

MEMORANDUM

Date: June 6, 2021
To: Honorable Mayor and Members of the City Council
From: Ondrea Starzhevskiy, Finance Director
Karen T. Diemer, City Manager
Re: Proposed City Budget for Fiscal Year 2021/2022

BUDGET OVERVIEW

This 2021/2022 Proposed Budget is presented during a time of tremendous uncertainty and hope for our community. The restrictions from COVID-19 shelter-in-place orders steadily being lifted. Businesses are reopening or expanding hours, sporting and outdoor entertainment is opening on small scales and the effects of increased tourism is starting to be felt in Arcata. This month new flights to Phoenix and Burbank have started from the local airport, schools are planning for in person instruction in the fall and the unemployment rate is slowly falling. Most importantly, vaccines are here and some shades of normalcy are expected to return. However, life may not look like it did before the pandemic began and that will be reflected in everything we do, including this budget.

During this past year, we have seen the strength of our community and our City organization. As difficult as the shelter-in-place restrictions have been, our collective effort has kept our local residents fed, many of the most vulnerable in our community with shelter, protection provided from evictions due to the sudden income loss, and support for local businesses through emergency business loans, and a commitment from the community to purchase local take-out meals, good and services.

Arcata has taken proactive steps throughout the pandemic to position our community for the immediate and long-term economic impacts from COVID-19. In the 2019/2020 fiscal year the City immediately, reduced expenditures by \$1,327,712 to end the year balanced. In 2020/2021, the City reduced the budget by:

- Freezing 10 staff positions including 2 Police Officers + 2 over hire Police Officers; 1 Dispatcher; 1 Engineering Technician; 3 Maintenance Workers (2 in Streets and 1 in Parks); 1 Community Development Specialist; 1 Recreation Coordinator and 1 Police Assistant
- Eliminating 90% of part-time positions
- Eliminating all new vehicle purchases including; 2 Police hybrid interceptors; Small truck for Engineering; Street Sweeper replacement; Small Vactor Truck; Sewer Camera Truck; Towable air compressor and Asphalt roller
- Eliminating several projects including: Plaza Improvements; IT equipment upgrades; Library and City Hall heating upgrades converting to electric; facility roofing and siding projects and parks playground equipment replacements
- Cancelling almost all recreation programs and events

Looking Forward to 2021/2022: We are pleased to present the City Council with a balanced budget for Fiscal Year 2021-2022. The proposed budget presents a General Fund with revenues of \$15.50 million and expenditures of \$15.48 million. We are proud of the tremendous efforts our City has and continues to put forth toward mitigating the impacts of the COVID-19 pandemic. Although the City remains fiscally solvent, the rebuilding of City services will take at least another two years. The budget reflects some regrowth but retains several of the key reductions from the 2020/2021 budget such as

- Freezing 6 staff positions including 2 Police Officers + 1 over hire Police Officer; 2 Maintenance Workers/Crew leaders (1 in Streets and 1 in Parks); 1 Community Development Specialist; 1 Recreation Coordinator and reduced the Police Assistant to 0.75 FTE.

KEY BUDGET PRINCIPLES

The 2021/2022 budget is based on policies that govern the stewardship of public funds and reflect the City’s commitment to balanced financial planning, while acknowledging the time required to rebuild from the fiscal effects of COVID-19. These include the following:

- The budget will balance expenditures with revenues
- The employees have inherent value in their knowledge, experience, and dedication that far exceeds their monetary cost; and minimizing layoffs limits the impact to both the organization and the services provided to the community
- The budget will ensure reserve balances are maintained as set by the City Council to respond to unexpected issues and emergencies
- Revenues will be estimated at probable and conservative levels using the most current data

City program and service review considers the following factors:

- A. **Mandated to provide the program:** The City is required to provide this program under
 - a. federal, state, county law;
 - b. contractual obligation without the ability to terminate
- B. **Community reliance on the City to provide the program:** Programs for which residents, businesses and visitors can look only to the City to obtain the service vs. programs that may be similarly obtained from another intergovernmental agency or a private business.
- C. **Cost recovery of the program:** Programs that demonstrate the ability to “pay for themselves” through user fees, intergovernmental grants or other specifically dedicated revenues vs. programs that generate limited or no funding to cover their cost.
- D. **Demand for the program:** Programs demonstrating high levels of current or anticipated demand or usage vs. programs that show little demand or usage.
- E. **Portion of the community served:** Programs that benefit or serve a larger segment of the City’s residents, businesses and/or visitors vs. programs that benefit or serve only a small segment of these populations while being mindful of vulnerable and underserved communities in our City.

City staff has carefully considered the budget requests proposed by each department in conjunction with the City Council goals and objectives. This year continues to see significant service reductions to maintain a balanced budget.

SUMMARY OF REVENUES

Sales Tax and Transactions and Use Tax (TUT): Sales Tax and TUT continue to be the largest two sources of General Fund revenues and comprises approximately 31% of the Fund total. A summary of Sales and TUT Tax estimates is provided below in Table 1: Sales Tax, Transactions Use Tax and Transient Occupancy Tax.

Sales tax revenues were higher than projected in last year’s conservative budget in great part from increases in business-to-business and online sales. However, we believe this to be a one-time experience due to statewide shelter-in-place orders. Further Amazon sales that made up a significant portion of the sales tax deficit this year will be reduced moving forward due to a business structure change.

Amazon Sales: Amazon began paying taxes in 2012 under AB155– capturing taxes only on their inventory. The State at the time ruled Amazon an out of state company, given their business structure whereby they did not own their inventory and fulfillment facilities were operated by Golden State Fulfillment LLC – an Amazon “related” company. In 2018, a legal decision often called the Wayfair decision and AB147 were intended to close this loop hole and did starting 4th Quarter 2018. Since then all of these taxes collected through Amazon (and other online sales) have been placed in the Humboldt Countywide pool and distributed to cities based on the percent of overall regional sales tax each city produces. In 2019, Amazon changed its businesses structure and the State has now determined that the majority of sales tax derived from Amazon sales will be directed to the communities where the product was shipped from. Of course, this redistribution benefits a small number of local governments estimated at 20 cities/counties in CA where fulfillment centers are located. This budget builds into its assumptions a forecasted loss of approximately \$72,000 from this shift.

TABLE 1

	19/20 Fiscal Year	20/21 Estimate	21/22 Estimate
Sales Tax Estimate	\$2,671,000	\$2,219,800	\$2,488,714
Percent Change		-17%	+12%
	19/20 Fiscal Year	20/21 Estimate	21/22 Estimate
Transactions and Use Tax Estimate	\$2,243,192	\$1,913,000	\$2,361,451
Percent Change		-14 %	+23%
	19/20 Fiscal Year	20/21 Estimate	21/22 Estimate
Transient Occupancy Tax (TOT / Hotel Tax)	\$1,164,323	1,100,000	\$1,300,000
Percent Change		-5%	+18%

Property Tax Revenue

Property taxes are based on assessed value as determined on January 1 of the prior year. This tax is anticipated to increase slightly from \$1,391,750 to \$1,475,000, representing an \$83,250 or 6 % increase from prior year. The recent housing price increases and sales may ultimately yield additional increases in 2022/2023 fiscal year as those sales prices are recorded and new tax assessment are finalized. Staff has worked closely with the Tax Assessors office on payment timelines and reductions.

Utility Users Taxes (UUT) revenue is expected to generate approximately \$1,040,000, or nearly 6.7% of total General Fund revenue, representing a 0.5% increase.

Business License Tax revenue is expected to increase by approximately 2% from \$125,215 to \$127,500. Our City receives income in May and June related to renewals as of July 1, 2021. This is revenue received in 2020/2021 but recognized in the next fiscal year.

School Resource Officer Grant Funds – The City has been awarded a grant from the County which is funded by Measure Z funds for one School Resource Officer and two Juvenile Diversion Counselors. This amounts to \$290,763 for 2021/2022. Amount is subject to Board of Supervisors approval in June.

In addition to the actions necessary to balance the General Fund, a number of other City funds and operations are adversely affected by COVID-19, including Water and Sewer, Stormwater, and Streets and Transportation. Several of these funds receive revenues from user fees that have been reduced due to business closures (temporary and permanent), reductions in State funding or limited grant availability.

CITY SPECIAL REVENUE FUNDS

Forest Fund

The forest revenues expect a slight increase in timber sales based on higher timber values. Total timber sales are estimated at \$420,000.

Street and Gas Tax Funds

Street fund revenues associated with Gas Tax and SB1 fees are expected to increase by approximately 2.5% from \$806,187 to \$827,322. The City will update projections accordingly once the Governor’s Office finalizes allocation changes for Gas Tax and SB-1. This year’s budget reflects a reduced operating transfer from General Fund in support of Streets.

Other Special Revenue Funds

The increase in revenues is related to grant funds for SB2, SALC, IIG and HEAP grant fund programs.

CITY ENTERPRISE FUNDS

Water Fund

Service charges and fees for the City’s water funds will increase approximately 1.5% based on water rate increases approved on July 1, 2020. This increase will provide a revenue stream for both operations and debt financing of critical infrastructure improvement projects.

Wastewater Fund

Service charges and fees for the City’s wastewater fund will increase 10% based on wastewater rate increases approved on July 15, 2020. This will provide a revenue stream for debt service costs related to the financing of critical infrastructure improvement projects, including the City’s future Wastewater Treatment Plant Upgrade.

OTHER FUNDS

Central Garage Fund

In fiscal year 2021/2022 the Central Garage Fund will be partially funded, covering all operating costs, but reducing replacement costs as they relate to the General Fund. Additionally, several vehicle purchases have been delayed.

Redevelopment Funds

The Successor Agency to the Arcata Community Development Agency receives funding in accordance with its approved Recognized Obligation Payment Schedules that are approved by the Successor Agency and Oversight Board.

2021/22 Programs

Even with a significantly reduced budget for the second year there are still several projects and programs that will be delivered to Arcata Community. A few highlights of the proposed budget for FY2021/22 includes:

1. Work to forward the Council's Priority Projects (included herein)
2. Adopt and implement Citywide Rental Inspection Program
3. Install an EV charging station at the Arcata Community Center
4. Implement the CalRecycle illegal dumping grant at Carlson Park
5. Resurface Larson Park tennis courts
6. Continue to work with the MIST clinicians to offer social services to those who are in need and identify sustainable funding for the program
7. Re-initiation of Tenant Based Rental Assistance program
8. Purchase two electric busses
9. Complete de-escalation training for Arcata Police Department and the region.
10. Implement the Racial Identification Profiling Act (RIPA) stop data reporting process.
11. Engage with a consultant/program designed for governmental entities to design, coordinate and organize racial equity plans and activities to advance diversity, equity and inclusion across the organization within operations, policies and programs
12. Prepare for Council consideration the Arcata All Electric Initiative Ordinance to phase out natural gas in new construction
13. Fund year one of radio communication system using asset forfeiture funds
14. Finalize the regional Climate Action Plan
15. Complete the Arcata Ridge Trail and Fickle Hill Road crossing
16. Continued progress to rehabilitate the wastewater treatment plant. This year includes; purchase of the UV disinfection system, complete electrical and wiring, permitting, bidding and initiate construction for Phase I
17. Complete grant improvements to Shay Park including installation of outdoor exercise equipment
18. Reopen and rebuild recreation programs to fit new and changing COVID guidelines
19. Refurbish Heindon water well as a continued groundwater source for the City
20. Complete Phase 1 preliminary design and environmental for the Plunkett Road waterline retrofit
21. Replace and add pump/motor redundancy to the First Street wastewater lift station
22. Improve South I Street for walking and biking (HAF grant funded)
23. Complete Environmental review for the Old Arcata Road and Annie and Mary trail projects
24. Complete the training of all City of Arcata employees on emergency preparedness utilizing CERT
25. Manage USFWS grants for Aldergrove Marsh Restoration and North Jacoby Planting
26. Complete annual paving and sidewalk project (Measure G, Gas Tax and SB-1 funds).
27. Complete the grind out & inlay and local street paving work
28. Implement public improvements related to Sorrel Place
29. Complete Arcata Garden's Multi-Family Rehabilitation
30. Complete Arcata House Partnership sewer extension on Boyd Road
31. Secure funding to support free bus service in the summer and for new housing projects
32. Secure a new bike share program in partnership with HSU
33. Maintain City website and work with community partners on the VisitArcata website. Develop marketing videos for City projects, business/economic highlights, promotion of Arcata

The COVID-19 pandemic has presented challenges for every community and while we focus on addressing these challenges, it is also important to reflect upon the successes along the way. Here is a highlight of two of them:

1. The Coronavirus Aid included a round 2/3 of Community Development Block Grant (also known as CDBG). These funds will come on line this next fiscal year to fund:
 - Staffing to do intake at the one-stop to help homeless individuals locate services including housing.
 - Outreach and encampment clean-up to meet people where they are and provide services and outreach in the community while also maintaining a safe and healthy environment.
 - Modifications to the annex reception area to provide better COVID safety for both staff and clients.
 - Installation of new commercial appliances to support the lunch box meal program which has had an increase in usage since shelter in place restrictions began.
 - Purchase of two needle disposal kiosks and fund regular disposal servicing for them.

2. Effective March 11, 2021, Congress signed the American Rescue Plan Act of 2021, which is estimated to result in additional relief funding of approximately \$ 4,409,087 for the City over the next two fiscal years. The Coronavirus State and Local Fiscal Recovery Funds provide an infusion of resources to meet pandemic response needs and rebuild a stronger, and more equitable economy as the city recovers. Cities may use these funds to:
 - **Support public health expenditures**, by, for example, funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff
 - **Address negative economic impacts caused by the public health emergency**, including economic harms to workers, households, small businesses, impacted industries, and the public sector
 - **Replace lost public sector revenue**, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic
 - **Provide premium pay for essential workers**, offering additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors
 - **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet

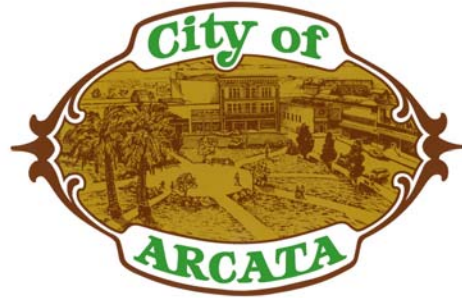
RESERVES

Prudent fiscal management and the City's reserve policy requires that the unappropriated fund balance of the City's General Fund and working capital balance (non-capital outlay reserves) of the City's Funds be maintained at a minimum of 25 percent. These reserve funds are a tool the City uses to aid in financial stabilization, particularly during times of unforeseen emergencies and economic downturns. Estimates of the City's Fund Balance at the end of this Fiscal Year June 30th, 2022 are included in this packet. The proposed budget projects a 27% reserve.

CONCLUSION

This 2021/2022 Proposed Budget reflects the continuing effort by the Mayor and City Council to have the City of Arcata engage in sound budget discipline and deliberate decision-making, even during this challenging economic period. The recommendations included in this document take steps to ensure that critical functions are preserved and minimizes workforce impacts by leveraging available revenues and vacancies.

In closing, we want to express appreciation for our extremely dedicated and talented staff who have worked tirelessly this year to provide services to the community at a personal risk exposure to themselves. During a time when many employees were afforded a work from home option the majority of our staff reported to their worksites and worked throughout the community every day through the pandemic to ensure a continuity of critical services. The accomplishments of this past year and our ability to bring a balanced budget forward for this next year are a direct reflection of their commitment to our residents, businesses, visitors, and each other.



Proposed Budget

Fiscal Year 2021/22

BUDGET OVERVIEW

BUDGET PROCESS AND POLICIES

With the adoption of the annual budget, the City Council recognizes the appropriations for the many operating activities and capital budgets are based upon estimates of municipal needs for the fiscal year. In order to establish reasonable flexibility in the administration of the budget, the following policies have been adopted. These policies are intended to provide the authority necessary for the City Manager to administer the budget during the course of the fiscal year in light of varying conditions which may occur.

Budget process

The budget process begins with meetings of key budget team members to informally discuss underlying fiscal policies, goals and objectives of the Council, personal service proposals, material changes in anticipated revenue/income and expenditures/expenses. The process continues with the distribution of a budget request package to all department heads. This package includes a brief message from the Finance Director along with general instructions for completing the budget template documents which when completed include proposed expenditures, capital outlays, departmental descriptions, activity accomplishments and future objectives, and other budget data.

Departmental requests are consolidated and the budget team composed of the City Manager and Finance Director discuss each departmental request with the applicable department head.

Adjustments are made as appropriate and required to meet the City Council's goals and objectives.

The next step in the budget process involves preparation of the budget document. The Finance Department prepares the final proposed revenue and expenditure pages for each department covering all funds and other supplemental material. The manager prepares the budget message and narrative. The proposed budget is submitted to the Council by the first meeting in May.

Council study session(s) is (are) held before the required public meetings. The budget is scheduled for adoption in June.

The City of Arcata uses the modified accrual basis for budgeting in governmental funds. Proprietary funds are budgeted using accrual concepts. All operating and capital expenses and income are identified in the budgeting process because of the need for appropriation authority. Most annual appropriations lapse at year-end, however the City carries forward select appropriations from one fiscal year to the next. Appropriations carried forward into the following fiscal year are submitted to Council as part of the mid-year budget review.

Budget Policies

The City Council of the City of Arcata recognizes a need to create budget and fiscal policies that assures delivery of products and services as efficiently and effectively as possible.

Operating Budget – General

The operating budget will be based on the principle that current operating expenditures shall be funded with current revenues. Unappropriated fund balances/working capital in enterprise funds may be used by the City Council to meet one-time special project/program expenses. The

operating expenses of the City will be supported by recurring revenues and will not be funded through long-term debt. The enterprise expenses will be funded through current revenues excluding interest income. Expenditures shall include funding adequate maintenance and replacement of capital and operating assets.

A mid-year budget review and adjustment process is completed each January and submitted to Council for review and approval in February. Projections of revenues and expenditures through the end of the fiscal year will be prepared and reviewed by the Finance Director with a report to the City Council. Budgetary adjustments are only considered within the framework of the adopted budget and work plan. New work programs and new appropriations are not considered in the mid-year budget review.

General Revenue Management

The following summarizes the City's general revenue management policies:

1. The City will strive to maintain a diversified and stable revenue system to shelter the government from short-term fluctuations in any revenue source and to ensure its ability to provide ongoing services.
2. The City will make all current expenditures with current revenues, avoiding procedures that balance current budgets by postponing needed expenditures, accruing future revenues, or rolling over short-term debt.
3. In order to achieve important public policy goals, the City has established various special revenue, capital project, debt service and enterprise funds to account for revenues whose use should be restricted to certain activities. Accordingly, each fund exists as a separate financing entity from other funds, with its own revenue sources, expenditures and fund equity.
4. Any transfers between funds for operating purposes are clearly set forth in the Financial Plan, and can only be made by the Finance Director in accordance with the adopted budget.
5. Fees will be reviewed and updated on an ongoing basis to ensure that they keep pace with the changes in the cost of living as well as changes in methods or level of service delivery.
6. User fees will be developed and annually reviewed to insure they adequately recover the cost of services. In Enterprise Funds, user fees will provide full coverage of direct and indirect costs including depreciation and interest expense; subject to the limits imposed by Proposition 218 and the Government Code.

Appropriations

The term "appropriations" means the amount approved for expenditure by the City Council with the adoption of the annual budget, along with subsequent budget modifications and adjustments. Appropriations will be based on the best estimates of Department Heads and the City Manager. Differing operating requirements, price changes, emergency situations and similar factors may require variation from the approved appropriations. Therefore, the City Manager has authority to adjust the appropriations so long as the changes do not exceed the total approved appropriations of an activity, except in case of emergency. The City Manager has the authority to meet emergency requirements and subsequently report to the City Council and secure Council approval for an appropriate budget modification.

Appropriations Limitation

The Council will annually adopt a resolution establishing the City's appropriation limit calculated in accordance with Article XIII B of the Constitution of the State of California, Section 7900 of the State of California Government Code, and any other voter approved amendments or state legislation that effect the City appropriation limit. The Council will generally consider the resolution to adopt an appropriations limit in connection with final approval of the budget.

FISCAL POLICIES

Financial Reserve Policy

To maintain the fund balance and retained earnings of the various operating funds at levels sufficient to protect the City's creditworthiness as well as its financial positions from unforeseeable emergencies, the City will strive to maintain the following minimum fund and working capital balances:

Minimum Fund and Working Capital Balances

1. The City will maintain fund balances or working capital balances of at least twenty percent (25%) of operating expenditures in the General Fund and all Enterprise Funds and Internal Service Funds. This is considered the minimum level necessary to maintain the City's credit worthiness and to adequately provide for -
 - a. Economic uncertainties and other financial hardships or downturns in the local or national economy.
 - b. Local disasters or catastrophic events
 - c. Contingencies for unseen operating or capital needs.
 - d. Cash flow requirements.
2. In order to assure that the City Council has some discretion in their financial decision making options, these reserve may be reduced with a majority City Council vote in order to fund unforeseeable financial conditions such as one-time expenditures, or as transition funding in a recessionary economy, or other budget shortfall stop gap measure of a temporary nature.

Service Level Policy

Service levels will be provided with the constraints of available resources. Services will be provided only at the most efficient and effective level to meet the needs of local citizens and businesses as determined by the City Council. City financial planning will provide for adequate maintenance and replacement of capital items.

Investment Policy

The City of Arcata invests its temporary pooled idle cash in accordance with California Government Code Section 53601 and has an investment policy which is adopted annually. Investment and cash management will be the responsibility of the Finance Director. The City's primary investment objective is to achieve a reasonable rate of return while minimizing the potential for capital losses arising from market changes or issuer default. Accordingly, the

following factors will be considered in priority order in determining individual investment placements:

1. *Safety* – The safety and risk associated with an investment refers to the potential loss of principal, interest, or a combination of these amounts. The City only purchases investments that are considered safe.
2. *Liquidity* – This refers to the ability to “cash in” at any moment in time with a minimal chance of losing some portion of principal or interest. Liquidity is an important investment quality which ensures cash will be available when an unexpected need arises.
3. *Yield* – This refers to the potential dollar earnings an investment can provide and is described as the rate of return.

The City will strive to keep all idle cash balances fully invested through daily projections of cash flow requirements. In order to maximize yields from its overall portfolio, the City will consolidate cash balances from all funds for investment purposes, and will allocate investment earnings to each fund in accordance with generally accepted accounting principles.

Debt Policy

The City will consider the use of debt financing only for one-time capital improvement projects only when the project’s useful life will exceed the term of the financing and when project revenues or specific resources will be sufficient to service the debt. Debt financing will not be considered appropriate for any recurring purpose. An internal feasibility study will be prepared for each long-term financing which analyzes the impact on current and future budgets for debt service and operations. This analysis will also address the reliability of revenues to support debt service.

COUNCIL GOALS

City of Arcata

CITY COUNCIL GOALS



Facilities and Infrastructure

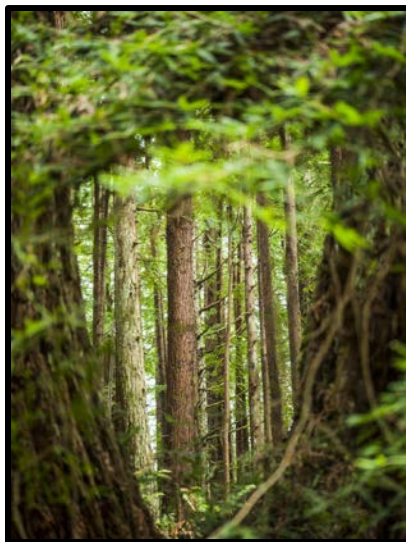
Enhance Appearance, Public Safety and Livability of the City

- Improve infrastructure and facilities.
- Improve transportation and circulation systems.
- Provide services for residents' safety and comfort.
- Encourage community beautification and public art.

Environmental Leadership

Provide Leadership in Environmental Progress of the City

- Increase local energy independence.
- Strive to achieve zero waste.
- Develop non-motorized transportation routes.
- Support open space and ecosystem functions.
- Improve water resource management.



Sustainable Development

Improve Local Economy through Business Support

- Improve community services for business development.
- Improve linkage between energy needs and resources.
- Support a living wage and encourage investment in workforce satisfaction.

Public Service

Improve the Quality of Service to the Public

- Respond to the needs of our residents.
- Increase opportunities for community engagement.
- Improve technological capabilities of the City.

Resident and Community Health

Support Community Creative and Cultural Life

- Support healthy eating and active living programs.
- Provide recreation opportunities for all residents.
- Support diverse housing opportunities.
- Support essential human services, as applicable.



Prepare for Future Needs

Provide Educational Opportunities for Residents and Staff

- Provide leadership developing strategies for climate change.
- Use best available science for future planning.

City Council Policy Objectives

1. Develop policies and support community organizations that provide services that improve the quality of life in Arcata and events that promote Arcata as a “livable community.”
2. Maintain benefits, labor standards, and improve workplace safety and conditions for City Employees.
3. Promote an energy efficient and pedestrian friendly transportation web between neighborhoods emphasizing pedestrian, bicycle, and alternative modes of transportation.
4. Promote efficient use of energy and use of renewable energy in buildings, facilities and infrastructure in Arcata.
5. Implement the Capital Improvements Program to City infrastructure.
6. Strengthen partnerships with Humboldt State University, College of the Redwoods, local schools, civic and professional organizations.
7. Address expanding land management needs including updating Forest Management Plan and Non-Industrial Timber Management Plan.
8. Develop strategies in response to the changing needs of youth, teens, students, families and seniors.
9. Maximize opportunities for public participation and civic engagement.
10. Collaborate with other jurisdictions and non-profits to maximize regional effectiveness and increase funding opportunities.
11. Maintain contacts and open communication with representatives at various State and Federal levels.
12. Incorporate smart growth technology, design, principles and practices in the advancement of a sustainable city.

Arcata City Council Priority Projects for 2021/2022 Fiscal Year

1. Develop a 2-3 year Homelessness Reduction Strategy framework identifying initial priority benchmarks to provide for or continue to shelter those who are or may become homeless.

- a. Identify an ongoing funding stream (i.e. sales tax, property tax), and prepare a ballot initiative for voters to consider in 2022.
- b. Identify locations and operational funding for a day center.
- c. Support/Collaborate on strategies to create safe spaces for those without shelter, including a safe parking program.
- d. Obtain site control of a property to provide transitional and/or long-term shelter housing in partnership with Humboldt County and Arcata House Partnership.
- e. Continue support for Arcata House Partnership.
- f. Long term: Develop a cooperative housing model, that includes onsite services and peer to peer mentoring support, creating holistic support for individuals.

2. Valley West Improvements

- a. Develop beautification priorities for Valley West collaborating with the Chamber, Mainstreet and Arcata House Partnership such as trash pick-up/cans, murals, planters, flower baskets and better lighting.
- b. Continue the planning for a Valley West community center to offer recreational and learning opportunities, resource services and a general gathering space. Support the HSU student project to complete initial visioning.
- c. Prioritize Improvements to Carlson Park; picnic tables, bathrooms, cleanup efforts, play space and river access.
- d. Focus public safety on neighborhood meeting priorities of trespassing/loitering, narcotic activity, vacant properties and encampments and coordinate enforcement of nuisance properties.

3. Mental Health and Social Services

- a. Hire more social workers/mental health professionals to expand access to services (MIST and similar response programs). Seek out long term funding strategies and 24-hour emergency crisis response team for adults and youth.
- b. Establish a working group of mental health / social services professionals – to serve as a collaborative space to grow these services in Arcata and assess City/local assets and resources that could be used to support an increase in programs/services.

4. Infrastructure

a. Develop a working group to support the build out of HSU Campus to City Walking Corridors include:

- Lighting, banners, street/sidewalk and other art
- LK Wood Blvd, G, H and D Streets
- The connecting footbridge

b. Support Plaza Improvement Task Force recommendations: Remove plaza center to ground level; set aside specific funds (to be determined through the budget process) to allocate to the priority list.

c. Add paving overlay on G Street between 12th to 18th Streets.

d. H Street: Beautify and replant the planter(s)

5. Economic Recovery Strategies

a. Beautification and maintenance: HSU footbridge, Plaza and Valley West.

b. Work with the County to pre-approve outdoor events and assist businesses with reopening guidelines.

c. Maintain the Economic Recovery Collaborative with Main Street, the Chamber of Commerce and Humboldt State Univeristy.

d. Promote business and tourism: Advertise Arcata as a safe place to shop; support visitarcata.com and regional marketing around student alumni successes locally.

6. Prioritize the Strategic Infill Redevelopment Plan

a. Housing – Find ways to build more of all types of housing for students, indivudals, small and large families.

b. Complete the K Street Corridor /Arcata Gateway Specific Plan and General Plan updates based on specific Long range and Infill planning.

7. Implement the Arcata Arts Strategic Plan by working with existing arts efforts established in the community.

8. Zero Waste

a. Determine how to implement SB 1383 - Short-lived Climate Pollutants (SLCP): Organic Waste Reductions.

9. Parks Improvements

a. Complete Improvements to Shay Park.

b. Finalize a development plan for Carlson Park with neighborhood input.

c. Complete conceptual plan, preliminary design and seek funding for implementation of Redwood Park improvements and finalize the bike pump track plans.

d. Finalize Environmental and Design plans to construct the Annie Mary Trail (A&M).

10. Transit and Alternative Transportation Systems
a. Ensure that alternative transportation is required/incentivized in new development projects.
11. Arcata All Electric Initiative
a. Develop an all electric ordinance to phase out natural gas in new construction.
12. Continue to test the City-wide disaster plans and improve preparedness and emergency response strategies. Support Community Emergency Response Teams (CERT).
13. Proactively maintain a strong partnership with Humboldt State University focused this year on:
a. Continue to support equity arcata.
b. Provide options and costs for better lighting along D Street from 7th–14th and along LK Wood Blvd north of Sunset.
14. Explore options to expand City Council office meeting space.

CAPITAL
IMPROVEMENT
PROGRAM

CITY OF ARCATA
 Capital Improvement Program Summary of Projects
 Fiscal Year 2021-2022
 6/7/2021

Proj ID #	Project	Proposed for FY 2021/22	Description	Duration (year)
11-0002	EPA Brownfields Grant Project and Little Lakes	\$ 30,000.00	Sampling and additional site locations for Phase I	2
21-003	APD Radio Upgrade	\$ 161,349.00	Replace analog radio with digital radio to be compatible with regional emergency services agencies.	2
45-0001	Old Arcata Road	\$ 206,000.00	Total cost \$4M: \$2.38 M from STIP, \$841K from HIP, Remainder Measure G	3
45-0002	Annual Striping	\$ 50,000.00	Annual Striping	1
45-0002	Annual Pavement Management	\$ 1,500,000.00	Annual Paving - Overlay, Grind - Inlay: South G and Save for OAR	1
45-0010	Sunset - LK Wood Safety	\$ 150,000.00	Project Study Report for future funding	2
45-0012	8th and 9th Improvements	\$ 50,000.00	Bicycle and Pedestrian Enhancements and Street Beautification	1
45-0013	30th Street Improvements	\$ 1,400,000.00	Reconstruction of 30th street east of Alliance Road and 140 ft. pedestrian bridge	2
48-0001	Annual Sidewalk and Accessible Ramps	\$ 90,000.00	Annual - Ongoing	1
48-0007	Rails with Trails: Annie & Mary Trail	\$ 72,000.00	Environmental and final Design:	4
48-0021	Isackson Sustainable Transportation Infrastructure - Design/Permit	\$ 509,175.00	City of Arcata Isaacson's Affordable Housing STI Project. Project includes: sidewalk improvements, crossing signal, signage improvements, pedestrian signal, transit signal, street furniture, bike share at the affordable housing site, stormwater improvements, landscaping, and bulbouts, bus stop improvements and new bus stops, public outreach and education.	3
63-0004	Waterline Improvements: Citywide steel line replacement	\$ 2,500,000.00	Removal and replacement of steel, asbestos cement, cast iron, ductile iron, galvanized steel, and PVC waterline sections within the City of Arcata Water Service Area (WSA).	3
63-0006	Plunkett Waterline Improvements	\$ -	Design and permitting: Potential 75% of the project cost funded by CalOES Grant Fund and remainder using City funds. Save \$ for 25% match funding	4
64-0001	Water Storage Zone 1	\$ 1,500,000.00	Construction will last for 2 years, however will need to create a PO in 21-22	3
64-0009	Water Meters and Registers	\$ 25,000.00	Annual - Ongoing	1
64-0016	Heindon Well	\$ 40,000.00	Well maintenance	1
64-0018	SCADA- Water	\$ 30,000.00	Annual - Ongoing	1
65-0004	1st Street Pumps and Motors	\$ 325,000.00	Pump upgrades	2
65-0012	Manhole Rehab/Sewer Collection System	\$ 150,000.00	Annual Manhole and sewerline replacement Project	2
65-0013	Wastewater/water to Eureka RedyMix at Boyd Road	\$ 200,000.00	New sewer line and lift station at Boyd Road	2
67-0001	WWTP Reconfiguration: UV Procurement and Design	\$ 2,338,400.00	New UV. Portion of WWTP upgrade project	
67-0004	WWTP Reconfiguration: Construction	\$ 6,800,000.00	This is for the construction of phase 1 of the WWTP project. Construction will last for 2 plus years.	3
67-00036	WWTP Reconfiguration: Phase 2 design	\$ 2,500,000.00	Design of second phase of WWTP project	2
67-0038	I Street Dock & Vault Toilet	\$ 481,391.00	Project to improve/replace I Street Boat Ramp and install vault toilet.	2
67-0039a	Relocate NR/Police to Parks Maintenance Area - Plan	\$ 10,000.00	design/building installation and fencing	5
81-0004	Carlson - Mad River Park-Trail	\$ 5,000.00	Will augment once grant funds are awarded	1
81-0007	Redwood Park Improvements	\$ 660,000.00	Grant award \$660,000, \$150 for design in 21-22 and construction in 22-23	3
81-0023	Shay Park Phase 2	\$ 333,000.00	This is for the park equipments and minor construction	3
81-0025	Larson Park Tennis Court Resurfacing	\$ 40,000.00	Capital Maintenance task	1
81-0028	Plaza Improvement Task Force Recommendations	\$ 30,000.00	Planter Removal at the Plaza	3
81-0029	Irrigation Well for Sports Complex	\$ 75,000.00	\$75k to install a well. Need to ascertain additional cost to plum into existing irrigation system and determine annual costs of well vs city potable water supply	1
85-0008	City Hall HVAC	\$ 127,700.00	Phase 2 of the City Hall HVAC system upgrade	2
85-0013	PSPS Generators	\$ 281,500.00	To Install an Emergency Backup Generator at City Facilities	1
87-0002	Arcata Ridge Trail Development	\$ 150,000.00	This is for pedestrian crossing and trail improvements	1
91-004	Two New Electrical Bus for Transit	\$1,782,058	Additional fund this year is for New Bus through ASHG (Issackson)	3

FUND OVERVIEW

CITY OF ARCATA
Fund/Department/Activity

<u>FUND</u>		<u>DEPARTMENT / ACTIVITY</u>	
<u>Number</u>	<u>Name</u>	<u>Number</u>	<u>Activity</u>
101	General	01	City Council
		03	City Manager
		05	City Clerk
		07	Finance
		09	City Attorney
		11	Planning
		15	Personnel
		17	General Insurance
		21	Public Safety
		23	Parking Control
		25	Animal Control
		31	Building Regulation
		41	Engineering
		45	Streets
		61	Corporation Yard
		70	Energy Management
		77	Communications
		79	Geographic Information System
		81	Parks
		85	Government Buildings
		89	Recreation
Special Revenue Funds:			
202	Open Space, Parks, Trails	81	Parks
		87	Forest Management
203	Bicycle Registration	45	Streets
204	P.O.S.T.	21	Police
205	Forest	87	Forest Management
207	Gas Tax – Sections 2103, 2106, 2107, 2107.5	45	Streets
		48	Alternative Transportation
209	Traffic	55	Traffic Control
210	STIP Funds	45	Streets
		48	Alternative Transportation
211	HCD Block Grants	13	Grant Funded Programs
212	Industrial Park – Aldergrove	11	Planning and Other
213	Community Development Grants	13	Grant Funded Programs
214	Construction Tax		
215	Parkland-In-Lieu		
216	Parking-In-Lieu		
218	Proposition 172	21	Public Safety
219	ISTEA	45	Streets
220	FEMA/OES		Various
221	Citizen’s Option for Public Safety	21	Public Safety

CITY OF ARCATA
Fund/Department/Activity

<u>FUND</u>		<u>DEPARTMENT / ACTIVITY</u>	
231	Infill Infrastructure Grant Program (IIG)	Various	Various
232	Yurok Housing Authority MOU	45	Streets
		91	Arcata & Mad River Transit
233	Affordable Housing and Sustainable Communities Program (AHSC)		Various
234	HOME Program Grants	13	Grant Funded Programs
244	Housing Improvement Projects	35	Housing & Public Improvement Projects
245	Public Improvement Projects	35	Housing & Public Improvement Projects
250	Basic RLF	14	Revolving Loan Funds
255	CDBG Program Income RLF	14	Revolving Loan Funds
259	HOME Program Income RLF	14	Revolving Loan Funds
296	Utility Users Tax		
297	PERS Phase-In		
298	HealthSPORT Note		
299	Undergrounding Reserves		
Capital Improvement Funds:			
350	Capital Improvement Fund	Various	Various
Special Assessment District Funds:			
442	Mad River Parkway	Various	Special Assessment
445	Curtis Heights	Various	Special Assessment
447	Janes Creek	Various	Special Assessment
490	Windsong	Various	Special Assessment
Trust Funds:			
520	AFLAC Trust	Various	Various
550	Seismic Fees	31	Building Regulation
551	Drug Task Force	21	Public Safety
552	Community Trust	Various	Various
553	D.A.R.E.	21	Public Safety
555	Replacement Reserve ASC	11	Planning
557	K-9 Dog Program	21	Public Safety
558	Habitat Loans	Various	Various
559	OPEB Trust	Various	Various
570	APD Evidence Funds	21	Police
590	General Plan/Housing Update	11	Planning

CITY OF ARCATA
Fund/Department/Activity

FUND

DEPARTMENT / ACTIVITY

Enterprise Funds:

661	Water	63	Water System Maintenance
		64	Water Treatment & Distribution
662	Wastewater	65	Wastewater Collection
		67	Wastewater Treatment
663	A&MRTS	91	Arcata & Mad River Transit
		92	Dial-A-Ride
		93	Greyhound
664	Waste	73	Solid Waste
666	Stormwater Drainage	51	Stormwater Management
		52	Confined Drainage Ways

Internal Service Fund:

771	Central Garage	57	Central Garage
775	IT Services	71	IT Services & Maintenance

Successor Agency:

880	Administrative	12	Successor Agency
881	Debt Service	12	Successor Agency

CITY OF ARCATA
Fund Descriptions

The basic budgeting and accounting entity for the City is a fund. A fund is "an independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created." Funds are established for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

General Fund:

101 The General Fund is used to account for the general operations of the City such as Police, City Administration, etc. It is used to account for all financial resources, including property tax, sales tax, business license tax, transient occupancy tax, license and permits, fines and forfeits, except those required to be accounted for in another fund.

Special Revenue Funds:

These funds are used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

- 202 Open Space, Parks, Trails: Annual special parcel taxes are accumulated in this fund for acquisition, improvements and maintenance of City parks, trails, forest, and open spaces.
- 203 Bicycle Registration Fund: Bicycle license fees are accumulated in this fund for the implementation and improvement of bicycle safety programs and bicycle routes.
- 204 POST Fund: Peace Officers Standards and Training (POST) funds are accumulated by the State from criminal fines. The City is paid by POST for Police Officers who attend POST-certified courses.
- 205 Forest Fund: The Forest Fund was established to manage the City of Arcata's two forests. When timber is harvested, the revenues are accumulated for future forest needs.
- 207 Gas Tax Funds: These funds are used to account for monies received and expended from the State Gas Tax allocations. These monies are specified for work on street projects within the City.
- 209 Traffic Fund: The City's portion of vehicle license fines are deposited into this fund and are used for traffic control expenditures.
- 210 STIP Grant Fund: Grant funds from State Transportation Improvement Program are accounted for in this fund.
- 211 Housing and Community Development Block Grant Fund: Grants from the Community Development Block Grant Fund that the City applies for and receives are budgeted and accounted for in this fund.
- 212 Industrial Park Fund – Aldergrove: All activities including maintenance and capital expenditures related to the City's Foodworks building, and the sale of land in the City's Aldergrove Industrial Park are accounted for in this fund.

- 213 Community Development Grants: Non CDBG or HOME Community Development Grants that the City applies for and receives are budgeted and accounted for in this fund.
- 214 Construction Tax Fund: This fund is used to accumulate a fee charged with the building permit for construction of multi-family structures. The funds are used for acquisition, improvement, and maintenance of public parks.
- 215 Parkland-In-Lieu Fund: The Parkland-In-Lieu fund accounts for funds paid by the developer of a subdivision in-lieu of dedicating parkland. The fees collected are used to acquire, develop, and/or rehabilitate parks.
- 216 Parking-In-Lieu Fund: At one time, developers in the Central Business District and Landmark and Historic District were required to pay a fee in-lieu of providing off-street parking. These fees were accumulated in this fund for the acquisition and development of off-street parking and/or alternative transportation.
- 218 Proposition 172 Fund: Public safety funds from sales taxes are deposited into this fund.
- 219 ISTEA Fund: Streets and transit allocations of Federal Intermodal Surface Transportation Efficiency Act funds.
- 220 State OES Funding: Fund required for the deposit of OES and FEMA disaster assistance reimbursements.
- 221 COPS SLESF Funds: This fund is used to account for the expenditure of Citizens Option for Public Safety Supplemental Law Enforcement Services funding which is received from the County of Humboldt.
- 231 Infill Infrastructure Grant Program (IIG): Grants from the Federal IIG Program that the City applies for and receives are budgeted and accounted for in this fund.
- 232 Yurok Housing Authority MOU: Reimbursement funds from our memorandum of understanding with the YHA for construction of the 30th Street Commons Project are budgeted and accounted for in this fund.
- 233 Affordable Housing and Sustainable Communities Program (AHSC): Grants from the Federal AHSC Program that the City applies for and receives are budgeted and accounted for in this fund.
- 234 HOME Program Grant Fund: Grants from the Federal HOME Program that the City applies for and receives are budgeted and accounted for in this fund.
- 244 Housing Improvement Fund: These funds were transferred to the City from the Arcata Community Development Agency and are comprised primarily of tax increment revenue. Funds are restricted for expenditure on low-income housing projects.
- 245 Public Improvement Fund: These funds were transferred to the City from the Arcata Community Development Agency and are comprised primarily of bond proceeds and tax increment. All expenditures must be in compliance with the bond indenture and redevelopment law.

- 250-259 Revolving Loan Funds: These funds are used to account for the activity in the City's various revolving loan programs, i.e., Basic, CDBG and HOME.
- 296 Utility Users Tax Fund: This fund was previously used to hold Utility Users Taxes collected in prior years which may have to be refunded pending the outcome of court decisions.
- 297 PERS Phase-In Funds: Special funds set aside for future PERS payments.
- 298 HealthSPORT Note: This fund is used to accumulate payments on note.
- 299 Undergrounding Reserve Fund: These funds have been accumulated and are being held for the purpose of future undergrounding projects.

Capital Project Funds:

- 350 Capital Improvement Fund: These funds have been accumulated and are being held for the purpose of future capital improvements.

Special Assessment Funds:

These funds are used for the financing of public improvements and services deemed to benefit the special properties against which special assessments are levied. Assessment bonds used to finance improvements in special assessment districts are secured by liens against the assessed properties. Activities financed through assessment include utilities and other general infrastructure improvements. The City only has three active Special Assessment funds. These are:

- 442 Mad River Business Park Assessment District
- 447 Janes Creek Meadows Assessment District
- 490 Windsong Landscape Assessment District

Trust Funds:

- 520 AFLAC Trust Fund: Funds set aside for payment of various employee benefits
- 550 Seismic Fees: Fund used for accumulating seismic fees prior to payment to the state.
- 551 Drug Task Force Fund: The City of Arcata participates in the Humboldt County Drug Task Force. Money generated from drug-related property forfeitures is divided among participating agencies. The funds can be used to enhance drug-related law enforcement.
- 552 Arcata Community Trust Fund: Funds are held by the City in this fund for non-City programs.
- 553 D.A.R.E.: Funds accumulated from donations to Drug Abuse Resistance and Education Program.
- 555 Replacement Reserve Arcata Service Center: Pursuant to a lease agreement, these funds are set aside for repair and replacement of fixed assets.

- 557 K-9 Program: Funds accumulated from donations to K-9 program.
- 559 OPEB Trust Fund: Funds accumulated through payroll expenditure for payment of retiree insurance benefits.
- 570 APD Evidence Fund: Money confiscated as evidence is required to be kept segregated from other funds.
- 590 General Plan/Housing Update: Funds accumulated through permit processing to go towards update of General Plan or Housing Update.

Enterprise Funds:

The Enterprise Funds account for the financing of services to the general public where all or a substantial portion of the costs involved are paid in the form of user charges or fees for such services. These funds are:

- 661 Water Fund: This fund is used to account for all income and expenses related to the operation and maintenance of the City's water system, including water system maintenance, and water treatment and distribution.
- 662 Wastewater Fund: This fund is used to account for all income and expenses related to the operation and maintenance of the City's wastewater system, including wastewater collection, and wastewater treatment.
- 663 Transit Fund: This fund is used to account for all income and expenses related to the operation and maintenance of the City's transit system.
- 664 Solid Waste Fund: This fund is used to account for all income and expenses related to the City's solid waste programs.
- 666 Stormwater Drainage Fund: This fund is used to account for all income and expenses related to the City's stormwater drainage system, including confined drainage and stormwater management.

Internal Service Funds:

The Internal Service Fund is used to account for services and commodities furnished to user departments within the City.

- 771 Central Garage Fund: The Central Garage Fund accounts for all activities of the City's central garage operations, the costs of which are distributed among designated user departments.
- 775 IT Services Fund: The IT Services Fund accounts for all activities of the City's computer networks, the costs of which are distributed among user departments using equitable formulas.

Successor Agency Funds:

880 Administration Fund: This fund is used to account for all of the administration expenditures related to the Successor Agency to the Arcata Community Development Agency.

881 Debt Service Fund: This fund is used to account for receipt of tax increment funds for the payment of amounts included on the Recognized Obligation Payment Schedule.

City of Arcata
June 30, 2021
Estimated Fund Balances

Estimated June 30, 2021 Fund Balance							
Fund Balance 6/30/2020	Revenue	Transfers In	Expenditure Appropriation	Transfers Out	Estimated Available Fund Balance 6/30/2021	Estimated Change in Net Position	
General Fund:							
101 General	\$ 4,145,563	\$ 15,079,627	\$ 351,850	\$ (13,257,742)	\$ (2,097,180)	\$ 4,222,119	76,556
Special Revenue Funds:							
202 Open Spaces, Parks, Trails	-	-	-	-	-	-	-
203 Bicycle Registration	3,490	110	-	-	3,710	220	
204 POST	(6,611)	10,000	20,000	(27,000)	(3,611)	3,000	
205 Forest	979,608	368,802	-	(366,244)	982,166	2,558	
207 State Gas Tax 2107	519,486	842,887	1,924,680	(1,997,887)	1,289,166	769,680	
209 Traffic Safety	148,430	50,500	240,000	(281,515)	157,415	8,985	
210 SB 45 STIP Grant Funds	-	177,000	-	(30,000)	147,000	147,000	
211 HCD Block Grant	(88,605)	1,000,000	-	(1,750,000)	(838,605)	(750,000)	
212 Industrial Park	150,887	237,240	-	(196,034)	192,093	41,206	
213 Community Development Grants	-	-	-	-	-	-	
214 Residential Construction Tax	324,045	91,367	-	-	390,412	66,367	
215 Parkland in Lieu	192,345	11,400	-	-	193,745	1,400	
216 Parking in Lieu	283,783	500	-	-	284,283	500	
218 Proposition 172	127,816	90,500	-	-	128,316	500	
219 ISTE A	625,674	113,000	-	(280,386)	348,288	(277,386)	
220 FEMA/OES Fund	-	58,000	-	-	(58,000)	-	
221 SLESF Grant Funds	435,892	155,100	-	-	(155,100)	435,892	
231 IIG	-	-	-	-	-	-	
232 YHA MOU	-	1,000,000	-	(1,000,000)	-	-	
233 AHSC	-	-	-	(40,000)	-	(40,000)	
234 HOME Program	(50,469)	101,517	-	-	51,048	101,517	
244 Housing Improvement Projects	376,106	100,000	-	(180,280)	295,826	(80,280)	
245 Public Improvement Projects	3,459,711	60,000	-	(20,622)	3,499,089	39,378	
250 Revolving Loans - Basic	778,754	23,000	-	(499,955)	301,799	(476,955)	
255 Revolving Loans - CDBG	1,091,313	400,000	-	(870,755)	620,558	(470,755)	
259 Revolving Loans - HOME	199,975	265,000	-	(210,271)	254,704	54,729	
296 Utility User's Tax	140,414	1,000	-	-	141,414	1,000	
297 PERS Phase-in	282,127	2,000	-	-	284,127	2,000	
298 HealthSport Note	42,308	450	-	-	42,758	450	
Total Special Revenue Funds:	\$ 10,016,478	\$ 5,159,373	\$ 2,184,680	\$ (7,750,948)	\$ (448,100)	\$ 9,161,592	\$ (854,886)
Capital Improvement Fund:							
350 Capital Improvements Fund	\$ 164,610	\$ 9,700	\$ -	\$ -	\$ -	\$ 174,310	\$ 9,700

City of Arcata
June 30, 2021
Estimated Fund Balances

Estimated June 30, 2021 Fund Balance							
Fund Balance 6/30/2020	Revenue	Transfers In	Expenditure Appropriation	Transfers Out	Estimated Available Fund Balance 6/30/2021	Estimated Change in Net Position	
Special Assessment District Funds:							
442 Mad River Business Park	6,752	6,010	-	-	(6,000)	6,762	10
445 Curtis Heights	1,231	10	-	-	-	1,241	10
447 Janes Creek Meadows	15,954	16,060	-	-	(16,000)	16,014	60
490 Windsong	6,806	14,890	-	-	(14,850)	6,846	40
Total Special Assessment District Funds:	\$ 30,743	\$ 36,970	\$ -	\$ -	\$ (36,850)	\$ 30,863	\$ 120
Trust Funds:							
500 City Trust Accounts	-	-	-	-	-	-	-
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Enterprise Funds:							
661 Water	6,681,645	5,713,387	58,000	(5,641,190)	(90,000)	6,721,842	40,197
662 Wastewater	7,518,461	7,500,000	-	(6,995,394)	(90,000)	7,933,067	414,606
663 A&MRTS	874,316	1,154,505	-	(1,154,434)	-	874,387	71
664 Solid Waste	427,692	451,102	-	(413,459)	(25,000)	440,334	12,643
666 Storm Drainage	285,130	648,510	155,000	(750,944)	-	337,696	52,566
Total Enterprise Funds:	\$ 15,787,244	\$ 15,467,504	\$ 213,000	\$ (14,955,421)	\$ (205,000)	\$ 16,307,327	\$ 520,083
Internal Service Fund:							
771 Central Garage	1,254,502	993,841	-	(869,380)	-	1,378,963	124,461
775 IT Services & Maintenance	-	386,843	-	(354,946)	-	31,897	31,897
Total Internal Service Funds:	\$ 1,254,502	\$ 1,380,684	\$ -	\$ (1,224,326)	\$ -	\$ 1,410,860	\$ 156,358
Successor Agency:							
880 Successor Agency - Admin	(201,272)	-	-	-	-	(201,272)	-
881 Successor Agency - Debt Service	-	304,175	-	(447,506)	-	(143,331)	(143,331)
885 Successor - Project Fund	-	-	-	-	-	-	-
Total Successor Agency Funds:	\$ (201,272)	\$ 304,175	\$ -	\$ (447,506)	\$ -	\$ (344,603)	\$ (143,331)
Grand Total All Funds:	\$ 31,197,868	\$ 37,438,033	\$ 2,749,530	\$ (37,635,943)	\$ (2,787,130)	\$ 30,962,468	\$ (235,401)

City of Arcata
June 30, 2022
Estimated Fund Balances

		Estimated June 30, 2022 Fund Balance					Estimated	Estimated
		Available Fund	Revenue	Transfers In	Expenditure	Transfers Out	Available Fund	Change in Net
		Balance			Appropriation		Balance	Position
		6/30/2021					6/30/2022	
General Fund:								
101	General	\$ 4,222,119	\$ 14,745,931	\$ 1,175,944	\$ (15,486,165)	\$ (417,000)	\$ 4,240,829	\$ 18,710
Special Revenue Funds:								
202	Open Spaces, Parks, Trails	-	173,000	-	-	(162,500)	10,500	10,500
203	Bicycle Registration	3,710	50	-	-	-	3,760	50
204	POST	(3,611)	28,000	7,000	(35,000)	-	(3,611)	-
205	Forest	982,166	427,400	150,000	(502,763)	-	1,056,803	74,637
207	State Gas Tax 2107	1,289,166	865,108	160,000	(1,780,765)	177,000	710,510	(578,657)
209	Traffic Safety	157,415	80,000	190,000	(286,890)	-	140,525	(16,890)
210	SB 45 STIP Grant Funds	147,000	450,000	5,000	(278,000)	(177,000)	147,000	-
211	HCD Block Grant	(838,605)	2,649,757	-	(569,131)	(2,338,400)	(1,096,379)	(257,774)
212	Industrial Park	192,093	245,000	-	(243,865)	-	193,228	1,135
213	Community Development Grants	-	380,000	-	(540,930)	(10,000)	-	-
214	Residential Construction Tax	390,412	50,000	-	-	(20,000)	420,412	30,000
215	Parkland in Lieu	193,745	20,000	-	-	(20,000)	193,745	-
216	Parking in Lieu	284,283	15,000	-	-	-	299,283	15,000
218	Proposition 172	128,316	100,000	-	-	(100,000)	128,316	-
219	ISTEA	348,288	115,000	-	(115,000)	-	348,288	-
220	FEMA/OES Fund	-	281,500	-	-	(281,500)	-	-
221	SLESF Grant Funds	435,892	100,000	-	-	(100,000)	435,892	-
231	IIG	-	2,328,200	-	(2,328,200)	-	-	-
232	YHA MOU	-	1,900,000	-	(1,900,000)	-	-	-
233	AHSC	(40,000)	934,175	-	(934,175)	-	(40,000)	-
234	First-time Homebuyers Pgm	51,048	-	-	-	-	51,048	-
244	Housing Improvement Projects	295,826	102,000	-	(51,204)	-	346,622	50,796
245	Public Improvement Projects	3,499,089	105,000	-	-	-	3,604,089	105,000
250	Revolving Loans - Basic	301,799	15,000	-	(100,000)	-	216,799	(85,000)
255	Revolving Loans - CDBG	620,558	422,000	-	(723,714)	-	318,844	(301,714)
259	Revolving Loans - HOME	254,704	180,000	-	(458,000)	-	(23,296)	(278,000)
296	Utility User's Tax	141,414	-	-	-	(140,000)	1,414	(140,000)
297	PERS Phase-in	284,127	-	-	-	(141,000)	143,127	(141,000)
298	HealthSport Note	42,758	-	-	-	(20,000)	22,758	(20,000)
Total Special Revenue Funds:		\$ 9,161,592	\$ 11,966,190	\$ 512,000	\$ (10,847,638)	\$ (3,333,400)	\$ 7,629,674	\$ (1,531,918)
Capital Improvement Fund:								
350	Capital Improvements Fund	\$ 174,310	\$ 7,200	\$ -	\$ -	\$ -	\$ 181,510	\$ 7,200

City of Arcata
 June 30, 2022
 Estimated Fund Balances

		Estimated June 30, 2022 Fund Balance					Estimated	Estimated
		Available Fund	Revenue	Transfers In	Expenditure	Transfers Out	Available Fund	Change in Net
		Balance			Appropriation		Balance	Position
		6/30/2021					6/30/2022	
Special Assessment District Funds:		-						
442	Mad River Business Park	6,762	5,000	-	-	(5,000)	6,762	-
445	Curtis Heights	1,241	-	-	-	-	1,241	-
447	Janes Creek Meadows	16,014	16,000	-	-	(16,000)	16,014	-
490	Windsong	6,846	14,850	-	-	(14,850)	6,846	-
Total Special Assessment District Funds:		\$ 30,863	\$ 35,850	\$ -	\$ -	\$ (35,850)	\$ 30,863	\$ -
Trust Funds:								
500	City Trust Accounts	-	-	-	-	(205,094)	(205,094)	(205,094)
		\$ -	\$ -	\$ -	\$ -	(205,094)	(205,094)	(205,094)
Enterprise Funds:								
661	Water	6,721,842	5,762,800	-	(7,427,230)	(90,000)	4,967,411	(1,754,430)
662	Wastewater	7,933,067	7,820,341	2,338,400	(17,363,109)	(90,000)	638,699	(7,294,368)
663	A&MRTS	874,387	2,123,580	-	(2,113,744)	(10,000)	874,224	(164)
664	Solid Waste	440,334	506,300	-	(544,388)	-	402,246	(38,088)
666	Storm Drainage	337,696	379,569	155,000	(611,311)	-	260,954	(76,742)
Total Enterprise Funds:		\$ 16,307,327	\$ 16,592,590	\$ 2,493,400	\$ (28,059,783)	\$ (190,000)	\$ 7,143,534	\$ (9,163,792)
Internal Service Fund:								
771	Central Garage	1,378,963	1,107,647	-	(1,306,009)	-	1,180,601	(198,362)
775	IT Services & Maintenance	31,897	404,453	-	(408,593)	-	27,757	(4,140)
Total Internal Service Funds:		\$ 1,410,860	\$ 1,512,100	\$ -	\$ (1,714,602)	\$ -	\$ 1,208,358	\$ (202,502)
Successor Agency:								
880	Successor Agency - Admin	(201,272)	-	-	-	-	(201,272)	-
881	Successor Agency - Debt Service	(143,331)	304,091	-	(292,476)	-	(131,716)	11,615
885	Successor - Project Fund	-	-	-	-	-	-	-
Total Successor Agency Funds:		\$ (344,603)	\$ 304,091	\$ -	\$ (292,476)	\$ -	\$ (332,988)	\$ 11,615
Grand Total All Funds:		\$ 30,962,468	\$ 45,163,952	\$ 4,181,344	\$ (56,400,663)	\$ (4,181,344)	\$ 19,896,686	\$ (11,065,781)

REVENUE

2021/2022 Proposed Revenue Budget

General Ledger Line	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
101-00-00-41100	Secured Property Taxes	(1,543,036)	(1,391,750)	(1,475,000)		(1,475,000)
101-00-00-41150	Unsecured Property Taxes	(66,581)	(62,200)	(62,000)		(62,000)
101-00-00-41160	Supplemental Roll	(29,945)	(23,750)	(20,000)		(20,000)
101-00-00-41200	Timber Yield Tax	(52)	(28)	-		-
101-00-00-41300	Sales Tax	(2,518,007)	(2,219,800)	(2,448,714)		(2,448,714)
101-00-00-41310	Transactions & Use Tax	(2,243,192)	(1,913,000)	(2,361,451)		(2,361,451)
101-00-00-41350	Utility Users Tax	(887,065)	(880,000)	(880,000)		(880,000)
101-00-00-41360	Excessive Utility Users tax	(168,964)	(155,084)	(160,000)		(160,000)
101-00-00-41400	Transient Occupancy Taxes	(1,164,323)	(1,100,000)	(1,325,000)		(1,325,000)
101-00-00-41410	TOT HCTBID	(6,237)	(3,500)	(3,500)		(3,500)
101-00-00-41500	Franchise Fee Revenue	(275,660)	(240,000)	(260,000)		(260,000)
101-00-00-41600	Business License Tax	(136,855)	(125,215)	(127,500)		(127,500)
101-00-00-41700	Real Property Transfer Tx	(31,804)	(30,800)	(30,000)		(30,000)
101-00-00-42100	Animal Licenses	(13,069)	(13,000)	(10,000)		(10,000)
101-00-00-42250	Parking Meters	(49,640)	(10,000)	(35,000)		(35,000)
101-00-00-42300	Building Permits	(509,334)	(435,200)	(400,000)		(400,000)
101-00-00-42310	Reinspection Fees	-	-	(88,564)		(88,564)
101-00-00-42420	CCAP Permit Fees	(308,069)	(280,000)	(300,000)		(300,000)
101-00-00-43200	Parking Fines	(188,469)	(150,000)	(150,000)		(150,000)
101-00-00-44100	Investment Earnings	(248,590)	(40,000)	-		-
101-00-00-44210	Rents & Leases	(52,326)	(5,000)	(30,000)		(30,000)
101-00-00-44220	Rents & Leases - Ballpark	(50,050)	(5,000)	(30,000)		(30,000)
101-00-00-44230	Rents & Leases - Cmty Park	(5,083)	(6,949)	(7,000)		(7,000)
101-00-00-45100	Motor Vehicle In Lieu Tax	(1,803,778)	(1,865,632)	(1,918,060)		(1,918,060)
101-00-00-45120	Homeowners Prop Tax Rel	(18,550)	(10,000)	(10,000)		(10,000)
101-00-00-45221	CARES Act	-	(221,792)	-		-
101-00-00-45315	ABC Grant	(18,914)	-	-		-
101-00-00-45325	School Resource Officer Grant	(247,357)	(282,295)	(290,763)		(290,763)
101-00-00-45335	State Realignment Funds	(4,520)	(14,317)	(14,317)		(14,317)
101-00-00-45340	Booking Fees Reimbursemt	(2,633)	(4,000)	(2,000)		(2,000)
101-00-00-45360	Abandoned Vehicle Abate	(43,380)	(17,000)	(16,000)		(16,000)
101-00-00-45380	HAF Emmerson Endowment	(24,000)	(1,354)	-		-
101-00-00-45390	Other Police Grants	(19,661)	(15,000)	(15,000)		(15,000)
101-00-00-45600	Energy Management Grants	-	(5,000)	-		-
101-00-00-45880	Other Parks Grants	(261,696)	(144,000)	(18,000)		(18,000)
101-00-00-45890	Other Recreation Grants	(21,964)	(59,561)	(20,000)		(20,000)
101-00-00-45985	SB 90 State Mandated Costs	(10,527)	(5,000)	-		-
101-00-00-46100	Planning & Zoning Fees	(31,971)	(40,000)	(40,000)		(40,000)
101-00-00-46110	Plan Check Fees - Planning	(21,964)	(25,000)	(25,000)		(25,000)
101-00-00-46120	Planning Fees - Consultants	-	(1,000)	-		-
101-00-00-46130	Public Works Inspections	(39,942)	(84,504)	(35,000)		(35,000)
101-00-00-46140	Map Check Fees	(20,954)	(15,000)	(10,000)	(5,000)	(15,000)
101-00-00-46160	Plan Check Fee - Consultant	(4,959)	(17,000)	(25,000)	(25,000)	(50,000)
101-00-00-46170	Subdivision Inspect Fees	(12,280)	(1,500)	(1,000)		(1,000)
101-00-00-46180	Building Regulation Pass Thru	-	(500)	-		-
101-00-00-46200	Special Police Services	(861)	(750)	(750)		(750)
101-00-00-46220	Vehicle Release Fees	(33,987)	(29,000)	(30,000)		(30,000)
101-00-00-46230	Parking Decal Sales	(4,420)	(4,500)	(4,500)		(4,500)
101-00-00-46240	Alarm Fees	(13,530)	(11,500)	(11,500)		(11,500)
101-00-00-46250	Fingerprinting Services	(67,746)	(40,000)	(70,000)		(70,000)
101-00-00-46302	Gymnastics	(19,777)	(3,750)	(10,500)		(10,500)
101-00-00-46305	Youth Basketball	(48,800)	-	(30,000)		(30,000)
101-00-00-46310	Teen Programs	(3,249)	(3,000)	(2,300)		(2,300)
101-00-00-46315	Recreation Play Center	(1,137)	-	(750)		(750)
101-00-00-46318	Break Camps	(14,523)	(3,500)	(13,500)		(13,500)
101-00-00-46320	Drop-in Activities	(6,334)	(2,540)	(3,000)		(3,000)
101-00-00-46324	Challenge Course	(890)	-	-		-
101-00-00-46331	Redwood Day Camp	(68,680)	(66,000)	(120,000)		(120,000)
101-00-00-46335	Adventure/Skate Camps	(43,447)	(33,803)	(40,000)		(40,000)
101-00-00-46337	AMIC Programs	2	-	-		-

2021/2022 Proposed Revenue Budget

General Ledger Line	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
101-00-00-46338	Art Camps	(19,900)	(17,220)	(20,000)		(20,000)
101-00-00-46339	City Arts	(5,474)	(2,500)	(2,500)		(2,500)
101-00-00-46341	Science Camp	(11,573)	(5,300)	(11,000)		(11,000)
101-00-00-46345	Orchestra	(1,000)	-	-		-
101-00-00-46350	Community Events	(1,143)	-	(1,000)		(1,000)
101-00-00-46352	Bayside Park	(2,465)	(2,500)	(2,500)		(2,500)
101-00-00-46353	Bayside Park Farm Shares	-	(10,000)	(51,596)		(51,596)
101-00-00-46355	Special Event Permits	(2,971)	(3,000)	(3,000)		(3,000)
101-00-00-46360	Recreation - Contract Classes	(7,323)	-	-		-
101-00-00-46365	Recreation - Non-Resident Fee	(12,029)	(10,000)	(15,000)		(15,000)
101-00-00-46382	Recreation - Misc Sales	(141)	-	-		-
101-00-00-46990	Interfund Revenue - Admin	(1,204,363)	(1,282,340)	(1,350,760)		(1,350,760)
101-00-00-46991	Interfund Revenue - Insurance	(389,632)	(76,121)	-		-
101-00-00-46992	Office Srvces, Photocopy	(9,046)	(6,000)	-	(4,500)	(4,500)
101-00-00-46993	Office Srvces, Mail Room	(15,065)	(6,000)	-	(6,000)	(6,000)
101-00-00-49101	Public Works Reimb Revenue	(56,442)	(13,000)	(50,000)		(50,000)
101-00-00-49102	Parks Reimb Revenue	(7,224)	(19,389)	(18,000)		(18,000)
101-00-00-49103	Streetlight Project Revenue	(8,844)	-	-		-
101-00-00-49104	Sidewalk Project Revenue	(133,804)	-	-		-
101-00-00-49220	Police Misc Revenue	(15,554)	(4,500)	(5,000)		(5,000)
101-00-00-49230	Police Auction Revenue	(336)	(1,500)	(2,000)		(2,000)
101-00-00-49240	D U I Recovery	(27)	-	-		-
101-00-00-49260	Hmb. Cnty Drug Task Force	(92,893)	(45,083)	(172,032)		(172,032)
101-00-00-49810	Donations	250	-	-		-
101-00-00-49881	Sale of GIS Maps	(107)	(100)	(100)		(100)
101-00-00-49883	Bird Guide Sales	2	-	-		-
101-00-00-49885	Emergency Preparedness Grants	(10,000)	-	(5,000)		(5,000)
101-00-00-49886	Equity Arcata	-	(29,000)	(15,274)		(15,274)
101-00-00-49900	Other Revenue	(12,514)	(10,000)	-		-
101-00-00-49960	Operating Transfers	561,071	480,330	(758,944)		(758,944)
	General	(14,891,327)	(13,181,297)	(15,464,375)	(40,500)	(15,504,875)
202-00-00-41100	Open Space Property Tax			(173,000)		(173,000)
202-00-00-49960	Operating Transfers			162,500		162,500
	Open Spaces, Parks, Trails	-	-	(10,500)	-	(10,500)
203-00-00-42200	Bicycle Licenses	(40)	(100)	(50)		(50)
203-00-00-44100	Investment Earnings	(69)	(10)	-		-
	Bicycle Registration	(109)	(110)	(50)	-	(50)
204-00-00-44100	Investment Earnings	258	-	-		-
204-00-00-45350	P.O.S.T. Reimbursements.	(32,027)	(10,000)	(28,000)		(28,000)
204-00-00-49960	Operating Transfers	(15,000)	(20,000)	(7,000)		(7,000)
	P. O. S. T.	(46,769)	(30,000)	(35,000)	-	(35,000)
205-00-00-44100	Investment Earnings	(17,437)	(1,500)	-		-
205-00-00-44500	Sale of Timber	(312,627)	(303,990)	(420,000)		(420,000)
205-00-00-44600	Sale Of Carbon Credits	(82,559)	(42,255)	(2,400)		(2,400)
205-00-00-45450	Other State Grants	(50,773)	62,418	-		-
205-00-00-49810	Donations	(1,925)	(3,000)	(5,000)		(5,000)
205-00-00-49900	Other Revenue	(11,890)	(56,475)	-		-
205-00-00-49960	Operating Transfers	-	-	(150,000)		(150,000)
	Forest Management	(477,212)	(344,802)	(577,400)	-	(577,400)

2021/2022 Proposed Revenue Budget

General Ledger Line	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
207-00-00-44100	Investment Earnings	(7,926)	(2,000)	-		-
207-00-00-45710	St Hwy Users Tax Sec 2106	(67,498)	(72,527)	(73,808)		(73,808)
207-00-00-45715	St Hwy Users Tax Sec 2107.5	(4,000)	(4,000)	(4,000)		(4,000)
207-00-00-45720	St Hwy Users Tax Section 2105	(92,217)	(103,907)	(104,061)		(104,061)
207-00-00-45730	St Hwy Users Tax Sec 2107	(116,442)	(124,050)	(132,425)		(132,425)
207-00-00-45745	St Hwy Users Tax Sec 2103	(124,654)	(160,267)	(159,699)		(159,699)
207-00-00-45747	Prop 1B Bond Funds	(333,432)	(341,436)	(353,329)		(353,329)
207-00-00-45780	Safe Routes To School	(414,629)	(45,000)	-		-
207-00-00-45782	CalTrans BTA Grant	(167,282)	-	-		-
207-00-00-49800	Reimbursement Revenue	(399)	(19,000)	(18,000)		(18,000)
207-00-00-49900	Other Revenue	(796)	(700)	(19,786)		(19,786)
207-00-00-49960	Operating Transfers	(642,615)	(718,680)	(337,000)		(337,000)
	State Gas Tax Fund 2107	(1,971,891)	(1,591,567)	(1,202,108)	-	(1,202,108)
209-00-00-43100	Vehicle Fines Non-Parking	(83,085)	(50,000)	(80,000)		(80,000)
209-00-00-44100	Investment Earnings	(466)	(500)	-		-
209-00-00-49960	Operating Transfers	(143,250)	(240,000)	(190,000)		(190,000)
	Traffic Safety	(226,801)	(290,500)	(270,000)	-	(270,000)
210-00-00-45750	STIP Funds	-	(150,000)	(150,000)		(150,000)
210-00-00-45752	HSIP Funds	-	-	(206,000)		(206,000)
210-00-00-45753	LSRP Funds	-	(27,000)	(27,000)		(27,000)
210-00-00-45782	CalTrans BTA Grant	-	-	(67,000)		(67,000)
210-00-00-49960	Operating Transfers	-	(3,000)	172,000		172,000
	STIP Project	-	(180,000)	(278,000)	-	(278,000)
211-00-00-44100	Investment Earnings	422	-	-		-
211-00-00-45211	2017 EPA Brownfields Grant	(81,224)	(100,000)	(48,000)		(48,000)
211-00-00-45212	2017-CDBG-2017	-	(2,000,000)	(2,500,000)		(2,500,000)
211-00-00-45213	Coastal Commission LCP-18-01	(4,813)	(70,188)	(36,000)		(36,000)
211-00-00-45215	20-CDBG-CV1-00089	-	-	(65,757)		(65,757)
211-00-00-49960	Operating Transfers	-	-	2,338,400		2,338,400
	HCD Block Grant	(85,614)	(2,170,188)	(311,357)	-	(311,357)
212-00-00-44100	Investment Earnings	(4,274)	(2,000)	-		-
212-00-00-44280	Industrial Park Rental	(231,697)	(209,240)	(245,000)		(245,000)
212-00-00-49960	Operating Transfers	1,000	-	-		-
	Industrial Park	(234,971)	(211,240)	(245,000)	-	(245,000)
213-00-00-45001	SB2 19-PGP-13272	-	(25,000)	(150,000)		(150,000)
213-00-00-45002	SALC 3019-905	-	(25,000)	(230,000)		(230,000)
213-00-00-45003	HEAP	-	(400,000)	-		-
213-00-00-49960	Operating Transfers	-	-	10,000		10,000
	Community Dev Grants	-	(450,000)	(370,000)	-	(370,000)
214-00-00-41800	Licenses & Permits	(119,430)	(90,787)	(50,000)		(50,000)
214-00-00-44100	Investment Earnings	(5,302)	(580)	-		-
214-00-00-49960	Operating Transfers	63,579	25,000	20,000		20,000
	Residential Construction Tax	(61,153)	(66,367)	(30,000)	-	(30,000)
215-00-00-41900	Parkland In Lieu Fees	(30,085)	(55,000)	(20,000)		(20,000)
215-00-00-44100	Investment Earnings	(3,674)	(400)	-		-
215-00-00-49960	Operating Transfers	14,000	20,000	20,000		20,000
	Parkland in lieu	(19,759)	(35,400)	-	-	-
216-00-00-41910	Parking In Lieu Fees	-	-	(15,000)		(15,000)
216-00-00-44100	Investment Earnings	(5,641)	(3,000)	-		-
	Parking in lieu	(5,641)	(3,000)	(15,000)	-	(15,000)
218-00-00-41300	Sales Tax	(143,859)	(90,000)	(100,000)		(100,000)
218-00-00-44100	Investment Earnings	(543)	(500)	-		-
218-00-00-49960	Operating Transfers	100,500	90,000	100,000		100,000
	Public Safety Tax	(43,901)	(500)	-	-	-
219-00-00-44100	Investment Earnings	(12,690)	(3,000)	-		-
219-00-00-45740	Roads & Streets TEA	(115,992)	(110,000)	(115,000)		(115,000)
219-00-00-49960	Operating Transfers	75,000	342,000	-		-
	TEA RSTA	(53,682)	229,000	(115,000)	-	(115,000)

2021/2022 Proposed Revenue Budget

General Ledger Line	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
220-00-00-45910	FEMA/OES Reimbursement			(281,500)		(281,500)
220-00-00-49960	Operating Transfers	-	(295,050)	281,500		281,500
	FEMA/OES	-	(295,050)	-	-	-
221-00-00-44100	Investment Earnings	(6,647)	(100)	-		-
221-00-00-45310	SLESF Cops Grant Funding	(159,426)	(100,000)	(100,000)		(100,000)
221-00-00-49960	Operating Transfers	-	100,000	100,000		100,000
	SLESF	(166,073)	(100)	-	-	-
231-00-00-45001	19-IIG-14663	-	-	(2,328,200)		(2,328,200)
	IIG	-	-	(2,328,200)	-	(2,328,200)
232-00-00-45001	YHA MOU Reimbursements	-	(1,400,000)	(1,900,000)		(1,900,000)
	YHA MOU	-	(1,400,000)	(1,900,000)	-	(1,900,000)
233-00-00-45001	19-AHSC-12771	-	(40,000)	(934,175)		(934,175)
	AHSC	-	(40,000)	(934,175)	-	(934,175)
234-00-00-44100	Investment Earnings	218	-	-		-
234-00-00-45251	16-HOME-11386	(367,235)	(101,517)	-		-
	HOME Grants	(367,017)	(101,517)	-	-	-
244-00-00-44100	Investment Earnings	(31,391)	(60,000)	(70,000)		(70,000)
244-00-00-44200	Principle Collections	(2,959)	(10,000)	(12,000)		(12,000)
244-00-00-49820	Land Sales	(37,745)	-	-		-
244-00-00-49900	Other Revenue	(22,490)	(30,000)	(20,000)		(20,000)
	Housing Improvement Projects	(94,584)	(100,000)	(102,000)	-	(102,000)
245-00-00-44100	Investment Earnings	(153,713)	(20,000)	(20,000)		(20,000)
245-00-00-44200	Principal Collections	-	-	(60,000)		(60,000)
245-00-00-44210	Rents & Leases	(11,700)	(20,000)	(25,000)		(25,000)
	Public Improvement Projects	(165,413)	(40,000)	(105,000)	-	(105,000)
250-00-00-44100	Investment Earnings	(27,386)	(5,000)	(5,000)		(5,000)
250-00-00-44200	Principle Collections	(7,620)	(18,000)	(10,000)		(10,000)
250-00-00-44210	Rents & Leases	(42,000)	-	-		-
	Basic RLF	(77,007)	(23,000)	(15,000)	-	(15,000)
255-00-00-44100	Investment Earnings	(112,146)	(125,000)	(122,000)		(122,000)
255-00-00-44200	Principle Collections	(330,748)	(400,000)	(300,000)		(300,000)
	CDBG Program Income RLF	(442,893)	(525,000)	(422,000)	-	(422,000)
259-00-00-44100	Investment Earnings	(62,365)	(35,000)	(30,000)		(30,000)
259-00-00-44200	Principle Collections	(124,143)	(150,000)	(150,000)		(150,000)
259-00-00-49900	Other Revenue	(127,738)	-	-		-
	HOME Program Income RLF	(314,247)	(185,000)	(180,000)	-	(180,000)
296-00-00-44100	Investment Earnings	(2,791)	(1,000)	-		-
296-00-00-49960	Operating Transfers	-	-	140,000		140,000
	Utility Users Tax	(2,791)	(1,000)	140,000	-	140,000
297-00-00-44100	Investment Earnings	(5,608)	(2,000)	-		-
297-00-00-49960	Operating Transfers	-	-	141,000		141,000
	PERS Phase-in	(5,608)	(2,000)	141,000	-	141,000
298-00-00-44100	Investment Earnings	(841)	(450)	-		-
298-00-00-49960	Operating Transfers	-	-	20,000		20,000
	HealthSport Note	(841)	(450)	20,000	-	20,000
350-00-00-44100	Investment Earnings	(3,272)	(1,500)	-		-
350-00-00-44210	Rents & Leases	-	-	-	(7,200)	(7,200)
	Capital Improvements	(3,272)	(1,500)	-	(7,200)	(7,200)
442-00-00-41190	Special Assessment Revenue	(5,331)	(6,000)	(5,000)		(5,000)
442-00-00-44100	Investment Earnings	(128)	(10)	-		-
442-00-00-49960	Operating Transfers	6,000	6,000	5,000		5,000
	Mad River Parkway Assess Dist	541	(10)	-	-	-
445-00-00-44100	Investment Earnings	(24)	(10)	-		-
	Curtis Heights Special Assess	(24)	(10)	-	-	-
447-00-00-41190	Special Assessment Revenue	(16,067)	(16,000)	(16,000)		(16,000)
447-00-00-44100	Investment Earnings	(278)	(60)	-		-
447-00-00-49960	Operating Transfers	16,000	16,000	16,000		16,000
	Janes Creek Special Assess	(345)	(60)	-	-	-

2021/2022 Proposed Revenue Budget

General Ledger Line	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
490-00-00-41190	Special Assessment Revenue	(14,823)	(14,850)	(14,850)		(14,850)
490-00-00-44100	Investment Earnings	(98)	(40)	-		-
490-00-00-49960	Operating Transfers	14,850	14,850	14,850		14,850
	Windsong Special Assess	(70)	(40)	-	-	-
661-00-00-44100	Investment Earnings	(174,402)	(61,000)	-		-
661-00-00-46710	Water Service Charges	(5,230,469)	(5,589,187)	(5,400,000)		(5,400,000)
661-00-00-46711	Water Service - Jacoby Creek	(1,783)	(3,700)	(3,700)		(3,700)
661-00-00-46715	Non Payment Penalty	(21,530)	-	(20,000)	20,000	-
661-00-00-46720	Change of Service Charges	(74,299)	(63,000)	(70,000)		(70,000)
661-00-00-46730	Connection Fees	(267,590)	(230,000)	(230,000)		(230,000)
661-00-00-46740	Double-check Valve	(28,385)	(26,500)	(28,000)		(28,000)
661-00-00-46750	Private Fire Protection	(29,539)	(29,000)	(30,100)		(30,100)
661-00-00-46770	Other Water Revenue	-	(10,000)	-		-
661-00-00-49800	Reimbursement Revenue	(4,085)	(1,000)	(1,000)		(1,000)
661-00-00-49960	Operating Transfers	80,000	97,500	90,000		90,000
	Water	(5,752,080)	(5,915,887)	(5,692,800)	20,000	(5,672,800)
662-00-00-44100	Investment Earnings	(184,614)	(60,000)	-		-
662-00-00-45450	Other State Grants	-	(490,401)	(483,391)		(483,391)
662-00-00-45460	SRF Grant (SWRCB)	(2,865,757)	(1,197,000)	-		-
662-00-00-45461	SRF Grant (SWRCB)-8272	(256,519)	(243,481)	-		-
662-00-00-46810	Wastewater Service Charge	(5,879,484)	(6,238,097)	(6,700,000)		(6,700,000)
662-00-00-46815	Non Payment Penalty	(28,464)	-	(28,000)	28,000	-
662-00-00-46820	Sewer Repair Fee	(332,807)	(324,000)	(339,000)		(339,000)
662-00-00-46830	Connection Fees	(306,439)	(280,000)	(280,000)		(280,000)
662-00-00-46840	Pretreatment Program	-	(7,650)	-		-
662-00-00-46850	Remediated Groundwater	-	(1,000)	-		-
662-00-00-46860	Pretreatment Permit Fee	(2,087)	(2,200)	(2,200)		(2,200)
662-00-00-46870	Other Sewer Revenue	-	(2,500)	(500)		(500)
662-00-00-49800	Reimbursement Revenue	(2,929)	(7,196)	(6,750)		(6,750)
662-00-00-49810	Donations	(200)	(3,000)	(1,000)		(1,000)
662-00-00-49830	Interpretive Center Sales	(11,296)	(2,000)	(7,500)		(7,500)
662-00-00-49960	Operating Transfers	80,000	90,000	(2,248,400)		(2,248,400)
	Wastewater	(9,790,595)	(8,768,525)	(10,096,741)	28,000	(10,068,741)
663-00-00-44100	Investment Earnings	3,118	(3,500)	-		-
663-00-00-45450	Other State Grants	(13,339)	(13,339)	(160,677)		(160,677)
663-00-00-45451	CARES Act Revenues	-	(24,000)	(165,849)		(265,849)
663-00-00-45747	Prop 1B Bond Funds	-	(25,000)	(19,245)		(19,245)
663-00-00-45760	Transportation Developmt Act	(447,777)	(600,000)	(1,105,852)		(1,205,852)
663-00-00-45768	Dept Of Trans 5311 Fund	(127,000)	-	-		-
663-00-00-45770	S.T.A.F.	-	(284,236)	(168,257)		(168,257)
663-00-00-46560	Passenger Fares	(30,231)	(40,000)	(4,000)		(4,000)
663-00-00-46561	Special Transit Fare HSU	(164,035)	(139,430)	(140,000)		(140,000)
663-00-00-46565	Bus Tickets	(5)	-	-		-
663-00-00-46566	D.A.R.-Ticket Sales	(558)	(500)	(50)		(50)
663-00-00-46575	Charter Service Revenues	(2,678)	(2,000)	(500)		(500)
663-00-00-46579	Vending Machine Revenue	(192)	(500)	(150)		(150)
663-00-00-49598	Greyhound Ticket Sales	(578)	-	(2,000)		(2,000)
663-00-00-49599	Greyhound Commission	(18,460)	(50,000)	(7,000)		(7,000)
663-00-00-49900	Other Revenue	(2,774)	(2,000)	(150,000)		(150,000)
663-00-00-49960	Operating Transfers	-	-	10,000		10,000
	Transit	(804,509)	(1,184,505)	(1,913,580)	-	(2,113,580)

2021/2022 Proposed Revenue Budget

General Ledger Line	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
664-00-00-41500	Franchise Fee Revenue	(411,895)	(409,000)	(410,000)		(410,000)
664-00-00-44100	Investment Earnings	(13,174)	(4,000)	-		-
664-00-00-45453	State Recycling Grants Oil	-	(5,000)	-		-
664-00-00-45454	State Recycling Grant Beverage	-	(10,000)	(10,000)		(10,000)
664-00-00-45455	State Recycling Grants	(28,115)	(142,043)	(50,000)		(50,000)
664-00-00-45915	Integrated Waste Mgmt Grant	(8,300)	(8,000)	(8,300)		(8,300)
664-00-00-46450	Solid Waste Service Charges	(14,300)	(7,000)	(8,000)		(8,000)
664-00-00-46455	Recyclables Revenue	(20)	(50)	-		-
664-00-00-46459	Other Revenue	(20,010)	(16,009)	(20,000)		(20,000)
664-00-00-49960	Operating Transfers	35,000	25,000	-		-
	Solid Waste	(460,814)	(576,102)	(506,300)	-	(506,300)
666-00-00-42800	Drainage Fees - Building	(4,856)	(11,027)	(11,000)		(11,000)
666-00-00-44100	Investment Earnings	(7,991)	(1,000)	-		-
666-00-00-44210	Rents & Leases	(81,459)	(88,000)	(82,800)		(82,800)
666-00-00-45609	USFWS Grants	(11,812)	(149,852)	(53,769)		(53,769)
666-00-00-45614	State Coastal Conservancy	(104,212)	(129,810)	-		-
666-00-00-45685	County Assess District	-	(1,800)	-		-
666-00-00-46650	Stormwater Fees	(227,931)	(265,000)	(230,000)		(230,000)
666-00-00-49900	Other Revenue	(1,852)	(2,021)	(2,000)		(2,000)
666-00-00-49960	Operating Transfers	(246,135)	(155,000)	(155,000)		(155,000)
	Stormwater	(686,247)	(803,510)	(534,569)	-	(534,569)
771-00-00-44100	Investment Earnings	(28,835)	(3,500)	-		-
771-00-00-46950	Central Garage Charges	(1,330,032)	(965,341)	(1,107,647)		(1,107,647)
771-00-00-49821	Sale Of Used Vehicles	(15)	(25,000)	-		-
	Central Garage	(1,358,882)	(993,841)	(1,107,647)	-	(1,107,647)
775-00-00-44100	Investment Earnings	(886)	(300)	-		-
775-00-00-46960	IT Service Charges	(249,972)	(386,543)	(394,453)	(10,000)	(404,453)
	IT Services	(250,858)	(386,843)	(394,453)	(10,000)	(404,453)
881-00-00-41110	Tax Increment Funds	(744,250)	(303,175)	(304,031)		(304,031)
881-00-00-44100	Investment Earnings	322	(1,000)	(60)		(60)
	Successor Agency Debt Service	(743,928)	(304,175)	(304,091)	-	(304,091)
	Grand Total	(39,606,389)	(39,974,096)	(45,159,346)	(9,700)	(45,369,046)

CITY OF ARCATA
Revenue Descriptions

Secured Property Tax Secured property taxes are taxes on real property including land improvement, mines and mineral rights, and possessory rights. The tax is 1% of the property's assessed value. The City receives approximately \$.08 for each \$1.00 of property tax collected. Other agencies such as schools, the library, the community college, etc., receive the balance of property tax revenue.

Unsecured Property Tax Unsecured property tax is a tax on the property contained within a business such as machinery and equipment, office furniture, tools and supplies. Airplanes and boats are also on the unsecured roll. The City receives approximately \$.15 for each \$1.00 of unsecured property tax collected.

Supplemental Roll The supplemental roll tax is the interim tax for new buildings and building and land transfers.

Timber Yield Tax Timber yield tax is a tax assessed on timber that is cut within the County of Humboldt. The tax is allocated to local agencies.

Sales Tax Sales tax is a tax applied to most items (except food) sold at the retail level. For every taxable dollar spent within the City of Arcata, the City receives \$.01 of the sales tax.

Transactions & Use Tax Transactions and Use Tax was approved by the voters in 2008 for a period of 20 years. It is applied at a rate of .75%.

Utility Users Tax Utility Users Tax is a 3% tax on electricity, gas, water, wastewater, cable television, and telephone. This tax was first approved by voters in 1996. More recently this was approved in 2012 and tax expires in November of 2024.

Excessive Electricity Use Tax This is a 45% tax on electricity for customers who use over 600% of baseline. This tax expires in November of 2024.

Transient Occupancy Tax The Transient Occupancy Tax (TOT) is a tax imposed by the City on occupants of hotels, motels, and RV parks. A transient pays a tax of 10% of the amount charged. Each hotel, motel, or RV park collects the tax at the same time as the rent is collected and remits the tax to the City.

Franchise Tax The Franchise Tax is a tax on the use of public rights of way.

Business Licenses Business licenses are issued for all businesses. License fees are intended solely to raise revenue and are not intended for regulation. The fees charged for the business licenses are set by resolution of the City Council. Business license taxes are collected by the Finance Director.

Real Property Transfer Tax The Real Property Transfer Tax is assessed by the County Recorder's Office when a property transfer occurs. The current rate is \$1.10 per \$1,000 of the assessed value of the property transferred.

Animal Licenses The owner of every dog within the incorporated areas of the City must pay an annual license fee.

Parking Meters “Parking meter zones shall be established within boundaries which coincide with designated preferential parking zones. Within the parking meter zones, streets where parking is permitted at parking meters shall be designated by a resolution by the City Council.

Parking Fines Parking fines are set in accordance with the appropriate California Vehicle Code section. A portion of the fine is collected by the City and the balance is remitted to the County.

Investment Earnings The City of Arcata operates its temporary pooled idle cash investments under the Prudent Man Rule. This affords the City a broad spectrum of investment opportunities as long as the investment is deemed prudent and allowable under the current legislation of the State of California.

Rents and Leases – Ball Park, Buildings and Community Park The City of Arcata owns a variety of public buildings and sports fields for which rent and fees are charged for their use. The Fee Resolution contains the actual rental costs.

Property Tax in Lieu of Vehicle License Fee The City of Arcata receives income from the State of California from motor vehicles licensing fees. The Revenue and Taxation Code provides that 81.25% of all motor vehicle license fees received by the State be allocated 50% to cities and 50% to counties. The payment to cities is distributed based on the proportion that the population of each city bears to the total population of all cities.

Off-Highway Motor Vehicle License Fee The state off-highway motor vehicle license is distributed to the City of Arcata from the State of California.

Homeowners Tax Relief The Homeowners’ Property Tax Relief Program is provided for in the State Constitution. It exempts the first \$7,000 of the market value of a homeowner’s principal residence from property taxes. The City is reimbursed by the State for the lost revenue due homeowners’ property tax relief.

FEMA & OES Reimbursement Funds received by the City from FEMA and OES for disaster related reimbursements.

State-Mandated Cost Reimbursement The City is reimbursed by the State for State programs which are mandated. The State reimburses the City for mandated costs if the funds are budgeted by the State.

Abandoned Vehicle Rebate Funds to be received through the Department of Motor Vehicle registration fees.

- Planning and Zoning Fees** Fees collected to cover City expenses in processing land use application.
- Plan Check Fees** Plan check fees are to reimburse for checking plans for compliance with current planning and zoning regulations. Charges for current services are fees paid to the City by a prospective builder for plan check.
- Special Police Services** Special police service is revenue received from a variety of sources; for example, loud party fees.
- Bicycle Safety/Awareness** Bicycle traffic violation fees are to be used to fund a bicycle safety program.
- Decal Sales** This is income from the sale of the second and third preferential parking permits for neighborhoods surrounding Humboldt State University. This money is collected by the Finance Department.
- Alarm Fees** This is a fee collected from people who have alarm systems that, if triggered, will automatically dial the Police Department. This is a fee for false alarms charged to the owner of the property to defray costs of the police response to the false alarm. These fees are set by resolution of the City Council.
- Recreation Programs - Other** These fees charged to persons who utilize the various recreation programs and/or facilities offered by the Recreation Department. Examples are: gymnastics, youth basketball and preschool.
- Recreation Program Fees – Self Supporting** Fee charged for contract leisure classes.
- Recreation Program Fees – Non-Resident Fees** Non-resident fees are charged to those who do not live, own property or a business within the city limits of Arcata.
- Police Reimbursement Revenue** Police reimbursement revenue is money that is paid by private citizens for damage to police property.
- Humboldt County Drug Task Force** The Humboldt County Drug Task Force is a multi-district agency who, through their combined efforts, attempt to control both the cultivation and trafficking of narcotics in Humboldt County. Assets connected with drug trafficking are sold through the forfeiture process. The funds received are used to support the Task Force. Revenues may only be used to enhance law enforcement efforts.
- Bicycle Licenses** Bicycle license fees are collected by the City through the sale of bicycle licenses.
- Sidewalk Repairs** Sidewalk repairs are fees charged to the property owner by the City for repairs.

<u>Parks/Open Space Tax</u>	\$37 annual special parcel tax to fund acquisition, improvements and maintenance of the City's parks, trails, forest and open spaces.
<u>P.O.S.T. Reimbursement</u>	The Commission Peace Officer Standards and Training is a state fund accumulated from monies derived from a portion of fines paid by criminals. P.O.S.T. offers certified courses which are paid by P.O.S.T. funds. Arcata sends Police Officers to P.O.S.T. certified courses and receives full reimbursement of costs incurred.
<u>Forest Revenue-Timber Sales</u>	Funds received for logs harvested from City-owned forest properties, such as the Arcata Community Forest and the Jacoby Creek Community Forest.
<u>State Gas Tax</u>	The State Gas Tax is divided into a series of different categories which each have a specific purpose for which they are used. The Gas Tax is divided into three categories: construction funds, maintenance funds and engineering funds.
<u>State Gas Tax 2106-Construction</u>	This money is available for any street or road purpose.
<u>State Gas Tax 2107-Maintenance</u>	These funds may be used for any street construction or maintenance purposes.
<u>State Gas Tax 2107.5-Engineering</u>	This money is available for engineering costs and administrative expenses.
<u>State Gas Tax 2105-Street Maintenance</u>	This money is available for any street or road purpose.
<u>State Gas Tax 2103</u>	This money is available for any street or road purpose.
<u>Vehicle Code Fines</u>	Fines for traffic violations are allocated to the City of Arcata and to Humboldt County. The City portion is deposited into the traffic safety fund and be used for related expenditures.
<u>HCD Block Grant</u>	These funds are received as grants from the State Department of Housing and Community Development, which grants money for specific projects.
<u>Industrial Park Rentals</u>	Rental charges for land rented from the City in the Industrial Park.
<u>Residential Construction Tax</u>	A tax of 1% of the value of multi-family structures is levied as a residential construction tax for the purpose of acquisition, improvement, expansion and maintenance of City public parks.
<u>Parkland-In-Lieu</u>	The Parkland-In-Lieu fee is a fee collected from subdividers for the purpose of acquiring necessary land and developing new or rehabilitation of parks and recreational facilities reasonably related to serving the subdivision.

**Humboldt County
Drug Task Force**

The Humboldt County Drug Task Force is a multi-district agency who, through their combined efforts, attempt to control both the cultivation and trafficking of narcotics in Humboldt County. Assets connected with drug trafficking are sold through the forfeiture process. The funds received are used to support the Task Force. Revenues may only be used to enhance law enforcement efforts.

Water Service Charges

Water service charges are set by the Fee Resolution. Water service charges are sufficient to cover all normal operating expenses, including all maintenance and service expenses such as labor, materials, supplies, and bonds.

**Water Utility-
Change of Service**

The change of service charges are set by the Fee Resolution.

Double Check Valves

Double check valves and backflow preventer are used to prevent water from flowing back into the City water supply. Double check valves are required by the State Health Department.

Private Fire Protection

Private fire protection fee rates are set by the annual Fee Resolution. The rates are for fire service and water consumed by private un-metered fire lines used exclusively for fire protection. Changes are based on line size.

**Wastewater Service
Charges**

Wastewater service charges are set by the Fee Resolution. Wastewater service charges are sufficient to cover all normal operating expenses, including all maintenance and service expenses such as labor, materials, supplies, and bonds.

Wastewater Connection Fee

Wastewater connection fees are set by the Fee Resolution. Charges within and outside the limits of the City are payable in advance for the installation of new service and meters, when work is performed by City forces.

TDA Funds

Transportation Development Act funds are available for use for public transportation roads and streets, and bikeways and bike paths. Revenues to the Local Transportation Fund are derived from retail sales tax collected statewide.

**State Transit Assistance
Funds (STAE)**

State Transit Assistance Funds may be used for any transit purpose.

Passenger Fares

Passenger fares are received from riders of A&MRTS. Fares are determined by resolution of the City Council.

Special Fees – HSU

Students of Humboldt State University (HSU) pay a reduced fare ride on A&MRTS buses. HSU reimburses A&MRTS the difference.

**Passenger Fares –
Dial-A-Ride/Dial-A-Lift**

Dial-A-Ride services Arcata residents who qualify for door-to-door service because of disability or age and cannot use the public transit service. Dial-A-Lift is designed to complement the existing taxi Dial-A-Ride service with a vehicle equipped with a lift. This service vehicle also serves a feeder vehicle for wheelchair persons to the accessible transit buses.

Bus Advertising

Revenues are received from persons/businesses advertising on the interior of A&MRTS buses.

**Integrated Waste
Management - AB 939**

The State of California, in Assembly Bill 939, mandated the City to manage solid waste within its jurisdiction. The City Council adopted this fee to pay for the management program.

**Solid Waste Service
Charges**

User charges for garbage pick-up service.

Central Garage

The Central Garage is an internal service fund which is responsible for the purchase and maintenance of vehicles for the City. The Central Garage bills each of the City's departments for its services.

Drainage Fees

Drainage Fees are collected with building permits to finance the construction, maintenance, improvement and enhancement of erosions control and drainage facilities.

Stormwater Drainage Fees

Fees charged to property owners based on the square footage of impermeable surface. Fees collected are to be used for stormwater management.

**Successor Agency /
Redevelopment**

The City's Redevelopment Agency was established in 1982 to fund redevelopment projects. The Redevelopment Agency is funded through tax increments. The tax increment is the property tax paid on the difference between the base year's assessed value (1982) and the present year's assessed value. The Redevelopment Agency receives approximately \$.60 of every \$1.00 of property tax increment revenue generated. The remaining \$.40 is apportioned to the County and other agencies.

The funds are used for redevelopment projects including rehabilitation, bond debt service, public improvements, major street improvements, planning and design. Redevelopment law requires the Agency to use 20% of its funds for low and moderate income housing needs.

Due to State actions, the Agency was eliminated by statute on June 27, 2011. The Successor Agency is tasked with winding down the affairs of the City's Redevelopment Agency.

Successor Housing Agency

The Housing activities of the former Redevelopment Agency have been transferred to the Successor Housing Fund for development of low and moderate income housing needs.

Special Assessment Districts

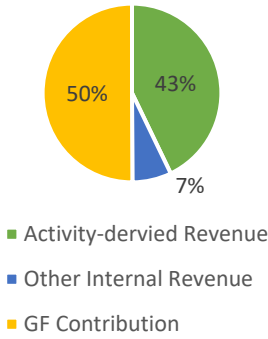
The City administers three active districts – Windsong Landscaping, Janes Creek Meadows Landscaping District, and Mad River Business Park Landscaping District. These districts were formed to fund the installation and maintenance of open spaces in these subdivisions. Properties within the district are assessed amounts as an addition to the property tax bills.

WORKPLANS
& ACTIVITY
BUDGETS

Community Development – Planning & CCAP Services

*Planning & Commercial Cannabis Activity
Permitting Activity: 11*

Funding Sources



FUNDING SOURCES				
	Activity-derived Revenues	Contributory Revenue from Other Activities	General Fund Contribution	TOTALS:
FY 20/21	218,000	-	82,322	\$300,322
FY 21/22	265,000	43,745	309,617	\$618,362

APPROPRIATIONS

	Personnel	Materials & Services	Capital Projects	Debt Services	Interfund/Intergovt Payments	TOTALS:
FY 20/21	261,295	16,600	-	-	22,426	\$300,322
FY 21/22	512,025	67,645	18,212	-	20,480	\$618,362

Budgeted Projects and Programs FY 21/22:

Planning

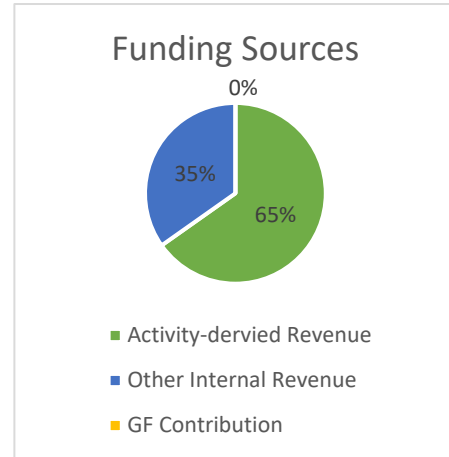
- Arcata Gateway Area Plan (Long Range Planning).
- General Plan - Refresh for the next 20 year planning period (Long Range Planning).
 - Public Participation / Engagement Plan
- Plan check, planning permits, planning enforcement, and development consultation/coordination (Current Planning)
- Adopt Local Coastal Plan update
- Finalize and Implement Arcata Strategic Arts Plan
- Commercial Cannabis Activity Permits – review and issue new and renewal permits.

2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
101-30-11-50100	11	Regular Salaries	267,402	135,441	272,570	-	272,570
101-30-11-50200	11	Overtime Wages	10	-	-	-	-
101-30-11-50300	11	Part-time & Temporary Salaries	29,782	6,852	5,500	-	5,500
101-30-11-50990	11	Employee Benefits	204,538	119,002	233,955	-	233,955
101-30-11-51200	11	Communications	386	-	-	-	-
101-30-11-51300	11	Advertising	859	500	4,000	(100)	3,900
101-30-11-51400	11	Training & Conferences	7,212	-	1,500	-	1,500
101-30-11-51600	11	Memberships & Dues	630	-	-	-	-
101-30-11-51770	11	Other Professional Services	-	1,000	-	-	-
101-30-11-51780	11	Other Planning Services	6,179	2,000	2,000	-	2,000
101-30-11-51782	11	General Plan / LUC Update	50,234	43,745	43,745	-	43,745
101-30-11-52540	11	LAFCO Services	11,555	-	12,000	-	12,000
101-30-11-53100	11	Postage	6,212	1,000	1,000	-	1,000
101-30-11-53200	11	Photocopy	2,188	1,000	1,000	-	1,000
101-30-11-53400	11	Bank Service Charges	1,173	3,600	-	-	-
101-30-11-54200	11	Other Department Supplies	5,466	4,500	2,500	-	2,500
101-30-11-55800	11	IT Services & Maintenance	11,069	22,426	20,480	-	20,480
101-30-11-57800	11	Capital - Furniture & Equipmen	36,768	19,225	18,212	-	18,212
	11 Total	Planning	641,662	360,291	618,462	(100)	618,362

Community Development – Housing, Economic Development & Foodworks

*Successor Agency; Grant Funded Programs;
Revolving Loan Funds; and Improvement
Projects Activities: 12; 13; 14; 35;*



FUNDING SOURCES				
	Activity-derived Revenues	Contributory Revenue from Other Activities	General Fund Contribution	TOTALS:
FY 20/21	7,558,675	-	-	\$7,558,675
FY 21/22	4,402,848	(2,348,400)		\$2,054,448

APPROPRIATIONS							
	Personnel	Materials & Services	Capital Projects	Debt Services	Other Programs	Interfund/ Intergovt Payments	TOTALS:
FY 20/21	645,099	134,000	5,000	447,506	5,409,662	15,721	\$6,656,988
FY 21/22	706,973	147,000	18,000	292,476	1,322,343	492,529	\$2,979,321

Budgeted Projects and Programs FY 21/22:

Economic Development

- Work with Environmental Services to continue the planning for a Valley West community center to offer recreational and learning opportunities, resource services and a general gathering space. Support the HSU student project to complete initial visioning.
- Foodworks Culinary Center Management.
- Happy Valley and Little Lake - gaining clearance for development.
 - EPA Clean-up Grant for Little Lake – remove contamination.
- Business Loan Programs: Business Assistance; Microenterprise; Job Retention.

Housing

- Work with City Manager's Office to identify ongoing funding to address homelessness and housing needs of extremely low-income residents.
- Support and collaborate on strategies to create safe spaces for those without shelter, including a safe parking program.
- Obtain site control of a property to provide transitional and/or long-term shelter housing in partnership with Humboldt County and Arcata House Partnership.
- Continue support of Arcata House Partnership and regional partners
- Develop funding to study cooperative housing and other models, which includes onsite services and peer to peer mentoring support, creating holistic support for individuals as a first step implementing such a housing model.
- Arcata Mobile Home Park Permanent Supportive Housing for five formally houseless (HEAP)
- Tenant Based Rental Assistance Program – Rent Subsidies for Lower-income households (HOME)
- Finalize Sorrel Place - 44 units of affordable housing.
- Ongoing Affordable Housing Project Monitoring and Reporting
- Homebuyers' Assistance - Continue to operate program as needed and as funded.
- Mobile Home Rent Stabilization tracking

Grants Programs

- SB2 Grant for Infill Plan and housing planning;
- Sustainable Agriculture Lands Conservation Grant (SALC) for Infill Plan and housing planning;
- Local Early Action Planning Grant (LEAP) for Infill Plan and housing planning;
- Infill Infrastructure Grant (IIG) – work with Engineering Dept. to implement public improvements related to Sorrel Place.
- Affordable Housing Sustainable Communities (AHSC) Grant – work with Engineering Dept. to implement public improvements related to Sorrel Place.
- Community Development Block Grant (CDBG)
 - Arcata Garden's Multi-Family Rehabilitation
 - UV Disinfection Equipment System for the Waste Water Treatment Plant project
 - Sorrel Place
 - MIST Program
- Boyd Rd. Sewer Improvements
- EPA site assessment grant work coordination and reporting – finalize Little Lake site investigation.
- Home Investment Partnership Program (HOME)
 - Tenant Based Rental Assistance

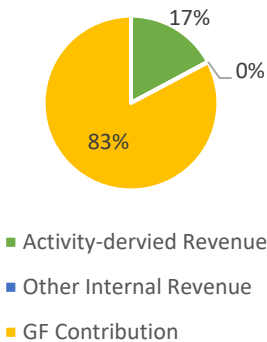
2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
212-30-11-50100	11	Regular Salaries	65,823	16,271	59,985	-	59,985
212-30-11-50300	11	Part-time & Temporary Salaries	17,882	27,480	2,650	-	2,650
212-30-11-50990	11	Employee Benefits	36,617	11,119	48,711	-	48,711
212-30-11-51100	11	Utilities	-	14,000	16,000	-	16,000
212-30-11-51200	11	Communications	706	-	-	-	-
212-30-11-51400	11	Training & Conferences	229	1,000	1,000	-	1,000
212-30-11-51900	11	Taxes & Other Fees	837	900	-	-	-
212-30-11-54200	11	Other Department Supplies	238	-	-	-	-
212-30-11-55400	11	Building/Grounds Maintenance	78,827	75,000	95,000	-	95,000
212-30-11-55800	11	IT Services & Maintenance	1,583	3,264	2,520	-	2,520
212-30-11-57300	11	Capital - Buildings & Structur	218,998	-	13,000	-	13,000
212-30-11-57800	11	Capital - Furniture & Equipmen	85	5,000	5,000	-	5,000
212-30-11-58300	11	Programs	-	30,000	-	-	-
	11 Total	Planning	421,824	184,034	243,865	-	243,865
880-30-12-51775	12	Audit Services	4,000	-	-	-	-
880-30-12-53200	12	Photocopy	13	-	-	-	-
881-30-12-56110	12	1994 Bonds - Principal	340,144	287,099	144,103	-	144,103
881-30-12-56210	12	1994 Bonds - Interest	164,904	159,207	148,373	-	148,373
881-30-12-56310	12	1994 Bonds - Fiscal Agent	1,300	1,200	-	-	-
	12 Total	Redevelopment	510,361	447,506	292,476	-	292,476
211-30-13-50100	13	Regular Salaries	21,296	301,682	135,432	-	135,432
211-30-13-50300	13	Part-time & Temporary Salaries	-	16,128	28,400	-	28,400
211-30-13-50990	13	Employee Benefits	7,684	187,864	93,943	-	93,943
211-30-13-58211	13	2017 EPA Brownfields Grant	104,260	100,000	48,000	-	48,000
211-30-13-58212	13	2017-CDBG-2017	-	3,000,000	161,600	-	161,600
211-30-13-58213	13	Coastal Commission LCP-18-01	11,288	70,188	36,000	-	36,000
211-30-13-58215	13	20-CDBG-CV1-00089	-	-	65,757	-	65,757
213-30-13-50100	13	Regular Salaries	-	-	153,112	-	153,112
213-30-13-50990	13	Other Employee Benefits	-	-	7,818	-	7,818
213-30-13-58001	13	SB2 19-PGP-13272	-	25,000	150,000	-	150,000
213-30-13-58002	13	SALC 3019-905	-	25,000	230,000	-	230,000
213-30-13-58003	13	HEAP	-	400,000	-	-	-
233-30-13-58001	13	19-AHSC-12771	-	40,000	-	-	-
234-30-13-58251	13	2016-HOME-11386	417,490	-	-	-	-
	13 Total	CDBG/HOME Grants	562,017	4,165,862	1,110,062	-	1,110,062
250-30-14-51770	14	Other Professional Services	315	5,000	-	-	-
250-30-14-55800	14	IT Services & Maintenance	-	1,955	-	-	-
250-30-14-58300	14	Programs	606,698	100,000	100,000	-	100,000
255-30-14-50100	14	Regular Salaries	86,820	18,812	73,637	-	73,637
255-30-14-50300	14	Part-time & Temporary Salaries	4,390	9,136	13,200	-	13,200
255-30-14-50990	14	Employee Benefits	54,200	10,217	46,003	-	46,003
255-30-14-51770	14	Other Professional Services	7,402	48,000	30,000	-	30,000
255-30-14-55800	14	IT Services & Maintenance	1,484	4,590	1,130	-	1,130
255-30-14-58300	14	Programs	80,431	255,000	450,000	-	450,000
255-30-14-58500	14	Projects	-	725,000	109,743	-	109,743
259-30-14-50100	14	Regular Salaries	4,649	-	-	-	-
259-30-14-50990	14	Employee Benefits	4,237	-	-	-	-
259-30-14-51770	14	Other Professional Services	4,323	4,500	5,000	-	5,000
259-30-14-55800	14	IT Services & Maintenance	1,484	-	-	-	-
259-30-14-58300	14	Programs	1,349,781	255,771	353,000	-	353,000
259-30-14-58500	14	Projects	-	-	100,000	-	100,000
	14 Total	Revolving Loan Funds	2,206,213	1,437,981	1,281,714	-	1,281,714
244-30-35-50100	35	Regular Salaries	43,315	25,422	21,763	-	21,763
244-30-35-50990	35	Employee Benefits	25,230	20,968	22,319	-	22,319
244-30-35-51771	35	Legal Consultations	-	5,000	-	-	-
244-30-35-51900	35	Taxes & Other Fees	81	-	-	-	-
244-30-35-55800	35	IT Services & Maintenance	2,309	3,890	7,122	-	7,122
244-30-35-58300	35	Programs	-	125,000	-	-	-
245-30-35-50100	35	Regular Salaries	17,339	-	-	-	-
245-30-35-50990	35	Employee Benefits	7,828	-	-	-	-
245-30-35-51900	35	Taxes & Other Fees	405	-	-	-	-
245-30-35-55800	35	IT Services & Maintenance	-	1,122	-	-	-
245-30-35-58100	35	Plans	-	2,500	-	-	-
245-30-35-58300	35	Programs	150,000	10,000	-	-	-
245-30-35-58500	35	Projects	-	95,000	-	-	-
	35 Total	Public Improvement Projects	246,507	288,902	51,204	-	51,204

Law Enforcement, Public Safety, & Emergency Services

Public Safety; Parking Control; Animal Control Activities: 21; 23; 25

Funding Sources



FUNDING SOURCES				
	Activity-derived Revenues	Contributory Revenue from Other Activities	General Fund Contribution	TOTALS:
FY 20/21	803,895	205,110	5,330,498	\$6,339,503
FY 21/22	1,218,261	(7,000)	5,876,145	\$7,087,406

APPROPRIATIONS						
	Personnel	Materials & Services	Capital Projects	Debt Services	Interfund/Intergovt Payments	TOTALS:
FY 20/21	5,631,823	357,878	31,000	-	318,802	\$6,339,503
FY 21/22	6,155,609	434,094	161,349	-	336,304	\$7,087,356

Budgeted Projects and Programs FY 21/22:

Public Safety (21)

- Provide core public safety service and proactive patrol to reduce crime and improve quality of life. This activity funds 911, Dispatch, Patrol, Investigations, Records, School Resources, Juvenile Diversion, and training.
- Work with the Public Safety Committee to review policing reform opportunities including updates to the City's Use of Force and Body worn / Car Camera use requirements; analyze and present to the Council options for additional civilian oversight
- Continue to use and encourage online reporting
- Improve the quality of life in Valley West; guided by the community's four priorities which include trespassing/loitering, narcotic activity, vacant properties and encampments.
- Identify strategies to create safe spaces for those without shelter.
- Prepare the alcohol tax process to fund two Police Officer positions.
- Accelerate action addressing graffiti, neglect, unsafe conditions for vacant and deteriorating properties and cleanup of deteriorating/fading/defaced murals.
- Develop internship and service learning opportunities for HSU and CR students.
- Upgrade public safety radio infrastructure.
- Assist with guiding the implementation of the Plaza Improvement Task Force's public safety recommendations.
- Make pedestrian traffic between Humboldt State University and the downtown area safer by creating a safe corridor plan beginning with the footbridge.

- Identify the key components of a Safe Arcata Plan.
- Continue to work with the MIST clinicians to offer social services to those who are in need and identify sustainable funding for the program.
- Implement additional use of force training to include de-escalation techniques and tactics.
- Implement the Racial Identification Profiling Act (RIPA) stop data reporting process.

Parking Control (23)

- Parking Enforcement
- Abandoned Vehicle Abatement
- Implement a mobile payment application allowing multiple forms of payment for metered parking.
- Work with Engineering on evaluating current preferential parking zones and determine if a fourth zone is needed.

Animal Control (25)

The City has a contract with the Humboldt County Animal Shelter to care for stray animals located in Arcata. This activity funds this contract and a Police Service Officer.

Emergency Preparedness

- Complete the training of all City of Arcata employees on emergency preparedness utilizing CERT.
- Continue to restock the City Hall EOC with updated supply list resulting from the Emergency Plan Review
- Translate CodeRed emergency messages into Spanish with the National League of Cities grant.

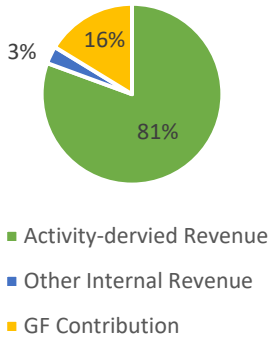
2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
101-40-21-50100	21	Regular Salaries	2,784,742	2,778,558	2,891,965	-	2,891,965
101-40-21-50200	21	Overtime Wages	438,143	395,000	384,500	-	384,500
101-40-21-50300	21	Part-time & Temporary Salaries	52,935	37,540	64,223	(16,000)	48,223
101-40-21-50990	21	Employee Benefits	2,314,824	2,177,953	2,524,159	-	2,524,159
101-40-21-51200	21	Communications	38,283	41,074	37,665	-	37,665
101-40-21-51300	21	Advertising	835	900	2,200	(1,000)	1,200
101-40-21-51400	21	Training & Conferences	17,479	2,050	47,449	-	47,449
101-40-21-51500	21	Clothing & Personal Expenses	25,960	34,937	35,325	-	35,325
101-40-21-51600	21	Memberships & Dues	1,644	2,325	2,125	-	2,125
101-40-21-51770	21	Other Professional Services	64,262	20,860	21,260	-	21,260
101-40-21-52522	21	CAD/RMS Services	42,639	64,321	82,026	-	82,026
101-40-21-52524	21	Fingerprinting Services	27,134	25,000	35,000	-	35,000
101-40-21-52526	21	Haz Mat Response Team	1,420	1,700	1,420	-	1,420
101-40-21-53100	21	Postage	3,765	5,000	4,000	-	4,000
101-40-21-53200	21	Photocopy	-	100	100	-	100
101-40-21-53300	21	Office Supplies	14,013	18,198	20,550	-	20,550
101-40-21-53400	21	Bank Service Charges	1,124	2,200	-	-	-
101-40-21-54200	21	Other Department Supplies	53,249	38,332	43,075	(8,000)	35,075
101-40-21-54300	21	Small Tools	130	-	-	-	-
101-40-21-54400	21	Juvenile Diversion Supplies	-	3,594	4,740	-	4,740
101-40-21-55300	21	Equipment Maintenance	37,154	40,468	40,519	-	40,519
101-40-21-55500	21	Central Garage Charges	336,765	190,877	218,083	-	218,083
101-40-21-55600	21	Equipment Rental	6,288	6,288	6,300	-	6,300
101-40-21-55800	21	IT Services & Maintenance	77,738	59,886	50,033	-	50,033
101-40-21-57800	21	Capital - Furniture & Equipmen	25,369	33,601	161,349	-	161,349
204-40-21-51420	21	Post Certified Courses	24,411	27,000	35,000	-	35,000
	21 Total	Police	6,390,306	6,007,762	6,713,066	(25,000)	6,688,066
101-40-23-50100	23	Regular Salaries	80,461	84,682	107,942	-	107,942
101-40-23-50200	23	Overtime Wages	2,486	2,500	2,500	-	2,500
101-40-23-50300	23	Part-time & Temporary Salaries	26,473	2,494	27,876	-	27,876
101-40-23-50990	23	Employee Benefits	81,922	88,492	124,342	-	124,342
101-40-23-51500	23	Clothing & Personal Expenses	-	-	500	-	500
101-40-23-51600	23	Memberships & Dues	-	-	150	-	150
101-40-23-51762	23	Abandoned Vehicle Removal	22,658	16,000	16,000	-	16,000
101-40-23-53400	23	Bank Service Charges	1,124	-	-	-	-
101-40-23-54200	23	Other Department Supplies	2,632	4,000	7,690	-	7,690
101-40-23-55500	23	Central Garage Charges	26,288	13,688	13,974	-	13,974
101-40-23-55800	23	IT Services & Maintenance	3,294	3,889	1,974	-	1,974
	23 Total	Parking	247,339	215,745	302,948	-	302,948
101-40-25-50100	25	Regular Salaries	27,172	28,527	27,569	-	27,569
101-40-25-50990	25	Employee Benefits	14,465	17,759	16,533	-	16,533
101-40-25-52528	25	County Animal Control	47,815	50,462	52,240	-	52,240
101-40-25-55500	25	Central Garage Charges	10,946	-	-	-	-
	25 Total	Animal Control	100,398	96,748	96,342	-	96,342

Building & Engineering Services

*Building; Public Works Engineering
Activities: 31; 41*

Funding Sources



FUNDING SOURCES				
	Activity-derived Revenues	Contributory Revenue from Other Activities	General Fund Contribution	TOTALS:
FY 20/21	503,000	210,239	-	\$713,239
FY 21/22	822,000	31,957	165,974	\$1,019,931

APPROPRIATIONS

	Personnel	Materials & Services	Capital Projects	Debt Services	Interfund/Intergovt Payments	TOTALS:
FY 20/21	515,966	99,574	12,200	-	94,865	\$722,605
FY 21/22	614,689	197,950	52,000	-	155,292	\$1,019,930

Budgeted Projects and Programs FY 21/22:

31- Building Division

- Explore options for online permitting system and plan for implementation.
- Continue to support and strengthen in-house plan check and permit issuance processes.
- Continue timely inspections to keep projects on efficient schedules.
- Allocate time for additional Code Enforcement and nuisance abatement.
- Adopt and implement Citywide Rental Inspection Program.

41 – Engineering Division

- Manage the City’s Capital Improvement Program.
- Plan and complete annual paving and sidewalk project (Measure G, Gas Tax and SB-1 funds).
- Plan and complete the grind out & inlay and local street paving work.
- Complete design and construction of City’s annual manhole rehabilitation project.
- Work with HSU to plan pedestrian improvements between campus and downtown.
- Design development and installation of improved lighting on G Street, from south of H Street to the Arcata Marsh Entrance, L K wood north of Granite Avenue and D street b/w 7th and 14th street.
- Complete design of citywide water line and tank construction projects, secure funds and begin construction.
- Continue streetlight replacement and maintenance.
- Continue to implement sewer lateral compliance and bike share program
- Continue to prioritize and implement traffic calming improvements throughout the City, including sidewalks, pedestrian crossings and bicycle improvements.
- Complete design, bidding and construction for Boyd Road sewer Improvements.
- Complete Phase 1 of Plunkett Waterline Improvement Project and secure funds for phase 2.
- Complete Local Road Safety Program.

- In partnership with other departments:
 1. Complete removal of center planter in the plaza
 2. Finalize plans for Shay park and begin construction
 3. Finalize plans for Redwood park including pump track and secure funds for construction
 4. Complete Environmental phase for the Old Arcata Road and Annie and Mary trail projects

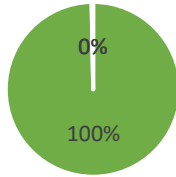
2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
101-30-31-50100	31	Regular Salaries	182,229	195,464	252,611	-	252,611
101-30-31-50200	31	Overtime Wages	91	250	1,000	-	1,000
101-30-31-50300	31	Part-time & Temporary Salaries	3,059	9,000	5,000	-	5,000
101-30-31-50990	31	Employee Benefits	81,291	64,541	136,334	-	136,334
101-30-31-51200	31	Communications	1,401	-	-	-	-
101-30-31-51400	31	Training & Conferences	4,949	2,000	6,000	(2,000)	4,000
101-30-31-51500	31	Clothing & Personal Expenses	177	300	300	-	300
101-30-31-51600	31	Memberships & Dues	44	400	400	-	400
101-30-31-51722	31	Plan Check Services	40,185	103,200	50,000	-	50,000
101-30-31-51770	31	Other Professional Services	1,553	2,500	5,000	-	5,000
101-30-31-53100	31	Postage	2	700	500	-	500
101-30-31-53200	31	Photocopy	282	500	-	-	-
101-30-31-53300	31	Office Supplies	473	1,650	1,500	-	1,500
101-30-31-53400	31	Bank Service Charges	2,987	5,000	-	-	-
101-30-31-54200	31	Other Department Supplies	660	1,000	1,000	-	1,000
101-30-31-54300	31	Small Tools	200	1,500	1,500	-	1,500
101-30-31-55500	31	Central Garage Charges	5,213	5,097	5,544	-	5,544
101-30-31-55800	31	IT Services & Maintenance	5,036	11,679	8,776	-	8,776
101-30-31-55900	31	Overhead	60,310	71,510	84,680	-	84,680
101-30-31-57800	31	Capital - Furniture & Equipmen	43,436	50,523	27,000	-	27,000
	31 Total	Building Regulation	433,576	526,814	587,145	(2,000)	585,145
101-50-41-50100	41	Regular Salaries	97,463	118,948	119,373	-	119,373
101-50-41-50200	41	Overtime Wages	219	1,000	2,500	-	2,500
101-50-41-50300	41	Part-time & Temporary Salaries	10,284	20,041	28,750	-	28,750
101-50-41-50990	41	Employee Benefits	57,744	52,118	69,121	-	69,121
101-50-41-51100	41	Utilities	92,630	90,000	85,000	-	85,000
101-50-41-51200	41	Communications	1,555	-	-	-	-
101-50-41-51400	41	Training & Conferences	1,149	1,000	7,500	(3,000)	4,500
101-50-41-51500	41	Clothing & Personal Expenses	415	600	1,000	-	1,000
101-50-41-51600	41	Memberships & Dues	445	1,045	550	-	550
101-50-41-51770	41	Other Professional Services	26,316	10,000	21,500	(10,000)	11,500
101-50-41-53100	41	Postage	1,000	800	1,500	-	1,500
101-50-41-53200	41	Photocopy	1,072	2,500	-	-	-
101-50-41-53300	41	Office Supplies	1,308	1,000	1,200	-	1,200
101-50-41-54200	41	Other Department Supplies	2,820	3,000	3,500	-	3,500
101-50-41-54300	41	Small Tools	5,761	1,500	1,500	-	1,500
101-50-41-55300	41	Equipment Maintenance	218	5,500	6,500	-	6,500
101-50-41-55310	41	Street Lights Maintenance	14,028	14,110	20,000	(3,000)	17,000
101-50-41-55500	41	Central Garage Charges	16,206	21,084	36,554	-	36,554
101-50-41-55800	41	IT Services & Maintenance	10,100	18,414	19,738	-	19,738
101-50-41-57610	41	Capital - Street Light Replace	20,143	25,000	20,000	(5,000)	15,000
101-50-41-57800	41	Capital - Furniture & Equipmen	18,582	1,000	2,000	(1,000)	1,000
210-50-41-50100	41	Regular Salaries	-	30,000	-	-	-
233-50-41-57610	41	Capital - Street Light Replace	-	-	9,000	-	9,000
	41 Total	Eninegering	379,459	418,660	456,786	(22,000)	434,786

Public Transportation Services

Public Transportation; Dial-a-Ride; Greyhound Services Activities: 91; 92; 93

Funding Sources



- Activity-derived Revenue
- Other Internal Revenue
- GF Contribution

FUNDING SOURCES				
	Activity-derived Revenues	Contributory Revenue from Other Activities	General Fund Contribution	TOTALS:
FY 20/21	1,159,664	-	-	\$1,159,664
FY 21/22	3,048,580	(10,000)	-	\$3,038,580

APPROPRIATIONS

	Personnel	Materials & Services	Capital Projects	Debt Services	Interfund/Intergovt Payments	TOTALS:
FY 20/21	390,553	519,220	55,000	-	149,820	\$1,114,593
FY 21/22	464,430	565,100	1,830,454	-	178,759	\$3,038,744

Budgeted Projects and Programs FY 21/22:

- Complete an analysis of the Transit system to include:
 - Review of current bus line efficiency internally and as it connects to regional transit.
 - Review an HSU to downtown shuttle line (green line) and local park & ride options.
 - Coordinate the alternative transportation improvements from the downtown affordable housing units with the transit system.
 - Review unmet transit needs of the City.
 - Develop 1, 3 and 5 year priorities for the transit system.
 - Investigate options and feasibility for an on-demand transit system/ para-transit system.
- Institute a dependable driver training program for PT bus drivers for AMRTS
- Investigate options and feasibility for an on-demand transit system/ para-transit system.
- Secure funding to support free bus service in the summer and for new housing projects
- Secure a new bike share program in partnership with HSU
- Install backup generator for Transit Building
- Manage Dial-A-Ride
- Manage Greyhound services
- Sponsor 1-2 educational bus rides a year (historical, sea level rise, etc.)

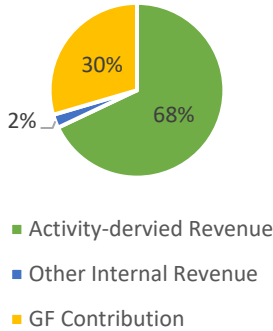
2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
232-50-91-57900	91	Capital - Vehicles			500,000	-	500,000
233-50-91-51770	91	Other Professional Services			75,000	-	75,000
233-50-91-57900	91	Capital - Vehicles			350,000	-	350,000
663-50-91-50100	91	Regular Salaries	99,251	111,851	158,346	-	158,346
663-50-91-50200	91	Overtime Wages	559	1,000	1,000	-	1,000
663-50-91-50300	91	Part-time & Temporary Salaries	125,320	106,103	161,000	-	161,000
663-50-91-50990	91	Employee Benefits	83,028	87,619	120,279	-	120,279
663-50-91-51100	91	Utilities	634	800	100	-	100
663-50-91-51200	91	Communications	5,134	-	-	-	-
663-50-91-51300	91	Advertising	676	1,500	1,500	-	1,500
663-50-91-51400	91	Training & Conferences	2,184	15,020	20,000	-	20,000
663-50-91-51500	91	Clothing & Personal Expenses	-	600	600	-	600
663-50-91-51600	91	Memberships & Dues	535	600	-	-	-
663-50-91-51900	91	Taxes & Other Fees	324	300	500	-	500
663-50-91-52000	91	Insurance	101,018	65,000	72,660	-	72,660
663-50-91-52451	91	CARES Act Expenditures	-	24,000	-	-	-
663-50-91-52560	91	JPA Agreements	231,993	250,000	250,000	-	250,000
663-50-91-53100	91	Postage	-	100	100	-	100
663-50-91-53200	91	Photocopy	-	100	100	-	100
663-50-91-53300	91	Office Supplies	717	1,200	1,500	-	1,500
663-50-91-54200	91	Other Department Supplies	301	-	500	-	500
663-50-91-54300	91	Small Tools	195	100	100	-	100
663-50-91-55300	91	Equipment Maintenance	154,275	175,000	135,000	-	135,000
663-50-91-55800	91	IT Services & Maintenance	5,214	12,033	12,941	-	12,941
663-50-91-55900	91	Overhead	80,300	64,940	77,920	-	77,920
663-50-91-57600	91	Capital - Other Improvements	51,471	51,411	-	-	-
663-50-91-57800	91	Capital - Furniture & Equipmen	1,658	15,000	2,197	-	2,197
663-50-91-57900	91	Capital - Vehicles	163,089	-	978,257	-	978,257
	91 Total	A&MRTS	1,107,876	984,277	2,919,601	-	2,919,601
663-50-92-50100	92	Regular Salaries	15,295	12,393	6,589	-	6,589
663-50-92-50200	92	Overtime Wages	53	100	100	-	100
663-50-92-50990	92	Employee Benefits	10,586	8,482	5,263	-	5,263
663-50-92-51300	92	Advertising	-	100	100	-	100
663-50-92-51400	92	Training & Conferences	-	500	500	-	500
663-50-92-52560	92	JPA Agreements	83,781	84,000	80,000	-	80,000
663-50-92-53300	92	Office Supplies	-	100	-	-	-
663-50-92-54200	92	Other Department Supplies	-	4,500	-	-	-
663-50-92-55800	92	IT Services & Maintenance	1,584	3,657	7,051	-	7,051
	92 Total	DAR	111,299	113,832	99,603	-	99,603
663-50-93-50100	93	Regular Salaries	29,719	30,983	6,589	-	6,589
663-50-93-50200	93	Overtime Wages	132	250	-	-	-
663-50-93-50990	93	Employee Benefits	20,630	21,202	5,263	-	5,263
663-50-93-55800	93	IT Services & Maintenance	1,782	3,890	7,687	-	7,687
	93 Total	Greyhound	52,262	56,325	19,539	-	19,539

Environmental Services – Fleet & Streets Services

Street Construction & Maintenance; Alternative Transportation; Traffic Control; Vehicle Maintenance; Corp Yard Activities: 45; 48; 55; 57; 61

Funding Sources



FUNDING SOURCES				
	Activity-derived Revenues	Contributory Revenue from Other Activities	General Fund Contribution	TOTALS:
FY 20/21	2,117,228	(75,000)	948,682	\$2,990,910
FY 21/22	4,348,430	159,987	1,889,861	\$6,398,278

APPROPRIATIONS						
	Personnel	Materials & Services	Capital Projects	Debt Services	Interfund/Intergovt Payments	TOTALS:
FY 20/21	1,039,365	684,821	897,450	-	369,274	\$2,990,910
FY 21/22	1,152,261	1,494,886	4,079,375	-	450,665	\$7,177,187

Budgeted Projects and Programs FY 21/22:

- (45) Street Construction/Maintenance personnel provide comprehensive street right-of-way maintenance and rehabilitation, including sweeping of 120 curb miles, and repair of roadways, underpasses, and overcrossings. Also, grades, cleans, and maintains unimproved roads, road shoulders, and medians to assure safe driving and parking conditions. This activity administers the maintenance of the City's annual vegetation management program for vegetation control/removal within the City right-of-way. Monitors and responds to emergency storm conditions such as street flooding, downed trees, and debris removal; and provides staff support and assistance in hazardous waste activities and recycling programs. As part of annual street paving and rehabilitation priorities, the City will add paving overlay on G Street between 12th and 18th Streets.
- (48) Alternative Transportation - This activity is responsible for enhancing and maintaining active transportation infrastructure to support safe walking and biking. This fiscal year with funding from the Caltrans Active Transportation Program the City will initiate the environmental documentation phase for the Arcata Annie & Mary Trail Project which will provide a separated, non-motorized transportation route from Valley West through north Arcata to connect to downtown and the

Humboldt Bay Trail North. A new bike share program in conjunction with HSU has also been launched and will require maintenance and upkeep of bike share equipment. This activity also includes annual sidewalk improvements and regular maintenance of on-street active transportation infrastructure.

- (55) Traffic Control - This activity is responsible for all regulatory, warning, and parking signs, crosswalks, street name signs and speed zone legend painting. Coordinates the installation of new and the repainting of existing striping, curbs and traffic messages on City roadways and the, reflective markers and City facility parking control markings. Maintenance of 2,450 parking regulation signs, 1,000 regulatory signs, 500 warning signs, 300 "stop" signs, approximately 1,400 street name signs, and approximately 67 double head parking meters and 13 single head parking meters.
- (57) Vehicle Maintenance - maintenance and repair of 6 vans, 8 sedans, 25 police vehicles, 12 pickups, 14 compact pickups, 7 utility trucks and flat beds, 5 dump trucks, 10 pieces of heavy construction equipment and approximately 40 miscellaneous small power tools. The City will also seek to replace or upgrade key fleet vehicles when budget allows to ensure delivery of core services.

2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
101-50-45-51770	45	Other Professional Services	11,721	3,177	300,000	(150,000)	150,000
101-50-45-57601	45	Capital - Measure G Improves	198,886	375,000	1,600,000	(450,000)	1,150,000
207-50-45-50100	45	Regular Salaries	239,235	254,612	253,756	-	253,756
207-50-45-50200	45	Overtime Wages	3,567	4,500	6,000	(1,000)	5,000
207-50-45-50300	45	Part-time & Temporary Salaries	26,104	11,244	9,030	-	9,030
207-50-45-50990	45	Employee Benefits	180,027	184,353	217,105	-	217,105
207-50-45-51200	45	Communications	2,916	-	-	-	-
207-50-45-51400	45	Training & Conferences	10,970	4,000	12,300	(2,000)	10,300
207-50-45-51500	45	Clothing & Personal Expenses	3,619	8,900	8,900	-	8,900
207-50-45-51600	45	Memberships & Dues	295	400	400	-	400
207-50-45-51770	45	Other Professional Services	5,745	-	70,200	(10,000)	60,200
207-50-45-51900	45	Taxes & Other Fees	135	-	-	-	-
207-50-45-53300	45	Office Supplies	362	1,000	1,000	-	1,000
207-50-45-53600	45	Janitorial & Household Supplie	473	1,500	1,500	-	1,500
207-50-45-53800	45	Cement Gravel Sand & Asphalt	91,365	128,655	192,000	-	192,000
207-50-45-54200	45	Other Department Supplies	5,314	9,000	14,500	-	14,500
207-50-45-54300	45	Small Tools	1,805	6,000	6,000	-	6,000
207-50-45-54700	45	Fuels & Lubricants	-	1,100	1,200	-	1,200
207-50-45-55300	45	Equipment Maintenance	984	3,500	3,800	(300)	3,500
207-50-45-55500	45	Central Garage Charges	126,285	93,407	140,776	-	140,776
207-50-45-55600	45	Equipment Rental	27,278	6,345	35,000	-	35,000
207-50-45-55800	45	IT Services & Maintenance	3,198	7,827	10,830	-	10,830
207-50-45-55900	45	Overhead	48,260	54,680	58,600	-	58,600
207-50-45-57400	45	Capital - ROW & Easements	-	-	350,000	-	350,000
207-50-45-57600	45	Capital - Other Improvements	382,607	940,797	50,000	-	50,000
207-50-45-57800	45	Capital - Furniture & Equipmen	171	12,600	8,500	-	8,500
210-50-45-51770	45	Other Professional Services	-	-	206,000	-	206,000
219-50-45-57600	45	Capital - Other Improvements	-	280,386	115,000	-	115,000
231-50-45-51770	45	Other Professional Services	-	-	50,000	-	50,000
232-50-45-51770	45	Other Professional Services	-	1,400,000	-	-	-
232-50-45-57600	45	Capital- Other Improvements	-	-	1,400,000	-	1,400,000
233-50-45-57600	45	Capital - Other Improvements	-	-	32,500	-	32,500
	45 Total	Streets	1,371,320	3,792,983	5,154,897	(613,300)	4,541,597
207-50-48-50100	48	Regular Salaries	68,704	96,824	76,890	-	76,890
207-50-48-50200	48	Overtime Wages	623	1,000	1,000	-	1,000
207-50-48-50300	48	Part-time & Temporary Salaries	3,366	15,000	36,850	-	36,850
207-50-48-50990	48	Employee Benefits	48,861	50,479	49,310	-	49,310
207-50-48-51770	48	Other Professional Services	148,618	34,200	43,486	-	43,486
207-50-48-53800	48	Cement Gravel Sand & Asphalt	-	4,000	5,000	-	5,000
207-50-48-54200	48	Other Department Supplies	1,150	1,100	1,100	-	1,100
207-50-48-55300	48	Equipment Maintenance	-	600	600	-	600
207-50-48-55500	48	Central Garage Charges	20,136	21,307	22,816	-	22,816
207-50-48-55800	48	IT Services & Maintenance	2,151	4,357	7,616	-	7,616
207-50-48-55900	48	Overhead	-	1,000	-	-	-
207-50-48-57600	48	Capital - Other Improvements	535,818	120,500	98,000	-	98,000
207-50-48-57800	48	Capital - Furniture & Equipmen	-	100	-	-	-
210-50-48-51770	48	Other Professional Services	-	-	72,000	-	72,000
233-50-48-51770	48	Other Professional Services	-	-	178,500	-	178,500
233-50-48-57600	48	Capital - Other Improvements	-	-	231,675	-	231,675
	48 Total	Alternative Transportation	829,427	350,467	824,842	-	824,842
209-50-55-50100	55	Regular Salaries	91,792	85,859	87,130	-	87,130
209-50-55-50200	55	Overtime Wages	2,450	-	2,500	-	2,500
209-50-55-50300	55	Part-time & Temporary Salaries	14,147	-	4,870	-	4,870
209-50-55-50990	55	Employee Benefits	91,061	84,923	94,207	-	94,207
209-50-55-51200	55	Communications	1,802	-	-	-	-
209-50-55-51400	55	Training & Conferences	-	300	300	-	300
209-50-55-51770	55	Other Professional Services	-	13,000	15,000	-	15,000
209-50-55-53500	55	Chemicals & Lab Supplies	47	400	-	-	-
209-50-55-54200	55	Other Department Supplies	23,380	49,000	49,400	(5,000)	44,400
209-50-55-54300	55	Small Tools	61	500	500	-	500
209-50-55-55300	55	Equipment Maintenance	-	1,000	1,300	-	1,300
209-50-55-55320	55	Parking Meter Maintenance	-	7,200	7,200	-	7,200
209-50-55-55400	55	Building/Grounds Maintenance	-	500	500	-	500
209-50-55-55500	55	Central Garage Charges	21,303	20,521	19,421	-	19,421
209-50-55-55800	55	IT Services & Maintenance	3,172	6,912	9,563	-	9,563
209-50-55-57800	55	Capital - Furniture & Equipmen	-	11,400	-	-	-
	55 Total	Traffic Control	249,216	281,515	291,890	(5,000)	286,890

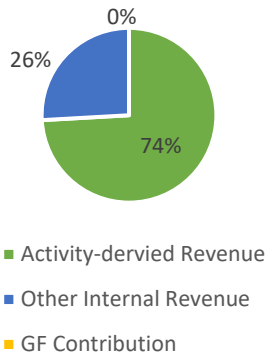
2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
771-50-57-50100	57	Regular Salaries	133,501	137,259	138,301	-	138,301
771-50-57-50200	57	Overtime Wages	590	743	750	-	750
771-50-57-50300	57	Part-time & Temporary Salaries	8	-	12,816	-	12,816
771-50-57-50990	57	Employee Benefits	119,575	127,549	137,941	-	137,941
771-50-57-51200	57	Communications	219	500	-	-	-
771-50-57-51400	57	Training & Conferences	811	-	2,300	-	2,300
771-50-57-51500	57	Clothing & Personal Expenses	4,136	5,000	5,000	-	5,000
771-50-57-51770	57	Other Professional Services	20,346	19,000	19,800	-	19,800
771-50-57-51900	57	Taxes & Other Fees	-	5,705	5,705	-	5,705
771-50-57-52000	57	Insurance	151,579	125,681	127,395	-	127,395
771-50-57-53300	57	Office Supplies	764	1,000	1,000	-	1,000
771-50-57-53500	57	Chemicals & Lab Supplies	1,566	2,400	2,500	-	2,500
771-50-57-53600	57	Janitorial & Household Supply	-	400	400	-	400
771-50-57-54200	57	Other Department Supplies	1,840	2,000	2,000	-	2,000
771-50-57-54300	57	Small Tools	965	1,500	1,000	-	1,000
771-50-57-54400	57	Vehicle & Mobile Equip Parts	40,587	75,000	75,000	(20,000)	55,000
771-50-57-54600	57	Tires & Tubes	18,132	24,000	25,000	-	25,000
771-50-57-54700	57	Fuels & Lubricants	167,341	210,000	215,000	-	215,000
771-50-57-55100	57	Vehicle Repair & Maintenance	26,834	61,000	62,000	(10,000)	52,000
771-50-57-55300	57	Equipment Maintenance	1,464	1,500	1,500	-	1,500
771-50-57-55500	57	Central Garage Charges	42,350	39,670	38,766	-	38,766
771-50-57-55800	57	IT Services & Maintenance	3,363	4,123	2,136	-	2,136
771-50-57-57800	57	Capital - Furniture & Equipmen	14,445	25,350	20,700	-	20,700
771-50-57-57900	57	Capital - Vehicles	482,254	-	439,000	-	439,000
	57 Total	Vehicle Maintenance	1,232,671	869,380	1,336,009	(30,000)	1,306,009
101-50-61-50100	61	Regular Salaries	28,896	24,530	12,898	-	12,898
101-50-61-50200	61	Overtime Wages	671	531	800	-	800
101-50-61-50990	61	Employee Benefits	23,534	15,183	11,108	-	11,108
101-50-61-51900	61	Taxes & Other Fees	324	343	-	-	-
101-50-61-55400	61	Building/Grounds Maintenance	467	4,000	4,000	(2,000)	2,000
101-50-61-55500	61	Central Garage Charges	5,072	5,327	5,704	-	5,704
101-50-61-55800	61	IT Services & Maintenance	1,571	3,579	1,338	-	1,338
101-50-61-57300	61	Capital - Buildings & Structur	486	-	72,000	-	72,000
101-50-61-57800	61	Capital - Furniture & Equipmen	-	-	112,000	-	112,000
	61 Total	Corporation Yard	61,021	53,493	219,848	(2,000)	217,848

Environmental Services – Natural Resources & Sustainability Programs

*Stormwater; Confined Drainage Ways; Energy;
Solid Waste; Forest Management
Activities: 51; 52; 70; 73; 87*

Funding Sources



FUNDING SOURCES				
	Activity-derived Revenues	Contributory Revenue from Other Activities	General Fund Contribution	TOTALS:
FY 20/21	1,534,969	130,000	28,430	\$1,693,399
FY 21/22	1,214,080	424,189	125,000	\$1,763,269

APPROPRIATIONS

	Personnel	Materials & Services	Capital Projects	Debt Services	Interfund/Intergovt Payments	TOTALS:
FY 20/21	739,857	439,403	217,052	-	297,087	\$1,693,399
FY 21/22	735,391	375,211	278,892	-	401,622	\$1,791,117

Budgeted Projects and Programs FY 21/22:

- Natural Resources programs include maintenance of City open space, forestlands and the Arcata Marsh & Wildlife Sanctuary (AMWS), including trails upkeep and construction, invasives control, habitat protection and enhancement, timber harvest and post-harvest clean-up, updating carbon inventories, as well as solid waste removal, reduction and landfill diversion.
- Sustainability programs and policies include implementation of the Zero Waste Action Plan, Municipal Separate Storm Sewer System Permit Program, Forest Management Plan, and the Greenhouse Gas Reduction Plan. PT employees staff the Arcata Marsh Interpretive Center and assist with implementation of Zero Waste and Energy programs as well as Food waste prevention, recycling, habitat and stormwater (drainage) related grant funding.
- Significant efforts this year include to:
 - Advance the Arcata All Electric Initiative to phase out natural gas in new construction
 - Collaborate across the region to determine how to implement SB 1383 – Short-lived Climate Pollutants (SLCP) and organic waste reductions
 - Finalize the regional Climate Action Plan
 - Complete the Arcata Ridge Trail and Fickle Hill Road crossing
 - Work with RCEA to place an EV charging station at the Arcata Community Center
 - Implement the CalRecycle illegal dumping grant at Carlson Park
 - Manage USFWS grants for Aldergrove Marsh Restoration and North Jacoby Planting

2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
233-60-51-57600	51	Capital - Other Improvements			57,500	-	57,500
666-60-51-50100	51	Regular Salaries	113,828	138,659	114,587	-	114,587
666-60-51-50200	51	Overtime Wages	36	300	300	-	300
666-60-51-50300	51	Part-time & Temporary Salaries	14,608	23,403	33,179	(10,000)	23,179
666-60-51-50990	51	Employee Benefits	85,161	76,766	86,741	-	86,741
666-60-51-51100	51	Utilities	55	250	250	-	250
666-60-51-51200	51	Communications	443	-	-	-	-
666-60-51-51400	51	Training & Conferences	700	800	800	-	800
666-60-51-51500	51	Clothing & Personal Expenses	-	400	550	-	550
666-60-51-51600	51	Memberships & Dues	287	660	660	-	660
666-60-51-51770	51	Other Professional Services	15,175	12,300	10,900	-	10,900
666-60-51-51900	51	Taxes & Other Fees	11,065	21,177	21,177	-	21,177
666-60-51-52000	51	Insurance	8,939	18,416	12,074	-	12,074
666-60-51-53100	51	Postage	95	350	350	-	350
666-60-51-53200	51	Photocopy	94	150	150	-	150
666-60-51-53300	51	Office Supplies	285	400	400	-	400
666-60-51-53400	51	Bank Service Charges	-	444	-	-	-
666-60-51-54200	51	Other Department Supplies	1,083	5,700	5,600	-	5,600
666-60-51-54300	51	Small Tools	161	450	450	-	450
666-60-51-54700	51	Fuels & Lubricants	-	200	200	-	200
666-60-51-55300	51	Equipment Maintenance	119	750	250	-	250
666-60-51-55400	51	Building/Grounds Maintenance	2,553	2,600	2,600	-	2,600
666-60-51-55500	51	Central Garage Charges	21,494	23,844	26,462	-	26,462
666-60-51-55600	51	Equipment Rental	-	2,000	2,000	-	2,000
666-60-51-55800	51	IT Services & Maintenance	3,749	6,274	8,617	-	8,617
666-60-51-55900	51	Overhead	19,260	-	-	-	-
666-60-51-57200	51	Capital - Property Acquisition	813	500	-	-	-
666-60-51-57300	51	Capital - Buildings & Structur	10,825	3,500	1,000	-	1,000
666-60-51-57400	51	Capital - ROW & Easements	7,355	3,000	3,000	-	3,000
666-60-51-57600	51	Capital - Other Improvements	79,374	192,985	-	-	-
666-60-51-57602	51	Capital - USFWS Batini Culvert	-	-	16,800	-	16,800
666-60-51-57605	51	Capital - USFWS Janes at Alliance	-	-	19,092	-	19,092
666-60-51-57606	51	Capital - USFWS North Jacoby	-	-	8,500	-	8,500
666-60-51-57800	51	Capital - Furniture & Equipmen	-	300	-	-	-
	51 Total	Stormwater Management	397,556	536,578	434,189	(10,000)	424,189
666-50-52-50100	52	Regular Salaries	71,543	64,397	55,075	-	55,075
666-50-52-50200	52	Overtime Wages	938	1,000	1,000	-	1,000
666-50-52-50300	52	Part-time & Temporary Salaries	4,688	1,722	-	-	-
666-50-52-50990	52	Employee Benefits	57,006	47,932	54,075	-	54,075
666-50-52-51200	52	Communications	918	-	-	-	-
666-50-52-51500	52	Clothing & Personal Expenses	-	300	300	-	300
666-50-52-51770	52	Other Professional Services	-	1,000	1,000	-	1,000
666-50-52-52000	52	Insurance	4,600	9,822	6,037	-	6,037
666-50-52-53300	52	Office Supplies	-	200	200	-	200
666-50-52-53800	52	Cement Gravel Sand & Asphalt	1,997	3,250	2,250	-	2,250
666-50-52-53900	52	Pipes Valves & Fittings	-	5,500	6,500	-	6,500
666-50-52-54200	52	Other Department Supplies	4,728	6,250	9,250	(2,000)	7,250
666-50-52-54300	52	Small Tools	-	400	400	-	400
666-50-52-55500	52	Central Garage Charges	66,512	56,828	78,612	-	78,612
666-50-52-55600	52	Equipment Rental	372	1,000	1,000	-	1,000
666-50-52-55800	52	IT Services & Maintenance	2,131	4,875	7,923	-	7,923
666-50-52-55900	52	Overhead	48,930	28,390	-	-	-
666-50-52-57200	52	Capital - Property Acquisition	-	-	500	-	500
666-50-52-57300	52	Capital - Buildings & Structur	-	1,500	1,500	-	1,500
666-50-52-57400	52	Capital - ROW & Easements	-	3,500	3,500	-	3,500
666-50-52-57500	52	Capital - Underground Faciliti	1,319	21,500	21,500	(5,000)	16,500
666-50-52-57600	52	Capital - Other Improvements	-	1,000	1,000	-	1,000
666-50-52-57800	52	Capital - Furniture & Equipmen	-	4,000	-	-	-
	52 Total	Confined Drainage Ways	265,683	264,366	251,623	(7,000)	244,623

2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
101-60-70-50100	70	Regular Salaries	44,780	52,269	33,691	-	33,691
101-60-70-50300	70	Part-time & Temporary Salaries	4,720	5,245	7,119	(2,000)	5,119
101-60-70-50990	70	Employee Benefits	31,769	29,547	19,635	-	19,635
101-60-70-51200	70	Communications	279	-	-	-	-
101-60-70-51400	70	Training & Conferences	300	-	500	-	500
101-60-70-51600	70	Memberships & Dues	525	500	-	-	-
101-60-70-51770	70	Other Professional Services	2,099	-	5,000	-	5,000
101-60-70-53100	70	Postage	5	150	150	-	150
101-60-70-53200	70	Photocopy	106	150	150	-	150
101-60-70-53300	70	Office Supplies	294	300	470	-	470
101-60-70-54200	70	Other Department Supplies	-	1,500	1,100	-	1,100
101-60-70-55300	70	Equipment Maintenance	200	-	200	-	200
101-60-70-55500	70	Central Garage Charges	2,686	2,981	1,508	-	1,508
101-60-70-55800	70	IT Services & Maintenance	2,731	4,891	7,630	-	7,630
101-60-70-57800	70	Capital - Furniture & Equipmen	14,843	5,000	-	-	-
	70 Total	Energy Management	105,338	102,533	77,154	(2,000)	75,154
664-60-73-50100	73	Regular Salaries	105,823	133,649	104,956	-	104,956
664-60-73-50200	73	Overtime Wages	29	-	-	-	-
664-60-73-50300	73	Part-time & Temporary Salaries	24,371	27,331	68,085	-	68,085
664-60-73-50990	73	Employee Benefits	79,958	69,728	72,356	-	72,356
664-60-73-51100	73	Utilities	-	100	-	-	-
664-60-73-51200	73	Communications	870	-	-	-	-
664-60-73-51300	73	Advertising	995	1,000	1,000	-	1,000
664-60-73-51400	73	Training & Conferences	46	500	500	-	500
664-60-73-51500	73	Clothing & Personal Expenses	-	250	250	-	250
664-60-73-51752	73	Collection of Solid Waste	23,708	7,000	7,000	-	7,000
664-60-73-51754	73	Compost/Brush Chipping	94,383	85,000	88,000	-	88,000
664-60-73-51770	73	Other Professional Services	4,941	5,000	5,000	15,000	20,000
664-60-73-52000	73	Insurance	4,768	9,822	12,076	-	12,076
664-60-73-52526	73	Haz Mat Response Team	1,000	700	700	-	700
664-60-73-53100	73	Postage	2,816	600	1,000	-	1,000
664-60-73-53200	73	Photocopy	423	400	500	-	500
664-60-73-53300	73	Office Supplies	675	250	250	-	250
664-60-73-54200	73	Other Department Supplies	7,834	5,500	10,911	-	10,911
664-60-73-54300	73	Small Tools	5	250	250	-	250
664-60-73-54453	73	State Recycling Grants Oil Exp	-	4,500	-	-	-
664-60-73-54454	73	State Recycling Grants Bev Exp	-	9,000	10,000	-	10,000
664-60-73-54455	73	Food Waste Grant Expenditures	24,956	134,143	75,000	-	75,000
664-60-73-55500	73	Central Garage Charges	5,374	5,961	6,616	-	6,616
664-60-73-55600	73	Equipment Rental	-	1,700	-	-	-
664-60-73-55800	73	IT Services & Maintenance	3,821	6,765	9,108	-	9,108
664-60-73-55900	73	Overhead	45,660	50,310	55,830	-	55,830
664-60-73-57300	73	Capital - Buildings & Structur	-	1,000	-	-	-
664-60-73-57800	73	Capital - Furniture & Equipmen	-	3,000	-	-	-
	73 Total	Solid Waste	432,457	563,459	529,388	15,000	544,388

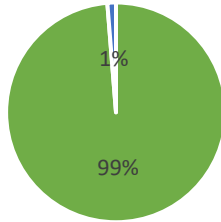
2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
205-60-87-50100	87	Regular Salaries	36,971	30,107	27,304	-	27,304
205-60-87-50200	87	Overtime Wages	891	1,749	-	-	-
205-60-87-50300	87	Part-time & Temporary Salaries	8,209	14,016	37,773	-	37,773
205-60-87-50990	87	Employee Benefits	34,367	29,083	31,513	-	31,513
205-60-87-51200	87	Communications	233	-	-	-	-
205-60-87-51400	87	Training & Conferences	126	600	600	-	600
205-60-87-51500	87	Clothing & Personal Expenses	514	800	800	-	800
205-60-87-51600	87	Memberships & Dues	365	400	400	-	400
205-60-87-51720	87	Other Technical Services	652	21,800	15,000	-	15,000
205-60-87-51736	87	Carbon Survey/Verification	27,516	3,500	3,500	-	3,500
205-60-87-51765	87	Logging Contractor	113,143	128,201	140,000	-	140,000
205-60-87-51770	87	Other Professional Services	3,710	1,425	5,200	-	5,200
205-60-87-51771	87	Legal Consultations	-	2,000	2,000	-	2,000
205-60-87-51900	87	Taxes & Other Fees	5,326	8,089	5,761	-	5,761
205-60-87-51910	87	Certification Fee	351	500	500	-	500
205-60-87-52000	87	Insurance	4,800	9,822	12,076	-	12,076
205-60-87-52020	87	CDF Fire Insurance	-	-	350	-	350
205-60-87-53100	87	Postage	155	350	350	-	350
205-60-87-53200	87	Photocopy	105	350	350	-	350
205-60-87-54200	87	Other Department Supplies	6,291	20,500	22,300	-	22,300
205-60-87-54300	87	Small Tools	219	350	1,350	-	1,350
205-60-87-55300	87	Equipment Maintenance	388	370	1,370	-	1,370
205-60-87-55500	87	Central Garage Charges	21,500	11,091	12,062	-	12,062
205-60-87-55800	87	IT Services & Maintenance	2,928	5,581	1,614	-	1,614
205-60-87-55900	87	Overhead	25,010	25,010	30,590	-	30,590
205-60-87-57200	87	Capital - Property Acquisition	3,500	2,500	-	-	-
205-60-87-57400	87	Capital - ROW & Easements	92	2,000	-	-	-
205-60-87-57600	87	Capital - Other Improvements	13,753	46,000	150,000	-	150,000
205-60-87-57800	87	Capital - Furniture & Equipmen	-	50	-	-	-
	87 Total	Forest Management	311,116	366,244	502,763	-	502,763

Environmental Services – Water Services

*Water Distribution Maintenance and Water Treatment & Distribution
Activities: 63 and 64*

Funding Sources



- Activity-derived Revenue
- Other Internal Revenue

FUNDING SOURCES				
	Activity-derived Revenues	Contributory Revenue from Other Activities	General Fund Contribution	TOTALS:
FY 20/21	6,023,387	(90,000)	-	\$5,933,387
FY 21/22	7,048,000	(90,000)	-	\$6,958,000

APPROPRIATIONS

	Personnel	Materials & Services	Capital Projects	Debt Services	Interfund/Intergovt Payments	TOTALS:
FY 20/21	1,344,136	1,898,133	593,500	130,000	739,495	\$4,705,264
FY 21/22	1,414,416	1,849,371	4,374,080	134,157	940,407	\$8,712,430

Budgeted Projects and Programs FY 21/22:

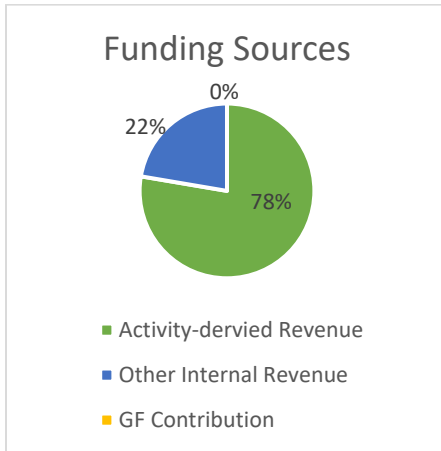
- Complete Phase 1 preliminary design and environmental documentation for the Plunkett Road waterline retrofit. Following CalOES completion of NEPA, initiate Phase 2 of the project to finalize designs and land acquisition/easement and right-of-way work. Project funded through a phased CalOES grant.
- Implement construction of new water storage tank at Zone 1C at Happy Valley
- Continue to replace aging water lines (in part with state funds)
- Remove the old water tank #8 on Panorama Dr.
- Refurbish Heindon Well as a groundwater source for the City
- Management and Maintenance of 77+ miles of water distribution mains, water service lines, water valves and fire hydrants. Monthly reading, repairing, replacing and testing approximately 6,000 water meters, from 3/4" to 10" service size. Annual testing of 500 backflow prevention devices, and fire service leak detector check devices.
- Comprehensive monitoring as required by The State of California Department of Public Health and the US EPA, including:
 - Water quality testing for: pH, coliform, chlorine, fluoride, iron, lead and copper, temperature, trihalomethanes, and turbidity. Testing occurs on a daily, weekly, monthly, quarterly, semi-annual and annual basis.

2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
661-50-63-50100	63	Regular Salaries	303,289	337,382	318,395	-	318,395
661-50-63-50200	63	Overtime Wages	3,172	5,000	5,000	-	5,000
661-50-63-50300	63	Part-time & Temporary Salaries	12,809	17,265	23,453	-	23,453
661-50-63-50990	63	Employee Benefits	216,786	211,014	248,107	-	248,107
661-50-63-51200	63	Communications	4,611	-	-	-	-
661-50-63-51400	63	Training & Conferences	625	4,500	4,500	-	4,500
661-50-63-51500	63	Clothing & Personal Expenses	1,057	1,600	1,600	-	1,600
661-50-63-51600	63	Memberships & Dues	1,000	1,000	1,000	-	1,000
661-50-63-51770	63	Other Professional Services	3,906	15,400	13,800	-	13,800
661-50-63-52000	63	Insurance	41,716	85,939	111,696	-	111,696
661-50-63-53300	63	Office Supplies	299	309	600	-	600
661-50-63-53600	63	Janitorial & Household Supplie	275	412	450	-	450
661-50-63-53800	63	Cement Gravel Sand & Asphalt	12,776	23,450	28,000	-	28,000
661-50-63-53900	63	Pipes Valves & Fittings	49,941	75,000	75,000	-	75,000
661-50-63-54200	63	Other Department Supplies	5,142	7,800	7,800	-	7,800
661-50-63-54300	63	Small Tools	2,325	4,500	4,500	-	4,500
661-50-63-55300	63	Equipment Maintenance	6,537	6,500	6,800	-	6,800
661-50-63-55500	63	Central Garage Charges	70,348	78,562	82,644	-	82,644
661-50-63-55600	63	Equipment Rental	-	1,000	1,000	-	1,000
661-50-63-55800	63	IT Services & Maintenance	5,774	11,236	14,822	-	14,822
661-50-63-55900	63	Overhead	139,590	151,030	167,510	-	167,510
661-50-63-56105	63	1998 COP Refinance Principal	70,850	74,100	76,700	-	76,700
661-50-63-56205	63	1998 COP Refinance Interest	63,594	55,900	57,457	-	57,457
661-50-63-57500	63	Capital - Underground Faciliti	113,780	837,550	2,675,000	-	2,675,000
661-50-63-57800	63	Capital - Furniture & Equipmen	13,912	11,908	10,000	-	10,000
63 Total		Water Distribution Maintenance	1,144,112	2,018,357	3,935,835	-	3,935,835
231-60-64-57500	64	Capital - Underground Faciliti	-	-	1,285,200	-	1,285,200
661-60-64-50100	64	Regular Salaries	446,907	483,790	431,720	-	431,720
661-60-64-50200	64	Overtime Wages	7,914	6,500	8,500	-	8,500
661-60-64-50300	64	Part-time & Temporary Salaries	9,806	17,640	34,668	-	34,668
661-60-64-50990	64	Employee Benefits	327,057	307,971	344,573	-	344,573
661-60-64-51100	64	Utilities	62,346	74,000	74,000	-	74,000
661-60-64-51200	64	Communications	4,502	-	-	-	-
661-60-64-51300	64	Advertising	-	100	100	-	100
661-60-64-51400	64	Training & Conferences	2,683	8,000	7,860	-	7,860
661-60-64-51500	64	Clothing & Personal Expenses	6,199	8,600	9,000	-	9,000
661-60-64-51600	64	Memberships & Dues	2,671	3,500	3,550	-	3,550
661-60-64-51742	64	Lab Testing & Analysis	7,187	12,200	5,045	-	5,045
661-60-64-51770	64	Other Professional Services	55,575	67,170	65,475	-	65,475
661-60-64-51780	64	Other Planning Services	-	2,000	2,000	-	2,000
661-60-64-51900	64	Taxes & Other Fees	18,740	36,800	27,800	-	27,800
661-60-64-52000	64	Insurance	35,757	73,662	96,604	-	96,604
661-60-64-52526	64	Haz Mat Response Team	2,300	2,350	2,350	-	2,350
661-60-64-53100	64	Postage	12,083	19,000	16,700	-	16,700
661-60-64-53200	64	Photocopy	577	1,400	1,400	-	1,400
661-60-64-53300	64	Office Supplies	2,314	1,250	2,750	-	2,750
661-60-64-53400	64	Bank Service Charges	34,093	45,800	-	-	-
661-60-64-53500	64	Chemicals & Lab Supplies	18,925	30,000	30,091	-	30,091
661-60-64-53600	64	Janitorial & Household Supplie	312	1,750	1,750	-	1,750
661-60-64-54000	64	Purchase Of Water	1,340,000	1,441,900	1,425,000	-	1,425,000
661-60-64-54200	64	Other Department Supplies	7,097	10,000	12,000	-	12,000
661-60-64-54300	64	Small Tools	1,713	4,000	4,000	-	4,000
661-60-64-54700	64	Fuels & Lubricants	-	250	250	-	250
661-60-64-55300	64	Equipment Maintenance	18,362	25,000	26,000	-	26,000
661-60-64-55400	64	Building/Grounds Maintenance	5,015	11,500	11,500	-	11,500
661-60-64-55500	64	Central Garage Charges	58,331	26,348	29,593	-	29,593
661-60-64-55600	64	Equipment Rental	-	3,500	3,500	-	3,500
661-60-64-55800	64	IT Services & Maintenance	8,915	17,090	18,877	-	18,877
661-60-64-55900	64	Overhead	325,710	352,390	390,860	-	390,860
661-60-64-57200	64	Capital - Property Acquisition	5,075	-	-	-	-
661-60-64-57300	64	Capital - Buildings & Structur	32,411	45,000	36,000	-	36,000
661-60-64-57500	64	Capital - Underground Faciliti	20,857	50,000	50,000	-	50,000
661-60-64-57600	64	Capital - Other Improvements	76,342	392,372	297,880	-	297,880
661-60-64-57800	64	Capital - Furniture & Equipmen	1,744	40,000	20,000	-	20,000
64 Total		Water Treatment	2,959,520	3,622,833	4,776,596	-	4,776,596

Environmental Services – Wastewater & AMWS/AMIC Services

*Wastewater Collection and Wastewater Treatment
Activities: 65 and 67*



FUNDING SOURCES				
	Activity-derived Revenues	Contributory Revenue from Other Activities	General Fund Contribution	TOTALS:
FY 20/21	22,286,498	(90,000)	-	\$22,196,498
FY 21/22	7,820,341	2,248,400	-	\$10,068,741

APPROPRIATIONS						
	Personnel	Materials & Services	Capital Projects	Debt Services	Interfund/Intergovt Payments	TOTALS:
FY 20/21	1,808,572	1,220,932	14,453,000	181,520	1,022,034	\$18,686,058
FY 21/22	1,861,423	1,117,256	13,095,441	180,280	1,108,709	\$17,363,109

Budgeted Projects and Programs FY 21/22:

Construction Projects: WWTP Rehabilitation

- Complete planning, engineering, bid for construction for WWTP reconfiguration Phase I
- Purchase the UV disinfection system.
- Initiate WWTP upgrade Phase II design and permitting
- Complete electrical wiring and installation of new aerators in Oxidation Pond #1.
- Replace and add pump/motor redundancy to the First Street wastewater lift station.
- Pursue grant funding for sea level rise adaptation including living shorelines design.
- Comprehensive maintenance and repairs the City's wastewater collection and wastewater treatment systems including: 61 miles of wastewater collection network, all main and service lateral sewer lines,

clean-outs, and manholes; and the wastewater treatment plant, 11 wastewater pump stations, oxidation ponds and treatment/enhancement marshes.

- Comprehensive monitoring as required by the California State Water Resources Control Board and the U.S. EPA, including:
 - Water quality testing for: Chlorine, coliform, biochemical oxygen demand, digester solids, pH, heavy metals, oil and grease, settleable solids, sulfur dioxide, suspended solids and toxicity. These tests can occur on a daily, weekly, monthly, quarterly, semi-annual and annual basis.
 - Disposal of the City's wastewater solids composition program.
 - Beneficial Uses of the Arcata Marsh and Wildlife Sanctuary (AMWS) as they relate to wastewater discharge permitting.

Arcata Marsh and Wildlife Sanctuary

- Advance the boat launch facility project with the California Boating and Waterways Grant
- Improve South I Street for walk and biking (HAF grant funded)

2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
662-50-65-50100	65	Regular Salaries	301,875	338,301	342,822	-	342,822
662-50-65-50200	65	Overtime Wages	4,462	10,000	6,000	-	6,000
662-50-65-50300	65	Part-time & Temporary Salaries	24,490	43,000	37,589	-	37,589
662-50-65-50990	65	Employee Benefits	229,742	211,626	252,914	-	252,914
662-50-65-51200	65	Communications	3,806	-	-	-	-
662-50-65-51400	65	Training & Conferences	1,106	8,381	8,900	-	8,900
662-50-65-51500	65	Clothing & Personal Expenses	827	6,100	5,750	-	5,750
662-50-65-51600	65	Memberships & Dues	550	567	550	-	550
662-50-65-51720	65	Other Technical Services	-	2,500	2,500	-	2,500
662-50-65-51770	65	Other Professional Services	15,926	93,350	24,600	-	24,600
662-50-65-52000	65	Insurance	41,716	85,939	105,659	-	105,659
662-50-65-53800	65	Cement Gravel Sand & Asphalt	21,479	25,750	35,000	-	35,000
662-50-65-53900	65	Pipes Valves & Fittings	16,563	24,720	24,000	-	24,000
662-50-65-54200	65	Other Department Supplies	5,371	8,240	12,000	-	12,000
662-50-65-54300	65	Small Tools	1,511	3,000	3,000	-	3,000
662-50-65-55300	65	Equipment Maintenance	12,868	24,720	24,000	-	24,000
662-50-65-55500	65	Central Garage Charges	307,580	183,351	188,716	-	188,716
662-50-65-55600	65	Equipment Rental	2,429	7,000	7,000	-	7,000
662-50-65-55800	65	IT Services & Maintenance	5,564	10,013	13,657	-	13,657
662-50-65-55900	65	Overhead	195,690	212,050	234,430	-	234,430
662-50-65-56102	65	1997 Revenue Bonds	136,120	139,400	142,680	-	142,680
662-50-65-56202	65	1997 Revenue Bonds	11,758	8,920	5,150	-	5,150
662-50-65-57500	65	Capital - Underground Faciliti	3,120,378	150,000	167,650	-	167,650
662-50-65-57800	65	Capital - Furniture & Equipmen	22,890	18,408	231,000	-	231,000
	65 Total	Wastewater Collection	4,484,701	1,615,336	1,875,567	-	1,875,567

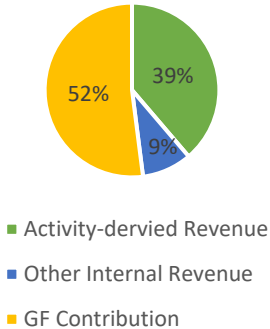
2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
662-60-67-50100	67	Regular Salaries	590,709	699,715	591,433	-	591,433
662-60-67-50200	67	Overtime Wages	7,572	6,500	9,000	-	9,000
662-60-67-50300	67	Part-time & Temporary Salaries	39,144	62,456	89,720	61,300	151,020
662-60-67-50990	67	Employee Benefits	439,623	420,556	470,645	-	470,645
662-60-67-51100	67	Utilities	170,585	235,000	190,000	-	190,000
662-60-67-51200	67	Communications	11,067	-	-	-	-
662-60-67-51400	67	Training & Conferences	3,666	9,604	8,800	-	8,800
662-60-67-51500	67	Clothing & Personal Expenses	11,516	12,875	12,500	-	12,500
662-60-67-51600	67	Memberships & Dues	982	3,142	3,050	-	3,050
662-60-67-51728	67	Engineering Services	55,300	90,177	85,000	-	85,000
662-60-67-51742	67	Lab Testing & Analysis	50,406	75,532	63,968	-	63,968
662-60-67-51754	67	Compost/Brush Chipping	-	85,000	85,500	-	85,500
662-60-67-51770	67	Other Professional Services	86,322	216,123	110,084	-	110,084
662-60-67-51771	67	Legal Consultations	-	2,060	2,060	-	2,060
662-60-67-51780	67	Other Planning Services	9,219	56,981	11,200	-	11,200
662-60-67-51790	67	Other Consulting Services	54,935	63,860	-	-	-
662-60-67-51900	67	Taxes & Other Fees	44,619	79,825	56,276	-	56,276
662-60-67-52000	67	Insurance	35,757	73,662	90,565	-	90,565
662-60-67-52526	67	Haz Mat Response Team	2,300	2,369	2,369	-	2,369
662-60-67-53100	67	Postage	16,740	26,780	24,200	-	24,200
662-60-67-53200	67	Photocopy	637	1,442	1,400	-	1,400
662-60-67-53300	67	Office Supplies	4,771	7,564	4,315	-	4,315
662-60-67-53400	67	Bank Service Charges	35,566	46,635	46,635	-	46,635
662-60-67-53500	67	Chemicals & Lab Supplies	130,210	144,000	148,400	-	148,400
662-60-67-53600	67	Janitorial & Household Supply	413	2,030	2,700	-	2,700
662-60-67-54200	67	Other Department Supplies	17,312	23,793	23,100	-	23,100
662-60-67-54300	67	Small Tools	2,296	4,120	4,000	-	4,000
662-60-67-54700	67	Fuels & Lubricants	2,219	2,575	2,575	-	2,575
662-60-67-55300	67	Equipment Maintenance	57,462	70,658	75,600	-	75,600
662-60-67-55400	67	Building/Grounds Maintenance	16,562	38,505	53,000	-	53,000
662-60-67-55500	67	Central Garage Charges	72,377	61,479	69,050	-	69,050
662-60-67-55600	67	Equipment Rental	10,328	11,124	9,500	-	9,500
662-60-67-55800	67	IT Services & Maintenance	10,333	24,345	26,416	-	26,416
662-60-67-55900	67	Overhead	269,600	291,370	323,940	-	323,940
662-60-67-56102	67	1997 Revenue Bonds	29,880	30,600	31,320	-	31,320
662-60-67-56202	67	1997 Revenue Bonds	2,581	2,600	1,130	-	1,130
662-60-67-57200	67	Capital - Property Acquisition	-	-	75,000	-	75,000
662-60-67-57300	67	Capital - Buildings & Structur	1,000	100,000	55,000	-	55,000
662-60-67-57500	67	Capital - Underground Faciliti	51,150	5,000	-	-	-
662-60-67-57600	67	Capital - Other Improvements	2,211,810	1,950,000	-	-	-
662-60-67-57601	67	Capital - WWTP	-	-	11,688,400	-	11,688,400
662-60-67-57602	67	Capital - South I ST Dock/Vault	-	-	483,391	-	483,391
662-60-67-57603	67	Capital - NR/PD Move	-	-	10,000	-	10,000
662-60-67-57604	67	Capital - I St Pump	-	-	325,000	-	325,000
662-60-67-57800	67	Capital - Furniture & Equipmen	301,940	340,000	60,000	-	60,000
67 Total		Wastewater Treatment	4,858,908	5,380,057	15,426,242	61,300	15,487,542

Environmental Services – Parks, Facilities & Recreation Services

*Parks; Facilities, Recreation
Activities: 81; 85; 89*

Funding Sources



FUNDING SOURCES				
	Activity-derived Revenues	Contributory Revenue from Other Activities	General Fund Contribution	TOTALS:
FY 20/21	938,125	223,242	1,259,364	\$2,420,731
FY 21/22	1,575,696	405,216	1,456,802	\$3,437,714

APPROPRIATIONS						
	Personnel	Materials & Services	Capital Projects	Debt Services	Interfund/Intergovt Payments	TOTALS:
FY 20/21	1,235,221	534,935	472,793	73,300	104,481	\$2,420,731
FY 21/22	1,458,889	500,315	1,272,500	57,198	111,613	\$3,400,515

Budgeted Projects and Programs FY 21/22:

- The Parks Division manages and maintains 100 acres comprised of 30 community and neighborhood parks, sports fields, Bayside Park gardens/farm, tennis courts, trails through city parks, a skateboard facility and the downtown plaza, as well as maintaining landscaping at parking lots, pedestrian corridors, roadway and sound walls. Projects included in this year’s budget are grant and development fee funded.
 1. Develop beautification priorities for Valley West collaborating with the Chamber, Main Street and Arcata House Partnership such as trash pick-up/cans, murals, planters, flower baskets and better lighting.
 2. Finalize a development plan for Carlson Park with neighborhood input and seek funding for implementation. Prioritize improvements to Carlson Park, cleanup efforts, play space and river access.
 3. Complete improvements to Shay Park including installation of outdoor exercise equipment
 4. Complete conceptual plan, preliminary design and seek funding for implementation of Redwood Park improvements and finalize the bike pump track plans.
 5. Beautify and replant the planter(s) on H Street
 6. Beautify and maintain the HSU footbridge
 7. Resurface Larson Park tennis courts
 8. Seek community input and implement the Sunnybrae Park grant
 9. Irrigation Well for Sports Complex

- The Buildings Division maintains the City's 15 buildings totaling over 100,000 square feet. This includes working to complete energy efficiency upgrades and deferred maintenance needs for all government buildings. This year's projects include:
 1. Install backup generators at city facilities
 2. Design and construct meeting/office space for City Council
 3. Routine Maintenance and miscellaneous repairs as needed
- The Recreation Division provides enrichment for Arcata's children, adults, families, and the greater community through services, facilities and programs that improve the quality of life in Arcata. Programming serves all ages and interests, ranging from traditional and nontraditional athletics to arts, science, music and seasonal community events. Projects this year include:
 1. Reopen and Rebuild Recreational programming to fit new and changing COVID guidelines
 2. Continue the planning for a Valley West community center to offer recreational and learning opportunities, resource services, and a general gathering space. Support the HSU student project to complete initial visioning.
 3. Support the update of the Parks and Recreation Element of the General Plan
 4. Continue to identify and address priorities for all members of our community including special needs community and seniors and coordinate with HSU and other local agencies to continue Special Olympics Young Athletes program.

2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
101-50-81-50100	81	Regular Salaries	287,622	240,317	263,264	-	263,264
101-50-81-50200	81	Overtime Wages	1,206	1,200	-	-	-
101-50-81-50300	81	Part-time & Temporary Salaries	70,581	32,661	123,258	(35,000)	88,258
101-50-81-50990	81	Employee Benefits	209,007	151,490	181,381	-	181,381
101-50-81-51100	81	Utilities	15,856	144,000	70,000	-	70,000
101-50-81-51200	81	Communications	2,658	-	-	-	-
101-50-81-51400	81	Training & Conferences	1,937	500	6,860	(3,000)	3,860
101-50-81-51500	81	Clothing & Personal Expenses	3,273	1,950	4,200	(1,000)	3,200
101-50-81-51600	81	Memberships & Dues	725	820	765	-	765
101-50-81-51770	81	Other Professional Services	3,756	3,500	7,900	-	7,900
101-50-81-51790	81	Other Consulting Services	11,680	40,300	-	-	-
101-50-81-51900	81	Taxes & Other Fees	2,133	2,250	2,250	-	2,250
101-50-81-53200	81	Photocopy	138	100	150	-	150
101-50-81-53300	81	Office Supplies	222	400	1,500	-	1,500
101-50-81-53500	81	Chemicals & Lab Supplies	9,154	21,385	16,360	-	16,360
101-50-81-53600	81	Janitorial & Household Supplie	972	1,000	1,000	-	1,000
101-50-81-53800	81	Cement Gravel Sand & Asphalt	10,825	14,300	10,300	-	10,300
101-50-81-53900	81	Pipes Valves & Fittings	3,109	4,950	3,950	-	3,950
101-50-81-54200	81	Other Department Supplies	5,740	10,625	12,890	-	12,890
101-50-81-54300	81	Small Tools	2,224	3,000	3,000	-	3,000
101-50-81-55300	81	Equipment Maintenance	9,006	9,840	9,840	-	9,840
101-50-81-55400	81	Building/Grounds Maintenance	18,911	24,000	41,925	-	41,925
101-50-81-55500	81	Central Garage Charges	88,930	40,860	45,671	-	45,671
101-50-81-55600	81	Equipment Rental	17,329	24,500	21,000	-	21,000
101-50-81-55800	81	IT Services & Maintenance	3,320	7,747	10,886	-	10,886
101-50-81-57600	81	Capital - Other Improvements	-	6,400	30,000	(30,000)	-
101-50-81-57611	81	Capital - Neighborhood Parks	2,000	317,393	18,000	-	18,000
101-50-81-57612	81	Capital - Community Parks	289,522	177,329	178,500	(103,500)	75,000
101-50-81-57613	81	Capital - Special Use Parks	-	39,126	5,000	-	5,000
101-50-81-57614	81	Capital - Linear Parks	71,000	300	-	-	-
101-50-81-57800	81	Capital - Furniture & Equipmen	3,580	1,000	-	-	-
231-50-81-51770	81	Other Professional Services	-	-	35,000	-	35,000
231-50-81-57600	81	Capital - Other Improvements	-	-	958,000	-	958,000
	81 Total	Parks	1,146,418	1,323,244	2,062,850	(172,500)	1,890,350

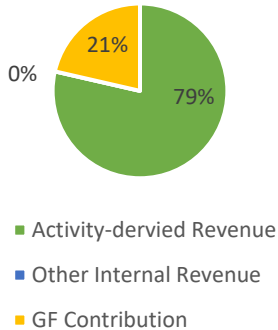
2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
101-50-85-50100	85	Regular Salaries	220,281	230,095	213,485	-	213,485
101-50-85-50200	85	Overtime Wages	398	1,540	750	-	750
101-50-85-50300	85	Part-time & Temporary Salaries	34,930	-	-	10,000	10,000
101-50-85-50990	85	Employee Benefits	173,964	161,307	167,110	-	167,110
101-50-85-51100	85	Utilities	104,121	95,000	118,200	-	118,200
101-50-85-51200	85	Communications	8,198	-	-	-	-
101-50-85-51400	85	Training & Conferences	-	-	2,300	-	2,300
101-50-85-51500	85	Clothing & Personal Expenses	2,240	1,400	2,400	-	2,400
101-50-85-51600	85	Memberships & Dues	170	-	-	-	-
101-50-85-51770	85	Other Professional Services	49,633	18,000	34,200	(2,000)	32,200
101-50-85-51900	85	Taxes & Other Fees	594	700	700	-	700
101-50-85-53600	85	Janitorial & Household Supplie	28,098	25,000	29,000	(2,000)	27,000
101-50-85-54200	85	Other Department Supplies	108	300	300	-	300
101-50-85-55300	85	Equipment Maintenance	7,639	15,575	13,725	-	13,725
101-50-85-55400	85	Building/Grounds Maintenance	16,307	27,600	18,100	-	18,100
101-50-85-55500	85	Central Garage Charges	44,000	22,002	24,800	-	24,800
101-50-85-55600	85	Equipment Rental	-	500	-	-	-
101-50-85-55800	85	IT Services & Maintenance	3,571	13,959	10,169	-	10,169
101-50-85-56105	85	1998 COP Refinance Principal	38,150	39,900	41,300	-	41,300
101-50-85-56205	85	1998 COP Refinance Interest	34,243	33,400	15,898	-	15,898
101-50-85-57300	85	Capital - Buildings & Structur	391,014	84,204	37,000	-	37,000
101-50-85-57600	85	Capital - Other Improvements	-	-	127,700	(127,700)	-
101-50-85-57800	85	Capital - Furniture & Equipmen	11,382	29,546	179,500	-	179,500
	85 Total	Government Buildings	1,169,041	800,028	1,036,636	(121,700)	914,936
101-60-89-50100	89	Regular Salaries	188,175	182,568	164,069	-	164,069
101-60-89-50200	89	Overtime Wages	950	500	-	-	-
101-60-89-50300	89	Part-time & Temporary Salaries	205,489	132,924	192,382	(4,000)	188,382
101-60-89-50990	89	Employee Benefits	200,918	183,563	182,190	-	182,190
101-60-89-51200	89	Communications	1,258	-	-	-	-
101-60-89-51300	89	Advertising	835	2,450	2,300	-	2,300
101-60-89-51400	89	Training & Conferences	165	70	700	-	700
101-60-89-51500	89	Clothing & Personal Expenses	-	790	1,670	-	1,670
101-60-89-51600	89	Memberships & Dues	770	730	905	-	905
101-60-89-51710	89	Contract Classes	4,158	-	-	-	-
101-60-89-51770	89	Other Professional Services	765	-	1,500	-	1,500
101-60-89-52524	89	Fingerprinting Services	2,126	1,450	2,500	-	2,500
101-60-89-53100	89	Postage	387	750	500	-	500
101-60-89-53200	89	Photocopy	299	900	400	-	400
101-60-89-53300	89	Office Supplies	565	500	700	-	700
101-60-89-53400	89	Bank Service Charges	5,380	6,000	-	-	-
101-60-89-54200	89	Other Department Supplies	24,762	18,503	22,775	(3,000)	19,775
101-60-89-55300	89	Equipment Maintenance	5,743	3,600	10,000	-	10,000
101-60-89-55700	89	Facilities Rental	435	20	2,500	-	2,500
101-60-89-55800	89	IT Services & Maintenance	10,952	16,964	17,137	-	17,137
101-60-89-57800	89	Capital - Furniture & Equipmen	130	-	-	-	-
	89 Total	Recreation	654,262	552,282	602,228	(7,000)	595,228

Technological Capabilities (IT Services, Communications & GIS)

IT Services & Maintenance; Communications & GIS; Activities: 71; 77; 79

Funding Sources



FUNDING SOURCES				
	Activity-derived Revenues	Contributory Revenue from Other Activities	General Fund Contribution	TOTALS:
FY 20/21	5,800	140,722	339,785	\$486,308
FY 21/22	419,553	47,352	111,603	\$578,508

APPROPRIATIONS

	Personnel	Materials & Services	Capital Projects	Debt Services	Interfund/Intergovt Payments	TOTALS:
FY 20/21	294,557	155,820	12,800	-	23,131	\$486,308
FY 21/22	339,818	157,504	44,200	-	31,126	\$582,648

Budgeted Projects and Programs FY 21/22:

71 – IT Services

- Provide the overall maintenance, enhancement and systematic replacement of the City's overall computer network structure, landline and cell phones, and main copier equipment.
- Ongoing training of staff on general computer use and software.
- Upgrade/replacement of older computers/hardware throughout the organization.
- Continued updates to the IT Resource and Disaster Recovery Manual.
- Perform major upgrade of the City core server and network environment.

77 – Communications

- Produce videos of upcoming and existing City projects, including a video on the City's Wastewater Treatment Plant Rehabilitation Project.
- Run the technical equipment in broadcasting public meetings; this year focusing on improving public engagement through electronic meeting platforms.
- Continue centralized production of all City Press Releases and management of City social media platforms.

- Maintain City website and work with community partners on the VisitArcata website and develop media/marketing videos for City projects, business/economic highlights, promotion of Arcata events/activities.
- Complete and implement a citywide social media policy.

79-GIS

- The Geographic Information System (GIS) provides digital geographic information analysis and mapping support for a variety of City functions. The GIS provides services to the public and other jurisdictions and features a public access GIS. The GIS program also maintains updates of a variety of City databases and records including but not limited to: parcel ownership, easements, building activity, stormwater utility information, wetlands, zoning, historical sites, and water quality information.

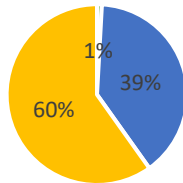
2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
775-10-71-50100	71	Regular Salaries	99,781	100,992	105,049	-	105,049
775-10-71-50990	71	Employee Benefits	85,670	97,671	118,055	-	118,055
775-10-71-51200	71	Communications	11,637	53,219	45,865	-	45,865
775-10-71-51210	71	Internet & DSL	7,487	24,140	15,384	-	15,384
775-10-71-51400	71	Training & Conferences	1,324	-	-	-	-
775-10-71-51600	71	Memberships & Dues	130	360	360	-	360
775-10-71-51770	71	Other Professional Services	9,001	21,210	28,780	-	28,780
775-10-71-51790	71	Other Consulting Services	13,570	5,800	9,550	-	9,550
775-10-71-53300	71	Office Supplies	-	17,776	17,800	-	17,800
775-10-71-54200	71	Other Department Supplies	1,025	1,000	250	-	250
775-10-71-55300	71	Equipment Maintenance	7,773	7,500	7,500	-	7,500
775-10-71-55800	71	IT Services & Maintenance	3,386	-	720	-	720
775-10-71-55900	71	Overhead	6,353	8,860	11,080	-	11,080
775-10-71-57800	71	Capital - Furniture & Equipmen	44,449	16,418	38,200	10,000	48,200
	71 Total	IT Services	291,585	354,946	398,593	10,000	408,593
101-10-77-50100	77	Regular Salaries	25,916	25,649	27,274	-	27,274
101-10-77-50200	77	Overtime Wages	78	-	-	-	-
101-10-77-50300	77	Part-time & Temporary Salaries	25,139	34,407	60,093	(5,000)	55,093
101-10-77-50990	77	Employee Benefits	20,975	21,502	25,127	-	25,127
101-10-77-51200	77	Communications	397	-	-	-	-
101-10-77-51790	77	Other Consulting Services	7,605	7,855	8,305	-	8,305
101-10-77-51791	77	Consulting - Cable Franchise	4,860	4,860	4,860	-	4,860
101-10-77-51792	77	Consulting - Video Streaming	7,152	7,200	7,200	-	7,200
101-10-77-54200	77	Other Department Supplies	1,604	250	250	-	250
101-10-77-55800	77	IT Services & Maintenance	3,166	7,439	9,923	-	9,923
101-10-77-57800	77	Capital - Furniture & Equipmen	-	-	6,000	-	6,000
	77 Total	Communications	96,892	109,162	149,031	(5,000)	144,031
101-60-79-50100	79	Regular Salaries	14,243	14,837	4,991	-	4,991
101-60-79-50300	79	Part-time & Temporary Salaries	2,219	2,337	2,571	-	2,571
101-60-79-50990	79	Employee Benefits	13,285	5,767	1,659	-	1,659
101-60-79-51400	79	Training & Conferences	701	-	800	-	800
101-60-79-53100	79	Postage	-	50	50	-	50
101-60-79-53200	79	Photocopy	0	200	200	-	200
101-60-79-53300	79	Office Supplies	488	500	1,050	-	1,050
101-60-79-54200	79	Other Department Supplies	238	300	800	-	800
101-60-79-55300	79	Equipment Maintenance	8,115	8,500	8,500	-	8,500
101-60-79-55500	79	Central Garage Charges	2,686	1,386	1,508	-	1,508
101-60-79-55800	79	IT Services & Maintenance	4,668	5,446	7,895	-	7,895
	79 Total	GIS	46,643	39,323	30,024	-	30,024

Administrative & Financial Operations

City Council; City Manager; City Clerk; Finance; Attorney; Personnel; General Insurance Activities: 1; 3; 5; 7; 9; 15; 17

Funding Sources



- Activity-derived Revenue
- Other Internal Revenue
- GF Contribution

FUNDING SOURCES				
	Activity-derived Revenues	Contributory Revenue from Other Activities	General Fund Contribution	TOTALS:
FY 20/21	-	844,489	1,875,659	\$2,720,148
FY 21/22	20,274	914,942	1,393,727	\$2,328,943

APPROPRIATIONS

	Personnel	Materials & Services	Capital Projects	Debt Services	Interfund/Intergovt Payments	TOTALS:
FY 20/21	1,580,775	1,071,189	10,000	1,200	56,984	\$2,720,148
FY 21/22	1,669,227	893,893	7,500	1,200	58,124	\$2,629,944

Budgeted Projects and Programs FY 21/22:

01 & 03 – City Council and City Manager

- Oversee the overall implementation of the 2020/2021 City Council Goals and Priority Projects.
- Identify an ongoing funding stream (i.e. sales tax, parcel tax, TOT), and prepare a ballot initiative for voters to consider in 2022. (*Council Priority Project 1.a*)
- Establish a working group of mental health/social services professionals to serve as a collaborative space to grow these services in Arcata and assess city/local assets and resources that could be used to support an increase in programs/services. (*Council Priority Project 3.b*)
- Work with the County to pre-approve outdoor events and assist businesses with reopening guidelines. (*Council Priority Project 5.a*)
- Maintain the Economic Recovery Collaborative with Main Street, Arcata Chamber of Commerce and Humboldt State University. (*Council Priority Project 5.c*)
- Promote business and tourism: Advertise Arcata as a safe place to shop; support visitarcata.com and regional marketing around student alumni successes locally. (*Council Priority Project 5.d*)
- Partner with HSU for the Equity Arcata collaborative, including providing support staff to assist in coordinating seven working groups and overall goals of Equity Arcata (*Council Priority Project 13.a*)
- Explore options to expand City Council office meeting space. (*Council Priority Project 14*)
- Coordinate and assist in competitive bid processes and contract compliance procedures for purchase of equipment, supplies and services for the City. Ensure compliance with local, State, and federal procurement regulations. Update the City's Purchasing Policies and coordinate related revisions to the Municipal Code to meet current procurement standards
- Coordinate risk management activities, including:

- Various governance and operational items required to facilitate the merger of the City's current insurance pool JPA (REMIF) to CIRA.
- Ensuring and maintaining adequate and appropriate insurance coverage for City owned property, vehicles, and general liability; and ensuring contractual liability insurance and risk transference with hired contractors, consultants and vendors.
- Maintaining and updating employee safety policies and training programs.
- Assisting compliance with the California Tort Claims Act as it pertains to claims for damages against the City.

05 – City Clerk

- Manage the California Statements of Economic Interest (FPPC Form 700) for all Council members, identified staff and City Committee/Commission members.
- Ensure compliance with California Government Code section 53235 for biennial ethics training for City Council members, Planning Commissioners, and identified staff and committee members.
- Prepare and distribute all City Council meeting agendas in hard copy and electronic formats; assist with Committee/Commission agenda compliance; and help ensure compliance with the Ralph M. Brown Act.
- Serve as record keeper/historian regarding the City's Council meeting minutes, resolutions, ordinances, deeds and updates to the Arcata Municipal Code.
- Manage responses to requests for information in compliance with the California Public Records Act.
- Facilitate Citywide annual records destruction.

07 – Finance

- Oversee the City's financial analysis and reporting functions.
- Review, update, and implement necessary accounting policies and procedures.
- Maintain City-wide accounting systems which include departmental subledgers.
- Manage City-wide revenue collection. This includes weekly Utility Billing and respective customer service.
- With oversight from the City Manager and Council, prepare and monitor the City's annual budget.
- Oversee debt issuance and debt payments

15 - Personnel

- Manage City's Personnel Rules & Regulations (including Classification and Compensation programs, grievance procedures, discipline, leaves, and recruitment); fringe benefit plans/programs; employee performance evaluation program; and overall centralized human resources functions. Negotiate successor MOUs for represented employee groups. Manage employment recruitment program. Update Volunteer Program placement packets and procedures. Continue development of the City's internship program.
- Implement an online application system enabling applicants to complete and submit employment applications electronically.
- Engage with a diversity, equity and inclusion consultant/program designed for governmental entities to help design, coordinate and organize racial equity plans and activities to advance diversity, equity and inclusion across the organization and within its various operations, policies and programs.
- Review, update or create mandated and/or necessary policies & procedures, such as Anti-Harassment/Discrimination, Drug & Alcohol, Violence in the Workplace, and various Cal-OSHA Safety policies.
- Conduct contract negotiations of successor MOUs.

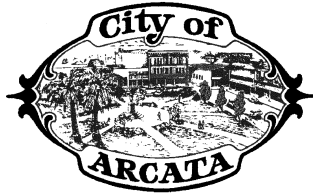
2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
101-10-01-50100	01	Regular Salaries	49,038	46,116	44,130	-	44,130
101-10-01-50990	01	Employee Benefits	70,624	78,276	30,563	-	30,563
101-10-01-51200	01	Communications	1,264	-	-	-	-
101-10-01-51400	01	Training & Conferences	6,450	3,500	10,130	(700)	9,430
101-10-01-51600	01	Memberships & Dues	7,105	7,250	7,393	-	7,393
101-10-01-51775	01	Audit Services	31,265	35,000	36,750	-	36,750
101-10-01-52101	01	Chamber Of Commerce	28,470	5,000	28,470	(20,000)	8,470
101-10-01-52103	01	Arcata Main Street	25,166	5,000	15,882	(10,000)	5,882
101-10-01-52104	01	Plaza Improvements	2,959	-	150,000	(135,000)	15,000
101-10-01-52105	01	Visitors Bureau (Valley West)	-	-	-	15,000	15,000
101-10-01-52106	01	Film/Digital Commission	4,553	3,000	4,553	-	4,553
101-10-01-52108	01	Other Support Payments (HSU)	-	-	-	10,000	10,000
101-10-01-52109	01	City Hall Art Display	300	300	300	-	300
101-10-01-53100	01	Postage	86	75	75	-	75
101-10-01-53200	01	Photocopy	2,772	3,000	3,000	-	3,000
101-10-01-54200	01	Other Department Supplies	179	540	500	-	500
101-10-01-55800	01	IT Services & Maintenance	7,906	10,353	1,268	-	1,268
101-10-01-57800	01	Capital - Furniture & Equipmen	-	500	4,000	-	4,000
	01 Total	City Council	238,136	197,910	337,014	(140,700)	196,314
101-10-03-50100	03	Regular Salaries	202,658	209,468	221,912	-	221,912
101-10-03-50200	03	Overtime Wages	358	-	-	-	-
101-10-03-50300	03	Part-time & Temporary Salaries	19,101	33,213	61,020	(2,000)	59,020
101-10-03-50990	03	Employee Benefits	117,377	159,725	183,318	-	183,318
101-10-03-51200	03	Communications	1,293	-	-	-	-
101-10-03-51400	03	Training & Conferences	2,460	355	4,600	(1,000)	3,600
101-10-03-51600	03	Memberships & Dues	1,929	1,000	2,493	(1,255)	1,238
101-10-03-51770	03	Other Professional Services	41,663	25,303	26,680	(2,500)	24,180
101-10-03-53100	03	Postage	291	500	350	-	350
101-10-03-53200	03	Photocopy	535	700	600	-	600
101-10-03-53300	03	Office Supplies	2,035	1,500	1,750	(250)	1,500
101-10-03-54200	03	Other Department Supplies	4,181	1,295	1,500	(200)	1,300
101-10-03-55800	03	IT Services & Maintenance	9,674	18,694	19,985	-	19,985
	03 Total	City Manager	403,554	451,752	524,207	(7,205)	517,002
101-10-05-50100	05	Regular Salaries	113,319	116,160	121,108	-	121,108
101-10-05-50200	05	Overtime Wages	92	-	-	-	-
101-10-05-50990	05	Employee Benefits	80,453	93,194	113,964	-	113,964
101-10-05-51300	05	Advertising	1,676	1,675	1,675	-	1,675
101-10-05-51400	05	Training & Conferences	2,257	300	3,405	(1,500)	1,905
101-10-05-51600	05	Memberships & Dues	373	455	465	-	465
101-10-05-51770	05	Other Professional Services	15,799	13,026	13,026	-	13,026
101-10-05-52501	05	Elections	-	11,700	-	-	-
101-10-05-53100	05	Postage	63	150	150	-	150
101-10-05-53200	05	Photocopy	1,172	900	900	-	900
101-10-05-54200	05	Other Department Supplies	331	410	350	-	350
101-10-05-55800	05	IT Services & Maintenance	3,297	5,827	8,753	-	8,753
	05 Total	City Clerk	218,832	243,797	263,796	(1,500)	262,296

2021/22 Proposed Expenditures Budget

General Ledger Line	Activity	Description	2019/2020 Actuals	2020/2021 Budget	2021/2022 Department Requested	City Manager Adjustments	2021/2022 Proposed Total
101-20-07-50100	07	Regular Salaries	351,427	392,413	404,426	-	404,426
101-20-07-50200	07	Overtime Wages	561	-	1,000	-	1,000
101-20-07-50300	07	Part-time & Temporary Salaries	15,110	-	21,000	-	21,000
101-20-07-50990	07	Employee Benefits	169,539	172,669	170,681	-	170,681
101-20-07-51200	07	Communications	216	-	-	-	-
101-20-07-51400	07	Training & Conferences	4,089	3,000	5,000	(1,000)	4,000
101-20-07-51600	07	Memberships & Dues	760	880	945	-	945
101-20-07-51770	07	Other Professional Services	9,290	7,215	36,300	(15,000)	21,300
101-20-07-51778	07	Tax Consulting Services	-	-	19,600	-	19,600
101-20-07-51779	07	SB90 Cost Claims	4,500	5,000	5,000	-	5,000
101-20-07-52502	07	County Tax Administration	21,322	18,000	22,000	-	22,000
101-20-07-53110	07	Postage Expense	21,291	20,500	16,000	-	16,000
101-20-07-53120	07	Postage Maintenance	351	500	500	-	500
101-20-07-53210	07	Photocopy Maintenance	2,277	3,000	3,000	-	3,000
101-20-07-53220	07	Photocopy Paper	2,772	3,200	3,000	-	3,000
101-20-07-53300	07	Office Supplies	7,138	7,000	7,000	-	7,000
101-20-07-53400	07	Bank Service Charges	17,113	2,382	-	-	-
101-20-07-54200	07	Other Department Supplies	5,153	6,000	6,000	-	6,000
101-20-07-55300	07	Equipment Maintenance	34,943	54,400	51,000	-	51,000
101-20-07-55710	07	Storage	1,620	1,700	1,800	-	1,800
101-20-07-55800	07	IT Services & Maintenance	16,611	16,198	19,301	-	19,301
101-20-07-56505	07	Lease Payments - Postage	853	1,200	1,200	-	1,200
101-20-07-57800	07	Capital - Furniture & Equipmen	-	-	3,500	-	3,500
101-20-07-57816	07	Financial System Upgrade	-	8,000	-	-	-
	07 Total	Finance	686,934	723,257	798,254	(16,000)	782,254
101-10-09-51771	09	Legal Consultations	173,119	181,880	211,200	-	211,200
101-10-09-51772	09	Litigation	2,393	5,000	5,000	-	5,000
101-10-09-51773	09	Other Legal Services	2,365	10,000	10,000	-	10,000
101-10-09-54200	09	Other Department Supplies	710	850	850	-	850
	09 Total	City Attorney	178,586	197,730	227,050	-	227,050
101-10-15-50100	15	Regular Salaries	138,663	140,419	146,139	-	146,139
101-10-15-50200	15	Overtime Wages	342	-	-	-	-
101-10-15-50990	15	Employee Benefits	107,602	125,719	151,966	-	151,966
101-10-15-51300	15	Advertising	6,495	8,500	9,500	(2,000)	7,500
101-10-15-51400	15	Training & Conferences	(133)	-	6,000	(2,000)	4,000
101-10-15-51430	15	Training - Employee Groups	293	6,000	31,595	-	31,595
101-10-15-51600	15	Memberships & Dues	1,527	1,467	1,587	-	1,587
101-10-15-51702	15	Medical Examinations	4,859	9,000	9,000	(1,000)	8,000
101-10-15-51703	15	Psychology Examinations	1,370	2,900	2,900	-	2,900
101-10-15-51705	15	Other Examinations	3,576	2,000	2,000	-	2,000
101-10-15-51770	15	Other Professional Services	10,695	735	7,817	-	7,817
101-10-15-52524	15	Fingerprinting Services	1,598	2,000	2,000	-	2,000
101-10-15-53100	15	Postage	456	600	600	-	600
101-10-15-53200	15	Photocopy	981	700	700	-	700
101-10-15-54200	15	Other Department Supplies	475	1,000	1,000	-	1,000
101-10-15-55300	15	Equipment Maintenance	-	2,500	-	-	-
101-10-15-55800	15	IT Services & Maintenance	3,495	5,912	8,817	-	8,817
101-10-15-57800	15	Capital - Furniture & Equipmen	-	3,500	-	-	-
	15 Total	Personnel	282,295	312,952	381,621	(5,000)	376,621
101-10-17-52010	17	General Liab. & Prop Dam	421,235	175,970	731,166	(481,166)	250,000
101-10-17-52011	17	Deductibles	8,657	27,112	17,000	-	17,000
101-10-17-52040	17	Workers Comp Premiums	87,143	-	549,514	(548,107)	1,407
101-10-17-52041	17	Workers Comp Deductibles	22,900	-	45,189	(45,189)	-
101-10-17-52060	17	Unemployment Insurance	58,923	-	-	-	-
	17 Total	Insurance	598,858	203,082	1,342,869	(1,074,462)	268,407

**RESOLUTIONS &
SUPPLEMENTAL
INFORMATION**



MEMORANDUM

Date: June 7, 2021
To: Honorable Mayor and Members of the City Council
From: Ondrea Starzhevskiy, Finance Director
Karen T. Diemer, City Manager
Re: Budget Reductions for the Proposed 2021/2022 City Budget

Over the course of the last few years there have been needs identified by Departments and the Community that the City's budget has not been able to support. While the Council sees the financial figures for these reductions below is a simplified list to bring an awareness to the needs.

Reductions to Proposed 2021/2022 Fiscal Year Budget

Projects:

Paving and street maintenance: (\$880,000 -minimum level to maintain MOE state requirement)
Library heating upgrades (\$42,000)
City Hall HVAC transition to all electric (\$130,000)
Bloomfield and Mountain View Playground equipment (all equipment has been removed) (\$60,000)
Plaza Improvement Task Force Improvements
Police Department Radios (\$326,698 remaining to fund)
South G Street Streetscape / Beautification Design (\$150,000)
Samoa Blvd: Phase III: K Street to V Street Design (\$150,000)
Proactive Tree Maintenance/Removal (\$35,000)
Arcata Ballpark Entry Wall Structural Replacement (\$50,000)
Budget software to better estimate, run scenarios and update the community (\$40,000)
Financial software upgrade for TOT/UUT and Dog License tracking (10,000)
Arcata Community Park Softball Field Scoreboard Replacement (\$12,500)

Personnel:

2 Maintenance Workers/Crew leaders (1 in Streets and 1 in Parks)
2 Police Officers + 1 over hire Police Officer;
Community Development Specialist;
Recreation Coordinator
IT Assistant
5+ part-time staff in parks, facilities, streets and energy
Training and certification for several employees (especially new employees)

Vehicles:

2 Hybrid Interceptors for patrol (\$140,000)

Street sweeper (\$275,000)

Mini excavator (\$85,000)

Asphalt Roller (\$60,000)

Sewer Camera Truck (\$350,000)

Retrofit Vactor for emissions by 2023 (\$80,000)

Reduced Capital set asides for all general funded vehicles; the fleet will continue to age unless we can reverse the trend.

Delayed Hires:

Dispatcher (October 1, 2021)

Recreation Supervisor (January 1, 2022)

Environmental Services Deputy Director, Community Services (September 1, 2021)

APPENDIX

CITY OF ARCATA

Glossary of Budget Terms

<u>Appropriation</u>	An authorization by the City Council to expend funds for a specific purpose within the budget year, July 1 through June 30.
<u>Audit</u>	An examination and review of the City's financial accounts by an independent auditing firm.
<u>Budget</u>	A plan of financial operation listing an estimate of proposed applications and expenditures and the proposed means of financing them for a particular time period.
<u>Capital Improvement</u>	An addition to the City's assets, including the design, construction, or purchase of land, buildings, or facilities.
<u>Debt Service</u>	Payment of the principal and interest on an obligations resulting from the issuance of bonds, notes, or Certificates of Participation (COP's).
<u>Department</u>	An organizational unit comprised of divisions or programs.
<u>Encumbrances</u>	A legal obligation to pay funds for which the expenditure has not yet occurred. They cease to be encumbrances when the obligations are paid or otherwise terminated.
<u>Enterprise Fund</u>	A type of fund established for the total costs of those governmental facilities and services which are operated in a manner similar to private enterprises. These programs are entirely or predominately self-supporting
<u>Expenditure</u>	The actual spending of funds set aside by an appropriation.
<u>Fiscal Year</u>	A twelve-month period of time to which a budget applies. In the City of Arcata, it is July 1 through June 30.
<u>Fund</u>	An independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created.
<u>Fund Balance</u>	The amount of financial resources available for use. Generally, this represents the detail of all the operating surpluses and deficits since the fund's inception.
<u>General Fund</u>	The primary fund of the City used to account for all revenues and expenditures not legally restricted as to use. Examples of departments financed by the General Fund include the City Council, Police, Administration and others.

<u>Grant</u>	Contributions, gifts of cash, or other assets from another governmental entity to be used or expended for a specific purpose, activity, or facility. An example is the Community Development Block Grant provided by the Federal Government.
<u>Internal Service Fund</u>	An Internal Service Fund provides services to other City departments and charges the various other funds for services rendered.
<u>Materials, Supplies and Services</u>	Expenditures for materials, supplies and services which are ordinarily consumed within a fiscal year.
<u>Municipal Code</u>	A book that contains the City Council-approved ordinances currently in effect.
<u>Operating Budget</u>	Annual appropriation of funds for on-going program costs, including salaries and benefits, services and supplies, debt service, capital outlay and capital improvements.
<u>Revenues</u>	Amount received for taxes, fees, permits, license, interest, intergovernmental sources, and other sources during the fiscal year.
<u>Salaries and Benefits</u>	A budget category which generally accounts for full-time and temporary employees, overtime expenses, and all employee benefits, such as medical, dental, and retirement.
<u>Special Revenue Funds</u>	This fund type collects revenues that are restricted by the City, State or Federal Government as to how the City might spend them.
<u>Transfers</u>	Monies transferred from one fund to another. Such money is transferred to finance the operations of another fund or to reimburse the fund for certain expenditures.
<u>User Fees</u>	The payment of a fee for receipt of a public service by the party benefiting from the service.