures constructed or installed to provide a workplace for City employees or to house City assets and/or operations. This reserve is to be used for extraordinary emergency maintenance and repair costs that cannot be met with the annual appropriated amount and for which no other funding source is immediately available. Formal City Council action is required to increase the balance of this reserve or to authorize the use of any portion thereof.
- D. **GENERAL FUNDS INFRASTRUCTURE MAINTENANCE RESERVES:** an amount in each of the general funds equal to five times the annual amount(s) appropriated in the respective funds for the performance of major maintenance and repairs upon the City's infrastructure assets. For the purposes of this policy, "infrastructure assets" shall be defined as the basic permanent physical systems of the City necessary for the transportation of people; generation, storage, or transmission of power; or transmission of communications, exclusive of the other assets defined in the Reserve Policies. This reserve is to be used for extraordinary emergency maintenance and repair costs that cannot be met with the annual appropriated amount and for which no other funding source is immediately available. Formal City Council action is required to increase the balances of these reserves or to authorize the use of any portions thereof.
- E. **VEHICLE REPLACEMENT RESERVE:** an amount equal to between the accumulated depreciation and estimated replacement value of the vehicle assets accounted for in the Vehicle Replacement Fund (an internal service fund). For the purposes of this policy, "vehicle" shall be defined as a self-propelled vehicle with propulsion provided by an engine or motor which must be operated by one or more persons to perform the function(s) for which it is designed, or an apparatus specifically designed to be attached to and/or towed by a self-propelled vehicle for transportation.
- F. **WORKERS' COMPENSATION SELF-INSURANCE RESERVE:** assets in the Workers' Compensation Self-Insurance Fund equal to the present value of estimated outstanding Workers' Compensation Program claim losses as calculated by the City's actuary.
- G. **GENERAL LIABILITY SELF-INSURANCE RESERVE:** assets in the General Liability Self-Insurance Fund equal to the present value of estimated outstanding Liability Program claim losses at the eighty percent (80%) confidence level of adequacy as calculated by the City's actuary.
- H. **IRREVOCABLE SUPPLEMENTAL PENSION TRUST RESERVE:** an amount equal to the total net liability of the City's pension plans. The assets of this reserve shall be held in an irrevocable Section 115 pension trust and may be used only for payment of pension-related costs upon direction of the City Council. The balance of this reserve shall not be subject to the "Replenishment of Reserves" guidelines, and formal City Council action is required to increase the balance of this reserve or to authorize the use of any portion thereof.
- I. **OTHER POST-EMPLOYMENT BENEFITS RESERVE:** an amount equal to the total net liability of the City's other post-employment benefits (OPEB) plans. The assets of this reserve

FINANCIAL POLICIES

may be used only for payment of OPEB-related costs upon direction of the City Council. The balance of this reserve shall not be subject to the "Replenishment of Reserves" guidelines, and formal City Council action is required to increase the balance of this reserve or to authorize the use of any portion thereof.

- J. **DEBT SERVICE RESERVES:** in each fund from which debt service is paid, the greater of an amount equal to the total reserves required by the applicable debt indentures or one year's debt service requirement of all long-term City obligations, excluding inter-fund loans. The balances of these reserves may be augmented by proceeds of debt if permitted by the corresponding debt indentures.
- K. The City will endeavor to maintain reserves in the Enterprise Funds equal to twenty-five percent of the budgets.
 - 1. The City will endeavor to maintain a reserve in the Sewer Enterprise Fund equal to the larger of twenty-five percent of debt service on the 1998 Sewer System Revenue Bonds or twenty-five percent of the sewer operating budget. This reserve will be in addition to the debt service reserve required in the bond documents.
- L. Airport Enterprise Fund Reserves
 - 1. The Airport will endeavor to maintain an Operating Reserve equal to 25% of its operating expenditures.
 - 2. The Airport will endeavor to maintain a Capital Reserve equal to the proceeds from the sale of surplus airport property to a real estate developer, Cabot, Cabot & Forbes (CC&F). It is imperative that the Airport maintains this Working Capital Fund because FAA grants operate on a reimbursement basis. In addition, this fund should only be designated for unbudgeted, unplanned and unforeseen capital improvement related contingencies.
- M. The City will endeavor to maintain reserves in the Maintenance Districts equal to fifty percent of the budgets.
- N. Reserve requirements and balances will be reviewed annually and may be adjusted, as necessary to meet specifically identified future expenditures requiring the accumulation of funds.
- O. Available General Fund, Measure E Fund, and Measure G Fund year-end balances shall be allocated to reserves, as applicable, until all minimum target reserve levels are achieved.

Replenishment of Reserves

If a reserve balance falls below its minimum target level, the City shall strive to restore it to the minimum target level through budgetary or other means. Unless otherwise noted in this policy, the following guidelines will be used to restore a reserve.

- If a reserve is drawn down to 75-99% of its minimum target level, it shall be restored to 100% over a 1- to 3-year period.
- If a reserve is drawn down to 50-74% of its minimum target level, it shall be restored to 100% over a 3- to 5-year period.
- If a reserve is drawn down below 50% of its minimum target level, it shall be restored to 100% over a 5- to 7-year period.

These guidelines may be suspended, in whole or part, if financial or economic circumstances are determined by the City Manager to prevent meeting any or all of the timelines.

III. ADMINISTRATIVE FEES POLICIES

FINANCIAL POLICIES

- A. An administrative fee for the provision of administration and/or policy direction shall be charged by the City to the following activities.
 - 1. Successor Agency
 - 2. All enterprise operations
 - 3. All maintenance districts
 - 4. Community Development Block Grant Program
 - 5. The Six-Year Capital Improvement Program
 - 6. Billings for City Services
- B. The administrative fee charged by the City shall be based on the actual expenditures of the various activities and shall be recorded twice a year (December and June) of each year or during the closeout of each completed Capital Improvement Project.
- C. The administrative fee charged to individual multi-year projects in the Capital Improvement Program shall not exceed \$50,000 annually.
- D. The administrative fee shall be expressed as a percentage. The fee shall be reviewed and adjusted, as appropriate, on an annual basis during the budget approval process.

IV. REVENUE POLICIES

- A. Maintenance of Revenues
 - 1. The City will attempt to maintain a diversified and stable revenue base to shelter it from short-term fluctuations in any one revenue source.
 - 2. The City will promote growth in its revenue base through economic development programs, which maintain and enhance a vigorous local economy.
 - 3. The City will seek to supplement its revenue base, through the identification and application for State and Federal grant funds which will support identified needs.
 - 4. One-time revenues shall be applied to one-time expenditures.
- B. User Fees and Rates
 - 1. The City will recover the costs of services providing a benefit to users through the imposition of user fees and charges.
 - 2. The City will establish all user fees and charges at a level related to the direct and indirect costs of providing services and the degree of public versus private benefit.
 - 3. The City will biennially recalculate the full costs of activities supported by user fees and rates to identify the impact of inflation and other cost increases.
 - 4. The City will set user fees and rates for each enterprise fund (e.g. airport, golf courses, landfill, industrial waste), at a level which fully supports the total direct, indirect, and capital costs of the activity.
- C. Revenue Collection
 - 1. The City will take all cost-effective actions available to collect revenues.
 - 2. The City will grant use fee waivers and/or debt forgiveness only under the following conditions:
 - a. All requests will be approved or disapproved by Council on a case-by-case basis.

FINANCIAL POLICIES

- b. Each request will be individually considered, and Council action will be by resolution.
3. The City will not grant development and permit fee waivers.

D. Interest Earnings

1. The City will assign interest earnings to the General Fund unless specifically prohibited by State or Federal laws or by other regulations, covenants or agreements, with the exception that the City will assign interest earned by enterprise funds to those funds.
1. Investment policies shall be reviewed annually by the City Council.

V. BUDGET POLICIES

A. Budget Format

1. The budget shall provide a complete financial plan of all City funds, agencies and activities for the ensuing fiscal year and shall be in such form as the City Manager deems desirable or that the Council may require.
2. The budget shall begin with a clear general summary of its contents; shall show in detail all estimated revenues of all City funds; all carry-over fund balances and reserves; and all proposed expenditures, including debt service, for the ensuing fiscal year.
3. The total of proposed expenditures shall not exceed the total of estimated revenues plus the unappropriated fund balance, exclusive of reserves, for any fund.
4. The budget will be organized on a program/service level format.
5. The budget development process will include the identification and evaluation of policy options for increasing and decreasing service levels.
6. A two-year budget may be substituted for the required annual budget, in which case the budget shall be prepared and presented in two annual increments.

B. Estimated Revenues

1. The City will annually update its revenue forecast to enhance the budgetary decision-making process.
2. In its budget projections, the City will attempt to match current expense to current revenue. If it becomes apparent that revenue shortfalls will create a deficit, efforts will be made first to reduce the deficiency through budgetary reductions.
3. If appropriate reductions are insufficient, the Council may decide, on an exception basis, to use an appropriate existing reserve, which is in excess of minimum reserve requirements.

C. Appropriations

1. In evaluating the level of appropriations for program enhancements, or reductions, the City will apply the following principles in the priority order given:
 - a. Essential services, which provide for the health and safety of residents, including but not limited to police, fire, street maintenance, and sewer and storm drainage will be funded to maintain current dollar levels.
 - b. An amount or amounts equal to a total of not less than one percent (1%) of General Fund operating revenues will be appropriated in the General Fund annually for the performance of major maintenance and repairs upon the City's building assets, as defined in Section II.C of the Financial Policies. Projects funded by these

FINANCIAL POLICIES

appropriations will be prioritized using a tiered system with health- and safety-related repairs and/or maintenance assigned the highest priority.

- c. An amount or amounts equal to a total of not less than one percent (1%) of General Fund, Measure E Fund, and Measure G Fund operating revenues will be appropriated in the General Fund, Measure E Fund, and/or Measure G Fund for the performance of major maintenance and repairs upon the City's infrastructure assets, as defined in Section II.D of these Financial Policies. Projects funded by these appropriations will be prioritized using a tiered system with public health- and safety-related repairs and/or maintenance assigned the highest priority, followed by those determined to be most urgent on the bases of industry indices used, as applicable, for rating the conditions of assets.
 - d. Appropriations for program enhancements or reductions will be evaluated on a case-by-case basis rather than across the board.
 - e. When reductions in personnel are necessary to reduce expenditures, they shall be consistent with the City Council's established service level priorities and, when possible, shall be accomplished through normal attrition.
 - f. Programs, which are self-supported by special revenues or fees, shall be separately evaluated.
2. Prior to the City Council making any supplemental appropriation, the City Manager or Finance Director shall certify that funds in excess of those estimated in the budget are available for appropriation. Any such supplemental appropriations shall be made for the fiscal year by Council action up to the amount of any excess.
 3. Appropriations may be reduced any time during the fiscal year by the City Council upon recommendation of the City Manager. When appropriation reductions are recommended, the City Manager shall provide specific recommendations to the Council, indicating the estimated amount of the reduction, any remedial actions taken, and recommendations as to any other steps to be taken.
 4. The City Manager may transfer appropriations between departments and Department Directors may transfer appropriations between programs and accounts within their individual departments and divisions, but only the Council by minute-order may appropriate funds from reserves or fund balances.
 5. Only the City Manager may authorize the use of departmental salary budget savings.
 6. All appropriations, except for Capital Improvement Program appropriations, shall lapse at the end of the fiscal year to the extent that they have not been expended or encumbered. An appropriation in the Capital Improvement Program shall continue in force until expended, revised, or cancelled.
 7. The City will endeavor appropriate to a General Fund Non-Departmental operating contingency account an amount equal to one percent (1%) of the total General Fund operating budget to meet changing operational requirements during the fiscal year. The City Manager may authorize transfers from the contingency account, subject to purchasing limits.

VI. PURCHASING LIMITS

- A. Professional Service Agreements
 1. Exempt from competitive bidding.

FINANCIAL POLICIES

2. Does not require Council approval if: a) contract cost is budgeted; and b) agreement is routine in nature.
 3. Requires Council approval if agreement is over \$50,000 and service is a new initiative (non-routine).
 4. Administrative Memo 05-01 delegates authority to Directors to execute professional service agreements under \$50,000 (subject to #2 above).
 5. City Manager can execute professional service agreements in any amount (subject to #2 & #3 above).
 6. The RFP/RFQ process is recommended if value/qualifications cannot be determined informally.
- B. Supplies/Equipment Construction
1. Directors can approve supplies and equipment purchases under \$30,000 and construction projects under \$50,000 if funds are included within the appropriate departmental budget.
 2. Equipment purchases over \$30,000 subject to bidding.
 3. Construction projects over \$100,000 subject to bidding.
 4. Exceptions are emergency equipment purchases using cooperative purchasing with other governmental agencies (i.e. State Bid List).
 5. Direct purchases: Council can waive bidding requirements on equipment purchases. Example: equipment is unique, or equipment has been informally researched.

VII. PURCHASING – REQUIREMENTS FOR FEDERAL GRANTS

- A. This section shall apply to the awarding of sub-grants and contracts by the City stemming from federal grants to the City. This section shall have the same application on the awarding of sub-grants and contracts by the City stemming from state, county or other non-federal government entity grants originating as federal grants.
- B. Procurement Standards. (OMB Title 2 CFR, Subtitle A, Part 200, §200.318)
1. The City shall maintain a contract administration system which ensures contractors perform in accordance with the terms, conditions and specifications of their contracts or purchase orders.
 2. The City shall maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer or agent of the City shall participate in selection, or in the award or administration of a contract supported by federal funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:
 - a. The employee, officer or agent;
 - b. Any member of his or her immediate family;
 - c. His or her partner; or
 - d. An organization which employs, or is about to employ, any of the above, has a financial or other interest in or a tangible personal benefit from a firm considered for award.
 3. The City's officers, employees or agents will neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements. Such a conflict will not arise where the financial interest is not substantial, or

FINANCIAL POLICIES

the gift is an unsolicited item of nominal intrinsic value. The City's standards of conduct provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the City.

4. The City shall not enter into a contract with a non-Federal entity has a parent, affiliate, or subsidiary organization that is not a state, local government or Indian tribe, unless the non-Federal entity maintains written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest mean due to relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.
 5. The City shall avoid acquisition of unnecessary or duplicative items. Consideration will be given to consolidating or breaking out procurements to obtain a more economic purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.
 6. The City shall consider entering into state and local intergovernmental agreements or inter-entirety agreements where appropriate for procurement or use of common or shared goods and services.
 7. The City shall consider using Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
 8. The City shall consider using value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure its essential function is provided at the overall lower cost.
 9. The City shall make awards only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance and financial and technical resources. Check sam.gov for vendor debarment or suspension.
 10. The City shall maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection and the basis for the contract price.
 11. The City shall use time and material type contracts only:
 - a. After a determination is made that no other contract is suitable; and
 - b. If the contract includes a ceiling price the contractor exceeds at their own risk.
 12. The City alone shall be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes and claims. These standards do not relieve the City of any contractual responsibilities under its contracts.
- C. Competition. (OMB Title 2 CFR, Subtitle A, Part 200, §200.319)
1. The City will conduct procurement transactions in a manner providing full and open competition. To ensure objective contractor performance and eliminate unfair competitive advantage, contractors developing or drafting specifications, requirements, statements of work, or invitations for bids or requests for proposals shall be excluded from competing for such procurements.

FINANCIAL POLICIES

2. The City shall conduct procurements in a manner prohibiting the use of statutorily or administratively imposed in-state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criteria provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
 3. The City shall have written procedures for procurement transactions. These procedures will ensure that all solicitations:
 - a. Incorporate a clear and accurate description of the technical requirements for the material, product or service to be procured. Such description shall not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured, and when necessary, shall set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a brand name or equal description may be used to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offerors shall be clearly stated; and
 - b. Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
 4. The City shall ensure prequalified lists of persons, firms or products that are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. The City shall not preclude potential bidders from qualifying during the solicitation period.
- D. Methods of Procurement to be Followed. The City shall use one of the following methods of procurement (OMB Title 2 CFR, Subtitle A, Part 200, §200.320):
1. Procurement by Micro-Purchases. Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold as set by the Federal Acquisition Regulation at 48 CFR Subpart 2.1 (Definitions) and adjusted periodically for inflation. As of the date of this ordinance, the micro-purchase threshold is \$3,500.
 2. Procurement by Small Purchase Procedures. Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies or other property that do not cost more than the simplified acquisition threshold as set by the Federal Acquisition Regulation at 48 CFR Subpart 2.1 (Definitions) and in accordance with 41 U.S.C. 1908 and periodically adjusted for inflation. If small purchase procedures are used, price or rate quotations shall be obtained from an adequate number of qualified sources. As of the date of this ordinance, the simplified acquisition threshold is \$150,000. For purchases exceeding fifty thousand (\$50,000), City Council approval is required.
 3. Procurement by Sealed Bids (Formal Advertising). Bids are publicly solicited and a firm-fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming to all the material terms and conditions of the invitation for bids, is the lowest in price.
 - a. For sealed bidding to be feasible, the following conditions should be present:
 - (1) A complete, adequate, and realistic specification or purchase description is available;

FINANCIAL POLICIES

- (2) Two or more responsible bidders are willing and able to compete effectively for the business; and
 - (3) The procurement lends itself to a firm-fixed-price contract and the selection of the successful bidder can be made principally based on price.
 - b. If sealed bids are used, the following requirements apply:
 - (1) The invitation for bids will be publicly advertised and bids shall be solicited from an adequate number of known suppliers, providing them sufficient time prior to the date set for opening the bids;
 - (2) The invitation for bids, which will include any specifications and pertinent attachments, shall define the items or services for the bidder to properly respond;
 - (3) All bids will be publicly opened at the time and place prescribed in the invitation for bids;
 - (4) A firm-fixed-price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost and life cycle costs shall be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
 - (5) If there is a sound documented reason, any or all bids may be rejected.
4. Procurement by Competitive Proposals. The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed-price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:
 - a. Requests for proposals shall be publicized and identify all evaluation factors including relative importance. Any response to publicized requests for proposals shall be honored to the maximum extent practical;
 - b. Proposals will be solicited from an adequate number of qualified sources;
 - c. The City shall conduct technical evaluations of the proposal received and for selecting awardees;
 - d. Awards will be made to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
 - e. The City may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.
5. Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances applies:
 - a. The item is available only from a single source;

FINANCIAL POLICIES

- b. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 - c. The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in a written request from the City; or
 - d. After solicitation of multiple sources, competition is determined inadequate.
6. Contracting with Small and Minority Businesses, Women's Business Enterprises and Labor Surplus Area Firms. (OMB Title 2 CFR, Subtitle A, Part 200, §200.321)
- a. The City shall take all necessary affirmative steps to assure that minority businesses, women's business enterprises and labor surplus area firms are used when possible.
 - b. Affirmative steps include:
 - (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
 - (2) Assuring that small and minority businesses and women's business enterprises are solicited whenever they are potential sources;
 - (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses and women's business enterprises;
 - (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses and women's business enterprises;
 - (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
 - (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in subsections 6.b.(1) through (6) of this section.
7. Contracts Cost and Price. (OMB Title 2 CFR, Subtitle A, Part 200, §200.323)
- a. The City shall perform a cost or price analysis in every procurement action exceeding the simplified acquisition threshold including contract modifications. The method and degree of analysis will be dependent on the facts surrounding each procurement situation. As a starting point, the City shall make independent estimates before receiving bids or proposals.
 - b. The City shall negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration shall be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.
 - c. Costs or prices based on estimated costs for contracts under the Federal award will be allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the City under Subpart E – Cost Principles of Title 2, Subtitle A, Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards).
 - d. The cost plus a percentage of cost and percentage of construction cost methods of contracting shall not be used.

FINANCIAL POLICIES

8. Federal Awarding Agency or Pass-Through Entity Review. (OMB Title 2 CFR, Subtitle A, Part 200, §200.324)
 - a. The City shall make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for purchase.
 - b. The City shall make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposal or invitations for bids, or independent cost estimates when:
 - (1) The City's procurement procedures or operation fails to comply with the procurement standards of Title 2, Subtitle A, Part 200, Subsection 200.324;
 - (2) The procurement is expected to exceed the simplified acquisition threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
 - (3) The procurement, which is expected to exceed the simplified acquisition threshold, specifies a "brand name" product;
 - (4) The proposed contract is more than the simplified acquisition threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
 - (5) A proposed modification changes the scope of a contract or increases the contract amount by more than the simplified acquisition threshold.
 - c. The City may be exempted from the pre-procurement review in subsection 8.b. above if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards set forth in Title 2, Subtitle A, Part 200, or the City self-certifies compliance with such standards if self-certification is permitted by the Federal awarding agency or pass-through entity.
9. Bonding Requirements. (OMB Title 2 CFR, Subtitle A, Part 200, §200.325) For public projects, the City shall require bid guarantees, performance bonds, and payment bonds consistent with Title 2, Part 200, Section 200.325 of the Code of Federal Regulations.
10. Contract Provisions. (OMB Title 2 CFR, Subtitle A, Part 200, §200.326) The City's contracts shall contain the provisions in Appendix II to Title 2, Subtitle A, Part 200 – Contract Provisions for non-Federal Entity Contracts Under Federal Awards, as applicable.

VIII. CAPITAL IMPROVEMENT PROGRAM POLICIES

A. Capital Planning Period

1. The City will budget all capital improvements in accordance with an adopted Capital Improvement Program.
2. The City's long-range capital planning period shall be a minimum of six years or longer where appropriate.
3. The Six-Year Capital Improvement Program will be reviewed and approved annually. It will include balanced budgets for the first year and a listing of all projects for the next five years. Appropriations will be approved annually.
4. The City's annual Capital Improvement Program will be reviewed and preliminarily approved by Council in advance of reviewing/approving the City's Operating Budget.

FINANCIAL POLICIES

5. The City's Capital Improvement Program will be in conformance with and support the City's major planning documents: the General Plan, Project Specific Plans, and City-wide Master Plans for related infrastructure improvements.
6. Master plans for major infrastructure and utility improvements will be prepared with a 10- or 20-year planning horizon when appropriate.

B. Capital Project Priorities

1. The City will evaluate each proposed capital project against the following criteria:
 - a. Linkage with community needs as identified in the City's planning documents.
 - b. A cost/benefit analysis, identifying all economic or financial impacts of the project.
 - c. Identification of available, funding resources.
2. The City will develop its capital improvement program with funding priorities in the following order:
 - a. Projects which maintain and preserve, existing facilities.
 - b. Projects which replace existing facilities that can no longer be maintained.
 - b. Projects which provide new and expanded services to the community.

C. Capital Project Management

1. The City will fund and manage its capital projects in a phased approach. The project phases will become a framework for appropriate decision points and reporting. The phasing will consist of:
 - a. Conceptual/schematic proposal
 - b. Preliminary design and cost estimate
 - c. Engineering and final design
 - d. Bid administration
 - e. Acquisition/construction
 - f. Project closeout
2. Each CIP project will have a project manager who will prepare the project proposal, ensure that required phases are completed on schedule, authorize all project expenditures, ensure that all regulations and laws are observed, periodically report project status and track project expenditures.

IX. DEBT POLICIES

A. Use

1. This Debt Policy is intended to comply with Government Code Section 8855(i) and (k), effective on January 1, 2017, and shall govern all debt undertaken by the Issuer.

The City hereby recognizes that a fiscally prudent debt policy is required in order to:

- Maintain the Issuer's sound financial position.
- Ensure the Issuer has the flexibility to respond to changes in future service priorities, revenue levels, and operating expenses.

FINANCIAL POLICIES

- Protect the City's credit-worthiness.
- Ensure that all debt is structured in order to protect both current and future taxpayers, ratepayers and constituents of the City.
- Ensure that the City's debt is consistent with the Issuer's planning goals and objectives and capital improvement program or budget, as applicable.

2. The issuance of long-term debt will be only for:

(i) Long-Term Debt. Long-term debt may be issued to finance the construction, acquisition, and rehabilitation of capital improvements and facilities, equipment and land to be owned and operated by the Issuer.

(a) Long-term debt financings are appropriate when the following conditions exist:

- When the project to be financed is necessary to provide basic services.
- When the project to be financed will provide benefit to constituents over multiple years.
- When total debt does not constitute an unreasonable burden to the Issuer and its taxpayers and ratepayers.
- When the debt is used to refinance outstanding debt in order to produce debt service savings or to realize the benefits of a debt restructuring.

(b) Long-term debt financings will not generally be considered appropriate for current operating expenses and routine maintenance expenses.

(c) The City may use long-term debt financings subject to the following conditions:

- The project to be financed must be approved by the City Council.
- The weighted average maturity of the debt (or the portion of the debt allocated to the project) will not exceed the average useful life of the project to be financed by more than 20%.
- The City estimates that sufficient revenues will be available to service the debt through its maturity.
- The City determines that the issuance of the debt will comply with the applicable state and federal law.

(ii) Short-term debt. Short-term debt may be issued to provide financing for the City's operational cash flows in order to maintain a steady and even cash flow balance. Short-term debt may also be used to finance short-lived capital projects; for example, the Issuer may undertake lease-purchase financing for equipment.

(iii) Financings on Behalf of Other Entities. The City may also find it beneficial to issue debt on behalf of other governmental agencies or private third parties in order to further the public purposes of City. In such cases, the City shall take reasonable steps to confirm the financial

FINANCIAL POLICIES

feasibility of the project to be financed and the financial solvency of any borrower and that the issuance of such debt is consistent with the policies set forth herein.

B. Types of Debt

The following types of debt are allowable under this Debt Policy:

- general obligation bonds
- bond or grant anticipation notes
- lease revenue bonds, certificates of participation and lease-purchase transactions
- other revenue bonds and certificates of participation
- tax and revenue anticipation notes
- land-secured financings, such as special tax revenue bonds issued under the Mello-Roos Community Facilities Act of 1982, as amended, and limited obligation bonds issued under applicable assessment statutes
- tax increment financing to the extent permitted under state law
- conduit financings, such as financings for affordable rental housing and qualified 501c3 organizations

The City may from time to time find that other forms of debt would be beneficial to further its public purposes and may approve such debt without an amendment of this Debt Policy.

Debt shall be issued as fixed rate debt unless the Issuer makes a specific determination as to why a variable rate issue would be beneficial to the Issuer in a specific circumstance

C. Relationship of Debt to Capital Improvement Program and Budget

The City is committed to long-term capital planning. The City intends to issue debt for the purposes stated in this Debt Policy and to implement policy decisions incorporated in the City's capital budget and the capital improvement plan.

The City shall strive to fund the upkeep and maintenance of its infrastructure and facilities due to normal wear and tear through the expenditure of available operating revenues. The City shall seek to avoid the use of debt to fund infrastructure and facilities improvements that are the result of normal wear and tear.

The City shall integrate its debt issuances with the goals of its capital improvement program by timing the issuance of debt to ensure that projects are available when needed in furtherance of the City's public purposes.

The City shall seek to avoid the use of debt to fund infrastructure and facilities improvements in circumstances when the sole purpose of such debt financing is to reduce annual budgetary expenditures.

The City shall seek to issue debt in a timely manner to avoid having to make unplanned expenditures for capital improvements or equipment from its general fund.

D. Policy Goals Related to Planning Goals and Objectives

FINANCIAL POLICIES

The City is committed to long-term financial planning, maintaining appropriate reserves levels and employing prudent practices in governance, management and budget administration. The City intends to issue debt for the purposes stated in this Policy and to implement policy decisions incorporated in the Issuer's annual operations budget.

It is a policy goal of the City to protect taxpayers, ratepayers and constituents by utilizing conservative financing methods and techniques so as to obtain the highest practical credit ratings (if applicable) and the lowest practical borrowing costs.

The City will comply with applicable state and federal law as it pertains to the maximum term of debt and the procedures for levying and imposing any related taxes, assessments, rates and charges.

When refinancing debt, it shall be the policy goal of the City to realize, whenever possible, and subject to any overriding non-financial policy considerations, (i) minimum net present value debt service savings equal to or greater than 3.0% of the refunded principal amount, and (ii) present value debt service savings equal to or greater than 100% of any escrow fund negative arbitrage.

E. Internal Control Procedures

When issuing debt, in addition to complying with the terms of this Debt Policy, the City shall comply with any other applicable policies regarding initial bond disclosure, continuing disclosure, post-issuance compliance, and investment of bond proceeds.

The City will periodically review the requirements of and will remain in compliance with the following:

- any continuing disclosure undertakings under SEC Rule 15c2-12,
- any federal tax compliance requirements, including without limitation arbitrage and rebate compliance, related to any prior bond issues, and
- the City's investment policies as they relate to the investment of bond proceeds.

Whenever reasonably possible, proceeds of debt will be held by a third-party trustee and the City will submit written requisitions for such proceeds. The City will submit a requisition only after obtaining the signature of the City's Finance Director. In those cases where it is not reasonably possible for the proceeds of debt to be held by a third-party trustee, the City's Finance Director shall retain records of all expenditures of proceeds through the final payment date for the debt.

F. Continuing Disclosure Procedures

In connection with the issuance of publicly sold debt, the City is required to enter into agreements (Continuing Disclosure Agreements) to provide certain information to investors under SEC Rule 15c2-12.

First, the City's Continuing Disclosure Agreements call for the City to provide annual reports that include: (i) updated financial and operating data relating to each debt obligation; and (ii) audited financial statements of the City. The City will work with bond counsel and/or disclosure counsel before the execution of each Continuing Disclosure Agreement to ensure that the annual reporting

FINANCIAL POLICIES

obligations that are being imposed upon the City in each Continuing Disclosure Agreement can be met by the City in a timely and complete manner.

Second, the Continuing Disclosure Agreements call for the City to provide notice of certain events relating to the debt, as specified in the Continuing Disclosure Agreements.

The City must comply with the specific requirements of each Continuing Disclosure Agreement. The City's policy is to strive to make Continuing Disclosure Agreements for each type of debt as uniform as possible.

The Continuing Disclosure Agreements generally require that the annual reports be filed by each April 1, and event notices are generally required to be filed within 10 business days of their occurrence. Such filings are to be made through the Municipal Securities Rulemaking Board's Electronic Municipal Market Access System, which is accessible on the Internet at <https://emma.msrb.org/> (EMMA).

The Finance Director of the City shall be responsible for making continuing disclosure filings. In addition, the Finance Director may determine to retain third-party consultants with experience assisting public agencies in making continuing disclosure filings in order to ensure timely and complete filings.

Certain notice events require special attention. For instance, the City's Continuing Disclosure Agreements call for the City to notify investors of changes in the ratings on its debt within 10 business days, although the credit rating agencies may not notify the City of changes in such ratings in all cases. The City will undertake to confirm the ratings on its debt on a regular basis.

In addition, the City's Continuing Disclosure Agreements entered into after February 27, 2019 call for the City to notify investors of the incurrence of any "financial obligation," if material, and the City will be obligated to disclose defaults on, acceleration of and certain other information with respect to any "financial obligation" regardless of when the financial obligation was incurred.

Rule 15c2-12 provides a general definition of a "financial obligation." While the impetus for the obligation to disclose information about financial obligations was a perception by the SEC and others that municipal issuers were increasingly entering into bank or other private placement debt, Rule 15c2-12 defines "financial obligation" more broadly to include "a debt obligation, derivative instrumentor a guarantee of either a debt obligation or a derivative instrument."

To date, the SEC has provided limited guidance on the specific application of the definition of "financial obligation." The SEC has suggested that a key concept is that a "financial obligation" involves the borrowing of money. In public comments, representatives of the SEC have declined to provide a definition of a "guarantee," but they did indicate that the SEC will not look to state law definitions of a "guarantee" or "debt."

As described in detail below, the City will need to monitor agreements or other obligations entered into by the City, the Salinas Facilities Financing Authority or other affiliated City entity (such as community facilities districts), and any modifications to such agreements or other obligations, to determine whether they constitute "financial obligations" under Rule 15c2-12 and, if material, need to be disclosed on to investors.

FINANCIAL POLICIES

In addition, if the City, the Salinas Facilities Financing Authority or other affiliated City entity receives a notice of default or an event of default or of an acceleration, termination event, modifications of or other similar event on any agreement or other obligation, the City will need to determine whether such obligation constitutes a “financial obligation” (regardless of when originally incurred) and whether such default or other event reflects financial difficulty (i.e., reduction in overall liquidity, creditworthiness or debt owner’s rights).

Types of agreement or other obligations which are likely to be “financial obligations” under Rule 15c2-12 include:

1. Bank loans or other obligations which are privately placed;
2. Letters of credit, including letters of credit which are provided to third parties to secure the City’s, the Salinas Facilities Financing Authority’s or other affiliated City entity’s obligation to pay or perform;
3. Capital leases for property, facilities or equipment; and
4. Agreements which guarantee the payment or performance obligations of a third party (regardless of whether the agreements constitute guarantees under California law).

Types of agreements which could be a “financial obligation” under Rule 15c2-12 include:

1. Payment agreements which obligate the City, the Salinas Facilities Financing Authority or other affiliated City entity to pay a share of another public agency’s debt service (for example, an agreement with a joint powers agency whereby the City, the Salinas Facilities Financing Authority or other affiliated City entity agrees to pay a share of the joint powers agency’s bonds, notes or other obligations);
2. Service contracts with a public agency or a private party pursuant to which the City, the Salinas Facilities Financing Authority or other affiliated City entity are obligated to pay a share of such public agency’s or private party’s debt service obligation (for example, certain types of public-private partnership arrangements);
3. Agreements pursuant to which the City, the Salinas Facilities Financing Authority or other affiliated City entity is obligated to pay amounts expressly tied to another party’s debt service obligations, regardless of whether service is provided or not;
4. Agreements which include a rate component that expressly passes through debt service or capital obligation of the other party; and
5. Agreements the payments under which are not characterized as an operation and maintenance expenses for accounting purposes if such agreements could be characterized as the borrowing of money.

The City Attorney and/or Finance Director will notify the City’s bond counsel and/or disclosure counsel of the receipt by the City, the Salinas Facilities Financing Authority or other affiliated City entity of any default, event of acceleration, termination event, modification of terms (only if material or reflecting financial difficulties), or other similar events (collectively, Potentially Reportable Events) under any agreement or obligation to which the City, the Salinas Facilities Financing Authority or other affiliated City entity is a party and which may be a “financial obligation” as

FINANCIAL POLICIES

discussed above. Such notice should be provided by the City Attorney or the Finance Director as soon as the City Attorney or Finance Director receives notice from City staff, consultants or external parties of such event or receives direct written notice of such event so that the City can determine, with the assistance of bond counsel and/or disclosure counsel, whether notice of such Potentially Reportable Event is required to be filed on EMMA pursuant to Rule 15c2-12. If filing on EMMA is required, the filing is due within 10 business days of such Potentially Reportable Event to comply with the applicable Continuing Disclosure Agreement.

The Finance Director will catalog the execution by the City, the Salinas Facilities Financing Authority or other affiliated City entity of any agreement or other obligation which might constitute a “financial obligation” for purposes of Rule 15c2-12 and which is entered into after February 27, 2019. Amendments to existing agreements or financial obligations which relate to covenants, events of default, remedies, priority rights, or other similar terms should be reported to the City’s bond counsel and/or disclosure counsel as soon as notice of amendment requests is received by City staff, consultants, or external parties of such event. Such notice is necessary so that the City can determine, with the assistance of bond counsel and/or disclosure counsel, whether such agreement or other obligation constitutes a material “financial obligation” for purposes of Rule 15c2-12. If such agreement or other obligation is determined to be a material “financial obligation” or a material amendment to a “financial obligation” described above, notice thereof would be required to be filed on EMMA within 10 business days of execution or incurrence.

X. ASSESSMENT AND MELLO-ROOS COMMUNITY FACILITIES DISTRICT FINANCING POLICIES

A. Formation

1. Assessment districts (AD’s) or Mello-Roos Community Facilities districts (CFD’s) financing may be made available by the City for those public improvements within a development or project area that either create extraordinary public benefit, and/or require public improvements that cannot be funded without substantial financial hardship to the property owner.
 - a. The City shall make the determination as to whether a proposed district shall proceed under the provisions of the Mello-Roos Community Facilities Act or other appropriate assessment district laws, and whether the district will be a construction or acquisition district.
2. New development projects must be consistent with the City's General Plan and have secured appropriate land use approvals from the City and all other agencies having jurisdiction to allow all proposed development of the project area.
3. Unless waived by the City Council, the City will require, for each new development project, a study conducted by an independent, recognized expert in real estate to appraise the property proposed to be included in the assessment district. The appraisal shall take into account the public improvements, which will be financed by the assessment district. The appraisal methodology shall be subject to the approval of the City. This study shall be paid for by the developer but shall be commissioned by the City and shall be done for the City.
4. An absorption study of new development projects may be required for public financing. The absorption study shall be used as a basis for verification that sufficient revenues can be produced to service the debt and to determine whether public financing is appropriate given the timing of development.

FINANCIAL POLICIES

5. Where the City provides AD or CFD financing for new development projects, and the City deems it appropriate, the City may enter into a development or similar agreement with the owners of the project.
 6. The City Council shall select the assessment engineer, appraiser, bond counsel, underwriter, financial advisor, special tax consultant and other professionals and consultants as it deems appropriate. The City Council's policy is for the developer to pay all of the City's costs associated with the formation and administration of assessment districts.
 - a. An advance deposit is required, in those instances, where a proposed district is initiated by a party or parties other than the City.
 7. Any development agreement associated with the use of public financing shall be approved by the City Council prior to the issuance of debt. Any modifications to the development agreement proposed subsequent to the issuance of debt will be considered only if the modification would benefit the City and not impair the outstanding debt obligations. Approval of any modifications requested by the developer shall be at the sole discretion of the City Council.
 8. The City allows for the formation of acquisition districts. The City shall make the final determination as to which public improvements and to what extent such improvements are eligible for financing through acquisition. An acquisition agreement between the City and applicant/developer shall be required and approved by the City Council prior to the sale of bonds.
- B. Financing
1. The amount of AD or CFD bonds issued for any project shall not be greater than one-third of the appraised value of the improved property as determined by the independent real estate valuation expert, except when credit enhancements are provided and/or when the improvements are of extraordinary public benefit.
 2. Unless specifically exempted by the City Council, residential projects using assessment district financing shall be required to pay off the outstanding assessments as part of the first sale escrow of each completed (ready-for occupancy) residential property to the first purchaser of such property.
 3. The resolution of intention to form an AD or CFD shall contain a statement that the City will not obligate itself to advance available funds from the City treasury to cure any deficiency which may occur in the bond redemption fund.
 4. Each bond issue shall be structured to adequately protect bond-owners and to protect the bonding capacity and credit rating of the City. The structure shall include a foreclosure covenant that permits the City to foreclose any deficiency. The structure may also include some combination of credit enhancement, special reserve funds or deposits.
 5. Unless waived by the City Council the term of the bonds shall not exceed twenty-five (25) years.
 6. The AD or CFD lien shall be fully disclosed in compliance with applicable statutory requirements. For developer-constructed facilities, the developer will prepare and obtain approval from the City of a statement and report notifying any prospective property owners of existing or proposed special assessments or taxes on the property. This disclosure statement shall be issued to and signed by the prospective buyer prior to any commitment by the buyer to purchase the property. The City, in its sole discretion, may require additional property owner notification if the City deems that such notification will help make subsequent property owners aware of future liens.

FINANCIAL POLICIES

7. All statements and materials related to the sale of AD or CFD bonds shall emphasize and state that none of the faith, credit, and taxing power of the City is pledged to the repayment of the bonds. The City is not obligated to replenish the reserve fund from revenue sources other than annual assessments or special taxes, or proceeds from foreclosure proceedings.
8. A reserve fund will be required in each AD or CFD bond issue. The reserve fund shall be of a size sufficient to provide adequate security against default and in a size that is deemed vital to bond marketing and of such a size as not to violate applicable federal tax law requirements.
9. The calculation of assessment prepayments and reserve fund credits shall be as follows:
 - a. Each assessment prepayment will be computed and collected by the City of Salinas using part 11.1 of Division 10 (Sections 8766 and following) of the Streets and Highways Code. The computation will include principal outstanding, interest to date of bond call and costs including bond premium, legal, public noticing, administration and paying agent less a credit for the original reserve collected.
 - b. Prepayments must be received at least ninety days prior to applicable bond call dates (July 2, September 2, January 2 or March 2) to be included in the bond call. The current fiscal year assessment, which has been posted to the property tax roll must be paid to the Monterey County Tax Collector.
 - c. Upon receipt of the pay off, the City will cancel future assessment levies and shall cause to be recorded under Section 8687 of the Streets and Highways Code an appropriate amendment or addendum to any recorded notice of Assessment as evidence of the pay off.
 - d. The calculation of prepayments and reserve fund credits for CFD bonds will be made in accordance with the Mello-Roos Community Facilities Act of 1982.

C. Special Tax Formula

1. Where the district to be formed is a Mello-Roos district, the maximum special tax shall adhere the following:
 - a. The special tax shall include the annual administrative cost of the City to administer the district.
 - b. The City shall retain a special tax consultant to prepare a report, which recommends and evaluates a special tax, which adequately funds identified public improvements, administrative costs and other related expenditures.
 - c. The projected special assessment and/or special tax, when added to the ad valorem property tax and other direct and overlapping debt of the proposed district (including other projected benefit assessments, special taxes levied for authorized but un-issued debt, and any other anticipated special assessments, taxes or charges which may be included on a property owner's annual property tax bill), shall not exceed two percent (2.0%) of the projected assessed value of each improved parcel within the district. As it pertains to commercial, industrial, or other parcels within the district, the City reserves the right to exceed the two-percent (2.0%) limit if, in the City's sole discretion, it is fiscally prudent. A backup special tax shall be required to protect against changes in land use that may result in insufficient annual special tax revenues.

D. Administration and Fees

FINANCIAL POLICIES

1. The City's administrative costs, before, during, and after the debt is issued, shall be recovered. Costs chargeable to the district may be included in the debt issue. All City administrative costs not chargeable to the district shall be paid by the developer.
2. The City Council hereby affirms that the fees, established for AD's and CFD's is a three percent issuance fee levied on total bonds issued through the assessment district, a two percent construction administration fee and a two percent contract engineering review fee levied on total construction costs of the project. In-house engineering, legal and project inspection shall be charged directly to the project.
3. The City shall require a developer requesting AD or CFD financing to advance the costs for engineering work associated with the district improvements. The City retains the right of being the engineer of work for all improvements financed by AD's or CFD's.
4. The City Council will honor all existing agreements, for projects utilizing public financing that will continue in effect subsequent to the adoption of the policies contained herein. However, any modifications to these existing agreements subsequent to the adoption of these policies will be subject to review in accordance with the adopted policies.

E. Continuing Disclosure

1. The developer will comply with federal requirements concerning secondary market disclosure, as those requirements, are interpreted by the City and its counsel.

F. Refunding

1. AD or CFD bond refunding may be initiated by the City or at the request of property owners. Refunding Bonds shall be issued pursuant to California State law as deemed appropriate by the City.
2. All applicable provisions of these AD and CFD Policies shall apply to refunding except for the City's issuance fee which shall be one and one-half percent of the principal amount of the Refunding Bonds for issues that are exclusively refunding.

XI. LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT POLICIES

The City of Salinas seeks to enhance the quality of residential, commercial and business developments by requiring new developments to form Landscape and Lighting Districts ("Districts") to maintain landscaping improvements required as a condition of development.

A. Formation

1. New development project must install improvements consistent with the City's General Plan.
2. The City Council's policy is that new development pay all of the City's costs associated with the formation and administration of Districts.
 - a. An advance deposit is required, in those instances, where a proposed district is initiated by a party or parties other than the City.
3. The initial maintenance costs and reserves will be funded by the developer based on the Engineer's Report in an amount sufficient to maintain the improvements until the first assessment apportionment is received from the County.
4. The City Council shall select the assessment engineer and other professionals and consultants as it deems appropriate.

B. Budget

FINANCIAL POLICIES

1. Operating Budget – Ongoing annual operating expenses include, but are not limited to, the direct costs for landscape maintenance, water, electricity, street lighting, graffiti removal, open spaces, appurtenant facilities, tree trimming and pruning and street slurry sealing and overlay.
 2. Administrative Expenses – Ongoing annual administrative expenses shall include charges for accounting, printing, publication of legal notices, consultant expense, city and county fees for collecting assessments, Public Works overhead and other City staff general and administrative expenses.
 3. Reserves – Reserves may be collected for two primary purposes – cash flow and capital replacement.
 - a. Cash Flow Reserves shall be established at 25% of the annual budget as set forth in the initial engineer's report and adjusted each fiscal year thereafter. These reserves may be drawn down, as needed; during the first half of each fiscal year until the first installment of property tax assessment is collect to replenish the reserves.
 - b. Capital Replacement Reserves shall be established to protect against damage to landscaping and lighting improvements or provide funding for facilities that may not be conveniently raised in one year. Capital Replacement Reserves may be collected over an extended period of time, from five to thirty years. When the Capital Replacement Reserve is established, the City Council shall approve by resolution the improvements, estimated cost, and the number of years they will be collected.
 4. Interest Earnings – Interest income for each District shall accrue at the City's interest rate and shall be shown in the budget.
 5. Surpluses – Surplus funds within a District on June 30th shall be noted in the budget. Surplus funds are those funds above and beyond those required to cover annual expenses and reserves. Any surplus funds shall be applied as a reduction of future fiscal year's assessment.
 6. Deficits – Deficits within a District on June 30th shall be noted in the budget. Deficits shall be considered funding shortfalls required to cover annual expenses. Any deficit balance will be recovered with assessment revenue from future levies.
 7. General Fund or other appropriate fund contributions – Contributions from the General Fund or other appropriate fund will be made to cover the Costs determined as general public benefit in the engineer's report. Such contributions may include direct deposits to the District accounts or credits that effectively reduce the assessments.
- C. Method of Apportionment
1. The formula used for calculating assessments will reflect the composition of the parcels, and the improvements and services provided, to fairly apportion the costs based on estimated benefit to each parcel.
 2. Pursuant to the Constitution Article XIID Section 4 a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on the parcel and only special benefits may be assessed.
 3. The method of apportionment will also include an assessment range formula and inflationary adjustments. The purpose of establishing an assessment range formula is to provide for reasonable increases and inflationary adjustment to annual assessments without requiring costly noticing and mailing procedures, which could add to the District costs and assessments.

FINANCIAL POLICIES

XII. CAPITAL ASSET POLICIES

- A. Overview – The Finance department will maintain a capital asset management system that will meet external financial reporting requirements and the needs of the departments in line with these policies. Governmental Accounting Standards Board Statement No. 34 (GASB 34) changed GAAP for capital assets reporting for governmental funds. Beginning in fiscal year ending June 30, 2003, pursuant to GASB 34, the General Fixed Asset Account Group will be eliminated and the City will report these assets by function and activity on the government-wide financial statements. Enterprise Funds capital assets will continue to be recorded within their own fund.
1. Capital assets are recorded as expenditures in governmental funds at the time the assets are received and the liability is incurred. These assets will be capitalized at cost on the government wide financial statements. Enterprise fixed assets are recorded as assets within the fund when purchased and a liability is incurred.
 - i. GASB 34 defines Capital Assets as land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.
 - ii. GASB 34 defines Infrastructure Assets as long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets. Examples include roads, bridges, tunnels, drainage systems, water and sewer systems, dams and lighting systems. Buildings that are an ancillary part of a network of infrastructure assets are included.

The City uses the most current edition of GOVERNMENTAL ACCOUNTING, AUDITING, AND FINANCIAL REPORTING (GAAFR) published by the Government Finance Officers Association (GFOA) as its authoritative guide in setting policy and establishing accounting procedures regarding capital assets.

- B. Capitalization – Generally all capital assets with an original cost of \$10,000 or more will be capitalized (recorded as an asset on the balance sheet versus expensing the item). Infrastructure Assets with an original cost of \$150,000 or more will be capitalized. This capitalization policy addresses financial reporting, not control. The City follows the GFOA recommended practices for establishing capitalization thresholds. Specific capitalization requirements are described as follows:
1. The asset must cost \$10,000 or more.
 2. The asset must have a useful life of five (5) or more years.
 3. The capitalization threshold is applied to individual units of capital assets rather than groups. For example, ten desks purchased for \$1,500 each will not be capitalized even though the total (\$15,000) exceeds the threshold of \$10,000.
 4. For purposes of capitalization, the threshold will generally not be applied to components of capital assets. For example a keyboard, monitor and central processing unit purchased as components of a computer system will not be evaluated individually against the capitalization threshold. The entire computer system will be treated as a single asset. The capitalization threshold will be applied to a network if all component parts are required to make the asset functional.
 5. Repairs to existing capital assets will generally not be subject to capitalization unless the repair extends the useful life of the asset. In this case the repair represents an improvement and is subject to the requirements described number 6 below.

FINANCIAL POLICIES

6. Improvements to existing capital assets will be presumed by definition to extend the useful life of the related capital asset and therefore will be subject to capitalization if the cost exceeds \$10,000.
7. Work of arts, animals (i.e. police dogs) and historical treasures are not capitalized, but will be recorded as tracked property.

As a result of the above capitalization policies the following infrastructure items will not be capitalized:

- Handheld radios
 - Personal computers
 - Software
 - Street trees
 - Street signs
 - Weapons
8. Capital projects will be capitalized as “construction in progress” until completed.

C. Leased Assets

1. Operating leased assets are usually short term and cancelable at anytime. The recording of an operating lease as a fixed asset is not required because the item is not purchased.
2. Capital leases will be capitalized if one or more of the following criteria are met and the chance of cancellation is low:
 - a. Ownership is transferred by the end of the lease term
 - b. The lease contains a bargain purchase option
 - c. The lease term is greater than or equal to 75 percent of the asset's service life
 - d. The present value of the minimum lease payment is greater than or equal to ninety percent (90%) of the fair market value of the asset at the inception of the lease.

Capital lease items are capitalized at the beginning of the lease period, regardless of when the title transfers. Capital leases are recorded at net present value of lease payments.

- D. Capital Asset Recording - It is the responsibility of the Finance Department to record, monitor and inventory all fixed assets. Each department will assign appropriate staff members to respond to verification, inventories, and filling out the necessary forms for recording transfers, dispositions, donations or retired fixed assets.
- E. Acquisition of Capital Assets - Fixed assets may be acquired through direct purchase, lease-purchase or capital lease, construction, eminent domain, tax foreclosures, donations, and gifts.

When a capital asset is acquired the funding source will be identified as either a governmental fund, proprietary fund or component unit. Additionally the fund type will be identified as well as the specific fund.

If funds are provided by a specific funding source, a record will be made of that specific source such as:

- Bond Proceeds
- Federal Grants

FINANCIAL POLICIES

State Grants

Local Grants

- F. Measuring the Cost and/or Value - Capital assets are recorded at their “historical cost”, which is the original cost of the assets. Donations accepted by the City will be valued at the fair market value at the time of donation. Costs include purchase price (less discounts) and any other reasonable and necessary costs incurred to place the asset in its intended location and prepare it for service. Costs could include the following:

Sales Tax

Freight charges

Legal and title fees

Closing costs

Appraisal and negotiation fees

Surveying fees

Land-preparation costs

Demolition costs

Relocation costs

Architect and accounting fees

Insurance premiums and interest costs during construction

- G. Establishing Cost in the Absence of Historical Records - According to the GASB 34, an estimate of the original cost is allowable. Standard costing is one method of estimating historical cost using a known average installed cost for a like unit at the estimated date of acquisition. Another recognized method is normal costing wherein an estimate of historical cost is based on current cost of reproduction new indexed by a reciprocal factor of the price increase of a specific item or classification from the appraisal date to the estimated date acquired. When necessary, the City will use whichever method gives the most reasonable amount based on available information.

- H. Recording Costs Incurred After Acquisition - Expenditures/expenses for replacing a component part of an asset are not capitalized. However, expenditures/expenses that either enhance a capital asset's functionality (effectiveness or efficiency), or that extend a capital asset's expected useful life are capitalized. For example, periodically slurry sealing a street would be treated as a repair (the cost would not be capitalized), while an overlay or reconstruction would be capitalized. Adding a new lane constitutes an addition and would therefore also be capitalized.

- I. Disposition or Retirement of Fixed Assets - It is the City's policy that departments wishing to dispose of surplus, damaged or inoperative equipment must notify the Finance Department.

The City will conduct public auctions, as necessary, for the purpose of disposing of surplus property. Auction's will be conducted by the Finance Department through its Purchasing Division. All proceeds from the sale of surplus property will be allocated to the City's General Fund unless the property was originally purchased with monies from a Proprietary or a Grant Fund, in which case, the proceeds will be returned to any of those specific funds. The original cost less depreciation will then be removed from the City's capital asset management system.

Disposition of assets acquired using grant funds should follow the asset disposition guidelines established by the grantor.

FINANCIAL POLICIES

- J. Transfer of Assets – The transfer of fixed assets between departments requires notification to the Finance Department.
- K. Depreciation – It has long been the City’s policy to record depreciation for Enterprise funds. In accordance with GASB Statement No. 34, effective with the fiscal year ending June 30, 2003 the City will record depreciation expense on all capital assets, except for inexhaustible assets.
The City will use straight-line depreciation method. Depreciation will be calculated starting the month following the date the asset was placed in service. Depreciation will be applied over the estimated useful life of the asset.

- L. Recommended Lives - The City follows GFOA Recommended Practices when establishing recommended lives for assets to be capitalized. In accordance with GASB 34 the City will rely on “general guidelines obtained from professional or industry organizations.” In particular, the City will rely on estimated useful lives published by GFOA. If the life of a particular asset is estimated to be different than these guidelines, it may be changed. Following is a summary of the estimated useful lives:

<u>Asset Class</u>	<u>Useful Life</u>
Buildings and Improvements	240 to 600 months
Improvements Other Than Buildings	180 to 540 months
Infrastructure	240 to 600 months
Machinery and Equipment	60 to 120 months

- M. Control of Assets – In accordance with GFOA Recommended Practice the City will exercise control over the non-capitalized tangible capital-type items by establishing and maintaining adequate control procedures at the department level. The City’s capitalization threshold of \$10,000 meets financial reporting needs and is not designed for nor particularly suited to maintain control over lower cost capital assets. It is the responsibility of each department to maintain inventories of lower-cost capital assets to ensure adequate control and safekeeping of these assets.
- N. Maintenance Schedules - The City shall develop and implement maintenance and replacement schedules with a goal of maximizing the useful life of all assets. The schedules shall include estimates of annual maintenance and/or replacement funding required for each asset.
- O. Maintenance Funding - The City shall identify specific sources of funds for the annual maintenance or replacement of each asset. Whenever possible, the maintenance or replacement funding shall be identified from a source other than the City General Fund. The City shall maximize the use of maintenance assessment districts and dedicated special revenue (e.g. gas tax). The City shall endeavor to set aside, on an annual basis, one and one-half percent (1½%) of its General Fund Operating Budget to provide for on-going maintenance and required replacement of assets that cannot be reasonably funded from other sources.
- P. Works of Art and Historical Treasures – GASB 34 encourages but does not require the capitalization of art collections that meet all of the following conditions:
 - Held for public exhibition, education, or research in furtherance of public service, rather than financial gain
 - Protected, kept unencumbered, cared for, and preserved
 - Subject to an organizational policy that requires the proceeds from sales of collection items to be used to acquire other items for collections

FINANCIAL POLICIES

It is the City's Policy that proceeds from the sale of art collections be used to acquire other works of art. That being the case the City's works of art and historical treasures will not be capitalized.

- Q. Intangibles – Intangible assets are now included in the GASB 34 definition of capital assets. Prior to GASB 34 the City did not capitalize intangibles. GFOA recommends that governmental entities follow the guidance of AICPA Statement of Position 98-1 Accounting for Costs of Computer Software Developed or Obtained for Internal Use.
- R. Inventory – A physical inventory of capitalized assets will be performed annually. Capitalized assets are maintained in the City's fixed asset system that include the acquisition date, a description of the property, a serial number or other identification number, the source of funding, the cost of the asset, percentage of Federal participation for the Federal award under which the property was acquired and the location of the capitalized asset.
- S. Disposition – City Council declares City assets surplus and authorize the disposal in accordance to Chapter 12, Article 2, Section 12-15 of the Municipal Code regarding Disposition of Property. Disposition of capitalized asset acquired under a Federal award shall follow the disposition instructions from the grant awarding agency.

XIII. RISK MANAGEMENT POLICIES

- A. The City shall maintain a risk management program for liability, workers' compensation, health insurance, and loss of property exposures which emphasizes avoidance of risk, whenever possible, funding for losses which cannot be avoided, and transfer or risk to third parties whenever appropriate.
- B. The risk management process will include the systematic and continuous identification of loss perils and exposures, the analysis of these perils and exposures in terms of frequency and severity probabilities, the application of sound risk control procedures and the financing of risk consistent with the City's financial resources.
- C. If the loss potential in dollars for a particular risk is substantial and cannot be absorbed within the City's annual operating budget and reserves, the City will develop and maintain a program of purchased insurance or funded self-insurance.
- D. The City will endeavor to promptly settle justified claims but will vigorously defend claims which are doubtful, frivolous, or unsupported.
- E. The City will maintain separate self-insurance funds to identify and segregate the financial resources necessary to cover insurance premiums and self-insurance retentions
 - 1. Revenues into the insurance funds will be generated by charges to operating departments and programs.
 - 2. Resources will be established at the end of each year to fully fund liability for open claims, incurred but not reported (IBNR) claims, and a catastrophic loss reserve as periodically recommended by the City's Risk Management Advisor.
 - 3. The City will endeavor to maintain reserves equal to three-times the self-insured retention for both the liability and worker's compensation self-insurance internal service funds.

FINANCIAL POLICIES

XIV. INTERFUND LOANS

- A. Purpose - This policy documents requirements and responsibilities to be followed regarding interfund borrowing between funds of the City of Salinas.
- B. Scope - Often local governments will loan resources from one fund to another fund that is experiencing a temporary cash shortage. Under generally accepted accounting principles (GAAP), funds that account for reserved or dedicated monies may make temporary loans to other funds. This policy addressed the approval, terms and accounting requirements for interfund loans.
- C. Definition - Interfund loans are amounts provide between funds with a requirement for repayment. Interfund loans will be reported according to GAAP, as interfund receivables in lender funds and interfund payables in borrower funds. If repayment is not expected within a reasonable time, the interfund balances should be reduced and the amount that is not expected to be repaid should be reported as a transfer from the fund that made the loan to the fund that received the loan.
- D. Policy
 1. Interfund loans-Types:
 - a. Internal loans that are necessary part of normal business operations:
 - To maintain cash flow and provide working capital, in anticipation of future tax receipts or other revenue, the General Fund may require cash advances from other funds during the course of a fiscal year. Other funds eligible to make cash advances include: Measure V; Measure G, Special Revenue, Capital Projects, and Internal Services. Cash advances shall be treated as short-term loans. Interest shall be paid on these loans at a rate determined according to the procedure established in section B.2 of this policy.
 - Cash advances to provide working capital to the General Fund or other funds must be approved by the City Manager. Such approval must be in writing and should specify maximum allowable amounts.
 - b. Internal loans that provide for advance spending for a capital project prior to securing project financing. Such loans must be approved by the City Council with the adoption of the annual Capital Improvement Project budget or by separate action by the City Council. Approval is not required for advance spending from the \$2 million Capital Projects Revolving Fund established by prior City Council action.
 2. Interfund Loans-Terms:
 - a. Repayment of an interfund loan shall be with the same fiscal year. Exceptions to this rule require approval by the City Council.
 - b. When required by the lending fund's restrictions or regulations, interest will be paid by the borrowing fund to the lending fund, during the time the loan is outstanding, at the State Local Agency Investment Fund (LAIF) rate. The LAIF rate is approximately what the City earns on its investments.
 - c. Upon receipt of the anticipated revenue, the borrowing fund shall repay the lending fund with 30 calendar days.
 - d. Interfund loans shall not hinder the accomplishment of any function or project for which the lending fund was established.

FINANCIAL POLICIES

XV. LONG-TERM FISCAL AND SUSTAINABILITY IMPACT

- A. Purpose - This policy documents requirements and responsibilities for considering the long-term impact of current decisions.
- B. Annual Budgets - As part of the annual budget, the document will include a minimum five-year budget forecast that shows how the current budget being considered by the City Council for approval helps maintain fiscal sustainability over a longer-term horizon.
- C. Staff Reports - On each staff report to City Council, the report should include a section on fiscal and sustainability impact. For impacts greater than \$100,000 for one fiscal year and that continue for more than 3 years, a table showing the impact over a 10-year period should be added to the staff report in the fiscal impact and sustainability section of the staff report.

XVI. SPECIAL EVENTS FUNDING AND OPERATIONS POLICY

- A. Purpose - This policy documents requirements for funding/sponsoring and controlling costs associated with special events through In-Kind Matching contributions such as the Rodeo and the California Air Show.
- B. Scope – The City Council may sponsor community events by providing in-kind services.
- C. Policy
 - 1. The City Council will fund community events through the annual budget process.
 - 2. The funding amount will be in the form of an in-kind contribution of services for the day of the event, such as Fire, Police, Public Works, or other City services.
 - 3. The organization coordinating the event must apply for the event through the normal special events process.
 - 4. An estimate of the City services will be itemized by each department during the special events planning process and each department will make every effort to control costs or minimize the level of service needed.
 - 5. A copy of the estimate should be routed to the Department Head and the Finance Director or their designee for review and approval.
 - 6. The coordinating agency of the even should provide a total budget for the event.
 - 7. They City's contribution value of in-kind contribution should not be more than 10% of the total cost of the event.
 - 8. An estimate of the economic benefit to the City should be calculated, such as the TOT revenue.
 - 9. The City Council will fund community events through the annual budget process.
 - 10. The funding amount will be in the form of an in-kind contribution of services for the day of the event, such as Fire, Police, Public Works, or other City services.
 - 11. The organization coordinating the event must apply for the event through the normal special events process.
 - 12. An estimate of the City services will be itemized by each department during the special events planning process and each department will make every effort to control costs or minimize the level of service needed.
 - 13. A copy of the estimate should be routed to the Department Head and the Finance Director or their designee for review and approval.

FINANCIAL POLICIES

14. The coordinating agency of the even should provide a total budget for the event.
15. They City's contribution value of in-kind contribution should not be more than 10% of the total cost of the event.
16. An estimate of the economic benefit to the City should be calculated, such as the TOT revenue.
17. At the conclusion of the special event, each department will calculate and document the detail of all costs incurred, including staff hours through the payroll time keeping process and other costs, and summarize and total those itemized costs and send the itemized costs list to the Finance Department accounts receivable staff to compile one consolidated invoice for the special event. This information should be submitted during the one-week period immediately following the event.
18. The invoice for the special event will itemize the costs for each department, include a sub-total for each department, include a credit for the in-kind contributions, and the amount due.
19. The Finance billing staff should prepare and mail out the invoice to the coordinating event agency within 30 days following the event.
20. The invoice should be paid within 30 days of receipt by the coordinating agency
21. If the coordinating agency fails to pay the balance due, the City will not sponsor the event the next time the event is held but may choose to sponsor the event again the next time if the estimated cost of the services are paid in-advance of the event or within 5 days following the even if there is a cash flow issue.



(This page intentionally left blank)

CHART OF ACCOUNTS – FUND

Fund	Description
	General Fund
1000	General Fund
1100	Measure E
1200	Measure G
	Lighting Landscape & Maint Dist
2101	Maintenance Dist Administration
2102	Woodside Park Maint District
2103	Downtown Mall Maint District
2104	Airport Bus Park Maint District
2105	N E Salinas Landscape Dist
2106	Harden Ranch Landscape Dist
2107	Vista Nueva Maint District
2108	Mira Monte Maint District
2109	Monte Bella Maint District
	Local Public Safety
2201	Sales Tax-SB172
2202	Supplemental Law Enf - AB3229
	Development Impact Fees
2301	Development Fees-Sewer & Storm
2302	Development Fees-Parks & Playgr
2303	Development Fees-Library
2304	Development Fees-Street Trees
2305	Development Fees-Annexations
2306	Development Fees-Arterial
2307	Development Fees-Fire
2308	Dev Fees Fund-Police
2309	Development Fees - WASP Parks
2310	Development Fees - CASP Parks
	Gas Tax
2401	Gas Tax - 2107
2402	Gas Tax - 2106
2403	Gas Tax - 2105
2404	Gas Tax - Motor Vehicle Fuel Tax
	Other Special Revenue
2501	Emergency Medical Service Fund
2502	Asset Seizure
2503	Traffic Safety
2504	Vehicle Abatement
2505	Recreation Parks
2506	PEG Cable Franchise
2507	Municipal Art Fund
2508	Contributions & Donations
2509	KDF Los Padres Dev Social Svcs
2510	MX-Transport Safety & Inv Plan
2511	SB1 Road Maintenance & Rehab
2512	SB1 Traffic Congestion Relief
2601	SRA Public Improvements

CHART OF ACCOUNTS – FUND

Fund	Description
2602	HSA - Affordable Housing Housing & Urban Development
2910	Community Development
2911	CDBG - Covid 19
2920	Rental Rehab
2930	Home Investment Partnership
2935	ADDI American Dream Downpayment
2940	Emergency Solutions Grant-HUD
2941	Emergency Solutions Grant-COC
2942	CA Emergency Solutions & Housing
2943	ESG-CV HUD
2944	ESG-CV HCD
2945	Housing - Other Agency Match
2947	Project Room Key Motel Program
2950	Begin State Home Funds
2951	SB2
2952	Local Early Action Planning
2953	Regional Early Action Planning
2955	Neighborhood Stabilization Prog
2957	Inclusionary Housing Trust Fund
	Grants
3103	Bureau of Justice Assist - JAG11
3104	COPS Hiring 2011
3106	Homeland Security
3107	Bureau of Justice Assist - JAG12
3108	Local JAG 2013
3109	Police Reimbursable Costs
3110	Alcoholic Beverage Control
3111	SAFER
3112	BJA-Nat'l Forum on Youth
3113	Project Safety Neighborhood
3114	Community Interlink (OVW)
3115	Assistance to Firefighters
3116	NGEN Public Safety Radio System
3156	Pedestrian & Bike Safety Program
3157	Selective Traffic Enforcement
3158	DUI Avoid Campaign 2015
3159	Selective Traffic Enforcement
3160	Avoid DUI Campaign
3161	Local JAG
3163	2014 COPS Hiring SRO
3181	STRYVE Grant
3182	DOJ Office of Justice Program
3183	Cal OES
3184	CARES Act
3185	United Way EFSP
3186	United Way

CHART OF ACCOUNTS – FUND

<u>Fund</u>	<u>Description</u>
3187	Community Challenge Grant
3188	Dept of Conservation (SALC) Prog
3205	CalGRIP 6
3216	Public Works Awards & Contrib-St
3251	CA Beverage Container Recycling
3252	CLLS -Adult Literacy
3254	State of California Library
3255	California Endowment
3256	First Five Monterey County
3281	CalGrip 821-14 & 15
3282	BSCC-Board of St&Comm Correction
3283	BSCC-Board of St&Comm Correction
3302	Cal ID / RAN Grant
3310	Animal Shelter Grants
3315	Public Works Awards & Contrib
3401	Community Foundation Grant
3453	Comm Foundation - D & L Packard
3454	Library Awards and Contributions
3455	Claire Giannini Grant
3462	Police Body Cameras
3480	Library - Other Contributions
3681	Community Safety Grants
3910	CARES Act
3911	American Rescue Plan Act (ARPA)
	Debt Service
4101	1997 COPs
4102	1999 COPs
4103	Steinbeck COP
4104	2014 COP Consolidation
4105	Long Term Debt (Moved to 9899)
4106	2018 Lease-PS Building-Police
4107	COP 2018B T.R.I.P. Total Rd Impv
4108	Energy Improvement
4109	2015 Refunding COP 2005 A & B
4110	2018 Lease-EI Gabilan Library
4111	Refunding Bonds Series 2020A-1
4112	Refunding Bonds Series 2020A-2
	Special Assessments
4201	Assessment District Admin
4202	Assessment Districts-Debt Svc
4203	Assessment District Reserve
4204	2019 Spec Tax Bond Monte Bella
4205	2019 Spec Tax Bond Monte Bella 2
4206	2019 Spec Tax Bond Monte Bella 3
5300	Assessment District - Projects
5301	2019 Spec Tax Bond Monte Bella
5302	2019 Spec Tax Bond Monte Bella 2
5303	2019 Spec Tax Bond Monte Bella 3
	Special Aviation

CHART OF ACCOUNTS – FUND

<u>Fund</u>	<u>Description</u>
5101	Special Aviation Fund - State
5102	Special Aviation Fund - Federal
	Special Construction Assistance
5201	Special Const Assist - Fed & St
5202	Special Const Assist-MX Bonds
5203	Special Const Assist - Others
5204	Special Const Assist - TDA
	Capital Projects
5800	Capital Projects
	Enterprise
6100	Municipal Airport
6200	Industrial Waste
6300	Municipal Golf Courses
6301	Fairways Golf Course
6302	Twin Creek Golf Course
6400	Sewer
6500	Storm Sewer (NPDES)
6600	Crazy Horse Landfill
6700	Water Utility
6800	Parking District
6801	Downtown Parking District
6802	Preferential Parking
6803	Parking Enforcement
6900	Permit Services
	Internal Service
7101	Internal Services Administration
7102	Internal Services Insurances
7103	Worker's Comp Self-Insurance
7104	General Liability Self-Insurance
7120	Internal Services-Fleet Maint
7121	Internal Services-Vehicle Replac
	Agency
8102	SUBA Business Improvement Dist
8104	Economic Development
8106	Flexible Spending
8107	Cafeteria Benefit
8108	Downtown Comm Benefit District
	Pension Trust
8701	Deferred Compensation-Trust Deed
8702	Deferred Comp - Separations
8703	Deferred Compensation Admin
8704	Deferred Compensation-CCFCU
	Trust
8801	Trust Deposits
8802	Community Center Deposits
8803	Sherwood Hall Deposits
8804	Other Agency Fees
8805	MAS Municipal Auditing Services

CHART OF ACCOUNTS – FUND

<u>Fund</u>	<u>Description</u>
8806	Sales Tax
8807	Payroll Deposits Fund
8808	KDF Los Padres
8809	Regional Dev Traffic Impact Fees
8810	Evidence Room Safe Trust
8811	DSA/ADA State Fee fr Business Li
8812	Mtry Co. Conv & Visitors Bureau
8813	SVTVB TID - Welcoming Center
	RORF-RedevObligationRetirement
8914	RORF-Redev Obligation Retirement
8915	Successor Agency Administration
	Transaction
9999	Pooled Cash and Investment Fund

CHART OF ACCOUNTS – DEPARTMENT

<u>Department</u>	<u>Description</u>
00	Non Dept/Transfers
10	City Council
12	Administration
14	Legal
16	Human Resources
20	Finance
30	Community Development
40	Police
45	Fire
50	Public Works
55	Recreation
60	Library
70	Grant
80	Non Departmental
81	Trust Accounts

CHART OF ACCOUNTS – DIVISION

<u>Division</u>	<u>Description</u>
0000	Non-Departmental
1000	City Council
1111	City Manager`s Office
1113	Community Safety
1120	City Clerk
1140	Human Resources
1245	Risk Management
1246	General Insurances
1247	Workers' Compensation Insurance
1248	Liability Insurance
1355	Economic Development
1356	Salinas Valley Enterprise Zone
1400	City Attorney's Office
2030	Finance Administration
2031	Accounting
2032	Purchasing
2033	Information Technology
2034	Revenue & Licensing
2140	Assessment Dist Administration
2141	Assessment District Debt Service
2502	RORF
2505	Succesor Agency Admin
3111	Advanced Planning & Project Imp
3112	Public Services
3113	Relocation and Contingencies
3114	PPI Activity Delivery
3115	PPI ED Technical Assistance
3220	Housing & Community Development
3221	Rehabilitation
3222	NSP
3225	First Time Home Buyers
3230	Inclusionary Housing
3240	Special Programs
3241	City of Salinas Fair Housing
3310	County of Monterey
3350	Permit Services
3353	Code Enforcement
3461	Advanced Planning
3462	Current Planning
4110	Police Administration
4111	Community Relations
4112	Personnel & Training
4116	Special Operations
4130	Support Services
4131	Technical Services
4132	Word Processing
4133	Evidence & Property

CHART OF ACCOUNTS – DIVISION

<u>Division</u>	<u>Description</u>
4134	Records
4137	Maintenance Services
4170	Animal Control Services
4171	Animal Control Svc -Agencies
4220	Field Operations
4221	Traffic
4242	Abandoned Vehicle Abatement
4250	Retired Annuitants
4340	Investigations
4341	Narcotics
4342	School Resource Officers
4343	Violence Suppression Task Force
4380	Asset Seizure
4390	Joint Gang Task Force
4505	Fire Administration
4510	Suppression
4511	Youth Explorer Program
4520	Emergency Medical Services
4530	Prevention
4540	Training
4560	Vehicle Maintenance
4570	Hazardous Material Control
4571	Hazardous Material-County
5110	Engineering Administration
5115	Development Engineering
5120	Engineering Services
5122	Dev, Traffic & Transportation
5125	Eng Water & Solid Waste Division
5126	NPDES Storm Water
5128	GIS Division
5230	Maintenance Administration
5231	Graffiti Abatement
5232	Facilities Maintenance
5233	Fleet/Equipment Maintenance
5234	Street Maintenance
5235	Street Lights
5236	Traffic Signals
5237	Environmental Compliance
5238	Parks and Community Services
5239	Urban Forestry
5340	Airport
5441	Industrial Waste
5442	Sanitary Sewer
5443	NPDES Storm Drain Sewer
5444	NPDES Street Sweeping
5445	Hitchcock Road Water
5446	Downtown Parking

CHART OF ACCOUNTS – DIVISION

<u>Division</u>	<u>Description</u>
5447	Preferential Parking
5448	Parking Enforcement
5560	Woodside Park
5561	Downtown Mall
5562	Airport Business Park
5563	North East
5564	Harden Ranch
5565	Vista Nueva
5566	Mira Monte
5567	Monte Bella
6005	Library Administration
6009	Technical Services
6010	Support Services
6011	Steinbeck Library
6012	Cesar Chavez Library
6013	El Gabilan Library
6015	Community Education
6231	Recreation Admin
6232	Neighborhood Services
6233	Closter Park
6234	El Dorado Park
6235	Central Park
6236	Facility Services
6237	Reimbursable Rec Activities
6238	Youth Sports
6239	Recreation Center
6240	Firehouse Rec Center
6241	Hebbron Heights Rec Center
6242	Afterschool Programs
6243	Community Center
6244	Breadbox Rec Center
6245	Firehouse After School
6246	Hebbron Family Center
6247	Sherwood Rec Center
6248	Youth Services & Comm Engagement
6249	Aquatic Center
7101	Police Grants and Reimbursements
7102	Community Safety
7103	Project Safe Neighborhoods
7104	Federal Reimbursements
7105	ASPCA-Community Cat
7106	Other Reimbursements
7107	Monterey County Reimbursement
7109	Monterey County Reimbursement
7110	Selective Traffic Enf Program
7111	2020 ABC - OTS Grant
7112	ABC - OTS Grant

CHART OF ACCOUNTS – DIVISION

<u>Division</u>	<u>Description</u>
7120	Avoid DUI Campaign 2016
7221	Homeland Security-Planning
7222	Homeland Security-Equipment
7223	Office for Victims of Crime
7330	Learning Center
7331	Summer Reading Program
7332	Tanimura Family Foundation
7333	Raising A Reader Program
7334	Innovation & Technology
7335	CA Endowment-Youth Leadership
7336	F5MC-Packard Playgroup Expansion
7337	Nat'l Center For Family Literacy
7338	Listos Para Empezar? Digital Lit
7339	Women`s Fund of Monterey County
7340	Library Literacy
7341	Cesar Chavez Park: Planning
7342	Pacific Library Partnership
7343	Library Donations
7344	Library Literacy- Contributions
7345	F5MC-Read, Grow, Play Program
7346	Student Success Initiative
7347	Paletero Program
7348	Integrated Service Collaborative
7349	Kinder Boot Camp
7350	Family Literacy
7351	ZIP Books
7352	Thriving Youth Strategy
7353	Wheels on the Bus
7354	GARE
7355	FINRA Foundation
7356	Meeting the Digital Divide
7380	Sunlight Giving
7399	Library Awards and Contributions
7401	Electric Vehicle Replacement
7402	BJA-SSP 2015 (Smart Supervision)
7406	STRYVE
7407	PW Awards & Contributions
7408	Law Enforcement Grant
7409	Violence Prevention Effort
7410	CalVIP
7411	CalVIP 821-20
7415	Phase 37
7416	Phase CARES
7417	ERAP Emergency Rental Assistance
7418	ERAP2 - Emergency Rental Assist.
8001	Community Programs
8002	Elections

CHART OF ACCOUNTS – DIVISION

<u>Division</u>	<u>Description</u>
8003	65 West Alisal
8004	Debt Service
8005	Other Services
8006	Twin Creeks Golf Course
8007	Fairways Golf Course
8008	Oldtown Salinas Association
8009	Salinas United Business Assoc
8010	Intermodal Transp Center
8011	Downtown Comm Benefit District
8101	Sunrise House-Administration
8102	Counseling
8103	Crisis Intervent
8104	Prevention
8105	SUHSD Grant
8106	CDBG
8107	Harden Grant
8108	MPF Grant
8109	Monterey Co Friday Night Live
8110	MCOE Youth Center
8111	Behavioral Health - Prevention
8112	Community Foundation
8113	Nancy Buck Ransom
8114	Receivership Case
8120	Building-Seismic Fees
8121	Building Standards Admin Fund
8122	Love`s Stores Planning
8123	Weed Abatement
8124	Prepaid Building Fees
8125	Deposits-Permit Center
8126	Deposits-Planning
8127	Payroll Tax
8128	Icma/HL/Taxes W/H
8129	COBRA-Insurance Premium
8130	EDD Childcare Building Maint
8131	Misc Trust Deposits
8132	Sales Tax
8133	Beverage Container Recycling
8134	MAS Municipal Auditing Services
8135	KDF Pointe Apartments
8136	Deferred Compensation
8137	AFLAC Section 125
8138	Cafeteria Benefit Insurances
8139	ADA State Fee Business License
8140	MO. CO. Tourism Impvt Dist
8141	TID - Welcome Center
8142	Community Center Deposits
8143	Friends of the Library

CHART OF ACCOUNTS – DIVISION

<u>Division</u>	<u>Description</u>
8144	Sherwood Hall Deposits
8145	Adult Literacy Donations
8146	Library Donations
8147	Library Misc Oper
8148	Fire Training
8149	Animal Shelter Donations
8150	Spay/Neuter Voucher Program
8151	PD-Fingerprint Fees
8152	Spayed/Neutered Fees
8153	SPD-Asset Forfeiture
8154	Evidence Room Safe Trust
8155	Day Care Center - MAOF
8156	Graffiti Removal Reimbursement
8157	TAMC Regional Dev Impact Fee
8158	MRWPCA Fees
8159	Mobilehome Rent Mediation
8160	Deposits-Public Works
8161	Chinatown Navigation Center Op
8162	Salinas Homeless Motel Program
8170	Adaptations to City Hall
8171	Playgrnd Struct, Park Bench, Gr
8180	Street Repair / Traffic Safety
8190	Sewer System Work
8191	Park Irrigation Updates
8192	Stormwater Green Infrastructure

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
50	Taxes
50.1010	Taxes - Property Taxes-Secured CY
50.1020	Taxes - Property Taxes-Unsecured CY
50.1030	Taxes - Property Taxes-Supp Assessment
50.1040	Taxes - Property Taxes - Interest
50.1050	Taxes - Property Taxes-Secured PY
50.1060	Taxes - Property Taxes-Unsecured PY
50.1070	Taxes - Property Taxes-HOPTR
50.1080	Taxes - Property Taxes-Transfer
50.1090	Taxes - Property Taxes-Tax Increments
50.1120	Taxes - Property Taxes-Veh Lic In-Lieu
50.1129	Taxes - ROPS Pass Through Payments
50.1130	Taxes - Property Taxes-Residual Prop Tax
50.1140	Taxes - Property Taxes-Assessment Dist
50.2010	Taxes - Sales Tax
50.2020	Taxes - Sales Tax In-Lieu
50.2030	Taxes - Transactions and Use Tax-MV
50.2040	Taxes - Transactions and Use Tax-MG
50.2045	Taxes - Excise Tax - Cannabis
50.2050	Taxes - City of Salinas-SB 172
50.2060	Taxes - Utility Users
50.2070	Taxes - Transient Occupancy
50.2080	Taxes - Business License
50.2081	Taxes - Cannabis Business License
50.2090	Taxes - Business Lic Surcharge
51	Franchise Fees
51.2160	Franchise Fees - AT&T
51.2170	Franchise Fees - Cable TV
51.2180	Franchise Fees - Electric
51.2190	Franchise Fees - Garbage
51.2200	Franchise Fees - Gas
51.2210	Franchise Fees - Recycling Shares
51.2220	Franchise Fees - Towing
52	Licenses & Permits
52.1205	Licenses & Permits - Cannabis Permit-New Application
52.1206	Licenses & Permits - Cannabis Permit-Amendment Major
52.1207	Licenses & Permits - Cannabis Permit-Amendment Minor
52.1208	Licenses & Permits - Cannabis Permit-Amendment Admin
52.1209	Licenses & Permits - Cannabis Permit-Renewal
52.1210	Licenses & Permits - Cannabis Permit-Appeal
52.3010	Licenses & Permits - Mechanical Permits
52.3020	Licenses & Permits - Building Permits
52.3030	Licenses & Permits - Plumbing Permits
52.3040	Licenses & Permits - Electrical Permits
52.3050	Licenses & Permits - Encroachment Permits
52.3060	Licenses & Permits - Re-Roofing Permits
52.3070	Licenses & Permits - Building Demolition Permit

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
52.3080	Licenses & Permits - Building Permit Surcharge
52.4010	Licenses & Permits - Animal Licenses
52.4020	Licenses & Permits - Bicycle Licenses
52.4030	Licenses & Permits - Pawn Broker/False Alarm Permits
52.5010	Licenses & Permits - Parking Lot Permits
52.5020	Licenses & Permits - Salinas St Garage Permits
52.5030	Licenses & Permits - Garage Sale Permits
52.5040	Licenses & Permits - Monterey St Garage Permits
52.5050	Licenses & Permits - Transportation Permits
52.5060	Licenses & Permits - Preferential Permits
52.5070	Licenses & Permits - Monterey St Garage - Hourly
52.5075	Licenses & Permits - Parking Validation
52.5275	Licenses & Permits - Error
52.8010	Licenses & Permits - Other Licenses & Permits
52.8015	Licenses & Permits - Cannabis Business Admin Permit
53	Fines and Forfeits
53.3010	Fines and Forfeits - Code Enforcement Violations
53.3011	Fines and Forfeits - Building Enforcement
53.3012	Fines and Forfeits - NPDES Citations
53.3405	Fines and Forfeits - C & D Penalty
53.4010	Fines and Forfeits - Vehicle Code Fines
53.4011	Fines and Forfeits - Vehicle Code Fines-Red Light Cam
53.4020	Fines and Forfeits - Parking Fines
53.8010	Fines and Forfeits - General Code Fines
54	Use of money and property
54.5010	Use of money and property - Hangar Rent
54.5020	Use of money and property - Aircraft Parking
54.5030	Use of money and property - Building Rental
54.5040	Use of money and property - Ground Leases
54.5050	Use of money and property - Fuel Fees
54.5060	Use of money and property - Use Permits
54.5070	Use of money and property - Flight Fees
54.5080	Use of money and property - Refuse Fees
54.5085	Use of money and property - Hangar Rent Non - Aeronautical
54.5090	Use of money and property - Hangar Rent Non - Airworthy
54.8010	Use of money and property - Investment Earnings
54.8020	Use of money and property - Gain on Sale of Invest
54.8030	Use of money and property - Possessory Interest
54.8050	Use of money and property - Rental Income
54.8051	Use of money and property - ITC Lease
54.8060	Use of money and property - Building Lease
54.8070	Use of money and property - First Tee Lease
54.8080	Use of money and property - Sierra Lease
55	Intergovernmental
55.2013	Intergovernmental - Inter Agency Transfers
55.3013	Intergovernmental - TRAKIT-Permit System Charges
55.3023	Intergovernmental - Developers Contributions-Haciend

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
55.4003	Intergovernmental - Fire Mitigation Fees
55.4013	Intergovernmental - County CSA 74-Safety Equipment
55.4023	Intergovernmental - HAZMAT Reimbursement
55.4033	Intergovernmental - Monterey County RAN
55.4043	Intergovernmental - Monterey Co. Animal Shelter
55.4053	Intergovernmental - City Animal Shelter
55.4063	Intergovernmental - City of Marina(Animal Shelter)
55.4073	Intergovernmental - Measure X - TAMC
55.4083	Intergovernmental - Emergency Radio Mitigation Fee
55.4202	Intergovernmental - State Fire Reimbursement
55.4212	Intergovernmental - State Office of Emergency Svs
55.4222	Intergovernmental - Post Training Reimbursement
55.4232	Intergovernmental - State Seizure Reimbursement
55.4242	Intergovernmental - Abandoned Vehicle Abatement
55.4252	Intergovernmental - Supp Law Enforcement (AB 3229)
55.4292	Intergovernmental - SB1 Loan Repayment
55.4501	Intergovernmental - Federal Reimbursements
55.4510	Intergovernmental - Federal CARES Act
55.4520	Intergovernmental - FEMA
55.4530	Intergovernmental - American Rescue Plan Act
55.4540	Intergovernmental - ERAP2 Emergency Rent Assistance
55.5013	Intergovernmental - Air District
55.5023	Intergovernmental - MRWPCA
55.5033	Intergovernmental - City Industrial Waste Facility
55.5043	Intergovernmental - Alisal Steinbeck Park Maint.
55.5053	Intergovernmental - Developers Contributions
55.5062	Intergovernmental - Ag-Industrial Specific Plan
55.5063	Intergovernmental - Construction Assistance Others
55.5073	Intergovernmental - Monterey County
55.5074	Intergovernmental - Other Agencies
55.5080	Intergovernmental - Developers-Annexation Fees
55.5083	Intergovernmental - Developers-FGA West
55.5093	Intergovernmental - Developers-FGA Central
55.5103	Intergovernmental - Developers-FGA East
55.5104	Intergovernmental - Developers-Cloverfield
55.5202	Intergovernmental - State Gas Tax - 2106
55.5212	Intergovernmental - State Gas Tax - 2107
55.5222	Intergovernmental - State Gas Tax - 2107.5
55.5232	Intergovernmental - Other State Grant & Reimb
55.5242	Intergovernmental - Rebates/Refunds & Reimb
55.5252	Intergovernmental - State Gas Tax - 2105 (P-111)
55.5262	Intergovernmental - State Gas Tax - 2103 (TCR)
55.5272	Intergovernmental - Regional Surface Transp Program
55.5274	Intergovernmental - State Air Resources Board
55.5282	Intergovernmental - State Highway Maintenance
55.5292	Intergovernmental - SB1 Road Maintenance & Rehab
55.5501	Intergovernmental - Federal Aid - Airport

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
55.5511	Intergovernmental - Other Federal Grant
55.5521	Intergovernmental - Federal TEA
55.6202	Intergovernmental - CLSB Direct Loan Fund
55.6212	Intergovernmental - Public Library Fund
55.6222	Intergovernmental - State CLSA Literacy Grant
55.7013	Intergovernmental - Packard Foundation
55.7202	Intergovernmental - State Aid - Airport
55.7212	Intergovernmental - State Traffic Grant (Federal)
55.7222	Intergovernmental - BSCC Grant
55.7232	Intergovernmental - Cal EMA
55.7501	Intergovernmental - Block Grant
55.7511	Intergovernmental - SAFER-FEMA Grant Reimb
55.7521	Intergovernmental - HOME Inv Partnership (HUD)
55.7531	Intergovernmental - Emergency Solutions Grant
55.7532	Intergovernmental - Emergency Solutions & Housing
55.7541	Intergovernmental - Federal BJA
55.7542	Intergovernmental - SB2
55.7545	Intergovernmental - Federal Homeland Security
55.7551	Intergovernmental - Economic Development Grant
55.7561	Intergovernmental - COPS Grant Reimbursement
55.8013	Intergovernmental - County Housing In-Lieu
55.8014	Intergovernmental - Local Agency Reimbursement
55.8023	Intergovernmental - Library Contributions
55.8033	Intergovernmental - Mo Co Superintendent of School
55.8202	Intergovernmental - Motor Vehicle In-Lieu
55.8212	Intergovernmental - State Mandated Costs
55.8222	Intergovernmental - CA Endowment
55.8223	Intergovernmental - Disaster Reimbursements
56	Charges for Services
56.1010	Charges for Services - Minute/Agenda Sales Fee
56.1020	Charges for Services - Candidate Filing Fees
56.1140	Charges for Services - Legal Services
56.1141	Charges for Services - Cannabis Work Permit Fee
56.2010	Charges for Services - Bus License Applic Review Fees
56.2020	Charges for Services - Returned Check Charges
56.2030	Charges for Services - Credit Card Convenience Fee
56.3010	Charges for Services - Tentative Map Review Fees
56.3020	Charges for Services - Minor Subdivision Review Fees
56.3030	Charges for Services - Development Agreement
56.3040	Charges for Services - General Plan Amendment Fees
56.3050	Charges for Services - General Plan/Zoning Fees
56.3060	Charges for Services - Rezoning/Prezoning Fees
56.3070	Charges for Services - Planning Decision Appeal
56.3080	Charges for Services - Conditional Use Permit Fee
56.3090	Charges for Services - Prelim Project Review Fee
56.3100	Charges for Services - Planned Unit Development Fee
56.3110	Charges for Services - Freeway Sign Plan Amend Fees

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
56.3120	Charges for Services - Architectural Review Charges
56.3130	Charges for Services - Environment Assessment Fee
56.3140	Charges for Services - Environment Impact Report Fee
56.3150	Charges for Services - Annexation Review Fee
56.3160	Charges for Services - Temporary Use of Land Review
56.3170	Charges for Services - Sign Review & Permits
56.3180	Charges for Services - Technical Assistance Fees
56.3190	Charges for Services - Variance Fees
56.3200	Charges for Services - Advance Planning Fees
56.3210	Charges for Services - Site Plan Review
56.3220	Charges for Services - Planning Inspection Fee
56.3230	Charges for Services - EIR Review Fee
56.3240	Charges for Services - Building Permit Review
56.3250	Charges for Services - Time Extension of Permits
56.3260	Charges for Services - Precise & Specific Plan Review
56.3270	Charges for Services - Home Occupation Permits
56.3280	Charges for Services - Fire Plan Check Fee-Permit Ctr
56.3290	Charges for Services - Other Planning Fees
56.3400	Charges for Services - Building Plan Check Fees
56.3410	Charges for Services - Special Building Inspection
56.3420	Charges for Services - Reinspection Service
56.3430	Charges for Services - Residential Report
56.3440	Charges for Services - Microfilm Fee
56.3450	Charges for Services - Special Code Inspection
56.3460	Charges for Services - Other Building Fees
56.4010	Charges for Services - Bingo License Application Fee
56.4020	Charges for Services - Special Police Service Fees
56.4030	Charges for Services - Police Report Fees
56.4040	Charges for Services - Police False Alarm Fees
56.4050	Charges for Services - Vehicle Fix-it-ticket Sign Off
56.4060	Charges for Services - Fingerprint Fees
56.4070	Charges for Services - Card Room Fees
56.4080	Charges for Services - Police Photo Charges
56.4090	Charges for Services - Animal Shelter Fees
56.4100	Charges for Services - Noise Regulation Fees
56.4110	Charges for Services - Special Event - Police
56.4120	Charges for Services - Police Record Review Charges
56.4130	Charges for Services - Vehicle ID Number Check
56.4140	Charges for Services - Abandon Vehicle Abatement Fee
56.4150	Charges for Services - Firearm Dealers
56.4160	Charges for Services - Booking Fees Charges
56.4161	Charges for Services - Tobacco Retailer Lic Fee Mo. Co.
56.4170	Charges for Services - Vehicle Release Fees (Towing)
56.4180	Charges for Services - Vehicle Impound Fee (Towing)
56.4190	Charges for Services - Animal Shelter Citation Fees
56.4410	Charges for Services - Rural Fire Service
56.4420	Charges for Services - Emergency Medical Service

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
56.4430	Charges for Services - Fire Code Mandated Insp Fee
56.4440	Charges for Services - State Mandated Inspection Fees
56.4450	Charges for Services - Fire Plan Check Fee-Fire Dept
56.4460	Charges for Services - Special Fire Permits
56.4470	Charges for Services - Structural Fire Report Fees
56.4480	Charges for Services - Fireworks Fees
56.4490	Charges for Services - Fireworks Surcharge
56.4500	Charges for Services - Fire Hazard Inspection Fees
56.4505	Charges for Services - Fire Hazard Response Fee
56.4510	Charges for Services - Fire False Alarm Fees
56.4515	Charges for Services - Fire Emergency Stand By Time
56.4520	Charges for Services - Special Event - Fire
56.4530	Charges for Services - Admin Fire Citations
56.4540	Charges for Services - Fire Dept Service Charge
56.4550	Charges for Services - Outside Fire Plan Review
56.4560	Charges for Services - Fire Apparatus Fee
56.4570	Charges for Services - Other Fire Fees & Training
56.4580	Charges for Services - ALS Cost Recovery Fee
56.4590	Charges for Services - VAC Cost Recovery Fee
56.5010	Charges for Services - Subdivision Map Check Fees
56.5020	Charges for Services - Subdivision Imp Plan Check Fee
56.5030	Charges for Services - Subdivision Imp Inspection Fee
56.5040	Charges for Services - Industrial Waste Fees
56.5050	Charges for Services - Sanitary Sewer Surcharge Fees
56.5060	Charges for Services - Special Traffic Marking Reques
56.5065	Charges for Services - USA Service Fee
56.5070	Charges for Services - Routing/Escorting/Overload
56.5080	Charges for Services - Review and Inspection Fees
56.5090	Charges for Services - Street Tree Pruning
56.5100	Charges for Services - Special Public Works Fees
56.5110	Charges for Services - Street Tree Fee
56.5120	Charges for Services - Sanitary Sewer Impact Fee
56.5130	Charges for Services - Storm Sewer Impact Fee
56.5140	Charges for Services - Neighborhood Park Impact Fee
56.5141	Charges for Services - WASP Park Impact Fee
56.5142	Charges for Services - CASP Park Impact Fee
56.5150	Charges for Services - Street/Traffic Impact Fees
56.5160	Charges for Services - Facilities Impact Fees
56.5170	Charges for Services - Annexation Impact Fees
56.5180	Charges for Services - Library Impact Fee
56.5190	Charges for Services - Fire Protection Service Fee
56.5200	Charges for Services - AutoCAD
56.6010	Charges for Services - Concessions
56.6020	Charges for Services - Sherwood Tennis Use Fees
56.6030	Charges for Services - Reserved Picnic Area Use Fee
56.6040	Charges for Services - Ball Field Use Fee
56.6050	Charges for Services - Youth Sports League Fees

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
56.6060	Charges for Services - Reimbursable Fee Activities
56.6070	Charges for Services - Community Center Rental Fees
56.6071	Charges for Services - Community Center Service Fees
56.6080	Charges for Services - Other Rec Bldg Rental Fee
56.6081	Charges for Services - Box Office Charges
56.6090	Charges for Services - Neighborhood Center Rental Fee
56.6100	Charges for Services - Recreation Facility Use Fees
56.6300	Charges for Services - Other Library Fees
56.6310	Charges for Services - Library Copying Fees
56.6320	Charges for Services - Overdue Library Fines
56.6330	Charges for Services - Lost/Damaged Material Fees
56.6340	Charges for Services - Library - Donations
56.7010	Charges for Services - Vehicle Replacement Charge
56.7020	Charges for Services - Vehicle Lease Charge
56.8010	Charges for Services - Financial Assessment
56.8013	Charges for Services - Public Art Charge
56.8020	Charges for Services - Administrative Service Revenue
56.8030	Charges for Services - Sale of Printed Material
56.8035	Charges for Services - Cannabis Monitoring Fee
56.8037	Charges for Services - Monitoring Fees
56.8040	Charges for Services - Cost of Issuance/Monitoring Fees
56.8050	Charges for Services - Research Fees
56.8060	Charges for Services - Copying Fees
56.8070	Charges for Services - Holiday Parade of Lights
56.8080	Charges for Services - Airshow Charges
56.8090	Charges for Services - Parade Permit Fees
56.8100	Charges for Services - Map Sales
56.8110	Charges for Services - Rental Income
56.8120	Charges for Services - Special Events Fee
56.8130	Charges for Services - Other General Government Fees
57	Other Revenue
57.1010	Other Revenue - Workers Comp Premiums
57.1020	Other Revenue - Workers Comp Reimb
57.1030	Other Revenue - CalPERS Ind Disability Reimb
57.1040	Other Revenue - Liability Insurance
57.1050	Other Revenue - Unreimbursed Medical Contrib
57.1060	Other Revenue - Miscellaneous Insurances
57.1410	Other Revenue - Legal Code Enforcement Recovery
57.2010	Other Revenue - Deferred Compensation
57.2011	Other Revenue - Deferred Compensation - PY
57.2020	Other Revenue - Separations - Trust Deeds
57.2030	Other Revenue - Trust Deed Fee
57.2040	Other Revenue - Bond Calls
57.2041	Other Revenue - Bond Reserves
57.3010	Other Revenue - Other Loans
57.3020	Other Revenue - Housing Revolving Loans
57.3030	Other Revenue - Micro Loan Program

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
57.4010	Other Revenue - Donated Assets
57.5010	Other Revenue - Woodside Park Maint Assessment
57.5020	Other Revenue - Downtown Mall Maint Assessment
57.5030	Other Revenue - Airport Bus Park Maint Assess
57.5040	Other Revenue - N/E Landscape Maint Assessment
57.5050	Other Revenue - Harden Ranch Maint Assessment
57.5060	Other Revenue - Vista Nueva
57.5070	Other Revenue - Mira Monte
57.5080	Other Revenue - Monte Bella
57.5090	Other Revenue - Graffiti Removal Reimbursement
57.6010	Other Revenue - Literacy Other Contributions
57.8010	Other Revenue - Unclaimed Property Sales
57.8015	Other Revenue - PD Unclaimed Property
57.8020	Other Revenue - Surplus Property
57.8030	Other Revenue - Land & Building Sale
57.8031	Other Revenue - Land Sale
57.8040	Other Revenue - Loss/Damage Reimb
57.8050	Other Revenue - Miscellaneous Receipts
57.8060	Other Revenue - Business Impvt Dist Assess
57.8070	Other Revenue - Grants & Contributions
57.8080	Other Revenue - Miscellaneous Deposits
57.8090	Other Revenue - Spayed/Neutered Fees
57.8100	Other Revenue - Insurance Reimb
57.8110	Other Revenue - Weed Abatement Fees
57.8120	Other Revenue - Seismic Safety Fees
57.8130	Other Revenue - Fingerprint Fees-State
57.8140	Other Revenue - Subpoena-Civil
57.8150	Other Revenue - Community Center Deposits
57.8160	Other Revenue - Day Care Reimbursements
57.8170	Other Revenue - MAS - Business License Fee
57.8180	Other Revenue - Friends of the Library
57.8190	Other Revenue - Love's Stores Deposits
57.8200	Other Revenue - JPA - Grants & Contributions
57.8210	Other Revenue - County Probation Grant
57.8220	Other Revenue - SUHSD Grant
57.8230	Other Revenue - Sales Tax
57.8240	Other Revenue - SPD Asset Forfeitures
57.8250	Other Revenue - Payroll Tax
57.8260	Other Revenue - Mobilehome Registration Fees
57.8270	Other Revenue - Police Evidence Room Safe
57.8280	Other Revenue - Sherwood Hall Deposits
57.8285	Other Revenue - Contributions & Donations
57.8290	Other Revenue - Library Donations
57.8300	Other Revenue - Literacy Donations
57.8310	Other Revenue - Library Misc Oper
57.8320	Other Revenue - California Endowment
57.8330	Other Revenue - Youth Alternative to Violence

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
57.8340	Other Revenue - Assistance to Firefighter AFG
57.8350	Other Revenue - SRA Contribution
57.8360	Other Revenue - Monterey One Water (MRWPCA) Fees
57.8370	Other Revenue - Prepaid Buidling Fees
57.8380	Other Revenue - Monterey County Friday Night
57.8390	Other Revenue - CLSA Families for Literacy
57.8400	Other Revenue - Mo Co Behavioral Health - Prev
57.8410	Other Revenue - City Contribution
57.8415	Other Revenue - Other Agency Contribution
57.8420	Other Revenue - Airport Contribution
57.8430	Other Revenue - Harden Foundation Grant
57.8440	Other Revenue - Icma/MM/Taxes W/H
57.8450	Other Revenue - NGEN Receipts
57.8460	Other Revenue - Inclusionary Housing
57.8470	Other Revenue - Building Standards Admin Fees
57.8480	Other Revenue - Cal Ema PSN
57.8490	Other Revenue - Animal Shelter Donations
57.8500	Other Revenue - Spay/Neuter Voucher Prog
57.8510	Other Revenue - KDF Tenant Services
57.8520	Other Revenue - Fire Training
57.8530	Other Revenue - Body Worn Cameras (MPF)
57.8540	Other Revenue - Public Agency Dues
57.8550	Other Revenue - EZ Voucher Fees
57.8560	Other Revenue - Airport Cardlock Deposits
57.8570	Other Revenue - Deposits-Permit Center
57.8575	Other Revenue - Deposits-Public Works
57.8580	Other Revenue - Deposits-Planning
57.8590	Other Revenue - Dependent Care Contributions
57.8600	Other Revenue - Health Ins
57.8605	Other Revenue - PERS Retirement Cost Share
57.8610	Other Revenue - Dental Ins
57.8620	Other Revenue - Vision Ins
57.8630	Other Revenue - TID - Welcome Center
57.8640	Other Revenue - Regional Dev Impact Fee
57.8650	Other Revenue - Mo.Co.Tourism Hotel Impvt Dist
57.8660	Other Revenue - County Drug Grant
58	Other Financing Sources
58.8010	Other Financing Sources - Loans/Lease Proceeds
58.8011	Other Financing Sources - Loan Proceeds
58.8013	Other Financing Sources - Bond Proceeds
58.8020	Other Financing Sources - Bond Premium
90	Transfers In
90.1000	Transfers In - General Fund
90.1100	Transfers In - Measure E
90.1200	Transfers In - Measure G
90.1300	Transfers In - Measure X
90.2032	Transfers In - Dev Fees - Park & Playgrounds

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
90.2104	Transfers In - Airport Bus Park Maint Dist
90.2105	Transfers In - N.E. Landscape MD
90.2106	Transfers In - Harden ranch M.D.
90.2107	Transfers In - Vista Nueva M.D.
90.2108	Transfers In - Miramonte Landscape M.D.
90.2109	Transfers In - Monte Bella Maint District
90.2202	Transfers In - Supp Law Enforcement
90.2301	Transfers In - Dev Fees - Storm & Sewer
90.2302	Transfers In - Dev Fees - Park & Playgrounds
90.2303	Transfers In - Dev Fees - Library
90.2305	Transfers In - Dev Fee - Annexations
90.2306	Transfers In - Dev Fees - Arterial
90.2307	Transfers In - Development Fees - Fire
90.2401	Transfers In - Gas Tax - 2107
90.2402	Transfers In - Gas Tax - 2106
90.2403	Transfers In - Gas Tax - 2105
90.2404	Transfers In - Gas Tax - Motor Vehicle Fuel Tax
90.2501	Transfers In - Emergency Medical Services
90.2502	Transfers In - Asset Seizure
90.2503	Transfers In - Traffic Safety
90.2505	Transfers In - Rec Park Fund
90.2506	Transfers In - PEG
90.2508	Transfers In - Contributions & Donations
90.2510	Transfers In - Measure X - TAMC
90.2511	Transfers In - SB1 Road Maintenance & Rehab
90.2602	Transfers In - HAS - Affordable Housing
90.2910	Transfers In - CDBG
90.2911	Transfers In - CDBG - Covid 19
90.2940	Transfers In - Emergency Solutions Grant HUD
90.2941	Transfers In - Emergency Solutions Grant-COC
90.2942	Transfers In - CA Emergency Solutions & Housing
90.2943	Transfers In - ESG-CV HUD
90.3106	Transfers In - Homeland Security
90.3111	Transfers In - SAFER
90.3113	Transfers In - Relocation and Contingencies
90.3115	Transfers In - Asst to Firefighters Grant
90.3116	Transfers In - COPS NGEN Grant
90.3182	Transfers In - DOJ Office of Justice Program
90.3256	Transfers In - First Five Monterey Co
90.3910	Transfers In - CARES Act
90.4101	Transfers In - 1997 COPs
90.4103	Transfers In - Steinbeck COP
90.4104	Transfers In - 2014 COP Consolidated
90.4108	Transfers In - Energy Improvement
90.4109	Transfers In - 2015 Refunding COP 2005 A & B
90.4203	Transfers In - Assessment District Reserve
90.5102	Transfers In - Federal Aid - Airport

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
90.5201	Transfers In - Spec Const Assist - Fed, State
90.5202	Transfers In - from Special Const Assist-Bond
90.5203	Transfers In - Spec Const Assist - Other
90.5300	Transfers In - Assessment District - Projects
90.5301	Transfers In - 2019 Spec Tax Bond Monte Bella
90.5302	Transfers In - 2019 Spec Tax Bond Monte Bella 2
90.5303	Transfers In - 2019 Spec Tax Monte Bella 3
90.5800	Transfers In - to Capital Projects
90.6100	Transfers In - Airport Fund
90.6200	Transfers In - Industrial Waste
90.6301	Transfers In - Fairways Golf Course
90.6302	Transfers In - Twin Creek Golf Course
90.6400	Transfers In - Sewer Fund
90.6500	Transfers In - Storm Sewer (NPDES)
90.6600	Transfers In - Crazy Horse Landfill
90.6801	Transfers In - Downtown Parking
90.6803	Transfers In - Parking Enforcement
90.6900	Transfers In - Permit Services
90.8104	Transfers In - Economic Development
90.8106	Transfers In - Flexible Spending
90.8701	Transfers In - Deferred Comp - Trust Deeds
90.8702	Transfers In - Deferred Comp - Separations
90.8801	Transfers In - Trust Deposits
90.8802	Transfers In - Community Center Deposits
90.8803	Transfers In - Sherwood Hall Deposits
90.8806	Transfers In - Sales Tax
90.8807	Transfers In - Payroll Deposits Fund
90.8808	Transfers In - KDF Los Padres
90.8914	Transfers In - RORF-Redev Obligation Retirement
90.8915	Transfers In - Successor Agency

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

Account Number	Description
61	Salaries & Benefits
61.1100	Salaries & Benefits - Regular Pay
61.1104	Salaries & Benefits - Regular Pay - Cost Recovery
61.1140	Salaries & Benefits - Regular Pay-Special Events
61.1200	Salaries & Benefits - Annual Leave
61.1210	Salaries & Benefits - Annual Leave Accrued
61.1220	Salaries & Benefits - Annual Leave Buy Back
61.1300	Salaries & Benefits - Sick
61.1310	Salaries & Benefits - Workers Compensation
61.1400	Salaries & Benefits - Holiday
61.1410	Salaries & Benefits - Holiday-Floating
61.1500	Salaries & Benefits - Paid Time Leave Used
61.1510	Salaries & Benefits - Paid Time Leave Earned
61.2000	Salaries & Benefits - Temporary Pay
61.2140	Salaries & Benefits - Temporary Pay - Special Events
61.3000	Salaries & Benefits - Overtime - Regular
61.3010	Salaries & Benefits - Overtime - Court
61.3020	Salaries & Benefits - Overtime -Call Back
61.3030	Salaries & Benefits - Overtime Payroll-Temp
61.3040	Salaries & Benefits - Overtime - Holiday
61.3050	Salaries & Benefits - Overtime - Mtg/Trng
61.3060	Salaries & Benefits - Overtime - Explorers
61.3070	Salaries & Benefits - Overtime-FLSA
61.3080	Salaries & Benefits - Overtime Payroll
61.3090	Salaries & Benefits - Overtime Payroll
61.3091	Salaries & Benefits - OT Motorcycle Safety - Sat
61.3092	Salaries & Benefits - OT Motorcycle Safety - Operating
61.3100	Salaries & Benefits - Overtime Payroll
61.3110	Salaries & Benefits - Overtime Payroll
61.3120	Salaries & Benefits - OT Spec Events - Other
61.3130	Salaries & Benefits - OT - Violence/Crime Response
61.3140	Salaries & Benefits - OT - Spec Events
61.3144	Salaries & Benefits - O/T - Cost Recovery
61.3150	Salaries & Benefits - Background Investigations
61.3160	Salaries & Benefits - Rangemaster
61.3190	Salaries & Benefits - Overtime Call Back CSI
61.3200	Salaries & Benefits - Overtime Call Back Lab
61.3220	Salaries & Benefits - Overtime-Hold Over
61.3230	Salaries & Benefits - Overtime - Traffic Enforcement
61.3240	Salaries & Benefits - Overtime - Distracted Driving
61.3250	Salaries & Benefits - Overtime - Other
61.3260	Salaries & Benefits - Overtime Tac/Med
61.3270	Salaries & Benefits - Overtime Tac/Med Training
61.3290	Salaries & Benefits - Fire Incident Ext Past 0800
61.3300	Salaries & Benefits - OES Training
61.3320	Salaries & Benefits - OT - Out of County
61.3330	Salaries & Benefits - OT - Minimum Staffing

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

<u>Account Number</u>	<u>Description</u>
61.3350	Salaries & Benefits - OT - Emergency Callback
61.3360	Salaries & Benefits - OT - HazMat
61.3370	Salaries & Benefits - OT - Fire
61.3440	Salaries & Benefits - Overtime - DO NOT USE Ciclovía
61.4000	Salaries & Benefits - Reimbursable Payroll Costs
61.4010	Salaries & Benefits - Health Club/Fitness Bonus
61.4020	Salaries & Benefits - Termination Payroll Costs
61.4030	Salaries & Benefits - Merit Bonus
61.4040	Salaries & Benefits - Termination-Vacation
61.4050	Salaries & Benefits - Termination-Other
61.4060	Salaries & Benefits - Other Payroll Costs
61.4061	Salaries & Benefits - Grant Match Payroll & Benefits
61.4062	Salaries & Benefits - Police Recruiting Incentive
61.4063	Salaries & Benefits - MOU Bonus
61.4064	Salaries & Benefits - Recruiting Incentive (Other)
61.7000	Salaries & Benefits - Flexible Leave
61.7010	Salaries & Benefits - Administrative Leave
61.7020	Salaries & Benefits - Cafeteria Plan
61.7030	Salaries & Benefits - Management Leave
61.7040	Salaries & Benefits - Deferred Comp - Directors
61.7050	Salaries & Benefits - Residential/Conf Stipends
61.7060	Salaries & Benefits - Other Compensation
61.7070	Salaries & Benefits - Health Savings Acct-RHS
61.8010	Salaries & Benefits - Uniform Allowance
61.8020	Salaries & Benefits - Auto Allowance
61.8210	Salaries & Benefits - OASDI
61.8220	Salaries & Benefits - PERS-Normal Cost
61.8221	Salaries & Benefits - PERS-UAL
61.8230	Salaries & Benefits - New York Life
61.8240	Salaries & Benefits - ICMA
61.8250	Salaries & Benefits - Medicare
61.8300	Salaries & Benefits - Health Insurance-City
61.8310	Salaries & Benefits - Health,Dental,Vis - Firefighters
61.8320	Salaries & Benefits - Health Ins - PS Retirees
61.8330	Salaries & Benefits - Health Ins-PERS
61.8340	Salaries & Benefits - Health Insurance - Cobra
61.8341	Salaries & Benefits - EAP Concern
61.8350	Salaries & Benefits - Dental Insurance
61.8360	Salaries & Benefits - Vision Insurance
61.8400	Salaries & Benefits - Health Insurance - Admin Fee
61.8410	Salaries & Benefits - Health Ins - Severance Benefit
61.8420	Salaries & Benefits - Post Employment Health Benefit
61.8430	Salaries & Benefits - PERS Retirees PEMHCA MinER Contr
61.8431	Salaries & Benefits - NonPERS Retirees PEMHCA Min Cont
61.8440	Salaries & Benefits - Health Ins- IAFF Concession
61.8500	Salaries & Benefits - Life Insurance
61.8510	Salaries & Benefits - Life Insurance-Firefighters

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

Account Number	Description
61.8600	Salaries & Benefits - Long-Term Disability
61.8610	Salaries & Benefits - Long Term Dis - Firefighters
61.8620	Salaries & Benefits - Long Term Dis - Police Officers
61.8630	Salaries & Benefits - Workers Compensation Premiums
61.8635	Salaries & Benefits - Refund PERS Member Contribution
61.8700	Salaries & Benefits - Overtime Meals
61.8710	Salaries & Benefits - Unemployment
61.8720	Salaries & Benefits - Employee Concessions
61.8800	Salaries & Benefits - Deferred Comp - Withdrawals
61.9960	Salaries & Benefits - Vacancy Factor
61.9970	Salaries & Benefits - Frozen - Vacant
61.9980	Salaries & Benefits - Furlough Pay
61.9990	Salaries & Benefits - CIP/Program Reg Salary Deduct
61.9991	Salaries & Benefits - Deduct Recruiting Incentive
61.9992	Salaries & Benefits - Regular Pay-CIP Budget Only
62	Supplies & Materials
62.1000	Supplies & Materials - Office Supplies
62.1010	Supplies & Materials - Toners
62.1200	Supplies & Materials - Printing Costs
62.1500	Supplies & Materials - Other Office Supplies
62.2000	Supplies & Materials - Building Maintenance Supplies
62.2010	Supplies & Materials - Vehicle Maintenance Supplies
62.2020	Supplies & Materials - Equipment Maintenance Supplies
62.2030	Supplies & Materials - Parks Materials
62.2100	Supplies & Materials - Janitorial-Supplies
62.2110	Supplies & Materials - Health & Safety Supplies
62.2120	Supplies & Materials - Medical Supplies
62.2200	Supplies & Materials - Lights-Supplies
62.2300	Supplies & Materials - Rolling Stock-Supplies
62.2310	Supplies & Materials - Rolling Stock-Supplies
62.2320	Supplies & Materials - Rolling Stock-Supplies
62.2400	Supplies & Materials - Fixed Equipment-Supplies
62.2500	Supplies & Materials - Other R & M Supplies
62.3100	Supplies & Materials - Fuel - Diesel
62.3200	Supplies & Materials - Fuel - Unleaded
62.3300	Supplies & Materials - Fuel - Unleaded Plus
62.3400	Supplies & Materials - Oils And Lubricants
62.4000	Supplies & Materials - Small Tools & Equipment
62.4100	Supplies & Materials - Power Equip
62.4200	Supplies & Materials - Hand Tools
62.4300	Supplies & Materials - Other Tools & Equip
62.5100	Supplies & Materials - Safety Clothing
62.5110	Supplies & Materials - Laundry Service
62.5120	Supplies & Materials - Other clothing & Equip
62.5130	Supplies & Materials - Other clothing & equip-SWAT
62.5200	Supplies & Materials - Safety Equipment
62.5210	Supplies & Materials - Fire Hose & Nozzle Replacement

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

<u>Account Number</u>	<u>Description</u>
62.6000	Supplies & Materials - Street Materials
62.6100	Supplies & Materials - Asphalt & Paving
62.6300	Supplies & Materials - Sand & Gravel
62.6400	Supplies & Materials - Traffic & Safety Supplies
62.6500	Supplies & Materials - Other Street Materials
62.6600	Supplies & Materials - Pesticides
62.6700	Supplies & Materials - Other Chemicals
62.7000	Supplies & Materials - Books and Publications
62.7100	Supplies & Materials - Books
62.7120	Supplies & Materials - Bilingual Books
62.7130	Supplies & Materials - Leased Books
62.7190	Supplies & Materials - Friends of the Library-Misc
62.7200	Supplies & Materials - Periodicals
62.7210	Supplies & Materials - Publications & Trade Journals
62.7220	Supplies & Materials - A - V Materials
62.8000	Supplies & Materials - Special Dept Supplies
62.8004	Supplies & Materials - Library Programming Supplies
62.8005	Supplies & Materials - Fireworks Surcharge
62.8010	Supplies & Materials - E-Resources
62.8350	Supplies & Materials - Crime Lab Spec Dept Supplies
62.8510	Supplies & Materials - IT Communications Hardware
62.8520	Supplies & Materials - Computer Supplies & Hardware
62.8530	Supplies & Materials - Computer Aided Design
62.8540	Supplies & Materials - Mobile Data
62.8550	Supplies & Materials - Mobile Data Software
62.8990	Supplies & Materials - Special Dept Supplies-Deduct
63	Outside Services
63.1000	Outside Services - Communications
63.1020	Outside Services - NGEN Operation & Maintenance
63.1030	Outside Services - 911 System
63.1040	Outside Services - ACJIS
63.1050	Outside Services - Internet/Cable
63.1060	Outside Services - False Alarm Outsource Charges
63.1070	Outside Services - Tel/Siemens ABN-AMRO
63.1080	Outside Services - 911/MDT Maintenance & Support
63.1081	Outside Services - MRWPCA Wash Water
63.1100	Outside Services - Telephone-Basic Rental
63.1110	Outside Services - City Wide Technology Maint
63.1120	Outside Services - IT Communications
63.1150	Outside Services - Leased Lines
63.1160	Outside Services - Cell Phones
63.1180	Outside Services - Pagars
63.1200	Outside Services - Telephone
63.1210	Outside Services - Mobile Data Connections
63.1300	Outside Services - Telegram-Telex-Teletype
63.1350	Outside Services - Communications
63.1400	Outside Services - Postage

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

<u>Account Number</u>	<u>Description</u>
63.2010	Outside Services - Water
63.2020	Outside Services - Gas
63.2030	Outside Services - Electricity
63.2060	Outside Services - Electricity -Street Lights
63.2070	Outside Services - Electricity - Traffic Signal
63.2100	Outside Services - Sewerage - MRWPCA
63.2110	Outside Services - Refuse
63.2200	Outside Services - Other Utilities
63.3010	Outside Services - Rents
63.3012	Outside Services - Facility Expense
63.3040	Outside Services - Capital Leases
63.3050	Outside Services - Leases
63.3100	Outside Services - Rent - Land
63.3200	Outside Services - Rent - Building
63.3220	Outside Services - Rent-Expo Site
63.3300	Outside Services - Rent - Equipment
63.3310	Outside Services - Rent - Copier
63.4010	Outside Services - Maint & Repairs Aquatic Center
63.4100	Outside Services - Maint & Repairs - Bldg & Grounds
63.4200	Outside Services - Maint & Repairs- Furn & Fixtures
63.4300	Outside Services - Maint & Repairs - Equipment
63.4400	Outside Services - Maint & Repairs - Auto & Truck
63.4500	Outside Services - Maintenance - Janitorial
63.4600	Outside Services - Maintenance - Radios
63.4700	Outside Services - Maint & Repairs - Traffic Signal
63.4900	Outside Services - Maintenance & Repairs- Others
63.4980	Outside Services - Maintenance - Software
63.5010	Outside Services - Professional Services
63.5030	Outside Services - Grant Writing/Service Fees
63.5040	Outside Services - Events
63.5050	Outside Services - PD/Q Prog-Business Attraction
63.5060	Outside Services - Custodian Fees on Investments
63.5100	Outside Services - Legal Services
63.5105	Outside Services - Legal Svcs Code Enforcement
63.5200	Outside Services - Audit Services
63.5210	Outside Services - Muni Services B/L & UUT Audits
63.5220	Outside Services - Cannabis Monitoring
63.5260	Outside Services - DCI
63.5270	Outside Services - Contract Out Senior Planner
63.5280	Outside Services - P-Bid Study and Formation
63.5300	Outside Services - Architectural Services
63.5380	Outside Services - Interpreting Services
63.5390	Outside Services - Labor Relations
63.5400	Outside Services - Engineering Services
63.5460	Outside Services - Inspection Services
63.5500	Outside Services - Appraisal Services
63.5540	Outside Services - Storm Water Monitoring Service

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

<u>Account Number</u>	<u>Description</u>
63.5600	Outside Services - Medical Exams
63.5650	Outside Services - Recruitment
63.5700	Outside Services - Plan Checks
63.5710	Outside Services - Contract Inspection
63.5720	Outside Services - Rehab Loan Initial Charges
63.5730	Outside Services - Real Estate/Title/Escrow Servs
63.5810	Outside Services - Community Center Programs
63.5820	Outside Services - Rec Centers & Playgrounds
63.5830	Outside Services - Sports & Aquatics Programs
63.5831	Outside Services - Aquatic Center Security
63.5840	Outside Services - Prevention Programs
63.5900	Outside Services - Other Professional Services
63.5901	Outside Services - GASB Actuarial
63.5905	Outside Services - Boots Road
63.5906	Outside Services - Granicus
63.5910	Outside Services - E-Resources Services
63.6010	Outside Services - Other Outside Services
63.6020	Outside Services - Sponsorships
63.6030	Outside Services - Weed Abatement Services
63.6060	Outside Services - Polygraph Services
63.6070	Outside Services - Consulting Services
63.6080	Outside Services - Bank Charges
63.6100	Outside Services - Outside Printing
63.6200	Outside Services - Fundraising Events
64	Other Charges
64.1000	Other Charges - Administrative Overhead
64.1005	Other Charges - Public Art Charge
64.1010	Other Charges - Advertising
64.1020	Other Charges - Marketing
64.1030	Other Charges - Due to Monterey County
64.1100	Other Charges - Legal Publications
64.1200	Other Charges - Advertising - Recruitment
64.1900	Other Charges - Advertising - Other
64.2000	Other Charges - Travel, Conferences, Meetings
64.2010	Other Charges - Travel
64.2100	Other Charges - Travel-Mayor
64.2110	Other Charges - Travel-Council District 1
64.2120	Other Charges - Travel-Council District 2
64.2130	Other Charges - Travel-Council District 3
64.2140	Other Charges - Travel-Council District 4
64.2150	Other Charges - Travel-Council District 5
64.2160	Other Charges - Travel-Council District 6
64.2500	Other Charges - Training
64.2550	Other Charges - Tuition Reimbursement
64.2560	Other Charges - Kauffman Training Assistance
64.4040	Other Charges - New York Life Pension ER Contrib
64.4050	Other Charges - Insurance

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

<u>Account Number</u>	<u>Description</u>
64.4200	Other Charges - Liability Claims/Legal Defense
64.4210	Other Charges - Liability Claims Admin
64.4220	Other Charges - Excess Liability Insurance
64.4400	Other Charges - Unemployment Claims
64.4490	Other Charges - Other Insurance
64.4530	Other Charges - Biennial Physicals
64.4540	Other Charges - COBRA Administration
64.4550	Other Charges - Employee Physicals
64.4560	Other Charges - DMV & Immunizations
64.4570	Other Charges - DOT Testing
64.4580	Other Charges - Employee Assistance Program
64.4600	Other Charges - Workers Comp Claims
64.4610	Other Charges - Workers Comp Admin
64.4620	Other Charges - Excess Workers Comp Insurance
64.4630	Other Charges - Relocation-Moving Expenses
64.4640	Other Charges - CalPERS Ind Disability Advance
64.4650	Other Charges - Health Insurance Excess
64.4700	Other Charges - Unreimbursed Medical Expenses
64.4710	Other Charges - Dependent Care Expenses
64.5120	Other Charges - Tax Administration
64.5300	Other Charges - Contribution to SUBA
64.5310	Other Charges - Contribution to Oldtown
64.5320	Other Charges - Contributions to Other Agencies
64.5325	Other Charges - Deferred City Fees
64.5330	Other Charges - TOT Tax Sharing
64.5360	Other Charges - Sales Tax Incentive Program
64.5370	Other Charges - Contribution to Acosta Plaza
64.5400	Other Charges - Refunds & Reimbursements
64.5405	Other Charges - Employee Cost Reimbursements
64.5410	Other Charges - Agency Reimbursement
64.5415	Other Charges - Miscellaneous Expenditures
64.5420	Other Charges - Asset Forfeiture Refunds
64.5500	Other Charges - Membership & Dues
64.5510	Other Charges - Waste Discharge Fee
64.5520	Other Charges - Permit Fees
64.5530	Other Charges - Licenses
64.5540	Other Charges - Taxes
64.5550	Other Charges - Sales Tax
64.5560	Other Charges - Field Trips/Other Activities
64.5800	Other Charges - Rounding
64.5810	Other Charges - Relocation & Contingency
64.5820	Other Charges - Contingencies
64.5830	Other Charges - Cost Recovery
64.6000	Other Charges - El Grito Festival
64.6010	Other Charges - Rodeo
64.6020	Other Charges - Carnival
64.6021	Other Charges - Fourth of July Fireworks

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

<u>Account Number</u>	<u>Description</u>
64.6030	Other Charges - Kiddie Kapers
64.6040	Other Charges - California Air Show
64.6050	Other Charges - Ciclovía
64.6060	Other Charges - Parade of Lights
64.7000	Other Charges - FORA
64.7001	Other Charges - Ground Water Sustainability JPA
64.7002	Other Charges - Monterey Bay Housing Trust
64.7010	Other Charges - National League of Cities
64.7020	Other Charges - Association Memberships
64.7030	Other Charges - League Of Calif Cities
64.7040	Other Charges - Chamber of Commerce
64.7045	Other Charges - Sister City Association
64.7050	Other Charges - Economic Development Corp.
64.7051	Other Charges - Other Econ Development Incentive
64.7060	Other Charges - Legislative Advocacy
64.7070	Other Charges - AMBAG
64.7080	Other Charges - LAFCO
64.7090	Other Charges - PERS Coalition
64.7100	Other Charges - Air District
64.7110	Other Charges - Cable TV Taping (MCOE)
64.7120	Other Charges - Convention & Visitors Bureau
64.7130	Other Charges - California Welcome Center
64.7140	Other Charges - Girls Inc of the Central Coast
64.7150	Other Charges - Mo. Co. Cities Association
64.7160	Other Charges - Special Comm Events-City Sponsor
64.7161	Other Charges - Food & Wine Festival
64.7162	Other Charges - Veterans Day Parade
64.7163	Other Charges - Founder's Day Event
64.7170	Other Charges - Neighborhoods
64.7180	Other Charges - Recognition
64.7190	Other Charges - Youth Commision
64.7200	Other Charges - Mayor's Recognitions
64.7210	Other Charges - Community Circles
64.7220	Other Charges - Sun Street Center
64.7230	Other Charges - Reimb Cost of Repair Damaged Str
64.9999	Other Charges - Special Events - City Contrib
65	Debt Service
65.1000	Debt Service - Bond-Principal
65.1030	Debt Service - Principal on Loans/Leases
65.2000	Debt Service - Bond-Interest
65.2030	Debt Service - Interest on Loans/Leases
65.3000	Debt Service - Paying Agent Fees
65.3010	Debt Service - Cost of Issuance
65.3030	Debt Service - Refunding Debt
65.3040	Debt Service - Refunding Debt - Future Interest
66	Capital Outlays
66.1000	Capital Outlays - Land

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

<u>Account Number</u>	<u>Description</u>
66.2000	Capital Outlays - Buildings
66.3000	Capital Outlays - Building Improvements
66.3010	Capital Outlays - Remodeling & Alteration
66.3500	Capital Outlays - Acquisition/Predevelopment
66.3600	Capital Outlays - Contribution - Bldg Construction
66.3601	Capital Outlays - Contribution - Fixed Assets
66.4000	Capital Outlays - Improvements
66.5000	Capital Outlays - Other Equipment
66.5010	Capital Outlays - Mach, Furniture & Equip
66.5100	Capital Outlays - Machinery
66.5200	Capital Outlays - Furniture
66.5300	Capital Outlays - Office Equipment
66.5400	Capital Outlays - Equipment
66.5410	Capital Outlays - Audio/Digital/Video Equipment
66.5420	Capital Outlays - Digital Equipment
66.5430	Capital Outlays - Telephone Equipment
66.5440	Capital Outlays - Radio Equipment
66.5445	Capital Outlays - Capital Outlay Equip Insurance
66.5500	Capital Outlays - Vehicles
66.5510	Capital Outlays - Lease Vehicle Charges
66.5540	Capital Outlays - Police Vehicles (Insurance)
66.5550	Capital Outlays - Police Equipment
66.5560	Capital Outlays - Body Worn Cameras
66.5570	Capital Outlays - SCBA's
66.5580	Capital Outlays - EMS PPE
66.5600	Capital Outlays - Radio Equipment-Other Agencies
66.5610	Capital Outlays - Radio Equipment-City
66.5720	Capital Outlays - Infrastructure-City
66.5730	Capital Outlays - Infrastructure-County
66.5800	Capital Outlays - Computer Software
66.5810	Capital Outlays - Computer Equipment
67	Stores Sales
67.0000	Stores Sales - Stores Sales
67.1000	Stores Sales - Stores Purchases
68	Deferred Comp
68.1010	Deferred Comp - Def Comp TD Costs/Losses On Inv
68.1020	Deferred Comp - Def Comp - Trust Deed Mgmt Fee
68.1030	Deferred Comp - Deferred Comp Refunds
68.1040	Deferred Comp - Def Comp Interagency Transfer
68.1050	Deferred Comp - T/D Separation
69	Financial Assistance
69.1010	Financial Assistance - Housing Rehab-Direct Loans
69.1020	Financial Assistance - Housing Rehab-Deferred Loans
69.1030	Financial Assistance - Housing Rehab-HAA Grants
69.1040	Financial Assistance - FTHB-Down Pymt Assist
69.1100	Financial Assistance - Housing Rehab-Lead Base
69.1110	Financial Assistance - Contrib/Reimb to Other Agencies

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

<u>Account Number</u>	<u>Description</u>
69.1120	Financial Assistance - Legal Services for Seniors
69.1130	Financial Assistance - City Grant Cost Share
69.1200	Financial Assistance - Alliance on Aging
69.1210	Financial Assistance - AmeriCorps Vista
69.1220	Financial Assistance - Boys and Girls Clubs
69.1221	Financial Assistance - Girls Inc of the Central Coast
69.1230	Financial Assistance - CA Partnership for Safe Comm
69.1240	Financial Assistance - CASP
69.1250	Financial Assistance - Central Coast Ctr. Independent
69.1260	Financial Assistance - Central Coast HIV/(John XXIII)
69.1262	Financial Assistance - Community Homeless Solutions
69.1263	Financial Assistance - Coalition of Homeless Service
69.1264	Financial Assistance - Step Up on Second Street
69.1265	Financial Assistance - Bay Area Community Services
69.1270	Financial Assistance - Comm Human Services Project
69.1280	Financial Assistance - CSUMB
69.1290	Financial Assistance - First Mayor`s House
69.1300	Financial Assistance - Food Bank
69.1310	Financial Assistance - Franciscan Workers
69.1320	Financial Assistance - Gateway Apartments
69.1330	Financial Assistance - Girl Scouts of Monterey Bay
69.1340	Financial Assistance - Green Vehicles
69.1350	Financial Assistance - Grid Alternatives
69.1351	Financial Assistance - Multi Family Housing
69.1360	Financial Assistance - Grow Salinas
69.1361	Financial Assistance - Eden Council Hope & Opportunity
69.1370	Financial Assistance - Housing Resource Center
69.1380	Financial Assistance - Housing Resource Ctr of MoCo
69.1390	Financial Assistance - Interim-Mental Health Wellness
69.1400	Financial Assistance - Lagunas Haciendas
69.1402	Financial Assistance - Lagunas Haciendas Phase 3
69.1410	Financial Assistance - Legal Services for Seniors
69.1420	Financial Assistance - Meals on Wheels
69.1421	Financial Assistance - Methodist Church
69.1430	Financial Assistance - Monterey Co-Sheriff`s Office
69.1440	Financial Assistance - Monterey County
69.1450	Financial Assistance - Monterey County Dist Atty
69.1460	Financial Assistance - Monterey County Probation Dept
69.1461	Financial Assistance - Monterey Co Office of Education
69.1470	Financial Assistance - NCCD
69.1480	Financial Assistance - Ombudsman (Alliance on Aging)
69.1490	Financial Assistance - Partners for Peace
69.1500	Financial Assistance - Peacock Acres Inc.
69.1510	Financial Assistance - Project Sentinel
69.1511	Financial Assistance - Rancho Cielo
69.1512	Financial Assistance - CA Youth Outreach
69.1520	Financial Assistance - Rebuilding Together

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

<u>Account Number</u>	<u>Description</u>
69.1530	Financial Assistance - Salinas Police Activity League
69.1531	Financial Assistance - Salvation Army
69.1532	Financial Assistance - Salinas Regional Board Authority
69.1533	Financial Assistance - San Benito County
69.1534	Financial Assistance - YWCA Monterey County
69.1535	Financial Assistance - Natividad Medical Foundation
69.1536	Financial Assistance - Downtown Street Team
69.1540	Financial Assistance - Second Chance Youth Program
69.1550	Financial Assistance - Shelter Outreach Plus (ESG)
69.1560	Financial Assistance - Steinbeck Cluster
69.1570	Financial Assistance - Suicide Prev. & Crisis Center
69.1580	Financial Assistance - Sunrise House JPA
69.1582	Financial Assistance - Sun Street Center
69.1590	Financial Assistance - United Farm Workers Foundation
69.1600	Financial Assistance - Vista De La Terraza
69.1610	Financial Assistance - Vista de la Terraza (Carr Ave)
69.1620	Financial Assistance - Wesley Oaks Subdivision
69.1630	Financial Assistance - YWCA of Monterey County
69.1640	Financial Assistance - Monterey College of Law
69.1650	Financial Assistance - Rental Assistance
69.1660	Financial Assistance - Utility Assistance
69.7140	Financial Assistance - Girls Inc of Central Coast
95	Transfers Out
95.1000	Transfers Out - General Fund
95.1100	Transfers Out - Measure E
95.2306	Transfers Out - Dev Fees - Arterial
95.2404	Transfers Out - Gas Tax - Motor Vehicle Fuel Tax
95.2501	Transfers Out - Emergency Medical Service Fund
95.2503	Transfers Out - Traffic Safety
95.2504	Transfers Out - Vehicle Abatement
95.2508	Transfers Out - Contributions & Donations
95.2509	Transfers Out - KDF Los Padres Dev Social Svcs
95.2602	Transfers Out - HSA - Affordable Housing
95.2910	Transfers Out - Community Development
95.2930	Transfers Out - Home Investment Partnership
95.2941	Transfers Out - Emergency Solutions Grant-COC
95.3109	Transfers Out - Police Reimbursable Costs
95.3256	Transfers Out - First Five Monterey County
95.3281	Transfers Out - CalGRIP 821-14 & 15
95.4101	Transfers Out - 1997 COPs
95.4102	Transfers Out - 1999 COPs
95.4103	Transfers Out - Steinbeck Ctr Debt Service
95.4104	Transfers Out - 2014 COP Consolidation
95.4106	Transfers Out - 2018 Lease - Public Safety Bldg
95.4107	Transfers Out - Measure X Bonds
95.4108	Transfers Out - Energy Efficient Debt Svc
95.4109	Transfers Out - 2015 Refunding COP 2005 A & B

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

<u>Account Number</u>	<u>Description</u>
95.4110	Transfers Out - 2018 Lease-El Gabilan Library
95.4111	Transfers Out - Lease Rev Ref 2020A - Energy
95.4112	Transfers Out - Lease Rev Ref 2020A - SVSWA
95.4202	Transfers Out - Assessment District Debt Svc
95.4204	Transfers Out - 2019 Spec Tax Bond Monte Bella
95.4205	Transfers Out - 2019 Spec Tax Monte Bella No. 2
95.4206	Transfers Out - 2019 Spec Tax Monte Bella No. 3
95.5201	Transfers Out - Special Const Assist - Fed,State
95.5202	Transfers Out - Special Const Assist - Bonds
95.5203	Transfers Out - Special Const Assist - Others
95.5800	Transfers Out - to Capital Projects
95.6100	Transfers Out - Municipal Airport
95.6200	Transfers Out - Industrial Waste
95.6302	Transfers Out - Twin Creek Golf Course
95.6500	Transfers Out - Storm Sewer (NPDES)
95.6801	Transfers Out - Downtown Parking District
95.6803	Transfers Out - Parking Enforcement
95.6900	Transfers Out - Permit Services
95.7101	Transfers Out - Int Serv - Administration
95.7102	Transfers Out - Int Serv - Insurances
95.7103	Transfers Out - Int Serv - Workers Comp
95.7104	Transfers Out - Int Serv - General Liability
95.7120	Transfers Out - Int Serv - Fleet Maint
95.8702	Transfers Out - Deferred Comp Separations
95.8704	Transfers Out - Deferred Comp - CCFCU
95.8801	Transfers Out - Trust Deposits
95.8802	Transfers Out - Community Center Deposits
95.8806	Transfers Out - Sales Tax
95.8914	Transfers Out - RORF-Redev Obligation Retirement
95.8915	Transfers Out - Successor Agency



(This page intentionally left blank)

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of July 1, 2022

Benefit Group

- 14 Executive Group
- 15 AMPS
- 16 Confidential Management
- 17 Confidential Management 2
- 18 Fire Supervisors
- 19 IAFF
- 20 Police Management
- 21 POA
- 22 POA-Recruit
- 23 Crew Sups
- 24 Crew Sups 2
- 25 SEIU
- 26 SMEA
- 27 Confidential Miscellaneous
- 29 Temporary

11.1000	City Mayor	369.2300	Bi-weekly Pay
11.1001	City Council	276.9200	Bi-weekly Pay
12.1005	City Manager	118.6298	Hourly
13.1010	City Attorney	110.5769	Hourly

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5
-------	----------	--------	--------	--------	--------	--------

Executive Group

14.1014	Assistant Chief of Police	85.2211	89.4848	93.9622	98.6536	103.5913
14.1013	Chief of Police	87.2492	91.6140	96.1923	101.0040	106.0552
14.1022	Community Development Direc	72.2152	75.8286	79.6140	83.5991	87.7769
14.1031	Deputy PW Dir/City Engr	63.5854	66.7670	70.1105	73.6161	77.2964
14.1025	Finance Director	70.8137	74.3537	78.0665	81.9720	86.0699
14.1016	Fire Chief	86.4950	90.8254	95.3683	100.1371	105.1449
14.1027	Human Resources Director	69.4390	72.9126	76.5588	80.3913	84.4093
14.1028	Lib/Community Svc Dir	69.4390	72.9126	76.5588	80.3913	84.4093
14.1019	Public Works Director	72.2152	75.8286	79.6140	83.5991	87.7769

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of July 1, 2022

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
AMPS								
15.1121	Airport Manager	48.5062	50.9288	53.4760	56.1476	58.9578	61.9134	
15.4032	Animal Services Administrator	53.7182	56.4056	59.2283	62.1861	65.2990	68.5673	
15.5021	Associate Engineer	44.4225	46.6444	48.9768	51.4272	53.9951	56.6946	
15.3021	Associate Planner	38.7399	40.6781	42.7130	44.8516	47.0944	49.4476	
15.1717	Asst Community Development Dir	61.2891	64.3571	67.5784	70.9591	74.5064	78.2269	
15.5001	Asst Public Works Director	55.0612	57.8158	60.7090	63.7408	66.9314	70.2815	
15.5002	Asst PW Director/City Engineer	61.2891	64.3571	67.5784	70.9591	74.5064	78.2269	
15.3107	Chief Building Official	55.0612	57.8158	60.7090	63.7408	66.9314	70.2815	
15.5003	City Engineer	61.2891	64.3571	67.5784	70.9591	74.5064	78.2269	
15.3104	Code Enforcement Manager	45.0733	47.3295	49.6967	52.1817	54.7842	57.5251	
15.3031	Community Dev Analyst	37.4457	39.3214	41.2871	43.3567	45.5232	47.8002	
15.6007	Community Education Mgr	37.8124	39.7090	41.6955	43.7789	45.9730	48.2711	
15.1146	Community Safety Admin	41.4948	43.5643	45.7515	48.0356	50.4374	52.9569	
15.6101	Community Services Manager	39.3214	41.2871	43.3567	45.5232	47.8002	50.1883	
15.2108	Computer Systems Administrator	51.1781	53.7390	56.4246	59.2418	62.2111	65.3189	
15.5026	Const Inspector Supv	39.1277	41.0863	43.1421	45.3016	47.5649	49.9391	
15.4028	Crime Analyst	40.0964	42.1040	44.2081	46.4231	48.7416	51.1781	
15.4017	Criminalist	49.0585	51.5146	54.0861	56.7937	59.6392	62.6163	
15.5441	Deputy Dir of Envir/Maint	53.7182	56.4056	59.2283	62.1861	65.2990	68.5673	
15.6001	Deputy Librarian	41.4948	43.5643	45.7515	48.0356	50.4374	52.9569	
15.5421	Environ Resource Planner	44.6371	46.8729	49.2124	51.6694	54.2581	56.9644	
15.5382	Facilities Maintenance Manager	45.0733	47.3295	49.6967	52.1817	54.7842	57.5251	
15.5336	Fleet Maintenance Manager	45.0733	47.3295	49.6967	52.1817	54.7842	57.5251	
15.5016	GIS Administrator	44.6371	46.8729	49.2124	51.6694	54.2581	56.9644	
15.3026	Housing Services Supv	38.7399	40.6781	42.7130	44.8516	47.0944	49.4476	
15.2101	Information Systems Mgr	52.4378	55.0612	57.8158	60.7090	63.7408	66.9314	
15.3017	Inspection Services Manager	51.6694	54.2581	56.9644	59.8162	62.8132	65.9486	
15.2111	Integration/Apl Admin	51.1781	53.7390	56.4246	59.2418	62.2111	65.3189	
15.6016	Literacy Program Mgr	36.7147	38.5515	40.4827	42.5018	44.6356	46.8640	
15.5384	Maintenance Manager	45.0733	47.3295	49.6967	52.1817	54.7842	57.5251	
15.4030	Management Analyst	40.4842	42.5054	44.6371	46.8729	49.2124	51.6694	
15.6017	Marketing & Development Coord	37.6325	39.5153	41.4948	43.5643	45.7515	48.0356	
15.2106	Network/Sys Administrator	51.1781	53.7390	56.4246	59.2418	62.2111	65.3189	
15.5423	NPDES Permit Manager	44.6371	46.8729	49.2124	51.6694	54.2581	56.9644	
15.5301	Park Grnds Frstry Ops Mgr	45.0733	47.3295	49.6967	52.1817	54.7842	57.5251	
15.3105	Permit Center Coordinator	36.7120	38.5530	40.4843	42.5055	44.6371	46.8729	
15.3101	Permit Ctr Mgr/Bldg Off	55.0612	57.8158	60.7090	63.7408	66.9314	70.2815	
15.3001	Planning Manager	51.6694	54.2581	56.9644	59.8162	62.8132	65.9486	
15.1171	Police Records Coord	36.7120	38.5530	40.4843	42.5055	44.6371	46.8729	
15.1111	Police Services Admin	55.0612	57.8158	60.7090	63.7408	66.9314	70.2815	
15.6021	Princ Library Technician	29.4689	30.9410	32.4875	34.1146	35.8165	37.6127	
15.3006	Principal Planner	48.0121	50.4092	52.9347	55.5750	58.3572	61.2811	
15.1136	Pub Works Admin Mgr	45.0733	47.3295	49.6967	52.1817	54.7842	57.5251	
15.1151	Pub Works Admin Supv	40.4843	42.5055	44.6371	46.8729	49.2124	51.6694	
15.1127	Public Information Officer	48.0121	50.4092	52.9347	55.5750	58.3572	61.2811	
15.6100	Rec/Com Svcs Superintendent	49.6822	52.1712	54.7734	57.5155	60.3973	63.4122	
15.6105	Recreation-Parks Superintendent	49.4476	51.9186	54.5141	57.2412	60.1068	63.1108	
15.2011	Revenue Officer	36.1859	37.9993	39.9028	41.8960	43.9935	46.1945	
15.2016	Senior Accountant	36.1859	37.9993	39.9028	41.8960	43.9935	46.1945	
15.2021	Senior Buyer	36.1859	37.9993	39.9028	41.8960	43.9935	46.1945	
15.5011	Senior Civil Engineer	51.4272	53.9951	56.6946	59.5322	62.5085	65.6372	
15.6011	Senior Librarian	37.6325	39.5153	41.4948	43.5643	45.7515	48.0356	
15.3103	Senior Plan Check Engineer	51.4272	53.9951	56.6946	59.5322	62.5085	65.6372	

SALARY SCHEDULE

City of Salinas
 Classification - Salary Schedule
 As of July 1, 2022

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
15.3011	Senior Planner	44.6371	46.8729	49.2124	51.6694	54.2581	56.9644	
15.3111	Sr Code Enforcement Officer	39.1277	41.0863	43.1421	45.3016	47.5649	49.9391	
15.3106	Sr Combo Bldg Insp	39.1277	41.0863	43.1421	45.3016	47.5649	49.9391	
15.3013	Sr Community Development Analyst	40.4843	42.5055	44.6371	46.8729	49.2124	51.6694	
15.2116	Sr Programmer/Analyst	44.4129	46.6344	48.9642	51.4154	53.9815	56.6825	
15.3077	Stormwater Compliance Inspector	36.1859	37.9993	39.9028	41.8960	43.9935	46.1945	
15.5451	Street Maintenance Mgr	45.0733	47.3295	49.6967	52.1817	54.7842	57.5251	
15.5446	Supt of Maintenance Serv	49.4476	51.9186	54.5141	57.2412	60.1068	63.1108	
15.1156	Technical Serv Coord	40.0964	42.1040	44.2081	46.4231	48.7416	51.1781	
15.6006	Technical Services Mgr	37.8124	39.7090	41.6955	43.7789	45.9730	48.2711	
15.5008	Traffic Engineer	51.4272	53.9951	56.6946	59.5322	62.5085	65.6372	
15.5006	Transportation Manager	51.6694	54.2581	56.9644	59.8162	62.8132	65.9486	
15.5416	Wastewater Manager	45.0733	47.3295	49.6967	52.1817	54.7842	57.5251	
Confidential Management								
17.2006	Accounting Manager	43.4750	45.6578	47.9370	50.3341	52.8483	55.4938	
16.1101	Assistant City Attorney	63.6101	66.7943	70.1375	73.6464	77.3281	81.1895	
16.1037	Assistant City Manager	88.6286	93.0632	97.7187	102.6020	107.7344		
17.2001	Asst Finance Director	53.6177	56.3001	59.1167	62.0750	65.1750	68.4374	
16.1131	City Clerk	46.5489	48.8765	51.3218	53.8844	56.5784	59.4101	
16.1150	Community Relations Manager	40.9952	43.0429	45.1953	47.4526	49.8271	52.3126	
16.1146	Deputy City Attorney	41.1667	43.2276	45.3896	47.6592	50.0360	52.5394	
16.1141	Deputy City Attorney II	43.2503	45.4135	47.6844	50.0700	52.5702	55.1984	
16.7717	Economic Development Analyst	41.3951	43.4618	45.6414	47.9275	50.3197	52.8320	
17.2007	Finance Management Analyst	41.3951	43.4618	45.6414	47.9275	50.3197	52.8320	
16.1161	Human Resource Analyst II	39.0474	41.0021	43.0537	45.2088	47.4674	49.8367	
17.1106	Human Resources Officer	57.9805	60.8816	63.9279	67.1258	70.4830	74.0057	
16.1116	Sr Deputy City Attorney	51.3218	53.8844	56.5784	59.4101	62.3805	65.5027	
16.1137	Sr Economic Development Manager	54.8710	57.6094	60.4925	63.5145	66.6933	70.0289	
16.1160	Sr Human Resource Analyst	44.9425	47.1875	49.5495	52.0228	54.6316	57.3576	
FSA								
18.4521	Battalion Chief EMS/Trng-40 Hour	63.1409	66.2914	69.6061	73.0920	76.7484	80.5906	
18.4526	Battalion Chief EMS/Trng-56 Hour	45.1006	47.3511	49.7187	52.2085	54.8191	57.5645	
18.4506	Battalion Chief-40 Hours	63.1409	66.2914	69.6061	73.0920	76.7484	80.5906	
18.4511	Battalion Chief-56 Hours	45.1006	47.3511	49.7187	52.2085	54.8191	57.5645	
18.4516	BC/Fire Marshal	63.1409	66.2914	69.6061	73.0920	76.7484	80.5906	
18.4517	BC/Fire Marshal-56 Hours	45.1006	47.3511	49.7187	52.2085	54.8191	57.5645	
18.4501	Deputy Fire Chief	71.3167	74.8810	78.6303	82.5650	86.6923	91.0261	
18.4503	Deputy Fire Chief-56 Hour	50.9405	53.4865	56.1645	58.9750	61.9230	65.0186	
18.4531	Emergency Med Svcs Offcr	53.7390	56.4192	59.2417	62.2071	65.3223	68.5866	
IAFF								
19.4576	FF Hired Post 9/2013-40 Hours	37.7650	39.6555	41.6393	43.7238	45.9089	48.2091	
19.4556	FF Hired Pre 9/2013-40 Hours	39.6555	41.6393	43.7238	45.9089	48.2091	50.6169	
19.4586	FF/Prmdc Hire Post 9/2013-40Hour	37.7650	39.6555	41.6393	43.7238	45.9089	48.2091	
19.4591	FF/Prmdc Hire Post 9/2013-56Hour	26.9750	28.3254	29.7423	31.2313	32.7922	34.4350	
19.4566	FF/Prmdc Hire Pre 9/2013-40 Hour	39.6555	41.6393	43.7238	45.9089	48.2091	50.6169	
19.4571	FF/Prmdc Hired Pre 9/2013-56Hour	28.3254	29.7423	31.2313	32.7922	34.4350	36.1549	
19.4581	FF-Hired Post 9/2013-56 Hours	26.9750	28.3254	29.7423	31.2313	32.7922	34.4350	
19.4561	FF-Hired Pre 9/2013-56 Hours	28.3254	29.7423	31.2313	32.7922	34.4350	36.1549	
19.4536	Fire Captain-40 Hours	49.6394	52.1194	54.7283	57.4598	60.3350	63.3539	
19.4541	Fire Captain-56 Hours	35.4566	37.2280	39.0917	41.0427	43.0963	45.2528	
19.4546	Fire Engineer-40 Hours	43.7238	45.9089	48.2091	50.6169	53.1471	55.8066	
19.4551	Fire Engineer-56 Hours	31.2313	32.7922	34.4350	36.1549	37.9622	39.8618	
19.4601	Fire Fighter Recruit-56 Hours	25.8096	27.1033	28.4589	29.8862	31.3801	32.9513	
19.4596	Firefighter Recruit-40 Hours	36.1334	37.9448	39.8424	41.8407	43.9322	46.1316	

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of July 1, 2022

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
PMA								
20.4001	Deputy Chief of Police	78.0252	81.9256	86.0272	90.3301	94.8471	99.5904	
20.4006	Police Commander	72.4885	76.1149	79.9240	83.9159	88.1108	92.5219	
20.4011	Police Sergeant	61.3994	64.4643	67.6916	71.0744	74.6332	78.3678	
POA/POA Recruit								
21.4016	Criminalist	50.1623	52.6756	55.3030	58.0716	60.9811	64.0252	
21.4021	Police Officer	43.5436	45.7208	48.0055	50.4042	52.9242	55.5716	
21.4026	Police Officer-New Hire	41.4671	43.5436	45.7208	48.0055	50.4042	52.9242	55.5716
22.4036	Police Recruit	30.9375	31.5369	33.1156	34.7727	36.5146	38.3413	
CREW Sups								
23.5341	Equipment Mech Crew Sup	37.0772	38.9300	40.8826	42.9278	45.0728	47.3318	
24.5381	Facility Maint Mech Crew Sup	37.0772	38.9300	40.8826	42.9278	45.0728	47.3318	
23.5456	P.S. Maint Crew Supv	37.0772	38.9300	40.8826	42.9278	45.0728	47.3318	
24.5311	Park Maint Crew Supv	37.0772	38.9300	40.8826	42.9278	45.0728	47.3318	
24.5461	SL/Traffic Sig Crew Sup	37.0772	38.9300	40.8826	42.9278	45.0728	47.3318	
23.5306	Urban Forestry Crew Supv	37.0772	38.9300	40.8826	42.9278	45.0728	47.3318	
24.5711	Wastewater Crew Sup	37.0772	38.9300	40.8826	42.9278	45.0728	47.3318	
SEIU								
25.5317	Airport Maintenance Worker	22.2113	23.3256	24.4953	25.7205	27.0078	28.3507	
25.5376	Airport Operations Supv	36.0129	37.8124	39.7090	41.6955	43.7789	45.9730	
25.5411	Comm Facilities Svr Wkr	20.4462	21.4706	22.5365	23.6649	24.8553	26.0942	
25.5361	Equipment Inventory Tech	25.5960	26.8764	28.2123	29.6243	31.1125	32.6628	
25.5366	Equipment Mechanic I	24.1424	25.3466	26.6136	27.9424	29.3404	30.8080	
25.5356	Equipment Mechanic II	26.6136	27.9424	29.3404	30.8080	32.3445	33.9641	
25.5396	Facility Maint Mechanic	23.6649	24.8553	26.0942	27.3955	28.7661	30.2056	
25.5401	Facility Maint Worker	22.2113	23.3256	24.4953	25.7205	27.0078	28.3507	
25.5398	Graffiti Abatement Worker	21.8929	22.9865	24.1424	25.3466	26.6136	27.9424	
25.5466	Inmate Crew Coordinator	27.8039	29.1951	30.6557	32.1852	33.7911	35.4870	
25.5481	Motor Sweeper Operator	25.2222	26.4818	27.8039	29.1951	30.6557	32.1852	
25.5499	Neighborhood Svcs Worker	20.5431	21.5676	22.6474	23.7824	24.9729	26.2189	
25.5331	Park Maint Worker	22.2113	23.3256	24.4953	25.7205	27.0078	28.3507	
25.4081	Pub Safety Facilities Wkr	20.4462	21.4706	22.5365	23.6649	24.8553	26.0942	
25.5477	Pub Works Resource Coordinator	27.8039	29.1951	30.6557	32.1852	33.7911	35.4870	
25.5486	Public Serv Maint Wkr III	25.2222	26.4818	27.8039	29.1951	30.6557	32.1852	
25.5496	Public Svc Maint Wkr I	20.5431	21.5676	22.6474	23.7824	24.9729	26.2189	
25.5491	Public Svc Maint Wkr II	22.6474	23.7824	24.9729	26.2189	27.5273	28.9044	
25.5471	Public Svc Maint Wkr IV	27.8039	29.1951	30.6557	32.1852	33.7911	35.4870	
25.5351	Pump Maint Mechanic	26.6136	27.9424	29.3404	30.8080	32.3445	33.9641	
25.5391	Senior Airport Technician	26.6136	27.9424	29.3404	30.8080	32.3445	33.9641	
25.5476	SL/Traffic Signal Tech	25.2222	26.4818	27.8039	29.1951	30.6557	32.1852	
25.5406	Sr Comm Facilities Svc Wk	21.8929	22.9865	24.1424	25.3466	26.6136	27.9424	
25.5479	Sr Equipment Mechanic	30.6721	32.2036	33.8148	35.5062	37.2770	39.1436	
25.5386	Sr Facility Maint Mech	26.6136	27.9424	29.3404	30.8080	32.3445	33.9641	
25.5377	Sr Park Maintenance Worker	26.8764	28.2123	29.6243	31.1125	32.6628	34.2964	
25.5316	Sr Urban Forestry Worker	26.8764	28.2123	29.6243	31.1125	32.6628	34.2964	
25.4076	Sr Vehicle Maint Asst	22.1075	23.2149	24.3778	25.5960	26.8764	28.2123	
25.5326	Urban Forestry Worker I	22.9865	24.1424	25.3466	26.6136	27.9424	29.3404	
25.5321	Urban Forestry Worker II	24.3778	25.5960	26.8764	28.2123	29.6243	31.1125	
25.5436	Wastewater Operator	25.9696	27.2709	28.6275	30.0603	31.5623	33.1405	
SMEA								
26.7046	Administrative Aide	24.5984	25.8260	27.1183	28.4752	29.8968	31.3892	
26.7001	Administrative Analyst I	29.6059	31.0856	32.6426	34.2710	35.9897	37.7926	
26.7091	Administrative Clerk I	16.1728	16.9805	17.8269	18.7251	19.6554	20.6382	
26.7086	Administrative Clerk II	16.9805	17.8269	18.7251	19.6554	20.6382	21.6701	

SALARY SCHEDULE

City of Salinas
 Classification - Salary Schedule
 As of July 1, 2022

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
26.7041	Administrative Secretary	24.5984	25.8260	27.1183	28.4752	29.8968	31.3892	
26.4071	Animal Care Tech	21.2450	22.3109	23.4289	24.5984	25.8260	27.1183	
26.4056	Animal Control Officer	22.5372	23.6614	24.8441	26.0845	27.3896	28.7596	
26.4046	Animal Services Supv	26.0845	27.3896	28.7596	30.1939	31.7059	33.2888	
26.4086	Animal Servs Office Asst	18.9963	19.9462	20.9413	21.9881	23.0865	24.2429	
26.5031	Assistant Engineer	34.6134	36.3451	38.1606	40.0733	42.0764	44.1826	
26.3041	Assistant Planner	32.3261	33.9479	35.6473	37.4304	39.3045	41.2687	
26.3036	Asst Redev Project Mgr	34.6134	36.3451	38.1606	40.0733	42.0764	44.1826	
26.3126	Bldg Permit Spec	31.8609	33.4568	35.1303	36.8879	38.7358	40.6677	
26.3151	Code Enforcement Officer I	28.9016	30.3425	31.8609	33.4568	35.1303	36.8879	
26.3136	Code Enforcement Officer II	31.7059	33.2888	34.9559	36.7070	38.5419	40.4739	
26.3131	Comb Bldg Inspector II	31.7059	33.2888	34.9559	36.7070	38.5419	40.4739	
26.3141	Combo Bldg Insp I	28.9016	30.3425	31.8609	33.4568	35.1303	36.8879	
26.3051	Comm Improve Asst	25.3348	26.5948	27.9259	29.3216	30.7883	32.3261	
26.3017	Community Outreach Assistant	25.3348	26.5948	27.9259	29.3216	30.7883	32.3261	
26.7003	Community Safety Program Coord	29.6059	31.0856	32.6426	34.2710	35.9897	37.7926	
26.4066	Community Service Officer	22.5372	23.6614	24.8441	26.0845	27.3896	28.7596	
26.2126	Computer Operator	28.1973	29.6059	31.0856	32.6426	34.2710	35.9897	
26.5051	Construction Inspector	28.9016	30.3425	31.8609	33.4568	35.1303	36.8879	
26.5071	Engineering Aide I	22.4210	23.5452	24.7211	25.9553	27.2539	28.6174	
26.5066	Engineering Aide II	24.7211	25.9553	27.2539	28.6174	30.0452	31.5443	
26.5056	EngineeringTech	27.2539	28.6174	30.0452	31.5443	33.1275	34.7814	
26.5431	Env Compliance Insp I	28.9016	30.3425	31.8609	33.4568	35.1303	36.8879	
26.5426	Env Compliance Insp II	31.7059	33.2888	34.9559	36.7070	38.5419	40.4739	
26.4061	Evidence Technician	22.5372	23.6614	24.8441	26.0845	27.3896	28.7596	
26.4606	Fire Inspector	30.1939	31.7059	33.2888	34.9559	36.7070	38.5419	
26.4030	Forensic Specialist II	31.7059	33.2888	34.9559	36.7070	38.5419	40.4739	
26.5058	GIS Analyst I	29.6059	31.0856	32.6426	34.2710	35.9897	37.7926	
26.5057	GIS Analyst II	32.5673	34.1942	35.9019	37.6961	39.5884	41.5731	
26.5064	GIS Technician I	22.2520	23.3597	24.5423	25.7539	27.0404	28.3904	
26.5063	GIS Technician II	24.7211	25.9553	27.2539	28.6174	30.0452	31.5443	
26.3046	Housing Rehab Specialist	30.1939	31.7059	33.2888	34.9559	36.7070	38.5419	
26.2130	Information Technologies Tech I	25.3776	26.6453	27.9770	29.3782	30.8438	32.3907	
26.2128	Information Technologies Tech II	28.1973	29.6059	31.0856	32.6426	34.2710	35.9897	
26.2122	Information Technology Analyst	29.6059	31.0856	32.6426	34.2710	35.9897	37.7926	
26.5036	Junior Engineer	31.3892	32.9595	34.6134	36.3451	38.1606	40.0733	
26.5059	Labor Compliance Officer I	25.5740	26.8534	28.1973	29.6059	31.0856	32.6426	
26.6024	Lib Automation Svc Coord	29.0325	30.4868	32.0086	33.6222	35.2952	37.0595	
26.6031	Librarian I	24.2429	25.4577	26.7241	28.0616	29.4638	30.9370	
26.6026	Librarian II	26.0845	27.3896	28.7596	30.1939	31.7059	33.2888	
26.6066	Library Aide	16.6579	17.4908	18.3654	19.2836	20.2478	21.2602	
26.6056	Library Clerk	17.8269	18.7251	19.6554	20.6376	21.6714	22.7550	
26.6071	Library Page	15.7831	16.5722	17.4008	18.2708	19.1843	20.1435	
26.6051	Library Technician	19.2742	20.2370	21.2450	22.3109	23.4289	24.5984	
26.6046	Literacy Asst	19.2742	20.2370	21.2450	22.3109	23.4289	24.5984	
26.6061	Literacy Clerk	16.9805	17.8269	18.7251	19.6554	20.6376	21.6714	
26.6041	Literacy Specialist	21.2450	22.3109	23.4289	24.5984	25.8260	27.1183	
26.6106	Neighborhood Svcs Coord	29.6059	31.0856	32.6426	34.2710	35.9897	37.7926	
26.2124	Network/System Specialist	29.8899	31.3872	32.9528	34.6055	36.3389	38.1531	
26.7081	Office Assistant	18.9963	19.9462	20.9413	21.9881	23.0865	24.2429	
26.7061	Office Technician	22.5372	23.6614	24.8441	26.0845	27.3896	28.7596	
26.5346	Parking Operation Officer	28.9016	30.3425	31.8609	33.4568	35.1303	36.8879	
26.3156	Permit Center Clerk	20.0430	21.0381	22.0914	23.2027	24.3592	25.5740	
26.7067	Permit Services Technician	25.3348	26.5948	27.9259	29.3216	30.7883	32.3261	

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of July 1, 2022

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
26.3121	Plan Checker I	32.9595	34.6134	36.3451	38.1606	40.0733	42.0764	
26.3116	Plan Checker II	35.2983	37.0688	38.9232	40.8681	42.9163	45.0615	
26.3146	Plumbing Inspector I	28.9016	30.3425	31.8609	33.4568	35.1303	36.8879	
26.7076	Police Services Tech	19.4712	20.4449	21.4648	22.5378	23.6637	24.8490	
26.7085	Print Shop Technician	22.4210	23.5452	24.7211	25.9553	27.2539	28.6174	
26.3037	Project Coordinator	34.6134	36.3451	38.1606	40.0733	42.0764	44.1826	
26.7026	Public Works Assistant	25.3348	26.5948	27.9259	29.3216	30.7883	32.3261	
26.2051	Purchasing Technician	22.5372	23.6614	24.8441	26.0845	27.3896	28.7596	
26.5061	PW Compliance Officer I	25.5740	26.8534	28.1973	29.6059	31.0856	32.6426	
26.5046	PW Compliance Officer II	28.9016	30.3425	31.8609	33.4568	35.1303	36.8879	
26.6121	Recreation Asst	19.6541	20.6368	21.6686	22.7520	23.8896	25.0841	
26.6111	Recreation Coordinator	29.6059	31.0856	32.6426	34.2710	35.9897	37.7926	
26.2048	Revenue Technician	23.7422	24.9240	26.1666	27.4699	28.8397	30.2823	
26.7071	Secretary	18.9963	19.9462	20.9413	21.9881	23.0865	24.2429	
26.7056	Senior Police Svc Tech	22.5372	23.6614	24.8441	26.0845	27.3896	28.7596	
26.6114	Senior Recreation Assistant	21.9906	23.0901	24.2446	25.4568	26.7296	28.0661	
26.6116	Sports Program Asst	21.9906	23.0901	24.2446	25.4568	26.7296	28.0661	
26.2056	Sr Accounting Clerk	21.5616	22.6469	23.7777	24.9666	26.2138	27.5254	
26.2041	Sr Accounting Technician	25.9553	27.2539	28.6174	30.0452	31.5443	33.1275	
26.5041	Sr Construction Inspector	30.9370	32.4812	34.1094	35.8153	37.6117	39.4917	
26.4051	Sr Evidence Technician	24.5984	25.8260	27.1183	28.4752	29.8968	31.3892	
26.6036	Sr Librarian Technician	21.2450	22.3109	23.4289	24.5984	25.8260	27.1183	
26.2046	Sr Purchasing Technician	25.9553	27.2539	28.6174	30.0452	31.5443	33.1275	
26.2123	Sr. Info Technology Analyst	32.5731	34.1943	35.9020	37.6962	39.5885	41.5731	
26.7005	Street Outreach Specialist	18.9963	19.9462	20.9413	21.9881	23.0865	24.2429	
26.7036	Supvsg Police Serv Tech	25.2134	26.4717	27.7963	29.1871	30.6442	32.1739	
26.7031	Supvsg Wrk Proc Operator	24.5984	25.8260	27.1183	28.4752	29.8968	31.3892	
26.2121	Telecom Svc Tech	31.7059	33.2888	34.9559	36.7070	38.5419	40.4739	
26.4021	Victim Advocate	22.7569	23.8941	25.0894	26.3365	27.6546	29.0439	
26.7066	Word Processing Operator	18.9963	19.9462	20.9413	21.9881	23.0865	24.2429	
Confidential Miscellaneous								
27.7027	Assistant City Clerk	31.0407	32.5981	34.2203	35.9311	37.7303	39.6238	
27.7016	Community Safety Assist	27.6088	28.9903	30.4408	31.9606	33.5560	35.2347	
27.7061	Confidential Office Technician	24.0930	25.2948	26.5591	27.8851	29.2803	30.7449	
27.2036	Deferred Comp Technician	28.8452	30.2889	31.8016	33.3902	35.0617	36.8163	
27.7021	Deputy City Clerk	27.6088	28.9903	30.4408	31.9606	33.5560	35.2347	
27.7006	Executive Assistant	29.5635	31.0488	32.5959	34.2261	35.9391	37.7350	
27.7051	Human Resource Technician	24.8044	26.0407	27.3394	28.7071	30.1437	31.6495	
27.2026	Payroll Supervisor	35.0617	36.8163	38.6606	40.5947	42.6254	44.7598	
27.2031	Payroll Technician	28.8452	30.2889	31.8016	33.3902	35.0617	36.8163	
27.7017	Sr Human Resources Technician	28.8452	30.2889	31.8016	33.3902	35.0617	36.8163	
27.7077	Sr Risk Management Technician	28.8452	30.2889	31.8016	33.3902	35.0617	36.8163	
Temporary								
29.9003	Accountant	25.4250	26.6943	28.0269	29.4289	30.9058		
29.9006	Administrative Aide	21.1269	22.1828	23.2904	24.4558	25.6789		
29.9008	Administrative Analyst I	25.4177	26.6881	28.0248	29.4228	30.8984		
29.9011	Administrative Clerk I	16.0752	16.8789	17.7228	18.6089	19.5393		
29.9021	Administrative Secretary	21.1269	22.1828	23.2904	24.4558	25.6789		
29.9026	Animal Care Tech	18.9693	19.9211	20.9193	21.9635	23.0596		
29.9031	Animal Care Worker	15.3890	16.1584	16.9663	17.8146	18.7053		
29.9036	Animal Control Officer	19.3500	20.3193	21.3346	22.4019	23.5154		
29.9041	Animal Serv Aide	15.3890	16.1584	16.9663	17.8146	18.7053		
29.9042	Animal Services Mgr	32.1346	33.7443	35.4289	37.2058	39.0693		
29.9046	Associate Planner	31.0558	32.6135	34.2461	35.9596	37.7596		

SALARY SCHEDULE

City of Salinas
 Classification - Salary Schedule
 As of July 1, 2022

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
29.9001	Asst Finance Officer	42.4500	44.5731	46.8000	49.1424	51.6058		
29.9056	City Clerk	36.6693	38.5039	40.4308	42.4500	44.5731		
29.9061	Clerical Aide	15.3890	16.1584	16.9663	17.8146	18.7053		
29.9066	Code Enforcement Officer I	24.8135	26.0596	27.3578	28.7250	30.1615		
29.9063	Code Enforcement Officer II	28.3096	29.7231	31.2115	32.7750	34.4135		
29.9071	Comm Improve Asst	21.7500	22.8346	23.9769	25.1769	26.4346		
29.9078	Community Outreach Assistant	21.7500	22.8346	23.9769	25.1769	26.4346		
29.9081	Community Service Officer	19.3500	20.3193	21.3346	22.4019	23.5154		
29.9091	Community Services Asst	18.1558	19.0673	20.0193	21.0231	22.0731		
29.9096	Community Services Mgr	31.5173	33.0981	34.7539	36.4904	38.3193		
29.9106	Confidential Secretary	17.1231	17.9769	18.8769	19.8231	20.8154		
29.9111	Crime Analyst	32.1346	33.7443	35.4289	37.2058	39.0693		
29.9126	Deputy Fire Chief	60.6058	63.6404	66.8250	70.1654	73.6731		
29.9131	Deputy Fire Marshall	43.4943	45.6635	47.9481	50.3481	52.8693		
29.9141	Engineering Aide I	19.2519	20.2211	21.2308	22.2923	23.4058		
29.9146	Engineering Aide II	21.2308	22.2923	23.4058	24.5769	25.8058		
29.9151	Engineering Tech	23.4058	24.5769	25.8058	27.0923	28.4481		
29.9152	Environmental Resource Planner	35.7808	37.5693	39.4500	41.4231	43.4943		
29.4061	Evidence Technician	19.3500	20.3193	21.3346	22.4019	23.5154		
29.9155	Evidence Technician	19.3500	20.3193	21.3346	22.4019	23.5154		
29.9156	Executive Assistant	23.7461	24.9346	26.1808	27.4904	28.8635		
29.9161	Facility Maintenance Wkr	17.8096	18.6981	19.6328	20.6135	21.6461		
29.9166	Finance Director	61.5115	64.5865	67.8115	71.2039	74.7635		
29.9171	Fire Inspector	25.9328	27.2250	28.5865	30.0173	31.5173		
29.9176	Fire Plan Checker	27.7558	29.1461	30.6000	32.1346	33.7443		
29.9178	Fire Prevention Aide	21.1269	22.1828	23.2904	24.4558	25.6789		
29.9181	Firearms Examiner	29.8731	31.3673	32.9365	34.5865	36.3115		
29.9186	GIS Administrator	35.7808	37.5693	39.4500	41.4231	43.4943		
29.9191	GIS Technician	21.2308	22.2923	23.4058	24.5769	25.8058		
29.9196	Homework Center Assistant	15.1603	15.9183	16.7142	17.5499	18.4274		
29.9201	Human Resource Analyst II	31.3673	32.9365	34.5865	36.3115	38.1346		
29.9206	Human Resources Analyst I	29.8731	31.3673	32.9365	34.5865	36.3115		
29.9211	Human Resources Technician	19.9212	20.9193	21.9635	23.0596	24.2135		
29.9216	Industrial Waster Crew Suprv	23.7461	24.9346	26.1808	27.4904	28.8635		
29.9217	Information Technologies Tech I	21.7922	22.8825	24.0249	25.2243	26.4861		
29.9101	Information Technologies Tech II	24.2135	25.4250	26.6943	28.0269	29.4289		
29.9218	Interim Assist Chief of Police	75.8769	79.6731	83.6596	87.8365	92.2328		
29.9221	Junior Engineer	26.9596	28.3096	29.7231	31.2115	32.7750		
29.9231	Legal Secretary	22.1828	23.2904	24.4558	25.6789	26.9596		
29.9236	Librarian I	20.8154	21.8539	22.9443	24.0923	25.2981		
29.9241	Librarian II	22.4019	23.5154	24.6923	25.9328	27.2250		
29.9246	Library Clerk	16.8767	17.7205	18.6065	19.5368	20.5136		
29.9251	Library Page	15.5362	16.3130	17.1286	17.9850	18.8843		
29.9256	Library Technician	17.3828	18.2481	19.1596	20.1231	21.1293		
29.9261	Literacy Assistant	17.3828	18.2481	19.1596	20.1231	21.1293		
29.9266	Literacy Clerk	16.8767	17.7205	18.6065	19.5368	20.5136		
29.9271	Literacy Specialist	19.1605	20.1185	21.1244	22.1806	23.2896		
29.9276	Management Analyst	34.0132	35.7112	37.5022	39.3806	41.3462		
29.9281	Neighborhood Svcs Worker	16.4711	17.2961	18.1558	19.0673	20.0193		
29.9286	Network/Sys Administrator	41.0193	43.0673	45.2250	47.4808	49.8578		
29.9291	Office Assistant	16.3096	17.1231	17.9769	18.8769	19.8231		
29.9296	Office Technician	19.3500	20.3193	21.3346	22.4019	23.5154		
29.9301	Park Maintenance Aide	15.4627	16.1757	16.8945	17.7392	18.6262		
29.9306	PC Services Coordinator	30.3115	31.8289	33.4211	35.0943	36.8481		

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of July 1, 2022

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
29.9311	PD Personnel/Trng Spec	24.6923	25.9328	27.2250	28.5865	30.0173		
29.9313	Peer Outreach Worker	18.1558	19.0673	20.0193	21.0231	22.0731		
29.9316	Planning Manager	41.4231	43.4943	45.6635	47.9481	50.3481		
29.9326	Police Commander	58.8693	61.8115	64.9039	68.1519	71.5558		
29.9331	Police Officer	35.6019	37.3846	39.2539	41.2154	43.2750		
29.9333	Police Records Coord	30.6000	32.1346	33.7443	35.4289	37.2058		
29.9336	Police Reserve	26.8269	28.1654	29.5789	31.0558	32.6135		
29.9341	Police Sergeant	49.8578	52.3558	54.9693	57.7211	60.6058		
29.9346	Police Services Tech	16.3096	17.1231	17.9769	18.8769	19.8231		
29.9354	Public Serv Maint Aide	15.3115	16.0731	16.8808	17.7238	18.6100		
29.9356	Public Serv Maint Wkr I	16.4711	17.2961	18.1558	19.0673	20.0193		
29.9351	Public Serv Maint Wkr II	18.1558	19.0673	20.0193	21.0231	22.0731		
29.9366	Recreation Aide	15.5362	16.3130	17.1286	17.9850	18.8843		
29.9371	Recreation Assistant	18.6065	19.5368	20.5136	21.5392	22.6162		
29.9376	Recreation Coordinator	25.4250	26.6943	28.0269	29.4289	30.9058		
29.9381	Recreation Leader I	16.0000	16.8000	17.6400	18.5220	19.4481		
29.9391	Recreation Program Spec	17.7277	18.6140	19.5447	20.5219	21.5480		
29.9396	Redev Project Manager	37.3846	39.2539	41.2154	43.2750	45.4385		
29.9618	Ret Annuit Asst Finance Director	48.1433	50.5481	53.0784	55.7278	58.5225		
29.9660	Ret Annuit Pub Works Admin Supv	40.4843	42.5055	44.6371	46.8729	47.5482		
29.9643	Ret Annuitant Integr/Appl Admi	51.1781	53.7390	56.4246	59.2418	62.2111		
29.9620	Retired Annuit Comb Bldg Ins II	31.7059	33.2888	34.9559	36.7070	38.5419		
29.9625	Retired Annuit Comb Bldg Insp I	28.9016	30.3425	31.8609	33.4568	35.1303		
29.9610	Retired Annuitant Accounting Mgr	43.4750	45.6578	47.9370	50.3341	52.8483		
29.9615	Retired Annuitant Animal Srv Mgr	37.2493	39.1153	41.0681	43.1276	45.2878		
29.9630	Retired Annuitant Computer Oper	28.1973	29.6059	31.0856	32.6426	34.2710		
29.9635	Retired Annuitant Evidence Tech	22.5372	23.6614	24.8441	26.0845	27.3896		
29.9640	Retired Annuitant Fire Inspector	30.1939	31.7059	33.2888	34.9559	36.7070		
29.9650	Retired Annuitant Office Tech	22.5372	23.6614	24.8441	26.0845	27.3896		
29.9655	Retired Annuitant Police Officer	42.5854	44.7147	46.9491	49.2951	51.7596		
29.9401	Revenue Technician	20.4173	21.4385	22.5115	23.6308	24.8135		
29.9421	Scorekeeper I	15.2380	15.9999	16.7998	17.6397	18.5217		
29.9416	Scorekeeper II	16.1555	16.9632	17.8113	18.7018	19.6369		
29.9423	Senior Fire Inspector	29.8731	31.3673	32.9365	34.5865	36.3115		
29.9426	Senior Librarian	30.1615	31.6731	33.2596	34.9211	36.6693		
29.9431	Senior Planner	35.7808	37.5693	39.4500	41.4231	43.4943		
29.9436	Senior Police Services Tech	19.3500	20.3193	21.3346	22.4019	23.5154		
29.9516	Sports Official I	15.2380	15.9999	16.7998	17.6397	18.5217		
29.9461	Sports Official II	16.2285	17.0399	17.8918	18.7863	19.7256		
29.9526	Sports Program Asst	19.8220	20.8131	21.8537	22.9463	24.0936		
29.9531	Sr Accounting Clerk	19.2519	20.2211	21.2308	22.2923	23.4058		
29.9536	Sr Accounting Technician	22.2923	23.4058	24.5769	25.8058	27.0923		
29.9538	Sr Facilities Maint Mechanic	21.8628	22.9544	24.1028	25.3084	26.5706		
29.9541	Sr Library Technician	18.2481	19.1596	20.1231	21.1269	22.1828		
29.9543	Sr Programmer.Anakyst	37.9443	38.8423	41.8328	43.9269	46.1193		
29.9546	Sr Recreation Asst	19.8220	20.8131	21.8537	22.9463	24.0936		
29.9547	Stormwater Technician	21.2308	22.2923	23.4058	24.5769	25.8058		
29.9548	Street Outreach Specialist	16.9615	17.8096	18.6981	19.6328	20.6135		
29.9551	Student Intern	15.2380	15.9999	16.7998	17.6397	18.5217		
29.9561	Technical Serv Coord	32.1346	33.7443	35.4289	37.2058	39.0693		
29.9566	Vehicle Maint Assistant	15.4558	16.2289	17.0423	17.8961	18.7846		
29.9571	Vouchering Technician	20.0193	21.0231	22.0731	23.1750	24.3346		
29.9576	Wastewater Operator	20.8154	21.8539	22.9443	24.0923	25.2981		
29.9581	Webmaster/Sys Analyst	31.3673	32.9365	34.5865	36.3115	38.1346		

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of July 1, 2022

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
29.9583	Word Processing Operator	16.3096	17.1231	17.9769	18.8769	19.8231		
29.9596	Youth Program Assistant	15.0209	15.7719	16.5604	17.3884	18.2578		
29.9601	Youth Program Leader	16.0731	16.8767	17.7205	18.6065	19.5368		



(This page intentionally left blank)