

EXHIBIT A  
MID-YEAR - FY 2018-19

**Police Department (Safe, Livable Community)**

***Mid-Year Budget Adjustments***

**1. Operations - Tasers and Body Worn Cameras (\$25,000)**

**5800.40.9032-66.5550 - Capital Outlays Police Equipment (Body Worn Cameras)  
(PBB Program #210 – Patrol/Calls For Service – Quartile A)**

Additional funding needed to cover the cost for the first year of operation as per the resolution approved by council. The total funding for year one was approved at \$300,355 and \$298,447 was allocated. However, there were two outstanding invoices that were unpaid from the prior fiscal year which totaled approximately \$50,000. Those invoices were not paid due to the continuous discussion of creating a new contract with one billing as opposed to several contracts with different billing components. The FY 2017/18 was closed before the new contract was approved and those invoices were never paid from FY 2017/18. \$23,000 were located in a separate account (5800.40.9250-66.5550 - Capital Outlays Police Equipment) and will be used to offset the \$50,000 shortage. Funding is available in the Fund 2202 - Supplemental Law Enf - AB3229.

**2. CSO Vehicles (\$120,000)**

**5800.40.9579-66.5500 - Capital Outlays Vehicles  
(PBB Program #191 – Abandoned Vehicles – Quartile B)**

Additional funding needed to replace two CSO vehicles. The engines in both vehicles seized and there is no possibility of fixing them without replacing the engine. Both vehicles have or are over the 200,000 miles mark. Funding is available in the Fund 2202 - Supplemental Law Enf - AB3229.

**3. Ammunition and SWAT Uniforms (\$71,000)**

**2202.40.4220-62.5120 – Supplies & Materials Other Clothing & Equip  
(PBB Program #210 – Patrol/Calls For Service – Quartile A)**

Additional funding needed purchase additional SWAT uniforms (\$23,200) and ammunition (36,600). Funding is available in the Fund 2202 - Supplemental Law Enf - AB3229.

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**Police Department (Safe, Livable Community)**

**4. County 911 Dispatch (\$400,000)**

**1000.40.4130-63.1030 – Outside Services 911 System  
(PBB Program #210 – Patrol/Calls For Service – Quartile A)**

The budget for the County Communication 911 Dispatch contract will not be sufficient to cover the cost based on what the County charged for FY 17-18, which was not known until September 2018. An additional \$400,000 is needed.

**5. Weapons (\$35,000)**

**2202.40.4220-62.5120 – Supplies & Materials Other Clothing & Equip  
(PBB Program #210 – Patrol/Calls For Service – Quartile A)**

Before the beginning of fiscal year 2018-2019, a request for funds was submitted for the purchase of ammunition and weapons needed by the Police Department. The funds for those purchases were not allocated in the 2018-2019 budget. The same request was going to be presented at the mid-year budget review, and this office received direction to not request any additional funding at the mid-year budget.

With the additional officers hired recently, and the request by current officers to have a weapon issued to them (they are currently using their personal weapon), it has become mission essential to proceed with the purchase of the additional weapons we are currently lacking.

The amount of \$35,000 is requested to be allocated to purchase the weapons.

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**Fire Department (Safe, Livable Community)**

***Mid-Year Budget Adjustments***

**1. Relocation Expenses (\$5,400)**

**1000.45.4510-63.5900 - Outside Services Other Professional Services  
(PBB Program #69 – Human Resources, Quartile D)**

This adjustment was discussed and agreed upon with Matt Pressey in early October. City Payment of moving expenses for a new Fire Chief is not a regular line item in the fire department's budget and as such, reimbursement for these expenses was made from a general fund suppression account with the understanding that the account would be replenished at mid-year.

**2. Fireworks Surcharges (\$25,100)**

**1000.45.4530-62.8005 - Supplies & Materials Fireworks Surcharge  
(PBB Program #129 – Fireworks Program, Quartile A)**

Every year, revenues from the surcharges generated by the sale of "Safe-n-Sane" fireworks are deposited into account # *1000.45.4530-56.4490 - Charges for Services Fireworks Surcharge*, and are designated to pay for costs associated with illegal fireworks enforcement (education, outreach, overtime, outside services, equipment, etc.) as per Ordinance No. 2574 (NCS), § 2, 7-12-2016; Ord. No. 2598 (NCS), §§ 1, 2, 9-5-2017.

The FY 18/19 adopted budget only included \$25,000 in the expense lines where surcharges were collected in the amount of \$50,071.06. It is requested that the remaining unbudgeted surcharges in the amount of \$25,071.06 be allocated to expense lines for payment of outstanding fireworks related expenses.

**3. Protective Clothing (\$130,000)**

**1000.45.4510.66.5000 - Suppression Capital Outlay Other  
(PBB Program #78 – Structure Fires, Quartile A)**

These dollars would be used to purchase 60 sets of complete firefighter protective clothing. This includes the 10 new firefighters anticipated to start in January.

10 new FF's at 2 sets-20

10 FF's hired in 2018 need a second set-10

30 FF's whose first set of protective clothing has reached its expected life per NFPA

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**Fire Department (Safe, Livable Community)**

**4. Data Analysis Software (\$4,500)**

**1000.45.4505.66.5800 Fire Administration Capital Outlay Computer Software  
(PBB Program #71 – Data Analysis, Quartile C)**

These dollars would be used to accept a \$27,500 grant for Data Analysis Software and create a dashboard for data relating to the fire departments operations and comparative analysis with other similar organizations.

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**Community Development Department**

***Mid-Year Budget Adjustments***

**Community Development Department**

**1. Security Services Contract (\$25,000)**

**1000.30.3111-63.6010 Outside Services**

**(PBB Program #722 – Department Administration, Quartile B)**

**(PBB Program #765 – Public Counter Service, Quartile B)**

The move of the Finance Department to the Permit Center including cashier, business licensing, parking citations, and special permitting services has been positive, but has significantly increased the number of visits to the Permit Center. Prior full integration of Finance at the Permit Center, we had nearly 14,000 counter visits last year and will significantly surpass this number by year end. With the addition of so many more customers and increased cash transactions, there is a much greater security risk. In addition, the number of homeless in the building and parking garage has significantly increased and multiple times this year, we have experienced potentially dangerous situations, such as homeless visitors injecting drugs in the stalls of our public restrooms. Similar to the Steinbeck Library and Recreation Center across the street, 65 W. Alisal requires a security guard to ensure the safety of our customers and the employees of the Community Development, Finance, Fire and Public Works Departments. This will also alleviate pressure on the Police Department to constantly respond to calls for service and protect employees from having to try and de-escalate potentially dangerous situations.

**2. Full-Time Administrative Aide (\$32,000 – Mid-Year, \$95,658.63 – Annually\*)**

***(Note: New additional funding is not required, but expenses would be re-allocated in Current Planning to fund the position)***

**1000.30.3462-61.2000 Temporary Pay – \$19,200 (-60%)**

**1000.30.3462-61.1100 Salaries & Benefits – \$19,200 (+60%)**

**6900.30.3350-61.1100 Salaries & Benefits - \$12,800 (40%)**

**(PBB Program #722 – Department Administration, Quartile B)**

**(PBB Program #733– Planning Commission, Quartile B)**

**(PBB Program #765 – Public Counter Service, Quartile B)**

**(PBB Program #767 – Records Management, Quartile A)**

**(PBB Program #768 – Database Management, Quartile A)**

To improve the services of development review and approval of building plans and discretionary projects, CDD would leverage part-time funding for an Administrative Aide in Current Planning and Permit Services and hire one full-time staff person split between the divisions. Both the Current Planning and Permit Services Divisions have not been able

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## Community Development Department

to retain qualified part-time clerical staff especially given the current job market. Unfortunately, our staff spend significant time training part-time staff only to lose them to full-time employment opportunities offered elsewhere. This has led to glaring gaps in both divisions and a decline in the quality of customer service. We have also had to rely on contract staff at a much higher expense to fill staffing shortfalls.

By utilizing funding already budgeted, the divisions can hire a full-time staff person that would save training time and provide more consistent, professional service. It should be noted that this position will be responsible for records management, a statutory requirement for both divisions, public notification and support of both the Planning Commission and Building Board of Appeals.

Funding in future years would come from temporary salary and outside professional service and would be split roughly 50/50 between Permit Services and Current Planning. Contract costs for a similar position range between \$80 to \$100 per hour at an estimated annual expense of \$160,000 for full-time using the lower rate. Because of the consistent and ongoing need for both Divisions, it would be more cost-effective to shift to a full-time position.

### **Advanced Planning**

3. **Part-Time Administrative Aide for 2020 Census (\$15,000)**  
**1000.30.3461-63.5900 Outside Services Other Professional Services**  
**(PBB Program #729 – Regional Planning Coordination, Quartile B)**

The Advanced Planning Division is responsible for coordinating the 2020 Census on the City's behalf. To ensure that the City is accurately counted, the Division needs staff dedicated to providing outreach and coordinating the activities of the Census. Millions of dollars of funding for the City of Salinas hinge on the Census count. It is critical to provide additional resources to this effort to make certain that every Salinas resident is counted particularly as the current political climate is discouraging participation among immigrants. Because the small Advanced Planning Division (3 staff) is already stretched with major responsibilities including FGA entitlements, the General Plan Update, Carr Lake, and Climate Adaptation, existing staff is unable to cover these responsibilities without additional support.

### **Current Planning**

4. **Part-Time Administrative Analyst for Cannabis Permitting (\$25,000)**  
**1000.30.3462-63.5010 Outside Services Professional Services**  
**(PBB Program #732 – Development Review and Processing of Administrative Projects,**  
**Quartile A)**

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**(PBB Program #733 – Development Review and Processing of Discretionary Projects, Quartile A)**

Responsibility for cannabis permitting was shifted to Current Planning on December 1<sup>st</sup>. The City has collected fees for administrative expenses related to this permitting. Therefore, the request is to shift this existing revenue to the Current Planning Division to allow hiring of a part-time Administrative Analyst to help manage permitting. Some of the funding may initially be used for contract support until the part-time Administrative Analyst can be hired.

**Code Enforcement**

- 5. Establishment of Nuisance Abatement Fund (\$ - Set Aside of Receivership Funds)**  
**1000.14.1400-57.1410 (Revenue)**  
**1000.14.1400-63.5105 (Expenditures)**  
**(PBB Program #789 – Receivership, Quartile A)**  
**(PBB Program #790 – Nuisance Property Enforcement, Quartile A)**

Code Enforcement and the Legal Department have been working together effectively on receivership cases and recuperating City costs. Currently, these funds are going back to risk management. Unfortunately, there are times when it is not always possible for a receiver to be appointed and instead the City has to step in and conduct emergency abatement. This occurred with the fire at 45 Soledad, resulting in nearly a \$400,000 expenditure. By establishing this fund, the City could prevent future unforeseen abatement expenditures, helping with long-term financial sustainability.

**Housing and Community Development Division**

- 6. Part-time Homeless Service Coordinator (Administrative Analyst) for CESH (\$51,400)**  
**xxxx.30.xxxx-63.6010 Outside Services**  
**(PBB Program #802 – Homeless Service Coordinator, Quartile B)**

The City of Salinas (City) received a Notice of Funding Availability (NOFA) through the California Department of Housing and Community Development (HCD) announcing availability of funding for the California Emergency Solutions and Housing (CESH) program. The Coalition of Homeless Service Providers Leadership Council designated the City of Salinas to be the Administrative Entity to administer these funds. The City submitted a funding application on October 11, 2018 to HCD and is expected to be awarded \$1,027,285 in funding by the end of December 2018 from the CESH program that will be used for the Continuum of Care that includes Monterey and San Benito Counties.

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This funding includes 5% for administrative purposes. The City intends to hire one part-time Administrative Analyst to help coordinate the program and lead an outreach team. It is also possible that the City may enter into a contract rather than hire part-time staff.

**7. Downtown Streets Team (DST) (\$80,000)**

**1000.30.3240-63.6010 Outside Services**

**(PBB Program #802 – Homeless Service Coordinator, Quartile B)**

**(PBB Program #780 – Homeless Encampment Enforcement, Quartile B)**

After presenting to the Housing and Homeless Subcommittee, the City discussed the possibility of contracting with DST to provide homeless outreach and clean up services in Salinas. The DST program would cost \$320,000 annually and because of the requirements of HUD, generally cannot be funded with federal funds. It should be noted that the City has spent over \$400,000 on recent homeless encampment cleanups in Chinatown and Natividad Creeks. This type of emergency expenditure cannot be sustained over time. By effectively using DST to provide outreach to the homeless, case management, and ongoing clean up support, we can prevent future waste streams. It is anticipated that this program would start in Chinatown and ultimately be moved to other areas experiencing these challenges particularly in and around our parks.

DST programs have been able to make significant improvements on urban waste while providing street outreach and case management to people experiencing homelessness. DST provides case management that results with assisting people in obtaining vital documents, housing navigation services, medical benefits, SSA, treatments and court hearings to assist participants on a pathway to stabilization, jobs and housing. DST is successful throughout the Bay Area and is interested in bringing their services to the City of Salinas.

The City of Salinas recently launched a Trash Design Team and Advisory Committee in order to focus on a Trash Reduction Implementation Strategy for the City to reach zero waste in storm drains. This program will begin implementation in January. DST has been involved in the Trash Design Team and part of the Advisory Committee at no cost to the City. The DST program would be an integral part of implementation of strategies identified in the Trash Design process. \$80,000 would allow the City to setup the program and get it started by April.

**8. Warming Shelter (\$65,000)**

**1000.30.3240-63.6010 Outside Services**

**(PBB Program #704 – City County MOU and Coordination, Quartile B)**

**(PBB Program #802 – Homeless Service Coordinator, Quartile B)**

The City of Salinas (City) and County of Monterey (County) have agreed through a Memorandum of Understanding (MOU) to work together to oversee and continue

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operational funding for the Warming Shelter (Shelter), currently located at 111 W Alisal Street, until a permanent shelter is developed and under operation (open for business).

The County has paid full operational cost this FY 2018-19 for the Shelter from July 1, 2018 through January 31, 2019. As a result, the County has incurred a total of \$455,000 of Shelter operational cost to-date at an average of \$65,000 per month. The County has virtually exhausted their entire budget for the operations of the Shelter and has informed the City that they only have enough funding to cover \$25,000 in expenses for February 2019. The County has communicated to the City that the City will need to fund the operations of the Shelter for the remaining inclement weather months of February – May 2019.

The City originally budgeted \$22,442 from federal entitlement HUD ESG, \$174,264 from State HCD ESG and up to \$40,000 of future California Emergency Solutions and Housing (CESH) grant funding to fund the Shelter through May 2019. However, the City was recently notified by State HCD ESG staff that award letters and grant contracts (standard agreement) are currently delayed. State HCD ESG staff notified the City that they are working to expedite this issue and hopefully awarded jurisdictions may be allowed to incur costs at the award letter stage by the end of first quarter of 2019. In addition, the City has not received a grant contract (standard agreement) for State HCD CESH funding and will be going through a Notice of Funding Availability (NOFA) process, which will delay funding availability by up to 90 days.

The City is requesting \$65,000 in General Funds to cover Shelter operation costs for the month of March 2019. This will allow time for State HCD ESG and/or CESH funding to hopefully become available.

The Shelter has been consistently serving 70-80 persons, including men, women, and families with children, daily.

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**Public Works (Excellent Infrastructure)**

***Mid-Year Budget Adjustments***

**1. Open Data/AFI (\$15,100)**

**5800.50.9111-63.5900 Outside Services Other Professional Services**

**(PBB Program #NA – Technology and Business Process Innovation, Quartile: NA)**

There is a \$15,070 short fall in CIP 9111, with remaining expenses for the Open Data Portal license and the AFI membership fees. Two unexpected expenses were not factored into the original budget: 1) An overwhelming response to the City's Open Data Portal and additional fees for the number of hits to the portal (>100k in the first 24hrs of release) and 2) Innovation Summit expenses that exceeded budget estimates.

**2. Chinatown Health Services Center Rent (\$24,000)**

**1000.50.5110-63.3010 Outside Services Rent**

**(PBB Program #513– Homeless Initiatives, Quartile A)**

The City has been leasing the property for the Chinatown Health Services Center and, in turn, subleasing to the Franciscan Workers of Junipero Serra, a non-profit organization. During the construction of the Health Center the project costs, including rent, were allocated to CIP 9205, Chinatown Homeless Center Improvements. Construction is complete. The \$24,000 is the rent amount required to continue leasing the property and is no longer needed in a CIP, but rather in an operations budget. This budget request was presented to and approved by Council during the approval of FY 18-19 budget, but due to a clerical error, the CIP was closed but funds were not transferred to the operating budget.

**3. Woodside Assessment District (\$26,000)**

**2102.50.5560-63.4900 Outside Services Maintenance & Repairs**

**(PBB Program #601– Woodside Assessment District Administration, Quartile B)**

A transfer in the amount of \$26,000 from the District's fund reserves to the current budget is requested to cover the expenses related to trimming the District's pine trees in preparation of the upcoming winter storms. The District has a fund balance of approximately \$71,846. Historically, the District's revenues have exceeded its expenditures, averaging an annual carryover of \$18,000. It's standard practice to maintain at least 50% of the annual budget in the fund for reserves. If a transfer of \$26,000 is authorized from the fund reserve to the current budget, there will be a remaining balance of over \$45,000 in the fund balance, more than the recommended 50% of the annual budget.

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4. **City Cleanup Program CIP 9068 (\$500,000)**  
**5800.50.9068-63.4900 - Outside Services Maintenance & Repairs**  
**(PBB Program #659– Urban Encampments, Quartile A)**

The City’s Cleanup Program FY 18-19 budget of \$144,000 was exhausted by mid-September 2018 and is operating at a deficit. Since July 1<sup>st</sup>, on 23 separate occasions, two staff members from the Maintenance Division have worked closely with hired contractors to remove and dispose of 372 tons of abandoned property and refuse from City streets. This CIP is at a \$256,500 deficit; Increasing its budget by \$500,000 would bring the project out of the red and provide the necessary budget for ongoing cleanup services.

5. **Sanborn Road/US Hwy 101 Agriculture Ind. CIP 9117 (\$225,000)**  
**5800.50.9117.66.4000- Capital Outlays Improvements**  
**(PBB Program #571 – Pavement Surface Maintenance and Renovation, Quartile A)**

The request is to transfer funds from the Sidewalk and Drainage Repairs CIP 9720 to the Sanborn/US 101 Improvement CIP No. 9117. There is an estimated \$225,000 shortfall in the current Sanborn/Elvee Project associated with delays caused by several shutdowns and restarts that have delayed the completion of project by two years. Several shutdowns of the project were required by Fish and Wildlife during the winter season, redesign of the surcharge for the bridge, bird nesting on the project site, PG&E gas main relocation of 2,000 lf that had to be relocated twice and PG&E delays for electrical overhead wires. The Sidewalk and Drainage Repairs CIP 9720 account has a total of \$1,100,000 in the account. The request is to transfer \$225,000 of Measure X Bond proceeds from the Sidewalk and Drainage Repairs 9720 account to cover the remaining shortfall. Project is scheduled for completion in Spring of 2019.

6. **ADA Transition Plan CIP 9618 (\$30,000)**  
**5800.50.9618.61.1100- Salaries and Benefits Regular Pay**  
**(PBB Program #517 – Updating City’s ADA Transition Plan to Include Public Right of Way, Quartile A)**

This account is used to fund the development of the ADA Transition Plan and support City ADA issues that occur throughout the year. Additional scope of services for the ADA transition plan and miscellaneous ADA consultations with City hired Consultant Sally Swanson will deplete our budget by end of this calendar year. An additional \$30K would fully fund staff time on this program for the remaining fiscal year. Tasks that staff perform include oversight and coordination of Q-Alert issues relating to ADA; meeting with disabled persons who have questions and requests on Accessibility in the City right of way; coordination of policy that will require coordination with other departments and coordination of ADA obstructions with contractor on priority issues with disabled

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community. This account has been funded by Gas Tax and General Fund in the past, either funding source would be appropriate.

**7. Bardin Road Safe Route To School CIP 9218 (\$946,500)**

**5800.50.9218.66.4000- Capital Outlays Improvements**

**(PBB Program #571 – Pavement, Surface Maintenance and Renovation, Quartile A)**

The request is to transfer funds from Circle Drive CIP No. 9976 to Bardin SRTS CIP No. 9218. There is an estimated shortfall in construction cost at approximately \$3.7M to construct the Bardin Road SRTS project. The shortfall is in the construction cost for the pavement and bio retention swales on Bardin Road. 65% plan submittal estimate came in at \$11M for construction cost and property acquisition, which puts the project at an estimated shortfall of \$3.7M for construction. The Circle Drive project was efficiently renovated from Street Maintenance staff earlier this year and slurry seal will be completed this fiscal year. Circle Drive does not require further work and therefore Circle Drive funds would be available to use on the Bardin Road project. Circle Drive funding is made up of Measure X Bond proceeds and SB1 funds, which qualify for the Bardin Road Project. Bardin Road SRTS project is scheduled to go out to bid in Spring 2019 and construction to begin in Summer 2019.

**8. IWTF – Water Resource Agreements, Valuation, & Infrastructure Assessment (\$85,000)**

**Transfer from Account - 6200.50.5441-63.5900**

**Transfer to Account - 1000.50.5125-63.5400**

**(PBB Program #522 – Infrastructure Planning (Industrial Waste Facility), Quartile C)**

The City and Monterey One Water (M1W) have for over 6 years, developed infrastructure and related agreements to provide the industrial wash water and stormwater to increase recycled water use and improve groundwater conditions for the Castroville Seawater Intrusion Project (CSIP) and the Monterey Peninsula. Currently, M1W is initiating construction of facilities to convey stormwater to the Regional Treatment Plant and to provide increased treatment and storage options at the Industrial Wastewater Treatment Facility (IWTF).

This last round of work has necessitated development of additional agreements concerning the operation of the IWTF and the financial responsibilities of both the City and M1W. Because the work is grant funded, the State requires that certain access rights be granted to M1W for the life of the equipment (25-30 years).

Given the long-term implications, Staff thought it prudent to enlist the services of a consultant to perform a detailed study of past agreements and valuation of water, and

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perform an assessment of the infrastructure. Because the study directly applies to the IWTF, the fund transfer is requested so as not to impact the Engineering Services budget in 5125 which is earmarked for other expenditures.

**9. Outstanding Invoice – Cost Sharing for Construction of Wastewater Diversion System (\$125,500)**

**Transfer from Account - IWTF Enterprise fund**

**Transfer to Account - 1000.50.5125-63.5400**

**(PBB Program #522– Infrastructure Planning (Industrial Waste Facility), Quartile C)**

In March 2017, Council authorized a cost sharing agreement with Monterey One Water (then MRWPCA) for \$72,000 to pay for the engineering services related to the Salinas Storm Water Collection, Conveyance, Treatment and Reuse (SSWCCTR) Project. A Purchase Order # 2018-2726 was issued for the same amount from CIP 9075-Salinas Dry Weather Storm Systems Project from which to pay the related costs.

In April 2018 Council approved a transfer of \$50,000 from CIP 9709-Water Re-Use Feasibility Study Project to CIP 9075-Salinas Dry Weather Storm Systems Project. The transfer was made to cover ongoing expenses related to cost sharing for engineering services for Phase II of the same SSWCCTR Project.

Sometime after this last transfer, staff discovered that an invoice from M1W for services directly related to the March 2017 cost sharing agreement for \$125,417.26 had not been paid. Additionally, the funds encumbered under Purchase Order 2018-2726 had either been expended or encumbered on more current but related cost sharing services.

Because of this oversight, a fund transfer is needed. Because it directly pertains to the IWTF, the fund transfer is requested from the IWTF Enterprise Fund so as not to impact any other budgets.

**10. NPDES – Stormwater Utility Feasibility Study (\$83,500)**

**6500.50.5126-63.5900 Outside Services Other Professional Services**

**(PBB Program #515 – Management of NPDES Permit Compliance, Quartile A)**

An RFP was issued to the public in July 2018 to have a consultant perform the following: determine cost-of-service fees for development plan review, construction site inspections, and commercial/industrial inspections; determine the existence of a storm sewer-sanitary sewer nexus; and perform a stormwater utility feasibility study. A consultant was chosen and the cost for this contract is \$83,432. The funds for this contract were initially planned to be taken from the sanitary sewer enterprise fund but it was determined these activities

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are stormwater-related activities. Therefore, the funds for this contract came out of the NPDES budget (5126). This item was not initially considered at time of FY 18/19 budget planning; utilizing these funds has resulted in other NPDES permit-required items to become unfunded. Allocation of \$83,432 to the NPDES budget (5126) will ensure the other pre-planned permit-required items are funded to meet FY 18/19 permit compliance.

**11. Budget for Consultant work to complete Parking Strategy (\$50,000)**

**5800.50.9153-63.5900 – Other Professional Services**

**PBB Program #540 – Traffic Requests from Public, Quartile A; #502 Vibrancy Plan, QC**

Estimated costs to complete development of the City’s citywide Parking Strategy. This includes work to complete Draft Parking Strategy, meetings, and presentation to Council. Development of short term and medium term staffing and budget plan to manage the City’s parking program. Current program is funded by Measure G.

**12. Budget for Consultant work to develop policy for Residential Permit Parking Program (\$25,000)**

**1000.50.5122-63.5900 – Other Professional Services**

**PBB Program #540 – Traffic Requests from Public, Quartile A**

Transportation staff is receiving requests for implementing Residential Permit Parking Programs in various areas citywide. However, some of these requests involve impacts from apartment complex parking demand intruding into residential areas. The City does not have a policy that applies to these cases. If determined that this is a City priority for Public Works staff, then staff requests the above allocation for Professional Services to develop a policy and assistance to develop a pilot program in the City.

**13. Re-allocate PW Admin Supervisor’s Salary Costs (Net \$0)**

**6803.50.5448-61.1100- Regular Pay, Parking Enforcement (\$40,000)**

**1000.50.5233-61.1100- Regular Pay, Fleet Maintenance (\$40,000)**

**1000.50.5230-61.1100- Regular Pay, Maintenance Administration (\$40,000)**

**6801.50.5446-61.1100- Regular Pay, Downtown Parking District (-\$120,000)**

In the continuing work towards sustainability of the City parking programs, the following adjustments are requested. We are recommending that the Public Works Admin Supervisor’s (Mike Garner) time be allocated proportionally among his responsibilities. It is recommended that his time be allocated equally among the Downtown Parking District (5446); Parking Enforcement (5448); Fleet Management (5233); and Administration (5230 - Yard). Currently, his time is allocated entirely to the Downtown Parking District. This

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recommendation will better represent time allocation and will help with the rate discussions for the Downtown Parking District.

**14. Request Allocation of \$520,800 from City Gas Tax/SB1 to fund Construction of the Downtown Complete Streets Project**

**5800.50.9090-66.4000- Improvements, Downtown Complete Streets Project  
PBB Program #502 Vibrancy Plan,**

Final DRAFT of plans are being reviewed by Caltrans to receive authorization to use construction funds from the State HSIP. Staff anticipates a \$520,000 shortfall of which \$250,000 is from anticipated contribution from the County of Monterey for signalization of the intersection of Capitol and West Alisal intersection. The County does not appear to honor this contribution. Remaining \$270,000 requested will help cover contingencies. Staff may request this allocation at approval of Plans and Specifications early next year. Staff requests allocation of \$520,720 from SB1, Gas Tax or Measure X.

**15. Wastewater Trucks (\$25,178.06)**

**6400.50.5442-66.5500 – Capital Outlay Vehicles**

The City is lease financing three wastewater trucks totaling \$81,799.47. The budget for this purchase was part of the adopted CIP project #9274. An adjustment is needed to move the lease purchase to the operating budget and cancel the CIP.

**16. Steaming Ahead Railroad ADA Access (\$28,800)**

**CIP 9026**

**(PBB Program #517 – Updating City’s ADA Transition Plan to Include Public Right of Way, Quartile A)**

CDBG funds were originally used but \$28,800 of the work was non-eligible. The General Fund will need to cover this amount.

**17. Inventory of Public Facilities (\$25,000)**

**1000.50.5232-63.5900 Outside Services Other Professional Services**

**(PBB Program #612– Facility Maintenance, Quartile A)**

The Salinas Plan calls for (recommendation OE05 – Pg. 77) the preparation of a “Preventive Maintenance Program” for all City facilities. This funding would allow the Public Works department to hire a consultant to perform a City-wide assessment of all City facilities and recommend a preventative maintenance program.

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**Library and Community Services (Quality of Life)**

***Mid-Year Budget Adjustments***

1. **Aquatic Center Operations and Management (\$85,600) New**  
1200.55.6249-63.6010 Other Outside Services  
Move \$42,463.82 from 1000.80.8005-63.4010 to 1000.55.6249-63.4010  
(PBB Program #324– Aquatic Center Operations, Quartile B)

In September 2018, the City entered in to an Operations and Management Agreement with the Central Coast YMCA for the operations and management of the Salinas Aquatic Center. The total cost of the Agreement is \$137,500 for the ten months remaining in Fiscal Year 2018-19. Initially, the Department identified \$51,900 from existing funding allocated to operate the Sherwood Rec Center and \$50,000 from non-departmental funding identified for Aquatic Center maintenance to help fund the Agreement with the YMCA. During the transition of operation and maintenance, several facility and equipment deficiencies were identified requiring the Department to utilize some of the Aquatic Center Maintenance funds. As outlined in the Agreement, the City is responsible for repairs for various structural items, the pool equipment and plumbing repairs over \$500. Based on the facility and equipment assessments done thus far outlining the necessary repairs, the Department is now recommending the \$50,000 for Aquatic Center maintenance remain for this purpose and is seeking new monies in the amount of \$85,600 to cover the Operations and Maintenance Agreement with the YMCA. This request also includes the creation of the Aquatic Center 6249 budget and transfer of \$51,900 from the Sherwood Rec Center 6248. In addition, the Department is also seeking to transfer \$42,463.82 from non-departmental funding to the Aquatic Center 6249 budget.

2. **Community Center Plumbing Repairs (\$12,850)**  
1000.55.6243-63.4100 Other Outside Maint. & Repairs- Building & Grounds  
(PBB Program #307– Facility Rentals and Leases, Quartile A)

On November 10, 2018, the Community Center suffered a sewer backup resulting in sewerage coming in to the restrooms of the Community Center, which is currently leased to the Millennium Charter School. While alternative restroom facilities at Sherwood Hall were suggested, the school decided to cancel classes for a two-week period including the Thanksgiving holiday. Due to Health and Safety, the emergency repairs were authorized and the Department is seeking a mid-year adjustment to cover these costs.

EXHIBIT A  
MID-YEAR - FY 2018-19

**Library and Community Services (Quality of Life)**

**3. Security for Sherwood Park (\$36,000)  
1200.55.6243-63.6010 Outside Services Other Outside Services  
(PBB Program #328- Security Guard Service, Quartile A)**

Over the last several years, Sherwood Park complex (Community Center/Sherwood Hall, Aquatic Center, Sherwood Recreation Center, Tennis Center and Tatum's Garden) has seen an increase in illegal camping, drug activity and other negative behaviors. Leading in to Fiscal Year 2018-19, we received regular complaints from the Monterey County Aquatic Team (MCAT), the Tennis Center and Sherwood Hall users regarding the activity taking place in the park. The Public Works Department does regular sweeps of the park however, the individuals who are engaged in the negative and/or illegal activity just return to the location as soon as City staff have left. An ongoing presence is necessary to address the negative and/or illegal activity and create a safe environment for users of the area. Security has been used in the past and was effective in addressing these issues. During the FY 2018-19 budget process the Department requested \$29,000 to hire security to patrol the Sherwood Park complex seven days a week between the hours of 7:00 AM-1:00 PM and 4:00-10:00 PM for a six month trial basis. This strategy has helped some with enforcing the camping ordinance; however, staff continues to receive complaints regarding other illegal activity in the park and feels a security presence in the park continues to be a good strategy to help improve the safety of the complex. A new schedule for security has been identified which will allow us to continue to address the issues in the park but also minimize budget impacts. This mid-year budget request of \$36,000 will cover the balance of the fiscal year; allowing security to be present at the critical hours of 7:00-11:00 AM and 4:00-9:00 PM. Staff will continue to collaborate with other City Departments on a coordinated and strategic approach to identify solutions to the complex issue of homelessness.

**4. Constitution Soccer Complex Expansion Matching Contribution (\$250,000)  
1000.55.6243-63.4100 Other Outside Maint. & Repairs- Building & Grounds  
(PBB Program #551- Soccer field cultural practices (seeding, aerification, top dressing, fertilization), irrigation scheduling and repair, Quartile A)**

The City is proposing to contribute \$250,000 of funds to be matched the County of Monterey toward the expansion of the Constitution Soccer Complex.

EXHIBIT A  
MID-YEAR – FY 2018-19

**Administration (Sustainable, Effective Government)**

***Mid-Year Budget Adjustments***

**1. Classification Study (\$25,000)**

**1000.12.1140-63.6010 – Outside Services**

**(PBB Program #9008 – Human Resources and Employee Relations, Quartile A)**

In 2017, the City engaged Public Sector Personnel Consultants to conduct a comprehensive classification study and opened a PO in the amount of \$40,000. Approximately \$15,000 was paid on this effort prior to the closing of this Purchase Order. In order to complete this study staff will require an additional \$25,000.

**2. Temporary Staff (\$10,000)**

**1000.12.1140-61.2000 – Salaries & Benefits Temporary Pay**

**(PBB Program #9008 – Human Resources and Employee Relations, Quartile A)**

Staff requests an additional \$10,000 in temporary pay in order to provide extra help and assist with special projects, as needed.

EXHIBIT A  
MID-YEAR - FY 2018-19

**Finance Department (Sustainable, Effective Government)**

***Mid-Year Budget Adjustments***

**1. Hardware (\$400,000)**

**1000.20.2033-66.5810 - Computer Hardware  
(PBB Program #9040 – Network Administration, Quartile A)**

\$400,000 for the continued replacement of data center and networking equipment throughout the City in anticipation of additional circuit upgrades. AT&T has deprecated the current circuit infrastructure used to connect all of the buildings together. There are newer, more cost-effective circuits and the City has to upgrade the hand-off equipment to stay current with the newer technologies. For many years, City IT has not upgraded as much as needed and as technology improvements continue, City IT needs to stay current. With the inevitable deployment of Window 10 and additional software needs, the data center infrastructure needs to be current. This includes all of the hardware required for desktop deployments, server deployments, and other related networking components to keep the data center up-to-date. City IT needs to invest in infrastructure for a more reliable, stable, faster, and efficient environment. Once current, City IT needs the ability to maintain what has been installed and configured.

**2. Software (\$100,000)**

**1000.20.2033-66.5800 - Computer Software  
(PBB Program #9035 – Application Support, Quartile A)**

\$100,000 for the software needed to perform upgrade functions, such as migrating the environment from Citrix to VMware Horizon and additional host licensing. Everything else in the data center is under the VMware platform, with the exception of Citrix. Citrix has been very troublesome to maintain, given the current deployment, and migrating the environment to Horizon will allow City IT to function in a similar fashion as other deployments using Horizon. This way, the City can be under one platform and have fewer multi-platform issues currently being experienced by using multiple vendors and solutions. As an example, the Department of Economic Security in Arizona, a State Department with over 9,000 employees, made the complete switch from Citrix to VMware Horizon about a year ago due to many of the same frustrating pain-points City IT is experiencing with Citrix.

EXHIBIT A  
MID-YEAR - FY 2018-19

**Finance Department (Sustainable, Effective Government)**

3. **Technology Personnel (\$120,000)**  
1000.20.2033-61.1100 – Regular Pay (\$40,000)  
2506.20.2033-61.1100 – Regular Pay (\$40,000)  
6900.20.2033-61.1100 – Regular Pay (transfer) (\$40,000)  
(PBB Program #9037 – Help Desk Support, Quartile A)

A new position is being proposed that would be not require additional funding of the General Fund. 1/3 of the cost would come from the existing temporary pay budget, 1/3 would come from funding for technology that supports the PEG services and 1/3 from the technology fee collected at the permit center to maintain and enhance the technology used to serve their customers. The mix of service will vary between the pool of staff, but it is the intent to have consistent staff dedicated to the Permit Center. With the assistance of HR and the consultant being used for job description reviews, the Information Systems division created two job descriptions with new titles, Information Technologies Technician I and II. The Information Technologies Technician I position is new and truly entry-level. The Information Systems division is requesting this new Tech I position be made into a full-time position. It will allow for someone to start in a true, entry-level position and progress through the IT series. The level II position will be included in the update following the classification study for the IT series.

EXHIBIT A  
MID-YEAR - FY 2018-19

**City Attorney Department (Sustainable, Effective Government)**

***Mid-Year Budget Adjustments***

None.

EXHIBIT A  
MID-YEAR - FY 2018-19

**Non-Departmental (Effective, Sustainable Government)**

***Mid-Year Budget Adjustments***

1. **Transfer from Traffic Safety to General Fund Correction (\$250,000)**  
**Funds 1000, 6803, and 2503**  
**PBB Program #540 – Traffic Requests from Public, Quartile A**

This is a clean up item that was budgeted as a transfer to parking fund 6803, but should have been a transfer to the General Fund 1000, from the Traffic Safety Fund.

2. **Winter Storm Funding (\$458,000)**  
**Funds 5800.12.9260-63-6010**  
**Funds 1000.00.0000-95.5800**  
**PBB Program #577 – Storm Sewer Maintenance, Quartile A**

During the 2017 Winter storm event, staff charged their time to the CIP established in order to track staff costs associated with the event. The federal share would be not be less than 75% of eligible costs. The state's cost-share under the California Disaster Assistance Act (CDAA) is 75% of the non-federal share (18.75%). The local share is 6.25%. The initial budget was not sufficient to capture all of the costs. Staff is proposing to increase the budget to match the actual expenses.

FEMA has not completed their reimbursement for the costs. There are certain costs that will not be reimbursed. As an example, FEMA determined that one of the streets where signal improvements were made was owned by the State on State write-of-way, where the cost of repairs was not eligible. A final reconciliation will be made once each claim has been closed out by FEMA and the State.

3. **Public Art Fund (\$56,600)**  
**Funds 2507.00.0000.63.6010 – Other Professional Services (Appropriation)**  
**Funds 2507.00.0000.56.8013 – Public Art Charge (Revenue Budget)**  
**PBB Program #510 – Special Projects, Quartile A**

The Arts ordinance calls for 0.5% fee on each City capital project. The Arts Commission and City Staff are requesting an appropriation to fund consulting services. Sufficient funds have been collected to pay for these services.