

STAFF REPORT

City Council Consent Calendar Agenda Item

DATE: March 21, 2022

TO: Honorable Mayor and Council Members

FROM: Aaron Felmlee, Finance Director

THROUGH: Merritt Perry, City Manager

SUBJECT: Finance Department Monthly Report

STAFF RECOMMENDATION:

Receive report as an informational item.

EXECUTIVE SUMMARY:

Recognized Obligation Payment Schedule (ROPS):

The ROPS was successfully submitted to the Department of Finance (DOF) on January 31. The DOF requested supporting documentation, provided to the DOF on February 3, to certify the amounts being claimed. As the Council was made aware through the City Managers report at the last Council Meeting the City received notification from the DOF that an un-submitted report by the County Auditor Controllers Office jeopardized City funding in the amount of \$200,000 - \$400,000 for next Fiscal Year. I am pleased to report that the County Auditor Controllers Office quickly responded to the DOF request and submitted the report on February 24. The City has since received the final funding determination letter from the DOF with all funding requests tentatively approved.

The final funding determination will be incorporated into the annual City Budget and discussed with the Council during the City's special budget workshops.

Fiscal Year 2021-22 Budget:

Staff presented the mid-year budget review at the February 7 Council Meeting. Conducting this review is the first step in preparing the FY 2022-23 budget. The next steps include staff compiling preliminary revenue estimates and soliciting each departments FY 2022-23 budget requests. Staff continues to work diligently on compiling the information and data necessary to put together a comprehensive budget for the Council to review at a special budget workshop. Staff anticipates conducting the first special budget workshop in late April.

Measure E Update:

The Measure E committee held a regularly scheduled meeting on March 15, 2022 at 5:30pm. The primary purpose of this meeting was for the committee to receive funding proposals from City Departments and review any questions with Department Staff. Staff was also able to review with

the committee staff comments to the public input items received from the January 19th Measure E meeting.

The Measure E committee's next regularly scheduled meeting is set for April 5, 2022 at 5:30pm. The primary purpose of this meeting will be for the committee to approve a list of recommended projects to be funded by Measure E. The complete list will then be presented to the City Council at a special budget workshop in late April or early May.

List of Measure E items funded this month:

- (2) Police Detective Positions
- Community Services Officer Position
- Parks and Recreation Director Position
- Recreation Program Supervisor Position
- Transit Trips to Eureka for Seniors
- PT Code Compliance Officer Position
- Code Compliance Violation Site Cleanups
- Illegal Camp Coordination and Assistance
- K-9 Program
- Storm drain Maintenance Projects
- Street Maintenance Projects

An activity log displaying important Finance data is attached for informational purposes.

RECOMMENDED COUNCIL ACTION:

Receive Finance Department Monthly Report. Consent Agenda vote.

ATTACHMENTS:

- Finance Staff Activity Log for February 2022