



**City of St. Helena  
Special City Council Meeting  
Tuesday, April 5, 2022 @ 10:30 AM**

**PLEASE NOTE:** Any person who wishes to speak regarding an item on the agenda or make a comment under the "Oral Communication" portion of the agenda may do so, but please observe the time limit of four minutes.

This meeting will be conducted pursuant to the provisions of Government Code Section 54953 (as amended by AB 361) which authorizes teleconferenced meetings under the Brown Act during certain proclaimed States of Emergency. The Governor of California proclaimed a State of Emergency related to COVID-19 on March 4, 2020. This teleconferenced meeting is necessary so that the City can conduct essential business and is permitted under Government Code 54953 in order to protect public health and safety of attendees.

Consistent with Government Code Section 54953, this City Council Meeting will be held via teleconference only, and will not be physically open to the public. City Council members and staff will teleconference into the meeting by audio and/or video. The meeting will be conducted via Zoom Webinar.

Those members of the public wishing to participate must do so remotely via Zoom electronic meetings in the following ways; by either logging onto the Zoom link located on the meeting agenda (please download the app to your computer or mobile device) and enter the meeting ID or by calling a listed number and enter the meeting ID. Public comment for City Council meetings will be accepted via email to [publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org). All public comments must be emailed by 2 hours prior to the meeting. Emailed public comments will not be read out loud but will be publicly available and attached to the on-line City Council agenda.

**ALTERNATIVE PUBLIC COMMENT VIA TELEPHONE BY RESERVATION**

If you would like to provide comments via telephone (not using Zoom) during the Council meeting, you can request a reservation from the City Clerk prior to 12:00 p.m. on the meeting day. The reservation request may be submitted to the City Clerk by emailing [publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org), or by calling (707) 968-2752. When submitting the request, please identify your name, your telephone number (including the area code first), and the agenda item number you would like to comment on. During the Council meeting, a representative from the City Clerk's Office will call you when public comment is called for the requested item. You will then be able to provide your comments to the Council via telephone.

Please see the end of the agenda for detailed PUBLIC PARTICIPATION instructions.

Simultaneous Spanish interpretation services during meetings can be scheduled upon request. To ensure interpreters are available, requests must be made at least 72 hours in advance by calling the Office of the City Clerk at (707) 968-2640 or emailing [cityclerk@cityofsthelena.org](mailto:cityclerk@cityofsthelena.org).

The schedule of upcoming meetings and published meeting agendas can be found on the City of St. Helena website at <https://sthelena.civicweb.net/portal/>.

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/85001298157>

Or One tap mobile :

US: +16699006833,,85001298157# or +13462487799,,85001298157#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 301 715 8592 or +1  
312 626 6799 or +1 929 205 6099

Meeting ID: 850 0129 8157

International numbers available:<https://us02web.zoom.us/j/kcVde9PcD5>

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Esta reunión será realizada conforme a las provisiones del Código de Gobierno Sección 54953 (modificada por AB 361) la cual autoriza las reuniones de teleconferencia bajo el Acta Brown durante ciertos Estados de Emergencia. El gobernador de California proclamó Estado de Emergencia relacionado con el COVID-19 el 4 de marzo del 2020. Esta reunión por teleconferencia es necesaria para que la Ciudad pueda realizar deberes esenciales y es permitido bajo el Código de Gobierno 54953 en orden de proteger la salud pública y seguridad de los asistentes.

Consistente con el Código de Gobierno Sección 54953, esta reunión del Consejo de la Ciudad será realizada vía teleconferencia y no será físicamente abierta al público. Miembros del Consejo de la Ciudad y personal atenderán la reunión por audio y/ o video. La reunión será transmitida vía Zoom.

La reunión del Consejo de la Ciudad se transmitirá en vivo por el Canal 28 de Comcast y en el sitio web de la Ciudad, salvo dificultades técnicas. Aquellos miembros del público que deseen participar deben hacerlo de forma virtual a través de las reuniones electrónicas de Zoom de las siguientes maneras; iniciando sesión en el enlace Zoom ubicado en la agenda de la reunión (descargue la aplicación en su computadora o dispositivo móvil) e ingrese el ID de la reunión o llamando al número ubicado en la agenda e ingrese el ID de la reunión. Se aceptarán comentarios públicos para la reunión del Consejo de la Ciudad por correo electrónico a [publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org). Todos los comentarios públicos se harán públicos y se adjuntarán a la agenda, pero no se leerán en voz alta. Todos los comentarios públicos que se reciban después de las 2:00 PM se adjuntarán a la agenda del Consejo de la Ciudad al día siguiente.

**Servicios de interpretación en español durante la reunión pueden ser solicitados por el público. Para asegurar que los intérpretes estén disponibles, los servicios tienen que ser solicitados al menos 72 horas antes de la reunión llamando a la oficina de la Secretaria de la Ciudad al (707) 968-2640 o por correo electrónico a [cityclerk@cityofsthelena.org](mailto:cityclerk@cityofsthelena.org) .**

**El horario de las reuniones publicadas y próximas puede ser localizado en el sitio de web de la Ciudad en <https://sthelena.civicweb.net/portal/> .**

Habrà traducción en español durante la junta

Haga clic en el enlace a continuación para participar en la reunión:

<https://us02web.zoom.us/j/85001298157>

O por iPhone one-tap:

US: +16699006833,,83858210015# or +13462487799,,83858210015#

O por Teléfono: Marque(para mejor calidad, marque número basado en su ubicaciónactual):  
US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 929 205 6099 or +1  
301 715 8592 or +1 312 626 6799

ID de la Reunión: ID: 850 0129 8157

International numbers available:<https://us02web.zoom.us/j/kcVde9PcD5>

Consulte el final de la agenda para obtener instrucciones detalladas de PARTICIPACIÓN  
PÚBLICA.

Page

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL  
Mayor: Geoff Ellsworth, Vice Mayor: Paul Dohring, City Council Members: Anna Chouteau, Eric Hall and Lester Hardy.
4. ADOPTION OF THE AGENDA
5. PUBLIC COMMENT:  
Under California law, public comments at special meetings are limited to subjects on the agenda only. Therefore public comment will take place during consideration of the item. Each person's comments shall be limited to 4 minutes.
6. NEW BUSINESS:

- 6.1. Preliminary Budget Forecast and Budget Priorities Discussion  
[Preliminary Budget Forecast and Budget Priorities Discussion Presentation](#)

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7 ADJOURNMENT

- . The next Regular City Council meeting is scheduled for April 12, 2022, at 6:00 p.m.

I do hereby certify that a copy of the foregoing agenda was posted on the City website on March 30, 2022.



Cindy Tzaopoulos, City Clerk

In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the City Clerk's Office (707) 967-2792. Notification 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Any supplemental writings or documents distributed to a majority of the City Council regarding any item on this Agenda, after the posting of the Agenda, will be available for public review in the City Clerk's Office located at 1572 Railroad Avenue, St. Helena, California, during normal business hours and by appointment. In addition, such writings or documents will be made available on the City's web site at <https://sthelena.civicweb.net> and will be available for public review at the respective meeting.

**THE CITY OF ST. HELENA ENCOURAGES ONLINE PUBLIC PARTICIPATION IN**

## VIRTUAL CITY COUNCIL MEETINGS

St. Helena, CA– The City of St. Helena is committed to public participation in City government in a manner that is consistent with guidance provided by the Napa County Public Health Official and AB361. These guidelines relate to social distancing, and are intended to protect everyone by limiting the spread of COVID-19 in our community. In adherence to these guidelines, the St. Helena City Council will host a Virtual Council Meeting on Zoom; a free teleconferencing tool that enables users to watch and/or call into the meeting from their computers or phones. This meeting will be open to public and allows for live public comment. The meeting will also be recorded, livestreamed, and posted on the City's website after the adjournment of the meeting if technical difficulties occur: <https://sthelena.civicweb.net/Portal/>

**The ZOOM web link, meeting ID, and phone number will be listed at the top of the City Council Meeting Agenda. You will be required to enter the meeting ID, but there will be no password or participant ID.**

### How to Watch or Listen to Council Meetings:

1. Watch on Comcast Channel 28
2. Watch the livestreaming video on the City's website
3. Watch and Listen on Zoom.us by clicking on the link in the Council Agenda
4. Listen only by calling the Zoom number listed on the Council Agenda

### Watch Council Meeting by Joining the Zoom Meeting:

1. **By Computer, Tablet, or Smart Phone:**
  1. Before joining the virtual City Council Meeting, it is highly encouraged that you download the Zoom App. To sign up for your own free account, visit [zoom.us/signup](https://zoom.us/signup) and enter your email address. You will receive an email from Zoom (no-reply@zoom.us). In this email, click Activate Account.
  2. If you are logged into your account, Enter the **Meeting ID** listed on the City Council Agenda. If you have not created an account go to: <https://zoom.us/join> and enter the **Meeting ID**
  3. Select if you would like to connect audio and/or video and tap **Join Meeting**.
  4. For specific instructions for your device, go to: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>
1. **Listen Only by Telephone:**
  1. **Dial** the number listed on the Council Agenda.
  2. At the prompt, enter the **Meeting ID** provided on the top of the City Council Meeting Agenda and **Press #. A participate ID is not required.**
  3. To disconnect from the meeting, hang up the phone.

### Ways to Provide Public Comment:

While attending the virtual City Council Meeting, the public will have the opportunity to provide live public comment during Public Forum and after each agenda item. When it is the appropriate time for public comment the Mayor will verbally open public comment. At this time each individual is permitted 4 minutes to speak.

1. **Send a Public Comment in by 4:00 PM Prior to the Meeting to:** [publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org)

The easiest way to provide public comment is to email your public comment. Public comments may be emailed to [publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org). Please include in the subject line "COMMENT TO COUNCIL and the AGENDA ITEM". Any public comment is required to be

submitted no later than 2 hours before the scheduled meeting and will be included as an attachment to the agenda. All public comments will be made publicly available and attached to the agenda item and will not be read out loud. All public comments that are received after 4:00 PM will be attached to the agenda the following day.

## **2. Provide Comment through Zoom meeting from a computer, tablet, or smart phone**

This option allows the public to virtually attend the meeting as a muted 'attendee' with no video or screen sharing capabilities. You will be able to see and hear those participating in the meeting, but they will not be able to hear you until the host unmutes you.

If you wish to provide public comment during a specific agenda item or during public forum, you can use the **"raise hand"** feature located in the control panel at the bottom of your screen. The icon is a small blue hand. In Windows you can also use the Alt+Y keyboard shortcut to raise or lower your hand. In Mac you can also use the Option+Y keyboard shortcut to raise or lower your hand.

The host will be notified that you've raised your hand and you will be placed in a queue with all incoming requests.

When it is your turn to speak, you will be notified that the host has unmuted you. To be removed from the queue, just click the **'raise hand'** button again.

## **3. Call in to the ZOOM meeting from a cell phone or landline phone only**

This option allows the member of the public with the opportunity to verbally participate in public comment.

If you wish to speak during public comment time dial **\*9** on your telephone.

The host will be notified that you would like to speak and you will be placed in a queue with all incoming requests.

When it is your turn to speak, you will be notified that the host has unmuted you. You may press **\*9** again if you wish to be removed from the queue.

You will be notified at the end of your statement that you have been muted.

## **4. Alternative Public Comment Via Telephone by Reservation**

If you would like to provide comments via telephone (not using Zoom) during the Council meeting, you can request a reservation from the City Clerk prior to 12:00 p.m. on the meeting day. The reservation request may be submitted to the City Clerk by emailing [publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org), or by calling (707) 968-2752. When submitting the request, please identify your name, your telephone number (including the area code first), and the agenda item number you would like to comment on. During the Council meeting, a representative from the City Clerk's Office will call you when public comment is called for the requested item. You will then be able to provide your comments to the Council via telephone.

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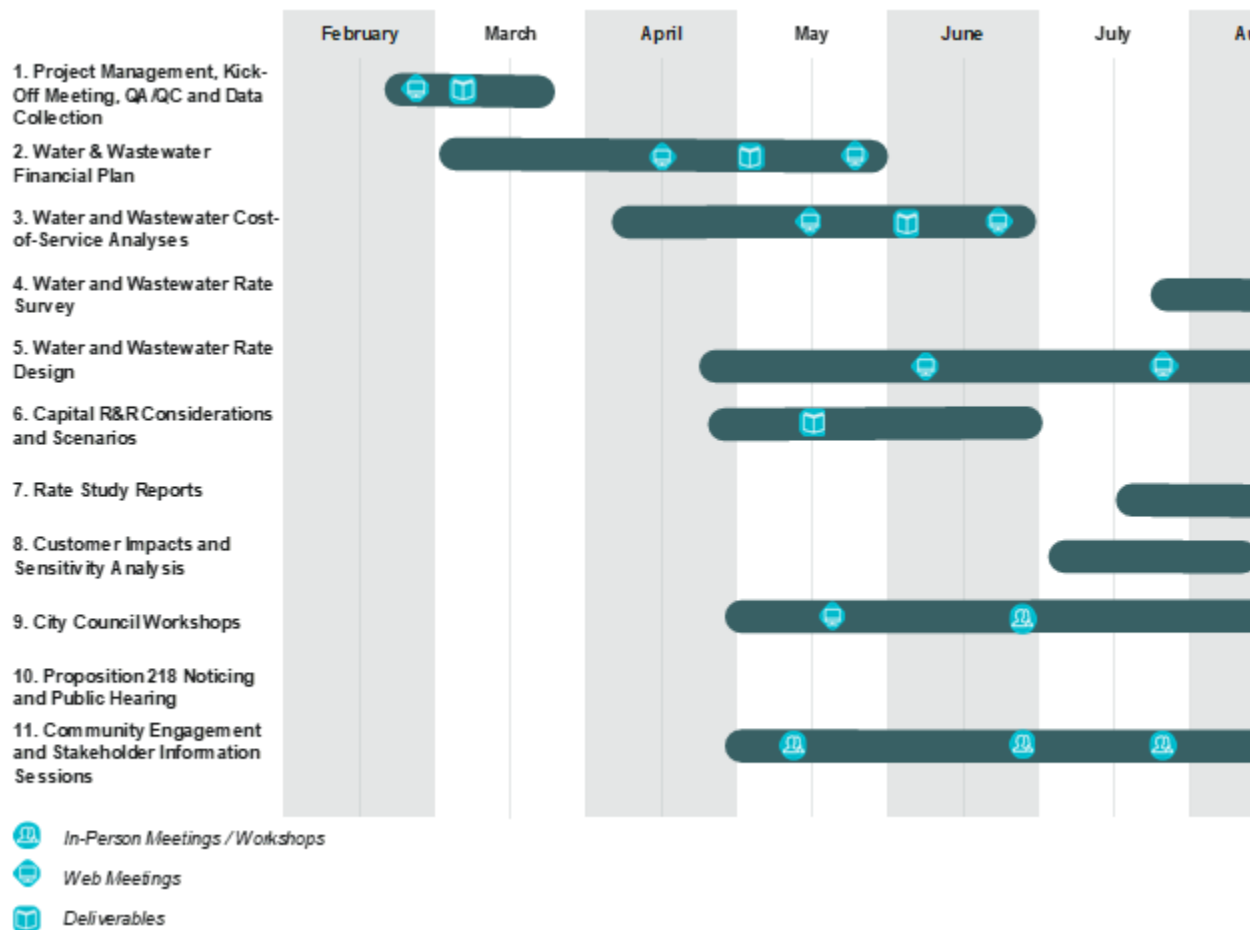
En cumplimiento de la Ley de Estadounidenses con Discapacidades, si necesita asistencia especial para participar en esta reunión, llame a la Oficina del Secretaría de la Ciudad (707) 967-2792. La notificación 72 horas antes de la reunión, como lo requiere la Sección 202 de la Ley de

Estadounidenses con Discapacidades, permitirá a la Ciudad hacer arreglos razonables para garantizar la accesibilidad a esta reunión.

## LA CIUDAD DE ST. HELENA ALIENTA LA PARTICIPACIÓN PÚBLICA EN LÍNEA EN REUNIONES VIRTUALES DEL CONSEJO DE LA CIUDAD

St. Helena, CA– La Ciudad de St. Helena está comprometida con la participación pública en el gobierno de la Ciudad de manera que sea consistente con la guía proporcionada por el Oficial de Salud Pública del Condado de Napa y la Orden Ejecutiva N-25-20 del Gobernador Newsom. Estas pautas se relacionan con el distanciamiento social y están destinadas a proteger a todos al limitar la propagación de COVID-19 en nuestra comunidad. En cumplimiento de estas pautas, el Ayuntamiento de St. Helena organizará una Reunión del Consejo Virtual sobre Zoom; Una herramienta de teleconferencia gratuita que permite a los usuarios mirar y / o llamar a la reunión desde sus computadoras o teléfonos. Esta reunión estará abierta al público y permite comentarios públicos en vivo. La reunión también se grabará, se transmitirá en vivo y se publicará en el sitio web de la Ciudad después de la clausura de la reunión si se presentan dificultades técnicas: <https://sthelena.civicweb.net/Portal/>

**El enlace web de ZOOM, la identificación de la reunión y el número de teléfono se enumerarán en la parte superior de la Agenda de la reunión del Ayuntamiento. Se le pedirá que ingrese la ID de la reunión, pero no habrá contraseña ni ID de participante.**





1. En los controles de la reunión, toque ... Más.



2. Toque **Interpretación de idiomas**.

3. Toque el idioma que desee escuchar.



4. (Opcional) Toque el botón de alternancia **Silenciar audio original**.



5. Haga clic en **Finalizado**.

### **Cómo ver o escuchar las reuniones del Consejo:**

1. Vea a través del canal 28 de Comcast
2. Vea el video de transmisión en vivo en el sitio web de la ciudad
3. Mire y escuche en Zoom.us haciendo clic en el enlace en la Agenda del Consejo
4. Escuche llamando al número de Zoom listado en la Agenda del Consejo

### **Vea la reunión del Consejo uniéndose a la reunión Zoom:**

1. **Por computadora, tableta o teléfono:**
  - a. Antes de unirse a la reunión virtual del Ayuntamiento, le recomendamos que descargue la aplicación Zoom. Para registrarse en su propia cuenta gratuita, visite [zoom.us/signup](https://zoom.us/signup) e ingrese su dirección de correo electrónico. Recibirá un correo electrónico de Zoom ([no-reply@zoom.us](mailto:no-reply@zoom.us)) . En este correo electrónico, haga clic en Activar cuenta.
  - b. Si ha iniciado sesión en su cuenta, ingrese la ID de la reunión que figura en la Agenda del Ayuntamiento. Si no ha creado una cuenta, vaya a: <https://zoom.us/join> e ingrese la ID de la reunión

- c. Seleccione si desea conectar audio y / o video y toque Unirse a la reunión. re. Para obtener instrucciones específicas para su dispositivo, vaya a: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

## 2. Escuche solo por teléfono:

- a. **Marque** el número que figura en la Agenda del Consejo.
- b. Cuando se le solicite, ingrese la **ID de la reunión** provista en la parte superior de la Agenda de la reunión del Concejo Municipal y **presione #**. **No se requiere una identificación de participación.**
- c. Para desconectarse de la reunión, cuelgue el teléfono

## Formas de proporcionar comentarios públicos:

Mientras asiste a la reunión virtual del Ayuntamiento, el público tendrá la oportunidad de proporcionar comentarios públicos en vivo durante el Foro Público y después de cada tema de la agenda. Cuando sea el momento apropiado para comentarios públicos, el Alcalde abrirá verbalmente los comentarios públicos. En este momento, cada individuo tiene permitido 4 minutos parahablar.

### 1. Envíe un comentario público por adelantado a [publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org)

La forma más fácil de proporcionar comentarios públicos es enviar su comentario público por correo electrónico. Los comentarios públicos pueden enviarse por correo electrónico a [publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org). Incluya en la línea de asunto "COMENTARIO AL CONSEJO y el PUNTO DEL PROGRAMA". Cualquier comentario público debe presentarse a más tardar 2 horas antes de la reunión programada y se incluirá como un archivo adjunto a la agenda. Todos los comentarios públicos se harán públicos y se adjuntarán al artículo de la agenda y no se leerán en voz alta. Todos los comentarios públicos que se reciban después de las 4:00 PM se adjuntarán a la agenda al día siguiente.

- 2. Proporcione comentarios a través de la reunión Zoom desde una computadora, tableta o teléfono inteligente

Esta opción permite que el público asista virtualmente a la reunión como un "asistente" silenciado sin capacidades de video o pantalla compartida. Podrá ver y escuchar a los participantes en la reunión, pero no podrán escucharlo hasta que el anfitrión de permiso.

Si desea proporcionar comentarios públicos durante un elemento específico de la agenda o durante un foro público, puede usar la función "levantar la mano" ubicada en el panel de control en la parte inferior de la pantalla. El icono es una pequeña mano azul. En Windows también puede usar el atajo de teclado Alt + Y para subir o bajar la mano. En Mac también puedes usar el atajo de teclado Alt + Y para subir o bajar lamano.

Se le notificará al anfitrión que ha levantado la mano y se lo colocará en fila con todas las solicitudes entrantes

Cuando sea su turno de hablar, se le notificará que el anfitrión le ha dado permiso de hablar. Para ser retirado de la fila, simplemente haga clic de nuevo el botón "levantar la mano".

### 3. Llame a la reunión de ZOOM desde un teléfono fijo o móvil solamente

Esta opción le permite al miembro del público la oportunidad de participar verbalmente en comentarios públicos.

Si desea hablar durante el tiempo de comentarios públicos, marque \* 9 en su teléfono.

Se le notificará al anfitrión que le gustaría hablar y se colocará en fila con todas las solicitudes entrantes.

Cuando sea su turno de hablar, se le notificará que el anfitrión le ha dado permiso de hablar. Puede presionar \* 9 nuevamente si desea ser eliminado de la fila.





# FY 2022-23 Preliminary Budget Forecast

April 5, 2022

By:

James McCann, Interim City Manager

April Mitts, Administrative Services Director

Mandy Kellogg, Assistant Administrative Services Director



# Workshop Objectives

- FY 22 General Fund Budget Update and Forecast
- FY 23 Discussion of Draft General Fund Budget
- LRFF Assumptions and Scenario's



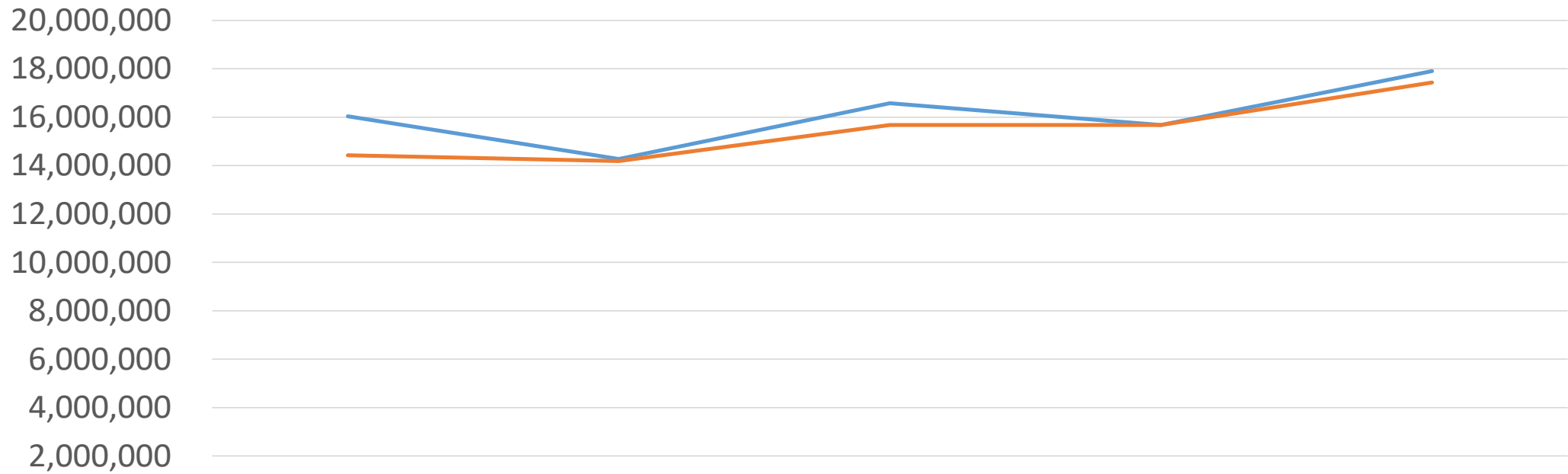
# Budget Update Present: FY 2021-22

Sales Tax and TOT Adopted vs. Actual To-Date

|              | Adopted<br>Budget | Estimated<br>Mid-Year | Estimated<br>Update |
|--------------|-------------------|-----------------------|---------------------|
| Sales        | 4,929,200         | 4,929,200             | 5,895,700           |
| TOT          | 3,140,940         | 3,576,027             | 3,832,799           |
| Property     | 5,476,132         | 5,888,932             | 5,888,932           |
| <b>Total</b> | <b>13,546,272</b> | <b>14,394,159</b>     | <b>15,617,431</b>   |



# Budget Update Historical



|          | FY 19 Acutal | FY 20 Actual | FY 21 Actual | FY 22 Adopted | FY 22 Estimated |
|----------|--------------|--------------|--------------|---------------|-----------------|
| Revenues | 16,032,990   | 14,270,828   | 16,579,357   | 15,675,690    | 17,901,713      |
| Expenses | 14,430,875   | 14,191,158   | 15,675,449   | 15,675,449    | 17,429,648      |



# Budget Update

## Net Position: FY 2021-22

|                                           | Mid-Year     | Revised      |
|-------------------------------------------|--------------|--------------|
| Ending Fund Balance @ 6/30/21             | 6,971,731    | 9,943,706    |
| Estimated Revenue @ 6/30/22               | 16,678,441   | 17,901,713   |
| Estimated Expenses @ 6/30/22              | (17,122,203) | (17,122,203) |
| Purchase Order Rollovers                  | (307,445)    | (307,445)    |
| Use of Reserves                           | (751,207)    |              |
| Estimated Unassigned Net Position 6/30/22 | 6,220,524    | 10,415,771   |
| Net Position %                            | 36%          | 60%          |



# Looking Ahead: FY 2022-23

## Budget Development Considerations:

- City Council Goals
- Revenue Assumptions
- Health Care Increase – 5%
- Change to Labor Costs
- Restoration of Positions/New Positions
- Increase to PERS Unfunded Liability - 14%
- 1x costs vs. reoccurring costs



# City Council Goals

| Goal |                                                                                                                             |
|------|-----------------------------------------------------------------------------------------------------------------------------|
| 1    | Improve and Maintain Safe and Reliable City Infrastructure with a Commitment to Environmental Stewardship and Public Health |
| 2    | Stabilize, Maintain, and Improve Access to Housing                                                                          |
| 3    | Enhance Organization Performance and Commit to Full Public Participation, Ongoing Communication, and Regional Collaboration |
| 4    | Ensure Long-Term Economic Sustainability while Supporting St. Helena's Charm & Rural Character*                             |
| 5    | Support Thriving Families and Enhance the Safety, Well-Being, and Healthy Development of our Youth                          |
| 6    | Support Initiatives that Respond to and Plan for Climate Change                                                             |

\*DRAFT - Goal Title



# Budget Update – Positions Future: FY 2022-23

| Position               | Department     | Type   | Total Costs      | General Fund Costs | Other Fund Costs |
|------------------------|----------------|--------|------------------|--------------------|------------------|
| Police Officer         | Police         | Frozen | 151,593          | 151,593            |                  |
| Librarian I*           | Library        | Frozen | 113,373          | 113,373            |                  |
| Parks Superintendent   | Public Works   | Frozen | 145,100          | 145,100            |                  |
| Senior Civil Engineer  | Public Works   | Frozen | 184,000          | 110,400            | 73,600           |
| Recreation Supervisor  | Recreation     | Frozen | 133,210          | 133,210            |                  |
| Planner                | Planning       | Frozen | 172,413          | 172,413            |                  |
| Assistant City Manager | City Manager   | New    | 294,504          | 147,252            | 147,252          |
| Administrative Analyst | Admin Services | New    | 156,332          | 82,696             | 73,636           |
| Engineering Manager    | Public Works   | New    | 192,790          | 114,759            | 78,031           |
| <b>TOTAL</b>           |                |        | <b>1,543,315</b> | <b>1,170,796</b>   | <b>372,519</b>   |



# FY 2022-23

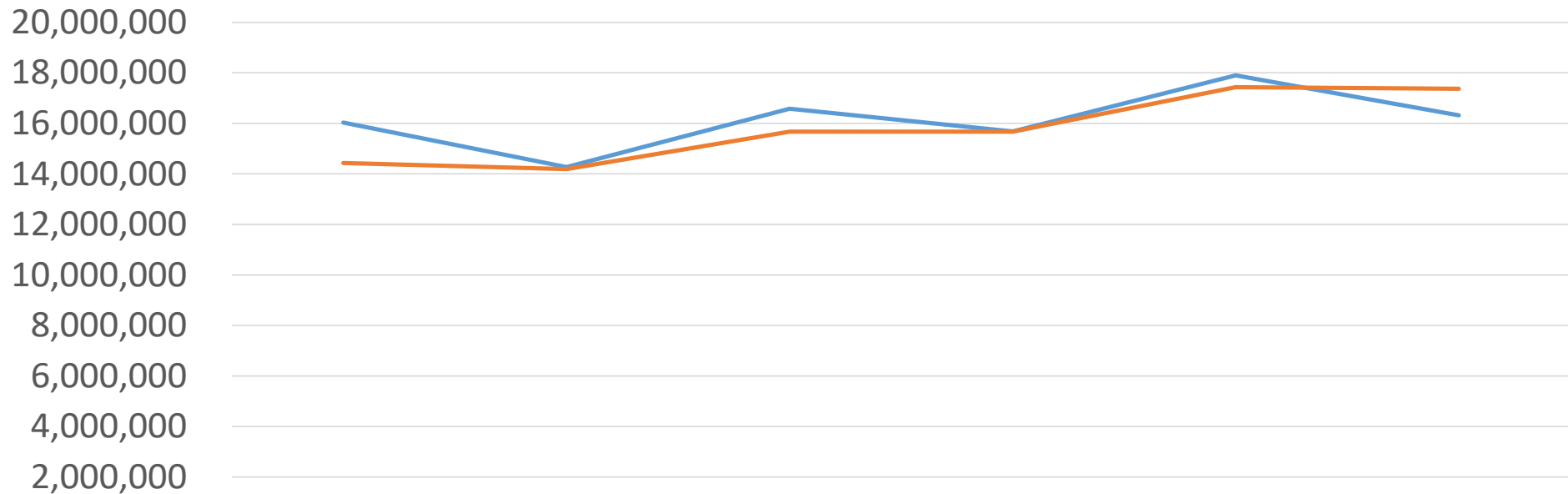
## Draft Revenue Assumptions

| Revenue      | Assumption                                                         | Net Increase<br>FY 22 Adopted |
|--------------|--------------------------------------------------------------------|-------------------------------|
| Property Tax | 3.4%, excluding ERAF                                               | 186,188                       |
| Sales Tax    | Avenu Insights & Analytics Most Likely                             | 572,891                       |
| TOT          | 4% above FY 19 Actuals                                             | 296,707                       |
| Other        | COVID Relief Funds Received in FY 22 (primary reason for decrease) | (577,835)                     |
|              | <b><i>Total Preliminary Revenue Increases</i></b>                  | <b><i>477,951</i></b>         |



# Budget Update

## Future: FY 2022-23



|          | FY 19<br>Actual | FY 20<br>Actual | FY 21<br>Actual | FY 22<br>Adopted | FY 22<br>Estimated | FY 23<br>DRAFT |
|----------|-----------------|-----------------|-----------------|------------------|--------------------|----------------|
| Revenues | 16,032,990      | 14,270,828      | 16,579,357      | 15,675,690       | 17,901,713         | 16,321,356     |
| Expenses | 14,430,875      | 14,191,158      | 15,675,449      | 15,675,449       | 17,429,648         | 17,373,586     |



# FY 2022-23: Expenses

## Cost Drivers Net Increase from FY22 - Adopted

| Cost Driver                                | Discretionary | 1x Costs | Council Goal | Amount  |
|--------------------------------------------|---------------|----------|--------------|---------|
| NVC Move – TI's                            | X             | 350,000  | Goal 3       | 350,000 |
| Additional 4 Full-time Firefighters (FY22) | X             |          | Goal 1, 3    | 300,000 |
| Normal Costs of Step Increases             |               |          | Goal 3       | 225,000 |
| Public Works Parks – New Equipment         | X             | 125,000  | Goal 6       | 125,000 |
| Public Works – Engineering Support         |               |          | Goal 1       | 105,000 |
| Health Insurance Increase                  |               |          | Goal 3       | 102,000 |
| Planning – Consultant CEQA                 |               | 100,000  | Goal 2       | 100,000 |
| Planning Software (1x vs. ongoing)         | X             | 100,000  | Goal 3       | 100,000 |



# FY 2022-23: Expenses

## Cost Drivers Net Increase from FY22 - Adopted

| Cost Driver                                                       | Discretionary | 1x Costs       | Council Goal | Amount           |
|-------------------------------------------------------------------|---------------|----------------|--------------|------------------|
| PERS Unfunded Liability: 15-year payment                          | X             | 96,000         | Goal 4       | 96,000           |
| General Liability Insurance                                       |               |                |              | 56,000           |
| PD Capital Equipment                                              | X             | 39,500         | Goal 1       | 39,500           |
| Trees – Phase I Tree Inventory<br>Phase II Crane Park Maintenance | X             | 38,000         | Goal 1       | 38,000           |
| <b>TOTALS</b>                                                     |               | <b>848,500</b> |              | <b>1,636,500</b> |



## **FY 2022-23**

### **Additional Considerations – Not Included in Budget**

- Civic Improvements/Maintenance
- Storm Drain Maintenance
- HMGP Match – Defensible Space, Generators (1x)
- Change to Labor Costs
- Frozen/New Positions
- Additional NVC Move Costs
- PD Patrol Vehicle Replacement



# Discussion and Direction General Fund Budget

- Confirmation on Revenue Assumptions
- Feedback on Expense Priorities
- Other Funding Requests



# **Long Range Financial Forecast (LRFF)**



# The Long-Range Financial Forecast (LRFF)

Provides a current and long-range financial assessment of:

- Revenues
- Expenditures
- Fund Balance
- Emergency Reserves

The primary objective is to provide the City Council and the community a financial forecast and identify any significant issues that may need to be addressed in the annual budget development process.



# LRFF

## Review of Assumptions:

- Utilize Draft FY 2022-23 Revenues and Expenses
- Utilizes Previous Years' Actuals
  - Removing non-reoccurring revenues/expenses
- Utilizes Infrastructure Task Force (ITF) calculations for hotel revenues
- LRFF does not include Mills Avenue Storm Drain Project
  - Currently \$4.6 million unfunded



# LRFF – FY 2021-22 Scenario's

## Scenario 1: Baseline

- Farmstead hotel revenues starting in FY 2024-25

## Scenario 2: Baseline +

- \$500,000 for storm drain improvements starting in FY 23
- \$500,000 for civic improvements starting in FY 23

## Scenario 3: Baseline +

- \$500,000 for civic improvements starting in FY 23
- Assumes Passage of Measure H – GO Bond



# LRFF – Sample FY 22 Baseline

| FY 22 SCENARIO 1 - GENERAL FUND FINANCIAL FORECAST SUMMARY - BASELINE, WITH FARMSTEAD FY 25 |                                 |                |                |                |                |                |                |                |                |                |                |                |                |                |
|---------------------------------------------------------------------------------------------|---------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| GENERAL FUND TEN YEAR FORECAST 2020-2030 - UNASSIGNED                                       |                                 |                |                |                |                |                |                |                |                |                |                |                |                |                |
|                                                                                             |                                 | FY 20          | FY 21          | FY 22          | FY 23          | FY 24          | FY 25          | FY 26          | FY 27          | FY 28          | FY 29          | FY 30          | FY 31          | FY 32          |
|                                                                                             |                                 | Actual         | Forecast       | Forecast       | Forecast       | Forecast       | Forecast       | Forecast       | Forecast       | Forecast       | Forecast       | Forecast       | Forecast       | Forecast       |
| 1                                                                                           | BEGINNING FUND BALANCE          | 7.68 m         | 6.48 m         | 6.17 m         | 6.21 m         | 4.39 m         | 2.29 m         | 0.99 m         | 0.36 m         | -0.39 m        | -1.28 m        | -2.32 m        | -3.54 m        | -4.94 m        |
| 2                                                                                           |                                 |                |                |                |                |                |                |                |                |                |                |                |                |                |
| 3                                                                                           | REVENUES                        | 14.27 m        | 16.75 m        | 15.68 m        | 15.58 m        | 16.03 m        | 16.55 m        | 17.10 m        | 17.66 m        | 18.24 m        | 18.84 m        | 19.46 m        | 20.10 m        | 20.76 m        |
| 4                                                                                           | Farmstead Increase Property Tax |                |                |                |                |                |                | 0.07 m         | 0.07 m         | 0.08 m         | 0.08 m         | 0.08 m         | 0.09 m         | 0.09 m         |
| 5                                                                                           | Farmstead Increase Sales Tax    |                |                |                |                |                | 0.13 m         | 0.14 m         | 0.14 m         | 0.15 m         | 0.15 m         | 0.15 m         | 0.16 m         | 0.16 m         |
| 6                                                                                           | Farmstead Increase TOT          |                |                |                |                |                | 0.85 m         | 1.49 m         | 1.54 m         | 1.59 m         | 1.63 m         | 1.68 m         | 1.73 m         | 1.78 m         |
| 7                                                                                           | <b>TOTAL REVENUES</b>           | <b>14.27 m</b> | <b>16.75 m</b> | <b>15.68 m</b> | <b>15.58 m</b> | <b>16.03 m</b> | <b>17.54 m</b> | <b>18.80 m</b> | <b>19.41 m</b> | <b>20.05 m</b> | <b>20.70 m</b> | <b>21.38 m</b> | <b>22.08 m</b> | <b>22.80 m</b> |
| 8                                                                                           | EXPENSES                        | 14.94 m        | 17.07 m        | 15.63 m        | 16.40 m        | 17.08 m        | 17.74 m        | 18.27 m        | 18.95 m        | 19.66 m        | 20.40 m        | 21.19 m        | 22.00 m        | 23.00 m        |
| 9                                                                                           | Storm Drain Repairs             |                |                |                | 0.50 m         | 0.53 m         | 0.55 m         | 0.58 m         | 0.61 m         | 0.64 m         | 0.67 m         | 0.70 m         | 0.74 m         | 0.78 m         |
| 10                                                                                          | Civic Improvements              |                |                |                | 0.50 m         | 0.53 m         | 0.55 m         | 0.58 m         | 0.61 m         | 0.64 m         | 0.67 m         | 0.70 m         | 0.74 m         | 0.78 m         |
| 11                                                                                          | <b>TOTAL EXPENSES</b>           | <b>14.94 m</b> | <b>17.07 m</b> | <b>15.63 m</b> | <b>17.40 m</b> | <b>18.13 m</b> | <b>18.84 m</b> | <b>19.42 m</b> | <b>20.17 m</b> | <b>20.94 m</b> | <b>21.74 m</b> | <b>22.60 m</b> | <b>23.47 m</b> | <b>24.55 m</b> |
| 12                                                                                          | ANNUAL SURPLUS OR (DEFICIT)     | -0.67 m        | -0.32 m        | 0.05 m         | -1.82 m        | -2.10 m        | -1.30 m        | -0.62 m        | -0.75 m        | -0.89 m        | -1.04 m        | -1.22 m        | -1.40 m        | -1.75 m        |
| 13                                                                                          |                                 |                |                |                |                |                |                |                |                |                |                |                |                |                |
| 14                                                                                          | ENDING FUND BALANCE             | 7.01 m         | 6.17 m         | 6.21 m         | 4.39 m         | 2.29 m         | 0.99 m         | 0.36 m         | -0.39 m        | -1.28 m        | -2.32 m        | -3.54 m        | -4.94 m        | -6.69 m        |
| 15                                                                                          | UNASSIGNED NET POSITION         | 47%            | 36%            | 40%            | 25%            | 13%            | 5%             | 2%             | -2%            | -6%            | -11%           | -16%           | -21%           | -27%           |



# Discussion and Direction LRFF

- Feedback on LRFF Assumptions
- Other Scenario Requests