



CITY OF SALINAS, CALIFORNIA

PROPOSED OPERATING BUDGET

FISCAL YEAR 2024-2025



CITY OF SALINAS
PROPOSED OPERATING BUDGET
Fiscal Year 2024-2025



KIMBLEY CRAIG
Mayor



CARLA VIVIANA GONZÁLEZ
Councilmember
District 1



TONY BARRERA
Councilmember
District 2



JESUS VALENZUELA
Councilmember
District 3



ORLANDO OSORNIO
Councilmember
District 4



ANDREW SANDOVAL
Councilmember
District 5



ANTHONY ROCHA
Councilmember
District 6

RENÉ MENDEZ
City Manager

CHRISTOPHER A. CALLIHAN
City Attorney

KRISTAN LUNDQUIST
Library and Community Services Director

JOHN MURRAY
Acting Police Chief

SAMUEL KLEMEK
Fire Chief

JIM PIA
Assistant City Manager

MARINA HORTA-GALLEGOS
Human Resources Director

DAVID JACOBS
Public Works Director

LISA BRINTON
Community Development Director

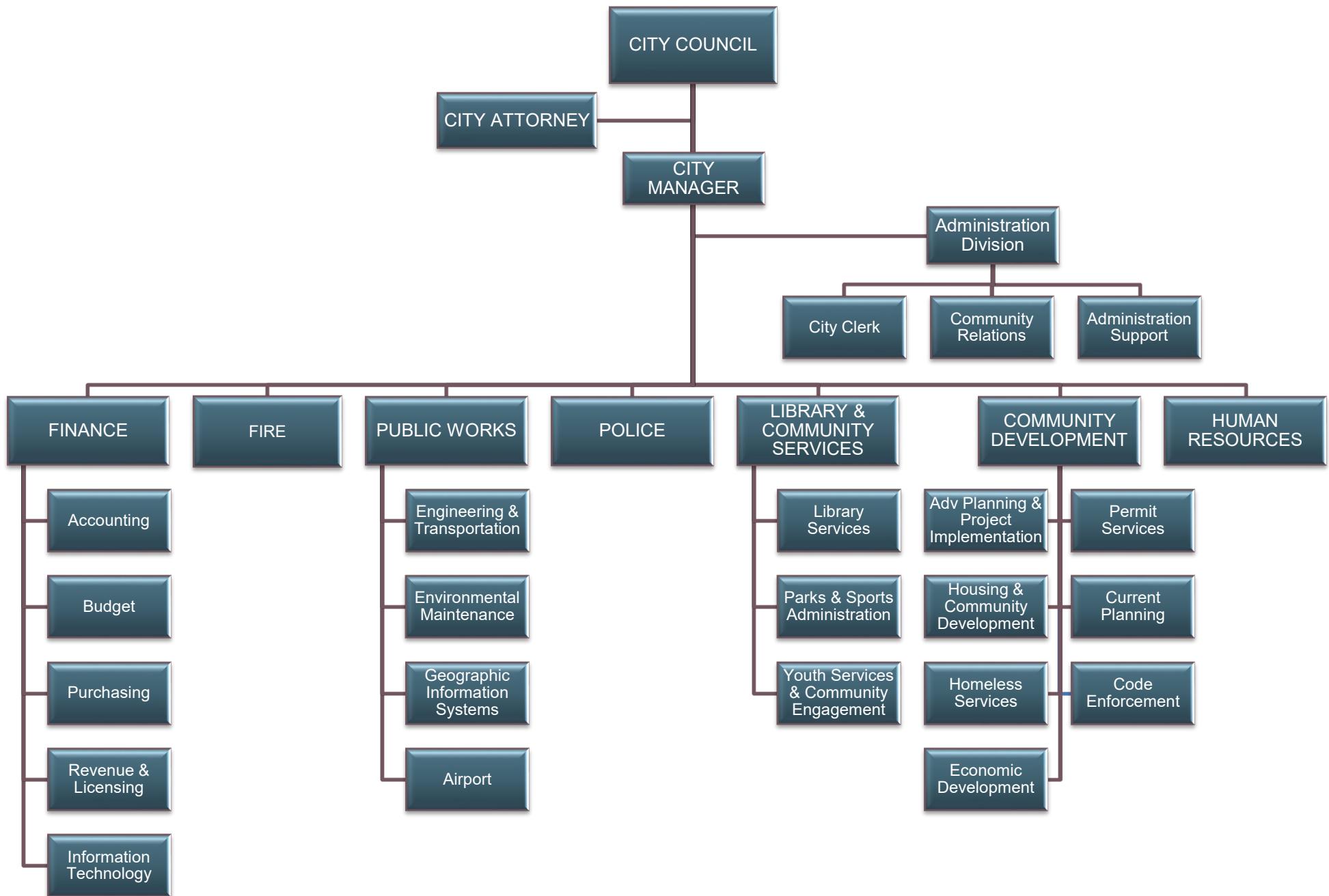
SELINA ANDREWS
Acting Finance Director



(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	
Fund Balances	13
Fund Transfers.....	16
Revenue	20
Administrative Overhead Rates	33
City-Wide Workforce Summary.....	34
THE SALINAS PLAN REFRESH.....	35
MEASURE E FUND	39
MEASURE G FUND.....	43
GENERAL GOVERNMENT SERVICES	
Administration	
Department Organization Chart – By Division.....	47
Department Organization Chart – By Position	48
Summary	50
City Manager's Office	52
City Clerk	54
Workforce	56
City Attorney	
Department Organization Chart – By Division.....	57
Department Organization Chart – By Position	58
Summary	59
City Attorney's Office	62
Workforce	64
City Council	
Department Organization Chart – By Position	65
Summary	66
City Council	68
Workforce	70
Community Development	
Department Organization Chart – By Division.....	71
Department Organization Chart – By Position	72
Community Development Department Summary.....	75
Administration	80
Economic Development.....	82
Advanced Planning and Project Implementation	86
Code Enforcement.....	90
Current Planning.....	94
Housing and Community Development.....	96
Downtown Streets Team	100
Homelessness Service Coordination	102

TABLE OF CONTENTS

East Area Specific Plan (EASP)	104
General Plan	106
Workforce	108
Finance	
Department Organization Chart – By Division	111
Department Organization Chart – By Position	112
Summary	114
Finance Administration	116
Accounting	118
Purchasing	120
Information Technology	122
Revenue & Licensing	124
Budget Engagement	126
Budget	128
Workforce	130
Fire	
Department Organization Chart – By Division	133
Department Organization Chart – By Position	134
Summary	135
Fire Administration	140
Suppression	142
Emergency Medical Services	144
Prevention	146
Training	150
Vehicle Maintenance	152
Hazardous Materials Control	154
Workforce	156
Human Resources	
Department Organization Chart – By Division	157
Department Organization Chart – By Position	158
Summary	160
Human Resources	162
Workforce	164
Library and Community Services Department	
Department Organization Chart – By Division	165
Department Organization Chart – By Position	166
Summary	167
Recreation and Park Services	
Organization Chart – By Division	171
Summary	172
Parks and Community Services	174
Recreation Administration	176
Neighborhood Services	178
Closter Park	180
El Dorado Park	182
Central Park	184
Facility Services	186
Reimbursable Recreation Activities	188
Youth Sports	190

TABLE OF CONTENTS

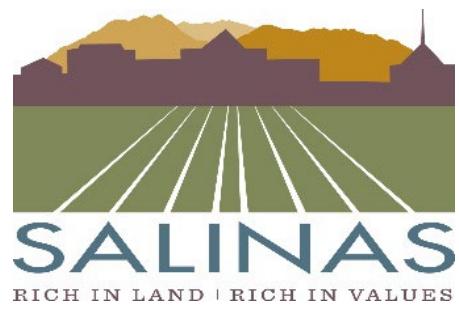
Recreation Center	192
Firehouse Recreation Center	194
Hebron Heights Recreation Center	196
Afterschool Programs	198
Community Center.....	200
Breadbox Recreation Center.....	202
Hebron Family Center	204
Sherwood Recreation Center	206
Aquatic Center.....	208
Community Partnerships and Engagement	
Organization Chart – By Division	211
Youth Services & Community Engagement.....	212
Workforce	214
Library Services	
Organization Chart – By Division	217
Summary	219
Library Administration.....	220
Technical Services	222
Steinbeck Library.....	224
Cesar Chavez Library.....	226
El Gabilan Library	228
Community Education	230
Workforce	232
Non-Departmental	
Organization Chart – By Division	235
Summary	236
Community Programs.....	238
Elections	240
65 West Alisal.....	242
Debt Service	244
Other Services.....	246
Intermodal Transportation Center	248
Police	
Department Organization Chart – By Division.....	251
Department Organization Chart – By Position	252
Summary	253
Police Administration	256
Personnel & Training	258
Special Operations	260
Support Services	262
Technical Services	264
Evidence & Property.....	266
Records	268
Maintenance Services	270
Animal Control Services	272
Field Operations	274
Traffic.....	276
Investigations.....	278
Violence Suppression Task Force.....	280
Asset Seizure	282
Workforce	284

TABLE OF CONTENTS

Public Works Department	
Department Organization Chart – By Division.....	287
Department Organization Chart – By Position	288
Summary	289
Engineering and Transportation	
Organization Chart – By Division	297
Engineering Administration	298
Development Engineering	300
Engineering Services.....	302
Development, Traffic & Transportation.....	304
Energy, Water & Solid Waste Division	308
Workforce	310
Geographic Information Systems	
Organization Chart – By Division	313
GIS Division.....	314
Workforce	317
Environmental and Maintenance Services	
Organization Chart – By Division	319
Maintenance Administration	320
Graffiti Abatement.....	322
Facilities Maintenance	324
Street Maintenance	326
Street Lights	328
Traffic Signals.....	330
Environmental Compliance	332
Urban Forestry.....	334
Workforce	336
ASSESSMENT AND MAINTENANCE DISTRICTS	
Organization Chart – By Division	339
Summary	341
Assessment District Debt Service	344
Woodside Park	346
Airport Business Park.....	348
North East.....	350
Harden Ranch	352
Vista Nueva	354
Mira Monte.....	356
Monte Bella.....	358
Workforce	360
ENTERPRISE OPERATIONS	
Organization Chart – By Division	361
Summary	363
Permit Services	366
NPDES Storm Water	370
Airport	374
Industrial Waste	376
Sanitary Sewer	378
NPDES Storm Drain Sewer.....	380
NPDES Street Sweeping.....	382
Hitchcock Road Water	384

TABLE OF CONTENTS

Downtown Parking.....	386
Preferential Parking	388
Parking Enforcement.....	390
Twin Creeks Golf Course	392
Fairways Golf Course	394
Workforce	396
 INTERNAL SERVICES	
Organization Chart – By Division	399
Summary	400
Risk Management.....	402
General Insurances	404
Workers' Compensation Insurance	406
Liability Insurance	408
Vehicle/Equipment Maintenance	410
Vehicle Replacement Fund Reserve.....	412
Workforce	414
 APPENDIX	
Budget Resolution.....	415
Appropriations Limit	417
Financial Policies	419
Salary Schedule	449
Chart of Accounts.....	459



(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 11, 2024

Honorable Mayor and City Council of the City of Salinas:

I am pleased to present to you a balanced Fiscal Year (FY) 24-25 Proposed Operating Budget that continues efforts to address the highest priority community and organizational needs, while appropriately positioning the City to weather forecasted future economic uncertainty. The budget maintains levels of service for the community while (1) acknowledging inflationary impacts, (2) recognizing stagnant revenues, and (3) absorbing new unfunded state and federal mandates. The proposed budget considered City Council and Administration priorities, recent community outreach and surveys, other departmental and organizational priorities, and forecasts to future revenues and expenditures.

STRATEGIC PRIORITIES AND CORE GOALS

On November 15, 2022, City Council updated their Strategic Priorities for 2022-2025, providing guidance to City staff, Commissions, and Committees on workload prioritization. Even with the budgetary challenges of the last several years, many of Council's primary goals and priorities have been programmed in the FY 24-25 Operating and Capital Budgets. Continued emphasis remains for the City's quality of life through maintaining parks, traffic calming/traffic safety for all users, thoughtfully planning street and sidewalk repairs, and prudent fiscal management, among other items.

BUDGET PROCESS AND COMMUNITY OUTREACH

The FY 24-25 budget process began in December upon the release of an online budget survey to the community and continued through the spring with community budget meetings and "pop-ups" where staff engaged the community in discussions about the budget and City services. Additionally, through regularly held public meetings, the community has provided public comment relating to the budget.

BUDGET DEVELOPMENT CONTEXT

The FY 24-25 General Fund Budget programs total revenues including transfers in of \$176,642,850 million and expenditures including transfers out of \$176,046,278 million. The difference between the total revenues and expenditures is the allocation to maintain the 12% Economic Contingency Reserve approved by City Council. The Budget does not include new programs; however, it does maintain existing service with modest staffing adjustments. This budget also provides for limited, continued strategic investments toward important maintenance of the City's streets and sidewalks, and unhoused management as Federal grant funding allows, and other necessary infrastructure improvements to protect our community's health and safety.

Certain prior year Council approved and unexpended appropriations are also included in the FY 24-25 Operating Budget. However, the dollar amounts are not part of the total Operating Budget. Appropriations and offsetting funding sources are programmed as carryovers and will be recognized in the City's ACFR as expenditures only after they are expended. Below is a summary of the authorized carryover estimates.

	Fund	Carryover Amount
Prevention & Wellness Grant	Measure G	\$ 300,000
Mobile Crisis Unit	Measure G	500,000
Vehicle Replacement	Vehicle Replacement Fund (GFs transfers)	3,938,869

As shown below, the proposed FY 24-25 Budget is \$259,598,592 of which the General Fund, Measure E, and Measure G total \$172,971,278 and the Other Funds amount to \$68,393,314, which include special revenue funds, internal services, enterprise operations, assessment & maintenance districts, grants, agencies, and debt service. Lastly, the FY 24-25 Capital Improvement Program budget is programmed at \$18,234,000. Note, however, that CIP work continues on projects at various stages of completion in both the American Rescue Plan Act (ARPA), as well as carryover projects from prior years. This ongoing CIP work not part of this FY budget action, continues in various departments and totals more than \$112 million.

Operating Budget:

General Funds	\$ 172,971,278
Other Funds	<u>68,547,674</u>
Total Operating Budget *	241,518,952
Capital Budget	<u>18,234,000</u>
Total City Budget	<u><u>\$ 259,752,952</u></u>

* Transfers out were not included as part of this total in prior years.

As with most municipalities, local services are provided directly by Salinas employees, as they work to serve residents, businesses, and visitors. As a service delivery enterprise, the cost of salaries and benefits are a significant portion of the budget. The delivery of City services is highly dependent on recruiting and retaining talent which comprises 77.4% of budgeted General Fund expenditures for FY 24-25.

Required payments to the state's pension system, CalPERS, have consistently been one of the major cost drivers for most Cities over the past decade with persistent increases in pension costs, year over year. The City's pension plans over the past several decades, like all other CalPERS participants, have experienced changes in actuarial assumptions, demographic changes, and volatile investment returns which have outweighed any positive plan experiences. The outcome of these unfavorable economic and demographic conditions

is the creation of unfunded pension liability and Other Post - Employment Benefits (OPEB) obligations for the City.

FY 24-25 BUDGET BALANCING STRATEGIES

For FY 24-25, the Proposed Operating Budget was balanced utilizing several budget balancing strategies. The first was direction to all Departments to develop a status quo budget. To that end, the Departments programmed existing resources by either maintaining current structures or realigning operations to remain effective. In some cases, this work coincided with some department restructuring efforts. Budget development also needed to consider overall increased costs, as vendor, supply, and other costs rose beyond FY 23-24 levels.

The second strategy was to build a 5% salary savings factor that represents approximately \$4.8 million in anticipated savings. It is important to emphasize that per prior Council direction, staff continues to hire for all vacant positions. This strategy simply accounts for the expected salary savings upfront. However, if vacancy savings are not materialized, staff will come back to Council for adjustments.

The third strategy is reducing the allocations to other funds such as the Fleet Maintenance Reserve and funds that generally run on a deficit year-over year due to insufficient revenues coming in for those programs.

The FY 24-25 Proposed Budget endeavored to maintain essential public services while controlling operational costs in light of the Five-Year Financial Forecast, which predicts operating shortfalls in subsequent fiscal years. Providing current service levels to the community in future fiscal years will require a strong performance of the City's economically sensitive revenues and/or revenue enhancements. One of which includes ensuring the continuance of Measure G revenues.

Mandated pension payments to CalPERS have consistently been one of the major cost drivers for the City over the past decade with persistent increases in pension costs, and often this is driven by volatile CalPERS market investment returns as well as changes in actuarial assumptions. Other costs drivers for the City include increasing healthcare and workers' compensation program costs, as well as negotiated increases to the City's workforce.

FIVE-YEAR FINANCIAL FORECAST

The Five-Year Forecast serves as the foundation of the budget planning process. The Forecast identifies the City's fiscal capacity and provides the financial framework within which the proposed budget must be developed, including resource capacity, staffing, and service levels, consistent with City Council's most recently adopted Strategic Priorities and the Salinas Plan recommendations.

The Salinas Plan was completed in 2018 and provided a comprehensive study of the financial and organizational issues experienced by the City of Salinas together with a 10-year forecast and recommendations to address a significant structural deficit. Staff reviewed and implemented several of the recommendations, particularly as they relate to the City's largest

cost drivers, including but not limited to healthcare, workers' compensation, and public safety. However, the City must continue to review and monitor the changing economic factors and make adjustments as necessary.

The Five-Year Forecast (FY 25/26 – 29/30) is predicated on the projected ending results for FY 23-24 and includes updates to the City's revenues and expenditures. The Forecast's revenue estimates for the first year is the most critical in the process as they ultimately define the expenditure limitations for the upcoming budget year. It is important to note that all years represent projections based on current trends and are subject to change as the economic environment changes.

The City is highly dependent on two economically sensitive revenues, Sales Tax and Property Tax, comprising 75% of General Fund forecasted revenues. The revenue assumptions are informed by the City's sales tax and property tax consultant.

On the expenditure side, the Forecast budget positions at the actual rate of employees' pay including benefits as of May 1, 2024. Then, by position, salary costs are updated in accordance with the applicable Memorandum of Understanding (MOU) between the City and its bargaining units and labor groups. Of note, AMPS, SMEA, SEIU will receive a 4% increase and FSA, IAFF, and SPOA employees will receive a 2% increase in FY 24-25. This follows some bargaining units having received a 4-6% increase in FY 23-24.

In addition to the financial terms of the MOUs, the Forecast assumes step increases for employees, where applicable. The Forecast also recognizes higher pension costs due to the continued annual payment for prior unfunded actuarial liability (UAL) amortization bases. This information was determined in coordination with the City's Actuarial Consultant and CalPERS.

As previously mentioned, the Forecast includes a multitude of primary revenue and expenditure adjustments related to recent trends. Actual results as presented in the Five-Year Forecast are reported in greater detail in the Forecast compared to the City's Annual Comprehensive Financial Report (ACFR) which uses summary data. For example, Sales & Use Tax, Measures E and G are summarized and reported in the ACFR as one line item, Sales Taxes. Similar issues also occur for expenditure line items because they tend to be the primary drivers for forecasting future expense trends. Changes to reserve balances over the fiscal year are reported in the footnotes accompanying the financial statements in the ACFR.

	FY 25-26 FORECAST	FY 26-27 FORECAST	FY 27-28 FORECAST	FY 28-29 FORECAST	FY 29-30 FORECAST
REVENUES:					
Sales Tax	\$ 94,640,000	\$ 98,425,600	\$ 102,362,624	\$ 106,457,129	\$ 110,715,414
Property Taxes	41,504,320	43,372,014	45,323,755	47,363,324	49,494,674
Other Revenue	44,331,206	45,398,502	46,491,497	47,610,810	48,757,075
Total Revenues	180,475,526	187,196,116	194,177,876	201,431,263	208,967,162
EXPENDITURES:					
Salaries	72,354,153	76,424,979	80,724,839	85,119,444	89,908,477
Benefits	52,736,981	57,797,392	62,985,022	69,735,557	75,147,380
Services & Supplies	34,870,250	35,811,746	36,778,664	37,771,687	38,791,523

Other Operating	3,280,000	3,362,000	3,446,050	3,532,201	3,620,506
Internal Service Funds	10,198,750	10,402,725	10,610,780	10,822,995	11,039,455
Debt Service	9,285,896	8,750,314	7,828,372	7,828,372	7,828,372
Total Expenditures	182,726,030	192,549,156	202,373,726	214,810,257	226,335,713
[Revenues - Expenditures] Over / (Under)	(2,250,505)	(5,353,040)	(8,195,849)	(13,378,994)	(17,368,551)
Deficit % of Expenditures	1.23%	2.78%	4.05%	6.23%	7.67%

The table below table illustrates the significant impact to revenues in the event Measure G sunsets.

	FY 30-31 FORECAST
REVENUES:	
Sales Tax	\$ 67,174,632
Property Taxes	51,474,461
Other Revenue	49,930,939
Total Revenues	168,580,032

UNDERSTANDING THE BUDGET DOCUMENT

The Operating Budget document includes City-wide information and information specific to each fund and Department. The City receives revenues from different sources, many of which have restrictions on how they can be used. Separate funds are established to account for the different types of revenues and allowable uses of those revenues. The budget is prepared in accordance with Generally Accepted Accounting Principles (GAAP). The budget for governmental funds has been prepared on a modified accrual basis. The modified accrual basis recognizes expenditures when the related fund liability is incurred. Revenues are recognized when they become both measurable and available. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.

FY 24-25 FISCAL OUTLOOK – GENERAL FUNDS (GENERAL FUND, MEASURE E, AND MEASURE G)

Overview

The workload and budgetary prioritization process considers the City’s current economic reality and long-term fiscal picture, as well as high priority service delivery needs. Key principles include:

- Develop and recommend a balanced budget that maintains service levels;
- Continue to make progress on Strategic Priorities identified by the City Council;
- Identify opportunities to enhance service delivery through new revenue sources, technology, and open government; and
- Prepare for addressing future deficits in the event new revenue sources do not materialize.

General Fund

The General Fund pays for core services such as public safety, community development, parks and public works, library, and other services. The revenue used to pay for these services comes primarily from local taxes such as property tax, sales tax, transient occupancy tax (TOT), franchise fees, licenses and permits, City service fees, fines and forfeitures, and other sources.

Internal Service Funds

Internal Service Funds are used for areas where goods or services are provided to other City Departments. Internal Service Funds include funds and programs for liability insurance, workers' compensation, fleet maintenance, and vehicle replacement. The total proposed Budget for Internal Service Funds for FY 24-25 is \$17.2 million.

Special Revenue Funds

Special Revenue Funds are a fund type used to account for the proceeds of specific revenue sources that are legally restricted to certain expenditures. Special Revenue Funds account for 1.5% of the City-wide expenditure budget.

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 provided thirty-two recommended initiatives. The thirty-two recommended initiatives are now in various stages of progress. An important refresh of the Salinas Plan was recently completed and is described in more detail in the corresponding section of this document.

The City's underlying structural deficit requires constant monitoring. The main reason for the structural deficit, where the expenditure growth exceeds the revenue growth continually each year, is a result of the compensation and benefit costs growing faster than the projected revenue. Controlling the main cost drivers of wages, pension, unfunded accrued liability, health insurance, and workers' compensation continues to be the key to managing this projected problem. Additionally, the condition of the national, state and local economy, and any recessionary factors, will have an effect 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, and changes in employee health cost sharing for all bargaining units.

REVENUES

The City's FY 24-25 includes modest increases to certain revenues. Revenue projections for each category were based on estimates from the Monterey County Assessor's office, HdL, Coren & Cone (the City's sales tax and property tax consultant), the State Controller's Office, the State Board of Equalization, and careful examination of revenue trends, patterns, and industry research.

Assumptions for the major General Fund revenue sources are as follows:

Sales & Use Tax	Assumes 1.1% increase from the prior year adopted budget largely due to current year projected performance.
Property Tax & VLF	Assumes 5.5% growth from last year's FY 23-24 adopted budget due to current year projected performance and Monterey County Assessor estimates.
Utility Users Tax	Assumes no change from the prior year adopted budget due to current year projected performance.
Franchise Fees	Assumes 7.2% decrease to the prior year adopted budget largely due to current year projected performance.
Business License Tax	Assumes 5.2% decrease from the prior year adopted budget due to current year projected performance.

Major Revenue Summary

Historically, approximately 90% percent of the City's general fund (combined General, Measure E & Measure G Funds) revenue comes from the five revenue sources listed above. The two highest revenue sources combined are 75% and include property tax and sales tax (inclusive of Measure E and Measure G revenues); while approximately 16% percent comes from utility users taxes, franchise fees, and business license tax.

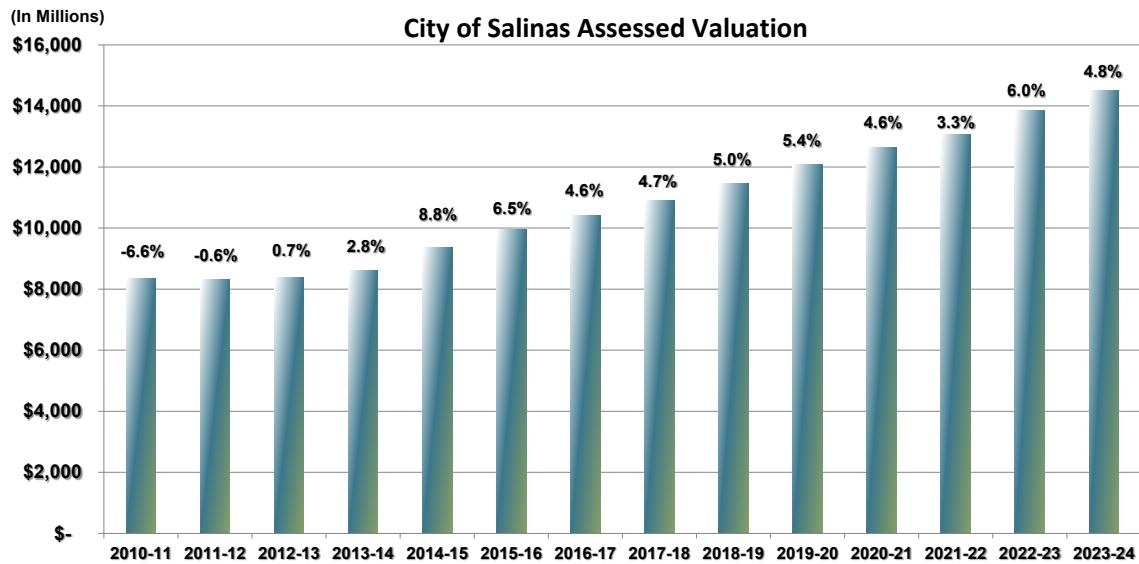
FY 24-25 general funds revenue estimates total \$174,181,150. The categories are identified below.

General Funds

	FY 24-25 Proposed	FY 23-24 Adopted	\$ Difference	% Difference
Sales & Use Tax	\$91,000,000	\$90,000,000	\$1,000,000	1.1%
Property Tax & VLF	39,908,000	37,840,500	2,067,500	5.5%
Utility Users Tax	12,000,000	12,000,000	0	0.0%
Franchise Fees	9,590,000	10,335,000	(745,000)	-7.2%
Business License Tax	5,500,000	5,800,000	(300,000)	-5.2%
Other Revenues	16,183,150	16,886,250	(703,100)	-4.2%
Total	\$174,181,150	\$172,861,750	\$1,319,400	0.8%

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 \$1.3 million or 5.9% from the prior year.

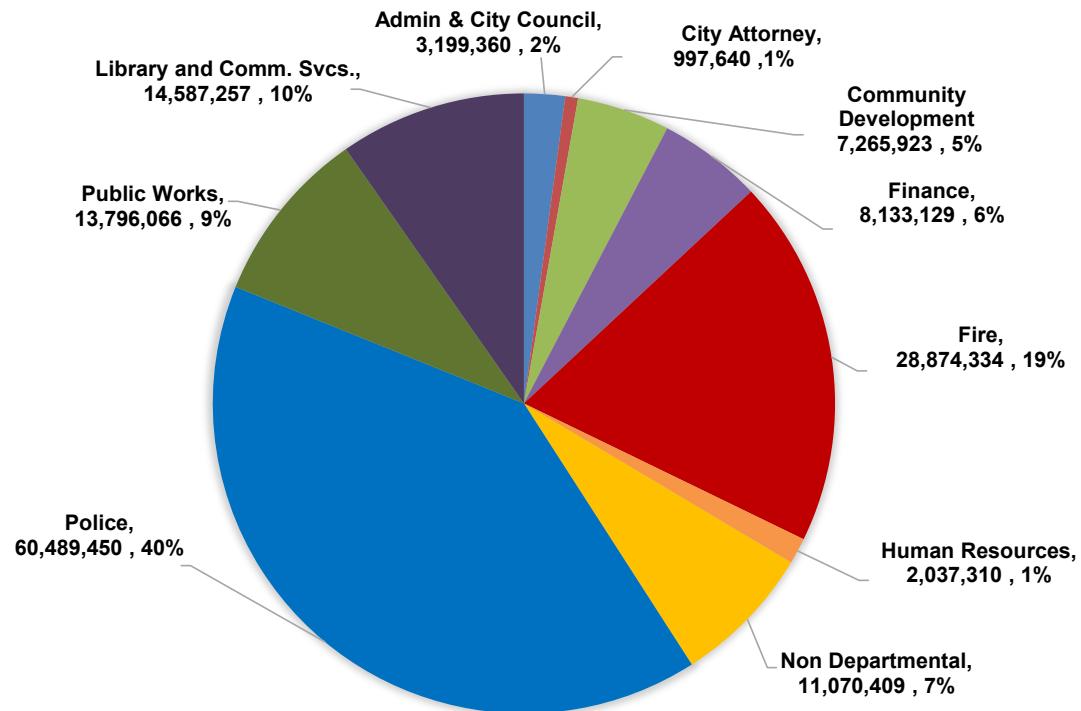
General Fund Sales Tax, Measure E & Measure G

The City's share of the total California 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. Additionally, on November 4, 2014, voters approved a 1.0% 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 provided their analysis of trends in each sector and national and economic drivers. Revenue projections are expected to increase 1.1% from the FY 23-24 projected revenue. FY 24-25 General Fund sales tax revenue is estimated to be \$39,400,000 while Measure E revenue is estimated at \$17,200,000, and Measure G at \$34,400,000.

EXPENDITURES

The combined FY 24-25 General Funds Operating Budget totals \$172,971,278, which is a 0.7% increase from FY 23-24. The proposed FY 24-25 General, Measure E and G Funds operating budget, by Department is as follows (excludes transfers out):



General Funds FY 23-24 Adopted and FY 24-25 Proposed Budget comparisons are illustrated in the below table.

Department	FY 24-25		FY 23-24		% Change	% Change
	Proposed Budget	Adopted Budget	Change	Change		
Admin & City Council	\$ 3,199,360	\$ 2,901,373	2.1%	\$ 297,987	10.3%	
City Attorney	997,640	920,577	0.7%	77,063	8.4%	
Community Development	7,265,923	8,286,354	4.8%	(1,020,431)	-12.3%	
Finance	8,133,129	7,576,806	5.4%	556,323	7.3%	
Fire	28,874,334	28,843,608	19.2%	30,726	0.1%	
Human Resources	2,037,310	1,927,090	1.4%	110,220	5.7%	
Non Departmental	11,070,409	8,303,260	7.4%	2,767,149	33.3%	
Police	60,489,450	60,085,120	40.2%	404,330	0.7%	
Public Works	13,796,066	13,712,737	9.2%	83,329	0.6%	
Library and Comm. Svcs.	14,587,257	14,463,221	9.7%	124,036	0.9%	
Total Exp. Budget	\$ 150,450,878	\$ 147,020,146	100.0%	\$ 3,430,732	2.3%	

Personnel costs are 77.4% of the budget and continue to increase in all Departments with the main cost drivers including salaries, pension benefits, health care costs, 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 \$13,261,180. Compared to the prior year adopted budget, the total expenditure budget decreased by \$440,878 as shown in the following table. Transfers Out total another \$2,169,700.

Measure E **FY 24-25 Operating Budget**

Department	FY 24-25		FY 23-24		% Change	% Change
	Proposed Budget	Adopted Budget	%	Change		
Finance	\$ 59,000	\$ 66,000	0.4%	\$ (7,000)	0.0%	
Non Departmental	-	427,000	0.0%	(427,000)	-100.0%	
Police	4,352,030	4,409,331	32.8%	(57,301)	-1.3%	
Library and Comm. Svcs.	8,850,150	8,799,727	66.7%	50,423	0.6%	
Total Exp. Budget	<u>\$ 13,261,180</u>	<u>\$ 13,702,058</u>	<u>100.0%</u>	<u>\$ (440,878)</u>	<u>-3.2%</u>	

The number of positions funded by the Measure E proposed budget for FY 24-25 are summarized as follows:

Police	19.0
Parks & Recreation	15.0
Youth Serv. & Com. Engagement	2.0
Library	<u>40.5</u>
Total Positions	<u>76.5</u>

Additional details are included in the Measure E section of this Operating Budget document.

Measure G

Measure G expenditure budget totals \$24,009,230. Compared to the prior year adopted budget, the total expenditure budget decreased by \$108,552 as shown in the following table. Transfers Out, including to CIP, total \$10,256,200. The CIP budget totals \$3,075,000 and includes such projects as the Permanent Homeless Shelter, Chinatown Navigation Center Spring Shelter, Fire Station Alerting System Update, Playground Improvements at Parks, Tree Planting, and a No Parking/Street Sweeping Signage Program. The details of the proposed capital projects are included in the FY 24-25 Capital Improvement Program Budget.

Measure G
FY 24-25 Operating Budget

Department	FY 24-25		FY 23-24		% Change	% Change
	Proposed Budget	Adopted Budget	%	Change		
Administration	\$ 332,750	\$ 318,137	1.4%	\$ 14,613	4.6%	
Community Development	1,676,700	2,427,600	7.0%	(750,900)	-30.9%	
Finance	599,380	640,648	2.5%	(41,268)	-6.4%	
Fire	1,801,810	1,907,341	7.5%	(105,531)	-5.5%	
Human Resources	307,030	185,020	1.3%	122,010	65.9%	
Police	6,675,470	6,319,012	27.8%	356,458	5.6%	
Public Works	7,200,383	6,936,280	30.0%	264,103	3.8%	
Library and Comm. Svcs.	5,415,707	5,383,744	22.6%	31,963	0.6%	
Total Exp. Budget	\$ 24,009,230	\$ 24,117,782	100.0%	\$ (108,552)	-0.5%	

The number of positions funded by the Measure G proposed budget for FY 24-25 are summarized as follows:

Police - Sworn	12.0
Police - Non-Sworn Support	17.0
Fire - Sworn	6.8
Fire - Non-Sworn Support	1.0
Community Development	10.0
Public Works	36.3
Recreation	15.5
Information Technology	2.0
Finance	2.0
Human Resources	2.0
Administration	2.0
Total Positions	<u>106.5</u>

Additional details are included in the Measure G section of this Operating Budget document.

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 21.9% 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. The City has negotiated other formulas 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% in 2018.

Non-Personnel Operating Expenditures

Non-Personnel expenditure budgets were developed based on actual expenditures in prior years, adjusted for FY 24-25 funding needs. In light of limited available resources, the FY 24-25 proposed budgeted non-personnel expenditures are conservative, with additions primarily limited to non-discretionary, contractually obligated, internal service charges to ensure cost recovery, or mandated increases. Additional details regarding the assumptions used in the development of the expenditure estimates can be found in the Forecast Assumptions.

GENERAL FUND RESERVES

In FY 21-22, City Council approved an Economic Contingency Reserve for the General Funds with a minimum target level of twelve percent (12%) of a single year's budgeted operating expenditures and non-capital transfers of the respective funds. The Government Finance Officers Association (GFOA) recommends, at a minimum, regardless of agency size, maintain unrestricted budgetary fund balance in the General Fund of no less than two months equal to operating expenditures. Based on this recommendation, the City should strive to increase its Economic Contingency Reserves to seventeen percent (17%). Financial resources available in other funds should also be considered in assessing the adequacy of unrestricted fund balance in the General Funds.

STATE BUDGET IMPACTS

Preliminary data for the State of California FY 24-25 Proposed Budget anticipates a \$28.4 billion deficit. The Governor's Proposed Budget intends to address the budget problem without using funds from the State's reserves, and instead relying on reductions and delays in spending.

The City is monitoring the development of the State Budget and is watchful of potential attempts to utilize funds that ordinarily flow to local governments (namely Vehicle License Fee and Educational Revenue Augmentation Funds).

The estimated Gas Tax revenue totals approximately \$4.6 million for FY 24-25 due to the Road Recovery and Repair Act of 2017 (SB1). These funds can only be used for new construction and reconstruction of City streets.

CONCLUSION

While the City is expecting modest increases in property tax and sales tax proceeds, franchise fees and business license taxes are projected to come in lower than FY 22-23 actual collections. The City is also experiencing inflationary pressures and increased employee wage, health and pension costs. The Proposed Budget and Five-Year Forecast reflect these challenges. For this reason, the FY 24-25 Budget is a status quo budget that necessitated eliminating some vacant positions and increasing the vacancy factor to 5%. The City's primary revenue sources will need to continue to strengthen to ensure the City's service levels are maintained in future years, Council Strategic Priorities are addressed, and essential infrastructure investments are made.

Considering future anticipated deficits, opportunities for workload redeployments and organizational restructuring will continue to be explored, evaluated, and implemented. Even with these efforts, if revenues do not keep pace with expenses, the current projected deficits may need to be addressed through service delivery reductions or service outsourcing as one-time funding to resolve future gaps is becoming more constrained. If this occurs, City Council will need significant input from the community to identify acceptable organizational changes and service levels.

For now, due to proactive and conservative fiscal policies in the past, the City is able to weather current economic conditions. With this budget, the City continues to fund the Economic Contingency Reserve at 12% of the General Funds ongoing operating expenditures. These contingencies provide ample resources in the event a recession or other event that may affect the City.

I wish to thank all City Departments, including the Department Directors and their management, analytical, and support staff, who worked diligently on the preparation of this budget document. In addition, I would like to recognize the ongoing efforts of all Finance Department staff, and specifically throughout the budget development process, the following Finance staff:

Selina Andrews, Acting Finance Director
Abe Pedroza, Senior Finance Management Analyst
Yesenia Nunez, Finance Management Analyst
Nick Luciano, Administrative Analyst

I would also like to thank the City Council for its leadership in working together on this budget, and their development of our 2022 – 2025 strategic plan goals, as well as our residents, in prioritizing what matters most to our Salinas community.

Sincerely,

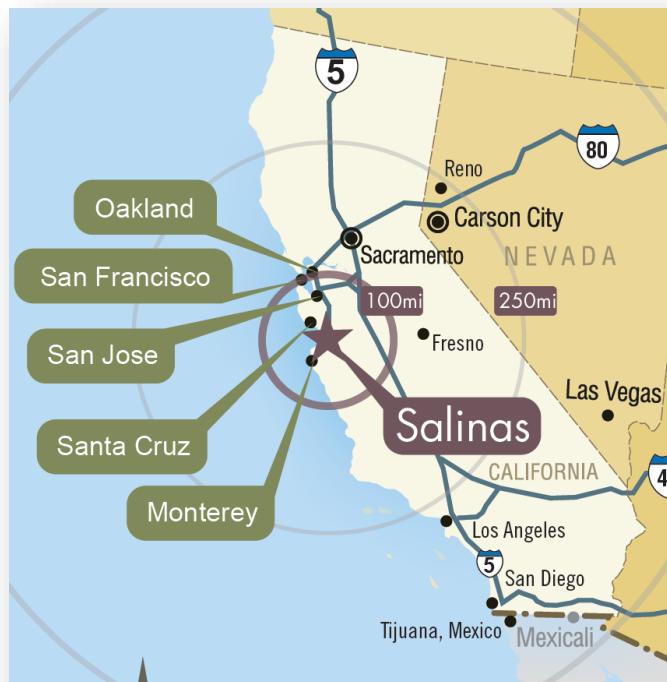
Jim Pia

Jim Pia, Assistant City Manager, on behalf of
René Mendez, 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, Permit Services, and Preferential, Downtown, and Enforcement Parking Districts. The State Department of Finance reports the City's population at 162,037 as of January 1, 2024. The City employs about approximately 650 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 alongside 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 47,000 housing units of which 23,500 are detached single family residences, 2,700 are attached single family residences, 3,900 two to four unit multifamily complexes, 15,000 apartment units, and 1,450 mobile homes. The residential vacancy rate is approximately 4.0% 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 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 is 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, banking institutions, and 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. 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 ends 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) 24-25. 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 Fund Balances, Interfund Transfers, Revenues by Fund that includes actual revenues for FY 21-22 and FY 22-23 and estimates for FY 23-24 and FY 24-25, and Administrative

BUDGET GUIDE

Overhead Rates. 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 in November 2005. This section also includes summaries of the Measure E funds budgeted for Operating and Capital Projects for FY 24-25 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 in November 2014. This section also includes summaries of the Measure G funds budgeted for Operating and Capital Projects for FY 24-25 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 the year, and a financial summary showing funding sources, actual expenditures from FY 21-22 and FY 22-23 and projected expenditures for FY 23-24 and FY 24-25.

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 <https://www.cityofsalinas.org>.

Appendix

Included in this section are the Budget Resolution, Appropriations Limit, Salary Schedule, Chart of Accounts, and an overview of the 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.

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 beginning with an amount equal to the prior year's adopted budget.

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 12% of the General Funds 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 re-adopted 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 year. 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 is employed as a management control device during the fiscal year for the General Funds, 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 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 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 \$10,000 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.

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 21-22 and 22-23 actual, the 23-24 budget and the proposed 24-25 budget are funded. The expenditure section details both employee services and other resources. The employee services category includes regular full-time,

BUDGET GUIDE

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 Water Sewer, NPDES Street Sweeping, NPDES Storm Drain, Hitchcock Road Water Utility, Permit Services, Downtown Parking, Preferential Parking, and Parking Enforcement.

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.

EXPENDITURES BY CATEGORY: A basis for distinguishing types of expenditures. The major expenditure categories used by the City of Salinas are salaries & benefits, supplies & materials, outside services, other charges, debt service, capital outlays, and financial assistance.

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 exception 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.

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.

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.

BUDGET GUIDE

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 \$10,000 regardless of normal useful life or have a unit value of more than \$10,000 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 with 4 years of 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

Fund Balances

Fund	Estimated Balance 06/30/2024	Revenues FY 24-25	Transfers In FY 24-25	Transfers Out FY 24-25	Appropriations FY 24-25	Reserve Allocation FY 24-25	Estimated Balance 06/30/2025
General Funds							
1000 General Fund	(2,963,792)	121,781,150	2,461,700	(13,169,500)	(113,180,468)	(417,476)	(5,488,386)
1100 Measure E Fund	8,870,939	17,500,000	-	(2,169,700)	(13,261,180)	(46,066)	10,893,993
1200 Measure G Fund	(1,565,258)	34,900,000	-	(10,256,200)	(24,009,230)	(133,011)	(1,063,699)
Total - General Funds	4,341,889	174,181,150	2,461,700	(25,595,400)	(150,450,878)	(596,553)	4,341,908
Assessment & Maintenance District Funds							
2101 Maintenance District Administration	(8,192)	-	-	-	-	-	(8,192)
2102 Woodside Park Maintenance District	218,478	53,500	-	-	(46,430)	-	225,548
2103 Downtown Mall Maintenance District	(42,996)	-	-	-	-	-	(42,996)
2104 Airport Business Park Maintenance District	9,184	14,900	-	-	(17,872)	-	6,212
2105 NE Salinas Landscape District	1,281,087	901,400	-	(10,000)	(803,070)	-	1,369,417
2106 Harden Ranch Landscape District	151,945	158,060	-	-	(135,600)	-	174,405
2107 Vista Nueva Maintenance District	156,977	41,700	-	(75,000)	(38,150)	-	85,527
2108 Mira Monte Maintenance District	310,449	128,100	-	-	(159,150)	-	279,399
2109 Monte Bella Maintenance District	2,633,248	849,400	-	(611,000)	(474,600)	-	2,397,048
4201 Assessment District Admin.	(2,178)	-	-	-	-	-	(2,178)
4202 Assessment District Debt Svc	(198,437)	54,400	-	-	(51,900)	-	(195,937)
4203 Assessment District Reserve	1,904,731	34,100	-	-	-	-	1,938,831
4204 2019 Special Tax Bond - Monte Bella 1	302,063	187,400	-	-	(167,600)	-	321,863
4205 2019 Special Tax Bond - Monte Bella 2	276,997	154,600	-	-	(139,100)	-	292,497
4206 2019 Special Tax Bond - Monte Bella 3	324,489	180,000	-	-	(167,500)	-	336,989
Total - Assessment & Maintenance District Funds	7,317,845	2,757,560	-	(696,000)	(2,200,972)	-	7,178,433
Special Revenue Funds							
2201 Local Public Safety Fund - Prop 172	1,142,625	600,000	-	-	(600,000)	-	1,142,625
2202 Local Public Safety Fund - AB 3229	809,999	515,600	-	-	(500,000)	-	825,599
2501 Emergency Medical Service Fund	(49,960)	137,000	1,600,000	-	(1,758,700)	-	(71,660)
2502 Asset Forfeiture Fund	205,740	32,000	-	-	(30,000)	-	207,740
2503 Traffic Safety Fund	29,219	325,000	-	(200,000)	(125,000)	-	29,219
2504 Vehicle Abatement Fund	326,554	160,000	-	-	(246,400)	-	240,154
2505 Recreation Parks Fund	114,721	35,000	-	-	(22,900)	-	126,821
2506 PEG Cable Franchise Fund	511,678	150,000	-	-	(145,000)	-	516,678
2507 Municipal Art Fund	125,309	900	100,000	-	(100,000)	-	126,209
2508 Contributions & Donations Fund	499,109	-	-	-	-	-	499,109
2509 KDF Los Padres Devmt Social Svcs Fund	268,138	-	-	-	-	-	268,138

SUMMARIES & SCHEDULES

Fund Balances

Fund	Estimated Balance 06/30/2024	Revenues FY 24-25	Transfers In FY 24-25	Transfers Out FY 24-25	Appropriations FY 24-25	Reserve Allocation FY 24-25	Estimated Balance 06/30/2025
2510 Meas. X - Trans. Safety & Invmt Plan Fund	6,331,098	5,694,500	-	(5,609,100)	-	-	6,416,498
2511 SB 1 Road Maint. & Rehab. Fund	1,878,128	4,264,800	-	(3,600,000)	-	-	2,542,928
2512 SB 1 Traffic Congestion Relief Fund	586,353	10,600	-	-	-	-	596,953
2513 General Plan Fund	1,253,314	250,000	-	(166,700)	(1,076,718)	-	259,896
2514 National Opioid Settlement	178,006	-	-	-	-	-	178,006
2530 Residential Rental Registry	118,000	80,000	-	-	(80,000)	-	118,000
2601 SRA Public Improvement Fund	1,679,722	30,400	-	-	-	-	1,710,122
2602 HSA - Affordable Housing Fund	89,537	61,000	-	-	(1,000)	-	149,537
2603 Local Housing Trust Fund	2,000,000	-	-	-	-	-	2,000,000
Development Fees							
2301 Sewer & Storm	222,797	335,500	-	(270,000)	-	-	288,297
2302 Parks & Playground	635,807	125,300	-	-	-	-	761,107
2303 Library	438,757	79,500	-	-	-	-	518,257
2304 Street Trees	40,650	5,400	-	(30,000)	-	-	16,050
2305 Annexations	(269)	-	-	-	-	-	(269)
2306 Arterial	7,016,698	1,044,600	-	(400,000)	-	-	7,661,298
2307 Fire	282,075	53,600	-	-	-	-	335,675
2308 Police	1,558,991	147,500	-	-	-	-	1,706,491
Total - Development Fee Funds	10,195,506	1,791,400	-	(700,000)	-	-	11,286,906
Gas Tax Funds							
2401 Gas Tax - 2107	664,111	1,711,100	-	(1,635,000)	-	-	740,211
2402 Gas Tax - 2106	328,815	433,000	-	(395,000)	-	-	366,815
2403 Gas Tax - 2105	729,269	1,003,000	-	(1,655,000)	-	-	77,269
2404 Gas Tax - Motor Vehicle Fuel Tax	940,137	1,435,000	-	(1,455,000)	-	-	920,137
Total - Gas Tax Funds	2,662,332	4,582,100	-	(5,140,000)	-	-	2,104,432
2900 Housing & Urban Development Funds	-	3,409,380	-	-	(3,409,380)	-	-
3000 Grant Funds	-	643,510	-	-	(643,510)	-	-
Debt Service Funds							
4104 2014 COP Consolidation	700	-	228,100	-	(228,100)	-	700
4106 2018 Lease - Police Safety Building	15,477	8,700	5,543,900	-	(5,543,900)	-	24,177
4107 2018B COP TRIP	2,008,250	376,300	2,339,100	-	(2,339,100)	-	2,384,550
4110 2018 Lease - El Gabilian Library	2,574	1,600	1,175,100	-	(1,175,100)	-	4,174
4111 2020A - Refund Bonds Series	694	-	1,592,600	-	(1,592,300)	-	994
4112 2020B - Refund Bonds Series	23,924	-	665,300	-	(665,300)	-	23,924
Total - Debt Service Funds	2,051,619	386,600	11,544,100	-	(11,543,800)	-	2,438,519

SUMMARIES & SCHEDULES

Fund Balances

Fund	Estimated Balance 06/30/2024	Revenues FY 24-25	Transfers In FY 24-25	Transfers Out FY 24-25	Appropriations FY 24-25	Reserve Allocation FY 24-25	Estimated Balance 06/30/2025
Special Aviation Funds							
5101 State	31,137	147,600	-	(147,600)	-	-	31,137
5102 Federal	290,482	2,966,900	-	(2,952,000)	-	-	305,382
Total - Special Aviation Funds	321,619	3,114,500	-	(3,099,600)	-	-	336,519
5201 Special Construction Fund - Federal & State	-	100,000	-	(100,000)	-	-	-
5800 Capital Projects Fund	2,000,000	-	18,234,000	-	(18,234,000)	-	2,000,000
Enterprise Funds							
6100 Municipal Airport	1,314,592	2,177,800	-	(402,100)	(1,917,120)	-	1,173,172
6200 Industrial Waste	2,314,565	3,174,900	-	(141,400)	(3,026,240)	-	2,321,825
6301 Fairways Golf Course	(614,274)	100,000	745,500	-	(231,100)	-	126
6302 Twin Creeks Golf Course	665,203	60,000	-	(285,500)	(439,300)	-	403
6400 Sewer	(1,250,277)	3,821,000	-	(141,900)	(4,382,110)	-	(1,953,287)
6500 Stormwater (NPDES)	529,796	68,900	1,670,000	-	(3,432,849)	-	(1,164,153)
6600 Crazy Horse Landfill	721	-	-	-	-	-	721
6700 Water Utility	14,403	8,000	-	-	(15,000)	-	7,403
6801 Downtown Parking District	(2,046,919)	515,000	946,100	(34,600)	(1,657,030)	-	(2,277,449)
6802 Preferential Parking	57,660	25,000	-	-	(22,800)	-	59,860
6803 Parking Enforcement	361,606	850,000	-	-	(1,080,770)	-	130,836
6900 Permit Services	765,406	5,503,500	-	(393,000)	(5,520,580)	-	355,326
6950 Affordable Housing	80,000	83,000	-	-	-	-	163,000
Total - Enterprise Funds	2,192,482	16,387,100	3,361,600	(1,398,500)	(21,724,899)	-	(1,182,217)
Internal Service Funds							
7101 Internal Services Administration	151,257	-	-	-	(43,000)	-	108,257
7102 Insurances	506,675	150,000	1,450,000	-	(2,066,000)	-	40,675
7103 Worker's Comp. Self-Insurance	575,114	5,813,000	-	(650,000)	(5,674,040)	-	64,074
7104 General Liability Self-Insurance	(1,880,340)	270,600	6,650,000	-	(4,969,430)	-	70,830
7120 Fleet Maintenance	769,477	-	2,000,000	-	(2,766,850)	-	2,627
7121 Vehicle Replacement Reserve	5,376,185	-	500,000	-	(1,653,075)	-	4,223,110
Total - Internal Service Funds	5,498,368	6,233,600	10,600,000	(650,000)	(17,172,395)	-	4,509,573
Trusts & Agency Funds							
8914 Successor Agency - SRA	2,222,327	1,080,800	-	(946,100)	(10,000)	-	2,347,027
8915 Successor Agency - Administration	24,596	10,000	-	-	(10,000)	-	24,596
Total - Trust & Agency Funds	2,246,923	1,090,800	-	(946,100)	(20,000)	-	2,371,623
Total - All Funds		227,024,500	47,901,400	(47,901,400)	(230,085,552)	(596,553)	

SUMMARIES & SCHEDULES

Fund Transfers

Fund	Transfers In	Transfers Out	Net Transfers
1000 General Fund			
90.2401 Gas Tax - 2107	1,500,000		
90.2402 Gas Tax - 2106	300,000		
90.2403 Gas Tax - 2105	295,000		
90.2503 Traffic Safety	200,000		
90.2513 General Plan	166,700		
95.2501 Emergency Medical Service Fund		1,600,000	
95.2507 Municipal Art		100,000	
95.4104 2014 COP Consolidation		228,100	
95.4111 Refunding Bonds Series 2020A-1 Energy		1,225,100	
95.4112 Refunding 2020A-2 SVSWA		665,300	
95.6302 Fairways Golf Course		460,000	
95.6500 Storm Sewer (NPDES)		1,500,000	
95.7102 Int Svcs - Insurances		1,077,000	
95.7104 Int Svcs - General Liability		4,457,000	
95.7120 Int Svcs - Fleet Maint		1,486,000	
95.7121 Int Svcs - Vehicle Replacement		371,000	
Total - General Fund	2,461,700	13,169,500	(10,707,800)
1100 Measure E Fund			
95.4110 2018 Lease-El Gabilan Library		1,175,100	
95.4111 Refunding Bonds Series 2020A-1 Energy		67,600	
95.7102 Int Svcs - Insurances		135,000	
95.7104 Int Svcs - General Liability		559,000	
95.7120 Int Svcs - Fleet Maint		186,000	
95.7121 Int Svcs - Vehicle Replacement		47,000	
Total - Measure E Fund	-	2,169,700	(2,169,700)
1200 Measure G Fund			
95.4106 2018 Lease - Public Safety Bldg		5,543,900	
95.4111 Refunding Bonds Series 2020A-1 Energy		5,300	
95.7102 Int Svcs - Insurances		238,000	
95.7104 Int Svcs - General Liability		984,000	
95.7120 Int Svcs - Fleet Maint		328,000	
95.7121 Int Svcs - Vehicle Replacement		82,000	
95.5800 Capital Projects		3,075,000	
Total - Measure G Fund	-	10,256,200	(10,256,200)
2100 Maintenance District Fund			
2105 95.5800 Capital Projects		10,000	
2107 95.5800 Capital Projects		75,000	
2109 95.5800 Capital Projects		611,000	
Total - Maintenance District Fund	-	696,000	(696,000)
2300 Development Fees Fund			
2301 95.5800 Capital Projects		270,000	
2302 95.5800 Capital Projects		30,000	
2304 95.5800 Capital Projects		400,000	
Total - Development Fees Fund	-	700,000	(700,000)
2400 Gas Tax Fund			
2401 95.1000 General Fund		1,500,000	
2401 95.6500 Storm Sewer (NPDES)		110,000	
2402 95.1000 General Fund		300,000	
2403 95.1000 General Fund		295,000	
2403 95.6500 Storm Sewer (NPDES)		60,000	
2401 95.5800 Capital Projects		25,000	
2402 95.5800 Capital Projects		95,000	
2403 95.5800 Capital Projects		1,300,000	
2404 95.5800 Capital Projects		1,455,000	
Total - Gas Tax Fund	-	5,140,000	(5,140,000)

SUMMARIES & SCHEDULES

Fund Transfers

Fund	Transfers In	Transfers Out	Net Transfers
2501 Emergency Medical Services Fund			
90.1000 General Fund	1,600,000		
Total - Emergency Medical Services Fund	1,600,000	-	1,600,000
2503 Traffic Safety Fund			
95.1000 General Fund		200,000	
Total - Traffic Safety Fund	-	200,000	(200,000)
2507 Municipal Art Fund			
90.1000 General Fund	100,000		
Total - Municipal Art Fund	100,000	-	100,000
2510 Measure X			
95.4107 Measure X Bonds		2,339,100	
95.5800 Capital Projects		3,270,000	
Total - Measure X Fund	-	5,609,100	(5,609,100)
2511 SB1 Road Maint & Rehab Fund			
95.5800 Capital Projects		3,600,000	
Total - SB1 Road Maint & Rehab Fund	-	3,600,000	(3,600,000)
2513 General Plan Fund			
95.1000 General Fund		166,700	
Total - General Plan Fund	-	166,700	(166,700)
4100 Debt Service Fund			
4104 90.1000 General Fund	228,100		
4106 90.1200 Measure G	5,543,900		
4107 90.2510 Measure X - TAMC	2,339,100		
4110 90.1100 Measure E	1,175,100		
4111 90.1000 General Fund	1,225,100		
4111 90.1100 Measure E	67,600		
4111 90.1200 Measure G	5,300		
4111 90.6100 Airport Fund	81,700		
4111 90.6200 Industrial Waste	76,400		
4111 90.6400 Sewer Fund	101,900		
4111 90.6801 Downtown Parking	34,600		
4112 90.1000 General Fund	665,300		
Total - Debt Service Fund	11,544,100	-	11,544,100
5101 Special Aviation Fund - State			
95.5800 Capital Projects		147,600	
Total - Special Aviation Fund - State	-	147,600	(147,600)
5102 Special Aviation Fund - Federal			
95.5800 Capital Projects		2,952,000	
Total - Special Aviation Fund - Federal	-	2,952,000	(2,952,000)
5201 Special Construction Fund - Federal & State			
95.5800 Capital Projects		100,000	
Total - Special Construction Fund - Federal & State	-	100,000	(100,000)
6100 Airport Fund			
95.4111 Refunding Bonds Series 2020A-1 Energy		81,700	
95.5800 Capital Projects		320,400	
Total - Airport Fund	-	402,100	(402,100)
6200 Industrial Waste Fund			
95.4111 Refunding Bonds Series 2020A-1 Energy		76,400	
95.5800 Capital Projects		65,000	
Total - Industrial Waste Fund	-	141,400	(141,400)

SUMMARIES & SCHEDULES

Fund Transfers

Fund	Transfers In	Transfers Out	Net Transfers
6301 Fairways Golf Course Fund			
90.1000 General Fund	460,000		
90.6302 Twin Creeks Golf Course	285,500		
Total - Fairways Golf Course Fund	745,500	-	745,500
6302 Twin Creek Golf Course Fund			
95.6301 Fairways Golf Course		285,500	
Total - Twin Creeks Golf Course Fund	-	285,500	(285,500)
6400 Sanitary Sewer Fund			
95.4111 Refunding Bonds Series 2020A-1 Energy		101,900	
95.5800 Capital Projects		40,000	
Total - Sanitary Sewer Fund	-	141,900	(141,900)
6500 Storm Sewer (NPDES) Fund			
90.1000 General Fund	1,500,000		
90.2401 Gas Tax- 2107	110,000		
90.2403 Gas Tax- 2105	60,000		
Total - Storm Sewer (NPDES) Fund	1,670,000	-	1,670,000
6801 Downtown Parking District Fund			
90.8914 RORF-Redev Obligation Retirement	946,100		
95.4111 Refunding Bonds Series 2020A-1 Energy		34,600	
Total - Downtown Parking District Fund	946,100	34,600	911,500
6900 Permit Services Fund			
95.5800 Capital Projects		393,000	
Total - Permit Services Fund	-	393,000	(393,000)
7100 Internal Services Fund			
7102 90.1000 General Fund	1,077,000		
7102 90.1100 Measure E	135,000		
7102 90.1200 Measure G	238,000		
7103 95.7104 Liability Self Ins		650,000	
7104 90.1000 General Fund	4,457,000		
7104 90.1100 Measure E	559,000		
7104 90.1200 Measure G	984,000		
7104 90.7103 Worker's Comp Self Ins	650,000		
7120 90.1000 General Fund	1,486,000		
7120 90.1100 Measure E	186,000		
7120 90.1200 Measure G	328,000		
7121 90.1000 General Fund	371,000		
7121 90.1100 Measure E	47,000		
7121 90.1200 Measure G	82,000		
Total - Internal Services Fund	10,600,000	650,000	9,950,000
8914 RORF-Redev Obligation Retirement Fund			
95.6801 Downtown Parking District		946,100	
Total - RORF-Redev Obligation Retirement Fund	-	946,100	(946,100)
5800 Capital Projects Fund			
90.1200 Measure G	3,075,000		
90.2105 NE Salinas Landscape Maint District	10,000		
90.2107 Vista Nueva Maint District	75,000		
90.2109 Monte Bella Maint District	611,000		
90.2301 Dev Fees - Sewer and Storm	270,000		
90.2304 Dev Fees - Trees	30,000		
90.2306 Dev Fees - Arterial	400,000		
90.2401 Gas Tax- 2107	25,000		
90.2402 Gas Tax- 2106	95,000		
90.2403 Gas Tax- 2105	1,300,000		

SUMMARIES & SCHEDULES

Fund Transfers

Fund	Transfers In	Transfers Out	Net Transfers
90.2404 Gas Tax - 7360	1,455,000		
90.2510 Measure X	3,270,000		
90.2511 SB1 Road Maint & Rehab	3,600,000		
90.5101 State Aid - Airport	147,600		
90.5102 Federal Aid - Airport	2,952,000		
90.5201 Special Const Asst - Fed & State	100,000		
90.6100 Airport	320,400		
90.6200 Industrial Waste	65,000		
90.6400 Sewer Fund	40,000		
90.6900 Permit Services	393,000		
Total - Capital Projects Fund	18,234,000	-	18,234,000
Total - All Funds	47,901,400	47,901,400	-

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 24-25 Budget
1000 - General Fund					
1000.00.0000-50.1010	Taxes Property Taxes-Secured CY	16,551,610	17,617,395	18,300,000	19,100,000
1000.00.0000-50.1020	Taxes Property Taxes-Unsecured CY	888,602	958,108	1,100,000	1,200,000
1000.00.0000-50.1030	Taxes Property Taxes-Supp Assessment	468,306	521,231	575,000	600,000
1000.00.0000-50.1040	Taxes Property Taxes - Interest	10,978	41,472	50,000	50,000
1000.00.0000-50.1050	Taxes Property Taxes-Secured PY	193,930	138,243	175,000	225,000
1000.00.0000-50.1060	Taxes Property Taxes-Unsecured PY	13,545	3,597	13,000	13,000
1000.00.0000-50.1070	Taxes Property Taxes-HOPTR	68,138	65,857	70,000	70,000
1000.00.0000-50.1080	Taxes Property Taxes-Transfer	410,742	413,471	382,500	450,000
1000.00.0000-50.1120	Taxes Property Taxes-Veh Lic In-Lieu	14,832,911	15,722,080	16,300,000	17,100,000
1000.00.0000-50.1129	Taxes ROPS Pass Through Payments	244,085	272,189	250,000	275,000
1000.00.0000-50.1130	Taxes Property Taxes-Residual Prop Tax	636,788	841,730	625,000	825,000
1000.00.0000-50.2010	Taxes Sales Tax	37,771,827	40,025,324	38,700,000	39,400,000
1000.00.0000-50.2060	Taxes Utility Users	12,024,188	13,547,117	12,000,000	12,000,000
1000.00.0000-50.2070	Taxes Transient Occupancy	3,364,667	3,406,734	3,900,000	3,300,000
1000.00.0000-50.2080	Taxes Business License	5,408,903	5,619,486	5,800,000	5,500,000
1000.00.0000-50.2081	Taxes Cannabis Business License	1,958,840	1,358,463	1,750,000	1,300,000
1000.00.0000-51.2160	Franchise Fees AT&T	70,836	58,880	70,000	50,000
1000.00.0000-51.2170	Franchise Fees Cable TV	821,471	779,024	800,000	700,000
1000.00.0000-51.2180	Franchise Fees Electric	665,802	851,004	700,000	750,000
1000.00.0000-51.2190	Franchise Fees Garbage	8,663,264	6,603,803	7,600,000	6,800,000
1000.00.0000-51.2191	Franchise Fees AB 939 Support Fee	-	207,142	200,000	215,000
1000.00.0000-51.2192	Franchise Fees Vehicle Road Impact Fee	-	504,673	500,000	540,000
1000.00.0000-51.2193	Franchise Fees Solid Waste Management Fee-CSA	-	105,499	100,000	110,000
1000.00.0000-51.2200	Franchise Fees Gas	339,913	413,583	325,000	400,000
1000.00.0000-51.2220	Franchise Fees Towing	37,047	17,723	40,000	25,000
1000.00.0000-53.8010	Fines and Forfeits General Code Fines	94,025	90,583	100,000	150,000
1000.00.0000-54.8010	Use of money and property Investment Earnings	126,554	1,813,551	2,400,000	2,450,000
1000.00.0000-54.8050	Use of money and property Rental Income	160,290	165,553	135,000	135,000
1000.00.0000-55.5242	Intergovernmental Rebates/Refunds & Reimb	6,807	4,500	-	-
1000.00.0000-55.8202	Intergovernmental Motor Vehicle In-Lieu	185,079	165,620	165,000	165,000
1000.00.0000-55.8212	Intergovernmental State Mandated Costs	81,189	86,424	85,000	100,000
1000.00.0000-56.6010	Charges for Services Concessions	2,138	3,475	2,500	5,000
1000.00.0000-56.8020	Charges for Services Administrative Service Revenue	2,478,458	2,531,248	2,400,000	2,450,000
1000.00.0000-56.8060	Charges for Services Copying Fees	81	1	-	-
1000.00.0000-56.8090	Charges for Services Parade Permit Fees	-	226	-	-
1000.00.0000-56.8120	Charges for Services Special Events Fee	7,472	12,429	10,000	10,000
1000.00.0000-57.8015	Other Revenue PD Unclaimed Property	-	21	-	-
1000.00.0000-57.8020	Other Revenue Surplus Property	69,369	85,392	65,000	65,000
1000.00.0000-57.8031	Other Revenue Land Sale	1	-	-	-
1000.00.0000-57.8050	Other Revenue Miscellaneous Receipts	73,833	142,514	100,000	150,000
1000.00.0000-57.8100	Other Revenue Insurance Reimb	71,656	69,137	75,000	75,000
1000.00.0000-57.8140	Other Revenue Subpoena-Civil	1,860	2,055	3,000	3,000
1000.00.0000-57.8605	Other Revenue PERS Retirement Cost Share	606,874	594,016	625,000	600,000
1000.12.1111-57.8070	Other Revenue Grants & Contributions	8,469	-	-	-
1000.12.1120-56.1020	Charges for Services Candidate Filing Fees	-	4,642	1,000	500
1000.12.1120-56.8030	Charges for Services Sale of Printed Material	14	68	500	500
1000.12.1120-57.8260	Other Revenue Mobilehome Registration Fees	11,424	11,460	-	-
1000.12.1355-56.8037	Charges for Services Monitoring Fees	2,925	-	-	-
1000.14.1400-56.1140	Charges for Services Legal Services	-	(510)	1,000	1,000
1000.14.1400-56.8035	Charges for Services Cannabis Monitoring Fee	7,315	5,276	5,000	5,000
1000.14.1400-57.1410	Other Revenue Legal Code Enforcement Recovery	(3,148)	34,624	-	10,000
1000.20.2030-52.5030	Licenses & Permits Garage Sale Permits	5,422	5,774	5,000	5,000
1000.20.2030-56.8040	Charges for Services Cost of Issuance/Monitoring Fees	24,848	-	25,000	-
1000.20.2031-56.2020	Charges for Services Returned Check Charges	370	100	500	500
1000.20.2034-56.2010	Charges for Services Bus License Applic Review Fees	5,230	5,049	5,000	5,000
1000.20.2034-56.2030	Charges for Services Credit Card Convenience Fee	13,532	13,364	12,500	13,500
1000.30.3352-52.3020	Licenses & Permits Building Permits	-	1,311	-	-
1000.30.3352-52.3050	Licenses & Permits Encroachment Permits	1,314	-	-	-
1000.30.3353-53.3010	Fines and Forfeits Code Enforcement Violations	330,874	108,630	140,000	125,000
1000.30.3353-56.3450	Charges for Services Special Code Inspection	10,487	19,324	25,000	25,000
1000.30.3353-57.8110	Other Revenue Weed Abatement Fees	11,555	-	8,000	5,000
1000.30.3461-55.5242	Intergovernmental Rebates/Refunds & Reimb	20,000	-	-	-
1000.30.3462-52.1206	Licenses & Permits Cannabis Permit-Amendment Major	4,399	2,699	3,500	3,500
1000.30.3462-52.1207	Licenses & Permits Cannabis Permit-Amendment Minor	1,734	4,422	5,500	5,500
1000.30.3462-52.1209	Licenses & Permits Cannabis Permit-Renewal	14,613	10,540	11,000	11,000

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 24-25 Budget
1000.30.3462-52.8015	Licenses & Permits Cannabis Business Admin Permit	-	-	1,000	1,000
1000.30.3462-56.3010	Charges for Services Tentative Map Review Fees	28,493	21,027	28,000	28,000
1000.30.3462-56.3020	Charges for Services Minor Subdivision Review Fees	20,962	10,866	13,500	13,500
1000.30.3462-56.3040	Charges for Services General Plan Amendment Fees	7,195	14,751	-	15,000
1000.30.3462-56.3060	Charges for Services Rezoning/Prezoning Fees	-	12,650	-	-
1000.30.3462-56.3070	Charges for Services Planning Decision Appeal	803	-	1,000	1,000
1000.30.3462-56.3080	Charges for Services Conditional Use Permit Fee	140,851	96,133	93,000	150,000
1000.30.3462-56.3090	Charges for Services Prelim Project Review Fee	1,811	3,713	1,900	1,900
1000.30.3462-56.3100	Charges for Services Planned Unit Development Fee	2,717	3,481	4,300	4,300
1000.30.3462-56.3130	Charges for Services Environment Assessment Fee	1,698	1,741	2,000	2,000
1000.30.3462-56.3160	Charges for Services Temporary Use of Land Review	9,014	9,042	6,400	6,400
1000.30.3462-56.3170	Charges for Services Sign Review & Permits	2,332	3,816	4,450	4,450
1000.30.3462-56.3190	Charges for Services Variance Fees	3,581	3,670	-	-
1000.30.3462-56.3210	Charges for Services Site Plan Review	28,305	13,777	11,000	25,000
1000.30.3462-56.3220	Charges for Services Planning Inspection Fee	52,820	65,260	52,000	75,000
1000.30.3462-56.3240	Charges for Services Building Permit Review	136,200	132,005	124,000	150,000
1000.30.3462-56.3250	Charges for Services Time Extension of Permits	1,006	1,620	1,000	1,000
1000.30.3462-56.3260	Charges for Services Precise & Specific Plan Review	283	-	-	-
1000.30.3462-56.3270	Charges for Services Home Occupation Permits	41,232	34,751	33,000	33,000
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	8,164	4,870	4,300	4,300
1000.30.3462-56.8010	Charges for Services Financial Assessment	77,556	58,130	50,000	50,000
1000.30.3462-56.8035	Charges for Services Cannabis Monitoring Fee	22,300	16,085	180,000	25,000
1000.30.3462-56.8100	Charges for Services Map Sales	-	-	100	100
1000.40.4110-55.4222	Intergovernmental Post Training Reimbursement	32,652	23,762	25,000	20,000
1000.40.4110-56.8035	Charges for Services Cannabis Monitoring Fee	75,275	62,701	75,000	55,000
1000.40.4116-52.4030	Licenses & Permits Pawn Broker/False Alarm Permits	107,334	97,680	90,000	75,000
1000.40.4116-56.4010	Charges for Services Bingo License Application Fee	59	121	-	500
1000.40.4116-56.4050	Charges for Services Vehicle Fix-it-ticket Sign Off	-	-	-	2,000
1000.40.4116-56.4140	Charges for Services Abandon Vehicle Abatement Fee	7,265	15,354	10,000	12,000
1000.40.4116-56.4150	Charges for Services Firearm Dealers	1,433	439	1,000	2,000
1000.40.4116-56.4170	Charges for Services Vehicle Release Fees (Towing)	55,745	61,309	55,000	60,000
1000.40.4116-56.4180	Charges for Services Vehicle Impound Fee (Towing)	29,922	43,940	35,000	40,000
1000.40.4130-55.4212	Intergovernmental State Office of Emergency Sv	-	-	-	30,000
1000.40.4130-56.4030	Charges for Services Police Report Fees	33,789	33,269	35,000	25,000
1000.40.4130-56.4040	Charges for Services Police False Alarm Fees	160,710	295,623	150,000	150,000
1000.40.4130-56.4070	Charges for Services Card Room Fees	17,398	-	17,000	-
1000.40.4130-56.4080	Charges for Services Police Photo Charges	183	906	500	500
1000.40.4130-56.4100	Charges for Services Noise Regulation Fees	1,430	5,019	2,500	4,000
1000.40.4134-56.4120	Charges for Services Police Record Review Charges	2,690	4,561	2,500	4,000
1000.40.4170-52.4010	Licenses & Permits Animal Licenses	113,247	130,778	-	-
1000.40.4170-55.4063	Intergovernmental City of Marina(Animal Shelter)	9,300	-	-	-
1000.45.4510-55.5074	Intergovernmental Other Agencies	-	8,531	-	-
1000.40.4170-56.4090	Charges for Services Animal Shelter Fees	23,106	9,497	-	-
1000.40.4170-56.4190	Charges for Services Animal Shelter Citation Fees	18,150	1,488	-	-
1000.40.4170-57.8050	Other Revenue Miscellaneous Receipts	460	-	-	-
1000.40.4170-57.8090	Other Revenue Spayed/Neutered Fees	6,592	665	-	-
1000.40.4220-56.4020	Charges for Services Special Police Service Fees	56,256	69,404	60,000	60,000
1000.45.4510-55.4202	Intergovernmental State Fire Reimbursement	616,196	4,961	650,000	400,000
1000.45.4510-55.4212	Intergovernmental State Office of Emergency Sv	88,998	177,329	-	150,000
1000.45.4510-55.5073	Intergovernmental Monterey County	9,199	-	-	-
1000.45.4510-56.4410	Charges for Services Rural Fire Service	300,000	350,000	400,000	450,000
1000.45.4510-56.4520	Charges for Services Special Event - Fire	-	-	10,000	10,000
1000.45.4510-56.4540	Charges for Services Fire Dept Service Charge	21,427	20,283	-	20,000
1000.45.4510-57.8050	Other Revenue Miscellaneous Receipts	1,368	-	-	-
1000.45.4520-56.4520	Charges for Services Special Event - Fire	5,803	(5,760)	-	-
1000.45.4520-56.4580	Charges for Services ALS Cost Recovery Fee	704	-	-	-
1000.45.4530-56.4430	Charges for Services Fire Code Mandated Insp Fee	303,932	240,502	250,000	250,000
1000.45.4530-56.4440	Charges for Services State Mandated Inspection Fees	33,316	3,496	50,000	35,000
1000.45.4530-56.4450	Charges for Services Fire Plan Check Fee-Fire Dept	5,715	18,713	5,000	10,000
1000.45.4530-56.4460	Charges for Services Special Fire Permits	43,770	44,896	35,000	35,000
1000.45.4530-56.4470	Charges for Services Structural Fire Report Fees	5,319	6,031	4,300	4,500
1000.45.4530-56.4480	Charges for Services Fireworks Fees	6,905	7,508	9,000	9,000
1000.45.4530-56.4490	Charges for Services Fireworks Surcharge	72,938	76,595	60,000	75,000
1000.45.4530-56.4510	Charges for Services Fire False Alarm Fees	191,423	132,732	75,000	100,000
1000.45.4530-56.4515	Charges for Services Fire Emergency Stand By Time	4,160	3,625	-	10,000

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 24-25 Budget
1000.45.4530-56.4530	Charges for Services Admin Fire Citations	96,712	93,663	50,000	60,000
1000.45.4530-56.4550	Charges for Services Outside Fire Plan Review	115	-	-	-
1000.45.4530-57.8050	Other Revenue Miscellaneous Receipts	355	-	-	-
1000.45.4560-57.8050	Other Revenue Miscellaneous Receipts	991	-	-	-
1000.45.4570-55.4023	Intergovernmental HAZMAT Reimbursement	162,074	366,025	200,000	250,000
1000.45.4570-56.4500	Charges for Services Fire Hazard Inspection Fees	-	-	100	-
1000.50.5110-56.8020	Charges for Services Administrative Service Revenue	69	-	-	-
1000.50.5110-57.8050	Other Revenue Miscellaneous Receipts	1,640	1,600	-	-
1000.50.5115-52.3050	Licenses & Permits Encroachment Permits	800,542	713,968	700,000	600,000
1000.50.5115-52.8010	Licenses & Permits Other Licenses & Permits	-	2,006	-	80,000
1000.50.5115-53.3012	Fines and Forfeits NPDES Citations	-	1,000	-	-
1000.50.5115-53.8010	Fines and Forfeits General Code Fines	1,250	250	200	-
1000.50.5115-56.3240	Charges for Services Building Permit Review	462	1,210	200	500
1000.50.5115-56.5010	Charges for Services Subdivision Map Check Fees	2,192	4,187	2,000	4,000
1000.50.5115-56.5030	Charges for Services Subdivision Imp Inspection Fee	1,083	1,850	500	500
1000.50.5115-56.5080	Charges for Services Review and Inspection Fees	120,353	65,040	50,000	75,000
1000.50.5122-52.5050	Licenses & Permits Transportation Permits	7,985	5,786	10,000	10,000
1000.50.5122-56.5060	Charges for Services Special Traffic Marking Requests	13,495	11,759	3,500	10,000
1000.50.5234-55.5282	Intergovernmental State Highway Maintenance	10,167	10,327	-	10,000
1000.50.5234-56.5065	Charges for Services USA Service Fee	1,600	-	-	-
1000.50.5234-57.8050	Other Revenue Miscellaneous Receipts	633	-	-	-
1000.50.5235-56.5065	Charges for Services USA Service Fee	102,616	76,924	80,000	80,000
1000.50.5235-57.8050	Other Revenue Miscellaneous Receipts	4,252	697	-	-
1000.50.5236-56.5065	Charges for Services USA Service Fee	387	1,286	3,500	1,000
1000.50.5236-57.8050	Other Revenue Miscellaneous Receipts	6,637	31,243	6,000	6,000
1000.50.5238-55.5043	Intergovernmental Alisal Steinbeck Park Maint.	-	6,000	-	-
1000.50.5239-56.5090	Charges for Services Street Tree Pruning	-	-	200	200
1000.50.5239-57.8050	Other Revenue Miscellaneous Receipts	512	164	-	-
1000.55.5238-55.5043	Intergovernmental Alisal Steinbeck Park Maint.	6,000	2,000	-	6,000
1000.55.6232-56.6090	Charges for Services Neighborhood Center Rental Fee	2,742	4,159	4,000	4,000
1000.55.6237-56.6060	Charges for Services Reimbursable Fee Activities	2,535	38,434	50,000	40,000
1000.55.6239-56.6030	Charges for Services Reserved Picnic Area Use Fee	756	574	100	100
1000.55.6239-56.6040	Charges for Services Ball Field Use Fee	1,511	-	2,300	-
1000.55.6239-56.6050	Charges for Services Youth Sports League Fees	46,825	74,958	50,000	50,000
1000.55.6239-56.6080	Charges for Services Other Rec Bldg Rental Fee	-	-	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	7,306	135,991	75,000	115,000
1000.55.6243-56.6071	Charges for Services Community Center Service Fees	90	-	-	-
1000.60.6005-56.6300	Charges for Services Other Library Fees	2	-	5,500	-
1000.60.6005-56.6310	Charges for Services Library Copying Fees	4,469	6,123	10,000	5,000
1000.60.6005-56.6320	Charges for Services Overdue Library Fines	13,870	14,797	18,000	10,000
1000.60.6005-56.6330	Charges for Services Lost/Damaged Material Fees	430	(318)	8,000	-
1000.60.6005-56.6350	Charges for Services Library Facility Use Fees	562	1,464	-	2,000
1000.80.8010-56.8110	Charges for Services Rental Income	112,361	108,261	100,000	100,000
1000.80.8010-57.8050	Other Revenue Miscellaneous Receipts	1,355	-	-	-
1000 - General Fund Total		114,471,884	120,322,116	120,886,750	121,781,150
1100 - Measure E					
1100.00.0000-50.2030	Taxes Transactions and Use Tax-MV	16,961,232	17,017,150	17,100,000	17,200,000
1100.00.0000-54.8010	Use of money and property Investment Earnings	14,370	252,738	250,000	300,000
1100.00.0000-57.8080	Other Revenue Miscellaneous Deposits	120	2,255	-	-
1100 - Measure E Total		16,975,722	17,272,143	17,350,000	17,500,000
1200 - Measure G					
1200.00.0000-50.2040	Taxes Transactions and Use Tax-MG	34,008,667	34,157,569	34,200,000	34,400,000
1200.00.0000-54.8010	Use of money and property Investment Earnings	34,876	419,872	425,000	500,000
1200.00.0000-58.8010	Other Financing Sources Loans/Lease Proceeds	56,664	-	-	-
1200 - Measure G Total		34,100,207	34,577,441	34,625,000	34,900,000
2102 - Woodside Park Maint District					
2102.50.5560-54.8010	Use of money and property Investment Earnings	249	3,316	3,400	3,500
2102.50.5560-57.5010	Other Revenue Woodside Park Maint Assessment	52,049	55,017	50,000	50,000
2102 - Woodside Park Maint District Total		52,298	58,333	53,400	53,500
2104 - Airport Bus Park Maint District					
2104.50.5562-54.8010	Use of money and property Investment Earnings	34	415	500	400

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 24-25 Budget
2104.50.5562-57.5030	Other Revenue Airport Bus Park Maint Assess	14,432	14,432	14,500	14,500
	2104 - Airport Bus Park Maint District Total	14,466	14,846	15,000	14,900
	2105 - N E Salinas Landscape Dist				
2105.50.5563-54.8010	Use of money and property Investment Earnings	1,711	20,356	20,000	21,400
2105.50.5563-57.5040	Other Revenue N/E Landscape Maint Assessment	860,701	883,313	821,550	880,000
	2105 - N E Salinas Landscape Dist Total	862,411	903,670	841,550	901,400
	2106 - Harden Ranch Landscape Dist				
2106.50.5564-54.8010	Use of money and property Investment Earnings	172	2,805	2,800	2,900
2106.50.5564-57.5050	Other Revenue Harden Ranch Maint Assessment	157,980	156,414	155,160	155,160
	2106 - Harden Ranch Landscape Dist Total	158,151	159,219	157,960	158,060
	2107 - Vista Nueva Maint District				
2107.50.5565-54.8010	Use of money and property Investment Earnings	635	6,427	6,700	6,700
2107.50.5565-57.5060	Other Revenue Vista Nueva	45,141	33,648	35,000	35,000
	2107 - Vista Nueva Maint District Total	45,776	40,074	41,700	41,700
	2108 - Mira Monte Maint District				
2108.50.5566-54.8010	Use of money and property Investment Earnings	702	6,768	7,000	7,100
2108.50.5566-57.5070	Other Revenue Mira Monte	121,852	121,594	121,000	121,000
	2108 - Mira Monte Maint District Total	122,554	128,362	128,000	128,100
	2109 - Monte Bella Maint District				
2109.50.5567-54.8010	Use of money and property Investment Earnings	11,952	123,256	128,000	129,400
2109.50.5567-57.5080	Other Revenue Monte Bella	714,534	722,703	719,000	720,000
	2109 - Monte Bella Maint District Total	726,486	845,958	847,000	849,400
	2201 - Sales Tax-Proposition 172				
2201.40.4220-50.2050	Taxes City of Salinas-SB 172	524,631	668,741	600,000	600,000
	2201 - Sales Tax-Proposition 172 Total	524,631	668,741	600,000	600,000
	2202 - Supplemental Law Enf - AB3229				
2202.40.4220-54.8010	Use of money and property Investment Earnings	217	14,837	13,000	15,600
2202.40.4220-55.4252	Intergovernmental Supp Law Enforcement (AB 3229)	561,187	379,557	500,000	500,000
	2202 - Supplemental Law Enf - AB3229 Total	561,404	394,394	513,000	515,600
	2301 - Development Fees-Sewer & Storm				
2301.00.0000-54.8010	Use of money and property Investment Earnings	6,366	33,764	37,000	35,500
2301.00.0000-56.5120	Charges for Services Sanitary Sewer Impact Fee	49,893	154,304	50,000	150,000
2301.00.0000-56.5130	Charges for Services Storm Sewer Impact Fee	165,627	121,747	100,000	150,000
	2301 - Development Fees-Sewer & Storm Total	221,886	309,816	187,000	335,500
	2302 - Development Fees-Parks & Playgr				
2302.00.0000-54.8010	Use of money and property Investment Earnings	2,253	24,100	24,000	25,300
2302.00.0000-56.5140	Charges for Services Neighborhood Park Impact Fee	22,421	314,244	150,000	100,000
2302.00.0000-56.5160	Charges for Services Facilities Impact Fees	4,834	117,259	30,000	-
	2302 - Development Fees-Parks & Playgr Total	29,507	455,603	204,000	125,300
	2303 - Development Fees-Library				
2303.00.0000-54.8010	Use of money and property Investment Earnings	298	4,278	4,000	4,500
2303.00.0000-56.5160	Charges for Services Facilities Impact Fees	9,161	193,504	65,000	75,000
2303.00.0000-56.5180	Charges for Services Library Impact Fee	19,520	-	-	-
	2303 - Development Fees-Library Total	28,979	197,782	69,000	79,500
	2304 - Development Fees-Street Trees				
2304.00.0000-54.8010	Use of money and property Investment Earnings	34	415	500	400
2304.00.0000-56.5110	Charges for Services Street Tree Fee	10,427	7,326	10,000	5,000
	2304 - Development Fees-Street Trees Total	10,461	7,741	10,500	5,400
	2306 - Development Fees-Arterial				
2306.00.0000-54.8010	Use of money and property Investment Earnings	20,911	232,930	240,000	244,600
2306.00.0000-56.5150	Charges for Services Street/Traffic Impact Fees	1,594,602	1,210,727	700,000	800,000
	2306 - Development Fees-Arterial Total	1,615,513	1,443,656	940,000	1,044,600
	2307 - Development Fees-Fire				

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 24-25 Budget
2307.00.0000-54.8010	Use of money and property Investment Earnings	205	3,398	3,400	3,600
2307.00.0000-56.5160	Charges for Services Facilities Impact Fees	80,434	75,159	30,000	50,000
	2307 - Development Fees-Fire Total	80,639	78,557	33,400	53,600
2308 - Dev Fees Fund-Police					
2308.00.0000-54.8010	Use of money and property Investment Earnings	1,914	21,441	22,000	22,500
2308.00.0000-56.5160	Charges for Services Facilities Impact Fees	121,223	304,301	120,000	125,000
	2308 - Dev Fees Fund-Police Total	123,138	325,741	142,000	147,500
2401 - Gas Tax - 2107					
2401.00.0000-54.8010	Use of money and property Investment Earnings	4,847	76,331	72,000	80,100
2401.00.0000-54.8050	Use of money and property Rental Income	228,650	256,434	225,000	250,000
2401.00.0000-55.5212	Intergovernmental State Gas Tax - 2107	961,454	1,244,969	1,274,000	1,371,000
2401.00.0000-55.5222	Intergovernmental State Gas Tax - 2107.5	10,000	10,000	10,000	10,000
	2401 - Gas Tax - 2107 Total	1,204,951	1,587,734	1,581,000	1,711,100
2402 - Gas Tax - 2106					
2402.00.0000-55.5202	Intergovernmental State Gas Tax - 2106	357,130	400,717	460,000	433,000
	2402 - Gas Tax - 2106 Total	357,130	400,717	460,000	433,000
2403 - Gas Tax - 2105					
2403.00.0000-55.5252	Intergovernmental State Gas Tax - 2105 (P-111)	815,225	913,455	1,060,000	1,003,000
	2403 - Gas Tax - 2105 Total	815,225	913,455	1,060,000	1,003,000
2404 - Gas Tax - Motor Vehicle Fuel Tax					
2404.00.0000-55.5262	Intergovernmental State Gas Tax - 2103 (TCR)	1,186,650	1,280,687	1,601,000	1,435,000
	2404 - Gas Tax - Motor Vehicle Fuel Tax Total	1,186,650	1,280,687	1,601,000	1,435,000
2501 - Emergency Medical Service Fund					
2501.45.4520-55.4013	Intergovernmental County CSA 74-Safety Equipment	137,951	137,124	140,000	137,000
	2501 - Emergency Medical Service Fund Total	137,951	137,124	140,000	137,000
2502 - Asset Forfeiture					
2502.40.4380-54.8010	Use of money and property Investment Earnings	870	6,619	6,800	7,000
2502.40.4380-55.4232	Intergovernmental State Seizure Reimbursement	104,718	79,799	25,000	25,000
	2502 - Asset Forfeiture Total	105,588	86,418	31,800	32,000
2503 - Traffic Safety					
2503.00.0000-53.4010	Fines and Forfeits Vehicle Code Fines	193,115	210,910	200,200	200,000
2503.00.0000-53.4011	Fines and Forfeits Vehicle Code Fines-Red Light Cam	123,888	126,264	100,000	125,000
	2503 - Traffic Safety Total	317,003	337,174	300,200	325,000
2504 - Vehicle Abatement					
2504.40.4116-55.4242	Intergovernmental Abandoned Vehicle Abatement	138,992	160,299	130,000	160,000
	2504 - Vehicle Abatement Total	138,992	160,299	130,000	160,000
2505 - Recreation Parks					
2505.60.6239-54.8050	Use of money and property Rental Income	27,247	34,694	30,000	35,000
	2505 - Recreation Parks Total	27,247	34,694	30,000	35,000
2506 - Recreation Parks					
2506.00.8005-51.2170	Franchise Fees Cable TV	178,991	167,581	185,000	150,000
	2506 - Recreation Parks Total	178,991	167,581	185,000	150,000
2507 - Municipal Art Fund					
2507.00.0000-54.8010	Use of money and property Investment Earnings	22	866	500	900
2507.00.0000-56.8013	Charges for Services Public Art Charge	12,009	-	6,000	-
	2507 - Municipal Art Fund Total	12,031	866	6,500	900
2508 - Contributions & Donations					
2508.40.4170-57.8285	Other Revenue Contributions & Donations	363,139	-	-	-
2508.40.4170-57.8490	Other Revenue Animal Shelter Donations	3,081	325	-	-
2508.45.4505-57.8285	Other Revenue Contributions & Donations	-	4,797	-	-
2508.55.6231-57.8285	Other Revenue Contributions & Donations	60	600	-	-
2508.60.6005-57.8180	Other Revenue Friends of the Library	7,786	-	-	-
2508.60.6005-57.8290	Other Revenue Library Donations	9,592	7,118	-	-
	2508 - Contributions & Donations Total	383,659	12,840	-	-
2510 - MX-Transport Safety & Inv Plan					

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 24-25 Budget
2510.00.0000-54.8010	Use of money and property Investment Earnings	15,443	185,270	182,000	194,500
2510.00.0000-55.4073	Intergovernmental Measure X - TAMC	5,668,940	5,882,507	5,000,000	5,500,000
	2510 - MX-Transport Safety & Inv Plan Total	5,684,383	6,067,777	5,182,000	5,694,500
2511 - SB1 Road Maintenance & Rehab					
2511.00.0000-54.8010	Use of money and property Investment Earnings	9,568	123,604	123,000	129,800
2511.00.0000-55.5292	Intergovernmental SB1 Road Maintenance & Rehab	3,220,193	3,537,105	3,994,000	4,135,000
	2511 - SB1 Road Maintenance & Rehab Total	3,229,761	3,660,709	4,117,000	4,264,800
2512 - SB1 Traffic Congestion Relief					
2512.00.0000-54.8010	Use of money and property Investment Earnings	1,099	10,098	11,000	10,600
	2512 - SB1 Traffic Congestion Relief Total	1,099	10,098	11,000	10,600
2513 - General Plan					
2513.30.3701-56.3050	Charges for Services General Plan/Zoning Fees	-	-	250,000	250,000
	2513 - General Plan Total	-	-	250,000	250,000
2514 - National Opiod Settlement					
2514.00.0000-54.8010	Use of money and property Investment Earnings	-	1,438	-	-
2514.00.0000-55.4550	Intergovernmental Opioids Settlement Fund OSF	-	168,054	-	-
2514.00.0000-55.4560	Intergovernmental Opioid Abatement Trust Settlmnts	-	8,514	-	-
	2514 - National Opiod Settlement Total	-	178,006	-	-
2530 - Residential Rental Registry					
2530.30.3220-56.3530	Charges for Services Rental Registration Fees	-	-	-	80,000
	2530 - Residential Rental Registry Total	-	-	-	80,000
2601 - SRA Public Improvements					
2601.20.2505-54.8010	Use of money and property Investment Earnings	3,145	28,971	31,000	30,400
	2601 - SRA Public Improvements Total	3,145	28,971	31,000	30,400
2602 - HSA - Affordable Housing					
2602.20.2505-54.8010	Use of money and property Investment Earnings	6,082	58,127	62,000	61,000
2602.30.2505-57.3020	Other Revenue Housing Revolving Loans	121,813	171,483	52,000	-
2602.30.2505-57.8050	Other Revenue Miscellaneous Receipts	-	-	100	-
	2602 - HSA - Affordable Housing Total	127,895	229,610	114,100	61,000
2910 - Community Development					
2910.30.3220-55.7501	Intergovernmental Block Grant	809,252	769,216	6,833,313	726,020
2910.30.3221-57.3020	Other Revenue Housing Revolving Loans	203,712	78,265	50,000	-
	2910 - Community Development Total	1,012,964	847,480	6,883,313	726,020
2911 - CDBG - Covid 19					
2911.30.3220-55.7501	Intergovernmental Block Grant	1,159,780	345,895	777,790	405,890
	2911 - CDBG - Covid 19 Total	1,159,780	345,895	777,790	405,890
2930 - Home Investment Partnership					
2930.30.3220-54.8010	Use of money and property Investment Earnings	572	9,996	-	-
2930.30.3220-55.7521	Intergovernmental HOME Inv Partnership (HUD)	528,653	88,339	2,184,451	434,120
2930.30.3221-57.3020	Other Revenue Housing Revolving Loans	255,997	93,730	50,000	-
	2930 - Home Investment Partnership Total	785,222	192,065	2,234,451	434,120
2931 - HOME American Rescue Plan (ARP)					
2931.30.3220-55.7521	Intergovernmental HOME Inv Partnership (HUD)	-	-	2,826,260	220,120
	2931 - HOME American Rescue Plan (ARP) Total	-	-	2,826,260	220,120
2940 - Emergency Solutions Grant-HUD					
2940.30.3220-55.7531	Intergovernmental Emergency Solutions Grant	33,193	434,592	261,255	55,810
	2940 - Emergency Solutions Grant-HUD Total	33,193	434,592	261,255	55,810
2941 - Emergency Solutions Grant-COC					
2941.30.3240-55.7531	Intergovernmental Emergency Solutions Grant	272,431	380,721	242,240	65,990
	2941 - Emergency Solutions Grant-COC Total	272,431	380,721	242,240	65,990
2942 - CA Emergency Solutions & Housing					
2942.30.3220-55.7532	Intergovernmental Emergency Solutions & Housing	231,996	119,934	309,000	59,290

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 24-25 Budget
	2942 - CA Emergency Solutions & Housing Total	231,996	119,934	309,000	59,290
2943 - ESG-CV HUD					
2943.30.3220-55.7531	Intergovernmental Emergency Solutions Grant	2,242,322	1,678,289	50,000	-
	2943 - ESG-CV HUD Total	2,242,322	1,678,289	50,000	-
2944 - ESG-CV HCD					
2944.30.3220-55.7531	Intergovernmental Emergency Solutions Grant	2,546,128	1,329,889	-	-
	2944 - ESG-CV HCD Total	2,546,128	1,329,889	-	-
2945 - Housing - Other Agency Match					
2945.30.3310-57.8415	Other Revenue Other Agency Contribution	-	49,029	-	-
2945.30.3240-55.5074	Intergovernmental Other Agencies	-	199,694	-	-
2945.30.3310-55.5073	Intergovernmental Monterey County	-	161,313	-	-
	2945 - Housing - Other Agency Match Total	-	410,036	-	-
2947 - Project Room Key Motel Program					
2947.30.3220-55.5073	Intergovernmental Monterey County	-	2,679,755	-	-
	2947 - Project Room Key Motel Program Total	-	2,679,755	-	-
2951 - SB2					
2951.30.3111-57.8050	Other Revenue Miscellaneous Receipts	-	12,645	-	-
2951.30.3220-55.7542	Intergovernmental SB2	-	25	4,486,700	111,650
2951.30.3240-55.7542	Intergovernmental SB2	680,855	47,279	-	-
	2951 - SB2 Total	680,855	59,949	4,486,700	111,650
2952 - Local Early Action Planning					
2952.30.3111-55.5232	Intergovernmental Other State Grant & Reimb	59,867	-	-	-
	2952 - Local Early Action Planning Total	59,867	-	-	-
2953 - Regional Early Action Planning					
2953.30.3111-55.5232	Intergovernmental Other State Grant & Reimb	71,818	50,073	-	-
	2953 - Regional Early Action Planning Total	71,818	50,073	-	-
2954 - Encampment Resolution Fund (ERF)					
2954.30.3220-55.5232	Intergovernmental Other State Grant & Reimb	4,079,417	-	-	1,172,030
	2954 - Encampment Resolution Fund (ERF) Total	4,079,417	-	-	1,172,030
2955 - Neighborhood Stabilization Prog					
2955.30.3222-57.8050	Other Revenue Miscellaneous Receipts	91,250	37,080	-	-
	2955 - Neighborhood Stabilization Prog Total	91,250	37,080	-	-
2956 - Family Homeless Challenge					
2956.30.3220-55.5232	Intergovernmental Other State Grant & Reimb	-	2,668,383	-	158,460
	2956 - Family Homeless Challenge Total	-	2,668,383	-	158,460
2957 - Inclusionary Housing Trust Fund					
2957.30.3230-57.3020	Other Revenue Housing Revolving Loans	1,960	5,734	-	-
2957.30.3230-57.8460	Other Revenue Inclusionary Housing	750	-	-	-
	2957 - Inclusionary Housing Trust Fund Total	2,710	5,734	-	-
3186 - United Way					
3186.30.3242-57.8050	Other Revenue - Miscellaneous Receipts	-	-	-	59,290
	3186 - United Way Total	-	-	-	59,290
3252 - CLLS -Adult Literacy					
3252.70.7340-55.6222	Intergovernmental State CLSA Literacy Grant	-	-	-	88,900
	3252 - CLLS -Adult Literacy Total	-	-	-	88,900
3282 - BSCC-Board of St&Comm Correction					
3282.40.7413-55.7222	Intergovernmental BSCC Grant	-	96,887	-	-
3282.55.7410-55.7222	Intergovernmental BSCC Grant	10,904	-	-	-
3282.55.7411-55.7222	Intergovernmental BSCC Grant	396,357	273,836	-	-
3282.55.7412-55.7222	Intergovernmental BSCC Grant	-	164,529	313,850	350,620
	3282 - BSCC-Board of St&Comm Correction Total	407,261	535,252	313,850	350,620

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 24-25 Budget
3302 - Cal ID / RAN Grant					
3302.40.4130-55.4033	Intergovernmental Monterey County RAN	-	-	-	144,700
	3302 - Cal ID / RAN Grant Total	-	-	-	144,700
4104 - 2014 COP Consolidation					
4104.00.8004-54.8010	Use of money and property Investment Earnings	599	317	-	-
4104.80.8004-54.8010	Use of money and property Investment Earnings	-	-	700	-
	4104 - 2014 COP Consolidation Total	599	317	700	-
4106 - 2018 Lease-PS Building-Police					
4106.00.8004-54.8010	Use of money and property Investment Earnings	1,391	8,248	14,000	8,700
4106.80.8004-54.8010	Use of money and property Investment Earnings	246,530	-	-	-
	4106 - 2018 Lease-PS Building-Police Total	247,922	8,248	14,000	8,700
4107 - COP 2018B T.R.I.P. Total Rd Impv					
4107.00.8004-54.8010	Use of money and property Investment Earnings	2,377	27,018	29,000	28,400
4107.80.8004-54.8010	Use of money and property Investment Earnings	44,940	331,305	441,000	347,900
	4107 - COP 2018B T.R.I.P. Total Rd Impv Total	47,316	358,322	470,000	376,300
4108 - Energy Improvement					
4108.00.8004-54.8010	Use of money and property Investment Earnings	71	-	-	-
	4108 - Energy Improvement Total	71	-	-	-
4109 - 2015 Refunding COP 2005 A & B					
4109.00.8004-54.8010	Use of money and property Investment Earnings	176	-	-	-
	4109 - 2015 Refunding COP 2005 A & B Total	176	-	-	-
4110 - 2018 Lease-El Gabilan Library					
4110.80.8004-54.8010	Use of money and property Investment Earnings	17	1,525	2,000	1,600
	4110 - 2018 Lease-El Gabilan Library Total	17	1,525	2,000	1,600
4111 - Refund Bonds Series 2020A-Energy					
4111.80.8004-54.8010	Use of money and property Investment Earnings	-	494	-	-
	4111 - Refund Bonds Series 2020A-Energy Total	-	494	-	-
4112 - Refund Bonds Series 2020A-SVSWA					
4112.80.8004-54.8010	Use of money and property Investment Earnings	(15)	205	-	-
	4112 - Refund Bonds Series 2020A-SVSWA Total	(15)	205	-	-
4202 - Assessment Districts-Debt Svc					
4202.20.2141-50.1140	Taxes Property Taxes-Assessment Dist	255,452	42,792	470,000	50,000
4202.20.2141-54.8010	Use of money and property Investment Earnings	88	4,191	5,400	4,400
	4202 - Assessment Districts-Debt Svc Total	255,540	46,983	475,400	54,400
4203 - Assessment District Reserve					
4203.20.2141-54.8010	Use of money and property Investment Earnings	3,566	32,511	34,000	34,100
	4203 - Assessment District Reserve Total	3,566	32,511	34,000	34,100
4204 - 2019 Spec Tax Bond Monte Bella					
4204.20.2141-50.1140	Taxes Property Taxes-Assessment Dist	173,909	182,574	160,000	180,000
4204.20.2141-54.8010	Use of money and property Investment Earnings	132	7,002	8,900	7,400
	4204 - 2019 Spec Tax Bond Monte Bella Total	174,041	189,576	168,900	187,400
4205 - 2019 Spec Tax Bond Monte Bella 2					
4205.20.2141-50.1140	Taxes Property Taxes-Assessment Dist	146,854	152,552	135,000	150,000
4205.20.2141-54.8010	Use of money and property Investment Earnings	84	4,369	5,600	4,600
	4205 - 2019 Spec Tax Bond Monte Bella 2 Total	146,938	156,920	140,600	154,600
4206 - 2019 Spec Tax Bond Monte Bella 3					
4206.20.2141-50.1140	Taxes Property Taxes-Assessment Dist	173,508	184,064	170,000	180,000
	4206 - 2019 Spec Tax Bond Monte Bella 3 Total	173,508	184,064	170,000	180,000
5101 - Special Aviation Fund - State					
5101.50.5340-55.7202	Intergovernmental State Aid - Airport	-	-	81,000	147,600
	5101 - Special Aviation Fund - State Total	-	-	81,000	147,600

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 24-25 Budget
5102 - Special Aviation Fund - Federal					
5102.50.5340-54.8010	Use of money and property Investment Earnings	2,194	14,234	18,000	14,900
5102.50.5340-55.5501	Intergovernmental Federal Aid - Airport	485,901	126,609	1,620,000	2,952,000
	5102 - Special Aviation Fund - Federal Total	488,095	140,843	1,638,000	2,966,900
5201 - Special Const Assist - Fed & St					
5201.00.0000-55.4520	Intergovernmental FEMA	28,000	-	-	-
5201.00.0000-55.5232	Intergovernmental Other State Grant & Reimb	92,245	475,380	-	-
5201.00.0000-55.5272	Intergovernmental Regional Surface Transp Program	1,575,535	1,471,350	-	-
5201.00.0000-55.5511	Intergovernmental Other Federal Grant	5,071,754	1,124,227	-	100,000
	5201 - Special Const Assist - Fed & St Total	6,767,534	3,070,958	-	100,000
5203 - Special Const Assist - Others					
5203.00.0000-55.3013	Intergovernmental TRAKIT-Permit System Charges	(48)	-	-	-
5203.00.0000-55.3024	Intergovernmental Traffic Fair Share Contributions	981,838	-	-	-
5203.00.0000-55.5053	Intergovernmental Developers Contributions	102,472	-	-	-
5203.00.0000-55.5062	Intergovernmental Ag-Industrial Specific Plan	10,000	-	-	-
5203.00.0000-55.5063	Intergovernmental Construction Assistance Others	279,490	289,216	-	-
5203.00.0000-55.5073	Intergovernmental Monterey County	71,057	198,859	-	-
5203.00.0000-55.5080	Intergovernmental Developers-Annexation Fees	1,776	-	-	-
5203.00.0000-55.5083	Intergovernmental Developers-FGA West	50,000	-	-	-
5203.00.0000-55.5242	Intergovernmental Rebates/Refunds & Reimb	3,300	-	-	-
5203.00.0000-55.8223	Intergovernmental Disaster Reimbursements	126	-	-	-
5203.00.0000-56.3050	Charges for Services General Plan/Zoning Fees	305,966	282,568	-	-
5203.00.0000-56.5200	Charges for Services AutoCAD	66,956	23,408	-	-
5203.00.0000-56.6340	Charges for Services Library - Donations	95,522	13,492	-	-
5203.00.0000-57.1060	Other Revenue Miscellaneous Insurances	698,677	167,515	-	-
5203.00.0000-57.1070	Other Revenue Other Sources	-	38,534	-	-
	5203 - Special Const Assist - Others Total	2,667,133	1,013,591	-	-
5300 - Assessment District - Projects					
5300.50.5120-54.8010	Use of money and property Investment Earnings	824	7,469	7,800	-
	5300 - Assessment District - Projects Total	824	7,469	7,800	-
5301 - 2019 Spec Tax Bond Monte Bella					
5301.00.0000-54.8010	Use of money and property Investment Earnings	41	783	900	-
	5301 - 2019 Spec Tax Bond Monte Bella Total	41	783	900	-
5303 - 2019 Spec Tax Bond Monte Bella 3					
5303.00.0000-54.8010	Use of money and property Investment Earnings	536	-	-	-
	5303 - 2019 Spec Tax Bond Monte Bella 3 Total	536	-	-	-
6100 - Municipal Airport					
6100.50.5340-54.5010	Use of money and property Hangar Rent	689,108	796,856	828,000	830,000
6100.50.5340-54.5020	Use of money and property Aircraft Parking	3,841	2,387	5,000	2,000
6100.50.5340-54.5030	Use of money and property Building Rental	340,469	453,705	500,000	450,000
6100.50.5340-54.5040	Use of money and property Ground Leases	386,571	289,032	350,000	325,000
6100.50.5340-54.5050	Use of money and property Fuel Fees	85,010	88,510	70,000	85,000
6100.50.5340-54.5060	Use of money and property Use Permits	216,025	139,188	50,000	140,000
6100.50.5340-54.5080	Use of money and property Refuse Fees	9,841	10,329	8,000	10,000
6100.50.5340-54.5085	Use of money and property Hangar Rent Non - Aeronautical	14,109	21,682	15,000	30,000
6100.50.5340-54.5090	Use of money and property Hangar Rent Non - Airworthy	144,338	50,050	40,000	50,000
6100.50.5340-54.8010	Use of money and property Investment Earnings	3,072	38,826	39,000	40,800
6100.50.5340-56.8110	Charges for Services Rental Income	177,084	17,415	110,000	110,000
6100.50.5340-57.8050	Other Revenue Miscellaneous Receipts	109,180	102,280	50,000	100,000
6100.50.5340-57.8560	Other Revenue Airport Cardlock Deposits	1,141	2,488	5,000	5,000
	6100 - Municipal Airport Total	2,179,788	2,012,746	2,070,000	2,177,800
6200 - Industrial Waste					
6200.50.5441-54.8010	Use of money and property Investment Earnings	16,110	166,565	166,000	174,900
6200.50.5441-56.5040	Charges for Services Industrial Waste Fees	3,088,186	2,272,971	3,000,000	3,000,000
	6200 - Industrial Waste Total	3,104,296	2,439,537	3,166,000	3,174,900
6301 - Fairways Golf Course					
6301.00.0000-54.8080	Use of money and property Sierra Lease	100,000	100,000	100,000	100,000
	6301 - Fairways Golf Course Total	100,000	100,000	100,000	100,000

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 24-25 Budget
6302 - Twin Creek Golf Course					
6302.00.0000-54.8070	Use of money and property First Tee Lease	30,000	90,000	60,000	60,000
	6302 - Twin Creek Golf Course Total	30,000	90,000	60,000	60,000
6400 - Sewer					
6400.50.5442-54.8010	Use of money and property Investment Earnings	9,701	10,506	7,500	11,000
6400.50.5442-56.5050	Charges for Services Sanitary Sewer Surcharge Fees	3,690,313	3,680,321	4,100,000	3,750,000
6400.50.5442-56.5065	Charges for Services USA Service Fee	18,984	57,768	60,000	60,000
6400.50.5442-57.8050	Other Revenue Miscellaneous Receipts	-	8,973	-	-
	6400 - Sewer Total	3,718,998	3,757,567	4,167,500	3,821,000
6500 - Storm Sewer (NPDES)					
6500.50.5443-53.3012	Fines and Forfeits NPDES Citations	1,000	3,000	-	-
6500.50.5443-54.8010	Use of money and property Investment Earnings	1,421	17,986	19,000	18,900
6500.50.5443-56.5080	Charges for Services Review and Inspection Fees	39,450	34,883	40,000	50,000
6500.50.5443-57.8050	Other Revenue Miscellaneous Receipts	-	-	200	-
	6500 - Storm Sewer (NPDES) Total	41,871	55,869	59,200	68,900
6600 - Crazy Horse Landfill					
6600.20.2030-54.8010	Use of money and property Investment Earnings	708	-	-	-
	6600 - Crazy Horse Landfill Total	708	-	-	-
6700 - Water Utility					
6700.50.5445-55.4043	Intergovernmental Monterey Co. Animal Shelter	4,113	4,986	4,000	5,000
6700.50.5445-55.4053	Intergovernmental City Animal Shelter	-	-	3,000	-
6700.50.5445-55.5023	Intergovernmental MRWPCA	2,441	2,959	3,000	3,000
6700.50.5445-55.5033	Intergovernmental City Industrial Waste Facility	-	-	1,000	-
	6700 - Water Utility Total	6,554	7,945	11,000	8,000
6801 - Downtown Parking District					
6801.50.5446-52.5010	Licenses & Permits Parking Lot Permits	50,852	70,980	50,000	50,000
6801.50.5446-52.5020	Licenses & Permits Salinas St Garage Permits	64,815	62,840	60,000	60,000
6801.50.5446-52.5040	Licenses & Permits Monterey St Garage Permits	159,262	230,548	160,000	200,000
6801.50.5446-52.5070	Licenses & Permits Monterey St Garage - Hourly	192,387	217,586	170,000	200,000
6801.50.5446-52.5075	Licenses & Permits Parking Validation	160	-	-	-
6801.50.5446-57.8050	Other Revenue Miscellaneous Receipts	4,077	3,301	5,000	5,000
	6801 - Downtown Parking District Total	471,552	585,255	445,000	515,000
6802 - Preferential Parking					
6802.50.5447-52.5060	Licenses & Permits Preferential Permits	24,582	19,055	25,000	25,000
6802.50.5447-57.8050	Other Revenue Miscellaneous Receipts	250	-	-	-
	6802 - Preferential Parking Total	24,832	19,055	25,000	25,000
6803 - Parking Enforcement					
6803.50.5448-53.4020	Fines and Forfeits Parking Fines	1,147,161	598,787	1,100,000	850,000
	6803 - Parking Enforcement Total	1,147,161	598,787	1,100,000	850,000
6900 - Permit Services					
6900.00.0000-54.8010	Use of money and property Investment Earnings	5,343	61,199	67,000	64,300
6900.30.3350-52.3010	Licenses & Permits Mechanical Permits	43,780	8,698	10,200	10,200
6900.30.3350-52.3020	Licenses & Permits Building Permits	1,113,092	1,168,693	1,400,000	2,660,000
6900.30.3350-52.3030	Licenses & Permits Plumbing Permits	18,576	10,604	15,000	15,000
6900.30.3350-52.3040	Licenses & Permits Electrical Permits	53,308	70,429	25,000	25,000
6900.30.3350-52.3060	Licenses & Permits Re-Roofing Permits	100,233	98,624	100,000	100,000
6900.30.3350-52.3070	Licenses & Permits Building Demolition Permit	986	1,155	1,000	1,000
6900.30.3350-53.3011	Fines and Forfeits Building Enforcement	40,300	-	-	-
6900.30.3350-53.3405	Fines and Forfeits C & D Penalty	50,748	43,122	20,000	20,000
6900.30.3350-55.3013	Intergovernmental TRAKIT-Permit System Charges	390,566	211,051	256,500	256,500
6900.30.3350-56.3280	Charges for Services Fire Plan Check Fee-Permit Ctr	39,920	20,306	44,000	44,000
6900.30.3350-56.3400	Charges for Services Building Plan Check Fees	2,768,094	1,341,624	1,000,000	2,140,000
6900.30.3350-56.3410	Charges for Services Special Building Inspection	79,284	25,431	50,000	50,000
6900.30.3350-56.3420	Charges for Services Reinspection Service	47,817	43,631	40,000	40,000
6900.30.3350-56.3430	Charges for Services Residential Report	52,101	36,450	35,000	35,000
6900.30.3350-56.3440	Charges for Services Microfilm Fee	38,598	49,792	35,000	35,000
6900.30.3350-56.3460	Charges for Services Other Building Fees	3,933	4,355	1,000	1,000
6900.30.3350-56.8060	Charges for Services Copying Fees	30	-	-	-

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 24-25 Budget
6900.30.3350-57.8080	Other Revenue Miscellaneous Deposits	-	1,563	6,500	6,500
	6900 - Permit Services Total	4,846,710	3,196,726	3,106,200	5,503,500
6950 - Affordable Housing					
6950.00.0000-56.8110	Charges for Services Rental Income	-	-	-	83,000
	6950 - Affordable Housing	-	-	-	83,000
7101 - Internal Services Administration					
7101.14.1245-57.8050	Other Revenue Miscellaneous Receipts	2,040	0	-	-
	7101 - Internal Services Administration Total	2,040	0	-	-
7102 - Internal Services Insurances					
7102.14.1246-57.1060	Other Revenue Miscellaneous Insurances	850	1,179	-	-
7102.14.1246-57.8050	Other Revenue Miscellaneous Receipts	789,645	315,593	200,000	150,000
	7102 - Internal Services Insurances Total	790,495	316,772	200,000	150,000
7103 - Worker's Comp Self-Insurance					
7103.14.1247-54.8010	Use of money and property Investment Earnings	15,501	164,795	-	-
7103.14.1247-57.1010	Other Revenue Workers Comp Premiums	5,262,284	5,579,541	-	-
7103.14.1247-57.1020	Other Revenue Workers Comp Reimb	11,784	119	-	-
7103.16.1247-54.8010	Use of money and property Investment Earnings	-	-	174,000	173,000
7103.16.1247-57.1020	Other Revenue Workers Comp Reimb	-	-	5,352,700	5,640,000
7103.16.1247-57.1030	Other Revenue CalPERS Ind Disability Reimb	-	-	10,000	-
	7103 - Worker's Comp Self-Insurance Total	5,289,569	5,744,455	5,536,700	5,813,000
7104 - General Liability Self-Insurance					
7104.14.1248-54.8010	Use of money and property Investment Earnings	2,084	1,615	3,300	1,700
7104.14.1248-57.1040	Other Revenue Liability Insurance	215,431	257,488	260,200	267,900
7104.14.1248-57.1060	Other Revenue Miscellaneous Insurances	1,038,091	1,000	1,000	1,000
	7104 - General Liability Self-Insurance Total	1,255,606	260,103	264,500	270,600
8914 - RORF-Redev Obligation Retirement					
8914.20.2502-50.1090	Taxes Property Taxes-Tax Increments	2,400,018	970,322	2,200,000	961,000
8914.20.2502-54.8010	Use of money and property Investment Earnings	69,125	114,083	129,000	119,800
	8914 - RORF-Redev Obligation Retirement Total	2,469,143	1,084,405	2,329,000	1,080,800
8915 - Successor Agency Administration					
8915.20.2505-50.1090	Taxes Property Taxes-Tax Increments	10,000	10,000	10,000	10,000
8915.20.2505-52.8010	Licenses & Permits Other Licenses & Permits	1	-	-	-
	8915 - Successor Agency Administration Total	10,001	10,000	10,000	10,000
Operating Revenue Total		234,778,194	230,766,116	237,114,119	227,024,500
1000 - General Fund					
1000.00.0000-90.1200	Transfers In Measure G	1,413,300	700,000	-	-
1000.00.0000-90.2401	Transfers In Gas Tax - 2107	1,200,300	1,200,300	1,200,300	1,500,000
1000.00.0000-90.2402	Transfers In Gas Tax - 2106	230,000	230,000	230,000	300,000
1000.00.0000-90.2403	Transfers In Gas Tax - 2105	294,700	294,700	294,700	295,000
1000.00.0000-90.2503	Transfers In Traffic Safety	250,000	200,000	200,000	200,000
1000.00.0000-90.2513	Transfers In General Plan	-	-	153,200	166,700
1000.00.0000-90.3111	Transfers In SAFER	4,097	-	-	-
1000.00.0000-90.3256	Transfers In First Five Monterey Co	1	-	-	-
1000.00.0000-90.3282	Transfers In BSCC-Board of St&Comm Correction	1	-	-	-
1000.00.0000-90.7101	Transfers In Internal Services Administration	-	-	750,000	-
	1000 - General Fund Total	3,392,399	2,625,000	2,828,200	2,461,700
1100 - Measure E					
1100.00.0000-90.1200	Transfers In Measure G	700,000	350,000	-	-
	1100 - Measure E Total	700,000	350,000	-	-
2501 - Emergency Medical Service Fund					
2501.00.0000-90.1000	Transfers In General Fund	850,000	1,357,500	1,600,000	1,600,000
	2501 - Emergency Medical Service Fund Total	850,000	1,357,500	1,600,000	1,600,000
2504 - Vehicle Abatement					
2504.00.0000-90.1000	Transfers In General Fund	50,000	50,000	50,000	-

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 24-25 Budget
	2504 - Vehicle Abatement Total	50,000	50,000	50,000	-
2507 - Municipal Art Fund					
2507.00.0000-90.1000	Transfers In General Fund	-	100,000	100,000	100,000
	2507 - Municipal Art Fund Total	-	100,000	100,000	100,000
2513 - General Plan					
2513.00.0000-90.1000	Transfers In General Fund	-	-	555,430	-
2513.00.0000-90.1200	Transfers In Measure G	-	1,675,332	-	-
2513.00.0000-90.5203	Transfers In Spec Const Assist - Other	-	917,795	-	-
	2513 - General Plan Total	-	2,593,127	555,430	-
2603 - Local Housing Trust Fund					
2603.00.0000-90.1000	Transfers In General Fund	-	-	2,000,000	-
	2603 - Local Housing Trust Fund Total	-	-	2,000,000	-
2943 - ESG-CV HUD					
2943.00.0000-90.1000	Transfers In General Fund	4,424	-	-	-
	2943 - ESG-CV HUD Total	4,424	-	-	-
4104 - 2014 COP Consolidation					
4104.00.0000-90.1000	Transfers In General Fund	-	58,245	227,100	228,100
	4104 - 2014 COP Consolidation Total	-	58,245	227,100	228,100
4106 - 2018 Lease-PS Building-Police					
4106.00.0000-90.1200	Transfers In Measure G	12,741,823	5,477,320	5,750,800	5,543,900
	4106 - 2018 Lease-PS Building-Police Total	12,741,823	5,477,320	5,750,800	5,543,900
4107 - COP 2018B T.R.I.P. Total Rd Impv					
4107.00.0000-90.2510	Transfers In Measure X - TAMC	2,340,075	2,316,025	2,328,400	2,339,100
	4107 - COP 2018B T.R.I.P. Total Rd Impv Total	2,340,075	2,316,025	2,328,400	2,339,100
4110 - 2018 Lease-El Gabilan Library					
4110.00.0000-90.1100	Transfers In Measure E	1,024,662	1,125,473	1,145,200	1,175,100
	4110 - 2018 Lease-El Gabilan Library Total	1,024,662	1,125,473	1,145,200	1,175,100
4111 - Refund Bonds Series 2020A-Energy					
4111.00.0000-90.1000	Transfers In General Fund	1,108,839	1,174,441	1,199,500	1,225,100
4111.00.0000-90.1100	Transfers In Measure E	63,400	64,846	66,200	67,600
4111.00.0000-90.1200	Transfers In Measure G	4,938	5,050	5,200	5,300
4111.00.0000-90.4108	Transfers In Energy Improvement	36,001	-	-	-
4111.00.0000-90.6100	Transfers In Airport Fund	76,545	78,291	79,900	81,700
4111.00.0000-90.6200	Transfers In Industrial Waste	71,658	73,292	74,800	76,400
4111.00.0000-90.6400	Transfers In Sewer Fund	95,495	97,673	99,700	101,900
4111.00.0000-90.6801	Transfers In Downtown Parking	32,391	33,130	33,900	34,600
	4111 - Refund Bonds Series 2020A-Energy Total	1,489,268	1,526,725	1,559,200	1,592,600
4112 - Refund Bonds Series 2020A-SVSWA					
4112.00.0000-90.1000	Transfers In General Fund	323,295	668,735	668,300	665,300
4112.00.0000-90.4109	Transfers In 2015 Refunding COP 2005 A & B	87,010	-	-	-
4112.00.0000-90.6600	Transfers In Crazy Horse Landfill	279,500	-	-	-
	4112 - Refund Bonds Series 2020A-SVSWA Total	689,805	668,735	668,300	665,300
6200 - Industrial Waste					
6200.00.0000-90.1000	Transfers In General Fund	1,865,000	1,661,100	-	-
	6200 - Industrial Waste Total	1,865,000	1,661,100	-	-
6301 - Fairways Golf Course					
6301.00.0000-90.1000	Transfers In General Fund	-	-	-	460,000
6301.00.0000-90.6302	Transfers In Twin Creek Golf Course	-	-	-	285,500
	6301 - Fairways Golf Course Total	-	-	-	745,500
6302 - Twin Creek Golf Course					
6302.00.0000-90.1000	Transfers In General Fund	-	-	450,000	-
	6302 - Twin Creek Golf Course Total	-	-	450,000	-
6500 - Storm Sewer (NPDES)					

SUMMARIES & SCHEDULES

Revenue

Account Number	Account Description	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 24-25 Budget
6500.00.0000-90.1000	Transfers In General Fund	2,643,100	2,600,000	2,150,000	1,500,000
6500.00.0000-90.1200	Transfers In Measure G	58,800	-	-	-
6500.00.0000-90.2401	Transfers In Gas Tax - 2107	15,000	15,000	15,000	110,000
6500.00.0000-90.2403	Transfers In Gas Tax - 2105	60,000	60,000	60,000	60,000
6500 - Storm Sewer (NPDES) Total		2,776,900	2,675,000	2,225,000	1,670,000
6801 - Downtown Parking District					
6801.00.0000-90.1000	Transfers In General Fund	-	30,000	393,000	-
6801.00.0000-90.8914	Transfers In RORF-Redev Obligation Retirement	951,900	949,243	950,700	946,100
6801 - Downtown Parking District Total		951,900	979,243	1,343,700	946,100
7102 - Internal Services Insurances					
7102.00.0000-90.1000	Transfers In General Fund	-	-	600,000	1,077,000
7102.00.0000-90.1100	Transfers In Measure E	-	-	250,000	135,000
7102.00.0000-90.1200	Transfers In Measure G	-	500,000	550,000	238,000
7102 - Internal Services Insurances Total		-	500,000	1,400,000	1,450,000
7103 - Worker's Comp Self-Insurance					
7103.00.0000-90.1000	Transfers In General Fund	-	39,800	-	-
7103 - Worker's Comp Self-Insurance Total		-	39,800	-	-
7104 - General Liability Self-Insurance					
7104.00.0000-90.1000	Transfers In General Fund	1,661,300	2,229,700	2,800,000	4,457,000
7104.00.0000-90.1100	Transfers In Measure E	-	323,300	420,000	559,000
7104.00.0000-90.1200	Transfers In Measure G	-	147,000	190,000	984,000
7104.00.0000-90.7101	Transfers In Internal Services Administration	-	-	1,000,000	-
7104.00.0000-90.7102	Transfers In Internal Services Insurances	-	-	500,000	-
7104.00.0000-90.7103	Transfers In Worker's Comp Self Insurance	-	-	-	650,000
7104 - General Liability Self-Insurance Total		1,661,300	2,700,000	4,910,000	6,650,000
7120 - Internal Services-Fleet Maint					
7120.00.0000-90.1000	Transfers In General Fund	2,120,000	2,120,000	2,000,000	1,486,000
7120.00.0000-90.1100	Transfers In Measure E	-	-	100,000	186,000
7120.00.0000-90.1200	Transfers In Measure G	-	-	200,000	328,000
7120 - Internal Services-Fleet Maint Total		2,120,000	2,120,000	2,300,000	2,000,000
7121 - Vehicle Replacement					
7121.00.0000-90.1000	Transfers In General Fund	9,000,000	-	876,825	371,000
7121.00.0000-90.1100	Transfers In Measure E	-	-	-	47,000
7121.00.0000-90.1200	Transfers In Measure G	-	-	463,620	82,000
7121 - Vehicle Replacement Total		9,000,000	-	1,340,445	500,000
Transfers In Total					
41,657,556		28,923,293	32,781,775	29,667,400	
Grand Total					
276,435,750		259,689,409	269,895,894	256,691,900	

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

City-Wide Workforce Summary

	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
GENERAL OPERATIONS					
Police (Sworn)	174.000	174.000	161.000	161.000	157.000
Police (Administrative)	53.500	47.000	52.000	52.000	51.000
Fire (Sworn)	93.000	93.000	96.000	97.000	97.000
Fire (Administrative)	5.000	5.000	7.000	7.000	7.000
Total Public Safety	325.500	319.000	316.000	317.000	312.000
Mayor and City Council	7.000	7.000	7.000	7.000	7.000
Administration	6.000	8.000	8.000	10.000	10.000
Human Resources	7.000	7.000	9.000	9.750	9.750
Finance	25.000	28.000	30.000	31.000	31.000
City Attorney	5.000	3.000	4.000	3.000	3.000
Community Development	31.010	34.500	42.550	48.750	55.750
Engineering & Transportation	33.930	34.180	34.180	34.180	33.180
Environmental & Maintenance Services	46.750	33.750	40.750	40.750	39.750
Parks and Community Services	19.000	31.000	33.000	34.000	32.500
Library	41.500	41.500	41.500	41.500	41.000
Total Non Public Safety	222.190	227.930	249.980	259.930	262.930
TOTAL GENERAL OPERATIONS	547.690	546.930	565.980	576.930	574.930
INTERNAL SERVICES	13.450	13.450	14.450	16.700	16.700
ENTERPRISE OPERATIONS	43.610	45.370	52.320	53.120	57.120
ASSESSMENT & MAINTENANCE DISTRICTS	1.750	0.750	0.750	0.750	1.250
CITY-WIDE TOTAL	606.500	606.500	633.500	647.500	650.000

THE SALINAS PLAN REFRESH

In 2018, the National Resource Network (NRN), led by Public Financial Management (PFM) conducted a comprehensive study of the financial and organizational issues being experienced by the City of Salinas. The Study was named “The Salinas Plan” (the “TSP”) and was completed in November of 2018. At that time the City was facing a number of issues: budget forecast of a negative net revenue in the General Fund; a housing and homelessness crises; lack of investment in City buildings, parks, and infrastructure; and a number of workforce compensation strategies that worked against the City’s goals of competitive pay structures for recruitment and retention. The TSP included 32 recommendations targeted at each of these major issue areas for the City. Since that time, the City has systematically worked at implementing the recommendations from the TSP.

In October 2022, Russ Branson Consulting (RBC) was retained to perform a refresh of the TSP. The “refresh” was an opportunity to review the City’s progress on the original TSP recommendations, update the budget forecast, and recommend additional recommendations based on current economic and operating conditions.

Purpose of The Salinas Plan Refresh

Over the last five years, the City has undergone a number of changes and challenges that have reshaped the City in key ways:

- Turnover of key staff, including the City Manager and Finance Director;
- The COVID pandemic and resulting impacts on implementation of TSP recommendations; and,
- Increased sales and property tax revenue placing the City in a better financial position.

Other aspects of the City remains unchanged, including:

- Population has remained static;
- Expected new development has been delayed; and,
- Total staffing and service levels effectively remain at 2018 levels.

Given the turmoil of the last five years, as well as the progress the City has made on the original plan, the City is seeking a review of the 2018 TSP status, including an evaluation of which recommendations should remain in place and the addition of new recommendations that should be added based on current circumstances.

This “refresh” plan is being completed as an update of the original plan and not a complete re-evaluation of the underlying analysis of the TSP. In this way, the Refresh Plan relies on the work done in the original NRN study. Except where noted, it is determined that the analysis and circumstances of the original TSP remain valid.

The Salinas Plan Summary

The Salinas Plan (“TSP”) included 32 recommendations, or initiatives, across eight broad categories:

- **Risk Mitigation** initiatives represent actions the City can take to reduce its exposure to significant budgetary impacts in the future;
- **Public Safety** initiatives provide a path to more efficient, cost-effective Police and Fire services without reducing service levels;
- **Shared Services** initiatives seek to make the most efficient use of shared services and for the City to be properly compensated for services provided on a shared basis;
- **Managed Competition** initiatives focus on areas where the City should explore partnerships to either manage or repurpose City assets;

THE SALINAS PLAN REFRESH

- **Operational Efficiencies** initiatives change the way the City does business so that services are as efficient and affordable as possible;
- **Workforce** initiatives allow the City to develop a more sustainable compensation package while increasing the City's long-term competitiveness and ability to recruit and retain employees critical to delivering quality services;
- **Investment Strategies** initiatives focus on investment in the City both to maintain the City's significant investments in community facilities and infrastructures and to support affordable housing and community development initiatives that will meaningfully begin to tackle the City's housing and homelessness crisis; and,
- **New Revenues** include provisions for new revenue to support new investment and projected growth.

To date, more than half of the recommendations have either been implemented or are actively being implemented by the City to some extent. A third of the recommendations are not currently being implemented and are recommended to remain in place for City action. Four of the TSP recommendations have attempted implementation and failed or have been rejected by the City as not feasible.

Status of The Salinas Plan Initiatives

No. of Recommendations	
Implemented	7
In-Progress	10
Active	11
Rejected	4
Total Recommendations	32

Revised Recommendation Organization

For the TSP Refresh, recommendations are organized in different groups from the TSP. This provides a simpler approach and places related recommendations together. The graphic below illustrates the four areas of recommendations in the Refresh Plan. These areas are: Managing the Organization, Facilities & Infrastructure, Investments for a Healthy City, and Housing & Homelessness.

THE SALINAS PLAN REFRESH



Revised Recommendations Listing

Managing the Organization (MO)

- MO-01 Healthcare Cost Containment
- MO-02 Improve Base Pay on a Cost-Neutral Basis
- MO-03 Evaluate the Total Leave Program
- MO-04 Continue to Address Workers' Compensation Costs, Moving Towards Sound Actuarial Funding
- MO-05 Police Civilianization
- MO-06 Improve Budget Process and Monitoring
- MO-07 Incorporate Multi-Year Financial Planning into All Budgetary Actions
- MO-08 Include Leave Accruals and Cash Outs in Current Compensation Study
- MO-09 Evaluate the Parking Functions Within the City
- MO-10 Evaluate the impact of implementing the City's Coming Compensation Study

City Facilities & Infrastructure (CFI)

- CFI-01 Prepare a Preventive Maintenance Program for all City Facilities
- CFI-02 Citywide Fleet Strategy
- CFI-03 Eliminate General Fund Subsidy of Golf Course Debt Service
- CFI-04 Eliminate Sherwood Hall Deficits
- CFI-05 Develop an Implementation Approach to Prioritize and Fund the Most Pressing City Needs

Investments for a Healthy City (IHC)

- IHC-01 Enact Storm Sewer Utility Fee to Fund Current Transfer of General Fund Revenues to Storm Sewer Fund
- IHC-02 Increase Hotel Tax and Dedicate Funding that Results to Capital Investment
- IHC-03 Engage with the Salinas Community to Make the Measure G Sales Tax Permanent
- IHC-04 Dedicate Savings to Capital Investment
- IHC-05 Evaluate a General Obligation ("GO") Bond to Fund Key City Projects

Housing and Homelessness (HH)

- HH-01 Convene Stakeholders to Develop an Impl Plan to Create More than 4,000 New Units of Affordable Housing in Next 10 Yrs
- HH-02 Establish a Housing Trust Fund with a Dedicated Revenue Stream for Affordable Housing
- HH-03 Develop a Land Strategy to Leverage Private Market Investment to Create up to 2,400 New Units of Affordable Housing
- HH-04 Create Regulations to Address Safety and Health Conditions in Rental and Other Group Housing
- HH-05 Use Multiple Sources to Provide Revenue for the Housing Trust Fund
- HH-06 Coordinate Homeless Response Between Departments Through the City Manager's Office

THE SALINAS PLAN REFRESH

Status of Revised Recommendations for The Salinas Plan Refresh

The Salinas Plan Refresh was presented to City Council in March 2023. New and updated recommendations have begun to be implemented by City staff and are in various stages of completion. City staff is currently working on assessing the feasibility of the remaining recommendations and developing the next steps. A status of these revised recommendations, with corresponding financial impacts, will be presented in subsequent versions of the annual operating budget document.

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 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 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.

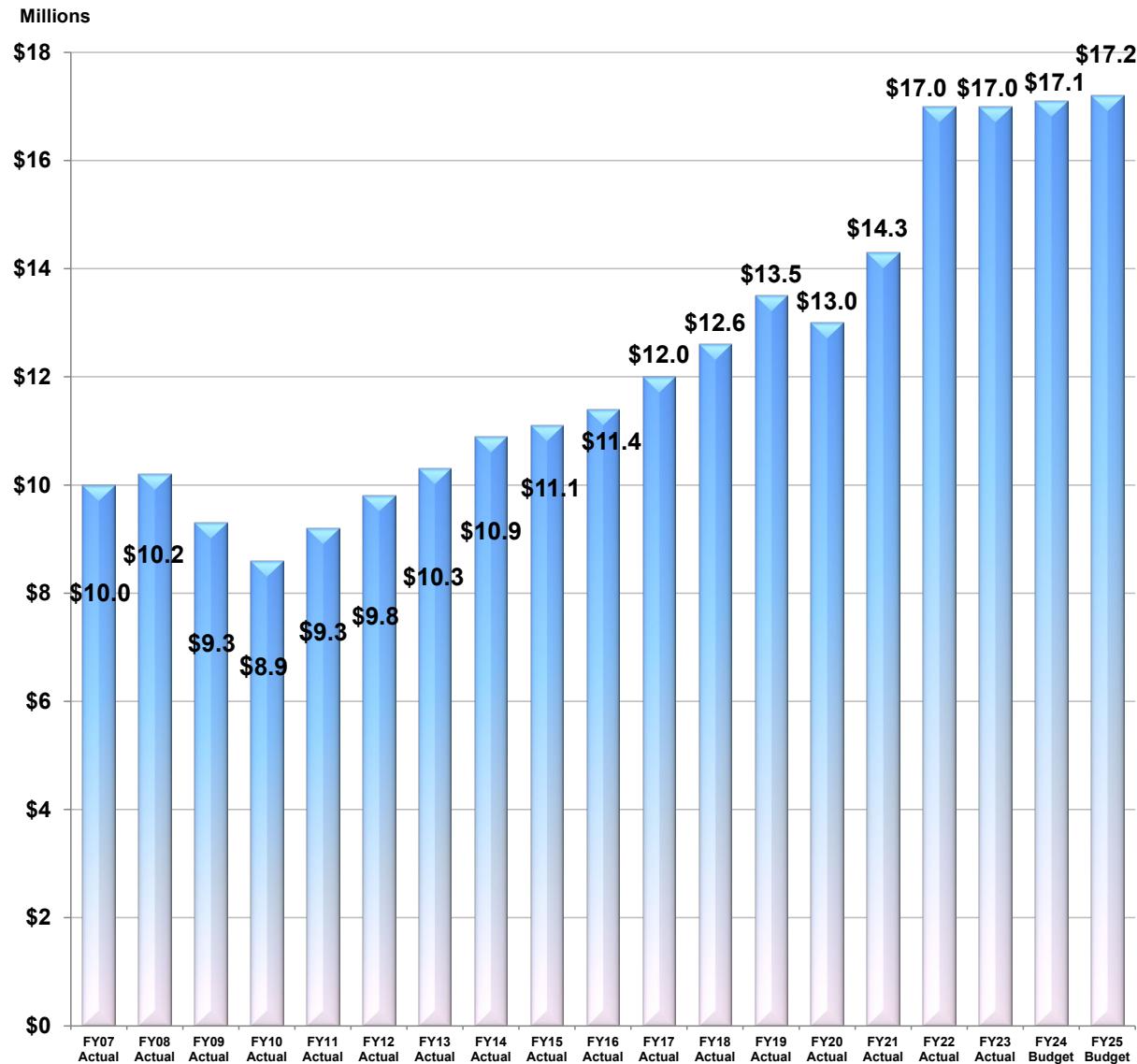
The Oversight Committee is a fundamental provision in the voter-approved ordinance. The ordinance states that:

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 2008-09 that continued over a two-year period. Signs of recovery started to show in FY 10-11 and continued through FY 18-19. As a result of the COVID-19 pandemic, a brief decline was experienced in FY 19-20, with signs of significant improvement for FY 20-21 through FY 24-25. Projections indicate revenues could remain relatively flat in the coming years.

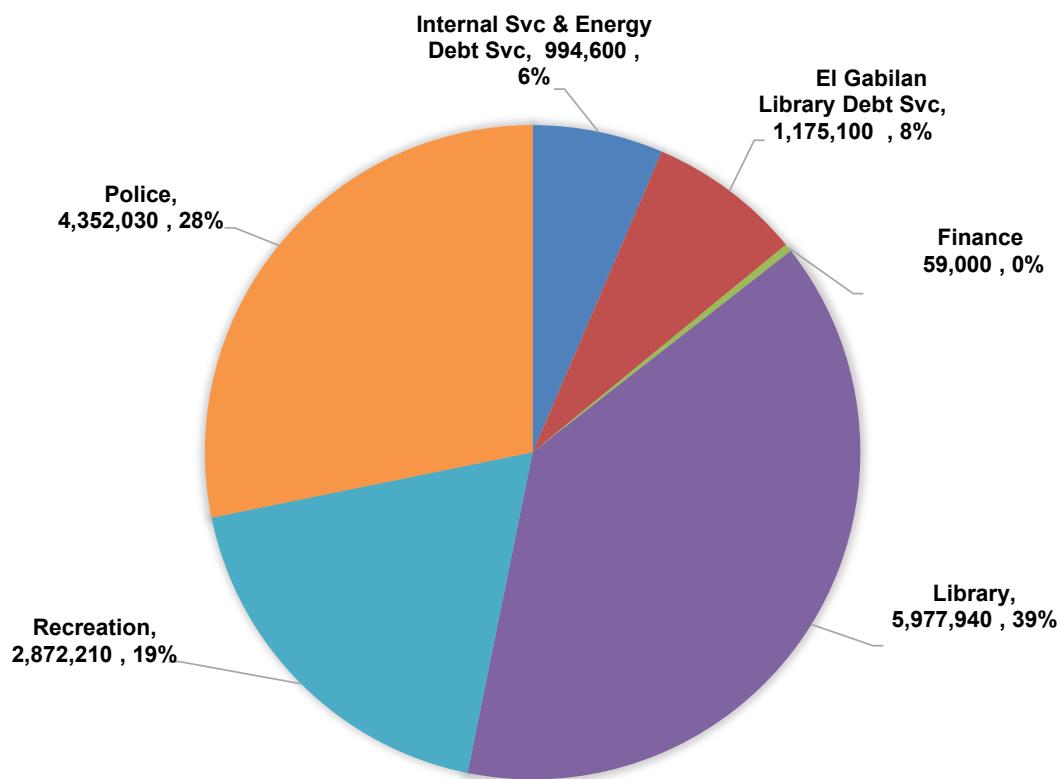


Measure E tax collections are projected to increase \$100,000 or 0.58% in FY 24-25. Staff revenue projections are conservative and based on the current economic recovery signs. The City's outside consultant (Hinderliter, de Llamas & Associates) agrees with staff revenue estimates for the City's Transaction and Use Tax.

MEASURE E

The Measure E proposed budget by department/program for FY 24-25 is as follows:

	<u>Amount</u>	<u>Percent</u>
Internal Svc & Energy Debt Svc	994,600	6.4%
El Gabilan Library Debt Svc	1,175,100	7.6%
Finance	59,000	0.4%
Library	5,977,940	38.7%
Recreation	2,872,210	18.6%
Police	<u>4,352,030</u>	<u>28.3%</u>
Total Appropriations	<u>15,430,880</u>	<u>100.0%</u>



MEASURE E

The number of positions funded by Measure E during FY 24-25 is summarized as follows:

	<u>FY 24-25</u>
Police	19.0
Parks & Recreation	15.0
Youth Serv. & Com. Engagement	2.0
Library	<u>40.5</u>
 Total Positions	 <u><u>76.5</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.

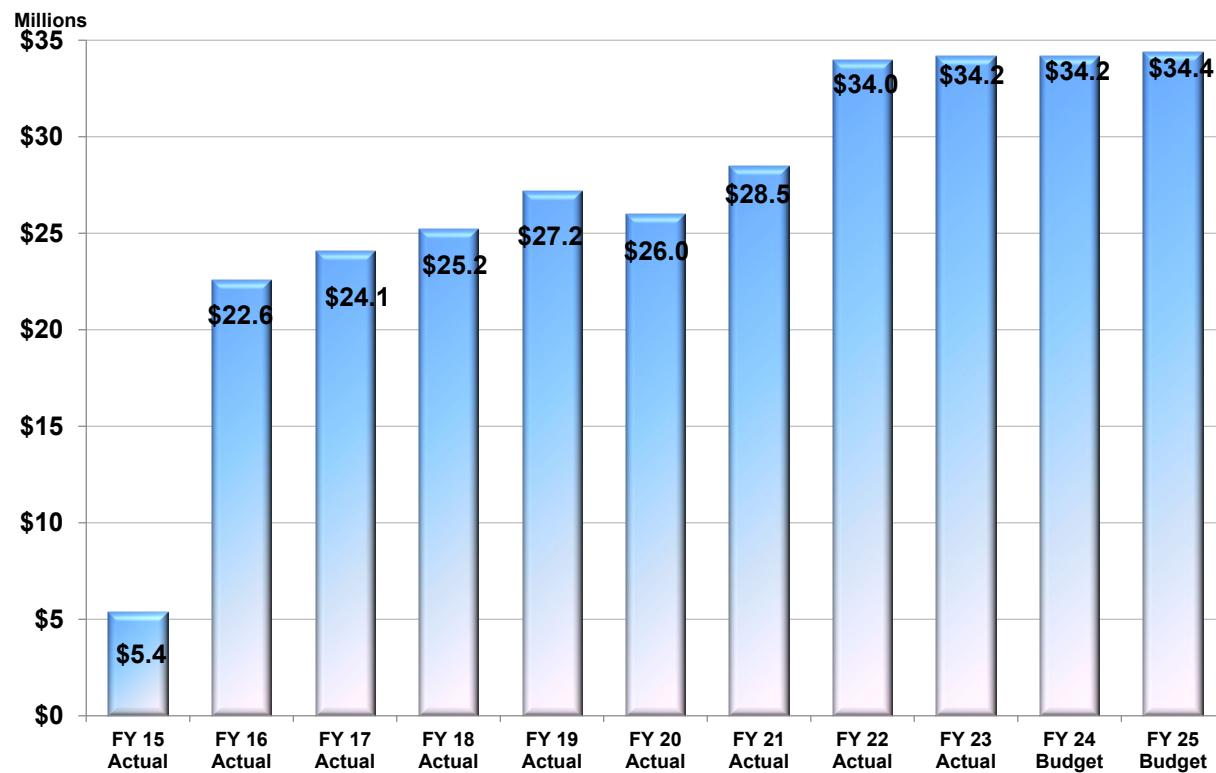
MEASURE G

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).



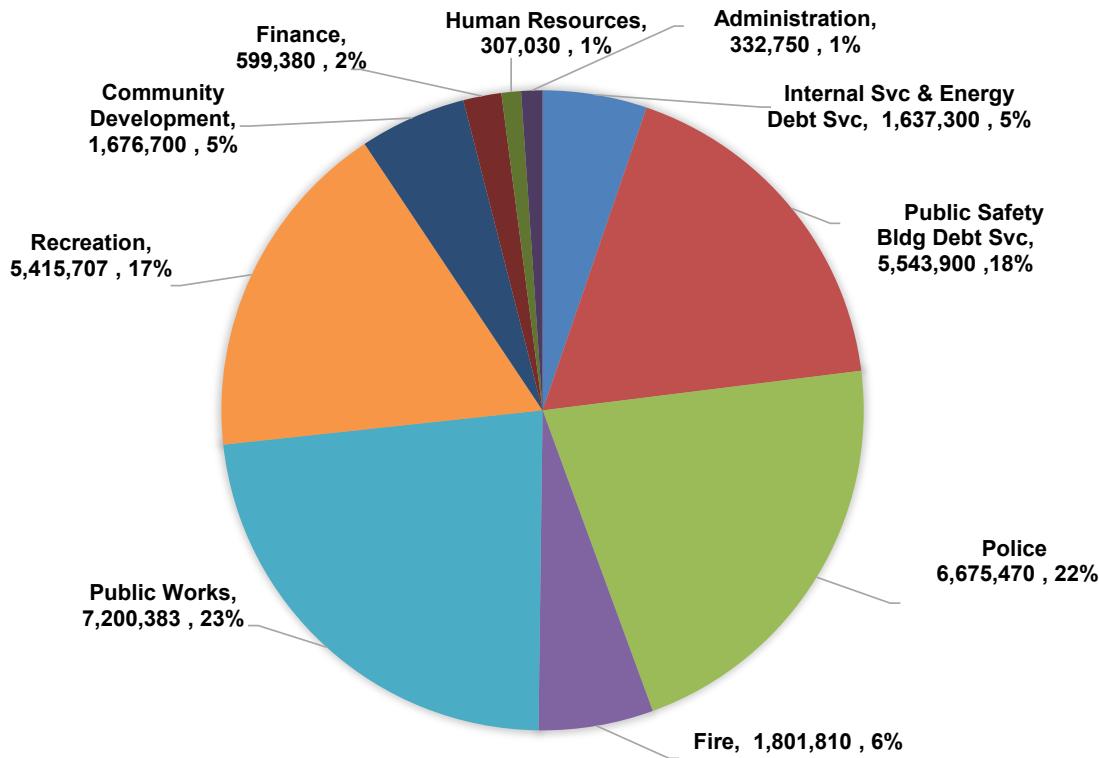
The City received \$5.4 million for the last quarter of FY 15, \$22.6 million for FY 16, \$24.1 million for FY 17, \$25.2 million for FY 18, \$27.2 million for FY 19, \$26.0 million for FY 20, \$28.5 million for FY 21, \$34.0 million for FY 22, and \$34.2 million for FY 23. For FY 24 and FY 25, the City is expecting \$34.2 million and \$34.4 million, respectively.

MEASURE G

The FY 24-25 budget includes \$3,075,000 in capital improvement projects (CIP), \$7,181,200 in transfers out to fund the Public Safety building debt service and various internal service charges, and a \$24,009,230 operating budget.

The Measure G proposed budget by department/program for FY 24-25 is as follows:

	<u>Amount</u>	<u>Percent</u>
Internal Svc & Energy Debt Svc	1,637,300	5.2%
Public Safety Bldg Debt Svc	5,543,900	17.8%
Police	6,675,470	21.4%
Fire	1,801,810	5.8%
Public Works	7,200,383	23.1%
Recreation	5,415,707	17.4%
Community Development	1,676,700	5.4%
Finance	599,380	1.9%
Human Resources	307,030	1.0%
Administration	<u>332,750</u>	<u>24.0%</u>
 Total Appropriations	 <u>31,190,430</u>	 <u>100.0%</u>



MEASURE G

As previously mentioned, the Measure G Capital Improvement Program (CIP) budget totals \$3,075,000 and consists of six projects including the Permanent Homeless Shelter, Chinatown Navigation Shelter, Fire Station Alerting System Update, Playground Improvements as Parks, Tree Planting and Preparation of Forest Management Plan, and a No Parking/Street Sweeping Signage Program.

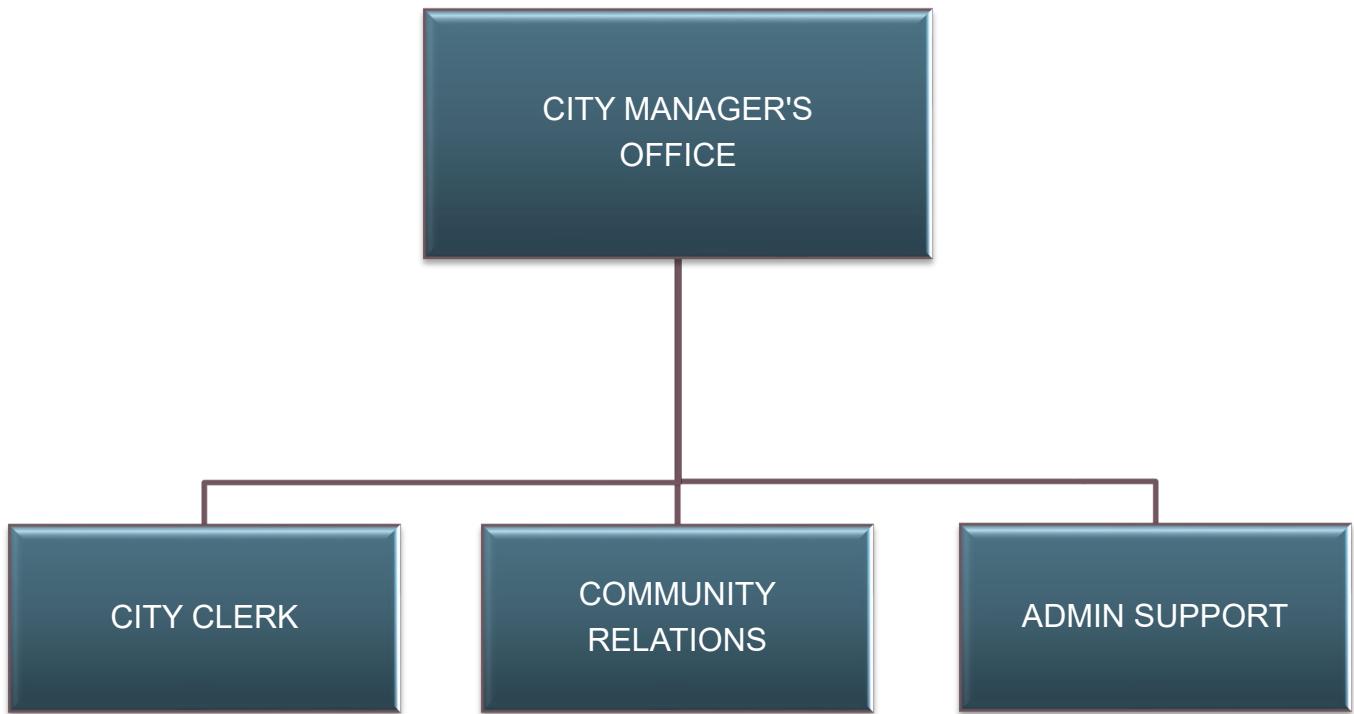
<u>Project</u>	<u>Budget</u>
Permanent Homeless Shelter	\$ 1,125,000
Chinatown Nav. Ctr. Sprung Shelter	1,500,000
Fire Station Alerting System Update	150,000
Playground Improvements at Parks	50,000
Tree Planting & Prep of Forest Mgmt.	200,000
No Parking/Street Sweeping Signage	<u>50,000</u>
Total	<u><u>\$ 3,075,000</u></u>

The number of positions funded by Measure G during FY 24-25 is summarized as follows:

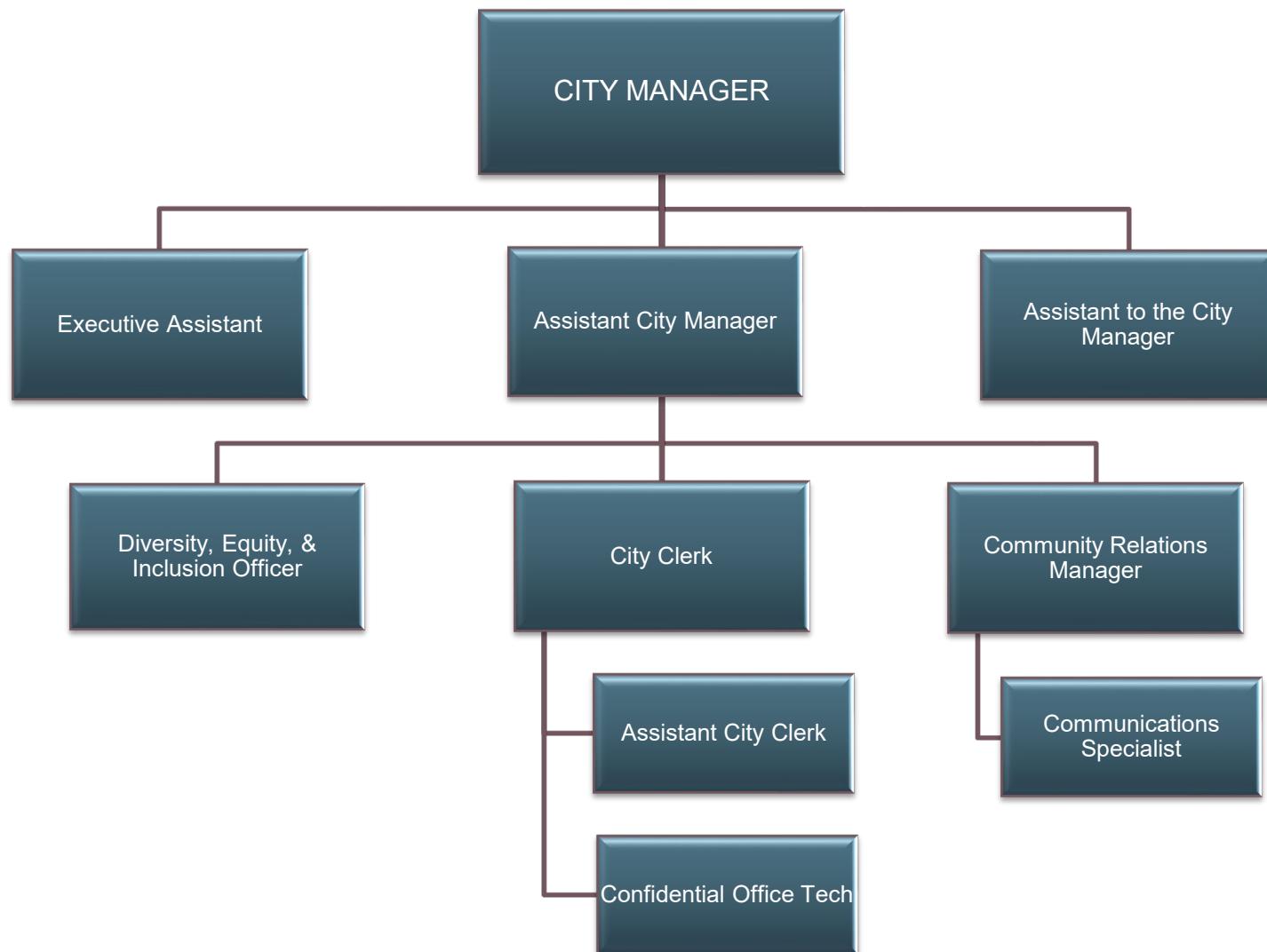
	<u>FY 24-25</u>
Police - Sworn	12.0
Police - Non-Sworn Support	17.0
Fire - Sworn	6.8
Fire - Non-Sworn Support	1.0
Community Development	10.0
Public Works	36.3
Recreation	15.5
Information Technology	2.0
Finance	2.0
Human Resources	2.0
Administration	<u>2.0</u>
Total Positions	<u><u>106.5</u></u>

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 several essential functions related to the management operations of City government. Under the direction of the City Manager, these functions include logistical support for the Mayor and Council, recording of the City's official legislative records, and community outreach and engagement.

City Council Goals, Strategies, and Objectives for FY 2024-2025

Operational Efficiencies

1. Continue Council and community outreach and engagement around City services, projects, fiscal management, strategic plan objectives progress, and emergency operations. (*Strategic Goal: Effective & Culturally Responsive Government*)
2. Continue to work with local service providers and County of Monterey to mitigate homeless encampments, support permanent shelter operations, transitional housing and other housing and commercial developments city-wide. (*Strategic Goal: Housing/Affordable Housing*)
3. Continues to lead the efforts between the City and County consolidation of services. (*Strategic Goal: Effective & Culturally Responsive Government*)
4. Continue 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 city-wide 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*)
7. Continue to implement the American Rescue Plan Act (ARPA) funding projects and initiatives addressing city infrastructure improvements, deferred maintenance, youth and senior programs, water and economic development. (*Strategic Goal: Economic Development; Housing/Affordable Housing; Infrastructure & Environmental Sustainability; Public Safety; Youth & Seniors; and Effective & Culturally Response Government*)

Major Budget Changes

None

ADMINISTRATION DEPARTMENT

Summary

Expenditures by Program	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1111 City Manager's Office	1,052,630	1,382,385	1,741,005	1,914,070
1120 City Clerk	665,521	583,308	777,104	709,050
1355 Economic Development	511,800			
Total	2,229,952	1,965,693	2,518,109	2,623,120

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,707,849	1,504,638	1,907,366	2,150,920
62 - Supplies & Materials	33,201	42,199	45,298	11,800
63 - Outside Services	415,682	372,025	491,435	412,400
64 - Other Charges	69,343	44,094	55,389	48,000
66 - Capital Outlays	3,877	2,736	18,620	
Total	2,229,952	1,965,693	2,518,109	2,623,120

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	1,978,053	1,664,684	2,199,972	2,290,370
1200 Measure G	251,899	301,009	318,137	332,750
Total	2,229,952	1,965,693	2,518,109	2,623,120

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
1111 City Manager's Office	4.000	6.000	8.000	8.000
1120 City Clerk	2.000	2.000	2.000	2.000
1355 Economic Development	2.000			
Total	8.000	8.000	10.000	10.000

ADMINISTRATION DEPARTMENT

1111 City Manager's Office Division

Purpose

Manage the Salinas Municipal Corporation 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. Develop, recommend and implement comprehensive City budget and financial policies.
3. Coordinate efforts to achieve cooperative intergovernmental initiatives and private/public partnerships.
4. Implement City Council Goals and Objectives.

Major Budget Changes

None.

ADMINISTRATION DEPARTMENT

1111 City Manager's Office Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,012,279	1,185,120	1,569,062	1,790,370
62 - Supplies & Materials	8,659	30,584	40,158	6,500
63 - Outside Services	8,973	143,147	101,783	106,200
64 - Other Charges	22,428	22,093	18,189	11,000
66 - Capital Outlays	292	1,442	11,812	
Total	1,052,630	1,382,385	1,741,005	1,914,070

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	800,732	1,081,376	1,422,868	1,581,320
1200 Measure G	251,899	301,009	318,137	332,750
Total	1,052,630	1,382,385	1,741,005	1,914,070

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
1111 City Manager's Office	4.000	6.000	8.000	8.000
Total	4.000	6.000	8.000	8.000

ADMINISTRATION DEPARTMENT

1120 City Clerk Division

Purpose

The City Clerk's Office is the record keeper of the City's legislative actions and supports the Salinas 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 is responsible for the legislative meeting management process and 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. Responsible for sight of all city 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.

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. Serve as the filing official and oversees municipal elections.
5. Management of customer service platform and initiatives.
6. Coordinates the State mandated AB 1234 Local Ethics Training and filing of campaign disclosure and conflict of interest statements.
7. Oversight of the City-wide records retention and day to day operations in line with technological advancements.
8. Ongoing implementation of a commission, boards, committee streamlined intake process to include retention and training.
9. Manage and oversight of the city's records management program and Political Reform Act mandates.

Major Budget Changes

None.

ADMINISTRATION DEPARTMENT

1120 City Clerk Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	403,420	319,519	338,304	360,550
62 - Supplies & Materials	12,370	11,616	5,140	5,300
63 - Outside Services	223,882	228,878	389,652	306,200
64 - Other Charges	22,264	22,002	37,200	37,000
66 - Capital Outlays	3,585	1,294	6,808	
Total	665,521	583,308	777,104	709,050

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	665,521	583,308	777,104	709,050
Total	665,521	583,308	777,104	709,050

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
1120 City Clerk	2.000	2.000	2.000	2.000
Total	2.000	2.000	2.000	2.000

ADMINISTRATION DEPARTMENT

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
1111 City Manager`s Office				
Assistant City Manager	1.000	1.000	1.000	1.000
City Manager	1.000	1.000	1.000	1.000
Executive Assistant	1.000	2.000	2.000	1.000
Project Coordinator			1.000	
Confidential Office Technician		1.000	1.000	1.000
Community Relations Manager	1.000	1.000	1.000	1.000
Diversity Equity & Incl Officer			1.000	1.000
Assistant to the City Manager				1.000
Communications Specialist				1.000
1111 City Manager`s Office Total	4.000	6.000	8.000	8.000
1120 City Clerk				
City Clerk	1.000	1.000	1.000	1.000
Assistant City Clerk	1.000	1.000	1.000	1.000
1120 City Clerk Total	2.000	2.000	2.000	2.000
1355 Economic Development				
Management Analyst	1.000			
Sr Economic Development Manager	1.000			
1355 Economic Development Total	2.000			
Total	8.000	8.000	10.000	10.000

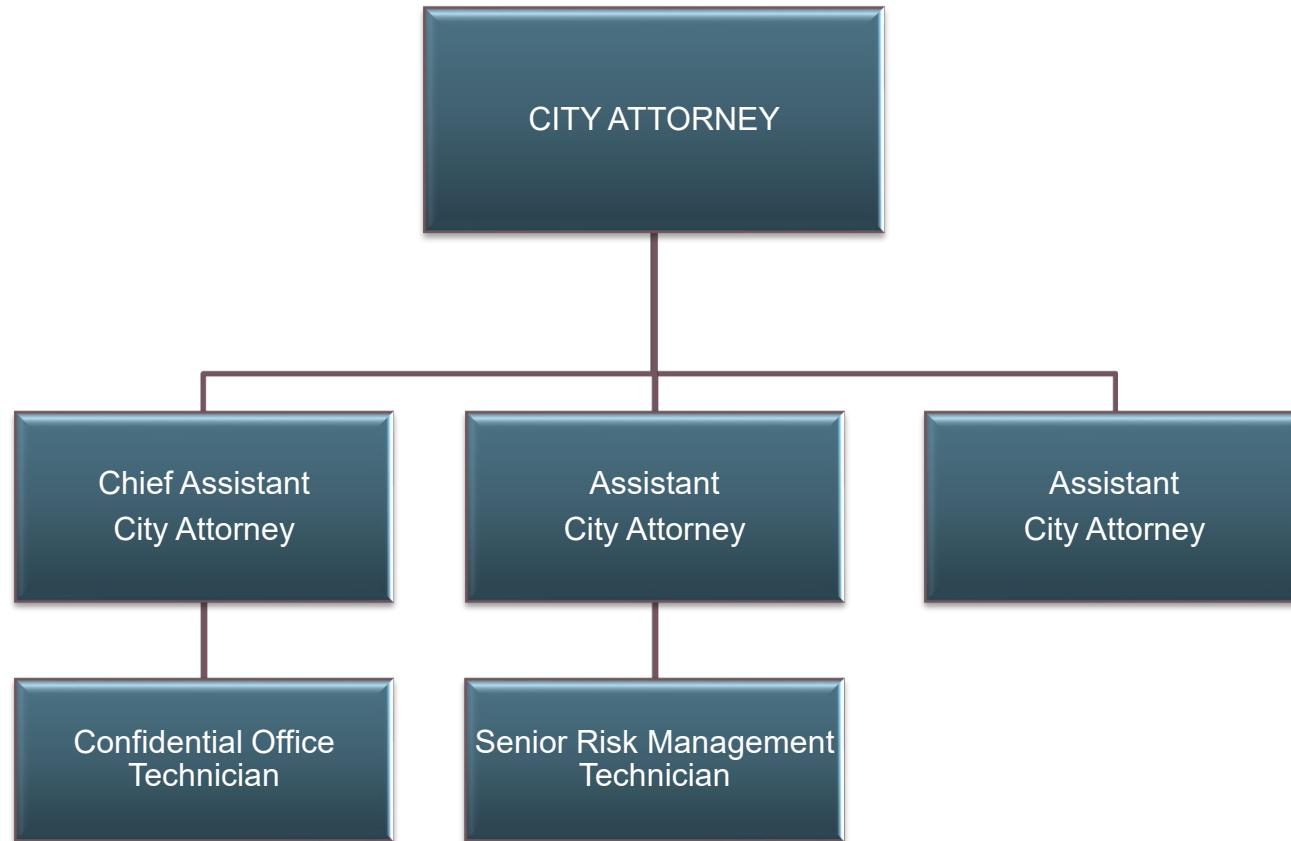
CITY ATTORNEY DEPARTMENT

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 2024-25

1. Support Efforts to Generate Revenue Sources to Invest in Existing Facilities and Infrastructure. (*Strategic Goal: 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 on Housing/Affordable Housing. (*Strategic Goal: Housing/Affordable Housing*)
 - a. Advise on and support efforts to update the City's Inclusionary Housing Program.
 - b. Advice on efforts to implement a Rent Stabilization Program.
 - c. Complete Rent Stabilization and Tenant Protection Ordinances.
3. Municipal Code Update. (*Strategic Goal: Effective and Culturally Responsive Government; Infrastructure and Environmental Sustainability*)
 - a. Continue update of the Municipal Code to identify and to update self-imposed regulations that hinder operational efficiencies.
 - b. Update purchasing policies and purchasing manual, to include an environmentally friendly purchasing requirement.
 - c. Advise on Charter review and potential Charter updates.
4. Cost-Recovery Program. (*Strategic Goal: 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. (*Strategic Goal: 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. (*Strategic Goal: 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*)

CITY ATTORNEY DEPARTMENT

Summary

7. Prosecution of Municipal Code Violations. (*Strategic Goal: Public Safety*)
 - a. Continue to prosecute misdemeanor violations of the Salinas Municipal Code.
8. Update and Implement City Policies. (*Strategic Goal: Effective and Culturally Responsive Government*)
 - a. Advise on and support efforts to update the City's General Plan.
 - b. Work with City Council and City Administration to update and develop policies for Council norms and procedures, including Rules of Decorum.
 - c. Support effective governance for City Commissions and Committees; provide training for new Commissioners and Committee members.
 - d. Advise on and support efforts to make City services more accessible and culturally responsive.

Major Budget Changes

An Assistant City Attorney position remains unfilled due to ongoing recruitment challenges. The Office will again attempt to recruit for an Assistant City Attorney to fill an existing 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 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1400 City Attorney's Office	884,306	769,312	1,070,577	997,640
Total	884,306	769,312	1,070,577	997,640

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	730,011	730,420	728,037	805,100
62 - Supplies & Materials	23,117	24,416	28,700	28,200
63 - Outside Services	120,515	(3,241)	246,600	97,100
64 - Other Charges	9,239	8,566	27,240	27,240
66 - Capital Outlays	1,424	9,152	40,000	40,000
Total	884,306	769,312	1,070,577	997,640

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	884,306	769,312	1,070,577	997,640
Total	884,306	769,312	1,070,577	997,640

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
1400 City Attorney's Office	3.000	4.000	3.000	3.000
Total	3.000	4.000	3.000	3.000

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Actual	FY 2024-25 Goal
# requests for legal services	388	430	500	129	500
# criminal cases reviewed or prosecuted	232	54	50	9	50
# Pitchess motions responded to and defended	2	3	5	0	5
# civil cases filed and defended	7	6	10	3	10
# Code enforcement cases and nuisance abatements	4	9	10	3	10
# Public Records Act requests responded to	28	20	20	44	25
# Economic development agreement and other contracts	170	197	200	48	200
# Workers Compensation cases presented to CM or CC	156	3	0	0	0
Employment matters--Representation and Advice	17	10	15	19	15
Legal support of election and/or revenue measure initiative	0	3	1		1

Major Budget Changes

An Assistant City Attorney position remains unfilled due to ongoing recruitment challenges. The Office will again attempt to recruit for an Assistant City Attorney to fill an existing 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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	730,011	730,420	728,037	805,100
62 - Supplies & Materials	23,117	24,416	28,700	28,200
63 - Outside Services	120,515	(3,241)	246,600	97,100
64 - Other Charges	9,239	8,566	27,240	27,240
66 - Capital Outlays	1,424	9,152	40,000	40,000
Total	884,306	769,312	1,070,577	997,640

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	884,306	769,312	1,070,577	997,640
Total	884,306	769,312	1,070,577	997,640

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
1400 City Attorney's Office	3.000	4.000	3.000	3.000
Total	3.000	4.000	3.000	3.000

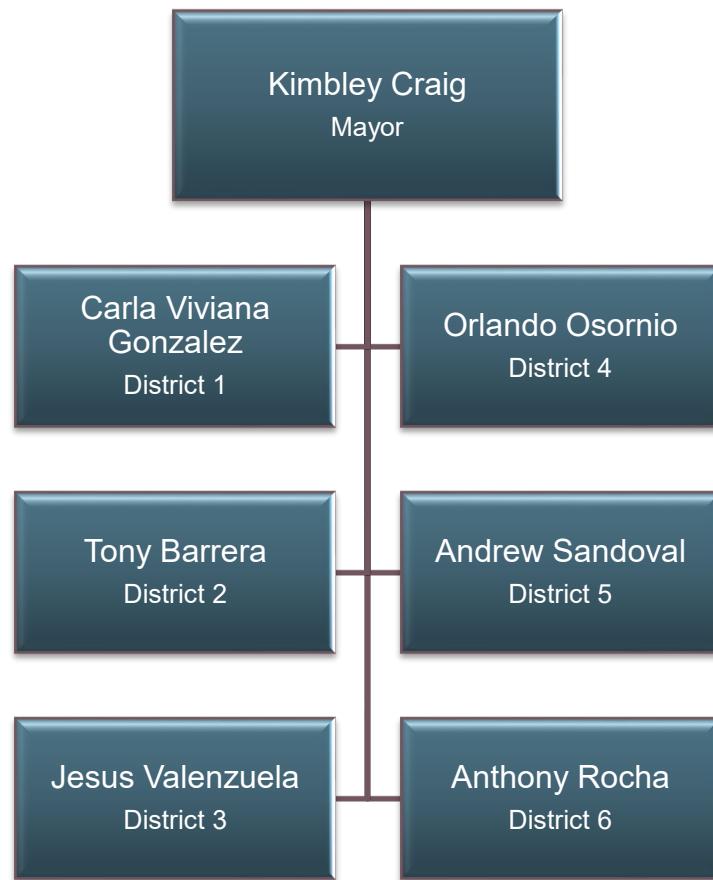
CITY ATTORNEY DEPARTMENT

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
1400 City Attorney's Office				
Assistant City Attorney	1.000	1.000	1.000	
City Attorney	1.000	1.000	1.000	1.000
Legal Secretary		1.000		
Confidential Office Technician	1.000	1.000	1.000	1.000
Chief Assistant City Attorney				1.000
1400 City Attorney's Office Total	3.000	4.000	3.000	3.000
Total	3.000	4.000	3.000	3.000

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 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 City Council	295,850	345,846	399,607	576,240
Total	295,850	345,846	399,607	576,240

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	260,563	297,262	330,907	512,540
62 - Supplies & Materials	970	2,738	1,000	1,000
63 - Outside Services	14,441	8,847	15,200	10,200
64 - Other Charges	19,876	37,000	52,500	52,500
Total	295,850	345,846	399,607	576,240

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	295,850	345,846	399,607	576,240
Total	295,850	345,846	399,607	576,240

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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 2024-25

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

Mayor and City Council compensation increase in accordance with SB 329.

CITY COUNCIL DEPARTMENT

1000 City Council Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	260,563	297,262	330,907	512,540
62 - Supplies & Materials	970	2,738	1,000	1,000
63 - Outside Services	14,441	8,847	15,200	10,200
64 - Other Charges	19,876	37,000	52,500	52,500
Total	295,850	345,846	399,607	576,240

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	295,850	345,846	399,607	576,240
Total	295,850	345,846	399,607	576,240

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
1000 City Council	7.000	7.000	7.000	7.000
Total	7.000	7.000	7.000	7.000

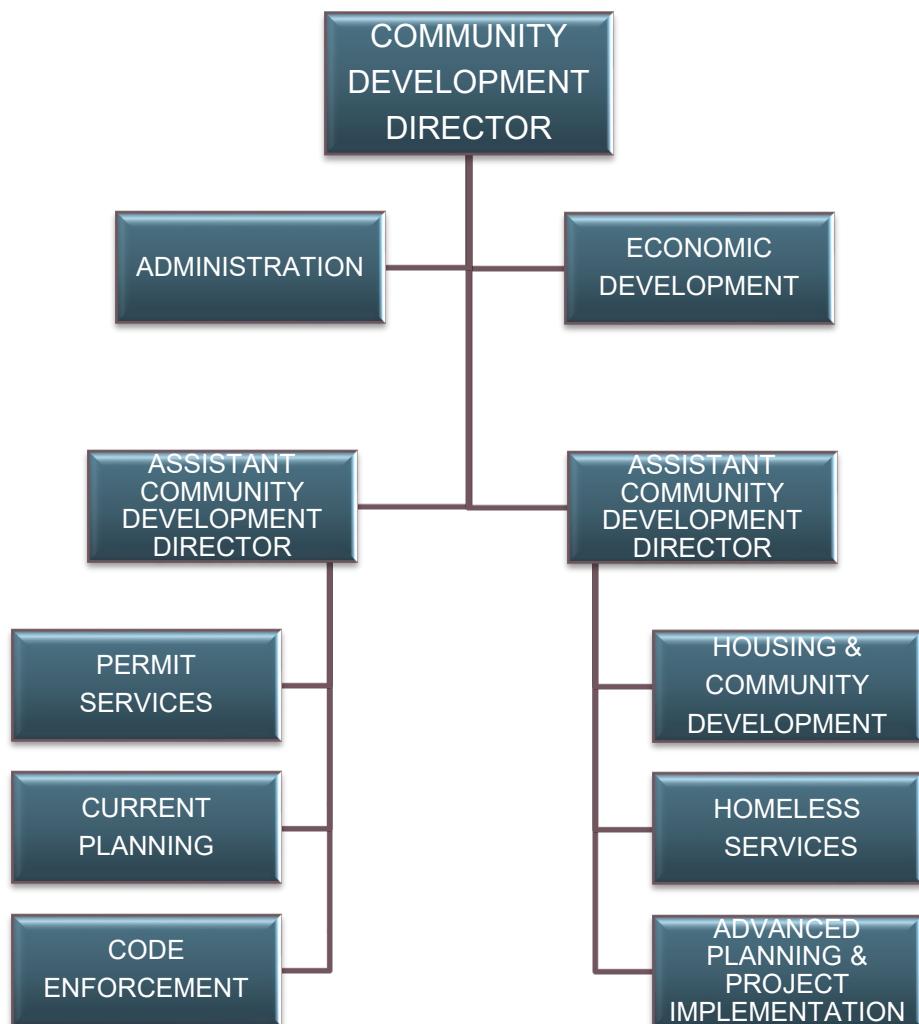
CITY COUNCIL DEPARTMENT

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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

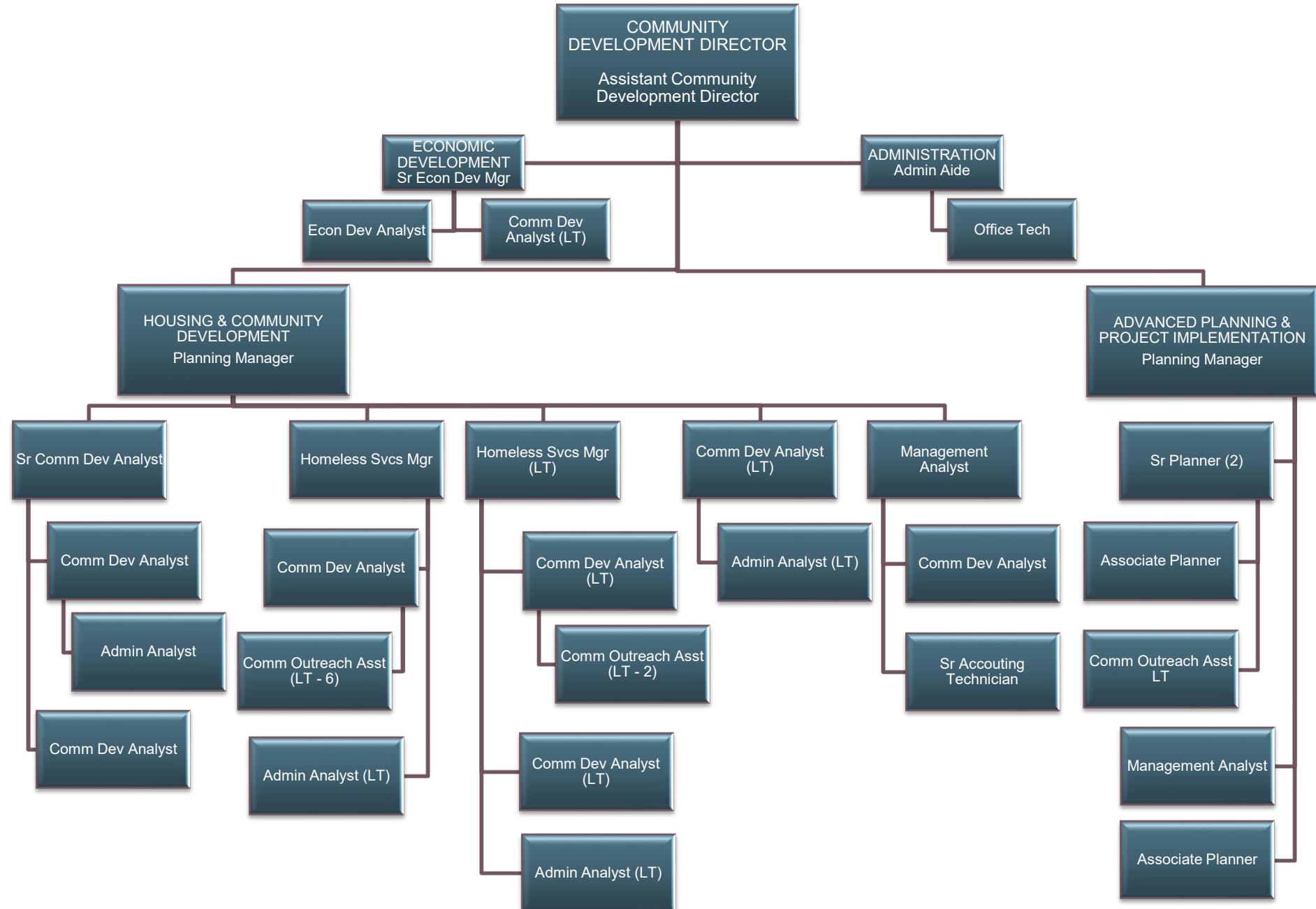
Organizational Chart by Division



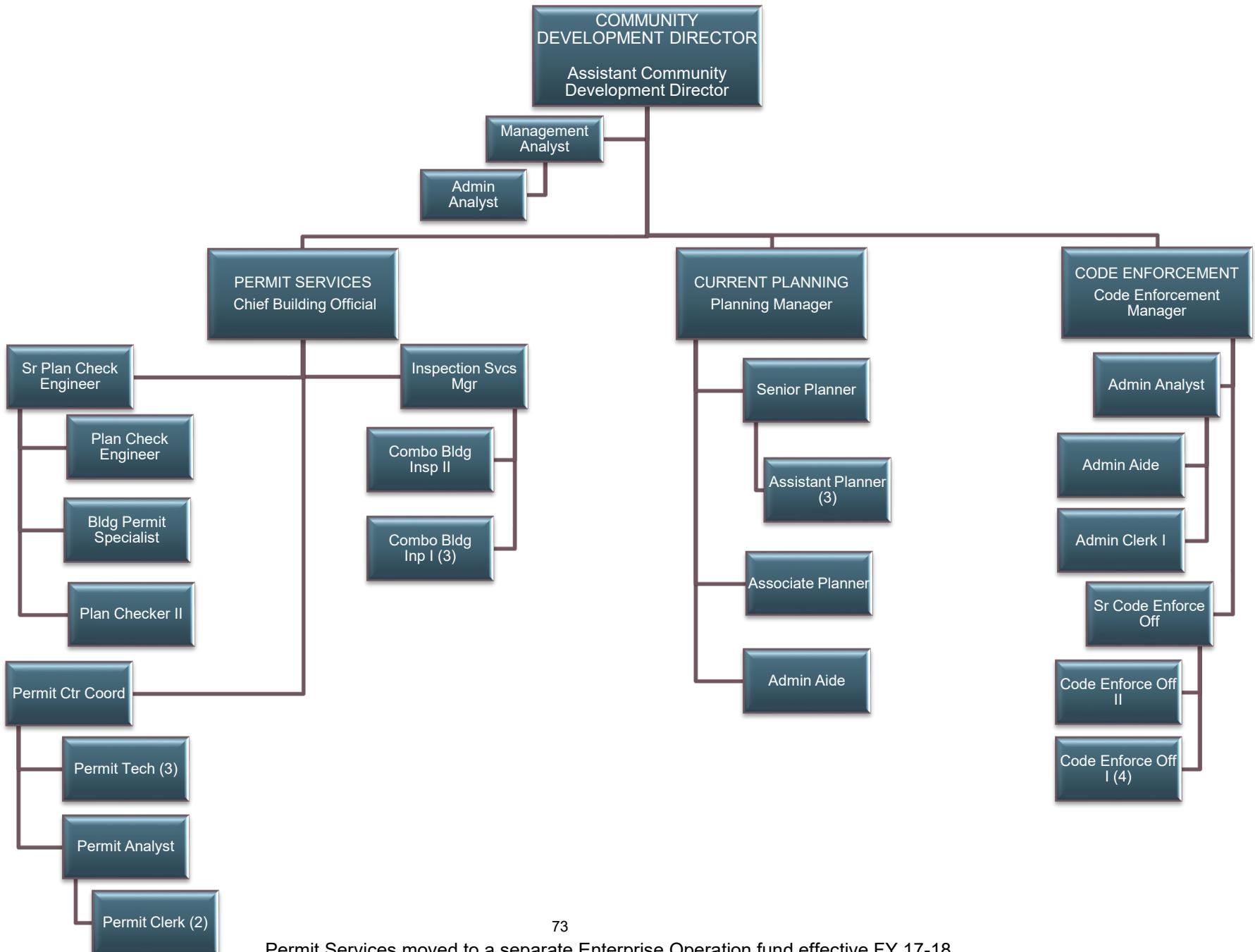
Permit Services moved to a separate Enterprise Operation fund effective FY 17-18.

COMMUNITY DEVELOPMENT DEPARTMENT

Organizational Chart by Position



COMMUNITY DEVELOPMENT DEPARTMENT Organizational Chart by Position





(This page intentionally left blank)

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, business retention and expansion 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, Homeless Services and Economic Development.

City Council Goals, Strategies, and Objectives for FY 2024-25

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

1. Improve the 33% staff vacancy rate for Permit Services to ensure the timely processing of permits and construction inspections for residential, commercial/industrial, and public facilities development review applications. *(Strategic Goal: Economic development and Housing/Affordable Housing)*
2. 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)*
3. Develop a Business Retention and Expansion framework and engage with existing businesses, to understand their needs, facilitate growth, and foster a conducive business environment. This includes continuing to support small businesses and entrepreneurs through business navigation, loans, and connection to small business resources. *(Strategic Goal: Economic Development)*
4. Process the Ferrasci Business Center Specific Plan (FBCSP) application and associated environmental review documents (Target Area K). FBCSP implementation will provide new employment and revenue generating opportunities. *(Strategic Goal: Economic Development)*
5. Continue development of the East Area Specific Plan to increase housing opportunities and create healthy, walkable, and sustainable neighborhoods. *(Strategic Goal: Housing/Affordable Housing)*
6. Support development of the Future Growth Area (FGA) by coordinating infrastructure investment and processing tentative map applications. *(Strategic Goal: Housing/Affordable Housing)*
7. Continue to promote ADU development through pre-approved ADU plans provided by the city and independent private designers, updating regulations consistent with State law, and connecting applicants to financing. *(Strategic Goal: Housing/Affordable Housing)*
8. Leverage American Rescue Plan Act (ARPA) funding 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. Continue to effectively manage the Emergency Motel Program to help navigate participants into permanent housing and support Health & Safety Days. *(Strategic Goal: Housing/Affordable Housing)*

COMMUNITY DEVELOPMENT DEPARTMENT

Summary

10. Continue to actively engage the unhoused through the Salinas Outreach and Response Team (SORT) to connect to services and provide case management to provide pathways to housing. (*Strategic Goal: Housing/Affordable Housing*)
11. Continue to implement the Rental Registration Program to promote health and safety, provide tenant/landlord support, and help stabilize Salinas' housing stock. (*Strategic Goals: Public Safety and Housing/Affordable Housing*)
12. Continue to effectively implement awarded Cal ICH Grants 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*)
13. Improve code enforcement outcomes by coordinating with Fire Prevention, Police Department, Public Works, Monterey County Environmental Health, and Republic Services to address blighted properties and quality of life issues such as noise complaints and illegal vending. (*Strategic Goal: Public Safety*)
14. Continue to expand community engagement opportunities and education to encourage compliance with City codes. (*Strategic Goal: Public Safety*)
15. Program legal settlement funding to mitigate harm created by opioids targeting substance and prescription drug abuse prevention and treatment programs. (*Strategic Goal: Public Safety*)
16. Continue to coordinate with Library and Community Services and Public Works to implement park and recreational facility improvements including the design and construction of a new Hebron Family Center, El Gabilan Park multi-use court improvements and Closter Park public art and signage improvements to implement the Alisal Vibrancy Plan. (*Strategic Goal: Youth and Seniors*)
17. Complete the final phase of rehabilitation of the Sherwood Recreation Center project in collaboration with Library and Community Services. (*Strategic Goal: Youth and Seniors*)
18. Adopt General Plan update and Climate Action Plan by December 2024. (*Strategic Goals: Infrastructure and Environmental Sustainability and Effective and Culturally Responsive Government*)
19. Enhance customer service provided by Permit Services through filing staff vacancies, translating existing educational materials and developing new easy to understand, bilingual educational materials for the Permit Center. (*Strategic Goal: Effective and Culturally Responsive Government*)
20. Reestablish the Building Board of Appeals and explore sharing the board jointly with the County of Monterey. (*Strategic Goal: Public Safety*)

Major Budget Changes

While several key positions, including the Assistant Community Development Director (Permit Center functions) and Sr. Economic Development Manager, were filled in FY 23/24, key positions remain vacant in four of the seven department divisions, resulting in an increased reliance on outside professional services to maintain levels of service. Filling vacant positions will be a priority in FY 24/25 to reduce the need and higher cost of using consultant services. There will also be significant funding reductions related to the expiration of one-time HUD ESG-COVID and HCD-COVID funds. While new funding awards from HUD

COMMUNITY DEVELOPMENT DEPARTMENT

Summary

HOME ARP and Cal ICH grants will partially offset this funding loss for FY 24/25, the long-term sustainability of homeless services needs to be addressed.

Not included in the FTE count is an overhire of 1.0 Combination Building Inspector I.

COMMUNITY DEVELOPMENT DEPARTMENT

Summary

Expenditures by Program	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1355 Economic Development		549,146	1,018,317	906,510
3111 Adv Planning & Project Implementation	1,428,106	1,699,152	3,318,213	1,208,810
3353 Code Enforcement	1,066,834	1,167,205	1,427,600	1,676,700
3461 Administration	431,218	613,563	730,647	654,120
3462 Current Planning	1,153,530	1,265,390	1,859,635	1,758,223
Housing and Community Development	9,758,976	8,510,530	31,858,358	3,821,230
3181 Downtown Streets Team		189,876	577,246	590,000
3279 Homelessness Service Coordination		19,602	1,298,923	200,000
3328 East Area Specific Plan (EASP)		-	350,000	350,000
3701 General Plan		30,005	1,612,038	726,718
Total	13,838,665	14,044,469	44,050,978	11,892,311

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	4,755,521	5,875,404	9,956,313	8,440,543
62 - Supplies & Materials	136,979	83,712	175,776	106,080
63 - Outside Services	1,336,029	3,079,180	18,153,378	3,179,668
64 - Other Charges	64,802	110,529	2,350,748	116,020
66 - Capital Outlays	187,537	22,227	5,325,600	50,000
69 - Financial Assistance	7,357,797	4,873,416	8,089,163	
Total	13,838,665	14,044,469	44,050,978	11,892,311

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

COMMUNITY DEVELOPMENT DEPARTMENT

Summary

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	3,102,920	3,905,825	6,428,631	5,589,223
1100 Measure E	459,869	9,410		
1200 Measure G	462,816	1,259,908	2,427,600	1,676,700
2513 General Plan		30,005	1,962,038	1,076,718
2530 Residential Rental Registry			400,000	80,000
2602 HSA - Affordable Housing	13,988	505,497	2,846,428	1,000
2603 Local Housing Trust Fund			2,000,000	
2910 Community Development	940,885	1,063,291	7,030,477	726,020
2911 CDBG - COVID-19	595,065	308,241	366,006	405,890
2930 Home Investment Partnership	113,071	167,580	2,162,788	434,120
2931 Home American Rescue Plan	7,780	80,337	90,048	220,120
2940 Emergency Shelter Grant	186,640	251,832	231,612	55,810
2941 Emergency Solutions Grant	205,973	225,835	270,371	65,990
2942 CA Emergency Solutions & Housing	157,793	392,425	417,134	59,290
2943 ESG-CV HUD	2,795,663	634,430	172,280	
2944 ESG-CV HCD	3,053,530	419,004		
2945 Housing - Other Agency Match	189,536	415,291	307,014	
2947 Project Room Key Motel Program	1,241,387	2,017,366	588,218	
2951 SB2	95,104	97,833	366,934	111,650
2952 Local Early Action Planning	136,883	365,934		
2953 Regional Early Action Planning	75,302	72,091	1,936,690	
2954 Encampment Resolution Fund		610	988,436	11,091,472
2956 Family Homeless Challenge			689,167	1,979,216
3186 United Way				870,000
3187 Community Challenge Grant	3,848	752		59,290
3188 Dept of Conservation (SALC) Prog		143,979	106,021	
Total	13,838,665	14,044,469	44,050,978	11,892,311

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
1355 Economic Development		2.000	2.000	3.000
3111 Adv Planning & Project Implementation	7.850	7.930	6.450	6.000
3353 Code Enforcement	9.000	10.000	10.000	10.000
3461 Administration	1.853	2.850	3.750	3.750
3462 Current Planning	7.000	7.000	7.000	7.000
Housing and Community Development	8.797	12.770	18.550	25.000
3701 General Plan			1.000	1.000
Total	34.500	42.550	48.750	55.750

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. Continue to practice excellent customer service.
4. Provide support and oversight to assist initiation of purchase orders, processing of invoices and the execution of contracts and agreements.
5. Prepare Personal Action and Requisition forms and support onboarding of new hires.
6. Guide departmental messaging and internal and external communications.
7. Assist in securing additional funding for departmental activities.
8. Provide administrative and technical support to the department divisions in the performance of their duties.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of Personnel Requisitions	N/A	27	N/A	28	30
Number of Personnel Action Forms	N/A	86	N/A	141	145
Number of Purchase Orders	N/A	142	N/A	159	160

Major Budget Changes

There are no major changes for Administration in FY 24/25.

COMMUNITY DEVELOPMENT DEPARTMENT

3461 Administration Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	341,466	516,464	602,047	528,020
62 - Supplies & Materials	5,838	10,377	20,400	23,800
63 - Outside Services	39,664	77,606	90,600	70,600
64 - Other Charges	14,352	8,373	7,100	22,000
66 - Capital Outlays	29,898	742	10,500	9,700
Total	431,218	613,563	730,647	654,120

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	430,560	509,692	730,647	654,120
1200 Measure G	658	103,871		
Total	431,218	613,563	730,647	654,120

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
3461 Administration	1.853	2.850	3.750	3.750
Total	1.853	2.850	3.750	3.750

COMMUNITY DEVELOPMENT DEPARTMENT

1355 Economic Development Division

Purpose

Develop and implement strategies and programs that further the Council's 2022-2025 Economic Development Goals, Strategies and Objectives to enhance the economic well-being of the city and its residents by increasing the number of middle- and upper-income job opportunities and growing the City's revenue base to support the provision of City services. Primary economic development strategies include real estate management and site attraction, business retention, expansion and marketing, and small business and entrepreneur support.

Division Operations

1. Work with other local agencies and private sector businesses to create and maintain a healthy business environment, including business attraction, workforce development, site inventory, and support for agricultural and AgTech clusters.
2. Manage the City's real estate portfolio, to maximize current use, future development, and redevelopment.
3. Identify and implement finance and development strategies to support existing and future business through the provision of affordable broadband, utility, and circulation infrastructure.
4. Build business and property owner relations through a Business, Retention, and Expansion Program to support existing business to grow and thrive.
5. Market existing attractions and facilities and identify and promote commercial sites and tourism opportunities.
6. Further EDE, DVP, AVP and CRP economic development policies and actions including microloan, outdoor dining, and façade improvement programs, and shop local initiatives.
7. Provide small business and entrepreneur support through counseling, permit navigation, and referral to technical and capital resources.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Develop a Business Retention and Expansion Program Framework					100%
Build stronger relationships with local businesses by holding 4 Q&A sessions throughout the City					100%
Conduct 10 site visits to build businesses/industry relations			100%	0%	100%
Establish online site inventory to promote business and development opportunity sites such as Target Area K and the Ag Industrial Center			100%	0%	100%
Develop and execute a marketing and attraction campaign and materials to promote tourism			100%	15%	100%
Develop Shop Local tool kit for promoting city commercial shopping districts			100%	20%	100%
Collaborate with training resource network to develop and provide 3 training workshops to support local entrepreneurs and businesses to be competitive in government bidding and acquiring City permits.			100%	67%	100%
Collaborate with SUBA to establish and coordinate the Alisal Ambassador Program for the East Alisal Commercial Corridor. Conduct 8 volunteer based clean ups.			100%	95%	100%
Issue \$150,000 to small businesses in forgivable loans/microgrants to support outdoor dining, facade improvements, and technology and marketing.			100%	20%	100%

COMMUNITY DEVELOPMENT DEPARTMENT

1355 Economic Development Division

Major Budget Changes

The total Economic Division FY 24/25 budget has been reduced through the removal of sponsorships and a reduction in contracted professional services. Since the adoption of the FY23/24 Budget, the Planning Manager-Economic Development was reclassified to the former Sr. Economic Development Manager position and subsequently filled in February 2024. In FY 24/25 a part-time temporary Community Outreach Assistant is requested to support property and business owner engagement and preparation of retail and tourism marketing materials. This cost is offset by the reduction of funds for professional services.

COMMUNITY DEVELOPMENT DEPARTMENT

1355 Economic Development Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	292,150	231,378	285,297	575,290
62 - Supplies & Materials	12,172	687	15,200	14,000
63 - Outside Services	182,827	304,147	710,995	296,500
64 - Other Charges	24,651	12,580	5,625	19,520
66 - Capital Outlays		355	1,200	1,200
Total	511,800	549,146	1,018,317	906,510

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	511,800	549,146	1,018,317	752,150
2911 CDBG - COVID-19				154,360
Total	511,800	549,146	1,018,317	906,510

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
1355 Economic Development	2.000	2.000	2.000	3.000
Total	2.000	2.000	2.000	3.000



(This page intentionally left blank)

COMMUNITY DEVELOPMENT DEPARTMENT

3111 Advanced Planning & Project Imp 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, and Salinas Downtown Vibrancy, Alisal Vibrancy, and Chinatown Revitalization Plans' goals, policies and actions.

Division Operations

1. Lead long-range planning efforts (e.g., Climate Action Plan, General Plan Update -Visión Salinas 2040, East Area Specific Plan) that are guided by a comprehensive and inclusive community engagement process.
2. Facilitate future development by supporting the development and 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 initiatives, implementation activities, and available services.
5. Continue to lead implementation of Alisal Vibrancy Plan and Chinatown Revitalization Plans.
6. Prepare and/or assist with implementation of various grants to further community plan initiatives.
7. Continue to support community engagement efforts across City departments.

COMMUNITY DEVELOPMENT DEPARTMENT

3111 Advanced Planning & Project Imp Division

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Release a Public Review Draft General Plan by June 30, 2024			100%	100%	NA
Release a Public Review Draft Climate Action Plan by June 30, 2024			100%	100%	NA
Adopt General Plan update and Climate Action Plan by December 30, 2024					100%
Complete Affordable Housing Predevelopment work listed in REAP 2.0 grant award for 34-38 Soledad Street in Chinatown					70%
Complete Housing Element Update			100%	100%	NA
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		20%	40%	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			20%	100%	NA
Adopt commercial corridor guidelines and district identity plan for the Alisal			80%	100%	NA
Collaborate with Public Works on various infrastructure planning efforts, including the Active Transportation Plan, Alisal Streetscape Master Plan, and the Chinatown Streetscape Master plan.					70%
Collaborate with Library and Community Services on design and construction of improvements to El Gabilan Play Lot and Closter Park improvement projects			70%	70%	100%
Prepare a Specific Plan for the East Future Growth Area (EASP)					70%
Complete an updated City Historic Resources Survey					100%
Complete design and commence installation of greening, litter abatement and public art/district identity improvements through the Caltrans Local Clean California Grant.			80%	80%	100%

Major Budget Changes

There are no major changes for APPI in FY 24/25.

COMMUNITY DEVELOPMENT DEPARTMENT

3111 Advanced Planning & Project Imp Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,042,939	1,027,417	1,329,202	1,094,730
62 - Supplies & Materials	12,408	12,829	14,180	13,780
63 - Outside Services	357,625	629,787	1,946,739	71,500
64 - Other Charges	9,673	11,795	16,992	17,700
66 - Capital Outlays	5,461	17,324	11,100	11,100
Total	1,428,106	1,699,152	3,318,213	1,208,810

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	897,366	957,131	1,106,458	1,208,810
1200 Measure G	114,417	2,475		
2911 CDBG - COVID-19	113,144	87,669	95,346	
2951 SB2	87,145	69,123	73,698	
2952 Local Early Action Planning	136,883	365,934		
2953 Regional Early Action Planning	75,302	72,091	1,936,690	
3187 Community Challenge Grant	3,848	752		
3188 Dept of Conservation (SALC) Prog		143,979	106,021	
Total	1,428,106	1,699,152	3,318,213	1,208,810

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
3111 Advanced Planning & Project Imp	7.850	7.930	6.450	6.000
Total	7.850	7.930	6.450	6.000



(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.
9. Assist in the maintenance of existing structures and property within the City limits.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of cases opened	1510	1524	1250	1751	1750
Number of cases closed	1406	1396	1000	1659	1600
Number of active cases	1002	1500	250	1680	1500
Average time to resolve a code enforcement case	4 months	3 months	2 months	3 months	2 months
Number of educational or outreach events held	2	4	4	4	6
Number of inspections completed	3,425	3,530	4,500	3,711	3,500
Number of receivership actions initiated	4	3	4	4	6

Major Budget Changes

In FY 23/24, the department and division re-evaluated staffing needs and worked with the Human Resources Department to swap an existing Code Officer I vacancy to a Code Officer II position. This provides an opportunity for current staff to grow and promote while increasing efficiency in case management. With everchanging laws and requirements it is imperative to maintain well trained staff to address the needs of the city. The long-term goal is to create two teams with equal staffing. Until that goal is reached, staff augmentation is needed to effectively address health and safety compliance throughout the City. Major changes in FY 24/25 include \$250,000 for consultant services to focus on non-permitted

COMMUNITY DEVELOPMENT DEPARTMENT 3353 Code Enforcement Division

vendor enforcement. In FY 23/24 the division moved to updated versions of Axon Body Cams and Motorola two-way radios. The FY 24/25 Budget also includes annual costs for operation and data storage.

COMMUNITY DEVELOPMENT DEPARTMENT

3353 Code Enforcement Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,030,491	1,120,631	1,301,600	1,330,600
62 - Supplies & Materials	12,913	21,613	22,250	26,500
63 - Outside Services	17,994	10,611	23,500	280,800
64 - Other Charges	5,437	13,289	20,750	25,300
66 - Capital Outlays		1,060	59,500	13,500
Total	1,066,834	1,167,205	1,427,600	1,676,700

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	259,225	4,232		
1100 Measure E	459,869	9,410		
1200 Measure G	347,741	1,153,563	1,427,600	1,676,700
Total	1,066,834	1,167,205	1,427,600	1,676,700

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
3353 Code Enforcement	9.000	10.000	10.000	10.000
Total	9.000	10.000	10.000	10.000



(This page intentionally left blank)

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 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. Work in collaboration with the Business Development Committee and other community stakeholders to continually improve the development review process.
8. Administer the City's Cannabis regulations.

Performance Measures

Performance Measure / Goal**	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of counter customers served	1,575	1,918	1,600	1,776	1,500
Number of discretionary and administrative permits processed	565	457	475	373	400
Number of building permit reviews conducted	1,604	1,995	1,800	1,985	1,800
Percent of building permit reviews processed within prescribed timeframes	89%	93%	90%	91%	90%
Average # days to Approval from Completeness for Site Plan Reviews	n/a	21	14	21	14

*Counter activity dropped from 2022/23 likely due to walk-ins not being recorded, relocation of bus. lic. to ciy hall, and a shift to elect. BP submittals.

Major Budget Changes

There are no major FY 24/25 Budget Changes in Current Planning. Over the last few years, the number of planning application submittals has significantly increased, which is anticipated to continue over the next fiscal year. Therefore, the Division will continue to require temporary part-time assistance and outside professional services to supplement staff to digitize planning records, process development review and cannabis applications, and monitor cannabis businesses.

COMMUNITY DEVELOPMENT DEPARTMENT

3462 Current Planning Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,048,900	1,124,884	1,194,318	1,258,473
62 - Supplies & Materials	6,286	6,214	17,400	18,500
63 - Outside Services	88,025	121,159	622,817	442,250
64 - Other Charges	10,319	11,797	14,600	28,500
66 - Capital Outlays		1,335	10,500	10,500
Total	1,153,530	1,265,390	1,859,635	1,758,223

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	1,153,530	1,265,390	1,859,635	1,758,223
Total	1,153,530	1,265,390	1,859,635	1,758,223

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
3462 Current Planning	7.000	7.000	7.000	7.000
Total	7.000	7.000	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 (PLHA), HCD Local Housing Trust Fund (LHTF), HCD Pro-housing Incentive Program (PIP), competitively awarded Cal ICH Encampment Resolution Fund (ERF) and Family Homeless Challenge (FHC) grants. 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 programs.
2. Provide direct public services and award grants through HUD CDBG, HUD ESG, HCD ESG, HCD CESH, Cal ICH ERF, Cal ICH FHC and UW ERAP programs to facilitate a variety of activities including homeless related programs 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), 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. Update and 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).
8. The Emergency Motel Program (EMP) provides temporary shelter to individuals experiencing housing insecurity and residing in encampments, offering onsite supportive services and housing navigation. The aim is to assist participants on a transformative path from homelessness to the stability of permanent housing.
9. Continue with the implementation of the Residential Rental Registration ordinance.

COMMUNITY DEVELOPMENT DEPARTMENT

Housing and Community Development

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of grant applications processed through annual RFP process	37	24	20	12	15
Number of payments and reports processed for grantees	457	397	200	144	180
Number of affordable housing funding agreements processed	2	5	8	0	2
Number of new affordable housing units developed with City funding	101	140	111	11	25
Number of Capital Improvement Projects Completed					3

Major Budget Changes

The Housing Division will experience significant budget changes in FY 24/25. 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 HUD ESG-COVID and HCD-COVID funds. New funding from HUD HOME ARP and awarded Cal ICH grants award will partially offset this funding loss and will enhance the Division's current homeless services component.

COMMUNITY DEVELOPMENT DEPARTMENT

Housing and Community Development

Expenditures by Program	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
3115 PPI ED Technical Assistance	284	38,936	40,818	
3220 Housing & Community Development	1,382,861	2,109,140	4,166,470	1,890,710
3221 Rehabilitation	4,800			
3240 Special Programs	8,181,258	4,897,255	18,583,380	657,980
3241 City of Salinas Fair Housing	238	9,653	37,469	
3245 County ARPA		1,455,546	588,218	
3310 County of Monterey	189,536			
7420 Local Housing Trust Fund Program			2,000,000	
3242 Salinas Outreach & Response			1,529,568	666,630
3248 Emergency Motel Program			4,912,436	605,910
Total	9,758,976	8,510,530	31,858,358	3,821,230

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,291,726	1,845,916	5,143,079	3,569,750
62 - Supplies & Materials	99,535	31,992	85,925	9,500
63 - Outside Services	832,721	1,705,101	11,026,711	234,980
64 - Other Charges	25,020	52,693	2,280,681	3,000
66 - Capital Outlays	152,178	1,411	5,232,800	4,000
69 - Financial Assistance	7,357,797	4,873,416	8,089,163	
Total	9,758,976	8,510,530	31,858,358	3,821,230

COMMUNITY DEVELOPMENT DEPARTMENT

Housing and Community Development

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	362,239	410,756	837,405	425,920
2602 HSA - Affordable Housing	13,988	505,497	2,846,428	1,000
2603 Local Housing Trust Fund			2,000,000	
2910 Community Development	940,885	1,063,291	7,030,477	726,020
2911 CDBG - COVID-19	481,921	220,572	270,660	251,530
2930 Home Investment Partnership	113,071	167,580	2,162,788	434,120
2931 Home American Rescue Plan	7,780	80,337	90,048	220,120
2940 Emergency Shelter Grant	186,640	251,832	231,612	55,810
2941 Emergency Solutions Grant	205,973	225,835	270,371	65,990
2942 CA Emergency Solutions & Housing	157,793	392,425	417,134	59,290
2943 ESG-CV HUD	2,795,663	634,430	172,280	
2944 ESG-CV HCD	3,053,530	419,004		
2945 Housing - Other Agency Match	189,536	415,291	307,014	
2947 Project Room Key Motel Program	1,241,387	2,017,366	588,218	
2951 SB2	7,959	28,710	293,235	111,650
2954 Encampment Resolution Fund	610	988,436	11,091,472	1,172,030
2956 Family Homeless Challenge		689,167	1,979,216	158,460
2530 Residential Rental Registry			400,000	80,000
3186 United Way			870,000	59,290
Total	9,758,976	8,510,530	31,858,358	3,821,230

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
3115 PPI ED Technical Assistance		0.300	0.300	
3220 Housing & Community Development	6.185	6.610	10.780	9.450
3221 Rehabilitation	0.035			
3240 Special Programs	2.577	4.065	5.585	4.500
3241 City of Salinas Fair Housing		0.275	0.275	
3242 Salinas Outreach & Response			1.000	6.450
3248 Emergency Motel Program				4.600
7418 ERAP2 - Emergency Rental Assist.		1.000		
8162 Salinas Homeless Motel Program		0.110		
9021 Housing Production Fund		0.410	0.610	
Total	8.797	12.770	18.550	25.000

COMMUNITY DEVELOPMENT DEPARTMENT

3181 Downtown Streets Team

Purpose

This activity will provide street outreach, case management, employment, and housing navigation services to individuals experiencing homelessness in the City of Salinas through the gateway and volunteer to work programs. In addition, DST will provide clean up services at homeless encampments with a focus on City parks, neighborhoods and along waterways.

COMMUNITY DEVELOPMENT DEPARTMENT

3181 Downtown Streets Team

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
63 - Outside Services		189,876	577,246	590,000
Total		189,876	577,246	590,000

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund		189,876	577,246	590,000
Total		189,876	577,246	590,000

COMMUNITY DEVELOPMENT DEPARTMENT

3279 Homelessness Service Coordination

Purpose

This activity will assist with inter-departmental coordination of City Health and Safety Days and Service Coordination and System Improvement efforts. Funding will be used to assist the City with engagement strategies to address individuals experiencing homelessness in Salinas. Efforts include, but are not limited to administrative coordination and consultation, temporary shelter and hotel vouchers, pet assistance, food assistance, hygiene kits, temporary storage unit rental, laundry services, minor repairs to get vehicles on the road, and transportation such as taxis, Uber or Lyft for related appointments. Funds also support the purchase of tools for clean-up events and sanitation stations at various homeless encampments.

COMMUNITY DEVELOPMENT DEPARTMENT

3279 Homelessness Service Coordination

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
62 - Supplies & Materials			421	
63 - Outside Services		19,602	1,298,502	200,000
Total	19,602	1,298,923	200,000	

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund		19,602	298,923	200,000
1200 Measure G			1,000,000	
Total	19,602	1,298,923	200,000	

COMMUNITY DEVELOPMENT DEPARTMENT

3328 East Area Specific Plan (EASP)

Purpose

This activity entails the preparation of a city-driven specific plan for the East Future Growth Area. A professional services agreement with Placeworks was approved in January 2024 for the development of the East Area Specific Plan (EASP). A specific plan establishes the City's vision for future development and streamlines the entitlement process for developers. Specific Plan preparation will be incorporated into General Plan Update process to streamline the entitlement process for future development to include a variety of housing types and commercial/retail, and public/semi-public uses in the East FGA. At this time, Fund 3328 – East Area Specific Plan is identified as the only funding source for this planning effort. In the future, planning grants, developer fees, and the General Plan/Zoning maintenance fee may be used to offset costs.

COMMUNITY DEVELOPMENT DEPARTMENT

3328 East Area Specific Plan (EASP)

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
63 - Outside Services			350,000	350,000
Total			350,000	350,000

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
2513 General Plan			350,000	350,000
Total			350,000	350,000

COMMUNITY DEVELOPMENT DEPARTMENT

3701 General Plan

Purpose

This activity is for the update and maintenance of the City's General Plan to be in compliance with State Code. From January 2021 through 2024, the City will undertake community engagement, prepare technical studies and analysis to prepare an updated General Plan, its first Climate Action Plan, the associated Environmental Impact Report. This General Plan Update will include a new Environmental Justice Element. A Zoning Code Update for General Plan implementation will begin in FY 24/25 and is estimated to take 18 to 24 months.

COMMUNITY DEVELOPMENT DEPARTMENT

3701 General Plan

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits		8,714	100,770	83,680
63 - Outside Services		21,291	1,506,268	643,038
64 - Other Charges			5,000	
Total	30,005	1,612,038	726,718	

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
2513 General Plan		30,005	1,612,038	726,718
Total	30,005	1,612,038	726,718	

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
3701 General Plan			1.000	1.000
Total			1.000	1.000

COMMUNITY DEVELOPMENT DEPARTMENT

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
1355 Economic Development				
Comm Dev Analyst - Limited Term				1.000
Economic Development Analyst		1.000	1.000	1.000
Planning Manager			1.000	
Sr Economic Development Manager		1.000		1.000
1355 Economic Development Total	0.000	2.000	2.000	3.000
3111 Adv Planning & Project Imp				
Administrative Aide				
Associate Planner	1.869	2.000	2.000	2.000
Asst Community Development Dir	0.881	0.880		
Comm Dev Analyst - Limited Term	1.000	0.700	0.700	
Comm Outreach Asst-Limited Term		0.600		
Management Analyst	1.000	0.750	0.750	1.000
Office Technician	1.000			
Planning Manager		1.000	1.000	1.000
Project Coordinator	1.000			
Revenue Officer	0.100			
Senior Planner	1.000	2.000	2.000	2.000
3111 Adv Planning & Project Imp Total	7.850	7.930	6.450	6.000
3353 Code Enforcement				
Administrative Aide	2.000	2.000	1.000	1.000
Administrative Analyst I			1.000	1.000
Administrative Clerk I	1.000	1.000	1.000	1.000
Code Enforcement Manager	1.000	1.000	1.000	1.000
Code Enforcement Officer I	2.000	2.000	5.000	4.000
Code Enforcement Officer II	2.000	3.000		1.000
Senior Code Enforcement Officer	1.000	1.000	1.000	1.000
3353 Code Enforcement Total	9.000	10.000	10.000	10.000
3461 Administration				
Administrative Aide	1.000	1.000	1.000	1.000
Asst Community Development Dir			1.000	1.000
Community Development Dir	0.853	0.750	0.750	0.750
Office Technician		1.000	1.000	1.000
Revenue Officer		0.100		
3461 Administration Total	1.853	2.850	3.750	3.750

COMMUNITY DEVELOPMENT DEPARTMENT

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
3462 Current Planning				
Administrative Aide	1.000	1.000	1.000	1.000
Assistant Planner	3.000	3.000	3.000	3.000
Associate Planner	1.000	1.000	1.000	1.000
Planning Manager	1.000	1.000	1.000	1.000
Senior Planner	1.000	1.000	1.000	1.000
3462 Current Planning Total	7.000	7.000	7.000	7.000
Housing & Community Development				
Administrative Analyst I			1.000	1.000
Admin Analyst I-Limited Term				3.000
Associate Planner	0.131			
Asst Community Development Dir	0.119	0.120		
Comm Dev Analyst - Limited Term	2.000	1.300	2.300	3.000
Comm Outreach Asst-Limited Term		3.000	6.000	8.000
Community Dev Analyst	4.000	5.000	4.000	4.000
Community Development Dir	0.147			
Homeless Services Manager		1.000	1.000	1.000
Homeless Svcs Manager-Limited Term				1.000
Management Analyst		0.250	1.250	1.000
Planning Manager	2.000	1.000	1.000	1.000
Revenue Officer	0.400	0.100		
Sr Accounting Technician			1.000	1.000
Sr Community Development Analyst		1.000	1.000	1.000
Housing & Community Dev Total	8.797	12.770	18.550	25.000
3701 General Plan				
Comm Outreach Asst-Limited Term			1.000	1.000
3701 General Plan Total	0.000	0.000	1.000	1.000
Total	34.500	42.550	48.750	55.750



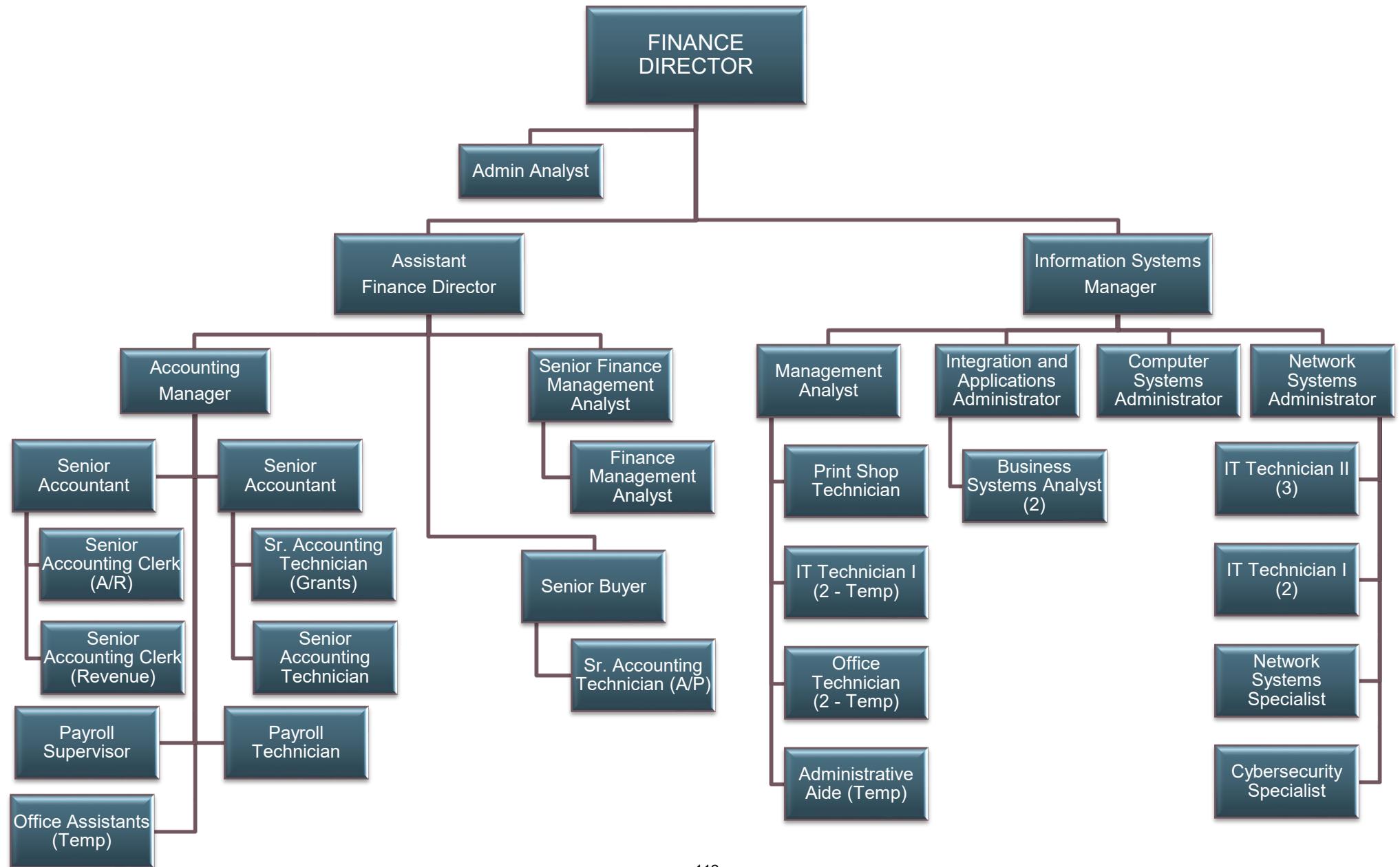
(This page intentionally left blank)

FINANCE DEPARTMENT

Organizational Chart by Division



FINANCE DEPARTMENT Organizational Chart by Position





(This page intentionally left blank)

FINANCE DEPARTMENT

Summary

Purpose

The Department of Finance provides the management, control, and administration of all fiscal operations of the City. This includes providing a framework for financial planning and analysis 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, , and assessment district administration.

Top Accomplishments for Fiscal Year 2023-24

1. Worked collaboratively with departments to balance the fiscal year 2023-24 budget.
2. Completed the annual audited financial statements and Single Audit of Federally Assisted Grant Programs (Single Audit).
3. Improved the calculation of available fund balances.
4. Supported all bargaining units/labor negotiations with labor costing and budgetary/financial updates.
5. Continued to manage, facilitate and support the Measure E and G Committee and the Finance Committee.

City Council Goals, Strategies, and Objectives for Fiscal Year 2024-25

Operational Efficiencies

1. Seek training opportunities for staff, apprising them of Governmental Accounting Standards Board (“GASB”) pronouncements the City is required to implement.
2. Complete the annual audited financial statements and Single Audit by December 31st.
3. Continue to receive unmodified opinions on the City’s financial statements and compliance for major federal award programs (Single Audit).
4. Develop City’s first annual comprehensive financial report (“ACFR”) and earn Government Finance Officers Association’s Certificate of Achievement for Excellence in Financial Reporting.
5. Continue to implement and improve financial systems.

FINANCE DEPARTMENT

Summary

Expenditures by Program	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
2030 Finance Administration	452,140	568,793	830,318	623,590
2031 Accounting	1,346,783	1,459,677	1,706,507	1,696,840
2032 Purchasing	165,798	161,673	170,134	227,500
2033 Information Technology	2,062,825	1,906,372	4,474,352	4,830,649
2034 Revenue & Licensing	391,851	448,033	413,796	340,020
2035 Budget Engagement		4,000	11,700	12,700
2036 Budget				401,830
Total	4,419,397	4,548,549	7,606,806	8,133,129

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	3,782,489	3,436,726	4,240,416	4,729,980
62 - Supplies & Materials	15,098	12,889	120,800	121,900
63 - Outside Services	286,280	702,814	2,488,647	2,470,308
64 - Other Charges	12,538	7,210	13,650	41,448
66 - Capital Outlays	323,298	388,910	743,293	769,493
67 - Store Inventory	(306)			
Total	4,419,397	4,548,549	7,606,806	8,133,129

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	3,745,821	3,920,671	6,900,158	7,474,749
1100 Measure E	58,297	55,564	66,000	59,000
1200 Measure G	615,279	572,314	640,648	599,380
Total	4,419,397	4,548,549	7,606,806	8,133,129

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
2030 Finance Administration	2.000	3.000	3.000	3.000
2031 Accounting	10.000	10.000	10.000	8.000
2032 Purchasing	1.000	1.000	1.000	1.000
2033 Information Technology	13.000	14.000	15.000	15.000
2034 Revenue & Licensing	2.000	2.000	2.000	2.000
2036 Budget				2.000
Total	28.000	30.000	31.000	31.000

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.

Major Budget Changes

None.

FINANCE DEPARTMENT

2030 Finance Administration Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	422,120	449,849	512,680	568,590
62 - Supplies & Materials	608	1,216	5,500	5,000
63 - Outside Services	13,485	114,826	289,338	44,500
64 - Other Charges	8,508	965	1,500	5,500
66 - Capital Outlays	7,420	1,938	21,300	
Total	452,140	568,793	830,318	623,590

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	452,140	568,793	830,318	623,590
Total	452,140	568,793	830,318	623,590

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
2030 Finance Administration	2.000	3.000	3.000	3.000
Total	2.000	3.000	3.000	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.

Major Budget Changes

None.

FINANCE DEPARTMENT

2031 Accounting Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,279,021	1,234,112	1,396,184	1,180,540
62 - Supplies & Materials	21,610	27,258	31,000	30,600
63 - Outside Services	19,840	161,441	244,673	455,600
64 - Other Charges	445	1,025	2,150	6,000
66 - Capital Outlays	25,867	35,840	32,500	24,100
Total	1,346,783	1,459,677	1,706,507	1,696,840

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	1,201,633	1,299,764	1,531,091	1,691,340
1100 Measure E			7,000	
1200 Measure G	145,150	159,914	168,416	5,500
Total	1,346,783	1,459,677	1,706,507	1,696,840

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
2031 Accounting	10.000	10.000	10.000	8.000
Total	10.000	10.000	10.000	8.000

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.

Major Budget Changes

None.

FINANCE DEPARTMENT

2032 Purchasing Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	161,694	158,742	164,434	220,800
62 - Supplies & Materials	1,176	72	2,000	500
63 - Outside Services	2,789	2,458	3,200	3,200
64 - Other Charges	446	400	500	3,000
67 - Store Inventory	(306)			
Total	165,798	161,673	170,134	227,500

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	165,798	161,673	170,134	227,500
Total	165,798	161,673	170,134	227,500

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
2032 Purchasing	1.000	1.000	1.000	1.000
Total	1.000	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. Begin the migration to Windows 11 from Windows 10.
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. Collaborate with internal stakeholders on technology strategic initiatives and governance.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of help desk tickets handled	7,772	4,300	4,000	4,700	5,000
Number of special projects started	45	35	40	40	20
Number of special projects completed	0	0	10	15	20

Major Budget Changes

The Information Technology Division will continue network infrastructure upgrades, maintain equipment lifecycles, and pursue cybersecurity initiatives through the purchase of software and professional services.

FINANCE DEPARTMENT

2033 Information Technology Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,639,101	1,364,579	1,917,052	2,122,900
62 - Supplies & Materials	(14,154)	(23,856)	74,300	69,300
63 - Outside Services	162,254	215,835	1,794,007	1,877,008
64 - Other Charges	3,140	4,613	8,500	20,948
66 - Capital Outlays	272,484	345,200	680,493	740,493
Total	2,062,825	1,906,372	4,474,352	4,830,649

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	1,660,921	1,565,247	4,053,070	4,497,729
1100 Measure E	53,075	50,827	58,000	58,000
1200 Measure G	348,829	290,299	363,282	274,920
Total	2,062,825	1,906,372	4,474,352	4,830,649

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
2033 Information Technology	13.000	14.000	15.000	15.000
Total	13.000	14.000	15.000	15.000

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).

Major Budget Changes

None.

FINANCE DEPARTMENT

2034 Revenue & Licensing Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	280,554	229,444	249,866	276,020
62 - Supplies & Materials	5,858	5,167	5,500	9,000
63 - Outside Services	87,912	207,491	149,430	54,000
66 - Capital Outlays	17,527	5,931	9,000	1,000
Total	391,851	448,033	413,796	340,020

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	265,329	321,194	303,846	205,330
1100 Measure E	5,222	4,738	1,000	1,000
1200 Measure G	121,300	122,102	108,950	133,690
Total	391,851	448,033	413,796	340,020

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
2034 Revenue & Licensing	2.000	2.000	2.000	2.000
Total	2.000	2.000	2.000	2.000

FINANCE DEPARTMENT

2035 Budget Engagement Division

Purpose

Provide necessary financial support to engage community on desired budget priorities as part of the annual development process. Specifically, the budget in this division funds the purchases of required supplies and materials to assist in online surveys, “pop up activities”, community budget meetings, and other initiatives aimed at gathering input from the community to assist in preparation of the annual Operating and Capital budgets.

Major Budget Changes

None.

FINANCE DEPARTMENT

2035 Budget Engagement Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits			200	200
62 - Supplies & Materials		3,031	2,500	2,500
63 - Outside Services		763	8,000	9,000
64 - Other Charges		207	1,000	1,000
Total	4,000	11,700	12,700	

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund		4,000	11,700	12,700
Total	4,000	11,700	12,700	

FINANCE DEPARTMENT

2036 Budget Division

Purpose

Provide coordination and direction of all budget operations of the City. This includes monitoring fund balances, appropriations, revenues, expenditures, transfers, reserves, and personnel costs.

Division Operations

1. Coordinate the preparation of the annual operating and capital budgets.
2. Coordinate the preparation of the mid-year operating and capital budgets.
3. Coordinate the preparation of the quarterly financial reports for the Measure E/G Committees.
4. Assist Accounting Division in year-end close process and production of annual financial statements.
5. Perform labor costing and maintain alignment between position budgeting and position control.
6. Special projects and high-level financial analysis.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Present mid-year budget review to City Council in February	1	1	1	1	1
Present annual Operating and Capital budgets by first meeting in June	1	1	1	1	1
Adoption by City Council of City-wide budget prior to the start of the fiscal year on July 1	1	1	1	1	1
Present timely and accurate financial reports for Measure E and Measure G Committees	1	1	1	1	1

Major Budget Changes

Newly established Budget Division in FY 23-24. 2.0 FTE moved from Accounting Division to Budget Division.

FINANCE DEPARTMENT

2036 Budget Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits				360,930
62 - Supplies & Materials				5,000
63 - Outside Services				27,000
64 - Other Charges				5,000
66 - Capital Outlays				3,900
Total				401,830

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund				216,560
1200 Measure G				185,270
Total				401,830

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
2036 Budget				2.000
Total				2.000

FINANCE DEPARTMENT

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
2030 Finance Administration				
Administrative Analyst I				1.000
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	1.000	
2030 Finance Administration Total	2.000	3.000	3.000	3.000
2031 Accounting				
Accounting Manager	1.000	1.000	1.000	1.000
Deferred Compensation Technician	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	
Senior Accountant	2.000	2.000	2.000	2.000
Sr Accounting Clerk	1.000	1.000	1.000	1.000
Sr Accounting Technician	1.000	1.000	1.000	2.000
Finance Management Analyst	2.000	2.000	2.000	
2031 Accounting Total	10.000	10.000	10.000	8.000
2032 Purchasing				
Senior Buyer				1.000
Sr Purchasing Tech	1.000	1.000	1.000	
2032 Purchasing Total	1.000	1.000	1.000	1.000
2033 Information Technology				
Computer Systems Administrator	1.000	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		
Management Analyst			1.000	1.000
Information Technologies Tech I	2.000	2.000	2.000	2.000
Information Technologies Tech II	2.000	2.000	3.000	3.000
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	1.000	1.000
Assistant Director of IT		1.000		
Business Systems Analyst			2.000	2.000

FINANCE DEPARTMENT

Workforce

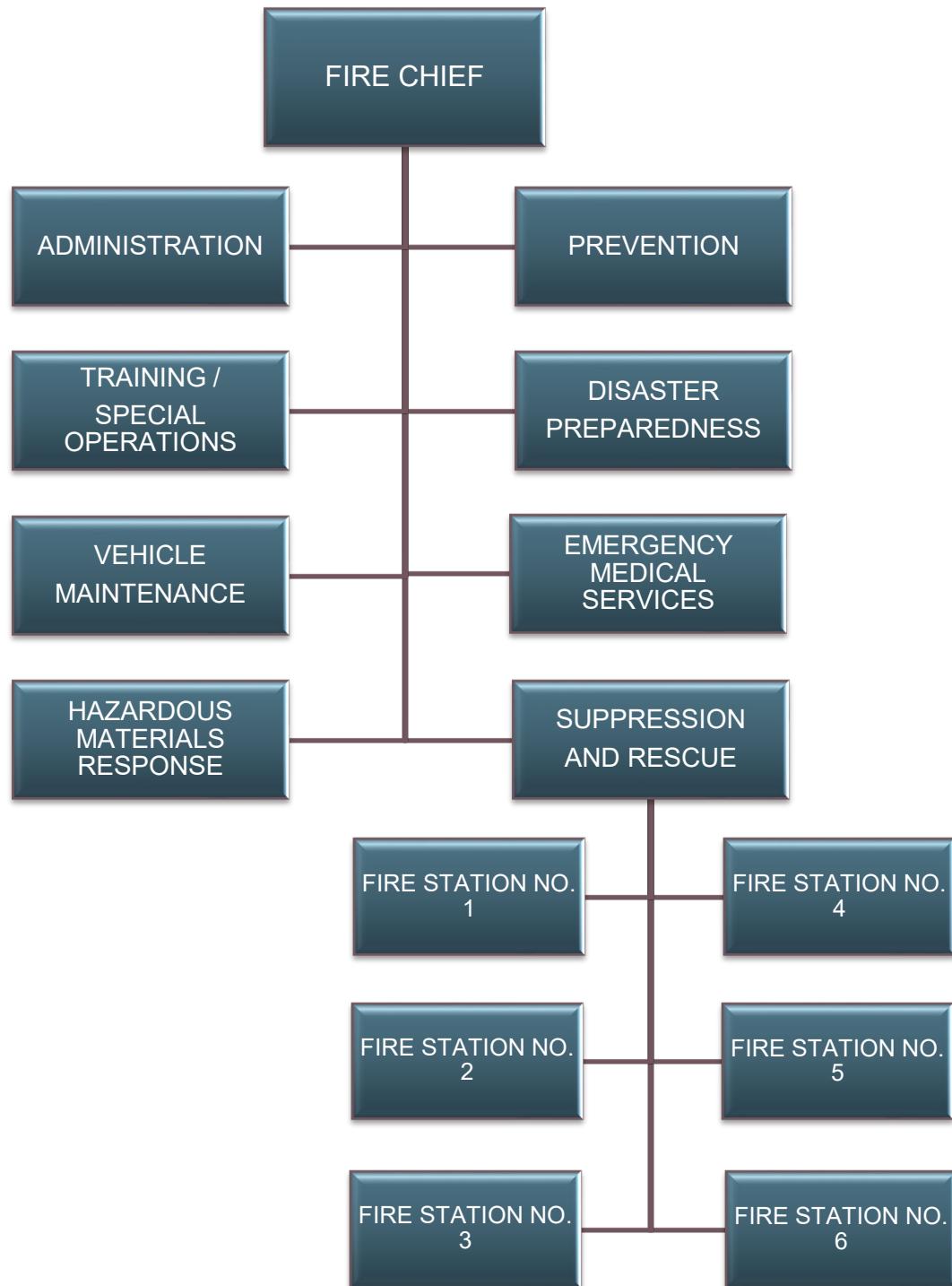
Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
Cybersecurity Specialist			1.000	1.000
Technology & Innovation Officer			1.000	
Information Systems Manager	1.000	1.000		1.000
Integration/Applications Admin		1.000	1.000	1.000
2033 Information Technology Total	13.000	14.000	15.000	15.000
2034 Revenue & Licensing				
Sr Accounting Clerk	1.000	1.000	1.000	1.000
Sr Accounting Technician				1.000
Revenue Technician	1.000	1.000	1.000	
2034 Revenue & Licensing Total	2.000	2.000	2.000	2.000
2036 Budget				
Finance Management Analyst				1.000
Sr Finance Management Analyst				1.000
2036 Budget Total				2.000
Total	28.000	30.000	31.000	31.000



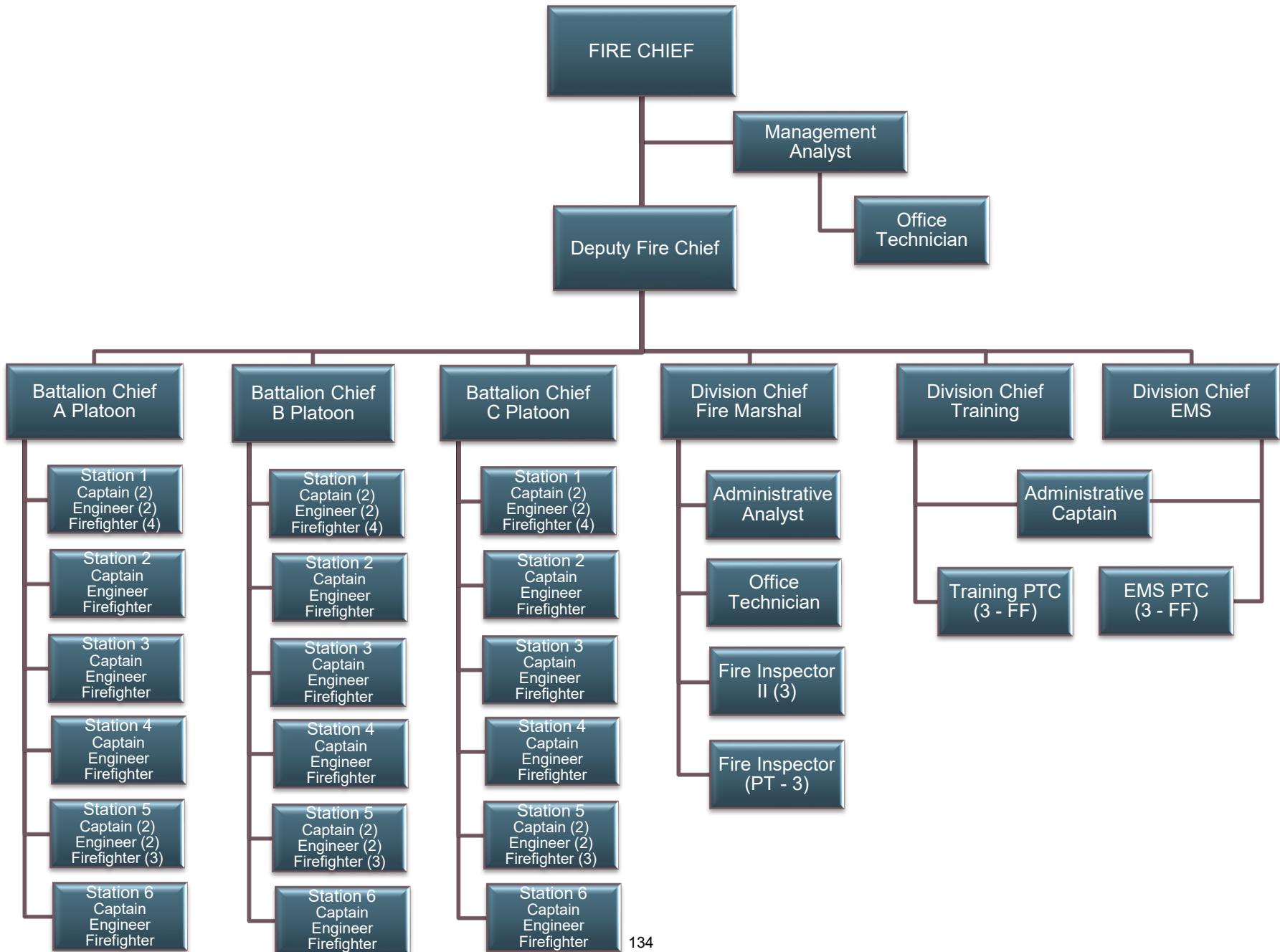
(This page intentionally left blank)

FIRE DEPARTMENT

Organizational Chart by Division



FIRE DEPARTMENT Organizational Chart by Position



FIRE DEPARTMENT

Summary

Purpose

The Salinas 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 2023-2024

1. **Grants – Staffing for Adequate Fire and Emergency Response (SAFER)** - The Fire Department is expanding its workforce to accommodate the growing needs of the city's west area and to meet the stringent standards set by the National Fire Protection Association (NFPA). We are pleased to announce that the Fire Department has successfully secured the SAFER grant, resulting in the allocation of \$4,740,042.15 to fund 9 full-time benefited positions. Recruitment efforts are underway, with an academy scheduled to commence in June 2024.

Assistance to Firefighters Grant (AFG) 2022 – In collaboration with Monterey Fire, the Salinas Fire Department has fully expensed funding available through the AFG program to train 4 new Paramedics, enhancing emergency medical response capabilities.

Bay Area UASI Grant - The Fire Department is actively utilizing allocated funds to modernize the regional Mobile Command and Communications Vehicle. Progress has been made during the fiscal year 2023-2024, with upgrades aimed at bolstering interoperable communications between the Monterey County Next Generation Emergency Network (NGEN) and the Bay Area Regional Interoperable Communications System (BARICS). We anticipate the communications vehicle to be fully operational during the fiscal year 2024-2025.

Assistance to Firefighters Grant (AFG) 2023 – In the ongoing commitment to firefighter safety, the Fire Department has applied for assistance exceeding \$300,000 for the replacement of exhaust extractor safety equipment across all stations. These extractors play a crucial role in safeguarding our firefighters against carcinogenic exposures known to cause cancer.

2. **Recruitment and Hiring** – The Salinas Fire Department successfully completed an academy of 6 Firefighter Recruits, who subsequently went into the field in September of 2023. This has helped the department's staffing offset the effects of turnover, industrial leave injury cases and overtime costs.

Recruitment Taskforce - Salinas Fire has prioritized recruitment and retention efforts by creating a well-structured recruitment taskforce that targets local candidates. The task force is comprised of personnel of all ranks and recurringly engages the community at multiple events including elementary, middle school, high school and college career fairs, community outreach events, mock interview events for students, visiting local EMT and fire science classes and more.

FIRE DEPARTMENT

Summary

Explorer Program – Salinas Fire has now successfully hosted the Explorer Program for one full year. Explorer Post 202 will instill interest in the profession to local youth that could lead to an increased number of local Firefighter recruits. Currently, there are 15 youth involved in the program learning fire service-related life skills.

Mission Trails ROP - The Salinas Fire Department continues to pursue a partnership with 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** – The Salinas Fire Department has seen an 8% increase in medical emergencies since last fiscal year. Four firefighters completed paramedic school in 2023, bringing our total number of medics up to 28. Six additional Lucas mechanical CPR devices were purchased and placed into service. As a result, all fire apparatus are now equipped with this life-saving equipment. The devices aid Salinas firefighters when treating patients in cardiac arrest and are proven to have higher rates of resuscitation.
4. **Promotional Exams** – The Fire Department has completed numerous internal promotional testings to fill vacancies in multiple ranks which include Battalion Chief, Fire Captain, Fire Engineer, and Firefighter.
5. **Fire Prevention Division** – The division is currently recruiting to fill vacancies in part-time and full-time positions with the goal of increasing mandated inspection compliance and business safety inspections. Those improvements will help save lives and community resources. The division continues to pursue the Council approved re-classification/re-organization of inspection personnel to further improve the efficiency and accountability of inspections and help with recruitment and retention of staff.
6. **Facilities** – With the allocation of ARPA funding to the Fire Department, significant strides have been made in planning much-needed renovations and addressing deferred maintenance issues at Fire Stations 1-6. Renovation work is projected to commence by January 2025. Furthermore, the City Council has approved enhancements to the west wing of City Hall, which are nearing completion. These upgrades will merge the fire administration and prevention offices into a unified space, fostering greater efficiency in staff supervision and customer service. This consolidation will provide a shared workspace for fire department administrative and prevention personnel, as well as versatile training facilities that can double as the City's Emergency Operations Center (EOC) during emergencies. As a result of these changes, vacant office spaces in the permit center will be repurposed to facilitate the expansion of community development programs, services, and staffing.
7. **Expansion of Coverage** – The Department is actively pursuing the acquisition of land for Fire Station 7 in the Future Growth Area. A suitable lot has been identified, and ownership of the land is anticipated by July 2024. The Salinas Fire Department is ready to proceed with a needs assessment for Fire Station 7 and has commenced exploring funding options.
8. **Wellness/Safety** – The Department has maintained 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) and Peer Support as part of a broader national initiative to reduce mental health impacts on public safety personnel. The department continues to strategize bringing additional specialized counseling resources to augment and improve existing programs. The Salinas Fire Department's Peer Support Program is recognized as the premier model amongst fire service agencies on the Central Coast.

FIRE DEPARTMENT

Summary

City Council Goals, Strategies, and Objectives for FY 2024-25

Economic Development:

1. The Salinas Fire 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. The Fire Department is proactively taking steps toward the purchase of the land for Fire Station 7 and actively pursuing its development.

Housing/Affordable Housing:

1. The Salinas Fire 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. The 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 feasible and economically viable to do so.
2. The Salinas 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. The division is actively planning for the demolition of the current tower with a new tower being built in the same location, with construction and completion planned for 2024.

Public Safety:

1. Engage neighborhoods:

- a. Neighborhood fire stations will continue to host education events. Fire Prevention Week activities will return with a focus on educating youth and underrepresented population.

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.

FIRE DEPARTMENT

Summary

- 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 too 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. The Salinas Fire Department has expanded the pool of qualified unmanned aerial vehicle (UAV) pilots that will contribute in the augmented illegal fireworks enforcement efforts in partnership with the Salinas Police Department. 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.

Youth and Seniors:

- 1. It is the department's desire to strengthen the path for local youth to learn about the fire service through the Regional Occupational Program. The training division will continue to engage and accessible opportunities for youth to participate in the Fire Department's Explorer Program. 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.
- 2.

Major Budget Changes

Not included in the FTE count are overhires of 6.0 Firefighters.

FIRE DEPARTMENT

Summary

Expenditures by Program	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
4505 Fire Administration	710,678	935,507	1,323,626	1,055,945
4510 Suppression	23,702,430	25,404,677	25,309,594	24,854,970
4520 Emergency Medical Services	1,350,640	1,538,084	1,671,954	1,809,700
4530 Prevention	870,036	1,110,576	1,251,826	1,340,269
4540 Training	437,911	647,676	686,251	803,930
4560 Vehicle Maintenance	380,422	458,170	460,398	423,520
4570 Hazardous Material Control	317,226	379,018	454,617	344,700
Total	27,769,343	30,473,708	31,158,266	30,633,034

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	25,910,601	27,858,362	28,292,906	28,476,970
62 - Supplies & Materials	713,573	922,856	1,319,660	932,449
63 - Outside Services	982,655	1,284,457	706,319	687,975
64 - Other Charges	74,213	206,997	188,355	174,600
65 - Debt Service			184,240	184,240
66 - Capital Outlays	88,301	201,037	466,786	176,800
Total	27,769,343	30,473,708	31,158,266	30,633,034

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	24,469,474	27,108,568	27,105,567	27,072,524
1100 Measure E	88,569	49,029		
1200 Measure G	1,892,737	1,848,094	2,503,541	1,801,810
2501 Emergency Medical Service Fund	1,306,043	1,468,017	1,541,758	1,758,700
2508 Contributions & Donations	12,521		7,400	
Total	27,769,343	30,473,708	31,158,266	30,633,034

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4505 Fire Administration	2.000	3.000	4.000	3.000
4510 Suppression	89.000	92.000	92.000	92.000
4520 Emergency Medical Services	1.000	1.000	1.000	1.500
4530 Prevention	5.000	6.000	6.000	6.000
4540 Training	1.000	1.000	1.000	1.500
Total	98.000	103.000	104.000	104.000

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.
Improve Fire Department staffing within acceptable levels to minimize overtime costs.
2. Provide cost effective fire and emergency medical services to the community.
3. Pursue grant funding to minimize fiscal impacts to the General Fund.
4. Maintain a safe working environment for firefighters with new apparatus and equipment purchases.
5. Track firefighter injuries and trends. Represent the Fire Department and the City on multiple regional committees to collaborate in providing public safety services throughout the county and the region.
6. Spearhead the Emergency Operations Center and coordinate extra resources during inclement weather events and other community-wide emergencies.
7. Implement data-driven measures for the successful operation of all divisions.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Firefighters Per Capita (per 1000)	0.54	0.54	0.55	0.56	0.60
Authorized Staffing	89	89	108	92	98
Overtime Costs-Reg/Hol/FLSA/HO/Min Staff/EC	\$ 2,690,696	\$ 2,892,376	\$ 1,200,000	\$ 1,500,000	\$ 1,200,000
Dollar Value of Grant Applications			\$ 5,300,000	4,700,000	\$ 300,000
Dollar Value of Grants Awarded			\$ 5,500,000	4,700,000	\$ 300,000

Major Budget Changes

1. None

FIRE DEPARTMENT

4505 Fire Administration Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	644,808	760,731	1,167,670	900,120
62 - Supplies & Materials	22,115	6,128	27,073	19,600
63 - Outside Services	37,284	135,532	103,856	84,425
64 - Other Charges	6,273	26,232	13,800	13,800
66 - Capital Outlays	198	6,883	11,227	38,000
Total	710,678	935,507	1,323,626	1,055,945

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	685,734	920,041	1,293,926	1,031,645
1200 Measure G	12,423	15,465	22,300	24,300
2508 Contributions & Donations	12,521		7,400	
Total	710,678	935,507	1,323,626	1,055,945

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4505 Fire Administration	2.000	3.000	4.000	3.000
Total	2.000	3.000	4.000	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 17,000 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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
4 Minute Response - NFPA Standard	48.70%	49.00%	90%	48%	90%
4-6 Minute Response - General Plan Service Standard	45.70%	44.90%	90%	45%	90%
15 Firefighters at structure fires within 8 minutes - NFPA Standard	67.00%	79.00%	90%	71%	90%
Total Structure Fires	60	68	100	75	75
Total Other Type Fires	1007	855	300	900	900

Major Budget Changes

1. Provides funding for the replacement of safety equipment.
2. Provides funding for the replacement of IT communications equipment.

FIRE DEPARTMENT

4510 Suppression Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	22,493,949	23,930,431	23,654,868	23,760,830
62 - Supplies & Materials	368,568	466,357	813,693	448,400
63 - Outside Services	764,337	799,512	280,213	317,200
64 - Other Charges	11,689	45,232	45,586	45,000
65 - Debt Service			184,240	184,240
66 - Capital Outlays	63,888	163,146	330,995	99,300
Total	23,702,430	25,404,677	25,309,594	24,854,970

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	22,077,447	23,823,796	23,071,599	23,297,430
1200 Measure G	1,624,984	1,580,881	2,237,995	1,557,540
Total	23,702,430	25,404,677	25,309,594	24,854,970

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4510 Suppression	89.000	92.000	92.000	92.000
Total	89.000	92.000	92.000	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) Division Chief, three (3) EMS Platoon Training Coordinators, and one part-time administrative clerk. Advance Life Support care is provided by twenty-eight (28) firefighter/paramedics on three separate shifts. The mission is to respond to Emergency Medical (EMS) incidents and begin early lifesaving treatment to the ill and injured in collaboration with the contracted ambulance transport provider. Fire Department paramedics often continue the care of critical patients during transport to local hospitals. The EMS Division is an active participant and leader in the Monterey County Emergency Medical Services System.

Division Operations

1. Prioritize community safety, patient outcomes, and the prevention of firefighter injuries.
2. Respond to all 911 medical emergencies and provide Advanced Life Support, offering life-saving critical care and enhancing the community's quality of life.
3. Provide medical training and continuing education to all Fire Department personnel that meets or exceeds State of California and Monterey County policies, procedures, and standards. Provide Tactical Paramedic service for law enforcement SWAT operations.
4. Provide Advanced Life Support standby service for special events sponsored by the City of Salinas.
5. Acts as the Designated Infectious Disease Control Officer for the City of Salinas.
6. Ensure that the Department and all EMS personnel are compliant with Quality Assurance/Quality Improvement policies.
7. Employ an electronic narcotics storage and distribution system to remain compliant with DEA requirements.
8. Work to improve Emergency Medical Dispatch/Priority system to enhance efficiency of response models.
9. Represent the residents of Salinas by working with the Monterey County EMS Agency on developing the strategic plan for emergency medical services and the Request for Proposal for ambulance service provider.
10. Provide opportunities for EMT Firefighters to attend Paramedic School.
11. Pursue grant funding for medical training and equipment.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of Paramedics	24	27	28	28	28
EMS Training Hours	1,004	1,270	1,836	1,070	1,200
Total EMS Responses	10,602	11,059	12,000	11,926	12,500

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.
2. Provides funding to support the training of Paramedic Fire Fighters.

FIRE DEPARTMENT

4520 Emergency Medical Services Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,173,845	1,202,712	1,383,508	1,584,400
62 - Supplies & Materials	105,363	200,978	105,000	96,000
63 - Outside Services	48,782	112,838	58,400	65,400
64 - Other Charges	16,746	15,841	25,500	56,900
66 - Capital Outlays	5,904	5,715	99,546	7,000
Total	1,350,640	1,538,084	1,671,954	1,809,700

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	44,597	70,067	130,196	51,000
2501 Emergency Medical Service Fund	1,306,043	1,468,017	1,541,758	1,758,700
Total	1,350,640	1,538,084	1,671,954	1,809,700

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4520 Emergency Medical Services	1.000	1.000	1.000	1.500
Total	1.000	1.000	1.000	1.500

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Fire & Life Safety Education	15	11	25	15	20
Public Safety Demonstrations	18	3	30	5	10
Total Number of Fire Code/State Mandated Inspections	2,315	1,349	2,500	950	2,000
Total Number of Commercial/Fire Permit Inspections	1,021	987	1,500	1,000	1,500
Number of Fire Plan Checks	355	370	500	360	400

FIRE DEPARTMENT

4530 Prevention Division

Major Budget Changes

1. Provides funding for additional personnel to support the completion of mandated fire inspections.

FIRE DEPARTMENT

4530 Prevention Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	795,416	1,039,818	1,083,644	1,175,320
62 - Supplies & Materials	13,703	20,438	96,932	98,449
63 - Outside Services	49,200	37,063	36,900	46,900
64 - Other Charges	11,220	12,142	21,350	9,600
66 - Capital Outlays	496	1,115	13,000	10,000
Total	870,036	1,110,576	1,251,826	1,340,269

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	659,043	961,571	1,146,980	1,221,799
1100 Measure E	88,569	49,029		
1200 Measure G	122,424	99,976	104,846	118,470
Total	870,036	1,110,576	1,251,826	1,340,269

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4530 Prevention	5.000	6.000	6.000	6.000
Total	5.000	6.000	6.000	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, self-development, conduct 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 per year 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. Provide oversight of the department's firefighter recruit academy.
8. Provide oversight and accountability of the probationary firefighters after graduation from the academy.
9. Manage the Department Critical Incident Stress Management (CISM) and Peer Support program to include continuing education for peer support personnel, awareness level classes for all personnel and manage critical incident stress defusing and debriefing.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Total Number of Training Hours (Department)	27,150	30,100	30,000	30,000	30,000
Mandated Training Compliance (Department) - %	60%	65%	65%	65%	80%
Number of Firefighters Trained - Class A Burn Trailers	13	15	15	5	17

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.

FIRE DEPARTMENT

4540 Training Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	352,720	454,737	480,301	632,580
62 - Supplies & Materials	21,700	21,673	44,000	46,500
63 - Outside Services	35,795	73,527	112,131	78,050
64 - Other Charges	9,882	81,658	38,319	24,300
66 - Capital Outlays	17,814	16,081	11,500	22,500
Total	437,911	647,676	686,251	803,930

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	379,343	569,918	629,851	764,430
1200 Measure G	58,569	77,758	56,400	39,500
Total	437,911	647,676	686,251	803,930

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4540 Training	1.000	1.000	1.000	1.500
Total	1.000	1.000	1.000	1.500

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	148,473	136,993	143,398	138,020
62 - Supplies & Materials	174,573	199,475	216,481	205,500
63 - Outside Services	45,135	103,987	86,819	68,000
64 - Other Charges	12,241	17,715	13,700	12,000
Total	380,422	458,170	460,398	423,520

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	311,415	387,157	385,398	368,520
1200 Measure G	69,007	71,014	75,000	55,000
Total	380,422	458,170	460,398	423,520

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Total Training Hours	1,180	1,124	1,200	1,100	1,200
Annual CUPA Reimbursement	\$ 162,074	\$ 366,024	\$ 249,000	\$ 249,000	\$ 200,000

Major Budget Changes

None.

FIRE DEPARTMENT

4570 Hazardous Material Control Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	301,390	332,941	379,517	285,700
62 - Supplies & Materials	7,552	7,807	16,482	18,000
63 - Outside Services	2,123	21,997	28,000	28,000
64 - Other Charges	6,162	8,176	30,100	13,000
66 - Capital Outlays		8,096	518	
Total	317,226	379,018	454,617	344,700

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	311,896	376,019	447,617	337,700
1200 Measure G	5,331	2,999	7,000	7,000
Total	317,226	379,018	454,617	344,700

FIRE DEPARTMENT

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4505 Fire Administration				
Fire Chief	1.000	1.000	1.000	1.000
Office Technician		1.000	1.000	1.000
Management Analyst	1.000	1.000	1.000	1.000
Administrative Fire Captain			1.000	
4505 Fire Administration Total	2.000	3.000	4.000	3.000
4510 Suppression				
Battalion Chief	3.000	3.000	3.000	3.000
Deputy Fire Chief	1.000	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	2.000			2.000
Firefighter	35.000	40.000	40.000	38.000
4510 Suppression Total	89.000	92.000	92.000	92.000
4520 Emergency Medical Services				
Emergency Med Svcs Offcr	1.000	1.000	1.000	
Administrative Fire Captain				0.500
Fire Division Chief				1.000
4520 Emergency Medical Services Total	1.000	1.000	1.000	1.500
4530 Prevention				
Administrative Analyst I	1.000	1.000	1.000	1.000
Battalion Chief		1.000	1.000	
BC/Fire Marshal	1.000			
Fire Inspector	3.000	3.000	3.000	3.000
Office Technician		1.000	1.000	1.000
Fire Division Chief				1.000
4530 Prevention Total	5.000	6.000	6.000	6.000
4540 Training				
Battalion Chief		1.000	1.000	
Battalion Chief Trng	1.000			
Administrative Fire Captain				0.500
Fire Division Chief				1.000
4540 Training Total	1.000	1.000	1.000	1.500
Total	98.000	103.000	104.000	104.000

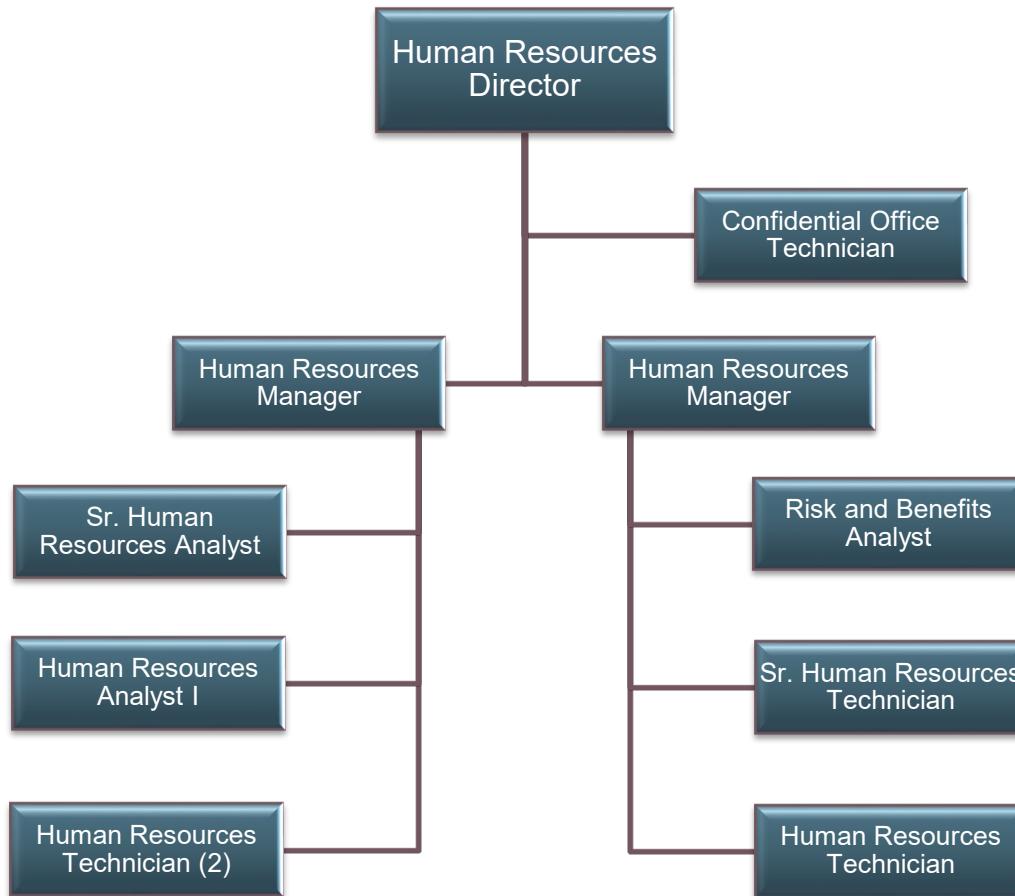
HUMAN RESOURCES DEPARTMENT

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 550 full-time regular employees and 150 temporary employees. Services provided include: Recruitment and Classification, Employee Benefits, (Medical, Dental, Vision, Life, LTD, Wellness, 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 2024-25

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 workplace safety and security and related policies; Implement SB533 Workplace Violence Prevention Plan in collaboration with employee units. (*Strategic Goal: Effective and Culturally Responsive Government*)
6. Streamline payroll for public safety - integration into New World ERP in progress. (*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

None.

HUMAN RESOURCES DEPARTMENT

Summary

Expenditures by Program	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1140 Human Resources	1,532,676	1,759,959	1,954,493	2,037,310
Total	1,532,676	1,759,959	1,954,493	2,037,310

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,233,622	1,297,769	1,445,040	1,660,260
62 - Supplies & Materials	48,097	50,078	19,250	19,250
63 - Outside Services	237,855	333,446	365,203	217,800
64 - Other Charges	13,102	27,974	60,000	65,000
66 - Capital Outlays		50,692	65,000	75,000
Total	1,532,676	1,759,959	1,954,493	2,037,310

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	1,356,440	1,579,246	1,769,473	1,730,280
1200 Measure G	176,235	180,713	185,020	307,030
Total	1,532,676	1,759,959	1,954,493	2,037,310

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
1140 Human Resources	7.000	9.000	9.750	9.750
Total	7.000	9.000	9.750	9.750

HUMAN RESOURCES DEPARTMENT

1140 Human Resources Division

Department 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, and new employee orientation, to include live scan services for employment candidates and volunteers.
4. Administer employee health benefits, COBRA, employee leaves, workers' compensation, 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, and 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.
9. Prepare and process payroll and personnel actions for Police, Fire, and Administration departments.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Recruitments	95		30	193	65
Applications Processed/Screened	1,616		1,000	3,000	1,000
New Hire Processing	99		80	129	90
New Employee Orientation	8		12	9	12
Trainings	30		25	25	25
Job Description Development & Review	19		20	25	20
Grievances & Discipline	4		0	16	0
Personnel Action Forms	1000		1,000	1,083	1,000
FMLA	43		40	48	40
COBRA	162		1,000	196	150
Health Enrollments/Changes	122		140	220	140

Major Budget Changes

None.

HUMAN RESOURCES DEPARTMENT

1140 Human Resources Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,233,622	1,297,769	1,445,040	1,660,260
62 - Supplies & Materials	48,097	50,078	19,250	19,250
63 - Outside Services	237,855	333,446	365,203	217,800
64 - Other Charges	13,102	27,974	60,000	65,000
66 - Capital Outlays		50,692	65,000	75,000
Total	1,532,676	1,759,959	1,954,493	2,037,310

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	1,356,440	1,579,246	1,769,473	1,730,280
1200 Measure G	176,235	180,713	185,020	307,030
Total	1,532,676	1,759,959	1,954,493	2,037,310

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
1140 Human Resources	7.000	9.000	9.750	9.750
Total	7.000	9.000	9.750	9.750

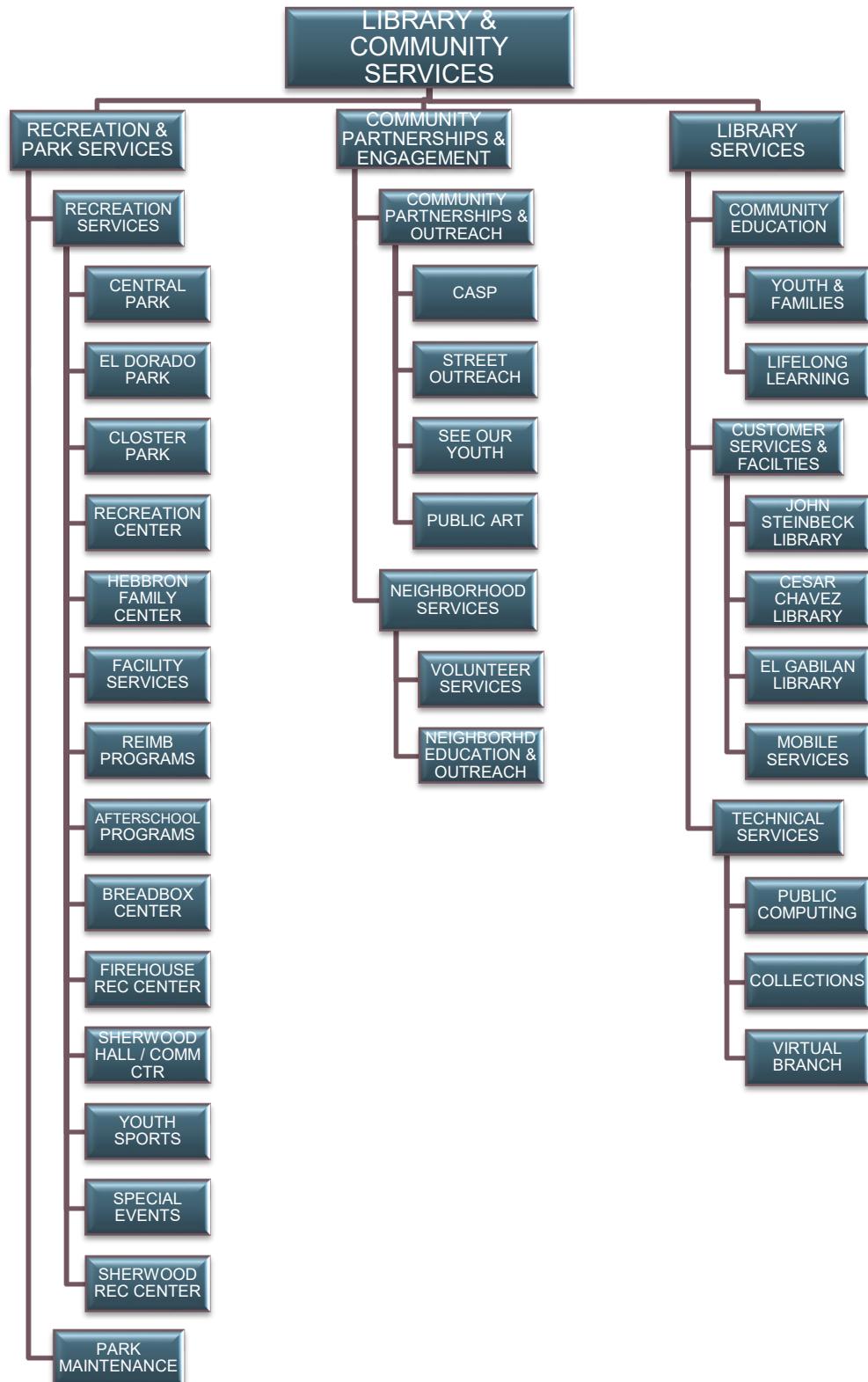
HUMAN RESOURCES DEPARTMENT

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
1140 Human Resources				
Human Resource Analyst I		1.000	1.000	1.000
Human Resource Analyst II	1.000	1.000	1.000	
Human Resources Technician	2.000	2.000	2.500	2.500
Human Resources Director	1.000	1.000	1.000	1.000
Confidential Office Technician		1.000	1.000	1.000
Sr Human Resource Analyst	2.000	2.000	2.000	1.000
Sr Human Resources Technician	1.000	1.000	1.000	1.000
Risk and Benefits Analyst			0.250	0.250
Human Resources Manager				2.000
1140 Human Resources Total	7.000	9.000	9.750	9.750
Total	7.000	9.000	9.750	9.750

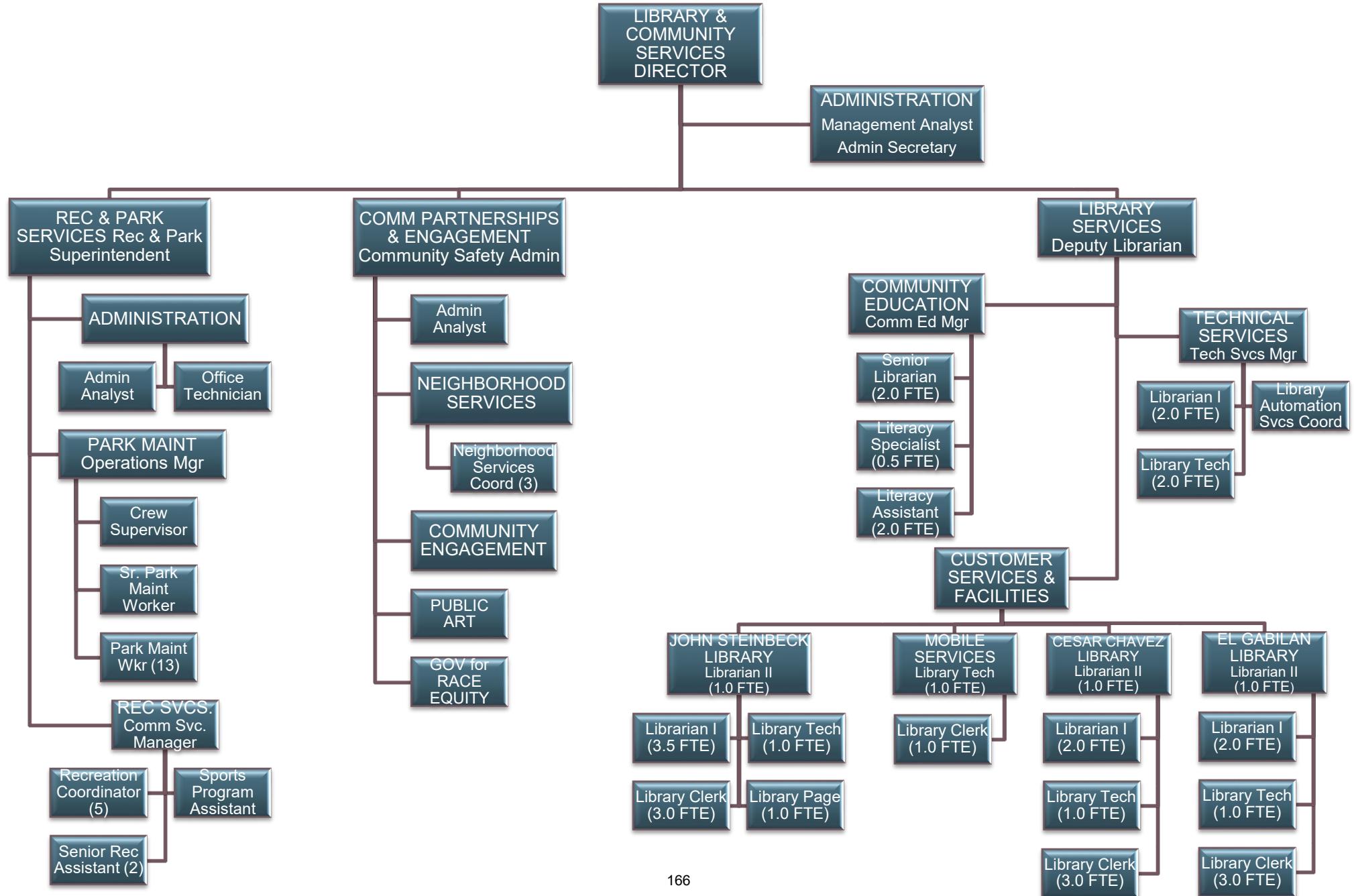
LIBRARY AND COMMUNITY SERVICES DEPARTMENT

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 2024-25

1. Continue to identify opportunities that support implementation of the Parks, Recreation & Libraries Master Plan. (*Strategic Goals: Youth and Seniors, Public Safety, Effective and Culturally Responsive Government, Infrastructure and Environmental Sustainability*)
2. Apply for and leverage multiple funding sources and partnerships to offer better programs and services with improved organizational outcomes. (*Strategic Goals: Youth and Seniors, Public Safety, Effective and Culturally Responsive Government, Infrastructure and Environmental Sustainability*)
3. 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. (*Strategic Goal: Youth and Seniors*)
4. Continue to increase city-wide volunteer efforts to beautify and uplift AMOR Salinas Principals. (*Strategic Goal: Youth and Seniors*)
5. Continue to provide popular hybrid recreation and library programs, including take-home kits and virtual program options, while fully re-establishing in-person programs. (*Strategic Goal: Youth and Seniors*)
6. Implement the Community Alliance for Safety and Peace Strategic Plan on Violence Reduction for 2022-2025 and present to the City Council. (*Strategic Goal: Public Safety*)
7. Assess and prioritize maintenance of Department facilities to ensure a safe and welcoming environment that meets the needs of the community. (*Strategic Goals: Infrastructure and Environmental Sustainability, Public Safety, Youth and Seniors*)
8. Continue to support prevention and intervention programs and services for at-risk youth and member of other vulnerable populations through grant writing and grant fund management. (*Strategic Goals: Public Safety, Youth and Seniors, Effective and Culturally Responsive Government*)
9. Utilize Crime Prevention Through Environmental Design (CPTED) principles to improve safety in parks and around facilities. (*Strategic Goals: Infrastructure and Environmental Sustainability, Public Safety, Youth and Seniors*)

LIBRARY AND COMMUNITY SERVICES DEPARTMENT

Summary

10. 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. (*Strategic Goals: Infrastructure and Environmental Sustainability, Effective and Culturally Responsive Government*)
11. 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. (*Strategic Goals: Economic Development, Effective and Culturally Responsive Government*)
12. Leverage existing programs and efforts to develop a mural program to combat graffiti. (*Strategic Goal: Economic Development*)
14. Establish a Race Equity Plan. (*Strategic Goals: Effective and Culturally Responsive Government*)
15. Continue to manage the Hebron Family Center Revitalization Project. (*Strategic Goals: Economic Development, Infrastructure and Environmental Sustainability, Public Safety, Youth and Seniors*)
16. Continue to manage the Closter Park Renovation Project. (*Strategic Goals: Economic Development, Infrastructure and Environmental Sustainability, Public Safety, Youth and Seniors*)
17. Continue to manage the El Gabilan Tot-Lot Improvement Project. (*Strategic Goals: Economic Development, Infrastructure and Environmental Sustainability, Public Safety, Youth and Seniors*)
18. Implement recommendations out of the Park System Irrigation Assessment to upgrade to SMART irrigation controllers system-wide. (*Strategic Goals: Infrastructure and Environmental Sustainability, Public Safety, Youth and Seniors*)
19. Continue to assess and upgrade playground structures, benches, and grills. (*Strategic Goals: 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. (*Strategic Goal: 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. (*Strategic Goal: Effective and Culturally Responsive Government*)
22. Continue to provide Adult and Family Literacy services, including English language and basic computer literacy, citizenship exam, and high school equivalency preparation classes. (*Strategic Goal: Youth and Seniors*)
23. Identify funding sources or alternative means to continue providing Read Grow Play playgroup programs. (*Strategic Goals: Youth and Seniors, Effective and Culturally Responsive Government*)
24. Continue to work with various school districts in Salinas to provide Kindermobile service for Salinas' kindergarteners and continue to provide seasonal reading challenges for Salinas youth to encourage love of reading. (*Strategic Goal: Youth and Seniors*)
25. Fully launch makerspace for public access at El Gabilan Library and improve technology access at all libraries. (*Strategic Goal: Effective and Culturally Responsive Government*)
26. Evaluate and expand the library's digital collection and resources to increase relevancy and diversity of offerings. (*Strategic Goal: Effective and Culturally Responsive Government*)

LIBRARY AND COMMUNITY SERVICES DEPARTMENT

Summary

27. 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. (*Strategic Goals: Youth and Seniors, Economic Development*)
28. Identify opportunities to improve library staff training, engagement, and wellness to better retain and grow talents locally. (*Strategic Goal: Effective and Culturally Responsive Government*)
29. Identify funding resources and implement building improvement efforts for John Steinbeck and Cesar Chavez Library. (*Strategic Goal: Effective and Culturally Responsive Government*)

LIBRARY AND COMMUNITY SERVICES DEPARTMENT

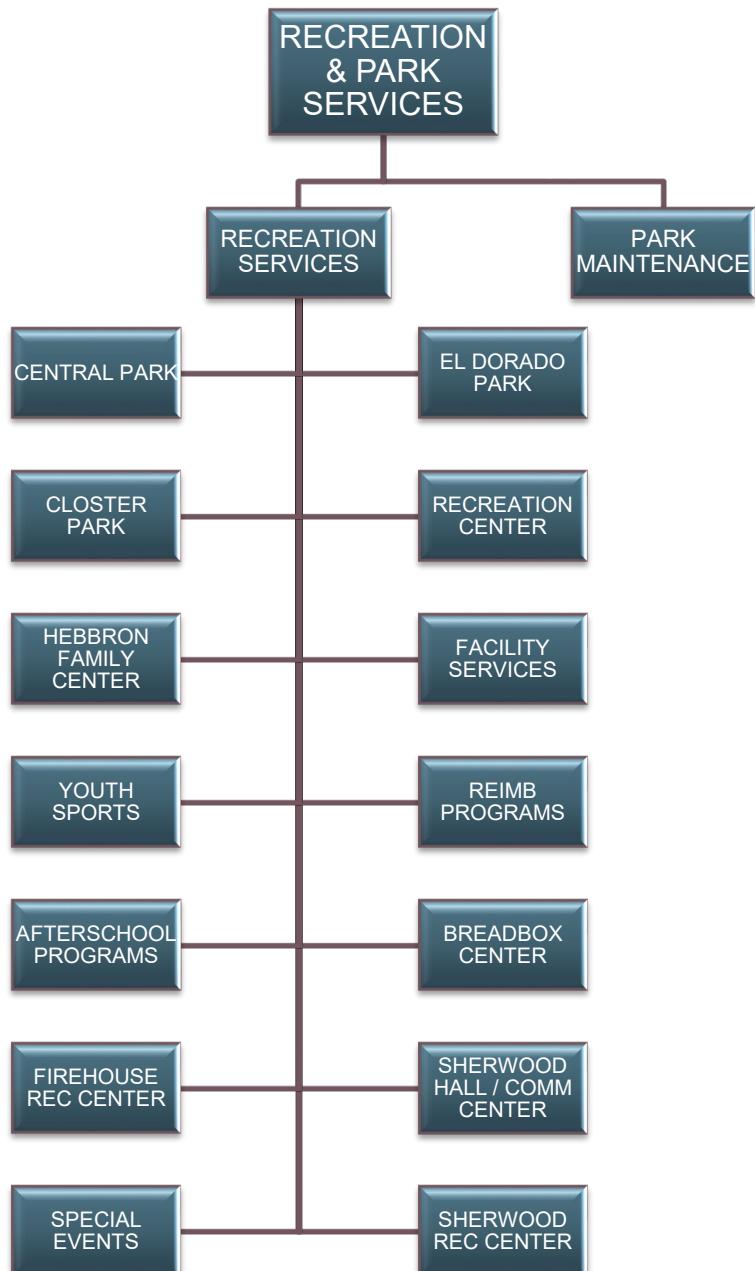
Summary

Expenditures by Program	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
Recreation & Community Services	5,687,258	7,135,427	9,279,052	8,732,217
Library Services	4,165,034	4,724,429	6,023,020	5,977,940
Total	9,852,292	11,859,856	15,302,072	14,710,157

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
Recreation & Community Services	31.000	33.000	34.000	32.500
Library Services	41.500	41.500	41.500	41.000
Total	72.500	74.500	75.500	73.500

RECREATION AND PARK SERVICES

Organizational Chart by Division



RECREATION AND COMMUNITY SERVICES

Summary

Expenditures by Program	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
5238 Parks and Community Services	2,571,864	3,089,608	3,570,036	3,734,900
6231 Recreation Admin	589,344	609,098	941,206	917,190
6232 Neighborhood Services	112,460	166,015	206,653	184,340
6233 Closter Park	34,357	29,245	124,502	88,600
6234 El Dorado Park	68,111	127,875	89,600	89,600
6235 Central Park	31,869	37,118	50,280	50,280
6236 Facility Services			15,300	15,300
6237 Reimbursable Rec Activities	19,357	61,788	179,600	136,850
6238 Youth Sports	141,578	113,030	212,797	196,410
6239 Recreation Center	65,604	99,131	147,700	147,700
6240 Firehouse Rec Center	102,164	137,317	131,360	131,360
6241 Hebron Heights Rec Center	38,517	41,438	78,270	78,270
6242 Afterschool Programs	690,365	779,276	867,531	828,490
6243 Community Center	228,114	449,651	584,177	558,902
6244 Breadbox Rec Center	97,717	169,878	194,299	199,140
6246 Hebron Family Center	151,281	142,531	124,336	105,330
6247 Sherwood Rec Center	21,657	12,738	36,525	36,525
6248 Youth Services & Comm Engagement	390,509	631,594	1,383,460	969,030
6249 Aquatic Center	332,393	429,014	270,408	264,000
6793 Park Drinking Fountain Replacement			17,818	
6142 Safety Tree Trimming City Parks		9,083	53,194	
Total	5,687,258	7,135,427	9,279,052	8,732,217

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	3,270,635	3,877,886	4,746,281	4,832,100
62 - Supplies & Materials	330,409	437,689	525,167	499,360
63 - Outside Services	1,944,370	2,382,520	3,511,484	3,230,627
64 - Other Charges	8,094	57,275	323,368	96,130
66 - Capital Outlays	133,750	380,057	172,753	74,000
Total	5,687,258	7,135,427	9,279,052	8,732,217

RECREATION AND COMMUNITY SERVICES

Summary

Expenditures by Fund	FY 21-22	FY 22-23	FY 23-24	FY 24-25
	Actual	Actual	Amended	Proposed
1000 General Fund	2,631,017	302,323	362,502	321,400
1100 Measure E	2,007,834	2,446,637	3,042,410	2,872,210
1200 Measure G	1,020,285	4,364,039	5,717,240	5,415,707
2505 Recreation Parks	17,046	8,772	22,900	22,900
2507 Municipal Art Fund			105,000	100,000
2508 Contributions & Donations	60	421	29,000	
2509 KDF Los Padres	11,016	13,235		
Total	5,687,258	7,135,427	9,279,052	8,732,217

Workforce by Program	FY 21-22	FY 22-23	FY 23-24	FY 24-25
	Authorized	Authorized	Authorized	Proposed
5238 Parks and Community Services	12.000	14.000	15.000	15.500
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	4.670
6244 Breadbox Rec Center	0.330	0.330	0.330	0.330
6246 Hebron Family Center	1.000	1.000	1.000	1.000
6248 Youth Services & Comm Engagement	5.000	5.000	5.000	4.000
Total	31.000	33.000	34.000	32.500

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 380 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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Cost per Salinas resident to support parks	\$ 17.96	\$ 19.29	\$ 17.38	\$ 21.72	\$ 23.00
Number of Park Acres Maintained per FTE Daily Average	39.1	39.1	24.4	39.1	24.4
Percentage Above Municipal Benchmark (11 Acres/FTE)	355%	355%	222%	253%	222%
Acres of Parks Maintained	391	391	391	391	391
Percentage of Parks Request For Service Responded to Within 48 Hours	90%	90%	90%	90%	95%
Average Number of FTE per Workday (7 Days per Week)	10	10	12	10	12

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

5238 Parks and Community Services Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,108,844	1,453,654	1,739,897	1,920,050
62 - Supplies & Materials	169,335	223,596	214,039	211,750
63 - Outside Services	1,293,486	1,405,104	1,525,200	1,578,200
64 - Other Charges	200	1,185	900	3,900
66 - Capital Outlays		6,070	90,000	21,000
Total	2,571,864	3,089,608	3,570,036	3,734,900

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	1,637,694	6,109		
1100 Measure E	755,454	1,021,991	1,211,723	1,303,860
1200 Measure G	178,715	2,061,508	2,358,313	2,431,040
Total	2,571,864	3,089,608	3,570,036	3,734,900

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5238 Parks and Community Services	12.000	14.000	15.000	15.500
Total	12.000	14.000	15.000	15.500

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of Attendees at Recreation Centers	163,031	310,233	244,000	262,563	300,000
Number of Special Event Permits Issued	38	57	50	68	72
Number of Annual Hours Spent in Support of CASP	N/A	N/A	N/A	N/A	N/A
Number of Recreation Newsletter signups	110	1,964	320	2,600	2,800

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6231 Recreation Admin Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	565,483	575,380	738,006	749,490
62 - Supplies & Materials	5,550	4,624	7,900	7,900
63 - Outside Services	5,511	21,141	135,090	129,800
64 - Other Charges	4,372	7,627	55,500	30,000
66 - Capital Outlays	8,428	325	4,710	
Total	589,344	609,098	941,206	917,190

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	157,531	1,089		
1100 Measure E	240,636	232,660	320,931	307,360
1200 Measure G	191,118	374,928	486,275	509,830
2507 Municipal Art Fund			105,000	100,000
2508 Contributions & Donations	60	421	29,000	
Total	589,344	609,098	941,206	917,190

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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.
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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Council District Trash Disposal	7	8	7	7	7
Community Meetings Supported	19	17	20	24	30
City-wide Volunteer Hours Performed	3,319	4,171	5,000	5,100	6,000
Council District Volunteer Clean-ups	N/A	N/A	6	6	6
Youth and Government Institute: Provide 30 or more high school aged youth a comprehensive civic engagement and leadership development program					
	N/A	31	30	34	35
Camp Amor Salinas: Provide 30 or more high school aged youth a Summer Community Service Camp experience	30	30	30	30	35

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6232 Neighborhood Services Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	104,294	109,734	124,916	125,840
62 - Supplies & Materials	5,171	6,782	9,900	9,900
63 - Outside Services	2,995	6,033	6,600	6,600
64 - Other Charges		43,466	65,237	42,000
Total	112,460	166,015	206,653	184,340

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1100 Measure E	8,847	14,020	24,400	24,400
1200 Measure G	103,613	151,995	182,253	159,940
Total	112,460	166,015	206,653	184,340

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
*Unavailable. Facility leased to Salinas Boxing Club. In FY14-15 the Summer Recreation Program was restored.	214	1,155	600	2,000	2,500

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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	2,090	4,910	9,500	9,500
62 - Supplies & Materials	558	3,012	11,200	2,500
63 - Outside Services	31,709	21,323	103,802	76,600
Total	34,357	29,245	124,502	88,600

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	3,343	17,248	82,752	57,000
1100 Measure E	28,508	2,081	27,950	17,800
1200 Measure G	2,506	9,916	13,800	13,800
Total	34,357	29,245	124,502	88,600

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.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of Program Attendees	34,338	92,606	90,000	62,169	65,000

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6234 El Dorado Park Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	34,557	55,941	50,000	50,000
62 - Supplies & Materials	4,408	8,006	8,400	8,400
63 - Outside Services	24,945	25,728	31,200	31,200
66 - Capital Outlays	4,200	38,200		
Total	68,111	127,875	89,600	89,600

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	28,837	38,200		
1100 Measure E	39,254	68,012	61,700	61,700
1200 Measure G	20	21,663	27,900	27,900
Total	68,111	127,875	89,600	89,600

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Program Attendees	12,665	19,068	17,000	21,114	23,000

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6235 Central Park Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	18,302	20,197	25,000	25,000
62 - Supplies & Materials	2,599	4,371	9,580	10,780
63 - Outside Services	10,967	12,550	15,700	14,500
Total	31,869	37,118	50,280	50,280

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	6,298			
1100 Measure E	25,553	28,029	39,480	39,480
1200 Measure G	18	9,088	10,800	10,800
Total	31,869	37,118	50,280	50,280

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Revenue Collected	\$755.50	\$573.50	\$870.00	\$610.00	\$690.00
Bounce House Permits Issued	17	11	20	15	15

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6236 Facility Services Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits			13,600	13,600
62 - Supplies & Materials			500	500
64 - Other Charges			1,200	1,200
Total			15,300	15,300

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund			8,500	8,500
1200 Measure G			6,800	6,800
Total			15,300	15,300

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Revenue Collected	\$2,535	\$38,434	\$36,000	\$40,000	\$42,000

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6237 Reimbursable Rec Activities Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	14,042	16,728	59,800	32,400
62 - Supplies & Materials		5,919	17,900	17,900
63 - Outside Services	5,334	39,066	101,100	85,750
64 - Other Charges	(20)	75	800	800
Total	19,357	61,788	179,600	136,850

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	19,357		152,200	136,850
1200 Measure G		61,788	27,400	
Total	19,357	61,788	179,600	136,850

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of Registered Participants	1,055	3,012	3,500	3,000	3,500
Volunteer Coaches Hours Performed	2,492	9,464	10,500	9,954	10,500
Revenue Collected	\$46,825	\$60,741	\$90,000	\$50,000	\$60,000

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6238 Youth Sports Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	126,915	83,324	166,847	150,460
62 - Supplies & Materials	13,560	21,579	36,850	36,850
63 - Outside Services	155	6,850	7,700	7,700
64 - Other Charges	948	1,277	1,400	1,400
Total	141,578	113,030	212,797	196,410

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	139,688	3,217	119,050	119,050
1200 Measure G	1,889	109,813	93,747	77,360
Total	141,578	113,030	212,797	196,410

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of Registrations Taken	1,055	3,050	3,000	3,000	3,500
Number of Program Attendees	19,031	78,201	72,000	79,000	80,000

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6239 Recreation Center Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	6,662	36,922	35,000	35,000
62 - Supplies & Materials	15,261	11,753	17,900	17,900
63 - Outside Services	40,005	45,366	94,800	94,800
64 - Other Charges	375			
66 - Capital Outlays	3,300	5,091		
Total	65,604	99,131	147,700	147,700

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	40,451			
1100 Measure E	17,169	46,694	46,700	46,700
1200 Measure G	7,984	52,437	101,000	101,000
Total	65,604	99,131	147,700	147,700

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of Program Attendees	33,529	57,424	39,000	60,000	62,000
Senior Volunteer Hours Performed	0	0	200	0	100
Number of Senior Meals Served	4,535	6,118	5,000	6,200	6,300

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6240 Firehouse Rec Center Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	45,671	58,731	43,000	43,000
62 - Supplies & Materials	17,670	20,802	22,720	24,560
63 - Outside Services	38,823	47,250	65,140	63,300
64 - Other Charges			500	500
66 - Capital Outlays		10,534		
Total	102,164	137,317	131,360	131,360

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	36,214			
1100 Measure E	10,232	16,821	17,000	17,000
1200 Measure G	44,701	107,261	114,360	114,360
2509 KDF Los Padres	11,016	13,235		
Total	102,164	137,317	131,360	131,360

RECREATION AND COMMUNITY SERVICES

6241 Hebron Heights Recreation Center Division

Purpose

The Hebron 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 and deliver programs to youth and children.
3. Continue to practice excellent customer service.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of Program Attendees	10,151	13,910	13,000	14,000	14,000
Number of Programs	41	34	34	35	35
Teen Volunteer Hours Performed	0	0	130	56	56

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6241 Hebron Heights Rec Center Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	19,832	27,288	64,420	64,420
62 - Supplies & Materials	2,874	871	2,380	2,500
63 - Outside Services	15,811	13,280	11,470	11,350
Total	38,517	41,438	78,270	78,270

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	8,593			
1100 Measure E	19,900	25,242	56,700	56,700
1200 Measure G	10,025	16,196	21,570	21,570
Total	38,517	41,438	78,270	78,270

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, Hebron Family Center and the Cesar Chavez Library.
7. Continue to practice excellent customer service.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of Free Lunches Served (Summer)	3,437	4,296	4,000	4,450	4,500
Number of Youth Field Trip Participants	0	125	106	200	250
Number of Summer Camp Participants	1,859	319	500	370	400

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6242 Afterschool Programs Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	643,038	643,676	784,731	745,690
62 - Supplies & Materials	23,636	35,700	37,800	29,800
63 - Outside Services	22,877	13,707	35,000	41,000
64 - Other Charges	814	1,193	10,000	12,000
66 - Capital Outlays		85,000		
Total	690,365	779,276	867,531	828,490

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	33,346	48,587		
1100 Measure E	442,842	544,498	566,562	489,140
1200 Measure G	214,176	186,191	300,969	339,350
Total	690,365	779,276	867,531	828,490

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
6242 Afterschool Programs	5.670	5.670	5.670	4.670
Total	5.670	5.670	5.670	4.670

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 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	20	41	32	50	60
Number of Facility Attendees	11,551	23,039	15,000	20,000	25,000

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6243 Community Center Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	29,157	39,660	55,000	55,000
62 - Supplies & Materials	45,276	32,141	37,900	18,900
63 - Outside Services	145,381	321,966	441,277	435,002
66 - Capital Outlays	8,300	55,884	50,000	50,000
Total	228,114	449,651	584,177	558,902

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	107,688	55,200		
1100 Measure E	61,211	40,691	57,000	57,000
1200 Measure G	59,215	353,760	527,177	501,902
Total	228,114	449,651	584,177	558,902

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 amusement parks, 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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of Program Attendees	53,317	49,733	55,000	56,000	57,000

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6244 Breadbox Rec Center Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	59,682	107,510	105,379	110,220
62 - Supplies & Materials	6,644	25,595	32,890	32,920
63 - Outside Services	31,390	36,773	56,030	56,000
Total	97,717	169,878	194,299	199,140

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	21,608			
1100 Measure E	48,700	97,262	89,189	94,030
1200 Measure G	27,408	72,615	105,110	105,110
Total	97,717	169,878	194,299	199,140

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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 Hebron Family Center Division

Purpose

The Hebron 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 and deliver programs and activities for youth and children.
3. Continue to practice excellent customer service.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of program attendees	10,151	13,910	13,000	14,000	14,000
Number of programs	41	34	34	35	35
Teen Volunteer Hours Performed	0	0	130	56	56

Major Budget Changes

None.

RECREATION AND COMMUNITY SERVICES

6246 Hebron Family Center Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	150,600	135,153	116,336	97,330
62 - Supplies & Materials	680	7,378	8,000	8,000
Total	151,281	142,531	124,336	105,330

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1100 Measure E	680	7,378	8,000	8,000
1200 Measure G	150,600	135,153	116,336	97,330
Total	151,281	142,531	124,336	105,330

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
6246 Hebron 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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
62 - Supplies & Materials	1,735	238	8,500	11,500
63 - Outside Services	8,400	12,500	28,025	25,025
66 - Capital Outlays	11,522			
Total	21,657	12,738	36,525	36,525

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1200 Measure G	21,657	12,738	36,525	36,525
Total	21,657	12,738	36,525	36,525

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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
62 - Supplies & Materials	4,190	11,718	9,176	8,000
63 - Outside Services	230,203	244,772	261,232	256,000
66 - Capital Outlays	98,000	172,523		
Total	332,393	429,014	270,408	264,000

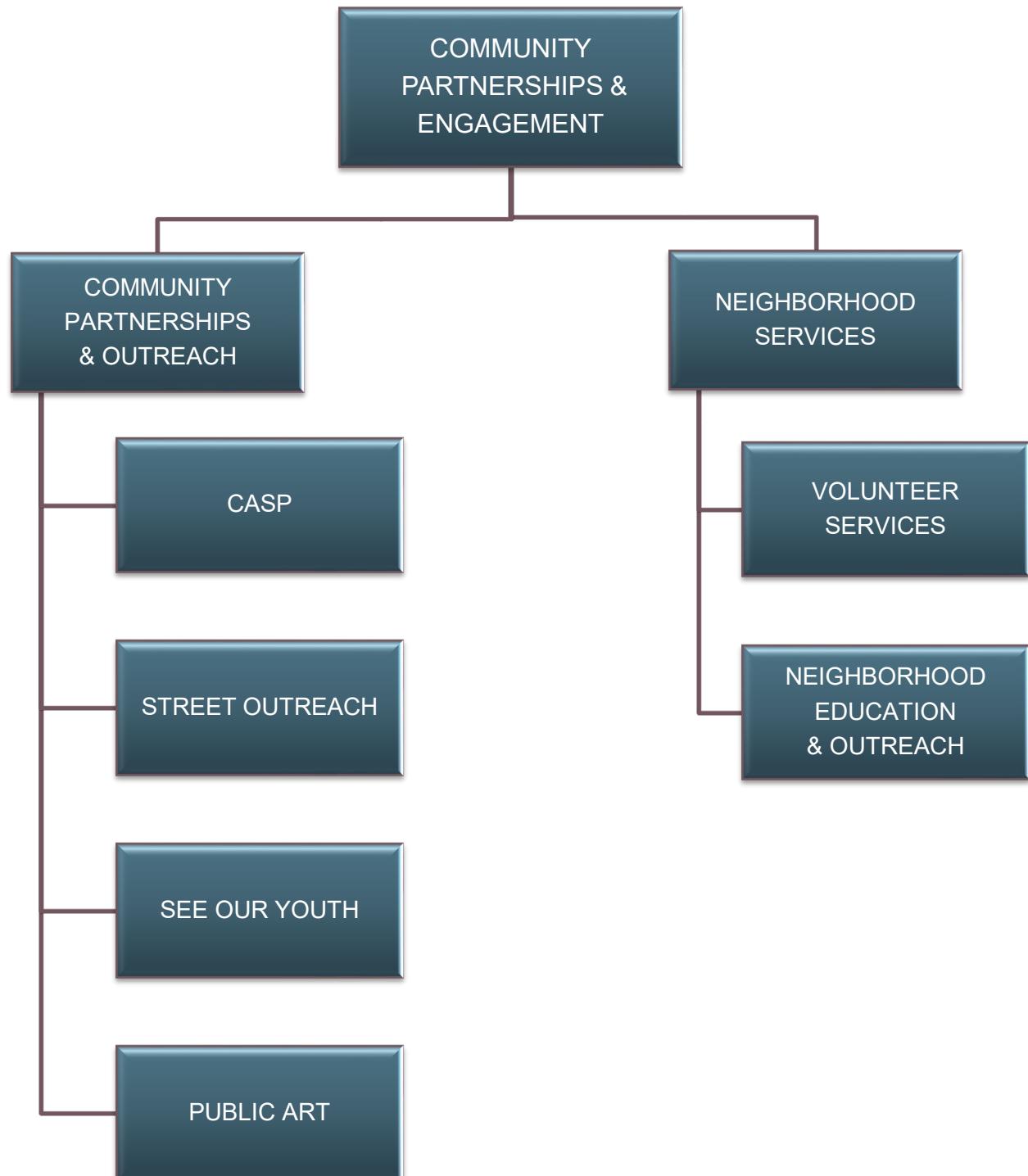
Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	332,393	132,673		
1200 Measure G		296,341	270,408	264,000
Total	332,393	429,014	270,408	264,000



(This page intentionally left blank)

COMMUNITY PARTNERSHIPS AND ENGAGEMENT

Organizational Chart by Division



COMMUNITY PARTNERSHIPS AND ENGAGEMENT

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 and support the annual national night out events.
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 an annual Salinas See Our Youth Summit for to elevate and connect youth leaders across the city.
7. Conduct and participate in multiple community engagement events promoting best practices in violence prevention and neighborhood support.
8. Provide Spanish and English language media interviews and articles on the status of violence reduction efforts in Salinas.
9. Continue to represent the City of Salinas on local initiatives and 2 statewide collaboratives where violence prevention and community safety are stated goals.
10. Continue to apply for grant funding that support the City's / CASP strategic plan on violence.
11. Lead the City's Governing for Race Equity program and strategic plan development.
12. Support community engagement for city wide efforts like the city budget and strategic planning efforts.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 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	3	3	3	2	3
CCVPN - California Cities Violence Prevention Network: Participate as an active member of the network in monthly member calls	10	12	12	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.	20	20	20	20	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	0	8	10	6	10
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.	0	1	2	2	2
See Our Youth Summit: Host and support a youth led steering committee to host a city wide youth Leadership Conference to engage 100 or more youth each year and develop their leadership network and skills.	N/A	N/A	100	115	150
CASP Awards: Host an annual awards program to celebrate the best violence prevention intervention, enforcement and re-entry work happening in Salinas and throughout Monterey County.	1	1	1	1	1

Major Budget Changes

None.

COMMUNITY PARTNERSHIPS AND ENGAGEMENT

6248 Youth Services & Comm Engagement Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	341,465	509,080	614,849	605,100
62 - Supplies & Materials	11,260	13,605	31,632	38,800
63 - Outside Services	36,378	100,027	538,925	317,800
64 - Other Charges	1,405	2,452	187,830	4,330
66 - Capital Outlays		6,429	10,224	3,000
Total	390,509	631,594	1,383,460	969,030

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	57,976			
1100 Measure E	308,848	301,257	515,075	349,040
1200 Measure G	6,638	321,565	845,485	597,090
2505 Recreation Parks	17,046	8,772	22,900	22,900
Total	390,509	631,594	1,383,460	969,030

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
6248 Youth Services & Comm Engagement	5.000	5.000	5.000	4.000
Total	5.000	5.000	5.000	4.000

RECREATION AND COMMUNITY SERVICES

Workforce

Workforce by Program	FY 21-22	FY 22-23	FY 23-24	FY 24-25
	Authorized	Authorized	Authorized	Proposed
5238 Parks and Community Services				
Park Grnds Frstry Ops Mgr			1.000	
Park Maint Worker	10.000	12.000	12.000	1.000
Park Maintenance Crew Sup	1.000	1.000	1.000	1.000
Sr Park Maintenance Worker	1.000	1.000	1.000	1.000
Park Maintenance Worker				11.500
Park Operations Manager				1.000
5238 Parks and Community Services Total	12.000	14.000	15.000	15.500
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
Recreation Coordinator	1.000	1.000	1.000	1.000
Rec-Parks Superintendent	1.000	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	1.000	1.000	
Recreation Coordinator	2.670	2.670	2.670	2.670
Senior Recreation Assistant	1.000	2.000	2.000	2.000
6242 Afterschool Programs Total	5.670	5.670	5.670	4.670
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

RECREATION AND COMMUNITY SERVICES

Workforce

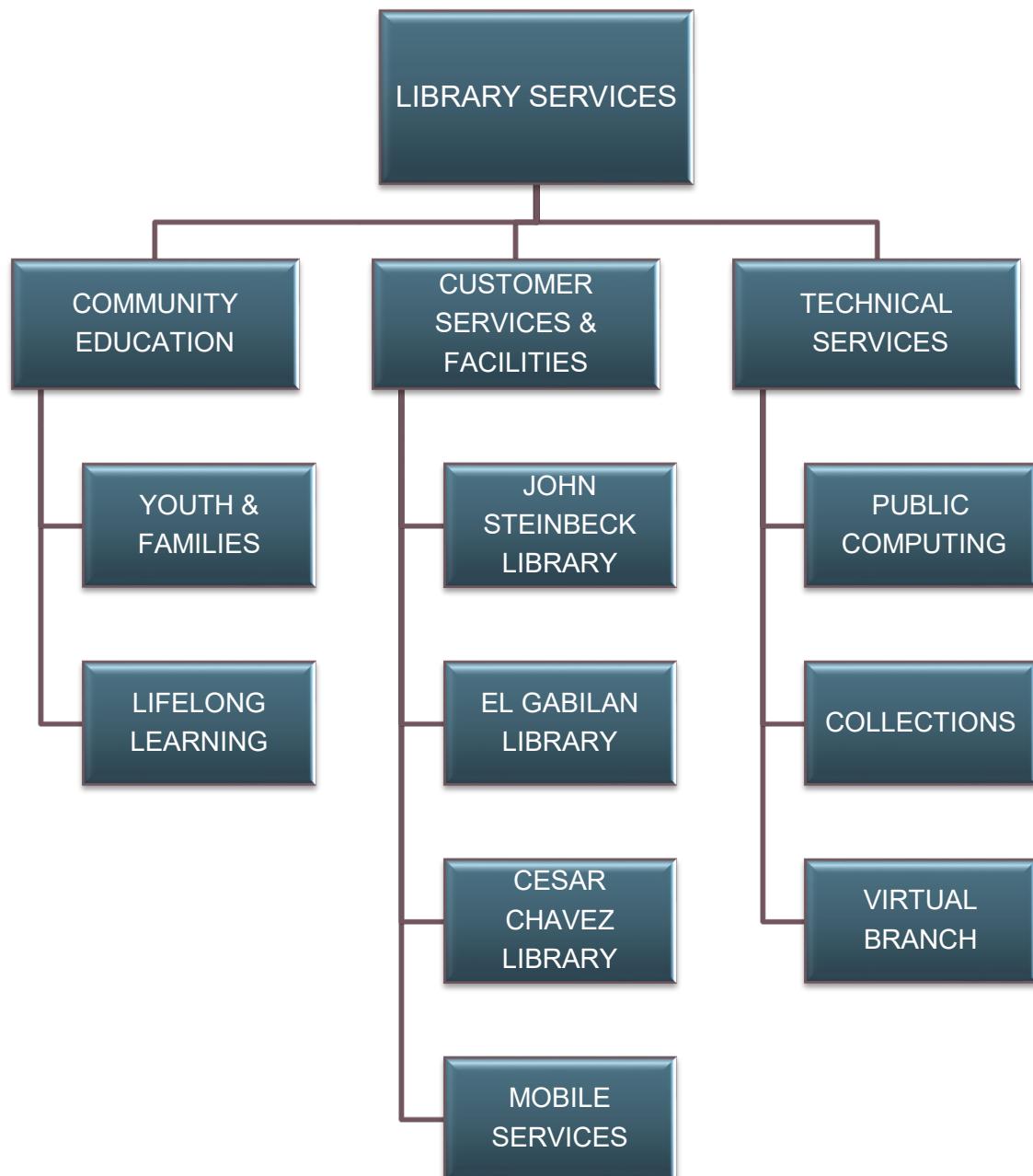
Workforce by Program	FY 21-22	FY 22-23	FY 23-24	FY 24-25
	Authorized	Authorized	Authorized	Proposed
6248 Youth Services & Comm Engagement				
Administrative Analyst I	1.000	1.000	1.000	1.000
Community Safety Program Coord	1.000			
Neighborhood Svcs Coord		2.000	2.000	2.000
Street Outreach Specialist	2.000	1.000	1.000	
Community Safety Administrator	1.000	1.000	1.000	1.000
6248 Youth Services & Comm Engagement Total	5.000	5.000	5.000	4.000
Total	31.000	33.000	34.000	32.500



(This page intentionally left blank)

LIBRARY SERVICES

Organizational Chart by Division





(This page intentionally left blank)

LIBRARY SERVICES

Summary

Expenditures by Program	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
6005 Library Administration	738,171	729,791	839,885	801,690
6009 Technical Services	808,450	1,046,169	1,304,612	1,245,210
6011 Steinbeck Library	858,095	926,815	1,407,016	1,305,430
6012 Cesar Chavez Library	893,841	639,512	860,902	947,640
6013 El Gabilan Library	329,233	645,333	677,269	614,610
6015 Community Education	537,245	736,809	933,336	1,063,360
Total	4,165,034	4,724,429	6,023,020	5,977,940

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	3,346,475	3,635,368	4,794,573	4,804,860
62 - Supplies & Materials	222,593	278,036	307,609	277,800
63 - Outside Services	561,626	694,867	812,438	831,780
64 - Other Charges	14,128	23,620	62,150	24,500
66 - Capital Outlays	20,211	92,539	46,249	39,000
Total	4,165,034	4,724,429	6,023,020	5,977,940

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1100 Measure E	4,165,034	4,716,754	5,953,320	5,977,940
2508 Contributions & Donations		7,675	69,700	
Total	4,165,034	4,724,429	6,023,020	5,977,940

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
6005 Library Administration	3.500	4.500	4.500	4.500
6009 Technical Services	6.500	6.000	7.000	6.000
6011 Steinbeck Library	10.500	11.000	10.000	9.500
6012 Cesar Chavez Library	11.000	11.000	7.000	8.000
6013 El Gabilan Library	5.000	4.000	7.000	6.000
6015 Community Education	5.000	5.000	6.000	7.000
Total	41.500	41.500	41.500	41.000

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of Volunteer Hours Performed	2,249	2,230	3,000		
Grant funding awarded to LCS Divisions	\$ 391,734.00	\$ 365,332.40	\$ 300,000.00	\$ 338,075.47	\$ 250,000.00
LCS Customer Service Satisfaction Index	90%		90%		
Library Visitors per capita	0.86	1.17	1.50	1.25	1.35
Library Circulation per capita	0.97	1.42	1.50	1.50	1.60
Library Materials per capita	1.14	1.22	1.25	1.25	1.25
Registered borrower as a % of service population	29%	22%	40%	23%	25%

Major Budget Changes

None.

LIBRARY

6005 Library Administration Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	712,688	688,713	742,885	767,390
62 - Supplies & Materials	3,203	8,867	25,550	500
63 - Outside Services	8,182	8,591	10,300	10,300
64 - Other Charges	14,097	23,620	61,150	23,500
Total	738,171	729,791	839,885	801,690

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1100 Measure E	738,171	722,116	770,185	801,690
2508 Contributions & Donations		7,675	69,700	
Total	738,171	729,791	839,885	801,690

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
6005 Library Administration	3.500	4.500	4.500	4.500
Total	3.500	4.500	4.500	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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Website Hits	108,416	115,248	145,000	125,000	135,000
Public Computer Sessions	16,705	22,327	20,000	15,000	17,500
Public Computer Sessions per capita	0.103	0.143	0.15	0.09	0.10
# of Public Computers per 1,000 residents	0.76	0.82	0.90	0.53	0.63
LCS Website satisfaction index	90%	85%	90%	90%	92%
Collection turnover rate	0.85	1.17	1.00	1.13	1.20
Collection growth rate	-8%	3%	5%	3%	3%
Digital material circulation as a % of total circulation	29%	64%	35%	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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	457,901	526,584	780,461	716,610
62 - Supplies & Materials	129,609	185,471	188,284	189,500
63 - Outside Services	219,957	315,520	314,075	322,100
64 - Other Charges	31		1,000	1,000
66 - Capital Outlays	952	18,594	20,792	16,000
Total	808,450	1,046,169	1,304,612	1,245,210

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1100 Measure E	808,450	1,046,169	1,304,612	1,245,210
Total	808,450	1,046,169	1,304,612	1,245,210

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
6009 Technical Services	6.500	6.000	7.000	6.000
Total	6.500	6.000	7.000	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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Circulation of materials	46,040	59,776	65,000	60,000	70,000
Number of Visitors	48,786	58,865	70,000	60,000	70,000
JSL Collection turnover	0.53	0.68	1.00	1.25	1.30
Customer service satisfaction index	90%	80%	90%	85%	90%
Program satisfaction index	90%		90%		
Program attendance (JSL)	847	2,608	2,500		2,000

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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	647,412	674,217	1,106,752	1,002,310
62 - Supplies & Materials	17,911	17,852	23,804	17,800
63 - Outside Services	175,198	193,850	259,003	270,320
66 - Capital Outlays	17,573	40,898	17,457	15,000
Total	858,095	926,815	1,407,016	1,305,430

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1100 Measure E	858,095	926,815	1,407,016	1,305,430
Total	858,095	926,815	1,407,016	1,305,430

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
6011 Steinbeck Library	10.500	11.000	10.000	9.500
Total	10.500	11.000	10.000	9.500

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Circulation of materials	40,202	49,596	60,000	47,000	55,000
Number of Visitors (CCL)	42,607	54,451	65,000	50,000	65,000
CC Collection turnover	1.00	1.36	1.00	1.15	1.15
Customer service satisfaction index	90%	90%	90%	90%	95%
Program satisfaction index	90%		90%		
Program attendance (CCL)	2,571	5,084	5,000		5,500

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 \$1,880 and centralized to 1100.60.6011-61.2000 account.

LIBRARY

6012 Cesar Chavez Library Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	782,659	483,041	693,830	781,040
62 - Supplies & Materials	15,127	18,538	17,672	17,200
63 - Outside Services	94,368	107,626	141,400	141,400
66 - Capital Outlays	1,686	30,307	8,000	8,000
Total	893,841	639,512	860,902	947,640

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1100 Measure E	893,841	639,512	860,902	947,640
Total	893,841	639,512	860,902	947,640

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
6012 Cesar Chavez Library	11.000	11.000	7.000	8.000
Total	11.000	11.000	7.000	8.000

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Circulation of Materials (EG)	71,223	112,032	10,000	95,000	110,000
Number of Visitors	48,009	72,956	75,000	73,000	80,000
El Gabilan collection turnover	1.90	2.57	1.25	1.35	1.35
Customer service satisfaction index	90%	95%	95%	95%	95%
Program satisfaction index	90%		95%		
Program attendance (EG)	1,800	6,883	5,000		7,500

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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	259,831	578,582	609,809	546,650
62 - Supplies & Materials	7,814	5,420	4,800	5,300
63 - Outside Services	61,588	58,591	62,660	62,660
66 - Capital Outlays		2,739		
Total	329,233	645,333	677,269	614,610

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1100 Measure E	329,233	645,333	677,269	614,610
Total	329,233	645,333	677,269	614,610

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
6013 El Gabilan Library	5.000	4.000	7.000	6.000
Total	5.000	4.000	7.000	6.000

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
# of Adult Learners (unduplicated)	85	425	300	500	525
Volunteer Tutor hours	1651	2230	1,500	1,250	1,500
Number of Homework Center Students (unduplicated)	19	47	80	45	50
Number of Homework Center visits	102	247	100	250	150
Total Library Program attendance	8,618	30,446	15,000	31,000	33,000
Program attendance per capita	0.05	0.18	0.20	0.19	0.20
Program satisfaction index	95%	97%	95%	95%	95%
% of Salinas youth with a library card	42%	23%	40%	23%	26%
% of Salinas youth participating in Summer Reading Program	3%	3%	5%	5%	5%
Early childhood program attendance (duplicated)	2,127	6,435	3,500	6,700	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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	485,983	684,230	860,836	990,860
62 - Supplies & Materials	48,929	41,889	47,500	47,500
63 - Outside Services	2,332	10,690	25,000	25,000
Total	537,245	736,809	933,336	1,063,360

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1100 Measure E	537,245	736,809	933,336	1,063,360
Total	537,245	736,809	933,336	1,063,360

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
6015 Community Education	5.000	5.000	6.000	7.000
Total	5.000	5.000	6.000	7.000

LIBRARY SERVICES

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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
Management Analyst		1.000	1.000	1.000
Literacy Specialist	0.500	0.500	0.500	0.500
6005 Library Administration Total	3.500	4.500	4.500	4.500
6009 Technical Services				
Lib Automation Svc Coord	1.000	1.000	1.000	1.000
Librarian I	1.500	1.000	2.000	2.000
Library Technician	2.000	3.000	3.000	2.000
Office Technician	1.000			
Technical Services Manager	1.000	1.000	1.000	1.000
6009 Technical Services Total	6.500	6.000	7.000	6.000
6011 Steinbeck Library				
Librarian I	4.000	4.500	3.500	3.500
Librarian II	2.000	2.000	2.000	2.000
Library Clerk	2.500	3.500	3.500	3.000
Library Page	1.000			
Library Technician		1.000	1.000	1.000
Sr Library Technician	1.000			
6011 Steinbeck Library Total	10.500	11.000	10.000	9.500
6012 Cesar Chavez Library				
Librarian I	4.000	4.000	2.000	2.000
Librarian II	1.000	1.000	1.000	1.000
Library Clerk	4.000	4.000	2.000	3.000
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	11.000	11.000	7.000	8.000
6013 El Gabilan Library				
Librarian I			2.000	2.000
Library Clerk	3.000	3.000	4.000	3.000
Library Technician	1.000	1.000	1.000	1.000
Management Analyst	1.000			
6013 El Gabilan Library Total	5.000	4.000	7.000	6.000

LIBRARY SERVICES

Workforce

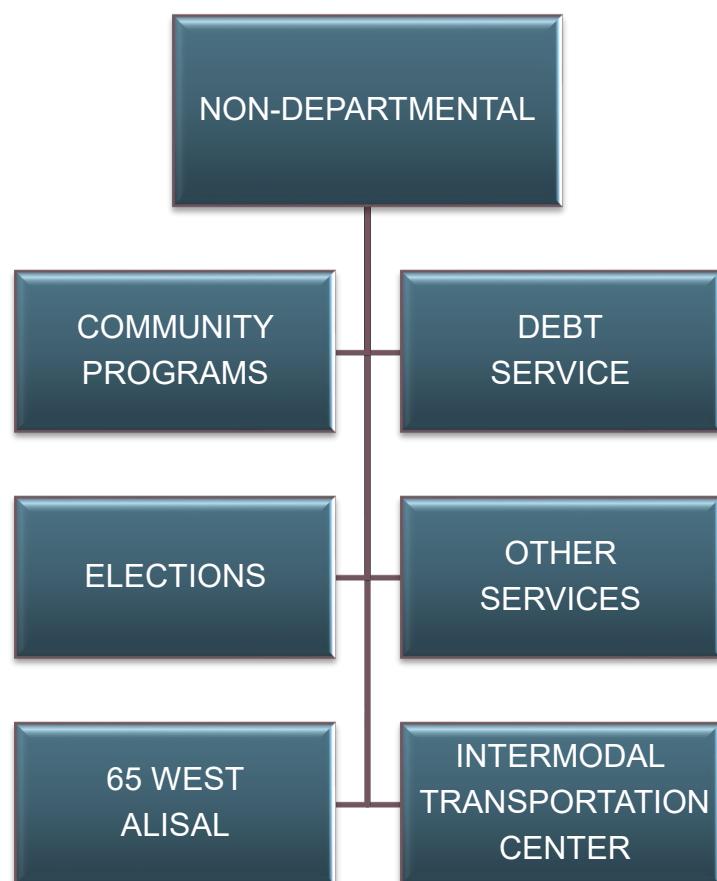
Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
6015 Community Education				
Community Education Manager	1.000	1.000	1.000	1.000
Library Clerk			1.000	1.000
Library Technician				1.000
Literacy Assistant	2.000	2.000	2.000	2.000
Senior Librarian	2.000	2.000	2.000	2.000
6015 Community Education Total	5.000	5.000	6.000	7.000
Total	41.500	41.500	41.500	41.000



(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 2023-24

Effective and Culturally Responsive Government

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 2024-25

Effective and Culturally Responsive Government

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 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
0000 Non-Departmental	123,888	126,264	215,172	125,000
8001 Community Programs	159,449	1,226,272	222,200	195,000
8002 Elections		205,159		350,000
8003 65 West Alisal	152,339	171,220	221,810	231,500
8004 Debt Service	18,747,872	11,351,704	11,678,800	11,543,800
8005 Other Services	3,465,553	5,562,834	7,993,153	10,269,634
8010 Intermodal Transp Center	103,464	131,627	171,775	169,275
Total	22,752,565	18,775,080	20,502,910	22,884,209

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,287,830	1,008,976	818,500	793,000
62 - Supplies & Materials	12,371	35,239	45,196	22,300
63 - Outside Services	2,392,669	3,421,387	6,017,006	9,108,209
64 - Other Charges	1,008,961	4,150,744	3,121,408	2,638,500
65 - Debt Service	17,708,142	10,002,555	10,053,800	10,082,200
66 - Capital Outlays	296,691	106,178	90,000	90,000
69 - Financial Assistance	45,900	50,000	357,000	150,000
Total	22,752,565	18,775,080	20,502,910	22,884,209

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	3,750,384	6,122,839	7,981,938	11,070,409
1100 Measure E		49,272	427,000	
1200 Measure G		1,000,000		
2503 Traffic Safety	123,888	126,264	215,172	125,000
2506 PEG Cable Franchise	130,420	125,000	200,000	145,000
4104 2014 COP Consolidation	230,325	225,813	227,100	228,100
4106 2018 Lease-PS Building-Police	12,988,354	5,485,483	5,750,800	5,543,900
4107 Measure X Bonds	2,340,075	2,318,525	2,328,400	2,339,100
4110 2018 Lease-El Gabilan Library	1,024,679	1,126,424	1,145,200	1,175,100
4111 Refund Bond Series 2020A-Energy	1,493,135	1,526,725	1,559,000	1,592,300
4112 Refund Bond Series 2020A-SVSWA	671,305	668,735	668,300	665,300
Total	22,752,565	18,775,080	20,502,910	22,884,209

NON-DEPARTMENTAL

8001 Community Programs Division

Purpose

Provide support to the various community and city-wide programs and activities supporting youth, families, prevention and education.

Division Operations

1. Provide City services to ensure the success of local community city-wide events.

Major Budget Changes

None.

NON-DEPARTMENTAL

8001 Community Programs Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	159,146	48,969		
64 - Other Charges	303	1,177,303	222,200	195,000
Total	159,449	1,226,272	222,200	195,000

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	159,449	177,000	222,200	195,000
1100 Measure E		49,272		
1200 Measure G		1,000,000		
Total	159,449	1,226,272	222,200	195,000

NON-DEPARTMENTAL 8002 Elections Division

Purpose

Conduct all municipal elections.

Division Operations

1. Cost-share for the consolidation and conduct of the general municipal elections.

Major Budget Changes

None.

NON-DEPARTMENTAL

8002 Elections Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
63 - Outside Services		205,159		350,000
Total		205,159		350,000

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund		205,159		350,000
Total		205,159		350,000

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. Continuous improvement of building maintenance operations.
2. Preventative maintenance on all operations of the building such as plumbing, HVAC, emergency lights, ADA doors, Fire System checks, and water heaters.
3. Quarterly change out of air filters per COVID protocols.
4. Hire security services for personnel, residents, and customers of the Permit Center.
5. Hire janitorial services to maintain cleanliness of building.

Major Budget Changes

1. Pacific Gas and Electric has gone up exceedingly high statewide.
2. Janitorial and Security Services has been incorporated into this budget cycle.

NON-DEPARTMENTAL

8003 65 West Alisal Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
62 - Supplies & Materials	9,350	12,242	33,900	16,000
63 - Outside Services	142,989	158,978	187,910	215,500
Total	152,339	171,220	221,810	231,500

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	152,339	171,220	221,810	231,500
Total	152,339	171,220	221,810	231,500

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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
63 - Outside Services	949,734	1,251,654	1,535,000	1,371,600
65 - Debt Service	17,708,142	10,002,555	10,053,800	10,082,200
66 - Capital Outlays	89,996	97,495	90,000	90,000
Total	18,747,872	11,351,704	11,678,800	11,543,800

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
4104 2014 COP Consolidation	230,325	225,813	227,100	228,100
4107 Measure X Bonds	2,340,075	2,318,525	2,328,400	2,339,100
4106 2018 Lease-PS Building-Police	12,988,354	5,485,483	5,750,800	5,543,900
4110 2018 Lease-El Gabilan Library	1,024,679	1,126,424	1,145,200	1,175,100
4111 Refund Bond Series 2020A-Energy	1,493,135	1,526,725	1,559,000	1,592,300
4112 Refund Bond Series 2020A-SVSWA	671,305	668,735	668,300	665,300
Total	18,747,872	11,351,704	11,678,800	11,543,800

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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,128,684	960,007	818,500	793,000
62 - Supplies & Materials		20,056	2,060	
63 - Outside Services	1,092,384	1,574,449	3,954,385	6,921,134
64 - Other Charges	991,889	2,949,639	2,861,208	2,405,500
66 - Capital Outlays	206,695	8,683		
69 - Financial Assistance	45,900	50,000	357,000	150,000
Total	3,465,553	5,562,834	7,993,153	10,269,634

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	3,335,132	5,437,834	7,366,153	10,124,634
1100 Measure E			427,000	
2506 PEG Cable Franchise	130,420	125,000	200,000	145,000
Total	3,465,553	5,562,834	7,993,153	10,269,634

NON-DEPARTMENTAL

8010 Intermodal Transp Center Division

Purpose

This fund is used to maintain the Intermodal Transportation Center (ITC), including landscaping and beautification, using the lease revenues to off-set the cost of operations. The 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 General Fund parking lease revenue. The ITC parking area has been upgraded by the Transportation Agency of Monterey County to extend Lincoln Ave for site access/circulation, installation of bicycle lanes and storage, and improved pedestrian access. The improved facility was transferred to the City in December 2022.

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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
62 - Supplies & Materials	3,021	2,941	9,236	6,300
63 - Outside Services	83,673	104,884	124,539	124,975
64 - Other Charges	16,770	23,803	38,000	38,000
Total	103,464	131,627	171,775	169,275

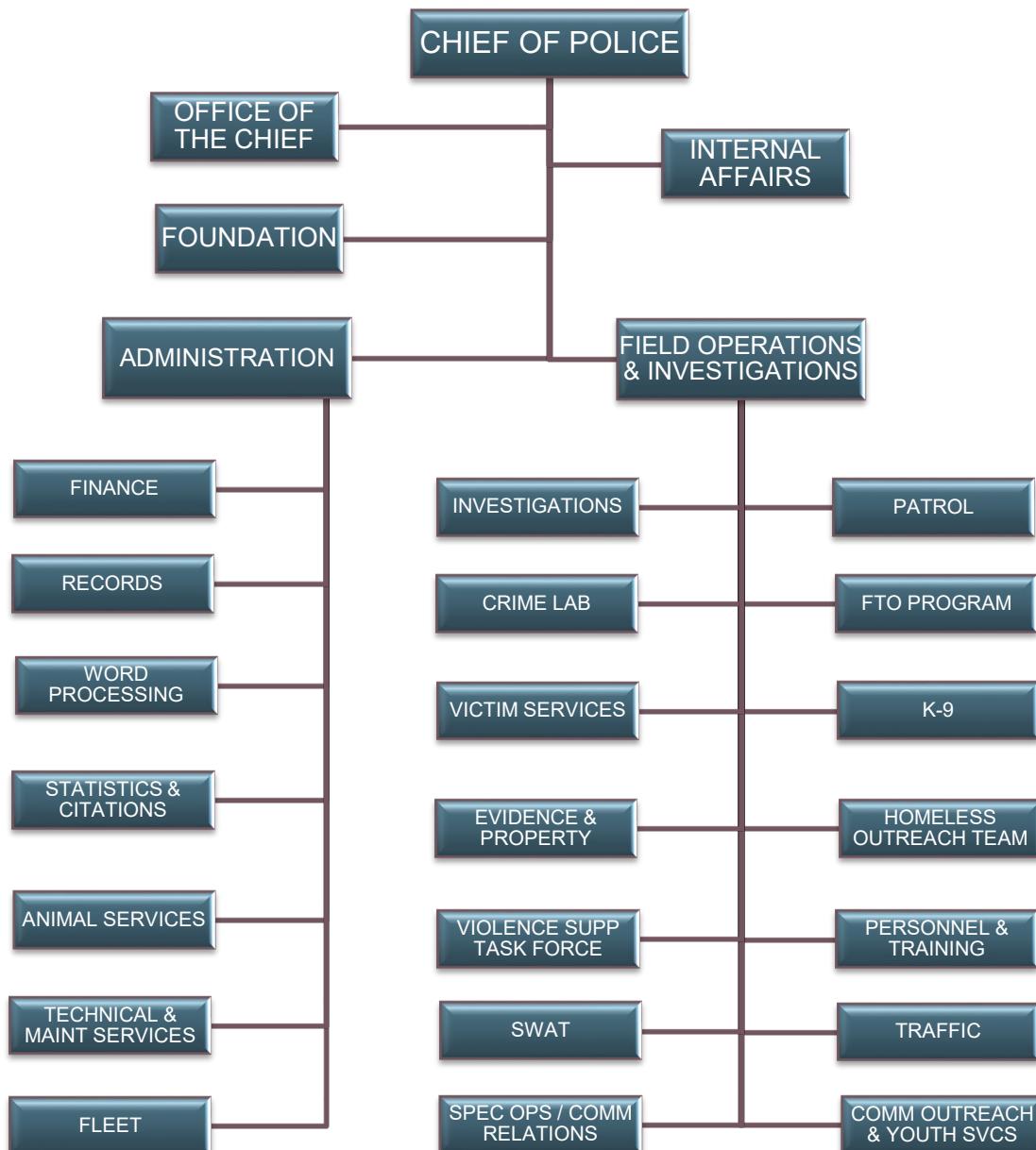
Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	103,464	131,627	171,775	169,275
Total	103,464	131,627	171,775	169,275



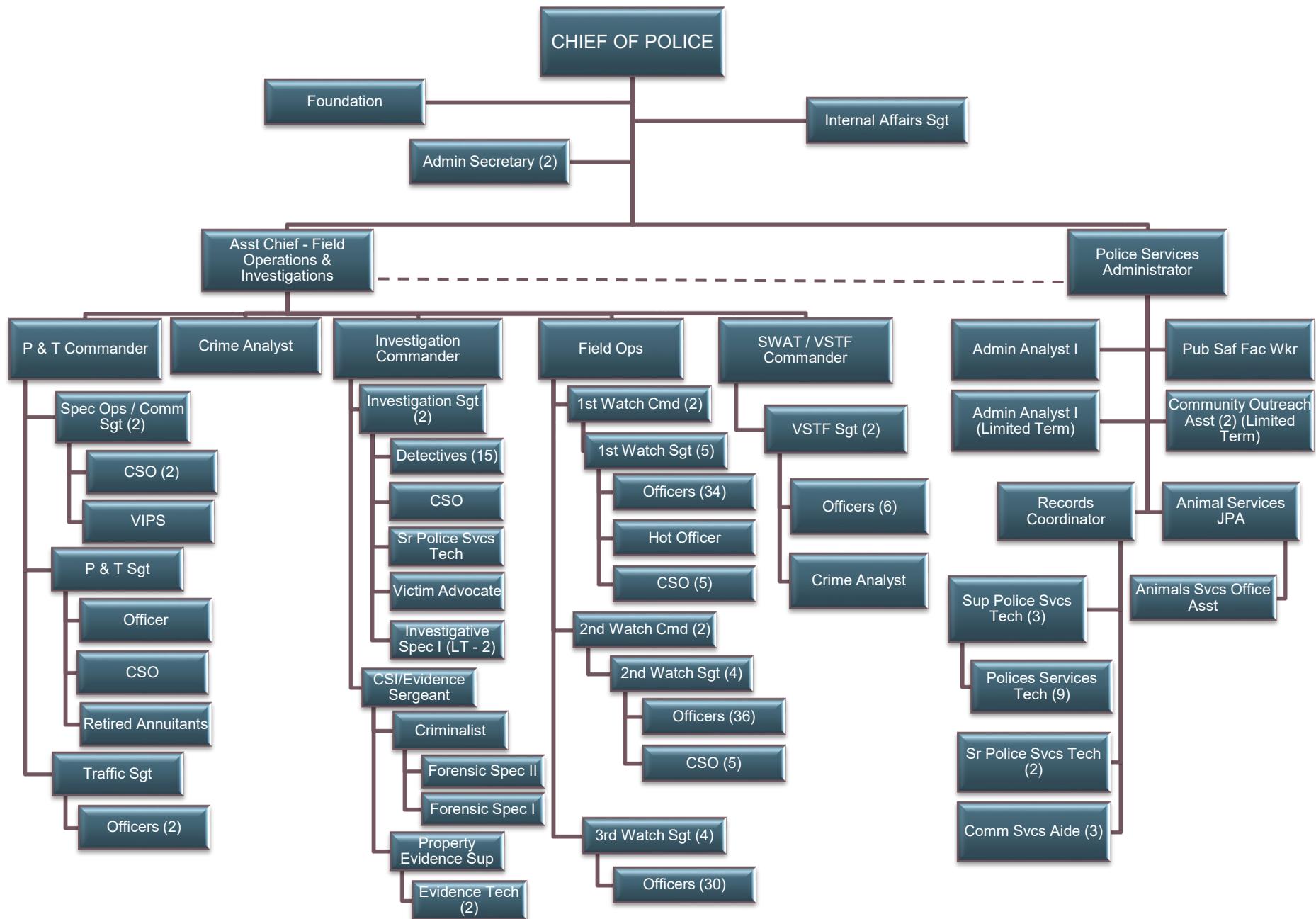
(This page intentionally left blank)

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 2024-25

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 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 vacant and Sworn staffing are 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.

Not included in the FTE count is an overhire of 1.0 Police Commander.

POLICE DEPARTMENT

Summary

Expenditures by Program	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
4110 Police Administration	1,089,944	967,270	1,156,601	1,128,070
4112 Personnel & Training	1,430,198	1,586,226	1,755,919	1,787,460
4116 Special Operations	668,355	780,598	881,213	871,500
4130 Support Services	6,218,937	6,647,315	4,207,718	4,378,060
4131 Technical Services	393,104	535,515	449,922	334,600
4132 Word Processing	424,245	34,334		
4133 Evidence & Property	515,318	583,884	745,867	772,600
4134 Records	1,375,602	1,368,434	1,544,437	1,643,190
4137 Maintenance Services	124,215	134,630	137,057	141,500
4170 Animal Control Services	1,163,218	1,192,365	2,815,610	121,160
4220 Field Operations	34,014,173	34,052,330	38,634,976	39,663,710
4221 Traffic	515,808	1,074,135	937,599	1,009,950
4250 Reserves	16,928			
4340 Investigations	6,253,220	5,763,825	6,322,236	6,630,590
4343 Violence Suppression Task Force	2,282,319	3,313,589	3,478,846	3,498,160
4380 Asset Seizure	73,429	5,043	62,000	30,000
4096 Safety Equipment			117,070	
4129 CSI Equipment			90,000	
4214 PD Records Management System			449,840	
Total	56,559,012	58,039,492	63,786,911	62,010,550

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	48,432,153	49,871,141	53,167,081	55,541,180
62 - Supplies & Materials	1,501,644	1,400,513	2,211,754	1,529,500
63 - Outside Services	5,980,598	6,374,496	7,218,325	4,262,500
64 - Other Charges	420,129	333,966	814,600	442,000
65 - Debt Service			225,370	225,370
66 - Capital Outlays	224,489	59,376	149,781	10,000
Total	56,559,012	58,039,492	63,786,911	62,010,550

POLICE DEPARTMENT

Summary

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	40,912,208	47,669,006	50,138,666	49,461,950
1100 Measure E	4,427,206	3,834,800	4,761,007	4,352,030
1200 Measure G	10,133,883	6,198,560	6,696,807	6,675,470
2201 Sales Tax-SB172	600,000		600,000	600,000
2202 Supplemental Law Enf - AB3229			743,000	500,000
2502 Asset Seizure	73,429	5,043	62,000	30,000
2504 Vehicle Abatement	219,287	190,848	189,693	246,400
2508 Contributions & Donations	63,000		388,100	
2954 Encampment Resolution Fund		9,892	70,108	
3302 Cal ID / RAN Grant	130,000	131,343	137,530	144,700
Total	56,559,012	58,039,492	63,786,911	62,010,550

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4110 Police Administration	5.000	5.000	5.000	5.000
4112 Personnel & Training	3.000	5.000	4.000	4.000
4116 Special Operations	5.000	6.000	7.000	7.000
4130 Support Services	9.000	9.000	8.000	9.000
4131 Technical Services	2.000	2.000	2.000	2.000
4132 Word Processing	3.000			
4133 Evidence & Property	3.000	4.000	4.000	4.000
4134 Records	13.000	13.000	13.000	13.000
4137 Maintenance Services	1.000	1.000	1.000	1.000
4170 Animal Control Services	4.000	4.000	1.000	1.000
4220 Field Operations	138.000	129.000	133.000	128.000
4221 Traffic	3.000	3.000	3.000	3.000
4340 Investigations	23.000	21.000	22.000	21.000
4343 Violence Suppression Task Force	9.000	11.000	10.000	10.000
Total	221.000	213.000	213.000	208.000

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.
3. Continue to support the Police Community Advisory Committee in their efforts to build a safe and peaceful community.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Travel Authorizations (For Chief Only)	5	8	7	5	5
Internal Investigations Completed	7	6	0	7	0

Major Budget Changes

None.

POLICE DEPARTMENT

4110 Police Administration

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,038,921	946,580	1,101,901	1,100,070
62 - Supplies & Materials	22,809	2,675	14,000	7,000
63 - Outside Services	1,697	1,700	4,000	1,500
64 - Other Charges	8,306	11,507	36,700	19,500
66 - Capital Outlays	18,210	4,808		
Total	1,089,944	967,270	1,156,601	1,128,070

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	814,078	629,250	730,332	603,900
1200 Measure G	275,866	338,019	408,569	524,170
2508 Contributions & Donations			17,700	
Total	1,089,944	967,270	1,156,601	1,128,070

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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 2021-2 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
POST Mandated CPT (hours per officer)	10	22	24	2	18
POST Mandated Perishable Skills Training (hours per officer)	24	16	16	18	10

Major Budget Changes

None.

POLICE DEPARTMENT

4112 Personnel & Training

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,018,618	1,075,907	1,121,405	1,189,460
62 - Supplies & Materials	2,561	24,923	54,000	52,000
63 - Outside Services	76,918	170,297	188,514	130,000
64 - Other Charges	332,100	315,100	392,000	416,000
Total	1,430,198	1,586,226	1,755,919	1,787,460

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	1,194,316	26,466	(43,915)	
1100 Measure E	106,079	1,557,681	1,799,834	1,787,460
1200 Measure G	129,803	2,079		
Total	1,430,198	1,586,226	1,755,919	1,787,460

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4112 Personnel & Training	3.000	5.000	4.000	4.000
Total	3.000	5.000	4.000	4.000

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 on 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. Present crime prevention programs through Neighborhood Watch and public presentations/community events.
8. Through the PAL and Explorer program, support, coordinate, and facilitate youth activities and programs.
9. Strengthen communication with Salinas's residents through a variety of traditional and non-traditional public outreach initiatives, including conducting community academies.
10. Continue the COPS philosophy within the organization and community through programs such as the Police Activities League, Police Cadets/Explorers, and other programs providing linkages between the Department and community.
11. VIPS Program Management, administration of police volunteers
12. Review first level citation appeals issued by Salinas Police Department staff and adjudicate as necessary.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Special Events Planned and Managed	30	35	50	51	50
Special Events Staffed and Supervised with Police Officers	30	13	50	49	50
Alcohol Permit Review	44	73	150	52	100
Neighborhood Watch Presentations	5	4	10	4	6
Community Presentations	10	8	20	6	10

Major Budget Changes

None.

POLICE DEPARTMENT

4116 Special Operations

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	643,774	771,267	862,213	852,000
62 - Supplies & Materials	24,581	9,330	19,000	19,500
Total	668,355	780,598	881,213	871,500

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	218,016	7,433		
1100 Measure E	231,203	582,472	691,520	625,100
1200 Measure G	(151)	(156)		
2504 Vehicle Abatement	219,287	190,848	189,693	246,400
Total	668,355	780,598	881,213	871,500

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4116 Special Operations	5.000	6.000	7.000	7.000
Total	5.000	6.000	7.000	7.000

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Investigate/reconstruct major crime scenes	33	26	30	30	30
Latent Print Investigations*	175	82	200	125	150
Firearms Processed (in-house)	237	265	350	350	350
Firearms Processed (outside agency)	N/A	N/A	N/A	N/A	N/A
*Latents received					

Major Budget Changes

None.

POLICE DEPARTMENT

4130 Support Services

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,049,584	1,384,571	1,394,216	1,415,060
62 - Supplies & Materials	78,495	97,467	127,755	97,000
63 - Outside Services	5,011,249	5,134,764	2,668,748	2,855,000
64 - Other Charges	7,506	3,525	7,000	1,000
66 - Capital Outlays	72,103	26,988	10,000	10,000
Total	6,218,937	6,647,315	4,207,718	4,378,060

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	5,648,764	6,196,756	4,023,206	4,228,360
1100 Measure E	51,738	312,402	27,012	5,000
1200 Measure G	388,435	6,814	19,970	
3302 Cal ID / RAN Grant	130,000	131,343	137,530	144,700
Total	6,218,937	6,647,315	4,207,718	4,378,060

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4130 Support Services	9.000	9.000	8.000	9.000
Total	9.000	9.000	8.000	9.000

POLICE DEPARTMENT

4131 Technical Services

Purpose

Process data and provide accurate and timely information. Prepare the monthly State NIBRS reporting. Process all Department citations. Support the various computer systems which are not integrated into the City network, i.e, California Law Enforcement Telecommunications System (CLETS).

Division Operations

1. Conduct research and provide statistical information.
2. Prepare NIBRS in a timely and accurate manner.
3. Process citations for Monterey County courts and City Attorney in a timely manner.
4. Provide technical support, user training, and manage and maintain computer applications not integrated with the Wintegrate system.
5. Conduct all functions with the best possible customer service.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
NIBRS	7 UCR / 5NIBRS	12	12	12	12
Process Citations for Court	3,125	2,880	4,000	2,500	3,200

Major Budget Changes

None

POLICE DEPARTMENT

4131 Technical Services

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	247,379	280,941	286,974	241,600
62 - Supplies & Materials	131,352	225,563	145,948	81,000
63 - Outside Services	14,374	29,011	17,000	12,000
Total	393,104	535,515	449,922	334,600

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	391,089	526,530	449,922	334,600
1200 Measure G	2,016	8,984		
Total	393,104	535,515	449,922	334,600

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4131 Technical Services	2.000	2.000	2.000	2.000
Total	2.000	2.000	2.000	2.000

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Process evidence into storage	7,139	8,093	8,000	8,000	8,000
Purge evidence	2,413	1,070	4,000	3,000	3,500

Major Budget Changes

None.

POLICE DEPARTMENT

4133 Evidence & Property

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	498,577	573,981	720,867	757,600
62 - Supplies & Materials	15,756	5,846	24,000	14,000
64 - Other Charges	985	920	1,000	1,000
66 - Capital Outlays		3,137		
Total	515,318	583,884	745,867	772,600

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	512,800	18,136		
1100 Measure E	2,518	565,748	745,867	772,600
Total	515,318	583,884	745,867	772,600

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4133 Evidence & Property	3.000	4.000	4.000	4.000
Total	3.000	4.000	4.000	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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Arrest Packets Completed for Court	2,942	1,696	3,500	1,500	1,600
Reports Processed	23,371	25,307	25,500	26,000	26,500

Major Budget Changes

None.

POLICE DEPARTMENT

4134 Records

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,368,329	1,363,426	1,530,937	1,633,690
62 - Supplies & Materials	7,124	4,783	13,000	9,000
64 - Other Charges	150	225	500	500
Total	1,375,602	1,368,434	1,544,437	1,643,190

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	1,066,507	39,890		
1100 Measure E	1,795			
1200 Measure G	307,301	1,328,544	1,544,437	1,643,190
Total	1,375,602	1,368,434	1,544,437	1,643,190

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4134 Records	13.000	13.000	13.000	13.000
Total	13.000	13.000	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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Building Maintenance and Repair Work Orders Processed	215	92	150	131	50

Major Budget Changes

None.

POLICE DEPARTMENT

4137 Maintenance Services

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	119,945	126,630	133,057	138,500
62 - Supplies & Materials	4,270	8,000	4,000	3,000
Total	124,215	134,630	137,057	141,500

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	124,215	134,630	137,057	141,500
Total	124,215	134,630	137,057	141,500

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4137 Maintenance Services	1.000	1.000	1.000	1.000
Total	1.000	1.000	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. Since 2018 services have been provided in partnership with the County of Monterey. Since July 1, 2023, the City of Salinas and County of Monterey received services via the Hitchcock Road Animal Services Agency which was created as the result of a Joint Exercise of Powers Agreement, with the County of Monterey serving as the lead agency.

Division Operations

1. Since July 1, 2023, services have been provided via the Hitchcock Road Animal Services Agency, a JPA entity. The County of Monterey is the lead agency and the City of Salinas no longer oversees the operations of Animal Services. Hitchcock Road Animal Services Agency is governed by the Hitchcock Road Animal Services Agency Board of which the City is a member.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Animals Licensed	7,578	4,609	N/A	5,000	5,000
Animals Returned to Owner	372	705	N/A	900	850

Major Budget Changes

The Joint Exercise of Powers Agreement was operationalized effective July 1, 2023. Future costs are still to be determined.

POLICE DEPARTMENT

4170 Animal Control Services

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	482,819	314,220	108,210	107,160
62 - Supplies & Materials	4,933	715	10,000	2,000
63 - Outside Services	612,466	877,430	2,327,000	12,000
64 - Other Charges	63,000		370,400	
Total	1,163,218	1,192,365	2,815,610	121,160

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	969,992	1,189,497	2,445,210	121,160
1100 Measure E	130,226	2,868		
2508 Contributions & Donations	63,000		370,400	
Total	1,163,218	1,192,365	2,815,610	121,160

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4170 Animal Control Services	4.000	4.000	1.000	1.000
Total	4.000	4.000	1.000	1.000

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Percentage of Calls for Service identified as emergency or immediate response required, with an Officer arrival time of three minutes or less.	84.4%	85.4%	85.0%	84.0%	85.0%
Total Calls for Service identified as emergency or immediate response required.	1,510	1,675	1,600	1,600	1,600

Major Budget Changes

A significant number of positions remain vacant.

POLICE DEPARTMENT

4220 Field Operations

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	32,780,456	33,018,273	35,459,649	37,152,340
62 - Supplies & Materials	1,145,163	950,248	1,551,957	1,141,000
63 - Outside Services	88,554	83,810	1,398,000	1,145,000
65 - Debt Service			225,370	225,370
Total	34,014,173	34,052,330	38,634,976	39,663,710

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	22,224,929	32,566,970	35,725,093	37,401,840
1100 Measure E	3,254,967	767,986	1,496,775	1,161,870
1200 Measure G	7,934,277	707,482		
2201 Sales Tax-SB172	600,000		600,000	600,000
2202 Supplemental Law Enf - AB3229			743,000	500,000
2954 Encampment Resolution Fund		9,892	70,108	
Total	34,014,173	34,052,330	38,634,976	39,663,710

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4220 Field Operations	138.000	129.000	133.000	128.000
Total	138.000	129.000	133.000	128.000

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Percent Reduction in Reported Collisions	15.4%	16.0%	100.0%	100.0%	100.0%
Percent Reduction in Fatal Accidents	83%	7%	100.0%	100.0%	100.0%

Major Budget Changes

None.

POLICE DEPARTMENT

4221 Traffic

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	509,537	1,065,643	912,259	995,950
62 - Supplies & Materials	6,271	8,491	25,340	14,000
Total	515,808	1,074,135	937,599	1,009,950

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	512,133	79,291	20,845	
1200 Measure G	3,675	994,843	916,754	1,009,950
Total	515,808	1,074,135	937,599	1,009,950

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4221 Traffic	3.000	3.000	3.000	3.000
Total	3.000	3.000	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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Investigations Completed	460	400	425	400	435
Average Clearance Rate/All Cases	73%	75%	85%	80%	85%
Gang WorkUps/Exp* - Detective/Patrol Cases only					
Cases	17	23	18	20	20
Defendants	23	28	20	22	20

Major Budget Changes

None.

POLICE DEPARTMENT

4340 Investigations

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	6,187,906	5,715,875	6,151,301	6,519,590
62 - Supplies & Materials	15,044	9,206	23,000	7,000
63 - Outside Services	43,185	36,772	142,935	102,000
64 - Other Charges	7,085	1,971	5,000	2,000
Total	6,253,220	5,763,825	6,322,236	6,630,590

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	5,114,067	5,737,248	6,315,986	6,630,590
1100 Measure E	146,826	1,640		
1200 Measure G	992,327	24,937	6,250	
Total	6,253,220	5,763,825	6,322,236	6,630,590

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4340 Investigations	23.000	21.000	22.000	21.000
Total	23.000	21.000	22.000	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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Gang Registrations	43	25	0	0	0
Court Presentations/Expert Testimony	3	3	0	0	0
Weapons Seized	76	100	0	103	0
Gang related investigations	364	365	0	110	0
Gang/Narcotic/Warrant related arrests	270	225	0	0	0
Gang/Narcotic Presentations-Community	2	3	0	0	0
Narcotics (Meth, Heroin, Cocaine) Seized (in pounds)	47	26	0	4	0
Parole/Probation Searches	110	85	0	6	0
Search Warrants	39	44	0	4	0

*Narcotics broken down	47	26	0		
Methamphetamine	43.4 lbs	23 lbs	0	2.30 lbs	0
Heroin	2.5 oz	16 grams	0	0	0
Cocaine	3.6 lbs	3 lbs	0	2.03 lbs	0
Pills	67,923	2,644	0	8	0

Major Budget Changes

None.

POLICE DEPARTMENT

4343 Violence Suppression Task Force

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	2,144,191	3,231,249	3,384,092	3,438,160
62 - Supplies & Materials	41,893	48,941	79,754	55,000
63 - Outside Services	33,235	8,956	15,000	5,000
66 - Capital Outlays	63,000	24,443		
Total	2,282,319	3,313,589	3,478,846	3,498,160

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	1,776,967	511,207		
1100 Measure E	501,854	16,003		
1200 Measure G	3,498	2,786,379	3,478,846	3,498,160
Total	2,282,319	3,313,589	3,478,846	3,498,160

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4343 Violence Suppression Task Force	9.000	11.000	10.000	10.000
Total	9.000	11.000	10.000	10.000

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Cases Initiated	14	6	0	0	0

Major Budget Changes

None.

POLICE DEPARTMENT

4380 Asset Seizure

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
62 - Supplies & Materials	1,257	4,325	60,000	28,000
64 - Other Charges	997	718	2,000	2,000
66 - Capital Outlays	71,175			
Total	73,429	5,043	62,000	30,000

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
2502 Asset Seizure	73,429	5,043	62,000	30,000
Total	73,429	5,043	62,000	30,000

POLICE DEPARTMENT

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4110 Police Administration				
Administrative Analyst I				1.000
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			
Management Analyst	1.000	1.000	1.000	
Police Services Administrator		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	1.000	1.000
Police Officer	1.000	1.000	1.000	1.000
Police Sergeant	1.000	2.000	1.000	1.000
4112 Personnel & Training Total	3.000	5.000	4.000	4.000
4116 Special Operations				
Community Service Officer	4.000	4.000	2.000	2.000
Police Sergeant	1.000	2.000	2.000	2.000
Comm Outreach Asst-Limited Term			2.000	2.000
Admin Analyst I - Limited Term			1.000	1.000
4116 Special Operations Total	5.000	6.000	7.000	7.000
4130 Support Services				
Community Service Officer	4.000	3.000	1.000	1.000
Crime Analyst	1.000	1.000	1.000	1.000
Criminalist	1.000	1.000	1.000	1.000
Police Sergeant	2.000		1.000	1.000
Forensic Specialist II	1.000	1.000	1.000	1.000
Community Services Assistant		3.000		
Community Service Aide			3.000	3.000
Forensic Specialist I				1.000
4130 Support Services Total	9.000	9.000	8.000	9.000
4131 Technical Services				
Senior Police Services Tech	2.000	2.000	2.000	2.000
4131 Technical Services Total	2.000	2.000	2.000	2.000

POLICE DEPARTMENT

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4132 Word Processing				
Word Processing Operator	3.000			
4132 Word Processing Total	3.000			
4133 Evidence & Property				
Evidence Technician	1.000	1.000		
Police Sergeant		1.000	1.000	1.000
Sr Evidence Technician	1.000	1.000		
Property/Evidence Supervisor	1.000	1.000	1.000	1.000
Property/Evidence Technician			2.000	2.000
4133 Evidence & Property Total	3.000	4.000	4.000	4.000
4134 Records				
Police Records Coordinator	1.000	1.000	1.000	1.000
Police Services Technician	9.000	9.000	9.000	9.000
Supervising Police Services Tech	3.000	3.000	3.000	3.000
4134 Records Total	13.000	13.000	13.000	13.000
4137 Maintenance Services				
Pub Safety Facilities Wkr	1.000	1.000	1.000	
Public Safety Facilities Worker				1.000
4137 Maintenance Services Total	1.000	1.000	1.000	1.000
4170 Animal Control Services				
Animal Care Tech	1.000	1.000		
Animal Control Officer	2.000	2.000		
Animal Servs Office Asst	1.000	1.000	1.000	1.000
4170 Animal Control Services Total	4.000	4.000	1.000	1.000
4220 Field Operations				
Community Service Officer	3.000	4.000	9.000	9.000
Police Commander	4.000	4.000	4.000	4.000
Police Officer	107.000	97.000	96.000	93.000
Police Recruit	8.000	8.000	8.000	8.000
Police Sergeant	15.000	13.000	13.000	13.000
Assistant Chief of Police	1.000	1.000	1.000	1.000
Multi-Service Officer		2.000	2.000	
4220 Field Operations Total	138.000	129.000	133.000	128.000

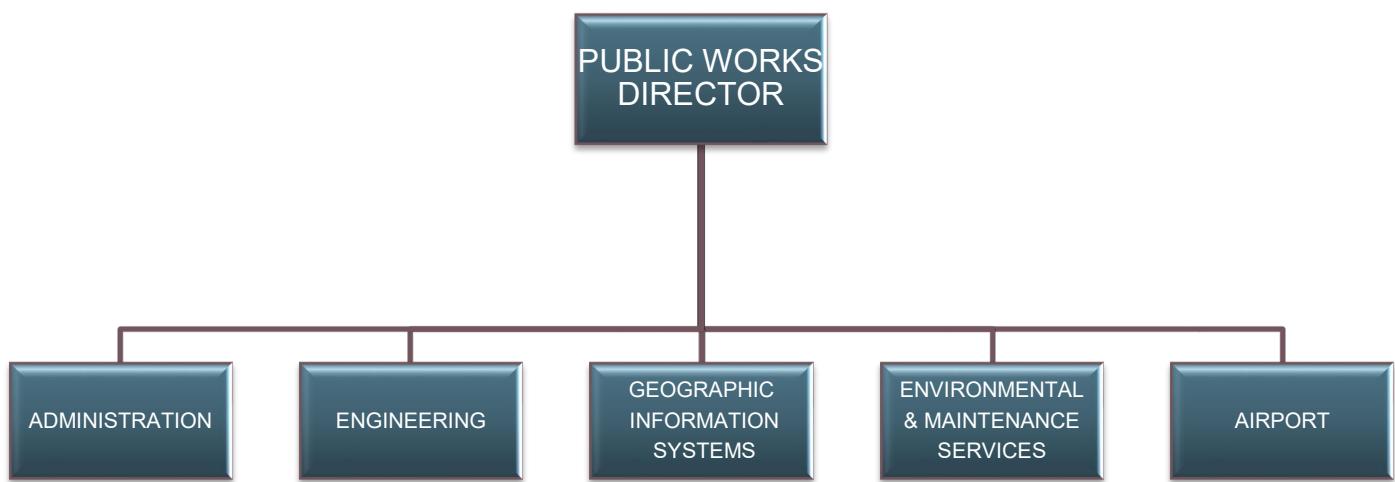
POLICE DEPARTMENT

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
4221 Traffic				
Police Officer	2.000	2.000	2.000	2.000
Police Sergeant	1.000	1.000	1.000	1.000
4221 Traffic Total	3.000	3.000	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	15.000	16.000	15.000
Police Sergeant	2.000	2.000	2.000	2.000
Assistant Chief of Police	1.000			
Victim Advocate	1.000	1.000	1.000	1.000
Senior Police Services Tech	1.000	1.000	1.000	1.000
4340 Investigations Total	23.000	21.000	22.000	21.000
4343 Violence Suppression Task Force				
Community Service Officer	1.000	1.000		
Crime Analyst		1.000	1.000	1.000
Police Commander	1.000	1.000	1.000	1.000
Police Officer	5.000	6.000	6.000	6.000
Police Sergeant	2.000	2.000	2.000	2.000
4343 Violence Suppression Task Force Total	9.000	11.000	10.000	10.000
Total	221.000	213.000	213.000	208.000

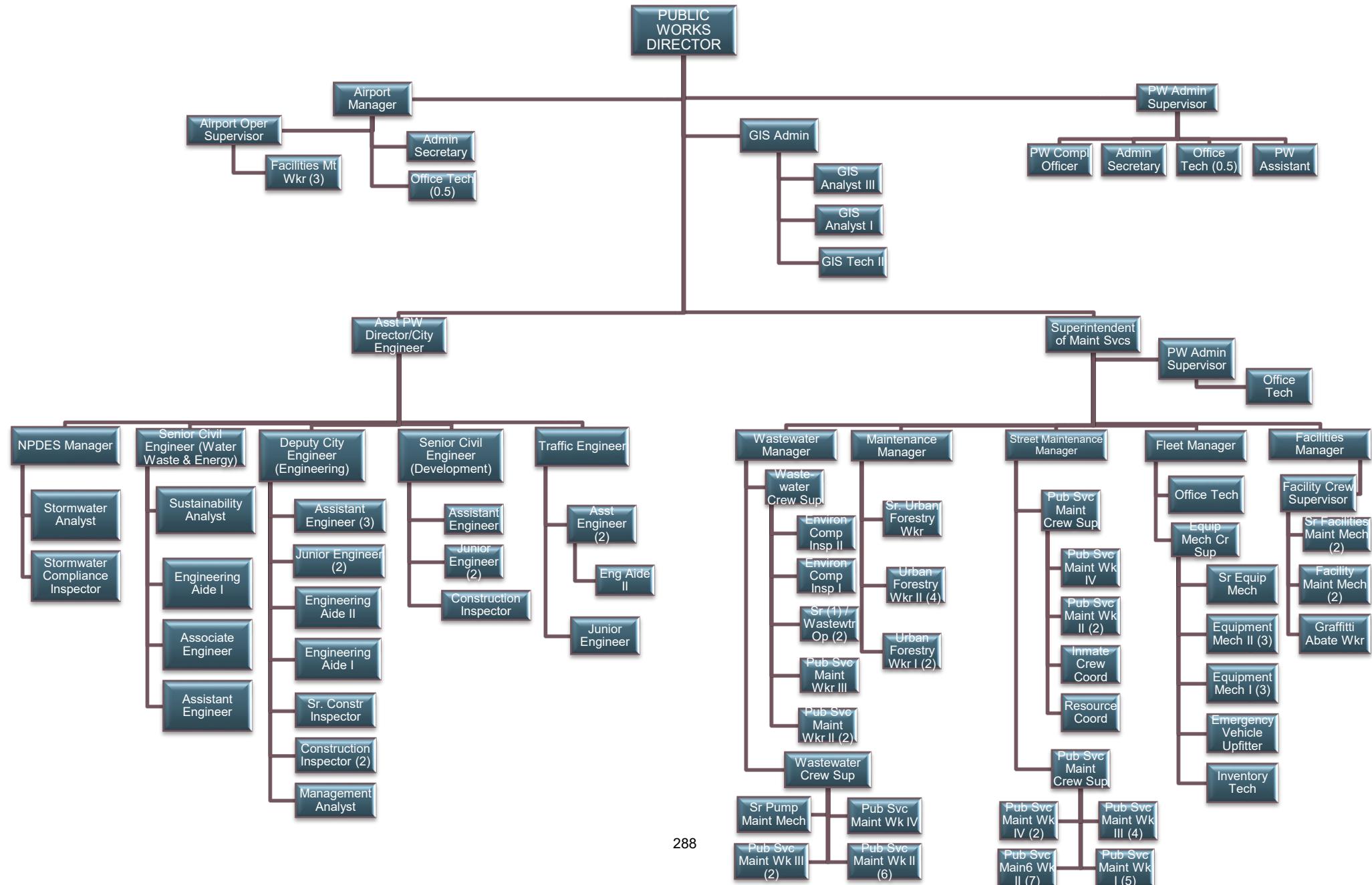
PUBLIC WORKS DEPARTMENT

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.

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 2023-24

Investment Strategies/Risk Management

1. Support development of Salinas Travel Center project, Airport Lease Project, Unikool (John Street) Project, Skywest Project, and the Sobel Project.
2. Complete the Mitigated Negative Declaration for Boronda Road Congestion Relief Project (future growth area).
3. Completed the design for Boronda Road and McKinnon roundabout.
4. Submit 90% plans of Williams Road to PG&E for the kickoff of the Utility Undergrounding design project.
5. Completed the City-Wide pavement improvement project.
6. Provide engineering and street maintenance support for various City special events.
7. Completed 90% Design for the Williams Road Improvements.
8. Continuing work to develop sustainable parking enterprises which help support the city's economic sectors.
9. Support regional plan to extend commuter rail service to Salinas that will provide access to jobs in the Bay Area and Silicon Valley.
10. Development complete streets, multi-modal corridors, and a sustainable transportation to support responsible future growth area and mitigate vehicle miles travelled (VMT).
11. Supported the Airport Lease Project MND and began coordination with Caltrans as part of mitigation program to improve Airport Blvd/US 101 Ramps.
12. Support the Salinas Ag Industrial Center Development Project and continue coordinating with Caltrans and TAMC to improve US 101 access in South Salinas.
13. Completed the Pedestrian Crossing Enhancements Project.
14. Completed the closure of Sun Street Transfer Station.
15. Started the design of grant funded improvements for the Industrial Wastewater Treatment Facility.

PUBLIC WORKS DEPARTMENT

Summary

16. Continued planning and development of the Salinas Municipal Airport Master Plan and Airport Sustainability Plan.

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. Completed the construction of East Laurel Drive Pedestrian Improvements and Street Lighting.
4. Completed the construction of the Bardin Road Safe Routes to School Improvements.
5. Completed Council approved Traffic Calming Projects.
6. Completed sidewalk repairs project.
7. Completed the Salinas Safe Routes to School Plan with Ecology Action and TAMC.

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.
4. Developing Proposition 26 fees to fund the costs of NPDES inspection and plan review activities.
5. Continuing Implementation of the City Traffic Fee Ordinance.
6. Completed draft final plans for the Sherwood/Front St Adaptive Traffic Signal System Project.
7. 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 increased capacity to four lanes and 5 new roundabouts at key intersections.
2. Completed the San Juan Grade Road rehabilitation project.
3. Continuing Development of City's Active Transportation Plan.
4. Continue identifying funding for improvements for implementation of the East Alisal Corridor Plan.
5. Secured grant funding to stretch transportation dollars.
6. Hired consultant to update City Standard Plans and Specifications.
7. Updated Pavement Management System for future road maintenance.
8. Applied for HSIP Grants to fund a part of Williams Road Improvements.

PUBLIC WORKS DEPARTMENT

Summary

9. Refreshed over 17,000 linear feet of crosswalks.
11. Completed the Monte Bella Subdivision Slurry Seal project.
10. Completed the construction of the traffic signal at Alisal Street and JD Alvarado Court.
11. Design pavement rehabilitation for the southside hangars at the Salinas Municipal Airport.

Investment Strategies/Risk Management

1. Traffic Calming Improvements.
2. Complete design of restroom remodel at Natividad Creek Park.
3. Completed tennis court improvements at Central Park.
4. Completed construction of tennis courts improvements at Claremont Park.

City Council Goals, Strategies, and Objectives for FY 2024-25

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. Implementing ADA Transition Plan and Street Sign Management Plan.
5. Continue to develop the City's reforestation program.
6. Complete Design for East Salinas Area Street Light installation.
7. Complete Sanitary Sewer priority CCTV survey.
8. Complete Design and begin construction for priority Sanitary Sewer Pipe and Manhole Repairs.
9. Complete West Wing Tenant Improvements for the Fire Department at City Hall.
10. Support the General Plan Update EIR, CAP and Circulation Element.
11. Alisal Vibrancy Plan – Develop and adopt East Alisal Street Master Plan.
12. Begin Bus Rapid Transit and Transit Oriented Design Corridor Study with MST.
13. Issue RFP and begin design and construction of new solar PV system for the Public Safety Center.
14. Complete long term source water agreement with Monterey One Water and the Monterey County Water Resources Agency.
15. Complete Airport Master Plan and Airport Sustainability Plan.

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. Explore the possibility of 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.
6. Secure Federal and State grants for Airport Pavement Rehabilitation (Design and Construction) for the southside hangars.

Operational Efficiencies

1. Develop and implement downtown parking strategy.
2. Implement recommendations from the City-wide GIS Needs Assessment, Maintain the Open Data Portal, and develop a Performance Management Portal.

PUBLIC WORKS DEPARTMENT

Summary

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.
2. Complete construction of the Chip Seal project for arterial and collector streets; and Slurry seal for the residential streets.
3. Implement short term goals on the East Alisal Corridor Plan.
4. Complete construction of Natividad Creek Restroom.
5. Installation of Hebron Heights and Closter Park Playground equipment.
6. Support smart growth vision for Future Growth Areas infrastructure.
7. Support Blue Zone Policies.
8. Fund and Complete City's Active Transportation Plan and Multi-modal Plan.
9. Implement reduced speed limits in school zones.
10. Certify E&TS for valid speed limits for all City Streets.
11. Update signal timing plans for improved safety and operations.
12. Continue coordination with the South of Salinas Interchange Project and frontage road system connecting to south Salinas.
13. Continue to support Salinas PD traffic enforcement efforts.
14. Support Fire Department emergency response through signal pre-emption and computer aided dispatch.
15. Install new airport access control system.

Major Budget Changes

Office Technician Position in the Engineering Administration division to support the increasing needs of 6 separate, unique engineering divisions within the department.

Associate Engineer Position and Engineering Aide in Traffic and Transportation. There is an unmet demand for residential parking programs and a sustainable downtown parking district which has grown into a FTE parking programs manager position, currently provided in limited capacity by the Traffic and Transportation Division.

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 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
Engineering and Transportation	3,353,367	3,610,648	3,897,135	3,732,445
Geographic Information Systems	534,208	556,093	734,401	868,354
Environmental and Maintenance Services	6,221,707	7,238,055	9,308,434	9,195,267
Total	10,109,282	11,404,796	13,939,970	13,796,066

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
Engineering and Transportation	30.180	30.180	30.180	29.180
Geographic Information Systems	4.000	4.000	4.000	4.000
Environmental and Maintenance Services	33.750	40.750	40.750	39.750
Total	67.930	74.930	74.930	72.930

PUBLIC WORKS DEPARTMENT

Summary

Expenditures by Program	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
5110 Engineering Administration	750,328	790,206	902,345	797,060
5115 Development Engineering	721,884	867,472	907,943	927,110
5120 Engineering Services	867,373	884,924	516,399	421,280
5122 Dev, Traffic & Transportation	517,369	741,312	1,126,510	1,104,435
5125 Eng Water & Solid Waste Division	496,412	326,734	443,939	482,560
5128 GIS Division	534,208	556,093	734,401	868,354
5230 Maintenance Administration	415,652	455,537	550,814	537,450
5231 Graffiti Abatement	133,633	156,183	235,433	229,210
5232 Facilities Maintenance	960,270	1,441,895	1,626,886	1,558,059
5234 Street Maintenance	2,148,189	2,452,987	3,226,995	3,172,438
5235 Street Lights	623,834	642,730	645,274	630,610
5236 Traffic Signals	370,216	382,856	381,600	372,500
5237 Environmental Compliance	99,371	160,206	266,312	265,050
5239 Urban Forestry	1,470,542	1,545,660	2,375,121	2,429,950
Total	10,109,282	11,404,796	13,939,970	13,796,066

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	7,447,215	8,136,678	9,105,120	9,292,670
62 - Supplies & Materials	496,900	736,285	964,945	809,969
63 - Outside Services	2,046,599	2,316,882	3,723,702	3,612,192
64 - Other Charges	41,589	56,352	85,466	36,500
66 - Capital Outlays	34,479	158,599	60,738	44,735
69 - Financial Assistance	42,500			
Total	10,109,282	11,404,796	13,939,970	13,796,066

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	9,000,455	6,733,451	6,966,994	6,595,683
1100 Measure E	258,133	5,127		
1200 Measure G	850,694	4,666,219	6,967,976	7,200,383
2508 Contributions & Donations			5,000	
Total	10,109,282	11,404,796	13,939,970	13,796,066

PUBLIC WORKS DEPARTMENT

Summary

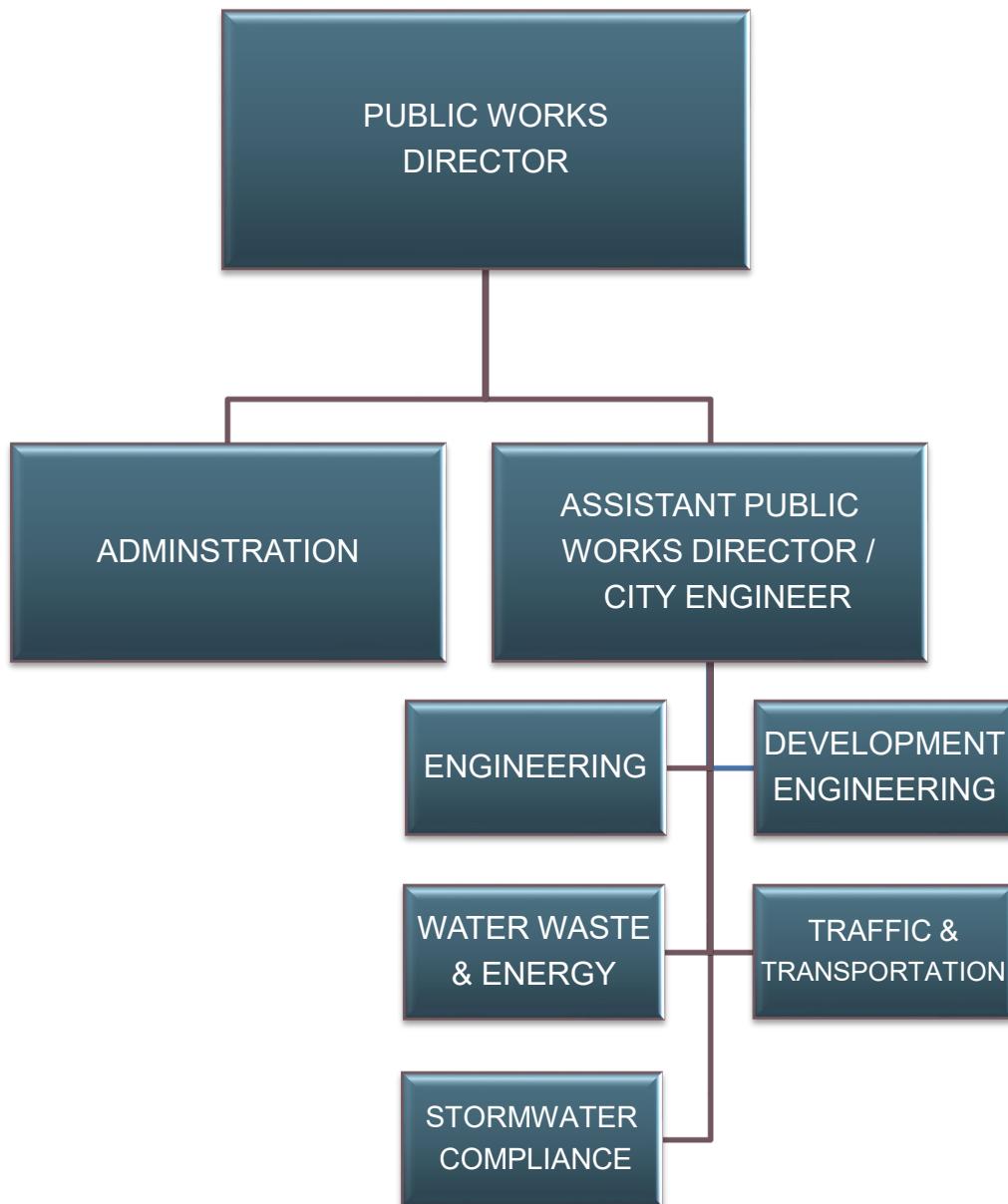
Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5110 Engineering Administration	4.930	4.930	4.930	3.930
5115 Development Engineering	4.850	4.850	4.850	4.850
5120 Engineering Services	11.850	11.850	11.850	12.850
5122 Dev, Traffic & Transportation	6.000	6.000	6.000	5.000
5125 Eng Water & Solid Waste Division	2.550	2.550	2.550	2.550
5128 GIS Division	4.000	4.000	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	4.000	6.000	6.000	6.000
5234 Street Maintenance	17.000	20.000	21.000	21.000
5235 Street Lights	1.000	1.000	1.000	1.000
5236 Traffic Signals		1.000		
5237 Environmental Compliance	1.000	2.000	2.000	2.000
5239 Urban Forestry	8.250	8.250	8.250	7.250
Total	67.930	74.930	74.930	72.930



(This page intentionally left blank)

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, rights-of-way, 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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
# and % eligible Construction Contracts completed that					
met/exceeded Local Hire requirements	1 / 100%	2 / 100%	3 / 100%	5 / 100%	5 / 100%
met State Apprenticeship requirements	4 / 100%	2 / 100%	3 / 100%	5 / 100%	5 / 100%
met/exceeded Federal DBE/MBE/WBE requirements	N/A	1 / 100%	2 / 100%	3 / 100%	3 / 100%
Federal / State grants administered	22	24	25	27	27
Construction Contracts Awarded (in dollars)	\$3.2mil	\$6.5mil	\$5 mil	\$7mil	\$7mil

Major Budget Changes

Office Technician Position in the Engineering Administration division to support the increasing needs of 6 separate, unique engineering divisions within the department.

ENGINEERING AND TRANSPORTATION

5110 Engineering Administration Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	632,035	662,018	785,001	691,560
62 - Supplies & Materials	16,617	16,765	31,000	26,500
63 - Outside Services	87,705	88,332	66,536	67,300
64 - Other Charges	10,595	13,978	16,600	8,700
66 - Capital Outlays	3,376	9,113	3,208	3,000
Total	750,328	790,206	902,345	797,060

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	726,057	763,207	893,427	797,060
1200 Measure G	24,271	26,999	3,918	
2508 Contributions & Donations			5,000	
Total	750,328	790,206	902,345	797,060

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5110 Engineering Administration	4.930	4.930	4.930	3.930
Total	4.930	4.930	4.930	3.930

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. Manage city addressing of public and private buildings, sidewalk schedule and street naming.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Private Development NPDES Stormwater Permit Compliance (Number of Correction Notices & NOVs/Total Projects Inspected)*	50/23		N/A		
Private Development NPDES Stormwater Permit Compliance (Projects Meeting Post Construction Requirements/Total Projects)	98%		100%		
Encroachment Permits Issued	804		750		
Vendor Permits Issued	113		100		
Total On-Time Permit Reviews (Building, Grading, FEMA, Encroachments)	56%		90%		
Total On-Time Development Reviews (Use Permits, Site Reviews, Map Checks)	44%		95%		
Total Counter Inquiries and Reviews	869		N/A		

* Figures reflect water year consistent with the annual report submitted to the Regional Water Board.

Major Budget Changes

None.

ENGINEERING AND TRANSPORTATION

5115 Development Engineering Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	624,665	749,951	780,724	820,010
62 - Supplies & Materials	5,145	9,900	7,300	5,300
63 - Outside Services	86,926	103,271	115,358	100,000
64 - Other Charges	4,303	4,349	3,710	1,300
66 - Capital Outlays	845		850	500
Total	721,884	867,472	907,943	927,110

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	721,884	867,472	907,943	927,110
Total	721,884	867,472	907,943	927,110

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Grant applications submitted. Dollars secured vs. dollars applied for					
City C.I.P. projects designed. (annually)					
City projects constructed on time (annually)					
City projects constructed within budget (annually)					
Number of projects inspected					
City Pavement Condition Index					
Projects Awarded					
Projects Closed Out and Accepted					
Active Construction Projects					
Project Delivered On Budget and On Time					
Number of projects inspected					
City Pavement Condition Index					

Major Budget Changes

None.

ENGINEERING AND TRANSPORTATION

5120 Engineering Services Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	783,391	824,204	372,324	320,180
62 - Supplies & Materials	4,759	5,603	14,000	7,600
63 - Outside Services	75,055	4,860	97,775	81,800
64 - Other Charges	2,134	4,536	18,300	3,000
66 - Capital Outlays	2,033	45,722	14,000	8,700
Total	867,373	884,924	516,399	421,280

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	867,373	884,924	516,399	421,280
Total	867,373	884,924	516,399	421,280

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5120 Engineering Services	11.850	11.850	11.850	12.850
Total	11.850	11.850	11.850	12.850

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 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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Transportation Permits issued (annually)	203		150		
Grant applications submitted, Dollars secured (\$ million)	\$0M		\$2M		
Salinas Connect Requests addressed (annually)			150		
Projects Completed (NEW)	5		4		
Traffic Commission Reports (NEW)	41		40		

Major Budget Changes

The division has had an unfilled associate engineer position for the entirety of 22-23 Fiscal Year. The division also now has an unfilled engineering aide position.

The traffic division operations expand beyond CIP projects and must depend on Gas Tax or General Fund for non-CIP services, including speed limits, traffic monitoring program, signal operations, public requests, traffic analysis, and minor roadway improvements. Gas tax is the closest thing to a road user fee, but funds are highly sought after between departments.

The General Plan Updated, currently underway is a major undertaking and a diversion of staff time.

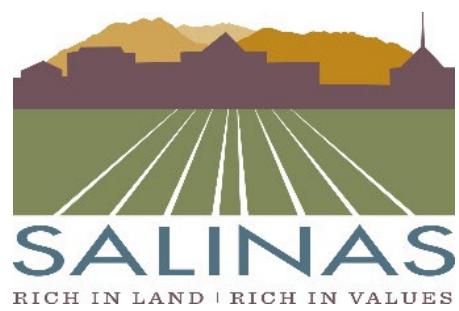
ENGINEERING AND TRANSPORTATION

5122 Development, Traffic & Transportation Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	474,649	619,498	882,307	999,710
62 - Supplies & Materials	14,713	13,515	35,750	18,400
63 - Outside Services	21,617	19,383	196,653	78,500
64 - Other Charges	1,010	2,635	7,000	6,000
66 - Capital Outlays	5,381	86,281	4,800	1,825
Total	517,369	741,312	1,126,510	1,104,435

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	514,488	71,124		
1200 Measure G	2,882	670,188	1,126,510	1,104,435
Total	517,369	741,312	1,126,510	1,104,435

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5122 Dev, Traffic & Transportation	6.000	6.000	6.000	5.000
Total	6.000	6.000	6.000	5.000



(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) both regionally and locally. This also broadly comprises environmental compliance and issues such as Greenhouse Gas Emissions, Urban Forestry and Greening, Neighborhood Vibrancy, Electric Vehicle Charging and Stream Maintenance. 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.

Major Budget Changes

WWE continues to expand its pipeline of Capital Improvement Projects which include \$40M of Industrial Wastewater Treatment Facility improvements and over \$150M in sanitary sewer projects alone. The hiring of approved staff will help alleviate challenges implementing these CIPs and with the 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 Energy, Water & Solid Waste Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	337,973	312,590	368,850	421,400
62 - Supplies & Materials	2,073	485	4,150	3,050
63 - Outside Services	107,565	13,210	61,350	54,700
64 - Other Charges	1,100	450	5,429	1,500
66 - Capital Outlays	5,202		4,160	1,910
69 - Financial Assistance	42,500			
Total	496,412	326,734	443,939	482,560

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	496,412	326,734	443,939	482,560
Total	496,412	326,734	443,939	482,560

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5125 Eng Water & Solid Waste Division	2.550	2.550	2.550	2.550
Total	2.550	2.550	2.550	2.550

ENGINEERING AND TRANSPORTATION Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5110 Engineering Administration				
Administrative Secretary	1.000	1.000	1.000	1.000
Labor Compliance Officer I	1.000			
Office Technician	0.500	0.500	0.500	0.500
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	1.000	
Assistant Public Works Director/City Engineer				0.250
5110 Engineering Administration Total	4.930	4.930	4.930	3.930
5115 Development Engineering				
Assistant Engineer	1.000	1.000	1.000	1.000
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	
Assistant Public Works Director/City Engineer				0.250
5115 Development Engineering Total	4.850	4.850	4.850	4.850
5120 Engineering Services				
Assistant Engineer	3.000	3.000	3.000	3.000
Const Inspector Supv	1.000	1.000	1.000	
Construction Inspector	2.000	2.000	2.000	2.000
Engineering Aide I	1.000		1.000	2.000
Engineering Aide II	1.000	2.000	1.000	
Junior Engineer	2.000	2.000	2.000	2.000
Senior Civil Engineer	0.750	0.750	0.750	
Sr Construction Inspector	1.000	1.000	1.000	1.000
Management Analyst				1.000
City Engineer	0.100	0.100	0.100	
Public Work Compliance Officer I				1.000
Assistant Public Works Director/City Engineer				0.100
Deputy City Engineer				0.750
5120 Engineering Services Total	11.850	11.850	11.850	12.850

ENGINEERING AND TRANSPORTATION Workforce

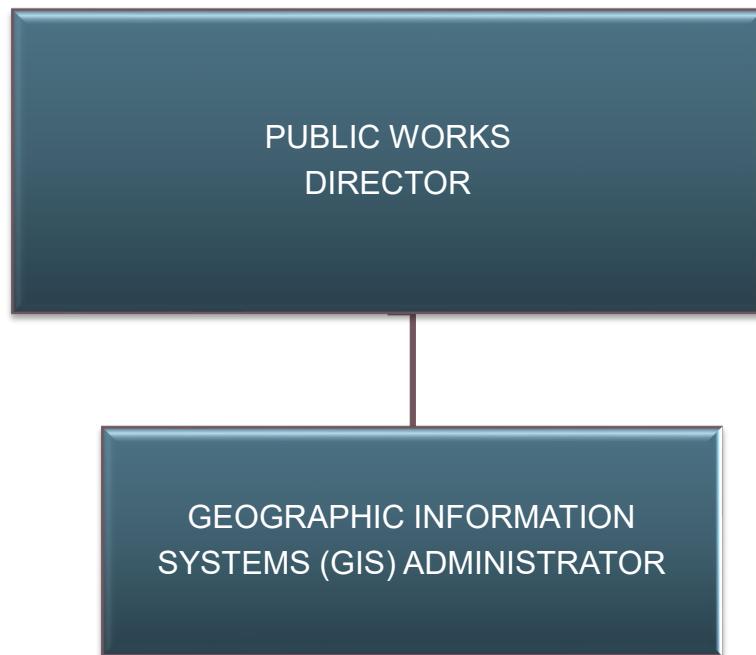
Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5122 Dev, Traffic & Transportation				
Assistant Engineer	2.000	2.000	2.000	2.000
Associate Engineer		1.000	1.000	
Engineering Aide II	1.000	1.000	1.000	1.000
Junior Engineer	1.000	1.000	1.000	1.000
Traffic Engineer	1.000	1.000	1.000	1.000
Transportation Manager	1.000			
5122 Dev, Traffic & Transportation Total	6.000	6.000	6.000	5.000
5125 Eng Water & Solid Waste Division				
Engineering Aide I	1.000	1.000	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	
Assistant Public Works Director/City Engineer				0.100
Sustainability Analyst				1.000
5125 Eng Water & Solid Waste Division Total	2.550	2.550	2.550	2.550
Total	30.180	30.180	30.180	29.180



(This page intentionally left blank)

GEOGRAPHIC INFORMATION SYSTEMS

Organizational Chart by Division



GEOGRAPHIC INFORMATION SYSTEMS

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. The GIS Division is also investing time and effort to evaluate the latest technologies, tools, and spatial innovations to inform all city departments and divisions to make them aware of all up and coming advancements.

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.
7. Promote new GIS technologies and train city staff.

GIS staff are participating in the public records requests, school district mapping, fire department website and web app update, fire grid map modernization, and Landscape maintenance map project. Additionally, GIS staff are providing support to the Trash Cleanup app development, Pavement Management Plan, 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, Tree Maintenance App upgrade, the creation and maintenance of data dashboards and story maps. for staff, the council and community members.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Longest GIS Service Interruptions for the Year	36.0	<3 hrs	<4 hrs	<2 hrs	<2 hrs
Total Number of Salinas Souce 2.0 hits	1.94 M	1.4 M	NA	1.9 M	2 M
Update Internal GIS Database	377	N/A	20	514	600
GIS Training Events per year	0	N/A	3	3	3
Maintain Online Availability of GIS Services	99.59%	N/A	99.95%	100.00%	100.00%
Projects Started	63	N/A	90	29	60
Projects Completed	55	N/A	76	8	45
Total Number of Salinas Souce 2.0 sessions	4520	N/A	4000	5100	6000

GEOGRAPHIC INFORMATION SYSTEMS

5128 GIS Division

Major Budget Changes

In FY 2023-24, no major budget changes requested. Staff is getting ready to fill the open GIS Analyst I position soon. Increasing internal and external GIS use and growing demand from the city departments for custom web-based applications are already a strong indication for a new permanent GIS Developer position within the GIS Division for programming and customizing the new and existing applications to make them more current and productive. This need will be articulated in the next year's budget document.

GEOGRAPHIC INFORMATION SYSTEMS

5128 GIS Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	489,892	493,560	607,215	690,530
62 - Supplies & Materials	252	276	1,000	2,000
63 - Outside Services	26,154	49,925	110,606	163,324
64 - Other Charges	4,917	11,604	14,100	1,500
66 - Capital Outlays	12,993	728	1,480	11,000
Total	534,208	556,093	734,401	868,354

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	534,208	556,093	734,401	868,354
Total	534,208	556,093	734,401	868,354

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5128 GIS Division	4.000	4.000	4.000	4.000
Total	4.000	4.000	4.000	4.000

GEOGRAPHIC INFORMATION SYSTEMS

Work Force

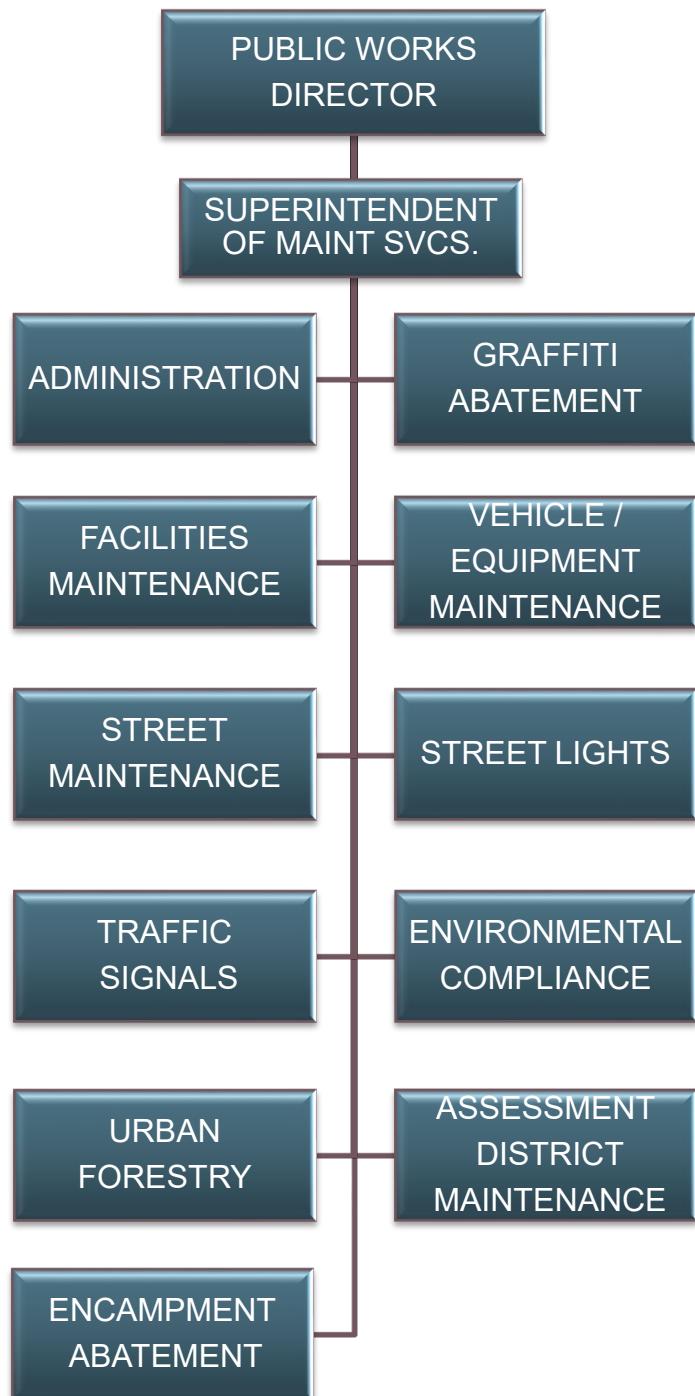
Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5128 GIS Division				
GIS Administrator	1.000	1.000	1.000	1.000
GIS Analyst II	3.000	1.000	1.000	
GIS Technician II		2.000	1.000	1.000
GIS Analyst III			1.000	1.000
GIS Analyst I				1.000
5128 GIS Division Total	4.000	4.000	4.000	4.000
Total	4.000	4.000	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 (Graffiti Abatement, Facilities Maintenance, Street Maintenance, Street Lights, Traffic Signals, Environmental Compliance, and Urban Forestry).
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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of purchase orders issued	694	665	650	632	625
Process Biweekly Payroll Personnel Actions	112	86	125	105	105

Major Budget Changes

None.

ENVIRONMENTAL AND MAINTENANCE SERVICES

5230 Maintenance Administration Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	334,086	326,440	344,214	364,750
62 - Supplies & Materials	16,377	10,005	23,100	18,000
63 - Outside Services	58,166	104,265	173,630	148,400
64 - Other Charges	3,625	5,131	6,870	3,300
66 - Capital Outlays	3,397	9,696	3,000	3,000
Total	415,652	455,537	550,814	537,450

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	415,652	455,537	550,814	537,450
Total	415,652	455,537	550,814	537,450

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Square Feet of Graffiti Removed Annually	198,962	210,000	185,000	250,000	250,000
Sites Addressed	1,340	2,800	3,200	3,000	3,000

Major Budget Changes

None.

ENVIRONMENTAL AND MAINTENANCE SERVICES

5231 Graffiti Abatement Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	106,096	105,436	154,086	162,710
62 - Supplies & Materials	27,536	40,000	55,510	51,500
63 - Outside Services		10,395	14,652	15,000
66 - Capital Outlays		352	11,185	
Total	133,633	156,183	235,433	229,210

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	132,909	3,518		
1200 Measure G	724	152,665	235,433	229,210
Total	133,633	156,183	235,433	229,210

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Square feet of buildings to maintain per employee	216,000	200,000	375,000	300,000	400,000
Electrical and Plumbing Repairs Performed Annually	750	700	950	800	950
Painting and Carpentry Maintenance Requests	800	750	1,000	700	1,000

Major Budget Changes

None.

ENVIRONMENTAL AND MAINTENANCE SERVICES

5232 Facilities Maintenance Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	507,927	659,134	762,690	819,050
62 - Supplies & Materials	89,344	258,911	314,963	210,454
63 - Outside Services	352,835	515,427	532,178	512,255
64 - Other Charges	10,163	7,682	5,000	6,500
66 - Capital Outlays		741	12,055	9,800
Total	960,270	1,441,895	1,626,886	1,558,059

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	960,270	1,441,895	1,626,886	1,558,059
Total	960,270	1,441,895	1,626,886	1,558,059

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5232 Facilities Maintenance	4.000	6.000	6.000	6.000
Total	4.000	6.000	6.000	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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Tons of Asphalt Applied Annually	8,291	7,944	12000	12,111	10000
Yards of Concrete Poured	172.9	369.5	250	327.3	400
Street Sign Installation/Repair/Replacement	1166	1035	1400	1141	1400
Work Alternative Crew Cleanup -Tons	99.5	128	130	73	130

Major Budget Changes

None.

ENVIRONMENTAL AND MAINTENANCE SERVICES

5234 Street Maintenance Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,957,583	2,175,094	2,513,613	2,494,010
62 - Supplies & Materials	185,035	249,440	310,998	303,265
63 - Outside Services	2,182	18,922	393,396	367,463
64 - Other Charges	2,138	3,564	2,988	2,700
66 - Capital Outlays	1,251	5,967	6,000	5,000
Total	2,148,189	2,452,987	3,226,995	3,172,438

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	1,399,976	139,240		
1200 Measure G	748,213	2,313,747	3,226,995	3,172,438
Total	2,148,189	2,452,987	3,226,995	3,172,438

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5234 Street Maintenance	17.000	20.000	21.000	21.000
Total	17.000	20.000	21.000	21.000

ENVIRONMENTAL AND MAINTENANCE SERVICES

5235 Street Lights Division

Purpose

Salinas' benefits from over 6,000 streetlights illuminating our streets after dark. Streetlights 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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Street Lights Repaired/Replaced	346	288	200	366	370

Major Budget Changes

None.

ENVIRONMENTAL AND MAINTENANCE SERVICES

5235 Street Lights Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	153,129	160,062	179,539	185,110
62 - Supplies & Materials	58,074	55,623	62,531	60,000
63 - Outside Services	412,631	427,046	400,735	385,500
64 - Other Charges			2,469	
Total	623,834	642,730	645,274	630,610

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	623,834	642,730	645,274	630,610
Total	623,834	642,730	645,274	630,610

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of signalized intersections to maintain	115		117		

Major Budget Changes

None.

ENVIRONMENTAL AND MAINTENANCE SERVICES

5236 Traffic Signals Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits		5,036		
63 - Outside Services	370,216	377,820	381,600	372,500
Total	370,216	382,856	381,600	372,500

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	370,216	382,856	381,600	372,500
Total	370,216	382,856	381,600	372,500

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of businesses inspected	217	239	200>	200>	200>

Major Budget Changes

None.

ENVIRONMENTAL AND MAINTENANCE SERVICES

5237 Environmental Compliance Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	99,293	160,206	265,312	264,350
62 - Supplies & Materials	78		1,000	700
Total	99,371	160,206	266,312	265,050

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	99,371	160,206	266,312	700
1200 Measure G				264,350
Total	99,371	160,206	266,312	265,050

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5237 Environmental Compliance	1.000	2.000	2.000	2.000
Total	1.000	2.000	2.000	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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Cost per Salinas resident to support Street Trees	\$6.31	\$9.60	\$9.25	\$925.00	\$14.52
Number of Tree Service Requests	15,000	10,000	10,000	8,500	13,000
Number of Storm and Emergency Call Outs	450	200	200	250	250
Number of Street Trees to maintain EService Requests	7,000	4,000	4,000	2,500	3,100

Major Budget Changes

The Urban Forestry Division has been understaffed for many years. For this reason, we are requesting a total of two Urban Forestry Worker I. This request will not only assist with providing better service but will also provide a safe and better quality of life for our community and its residents. There will be better response time to all requests. Additional staff will allow the Urban Forestry Division to perform regular preventative maintenance throughout the city, especially the areas that have older more mature tree canopies.

ENVIRONMENTAL AND MAINTENANCE SERVICES

5239 Urban Forestry Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	946,496	883,449	1,089,245	1,059,300
62 - Supplies & Materials	76,897	75,763	103,642	103,200
63 - Outside Services	445,547	584,026	1,179,234	1,265,450
64 - Other Charges	1,603	2,423	3,000	2,000
Total	1,470,542	1,545,660	2,375,121	2,429,950

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1000 General Fund	1,137,804	37,913		
1100 Measure E	258,133	5,127		
1200 Measure G	74,605	1,502,620	2,375,121	2,429,950
Total	1,470,542	1,545,660	2,375,121	2,429,950

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5239 Urban Forestry	8.250	8.250	8.250	7.250
Total	8.250	8.250	8.250	7.250

ENVIRONMENTAL AND MAINTENANCE SERVICES

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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
Supt of Maintenance Services	1.000	1.000	1.000	1.000
5230 Maintenance Administration Total	1.500	1.500	1.500	1.500
5231 Graffiti Abatement				
Pub Works Resource Coordinator	1.000	1.000	1.000	1.000
5231 Graffiti Abatement Total	1.000	1.000	1.000	1.000
5232 Facilities Maintenance				
Facilities Maintenance Manager				1.000
Facility Maint Mech Crew Sup	1.000	1.000	1.000	
Facility Maintenance Mechanic	1.000	2.000	2.000	3.000
Graffiti Abatement Worker	1.000	1.000	1.000	1.000
Sr Facility Maintenance Mechanic	1.000	2.000	2.000	1.000
5232 Facilities Maintenance Total	4.000	6.000	6.000	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
Street Maintenance Manager	1.000	1.000	1.000	1.000
Public Service Maint Worker I	1.000	1.000	5.000	4.000
Public Service Maint Worker II	7.000	10.000	6.000	8.000
Public Service Maint Worker III	3.000	3.000	4.000	3.000
Public Service Maint Worker IV	3.000	3.000	3.000	3.000
5234 Street Maintenance Total	17.000	20.000	21.000	21.000
5235 Street Lights				
P.S. Maint Crew Supervisor			1.000	1.000
S/L Traffic Signal Crew Sup	1.000	1.000		
5235 Street Lights Total	1.000	1.000	1.000	1.000
5236 Traffic Signals				
Public Service Maint Worker III		1.000		
5236 Traffic Signals Total		1.000		
5237 Environmental Compliance				
Env Compliance Insp I		1.000	1.000	1.000

ENVIRONMENTAL AND MAINTENANCE SERVICES

Workforce

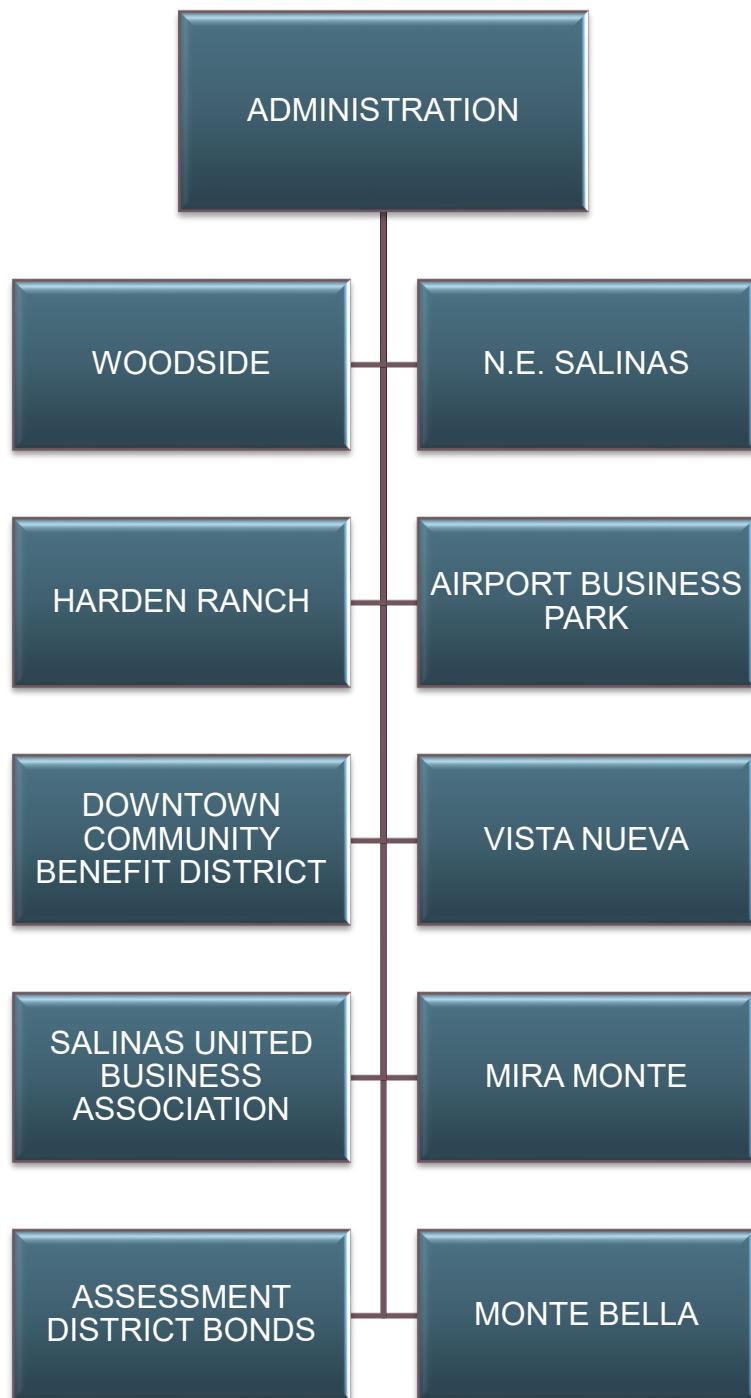
Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
Env Compliance Insp II	1.000	1.000	1.000	1.000
5237 Environmental Compliance Total	1.000	2.000	2.000	2.000
5239 Urban Forestry				
Maintenance Manager	0.250	0.250	0.250	0.250
Sr Urban Forestry Worker	1.000	1.000	1.000	1.000
Urban Forestry Crew Supervisor	1.000	1.000	1.000	
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	8.250	8.250	8.250	7.250
Total	33.750	40.750	40.750	39.750



(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 2023-24

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. Continued street sweeping services for Monte Bella.
2. Painted curbs and replaced signs as needed.

City Council Goals, Strategies, and Objectives for FY 2024-25

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 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
2141 Assessment District Debt Service	1,047,709	916,764	935,400	526,100
5560 Woodside Park	10,649	20,899	44,936	46,430
5562 Airport Business Park	9,911	18,249	19,915	17,872
5563 North East	731,495	712,375	820,159	803,070
5564 Harden Ranch	107,192	170,580	150,588	135,600
5565 Vista Nueva	14,058	20,150	110,700	38,150
5566 Mira Monte	104,919	183,339	161,850	159,150
5567 Monte Bella	162,573	257,942	417,351	474,600
Total	2,188,506	2,300,298	2,660,898	2,200,972

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	120,458	166,947	175,665	251,570
62 - Supplies & Materials	3,668	1,785	8,950	8,700
63 - Outside Services	859,229	1,027,612	1,331,573	1,168,502
64 - Other Charges	172,642	194,315	207,310	246,100
65 - Debt Service	1,032,509	909,639	935,400	511,100
66 - Capital Outlays			2,000	15,000
Total	2,188,506	2,300,298	2,660,898	2,200,972

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
2102 Woodside Park Maint District	10,649	20,899	44,936	46,430
2104 Airport Bus Park Maint District	9,911	18,249	19,915	17,872
2105 N E Salinas Landscape Dist	731,495	712,375	820,159	803,070
2106 Harden Ranch Landscape Dist	107,192	170,580	150,588	135,600
2107 Vista Nueva Maint District	14,058	20,150	110,700	38,150
2108 Mira Monte Maint District	104,919	183,339	161,850	159,150
2109 Monte Bella Maint District	162,573	257,942	417,351	474,600
4202 Assessment Districts-Debt Svc	627,035	453,370	463,600	51,900
4204 Spec Tax Bond Monte Bella	175,469	171,094	166,200	167,600
4205 Spec Tax Bond Monte Bella 2	133,000	131,550	138,400	139,100
4206 Spec Tax Bond Monte Bella 3	112,205	160,750	167,200	167,500
Total	2,188,506	2,300,298	2,660,898	2,200,972

ASSESSMENT AND MAINTENANCE DISTRICTS

Summary

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
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	0.760
Total	0.750	0.750	0.750	1.250

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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
63 - Outside Services	15,200	7,125		15,000
65 - Debt Service	1,032,509	909,639	935,400	511,100
Total	1,047,709	916,764	935,400	526,100

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
4202 Assessment Districts-Debt Svc	627,035	453,370	463,600	51,900
4204 Spec Tax Bond Monte Bella	175,469	171,094	166,200	167,600
4205 Spec Tax Bond Monte Bella 2	133,000	131,550	138,400	139,100
4206 Spec Tax Bond Monte Bella 3	112,205	160,750	167,200	167,500
Total	1,047,709	916,764	935,400	526,100

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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	4,554	6,453	6,936	8,430
63 - Outside Services	4,449	11,724	30,000	30,000
64 - Other Charges	1,647	2,722	8,000	8,000
Total	10,649	20,899	44,936	46,430

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
2102 Woodside Park Maint District	10,649	20,899	44,936	46,430
Total	10,649	20,899	44,936	46,430

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,443	2,063	2,205	3,460
62 - Supplies & Materials			300	
63 - Outside Services	7,039	13,812	17,410	13,112
64 - Other Charges	1,428	2,375		1,300
Total	9,911	18,249	19,915	17,872

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
2104 Airport Bus Park Maint District	9,911	18,249	19,915	17,872
Total	9,911	18,249	19,915	17,872

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	44,552	63,372	67,689	74,420
62 - Supplies & Materials	173	1,785	4,200	3,200
63 - Outside Services	578,037	546,570	618,270	610,450
64 - Other Charges	108,732	100,650	130,000	115,000
Total	731,495	712,375	820,159	803,070

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
2105 N E Salinas Landscape Dist	731,495	712,375	820,159	803,070
Total	731,495	712,375	820,159	803,070

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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. 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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,443	2,063	2,215	3,460
62 - Supplies & Materials			1,000	
63 - Outside Services	89,674	141,154	130,623	114,140
64 - Other Charges	16,075	27,362	16,750	18,000
Total	107,192	170,580	150,588	135,600

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
2106 Harden Ranch Landscape Dist	107,192	170,580	150,588	135,600
Total	107,192	170,580	150,588	135,600

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	5,527	3,989	10	
62 - Supplies & Materials			250	
63 - Outside Services	6,700	13,561	105,440	20,150
64 - Other Charges	1,831	2,600	3,000	3,000
66 - Capital Outlays			2,000	15,000
Total	14,058	20,150	110,700	38,150

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
2107 Vista Nueva Maint District	14,058	20,150	110,700	38,150
Total	14,058	20,150	110,700	38,150

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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	22,998	32,532	36,087	39,700
62 - Supplies & Materials			200	500
63 - Outside Services	67,426	126,775	109,503	103,150
64 - Other Charges	14,496	24,032	16,060	15,800
Total	104,919	183,339	161,850	159,150

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
2108 Mira Monte Maint District	104,919	183,339	161,850	159,150
Total	104,919	183,339	161,850	159,150

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	39,941	56,476	60,523	122,100
62 - Supplies & Materials	3,495		3,000	5,000
63 - Outside Services	90,704	166,892	320,328	262,500
64 - Other Charges	28,432	34,575	33,500	85,000
Total	162,573	257,942	417,351	474,600

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
2109 Monte Bella Maint District	162,573	257,942	417,351	474,600
Total	162,573	257,942	417,351	474,600

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5567 Monte Bella	0.260	0.260	0.260	0.760
Total	0.260	0.260	0.260	0.760

ASSESSMENT AND MAINTENANCE DISTRICTS

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
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
Park Maintenance Worker				0.500
5567 Monte Bella Total	0.260	0.260	0.260	0.760
Total	0.750	0.750	0.750	1.250

ENTERPRISE OPERATIONS

Organizational Chart by Division





(This page intentionally left blank)

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.

City Council Goals, Strategies, and Objectives for FY 2024-25

Investment Strategies/Risk Management

1. Complete Parking Management Plan with recommendations for future downtown parking infrastructure.
2. Host 2024 California International Airshow.
3. Complete Airport Master Plan and Airport Sustainability Plan.

Operational Efficiency

4. Optimize Parking Enforcement to support City parking programs and neighborhood safety
5. Continued support of the Airport Commission.
6. Commence Airport Master Plan Study.

New Revenue

1. Secure Federal and State grants for Airport Pavement Rehabilitation (Design and Construction) for the southside hangars.
2. Update and maintain adequate Airport Rates and Fee Schedule to encourage a sustainable enterprise system.
3. Continue developing sustainable parking programs.

Public Safety

1. Install new airport access control system.

Major Budget Changes

None.

ENTERPRISE OPERATIONS

Summary

Expenditures by Program	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
3350 Permit Services	3,489,820	3,046,494	4,100,686	5,520,580
5126 NPDES Storm Water	1,565,975	1,772,677	2,603,326	2,418,209
5340 Airport	1,579,777	1,553,004	1,978,794	1,917,120
5441 Industrial Waste	2,257,275	2,552,236	2,703,532	3,026,240
5442 Sanitary Sewer	3,257,340	3,469,430	3,685,041	3,845,190
5443 NPDES Storm Drain Sewer	470,955	443,559	660,746	703,800
5444 NPDES Street Sweeping	873,629	600,880	850,308	847,760
5445 Hitchcock Road Water	11,742	8,396	15,000	15,000
5446 Downtown Parking	1,567,502	1,596,934	1,821,140	1,657,030
5447 Preferential Parking	16,881	5,699	22,700	22,800
5448 Parking Enforcement	1,057,769	848,339	1,871,515	1,080,770
8006 Twin Creeks Golf Course	443,840	438,105	440,300	439,300
8007 Fairways Golf Course	205,732	207,703	219,000	231,100
Total	16,798,239	16,543,456	20,972,087	21,724,899

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	6,023,531	6,285,454	7,635,962	9,184,420
62 - Supplies & Materials	550,796	479,377	750,057	756,320
63 - Outside Services	4,920,994	4,358,496	7,036,334	6,220,630
64 - Other Charges	2,195,668	2,269,561	2,339,155	2,377,229
65 - Debt Service	3,032,224	3,032,964	2,998,900	3,008,000
66 - Capital Outlays	75,024	117,604	211,679	178,300
Total	16,798,239	16,543,456	20,972,087	21,724,899

ENTERPRISE OPERATIONS

Summary

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
6100 Municipal Airport	1,579,777	1,553,004	1,978,794	1,917,120
6200 Industrial Waste	2,257,275	2,552,236	2,703,532	3,026,240
6301 Fairways Golf Course	205,732	207,703	219,000	231,100
6302 Twin Creek Golf Course	443,840	438,105	440,300	439,300
6400 Sewer	3,296,249	3,685,601	4,339,829	4,382,110
6500 Storm Sewer (NPDES)	2,871,649	2,600,946	3,459,592	3,432,849
6700 Water Utility	11,742	8,396	15,000	15,000
6801 Downtown Parking District	1,567,502	1,596,934	1,821,140	1,657,030
6802 Preferential Parking	16,881	5,699	22,700	22,800
6803 Parking Enforcement	1,057,769	848,339	1,871,515	1,080,770
6900 Permit Services	3,489,820	3,046,494	4,100,686	5,520,580
Total	16,798,239	16,543,456	20,972,087	21,724,899

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
3350 Permit Services	13.500	17.450	18.250	20.250
5126 NPDES Storm Water	1.000	3.000	3.000	3.000
5340 Airport	6.600	6.600	6.600	6.600
5441 Industrial Waste	5.300	5.800	5.800	6.800
5442 Sanitary Sewer	11.550	12.050	12.050	13.050
5443 NPDES Storm Drain Sewer	2.200	2.200	2.200	2.200
5444 NPDES Street Sweeping	4.700	4.700	4.700	4.700
5446 Downtown Parking	0.270	0.270	0.270	0.270
5448 Parking Enforcement	0.250	0.250	0.250	0.250
Total	45.370	52.320	53.120	57.120

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 in person, email and over the phone resources supporting customers and staff through all steps of the construction permitting process.
3. Accurately process all permits, inspection requests, and calculation of fees.
4. Streamline the plan review process utilizing the new paperless permitting system.
5. Create new procedures and align existing procedures with new state laws regulating construction and building departments, which is a continuous multiyear process.
6. Continue to research and implement new technology such as virtual inspections.
7. Lead continuous improvement efforts for the Permit Center with input from customer groups.
8. Accomplish plan review and inspection of building projects in a timely and complete manner.
9. Update educational and informational handout material for public use regarding Permit Center processes, building codes, city ordinances, and state laws.
10. Respond to building safety and work without permit complaints.
11. Track and monitor revenues and expenses to ensure that the Building Division is independently financially sustainable.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 *Goal
Total City Reports Completed	774	543	N/A	450	450
Phone Calls Received	23,191	21,977	N/A	26,392	27,000
Individuals Served at the Counter	1,282	2,265	N/A	2,123	2,200
Total Building Permit Reviews Completed	2,646	3,395	N/A	2,380	4,000
Total Building Inspections Completed	13,633	13,309	N/A	13,222	17,000
Virtual Inspections	734	794	1,500	700	800
Simple Permits Approved	3,243	813	N/A	763	800
Building Permits Approved	1,622	1,600	N/A	1,500	2,000
Accessory Dwelling Unit (ADU) Approved Permits	137	187	75	178	200
Footnotes:					
*Anticipated Volume					

ENTERPRISE OPERATIONS

3350 Permit Services Division

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Percent of On-Time Building Permit Reviews	97%	75%	95%	*42%	55%
Average Working Days from Application to 1st Building Permit Review	12	11	12	16	14
Simple Permits - Working Days from Application to Approved	2	2	2	5	4
Building Permits - Working Days from Application to Approved	29	42	40	50	48
Footnotes:					
*First Plan Review only extended by 4 days with current vacancy rate of 50%					

Major Budget Changes

Permit activity continues to remain strong with many significant projects forecasted for the FY 24/25. A large volume of permits are expected for subdivisions in the Future Growth Area, large mixed-use development, and industrial buildings at the Salinas Agricultural Industrial Center. In FY 23/24, a Community Development Assistant Director and Chief Building Official were hired. Extended vacancies were experienced with the Senior Plan Check Engineer, Plan Check Engineer and Combination Inspector positions. As a result of the significant projects and vacancies, staff restructuring is proposed and the overall budget expenditure related to outside services professional services will increase substantially in FY 24/25. 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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,790,604	2,206,080	2,552,190	3,457,660
62 - Supplies & Materials	30,394	35,659	88,720	89,120
63 - Outside Services	1,085,377	190,866	841,676	1,296,500
64 - Other Charges	546,205	527,836	541,000	565,500
66 - Capital Outlays	37,240	86,053	77,100	111,800
Total	3,489,820	3,046,494	4,100,686	5,520,580

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
6900 Permit Services	3,489,820	3,046,494	4,100,686	5,520,580
Total	3,489,820	3,046,494	4,100,686	5,520,580

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
3350 Permit Services	13.500	17.450	18.250	20.250
Total	13.500	17.450	18.250	20.250



(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, a Stormwater Analyst and a Stormwater Compliance Inspector.

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 via the 2NForm platform.
 - 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.
9. Update the Stormwater Master Plan
10. Develop a "Green City" Master Plan to outline locations, types and concept designs for green infrastructure example projects feasible within the City limits.
11. Develop an Asset Management Program and Improvement Plan for all City stormwater assets.
12. Determine potential areas within the City limits for stormwater recharge (dry wells, etc)
13. Develop and maintain the CleanwaterSalinas.com website for the City's stormwater program community outreach
14. Develop a Funding & Financing Strategy to bring capital into the City to repair and replace degrading stormwater gray infrastructure and implement more green infrastructure

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.

ENTERPRISE OPERATIONS

5126 NPDES Storm Water Division

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Compliance with NPDES Stormwater Permit			100%	90%	100%
Offer stormwater training and community workshops to increase stormwater awareness			Continuous update of CleanWaterSalinas website; 5 tabling events for stormwater awareness; community engagement on "Green City" Master Plan and Closter Park Green Streets PS&Es	Cleanwatersalinas website continuously updated, data is current. 5 Tabling events were held for Closter Park Green Streets Project; Green City Master Plan not yet complete. Outreach will occur in the fall 2024.	CWS website maintained up to date; greater access by the community. Conduct two outreach events for the "Green City" Master Plan
Develop a stormwater utility/funding source			Implement Funding & Financing Strategy to obtain resources for the NPDES program.	New F&F Strategy being developed to obtain State and Federal funding. No matching mechanism for grants	Continued outreach regarding the condition of gray and green infrastructure in the City.
Reduction in litter throughout the City (running total)			55%	49% treated; 34% in progress.	60% treated; 25% in progress
Green streets/P3 projects implemented in the City			Develop list of 5 green infrastructure projects for potential implementation; obtain grants to supplement implementation costs	"Green City" Master Plan to be completed in December 2024. Will contain 5 concept drawings for SW projects in the City.	Two or more grant applications prepared and submitted for green infrastructure projects.
Pilot projects in place to increase curb miles swept; street sweeping "No Parking" signage program in place			New street sweeping routes developed; No Parking signage of two routes in place	Delay in route development. Routesmart software obtained by City and City staff will revise routes.	New street sweeping routes developed; No Parking signage of two routes in place
Asset Management Program in place for SW assets			Completion of an Asset Management Plan; complete attribution of 75% of all SW assets; implement work order system for tracking asset maintenance and upgrade	95% of SW assets have been attributed; Work Order system in development; Asset Management Plan being submitted with Year 5 Annual Report in Jan 2025.	Asset Management Program in place with Work Order system built into it. Work Order system communicates with Asset Mgt for update of asset maintenance.

ENTERPRISE OPERATIONS

5126 NPDES Storm Water Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	195,168	265,470	478,374	536,800
62 - Supplies & Materials	432	12,396	22,415	16,350
63 - Outside Services	1,107,828	1,159,109	1,808,623	1,564,130
64 - Other Charges	262,547	335,703	289,414	291,429
66 - Capital Outlays			4,500	9,500
Total	1,565,975	1,772,677	2,603,326	2,418,209

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
6500 Storm Sewer (NPDES)	1,565,975	1,772,677	2,603,326	2,418,209
Total	1,565,975	1,772,677	2,603,326	2,418,209

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5126 NPDES Storm Water	1.000	3.000	3.000	3.000
Total	1.000	3.000	3.000	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 25 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.
6. Complete the Airport Master Plan and Airport Sustainability Plan.

Performance Measures

Performance Measure / Goal	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Percentage of Work Order Requests received that are completed within 48 hours	100%	80%	95%	80%	95%
Percentage of Hangar Preventative Maintenance Inspections Completed	100%	100%	100%	100%	100%
Percentage of hangar rental and lease accounts paid in full within 30 days	95%	85%	95%	95%	95%

Major Budget Changes

None.

ENTERPRISE OPERATIONS

5340 Airport Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	846,588	783,482	901,838	958,420
62 - Supplies & Materials	117,925	121,334	172,675	163,200
63 - Outside Services	299,142	320,442	464,671	397,000
64 - Other Charges	294,450	319,248	311,641	343,500
66 - Capital Outlays	21,672	8,499	127,970	55,000
Total	1,579,777	1,553,004	1,978,794	1,917,120

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
6100 Municipal Airport	1,579,777	1,553,004	1,978,794	1,917,120
Total	1,579,777	1,553,004	1,978,794	1,917,120

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5340 Airport	6.600	6.600	6.600	6.600
Total	6.600	6.600	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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Millions of Gallons of Industrial Process Water Receiving Treatment & Disposal	753	736	750	800	800

Major Budget Changes

None.

ENTERPRISE OPERATIONS

5441 Industrial Waste Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	637,398	500,674	869,471	1,148,590
62 - Supplies & Materials	58,567	85,980	120,852	136,750
63 - Outside Services	767,661	1,176,945	873,800	883,000
64 - Other Charges	271,385	275,103	318,500	331,000
65 - Debt Service	506,795	513,535	520,800	526,900
66 - Capital Outlays	15,469		109	
Total	2,257,275	2,552,236	2,703,532	3,026,240

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
6200 Industrial Waste	2,257,275	2,552,236	2,703,532	3,026,240
Total	2,257,275	2,552,236	2,703,532	3,026,240

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5441 Industrial Waste	5.300	5.800	5.800	6.800
Total	5.300	5.800	5.800	6.800

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Miles of Pipeline Cleaned	95	60	125	85	125
Number of Sanitary Sewer Overflows	3	3	<5	<5	<5
Linear Feet of Pipeline Televised (CCTV)	18,118	27,166	100,000	100,000	100,000
(FOG) Fats Oils and Grease Inspections	135	101	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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,614,714	1,686,317	1,748,874	1,954,090
62 - Supplies & Materials	134,918	176,469	237,743	241,000
63 - Outside Services	265,660	300,195	418,324	388,000
64 - Other Charges	376,865	424,184	412,000	397,500
65 - Debt Service	865,183	865,604	868,100	864,600
66 - Capital Outlays		16,662		
Total	3,257,340	3,469,430	3,685,041	3,845,190

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
6400 Sewer	3,257,340	3,469,430	3,685,041	3,845,190
Total	3,257,340	3,469,430	3,685,041	3,845,190

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5442 Sanitary Sewer	11.550	12.050	12.050	13.050
Total	11.550	12.050	12.050	13.050

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of Storm Drains Inspected and cleaned as needed	1,034	1,127	1,000	1,100	1,100
Number of Storm Drain Stencils Installed with "No Dumping Flows to Bay" Logo	<10	34	<10	<20	<10
Number of Commercial/Industrial Businesses Inspected.	217	239	200>	200>	200>
Dry Weather Monitoring Inspections	158	157	158	157	157

Major Budget Changes

None.

ENTERPRISE OPERATIONS

5443 NPDES Storm Drain Sewer Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	338,989	309,565	327,913	363,400
62 - Supplies & Materials	19,345	29,591	58,433	61,000
63 - Outside Services	48,320	35,281	182,800	187,800
64 - Other Charges	64,301	62,732	89,600	89,600
66 - Capital Outlays		6,390	2,000	2,000
Total	470,955	443,559	660,746	703,800

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
6500 Storm Sewer (NPDES)	470,955	443,559	660,746	703,800
Total	470,955	443,559	660,746	703,800

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of Curb Miles Swept Monthly	13,186	16,162	16,000	16,000	16,000
Cubic Yard of Debris Removed Annually	4,244	6,059	5,500	6,000	6,000

Major Budget Changes

None.

ENTERPRISE OPERATIONS

5444 NPDES Street Sweeping Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	516,779	454,841	680,788	678,460
62 - Supplies & Materials	175,228	6,491	32,820	32,500
63 - Outside Services	8,784	6,278	29,500	29,500
64 - Other Charges	113,420	74,494	107,200	107,300
65 - Debt Service	58,774	58,775		
66 - Capital Outlays	643			
Total	873,629	600,880	850,308	847,760

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
6400 Sewer	38,909	216,171	654,788	536,920
6500 Storm Sewer (NPDES)	834,719	384,710	195,520	310,840
Total	873,629	600,880	850,308	847,760

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5444 NPDES Street Sweeping	4.700	4.700	4.700	4.700
Total	4.700	4.700	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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
62 - Supplies & Materials			1,000	1,000
63 - Outside Services	10,213	7,371	12,000	12,000
64 - Other Charges	1,529	1,025	2,000	2,000
Total	11,742	8,396	15,000	15,000

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
6700 Water Utility	11,742	8,396	15,000	15,000
Total	11,742	8,396	15,000	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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Total Revenue	\$492,517	\$592,329	\$440,000	\$500,000	\$445,000
Total Expenses	\$1,548,342	\$1,597,650	\$1,550,000	\$1,600,000	\$1,700,000
Net Revenue	-\$1,055,824	-\$1,005,321	-\$1,000,000	-\$1,100,000	-\$1,255,000
Operating Revenue (Pemit Sales/Parking fees)	\$467,475	\$589,028	\$500,000	\$490,000	\$500,000

Major Budget Changes

Parking fees were approved by City Council for FY 23/24 for the parking garages and parking lots, however the enterprise remains in a deficit position.

Operating costs have decreased slightly due to staff vacancies, however the Monterey Street Garage contract had to be amended which increased outsourced operating costs. Even with increased parking fees, the district will close 23/24 in the red again. The Monterey Street Garage and Salinas Street Garage continue to have deferred maintenance, which are increasing in cost year by year. Surface lots are being sold for re-development which will decrease future revenues. On-street parking remains free, and managed only by a 90 minute time limit. The City and County continue discussing a new parking structure which will only increase future operation and maintenance obligations.

ENTERPRISE OPERATIONS

5446 Downtown Parking Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	43,355	43,575	38,855	44,730
62 - Supplies & Materials	10,888	9,538	11,400	11,400
63 - Outside Services	444,902	470,040	702,685	536,300
64 - Other Charges	116,457	124,538	117,500	118,500
65 - Debt Service	951,900	949,243	950,700	946,100
Total	1,567,502	1,596,934	1,821,140	1,657,030

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
6801 Downtown Parking District	1,567,502	1,596,934	1,821,140	1,657,030
Total	1,567,502	1,596,934	1,821,140	1,657,030

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Permit Sales	\$24,582.00		\$25,000.00		
District Expenses (NEW)			\$25,000.00		

Major Budget Changes

A CIP contains funds to respond to requests for additional residential permit parking areas. The City has received 5 petitions requesting new Residential Permit Parking Programs. Due to staff capacity and existing vacancies, the City is unable to respond to new requests at this time.

ENTERPRISE OPERATIONS

5447 Preferential Parking Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	585	96	5,000	5,000
62 - Supplies & Materials	3,075	1,919	4,000	4,000
63 - Outside Services	11,016	2,918	11,400	11,400
64 - Other Charges	2,205	765	2,300	2,400
Total	16,881	5,699	22,700	22,800

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
6802 Preferential Parking	16,881	5,699	22,700	22,800
Total	16,881	5,699	22,700	22,800

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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Citations Written	5,921	4,256	20,000	20,000	20,000
Annual Cost	\$993,267	\$902,003	\$1,000,000	\$1,200,000	\$1,300,000
Revenue	\$990,074	\$711,759	\$1,250,000	\$1,250,000	\$1,400,000

Major Budget Changes

Parking enforcement demand continues to be high. 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.

ENTERPRISE OPERATIONS

5448 Parking Enforcement Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	39,352	35,354	32,659	37,270
62 - Supplies & Materials	24			
63 - Outside Services	872,091	689,050	1,690,856	915,000
64 - Other Charges	146,302	123,934	148,000	128,500
Total	1,057,769	848,339	1,871,515	1,080,770

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
6803 Parking Enforcement	1,057,769	848,339	1,871,515	1,080,770
Total	1,057,769	848,339	1,871,515	1,080,770

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5448 Parking Enforcement	0.250	0.250	0.250	0.250
Total	0.250	0.250	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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
65 - Debt Service	443,840	438,105	440,300	439,300
Total	443,840	438,105	440,300	439,300

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
6302 Twin Creek Golf Course	443,840	438,105	440,300	439,300
Total	443,840	438,105	440,300	439,300

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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
65 - Debt Service	205,732	207,703	219,000	231,100
Total	205,732	207,703	219,000	231,100

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
6301 Fairways Golf Course	205,732	207,703	219,000	231,100
Total	205,732	207,703	219,000	231,100

ENTERPRISE OPERATIONS

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
3350 Permit Services				
Administrative Analyst I		1.000	2.000	1.000
Comb Bldg Inspector II	2.000	2.000	1.000	1.000
Community Development Dir		0.250	0.250	0.250
Junior Engineer	1.000	1.000	1.000	
Permit Center Clerk				2.000
Plan Checker I			1.000	
Plan Checker II				1.000
Revenue Officer	0.500	0.800		
Senior Plan Check Engineer	2.000	2.000	2.000	1.000
Sr Combo Bldg Insp		1.000		
Permit Center Coordinator	1.000	1.000	1.000	1.000
Management Analyst				1.000
Inspection Services Manager	1.000	1.000	1.000	1.000
Chief Building Official	1.000	1.000	1.000	1.000
Permit Services Technician	3.000	3.000	3.000	3.000
Asst Community Development Dir				1.000
Comm Outreach Asst-Limited Term		0.400		
Community Outreach Assistant		1.000	1.000	
Building Permit Specialist	1.000	1.000	1.000	1.000
Comb Bldg Inspector I	1.000	1.000	3.000	3.000
Permit Analyst				1.000
Plan Check Engineer				1.000
3350 Permit Services Total	13.500	17.450	18.250	20.250
5126 NPDES Storm Water				
NPDES Permit Manager	1.000	1.000	1.000	1.000
Stormwater Compliance Inspector		1.000	1.000	1.000
Stormwater Technician		1.000		
Stormwater Analyst			1.000	1.000
5126 NPDES Storm Water Total	1.000	3.000	3.000	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	3.000			
Office Technician	0.500	0.500	0.500	0.500
Public Works Director	0.100	0.100	0.100	0.100

ENTERPRISE OPERATIONS

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
Airport Maintenance Worker		3.000	3.000	3.000
5340 Airport Total	6.600	6.600	6.600	6.600
5441 Industrial Waste				
Assistant Engineer	0.500	0.500	0.500	
Associate Engineer		0.500	0.500	0.500
Junior Engineer				0.500
Office Technician	0.200	0.200	0.200	0.200
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	0.250
Wastewater Manager	0.250	0.250	0.250	0.250
Wastewater Operator	3.000	3.000	3.000	2.000
City Engineer	0.150	0.150	0.150	
Wastewater Crew Sup	0.500	0.500	0.500	0.500
Assistant Public Works Director/City Engineer				0.150
Deputy City Engineer				0.250
Public Service Maint Worker II				1.000
Senior Wastewater Operator				1.000
5441 Industrial Waste Total	5.300	5.800	5.800	6.800
5442 Sanitary Sewer				
Assistant Engineer	0.500	0.500	0.500	
Associate Engineer		0.500	0.500	0.500
Junior Engineer				0.500
Office Technician	0.200	0.200	0.200	0.200
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		
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	1.000	1.000
Public Service Maint Worker I			1.000	2.600
Sr Pump Maintenance Mechanic			1.000	1.000
Assistant Public Works Director/City Engineer				0.100
Public Service Maint Worker II	4.950	4.950	3.950	3.350
Public Service Maint Worker III	1.750	1.750	1.750	1.750
Public Service Maint Worker IV	0.500	0.500	0.500	0.500

ENTERPRISE OPERATIONS

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5442 Sanitary Sewer Total	11.550	12.050	12.050	13.050
5443 NPDES Storm Drain Sewer				
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	0.250	0.250
Public Service Maint Worker I				0.400
Assistant Public Works Director/City Engineer				0.050
Public Service Maint Worker II	1.050	1.050	1.050	0.650
Public Service Maint Worker III	0.250	0.250	0.250	0.250
Public Service Maint Worker IV	0.250	0.250	0.250	0.250
5443 NPDES Storm Drain Sewer Total	2.200	2.200	2.200	2.200
5444 NPDES Street Sweeping				
Motor Sweeper Operator	3.000	3.000		
Office Technician	0.200	0.200	0.200	0.200
Wastewater Crew Sup	0.250	0.250	0.250	0.250
Public Service Maint Worker II	1.000	1.000	1.000	1.000
Public Service Maint Worker III			3.000	2.000
Public Service Maint Worker IV	0.250	0.250	0.250	1.250
5444 NPDES Street Sweeping Total	4.700	4.700	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				
Public Works Admin Supervisor	0.250	0.250	0.250	0.250
5448 Parking Enforcement Total	0.250	0.250	0.250	0.250
Total	45.370	52.320	53.120	57.120

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 2024-2025

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 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
1245 Risk Management	150	150	43,000	43,000
1246 General Insurances	1,797,296	1,609,419	1,609,760	2,066,000
1247 Workers' Compensation Insurance	4,581,491	5,208,118	5,595,053	5,674,040
1248 Liability Insurance	3,879,430	5,379,450	4,663,989	4,969,430
4130 Support Services			1,035,000	395,000
4510 Suppression			3,456,600	405,000
5233 Vehicle/Equipment Maintenance	2,085,632	2,329,979	2,774,621	3,464,965
5238 Parks and Community Services			80,000	
5239 Urban Forestry			183,660	154,960
Total	12,343,999	14,527,116	19,441,684	17,172,395

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,781,469	1,606,551	2,124,248	2,585,770
62 - Supplies & Materials	730,022	830,014	911,256	849,800
63 - Outside Services	144,302	200,140	253,860	290,000
64 - Other Charges	9,665,657	11,770,481	11,149,859	11,753,550
65 - Debt Service			815,260	559,960
66 - Capital Outlays	22,549	119,930	4,187,200	1,133,315
Total	12,343,999	14,527,116	19,441,684	17,172,395

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
7101 Internal Services Administration	150	150	43,000	43,000
7102 Internal Services Insurances	1,797,296	1,609,419	1,609,760	2,066,000
7103 Worker's Comp Self-Insurance	4,581,491	5,208,118	5,595,053	5,674,040
7104 General Liability Self-Insurance	3,879,430	5,379,450	4,663,989	4,969,430
7120 Fleet Maintenance	2,085,632	2,329,979	2,565,621	2,766,850
7121 Vehicle Replacement			4,964,260	1,653,075
Total	12,343,999	14,527,116	19,441,684	17,172,395

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
1247 Workers' Compensation Insurance	1.000	1.000	2.250	2.250
1248 Liability Insurance	2.000	2.000	2.000	2.000
5233 Fleet/Equipment Maintenance	10.450	11.450	12.450	12.450
Total	13.450	14.450	16.700	16.700

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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits			40,000	40,000
62 - Supplies & Materials			1,600	1,600
63 - Outside Services			1,000	1,000
64 - Other Charges	150	150	200	200
66 - Capital Outlays			200	200
Total	150	150	43,000	43,000

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
7101 Internal Services Administration	150	150	43,000	43,000
Total	150	150	43,000	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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
63 - Outside Services	19,898	39,015	63,260	75,000
64 - Other Charges	1,777,398	1,570,404	1,536,500	1,981,000
66 - Capital Outlays			10,000	10,000
Total	1,797,296	1,609,419	1,609,760	2,066,000

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
7102 Internal Services Insurances	1,797,296	1,609,419	1,609,760	2,066,000
Total	1,797,296	1,609,419	1,609,760	2,066,000

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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	177,764	205,354	338,394	384,040
63 - Outside Services	5,000			40,000
64 - Other Charges	4,398,727	5,002,765	5,256,659	5,250,000
Total	4,581,491	5,208,118	5,595,053	5,674,040

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
7103 Worker's Comp Self-Insurance	4,581,491	5,208,118	5,595,053	5,674,040
Total	4,581,491	5,208,118	5,595,053	5,674,040

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
1247 Workers' Compensation Insurance	1.000	1.000	2.250	2.250
Total	1.000	1.000	2.250	2.250

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 Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	409,749	203,486	313,989	459,430
64 - Other Charges	3,469,681	5,175,963	4,350,000	4,510,000
Total	3,879,430	5,379,450	4,663,989	4,969,430

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
7104 General Liability Self-Insurance	3,879,430	5,379,450	4,663,989	4,969,430
Total	3,879,430	5,379,450	4,663,989	4,969,430

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 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 478 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 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Goal	FY 2023-24 Projected	FY 2024-25 Goal
Number of vehicles to maintain per employee	44	44	48	68	53
Preventive Maintenance Inspections on Police Vehicles	489	489	525	781	950
Preventive Maintenance Inspections on Fleet Vehicles	1,131	1,131	1,200	600	800

Major Budget Changes

A full time Inventory Technician position has been requested. The Division currently is working with Human Resources to complete the job description and hire a full-time position. This position would be responsible for ordering & returning parts, entering parts into a database, and maintaining inventories and stock at levels determined by usage. This will help keep Fleet's cost efficient by minimizing over ordering and returning parts.

INTERNAL SERVICES

5233 Vehicle/Equipment Maintenance Division

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
61 - Salaries & Benefits	1,193,956	1,197,711	1,431,865	1,702,300
62 - Supplies & Materials	730,022	830,014	909,656	848,200
63 - Outside Services	119,404	161,124	189,600	174,000
64 - Other Charges	19,701	21,199	6,500	12,350
66 - Capital Outlays	22,549	119,930	28,000	30,000
Total	2,085,632	2,329,979	2,565,621	2,766,850

Expenditures by Fund	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
7120 Fleet Maintenance	2,085,632	2,329,979	2,565,621	2,766,850
Total	2,085,632	2,329,979	2,565,621	2,766,850

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
5233 Fleet/Equipment Maintenance	10.450	11.450	12.450	12.450
Total	10.450	11.450	12.450	12.450

INTERNAL SERVICES

7121 Vehicle Replacement Fund Reserve

Purpose

Vehicle Replacement is the internal service reserve fund responsible for the timely replacement of the City's fleet. The fund was established as part of the FY 23-24 budget cycle.

Major Budget Changes

No changes.

INTERNAL SERVICES

7121 Vehicle Replacement Fund Reserve

Expenditures by Category	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
65 - Debt Service			815,260	559,960
66 - Capital Outlays			4,149,000	1,093,115
Total			4,964,260	1,653,075

Expenditures by Program	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Proposed
4130 Support Services			1,035,000	395,000
4510 Suppression			3,456,600	405,000
5233 Vehicle/Equipment Maintenance			209,000	698,115
5238 Parks and Community Services			80,000	
5239 Urban Forestry			183,660	154,960
Total			4,964,260	1,653,075

INTERNAL SERVICES

Workforce

Workforce by Program	FY 21-22 Authorized	FY 22-23 Authorized	FY 23-24 Authorized	FY 24-25 Proposed
1247 Workers' Compensation Insurance				
Assistant City Attorney	0.500	0.500	0.500	0.500
Human Resources Technician			0.500	0.500
Sr Risk Management Technician	0.500	0.500	0.500	0.500
Risk and Benefits Analyst			0.750	0.750
1247 Workers' Compensation Insurance Total	1.000	1.000	2.250	2.250
1248 Liability Insurance				
Assistant City Attorney	1.500	1.500	1.500	1.500
Sr Risk Management Technician	0.500	0.500	0.500	0.500
1248 Liability Insurance Total	2.000	2.000	2.000	2.000
5233 Fleet/Equipment Maintenance				
Equipment Mechanic Crew Sup	1.000	1.000	1.000	1.000
Equipment Mechanic I	3.000	3.000	3.000	3.000
Equipment Mechanic II	3.000	3.000	3.000	3.000
Fleet Maintenance Manager	1.000	1.000	1.000	1.000
Inventory Technician			1.000	1.000
Office Technician	1.200	1.200	1.200	1.200
Public Works Admin Supervisor	0.250	0.250	0.250	0.250
Senior Equipment Mechanic	1.000	1.000	1.000	1.000
Radio and Upfitting Technician		1.000	1.000	
Emergency Vehicle Upfitter				1.000
5233 Fleet/Equipment Maintenance Total	10.450	11.450	12.450	12.450
Total	13.450	14.450	16.700	16.700

BUDGET RESOLUTION

RESOLUTION NO. _____ (N.C.S.)
RESOLUTION NO. _____ (S.A.)

A RESOLUTION ADOPTING THE FISCAL YEAR 2024-25 ANNUAL OPERATING AND CAPITAL BUDGETS

WHEREAS, Section 2-02.03 of the Salinas Municipal Code requires the City Manager to advise the City Council on the city's budgets, finances, and fiscal condition; and

WHEREAS, the Interim City Manager submitted to the City Council a Proposed Capital Improvement Program for Fiscal Years 2024/25 - 2029/30 on May 7, 2024; and

WHEREAS, the Interim City Manager submitted to the City Council a Proposed Operating Budget for Fiscal Year 2024-25 on May 14, 2024; and

WHEREAS, the City Council conducted a noticed public hearing on the Proposed Operating Budget and Capital Improvement Program on May 21, 2024; and

WHEREAS, on June 11, 2024, City Council considered and reviewed the Proposed Operating Budget for Fiscal Year 2024-25 and Proposed Capital Improvement Program for Fiscal Years 2024/25 - 2029/30 making final determinations.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby adopts as the Operating Budget for the City of Salinas for Fiscal Year 2024-25 as represented in the Operating Budget document including the first year (FY 2024-25) of the Capital Improvement Program as contained in the City's Fiscal Years 2024/25-2029/30 Capital Improvement Program document.

BE IT FURTHER RESOLVED that the final adopted Budget documents include minor corrections and approved appropriations for unspent prior year allocations, and that they be carried forward from the prior year as a Reserve for Encumbrances whereby within each fund there is an amount sufficient to cover approved outstanding encumbrances as of June 30, 2024, and the CIP Budget Adjustments are included and identified as follows:

BUDGET RESOLUTION

From		To		Funding Source	"Up To"
CIP	Project Name	CIP	Project Name		Amount
9092	Park Nexus Study	9737	Athletic Field Improvements	2302 - Dev Fees-Parks & Playgrounds	50,830.00
9085	Utility Underground Districts	9071	Williams Rd UD	2404 - Motor Vehicle Fuel Tax	359,731.94
9094	Priority Traffic Signals	9654	Traffic Signal Installation	2510 - MX Transportation	1,606,133.31
9094	Priority Traffic Signals	9654	Traffic Signal Installation	5202 - Spec Const Assist - MX Bonds	5,861.40
9216	ADA Pedestrian Ramp Installation	9720	Sidewalk and Drainage Improve	2510 - MX Transportation	188,913.85
9255	City Bridges Rehab	9266	Bridge Maintenance Program	2403 - Gas Tax - 2015	11,275.00
9255	City Bridges Rehab	9266	Bridge Maintenance Program	2404 - Motor Vehicle Fuel Tax	136,920.98
9618	ADA Trans Plan - Sidewalk & Ramps	9720	Sidewalk and Drainage Improve	1000 - General Fund	39,667.87
9618	ADA Trans Plan - Sidewalk & Ramps	9720	Sidewalk and Drainage Improve	2402 - Gas Tax - 2016	21,312.24
9235	Fire Station Renovations	9210	Fire Command/Staff Vehicles	1200 - Measure G	1,109.71
9377	Fire EMS & Safety Equipment	9210	Fire Command/Staff Vehicles	1000 - General Fund	4,206.13
9377	Fire EMS & Safety Equipment	9210	Fire Command/Staff Vehicles	2501 - Emergency Medical Service	18,157.76
9983	Fit Testing Equipment	9210	Fire Command/Staff Vehicles	1200 - Measure G	4,498.23

PASSED AND APPROVED this 11th day of June 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Kimbley Craig, Mayor

ATTEST:

Patricia M. Barajas, City Clerk

APPROPRIATIONS LIMIT

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

A RESOLUTION SETTING THE APPROPRIATIONS LIMIT FOR THE CITY OF SALINAS FOR FISCAL YEAR 2024-25

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 2024-25 is hereby adopted at \$324,459,809 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 \$167,632,000 and is well within the appropriations limit.

PASSED AND ADOPTED this 11th day of June 2024, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT:

ABSTAINED:

APPROVED:

Kimbley Craig, Mayor

ATTEST:

Patricia Barajas, City Clerk



(This page intentionally left blank)

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.). The Financial Policies shall be reviewed at least annually and updated as necessary.

The following policies have been established to ensure the City's assets are safeguarded, financial statements are in conformity with generally accepted accounting principles, and finances are managed with responsible stewardship.

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.

FINANCIAL POLICIES

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 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 net present value of estimated outstanding Workers' Compensation Program claim losses at the eighty percent (80%) confidence level of adequacy as calculated by the City's actuary.
- G. **GENERAL LIABILITY SELF-INSURANCE RESERVE:** assets in the General Liability Self-Insurance Fund equal to the net 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

FINANCIAL POLICIES

"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 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.

FINANCIAL POLICIES

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

- 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.

FINANCIAL POLICIES

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.
 - 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:

FINANCIAL POLICIES

- 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 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 to appropriate funds to a General Fund Non-Departmental contingency account in 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.

FINANCIAL POLICIES

VI. PURCHASING POLICIES

A. Professional Services

1. Professional Service Agreements are exempt from competitive bidding per Salinas Municipal Code Section 12-25.
2. Administrative Memo 05-01 delegates authority to Directors to execute professional service agreements under \$50,000.
3. Purchase orders or contracts for services less than \$30,000 are not subject to competitive bidding per Salinas Municipal Code Section 12-22.
4. A Request for Proposals (RFP)/Request for Qualifications (RFQ)/Request for information (RFI) process is recommended if value/qualifications cannot be determined informally.

B. Supplies, Material, and Equipment / Equipment Construction

1. Purchases of materials, equipment, or supplies for an amount less than \$30,000 are not subject to competitive bidding per Salinas Municipal Code Section 12-22.
2. Public Works construction projects over \$100,000 are subject to competitive bidding.

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 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-

FINANCIAL POLICIES

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-entity 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.
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 criterion provided its

FINANCIAL POLICIES

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;
 - (2) Two or more responsible bidders are willing and able to compete effectively for the business; and

FINANCIAL POLICIES

- (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;
- b. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;

FINANCIAL POLICIES

- 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.

8. Federal Awarding Agency or Pass-Through Entity Review. (OMB Title 2 CFR, Subtitle A, Part 200, §200.324)

FINANCIAL POLICIES

- 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 collected 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. Auctions 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 provided 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 within 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 within 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.

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of July 1, 2024

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	1176.9200	Bi-weekly Pay
11.1001	City Council	1176.9200	Bi-weekly Pay

12.1005	City Manager	144.2300	Hourly
13.1010	City Attorney	124.3990	Hourly

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
-------	----------	--------	--------	--------	--------	--------	--------

Executive Group

14.1014	Assistant Chief of Police	86.9255	91.2745	95.8414	100.6267	105.6631	110.9463
14.1013	Chief of Police	88.9942	93.4463	98.1161	103.0241	108.1763	113.5852
14.1022	Community Development Director	73.6595	77.3452	81.2063	85.2711	89.5324	94.0090
14.1031	Deputy PW Dir/City Engr	64.8571	68.1023	71.5127	75.0884	78.8423	82.7844
14.1025	Finance Director	72.2300	75.8408	79.6278	83.6114	87.7913	92.1809
14.1016	Fire Chief	88.2249	92.6419	97.2757	102.1398	107.2478	112.6101
14.1027	Human Resources Director	70.8278	74.3709	78.0900	81.9991	86.0975	90.4024
14.1028	Lib/Community Svc Dir	70.8278	74.3709	78.0900	81.9991	86.0975	90.4024
14.1019	Public Works Director	73.6595	77.3452	81.2063	85.2711	89.5324	94.0090

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of July 1, 2024

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
AMPS								
15.1121	Airport Manager	52.7020	55.3341	58.1017	61.0044	64.0576	67.2689	
15.4032	Animal Services Administrator	56.9413	59.7899	62.7820	65.9173	69.2169	72.6813	
15.2117	Assistant Director of IT	55.5841	58.3649	61.2847	64.3515	67.5652	70.9473	
15.5001	Assistant Public Works Director	58.3649	61.2847	64.3515	67.5652	70.9473	74.4984	
15.5002	Assistant PW Director/City Engineer	71.9210	75.5171	79.2930	83.2577	87.4206	91.7916	
15.5021	Associate Engineer	47.0879	49.4431	51.9154	54.5128	57.2348	60.0963	
15.3021	Associate Planner	41.0643	43.1188	45.2758	47.5427	49.9201	52.4145	
15.1717	Asst Community Development Dir	66.5906	69.9240	73.4240	77.0971	80.9512	84.9936	
15.3107	Chief Building Official	59.8240	62.8169	65.9603	70.2544	72.7210	76.3608	
15.5003	City Engineer	66.5906	69.9240	73.4240	77.0971	80.9512	84.9936	
15.5007	City Traffic Engineer	64.9664	68.2185	71.6331	75.2166	78.9768	82.9205	
15.3104	Code Enforcement Manager	48.9721	51.4235	53.9954	56.6954	59.5230	62.5010	
15.3031	Community Dev Analyst	39.6924	41.6807	43.7643	45.9581	48.2546	50.6682	
15.6007	Community Education Mgr	41.0832	43.1438	45.3022	47.5658	49.9496	52.4466	
15.1146	Community Safety Administrator	45.0841	47.3326	49.7090	52.1907	54.8002	57.5376	
15.6101	Community Services Manager	42.7227	44.8585	47.1070	49.4610	51.9349	54.5296	
15.2108	Computer Systems Administrator	54.2488	56.9633	59.8101	62.7963	65.9438	69.2380	
15.5026	Construction Inspector Supv	42.5123	44.6403	46.8739	49.2201	51.6792	54.2589	
15.4028	Crime Analyst	42.5022	44.6302	46.8606	49.2085	51.6661	54.2488	
15.4017	Criminalist	53.3021	55.9727	58.7646	61.7063	64.7980	68.0326	
15.5010	Deputy City Engineer	59.8240	62.8169	65.9603	69.2544	72.7210	76.3608	
15.5441	Deputy Dir of Envir/Maint	56.9413	59.7899	62.7820	65.9173	69.2169	72.6813	
15.6001	Deputy Librarian	53.7248	56.4096	59.2296	62.1925	65.3061	68.5699	
15.5421	Environmental Resources Planner	47.3153	49.6853	52.1651	54.7696	57.5136	60.3823	
15.5382	Facilities Maintenance Manager	48.9721	51.4235	53.9954	56.6954	59.5230	62.5010	
15.5336	Fleet Maintenance Manager	48.9721	51.4235	53.9954	56.6954	59.5230	62.5010	
15.5016	GIS Administrator	48.4982	50.9274	53.4693	56.1388	58.9515	61.8918	
15.3027	Homeless Services Manager	52.1651	54.7696	57.5136	60.3823	63.4051	66.5819	
15.3026	Housing Services Supv	41.0643	43.1188	45.2758	47.5427	49.9201	52.4145	
15.2101	Information Systems Manager	56.9736	59.8240	62.8169	65.9603	69.2544	72.7210	
15.3017	Inspection Services Manager	56.1388	58.9515	61.8918	64.9903	68.2465	71.6531	
15.2111	Integration/Applications Admin	54.2488	56.9633	59.8101	62.7963	65.9438	69.2380	
15.6016	Literacy Program Mgr	38.9176	40.8646	42.9117	45.0519	47.3137	49.6758	
15.5384	Maintenance Manager	48.9721	51.4235	53.9954	56.6954	59.5230	62.5010	
15.4030	Management Analyst	42.9133	45.0557	47.3153	49.6853	52.1651	54.7696	
15.6017	Marketing & Development Coord	39.8905	41.8862	43.9845	46.1782	48.4966	50.9177	
15.2106	Network/Sys Administrator	54.2488	56.9633	59.8101	62.7963	65.9438	69.2380	
15.5423	NPDES Permit Manager	48.4982	50.9274	53.4693	56.1388	58.9515	61.8918	
15.5301	Park Operations Manager	48.9721	51.4235	53.9954	56.6954	59.5230	62.5010	
15.3108	Permit Analyst	34.6012	36.3273	38.1491	40.0602	42.0632	44.1664	
15.3105	Permit Center Coordinator	39.8876	41.8878	43.9862	46.1822	48.4982	50.9274	
15.3001	Planning Manager	56.1388	58.9515	61.8918	64.9903	68.2465	71.6531	
15.1171	Police Records Coordinator	39.8876	41.8878	43.9862	46.1822	48.4982	50.9274	
15.1111	Police Services Administrator	52.1651	54.7696	57.5136	60.3823	63.4051	66.5819	
15.6021	Princ Library Technician	31.2370	32.7975	34.4368	36.1615	37.9655	39.8695	
15.3006	Principal Planner	50.8928	53.4338	56.1108	58.9095	61.8586	64.9580	
15.1127	Public Information Officer	50.8928	53.4338	56.1108	58.9095	61.8586	64.9580	
15.1136	Public Works Admin Manager	47.7777	50.1693	52.6785	55.3126	58.0713	60.9766	
15.1151	Public Works Admin Supervisor	43.9862	46.1822	48.4982	50.9274	53.4693	56.1388	
15.6100	Rec/Com Svcs Superintendent	52.6631	55.3015	58.0598	60.9664	64.0211	67.2169	
15.6105	Recreation-Parks Superintendent	53.7248	56.4096	59.2296	62.1925	65.3061	68.5699	
15.2011	Revenue Officer	38.3571	40.2793	42.2970	44.4098	46.6331	48.9662	
15.2016	Senior Accountant	38.3571	40.2793	42.2970	44.4098	46.6331	48.9662	

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of July 1, 2024

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
15.2021	Senior Buyer	39.3159	41.2863	43.3544	45.5200	47.7989	50.1904	
15.5011	Senior Civil Engineer	55.8757	58.6657	61.5987	64.6817	67.9155	71.3148	
15.6011	Senior Librarian	40.8877	42.9334	45.0841	47.3326	49.7090	52.1907	
15.3011	Senior Planner	48.4982	50.9274	53.4693	56.1388	58.9515	61.8918	
15.2116	Senior Programmer/Analyst	47.0777	49.4325	51.9021	54.5003	57.2204	60.0835	
15.3111	Sr Code Enforcement Officer	42.5123	44.6403	46.8739	49.2201	51.6792	54.2589	
15.3106	Sr Combo Building Inspector	41.4754	43.5515	45.7306	48.0197	50.4188	52.9354	
15.3013	Sr Community Development Analyst	43.9862	46.1822	48.4982	50.9274	53.4693	56.1388	
15.1137	Sr Economic Development Manager	58.1633	61.0660	64.1221	67.3254	70.6949	74.2306	
15.3077	Stormwater Compliance Inspector	38.3571	40.2793	42.2970	44.4098	46.6331	48.9662	
15.5451	Street Maintenance Manager	48.9721	51.4235	53.9954	56.6954	59.5230	62.5010	
15.3117	Supervising Plan Checker	55.8757	58.6657	61.5987	64.6817	67.9155	71.3148	
15.5446	Supt of Maintenance Services	53.7248	56.4096	59.2296	62.1925	65.3061	68.5699	
15.1156	Technical Services Coordinator	42.5022	44.6302	46.8606	49.2085	51.6661	54.2488	
15.6006	Technical Services Manager	41.0832	43.1438	45.3022	47.5658	49.9496	52.4466	
15.2107	Technology & Innovation Officer	55.5841	58.3649	61.2847	64.3515	67.5652	70.9473	
15.5008	Traffic Engineer	55.8757	58.6657	61.5987	64.6817	67.9155	71.3148	
15.5006	Transportation Manager	54.7696	57.5136	60.3823	63.4052	66.5820	69.9055	
15.5416	Wastewater Manager	48.9721	51.4235	53.9954	56.6954	59.5230	62.5010	
Confidential Management								
17.2006	Accounting Manager	46.1183	48.4338	50.8516	53.3945	56.0614	58.8679	
16.1101	Assistant City Attorney	67.4776	70.8554	74.4019	78.1241	82.0296	86.1258	
16.1037	Assistant City Manager	94.0172	98.7214	103.6599	108.8402	114.2847	119.9989	
16.1124	Assistant to the City Manager	52.4557	55.0750	57.8285	60.7228	63.7587	66.9499	
17.2001	Asst Finance Director	56.8776	59.7231	62.7110	65.8492	69.1376	72.5984	
16.1100	Chief Assistant City Attorney	74.2254	77.9410	81.8420	85.9365	90.2326	94.7384	
16.1131	City Clerk	49.3791	51.8482	54.4422	57.1606	60.0183	63.0222	
16.1150	Community Relations Manager	43.4877	45.6599	47.9432	50.3377	52.8566	55.4932	
16.1146	Deputy City Attorney	43.6697	45.8558	48.1493	50.5569	53.0781	55.7338	
16.1141	Deputy City Attorney II	45.8799	48.1746	50.5836	53.1143	55.7665	58.5544	
16.1177	Diversity Equity & Incl Officer	35.3057	37.0720	38.9238	40.8748	42.9179	45.0663	
16.7717	Economic Development Analyst	43.9119	46.1043	48.4164	50.8415	53.3792	56.0442	
17.2007	Finance Management Analyst	43.9119	46.1043	48.4164	50.8415	53.3792	56.0442	
16.1166	Human Resource Analyst I	39.4431	41.4215	43.4950	45.6713	47.9575	50.3535	
16.1161	Human Resource Analyst II	41.4215	43.4950	45.6713	47.9575	50.3534	52.8668	
16.1159	Human Resources Manager	51.0346	53.7248	56.4096	59.2296	62.1925	65.3061	
17.1106	Human Resources Officer	61.5057	64.5832	67.8147	71.2070	74.7683	78.5052	
16.7017	Risk and Benefits Analyst	41.4215	43.4950	45.6713	47.9575	50.3534	52.8668	
16.1116	Sr Deputy City Attorney	54.4422	57.1606	60.0183	63.0222	66.1732	69.4853	
17.2005	Sr Finance Management Analyst	46.1183	48.4338	50.8516	53.3945	56.0614	58.8679	
16.1160	Sr Human Resource Analyst	47.6750	50.0565	52.5621	55.1858	57.9532	60.8449	
FSA								
18.4521	Battalion Chief EMS/Trng-40 Hour	68.9021	72.3473	75.9646	79.7628	83.7510	87.9385	
18.4526	Battalion Chief EMS/Trng-56 Hour	49.2159	51.6768	54.2605	56.9735	59.8222	62.8133	
18.4506	Battalion Chief-40 Hours	68.9021	72.3473	75.9646	79.7628	83.7510	87.9385	
18.4501	Deputy Fire Chief	77.5757	81.4544	85.5272	89.8037	94.2938	99.0085	
18.4503	Deputy Fire Chief-56 Hour	55.4112	58.1817	61.0909	64.1455	67.3527	68.9717	
18.4531	Emergency Med Svcs Offcr	58.9248	61.8711	64.9645	68.2128	71.6235	75.2047	
18.4504	Fire Division Chief	73.2390	76.9009	80.7460	84.7832	89.0224	93.4735	
IAFF								
19.4533	Administrative Fire Captain	54.5540	57.2780	60.1416	63.1518	66.3090	69.6280	
19.4576	FF Hired Post 9/2013-40 Hours	41.2205	43.2816	45.4456	47.7178	50.1037	52.6088	
19.4556	FF Hired Pre 9/2013-40 Hours	43.2218	45.3829	47.6520	50.0346	52.5362	55.1631	
19.4586	FF/Prmdc Hire Post 9/2013-40Hour	41.2205	43.2816	45.4456	47.7178	50.1037	52.6088	

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of July 1, 2024

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
19.4591	FF/Prmdc Hire Post 9/2013-56Hour	29.4431	30.9153	32.4611	34.0841	35.7883	37.5778	
19.4566	FF/Prmdc Hire Pre 9/2013-40 Hour	43.2218	45.3829	47.6520	50.0346	52.5362	55.1631	
19.4571	FF/Prmdc Hired Pre 9/2013-56Hour	30.8726	32.4163	34.0372	35.7390	37.5259	39.4023	
19.4581	FF-Hired Post 9/2013-56 Hours	29.4431	30.9153	32.4611	34.0841	35.7883	37.5778	
19.4561	FF-Hired Pre 9/2013-56 Hours	30.8726	32.4163	34.0372	35.7390	37.5259	39.4023	
19.4536	Fire Captain-40 Hours	53.8084	56.4987	59.3236	62.2899	65.4043	68.6746	
19.4541	Fire Captain-56 Hours	38.4346	40.3563	42.3742	44.4929	46.7175	49.0534	
19.4546	Fire Engineer-40 Hours	47.5353	49.9121	52.4077	55.0281	57.7794	60.6684	
19.4551	Fire Engineer-56 Hours	33.9538	35.6514	37.4340	39.3057	41.2709	43.3345	
19.4601	Fire Fighter Recruit-56 Hours	28.2099	29.6205	31.1015	32.6565	34.2893	36.0038	
19.4596	Firefighter Recruit-40 Hours	39.4938	41.4685	43.5420	45.7190	48.0049	50.4051	
PMA								
20.4001	Deputy Chief of Police	80.3835	84.4018	88.6274	93.0604	97.7138	102.6006	
20.4006	Police Commander	74.6794	78.4154	82.3397	86.4522	90.7740	95.3183	
20.4011	Police Sergeant	63.2552	66.4128	69.7376	73.2226	76.8890	80.7364	
POA/POA Recruit								
21.4021	Police Officer	46.3042	48.6195	51.0490	53.5998	56.2796	59.0949	62.0496
21.4026	Police Officer-New Hire	46.3042	48.6195	51.0490	53.5998	56.2796	59.0949	62.0496
22.4036	Police Recruit	41.6738						
CREW Sups								
23.5341	Equipment Mech Crew Sup	39.3018	41.2658	43.3356	45.5035	47.7772	50.1717	
23.5381	Facility Maint Mechanic Crew Sup	39.3018						
24.5381	Facility Maint Mechanic Crew Sup	39.3018	41.2658	43.3356	45.5035	47.7772	50.1717	
23.5456	P.S. Maint Crew Supv	39.3018	41.2658	43.3356	45.5035	47.7772	50.1717	
24.5311	Park Maint Crew Supv	39.3018	41.2658	43.3356	45.5035	47.7772	50.1717	
23.5306	Urban Forestry Crew Supv	39.3018	41.2658	43.3356	45.5035	47.7772	50.1717	
24.5711	Wastewater Crew Sup	39.3018	41.2658	43.3356	45.5035	47.7772	50.1717	
SEIU								
25.5317	Airport Maintenance Worker	23.5440	24.7251	25.9650	27.2637	28.6283	30.0517	
25.5376	Airport Operations Supv	38.1737	40.0811	42.0915	44.1972	46.4056	48.7314	
25.5411	Community Facilities Service Wkr	21.6730	22.7588	23.8887	25.0848	26.3466	27.6599	
25.4017	Emergency Vehicle Upfitter	32.5124	34.1358	35.8437	37.6366	39.5136	41.4922	
25.5361	Equipment Inventory Tech	27.1318	28.4890	29.9050	31.4018	32.9793	34.6226	
25.5366	Equipment Mechanic I	25.5909	26.8674	28.2104	29.6189	31.1008	32.6565	
25.5356	Equipment Mechanic II	28.2104	29.6189	31.1008	32.6565	34.2852	36.0019	
25.5396	Facility Maintenance Mechanic	25.0848	26.3466	27.6599	29.0392	30.4921	32.0179	
25.5401	Facility Maintenance Worker	23.5440	24.7251	25.9650	27.2637	28.6283	30.0517	
25.5398	Graffiti Abatement Worker	23.2065	24.3657	25.5909	26.8674	28.2104	29.6189	
25.5466	Inmate Crew Coordinator	29.4721	30.9468	32.4950	34.1163	35.8186	37.6162	
25.5358	Inventory Technician	28.2104	29.6189	31.1008	32.6565	34.2852	36.0019	
25.5481	Motor Sweeper Operator	26.7355	28.0707	29.4721	30.9468	32.4950	34.1163	
25.5499	Neighborhood Svcs Worker	21.7757	22.8617	24.0062	25.2093	26.4713	27.7920	
25.5331	Park Maintenance Worker	23.5440	24.7251	25.9650	27.2637	28.6283	30.0517	
25.5477	Pub Works Resource Coordinator	29.4721	30.9468	32.4950	34.1163	35.8186	37.6162	
25.4081	Public Safety Facilities Worker	21.6730	22.7588	23.8887	25.0848	26.3466	27.6599	
25.5496	Public Service Maint Worker I	21.7757	22.8617	24.0062	25.2093	26.4713	27.7920	
25.5491	Public Service Maint Worker II	24.0062	25.2093	26.4713	27.7920	29.1789	30.6387	
25.5486	Public Service Maint Worker III	26.7355	28.0707	29.4721	30.9468	32.4950	34.1163	
25.5391	Senior Airport Technician	28.2104	29.6189	31.1008	32.6565	34.2852	36.0019	
25.5437	Senior Wastewater Operator	32.5124	34.1358	35.8437	37.6366	39.5136	41.4922	
25.5476	SL/Traffic Signal Tech	26.7355	28.0707	29.4721	30.9468	32.4950	34.1163	
25.5406	Sr Comm Facilities Svc Worker	23.2065	24.3657	25.5909	26.8674	28.2104	29.6189	
25.5479	Sr Equipment Mechanic	32.5124	34.1358	35.8437	37.6366	39.5136	41.4922	
25.5386	Sr Facility Maintenance Mechanic	28.2104	29.6189	31.1008	32.6565	34.2852	36.0019	

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of July 1, 2024

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
25.5377	Sr Park Maintenance Worker	28.4890	29.9050	31.4018	32.9793	34.6226	36.3542	
25.5357	Sr Pump Maintenance Mechanic	32.5124	34.1358	35.8437	37.6366	39.5136	41.4922	
25.5316	Sr Urban Forestry Worker	28.4890	29.9050	31.4018	32.9793	34.6226	36.3542	
25.4076	Sr Vehicle Maint Asst	23.4340	24.6078	25.8405	27.1318	28.4890	29.9050	
25.5326	Urban Forestry Worker I	24.3657	25.5909	26.8674	28.2104	29.6189	31.1008	
25.5321	Urban Forestry Worker II	25.8405	27.1318	28.4890	29.9050	31.4018	32.9793	
SMEA								
26.7046	Administrative Aide	26.0743	27.3756	28.7454	30.1837	31.6906	33.2726	
26.7001	Administrative Analyst I	31.3823	32.9507	34.6012	36.3273	38.1491	40.0602	
26.7091	Administrative Clerk I	17.1432	17.9993	18.8965	19.8486	20.8347	21.8765	
26.7086	Administrative Clerk II	17.9993	18.8965	19.8486	20.8347	21.8765	22.9703	
26.7041	Administrative Secretary	26.0743	27.3756	28.7454	30.1837	31.6906	33.2726	
26.4071	Animal Care Tech	22.5197	23.6496	24.8346	26.0743	27.3756	28.7454	
26.4056	Animal Control Officer	23.8894	25.0811	26.3347	27.6496	29.0330	30.4852	
26.4046	Animal Services Supv	27.6496	29.0330	30.4852	32.0055	33.6083	35.2861	
26.4086	Animal Servs Office Asst	20.1361	21.1430	22.1978	23.3074	24.4717	25.6975	
26.5031	Assistant Engineer	36.6902	38.5258	40.4502	42.4777	44.6010	46.8336	
26.3041	Assistant Planner	34.2657	35.9848	37.7861	39.6762	41.6628	43.7448	
26.3036	Asst Redev Project Mgr	36.6902	38.5258	40.4502	42.4777	44.6010	46.8336	
26.3126	Building Permit Specialist	33.7726	35.4642	37.2381	39.1012	41.0599	43.1078	
26.2123	Business Systems Analyst	34.5275	36.2460	38.0561	39.9580	41.9638	44.0675	
26.3151	Code Enforcement Officer I	30.6357	32.1631	33.7726	35.4642	37.2381	39.1012	
26.3136	Code Enforcement Officer II	33.6083	35.2861	37.0533	38.9094	40.8544	42.9023	
26.3141	Combination Building Inspector I	30.6357	32.1631	33.7726	35.4642	37.2381	39.1012	
26.3131	Combo Building Inspector II	33.6083	35.2861	37.0533	38.9094	40.8544	42.9023	
26.3051	Comm Improve Asst	26.8549	28.1905	29.6015	31.0809	32.6356	34.2657	
26.3017	Community Outreach Assistant	26.8549	28.1905	29.6015	31.0809	32.6356	34.2657	
26.7003	Community Safety Program Coord	31.3823	32.9507	34.6012	36.3273	38.1491	40.0602	
26.4017	Community Service Aide	20.1361	21.1430	22.1978	23.3074	24.4717	25.6975	
26.4066	Community Service Officer	23.8894	25.0811	26.3347	27.6496	29.0330	30.4852	
26.2126	Computer Operator	29.8891	31.3823	32.9507	34.6012	36.3273	38.1491	
26.5051	Construction Inspector	30.6357	32.1631	33.7726	35.4642	37.2381	39.1012	
26.2177	Cybersecurity Specialist	33.6083	35.2861	37.0533	38.9094	40.8544	42.9023	
26.5071	Engineering Aide I	23.7663	24.9579	26.2044	27.5126	28.8891	30.3344	
26.5066	Engineering Aide II	26.2044	27.5126	28.8891	30.3344	31.8479	33.4370	
26.5056	Engineering Technician	28.8891	30.3344	31.8479	33.4370	35.1152	36.8683	
26.5431	Env Compliance Insp I	30.6357	32.1631	33.7726	35.4642	37.2381	39.1012	
26.5426	Env Compliance Insp II	33.6083	35.2861	37.0533	38.9094	40.8544	42.9023	
26.4606	Fire Inspector	32.8056	34.4485	36.1683	37.9796	39.8821	41.8758	
26.4035	Forensic Specialist I	30.6357	32.1631	33.7726	35.4642	37.2381	39.1012	
26.4030	Forensic Specialist II	33.6083	35.2861	37.0533	38.9094	40.8544	42.9023	
26.5058	GIS Analyst I	31.3823	32.9507	34.6012	36.3273	38.1491	40.0602	
26.5057	GIS Analyst II	34.5213	36.2459	38.0560	39.9579	41.9637	44.0675	
26.5047	GIS Analyst III	38.0561	39.9580	41.9638	44.0675	46.2709	48.5845	
26.5064	GIS Technician I	23.5871	24.7613	26.0148	27.2991	28.6628	30.0938	
26.5063	GIS Technician II	26.2044	27.5126	28.8891	30.3344	31.8479	33.4370	
26.3046	Housing Rehab Specialist	32.0055	33.6083	35.2861	37.0533	38.9094	40.8544	
26.2130	Information Technologies Tech I	26.9003	28.2440	29.6556	31.1409	32.6944	34.3341	
26.2128	Information Technologies Tech II	29.8891	31.3823	32.9507	34.6012	36.3273	38.1491	
26.5036	Junior Engineer	33.2726	34.9371	36.6902	38.5258	40.4502	42.4777	
26.5059	Labor Compliance Officer I	27.1084	28.4646	29.8891	31.3823	32.9507	34.6012	
26.6066	Library Aide	18.5402	19.4673	20.4406	21.4627	22.5358	23.6626	
26.6056	Library Clerk	19.8486	20.8347	21.8759	22.9717	24.1203	25.3263	
26.6071	Library Page	17.5665	18.4448	19.3670	20.3354	21.3521	22.4197	

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of July 1, 2024

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
26.6051	Library Technician	20.4307	21.4512	22.5197	23.6496	24.8346	26.0743	
26.6046	Literacy Asst	20.4307	21.4512	22.5197	23.6496	24.8346	26.0743	
26.6061	Literacy Clerk	17.9993	18.8965	19.8486	20.8347	21.8759	22.9717	
26.6041	Literacy Specialist	23.0827	24.2408	25.4555	26.7262	28.0600	29.4640	
26.4077	Multi-Service Officer			29.0480				
26.6106	Neighborhood Svcs Coord	31.3823	32.9507	34.6012	36.3273	38.1491	40.0602	
26.2124	Network/System Specialist	32.4754	34.1022	35.8033	37.5988	39.4822	41.4534	
26.7081	Office Assistant	20.1361	21.1430	22.1978	23.3074	24.4717	25.6975	
26.7061	Office Technician	23.8894	25.0811	26.3347	27.6496	29.0330	30.4852	
26.5346	Parking Operation Officer	30.6357	32.1631	33.7726	35.4642	37.2381	39.1012	
26.3156	Permit Center Clerk	26.8549	28.1905	29.6015	31.0809	32.6356	34.2657	
26.7067	Permit Services Technician	29.6015	31.0809	32.6356	34.2657	35.9790	37.7780	
26.3121	Plan Checker I	34.9371	36.6902	38.5258	40.4502	42.4777	44.6010	
26.3116	Plan Checker II	37.8547	39.8062	41.8534	43.9958	46.2553	48.6253	
26.3146	Plumbing Inspector I	30.6357	32.1631	33.7726	35.4642	37.2381	39.1012	
26.7076	Police Services Technician	20.6395	21.6716	22.7527	23.8901	25.0835	26.3399	
26.7085	Print Shop Technician	23.7663	24.9579	26.2044	27.5126	28.8891	30.3344	
26.3037	Project Coordinator	36.6902	38.5258	40.4502	42.4777	44.6010	46.8336	
26.4068	Property/Evidence Supervisor	28.9993	30.4485	32.1302	33.7386	35.4264	37.2000	
26.4061	Property/Evidence Technician	23.8894	25.0811	26.3347	27.6496	29.0330	30.4852	
26.7026	Public Works Assistant	26.8549	28.1905	29.6015	31.0809	32.6356	34.2657	
26.2051	Purchasing Technician	23.8894	25.0811	26.3347	27.6496	29.0330	30.4852	
26.5061	PW Compliance Officer I	27.1084	28.4646	29.8891	31.3823	32.9507	34.6012	
26.5046	PW Compliance Officer II	30.6357	32.1631	33.7726	35.4642	37.2381	39.1012	
26.6121	Recreation Assistant	21.8750	22.9687	24.1171	25.3230	26.5891	27.9186	
26.6111	Recreation Coordinator	31.3823	32.9507	34.6012	36.3273	38.1491	40.0602	
26.2048	Revenue Technician	25.1667	26.4194	27.7366	29.1181	30.5701	32.0992	
26.7071	Secretary	20.1361	21.1430	22.1978	23.3074	24.4717	25.6975	
26.7056	Senior Police Services Tech	23.8894	25.0811	26.3347	27.6496	29.0330	30.4852	
26.6114	Senior Recreation Assistant	24.4755	25.6993	26.9842	28.3334	29.7501	31.2376	
26.6116	Sports Program Assistant	24.4755	25.6993	26.9842	28.3334	29.7510	31.2376	
26.2056	Sr Accounting Clerk	22.8553	24.0057	25.2044	26.4646	27.7866	29.1769	
26.2041	Sr Accounting Technician	27.5126	28.8891	30.3344	31.8479	33.4370	35.1152	
26.5041	Sr Construction Inspector	32.7932	34.4301	36.1560	37.9642	39.8684	41.8612	
26.6036	Sr Librarian Technician	22.5197	23.6496	24.8346	26.0743	27.3756	28.7454	
26.4051	Sr Property/Evidence Technician	26.0743	27.3756	28.7454	30.1837	31.6906	33.2726	
26.2046	Sr Purchasing Technician	27.5126	28.8891	30.3344	31.8479	33.4370	35.1152	
26.3117	Stormwater Analyst	31.3823	32.9507	34.6012	36.3273	38.1491	40.0602	
26.7005	Street Outreach Specialist	20.1361	21.1430	22.1978	23.3074	24.4717	25.6975	
26.7036	Supervising Police Services Tech	27.3944	28.7615	30.2007	31.7118	33.2950	34.9569	
26.7031	Supvsg Wrd Proc Operator	26.0743	27.3756	28.7454	30.1837	31.6906	33.2726	
26.2121	Telecom Svc Tech	33.6083	35.2861	37.0533	38.9094	40.8544	42.9023	
26.4021	Victim Advocate	24.1223	25.3277	26.5948	27.9167	29.3139	30.7865	
26.7066	Word Processing Operator	20.1361	21.1430	22.1978	23.3074	24.4717	25.6975	
Confidential Miscellaneous								
27.7027	Assistant City Clerk	32.9279	34.5800	36.3009	38.1157	40.0243	42.0330	
27.7047	Communications Specialist	35.3057	37.0720	38.9238	40.8748	42.9179	45.0663	
27.7016	Community Safety Assist	29.2875	30.7529	32.2916	33.9038	35.5962	37.3770	
27.7061	Confidential Office Technician	25.5578	26.8327	28.1739	29.5805	31.0605	32.6142	
27.2036	Deferred Comp Technician	30.5990	32.1305	33.7352	35.4203	37.1935	39.0548	
27.7021	Deputy City Clerk	29.2875	30.7529	32.2916	33.9038	35.5962	37.3770	
27.7006	Executive Assistant	31.3609	32.9366	34.5777	36.3070	38.1242	40.0293	
27.7051	Human Resources Technician	26.3125	27.6239	29.0017	30.4525	31.9764	33.5738	
27.2026	Payroll Supervisor	37.1935	39.0548	41.0111	43.0629	45.2170	47.4812	

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of July 1, 2024

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
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 Technician	18.9693	19.9211	20.9193	21.9635	23.0596		
29.9031	Animal Care Worker	16.1584	16.9663	17.8146	18.7053	18.7053		
29.9036	Animal Control Officer	19.3500	20.3193	21.3346	22.4019	23.5154		
29.9041	Animal Services Aide	16.1584	16.9663	17.8146	18.7053	19.6406		
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		
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	16.1584	16.9663	17.8146	18.7053	19.6406		
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	Community Improvement Assistant	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 Assistant	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 Technician	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 Worker	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	16.7142	17.5499	18.4274	19.3488	20.3162		
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	17.7205	18.6065	19.5368	20.5136	21.5393		

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of July 1, 2024

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
29.9251	Library Page	16.3130	17.1286	17.9850	18.8843	19.8285		
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		
29.9281	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	16.8945	17.7392	18.6262	19.5575	20.5354		
29.9305	Payroll Supervisor	31.8062	33.3965	35.0663	36.8196	38.6606		
29.9306	PC Services Coordinator	30.3115	31.8289	33.4211	35.0943	36.8481		
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		
29.9315	Permit Center Clerk	19.2519	20.2211	21.2308	22.2923	23.4058		
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 Technician	16.3096	17.1231	17.9769	18.8769	19.8231		
29.9356	Public Service Maint Worker I	16.4711	17.2961	18.1558	19.0673	20.0193		
29.9351	Public Service Maint Worker II	18.1558	19.0673	20.0193	21.0231	22.0731		
29.9354	Public Service Maintenance Aide	16.0731	16.8808	17.7238	18.6100	19.5405		
29.9366	Recreation Aide	16.3130	17.1286	17.9850	18.8843	19.8285		
29.9371	Recreation Assistant	20.5136	21.5392	22.6162	23.6174	24.7983		
29.9376	Recreation Coordinator	25.4250	26.6943	28.0269	29.4289	30.9058		
29.9381	Recreation Leader I	18.5220	19.4481	20.4205	21.3246	22.3908		
29.9391	Recreation Program Specialist	20.5219	21.5480	22.6254	23.6271	24.8084		
29.9396	Redev Project Manager	37.3846	39.2539	41.2154	43.2750	45.4385		
29.9635	Ret Annui Property/Evidence Tech	23.8894	25.0811	26.3347	27.6496	29.0330		
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	43.9862	46.1822	48.4982	50.9274	53.4693		
29.9643	Ret Annuitant Integr/Appl Admi	54.2488	56.9633	59.8101	62.7963	65.9438		
29.9632	Retir Annuitant Deputy Librarian	53.7248	56.4096	59.2296	62.1925	65.3061		
29.9620	Retired Annuit Comb Bldg Ins II	33.6083	35.2861	37.0533	38.9094	40.8544		
29.9625	Retired Annuit Comb Bldg Insp I	30.6357	32.1631	33.7726	35.4642	37.2381		
29.9610	Retired Annuitant Accounting Mgr	46.1183	48.4338	50.8516	53.3945	56.0614		
29.9615	Retired Annuitant Animal Srv Mgr	39.4843	41.4622	43.5322	45.7153	48.0051		
29.9630	Retired Annuitant Computer Oper	29.8891	31.3823	32.9507	34.6012	36.3273		
29.9640	Retired Annuitant Fire Inspector	32.8056	34.4485	36.1683	37.9796	39.8821		
29.9647	Retired Annuitant Librarian I	25.6975	26.9852	28.3275	29.7453	31.2316		
29.9650	Retired Annuitant Office Tech	23.8894	25.0811	26.3347	27.6496	29.0330		
29.9655	Retired Annuitant Police Officer	43.5436	45.7208	48.0055	50.4042	52.9242		
29.4600	Retired Annuitant Senior Civil Engineer	55.8757	58.6657	61.5987	64.6817	67.9155		
29.9401	Revenue Technician	20.4173	21.4385	22.5115	23.6308	24.8135		
29.9421	Scorekeeper I	16.7998	17.6397	18.5217	19.4478	20.4202		
29.9416	Scorekeeper II	17.8113	18.7018	19.6369	20.6187	21.6496		
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	43.6484	45.8347	48.1224	50.5249	53.0564		
29.9436	Senior Police Services Tech	19.3500	20.3193	21.3346	22.4019	23.5154		
29.9516	Sports Official I	16.7998	17.6397	18.5217	19.4478	20.4202		
29.9461	Sports Official II	17.8918	18.7863	19.7256	20.7119	21.7475		
29.9526	Sports Program Assistant	20.8131	21.8537	22.9463	24.0936	25.2983		

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of July 1, 2024

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
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 Facility Maintenance 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		
29.9566	Vehicle Maint Assistant	16.2289	17.0423	17.8961	18.7846	19.7238		
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		
29.9583	Word Processing Operator	16.3096	17.1231	17.9769	18.8769	19.8231		
29.9596	Youth Program Assistant	16.5604	17.3884	18.2578	19.1707	20.1292		
29.9601	Youth Program Leader	17.7205	18.6065	19.5368	20.5136	21.5393		



(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
2513	General Plan

CHART OF ACCOUNTS – FUND

Fund	Description
2514	National Opioid Settlement
2530	Residential Rental Registry
2601	SRA Public Improvements
2602	HSA - Affordable Housing
2603	Local Housing Trust Fund
	Housing & Urban Development
2910	Community Development
2911	CDBG - Covid 19
2920	Rental Rehab
2930	Home Investment Partnership
2931	HOME American Rescue Plan (ARP)
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
2954	Encampment Resolution Fund (ERF)
2955	Neighborhood Stabilization Prog
2956	Family Homeless Challenge
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
3117	Fire Grants
3156	Pedestrian & Bike Safety Program
3157	Selective Traffic Enforcement
3158	DUI Avoid Campaign 2015
3159	Selective Traffic Enforcement
3160	Avoid DUI Campaign

CHART OF ACCOUNTS – FUND

Fund	Description
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
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
3257	Emergency Connectivity Program
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-El Gabilan Library
4111	Refunding Bonds Series 2020A-1
4112	Refunding Bonds Series 2020A-2
Special Assessments	

CHART OF ACCOUNTS – FUND

Fund	Description
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
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
6301	Fairways Golf Course
6302	Twin Creek Golf Course
6400	Sewer
6500	Storm Sewer (NPDES)
6600	Crazy Horse Landfill
6700	Water Utility
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
8101	Oldtown Business Impr Dist
8102	SUBA Business Improvement Dist
8103	Sunrise House
8104	Economic Development
8105	Salinas Valley Enterprise Zone
8106	Flexible Spending

CHART OF ACCOUNTS – FUND

Fund	Description
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
8711	New York Life Pension Trust
	Trust
8801	Trust Deposits
8802	Community Center Deposits
8803	Sherwood Hall Deposits
8804	Other Agency Fees
8805	MAS Municipal Auditing Services
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	SVTB TID - Welcoming Center
	RORF-RedevObligationRetirement
8914	RORF-Redev Obligation Retirement
8915	Successor Agency Administration
	Transaction
9888	Governmental Gen Fixed Assets
9899	Govern General Long Term Debt
9998	Pooled Cash With Fiscal Agent
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
2035	Budget Engagement
2036	Budget
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
3181	Downtown Streets Team
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
3242	Salinas Outreach & Response
3245	County ARPA
3248	Emergency Motel Program
3279	Homelessness Service Coordinate
3310	County of Monterey
3328	East Area Specific Plan (EASP)
3350	Permit Services
3353	Code Enforcement
3461	Advanced Planning
3462	Current Planning

CHART OF ACCOUNTS – DIVISION

<u>Division</u>	<u>Description</u>
3701	General Plan
4096	Safety Equipment
4110	Police Administration
4111	Community Relations
4112	Personnel & Training
4116	Special Operations
4129	CSI Equipment
4130	Support Services
4131	Technical Services
4132	Word Processing
4133	Evidence & Property
4134	Records
4137	Maintenance Services
4170	Animal Control Services
4171	Animal Control Svc -Agencies
4214	PD Records Management System
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

CHART OF ACCOUNTS – DIVISION

<u>Division</u>	<u>Description</u>
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
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
6142	Safety Tree Trimming City Parks
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

CHART OF ACCOUNTS – DIVISION

<u>Division</u>	<u>Description</u>
6248	Youth Services & Comm Engagement
6249	Aquatic Center
6250	Budget Engagement
6793	Park Drinking Fountain Repl.
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
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
7357	Parks Pass

CHART OF ACCOUNTS – DIVISION

<u>Division</u>	<u>Description</u>
7358	Emergency Connectivity
7359	Parent-Child Playgroups
7380	Sunlight Giving
7399	Library Awards and Contributions
7401	Electric Vehicle Replacement
7402	BJA-SSP 2015 (Smart Supervision)
7405	Salinas Broadband Master Plan
7406	STRYVE
7407	PW Awards & Contributions
7408	Law Enforcement Grant
7409	Violence Prevention Effort
7410	CalVIP
7411	CalVIP 821-20
7412	Cal VIP 821-22
7413	Officer Wellness & Mental Health
7414	COPS Technology and Equipment
7415	Phase 37
7416	Phase CARES
7417	ERAP Emergency Rental Assistance
7418	ERAP2 - Emergency Rental Assist.
7419	LEMHWA
7420	Local Housing Trust Fund Program
7421	Organized Retail Theft - ORT
8001	Community Programs
8002	Elections
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

CHART OF ACCOUNTS – DIVISION

<u>Division</u>	<u>Description</u>
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
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

CHART OF ACCOUNTS – DIVISION

<u>Division</u>	<u>Description</u>
8190	Sewer System Work
8191	Park Irrigation Updates
8192	Stormwater Green Infrastructure
8300	Pension Trust

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
51.2191	Franchise Fees - AB 939 Support Fee
51.2192	Franchise Fees - Vehicle Road Impact Fee
51.2193	Franchise Fees - Solid Waste Management Fee-CSA
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

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
52.3050	Licenses & Permits - Encroachment Permits
52.3060	Licenses & Permits - Re-Roofing Permits
52.3070	Licenses & Permits - Building Demolition Permit
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

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
55.2013	Intergovernmental - Inter Agency Transfers
55.3013	Intergovernmental - TRAKIT-Permit System Charges
55.3023	Intergovernmental - Developers Contributions-Haciend
55.3024	Intergovernmental - Traffic Fair Share Contributions
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 Sv
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
55.4550	Intergovernmental - Opioids Settlement Fund OSF
55.4560	Intergovernmental - Opioid Abatement Trust Settlmnts
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
55.5082	Intergovernmental - Developers-FGA Ferrasci
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

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
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
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

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
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
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
56.3530	Charges for Services - Rental Registration 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

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
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
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
56.5075	Charges for Services - FEMA
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

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
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
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
56.6350	Charges for Services - Library Facility Use Fees
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

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
57.1070	Other Revenue - Other Sources
57.1410	Other Revenue - Legal Code Enforcement Recovery
57.2010	Other Revenue - Deferred Compensation
57.2011	Other Revenue - Deferred Compensation - PY
57.2012	Other Revenue - NYL Pension Trust - Prior Year
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
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

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
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
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

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
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
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
90.2513	Transfers In - General Plan
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

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
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
90.3282	Transfers In - BSCC-Board of St&Comm Correction
90.3910	Transfers In - CARES Act
90.3911	Transfers In - American Rescue Plan Act (ARPA)
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
90.5101	Transfers In - State Aid - Airport
90.5102	Transfers In - Federal Aid - Airport
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
90.7101	Transfers In - Internal Services Administration
90.7102	Transfers In - Internal Services Insurances
90.8104	Transfers In - Economic Development
90.8106	Transfers In - Flexible Spending
90.8107	Transfers In - Cafeteria Benefits
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

CHART OF ACCOUNTS – REVENUE BY OBJECT

<u>Account Number</u>	<u>Description</u>
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
61.3280	Salaries & Benefits - Homeless
61.3285	Salaries & Benefits - Special Investigations
61.3290	Salaries & Benefits - Fire Incident Ext Past 0800
61.3300	Salaries & Benefits - OES Training

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

Account Number	Description
61.3320	Salaries & Benefits - OT - Out of County
61.3330	Salaries & Benefits - OT - Minimum Staffing
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 Ciclovia
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)
61.4065	Salaries & Benefits - Essential Worker Premium Pay
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

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

Account Number	Description
61.8440	Salaries & Benefits - Health Ins- IAFF Concession
61.8500	Salaries & Benefits - Life Insurance
61.8510	Salaries & Benefits - Life Insurance-Firefighters
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
61.8900	Salaries & Benefits - NYL Pension Trust - Withdrawals
61.9950	Salaries & Benefits - Additional Personnel Costs
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

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

Account Number	Description
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
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 - Pagers

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

Account Number	Description
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
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

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

Account Number	Description
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
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

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

Account Number	Description
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
64.4045	Other Charges - New York Life Pension Misc
64.4050	Other Charges - Insurance
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 Physcials
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
64.5412	Other Charges - Agency Fees
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

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

Account Number	Description
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
64.6030	Other Charges - Kiddie Kapers
64.6040	Other Charges - California Air Show
64.6050	Other Charges - Ciclovia
64.6060	Other Charges - Parade of Lights
64.6070	Other Charges - CARR Lake
64.6080	Other Charges - Salinas Valley Promise
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

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

Account Number	Description
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
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

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

Account Number	Description
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
69.1050	Financial Assistance - Downtown Outdoor Dining Forgivab
69.1060	Financial Assistance - AVP Commercial Façade Impvt Prog
69.1070	Financial Assistance - Business Marketing & Tech Grants
69.1080	Financial Assistance - Micro-Grants
69.1100	Financial Assistance - Housing Rehab-Lead Base
69.1110	Financial Assistance - Contrib/Reimb to Other Agencies
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 XXII)
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
69.1385	Financial Assistance - Catholic Charities
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

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

Account Number	Description
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
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
69.1670	Financial Assistance - Valley Health Associates
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
95.2507	Transfers Out - Municipal Art
95.2508	Transfers Out - Contributions & Donations

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

Account Number	Description
95.2509	Transfers Out - KDF Los Padres Dev Social Svcs
95.2513	Transfers Out - General Plan
95.2530	Transfers Out - Residential Rental Registry
95.2602	Transfers Out - HSA - Affordable Housing
95.2603	Transfers Out - Local Housing Trust Fund
95.2910	Transfers Out - Community Development
95.2930	Transfers Out - Home Investment Partnership
95.2941	Transfers Out - Emergency Solutions Grant-COC
95.2943	Transfers Out - ESG-CV HUD
95.3106	Transfers Out - Homeland Security
95.3109	Transfers Out - Police Reimbursable Costs
95.3115	Transfers Out - Assistance to Firefighters
95.3156	Transfers Out - Pedestrian & Bike Safety Program
95.3256	Transfers Out - First Five Monterey County
95.3281	Transfers Out - CalGRIP 821-14 &15
95.3282	Transfers Out - BSCC-Board of St&Comm Correction
95.3315	Transfers Out - Public Works Awards & Contrib
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
95.4110	Transfers Out - 2018 Lease-EI 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
95.6301	Transfers Out - Fairways Golf Course
95.6302	Transfers Out - Twin Creek Golf Course
95.6400	Transfers Out - Sanitary Sewer
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

CHART OF ACCOUNTS – EXPENDITURE BY OBJECT

<u>Account Number</u>	<u>Description</u>
95.7103	Transfers Out - Int Serv - Workers Comp
95.7104	Transfers Out - Int Serv - General Liability
95.7120	Transfers Out - Int Serv - Fleet Maint
95.7121	Transfers Out - Vehicle Replacement
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