
CITY OF FORTUNA



ANNUAL OPERATING BUDGET FISCAL YEAR 2022-2023

ADOPTED BY RESOLUTION 2022-XX ON JUNE 6, 2022

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**CITY OF
FORTUNA**

**ANNUAL
OPERATING
BUDGET**

**FISCAL YEAR
2022-23**

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**CITY OF
FORTUNA**

**ANNUAL
OPERATING
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**FISCAL YEAR
2022-23**

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Section 1

Introduction



<u>Council Member</u>	<u>Title</u>
Sue Long	Mayor
Tami Trent	Mayor Pro Tem
Mike Johnson	Councilmember
Mike Losey	Councilmember
Jeremy Stanfield	Councilmember
 Merritt Perry	 City Manager

City of Fortuna, California

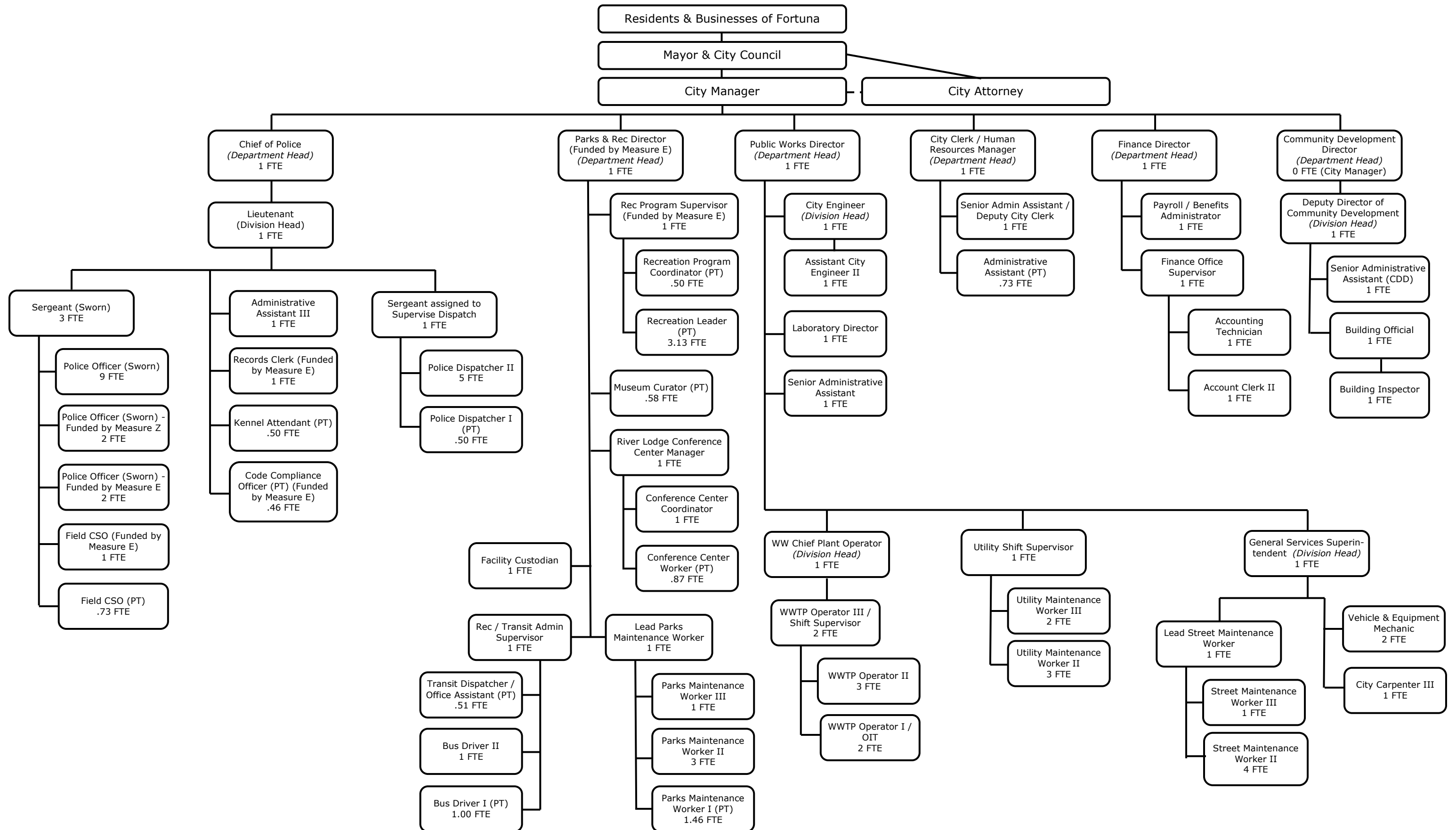


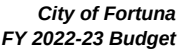
Section 2

Personnel Graphics and

Summaries

City of Fortuna Organizational Chart





Personnel Budget

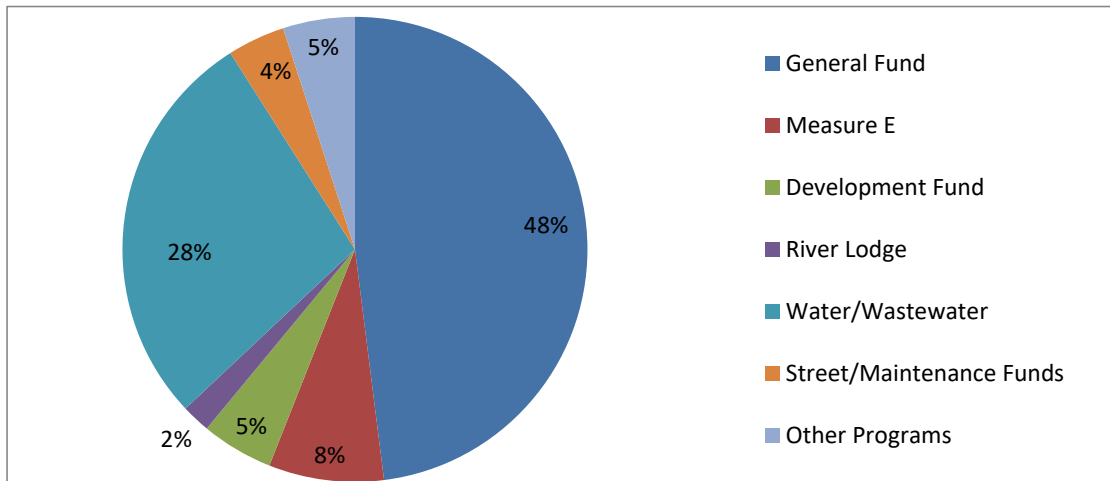
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City of Fortuna
FY 2022-23 Budget

Pay and Benefits
By Fund/Department

Personnel Budget - All Funds



		Pay	Pay		Holiday/ Vacation		
<u>General Fund</u>	<u>Fund</u>	<u>Regular</u>	<u>Part-time</u>	<u>Overtime</u>	<u>Buyout</u>	<u>Benefits</u>	<u>Total</u>
City Clerk	100	\$ 27,655	\$ 8,578	\$ -	\$ 500	\$ 15,670	\$ 52,403
City Council	100	-	18,000	-	-	1,507	19,507
City Hall/General Government	100	7,513	-	-	-	4,534	12,047
City Manager	100	74,724	-	-	2,500	27,652	104,876
Community Development Planning	100	32,074	-	-	2,000	16,909	50,983
Finance	100	111,961	-	500	3,000	51,815	167,276
Library	100	3,757	-	-	-	2,267	6,024
Parks & Recreation - Recreation	100	39,582	132,537	-	2,000	40,781	214,900
Parks & Recreation - Parks	100	224,803	49,764	400	2,500	156,868	434,335
Museum	100	-	22,754	-	-	1,494	24,248
Police Department	100	1,304,140	31,351	160,000	130,000	1,118,857	2,744,348
Police Department - Dispatch	100	322,661	29,711	20,000	20,000	143,650	536,022
Police Department - Animal Control	100	-	17,160	-	-	1,828	18,988
Public Works - Engineering	100	36,664	-	-	500	17,759	54,923
Public Works - General Services	100	99,897	-	800	1,500	60,573	162,770
Risk Management	100	45,438	8,578	-	1,000	18,245	73,261
		\$ 2,330,869	\$ 318,433	\$ 181,700	\$ 165,500	\$ 1,680,409	\$ 4,676,911

Measure E

Measure E		370,096	25,813	50,000	4,000	309,901	759,810
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Special Revenue/ Enterprise Funds

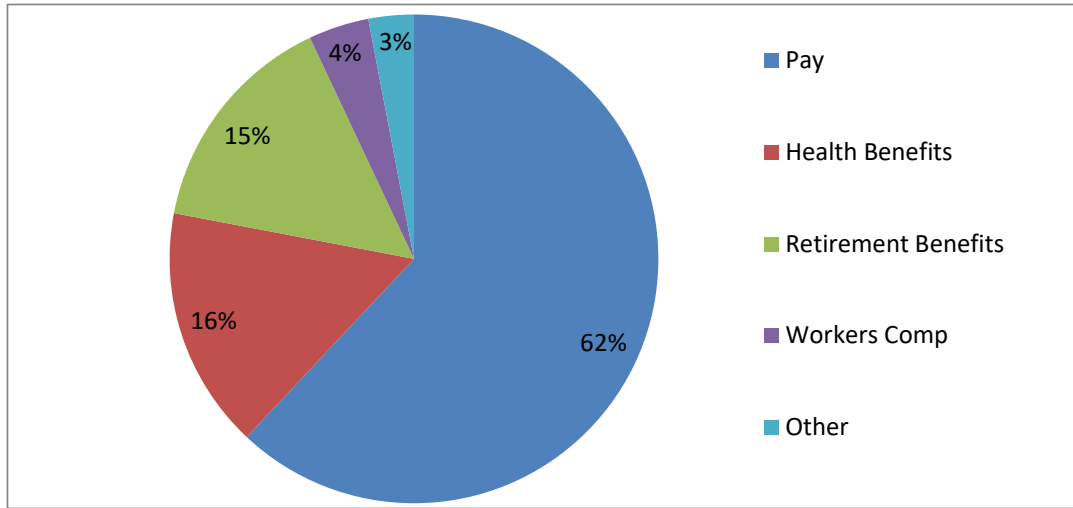
Building Inspection	120	169,243	-	-	4,000	82,155	255,398
Development Review	120	135,620	-	-	3,000	63,978	202,598
Parks & Recreation/River Lodge	160	119,665	29,997	400	2,000	49,375	201,437
Police - AB 109 Realignment	186	-	-	30,000	-	-	30,000
Police - ABC Grant	188	-	-	-	-	-	-
Police - DTF	189	156,582	-	30,000	-	113,955	300,537
Public Works - Storm Drain Maint	200	27,401	-	-	400	14,124	41,925
Public Works - Solid Waste Recycling	210	10,277	-	-	300	6,515	17,092
Public Works - Traffic Control	280	179,207	-	1,500	2,500	108,743	291,950
Public Transit	590	72,870	49,519	-	500	75,055	197,944
Wastewater - Collection	550	216,571	-	500	2,000	141,977	361,048
Wastewater - Pumping & Treatment	550	423,332	-	1,500	2,000	271,074	697,906
Wastewater - Administration	550	284,887	5,719	1,000	5,000	129,909	426,515
Water - Pump, Treatment & Storage	500	150,097	-	300	1,500	94,942	246,839
Water - Transmission & Distribution	500	239,491	-	2,000	3,500	160,684	405,675
Water - Customer Accounts	500	43,055	-	200	500	30,460	74,215
Water - Administration	500	301,436	5,719	800	6,000	138,180	452,135
		\$ 2,529,734	\$ 90,954	\$ 68,200	\$ 33,200	\$ 1,481,126	\$ 4,203,214

Total: **\$ 5,230,699** **\$ 435,200** **\$ 299,900** **\$ 202,700** **\$ 3,471,436** **\$ 9,639,935**



Pay and Benefits Summary
With Benefit Rates

Personnel Budget - All Funds



Cost in Dollars

	2020-21 <u>Actual</u>	2021-22 <u>Budget</u>	2022-23 <u>Adopted</u>	Change vs. <u>PY Budget</u>
Full Time Pay (Incl. Add pays, Longevity)	\$ 4,294,124	\$ 4,694,761	\$ 5,230,699	\$ 535,938
Part Time Pay	261,060	439,978	435,200	(4,778)
Overtime Pay	326,409	239,100	299,900	60,800
Health Benefits	1,274,851	1,490,270	1,501,406	11,136
Retirement Benefits	805,199	624,301	659,344	35,043
CalPERS Unfunded Liability	690,265	791,427	815,334	23,907
Workers Compensation	319,948	377,162	413,196	36,034
Medicare	70,540	74,854	82,156	7,302
Other	335,726	169,200	202,700	33,500
Total, Pay and Benefits	\$ 8,378,122	\$ 8,901,053	\$ 9,639,935	\$ 738,882

Benefit Rates

	<u>Total Monthly Premium</u>	<u>Monthly Employee</u>	<u>Monthly City</u>	<u>Annual City</u>
<u>Health Benefits, City share</u>				
Employee	\$ 916.53	\$ 125.54	\$ 790.99	\$ 9,491.88
Employee +1	1,871.89	262.94	1,608.95	19,307.40
Employee + family	2,668.89	375.44	2,293.45	27,521.40

CalPERS, City share

	<u>Benefit formula</u>	<u>Employer Rates as % of Payroll</u>			<u>Estimated</u>
		<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>
Safety Tier 1	3% @ 50	23.674%	23.710%	23.750%	23.800%
Safety Tier 2	3% @ 55	20.585%	20.640%	20.640%	20.600%
Safety Tier 3	2.7% @ 57	13.044%	13.130%	12.780%	12.800%
Misc. Tier 1	2.7% @ 55	14.803%	14.630%	14.630%	14.600%
Misc. Tier 2	2.0% @ 55	11.526%	11.370%	11.360%	11.400%
Misc. Tier 3	2.0% @ 62	7.732%	7.590%	7.470%	7.500%

Changes since Prior Budget

	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>
<u>Full Time Positions</u>	81	77	80

Changes:

- Allocate (1) Full time Facility Custodian Position
- Allocate (1) Full time Records Clerk Position
- Allocate (1) Full time Streets Maintenance Worker II Position



Section 3

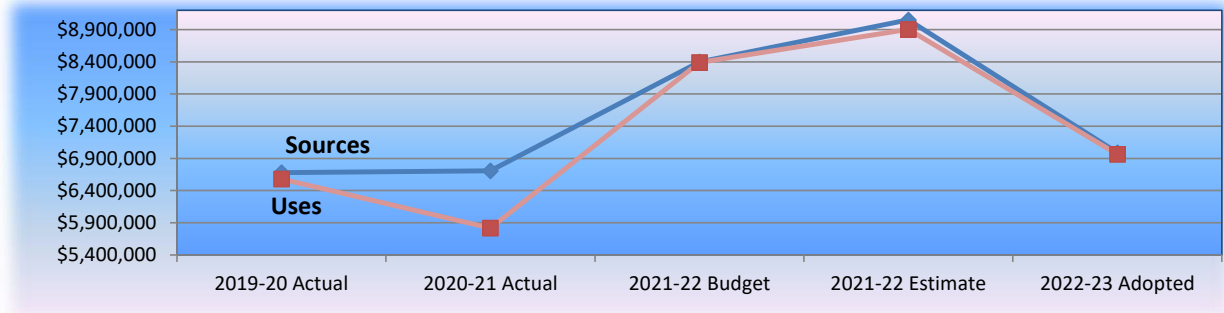
General Fund

Summaries



General Fund
Fund Summary

General Fund Revenue and Expenditure History



Fund Balance History

	2019-20 <u>Actual</u>	2020-21 <u>Actual</u>	2021-22 <u>Budget</u>	2021-22 <u>Estimate</u>	2022-23 <u>Adopted</u>	Change vs. PY Budget
Beginning Available Balance	\$ 5,146,812	\$ 5,245,520	\$ 6,135,029	\$ 6,135,029	\$ 6,282,253	\$ 147,224
SOURCES:						
Revenues:						
Taxes and Fees	5,778,807	6,299,941	5,650,350	5,959,500	6,242,150	591,800
Non-recurring Receipts	899,744	407,095	2,384,676	2,730,676	178,600	(2,206,076)
Transfers from Other Funds	-	-	361,353	361,353	566,073	204,720
Total Sources	6,678,551	6,707,036	8,396,379	9,051,529	6,986,823	(1,409,556)
USES:						
Operating Budgets:						
Pay and Benefits	3,937,518	4,002,596	4,296,845	4,434,174	4,676,911	380,066
Service and Supplies	1,322,628	1,324,319	1,562,401	1,605,051	1,665,681	103,280
Capital Outlay	830,239	28,211	75,000	460,000	95,000	20,000
Projects	47,310	5,716	2,000,000	2,000,000	38,600	(1,961,400)
Debt Service	-	-	-	-	-	-
Development Fund Support	208,614	189,510	178,285	170,110	188,646	10,361
River Lodge Fund Support	137,444	149,038	183,530	160,762	186,327	2,797
Transfers to Other Funds	96,090	118,137	93,848	74,209	111,520	17,672
Total Uses	6,579,843	5,817,527	8,389,909	8,904,305	6,962,685	(1,427,224)
Net Annual Activity	98,708	889,509	6,470	147,224	24,138	17,668
Ending Available Balance	\$ 5,245,520	\$ 6,135,029	\$ 6,141,499	\$ 6,282,253	\$ 6,306,391	\$ 164,892

Reserve Policy

For City Council Discussion

A. Economic Contingency

Set-aside funds for unexpected loss of revenue or economic downturn; 5% of revenues;
provides time to adjust services to changing revenues

349,341

B. Capital Improvement/Infrastructure Reserve

Set-aside funds for unexpected major infrastructure failure

500,000

C. Operating/Working Capital Reserve

Provides cash flow for tax and grant collection period; days of expenditures:

180

3,433,653

D. Remaining unreserved Fund Balance/Operating Contingency

2,023,397

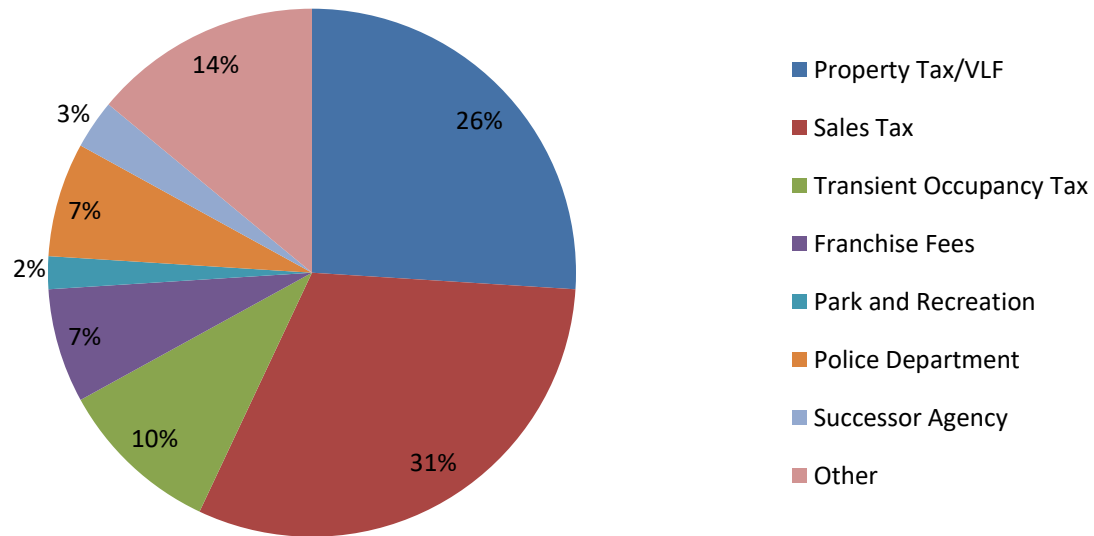
Estimated FY22-23 Ending Fund Balance

\$ 6,306,391



**City of Fortuna
FY 2022-23 Budget**

**General Fund
Revenue Summary**

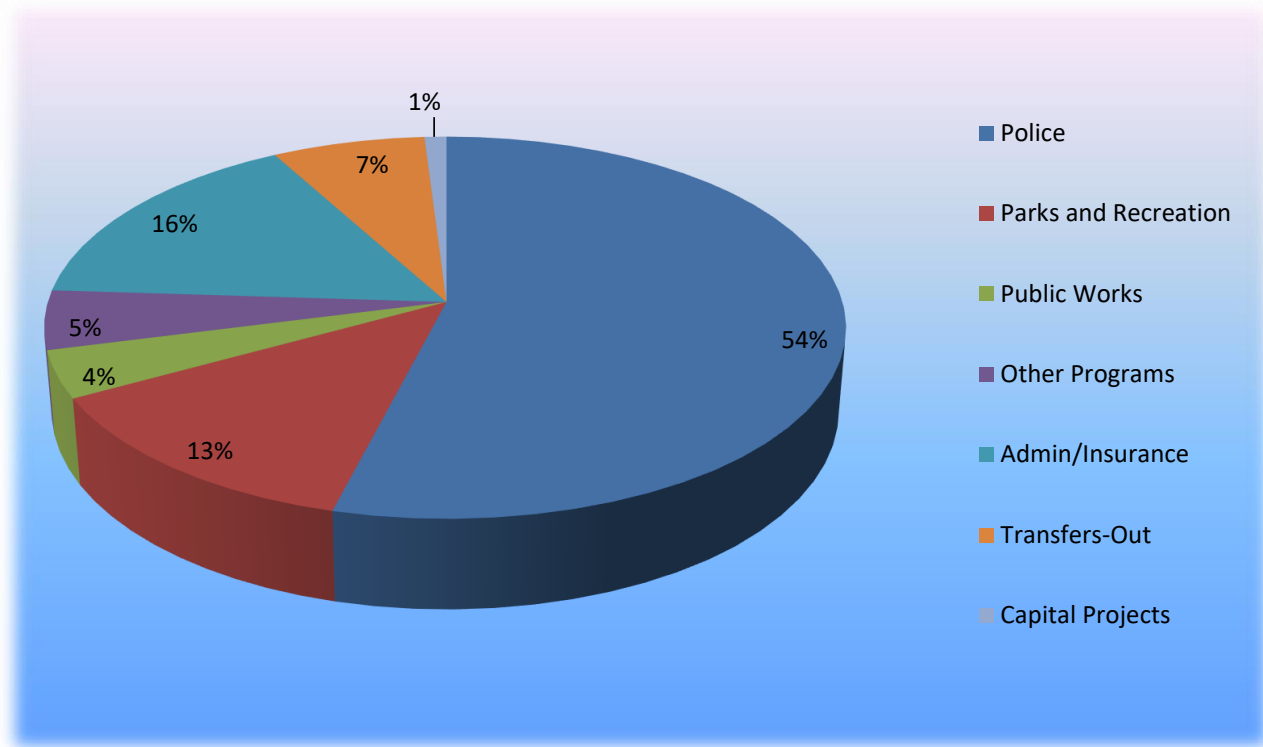


	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
<u>Recurring Revenues</u>						
Property Tax	491,393	546,042	460,000	480,000	480,000	20,000
Property Tax In-lieu/VLF	1,251,984	1,305,039	1,306,000	1,306,000	1,340,000	34,000
Sales Tax	1,880,182	2,270,288	1,917,200	2,079,000	2,145,600	228,400
Transient Occupancy Tax	549,218	755,125	550,000	650,000	700,000	150,000
Franchise Fees	357,171	369,062	348,000	348,000	473,000	125,000
Business License	94,559	94,404	92,000	95,000	95,000	3,000
Park and Recreation	166,844	124,987	175,250	166,000	175,250	-
Police Department	457,949	460,918	469,800	487,900	499,100	29,300
Successor Agency	200,000	200,000	200,000	200,000	200,000	-
Other	329,507	174,076	132,100	147,600	134,200	2,100
	5,778,807	6,299,941	5,650,350	5,959,500	6,242,150	591,800
<u>Non-Recurring Revenues</u>						
Redevelopment Loans	6,318	200,000	84,676	84,676	140,000	55,324
Other Grants/Transfers	893,426	207,095	2,661,353	3,007,353	604,673	(2,056,680)
	\$ 6,678,551	\$ 6,707,036	\$ 8,396,379	\$ 9,051,529	\$ 6,986,823	\$ (1,409,556)



**City of Fortuna
FY 2022-23 Budget**

**General Fund
Expenditure Summary**



	<u>2019-20 Actual</u>	<u>2020-21 Actual</u>	<u>2021-22 Budget</u>	<u>2021-22 Estimate</u>	<u>2022-23 Adopted</u>	<u>Change vs. PY Budget</u>
<u>Expenditures By Department/Program</u>						
<u>Programs:</u>						
Police	\$ 3,970,183	\$ 3,332,220	\$ 3,545,557	\$ 3,567,051	\$ 3,780,668	\$ 235,111
Parks and Recreation	756,727	700,460	872,444	1,185,572	940,963	68,519
Public Works	264,884	253,220	304,511	281,526	309,753	5,242
Com Development- Planning	54,844	57,112	73,609	139,234	142,433	68,824
Community Promotion	137,116	134,848	145,400	155,400	161,400	16,000
Library Facilities	9,689	8,253	13,400	12,455	14,524	1,124
<u>Administration:</u>						
City Council	32,834	26,156	34,342	79,611	34,207	(135)
City Attorney	21,500	28,992	50,000	50,000	50,000	-
City Manager	97,053	99,935	110,928	120,767	121,676	10,748
City Clerk	41,889	41,625	52,472	57,055	57,903	5,431
General Government	241,748	190,617	177,864	298,357	196,007	18,143
Risk Management	304,439	321,404	378,450	377,837	437,682	59,232
Finance	157,479	160,284	175,269	174,359	190,376	15,107
<u>Transfers-Out:</u>						
Development Fund Support	208,614	189,510	178,285	170,110	188,646	10,361
Riverlodge Fund Support	137,444	149,038	183,530	160,762	186,327	2,797
Other Funds Support	96,090	118,137	93,848	74,209	111,520	17,672
<u>Debt/Capital:</u>						
Debt Service - Bonds	-	-	-	-	-	-
Capital Improvement Program	47,310	5,716	2,000,000	2,000,000	38,600	(1,961,400)
Total:	\$ 6,579,843	\$ 5,817,527	\$ 8,389,909	\$ 8,904,305	\$ 6,962,685	\$ (1,427,224)



Section 4

Revenues



City of Fortuna
FY 2022-23 Budget

General Fund
Revenue Detail

		2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
		Actual	Actual	Actual	Budget	Estimate	Adopted	PY Budget
<u>Taxes and Licenses</u>								
Property Taxes	4010	\$ 444,412	\$ 491,393	\$ 546,042	\$ 460,000	\$ 480,000	\$ 480,000	\$ 20,000
Sales & Use Tax	4030	1,812,222	1,880,182	2,270,288	1,917,200	2,079,000	2,145,600	228,400
Transient Occupancy Tax (10%)	4060	612,993	549,218	755,125	550,000	650,000	700,000	150,000
Humboldt Tourism Asmt Admin	4061	1,211	1,143	1,349	1,100	1,100	1,200	100
Franchise - Gas & Electric	4065	95,136	110,020	117,006	110,000	110,000	120,000	10,000
Franchise - Garbage	4070	87,280	101,633	110,705	90,000	90,000	215,000	125,000
Franchise - Cable TV	4075	150,325	145,518	141,351	148,000	148,000	138,000	(10,000)
Business License Tax	4080	92,280	94,559	94,404	92,000	95,000	95,000	3,000
Real Property Transfer Tax	4085	34,757	29,787	59,629	30,000	30,000	30,000	-
		3,330,616	3,403,453	4,095,899	3,398,300	3,683,100	3,924,800	526,500
<u>Interest, Loans, and Rents</u>								
Interest Income	4100	141,394	183,737	16,877	25,000	20,000	25,000	-
Other Rents	4150	3,600	11,800	1,600	1,800	1,800	1,800	-
Tower Rental	4155	59,068	46,424	53,336	48,000	50,000	52,000	4,000
Parking Lot Rental	4156	1,680	1,872	1,989	2,000	2,000	2,000	-
Space Rent - Corp Yard	4158	2,750	3,250	3,100	3,000	3,000	3,000	-
		208,492	247,083	76,902	79,800	76,800	83,800	4,000
<u>Intergovernmental</u>								
Motor Vehicle In-Lieu	4200	1,166,134	1,251,984	1,305,039	1,306,000	1,306,000	1,340,000	34,000
Homeowners Exemption	4255	6,216	6,254	6,258	6,200	6,200	6,200	-
State Mandates	4910	6,847	7,182	8,473	5,000	6,400	6,000	1,000
Reimbursement Revenue	4801	25,808	36,299	16,322	8,000	24,000	5,000	(3,000)
		1,205,005	1,301,719	1,336,092	1,325,200	1,342,600	1,357,200	32,000
<u>Police Services</u>								
Public Safety/Prop. 172	4035	22,977	35,228	27,202	26,000	26,000	26,000	-
Finger Prints	4500	65,632	39,267	30,967	40,000	40,000	40,000	-
Special Services/Alarm Fees	4505	4,281	5,160	5,648	5,000	5,000	5,000	-
Booking Fees	4507	1,836	1,655	1,303	1,000	1,000	1,000	-
Vehicle Impound Fees	4508	55,627	35,255	37,200	40,000	40,000	36,000	(4,000)
Animal License	4510	44,983	55,330	44,959	44,000	44,000	45,000	1,000
Animal Control Charges	4512	11,949	11,778	9,454	10,000	10,000	10,000	-
Bicycle License	4514	8	6	6	50	50	50	-
Fireworks Permit	4515	60	70	40	50	50	50	-
Other Fines	4520	32,394	24,800	12,635	25,000	25,000	25,000	-
Parking Violation Fines	4525	4,097	5,393	2,584	5,000	2,500	5,000	-
Parking Fines - College	4526	59	-	-	-	-	-	-
Parking Fines - Ferndale	4527	57	134	26	-	100	-	-
Accident Reports	4564	2,005	2,240	2,256	2,000	2,000	2,000	-
Dispatch - Ferndale Police	4570	20,200	23,400	24,000	36,800	36,800	36,800	-
Dispatch - Rio Dell Police	4571	24,900	47,300	48,187	67,400	67,400	67,400	-
Dispatch - Fortuna Fire	4572	1,000	1,000	1,000	1,000	1,000	27,300	26,300
Motor Vehicle Abatement	4560	-	-	49,457	10,000	10,000	10,000	-
Post Grant Reimbursement	4565	2,781	6,219	5,692	6,000	7,500	6,000	-
State COPS Grant	4580	148,747	156,346	158,302	148,000	148,000	154,000	6,000
County Remote Access Network	4585	-	7,368	-	2,500	21,500	2,500	-
		443,593	457,949	460,918	469,800	487,900	499,100	29,300



City of Fortuna
FY 2022-23 Budget

General Fund
Revenue Detail

Revenues (continued)		2018-19 <u>Actual</u>	2019-20 <u>Actual</u>	2020-21 <u>Actual</u>	2021-22 <u>Budget</u>	2021-22 <u>Estimate</u>	2022-23 <u>Adopted</u>	Change vs. <u>PY Budget</u>
<u>Parks & Recreation</u>								
Park Use Fees	4300	21,174	14,306	5,835	20,000	20,000	20,000	-
Misc. Park Revenues	4301	-	4,000	-	-	500	-	-
Pavilion Use Fees	4305	51,212	30,668	12,190	35,000	25,000	35,000	-
Vending Machines	4306	522	237	4	250	500	250	-
Recreation Program Fees	4310	162,973	117,633	106,958	120,000	120,000	120,000	-
Other Recreation Revenue	4315	99	-	-	-	-	-	-
		235,980	166,844	124,987	175,250	166,000	175,250	-
<u>Other Revenues</u>								
Bus License Penalties	4930	2,007	265	3,818	2,000	3,100	2,000	-
Restitution	4575	847	169	-	-	-	-	-
Admin Fees - Other	4840	1,325	1,325	1,325	-	-	-	-
Admin - Successor Agency	4840	250,000	200,000	200,000	200,000	200,000	200,000	-
		254,179	201,759	205,143	202,000	203,100	202,000	-
Total Recurring Revenue		5,677,865	5,778,807	6,299,941	5,650,350	5,959,500	6,242,150	591,800
<u>Non-Recurring Revenue:</u>								
Successor Agency Loans	4110	26,052	6,318	200,000	84,676	84,676	140,000	55,324
Sale of Property	4810	7,559	875,432	656	-	26,000	-	-
Sale of Recovered Property	4920	14,543	8,860	1,709	-	-	-	-
Grant Revenue	4600	4,000	2,000	41,400	-	320,000	38,600	38,600
Misc. Revenues/Donations	4900	46,120	7,134	163,330	2,300,000	2,300,000	-	(2,300,000)
Transfers In	4800	184,642	-	-	361,353	361,353	566,073	204,720
Total Non-Recurring Revenue		282,916	899,744	407,095	2,746,029	3,092,029	744,673	(2,001,356)
Total General Fund Revenue:		\$ 5,960,781	\$ 6,678,551	\$ 6,707,036	\$ 8,396,379	\$ 9,051,529	\$ 6,986,823	\$ (1,409,556)
<u>Measure E</u>								
<u>Fund 101</u>								
<u>Taxes:</u>								
Supp. Transaction & Use Tax	4032	1,585,300	1,623,944	2,025,426	1,672,000	1,873,000	1,937,400	265,400
Reimbursement Revenue	4801	-	1,862	-	-	-	-	-
Total Measure E Fund Revenue:		\$ 1,585,300	\$ 1,625,806	\$ 2,025,426	\$ 1,672,000	\$ 1,873,000	\$ 1,937,400	\$ 265,400



City of Fortuna
FY 2022-23 Budget

Restricted Funds
Revenue Detail

		2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
		Actual	Actual	Actual	Budget	Estimate	Adopted	PY Budget
Police Department								
<u>Funds 180, 183, 184, 186, 188, 189</u>								
Asset Seizure Fund	180-4590	\$ 315,703	\$ 41,585	\$ 738	\$ -	\$ -	\$ -	\$ -
Every 15 Minute	183-4850	-	-	-	-	-	-	-
Recovered Property	184-4595	645	754	70	-	-	-	-
AB109-Realignment Fund	186-4650	31,737	-	-	-	-	-	-
Dept of Alcohol Beverage Control	188-4650	16,241	11,603	3,654	20,000	20,000	-	(20,000)
Measure Z	189-4650	221,503	256,677	296,103	387,112	387,112	376,846	(10,266)
		585,829	310,619	300,565	407,112	407,112	376,846	(30,266)
<u>Development Review</u>								
<u>Fund 120</u>								
Building Permits	4400	221,339	158,098	206,031	225,000	225,000	245,000	20,000
Building Plan Check Fees	4405	49,541	50,823	46,637	50,000	50,000	55,000	5,000
Engineering Inspection Fees	4410	2,025	2,974	2,475	3,000	4,000	4,000	1,000
Engineering Plan Check Fees	4415	-	1,374	100	1,000	3,000	2,000	1,000
Subdivision Application Fees	4420	7,284	9,875	7,318	10,000	10,000	10,000	-
Zoning Fees	4425	9,143	7,080	6,542	10,000	12,000	10,000	-
		289,332	230,224	269,103	299,000	304,000	326,000	27,000
<u>River Lodge/Monday Club</u>								
<u>Fund 160</u>								
Linen Rental	4333	5,505	5,050	96	5,000	2,500	5,000	-
Visitor Center / Gift Shop Sales	4332	4,114	890	55	500	500	500	-
Catering Services	4334	14,751	6,901	14	10,000	10,000	10,000	-
River Lodge Rent	4330	91,666	55,517	19,299	70,000	55,000	70,000	-
Kitchen Rental	4331	14,580	11,585	1,783	12,000	5,000	12,000	-
Wedding Packages	4335	24,800	18,450	-	25,000	25,000	25,000	-
Bridal Faire	4336	4,440	3,580	-	5,000	5,000	5,000	-
Craft Faire	4337	4,050	5,305	-	4,000	3,500	4,000	-
Miscellaneous Revenue	4900	(59)	-	-	-	20,000	-	-
Monday Club Linen Rental	4322	806	240	-	350	500	350	-
Monday Club Catering	4321	-	37	-	-	-	-	-
Monday Club Rent	4320	22,780	15,620	3,305	18,000	18,000	18,000	-
		187,433	123,175	24,552	149,850	145,000	149,850	-
<u>Museum</u>								
<u>Fund 165</u>								
Museum Revenue	4340	6,239	2,117	2,182	4,000	4,000	4,000	-
Interest Income	4100	391	411	38	-	-	-	-
		6,630	2,528	2,220	4,000	4,000	4,000	-
<u>Rohner Community Recreation and Park District</u>								
<u>Fund 110</u>								
Rohner Recreation District	4345	17,588	19,327	20,776	19,000	19,000	21,000	2,000
		17,588	19,327	20,776	19,000	19,000	21,000	2,000
<u>Fortuna Transit</u>								
<u>Fund 590</u>								
Allocation From TDA Transit Tax	4351	247,807	290,516	316,695	344,000	344,000	381,987	37,987
Bus Rider Fees	4360	16,195	15,261	11,689	16,000	16,000	16,000	-
Reimbursement Revenue	4801	4,974	1,554	5,985	2,000	2,000	2,000	-
Interest Income	4100	3,191	3,086	52	400	400	400	-
		272,167	310,417	334,421	362,400	362,400	400,387	37,987
<u>Business Improvement District</u>								
<u>Fund 250</u>								
City Wide Assessment Fee	4050	34,587	34,897	35,412	36,000	36,200	36,000	-
Downtown Assessment Fee	4051	11,574	12,528	13,526	13,000	13,200	13,000	-
Redwood Village Assessment	4052	9,766	9,662	8,185	9,000	9,000	9,000	-
Strong's Creek Plaza	4053	4,563	4,460	4,492	4,000	5,400	5,000	1,000
Transfer Out- FBID	4054	(60,490)	(61,547)	(61,615)	(62,000)	(63,800)	(63,000)	(1,000)
		-	-	-	-	-	-	-



City of Fortuna
FY 2022-23 Budget

Restricted Funds
Revenue Detail

		2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
		Actual	Actual	Actual	Budget	Estimate	Adopted	PY Budget
<u>Solid Waste Program</u>								
<u>Fund 210</u>								
Transfer Station Fees	4450	26,885	20,385	27,004	24,000	24,000	25,000	1,000
Oil Recycling Grant	4650	100	(5,000)	-	5,000	-	-	(5,000)
Miscellaneous Revenue	4900	2,140	50	134	-	-	-	-
Interest Income	4100	4,072	2,204	163	-	-	-	-
		<u>33,197</u>	<u>17,639</u>	<u>27,301</u>	<u>29,000</u>	<u>24,000</u>	<u>25,000</u>	<u>(4,000)</u>
<u>Water</u>								
<u>Fund 500/510</u>								
Water Service Charges	4700	2,227,437	2,301,730	2,357,225	2,250,000	2,250,000	2,300,000	50,000
Other Utilities Revenue	4715	26,348	24,866	28,960	26,000	26,000	28,000	2,000
Meter Connection Fees	4720	20,912	18,079	22,067	20,000	20,000	20,000	-
Delinquent Payment Penalty	4730	21,586	13,314	8,526	16,000	16,000	12,000	(4,000)
Interest Income	4100	63,252	77,842	7,000	16,000	16,000	16,000	-
Reimbursement Revenue	4801	180	125	605	-	-	-	-
		<u>2,359,715</u>	<u>2,435,956</u>	<u>2,424,383</u>	<u>2,328,000</u>	<u>2,328,000</u>	<u>2,376,000</u>	<u>48,000</u>
Water Capital Connection	4735	97,887	40,615	86,956	75,000	75,000	75,000	-
Interest Income - Capital	4100	144,510	164,851	14,951	30,000	30,000	30,000	-
		<u>242,397</u>	<u>205,466</u>	<u>101,907</u>	<u>105,000</u>	<u>105,000</u>	<u>105,000</u>	<u>-</u>
<u>Wastewater</u>								
<u>Fund 550/560</u>								
Wastewater Service Charges	4705	3,424,440	3,383,419	3,467,289	3,420,000	3,420,000	3,450,000	30,000
Other Revenues/Lab fees	4715	24,585	7,915	1,760	14,000	50,000	15,000	1,000
Delinquent Payment Penalty	4730	-	8,956	13,809	12,000	12,000	16,000	4,000
Interest Income	4100	86,247	106,854	9,185	20,000	20,000	20,000	-
Reimbursement Revenue	4801	-	-	-	-	250	-	-
		<u>3,535,272</u>	<u>3,507,144</u>	<u>3,492,043</u>	<u>3,466,000</u>	<u>3,502,250</u>	<u>3,501,000</u>	<u>35,000</u>
Wastewater Capital Connection	4735	182,880	112,088	234,343	180,000	180,000	180,000	-
Interest Income - Capital	4100	257,083	298,168	28,356	50,000	50,000	50,000	-
		<u>439,963</u>	<u>410,256</u>	<u>262,699</u>	<u>230,000</u>	<u>230,000</u>	<u>230,000</u>	<u>-</u>
<u>Transportation Development Act</u>								
<u>Funds 260, 265</u>								
TDA allocation to Non-Transit	4350	222,640	206,155	103,690	53,000	53,000	222,350	169,350
TDA 2% Set-Aside	4355	10,624	11,794	8,579	57,550	57,550	12,333	(45,217)
Sidewalk Loan Collections	4830	245	1,314	315	-	200	-	-
Reimbursement Revenue	4801	-	-	654,147	-	-	-	-
Interest Income	4100	17,288	25,808	3,477	4,000	4,000	4,000	-
		<u>250,797</u>	<u>245,071</u>	<u>770,208</u>	<u>114,550</u>	<u>114,750</u>	<u>238,683</u>	<u>124,133</u>
<u>STIP / HSIP</u>								
<u>Funds 270, 273, 275</u>								
Regional TEA Allocation 270	4650	-	-	1,083,602	950,000	497,676	1,225,000	275,000
RSTP State Allocation 273	4280	9,561	329,563	129,018	15,000	1,853	-	(15,000)
RSTP State Allocation 275	4280	8,893	71,154	146,403	-	-	-	-
Interest Income	4100	10,118	5,960	456	-	-	-	-
		<u>28,572</u>	<u>406,677</u>	<u>1,359,479</u>	<u>965,000</u>	<u>499,529</u>	<u>1,225,000</u>	<u>260,000</u>
<u>Gas Tax Fund 280</u>								
Gas Tax Administration	4260	-	3,000	3,000	3,000	3,000	3,000	-
2105 Gas Tax	4261	66,070	61,642	61,763	69,558	69,558	76,945	7,387
2106 Gas Tax	4262	52,141	46,710	46,974	50,927	50,927	56,290	5,363
2107 Gas Tax	4263	86,090	77,834	83,575	88,518	88,518	105,119	16,601
2103 Gas Tax Prop 42 Replace	4264	40,229	83,324	80,881	106,749	106,749	117,459	10,710
Loan Repayment	4266	13,580	13,585	-	-	-	-	-
Interest Income	4100	1,675	(1,802)	128	-	-	-	-
		<u>259,785</u>	<u>284,293</u>	<u>276,321</u>	<u>318,752</u>	<u>318,752</u>	<u>358,813</u>	<u>40,061</u>



City of Fortuna
FY 2022-23 Budget

Restricted Funds
Revenue Detail

		2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
Road Maintenance Rehab Acct								
<u>Fund 290</u>								
Road Maintenance Rehab Acct	4269	220,829	209,293	224,743	236,178	236,178	271,849	35,671
Interest Income	4100	2,108	1,889	297	-	-	-	-
		222,937	211,182	225,040	236,178	236,178	271,849	35,671
Services & Development Fees								
<u>Funds 130, 140, 150, 152, 200</u>								
Drainage Facility Revenues	130-4430	48,002	25,686	19,035	24,000	26,000	24,000	-
Traffic Impact Fees - Citywide	140-4435	24,969	20,738	6,823	12,000	10,000	12,000	-
Traffic Impact Fees - Home Ave	150-4435	8	9	1	-	-	-	-
Traffic Impact Fees - Hillside Dr.	152-4435	61	71	7	-	-	-	-
Storm Drain Maintenance	200-4040	45,523	80,841	9,736	46,000	90,000	46,000	-
		118,563	127,345	35,602	82,000	126,000	82,000	-
Maintenance Districts								
<u>Funds 650, 670, 671, 672, 673, 674, 675, 676, 677, 678</u>								
Fortuna Assessment #1	650-4090	54,124	-	-	-	-	-	-
Rancho Bueno Vista Sewer	670-4090	7,223	7,468	5,839	6,500	6,500	6,500	-
Kenwood Meadows Sewer	671-4090	10,205	10,451	8,169	9,000	9,000	9,000	-
Forest Hills Estates Stormwater	672-4090	27,405	20,143	11,172	20,000	20,000	20,000	-
Forest Hills Stormwater	673-4090	6,586	7,306	6,212	7,000	7,000	7,000	-
Dove Subdivision Stormwater	674-4090	1,425	1,512	1,112	1,200	1,200	1,200	-
Gulliksen Subdivision Stormwater	675-4090	3,042	3,225	2,474	2,500	2,500	2,500	-
Astor Subdivision Stormwater	676-4090	3,406	3,574	2,971	2,900	2,900	2,900	-
Astor Lift Station Sewer	677-4090	6,503	6,230	6,313	6,000	6,000	6,000	-
Wright Subdivision Stormwater	678-4090	2,167	2,281	1,861	2,000	2,000	2,000	-
		122,086	62,190	46,123	57,100	57,100	57,100	-
Successor Agency to the Fortuna Redevelopment Agency								
<u>Funds 801/891</u>								
ROPS - Recognized Obligation	4020	1,118,426	722,031	980,158	850,606	850,606	1,053,438	202,832
Interest Income	4100	1,507	5,161	1	-	-	-	-
		1,119,933	727,192	980,159	850,606	850,606	1,053,438	202,832
HOME Grant Fund								
<u>Fund 230</u>								
Loan Repayments	4835	21,571	25,051	18,161	-	-	-	-
Interest Income	4100	4,064	5,465	557	1,000	1,000	1,000	-
		25,635	30,516	18,718	1,000	1,000	1,000	-
Housing/Redevelopment Successor								
<u>Fund 205</u>								
RDA Loan Repayment	4110	6,513	1,579	50,000	21,169	21,169	60,000	38,831
Interest Income	4100	2,958	3,531	464	500	500	500	-
		9,471	5,110	50,464	21,669	21,669	60,500	38,831
Community Dev Block Grants (CDBG)								
<u>Funds 825, 830, 836</u>								
Interest Income	825-4100	6,031	6,561	605	-	-	-	-
Loan Repayments	830-4830	119,577	4,127	78,900	20,000	50,000	20,000	-
Interest Income	830-4100	19,102	23,114	2,094	-	-	-	-
Loan Repayment/Rent	836-4150	24,000	18,480	532,661	24,000	24,000	24,000	-
Interest Income	836-4100	11,865	12,768	1,318	-	-	-	-
		180,575	65,050	615,578	44,000	74,000	44,000	-



**City of Fortuna
FY 2022-23 Budget**

**Restricted Funds
Revenue Detail**

Grants and Other Funds		2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
		Actual	Actual	Actual	Budget	Estimate	Adopted	PY Budget
<u>Various Funds</u>								
Donations Fund	105-4850	-	5,333	51,081	-	25,000	25,000	25,000
ADA SB 1186	125-4081	3,519	3,619	3,535	3,000	4,000	3,500	500
Youth Recreation	170-4100	222	260	24	-	-	-	-
Small Grants	300-4650	-	-	32,582	-	-	-	-
Recycle-Parks Grant	306-4650	10,254	5,000	5,000	5,000	5,000	5,000	-
Capital Projects Grant	350-4650	-	108,576	668,790	200,000	160,074	18,500	(181,500)
FEMA Grant	351-4600	445,631	1,408,541	-	451,200	105,840	417,000	(34,200)
CA Water Resources Grant	352-4650	-	-	-	795,900	100,000	945,900	150,000
CA Safe Routes Grant	353-4600	102,354	344,128	439,997	-	-	-	-
Dept Fish Wildlife Grant	359-4650	353,804	594,550	1,211,021	400,000	287,437	31,500	(368,500)
NPDES Compliance	360-4600	231,831	155,975	-	-	-	-	-
		<u>1,147,615</u>	<u>2,625,982</u>	<u>2,412,030</u>	<u>1,855,100</u>	<u>687,351</u>	<u>1,446,400</u>	<u>(408,700)</u>
Total Restricted Fund Revenues		\$ 11,455,492	\$ 12,363,359	\$ 14,049,692	\$ 11,945,317	\$ 10,417,697	\$ 12,353,866	\$ 408,549



Section 5

Operating Expenditures

by Department



Administration



City Administration

Purpose

The City Council is the governing body of the City of Fortuna. The City Council enacts local laws through the adoption of Ordinances, sets policies through Council Resolutions and provides financial oversight through the adoption of an Annual Budget. As the City's legislative body, the power of the Council is subject to the City Charter and State and Federal laws. The five members of the City Council are elected by the voters of Fortuna on a non-partisan basis and serve staggered four year terms. The Mayor and Mayor Pro Tem are elected by the City Council.

Responsibilities

- Provide direction to City Manager
- Establish policies
- Adopt annual budget
- Conduct City matters in a fair, responsible and impartial manner
- Conduct City business in an open, orderly and efficient manner
- Represent the City for various ceremonial purposes

Significant Changes

The last municipal election was held in November 2020 filling two Council Member seats. The next election is scheduled for November 2022. It will be consolidated with the County elections and administered by the Humboldt County Office of Elections.

<u>Council Member</u>	<u>Title</u>	<u>Year Elected/ Appointed</u>	<u>Re- Elected</u>	<u>Term Ends</u>
Sue Long	Mayor	2010	2018	2022
Tami Trent	Mayor Pro Tem	2012	2020	2024
Mike Johnson	Councilmember	2018		2022
Mike Losey	Councilmember	2020		2024
Jeremy Stanfield	Councilmember	2018		2022

<u>Fund</u>	100	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	1000	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>

History of Expenditures

Account								
Stipends	5165	\$ 18,600	\$ 19,050	\$ 18,300	\$ 18,000	\$ 18,000	\$ 18,000	\$ -
Benefits	5200	1,540	2,341	1,871	1,642	1,911	1,507	(135)
Subtotal, Salaries and Benefits		20,140	21,391	20,171	19,642	19,911	19,507	(135)
Department Supplies	5500	2,517	102	915	500	500	500	-
Equipment Repair	5720	-	-	-	200	200	200	-
Travel/Conferences/Training	7000	9,150	6,213	1,350	8,000	8,000	8,000	-
Council Contingency	7612	2,715	2,769	1,198	2,000	2,000	2,000	-
Televised Meeting Costs	7616	2,491	2,359	2,522	4,000	49,000	4,000	-
Subtotal, Services and Supplies		16,873	11,443	5,985	14,700	59,700	14,700	-
Capital Outlay	8000	-	-	-	-	-	-	-
Total:		\$ 37,013	\$ 32,834	\$ 26,156	\$ 34,342	\$ 79,611	\$ 34,207	\$ (135)



City Administration

Purpose

The City Attorney works directly for the City Council and is responsible for serving as the City's primary legal advisor. The City Attorney provides legal advice and direction to the City Council, City Manager, Department Heads and various City boards or commissions as needed. The City Attorney may also represent the City in legal proceedings when the City is involved as a plaintiff or defendant.

Responsibilities

- Provide legal advice, direction and recommendations
- Research various legal issues
- Educate Council, City staff and others on various legal issues
- Prepare various documents
- Represent the City in legal proceedings

Significant Changes

None.

Personnel Allocation

The City contracts with the Mitchell Law Firm, Attorney's at Law, to provide City Attorney services. Attorneys specializing in specific areas of law may be consulted for projects such as bonds, labor law or taxation.

<u>Fund</u>	100	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	1300	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
Account								
Legal Services	6020	\$ 40,694	\$ 21,500	\$ 28,992	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
Total:		\$ 40,694	\$ 21,500	\$ 28,992	\$ 50,000	\$ 50,000	\$ 50,000	\$ -



City Administration

Purpose

The City of Fortuna operates under the Council-Manager form of City government which combines the political leadership of elected officials with the strong managerial experience of an appointed local government manager or City Manager. The City Manager works under the direction of the City Council and is responsible for managing the day to day operations of the City. The City Manager also appoints the City Clerk with the duties and responsibilities established by California Government Code or as directed by the City Council.

Responsibilities

- Oversight of daily operations
- Provide advice and recommendations to Council
- Ensure that Council policies are implemented
- Ensure the enforcement of local and state laws
- Provide direction to department heads, subordinate officers and employees of the City
- Personnel system
- Administrative oversight
- Purchasing
- Organization of City departments and personnel
- Provide legislative oversight and recommendations
- General supervision of all public property

Significant Changes

None.

Personnel Allocation

	2018-19 <u>Actual</u>	2019-20 <u>Actual</u>	2020-21 <u>Actual</u>	2021-22 <u>Budget</u>	2021-22 <u>Estimate</u>	2022-23 <u>Adopted</u>	Change vs. <u>PY Budget</u>
City Manager	0.20	0.20	0.20	0.20	0.20	0.20	-
City Clerk/Human Resources Manager	0.20	0.20	0.20	0.20	0.20	0.20	-
Senior Admin Asst / Deputy City Clerk	0.30	0.30	0.30	0.30	0.30	0.30	-
Accounting Technician	-	-	-	-	-	0.05	0.05
Account Clerk III	0.05	0.05	0.05	0.05	0.05	-	(0.05)
Total Authorized	0.75	0.75	0.75	0.75	0.75	0.75	-

<u>Fund</u>	100	2018-19 <u>Actual</u>	2019-20 <u>Actual</u>	2020-21 <u>Actual</u>	2021-22 <u>Budget</u>	2021-22 <u>Estimate</u>	2022-23 <u>Adopted</u>	Change vs. <u>PY Budget</u>
<u>Department</u>	1100							

History of Expenditures

Account	5100	5165	5180	5200	5500	5505	5705	5715	6025	6035	6205	7000	7015	7612	8000	Total:
Salaries	\$ 45,281	\$ 60,703	\$ 63,915	\$ 65,607	\$ 74,228	\$ 74,724	\$ 9,117									
Salary Part-Time	-	-	-	-	-	-	-									
Vacation Buyback	2,680	679	613	2,500	1,500	2,500	-									
Benefits	18,398	23,286	28,157	27,021	29,239	27,652	631									
Subtotal, Salaries and Benefits	66,359	84,668	92,685	95,128	104,967	104,876	9,748									
Department Supplies	1,562	1,215	773	1,500	1,500	2,000	500									
Vehicle Fuel	237	328	35	300	300	300	-									
Equipment Maintenance	286	286	286	500	500	500	-									
Vehicle Repairs	-	120	-	500	500	-	(500)									
Professional Services	252	-	-	-	-	-	-									
Personnel Services	939	191	502	500	500	500	-									
Cell Phone	256	564	509	500	500	500	-									
Travel/Conferences/Training	7,728	5,426	138	5,000	5,000	6,000	1,000									
Dues and Subscriptions	1,618	1,379	1,208	2,000	2,000	2,000	-									
City Manager Contingency	5,398	2,876	3,799	5,000	5,000	5,000	-									
Subtotal, Services and Supplies	18,276	12,385	7,250	15,800	15,800	16,800	1,000									
Capital Outlay	-	-	-	-	-	-	-									
Total:	\$ 84,635	\$ 97,053	\$ 99,935	\$ 110,928	\$ 120,767	\$ 121,676	\$ 10,748									



City Administration

Purpose

The City Clerk is the local official for elections, local legislation, the Public Records Act, the Political Reform Act and the Brown Act (open meeting laws). Before and after the City Council takes action, the City Clerk ensures that actions are in compliance with all Federal, State and Local statutes and regulations and that all actions are properly executed, recorded and archived. The statutes of the State of California prescribe the basic functions and duties of the City Clerk and the Government Code and Election Code provide precise specific responsibilities and procedures to follow.

Responsibilities

- Elections Official
- Legislative Administrator
- Records Manager
- Agenda Packets for: Council, Parks and Recreation, Measure E Oversight, Historical and Planning Commissions
- Duties of City Clerk as outlined in California Government Code

Significant Changes

None.

Personnel Allocation

	2018-19 <u>Actual</u>	2019-20 <u>Actual</u>	2020-21 <u>Actual</u>	2021-22 <u>Budget</u>	2021-22 <u>Estimate</u>	2022-23 <u>Adopted</u>	Change vs. <u>PY Budget</u>
City Clerk/Human Resources Manager	0.20	0.20	0.20	0.20	0.20	0.20	-
Senior Admin Asst / Deputy City Clerk	0.15	0.15	0.15	0.15	0.15	0.15	-
Administrative Assistant (PT)	0.22	0.22	-	0.22	0.22	0.22	-
Total Authorized	0.57	0.57	0.35	0.57	0.57	0.57	-

Fund

100

Department

1150

	2018-19 <u>Actual</u>	2019-20 <u>Actual</u>	2020-21 <u>Actual</u>	2021-22 <u>Budget</u>	2021-22 <u>Estimate</u>	2022-23 <u>Adopted</u>	Change vs. <u>PY Budget</u>
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History of Expenditures

Account

Salaries	5100	\$ 19,042	\$ 21,364	\$ 22,460	\$ 23,069	\$ 27,624	\$ 27,655	\$ 4,586
Salary Part-Time	5165	1,313	3,458	-	8,467	7,186	8,578	111
Vacation Buyback	5180	433	123	(61)	500	500	500	-
Benefits	5200	10,387	12,927	15,477	15,286	16,546	15,670	384
Subtotal, Salaries and Benefits		31,175	37,872	37,876	47,322	51,855	52,403	5,081
Department Supplies	5500	1,285	1,619	725	1,000	2,000	1,000	-
Personnel Services	6035	833	291	502	500	500	500	-
Travel/Conferences/Training	7000	1,760	1,453	1,400	3,000	2,000	3,000	-
Dues and Subscriptions	7015	740	654	1,122	650	700	1,000	350
Subtotal, Services and Supplies		4,618	4,017	3,749	5,150	5,200	5,500	350
Capital Outlay	8000	-	-	-	-	-	-	-
Total:		\$ 35,793	\$ 41,889	\$ 41,625	\$ 52,472	\$ 57,055	\$ 57,903	\$ 5,431



City Administration

Purpose

The Finance Department manages the fiscal and financial affairs of the City in a prudent and effective manner. The Finance Department provides accurate, timely and comprehensive financial information to the City Manager, City Council, other City departments and the public. The Finance Department plans, directs and coordinates the fiscal activities of the City in accordance with specific objectives established under law or under generally accepted accounting principles (GAAP) for governmental agencies.

Responsibilities

- Provide sound financial management and monitoring for all City assets
- Proper recording of all financial transactions for the City and Successor Agency
- Payroll processing including all quarterly and annual reports due to various agencies
- Business License and Fortuna Business Improvement District (FBID) billing and collections
- Accounts Payable processing
- Grant Financial reporting
- Debt Management
- Investment of City Funds
- Completion of Comprehensive Annual Financial Report
- Utility Billing and collections for City Water and Wastewater service

Significant Changes

Eliminated (1) Account Clerk III Position; Added (1) Accounting Technician Position; Eliminated (1) Senior Account Clerk Position; Added (1) Finance Officer Supervisor Position

<u>Personnel Allocation</u>	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
Finance Director	0.40	0.40	0.40	0.40	0.40	0.40	-
Payroll and Benefits Administrator	0.29	0.29	0.29	0.29	0.29	0.29	-
Finance Office Supervisor	-	-	-	-	-	0.30	0.30
Senior Account Clerk	0.30	0.30	0.30	0.30	0.30	-	(0.30)
Accounting Technician	-	-	-	-	-	0.15	0.15
Account Clerk II/III	0.35	0.35	0.35	0.35	0.35	0.20	(0.15)
Total Authorized	1.34	1.34	1.34	1.34	1.34	1.34	-

<u>Fund</u>	100	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
<u>Department</u>	1200							

History of Expenditures

<u>History of Expenditures</u>	Account	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
Salaries	5100	\$ 83,854	\$ 92,546	\$ 97,303	\$ 99,899	\$ 100,959	\$ 111,961	\$ 12,062
Salary - Part-Time	5165	176	104	-	-	-	-	-
Overtime	5170	-	997	-	500	500	500	-
Vacation Buyback	5180	5,651	3,795	2,062	2,500	2,500	3,000	500
Benefits	5200	51,308	45,115	51,770	49,270	49,300	51,815	2,545
Subtotal, Salaries and Benefits		140,989	142,557	151,135	152,169	153,259	167,276	15,107
Department Supplies	5500	6,130	7,251	3,297	7,000	7,000	7,000	-
Equipment Maintenance	5705	572	637	572	600	600	600	-
Professional Services	6025	3,745	3,305	4,570	6,000	6,000	6,000	-
Personnel Services	6035	-	514	-	1,000	1,000	1,000	-
Travel/Conferences/Training	7000	5,256	2,915	410	8,000	6,000	8,000	-
Dues and Subscriptions	7015	300	300	300	500	500	500	-
Interfund Reimbursement	9200	-	-	-	-	-	-	-
Subtotal, Services and Supplies		16,003	14,922	9,149	23,100	21,100	23,100	-
Capital Outlay	8000	-	-	-	-	-	-	-
Total:		\$ 156,992	\$ 157,479	\$ 160,284	\$ 175,269	\$ 174,359	\$ 190,376	\$ 15,107



City of Fortuna
FY 2022-23 Budget

City Administration

General Fund
Non-Departmental

Purpose

The purpose of Non-Departmental is to track various City administrative costs including codification, elections, audits, fees and assessments, legal services and membership in the California League of Cities.

Responsibilities

- General legal services
- Personnel legal services
- Labor relations
- Audits
- Various fees, assessments and memberships
- Elections
- Codification of Ordinances into Municipal Code

Significant Changes

None.

Personnel Allocation

There are no personnel assigned to this Division.

<u>Fund</u>	100	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	1400	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>History of Expenditures</u>								
Account								
Department Supplies	5500	\$ -	\$ 294	\$ -	\$ -	\$ -	\$ -	\$ -
Audit Fees (A)	6000	18,000	15,170	19,630	18,000	18,000	21,600	3,600
Legal Services	6020	7,826	4,354	1,488	10,000	10,000	10,000	-
Professional Services	6025	34,216	20,390	22,355	32,000	30,000	32,000	-
Cable Franchise Admin. Fees	6036	4,230	4,230	4,230	4,500	4,500	4,500	-
Codifications	6225	1,577	1,286	1,870	2,000	2,000	2,000	-
Advertising	6300	70	-	-	-	-	-	-
Publication Costs	6305	105	357	258	500	500	500	-
Employee Recognition	6315	1,498	1,295	1,045	2,500	2,500	2,500	-
State Fees	6600	150	-	-	200	200	-	(200)
County Admin. Fees	6700	15,270	18,341	17,745	18,000	18,000	20,000	2,000
Election Expenses	6710	3,136	400	10,843	1,000	-	4,000	3,000
County Fire Assessments	6720	144	144	144	150	150	150	-
Conferences/Training (City-Wide)	7000	-	-	2,049	2,500	2,500	2,500	-
Dues & Subscriptions	7015	7,136	6,170	7,125	7,000	7,000	7,500	500
Bad Debt	7800	-	-	20,087	-	3,000	-	-
Subtotal, Services and Supplies		93,358	72,431	108,869	98,350	98,350	107,250	8,900
Capital Outlay	8000	-	-	-	-	-	-	-
Total:		\$ 93,358	\$ 72,431	\$ 108,869	\$ 98,350	\$ 98,350	\$ 107,250	\$ 8,900



City Administration

**General Fund
General Government**

Purpose

The General Government Division is responsible for providing support services for departments and divisions located at City Hall (Administration, City Manager, City Clerk, Community Development, Finance, Risk Management, Personnel, Planning and Building) not including the Police Department.

Responsibilities

- Software licensing
- Phone system
- Building repairs and maintenance
- Office equipment
- Network support
- Utilities
- City website
- Paper supplies
- Janitorial

Significant Changes

Allocate (1) Full time Facility Custodian Position

Personnel Allocation

	2018-19 <u>Actual</u>	2019-20 <u>Actual</u>	2020-21 <u>Actual</u>	2021-22 <u>Budget</u>	2021-22 <u>Estimate</u>	2022-23 <u>Adopted</u>	Change vs. <u>PY Budget</u>
Facility Custodian	0.20	0.20	-	-	0.20	0.20	0.20
Total Authorized	0.20	0.20	-	-	0.20	0.20	0.20

Fund

100

Department

1500

	2018-19 <u>Actual</u>	2019-20 <u>Actual</u>	2020-21 <u>Actual</u>	2021-22 <u>Budget</u>	2021-22 <u>Estimate</u>	2022-23 <u>Adopted</u>	Change vs. <u>PY Budget</u>
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History of Expenditures

Account

Salaries	5100	\$ 7,143	\$ 4,278	\$ -	\$ -	\$ 120,427	\$ 7,513	\$ 7,513
Salary - Part-Time	5165	960	3,099	3,329	-	-	-	-
Vacation Buyback	5180	-	-	-	-	-	-	-
Benefits	5200	986	2,084	332	-	3,567	4,534	4,534
Subtotal, Salaries and Benefits		9,089	9,461	3,661	-	123,993	12,047	12,047
Department Supplies	5500	3,475	4,913	3,430	3,000	3,500	3,500	500
Vehicle Fuel	5505	990	716	475	500	500	500	-
Office Equipment Maintenance	5705	6,646	6,987	11,568	12,000	12,000	14,000	2,000
Copier Lease	5706	4,526	4,114	-	-	-	-	-
Software Maintenance (A)	5710	3,932	4,011	7,793	8,000	8,000	8,500	500
Vehicle Repairs & Maintenance	5715	140	17	45	500	1,000	1,000	500
Building Repairs & Maintenance	5740	1,691	641	4,340	1,000	1,000	1,000	-
Network Support (A)	5775	24,532	12,221	18,754	16,100	16,100	17,710	1,610
Website Hosting & Maintenance (A)	5780	2,288	2,374	257	1,714	1,714	1,000	(714)
Professional Services	6025	-	69,695	5,758	12,000	4,000	-	(12,000)
Personnel Services	6035	-	-	662	-	500	500	500
Bank Account Fees	6060	1,070	2,855	10,958	8,000	12,000	12,000	4,000
Credit Card Fees	6061	2,014	3,800	3,467	3,000	4,000	4,000	1,000
Telephone	6200	5,350	8,176	2,803	6,000	4,000	5,000	(1,000)
Cell Phones	6205	662	1,027	1,021	700	700	1,000	300
Internet Service	6210	-	5,105	698	1,000	1,000	1,000	-
Utilities - General and Electric	6505	5,282	5,440	6,058	6,000	6,000	6,000	-
Subtotal, Services and Supplies		62,598	132,092	78,087	79,514	76,014	76,710	(2,804)
Capital Outlay - Incode Software	8000	22,678	27,764	-	-	-	-	-
Total:		\$ 94,365	\$ 169,317	\$ 81,748	\$ 79,514	\$ 200,007	\$ 88,757	\$ 9,243



General Fund

City Administration

Risk Management/Human Resources

Purpose

Risk Management is responsible for managing the insurance and safety programs of the City. The City is a member of the California Intergovernmental Risk Authority (CIRA), a municipal self-insurance plan. The program insures liability, property, auto physical damage, and fraud protection. Premium costs for all programs except Workers Compensation are allocated on a percentage basis. Workers Compensation premium costs are allocated based on wages and are included in each department's benefit costs. The Human Resources Department is responsible for attracting, retaining and developing talented, productive and motivated employees. Human Resources is also responsible for personnel training of employees and supervisors.

Responsibilities

- Oversight of insurance programs
- Property, auto and equipment inventory
- Safety programs and training
- Accident/Incident assessment and response
- Coordinating legal actions for various cases
- Conducting employment recruitments
- Maintaining the City's classification, compensation and benefit plans
- Evaluating and coordinating training and development needs
- Providing assistance in labor relations, negotiations, performance evaluation and discipline
- Providing assistance to employees in the interpretation of applicable labor law and City personnel rules
- Encouraging an environment for employees that enhances personal and professional development

Significant Changes

None.

Personnel Allocation

	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
City Manager	0.10	0.10	0.10	0.10	0.10	0.10	-
City Clerk/Human Resources Manager	0.20	0.20	0.20	0.20	0.20	0.20	-
Senior Admin Asst / Deputy City Clerk	0.15	0.15	0.15	0.15	0.15	0.15	-
Administrative Assistant (PT)	0.22	0.22	-	0.22	0.22	0.22	-
Total Authorized	0.67	0.67	0.45	0.67	0.67	0.67	-

Fund	100	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
Department	1600							

History of Expenditures

	Account	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
Salaries	5100	\$ 27,856	\$ 36,494	\$ 38,287	\$ 39,252	\$ 43,899	\$ 45,438	\$ 6,186
Salary Part-Time	5165	1,313	3,458	-	8,467	7,186	8,578	111
Vacation Buyback	5180	-	-	-	1,000	1,000	1,000	-
Benefits	5200	11,686	15,108	17,789	17,750	18,771	18,245	495
Subtotal, Salaries and Benefits		40,855	55,060	56,076	66,469	70,856	73,261	6,792
Unemployment Insurance	5300	7,124	10,154	13,868	20,000	14,000	20,000	-
Department Supplies	5500	125	269	325	500	1,500	500	-
Legal Services	6020	4,602	6,453	713	10,000	10,000	10,000	-
Professional Services	6025	104	985	-	-	-	-	-
Personnel Services	6035	746	246	40	500	500	500	-
Advertising	6300	-	120	-	-	-	-	-
Liability Insurance (A)	6350	242,215	228,996	250,174	276,981	276,981	329,421	52,440
Claims Settlement	6360	52,914	-	-	-	-	-	-
Travel/Conferences/Training	7000	4,138	2,156	193	4,000	4,000	4,000	-
Dues & Subscriptions	7015	150	-	15	-	-	-	-
Subtotal, Services and Supplies		312,118	249,379	265,328	311,981	306,981	364,421	52,440
Capital Outlay	8000	-	-	-	-	-	-	-
Total:		\$ 352,973	\$ 304,439	\$ 321,404	\$ 378,450	\$ 377,837	\$ 437,682	\$ 59,232



**General Fund
Community Promotion**

Purpose

The Community Promotion Department provides assistance for various community events and organizations that promote tourism, business events and community activities. Community Promotion activities create increased economic activity for the City of Fortuna and provides residents and visitors with family-friendly events that can be enjoyed by all. Whether it is through increased sales for our local merchants or showcasing the City of Fortuna's natural beauty and friendly nature, community promotions benefit residents, businesses and surrounding communities. Ultimately the City of Fortuna is a direct beneficiary of these activities through increased sales and transient occupancy taxes that contribute to providing a myriad of services to City residents and businesses.

Events Include:

- Rodeo (estimated value of resources provided - \$30,000)
- AutoXpo (estimated value of resources provided - \$13,000)
- Art and Wine in the Park (estimated value of resources provided - \$700)
- Hops in Humboldt (estimated value of resources provided - \$2,300)
- Apple Harvest (estimated value of resources provided - \$2,500)
- Fortuna Fireworks Festival (estimated value of resources provided - \$2,300)

The City provides the following City facilities:

- Chamber of Commerce Building
- FBID office at the Monday Club
- Use of the Monday Club for weekly Chamber of Commerce meetings
- Riverlodge & Monday Club for various events & meetings.

Responsibilities

Provides appropriate City resources for various activities that create a public benefit to the City of Fortuna. City of Fortuna staff provides support by participating in various community events including Annual Chamber of Commerce Dinner, League of Women Voters Luncheon and Kiwanis Luncheon.

Significant Changes

None.

Personnel Allocation

No personnel are directly allocated to the Community Promotion Division.

<u>Fund</u>	100	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	1800	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>History of Expenditures</u>								
Account								
Department Supplies	5500	\$ 799	\$ 5	\$ 22	\$ -	\$ -	\$ -	\$ -
Chamber of Commerce	6800	17,370	16,000	1,194	23,000	23,000	23,000	-
Chamber 10% TOT Allocation	6801	60,564	57,164	67,743	55,000	65,000	70,000	15,000
FBID Facility Rent	6804	2,400	2,400	2,400	2,400	2,400	2,400	-
Contingency - Community Events	7612	-	-	1,875	3,000	3,000	3,000	-
Business Improvement District	7625	60,490	61,547	61,614	62,000	62,000	63,000	1,000
Total:		\$ 141,623	\$ 137,116	\$ 134,848	\$ 145,400	\$ 155,400	\$ 161,400	\$ 16,000



City of Fortuna
FY 2022-23 Budget

General Fund
Library

Purpose

The Fortuna branch of the Humboldt County Library: "Provides resources and opportunities to support lifelong learning, local heritage, and the cultural, recreational, and information needs of our communities."

~ Humboldt County Library Mission Statement

The Fortuna Library has books, audio books, internet access and reference materials to provide the public with a variety of books, research materials, internet access and other means to enrich lives and provide access to information.

The Memorandum of Understanding between the City of Fortuna and the Humboldt County Library is the agreement establishing the Fortuna branch of the Library. The City provides the building, janitorial services, building repairs and maintenance, utilities and property and liability insurance on the building. The estimated annual value of the contribution is \$25,000. The County Library is responsible for items in the interior of the building, supplies, equipment repairs, maintenance, and insurance on the contents of the library.

Responsibilities

Provides City resources to assist in maintaining a viable branch of the Humboldt County Library in the City of Fortuna.

Significant Changes

Allocate (1) Full time Facility Custodian Position

Personnel Allocation

	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
Facility Custodian	0.10	0.10	-	-	0.10	0.10	0.10
Total Authorized	0.10	0.10	-	-	0.10	0.10	0.10

Fund

100

Department

5500

History of Expenditures

Account

Salaries	5100	\$ 3,572	\$ 2,139	\$ -	\$ -	\$ 2,213	\$ 3,757	\$ 3,757
Salary - Part-Time	5165	480	1,550	1,428	-	-	-	-
Vacation Buyback	5180	-	-	-	-	-	-	-
Benefits	5200	493	1,043	145	-	942	2,267	2,267
Subtotal, Salaries and Benefits		4,545	4,732	1,573	-	3,155	6,024	6,024
Department Supplies	5500	203	19	11	250	250	250	-
Building Repairs	5740	380	87	11	1,000	1,000	1,000	-
Professional Services	6025	-	-	1,349	6,000	2,000	-	(6,000)
Water	6500	770	871	1,324	1,000	1,800	2,000	1,000
Utilities	6505	4,622	3,836	3,769	5,000	4,000	5,000	-
Property Tax	6720	144	144	216	150	250	250	100
Subtotal, Services and Supplies		6,119	4,957	6,680	13,400	9,300	8,500	(4,900)
Capital Outlay	8000	-	-	-	-	-	-	-
Total:		\$ 10,664	\$ 9,689	\$ 8,253	\$ 13,400	\$ 12,455	\$ 14,524	\$ 1,124



Police



General and Restricted Funds
Police Department

Police

Purpose

The Police Department is responsible for the protection of life and property through maintenance of public order, the fair and impartial enforcement of laws, safeguarding the Constitutional Rights of all and the regulation of motor vehicles. The Department is committed to serving the citizens of Fortuna by continually seeking community opinion and involvement, engaging in police-community crime prevention, public safety education and cooperative efforts with other public and private agencies. The Department strives for excellence in purpose and performance. Fairness, honesty and integrity are mainstays in departmental relationships. It is a continuing goal of the Police Department to recruit and retain the most qualified police employees for the City of Fortuna.

Responsibilities

- To maintain and enhance, the level of service to the community by deploying personnel and resources effectively and in the best interest of the community
- To be good financial stewards, expending fiscal resources wisely and at the same time developing and expanding City revenues when applicable
- To enhance our police-community relationships through new and existing programs whenever possible
- To emphasize departmental training and personnel development in order to professionally serve the community
- To adhere to the Police Code of Ethics and the Fortuna Police Department Statement of Values

Significant Changes

None.

Personnel Allocation

	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
Chief of Police	1.00	1.00	1.00	1.00	1.00	1.00	-
Lieutenant	1.00	1.00	1.00	1.00	1.00	1.00	-
Sergeants	4.00	4.00	4.00	4.00	4.00	4.00	-
Police Officers	9.00	9.00	9.00	9.00	9.00	9.00	-
Drug Task Force Officer (Measure Z)	1.00	1.00	1.00	1.00	1.00	1.00	-
School Resource Officer (Measure Z)	1.00	1.00	1.00	1.00	1.00	1.00	-
Office Supervisor	1.00	1.00	-	-	-	-	-
Dispatcher	6.00	5.00	5.00	5.00	5.00	5.00	-
Vehicle & Equipment Mechanic	0.38	0.48	0.48	0.48	0.48	0.48	-
Facility Custodian	0.20	0.20	-	-	0.20	0.20	0.20
Administrative Assistant III	-	-	1.00	1.00	1.00	1.00	-
Records Clerk	1.00	1.00	-	-	-	-	-
Field CSO (PT)	0.63	0.73	0.73	0.73	0.73	0.73	-
Dispatcher (PT)	-	0.50	0.50	0.50	0.50	0.50	-
Kennel Attendant (PT)	0.50	0.50	0.50	0.50	0.50	0.50	-
Total Authorized	26.71	26.41	25.21	25.21	25.41	25.41	0.20

Police Services (All Funds)

	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
Revenues:							
General Fund Fees/Grants	\$ 443,593	\$ 457,949	\$ 460,918	\$ 469,800	\$ 487,900	\$ 499,100	\$ 29,300
Restricted Funds	585,829	310,619	300,565	407,112	407,112	376,846	(30,266)
	1,029,422	768,568	761,483	876,912	895,012	875,946	(966)
Expenditures:							
Salaries and Benefits	2,951,527	3,067,266	3,164,001	3,346,737	3,370,460	3,599,895	253,158
Service and Supplies	456,928	384,785	439,766	482,164	488,564	499,110	16,946
Capital Outlay / Leases	172,857	846,661	121,225	90,000	226,600	50,000	(40,000)
	3,581,312	4,298,712	3,724,992	3,918,901	4,085,624	4,149,005	230,104
Net Annual Activity	\$ (2,551,890)	\$ (3,530,144)	\$ (2,963,509)	\$ (3,041,989)	\$ (3,190,612)	\$ (3,273,059)	\$ (231,070)



General and Restricted Funds
Police Department

Police

<u>Fund</u>	100	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	2000	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>Police Services</u>	Account							
Salaries	5100	\$ 1,270,620	\$ 1,325,684	\$ 1,308,925	\$ 1,467,588	\$ 1,111,317	\$ 1,304,140	\$ (163,448)
Salary Part-Time	5165	35,580	79,230	44,732	56,271	15,445	31,351	(24,920)
Overtime	5170	235,300	226,704	254,153	160,000	250,000	160,000	-
Holiday Pay	5175	38,913	39,876	48,605	45,000	33,000	35,000	(10,000)
Vacation/Comp Time Buyback	5180	81,305	88,668	74,234	60,000	80,000	80,000	20,000
Benefits	5200	1,035,251	1,017,358	1,111,637	1,217,939	1,051,249	1,118,857	(99,082)
Uniform Allowance	5260	14,146	19,992	16,501	18,000	18,000	15,000	(3,000)
Subtotal, Salaries and Benefits		2,711,115	2,797,512	2,858,787	3,024,798	2,559,012	2,744,348	(280,450)
Department Supplies	5500	45,117	37,946	42,333	35,000	35,000	38,000	3,000
Vehicle Fuel & Oil	5505	60,681	51,356	57,834	50,000	60,000	75,000	25,000
Ammunition/Range Supplies	5515	4,186	8,393	16,764	15,000	15,000	15,000	-
Radio & Equipment Maintenance	5700	875	4,961	6,475	7,000	5,000	5,000	(2,000)
Office Equipment Maintenance	5705	4,919	5,343	8,058	8,000	12,500	8,000	-
Copier Lease	5706	1,714	1,604	-	-	-	-	-
Software Maintenance (A)	5710	70,603	21,885	42,734	44,400	44,400	44,800	400
Vehicle Repairs & Maintenance	5715	26,982	41,913	32,263	30,000	30,000	25,000	(5,000)
Equipment Repairs & Maintenance	5720	5,797	4,765	7,468	7,500	7,500	7,500	-
Building Repairs & Maintenance	5740	4,113	1,718	3,677	2,000	2,000	2,000	-
Network Support (A)	5775	34,515	21,072	27,844	25,500	25,500	27,810	2,310
Website Hosting & Maintenance (A)	5780	2,409	2,374	257	1,714	1,714	1,000	(714)
Legal Services	6020	2,474	2,220	100	2,000	2,000	2,000	-
Professional Services	6025	3,909	9,342	13,350	17,000	10,000	10,000	(7,000)
Personnel Services/Recruitment	6035	12,086	15,232	8,644	12,000	15,000	15,000	3,000
Credit Card Fees	6061	2,216	2,277	1,960	2,000	2,000	2,000	-
Late Fees	6067	889	-	-	-	-	-	-
Telephone	6200	9,069	8,705	25,943	25,000	25,000	25,000	-
Cell Phones	6205	5,009	7,759	7,391	8,000	8,000	8,000	-
Internet Service	6210	6,386	11,638	6,970	8,000	8,000	8,000	-
CLEWS/CLETS Fee	6215	5,000	-	-	-	-	-	-
CLEWS/CLETS Service	6220	3,384	8,778	8,603	10,000	10,000	10,000	-
Advertising	6300	-	60	51	-	-	-	-
Utility - Water	6500	985	2,077	1,264	-	1,000	1,200	1,200
Utility - General & Electric	6505	16,463	18,628	23,070	20,000	20,000	20,000	-
DUI/DOJ Testing Fees	6600	3,640	2,625	2,940	3,000	3,000	3,000	-
Live scan Fees	6625	25,531	11,820	12,654	20,000	15,000	15,000	(5,000)
County Property Tax	6720	216	216	180	200	200	200	-
Travel/Conferences/Training	7000	49,416	36,451	37,038	50,000	50,000	50,000	-
Dues & Subscriptions	7015	8,410	7,081	6,254	8,000	8,000	8,000	-
Special Expense	7405	6,549	3,600	1,800	8,000	8,000	10,000	2,000
SCOP Volunteers	7415	209	405	40	500	500	1,000	500
Police Chief Contingency	7612	3,719	2,650	4,475	4,000	5,500	6,000	2,000
Transfer In/Out	9200/50	-	-	-	-	-	-	-
Subtotal, Services and Supplies		427,471	354,894	408,434	423,814	429,814	443,510	19,696
Capital Outlay								
RIMS Software Lease	8265	36,965	36,966	-	-	-	-	-
Two Police Vehicles	8265	17,377	-	-	-	-	-	-
Various Projects	8000	63,750	749,006	28,211	-	-	-	-
RIMS Server		-	-	-	45,000	45,000	-	(45,000)
Subtotal, Capital Outlay		118,092	785,972	28,211	45,000	45,000	-	(45,000)
Subtotal:		\$ 3,256,678	\$ 3,938,378	\$ 3,295,432	\$ 3,493,612	\$ 3,033,826	\$ 3,187,858	\$ (305,754)



City of Fortuna
FY 2022-23 Budget

General and Restricted Funds
Police Department

Police

<u>Fund</u>	100	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	2400	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>Dispatch</u>								
Salaries	5100	\$ -	\$ -	\$ -	\$ -	\$ 278,978	\$ 322,661	\$ 322,661
Salary Part-Time	5165	-	-	-	-	27,328	29,711	29,711
Overtime	5170	-	-	-	-	35,000	20,000	20,000
Holiday Pay	5175	-	-	-	-	12,000	10,000	10,000
Vacation/Comp Time Buyback	5180	-	-	-	-	10,000	10,000	10,000
Benefits	5200	-	-	-	-	120,864	143,650	143,650
Subtotal, Salaries and Benefits		-	-	-	-	484,170	536,022	536,022
Department Supplies	5500	-	-	-	-	-	-	-
Personnel Services	6035	-	-	-	-	1,000	2,000	2,000
Subtotal Services and Supplies		-	-	-	-	1,000	2,000	2,000
Subtotal:		\$ -	\$ -	\$ -	\$ -	\$ 485,170	\$ 538,022	\$ 538,022
<u>Animal Control</u>								
Salary Part-Time	5165	\$ 5,702	\$ 5,406	\$ 7,273	\$ 15,042	\$ 12,072	\$ 17,160	\$ 2,118
Benefits	5200	591	553	683	1,603	1,282	1,828	225
Subtotal, Salaries and Benefits		6,293	5,959	7,956	16,645	13,354	18,988	2,343
Department Supplies	5500	2,776	2,877	6,874	5,000	4,000	4,000	(1,000)
Vehicle Fuel & Oil	5505	847	3,041	2,920	1,500	3,000	2,500	1,000
Personnel Services	6035	238	-	-	300	300	300	-
Utilities	6505	1,528	1,796	2,644	1,500	2,400	2,000	500
Miranda's Rescue	7400	17,887	16,380	14,350	22,000	20,000	22,000	-
Veterinary Expense	7455	2,767	1,752	2,044	5,000	5,000	5,000	-
Subtotal Services and Supplies		26,043	25,846	28,832	35,300	34,700	35,800	500
Subtotal:		\$ 32,336	\$ 31,805	\$ 36,788	\$ 51,945	\$ 48,054	\$ 54,788	\$ 2,843
Total General Fund:		\$ 3,289,014	\$ 3,970,183	\$ 3,332,220	\$ 3,545,557	\$ 3,567,051	\$ 3,780,668	\$ 235,111



City of Fortuna
FY 2022-23 Budget

General and Restricted Funds
Police Department

Police

<u>Fund</u>	180	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	2000	Actual	Actual	Actual	Budget	Estimate	Adopted	PY Budget
<u>Asset Seizure</u>								
Department Supplies	5500	\$ 1,754	\$ 27,050	\$ 6,339	\$ 10,000	\$ 20,000	\$ 20,000	\$ 10,000
Professional Services	6025	-	-	-	-	27,000	-	-
Capital Outlay	8000	53,011	33,639	86,675	-	12,600	-	-
Police Units and Outfitting		-	-	-	-	87,000	-	-
Radio Upgrade		-	-	-	-	-	-	-
Total Fund:		\$ 54,765	\$ 60,689	\$ 93,014	\$ 10,000	\$ 146,600	\$ 20,000	\$ 10,000
<u>Fund</u>	183							
<u>Department</u>	2000							
<u>Every 15 Minute</u>								
Dept. Supplies	5500	\$ -	\$ -	\$ -	\$ 2,800	\$ 2,800	\$ 2,800	\$ -
Professional Services	6025	-	-	-	-	-	-	-
Total Fund:		\$ -	\$ -	\$ -	\$ 2,800	\$ 2,800	\$ 2,800	\$ -
<u>Fund</u>	184							
<u>Department</u>	2000							
<u>Recovered Property</u>								
Capital Outlay	8000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Fund:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Fund</u>	186							
<u>Department</u>	2000							
<u>State AB 109 Realignment Pool</u>								
Overtime	5170	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000
Total Fund:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000
<u>Fund</u>	188							
<u>Department</u>	2000							
<u>State Dept of Alcohol Beverage Control (ABC)</u>								
Overtime	5170	\$ 9,640	\$ 6,704	\$ 1,138	\$ 15,000	\$ 15,000	\$ -	\$ (15,000)
Benefits	5200	2,977	414	17	400	400	-	(400)
Subtotal, Salaries and Benefits		12,617	7,118	1,155	15,400	15,400	-	(15,400)
Department Supplies	5500	2,494	2,615	2,500	2,750	2,750	-	(2,750)
Travel/Conferences/Training	7000	920	1,430	-	2,500	2,500	-	(2,500)
Subtotal Services and Supplies		3,414	4,045	2,500	5,250	5,250	-	(5,250)
Total Fund:		\$ 16,031	\$ 11,163	\$ 3,655	\$ 20,650	\$ 20,650	\$ -	\$ (20,650)
<u>Fund</u>	189							
<u>Department</u>	2000							
<u>Measure Z</u>								
Salaries	5100	\$ 120,393	\$ 130,958	\$ 142,696	\$ 149,714	\$ 140,946	\$ 156,582	\$ 6,868
Overtime/Holiday Pay	5170	5,591	18,842	44,376	30,000	40,000	30,000	-
Benefits	5200	95,518	106,877	109,031	110,180	117,577	113,955	3,775
Subtotal, Salaries and Benefits		221,502	256,677	296,103	289,894	298,523	300,537	10,643
Department Supplies	5500	-	-	-	5,000	1,000	5,000	-
Vehicle Fuel	5505	-	-	-	-	4,000	5,000	5,000
Personnel Services	6035	-	-	-	-	-	-	-
Travel/Conferences/Training	7000	-	-	-	10,000	10,000	5,000	(5,000)
Subtotal Services and Supplies		-	-	-	15,000	15,000	15,000	-
Capital Outlay	8000	-	-	-	35,000	35,000	-	(35,000)
Total Fund:		\$ 221,502	\$ 256,677	\$ 296,103	\$ 339,894	\$ 348,523	\$ 315,537	\$ (24,357)
Total Restricted Funds		\$ 292,298	\$ 328,529	\$ 392,772	\$ 373,344	\$ 518,573	\$ 368,337	\$ (5,007)
Total Police Department, All Funds		\$ 3,581,312	\$ 4,298,712	\$ 3,724,992	\$ 3,918,901	\$ 4,085,624	\$ 4,149,005	\$ 230,104



Measure E



City of Fortuna
FY 2022-23 Budget

Measure E Fund
Multiple Departments

Purpose

On November 8, 2016, the voters of the City of Fortuna adopted a local transactions and use tax through an affirmative vote on a local measure known as Measure E. This measure is a transactions and sales tax measure at a rate of three-quarter percent per dollar. Measure E was set to terminate on March 31, 2025 from the passage of Measure E. However, on November 3, 2020 the voters of the City approved Measure G. Measure G extended Measure E 8 additional years. Measure E is now set to terminate on March 31st, 2033. In the interest of transparency and accountability for expenditure of funds derived from this local sales tax a new fund (101) was set up. This allows the citizens and the City to see the benefit Measure E is adding to the community.

Significant Changes

Allocate (1) Full time Records Clerk Position

<u>Personnel Allocation</u>	<u>2018-19 Actual</u>	<u>2019-20 Actual</u>	<u>2020-21 Actual</u>	<u>2021-22 Budget</u>	<u>2021-22 Estimate</u>	<u>2022-23 Adopted</u>	<u>Change vs. PY Budget</u>
Parks & Recreation Director	0.90	0.90	0.90	0.90	0.90	0.90	-
Recreation Program Supervisor	-	-	-	1.00	1.00	1.00	-
Police Officer	2.00	2.00	2.00	2.00	2.00	2.00	-
Field CSO	1.00	1.00	1.00	1.00	1.00	1.00	-
Police Records Clerk	-	-	-	-	-	1.00	1.00
Code Compliance Officer (PT)	0.50	0.50	0.50	0.48	0.48	0.46	(0.02)
Total Authorized	4.40	4.40	4.40	5.38	5.38	6.36	0.98

Measure E Fund History

	<u>2018-19 Actual</u>	<u>2019-20 Actual</u>	<u>2020-21 Actual</u>	<u>2021-22 Budget</u>	<u>2021-22 Estimate</u>	<u>2022-23 Adopted</u>	<u>Change vs. PY Budget</u>
Beginning Available Fund Balance	\$ 1,249,652	\$ 1,985,633	\$ 2,310,853	\$ 3,586,483	\$ 3,586,483	\$ 3,772,909	\$ 186,426
Sources:							
Supp. Transaction & Use Tax	1,585,300	1,623,944	2,025,426	1,672,000	1,873,000	1,937,400	265,400
K-9 Donations	-	1,862	-	-	-	-	-
	1,585,300	1,625,806	2,025,426	1,672,000	1,873,000	1,937,400	265,400
Uses:							
Salaries and Benefits	479,818	474,231	526,284	619,647	633,721	759,810	140,163
Service And Supplies	26,366	51,525	41,013	34,000	41,500	83,000	49,000
Capital Outlay	47,028	4,717	-	40,000	40,000	100,000	60,000
Capital Improvement Projects	292,276	764,422	153,068	679,500	585,000	1,427,817	748,317
Transfers-Out	3,831	5,691	29,431	386,353	386,353	576,073	189,720
	849,319	1,300,586	749,796	1,759,500	1,686,574	2,946,700	1,187,200
Net Activity	735,981	325,220	1,275,630	(87,500)	186,426	(1,009,300)	(921,800)
Ending Available Fund Balance	\$ 1,985,633	\$ 2,310,853	\$ 3,586,483	\$ 3,498,983	\$ 3,772,909	\$ 2,763,609	\$ (735,374)



City of Fortuna
FY 2022-23 Budget

Measure E Fund
Multiple Departments

<u>Fund</u>	101	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	3200	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>Community Development</u>	Account							
Salaries	5165	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vacation/Sick Leave Buyback	5180	-	-	-	-	-	-	-
Benefits	5200	-	-	-	-	-	-	-
Subtotal, Salaries and Benefits		-	-	-	-	-	-	-
Department Supplies	5500	-	-	-	-	-	-	-
Engineering Services	6005	7,925	-	-	-	-	-	-
Professional Services	6025	-	-	-	-	-	-	-
Subtotal, Services and Supplies		7,925	-	-	-	-	-	-
Capital Outlay	8000	-	-	-	-	-	-	-
Subtotal, Capital Outlay		-	-	-	-	-	-	-
Total Community Development:		\$ 7,925	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<u>Fund</u>	101															
<u>Department</u>	5400															
<u>Recreation</u>	Account															
Salaries	5100	\$	27,225	\$	29,518	\$	30,799	\$	63,806	\$	65,103	\$	76,990	\$	13,184	
Salary Part-Time	5165		-		2,363		-		-		-		-		-	
Overtime	5170		-		-		-		-		100		-		-	
Vacation/Sick Leave Buyback	5180		-		-		599		-		100		-		-	
Benefits	5200		16,317		19,203		22,629		63,318		42,877		44,118		(19,200)	
Subtotal, Salaries and Benefits			43,542		51,084		54,027		127,124		108,180		121,108		(6,016)	
Department Supplies	5500		-		932		-		-		-		1,000		1,000	
Professional Services	6025		-		-		-		-		-		60,000		60,000	
Personnel Services	6035		-		-		193		-		-		-		-	
Subtotal, Services and Supplies			-		932		193		-		-		61,000		61,000	
Total Recreation:			\$	43,542	\$	52,016	\$	54,220	\$	127,124	\$	108,180	\$	182,108	\$	54,984

<u>Fund</u>	101														
<u>Department</u>	5450														
<u>Parks</u>	Account														
Salaries	5100	\$	27,225	\$	29,487	\$	30,799	\$	31,362	\$	32,980	\$	36,722	\$	5,360
Vacation/Sick Leave Buyback	5180		-		-		599		-		100		-		-
Benefits	5200		16,317		18,957		22,629		22,221		22,496		22,838		617
Subtotal, Salaries and Benefits			43,542		48,444		54,027		53,583		55,576		59,560		5,977
Department Supplies	5500		-		17,693		6,252		5,000		5,000		-		(5,000)
Professional Services	6025		10,050		29,023		12,667		-		500		-		-
Subtotal, Services and Supplies			10,050		46,716		18,919		5,000		5,500		-		(5,000)
Capital Outlay	8000		47,028		4,717		-		-		-		-		-
Newburg Park Soccer Lights			-		-		-		-		-		25,000		25,000
Playground Improvements			-		-		-		-		-		75,000		75,000
Subtotal, Capital Outlay			47,028		4,717		-		-		-		100,000		100,000
Total Parks:			\$ 100,620		\$ 99,877		\$ 72,946		\$ 58,583		\$ 61,076		\$ 159,560		\$ 100,977



City of Fortuna
FY 2022-23 Budget

Measure E Fund
Multiple Departments

<u>Fund</u>	101	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	2000	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>Police</u>	Account							
Salaries	5100	\$ 173,807	\$ 182,937	\$ 181,139	\$ 185,266	\$ 177,895	\$ 256,384	\$ 71,118
Salary - Part-Time	5165	8,850	12,790	18,941	23,836	22,062	25,813	1,977
Overtime	5170	22,250	25,244	32,227	15,000	50,000	40,000	25,000
Vacation Buyback	5180	505	4,122	2,883	4,000	5,000	4,000	-
Benefits	5200	182,479	149,610	177,583	195,838	200,008	237,945	42,107
Subtotal, Salaries and Benefits		387,891	374,703	412,773	423,940	454,965	564,142	140,202
Department Supplies	5500	95	437	-	500	500	500	-
Vehicle Fuel	5505	1,460	739	1,394	2,000	2,000	2,000	-
Professional Services	6025	-	-	-	12,000	12,000	10,000	(2,000)
Cell Phones	6205	-	416	419	500	500	500	-
Travel/Conferences/Training	7000	1,667	2,285	594	4,000	4,000	4,000	-
Subtotal, Services and Supplies		3,222	3,877	2,407	19,000	19,000	17,000	(2,000)
Capital Outlay	8000	-	-	-	-	-	-	-
Mobile Data Terminal		-	-	-	40,000	40,000	-	(40,000)
Radio Upgrade (~20%)		-	-	-	-	-	-	-
Subtotal, Capital Outlay		-	-	-	40,000	40,000	-	(40,000)
Total Police:		\$ 391,113	\$ 378,580	\$ 415,180	\$ 482,940	\$ 513,965	\$ 581,142	\$ 98,202
<u>Fund</u>	101							
<u>Department</u>	2850							
<u>Special Unit - K-9</u>	Account							
Salaries	5100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime	5170	2,588	-	3,841	10,000	10,000	10,000	-
Benefits	5200	2,255	-	1,616	5,000	5,000	5,000	-
Subtotal, Salaries and Benefits		4,843	-	5,457	15,000	15,000	15,000	-
Department Supplies	5500	800	-	6,360	1,000	3,000	1,000	-
Professional Services	6025	3,000	-	-	-	-	-	-
Travel/Conferences/Training	7000	940	-	13,134	7,000	12,000	2,000	(5,000)
Veterinary Expense	7455	429	-	-	2,000	2,000	2,000	-
Subtotal Services and Supplies		5,169	-	19,494	10,000	17,000	5,000	(5,000)
Total Capital Outlay	8000	-	-	-	-	-	-	-
Total Special Unit - K-9:		\$ 10,012	\$ -	\$ 24,951	\$ 25,000	\$ 32,000	\$ 20,000	\$ (5,000)
<u>Fund</u>	101							
Transfer-Out	4805							
General Fund 100		-	\$ -	\$ -	\$ 361,353	\$ 361,353	566,073	204,720
Abatement Fund 240		-	-	25,000	20,000	20,000	5,000	(15,000)
Transit Fund 590		3,831	5,691	4,431	5,000	5,000	5,000	-
Total Transfers-Out:		3,831	5,691	29,431	386,353	386,353	576,073	189,720
Total:		\$ 557,043	\$ 536,164	\$ 596,728	\$ 1,080,000	\$ 1,101,574	\$ 1,518,883	\$ 438,883



Community *Development*



General Fund
Planning

Community Development

Purpose

Planning is responsible for administering the orderly development of the community through implementation of the General Plan, Zoning Ordinance as well as other related regulations and State and Federal mandates. The purpose of Planning is to administer land use programs in a manner that fosters economic vitality and responsiveness to public needs and promotes customer service and delivery of programs in a cost-effective manner.

Current Planning activities include administration and implementation of the City's established goals and policies through the administration of and enforcement of the local zoning and subdivision ordinances, Subdivision Map Act, California Environmental Quality Act and other Local, State or Federal mandated regulations, statutes and/or programs. Planning endeavors to promote understanding and public interest in the planning process and the numerous regulations pertaining to it by providing public information services to the citizens of Fortuna. Planning also supports other City departments through preparation of environmental studies, documents and review of City projects.

Responsibilities

- Receive and review applications for planning related purposes (development permits/zoning clearances, conditional use permits, variances, rezones and design review)
- Zoning ordinance implementation and enforcement
- General Plan compliance and consistency determinations
- Housing Element review and updates
- Annexations through LAFCO
- Support for and presentations to the Planning Commission, City Council and Zoning Administrator
- Provide the public with procedural and technical information
- Review business licenses, encroachment permits and sign permits
- Pre-application meetings
- Provide general assistance and support to the public

Significant Changes

None.

	2018-19 <u>Actual</u>	2019-20 <u>Actual</u>	2020-21 <u>Actual</u>	2021-22 <u>Budget</u>	2021-22 <u>Estimate</u>	2022-23 <u>Adopted</u>	Change vs. PY Budget
Personnel Allocations							
Deputy Community Development Director	0.30	0.30	0.30	0.30	0.30	0.30	-
Senior Administrative Assistant	0.10	0.10	0.10	0.10	0.10	0.10	-
	0.40	0.40	0.40	0.40	0.40	0.40	-

Fund	100	2018-19 <u>Actual</u>	2019-20 <u>Actual</u>	2020-21 <u>Actual</u>	2021-22 <u>Budget</u>	2021-22 <u>Estimate</u>	2022-23 <u>Adopted</u>	Change vs. PY Budget
Department	3200							
History of Expenditures	Account							
Salaries	5100	\$ 26,112	\$ 28,183	\$ 28,712	\$ 29,387	\$ 29,850	\$ 32,074	\$ 2,687
Salary Part-Time	5165	-	-	-	-	-	-	-
Overtime	5170	2	4	-	-	-	-	-
Vacation Buyback	5180	1,575	721	1,549	1,000	1,000	2,000	1,000
Benefits	5200	18,499	15,838	17,453	16,772	16,784	16,909	137
Subtotal, Salaries and Benefits		46,188	44,746	47,714	47,159	47,634	50,983	3,824
Department Supplies	5500	1,894	1,568	1,732	2,000	2,000	2,000	-
Equipment Maintenance	5705	143	143	413	200	200	200	-
Professional Services	6025	114	1,218	1,408	2,000	2,000	2,000	-
Personnel Services	6035	98	135	-	250	-	250	-
Cell Phones	6205	199	505	597	600	600	600	-
Publication Expenses	6305	1,772	381	180	-	-	-	-
Travel/Conferences/Training	7000	987	1,696	750	2,000	2,000	2,000	-
Planning Commission	7600	2,760	3,155	2,820	3,000	3,000	3,000	-
Televise Meeting Costs	7616	1,674	1,297	1,498	1,400	1,800	1,400	-
Subtotal, Services and Supplies		9,641	10,098	9,398	11,450	11,600	11,450	-
Capital Outlay	8000	-	-	-	15,000	80,000	80,000	65,000
Total:		\$ 55,829	\$ 54,844	\$ 57,112	\$ 73,609	\$ 139,234	\$ 142,433	\$ 68,824



Community Development

**Restricted Fund
Development Review**

Purpose

The Development Review Division reviews and processes land development applications in relation to the City's Subdivision Ordinance, the Subdivision map Act as well as other Local and applicable State and Federal regulations. Development Review also reviews public improvement plans for subdivisions and other developments to confirm compliance with City improvement standards and specifications.

Responsibilities

- Updates and amendments to the General Plan
- Parcel maps
- Major subdivision maps
- Conditions of Approval Compliance
- Map extensions
- Lot line adjustments
- Right-of-Way adjustments
- Certificates of Compliance

Significant Changes

None.

Fund History

Development Review and Building

Fund 120

Revenues:

	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
Fees	\$ 289,332	\$ 230,224	\$ 269,103	\$ 299,000	\$ 304,000	\$ 326,000	\$ 27,000
General Fund Support	136,630	208,614	189,510	178,285	170,110	188,646	10,361
	<u>425,962</u>	<u>438,838</u>	<u>458,613</u>	<u>477,285</u>	<u>474,110</u>	<u>514,646</u>	<u>37,361</u>

Expenditures:

Building Division	274,303	248,273	254,255	272,683	261,458	280,298	7,615
Development Review Division	156,851	190,565	204,358	204,602	212,652	234,348	29,746
	<u>431,154</u>	<u>438,838</u>	<u>458,613</u>	<u>477,285</u>	<u>474,110</u>	<u>514,646</u>	<u>37,361</u>

Net Annual Activity

\$ (5,192)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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Personnel Allocation

	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
City Manager (Acting CDD)	0.12	0.12	0.12	0.12	0.12	0.12	-
Public Works Director	0.08	-	-	-	-	0.05	0.05
Deputy City Engineer	-	0.08	0.08	-	-	-	-
City Engineer	-	-	-	0.08	0.08	0.08	-
Deputy Community Development Director	0.50	0.50	0.50	0.50	0.50	0.50	-
Deputy Public Works Director	0.05	0.05	0.05	0.05	0.05	-	(0.05)
Senior Administrative Assistant	0.50	0.50	0.50	0.50	0.50	0.50	-
Building Official	0.20	0.20	0.20	0.20	0.20	0.20	-
Assistant City Engineer II	0.10	0.20	0.20	0.20	0.20	0.20	-
Total Authorized	1.55	1.65	1.65	1.65	1.65	1.65	-



**City of Fortuna
FY 2022-23 Budget**

**Restricted Fund
Development Review**

Community Development

<u>Fund</u>	120	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	3100	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>History of Expenditures</u>	Account							
Salaries	5100	\$ 92,947	\$ 116,200	\$ 117,627	\$ 124,260	\$ 124,609	\$ 135,620	\$ 11,360
Salary Part-Time	5165	-	-	-	-	-	-	-
Overtime	5170	10	19	-	-	-	-	-
Vacation Buyback	5180	2,664	1,130	3,023	2,000	2,000	3,000	1,000
Benefits	5200	50,167	60,699	67,755	66,642	62,543	63,978	(2,664)
Subtotal, Salaries and Benefits		145,788	178,048	188,405	192,902	189,152	202,598	9,696
Departmental Supplies	5500	157	548	-	500	500	500	-
Software Maintenance	5710	1,799	1,898	1,898	2,000	2,000	2,000	-
Engineering Services	6005	8,619	7,040	12,085	6,000	18,000	22,000	16,000
Personnel Services	6035	488	13	-	200	-	250	50
Advertising	6300	-	1,868	1,970	2,000	2,000	2,000	-
Travel/Conferences/Training	7000	-	1,150	-	1,000	1,000	5,000	4,000
Subtotal, Services and Supplies		11,063	12,517	15,953	11,700	23,500	31,750	20,050
Capital Outlay	8000	-	-	-	-	-	-	-
Total:		\$ 156,851	\$ 190,565	\$ 204,358	\$ 204,602	\$ 212,652	\$ 234,348	\$ 29,746



**Restricted Fund
Building**

Community Development

Purpose

The Building Division's purpose is to provide building plan check and building site inspection services for new construction and remodels of residential and commercial projects. The Building Division administers a program of construction regulation that is mandated by the State of California to provide minimum standards to safeguard life, health, property and public welfare for all structures within the City. It also ensures safety by following State regulations in its plan reviews and inspections.

Responsibilities

- Plan review
- Building inspections
- Building code enforcement
- Public information regarding building codes
- Assign addresses to new structures
- Application of California Title 24 accessibility regulations
- Review business licenses for compliance with building codes
- Review and approve encroachment permits

Significant Changes

None.

Personnel Allocation

	2018-19 <u>Actual</u>	2019-20 <u>Actual</u>	2020-21 <u>Actual</u>	2021-22 <u>Budget</u>	2021-22 <u>Estimate</u>	2022-23 <u>Adopted</u>	Change vs. <u>PY Budget</u>
Deputy Community Development Director	0.10	0.10	0.10	0.10	0.10	0.10	-
Senior Administrative Assistant	0.40	0.40	0.40	0.40	0.40	0.40	-
Building Official	0.80	0.80	0.80	0.80	0.80	0.80	-
Building Inspector	1.00	1.00	1.00	1.00	1.00	1.00	-
Vehicle & Equipment Mechanic	0.02	0.02	0.02	0.02	0.02	0.02	-
Total Authorized	2.32	2.32	2.32	2.32	2.32	2.32	-

Fund

120

Department

3000

History of Expenditures

Account

		2018-19 <u>Actual</u>	2019-20 <u>Actual</u>	2020-21 <u>Actual</u>	2021-22 <u>Budget</u>	2021-22 <u>Estimate</u>	2022-23 <u>Adopted</u>	Change vs. <u>PY Budget</u>
Salaries	5100	\$ 135,468	\$ 146,153	\$ 150,975	\$ 155,337	\$ 157,326	\$ 169,243	\$ 13,906
Salary Part-Time	5165	-	-	-	-	-	-	-
Overtime	5170	60	208	-	-	-	-	-
Vacation Buyback	5180	5,499	3,928	1,665	4,000	4,000	4,000	-
Benefits	5200	87,779	76,703	87,957	80,946	81,482	82,155	1,209
Subtotal, Salaries and Benefits		228,806	226,992	240,597	240,283	242,808	255,398	15,115
Department Supplies	5500	3,634	3,109	1,734	2,000	2,000	5,000	3,000
Fuel & Oil	5505	1,257	1,307	1,627	2,000	2,000	2,000	-
Equipment Maintenance	5705	143	143	413	1,000	500	1,000	-
Vehicle Repair & Maintenance	5715	1,069	-	484	600	600	600	-
Engineering Services	6005	28,769	10,340	4,000	16,000	4,000	4,000	(12,000)
Personnel Services	6035	390	-	-	1,000	-	1,000	-
Telephone	6200	172	189	197	200	200	200	-
Cell Phones	6205	871	875	784	1,000	600	1,000	-
Insurance (A)	6350	1,500	2,000	2,000	2,000	2,000	2,000	-
Utilities	6505	932	960	1,069	1,000	1,000	1,000	-
Travel/Conferences/Training	7000	1,746	1,863	1,005	5,000	5,000	6,500	1,500
Certification Exams	7012	-	-	-	200	200	-	(200)
Dues & Subscriptions	7015	350	495	345	400	550	600	200
Subtotal, Services and Supplies		40,833	21,281	13,658	32,400	18,650	24,900	(7,500)
Capital Outlay	8000	4,664	-	-	-	-	-	-
Total:		\$ 274,303	\$ 248,273	\$ 254,255	\$ 272,683	\$ 261,458	\$ 280,298	\$ 7,615



Parks and Recreation



General Fund
Recreation

Parks and Recreation

Purpose

The Recreation Department is responsible for the administration of City offered youth and adult sports programs and collaborating with instructors and volunteer organizations to provide competitive and noncompetitive recreational opportunities. The Recreation Department administers, staffs, and facilitates day camps for youth and the Firemen's pavilion activities. The Recreation Department also administers the reservation and scheduling of all park buildings and outdoor facilities.

Responsibilities

- Community event scheduling
- Adult softball/basketball
- Youth basketball programs
- Summer Fun/Kiddie Kamp/Recreation Week Programs
- Public skate/private skate
- Rohner & Newburg Park buildings, fields, & facility rental/reservation
- Coordination of field use with Eel River Little League, American Legion 76ers, Fortuna Union High School, and Eel River Soccer
- Historical Commission
- Parks and Recreation Commission

Significant Changes

None.

Personnel Allocation

	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
Recreation/Transit Administrative Supervisor	0.80	0.80	0.80	0.80	0.80	0.80	-
Recreation Program Supervisor	1.00	1.00	1.00	-	-	-	-
Subtotal Full-Time Employees	1.80	1.80	1.80	0.80	0.80	0.80	-
Bus Dispatcher/Office Asst (PT)	0.25	0.25	0.25	0.20	0.20	0.20	-
Recreation Leaders	3.61	3.13	3.13	3.13	3.13	3.13	-
Recreation Program Coordinators	-	0.50	0.50	0.50	0.50	0.50	-
Total Authorized	5.66	5.68	5.68	4.63	4.63	4.63	-



City of Fortuna
FY 2022-23 Budget

General Fund
Recreation

Parks and Recreation

<u>Fund</u>	100	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	5400	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>History of Expenditures</u>								
Account								
Salaries	5100	\$ 73,817	\$ 78,039	\$ 40,239	\$ 36,481	\$ 36,823	\$ 39,582	\$ 3,101
Salary Part-Time	5165	92,290	88,103	64,862	115,334	116,368	132,537	17,203
Overtime	5170	-	-	142	-	-	-	-
Vacation/Sick Leave Buyback	5180	1,353	-	5,477	2,000	2,000	2,000	-
Benefits	5200	54,388	46,082	47,394	39,144	40,049	40,781	1,637
Subtotal, Salaries and Benefits		221,848	212,224	158,114	192,959	195,239	214,900	21,941
Department Supplies	5500	868	7,214	690	2,100	2,100	2,300	200
Software Maintenance (A)	5710	-	-	3,117	3,200	3,200	3,400	200
Network Support (A)	5775	8,171	4,712	4,869	5,600	5,600	6,160	560
Website Hosting & Maintenance (A)	5780	2,289	2,374	257	1,714	1,714	1,000	(714)
Personnel Services	6035	315	889	3,077	500	1,100	1,000	500
Credit Card Processing/Bank Fees	6061	1,604	1,866	1,579	2,400	2,400	2,400	-
Telephone	6200	4,279	4,024	4,057	4,000	4,000	4,000	-
Advertising	6300	2,335	1,800	2,400	2,500	2,200	2,500	-
Water	6500	932	921	1,198	1,300	1,300	1,300	-
Utilities	6505	3,922	3,796	4,184	3,500	3,500	4,000	500
Travel/Conferences/Training	7000	-	-	-	500	1,000	1,200	700
Dues & Subscriptions	7015	-	-	-	50	-	200	150
Sports League Officials	7200	29,032	16,502	-	35,000	30,000	31,000	(4,000)
Adult Sports League/ Field Maint	7215	1,548	54	-	1,500	1,500	1,500	-
Summer Fun Program	7220	5,237	5,320	2,058	5,000	5,000	5,500	500
School Rec. Program	7221	673	222	323	500	600	800	300
Kiddie Kamp	7222	1,998	2,167	416	2,500	2,500	2,750	250
Youth Basketball League	7225	2,533	2,544	-	2,750	3,200	3,650	900
Skating Program	7230	855	686	689	1,500	1,600	2,500	1,000
Subtotal, Services and Supplies		66,591	55,091	28,914	76,114	72,514	77,160	1,046
Capital Outlay - Incode Software	8000	9,860	11,903	-	15,000	15,000	15,000	-
Subtotal, Capital Outlay		9,860	11,903	-	15,000	15,000	15,000	-
Total:		\$ 298,299	\$ 279,218	\$ 187,028	\$ 284,073	\$ 282,753	\$ 307,060	\$ 22,987



Parks and Recreation

Purpose

The Parks Department is responsible for the maintenance and upkeep of all buildings located within the City's park system and the maintenance and upkeep of all City owned landscape areas.

Responsibilities

- Rohner Park
- Newburg Park
- River Lodge
- Monday Club
- Downtown Flower Bulbs
- Fortuna Boulevard
- Chamber Park
- Public Parking Lots

Significant Changes

None.

Personnel Allocation

	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
Lead Park Maintenance Worker	0.85	0.85	0.85	0.85	0.85	0.85	-
Park Maintenance Worker III	0.95	0.95	0.95	0.95	0.95	0.95	-
Park Maintenance Worker II	2.55	2.55	2.55	2.55	2.55	2.55	-
Parks / Streets Maintenance Worker II	0.42	-	-	-	-	-	-
Facility Custodian	0.10	0.10	-	-	0.10	0.10	0.10
Vehicle & Equipment Mechanic	0.18	0.20	0.20	0.20	0.20	0.20	-
Total Full Time Employees	5.05	4.65	4.55	4.55	4.65	4.65	0.10
Park Maintenance Worker I (PT)	0.73	1.46	1.46	1.46	1.46	1.46	-
Total Authorized	5.78	6.11	6.01	6.01	6.11	6.11	0.10



City of Fortuna
FY 2022-23 Budget

Parks and Recreation

General Fund
Parks Maintenance

<u>Fund</u>	100	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	5450	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>History of Expenditures</u>								
Account								
Salaries	5100	\$ 204,663	\$ 181,582	\$ 181,553	\$ 210,208	\$ 201,748	\$ 224,803	\$ 14,595
Salary Part-Time	5165	19,637	32,004	25,878	43,623	33,017	49,764	6,141
Overtime	5170	565	-	-	400	400	400	-
Vacation/Sick Leave Buyback	5180	8,516	(451)	2,429	2,000	2,500	2,500	500
Benefits	5200	133,936	106,849	142,616	139,906	150,921	156,868	16,962
Subtotal, Salaries and Benefits		<u>367,317</u>	<u>319,984</u>	<u>352,476</u>	<u>396,137</u>	<u>388,585</u>	<u>434,335</u>	<u>38,198</u>
Department Supplies	5500	21,090	19,849	16,814	26,000	23,000	25,000	(1,000)
Vehicle Fuel & Oil	5505	10,021	8,194	9,250	8,500	9,000	10,500	2,000
Janitorial Supplies	5565	12,426	10,165	13,509	12,000	12,000	15,000	3,000
Special Event Supplies	5570	1,213	1,428	2,396	2,000	4,000	5,000	3,000
Supplies - High Rock Crew	5600	453	384	750	-	-	-	-
Office Equipment Maintenance	5705	1,260	1,747	2,370	2,200	2,200	2,400	200
Office Equipment Lease	5706	1,325	1,255	-	-	-	-	-
Vehicle Repairs & Maintenance	5715	3,231	3,677	2,805	3,000	3,000	3,000	-
Equipment Maintenance	5720	2,968	4,702	6,682	5,500	4,500	5,500	-
Alarm System Maintenance	5730	850	575	275	800	800	800	-
Building Repairs & Maintenance	5740	5,865	2,959	3,438	5,100	5,100	5,100	-
Newburg Park Maintenance	5741	1,895	3,596	5,279	4,000	4,000	4,000	-
Median Maintenance Supplies	5742	2,144	1,605	105	2,000	2,000	2,000	-
Pavilion Maintenance	5743	1,346	3,976	717	2,500	2,500	2,500	-
Vandalism Repair	5745	3,169	51	345	2,000	2,000	2,000	-
Weed Abatement	5750	659	273	585	800	500	500	(300)
Contract Tree Trimming	5755	2,150	1,000	-	3,000	2,500	2,500	(500)
Network Support	5775	-	106	-	-	-	-	-
Tools & Small Equipment	5900	2,215	1,697	823	1,800	840	1,800	-
Professional Services	6025	2,056	-	-	-	-	-	-
Personnel Services	6035	538	2,238	1,103	800	4,300	1,000	200
Cell Phones	6205	1,088	1,602	1,472	1,200	1,200	1,500	300
Internet Service	6210	-	2,550	2,779	3,000	3,000	3,000	-
Water	6500	40,695	40,709	40,222	42,000	42,000	42,000	-
Utilities	6505	24,616	19,470	18,841	30,000	30,000	28,000	(2,000)
Fire Assessment	6720	468	468	468	500	500	500	-
Travel/Conferences/Training	7000	2,343	919	716	600	600	600	-
Dues & Subscriptions	7015	-	-	50	100	110	150	50
Adult Sports	7215	2,276	(864)	-	3,000	3,000	3,000	-
Subtotal, Services and Supplies		<u>148,360</u>	<u>134,331</u>	<u>131,794</u>	<u>162,400</u>	<u>162,650</u>	<u>167,350</u>	<u>4,950</u>
Capital Outlay	8000	-	-	-	-	320,000	-	-
Subtotal, Capital Outlay		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>320,000</u>	<u>-</u>	<u>-</u>
Total:		\$ 515,677	\$ 454,315	\$ 484,270	\$ 558,537	\$ 871,235	\$ 601,685	\$ 43,148



General and Restricted Funds
Museum

Parks and Recreation

Purpose

The Depot Museum was established for the preservation of the Northwestern Pacific Depot Train Station, Caboose, and the housing, preservation and display of items of historical significance to Fortuna and the Eel River Valley.

Responsibilities

- Promote the Museum during Citywide festivals and events
- Preserve items of local historical significance
- Assist schools with local historical research
- Participate in Historical Commission

Significant Changes

None.

Personnel Allocation

	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
Museum Curator (PT)	0.58	0.58	0.58	0.58	0.58	0.58	-
Total Authorized	0.58	0.58	0.58	0.58	0.58	0.58	-

Fund	100	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
Department	5600	Actual	Actual	Actual	Budget	Estimate	Adopted	PY Budget

History of Expenditures

Account								
Salaries	5100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Salary Part-Time	5165	17,502	16,465	19,853	20,958	22,167	22,754	1,796
Benefits	5200	1,128	1,470	1,837	1,376	1,916	1,494	118
Subtotal, Salaries and Benefits		18,630	17,935	21,690	22,334	24,083	24,248	1,914
Department Supplies	5500	667	596	213	600	500	500	(100)
Office Equipment Maintenance	5705	-	-	-	250	250	250	-
Alarm System	5730	306	449	1,074	750	750	750	-
Building Repair & Maintenance	5740	587	112	861	1,200	1,200	1,200	-
Network Support (A)	5775	951	650	609	700	700	770	70
Advertising	6300	150	-	-	150	150	150	-
Water	6500	733	626	805	750	750	750	-
Utilities	6505	3,931	2,743	3,827	3,000	3,000	3,400	400
Dues & Subscriptions	7015	83	83	83	100	200	200	100
Subtotal, Services and Supplies		7,408	5,259	7,472	7,500	7,500	7,970	470
Capital Outlay	8000	-	-	-	-	-	-	-
Total Museum:		\$ 26,038	\$ 23,194	\$ 29,162	\$ 29,834	\$ 31,583	\$ 32,218	\$ 2,384

Fund	165
Department	5610

Museum Exhibit Acquisition Fund

Department Supplies	5500	\$ 3,902	\$ 1,582	\$ 450	\$ 3,500	\$ 2,500	\$ 3,500	\$ -
- Photographs								
- Timber Industry Artifacts								
- Archival Storage Materials								
- Upgrade of Museum Artifact Storage								
Gift Shop Purchases/CGS	5550	1,371	626	988	3,000	1,500	3,000	-
Professional Services	6025	750	750	750	750	750	750	-
Subtotal, Services and Supplies		6,023	2,958	2,188	7,250	4,750	7,250	-
Capital Outlay	8000	-	-	-	-	-	-	-
Subtotal, Capital Outlay		-	-	-	-	-	-	-
Total Exhibit Acquisition:		6,023	2,958	2,188	7,250	4,750	7,250	-

Combined Total:	\$ 32,061	\$ 26,152	\$ 31,350	\$ 37,084	\$ 36,333	\$ 39,468	\$ 2,384
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Parks and Recreation

**Supported by General Fund
River Lodge & Monday Club**

Purpose

The River Lodge Conference Center was built in 1998 in response to a need for a regional facility that could be used for conferences, seminars, community activities, weddings and other events. The facility is located next to several hotels and restaurants that benefit from these events, which result in increased sales taxes and transient occupancy taxes for the City of Fortuna.

The Monday Club was built circa 1930 by a local women's group called "The Monday Club". It was later purchased by the Fortuna Concert Series which donated it to the City in 1999. The facility is used by the Fortuna Concert Series and other small groups for events, meetings, and gatherings. This venue also houses the Fortuna Business Improvement District (FBID) main office.

Responsibilities

- Manage the daily and ongoing operations of the River Lodge and Monday Club, including promotion and advertising, event coordination and maintenance and upkeep of the facilities and equipment
- Carry out annual events including the Bridal Faire and Holiday Craft Faire
- Liaison with the Fortuna Chamber of Commerce and Tourism & Marketing Committee to promote events that will involve the use of River Lodge, promote tourism, and benefit the community
- Provide excellent customer service by assisting facility users as needed
- Maintain a state of the art facility with appropriate equipment to satisfy a variety of clientele

Significant Changes

None.

Personnel Allocation

	2018-19 <u>Actual</u>	2019-20 <u>Actual</u>	2020-21 <u>Actual</u>	2021-22 <u>Budget</u>	2021-22 <u>Estimate</u>	2022-23 <u>Adopted</u>	Change vs. <u>PY Budget</u>
Conference Center Manager	1.00	1.00	1.00	1.00	1.00	1.00	-
Conference Center Coordinator II	1.00	1.00	1.00	1.00	1.00	1.00	-
Lead Park Maintenance Worker	0.10	0.10	0.10	0.10	0.10	0.10	-
Park Maintenance Worker II/III	0.30	0.30	0.30	0.30	0.30	0.30	-
Parks / Streets Maintenance Worker II	0.05	-	-	-	-	-	-
Facility Custodian	0.20	0.20	-	-	0.20	0.20	0.20
Conference Center Workers (PT)	0.87	0.87	0.87	0.87	0.87	0.87	-
Total Authorized	3.52	3.47	3.27	3.27	3.47	3.47	0.20

River Lodge & Monday Club Fund History

Revenues:

Fees	\$ 187,433	\$ 123,175	\$ 24,552	\$ 149,850	\$ 145,000	\$ 149,850	\$ -
General Fund Support	139,737	137,444	149,038	183,530	160,762	186,327	2,797
	327,170	260,619	173,590	333,380	305,762	336,177	2,797

Expenditures:

River Lodge	317,541	253,539	165,751	323,830	294,126	326,527	2,697
Monday Club	9,629	7,080	7,839	9,550	11,636	9,650	100
	327,170	260,619	173,590	333,380	305,762	336,177	2,797

Net Activity

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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City of Fortuna
FY 2022-23 Budget

Parks and Recreation

Supported by General Fund
River Lodge & Monday Club

<u>Fund</u>	160	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	5800	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>History of Expenditures</u>								
<u>River Lodge</u>	Account							
Salaries	5100	\$ 88,654	\$ 91,143	\$ 58,899	\$ 102,243	\$ 99,527	\$ 119,665	\$ 17,422
Salary Part-Time	5165	36,592	28,081	4,563	26,546	24,942	29,997	3,451
Overtime	5170	295	-	-	400	400	400	-
Vacation/Sick Leave Buyback	5180	2,877	2,437	3,991	2,000	2,000	2,000	-
Benefits	5200	80,919	48,076	45,908	70,191	45,637	49,375	(20,816)
Subtotal, Salaries and Benefits		<u>209,337</u>	<u>169,737</u>	<u>113,361</u>	<u>201,380</u>	<u>172,506</u>	<u>201,437</u>	<u>57</u>
Department Supplies	5500	4,440	2,302	1,435	7,500	5,000	6,000	(1,500)
Kitchen Supplies	5539	2,015	1,352	171	2,000	1,500	2,000	-
Facility Catering	5540	15,228	7,866	317	11,000	8,000	11,000	-
Catering - Other Costs	5546	1,255	1,366	11	1,200	1,000	1,200	-
User Group Linen	5547	9,372	7,569	352	8,000	5,500	8,000	-
Gift Shop Purchases	5550	4,112	171	30	1,200	1,000	750	(450)
Janitorial Supplies	5565	5,474	4,481	883	5,000	4,000	5,500	500
Special Events - Bridal Faire	5571	2,433	2,053	198	2,700	2,700	2,500	(200)
Special Events - Craft Faire	5572	1,740	1,954	-	2,200	1,120	2,100	(100)
Kitchen Chemicals	5575	1,578	781	304	1,000	500	800	(200)
Equipment Maintenance	5705	953	981	1,115	850	3,000	1,500	650
Equipment Lease	5706	1,296	1,110	1,263	1,200	1,200	1,200	-
Equipment Repair	5720	2,036	3,052	4,322	3,200	3,200	3,500	300
Alarm System	5730	255	276	603	300	300	300	-
Building Repair and Maintenance	5740	7,647	4,719	3,617	15,000	22,000	16,750	1,750
- Replace Generac ATS								
Network Support (A)	5775	5,886	3,640	4,261	4,900	4,900	5,390	490
Website Host & Maintenance (A)	5780	435	483	120	400	400	1,000	600
Personnel Services	6035	371	564	1,252	300	3,800	1,000	700
Credit Card Fees	6061	1,806	1,525	979	1,500	1,500	2,000	500
Telephone	6200	5,004	5,198	5,484	5,000	5,000	5,500	500
Cell Phones	6205	341	342	180	400	400	300	(100)
Internet Service	6210	-	-	1,201	1,200	1,200	1,200	-
Advertising	6300	3,349	960	385	3,000	3,000	3,000	-
Water	6500	9,862	10,316	8,974	12,000	10,000	11,000	(1,000)
Utilities	6505	21,136	20,466	14,753	21,000	21,000	21,000	-
Property Tax	6720	180	180	180	200	200	200	-
Travel/Conferences/Training	7000	-	95	-	200	200	400	200
Subtotal, Services and Supplies		<u>108,204</u>	<u>83,802</u>	<u>52,390</u>	<u>112,450</u>	<u>111,620</u>	<u>115,090</u>	<u>2,640</u>
Capital Outlay - Incode Software	8000	-	-	-	10,000	10,000	10,000	-
Subtotal, Capital Outlay		<u>-</u>	<u>-</u>	<u>-</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>-</u>
River Lodge Total:		\$ 317,541	\$ 253,539	\$ 165,751	\$ 323,830	\$ 294,126	\$ 326,527	\$ 2,697



City of Fortuna
FY 2022-23 Budget

Supported by General Fund
River Lodge & Monday Club

Parks and Recreation

<u>Department</u>	5700	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Monday Club</u>		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
Salary Part-Time	5165	\$ 1,727	\$ 1,323	\$ -	\$ -	\$ 305	\$ -	\$ -
Benefits	5200	178	138	-	-	31	-	-
Subtotal, Salaries and Benefits		1,905	1,461	-	-	336	-	-
Department Supplies	5500	173	208	13	400	350	400	-
Equipment Repair	5720	331	-	177	750	750	750	-
Building Repair and Maintenance	5740	1,026	198	2,944	2,000	5,000	2,150	150
Telephone	6200	248	254	277	250	250	300	50
Advertising	6300	-	-	-	300	100	200	(100)
Water	6500	1,981	1,479	1,769	2,150	2,150	2,150	-
Utilities	6505	3,785	3,300	2,479	3,500	2,500	3,500	-
Property Tax	6720	180	180	180	200	200	200	-
Subtotal, Services and Supplies		7,724	5,619	7,839	9,550	11,300	9,650	100
Capital Outlay	8000	-	-	-	-	-	-	-
Monday Club Total:		9,629	7,080	7,839	9,550	11,636	9,650	100
Combined Total:		\$ 327,170	\$ 260,619	\$ 173,590	\$ 333,380	\$ 305,762	\$ 336,177	\$ 2,797



City of Fortuna
FY 2022-23 Budget

Restricted Fund
Rohner Recreation District

Parks and Recreation

Purpose

To administer the activities of the Rohner Recreation District, coordinate with the County and LAFCO and support the District Board to provide recreation services to the District.

Responsibilities

Coordination of Board meetings, annual reporting to the State Controller, annual budget preparation and administration of recreation programming on behalf of the District.

Significant Changes

None.

	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
Beginning Available Fund Balance	\$ 21,111	\$ 16,551	\$ 16,436	\$ 21,987	\$ 21,987	\$ 22,987	\$ 1,000
Revenues:							
Property Taxes	\$ 17,588	\$ 19,327	\$ 20,776	\$ 19,000	\$ 19,000	\$ 21,000	\$ 2,000
	17,588	19,327	20,776	19,000	19,000	21,000	2,000
Expenditures:							
Service And Supplies	6,988	19,442	15,225	18,000	18,000	21,000	3,000
Capital Outlay	15,160	-	-	-	-	-	-
	22,148	19,442	15,225	18,000	18,000	21,000	3,000
Net Activity	(4,560)	(115)	5,551	1,000	1,000	-	(1,000)
Ending Available Fund Balance	\$ 16,551	\$ 16,436	\$ 21,987	\$ 22,987	\$ 22,987	\$ 22,987	\$ -

Fund

Department

History of Expenditures

	110 5450	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
Account								
Department Supplies	5500	\$ -	\$ -	\$ 760	\$ -	\$ -	\$ -	\$ -
Special Event Supplies	5570	-	105	-	1,000	1,000	1,000	-
Professional Services	6025	6,600	18,693	13,806	16,000	16,000	18,800	2,800
Administration Fees	6700	388	458	659	400	400	600	200
Travel/Conferences/Training	7000	-	186	-	600	600	600	-
Subtotal, Services and Supplies		6,988	19,442	15,225	18,000	18,000	21,000	3,000
Capital Outlay	8000	15,160	-	-	-	-	-	-
		15,160	-	-	-	-	-	-
Total:		\$ 22,148	\$ 19,442	\$ 15,225	\$ 18,000	\$ 18,000	\$ 21,000	\$ 3,000



Public Works



Public Works Department

Purpose

The Engineering Department is responsible for the overall design and mapping of all of the City's public infrastructure systems including water, wastewater, streets and storm drains as well as the planning, project management, implementation and construction management of most of the City's annual Capital Improvement projects. The Engineering Department is also responsible for the review of development projects to ensure that the projects are expeditiously consistent with the municipal code and standard details as well as proper engineering judgment.

Responsibilities

- Development review
 - o Building permit referrals
 - o Development Project Referrals (Conditions of Approval)
 - § Construction observation
 - § Conditions of Approval fulfillment
 - § Standard Details Development
- Capital Improvement Program (CIP) development/management
 - o Develop the Five Year Capital Improvement Plan annually
 - o Internal project engineering design
 - o Out-sourced engineering design coordination and project management
- Traffic Safety Committee
- Traffic engineering support
- Code Compliance Committee participation and support
- Benefit Assessment Areas formation and administration
- Regional transportation liaison
- Maintain improvement codes and standards
- Graphic Information Systems developers/managers
- Maintain infrastructure mapping and record drawings
- National Flood Insurance Program implementation
- FEMA flood plain management

Significant Changes

None.

	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
Public Works Director	0.10	-	-	-	-	0.20	0.20
Deputy City Engineer	-	0.10	0.10	-	-	-	-
City Engineer	-	-	-	0.10	0.10	0.10	-
Deputy Public Works Director	0.20	0.20	0.20	0.20	0.20	-	(0.20)
Assistant City Engineer II	0.10	0.10	0.10	0.10	0.10	0.10	-
Vehicle & Equipment Mechanic	0.02	-	-	-	-	-	-
Total Authorized	0.42	0.40	0.40	0.40	0.40	0.40	-



City of Fortuna
FY 2022-23 Budget

General Fund
Engineering

Public Works Department

<u>Fund</u>	100	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	4000	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>History of Expenditures</u>								
	Account							
Salaries	5100	\$ 26,150	\$ 28,977	\$ 29,540	\$ 32,619	\$ 29,616	\$ 36,664	\$ 4,045
Vacation Buyback	5180	(1,417)	797	(96)	500	2,500	500	-
Benefits	5200	12,312	13,534	16,277	16,858	14,101	17,759	901
Subtotal Salaries and Benefits		37,045	43,308	45,721	49,977	46,217	54,923	4,946
Department Supplies	5500	1,846	1,201	910	1,450	1,450	1,450	-
Fuel & Oil	5505	1,191	671	466	1,500	800	1,500	-
Office Equipment Maintenance	5705	2,000	2,347	828	2,000	2,000	2,000	-
Software Maintenance	5710	1,799	500	500	2,000	1,000	2,000	-
Vehicle Repair	5715	148	-	680	500	500	500	-
Equipment Repairs	5720	-	-	-	200	100	-	(200)
Network Support (A)	5775	7,303	4,160	4,869	5,600	5,600	6,160	560
Website Hosting & Maintenance (A)	5780	2,289	2,374	257	1,714	1,714	1,000	(714)
Engineering Services	6005	2,338	174	1,023	5,000	5,000	5,000	-
Professional Services	6025	65	251	-	-	50	200	200
Personnel Services	6035	3,625	146	555	500	250	500	-
Cell Phones	6205	695	788	697	900	900	900	-
Utilities	6505	224	222	253	250	250	250	-
Travel/Conferences/Training	7000	2,237	940	90	2,000	1,500	2,000	-
Dues & Subscriptions	7015	1,702	3,303	2,273	4,200	4,200	4,200	-
Subtotal, Services and Supplies		27,462	17,077	13,401	27,814	25,314	27,660	(154)
Capital Outlay	8000	-	-	-	-	-	-	-
Total:		\$ 64,507	\$ 60,385	\$ 59,122	\$ 77,791	\$ 71,531	\$ 82,583	\$ 4,792



Public Works Department

Purpose

The General Services Division is responsible for the overall operation and maintenance of all of the City's public facilities including public buildings, fleet maintenance, and anything that does not fall within other divisional duties.

Responsibilities

- Solid Waste
 - o AB939 compliance
 - o Recycling
 - o Household hazardous waste
- Facilities Maintenance
- Weed abatement (fire hazards)
- City vehicle fleet and equipment maintenance
 - o Air quality control programs (CARB and stationary/portable generators)

Significant Changes

None.

	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Personnel Allocation</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
Public Works Director	0.02	-	-	-	-	-	-
Deputy City Engineer	-	0.02	0.02	-	-	-	-
City Engineer	-	-	-	0.02	0.02	0.02	-
General Services Superintendent	0.05	0.10	0.10	0.10	0.10	0.10	-
Lead Street Maintenance Worker	0.30	0.30	0.30	0.30	0.30	0.30	-
Street Maintenance Worker II/III	0.75	0.88	0.88	0.88	0.88	1.09	0.21
Parks / Streets Maintenance Worker II	0.12	-	-	-	-	-	-
Vehicle & Equipment Mechanic	0.60	0.40	0.40	0.40	0.40	0.40	-
City Carpenter III	0.30	0.15	0.15	0.15	0.15	0.15	-
Subtotal Full-Time Employees	2.14	1.85	1.85	1.85	1.85	2.06	0.21
Streets Maintenance Worker I (PT)	0.48	0.84	0.58	0.29	0.29	-	(0.29)
Total Authorized	2.62	2.69	2.43	2.14	2.14	2.06	(0.08)



City of Fortuna
FY 2022-23 Budget

General Fund
General Services

Public Works Department

<u>Fund</u>	100	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	4100	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>History of Expenditures</u>	Account							
Salaries	5100	\$ 84,407	\$ 79,291	\$ 80,651	\$ 88,763	\$ 79,531	\$ 99,897	\$ 11,134
Salary Part-Time	5165	1,361	11,868	5,378	8,725	4,641	-	(8,725)
Overtime	5170	142	5	-	500	500	800	300
Vacation Buy back	5180	3,705	1	(545)	1,000	2,000	1,500	500
Labor Distribution	5195	(4,075)	(4,075)	(4,075)	-	-	-	-
Benefits	5200	64,753	53,019	65,552	67,118	61,209	60,573	(6,545)
Subtotal Salaries and Benefits		<u>150,293</u>	<u>140,109</u>	<u>146,961</u>	<u>166,106</u>	<u>147,881</u>	<u>162,770</u>	<u>(3,336)</u>
Department Supplies	5500	15,428	11,777	11,624	21,000	21,000	20,000	(1,000)
Vehicle Fuel & Oil	5505	17,165	17,902	20,041	18,000	18,000	20,000	2,000
Supplies - High Rock Crew	5600	1,549	2,046	57	-	-	-	-
Vehicle Repairs	5715	5,445	6,803	5,809	4,000	4,000	8,000	4,000
Equipment Maintenance	5720	7,048	10,992	2,285	4,000	5,000	4,000	-
Building Repair & Maintenance	5740	1,413	333	229	500	500	500	-
Tree Trimming & Removal	5755	687	508	485	3,000	3,000	3,000	-
Website Hosting & Maintenance (A)	5780	2,288	2,374	257	1,714	1,714	-	(1,714)
Tools & Small Equipment	5900	1,241	1,317	1,680	1,500	1,500	2,000	500
Engineering Services	6005	-	-	-	500	500	-	(500)
Professional Services	6025	771	-	90	500	500	1,000	500
Personnel Services	6035	281	546	812	1,500	2,000	1,500	-
Cell Phones	6205	1,091	1,074	1,294	1,200	1,200	1,200	-
Publication Expenses	6305	430	-	-	-	-	-	-
Travel/Conferences/Training	7000	3,399	2,837	1,552	2,000	2,000	2,000	-
Dues & Subscriptions	7015	144	1,281	922	1,200	1,200	1,200	-
Subtotal Services and Supplies		<u>58,380</u>	<u>59,790</u>	<u>47,137</u>	<u>60,614</u>	<u>62,114</u>	<u>64,400</u>	<u>3,786</u>
Capital Outlay	8000	16,935	4,600	-	-	-	-	-
Subtotal Capital Outlay		<u>16,935</u>	<u>4,600</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total:		\$ 225,608	\$ 204,499	\$ 194,098	\$ 226,720	\$ 209,995	\$ 227,170	\$ 450



Public Works Department

**Restricted Funds
Storm Drain Maintenance**

Purpose

The Streets Division of Public Works is responsible for the management and maintenance of the City's public infrastructure systems related to Stormwater, storm drains and streets including related Capital Improvement Projects.

Responsibilities

- Storm Drains
 - o Storm drain collection system
 - o Other storm drainage facilities (streams, creeks, detention basins)
 - o NPDES MS4 Permit
 - o Storm Water Management Plan

Significant Changes

None.

Personnel Allocation

Department 4300

	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
General Services Superintendent	0.03	0.06	0.06	0.06	0.06	0.06	-
Finance Director	0.03	0.03	0.03	0.03	0.03	0.03	-
Street Maintenance Worker II/III	0.06	0.14	0.14	0.14	0.14	0.18	0.04
City Carpenter III	0.16	0.08	0.08	0.08	0.08	0.08	-
Assistant City Engineer II	-	0.10	0.10	0.10	0.10	0.10	-
Total Authorized	0.28	0.41	0.41	0.41	0.41	0.45	0.04

Fund History

Fund 200

	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
Beginning Available Fund Balance	\$ 41,802	\$ 51,590	\$ 73,411	\$ 12,332	\$ 12,332	\$ 35,908	\$ 23,576
Revenues:							
Storm Drain Maintenance	45,523	80,841	9,736	46,000	90,000	46,000	-
Transfer from Other Fund	-	121,000	-	-	-	-	-
	45,523	201,841	9,736	46,000	90,000	46,000	-
Operating Expenditures:							
Salaries and Benefits	23,250	41,262	39,616	41,016	37,524	41,925	909
Service and Supplies	12,485	17,720	31,199	32,300	28,900	41,700	9,400
Capital Outlay	-	121,038	-	-	-	-	-
Capital Improvement Projects	-	-	-	-	-	-	-
	35,735	180,020	70,815	73,316	66,424	83,625	10,309
Net Annual Activity	9,788	21,821	(61,079)	(27,316)	23,576	(37,625)	(10,309)
Ending Available Fund Balance	\$ 51,590	\$ 73,411	\$ 12,332	\$ (14,984)	\$ 35,908	\$ (1,717)	\$ 13,267



City of Fortuna
FY 2022-23 Budget

Public Works Department

Restricted Funds
Storm Drain Maintenance

<u>Fund</u>	200	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	4300	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>Storm Drain Maintenance</u>								
Salaries	5100	\$ 13,329	\$ 21,721	\$ 20,146	\$ 24,116	\$ 23,223	\$ 27,401	\$ 3,285
Salary Part-Time	5165	48	5,780	4,030	-	-	-	-
Overtime	5170	-	1	-	-	-	-	-
Vacation/Sick Leave Buyback	5180	95	276	632	400	400	400	-
Labor Distribution	5195	(200)	(200)	(200)	-	-	-	-
Benefits	5200	9,978	13,684	15,008	16,500	13,901	14,124	(2,376)
Subtotal, Salaries and Benefits		23,250	41,262	39,616	41,016	37,524	41,925	909
Department Supplies	5500	960	1,096	3,867	7,500	6,000	7,500	-
Supplies - High Rock Crew	5600	1,436	1,988	1,045	-	-	-	-
Personnel Services	6035	-	-	29	-	100	200	200
Travel/Conferences/Training	7000	-	-	-	500	500	500	-
Subtotal, Services and Supplies		2,396	3,084	4,941	8,000	6,600	8,200	200
Capital Outlay								
Street Sweeper	8000	-	121,038	-	-	-	-	-
Subtotal, Capital Outlay		-	121,038	-	-	-	-	-
Subtotal:		\$ 25,646	\$ 165,384	\$ 44,557	\$ 49,016	\$ 44,124	\$ 50,125	\$ 1,109
<u>Fund</u>	200							
<u>Department</u>	4310							
<u>Stormwater Management</u>								
Salary Part-Time	5165	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	5200	-	-	-	-	-	-	-
Subtotal, Salaries and Benefits		-	-	-	-	-	-	-
Professional Services	6025	-	4,901	15,700	12,000	7,000	18,200	6,200
NPDS Permit	6612	8,539	8,539	8,992	9,000	12,000	12,000	3,000
SWMP Implementation	6618	1,550	1,196	1,566	3,000	3,000	3,000	-
Dues & Subscriptions	7015	-	-	-	300	300	300	-
Subtotal, Services and Supplies		10,089	14,636	26,258	24,300	22,300	33,500	9,200
Capital Outlay	8000	-	-	-	-	-	-	-
Subtotal:		10,089	14,636	26,258	24,300	22,300	33,500	9,200
Total Fund:		\$ 35,735	\$ 180,020	\$ 70,815	\$ 73,316	\$ 66,424	\$ 83,625	\$ 10,309



Public Works Department

Purpose

The Streets Division of Public Works is responsible for the management and maintenance of the City's public infrastructure systems related to Stormwater, storm drains and streets including related Capital Improvement Projects.

Responsibilities

- Streets
 - o Signs
 - o Traffic control signals
 - o Roadway striping and markings
 - o Street sweeping
 - o Street lights
 - o Roadway and roadside maintenance

Significant Changes

None.

Personnel Allocation

Department 4200

	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
General Services Superintendent	0.48	0.40	0.40	0.40	0.40	0.40	-
Finance Director	0.04	0.04	0.04	0.04	0.04	0.04	-
Lead Street Maintenance Worker	0.50	0.50	0.50	0.50	0.50	0.50	-
Street Maintenance Worker II/III	1.44	1.68	1.68	1.68	1.68	2.08	0.40
Parks / Streets Maintenance Worker II	0.25	-	-	-	-	-	-
Vehicle & Equipment Mechanic	0.10	0.20	0.20	0.20	0.20	0.20	-
City Carpenter III	0.44	0.22	0.22	0.22	0.22	0.22	-
Assistant City Engineer II	0.05	0.10	0.10	0.10	0.10	0.10	-
Subtotal Full-Time Employees	3.30	3.14	3.14	3.14	3.14	3.54	0.40
Street Maintenance Worker I (PT)	0.98	1.26	0.44	0.44	0.44	-	(0.44)
Total Authorized	4.28	4.40	3.58	3.58	3.58	3.54	(0.04)

Fund History

Fund 280

	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
Beginning Available Fund Balance	\$ 162,356	\$ 35,694	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues:							
HUTA Revenues	258,110	286,095	276,193	318,752	318,752	358,813	40,061
Other	1,675	(1,802)	128	-	-	-	-
General Fund Support	-	96,090	118,137	93,848	74,209	66,520	(27,328)
	259,785	380,383	394,458	412,600	392,961	425,333	12,733
Operating Expenditures:							
Salaries and Benefits	239,702	247,041	256,865	285,574	260,935	291,950	6,376
Service and Supplies	112,395	135,484	121,374	110,807	115,807	117,164	6,357
Capital Outlay	18,131	17,333	-	-	-	-	-
PGE Loan Program	16,219	16,219	16,219	16,219	16,219	16,219	-
	386,447	416,077	394,458	412,600	392,961	425,333	12,733
Net Annual Activity	(126,662)	(35,694)	-	-	-	-	-
Ending Available Fund Balance	\$ 35,694	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



City of Fortuna
FY 2022-23 Budget

Restricted Funds
Street Maintenance

Public Works Department

<u>Fund</u>	280	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	4200	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>History of Expenditures</u>								
<u>Operation and Maintenance</u>								
Account								
Salaries	5100	\$ 135,755	\$ 137,903	\$ 139,901	\$ 155,344	\$ 146,082	\$ 179,207	\$ 23,863
Salary Part-Time	5165	1,988	19,111	8,987	13,087	6,961	-	(13,087)
Overtime	5170	8	796	-	1,000	1,000	1,500	500
Vacation/Sick Leave Buyback	5180	1,412	1,493	1,688	2,000	2,500	2,500	500
Benefits	5200	100,539	87,738	106,289	114,143	104,392	108,743	(5,400)
Subtotal, Salaries and Benefits		239,702	247,041	256,865	285,574	260,935	291,950	6,376
Department Supplies	5500	7,521	8,038	7,981	8,000	8,000	8,000	-
Vehicle Fuel & Oil	5505	7,828	2,932	2,656	5,000	5,000	5,000	-
Base Materials	5520	-	-	-	700	700	700	-
Asphalt	5525	5,210	1,636	9,890	7,000	7,000	5,000	(2,000)
Crack Seal Material	5526	1,484	1,641	1,000	1,800	1,800	2,000	200
Supplies - High Rock Crew	5600	982	-	872	-	-	-	-
Software Maintenance (A)	5710	-	-	1,559	1,600	1,600	1,700	100
Vehicle Repairs	5715	3,266	2,424	98	4,000	4,000	5,000	1,000
Equipment Repairs	5720	7,217	9,618	7,283	12,000	12,000	12,000	-
Retroreflective Sign Compliance	5722	3,120	2,614	3,788	5,000	5,000	4,000	(1,000)
Traffic Signal Maintenance	5725	-	7,402	5,813	5,000	5,000	9,500	4,500
Street Light Maintenance	5726	2,367	5,023	757	2,000	2,000	2,000	-
Vandalism Repair	5745	37	19	215	800	800	800	-
Tree Trimming & Removal	5755	725	846	-	5,000	5,000	5,000	-
Street Striping	5765	21,846	33,605	20,177	-	-	-	-
Tools & Small Equipment	5900	638	821	730	1,200	1,200	1,200	-
Professional Services	6025	1,749	11,569	8,645	1,000	6,000	2,000	1,000
Personnel Services	6035	777	1,059	1,064	1,200	1,200	1,500	300
Property and Liability Insurance (A)	6350	17,909	15,789	16,961	18,307	18,307	20,564	2,257
Utilities - Electric	6505	28,209	30,386	31,845	30,000	30,000	30,000	-
Travel/Conferences/Training	7000	1,510	62	40	1,200	1,200	1,200	-
Subtotal, Services and Supplies		112,395	135,484	121,374	110,807	115,807	117,164	6,357
Capital Outlay	8000	18,131	17,333	-	-	-	-	-
Subtotal Capital Outlay		18,131	17,333	-	-	-	-	-
Total Fund:		\$ 370,228	\$ 399,858	\$ 378,239	\$ 396,381	\$ 376,742	\$ 409,114	\$ 12,733

<u>Fund</u>	260	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	4150	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>TDA Street Repairs</u>								
Grinding/Inlay	8000	\$ -	\$ 1,955	\$ 50,024	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
Street Striping	8000	-	-	-	20,000	20,000	25,000	5,000
ADA Parking Compliance	8000	-	-	-	15,000	15,000	15,000	-
Alley Maintenance	8000	8,000	8,000	8,000	8,000	8,000	8,000	-
Total Fund:		\$ 8,000	\$ 9,955	\$ 58,024	\$ 93,000	\$ 93,000	\$ 98,000	\$ 5,000



Public Works Department

**Restricted Funds
Solid Waste & Recycling**

Purpose

The Solid Waste Division of Public Works is responsible for the development, implement and monitoring the effective recycling programs and events designed to reduce solid waste.

Responsibilities

- Fortuna Source Reduction and Recycling Element (FSRRE)
- Solid waste franchise agreements
- Monitor Eel River Transfer Station Use Permit compliance
- Apply for, manage and report on Solid Waste Recycling Programs
 - o Solid waste reduction
 - o Used oil recycling
 - o Used tires recycling
 - o Beverage container recycling

Significant Changes

None.

Personnel Allocation

General Services Superintendent
Total Authorized

2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
0.12	0.12	0.12	0.12	0.12	0.12	-
0.12	0.12	0.12	0.12	0.12	0.12	-

Fund History

Consolidated Fund 210

Beginning Available Fund Balance

2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
\$ 144,927	\$ 160,397	\$ 63,414	\$ 72,870	\$ 72,870	\$ 55,857	\$ (17,013)

Revenues:

Solid Waste Management Fees
Other
General Fund Support

26,885	20,385	27,004	24,000	24,000	25,000	1,000
6,312	(2,746)	297	5,000	-	-	(5,000)
-	-	-	-	-	45,000	45,000
33,197	17,639	27,301	29,000	24,000	70,000	41,000

Operating Expenditures:

Salaries and Benefits
Service and Supplies
Capital Outlay

14,936	14,395	15,776	15,779	16,313	17,092	1,313
547	2,057	2,069	4,700	4,700	4,700	-
2,244	98,170	-	20,000	20,000	45,000	25,000
17,727	114,622	17,845	40,479	41,013	66,792	26,313

Net Annual Activity

15,470	(96,983)	9,456	(11,479)	(17,013)	3,208	14,687
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Ending Available Fund Balance

\$ 160,397	\$ 63,414	\$ 72,870	\$ 61,391	\$ 55,857	\$ 59,065	\$ (2,326)
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City of Fortuna
FY 2022-23 Budget

Public Works Department

Restricted Funds
Solid Waste & Recycling

<u>Fund</u>	210	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	5300	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>History of Expenditures</u>								
<u>Recycling Division</u>								
Salaries	5100	\$ 7,851	\$ 8,605	\$ 8,979	\$ 9,118	\$ 9,565	\$ 10,277	\$ 1,159
Salary Part-Time	5165	-	-	-	-	-	-	-
Vacation Buy back	5180	310	321	339	300	300	300	-
Benefits	5200	6,775	5,469	6,458	6,361	6,448	6,515	154
Subtotal, Salaries and Benefits		14,936	14,395	15,776	15,779	16,313	17,092	1,313
Department Supplies	5500	152	47	-	500	500	500	-
Vehicle Repairs	5715	-	31	-	-	-	-	-
Household Hazardous Waste	5735	-	1,934	1,976	3,000	3,000	3,000	-
Illegal Dumping Recycling	5752	395	45	93	1,000	1,000	1,000	-
Dues & Subscriptions	7015	-	-	-	200	200	200	-
Subtotal, Services and Supplies		547	2,057	2,069	4,700	4,700	4,700	-
Special Projects	8000	2,244	-	-	20,000	20,000	45,000	25,000
Street Sweeper		-	98,170	-	-	-	-	-
Subtotal, Capital Outlay		2,244	98,170	-	20,000	20,000	45,000	25,000
Total Fund:		\$ 17,727	\$ 114,622	\$ 17,845	\$ 40,479	\$ 41,013	\$ 66,792	\$ 26,313



Restricted Funds
Water Fund

Public Works Department

Purpose

The Public Works Department is responsible for the overall operation and maintenance of all of the City's public infrastructure systems including water, wastewater, streets and storm drains as well as the planning, project management, implementation and construction of most of the City's annual Capital Improvement Projects.

Responsibilities

- Waste production and treatment
 - o Operation and maintenance of four water wells producing over 500 million gallons per year
 - o Water treatment
 - o Permitting and reporting
- Water storage and distribution
 - o Operation and maintenance of five water storage facilities
 - o Maintenance of forty-two (42) miles of water distribution pipeline
 - o Operation and maintenance of eight (8) pump stations
 - o Maintenance of city-wide water service connections
 - o Maintenance of water meters and meter reading
 - o Water meter testing and replacement
 - o Permitting and reporting

Significant Changes

None.

Fund History

	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2021-22</u>	<u>2022-23</u>	<u>Change vs.</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>Operating Budget (Fund 500)</u>							
<u>Revenues:</u>							
Water Service Charges	2,227,437	2,301,730	2,357,225	2,250,000	2,250,000	2,300,000	50,000
Other Charges	69,026	56,384	60,158	62,000	62,000	60,000	(2,000)
Interest Revenue	63,252	77,842	7,000	16,000	16,000	16,000	-
	<u>2,359,715</u>	<u>2,435,956</u>	<u>2,424,383</u>	<u>2,328,000</u>	<u>2,328,000</u>	<u>2,376,000</u>	<u>48,000</u>
<u>Operating Expenses:</u>							
Salaries and Benefits	990,895	1,122,149	1,111,506	1,109,111	1,042,701	1,178,864	69,753
Service and Supplies	759,102	605,094	694,078	754,737	733,367	793,024	38,287
Capital Outlay	148,221	147,222	32,490	85,000	85,000	114,050	29,050
	<u>1,898,218</u>	<u>1,874,465</u>	<u>1,838,074</u>	<u>1,948,848</u>	<u>1,861,068</u>	<u>2,085,938</u>	<u>137,090</u>
<u>Debt Service:</u>							
	<u>431,750</u>	<u>399,350</u>	<u>397,375</u>	<u>399,525</u>	<u>399,525</u>	<u>400,925</u>	<u>1,400</u>
	<u>2,329,968</u>	<u>2,273,815</u>	<u>2,235,449</u>	<u>2,348,373</u>	<u>2,260,593</u>	<u>2,486,863</u>	<u>138,490</u>
Operating Surplus (Deficit)	<u>29,747</u>	<u>162,141</u>	<u>188,934</u>	<u>(20,373)</u>	<u>67,407</u>	<u>(110,863)</u>	<u>(90,490)</u>
<u>Capital Budget (Fund 510)</u>							
<u>Revenues:</u>							
Capital Fees, Interest, Transfers	242,397	205,466	101,907	105,000	105,000	105,000	-
<u>Operating Expenses:</u>							
Capital Improvement Projects	445,313	46,985	228,386	1,312,900	465,491	1,146,500	(166,400)
Capital Surplus (Deficit)	<u>(202,916)</u>	<u>158,481</u>	<u>(126,479)</u>	<u>(1,207,900)</u>	<u>(360,491)</u>	<u>(1,041,500)</u>	<u>166,400</u>



City of Fortuna
FY 2022-23 Budget

Public Works Department

Restricted Funds
Water Fund

Personnel Allocation

Depts. 6000, 6100, 6200, 6300

	2018-19 <u>Actual</u>	2019-20 <u>Actual</u>	2020-21 <u>Actual</u>	2021-22 <u>Budget</u>	2021-22 <u>Estimate</u>	2022-23 <u>Adopted</u>	Change vs. <u>PY Budget</u>
<u>City Administration</u>							
City Manager	0.29	0.29	0.29	0.29	0.29	0.29	-
City Clerk/Human Resources	0.20	0.20	0.20	0.20	0.20	0.20	-
Senior Admin Asst / Deputy City Clerk	0.20	0.20	0.20	0.20	0.20	0.20	-
Finance Director	0.25	0.25	0.25	0.25	0.25	0.25	-
Deputy Community Development Director	0.05	0.05	0.05	0.05	0.05	0.05	-
Payroll & Benefits Administrator	0.35	0.35	0.35	0.35	0.35	0.35	-
Finance Office Supervisor	-	-	-	-	-	0.45	0.45
Senior Account Clerk	0.45	0.45	0.45	0.45	0.45	-	(0.45)
Accounting Technician	-	-	-	-	-	0.40	0.40
Account Clerk II/III	0.80	0.80	0.80	0.80	0.80	0.40	(0.40)
<u>Administration and Engineering</u>							
Public Works Director	0.40	-	-	-	-	0.45	0.45
Deputy City Engineer	-	0.40	0.40	-	-	-	-
City Engineer	-	-	-	0.40	0.40	0.40	-
Deputy Public Works Director	0.45	0.45	0.45	0.45	0.45	-	(0.45)
Senior Administrative Assistant	0.50	0.50	0.50	0.50	0.50	0.50	-
Assistant City Engineer II	0.40	0.25	0.25	0.25	0.25	0.25	-
<u>General Services and Parks and Rec</u>							
General Services Superintendent	0.16	0.16	0.16	0.16	0.16	0.16	-
Lead Street Maintenance Worker	0.10	0.10	0.10	0.10	0.10	0.10	-
Street Maintenance Worker II/III	0.39	0.55	0.55	0.55	0.55	0.69	0.14
Vehicle & Equipment Mechanic	0.54	0.30	0.30	0.30	0.30	0.30	-
City Carpenter III	0.30	0.15	0.15	0.15	0.15	0.15	-
Lead Park Maintenance Worker	0.02	0.02	0.02	0.02	0.02	0.02	-
Park Maintenance Worker II/III	0.08	0.08	0.08	0.08	0.08	0.08	-
Parks / Streets Maintenance Worker II	0.08	-	-	-	-	-	-
Facility Custodian	0.05	0.05	-	-	0.05	0.05	0.05
<u>Utilities - Water</u>							
Utilities Superintendent	0.50	0.50	0.50	0.50	0.50	-	(0.50)
Utility Shift Supervisor	-	-	-	-	-	0.70	0.70
Lead Utility Worker	0.70	0.70	0.70	0.70	0.70	-	(0.70)
Utility Worker II/III	3.25	3.25	2.60	2.60	2.60	3.25	0.65
<u>Utilities - Wastewater</u>							
Chief Treatment Plant Operator	0.37	0.40	0.40	0.40	0.40	0.40	-
Treatment Plant Op III/Shift Supervisor	0.40	0.40	0.20	0.20	0.20	0.40	0.20
Laboratory Director	0.25	0.25	0.25	0.25	0.25	0.25	-
Treatment Plant Mechanic	0.25	0.40	0.40	0.40	0.40	-	(0.40)
Treatment Plant Operator II	0.80	0.60	0.60	0.60	0.60	0.60	-
Treatment Plant Operator I/OIT	0.20	0.40	0.40	0.40	0.40	0.40	-
	12.78	12.50	11.60	11.60	11.65	11.74	0.14
<u>Part Time:</u>							
City Clerk Administrative Assistant	0.15	0.15	-	0.15	0.15	0.15	-
	0.15	0.15	-	0.15	0.15	0.15	-
Total Authorized Personnel	12.93	12.65	11.60	11.75	11.80	11.89	0.14



City of Fortuna
FY 2022-23 Budget

Restricted Funds
Water Fund

Public Works Department

<u>Fund</u>	500	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	6300	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>History of Expenditures</u>								
<u>Administration</u>								
Salaries	5100	\$ 226,403	\$ 268,405	\$ 280,485	\$ 293,542	\$ 264,781	\$ 301,436	\$ 7,894
Salary Part-Time	5165	1,751	3,100	1,187	5,645	4,790	5,719	74
Overtime	5170	-	1,044	-	800	800	800	-
Vacation Buyback	5180	4,031	3,256	6,805	5,000	5,000	6,000	1,000
Benefits	5200	114,625	120,355	143,709	140,700	125,874	138,180	(2,520)
Subtotal, Salaries and Benefits		346,810	396,160	432,186	445,687	401,245	452,135	6,448
Department Supplies	5500	13,911	13,502	8,614	10,000	8,000	10,000	-
Office Equipment Maintenance	5705	2,085	2,649	3,057	3,000	3,800	3,000	-
Software Maintenance (A)	5710	3,932	4,611	7,794	6,400	7,000	6,800	400
Building Repairs & Maintenance	5740	10,185	-	1,004	2,000	1,000	2,000	-
Network Support (A)	5775	10,694	3,830	8,611	4,900	8,000	5,390	490
Website Hosting & Maintenance (A)	5780	2,289	2,374	257	1,714	1,714	1,000	(714)
Audit Fees (A)	6000	6,000	5,057	6,543	6,000	6,000	7,200	1,200
Engineering Services	6005	-	-	2,100	1,000	2,830	1,000	-
Professional Services	6025	4,231	4,247	4,120	4,000	2,000	4,000	-
Personnel Services	6035	185	197	231	500	700	500	-
Bank Fees	6060	1,505	4,593	7,376	3,500	8,000	8,000	4,500
Credit Card Transaction Charge	6061	17,545	19,996	25,968	22,500	22,500	24,000	1,500
Telephone	6200	1,414	1,396	1,401	1,000	1,200	1,400	400
Cell Phones	6205	1,041	1,662	1,753	2,000	2,000	2,000	-
Internet Service	6210	-	5,105	698	1,000	1,000	1,000	-
Property and Liability Insurance (A)	6350	72,741	63,155	64,918	71,023	71,023	83,034	12,011
Utilities	6505	4,660	4,800	5,345	4,500	4,500	5,000	500
Fortuna Fire District Assessment	6720	-	-	-	300	300	-	(300)
Travel/Conferences/Training	7000	2,389	296	-	4,000	3,000	4,000	-
Bad Debts	7800	6,122	4,956	5,074	10,000	5,000	10,000	-
Subtotal, Services and Supplies		160,929	142,426	154,864	159,337	159,567	179,324	19,987
Capital Outlay								
Capital Outlay	8000	17,748	20,565	-	-	-	-	-
Subtotal, Capital Outlay		17,748	20,565	-	-	-	-	-
Total:		\$ 525,487	\$ 559,151	\$ 587,050	\$ 605,024	\$ 560,812	\$ 631,459	\$ 26,435



City of Fortuna
FY 2022-23 Budget

Restricted Funds
Water Fund

Public Works Department

<u>Fund</u>	500	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	6000	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>Pumping, Treatment & Storage Division</u>								
Salaries	5100	\$ 131,506	\$ 138,693	\$ 132,605	\$ 143,101	\$ 131,251	\$ 150,097	\$ 6,996
Salary Part-Time	5165	-	-	-	-	-	-	-
Overtime	5170	145	150	188	300	300	300	-
Vacation Buyback	5180	1,511	774	520	1,500	3,500	1,500	-
Benefits	5200	113,759	196,394	140,670	97,298	92,796	94,942	(2,356)
Subtotal, Salaries and Benefits		246,921	336,011	273,983	242,199	227,847	246,839	4,640
Department Supplies	5500	3,235	3,518	3,551	10,000	10,000	10,000	-
Vehicle Fuel & Oil	5505	-	1,049	416	2,000	1,500	2,500	500
Chemical Supplies	5555	3,371	4,396	2,090	4,500	4,000	4,500	-
Lab Supplies	5557	4,389	4,254	4,196	7,000	7,000	7,000	-
Supplies - High Rock Crew	5600	-	709	-	-	-	-	-
Vehicle Repairs	5715	460	384	4	1,200	1,200	1,000	(200)
Info Tech (Telemetry)	5719	4,456	4,565	1,153	6,500	6,000	5,500	(1,000)
Equipment Repairs	5720	37,040	4,376	13,864	12,000	16,000	17,000	5,000
Alarm System Maintenance	5730	888	931	774	2,000	1,000	1,500	(500)
Building Repair & Maintenance	5740	1,813	44	16,678	12,000	5,000	10,000	(2,000)
Tools & Small Equipment	5900	937	2,292	1,314	1,500	1,500	1,500	-
Engineering Services	6005	5,813	691	-	5,000	3,000	5,000	-
Professional Services	6025	8,648	4,050	5,305	8,000	13,000	12,000	4,000
Personnel Services	6035	1,308	103	219	1,500	1,000	1,000	(500)
Laboratory Services	6045	1,819	2,804	5,205	6,000	5,000	6,000	-
Utilities	6505	217,365	236,465	238,101	220,000	220,000	220,000	-
Lab Permit Fees	6605	-	1,333	1,333	2,000	2,000	3,000	1,000
Regulatory Permits	6612	13,448	11,063	10,648	11,000	6,000	14,000	3,000
Compliance Fees	6631	-	-	387	-	400	-	-
Regulatory Compliance	6633	-	1,886	7,752	4,000	5,000	5,000	1,000
Travel/Conferences/Training	7000	688	623	1,387	4,000	1,500	2,500	(1,500)
Certification Fees	7012	365	941	570	1,000	500	1,000	-
Dues & Subscriptions	7015	1,755	1,403	1,306	2,000	1,500	1,500	(500)
Annual Water Report	7820	2,540	2,859	2,497	2,500	2,500	2,500	-
Subtotal, Services and Supplies		310,338	290,739	318,750	325,700	314,600	334,000	8,300
Capital Outlay	8000	130,473	55,255	7,906	-	-	-	-
Replace Station Radios (1/2)		-	-	-	50,000	50,000	-	(50,000)
CCF West Tower Repair		-	-	-	-	-	12,000	12,000
Replace Service truck (1/2)		-	-	-	-	-	22,500	22,500
Replace Hillside Cathodic Protection		-	-	-	-	-	13,000	13,000
Subtotal, Capital Outlay		130,473	55,255	7,906	50,000	50,000	47,500	(2,500)
Total:		\$ 687,732	\$ 682,005	\$ 600,639	\$ 617,899	\$ 592,447	\$ 628,339	\$ 10,440



City of Fortuna
FY 2022-23 Budget

Restricted Funds
Water Fund

Public Works Department

<u>Fund</u>	500	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	6100	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>Transmission & Distribution Division</u>								
Salaries	5100	\$ 215,065	\$ 210,133	\$ 204,643	\$ 212,677	\$ 199,411	\$ 239,491	\$ 26,814
Salary Part-Time	5165	-	-	56	-	-	-	-
Overtime	5170	2,146	2,501	771	2,000	2,000	2,000	-
Vacation Buyback	5180	954	2,770	2,554	2,000	3,500	3,500	1,500
Benefits	5200	122,963	115,272	136,019	143,986	141,859	160,684	16,698
Subtotal, Salaries and Benefits		341,128	330,676	344,043	360,663	346,770	405,675	45,012
Department Supplies	5500	96,075	8,033	40,079	60,000	60,000	60,000	-
Vehicle Fuel & Oil	5505	23,175	20,705	18,072	24,000	24,000	30,000	6,000
Base Materials	5520	4,437	7,795	3,542	10,000	6,000	10,000	-
Asphalt	5525	3,946	7,225	3,896	6,000	7,000	8,000	2,000
Supplies - High Rock Crew	5600	-	432	-	-	-	-	-
Vehicle Repairs	5715	12,983	12,398	10,580	10,000	10,000	10,000	-
Info Tech (Telemetry)	5719	500	-	796	1,000	1,000	1,000	-
Equipment Repairs	5720	9,120	7,731	10,835	10,000	10,000	10,000	-
Bldg. Maintenance and Repair	5740	222	166	527	2,000	1,000	2,000	-
Water Meters	5760	70,407	61,160	77,952	75,000	75,000	75,000	-
Tools & Small Equipment	5900	5,085	7,846	2,650	5,000	5,000	5,000	-
Engineering Services	6005	2,023	-	-	1,500	1,500	1,500	-
General Contracting	6015	41,951	9,884	25,000	25,000	25,000	25,000	-
Professional Services	6025	5,560	2,854	3,405	7,500	5,000	7,500	-
Personnel Service	6035	644	466	1,253	1,500	1,500	1,500	-
Telephone	6200	1,513	1,451	1,515	1,500	1,600	1,500	-
Claims Settlement	6360	-	3,149	-	10,000	5,000	10,000	-
Utilities - G&E	6505	-	2,000	-	500	500	500	-
Travel/Conferences/Training	7000	5,861	5,871	6,365	5,000	6,500	5,000	-
Certifications	7012	4,079	205	150	1,000	500	1,000	-
Dues & Subscriptions	7015	231	360	343	500	400	500	-
Subtotal, Services and Supplies		287,812	159,731	206,960	257,000	246,500	265,000	8,000
Capital Outlay	8000	-	71,402	24,584	-	-	-	-
Generator for Shop (1/2)		-	-	-	35,000	35,000	-	(35,000)
Replace Service Truck (1/2)		-	-	-	-	-	22,500	22,500
Water System Valve Replacements		-	-	-	-	-	40,000	40,000
Hammer Attachment for Mini (1/2)		-	-	-	-	-	4,050	4,050
Subtotal, Capital Outlay		-	71,402	24,584	35,000	35,000	66,550	31,550
Total:		\$ 628,940	\$ 561,809	\$ 575,587	\$ 652,663	\$ 628,270	\$ 737,225	\$ 84,562

<u>Fund</u>	500	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	6200	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>Customer Account Expense</u>								
Salaries	5100	\$ 32,316	\$ 35,725	\$ 34,311	\$ 34,795	\$ 38,788	\$ 43,055	\$ 8,260
Overtime	5170	-	290	-	200	200	200	-
Vacation Buyback	5180	165	495	940	500	500	500	-
Benefits	5200	23,555	22,792	26,043	25,067	27,351	30,460	5,393
Subtotal, Salaries and Benefits		56,036	59,302	61,294	60,562	66,839	74,215	13,653
Department Supplies	5500	-	12,096	13,504	12,000	12,000	14,000	2,000
Personnel Services	6035	23	-	-	500	500	500	-
Advertising	6300	-	102	-	200	200	200	-
Total:		\$ 56,059	\$ 71,500	\$ 74,798	\$ 73,262	\$ 79,539	\$ 88,915	\$ 15,653



**Restricted Funds
Wastewater Fund**

Public Works Department

Purpose

The Wastewater Division of the Public Works Department is responsible for the overall operation and maintenance of all of the City's public wastewater system including collections as well as the pumping and treatment of wastewater, the planning, project management, implementation and construction of wastewater related annual Capital Improvement Projects.

Responsibilities

- Wastewater Collection
 - o Maintenance of approximately five thousand (5000) sewer service connections
 - o Maintenance of forty-two (42) miles of collection system pipeline
 - o Operation and maintenance of nine (9) sewage lift stations
- Wastewater Treatment
 - o Wastewater treatment facility (permitted for 1.5 million gallons per day)
 - o Pretreatment Program
 - o Sanitary Sewer Management Plan (SSMP)
 - § FOG Program (Fats, Oils and Grease)
 - § Inflow and Infiltration (I&I) reduction
 - o Process Safety Management Plan (PSMP)

Significant Changes

None.

Fund History

	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>Operating Budget (Fund 550)</u>							
<u>Revenues:</u>							
Service Charges	3,424,440	3,383,419	3,467,289	3,420,000	3,420,000	3,450,000	30,000
Other Revenue	24,585	16,871	15,569	26,000	62,250	31,000	5,000
Interest Revenue	86,247	106,854	9,185	20,000	20,000	20,000	-
	<u>3,535,272</u>	<u>3,507,144</u>	<u>3,492,043</u>	<u>3,466,000</u>	<u>3,502,250</u>	<u>3,501,000</u>	<u>35,000</u>
<u>Operating Expenses:</u>							
Salaries and Benefits	1,280,962	1,410,809	1,380,963	1,388,496	1,278,567	1,485,469	96,973
Service and Supplies	984,144	1,020,192	889,286	1,202,794	1,111,144	1,260,090	57,296
Capital Outlay	235,896	176,037	134,598	85,000	85,000	74,050	(10,950)
	<u>2,501,002</u>	<u>2,607,038</u>	<u>2,404,847</u>	<u>2,676,290</u>	<u>2,474,711</u>	<u>2,819,609</u>	<u>143,319</u>
							-
<u>Debt Service:</u>	<u>756,269</u>	<u>696,344</u>	<u>690,169</u>	<u>698,519</u>	<u>698,519</u>	<u>694,719</u>	<u>(3,800)</u>
	<u>3,257,271</u>	<u>3,303,382</u>	<u>3,095,016</u>	<u>3,374,809</u>	<u>3,173,230</u>	<u>3,514,328</u>	<u>139,519</u>
 Operating Surplus (Deficit)	 <u>278,001</u>	 <u>203,762</u>	 <u>397,027</u>	 <u>91,191</u>	 <u>329,020</u>	 <u>(13,328)</u>	 <u>(104,519)</u>
<u>Capital Budget (Fund 560)</u>							
<u>Revenues:</u>							
Capital Fees, Interest, Transfers	439,963	410,256	262,699	230,000	230,000	230,000	-
<u>Operating Expenses:</u>							
Capital Improvement Projects	106,462	147,997	855,127	3,290,000	888,609	2,505,000	(785,000)
Capital Surplus (Deficit)	<u>333,501</u>	<u>262,259</u>	<u>(592,428)</u>	<u>(3,060,000)</u>	<u>(658,609)</u>	<u>(2,275,000)</u>	<u>785,000</u>



City of Fortuna
FY 2022-23 Budget

Restricted Funds
Wastewater Fund

Public Works Department

Personnel Allocation
Depts. 6500,6600,6700

	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
	Actual	Actual	Actual	Budget	Estimate	Adopted	PY Budget
City Administration							
City Manager	0.29	0.29	0.29	0.29	0.29	0.29	-
City Clerk/Human Resources	0.20	0.20	0.20	0.20	0.20	0.20	-
Senior Admin Asst / Deputy City Clerk	0.20	0.20	0.20	0.20	0.20	0.20	-
Finance Director	0.25	0.25	0.25	0.25	0.25	0.25	-
Deputy Community Development Director	0.05	0.05	0.05	0.05	0.05	0.05	-
Payroll & Benefits Administrator	0.35	0.35	0.35	0.35	0.35	0.35	-
Finance Office Supervisor	-	-	-	-	-	0.25	0.25
Senior Account Clerk	0.25	0.25	0.25	0.25	0.25	-	(0.25)
Accounting Technician	-	-	-	-	-	0.40	0.40
Account Clerk II/III	0.80	0.80	0.80	0.80	0.80	0.40	(0.40)
Administration and Engineering							
Public Works Director	0.40	-	-	-	-	0.30	0.30
Deputy City Engineer	-	0.40	0.40	-	-	-	-
City Engineer	-	-	-	0.40	0.40	0.40	-
Deputy Public Works Director	0.30	0.30	0.30	0.30	0.30	-	(0.30)
Assistant City Engineer II	0.35	0.25	0.25	0.25	0.25	0.25	-
Senior Administrative Assistant	0.50	0.50	0.50	0.50	0.50	0.50	-
General Services and Parks and Rec							
General Services Superintendent	0.16	0.16	0.16	0.16	0.16	0.16	-
Lead Street Maintenance Worker	0.10	0.10	0.10	0.10	0.10	0.10	-
Street Maintenance Worker II/III	0.36	0.75	0.75	0.75	0.75	0.96	0.21
Vehicle & Equipment Mechanic	0.10	0.30	0.30	0.30	0.30	0.30	-
City Carpenter III	0.80	0.40	0.40	0.40	0.40	0.40	-
Lead Park Maintenance Worker	0.03	0.03	0.03	0.03	0.03	0.03	-
Park Maintenance Worker II/III	0.12	0.12	0.12	0.12	0.12	0.12	-
Parks / Streets Maintenance Worker II	0.08	-	-	-	-	-	-
Facility Custodian	0.05	0.05	-	-	0.05	0.05	0.05
Utilities - Water							
Utilities Superintendent	0.50	0.50	0.50	0.50	0.50	-	(0.50)
Utility Shift Supervisor	-	-	-	-	-	0.30	-
Lead Utility Worker	0.30	0.30	0.30	0.30	0.30	-	(0.30)
Utility Worker II/III	1.75	1.75	1.40	1.40	1.40	1.75	0.35
Utilities - Wastewater							
Chief Treatment Plant Operator	0.63	0.60	0.60	0.60	0.60	0.60	-
Treatment Plant Op III/Shift Supervisor	1.60	1.60	0.80	0.80	0.80	1.60	0.80
Laboratory Director	0.75	0.75	0.75	0.75	0.75	0.75	-
Treatment Plant Mechanic	0.75	0.60	0.60	0.60	0.60	-	(0.60)
Treatment Plant Operator II	3.20	2.40	2.40	2.40	2.40	2.40	-
Treatment Plant Operator I/OIT	0.80	1.60	1.60	1.60	1.60	1.60	-
	16.02	15.85	14.65	14.65	14.70	14.96	0.01
Part Time:							
City Clerk Administrative Assistant	0.15	0.15	-	0.15	0.15	0.15	-
	0.15	0.15	-	0.15	0.15	0.15	-
Total Authorized Personnel	16.17	16.00	14.65	14.80	14.85	15.11	0.01



City of Fortuna
FY 2022-23 Budget

Restricted Funds
Wastewater Fund

Public Works Department

<u>Fund</u>	550	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	6500	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>History of Expenditures</u>								
<u>Collection Division</u>								
Salaries	5100	\$ 183,915	\$ 188,103	\$ 182,704	\$ 193,514	\$ 176,945	\$ 216,571	\$ 23,057
Overtime	5170	290	306	104	500	500	500	-
Vacation Buyback	5180	825	2,323	2,025	2,000	3,500	2,000	-
Benefits	5200	224,814	110,114	120,979	133,379	126,963	141,977	8,598
Subtotal, Salaries and Benefits		409,844	300,846	305,812	329,393	307,908	361,048	31,655
Department Supplies	5500	8,836	8,658	6,008	10,000	8,000	10,000	-
Vehicle Fuel & Oil	5505	-	101	-	1,000	-	1,000	-
Base Materials	5520	1,024	336	630	2,500	1,500	2,500	-
Asphalt	5525	2,669	-	304	2,000	1,500	2,000	-
Supplies - High Rock Crew	5600	-	432	769	-	-	-	-
Software Maintenance	5710	-	-	1,250	1,500	1,250	1,500	-
Vehicle Repairs	5715	7,262	11,031	8,611	10,000	5,000	10,000	-
Info Tech (Telemetry)	5719	500	-	1,250	2,000	-	2,000	-
Equipment Repairs	5720	843	3,478	2,046	5,000	3,000	5,000	-
Building Maintenance/Repairs	5740	222	78	370	2,000	1,000	2,000	-
Tools & Small Equipment	5900	2,135	5,500	1,920	5,000	3,000	5,000	-
Engineering Services	6005	-	-	105	2,500	2,500	2,500	-
General Contracting	6015	-	-	758	15,000	10,000	15,000	-
Professional Services	6025	-	53	60	-	-	-	-
Personnel Services	6035	810	29	1,304	1,200	1,500	1,200	-
Telephone	6200	2,823	2,890	3,089	3,000	4,000	3,000	-
Regulatory Permits	6612	-	2,625	2,848	3,500	4,000	3,800	300
Regional Fines	6630	-	-	-	25,000	-	25,000	-
Regulatory / Compliance Fees	6631	2,090	567	2,066	5,000	1,000	5,000	-
Travel/Conferences/Training	7000	477	671	603	2,000	1,000	2,000	-
Certifications	7012	304	-	-	500	-	500	-
Due and Subscriptions	7015	144	271	144	500	500	500	-
Subtotal, Services and Supplies		30,139	36,720	34,135	99,200	48,750	99,500	300
Capital Outlay	8000	188,620	65,088	130,120	-	-	-	-
Generator for Shop (1/2)		-	-	-	35,000	35,000	-	(35,000)
Replace Service Truck (1/2)		-	-	-	-	-	22,500	22,500
Hammer Attachment for Mini (1/2)		-	-	-	-	-	4,050	4,050
Total Capital Outlay		188,620	65,088	130,120	35,000	35,000	26,550	(8,450)
Total:		\$ 628,603	\$ 402,654	\$ 470,067	\$ 463,593	\$ 391,658	\$ 487,098	\$ 23,505



City of Fortuna
FY 2022-23 Budget

Restricted Funds
Wastewater Fund

Public Works Department

<u>Fund</u>	550	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	6600	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>History of Expenditures</u>								
<u>Wastewater Treatment Division</u>								
Salaries	5100	\$ 350,516	\$ 358,815	\$ 352,206	\$ 383,675	\$ 335,331	\$ 423,332	\$ 39,657
Salary Part-Time	5165	-	-	-	-	-	-	-
Overtime	5170	1,297	1,922	1,667	1,500	1,500	1,500	-
Vacation Buyback	5180	6,372	850	360	2,000	10,000	2,000	-
Benefits	5200	171,238	367,490	309,510	246,045	239,857	271,074	25,029
Subtotal, Salaries and Benefits		529,423	729,077	663,743	633,220	586,688	697,906	64,686
Department Supplies	5500	60,081	37,903	33,888	40,000	40,000	40,000	-
Vehicle Fuel & Oil	5505	18,934	21,569	17,650	25,000	20,000	25,000	-
Chemical Supplies	5555	173,252	191,984	115,653	180,000	150,000	190,000	10,000
Lab Supplies	5557	17,527	15,725	18,731	20,500	20,500	20,500	-
Supplies - High Rock Crew	5600	-	575	-	-	-	-	-
Vehicle Repairs	5715	15,191	6,401	4,911	10,000	10,000	15,000	5,000
Info Tech (Telemetry)	5719	14,209	3,198	2,333	5,000	2,500	5,000	-
Equipment Repairs	5720	49,660	75,909	47,463	75,000	70,000	75,000	-
Alarm System Maintenance	5730	2,465	2,303	1,806	1,000	2,000	1,500	500
Building Maintenance/Repair	5740	1,340	25,906	21,598	20,000	10,000	15,000	(5,000)
Bio Solids Management	5766	11,630	17,189	2,993	10,000	5,000	10,000	-
Percolation Pond Const.	5770	75,130	81,070	93,435	100,000	100,000	110,000	10,000
Tools & Equipment	5900	2,864	12,103	2,665	5,000	4,500	4,000	(1,000)
Engineering Services	6005	6,011	6,215	2,870	7,500	5,000	7,500	-
General Contracting	6015	-	-	-	2,000	3,000	2,000	-
Professional Services	6025	5,582	9,277	6,105	12,000	15,000	14,000	2,000
Personnel Services	6035	2,038	309	279	1,500	1,500	1,000	(500)
Outside Lab Services	6045	12,114	16,772	17,439	15,000	16,000	17,000	2,000
Water	6500	14,800	20,036	37,303	30,000	30,000	25,000	(5,000)
Utilities - Electric	6505	230,592	229,749	209,762	240,000	260,000	240,000	-
Lab Permit Fees	6605	-	3,998	3,998	10,500	10,500	11,500	1,000
Regulatory Permits	6612	13,995	13,692	10,268	15,000	15,000	15,000	-
Regional Board Fines	6630	-	-	-	50,000	50,000	50,000	-
Regulatory Compliance	6633	24,510	4,875	10,918	20,000	10,000	20,000	-
Travel/Conferences/Training	7000	4,925	2,371	3,134	7,500	4,000	6,000	(1,500)
Application/Certification Fees	7012	2,771	1,842	874	2,500	1,500	2,500	-
Dues & Subscriptions	7015	1,512	1,122	1,306	2,500	1,500	2,000	(500)
Subtotal, Services and Supplies		761,133	802,093	667,382	907,500	857,500	924,500	17,000
Capital Outlay	8000	29,528	89,018	4,478	-	-	-	-
Replace Station Radios (1/2)		-	-	-	50,000	50,000	-	(50,000)
Boiler Repair		-	-	-	-	-	25,000	25,000
Replace Service Truck (1/2)		-	-	-	-	-	22,500	22,500
Total Capital Outlay		29,528	89,018	4,478	50,000	50,000	47,500	(2,500)
Total:		\$ 1,320,084	\$ 1,620,188	\$ 1,335,603	\$ 1,590,720	\$ 1,494,188	\$ 1,669,906	\$ 79,186



City of Fortuna
FY 2022-23 Budget

Restricted Funds
Wastewater Fund

Public Works Department

<u>Fund</u>	550	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	6700	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>Administration</u>								
Salaries	5100	\$ 216,070	\$ 256,647	\$ 267,538	\$ 279,705	\$ 252,816	\$ 284,887	\$ 5,182
Salary Part-Time	5165	1,751	3,053	1,187	5,645	4,790	5,719	74
Overtime	5170	-	1,044	-	1,000	1,000	1,000	-
Vacation Buyback	5180	8,263	4,084	4,592	5,000	5,000	5,000	-
Benefits	5200	115,611	116,058	138,091	134,533	120,365	129,909	(4,624)
Total Salaries and Benefits		341,695	380,886	411,408	425,883	383,971	426,515	632
Department Supplies	5500	15,279	28,809	22,589	10,000	22,000	24,000	14,000
Office Equipment Maintenance	5705	2,085	2,741	3,057	2,500	3,500	3,000	500
Software Maintenance (A)	5710	3,932	4,612	7,794	6,400	8,000	6,800	400
Building Repairs	5740	11,079	-	1,783	2,000	1,500	2,000	-
Network Support (A)	5775	15,769	6,759	12,263	9,100	10,000	10,010	910
Website Hosting & Maintenance (A)	5780	2,289	2,374	256	1,714	1,714	1,000	(714)
Audit Fees (A)	6000	6,000	5,057	6,543	6,000	6,000	7,200	1,200
Engineering Services	6005	2,615	193	-	5,000	5,000	5,000	-
Professional Services	6025	4,933	3,266	1,745	10,000	5,000	10,000	-
Personnel Services	6035	91	206	281	500	800	500	-
Bank Fees	6060	1,505	4,593	7,376	-	8,000	8,000	8,000
Credit Card Fees	6061	17,545	19,996	25,968	26,000	26,000	26,000	-
Telephone	6200	1,857	1,396	1,401	2,000	1,400	2,000	-
Cell Phones	6205	1,328	2,447	2,610	3,000	2,400	3,000	-
Internet Service	6210	-	5,105	698	5,000	1,000	5,000	-
Property and Liability Insurance (A)	6350	92,522	81,907	82,261	88,930	88,930	104,630	15,700
Claims Settlement	6360	-	1,255	285	-	-	-	-
Utilities	6505	4,660	4,800	5,345	5,000	5,200	5,000	-
Fortuna Fire District Assessment	6720	432	432	432	450	450	450	-
Travel/Conferences/Training	7000	2,829	475	-	5,000	3,000	5,000	-
Dues & Subscriptions	7015	-	-	8	-	-	-	-
Bad Debts	7800	6,122	4,956	5,074	7,500	5,000	7,500	-
Subtotal, Services and Supplies		192,872	181,379	187,769	196,094	204,894	236,090	39,996
Capital Outlay	8000	17,748	21,931	-	-	-	-	-
Total Capital Outlay		17,748	21,931	-	-	-	-	-
Total:		\$ 552,315	\$ 584,196	\$ 599,177	\$ 621,977	\$ 588,865	\$ 662,605	\$ 40,628



Public Works Department

**Restricted Funds
Maintenance Districts**

Purpose

Manage and maintain the infrastructure of maintenance and fee assessment districts within City limits.

Responsibilities

- Maintain the infrastructure for nine (9) Maintenance Districts and Fee Assessment Areas, including storm drainage detention basins, sewer lift stations and water pumping stations.
- Maintain accurate records of current and future costs for maintenance and ensure current costs are reported timely to the County of Humboldt Tax Collector's Office.

Significant Changes

None.

Personnel Allocation

No personnel are directly allocated to Maintenance Districts and Fee Assessment Areas.

Individual Districts

<u>Fund</u>	670	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	6505	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>Rancho Buena Vista Lift Station</u>								
<u>Maintenance District</u>								
Beginning Unreserved Fund Balance		\$ 5,879	\$ 6,952	\$ 8,488	\$ 8,121	\$ 8,121	\$ 8,507	\$ 386
Revenue:		7,223	7,468	5,839	6,500	6,500	6,500	-
Expenditures:								
Labor Distribution	5195	2,900	2,900	2,900	2,900	2,900	2,900	-
Benefit Distribution	5295	975	975	975	975	975	975	-
Subtotal, Salaries and Benefits		3,875	3,875	3,875	3,875	3,875	3,875	-
Administrative Charge	6055	250	250	250	250	250	250	-
Utilities	6505	405	186	460	365	365	365	-
County Admin Fee	6700	6	7	7	10	10	10	-
Subtotal, Services and Supplies		661	443	717	625	625	625	-
		4,536	4,318	4,592	4,500	4,500	4,500	-
Annual Operating Activity		2,687	3,150	1,247	2,000	2,000	2,000	-
Depreciation Expense	9100	1,614	1,614	1,614	1,614	1,614	1,614	-
Ending Unreserved Fund Balance		\$ 6,952	\$ 8,488	\$ 8,121	\$ 8,507	\$ 8,507	\$ 8,893	\$ 386



City of Fortuna
FY 2022-23 Budget

Restricted Funds
Maintenance Districts

Public Works Department

<u>Fund</u>	671	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	6510	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>Kenwood Meadows Lift Station</u>								
Beginning Unreserved Fund Balance		\$ 10,329	\$ 20,344	\$ 26,380	\$ 29,856	\$ 29,856	\$ 30,602	\$ 746
Revenue:		10,205	10,451	8,169	9,000	9,000	9,000	-
Expenditures:								
Labor Distribution	5195	2,900	2,900	2,900	2,900	2,900	2,900	-
Benefit Distribution	5295	975	975	975	975	975	975	-
Subtotal, Salaries and Benefits		3,875	3,875	3,875	3,875	3,875	3,875	-
Administrative Charge	6055	250	250	250	250	250	250	-
Utilities	6505	451	282	560	500	500	500	-
County Admin Fee	6700	6	8	8	10	10	10	-
Subtotal, Services and Supplies		707	540	818	760	760	760	-
		4,582	4,415	4,693	4,635	4,635	4,635	-
Annual Operating Activity		5,623	6,036	3,476	4,365	4,365	4,365	-
Depreciation Expense	9100	(4,392)	-	-	3,619	3,619	3,619	-
Ending Unreserved Fund Balance		\$ 20,344	\$ 26,380	\$ 29,856	\$ 30,602	\$ 30,602	\$ 31,348	\$ 746
<u>Forest Hills Booster Station</u>								
Beginning Unreserved Fund Balance		\$ 42,741	\$ 47,971	\$ 44,964	\$ 31,527	\$ 31,527	\$ 28,217	\$ (3,310)
Revenue:		27,405	20,143	11,172	20,000	20,000	20,000	-
Expenditures:								
Labor Distribution	5195	9,000	9,000	9,000	9,000	9,000	9,000	-
Benefit Distribution	5295	1,850	1,850	1,850	1,850	1,850	1,850	-
Subtotal, Salaries and Benefits		10,850	10,850	10,850	10,850	10,850	10,850	-
Equipment Repairs	5720	559	-	3,091	2,000	2,000	2,000	-
Administrative Charge	6055	250	250	250	250	250	250	-
Utilities	6505	2,508	4,040	2,408	2,200	2,200	2,200	-
County Admin Fee	6700	8	10	10	10	10	10	-
Subtotal, Services and Supplies		3,325	4,300	5,759	4,460	4,460	4,460	-
		14,175	15,150	16,609	15,310	15,310	15,310	-
Annual Operating Activity		13,230	4,993	(5,437)	4,690	4,690	4,690	-
Depreciation Expense	9100	8,000	8,000	8,000	8,000	8,000	8,000	-
Ending Unreserved Fund Balance		\$ 47,971	\$ 44,964	\$ 31,527	\$ 28,217	\$ 28,217	\$ 24,907	\$ (3,310)



City of Fortuna
FY 2022-23 Budget

Public Works Department

Restricted Funds
Maintenance Districts

<u>Fund</u>	673	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	6520	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>Forest Hills Estates Storm Water</u>								
Beginning Unreserved Fund Balance		\$ 8,606	\$ 9,388	\$ 10,887	\$ 11,292	\$ 11,292	\$ 12,287	\$ 995
Revenue:		6,586	7,306	6,212	7,000	7,000	7,000	-
Expenditures:								
Labor Distribution	5195	2,900	2,900	2,900	2,900	2,900	2,900	-
Benefit Distribution	5295	975	975	975	975	975	975	-
Subtotal, Salaries and Benefits		3,875	3,875	3,875	3,875	3,875	3,875	-
Supplies - High Rock Crew	5600	-	-	-	200	200	200	-
Administrative Charge	6055	225	225	225	225	225	225	-
County Admin Fee	6700	9	12	12	10	10	10	-
Subtotal, Services and Supplies		234	237	237	435	435	435	-
		4,109	4,112	4,112	4,310	4,310	4,310	-
Annual Operating Activity		2,477	3,194	2,100	2,690	2,690	2,690	-
Depreciation Expense	9100	1,695	1,695	1,695	1,695	1,695	1,695	-
Ending Unreserved Fund Balance		\$ 9,388	\$ 10,887	\$ 11,292	\$ 12,287	\$ 12,287	\$ 13,282	\$ 995
<u>Dove Subdivision Storm Water</u>								
Beginning Unreserved Fund Balance		\$ 633	\$ 987	\$ 1,426	\$ 1,465	\$ 1,465	\$ 1,594	\$ 129
Revenue:		1,425	1,512	1,112	1,200	1,200	1,200	-
Expenditures:								
Labor Distribution	5195	80	80	80	80	80	80	-
Benefit Distribution	5295	20	20	20	20	20	20	-
Subtotal, Salaries and Benefits		100	100	100	100	100	100	-
Administrative Charge	6055	25	25	25	25	25	25	-
County Admin Fee	6700	5	7	7	5	5	5	-
Subtotal, Services and Supplies		30	32	32	30	30	30	-
		130	132	132	130	130	130	-
Annual Operating Activity		1,295	1,380	980	1,070	1,070	1,070	-
Depreciation Expense	9100	941	941	941	941	941	941	-
Ending Unreserved Fund Balance		\$ 987	\$ 1,426	\$ 1,465	\$ 1,594	\$ 1,594	\$ 1,723	\$ 129



City of Fortuna
FY 2022-23 Budget

Restricted Funds
Maintenance Districts

Public Works Department

<u>Fund</u>	675	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	6524	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>Gulliksen Subdivision Storm Water</u>								
Beginning Unreserved Fund Balance		\$ 628	\$ 1,473	\$ 2,500	\$ 2,776	\$ 2,776	\$ 2,878	\$ 102
Revenue		3,042	3,225	2,474	2,500	2,500	2,500	-
Expenditures								
Labor Distribution	5195	80	80	80	80	80	80	-
Benefit Distribution	5295	20	20	20	20	20	20	-
Subtotal, Salaries and Benefits		100	100	100	100	100	100	-
Supplies - High Rock Crew	5600	-	-	-	200	200	200	-
Administrative Charge	6055	25	25	25	25	25	25	-
County Admin Fee	6700	4	5	5	5	5	5	-
Subtotal, Services and Supplies		29	30	30	230	230	230	-
		129	130	130	330	330	330	-
Annual Operating Activity		2,913	3,095	2,344	2,170	2,170	2,170	-
Depreciation Expense	9100	2,068	2,068	2,068	2,068	2,068	2,068	-
Ending Unreserved Fund Balance		\$ 1,473	\$ 2,500	\$ 2,776	\$ 2,878	\$ 2,878	\$ 2,980	\$ 102
<u>Fund</u>	676							
<u>Department</u>	6525							
<u>Drainage Assessment Area 2009-01</u>								
<u>Astor Subdivision</u>								
Beginning Unreserved Fund Balance		\$ 487	\$ 1,056	\$ 1,792	\$ 1,925	\$ 1,925	\$ 1,988	\$ 63
Revenue:		3,406	3,574	2,971	2,900	2,900	2,900	-
Expenditures:								
Salaries	5195	80	80	80	80	80	80	-
Benefits	5295	20	20	20	20	20	20	-
Subtotal, Salaries and Benefits		100	100	100	100	100	100	-
Administrative Charge	6055	25	25	25	25	25	25	-
County Admin Fee	6700	5	6	6	5	5	5	-
Subtotal, Services and Supplies		30	31	31	30	30	30	-
		130	131	131	130	130	130	-
Annual Operating Activity		3,276	3,443	2,840	2,770	2,770	2,770	-
Depreciation Expense	9100	2,707	2,707	2,707	2,707	2,707	2,707	-
Ending Unreserved Fund Balance		\$ 1,056	\$ 1,792	\$ 1,925	\$ 1,988	\$ 1,988	\$ 2,051	\$ 63



City of Fortuna
FY 2022-23 Budget

Restricted Funds
Maintenance Districts

Public Works Department

<u>Fund</u>	677	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	6526	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>Sewer Maintenance Fee Area 2009-02</u>								
<u>Astor Subdivision Lift Station</u>								
Beginning Unreserved Fund Balance		\$ 14,064	\$ 14,418	\$ (4,354)	\$ (3,325)	\$ (3,325)	\$ (2,520)	\$ 805
Revenue:		6,503	6,230	6,313	6,000	6,000	6,000	-
Expenditures:								
Labor Distribution	5195	2,900	2,900	2,900	2,900	2,900	2,900	-
Benefit Distribution	5295	975	975	975	975	975	975	-
Subtotal, Salaries and Benefits		3,875	3,875	3,875	3,875	3,875	3,875	-
General Contracting	6015	-	19,957	-	-	-	-	-
Administrative Charge	6055	250	250	250	250	250	250	-
Utilities	6505	1,220	114	353	265	265	265	-
County Admin Fee	6700	4	6	6	5	5	5	-
Subtotal, Services and Supplies		1,474	20,327	609	520	520	520	-
		5,349	24,202	4,484	4,395	4,395	4,395	-
Annual Operating Activity		1,154	(17,972)	1,829	1,605	1,605	1,605	-
Depreciation Expense	9100	800	800	800	800	800	800	-
Ending Unreserved Fund Balance		\$ 14,418	\$ (4,354)	\$ (3,325)	\$ (2,520)	\$ (2,520)	\$ (1,715)	\$ 805
<u>Fund</u>								
<u>Department</u>								
<u>Drainage Assessment Area 2010-03</u>								
<u>Wright Subdivision</u>								
Beginning Unreserved Fund Balance		\$ 459	\$ 808	\$ 1,268	\$ 1,308	\$ 1,308	\$ 1,490	\$ 182
Revenue		2,167	2,281	1,861	2,000	2,000	2,000	-
Expenditures								
Labor Distribution	5195	80	80	80	80	80	80	-
Benefit Distribution	5295	20	20	20	20	20	20	-
Subtotal, Salaries and Benefits		100	100	100	100	100	100	-
Administrative Charge	6055	25	25	25	25	25	25	-
County Admin Fee	6700	-	3	3	-	-	-	-
Subtotal, Services and Supplies		25	28	28	25	25	25	-
		125	128	128	125	125	125	-
Annual Operating Activity		2,042	2,153	1,733	1,875	1,875	1,875	-
Depreciation Expense	9100	1,693	1,693	1,693	1,693	1,693	1,693	-
Ending Unreserved Fund Balance		\$ 808	\$ 1,268	\$ 1,308	\$ 1,490	\$ 1,490	\$ 1,672	\$ 182



Transit



**Restricted Fund
Transit**

Transportation

Purpose

The Transit Department is responsible for transportation services to Fortuna residents. Service is provided in two fashions: (1) a public transit service offered through Humboldt Transit Authority's Regional Redwood Transit System (RTS) and (2) The Fortuna Senior Bus Dial-A-Ride System which provides transportation to people over the age of 50 (fifty) and/or who are disabled.

Responsibilities

- Provide safe and efficient public transportation to eligible City residents.
- Ensure transportation program guidelines meet funding requirements.

Significant Changes

None.

Personnel Allocation

	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
Parks & Recreation Director	0.10	0.10	0.10	0.10	0.10	0.10	-
Finance Director	0.03	0.03	0.03	0.03	0.03	0.03	-
Recreation/Transit Administrative Supervisor	0.20	0.20	0.20	0.20	0.20	0.20	-
Payroll & Benefits Administrator	0.01	0.01	0.01	0.01	0.01	0.01	-
Bus Driver	1.00	1.00	1.00	1.00	1.00	1.00	-
Vehicle & Equipment Mechanic II	0.06	0.10	0.10	0.10	0.10	0.10	-
Facility Custodian	0.10	0.10	-	-	0.10	0.10	0.10
Bus Driver (PT) (2)	0.96	1.00	1.00	1.00	1.00	1.00	-
Bus Dispatcher/Office Asst (PT)	0.51	0.26	0.26	0.31	0.31	0.31	-
	2.97	2.80	2.70	2.75	2.85	2.85	0.10

Fund History

	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Estimate	2022-23 Adopted	Change vs. PY Budget
Beginning Available Fund Balance	\$ 219,240	\$ 162,475	\$ 125,758	\$ 95,524	\$ 95,524	\$ 81,112	\$ (14,412)
Sources:							
Senior Bus Fees	16,195	15,261	11,689	16,000	16,000	16,000	-
TDA Rev Allocation	247,807	290,516	316,695	344,000	344,000	381,987	37,987
Other	8,165	4,640	6,037	2,400	2,400	2,400	-
Transfer In	3,831	5,691	4,431	5,000	5,000	5,000	-
	275,998	316,108	338,852	367,400	367,400	405,387	37,987
Uses:							
Salaries and Benefits	124,006	144,735	150,761	175,572	182,572	197,944	22,372
Service and Supplies	23,065	23,375	30,503	32,090	35,540	37,742	5,652
Contract Services - HTA	157,441	160,590	163,697	168,600	163,700	168,700	100
Depreciation	28,251	24,125	24,125	-	-	-	-
	332,763	352,825	369,086	376,262	381,812	404,386	28,124
Net Activity	(56,765)	(36,717)	(30,234)	(8,862)	(14,412)	1,001	9,863
Ending Available Fund Balance	\$ 162,475	\$ 125,758	\$ 95,524	\$ 86,662	\$ 81,112	\$ 82,113	\$ (4,549)



City of Fortuna
FY 2022-23 Budget

Restricted Fund
Transit

Transportation

<u>Fund</u>	590	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	Change vs.
<u>Department</u>	5000	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>History of Expenditures</u>								
Wages	5100	\$ 61,512	\$ 65,425	\$ 58,615	\$ 60,313	\$ 65,242	\$ 72,870	\$ 12,557
Salary Part-Time	5165	34,230	29,787	16,862	42,974	43,256	49,519	6,545
Overtime	5170	-	20	-	-	-	-	-
Vacation Buyback	5180	(353)	(273)	1,044	500	500	500	-
Benefits	5200	28,617	49,776	74,240	71,785	73,574	75,055	3,270
Subtotal, Salaries and Benefits		124,006	144,735	150,761	175,572	182,572	197,944	22,372
Department Supplies	5500	417	1,356	729	800	600	800	-
Vehicle Fuel & Oil	5505	11,172	10,804	10,543	11,300	15,000	14,000	2,700
Repairs	5715	1,906	2,074	7,622	4,600	4,600	4,500	(100)
Personnel Services	6035	-	-	976	200	650	500	300
Telephone	6200	238	244	268	200	200	200	-
Advertising	6300	-	-	120	200	200	200	-
Insurance (A)	6350	3,400	5,000	9,710	11,190	11,190	13,942	2,752
Travel/Conferences/Training	7000	5,422	3,362	-	3,000	2,500	3,000	-
Dues & Subscriptions	7015	510	535	535	600	600	600	-
Subtotal, Services and Supplies		23,065	23,375	30,503	32,090	35,540	37,742	5,652
Senior Bus Total:		\$ 147,071	\$ 168,110	\$ 181,264	\$ 207,662	\$ 218,112	\$ 235,686	\$ 28,024
<u>Fund</u>	590							
<u>Department</u>	5050							
<u>Public Transit</u>								
HTA- Contract Services	6620	157,441	\$ 160,590	\$ 163,697	\$ 168,600	\$ 163,700	\$ 168,700	\$ 100
Transit Total:		157,441	160,590	163,697	168,600	163,700	168,700	100
Fund Total:		\$ 304,512	\$ 328,700	\$ 344,961	\$ 376,262	\$ 381,812	\$ 404,386	\$ 28,124



Housing and Business *Loan Funds*



Housing and Community Development **Restricted Funds**
Housing and Business Loan Funds

Purpose

Housing and Development Funds provide accountability for several Federal, State and Local development programs. The Successor Agency Housing Fund tracks loan repayments from the former Redevelopment Low/Moderate Income Housing Program. The Home and CDBG funds track the status of Federal HUD grants and program income from loans extended in prior years. The Business Loan Fund supports local economic development efforts.

<u>Personnel Allocation</u>	<u>2018-19 Actual</u>	<u>2019-20 Actual</u>	<u>2020-21 Actual</u>	<u>2021-22 Budget</u>	<u>2022-23 Adopted</u>	
Special Consultant / Interim Employee	-	-	-	0.50	-	
	-	-	-	0.50	-	
<u>Fund Balance Projections</u>	<u>Successor Housing 205</u>	<u>Home Fund 230</u>	<u>CDBG Programs 830</u>	<u>CDBG Admin 825</u>	<u>Business Loans 836</u>	<u>Total</u>
Available Fund Balance, June 2021	\$ 214,368	\$ 206,415	\$ 866,022	\$ 227,682	\$ 550,793	\$ 2,065,280

2021-22 Projected Activity

Revenue:						
Loan Repayments, Rent, Interest	21,669	1,000	50,000	-	24,000	96,669
	21,669	1,000	50,000	-	24,000	96,669
Expenditures:						
Pay/Benefits 5100	-	-	-	29,154	-	29,154
Professional Services 6025	25,000	5,000	-	15,000	20,000	65,000
Program Administration 6050	-	-	5,000	-	-	5,000
CIP	-	-	50,000	-	-	50,000
	25,000	5,000	55,000	44,154	20,000	149,154
Net Annual Activity	(3,331)	(4,000)	(5,000)	(44,154)	4,000	(52,485)
Projected Fund Balance, June 2022	211,037	202,415	861,022	183,528	554,793	2,012,795

2022-23 Projected Activity

Revenue:						
Loan Repayments, Rent, Interest	60,500	1,000	20,000	-	24,000	105,500
	60,500	1,000	20,000	-	24,000	105,500
Expenditures:						
Pay/Benefits 5100	-	-	-	-	-	-
Professional Services 6025	25,000	5,000	-	15,000	25,000	70,000
Program Administration 6050	-	-	5,000	-	-	5,000
CIP	-	-	860,000	-	-	860,000
	25,000	5,000	865,000	15,000	25,000	935,000
Net Annual Activity	35,500	(4,000)	(845,000)	(15,000)	(1,000)	(829,500)
Projected Fund Balance, June 2023	\$ 246,537	\$ 198,415	\$ 16,022	\$ 168,528	\$ 553,793	\$ 1,183,295



Non-Departmental



General and Restricted Funds
Debt Service

Debt Administration

Purpose

Debt administration centralizes the City of Fortuna's long term debt obligations to allow for sound financial management and transparency in monitoring and reporting City debt that is used to fund large projects. Debt financing is used when paying for projects, maintenance or upgrades related to City services that cannot be financed by current revenues or would be impractical to do so. Debt service payments are budgeted and expected to be covered by current revenues each fiscal year.

Debt financing not only provides cash for City projects, but spreads the cost of a project over time thereby sharing the cost burden for the project with both current and future taxpayers who will benefit from the project. Financing through debt is most appropriate for long-term investments, and allows the City to maintain its assets while building for the future. Many factors influence the cost of financing, such as the amount of current outstanding debt, the opportunity cost of borrowing and the cost of credit in the financial market. The following describes the different types of financing the City utilizes:

Revenue Bonds

Revenue Bonds can be used to finance capital projects where there is a pledge to pay the debt from a stream of revenue accruing to the City. This form of debt is used to finance facilities and improvements from lease or enterprise fund activities which generate ongoing revenues from services provided to the community.

Assessment District Bonds

Assessment District Bonds can be used to finance infrastructure for a limited area of the City. This particular type of debt (special assessments or special taxes) are levied against the property owners in a defined district who directly benefit from the infrastructure improvement. The City of Fortuna has used this type of debt to finance infrastructure for specific services approved by the property owners within the assessment districts.

Capital Leases

Capital leasing can be used to acquire tangible assets where there is a pledge to pay the debt from current annual receipts and where the acquired assets can be placed under a lien until the debt obligation is paid off. The City of Fortuna has used capital leasing to acquire equipment that is necessary for efficient operations of City Business.

<u>Debt Summary</u>	<u>Fund</u>	<u>Outstanding Principal June 2021</u>	<u>2021-22 Debt Payment</u>	<u>2022-23 Debt Payment</u>	<u>Change vs. PY Budget</u>
2017 Water Revenue Refunding Bonds	500	\$ 4,785,000	\$ 399,525	\$ 400,925	\$ 1,400
2017 Wastewater Revenue Refunding Bonds	550	7,735,000	698,519	694,719	(3,800)
Subtotal, City Debt		12,520,000	1,098,044	1,095,644	(2,400)
2018 Tax Allocation Refunding Bonds	891	7,970,000	530,038	538,888	8,850
Total City and Related Debt		\$ 20,490,000	\$ 1,628,082	\$ 1,634,532	\$ 6,450



Debt Administration

Continued

2017 Water Revenue Refunding Bonds

- Purpose: To refinance the 2006 Water Revenue Bond. The purpose of the 2006 Water Bonds was to complete water improvement projects and infrastructure throughout the City.
- Issue Date: November 1, 2017
- Maturity Date: October 2036
- Original Principal Amount: \$5,405,000
- Net Interest Cost Rate: 2.99%
- Funding Source: Fees for water service

2017 Wastewater Revenue Refunding Bonds

- Purpose: To refinance the 2006 Wastewater Revenue Bonds. The purpose of the 2006 Wastewater Revenue Bonds was to expand and improve the Wastewater Treatment Plant.
- Issue Date: November 1, 2017
- Maturity Date: October 2036
- Original Principal Amount: \$8,740,000
- Net Interest Cost Rate: 3.33%
- Funding Source: Fees for sewer service

2018 Successor Agency Tax Allocation Refunding Bonds

- Purpose: To finance the prepayment of a Loan Agreement (the "2007 Loan Agreement") relating to the Fortuna Redevelopment Project, dated as of October 1, 2007 by and among the Redevelopment Agency of the City of Fortuna (the "Former Agency")
- Issue Date: February 1, 2018
- Maturity Date: November 2038
- Original Principal Amount: \$8,635,000
- Net Interest Cost Rate: 3.11%
- Funding Source: Recognized Obligation Payment Schedule (ROPS) Redevelopment Property Tax Trust Fund (RPTTF) Distributions



**City of Fortuna
FY 2022-23 Budget**

Debt Administration

**Restricted Funds
Debt Service Funds**

Purpose

Debt Service Funds provide accountability for the City's governmental fund debt transactions.

Fund History

**Successor
Agency Bond
Debt Fund
891**

Available Fund Balance June 2021

\$ 298,618

2021-22 Projection

Revenues:

Transfer In

545,438

Property Assessments

-

545,438

Expenditures:

Transfer out

677

Principal and Interest

530,038

Professional Services

3,050

533,765

Net Annual Activity

11,673

Projected Available Fund Balance June 2022

310,291

2022-23 Proposed Budget

Revenues:

Transfer in

553,438

Property Assessments

-

553,438

Expenditures:

Transfer out

-

Principal and Interest

538,888

Professional Services

3,050

541,938

Net Annual Activity

11,500

Projected Available Fund Balance June 2023

\$ 321,791

Debt Service Reserve Held by Trustee

\$ -



City of Fortuna
FY 2022-23 Budget

Allocated Expenditures

General and Restricted Funds
Insurance, Audit, Technology

Insurance Premiums - Liability and Property

		<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>Change vs.</u>
		<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Adopted</u>	<u>PY Budget</u>
<u>Costs To Be Allocated</u>						
Liability		\$ 230,818	\$ 223,540	\$ 229,638	312,184	\$ 82,546
Property		27,849	70,577	74,106	115,687	41,581
Earthquake/Flood		39,152	90,129	94,635	60,423	(34,212)
Automobile Physical Damage		12,091	15,027	15,778	-	(15,778)
DIR OSIP (Office of Self-Insurance Plans)		-	10,623	11,154	11,489	335
Boiler and Machinery		2,600	-	-	-	-
Employee Bonds		920	920	920	920	-
Pollution		10,000	-	-	1,237	1,237
Department of Transportation		1,100	1,200	1,200	1,400	200
Safety Program		8,000	8,000	8,000	8,000	-
Cyber		2,000	2,000	2,000	10,251	8,251
Special Events		1,000	1,000	1,000	2,000	1,000
		<u>335,530</u>	<u>423,016</u>	<u>438,431</u>	<u>523,591</u>	<u>85,160</u>
<u>Deductibles</u>						
	<u>Per Claim</u>					
Liability Deductible a)	\$5,000	20,000	20,000	20,000	20,000	-
Property Deductible	10,000	-	-	-	-	-
Earthquake/Flood Deductible	100,000	-	-	-	-	-
Auto Deductible	10,000	10,000	10,000	10,000	10,000	-
Total Property & Liability Deductibles		<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>-</u>
a) Budget provides for four deductible/year						
		<u>\$ 365,530</u>	<u>\$ 453,016</u>	<u>\$ 468,431</u>	<u>\$ 553,591</u>	<u>\$ 85,160</u>

Departmental Allocation Acct. 6350

	<u>Fund</u>					
Human Resource/Risk Management	100-6350-1600	\$ 210,588	\$ 266,107	\$ 276,226	\$ 329,421	\$ 53,195
Building	120-6350-3000	2,000	2,000	2,000	2,000	-
Public Works - Traffic Control	280-6350-4200	14,524	18,051	18,358	20,564	2,206
Water Administration	500-6350-6300	58,100	69,048	71,300	83,034	11,734
Wastewater Administration	550-6350-6700	75,318	87,494	89,260	104,630	15,370
Transit	590-6350-4400	5,000	10,316	11,287	13,942	2,655
		<u>\$ 365,530</u>	<u>\$ 453,016</u>	<u>\$ 468,431</u>	<u>\$ 553,591</u>	<u>\$ 85,160</u>

Insurance Premiums - Workers Compensation

Workers' compensation costs are allocated as benefit to departments with personnel expenditures

	<u>Deductible</u>					
Workers' Compensation Premium		\$ 296,644	\$ 312,649	\$ 312,194	295,633	(16,561)
Workers' Comp Deductible a)	5,000	75,000	75,000	75,000	75,000	-
Workers Comp Claims Handling a)	750	11,250	11,250	11,250	11,250	-
W.C. First Aid Claims Handling		1,000	1,000	1,000	-	(1,000)
Wellness Program/Fitness Center		7,000	7,000	7,000	7,000	-
a) Budget provides for estimated 15 claims/year						
		<u>\$ 390,894</u>	<u>\$ 406,899</u>	<u>\$ 406,444</u>	<u>\$ 388,883</u>	<u>\$ (17,561)</u>

Departmental Allocation Acct. 5200

	<u>Fund</u>					
Workers Compensation Cost Allocation		\$ 390,894	\$ 406,899	\$ 406,444	\$ 388,883	\$ (17,561)
* Allocated through Payroll Rates						
		<u>\$ 390,894</u>	<u>\$ 406,899</u>	<u>\$ 406,444</u>	<u>\$ 388,883</u>	<u>\$ (17,561)</u>



City of Fortuna
FY 2022-23 Budget

Allocated Expenditures

General and Restricted Funds
Insurance, Audit, Technology

(Continued)

Audit Fees

Costs To Be Allocated

City of Fortuna
Single Audit Act - Federal Funds

	2019-20	2020-21	2021-22	2022-23	Change vs.
	Budget	Budget	Budget	Adopted	PY Budget
\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000	\$ 30,000	\$ 4,000
4,000	4,000	4,000	4,000	6,000	2,000
\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 36,000	\$ 6,000

Departmental Allocation Acct. 6000

Admin Services Non-Departmental
Water Administration
Wastewater Administration

Fund
100-1400
500-6300
550-6700

\$ 18,000	\$ 18,000	\$ 18,000	\$ 21,600	\$ 3,600
6,000	6,000	6,000	7,200	1,200
6,000	6,000	6,000	7,200	1,200
\$ 30,000	\$ 30,000	\$ 30,000	\$ 36,000	\$ 6,000

Network Support

Costs To Be Allocated

Annual Maintenance Agreement with Nylex
Work Outside of Annual Agreement

52,000	54,400	54,400	54,400	-
18,000	18,000	18,000	25,000	7,000
\$ 70,000	\$ 72,400	\$ 72,400	\$ 79,400	\$ 7,000

Departmental Distribution Acct. 5775

City Hall - General Government
Police Department
Engineering Department
Parks & Recreation
Museum
River Lodge
Water Administration
Wastewater Administration

Fund
100-1500
100-2000
100-4000
100-5400
100-5600
160-5800
500-6300
550-6700

\$ 16,100	\$ 16,100	\$ 16,100	\$ 17,710	\$ 1,610
23,100	25,500	25,500	27,810	2,310
5,600	5,600	5,600	6,160	560
5,600	5,600	5,600	6,160	560
700	700	700	770	70
4,900	4,900	4,900	5,390	490
4,900	4,900	4,900	5,390	490
9,100	9,100	9,100	10,010	910
\$ 70,000	\$ 72,400	\$ 72,400	\$ 79,400	\$ 7,000

Website Hosting

Costs To Be Allocated

Website Hosting (Revise)

\$ 11,998	\$ 11,998	\$ 11,998	\$ 7,000	\$ (4,998)
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Departmental Allocation Acct. 5780

City Hall - General Government
Police Department
Engineering Department
General Services
Parks & Recreation
River Lodge
Water Administration
Wastewater Administration

Fund
100-1500
100-2000
100-4000
100-4100
100-5400
160-5800
500-6300
550-6700

1,714	1,714	1,714	1,000	(714)
1,714	1,714	1,714	1,000	(714)
1,714	1,714	1,714	1,000	(714)
1,714	1,714	1,714	-	(1,714)
1,714	1,714	1,714	1,000	(714)
-	-	-	1,000	1,000
1,714	1,714	1,714	1,000	(714)
1,714	1,714	1,714	1,000	(714)
\$ 11,998	\$ 11,998	\$ 11,998	\$ 7,000	\$ (4,998)



City of Fortuna
FY 2022-23 Budget

Allocated Expenditures

General and Restricted Funds
Insurance, Audit, Technology

(Continued)

	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>Change vs.</u>
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Adopted</u>	<u>PY Budget</u>

Software

Costs To Be Allocated

INCODE Annual Software Maintenance	\$	31,000	
File Management Software		3,000	

<u>\$ 100,000</u>	<u>\$ 31,000</u>	<u>\$ 32,000</u>	<u>\$ 34,000</u>	<u>\$ 2,000</u>
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Departmental Allocation Acct. 5710

		<u>Fund</u>	
City Hall/General Government	100-1500		
Police Department	100-2000		
Parks & Recreation	100-5400		
Street Maintenance	280-4200		
Water Administration	500-6300		
Wastewater Administration	550-6700		

25,000	7,750	8,000	8,500	500
20,000	6,200	6,400	6,800	400
10,000	3,100	3,200	3,400	200
5,000	1,550	1,600	1,700	100
20,000	6,200	6,400	6,800	400
20,000	6,200	6,400	6,800	400
<u>\$ 100,000</u>	<u>\$ 31,000</u>	<u>\$ 32,000</u>	<u>\$ 34,000</u>	<u>\$ 2,000</u>



Section 6

Capital Improvement

Projects



**City of Fortuna
FY 2022-23 Budget**

Capital Improvement Project List

		Restricted Funds					
		Capital Improvement Projects					
		2019-20	2020-21	2021-22	2021-22 YTD	2021-22	2022-23
		Actual	Actual	Budget	thru 12-2021	Estimate	Adopted
<u>General Fund</u>		Fund					
9966	City Hall Roofing Project	100	\$ 47,310	\$ -	\$ -	\$ -	\$ -
9104	PD Facility Remodel Project	100	-	5,716	2,000,000	6,357	2,000,000
9106	Rohner Park Basketball Expansion	100	-	-	-	-	38,600
9104	PD Facility Remodel Project	101	-	24,715	-	-	-
0138	Newburg Park Replace Parking Lot Lights & Poles	101	6,869	-	-	-	-
9994	Annual Paving Contract	101	125,000	50,000	140,000	-	140,000
9373	Citywide Stormdrain Maintenance Project	101	164,543	78,353	146,900	-	100,000
9379	Newburg Park Expansion Project	101	-	-	-	-	500,000
9100	Stormdrain Infrastructure Vulnerability Assessment	101	-	-	37,500	116	15,000
9101	Prop 1 LID 12th Street Project	101	-	-	105,100	-	80,000
9105	General Park Acquisition and Improvements	101	-	-	200,000	-	200,000
9106	Rohner Park Basketball Expansion	101	-	-	50,000	-	50,000
9983	Hillside Creek Project (City Portion)	101	468,010	-	-	-	-
			811,732	158,784	2,679,500	6,473	2,585,000
							1,466,417
<u>CDBG Funds</u>							
9977	Library, City Hall, Bus Stops & Curb Ramps ADA Barrier Removal	830	313	-	830,000	35,146	50,000
			313	-	830,000	35,146	50,000
							860,000
<u>Drainage Projects - Drainage Facilities Fund</u>							
9374	Jameson Creek Culvert Replacement Project	130	4,992	7,666	-	-	-
9373	Citywide Stormdrain Maintenance Project (Measure E)	130	-	61,580	-	-	-
			4,992	69,246	-	-	-
<u>Drainage Projects - Capital Grant Funds</u>							
9374	Jameson Creek Culvert Replacement Project	359	\$ 337,730	\$ 1,098,713	\$ 400,000	\$ 86,905	\$ 220,000
9374	Jameson Creek Culvert Replacement Project	350	202,797	614,642	200,000	42,308	120,000
9100	Stormdrain Infrastructure Vulnerability Assessment	351	-	-	112,500	-	50,000
9101	Prop 1 LID 12th Street Project	352	-	-	795,900	-	100,000
9973	12th Street Fish Passage Project	359	406,368	20,818	-	-	-
9983	Hillside Creek Project (Grant Portion)	351	1,390,667	-	-	-	-
			2,337,562	1,734,173	1,508,400	129,213	490,000
							1,108,400



City of Fortuna
FY 2022-23 Budget

Capital Improvement Project List

Restricted Funds
Capital Improvement Projects

		2019-20 <u>Actual</u>	2020-21 <u>Actual</u>	2021-22 <u>Budget</u>	2021-22 YTD <u>thru 12-2021</u>	2021-22 <u>Estimate</u>	2022-23 <u>Adopted</u>
<u>Street Projects - Special Revenue Funds</u>							
9500 Paving Projects/Surveys/Studies	140	100,000	-	-	-	-	22,500
9968 School Street Reconstruction Project	140	116,142	-	-	-	-	-
9979 Redwood Way Reconstruction (City Match)	140	470	106,311	100,000	26,053	26,053	-
9112 12th Street Interchange Project	140	-	-	-	3,845	3,845	-
9113 Kenmar and Ross Hill Road Intersection Improvement Project	140	-	-	-	-	-	44,000
9120 Traffic Signal Cabinet Improvements	140	-	-	-	-	-	85,000
9653 Citywide Micro surfacing	260	408	756,788	50,000	-	-	20,000
9994 Annual Paving Contract	260	-	99,940	100,000	-	100,000	-
9073 Citywide Concrete Project	260	20,024	49,945	50,000	5,000	50,000	-
9979 Redwood Way Reconstruction (2% Ped & Bike Set Aside)	265	-	53,892	49,550	-	-	-
9997 SB1 Paving Projects	290	280,772	200,000	250,000	-	250,000	272,000
		517,816	1,266,876	599,550	34,898	429,898	443,500
<u>Street Projects- Capital Grant Funds</u>							
9978 Kenmar Interchange Improvement Project	270	-	156,577	450,000	77,295	320,000	275,000
9979 Redwood Way Reconstruction	270	29,700	974,077	500,000	130,623	130,623	-
9114 12th Street Interchange Modernization Project	270	-	-	-	-	-	950,000
9075 South Fortuna Elementary School Project	275	6,035	6,500	-	-	-	-
9075 South Fortuna Elementary School Project	353	347,232	425,626	-	-	-	-
9103 Local Road Safety Plan	273	10,799	57,335	15,000	1,762	1,762	-
9382 Citywide Striping and Unsignalized Intersection Improvement Project	273	325,875	60,906	-	-	-	-
9382 Citywide Striping and Unsignalized Intersection Improvement Project	275	1,836	226	-	-	-	-
9653 Citywide Micro surfacing	275	-	-	-	-	-	100,000
9994 Annual Paving Contract	275	-	-	-	-	-	150,000
9073 Citywide Concrete Project	275	-	-	-	-	-	50,000
9996 12th Street Light Poles Project	275	302,264	-	-	-	-	-
		\$ 1,023,741	\$ 1,681,247	\$ 965,000	\$ 209,680	\$ 452,385	\$ 1,525,000



City of Fortuna
FY 2022-23 Budget

Capital Improvement Project List

		Restricted Funds					
		Capital Improvement Projects					
		2019-20	2020-21	2021-22	2021-22 YTD	2021-22	2022-23
		Actual	Actual	Budget	thru 12-2021	Estimate	Adopted
<u>Water Capital Projects Fund</u>							
0925	Water Tank Recoating Project	510	\$ 2,751	\$ -	\$ 255,000	\$ -	\$ 15,000
9066	Corrosion Control Facility Piping Project	510	18,337	7,393	275,000	236,042	275,000
9068	Ditch by Drake Hill Lift Station Rehabilitation	510	-	-	50,000	11,087	15,000
9370	Vancil Reservoir Site Rehabilitation Project	510	20,045	-	150,000	1,841	1,841
9372	Zone 4 & 6 Intertie Project	510	862	220,915	-	-	-
9102	Kenmar/Drake Hill Station Stationary GenSets	510	-	78	112,900	3,695	18,650
9107	Tesla Battery Backup Project at CCF	510	-	-	100,000	-	75,000
9108	Downtown Water Line Replacement	510	-	-	155,000	-	-
9109	Water System Asset Management Plan	510	-	-	150,000	-	-
9116	Lower Barney Drainage and Culvert Repair	510	-	-	-	-	-
9119	Orchard Lane Waterline Replacement	510	-	-	-	-	-
9969	Corp Yard Roofing Project	510	4,990	-	65,000	-	65,000
			46,985	228,386	1,312,900	252,665	465,491
<u>Water Capital Projects - Capital Grant Funds</u>							
9102	Kenmar/Drake Hill Station Stationary GenSets	351	-	-	338,700	11,085	55,840
			-	-	338,700	11,085	55,840
<u>Wastewater Capital Projects Fund</u>							
0171	NPDES Compliance	560	54,401	272,584	2,000,000	159,155	550,000
9964	WWTP Equalization Ponds Rehab & Flow Equalization	560	536	-	-	-	-
9969	Corp Yard Roofing Project	560	3,010	-	65,000	-	65,000
9974	Astor and Rundell Communication Upgrades	560	77,448	-	-	-	-
9101	Prop 1 LID 12th Street Project	560	-	-	-	-	-
9110	Sewer System Model & Master Plan	560	-	-	150,000	-	100,000
9111	Strongs Creek Lift Station Screening	560	-	-	50,000	-	-
9121	P Street Sewer Replacement Project	560	-	-	-	-	-
9975	Digester Maintenance	560	12,602	582,543	225,000	173,609	173,609
9976	Sewer Lining Project	560	-	-	800,000	-	-
			147,997	855,127	3,290,000	332,764	888,609
<u>Wastewater Capital Projects - Capital Grant Fund</u>							
0171	NPDES Compliance (SWRCD Portion)	360	155,975	-	-	-	-
			155,975	-	-	-	-
Total:			\$ 5,047,113	\$ 5,993,839	\$ 11,524,050	\$ 1,011,924	\$ 5,417,223
							\$ 9,359,317



City of Fortuna
FY 2022-23 Budget

Special Revenue and Restricted Funds
Capital Improvement Program

Fund Balance Projections

	<u>Drainage Facilities 130</u>	<u>Traffic Impact Citywide 140</u>	<u>Abatement Fund 240</u>	<u>TDA Capital Road Maint 260</u>	<u>TDA Capital Bikes/ Pedestrian 265</u>	<u>STIP Fund 270</u>	<u>HSIP Fund 273</u>	<u>RSTP Fund 275</u>
Audited Working Capital June 2021	\$ 286,316	\$ 370,968	\$ (41,453)	\$ 613,595	\$ 108,277	\$ (47,053)	\$ (91)	\$ 313,070
<u>2021-22 Projection</u>								
Sources:								
Development and Service Fees	26,000	10,000						
State allocations								
Grants				53,000	57,550	497,676	1,853	-
Interest				4,000				
Other / Interfund Transfers			20,000	200				
	26,000	10,000	20,000	57,200	57,550	497,676	1,853	-
Uses:								
Operations				93,000				
Capital Projects	-	29,898		150,000		450,623	1,762	-
	-	29,898	-	243,000	-	450,623	1,762	-
Net annual activity	26,000	(19,898)	20,000	(185,800)	57,550	47,053	91	-
Projected Fund Balance, June 2022	312,316	351,070	(21,453)	427,795	165,827	-	-	313,070
<u>2022-23 Adopted Budget</u>								
Sources:								
Development and Service Fees	24,000	12,000						
State allocations								
Grants				222,350	12,333	1,225,000	-	-
Interest				4,000				
Other / Interfund Transfers			5,000					
	24,000	12,000	5,000	226,350	12,333	1,225,000	-	-
Uses:								
Operations				98,000				
Capital Projects	-	151,500		20,000	-	1,225,000	-	300,000
	-	151,500	-	118,000	-	1,225,000	-	300,000
Net annual activity	24,000	(139,500)	5,000	108,350	12,333	-	-	(300,000)
Projected Fund Balance, June 2023	\$ 336,316	\$ 211,570	\$ (16,453)	\$ 536,145	\$ 178,160	\$ -	\$ -	\$ 13,070



City of Fortuna
FY 2022-23 Budget

Special Revenue and Restricted Funds
Capital Improvement Program

<u>CONTINUED</u>								
<u>Fund Balance Projections</u>	<u>RMRA Fund 290</u>	<u>Capital Projects 350</u>	<u>FEMA 351</u>	<u>State Water Resources Prop 1E 352</u>	<u>CA Dept of Transportation Safe Routes 353</u>	<u>Dept Fish Wildlife Grants 359</u>	<u>NPDES Compliance 360</u>	
Audited Working Capital June 2021	\$ 80,501	\$ (40,074)	\$ -	\$ -	\$ -	\$ (67,437)	\$ -	
<u>2021-22 Projection</u>								
Sources:								
Development and Service Fees								
State allocations	236,178							
Grants		160,074	105,840	100,000	-	287,437	-	
Interest	-							
Other / Interfund Transfers								
	236,178	160,074	105,840	100,000	-	287,437	-	
Uses:								
Operations								
Capital Projects	250,000	120,000	105,840	100,000	-	220,000	-	
	250,000	120,000	105,840	100,000	-	220,000	-	
Net annual activity	(13,822)	40,074	-	-	-	67,437	-	
Projected Fund Balance, June 2022	66,679	-	-	-	-	-	-	
<u>2022-23 Adopted Budget</u>								
Sources:								
Development and Service Fees								
State allocations	271,849							
Grants		18,500	417,000	945,900	-	31,500	-	
Interest	-							
Other / Interfund Transfers								
	271,849	18,500	417,000	945,900	-	31,500	-	
Uses:								
Operations								
Capital Projects	272,000	18,500	417,000	945,900	-	31,500	-	
	272,000	18,500	417,000	945,900	-	31,500	-	
Net annual activity	(151)	-	-	-	-	-	-	
Projected Fund Balance, June 2023	\$ 66,528	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	



Section 7

Budget Reference

Material

Appropriations Limit FY 2022-23

Article XIII B of the California Constitution, adopted by Proposition 4 in 1980, and amended in 1990 by Proposition 111, imposes restrictions on the amount of revenues that can be received and appropriated in a fiscal year. Only revenues defined to as “proceeds of taxes” are restricted by the limit. Generally, revenues restricted as to use, enterprise fund revenues, redevelopment agency revenues, and charges for services not exceeding the cost of providing the service are not considered proceeds of taxes. Also, certain expenditures are considered exempt from the limit. During any fiscal year, a city may not appropriate any proceeds of taxes they receive in excess of their Limit.

The appropriations limit is based on actual appropriations during the base year of 1978-79, and is adjusted each year using the growth in population and inflation. The limit, cost of living factor, and population change factor must be adopted each year by resolution of the City Council.

FISCAL YEAR 2022-23 CITY OF FORTUNA APPROPRIATIONS LIMIT CALCULATIONS

A. LAST YEAR'S LIMIT		\$ 19,190,824
B. ADJUSTMENT FACTORS		
1. Population % (County population growth)		-0.284%
2. Inflation % (Change in the Local Assessment Roll)*		7.550%
Population Converted to a Ratio:	$\frac{(0.284) + 100}{100} =$	0.9972
Per Capita Cost of Living Converted to a Ratio:	$\frac{7.55 + 100}{100} =$	1.0755
Calculation of Factor (Population Ratio x Per Capita Cost of Living Ratio)		1.0724
C. THIS YEAR'S LIMIT:		\$ 20,581,114

APPROPRIATIONS SUBJECT TO LIMIT AND AMOUNT UNDER LEGAL LIMIT

A. PROCEEDS OF TAXES	\$ 7,202,200
B. EXCLUSIONS	-
C. APPROPRIATIONS SUBJECT TO LIMITATION	7,202,200
D. CURRENT YEAR LIMIT	20,581,114
E. UNDER LIMIT	\$ 13,378,914

*Estimate

Appropriations Limit FY 2022-23

Reviewing the City's appropriations limit calculations over the past years indicates the City should remain well within its legal limit for many years to come. During the ten year period between fiscal years 2012-13 to 2022-23 the calculated appropriations limit has increased by 88% from \$10,930,393 to \$20,581,114. During this same time period appropriations subject to this limitation have increased 77% from \$4,060,215 to \$7,202,200. In spite of slow population growth, and a high inflation rate, tax revenues are growing more slowly than the appropriations limit.

The City of Fortuna's adopted appropriations should remain well below the appropriations limit as prescribed in Article XIII B of the California Constitution and adopted by Proposition 4 in 1980 for the foreseeable future.