



CITY OF HOLLISTER

Fiscal Year
2024-2025
ADOPTED BUDGET

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NOTE:

THIS REPORT REFLECTS THE MOST ACCURATE AND READILY AVAILABLE INFORMATION AT THE TIME OF PUBLICATION.

ROUNDING:

SOME TOTALS DO NOT PRECISELY ADD-UP BECAUSE SOME NUMBERS HAVE BEEN ROUNDED UP/DOWN. HOWEVER, THE IMPACT OF ROUNDING IS IMMATERIAL TO THE QUALITY OF DATA PRESENTED IN THIS DOCUMENT.

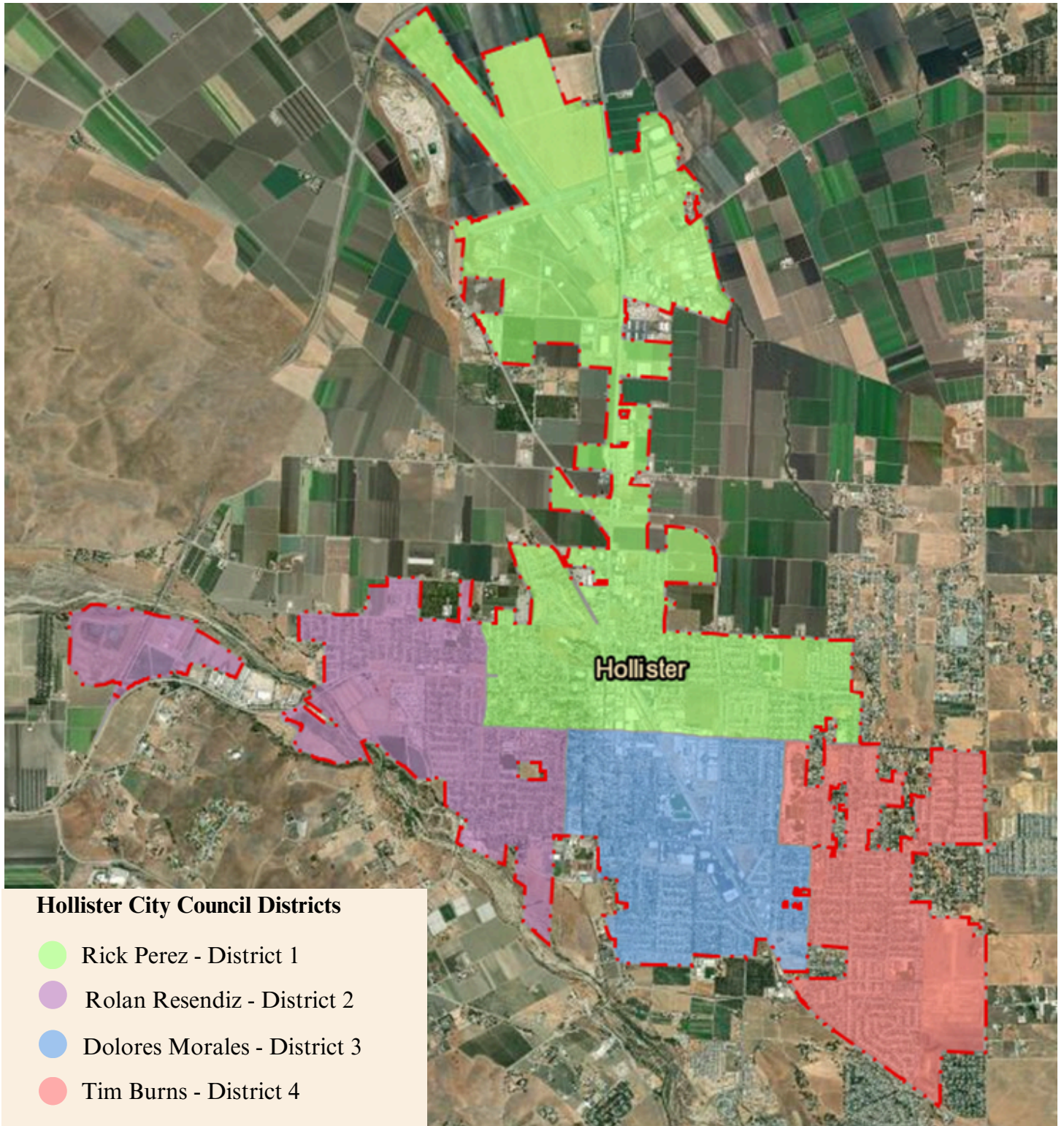
ELECTED OFFICIALS



Mayor	Mia Casey
Councilmember	Rick Perez (District 1)
Vice Mayor	Rolan Resendiz (District 2)
Councilmember	Dolores Morales (District 3)
Councilmember	Tim Burns (District 4)
City Treasurer	Gordon Machado

CITY OF HOLLISTER

District Map



THE CITY COUNCIL

THE HOLLISTER CITY COUNCIL IS COMPRISED OF FIVE INDIVIDUALS: FOUR COUNCIL MEMBERS AND ONE MAYOR.

COUNCIL MEMBERS ARE ELECTED BY VOTERS IN DISTRICTS. EACH COUNCIL MEMBER SERVES A FOUR-YEAR TERM. THE MAYOR IS ELECTED BY ALL VOTERS IN HOLLISTER AND SERVES A TWO-YEAR TERM. THE VICE MAYOR IS ELECTED BY A MAJORITY VOTE OF THE CITY COUNCIL IN JANUARY OF EVERY YEAR. HOLLISTER MUNICIPAL ELECTIONS ARE HELD IN NOVEMBER OF EVEN-NUMBERED YEARS. THE HOLLISTER CITY TREASURER IS ALSO AN ELECTED OFFICIAL, BUT IS NOT PART OF THE CITY COUNCIL.

CITY COUNCIL MEETINGS

REGULAR CITY COUNCIL MEETINGS ARE HELD ON THE FIRST AND THIRD TUESDAY OF EACH MONTH (EXCEPT FOR JULY).

MEETINGS ARE HELD AT THE CITY HALL COUNCIL CHAMBERS, LOCATED AT 375 FIFTH STREET IN HOLLISTER.

TYPE OF MUNICIPAL GOVERNMENT

HOLLISTER IS A GENERAL LAW CITY AND IS GOVERNED BY A COUNCIL-MANAGER FORM OF GOVERNMENT. THE COUNCIL, AS THE LEGISLATIVE BODY, REPRESENTS THE RESIDENTS OF HOLLISTER, AND IS EMPOWERED BY THE MUNICIPAL CODE TO FORMULATE CITYWIDE POLICY, ENACT LOCAL LEGISLATION, ADOPT BUDGETS, AND APPOINT THE CITY MANAGER AND CITY ATTORNEY.

BUDGET SUBMITTED BY:

**CITY MANAGER'S OFFICE
CITY MANAGER**

David Mirrione

BUDGET PREPARED BY:

Administrative Services Department in
collaboration with staff from all City
departments



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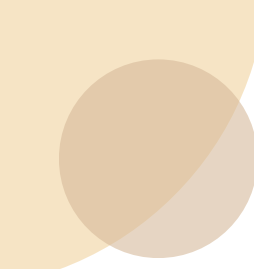
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COMMUNITY PROFILE

HOLLISTER, CALIFORNIA

Hollister is a city in, and the county seat of San Benito County, California, United States. The population is approximately 44,218 according to 2022 Census data. Hollister is primarily an agricultural town known for a variety of products including Blenheim apricots, olive oil, vineyards, chocolate, walnuts and cattle.

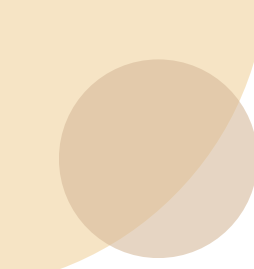
Sitting on the western foothills of the Diablo Range and in an area historically inhabited by the Amah Mutsun band of the Ohlone indigenous people, the town, then located in Monterey County, was founded on November 19, 1868. Originally it was known as the San Justo Homestead Association, established by William Welles Hollister (1818-1886). The City of Hollister was then incorporated on August 6, 1872. The western portion of the modern County area, including Hollister, was separated from Monterey County in 1874 by the California Legislature and established as San Benito County. The county was expanded eastward in 1887 to include portions taken from Merced and Fresno Counties.

Today, Hollister has evolved into a suburban community that serves as the commercial, economic, civic, cultural, and educational center of San Benito County. Hollister's mix of land uses range from dense multi-level commercial buildings downtown to single-family residences and developed agricultural land.

The City of Hollister is bisected in two areas, in the north and the south of the city, by the Calaveras Fault, a branch of the San Andreas Fault. Much of the aseismic creep effects are clearly visible through areas of the city which has earned the City of Hollister the nickname “Earthquake Capital of the World.”

The City of Hollister is a General Law City and is governed by a “Council Manager” form of government. The Council, as the legislative body, represents the citizens of Hollister and is empowered by the Municipal Code to formulate citywide policy, enact local legislation, adopt budgets, and appoint the City Manager and City Attorney.

The City of Hollister has 222 full time equivalent employees and an operating budget of approximately \$135,306,018 in Fiscal Year (FY) 2024-2025. On August 6, 2022, the City of Hollister celebrated its 150th anniversary.



COMMUNITY PROFILE

MUNICIPAL GOVERNMENT

The City of Hollister provides a full range of services including law enforcement, fire protection, the construction and maintenance of streets and infrastructure assets, code enforcement, building inspections, water and wastewater, and general government administration. City offices are comprised of the following departments:

- Administrative Services
- Airport
- City Attorney
- City Council
- City Clerk
- City Manager
- City Treasurer
- Community Development
- Fire
- Information Systems
- Parks and Recreation
- Police
- Public Works

LOCAL ECONOMY

The City of Hollister, located 50 miles south of San Jose International Airport and 85 miles from the Port of Oakland is a suburb to the affluent San Jose and San Francisco metropolitan areas as well as the Monterey Bay area. The City of Hollister's location allows for access to Highway 101 and Interstate 5 and thus is a major commuter hub with roughly 29% of the city's population (over 13,000 individuals) commuting outside the city limits for work.

Some major industries located within the city's boundaries or in close proximity include, a hospital, manufacturers, distribution centers and commercial stores. School Districts, Hospital and County offices offer a significant economic presence employing more than 2,000 professionals. However, according to the Comprehensive Economic Development Strategy (CEDS), agriculture production, packing and manufacturing generates 4,170 jobs and is the largest component of the county's job base.



COMMUNITY PROFILE

The City of Hollister's proposed focus is on supporting local retail businesses, improving opportunities for employment in the community, decreasing the need for shopping outside of the city, and increasing the focus on Hollister as a tourist destination.

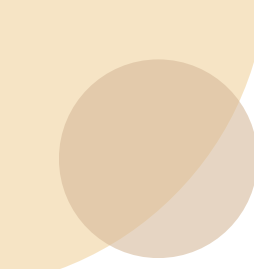
Located to the adjacent Salinas Valley and Silicon Valley areas, the City of Hollister is experiencing economic growth with access to major state, national, and international markets notwithstanding its small town feel.

Unemployment

Hollister's unemployment rate was approximately 6.8% in June 2024, which is a decrease of 1.9% since February 2024. Whereas the unemployment rate for the state increased to 5.3% in February 2024 due to a slight decrease in California payroll jobs.

Retail Sales

The City of Hollister focuses their support on local businesses, expanding employment opportunities, expanding tourism, and strengthening the need for retail sales within the city. As people return to in-office work and increase travel, service stations continue to see positive returns. Vehicle sales, automotive supplies, and auto repairs also experienced positive growth, in the area. In other retail categories, Hollister presents with higher sales from food and drug categories that saw positive results, primarily from grocery stores. According to the San Benito County Economic Forecast, with the onset of new housing and a growing population, the demand for retail stores and workers to staff them will rise, adding a projected 165 jobs between 2023 to 2028.



COMMUNITY PROFILE

Economic Forecasts

According to the UCLA Anderson Forecast, the slowing of the economy does not portend a national recession and, in California, the forces driving the state's economy remain in place. Although the state's unemployment rate may reflect higher than the national average, California's economy can surpass the nation's economic growth. The City of Hollister is expected to follow the state's growth pattern in most sectors. According to the San Benito County Economic Forecast, the County is expected to see job growth of an average of 1.4% per year from 2023 to 2028 and add 1,500 jobs over this time.

According to the City of Hollister's 2040 General Plan draft, it is the City's goal to increase overall economic development in Hollister by focusing on making economic development a critical function and focus of City operations, marketing the City towards these opportunities, engage stakeholders in the process and support the expansion of programs aimed at increasing the expertise of the local workforce.

The City of Hollister is committed to ensuring that it prepares for all scenarios, as appropriate, by implementing best practices and consistent review of its operational policies.

BUDGET MESSAGE



CITY OF HOLLISTER

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City of Hollister
City Manager's Office
375 Fifth Street
Hollister, CA 95023

September 30, 2024

Honorable Mayor, City Council Members, and Residents of Hollister,

It is my honor to present the City of Hollister's (City) Fiscal Year (FY) 2024-25 Budget. This year's budget has been developed during a time of significant financial challenges, and it relies on reserve funding and one-time revenue sources to ensure the continued delivery of essential services and the completion of key infrastructure projects. While this approach allows us to meet immediate needs, it highlights the importance of addressing underlying revenue shortfalls and planning for long-term financial sustainability.

The FY 2024-25 budget totals \$135,306,018, with \$52,135,165 allocated to the General Fund. This year's budget is balanced using reserve funds and one-time revenue sources, reflecting the city's ongoing financial pressures resulting from flat sales tax growth, outdated user fees and enterprise rates, underfunded fire services contracts, and projected reductions in grant revenue. Over the past seven years, the City has increased the number of positions in city departments from 163.5 to 222, an increase of 35.8%, to align with the increased demand for service. However, the FY 2024-25 budget includes \$2.2 million in programmed vacancy savings resulting from not hiring some unfilled positions. While this approach allows us to balance the budget, it requires prudence, as these vacant positions are vital to our ability to provide essential services and complete the work planned for the year. Additionally, reduced grant revenues due to state and federal economic challenges, as well as delays in completing the FY2020-21, FY 2021-22, and FY 2022-23 financial audits, have further constrained our revenue streams. The FY2021-22 financial audit was completed in the fourth quarter of FY 2023-24 and enhanced efforts are underway to expeditiously complete the outstanding audits.

Financial Challenges and Revenue Shortfalls

The City, like many cities throughout California and the nation, is currently experiencing a series of financial pressures, driven by:

1. **Stagnant sales tax growth:** Sales tax growth has remained flat this year. This poses challenges for sustaining services.

BUDGET MESSAGE



CITY OF HOLLISTER

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2. **Aging User Fees and Enterprise Rates:** Many of the City's user fees and enterprise fund rates have not been evaluated or adjusted in multiple years per its cost recovery policy meaning they no longer cover the current cost of providing services, which negatively impacts both the City's general fund and various enterprise funds.
3. **Underfunded Fire Protection Services Contracts:** Not only does the City provide fire protection services to the residents of the City of Hollister, but it is also contracted by the County of San Benito and the City of San Juan Bautista to provide Fire Protection Services in their jurisdictions. Our contracts for fire services had not been evaluated in several years. In FY 2023-24, these contracts were analyzed and determined that they do not align with actual cost to provide services as required per our cost recovery policy. This deficit impacts on our ability to fully fund other services and projects for the residents of Hollister. Currently, staff is renegotiating these contracts with both the County of San Benito and the City of San Juan Bautista.
4. **Reduced Grant Revenue:** Absent of timely audits, the City's eligibility for certain grants is limited, reducing potential funding for various projects. Additionally, the City expects a decline in grant revenue due to broader federal and state economic challenges.
5. **Impact of American Rescue Plan Act (ARPA) Funds:** While the City received \$9,745,874 in two tranches of ARPA funding over FY 2021-22 and FY 2022-23, these were one-time funds. Many cities, including ours, are now grappling with rising ongoing costs linked to ARPA spending.

Strategic Priorities and Investments for FY 2024-25

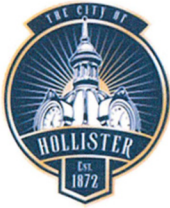
1. Infrastructure Projects

A top City priority for FY 2024-25 is addressing infrastructure needs. This budget allocates \$28,979,412 for the completion of several roadway improvement and utility projects. These projects are crucial to maintaining our roadways, supporting the preservation of our roadways, and enhancing the safety of our community. Of the total infrastructure spending, \$14,769,767 has been allocated for various roadway improvements projects.

2. Completion of Outstanding Financial Audits

One of the City's highest priorities for the coming fiscal year is addressing the backlog of financial audits. In FY 2024-25, the City is funding only two new Accountant positions citywide. These new hires, along with specialized contractors, will focus on completing the outstanding audits for FY 2021-22, FY 2022-23, and FY 2023-24 in addition to implementing corrective actions as required per our most recent financial audit and ensuring that future audits are completed on time. This is required to maintain our fiscal integrity, ensure the City is eligible for grants, and to position the city to have the ability to issue debt for future infrastructure needs.

BUDGET MESSAGE



CITY OF HOLLISTER

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3. Long-Term Pension and Retiree Health Liabilities

The City is also beginning to address its long-term pension and retiree health obligations by exploring the creation of an IRC Section 115 Trust, which will provide a vehicle to prefund future liabilities at a higher rate of return.

4. Fund Reserves

This budget reduces the restricted general fund reserve to 12.0% of expenditures—below the City’s target of 20% of operating expenses as required per the City’s Budget and Fiscal Policy. Recent budgets have become dependent on the increased use of fund balance savings which can hinder the City’s efforts to maintain its reserves. A 20% fund reserve is required for not only the General Fund, but also the Water, Sewer, Briggs Building, and Airport enterprise funds.

5. Comprehensive Fee and Rate Studies

In Fiscal Year 2024-25, we will complete comprehensive studies of user fees, airport rent, and enterprise fund rates to ensure they reflect current costs and recent inflationary impacts as required per the City’s cost recovery policy.

6. Inflationary Impacts

The historically high inflation rates over the past three years have left a lasting impact on operating costs. The City will evaluate service delivery methods to enhance efficiency and cost savings as we navigate the long-term effects of inflation across all departments.

7. Deferred Maintenance

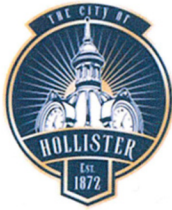
In FY 2024-25, the City will continue its recent efforts to address overdue deferred maintenance on city-owned facilities, parks, and utility infrastructure, including the municipal airport, water, and wastewater systems. Staff will continue to focus on the preservation of critical assets to ensure the continued delivery of services.

Fiscal Sustainability and Stability

While the FY 2024-25 Budget addresses immediate financial needs, long-term financial stability requires strategic action. Moving forward, the City must:

- Implement corrective actions from previous audits and ensure the timely completion of future financial audits to enhance transparency, eligibility for grants, and to position the city to have the ability to issue debt for future infrastructure needs.

BUDGET MESSAGE



CITY OF HOLLISTER

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- Review and recommend adjustments to user fees, rental rates, and enterprise rates to reflect the true cost of service delivery and conduct annual reviews to account for cost escalations per City cost recovery policy.
- Renegotiate fire service contracts to better align with the actual cost of service delivery per City cost recovery policy.
- Build reserves to meet the City's Fiscal and Budget Policy requirements.
- Evaluate service delivery methods for potential efficiencies and cost-saving opportunities to maintain services while controlling expenses.

Conclusion

The FY 2024-25 Budget is a balanced and strategic plan that addresses the most pressing needs of the City while setting the course for long-term financial health. These challenges—flat sales tax revenues, deferred maintenance, audit delays, and long-term liabilities—are not unique to the City. But with disciplined financial management and strategic planning, we can make sure the City is resilient and continues to prosper. While this budget allows the City to continue providing services and advancing some of our most pressing priorities, it is clear that we must embrace and implement a more sustainable fiscal path forward. We can achieve that objective through continued revenue diversification, tackling long-term liabilities, and continuing to focus on building our reserves.

I look forward to working with the City Council and our City staff to implement this budget and address the needs of our City in FY 2024-25.

Respectfully submitted,

David A. Mirrione
City Manager

DESCRIPTION OF FUNDS

General Fund

FUND 101 - General Fund: This fund is the principal operating fund of the City and accounts for most major tax revenues and public services. All activities which are not required to be included in other specific funds are accounted for in the General Fund. The General Fund is also a major fund.

FUND 102 - General Fund Capital Improvements: This fund accounts for funds set aside for the purpose of future capital improvement projects that are not able to be funded, or fully funded, from other funding sources.

Special Revenue Funds

FUND 105 - Measure W: This fund is used to monitor the inflow and outflow of Hollister Measure E transaction and use tax. This is a local funding source that helps to fund and maintain rapid 9-1-1 emergency response times, operations at current Hollister fire stations, improve local roads, attract and retain qualified police and fire staff, contribute towards gang and drug prevention and intervention, maintain water conservation programs, maintain youth programs at City parks and recreation centers, and supports programs for economic development.

FUND 200 - Road Repair & Accountability Act of 2017: This fund accounts for all state funds received through this initiative, which is principally restricted to capital road improvements within the City. This fund is subject to program terms and conditions, including adjustments to carry over prior year funds which remain available for authorized purposes until expended.

FUND 201 - Community Development Block Grant (CDBG): This fund accounts for all federal funds received through the CDBG Program, which is principally restricted to capital investment or loan activities in targeted low to moderate income areas of the City of Hollister. This fund is subject to grant terms and conditions, including adjustments to carry over prior year funds which remain available for authorized purposes until expended.

FUND 203 - Gas Tax: This fund accounts for all Gas Tax funds received through the State of California, which is principally restricted to capital investment and operations of street maintenance.

DESCRIPTION OF FUNDS

FUND 205 - Park Dedication: This fund is used to account for all Park Impact funds received, which are principally restricted to capital investment and future impact operations of the parks within the City.

FUND 206 - Local Transportation: This fund accounts for the receipt and distribution of the City's local funding provided by State funds.

FUND 212 - Federal Aviation Administration (FAA) Grant: This fund is used to account for funds received through the Federal Aviation Administration Grant, which is principally restricted to airport construction activities within the City of Hollister Airport. This fund is subject to grant terms and conditions, including adjustments to carry over prior year funds which remain available for authorized purposes until expended.

FUND 213 - Hollister Airshow: This fund is used to manage and track all expenditures and corresponding revenues received from the Hollister Air Show.

FUND 216 - Transportation Development Account (COG): This fund accounts for all Transportation Development Act funds received through the State of California's Transportation Program, which is principally restricted to capital investment for transportation projects throughout the City of Hollister. This budget is subject to grant terms and conditions, including adjustments to carry over prior year funds which remain available for authorized purposes until expended.

FUND 217 - Spay/Neuter Education: This fund accounts for all donations received for the educations of the benefits of spay and neutering of animals within the City of Hollister.

FUND 218 - Mello Roos - Community Financing District (CFD) 1: This fund accounts for the taxes received from CFD #1 and #2, related to public safety.

FUND 221 - Police S.L.E.S.F. Program: The Supplemental Law Enforcement Services Fund (SLESF) accounts for all SLESF funds received through the State of California, which is principally restricted to supplementing the Hollister Police Department. This budget is subject to grant terms and conditions, including adjustments to carry over prior year funds which remain available for authorized purposes until expended.

DESCRIPTION OF FUNDS

FUND 223 - Office of Traffic Safety (OTS): This fund accounts for all Office of Traffic Safety funds received through the State of California, which is principally restricted to supplementing the Hollister Police Department for traffic related programs like Driving Under the Influence (DUI) checks or motorcycle safety. This budget is subject to grant terms and conditions, including adjustments to carry over prior year funds which remain available for authorized purposes until expended.

FUND 225 - COPS More Program: This fund accounts for all Community Oriented Policing Services (COPS) grant funds received through the Federal Government, which is principally restricted to supplementing the Hollister Police Department for School Resources Officer programs at the local schools. This budget is subject to grant terms and conditions, including adjustments to carry over prior year funds which remain available for authorized purposes until expended.

FUND 226 - Animal Welfare Fund: This fund accounts for all donations received for the welfare of animals within the City of Hollister.

FUND 229 - 4th of July Rally: This fund accounts for inflows and outflow of the annual Hollister Rally.

FUND 231 - SB 1186: This fund accounts for all SB 1186 funds received through business licenses for Americans with Disabilities Act (ADA) education. This budget is subject to legislative terms and conditions, including adjustments to carry over prior year funds which remain available for authorized purposes until expended.

FUND 239 - Parking Fund: This fund accounts for funds received for the improvements and maintenance of City Parking lots.

FUND 241 - SAFER Grant Fund: This fund accounts for all federal funds received through the Federal Emergency Management Agency (FEMA) – Staffing for Adequate Fire and Emergency Response Grant (SAFER). This funding is principally restricted to the employment of firefighters for the City of Hollister. This fund is also subject to grant terms and conditions, including adjustments to carry over prior year funds which remain available for authorized purposes until expended.

DESCRIPTION OF FUNDS

FUND 242 - 2013 CDBG: This fund accounts for all federal funds received through the Community Development Block Grant (CDBG) Program, which is principally restricted to capital investment or loan activities in targeted low to moderate income areas of the City of Hollister. This budget is subject to grant terms and conditions, including adjustments to carry over prior year funds which remain available for authorized purposes until expended.

FUND 246 - 2017 CDBG Grant: This fund accounts for all federal funds received through the Community Development Block Grant (CDBG) program, which is principally restricted to capital investment or loan activities in targeted low to moderate income areas of the City of Hollister. This fund is subject to grant terms and conditions, including adjustments to carry over prior year funds which remain available for authorized purposes until expended.

FUND 249 - FEMA COVID-19: This fund accounts for funds received through the Federal Emergency Management Agency (FEMA) COVID-19 program which is subject to terms and conditions including adjustments to carry over prior year funds which remain available for authorized purposes.

FUND 252 - CDBG 12015: This fund accounts for all federal funds received through the Community Development Block Grant (CDBG) program, which is principally restricted to capital investment or loan activities in targeted low to moderate income areas of the City of Hollister. This fund is subject to grant terms and conditions, including adjustments to carry over prior year funds which remain available for authorized purposes until expended.

FUND 254 - CARES Act - Airport: This fund accounts for funds received through the Federal Aviation Administration (FAA) Airport Grants under the Coronavirus Aid, Relief, and Economic Security (CARES) Act. This fund is subject to grant terms and conditions, including adjustments to carry over prior year funds which remain available for authorized purposes until expended.

FUND 262 - Signal Improvement Fee on Flynn Road: This fund accounts for all San Felipe and Flynn Road Impact funds received, which is principally restricted to capital investment and future impact operations of the San Felipe and Flynn Road intersection signal.

DESCRIPTION OF FUNDS

FUND 264 - Traffic Impact Fees: This fund accounts for all Traffic Impact funds received, which is principally restricted to capital investment and future impact related to traffic within the City of Hollister.

FUND 268 - AFG Grant: This fund is used to account for activities of the Assistance to Firefighters Grant (AFG) Program which uses funds for fire equipment.

FUND 273 - Prop 68: This fund is used to account for funds received through Proposition 68 - Parks and Water Bond Act of 2018. This fund is subject to related terms and conditions.

FUND 275 - 2021-CDBG-NH-2001: This fund accounts for all federal funds received through the Community Development Block Grant (CDBG) program, which is principally restricted to capital investment or loan activities in targeted areas of the City of Hollister. This fund is subject to grant terms and conditions.

FUND 280 - Wellness/Mental Health Grant: This fund is used to account for funds received through the California Board of State and Community Corrections Officer Wellness and Mental Health Grant Program. This fund is subject to related grant terms and conditions.

FUND 281- Small Business Loan: This fund is used to account for program revenue collected from the City of Hollister's Small Business Loan Program.

FUND 285 - National Opioid Settlement: This fund is used to account for revenue paid to the City of Hollister from the National Opioid Settlement for the abatement of the opioid epidemic. This fund is subject to related terms and conditions.

FUND 286 - Measure "G": This fund is used to account for activities associated with Measure G funding for road and transportation initiatives. This fund is subject to related terms and conditions.

FUND 502 - Tri-Centennial Trust: This fund accounts for assets held for the Tri-Centennial in a fiduciary capacity.

DESCRIPTION OF FUNDS

FUND 505 - Veteran's Building Comm Pavers: This fund accounts for assets held for the Veteran's Building Pavers in a fiduciary capacity.

FUND 506 - Helen Ross Memorial Donations: This fund accounts for the assets from the contributions from Helen Ross for the support of Animal Welfare activities.

FUND 704 - Meridian Street District 1991-2: This fund accounts for assets held for the Meridian Street Assessment District, in a fiduciary capacity.

FUND 706 - San Benito Estate 1991-1: This fund accounts for assets held for the San Benito Estates Assessment District, in a fiduciary capacity.

FUND 708 - Hollister Business Park 1986-1: This fund accounts for assets held for the Hollister Business Park Assessment District, in a fiduciary capacity.

FUND 709 - Landscape and Lighting District: This fund accounts for all Landscaping and Lighting funds received, which is principally restricted to maintenance related to sound walls or street lighting within the City of Hollister.

FUND 710 - Sunnyslope Village 1994-1: This fund accounts for assets held for Sunnyslope Village Assessment District, in a fiduciary capacity.

FUND 711 - Gateway Auto Mall: This fund accounts for assets held for the Gateway Auto Mall Assessment District, in a fiduciary capacity.

FUND 712 - CFD # 4 - Public Facilities: This fund accounts for all Community Facilities District #4 funds received, which is principally restricted to maintenance related to improve roads, parks, landscaping and sound walls within the City of Hollister.

FUND 713 - CFD # 5 - Public Safety (Police & Fire): This fund accounts for all Community Facilities District #5 funds received, which is principally restricted to providing police and fire services within the City of Hollister.

FUND 714 - Santana Ranch CFD: This fund accounts for the receipt and disbursement of funds received by the County of San Benito for the Santana Ranch Community Facilities District (CFD).

DESCRIPTION OF FUNDS

FUND 809 - Home Program Revolving Loans: This fund accounts for all federal funds received through the HOME Program, which is principally restricted to capital investment or loan activities in targeted low to moderate income areas of the City of Hollister. This fund is subject to grant terms and conditions, including adjustments to carry over prior year funds which remain available for authorized purposes until expended.

FUND 850 - Successor Agency: This fund was created as a result of the dissolution of the Redevelopment Agency (RDA) of the City of Hollister and the City of Hollister's election to serve as the Housing Successor Agency. This fund accounts for program revenues received from the repayment of housing loans.

FUND 851 - Housing: This fund accounts for all housing funds received through the once Low and Moderate Income Housing Set-aside Fund, which is principally restricted to loan activities in targeted low to moderate income areas of the City of Hollister.

Capital Project Funds

FUND 301 - AB1600 - CIP Fire Impact: This fund is used as a depository for fire development impact fees. The fees are levied against all new development in the City in order to pay for the construction or improvement of fire facilities as a result of City growth.

FUND 302 - AB1600 - CIP Police Impact: This fund is used as a depository for police development impact fees. The fees are levied against all new development in the City in order to pay for the construction or improvement of police facilities as a result of City growth.

FUND 303 - AB1600 - Storm Drain: This fund is used as a depository for storm drain development fees. The fees are levied against development in the City in order to pay for the construction or improvement of storm drains.

FUND 304 - AB1600 - Traffic Impact: This fund is used as a depository for traffic development impact fees. The fees are levied against all new development in the City in order to pay for traffic construction or improvements as a result of City growth.

DESCRIPTION OF FUNDS

FUND 305 - AB1600 - Santa Ana Storm Drain: This fund is used as a depository for the Santa Ana Road storm drain development impact fees. The fees are levied against all new development in the Santa Ana Road area in order to pay for the construction or improvement of storm drains as a result of City growth.

FUND 309 - Jail Juvenile Hall Fund: This fund is used as a depository for Juvenile Hall development impact fees. The fees are levied against all new development in the City in order to pay for Juvenile Hall construction or improvements as a result of City growth.

FUND 313 - City Hall / City Yard Impact Fees: This fund is used as a depository for City Hall and the City Yard development impact fees. The fees are levied against all new development in the City in order to pay for Juvenile Hall construction or improvements as a result of City growth.

Enterprise Funds

FUND 601 - Airport Enterprise Fund: This fund was established to help support the operations of the Hollister Airport.

FUND 620 - Water Enterprise Fund: The Water Utility Fund accounts for the operation and improvement of the public water system. All expenses and outlays are funded entirely by water system revenues or specifically authorized capital contributions for specified improvements.

FUND 621 - Water Expansion Enterprise Fund: This impact fund was established as depositories for water expansion development impact fees. The fees are levied against all new development in the City in order to pay for water related construction or improvements as a result of City growth.

FUND 660 - Sewer Enterprise/Wastewater Fund: The wastewater fund helps to support the collection, pumping, treatment and final discharge of all wastewater produced by the region. All expenses and outlays are funded entirely by wastewater system revenues or specifically authorized capital contributions for special improvements.

DESCRIPTION OF FUNDS

FUND 661 - Sewer Expansion Enterprise Fund: This impact fund was established as depositories for wastewater expansion development impact fees. The fees are levied against all new development in the City in order to pay for wastewater related construction or improvements as a result of City growth.

FUND 662 - Storm Drain: This impact fund was established as depositories for storm drainage development impact fees. The fees are levied against all new development in the City in order to pay for Storm Drain construction or improvements as a result of City growth.

FUND 665 - Sewer Industrial Enterprise: This fund is utilized to provide San Benito Foods with an efficient and effective waste collection, transport, and disposal operations for industrial wastewater. All expenses and outlays are funded entirely by industrial wastewater system revenues or specifically authorized capital contributions for specified improvements.

FUND 670 - Street Sweeping Fund: This fund supports the street sweeping and storm drain operations. All expenses and outlays are funded entirely by street sweeping revenues or specifically authorized capital contributions for specified improvements.

FUND 680 - Briggs Building Enterprise Fund: This fund supports the maintenance of the Briggs Building, City's downtown parking garage. The bottom floor is available for office building rentals and use. All expenses and outlays are funded entirely by rental revenues or specifically authorized capital contributions for specified improvements.

CITY FUND/DEPARTMENT RELATIONSHIP MATRIX

The tables on the next few pages will outline the funds that are utilized to finance the different City departments. Some City departments are solely funded by major accounts, including but not limited to the General Fund, and some departments are financed by other various accounts such as special revenue and/or enterprise funds.

FUND/DEPARTMENT

RELATIONSHIP MATRIX

FUND	NON-DEPARTMENT	ADMINISTRATIVE SERVICES	AIRPORT	CITY CLERK	CITY COUNCIL
101	\$3,107,886	\$2,527,947		\$1,109,990	\$626,530
105	\$9,100,000				
200					
203					
205	\$515,000				
206					
217					
218	\$24,200				
221					
223					
226	\$40				
231	\$250				
239	\$100				
252					
262	\$50				
264	\$200				
273					
275					
286					
301	\$2,875				
302	\$2,875				
303					
304	\$50,000				
305	\$2,500				
309	\$300,500				
313	\$1,250				
506					
601	\$55,050		\$1,447,328	\$11,170	

FUND/DEPARTMENT

RELATIONSHIP MATRIX

FUND	NON-DEPARTMENT	ADMINISTRATIVE SERVICES	AIRPORT	CITY CLERK	CITY COUNCIL
620	\$342,500	\$580,164		\$21,340	
621	\$1,140				
660	\$5,273,500	\$541,630		\$24,150	
661	\$33,250				
662	\$3,002,500				
665					
670	\$50,000	\$7,680			
680	\$4,500				
709	\$5,000				
712	\$1,273,500				
713	\$507,250				
809	\$1,250				
850	\$6,000				
851	\$1,250	\$1,950			
852					
Total	\$23,664,416	\$3,659,371	\$1,447,328	\$1,166,650	\$626,530

FUND/DEPARTMENT

RELATIONSHIP MATRIX

FUND	CITY MANAGER	CITY TREASURER	COMMUNITY DEVELOPMENT	FIRE	INFORMATION SYSTEMS
101	\$1,554,643	\$50,685	\$5,445,723	\$13,876,050	\$1,111,160
105					
200					
203					
205					
206					
217					
218				\$1,609,055	
221					
223					
226					
231					
239					
252					
262					
264					
273					
275					
286					
301				\$600,000	
302					
303					
304					
305					
309					
313					
506					
601					\$109,750

FUND/DEPARTMENT

RELATIONSHIP MATRIX

FUND	CITY MANAGER	CITY TREASURER	COMMUNITY DEVELOPMENT	FIRE	INFORMATION SYSTEMS
620					\$353,625
621					
660					\$362,202
661					
662					
665					
670					
680					
709					
712					
713				\$23,000	
809					
850					
851			\$238,595		
852			\$147,123		
Total	\$1,554,643	\$50,685	\$5,831,441	\$16,108,105	\$1,936,737

FUND/DEPARTMENT

RELATIONSHIP MATRIX

FUND	PARKS & RECREATION	POLICE	PUBLIC WORKS	CONSTRUCTION IN PROGRESS	FUND TOTALS
101	\$3,137,940	\$14,420,192	\$4,310,419	\$856,000	\$50,637,281
105					\$9,100,000
200				\$1,569,000	\$1,569,000
203			\$1,302,425	\$4,930	\$1,307,355
205				\$49,000	\$564,000
206				\$600,000	\$600,000
217		\$2,000			\$2,000
218		\$1,639,408			\$3,272,663
221		\$200,000			200,000
223		\$77,000			\$77,000
226					\$40
231					\$250
239					\$100
252				\$3,000,000	\$3,000,000
262					\$50
264					\$200
273				\$3,004,077	\$3,004,077
275				\$100,000	\$100,000
286				\$5,614,000	\$5,614,000
301					\$602,875
302			\$100,000		\$102,875
303				\$1,000,000	\$1,000,000
304				\$4,200,000	\$4,250,000
305					\$2,500
309					\$300,500
313					\$1,250
506				\$460,000	\$460,000
601			\$8,000		\$1,631,298

FUND/DEPARTMENT

RELATIONSHIP MATRIX

FUND	PARKS & RECREATION	POLICE	PUBLIC WORKS	CONSTRUCTION IN PROGRESS	FUND TOTALS
620			\$9,122,279	\$150,000	\$10,569,908
621			\$10,000	\$670,000	\$681,140
660	\$149,276		\$8,929,082	\$350,000	\$15,629,840
661				\$1,750,000	\$1,783,250
662			\$131,521	\$9,627,540	\$12,761,561
665			\$339,171		\$339,171
670			\$1,182,786		\$1,240,466
680			\$161,913		\$166,413
709	\$237,381		\$154,605		\$396,986
712	\$319,900		\$50,267		\$1,643,667
713		\$270,000			\$800,250
809					\$1,250
850					\$6,000
851					\$241,795
852					\$147,123
Total	\$3,844,497	\$16,608,600	\$25,802,468	\$33,004,547	\$135,306,018

CITY FUND BALANCES

Fund Balances/Reserves

Fund balances represent Hollister's net difference of financial resources and uses. The unreserved fund balance represents the net financial resources that are expendable or available for appropriation (budgeting). Fund balance/reserves protect the city's financial condition and provide for unexpected economic challenges.

Growth of fund balance occurs when revenues exceed expenditures. Fund balances are similar to an enterprise's net equity (assets less liabilities) and should only be used for non-recurring (non-operational) expenditures since once they are spent, they are only replenished by future year resources in excess of expenditures.

Hollister's budget process plans for reservations of fund balance in compliance with financial policy and as part of the initial resource allocation/target setting. This process allows the City to "set aside savings" before it is allocated and spent as budgeted expenditures.

The tables on the next several pages will show the City's actual, projected and budgeted fund balances, for all funds, over three fiscal years; FY 2022-2023, FY 2023-2024, and FY 2024-2025 respectively.

FUND BALANCES

FUND	DESCRIPTION	ENDING BALANCE AS OF 6/30/2023*	PROJECTED ENDING BALANCE AS OF 6/30/2024*	PROJECTED ENDING BALANCE AS OF 6/30/2025*	% Change
101	GENERAL FUND OPERATING	\$ 11,006,794	\$ 6,386,273	\$ 3,792,848	-29%
101	GEN. FUND RESTRICTED RES.	\$ 2,440,715	\$ 2,440,715	\$ 2,440,715	
102	GEN. FUND CAPITAL IMPRV	-	\$ 500,000	\$ 500,000	0%
105	MEASURE "W"	\$ (224)	\$ (734)	\$ (484)	34%
200	ROAD REPAIR & ACCNTABILITY ACT OF 2017	\$ 160,006	\$ 1,231,874	\$ 663,374	-46%
201	CDBG	\$ 167,829	\$ 168,500	\$ 169,000	0%
203	GAS TAX	\$ 42,729	\$ 314,681	\$ 319,126	1%
205	PARK DEDICATION	\$ 7,436,103	\$ 9,695,973	\$ 10,133,073	5%
206	LOCAL TRANSPORTATION	\$ (463,174)	\$ (463,174)	\$ (463,174)	0%
212	FED AVIATION ADMIN GRANT	\$ 455,006	\$ (73,006)	\$ (73,006)	0%
213	HOLLISTER AIRSHOW	\$ (755)	\$ (755)	\$ (755)	0%
216	TRANSPORTATION DEV. ACT	\$ 10,874,523	\$ (2,978,067)	\$ (2,977,067)	0%
217	SPAY/NEUTER EDUCATION	\$ 4,384	\$ 8,952	\$ 10,502	17%
218	MELLO ROOS CFD-1	\$ 855,892	\$ 1,812,873	\$ 42,210	-98%
221	POLICE S.L.E.S.F PROGRAM	\$ 182,779	\$ 276,224	\$ 251,324	-9%
223	OFFICE OF TRAFFIC SAFETY	\$ 18,465	\$ (19,023)	\$ (15,973)	16%
226	ANIMAL WELFARE FUND	\$ 29,218	\$ 35,037	\$ 35,047	0%
229	4TH OF JULY RALLY	\$ (262,941)	\$ (262,941)	\$ (262,941)	0%
231	SB 1186	\$ 53,521	\$ 61,434	\$ 70,284	14%
239	PARKING FUND	\$ 92,378	\$ 92,378	\$ 92,778	0%
241	SAFER/FEMA	\$ (713,057)	\$ (713,057)	\$ (713,057)	0%
242	2013 CDBG	\$ 4,924	\$ 4,924	\$ 4,924	0%
246	2017 CDBG GRANT	\$ 24,706	\$ 24,706	\$ 24,706	0%
249	FEMA-COVID-19	\$ (742,232)	\$ (742,232)	\$ (742,232)	0%

*Represent unaudited amounts

FUND BALANCES

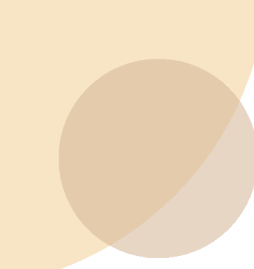
FUND	DESCRIPTION	ENDING BALANCE AS OF 6/30/2023*	PROJECTED ENDING BALANCE AS OF 6/30/2024*	PROJECTED ENDING BALANCE AS OF 6/30/2025*	% Change
252	2020-CDBG-12015	\$ (23,106)	\$ (5,209)	\$ (5,209)	0%
254	CARES ACT - AIRPORT	\$ 23,089	\$ 23,089	\$ 23,089	0%
257	SB2 PLANNING GRANT	\$ (59,984)	\$ 95,324	\$ 175,324	84%
262	SIGNAL IMPROV FEE - FLYNN	\$ 14,238	\$ 14,238	\$ 14,288	0%
264	TRAFFIC IMPACT FEES	\$ 48,662	\$ 48,662	\$ 48,662	0%
273	PROP 68	\$ (10,732)	\$ (195,575)	\$ (195,575)	0%
275	2021-CDBG-NH-2001	\$ (21,431)	\$ (71,758)	\$ (17,620)	75%
280	WELLNESS/MENTAL HEALTH GRANT	\$ 28,000	\$ 28,000	\$ 33,000	18%
281	SMALL BUSINESS LOAN	\$ (44,530)	\$ (38,142)	\$ (13,042)	66%
285	NATIONAL OPIOID	\$ 33,710	\$ 84,398	\$ 122,498	45%
286	MEASURE "G"	-	\$ 17,528,780	\$ 11,914,780	-32%
301	AB1600 CIP FIRE IMPACT	\$ 1,765,795	\$ 1,910,532	\$ 1,433,657	-25%
302	AB1600 CIP POLICE IMPACT	\$ 1,387,989	\$ 1,517,828	\$ 1,540,953	2%
303	AB1600 CIP STORM DRAIN	\$ 127,107	\$ 127,107	\$ (872,793)	-787%
304	AB1600 CIP TRAFFIC IMPACT	\$ 26,123,531	\$ 30,436,842	\$ 29,206,842	-4%
305	AB1600 CIP SANTA ANA STORM	\$ 1,989,336	\$ 1,974,456	\$ 1,974,456	0%
309	JAIL JUVENILE HALL FUND	\$ 22,780	\$ 22,780	\$ 22,780	0%
313	CITY HALL/CITY YRD IMPACT	\$ 394,735	\$ 524,770	\$ 574,020	9%
502	TRI-CENTENNIAL TRUST	\$ 15	\$ 15	\$ 15	0%
505	VET'S BLDG COMM PAVERS	\$ 2,903	\$ 2,003	\$ 2,003	0%
506	HELEN ROSS MEMORIAL DONATIONS	\$ 469,812	\$ 475,142	\$ 21,142	-96%
601	AIRPORT ENTERPRISE FUND	\$ 17,568,847	\$ 17,482,748	\$ 17,283,950	-1%
620	WATER ENTERPRISE FUND	\$ 1,891,069	\$ (1,534,271)	\$ (4,494,179)	-193%
621	WATER EXPANSION ENT. FUND	\$ 4,838,519	\$ 5,008,133	\$ 4,427,993	-12%

*Represent unaudited amounts

FUND BALANCES

FUND	DESCRIPTION	ENDING BALANCE AS OF 6/30/2023*	PROJECTED ENDING BALANCE AS OF 6/30/2024*	PROJECTED ENDING BALANCE AS OF 6/30/2025*	% Change
660	SEWER ENTERPRISE FUND	\$ 46,111,486	\$ 50,891,289	\$ 50,469,449	-1%
661	SEWER EXPANSION ENTPRS	\$ 27,277,590	\$ 28,600,554	\$ 28,882,304	1%
662	STORM DRAIN	\$ 4,115,168	\$ 4,298,297	\$ (1,535,764)	-136%
665	SEWER IND. ENTERPRISE	\$ (3,785,423)	\$ (3,953,794)	\$ (4,022,965)	-2%
670	STREET SWEEPING FUND	\$ (3,190,067)	\$ (3,767,312)	\$ (4,512,778)	-20%
680	BRIGGS BLDG ENTPR FUND	\$ 2,974,062	\$ 2,873,419	\$ 2,807,106	-2%
704	MERIDIAN ST DIST 1991-2	\$ 341,248	\$ 341,248	\$ 341,498	0%
706	SAN BENITO ESTATE 1991-1	\$ 145,477	\$ 145,477	\$ 145,577	0%
708	HOLL BUS PARK 1986-1	\$ 167,815	\$ 167,815	\$ 167,915	0%
709	LANDSCAPE & LIGHTING DIST	\$ (214,826)	\$ (446,032)	\$ (623,018)	-40%
710	SUNNYSLOPE VILLAGE 1994-1	\$ 957	\$ 957	\$ 957	0%
711	GATEWAY AUTO MALL	\$ 112,983	\$ 112,983	\$ 113,033	0%
712	CFD #4 PUBLIC FACILITIES	\$ 2,085,966	\$ 3,126,239	\$ 2,983,572	-5%
713	CFD #5 - PUBLIC SAFETY (FIRE & POLICE)	\$ 571,436	\$ 942,443	\$ 592,693	-37%
714	SANTANA RANCH CFD	\$ 217,629	\$ 217,629	\$ 217,679	0%
809	HOME PROG. REVOLV. LOANS	\$ 428,799	\$ 576,341	\$ 585,091	2%
850	SUCCESSOR AGENCY	\$ (13,327,705)	\$ (8,147,977)	\$ (5,151,977)	37%
851	HOUSING	\$ 1,272,492	\$ 1,298,946	\$ 1,227,151	-6%
852	PERMANENT LOCAL FUNDING ALLOCATION	-	\$ 229,386	\$ 229,386	0%

*Represent unaudited amounts



Changes in Fund Balance/Net Position

Anticipated fund increase/decrease by more than 10%

The following funds are anticipated to have an increase or decrease by more than 10% to their ending balance for FY 2024-2025.

Fund 101 - General Fund

This fund is anticipated to have a decrease of 29% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to an anticipated increase in expenses for FY 2024-2025.

Fund 105 - Measure "W"

This fund is anticipated to have an increase of 34% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to anticipated revenue exceeding anticipated expenses.

Fund 200 - Road Repair & Accountability Act of 2017

This fund is anticipated to have a decrease of 46% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to anticipated expenses exceeding anticipated revenues.

Fund 217 - Spay/Neuter Education

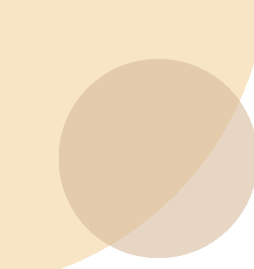
This fund is anticipated to have an increase of 17% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to a anticipated revenues exceeding anticipated expenses.

Fund 218 - Mello Roos CFD-1

This fund is anticipated to have a decrease of 98% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to a significant increase in budgeted expenses for FY 2024-2025.

Fund 223 - Office of Traffic Safety

This fund is anticipated to have an increase of 16% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to anticipated revenues exceeding anticipated expenses.



Changes in Fund Balance/Net Position

Fund 231 - SB 1186

This fund is anticipated to have an increase of 14% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to anticipated revenues exceeding anticipated expenses.

Fund 257 - SB2 Planning Grant

This fund is anticipated to have an increase of 14% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to anticipated revenues exceeding anticipated expenses.

Fund 275 - 2021-CDBG-NH-2001

This fund is anticipated to have an increase of 75% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to anticipated revenues exceeding anticipated expenses.

Fund 280 - Wellness/Mental Health Grant

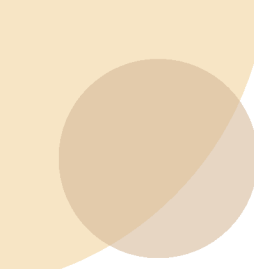
This fund is anticipated to have an increase of 18% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to an anticipated increase in revenues.

Fund 281 - Small Business Loan

This fund is anticipated to have an increase of 66% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to an anticipated increase in revenues.

Fund 285 - National Opioid

This fund is anticipated to have an increase of 45% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to an anticipated increase in revenues.



Changes in Fund Balance/Net Position

Fund 286 - Measure “G”

This fund is anticipated to have a decrease of 32% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to an anticipated increase in expenses and no anticipated revenue.

Fund 301 - AB1600 CIP Fire Impact

This fund is anticipated to have a decrease of 25% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to anticipated expenses exceeding anticipated revenues.

Fund 303 - AB1600 CIP Storm Drain

This fund is anticipated to have a decrease of 787% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to anticipated expenses exceeding anticipated revenues.

Fund 506 - Helen Ross Memorial Donations

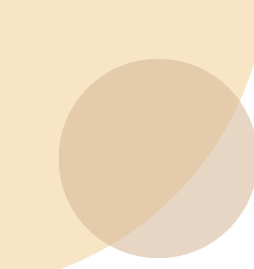
This fund is anticipated to have a decrease of 96% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to a significant increase in anticipated expenses.

Fund 620 - Water Enterprise Fund

This fund is anticipated to have a decrease of 193% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to anticipated expenses exceeding anticipated revenues.

Fund 621 - Water Expansion Enterprise Fund

This fund is anticipated to have a decrease of 12% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to anticipated expenses exceeding anticipated revenues.



Changes in Fund Balance/Net Position

Fund 662 - Storm Drain

This fund is anticipated to have a decrease of 136% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to a significant increase in anticipated expenses.

Fund 670 - Street Sweeping Fund

This fund is anticipated to have a decrease of 20% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to anticipated expenses exceeding anticipated revenues.

Fund 709 - Landscape & Lighting District

This fund is anticipated to have a decrease of 40% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to anticipated expenses exceeding anticipated revenues.

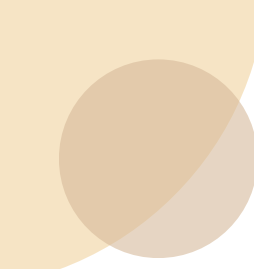
Fund 713 - CFD #5 - Public Safety (Fire & Police)

This fund is anticipated to have a decrease of 37% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to anticipated expenses exceeding anticipated revenues.

Fund 850 - Successor Agency

This fund is anticipated to have an increase of 37% when comparing the projected FY 2023-2024 ending balance to the projected FY 2024-2025 ending balance. This is due to anticipated revenues significantly exceeding anticipated revenues.





BUDGET SUMMARY

BUDGET

A financial plan that identifies anticipated revenues and expenditures the City of Hollister needs to provide quality public services to residents, businesses, and visitors. This plan identifies the types and levels of services to be provided and the amount of funds that can be spent.

The budget is also an opportunity for the Hollister City Council to set policy goals and objectives by appropriating funds to different operational initiatives.

FISCAL YEAR

The City of Hollister has a 12-month Fiscal Year that starts on July 1 and ends on June 30 every year.

BALANCED BUDGET

A balanced budget is defined as a budget adopted by the Hollister City Council where planned expenditures do not exceed planned revenues.

TYPE OF ACCOUNTING

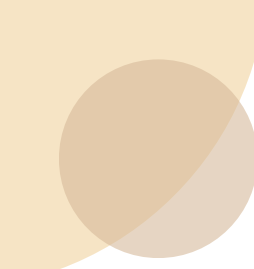
Modified Accrual Accounting

The City of Hollister uses modified accrual basis of accounting. Modified accrual is a combination of cash basis and full accrual basis.

Revenues are recognized when they are both measurable and available.

- Measurable – Cash flow from the revenue can be reasonably estimated.
- Available – Revenue is available within approximately 60 days.

Expenditures, however, are recorded on a full accrual basis because they are always measurable when they are incurred.



BUDGET SUMMARY

The measurement focus of governmental funds affects which transactions are recognized in the operating fund. If transactions are not a current resource or use, they are not reported in the operating fund of the fund financial statement. Under GASB 34, these noncurrent activities are reported on the government-wide statements only. Depreciation expenses are not recorded for governmental funds under the modified accrual basis. Instead, assets are expensed in the operating fund when purchased because they are a current use of funds.

BUDGET PROCESS

The City of Hollister's annual budget development process typically follows the schedule shown below:

- **JANUARY:** Current year financial activity is analyzed and prior year audited financial statements are reviewed. Based on this information, City staff make recommendations to the City Council for any mid-year amendments to the current Fiscal Year budget.
- **FEBRUARY:** City Departments develop draft budgets for the upcoming Fiscal Year.
- **MARCH:** City staff makes projections for future revenues and expenditures.
- **APRIL:** City Departments submit their requested budget to the City Manager for review.
- **MAY:** City Manager presents a Recommended Budget to the City Council for review.
- **JUNE:** City Council holds budget hearings and adopts annual budget no later than June 30.
- **JULY:** New Fiscal Year starts on July 1.
- **AUGUST:** Staff begins the accounting process to close the prior Fiscal Year.
- **SEPTEMBER – DECEMBER:** City Departments monitor and scrutinize activity in all budgets. This review evaluates services, efforts, and accomplishments and how financial activity aligns with community needs, operational demands, legislative mandates, and other policy initiatives.



BUDGET SUMMARY

FINANCIAL POLICIES

The City of Hollister's financial policies are located in Appendix A, attached to this document. Relevant policies include the City of Hollister's Fiscal and Budget Policies covering the following topics: Financial Plan Purpose and Organization, Financial Reporting and Budget Administration, General Revenue Management, User Fee Cost Recovery Goals, Enterprise Fund Fees and Rates, Revenue Distribution, Investments, Appropriations Limitations, Fund Balances and Reserves, Capital Improvement Management, Capital Financing and Debt Management, and Contracting for Services.

CAPITAL IMPROVEMENT PROJECTS

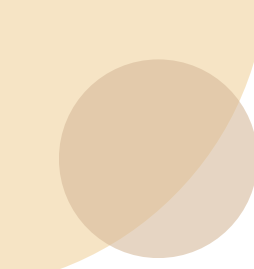
The City of Hollister's Capital Improvement Project (CIP) Plan is presented as a separate document and is reviewed annually to ensure necessary changes are reflected in budget planning.

Capital Improvement Project Plan Overview

A CIP is any major improvement to City facilities or infrastructure. A CIP project usually involves the construction, purchase, or renovations of buildings, parks, streets or other physical structures. It must meet the criteria of a capital asset, which means it has a cost of approximately \$20,000 or more and has a long useful life.

CIP expenditures typically address one-time needs as opposed to the City's operations budget which addresses ongoing year to year needs. CIP projects are varied, so some may require years of planning and construction while others are completed in a shorter time frame.

Collectively, CIPs are referred to as the Capital Improvement Plan. The purpose of the Capital Improvement Plan is to identify long-term needs, evaluate projects, coordinate activities whenever possible and secure funding sources. Additionally, it serves as a public relations and economic development tool. The plan is revised annually to evaluate City infrastructure needs within financial forecast limitations.



BUDGET SUMMARY

Prioritization of Capital Improvement Projects

Often the number of CIPs exceed the immediate resources required to proceed. Proposed CIPs are measured against an established set of criteria, which helps to determine project order in the five-year program. They include:

- Health/safety issues
- Mandated projects
- City Council goals
- Identified in Master Plans
- Funding availability/constraints
- Asset condition/upgrades increasing longevity
- Project readiness and opportunities to 'bundle' improvements
- Identified opportunities for ongoing service enhancements, operational efficiencies or future reduced costs resulting in long term savings after short term payback (less than 3 years, less than 5 years, less than 10)

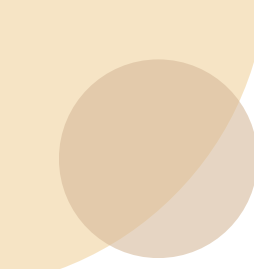
For the City of Hollister's current CIP Plan, see Appendix C.

BUDGET SUMMARY

BUDGET MONITORING

The City of Hollister conducts a robust budget monitoring process. Departments continuously monitor their budgets and departmental priorities, goals and objectives with quarterly check-ins involving the City Manager and Administrative Services departments. Staff update the City Council on budget monitoring outcomes utilizing the following schedule:

Budget Monitoring Schedule City Council
Q1: City Council Meeting November 2024
Q2: City Council Meeting February 2025
Q3: City Council Meeting May 2025
Q4: City Council Meeting August 2025



BUDGET SUMMARY

General Fund Budgeted Revenues - By Type

The City receives revenue from numerous sources like property tax, sales tax, gas tax, different charges for services, utility charges, etc. Specific funding sources like gas tax or utility charges are maintained in separate funds specific to that funding source, like Wastewater and Gas Tax funds.

- Local taxes account for 33% of general fund budgeted revenues, which are Hollister's largest source of revenue. Local taxes are comprised primarily of sales taxes and property taxes but also include transient occupancy taxes.
- Other types of revenues account for 31% of general fund budgeted revenues, which include things like reimbursements, sales, donations and other miscellaneous revenue.
- Intergovernmental revenues account for 13% of general fund budgeted revenues. This category includes revenues received from other governmental sources such as county, state, and federal.
- License & permit revenues account for 11% of general fund budgeted revenues. This category includes revenues received from license fees (animal, business, etc.) and permit fees (building, conditional use, cannabis, transportation, etc.).
- Charges for service revenues account for 10% of general fund budgeted revenues. This category includes revenues received for services provided by city departments/city employees.
- Franchise revenues account for 2% of general fund budgeted revenues.
- Fines & Forfeitures and Use of Assets account for less than 1% of general fund budgeted revenues. These include things like vehicle finds, parking citations and rentals/leases of city owned property.

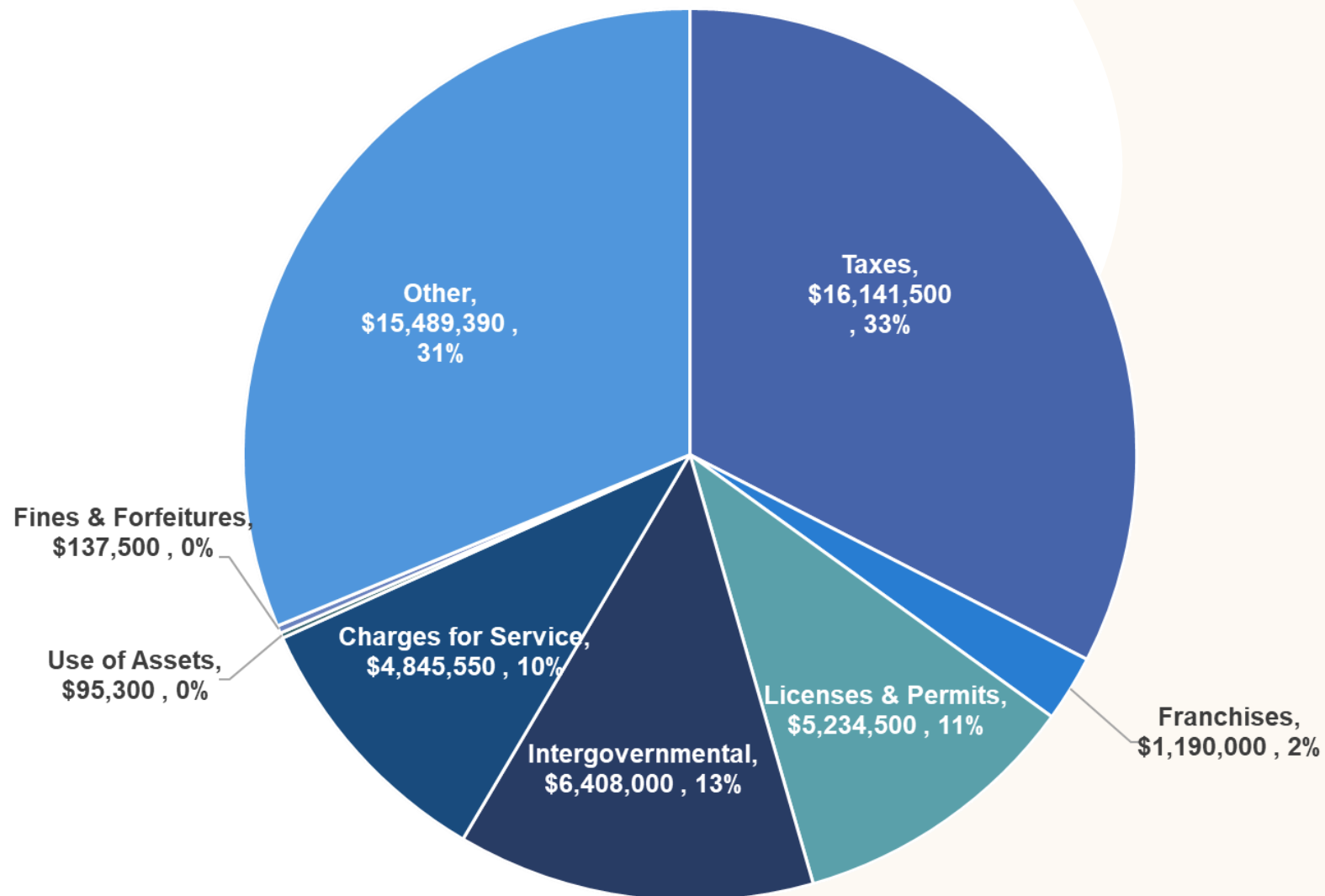
Revenue determines Hollister's capacity to provide departmental or direct services to our citizens. The graph below shows the City's FY 2024-2025 budgeted revenue sources for the City's General Fund.

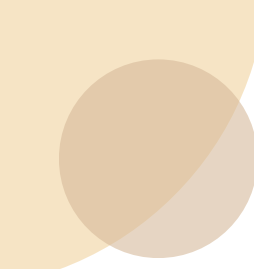
For a detailed General Fund Schedule of Revenues for the City of Hollister, see Appendix D.

BUDGET SUMMARY



FY 2024-2025 General Fund Budgeted Revenues by Type





BUDGET SUMMARY

General Fund Budgeted Expenditures - By Type

Operating expenditures are divided into four major categories: Personnel, Services & Supplies, Contractual and Capital.

- Personnel expenses represent 62% of the City's General Fund FY 2024-2025 budgeted expenditures. Personnel expenses account for costs associated with salaries and related benefits.
- Services & Supplies expenses represent 20% of the City's General Fund FY 2024-2025 budgeted expenditures. Services & Supplies expenses account for costs associated with materials purchased and/or services provided to the various City departments.
- Contractual expenses represent 13% of the City's General Fund FY 2024-2025 budgeted expenditures. Contractual expenses account for costs associated with professional agreements and other contractual relationships.
- Capital expenses represent 2% of the City's General Fund FY 2024-2025 budgeted expenditures. Capital expenses account for costs associated with capital related projects per the city's Capital Improvement Project plan.
- Other expenses represent 3% of the City's General Fund FY 2024-2025 budgeted expenditures. The "Other" category may account for costs associated transfers between funds or overhead charges,

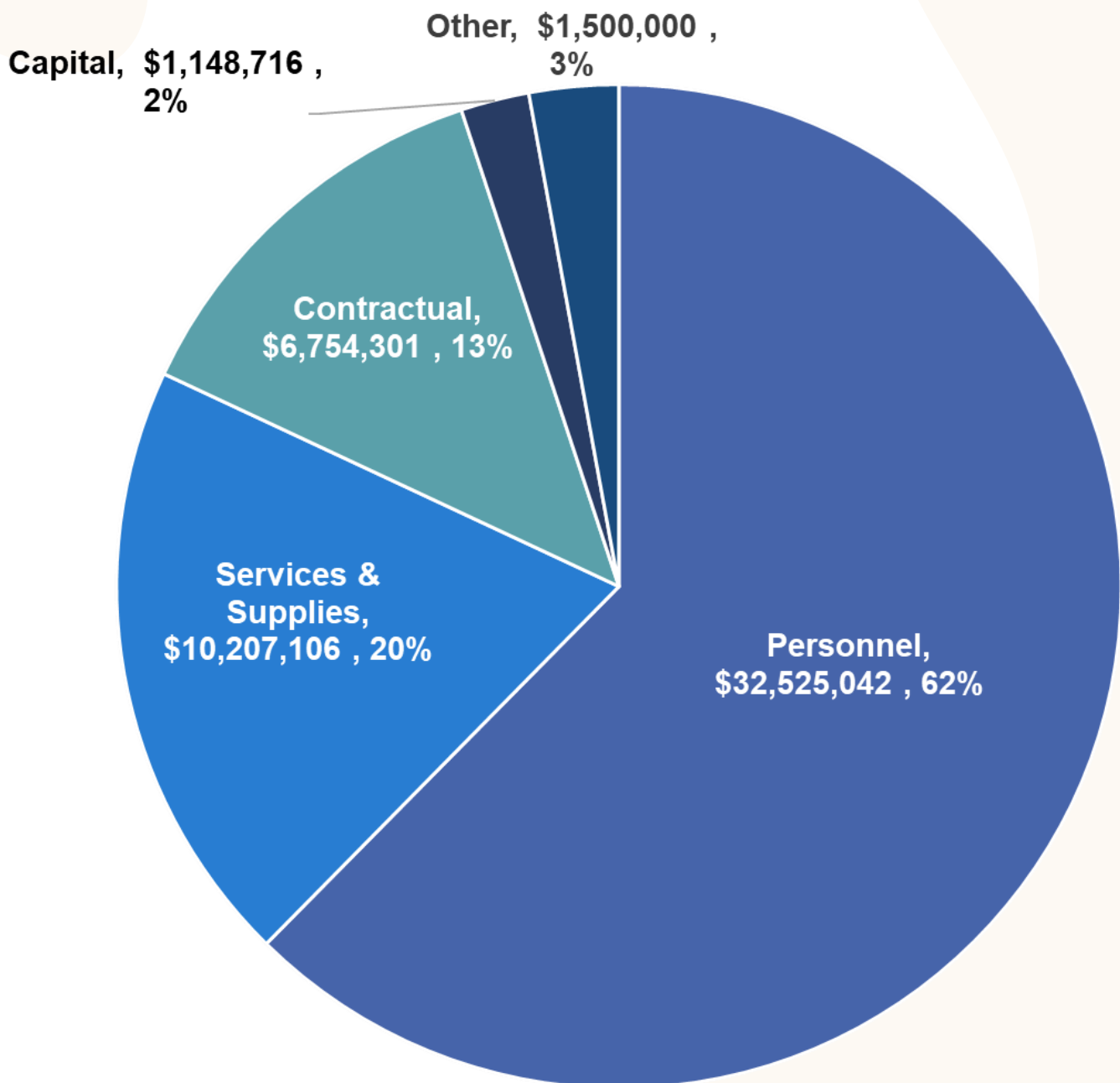
The graph below shows the City's FY 2024-2025 budgeted expenditures, by type, for the City's General Fund.

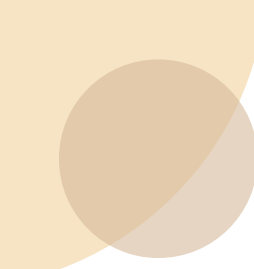
For a detailed General Fund Schedule of Expenditures for the City of Hollister, see Appendix E.

BUDGET SUMMARY



FY 2024-2025 General Fund Budgeted Expenditures by Type





BUDGET SUMMARY

General Fund Budgeted Expenditures - By Function

Expenditures can be divided into four major functions: Public Safety, Administration, Community Development and Quality of Life.

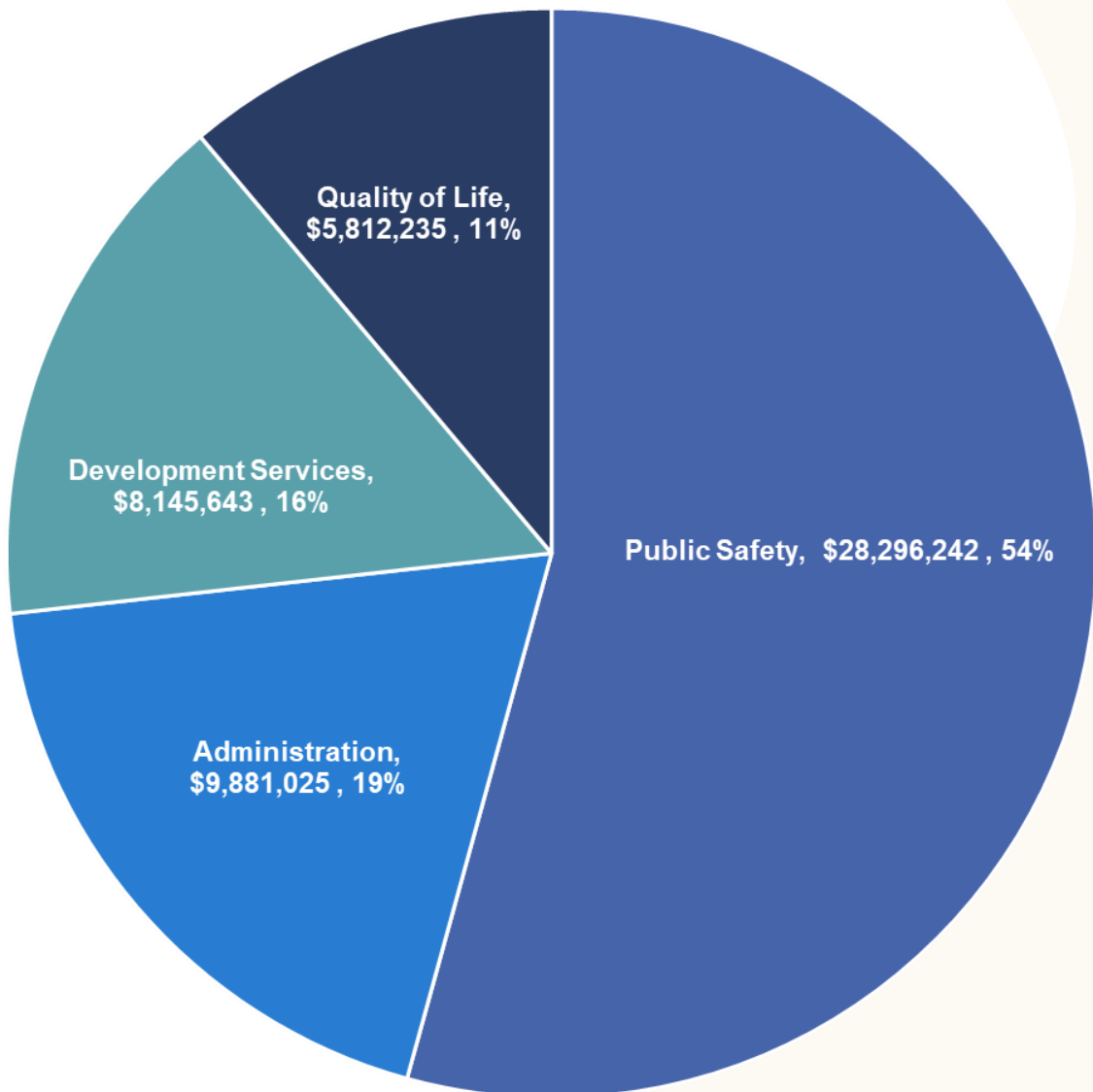
- Public Safety expenses represent 54% of the City's General Fund FY 2024-2025 budgeted expenditures. Public Safety expenses account for Animal Control, Code Enforcement, Fire, and Police costs.
- Administration expenses represent 19% of the City's General Fund FY 2024-2025 budgeted expenditures. Administration expenses account for City Clerk, City Council, City Manager, City Treasurer, Finance, Human Resources, Information Systems, Non-department, and Risk Management costs.
- Development expenses represent 16% of the City's General Fund FY 2024-2025 budgeted expenditures. Development expenses account for Building, Cannabis Affairs, Engineering, Housing, and Planning costs.
- Quality of Life expenses represent 11% of the City's General Fund FY 2024-2025 budgeted expenditures. Quality of Life expenses account for Airport, Building, Grounds & Street Maintenance, City owned buildings, Parks & Recreation, Sewer, Solid Waste, Storm Drain Operation, and Water costs.

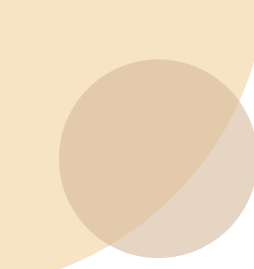
The graph below shows the City's FY 2024-2025 budgeted expenditures, by function, for the City's General Fund.

BUDGET SUMMARY



FY 2024-2025 General Fund Budgeted Expenditures by Function





BUDGET SUMMARY

Budgeted Expenditures - By Function for All Funds

Expenditures can be divided into four major functions: Public Safety, Administration, Community Development and Quality of Life.

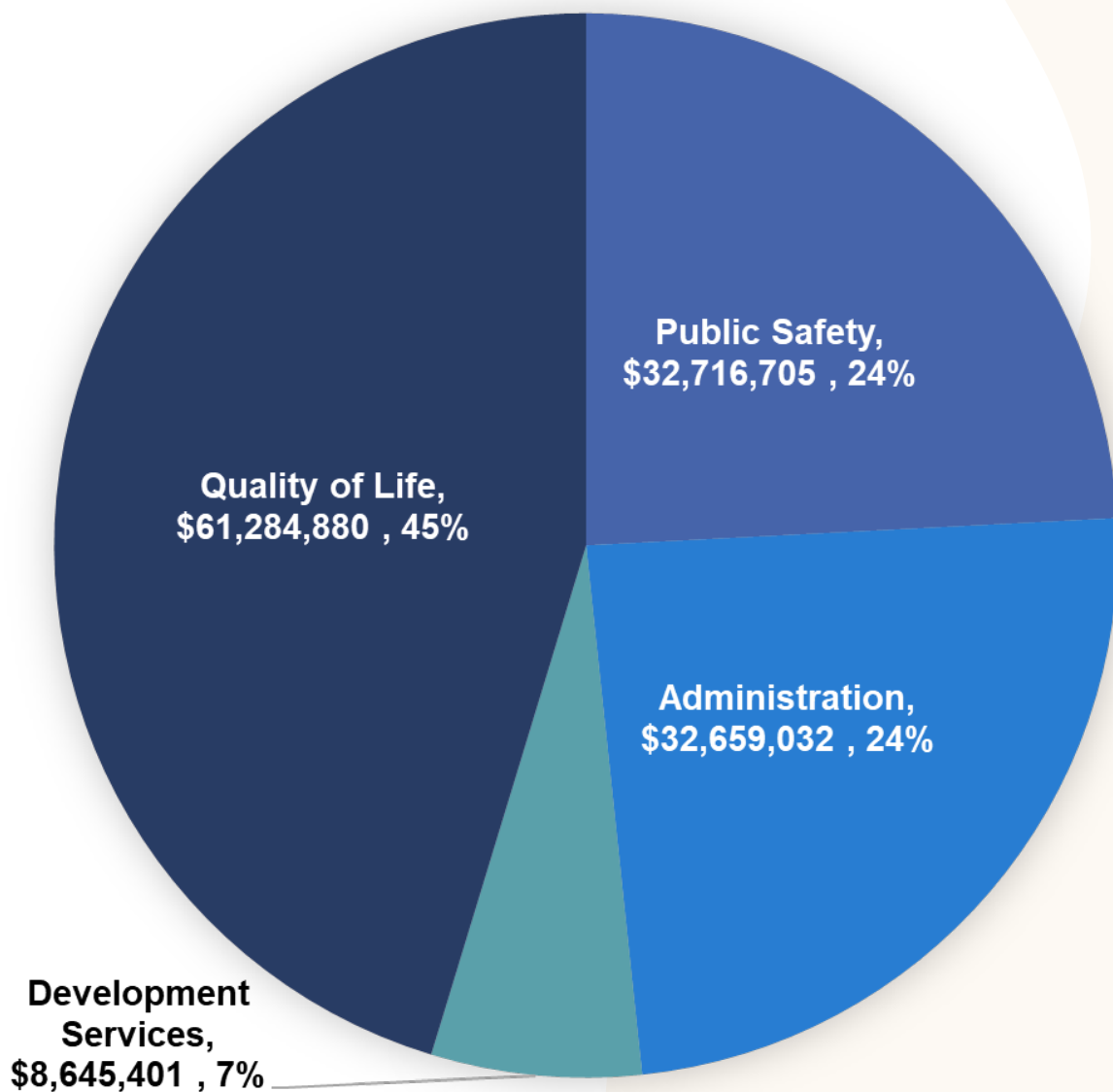
- Public Safety expenses represent 24% of the City's budgeted total funds for FY 2024-2025. Public Safety expenses account for Animal Control, Code Enforcement, Fire, and Police costs.
- Administration expenses represent 24% of the City's budgeted total funds for FY 2024-2025. Administration expenses account for City Clerk, City Council, City Manager, City Treasurer, Finance, Human Resources, Information Systems, and Non-Department costs.
- Development Services expenses represent 7% of the City's budgeted total funds for FY 2024-2025. Development Services expenses account for Building, Cannabis Affairs, Engineering, Housing, and Planning costs.
- Quality of Life expenses represent 45% of the City's budgeted total funds for FY 2024-2025. Quality of Life expenses account for Airport, Building, Grounds & Street Maintenance, City owned buildings, Parks & Recreation, Sewer, Solid Waste, Storm Drain Operation, Water, and Capital costs.

The graph below shows the City's FY 2024-2025 budgeted expenditures by function for all of the City's cumulative funds.

BUDGET SUMMARY



FY 2024-2025 All Funds Budgeted Expenditures by Function



DEBT SERVICE OVERVIEW

City of Hollister Debt Policy

The City of Hollister recognizes the need for spending a prudent amount every year for ongoing capital replacement and rehabilitation needs. As ongoing capital improvement plan is vital to ensuring the future viability of services. To achieve this priority, the City funds its regular and ongoing capital needs primarily on a "pay as you go" basis. There are, however, special or extraordinary capital improvement projects, refinancing of existing debt, and purchase of major and multiple pieces of equipment in which it is appropriate to consider debt financing. The City's Debt Management within the Fiscal and Budget Policies establishes the guidelines to support the decision-making process for issuing debt.

Debt Management Guidelines

The City's Debt Management Guidelines provides guidelines for refinancing existing debt; detailing the responsibilities of City staff engaged in issuing debt; delineating the debt instruments or vehicles (e.g. General Obligation Bonds or Certificates of Participation) the City can utilize. The depth and breadth of the policy serve to guide current and future staff.

Other Debt Information

The City uses debt in the Enterprise Funds so as to avoid significant spikes in user rates by smoothing out costs over time. In addition to capital projects, the City can finance essential equipment and vehicles. These assets range from public safety vehicles to utility equipment. The underlying asset must have a minimum useful life of three years. Short-term financings, including loans and capital lease purchase agreements, are executed to meet such needs. It has been the City's practice to fund these purchases with existing resources; however, debt financing flexibility for future needs remains an option. Also, the Director of Administrative Services will periodically evaluate its existing debt and execute re-financings when economically beneficial. A refinancing may include the issuance of bonds to refund existing bonds or the issuance of bonds in order to refund other obligations. A net present value analysis, both in dollar and percentage terms, will be conducted to determine whether a refinancing is optimal. As a "rule of thumb", a minimum of three (3) percent net present value savings will be used as a basis to begin re-financing efforts. As with new debt, all refinancing must be approved by Council. The state legislature adopted Senate Bill 1029 (Hertzberg), amending Government Code section 8855 to place additional reporting obligations on issuers of public debt. The amendments require an issuer to certify that they have adopted a debt policy concerning the use of debt and that the proposed debt issuance is consistent with that policy.

Debt Obligations

Summaries of the City of Hollister debt activity for FY 2024-2025 are provided in the following section.

DEBT SERVICE OVERVIEW

Debt Obligation Descriptions

2016 Wastewater Revenue Refunding Bonds

In March 2016, the Hollister Joint Powers Financing Authority authorized the issuance of \$67,975,000 of limited obligation bonds to (i) refund all of the Authority's outstanding Wastewater Revenue Bonds, Series 2006; (ii) refund all of the Authority's outstanding Wastewater Revenue Bonds, Series 2007; (iii) fund a reserve fund for the bonds, and (iv) pay costs of issuing bonds. The net present value refunding savings were approximately \$0.7 million or over 12% of the refunded bonds, net of all issuance costs. Annual debt service savings were approximately over \$1 million. Interest payments on the bonds are due and payable on June 1 and December 1 of each year, commencing December 1, 2016. Principal payments are made annually, on June 1. Payments are made payable from and secured by a pledge of lien and lien on net revenues of the City's wastewater system. Interest on the bonds range from 2.0% to 5.0%. The 2016 Bonds were structured with staggered call options, rather than just a traditional 10 year optional par call:

- a \$5 million 2037A special term bond callable at par on June 1, 2020,
- a \$5 million 2037B special term bond callable at par on June 1, 2023,
- the balance of the Bonds callable at par on or after June 1, 2026.

The City used excess funds on hand to pay off in full both of the 2037A and 2037B special term bonds to their respective call dates. The 2016 Bonds remain outstanding with a principal amount of \$35,635,000 and an anticipated final maturity in 2037. Current debt service payments are listed on the next page.

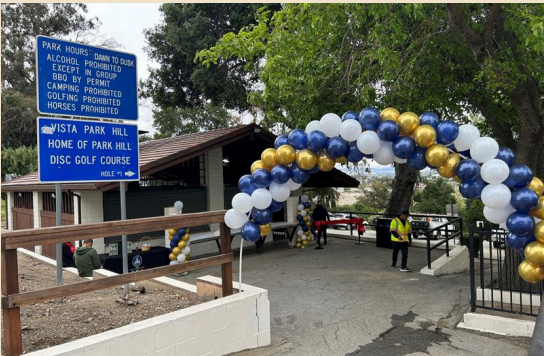
DEBT SERVICE SCHEDULE

Hollister Joint Powers Authority

Wastewater Revenue Refunding Bonds, Series 2016

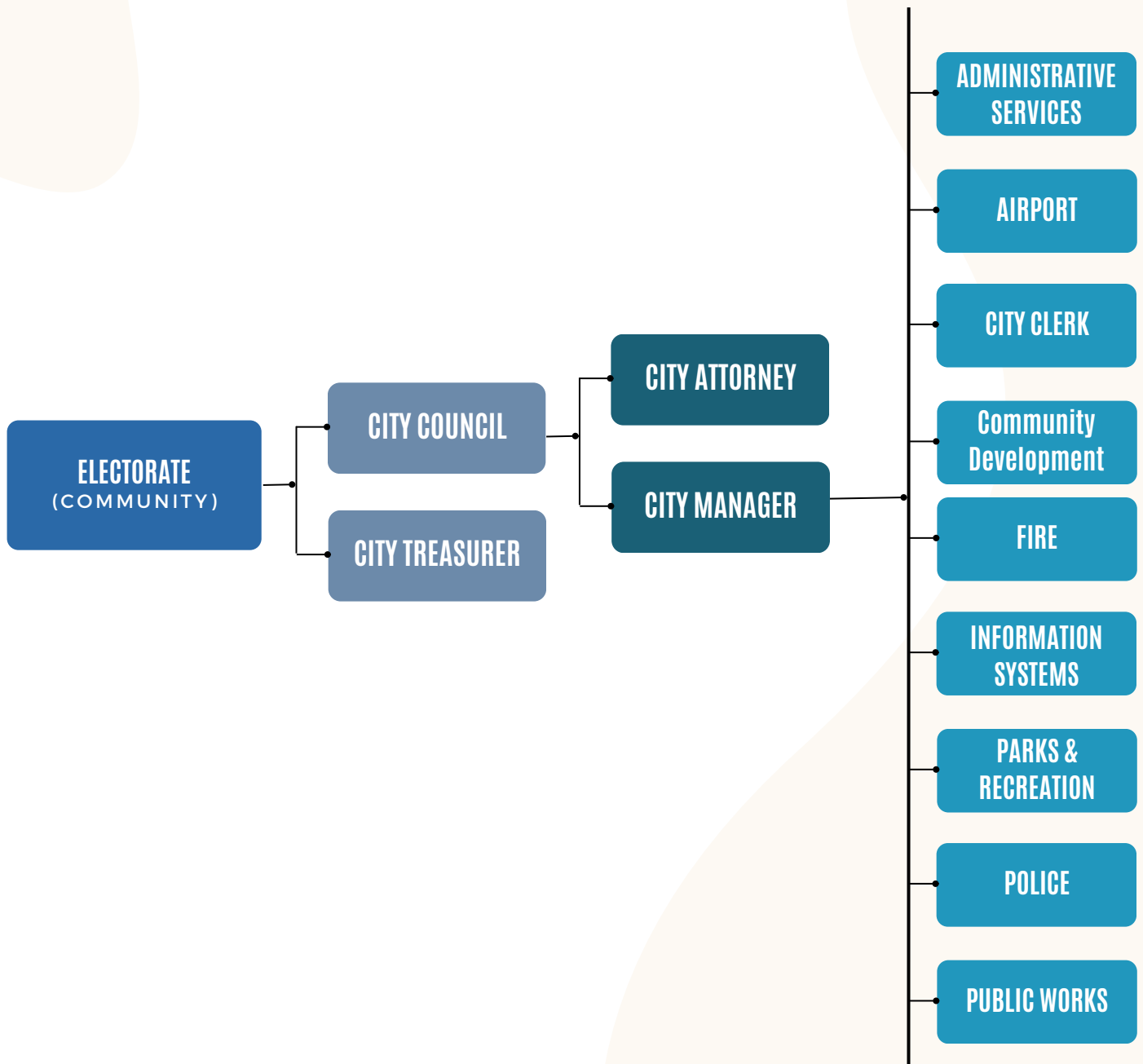
Debt Service Schedules

2016 Bonds Outstanding as of August 26, 2024						
	Serials		2016 Bonds Total			
	Principal	Interest	Principal	Interest	Total	Annual Total
12/1/2024		860,100	-	860,100	860,100	
6/1/2025	2,410,000	860,100	2,410,000	860,100	3,270,100	4,130,200
12/1/2025		823,950	-	823,950	823,950	
6/1/2026	2,480,000	823,950	2,480,000	823,950	3,303,950	4,127,900
12/1/2026		761,950	-	761,950	761,950	
6/1/2027		761,950	-	761,950	761,950	1,523,900
12/1/2027		696,700	-	696,700	696,700	
6/1/2028		696,700	-	696,700	696,700	1,393,400
12/1/2028		628,325	-	628,325	628,325	
6/1/2029	2,875,000	628,325	2,875,000	628,325	3,503,325	4,131,650
12/1/2029		556,450	-	556,450	556,450	
6/1/2030	3,015,000	556,450	3,015,000	556,450	3,571,450	4,127,900
12/1/2030		481,075	-	481,075	481,075	
6/1/2031	3,165,000	481,075	3,165,000	481,075	3,646,075	4,127,150
12/1/2031		406,950	-	406,950	406,950	
6/1/2032	3,315,000	406,950	3,315,000	406,950	3,721,950	4,128,900
12/1/2032		357,225	-	357,225	357,225	
6/1/2033	3,415,000	357,225	3,415,000	357,225	3,772,225	4,129,450
12/1/2033		306,000	-	306,000	306,000	
6/1/2034	3,520,000	306,000	3,520,000	306,000	3,826,000	4,132,000
12/1/2034		251,000	-	251,000	251,000	
6/1/2035	3,630,000	251,000	3,630,000	251,000	3,881,000	4,132,000
12/1/2035		160,250	-	160,250	160,250	
6/1/2036	3,810,000	160,250	3,810,000	160,250	3,970,250	4,130,500
12/1/2036		65,000	-	65,000	65,000	
6/1/2037	4,000,000	65,000	4,000,000	65,000	4,065,000	4,130,000
Total	\$ 35,635,000	\$ 12,709,950	\$ 35,635,000	\$ 12,709,950	\$ 48,344,950	\$ 48,344,950



ORGANIZATIONAL CHART

The image below shows the organizational chart for the entire City of Hollister. Department-level organizational charts are included later in this document.



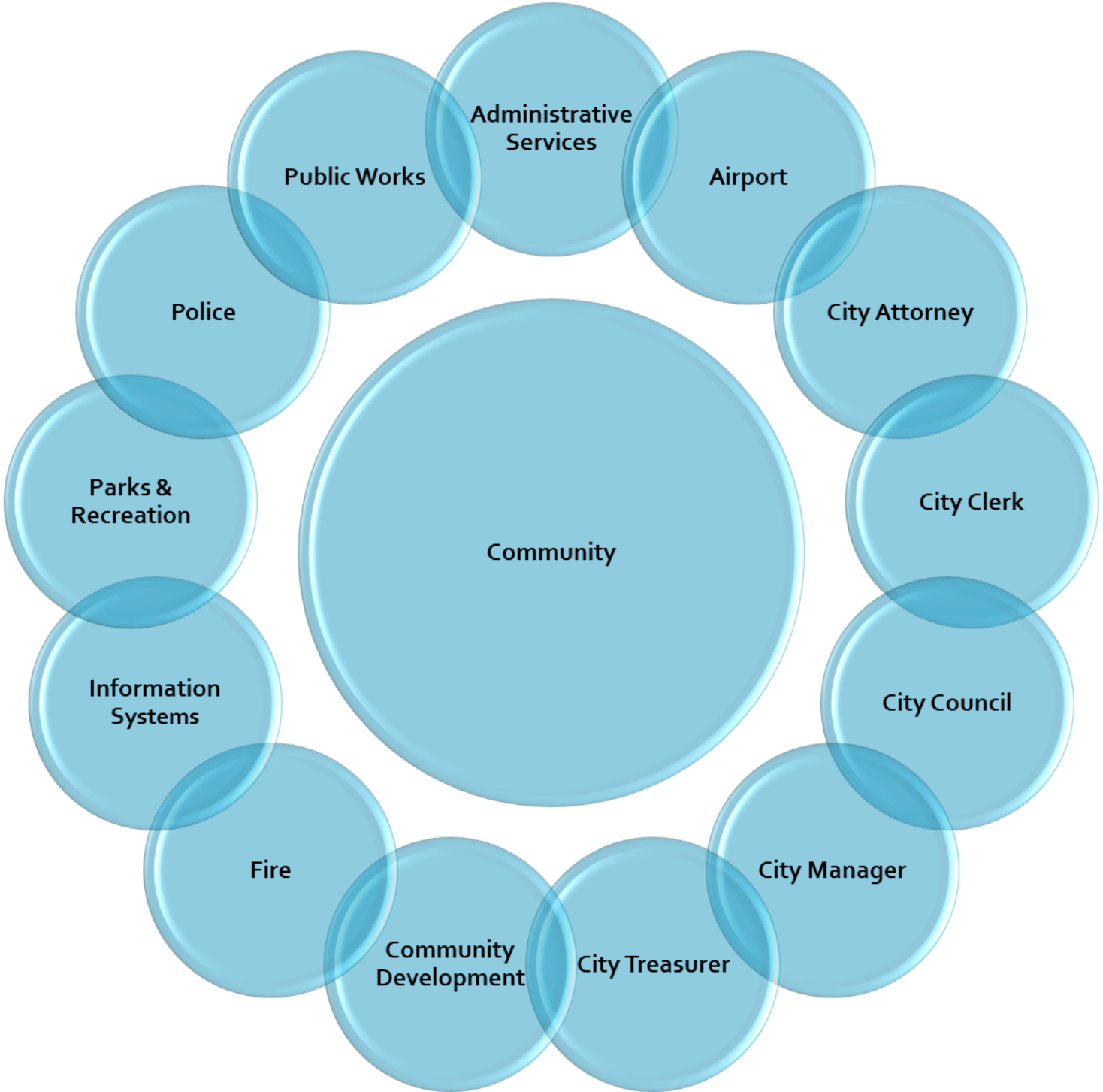
Authorized Positions

STAFFING

Full Time Equivalent (FTE) positions are the number of regular positions to be funded in the budget. Full time is typically defined as a position which is budgeted at 40 hours a week or 2,080 hours per year. Budgeted staffing for FY 2024-2025 consists of a relatively status quo staffing plan with some additional FTEs in Administration due to an increase in city-wide services.

Department	FY 2022-2023 Funded Positions	FY 2023-2024 Funded Positions	FY 2024-2025 Approved Changes	FY 2024-2025 Total Funded Positions
Administrative Services	14.00	14.00	2.00	16.00
Airport	5.00	5.00	0.00	5.00
City Clerk	3.00	3.00	0.00	3.00
City Manager	4.00	5.00	0.00	5.00
Community Development	12.00	12.00	0.00	12.00
Engineering	10.00	10.00	0.00	10.00
Fire	49.00	50.00	0.00	50.00
Information Systems	4.00	4.00	0.00	4.00
Parks & Recreation	8.00	8.00	0.00	8.00
Police	62.00	67.00	0.00	67.00
Public Works	42.00	42.00	0.00	42.00
Total - All Departments	216.00	220.00	2.00	222.00

CITY DEPARTMENTS





ADMINISTRATIVE SERVICES

ADMINISTRATIVE SERVICES

Department/Division Summary of Services Provided

The Administrative Services Department is responsible for three distinct functions: Finance, Human Resources, and Risk Management.

Finance: The Finance Division is responsible for oversight of the City's annual budget development, including monitoring financial activities, and day-to-day transactions which include processing utility payments, collecting the City's business license tax, all accounts payable, accounts receivable, and other financial transactions and reports.

Human Resources: The Human Resources Division is responsible for employee and labor relations, benefits administration, employee wellness, and the City's overall recruitment efforts. Human Resource guides City departments in establishing positive employee relations, succession planning, employee engagement, and employee retention.

Risk Management: The City's risk management activities identify, control, minimize, or mitigate uncertain events that may adversely affect the City's employees, resources, and residents.

Fiscal Year 2024-2025 Operational Priorities, Goals, and Objectives

Within this fiscal year, the department plans to:

- Expand efforts on budget development and budget monitoring to help City departments and City Council make strategic and data-informed decisions.
- Work in coordination with the City Manager, City Treasurer, and City Council to explore strategies for managing the City's short & long term financial obligations and how to invest in public services now and in the future.
- Identify and mitigate risks by sharing best practices in risk management and administrative policy adoption.

ADMINISTRATIVE SERVICES



Budget Summary - By Department/Division

Total Department - Administrative Services

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$1,532,960	\$1,835,261	\$2,220,557	\$2,642,197
Services & Supplies	\$547,103	\$414,528	\$544,000	\$595,674
Contractual	\$328,514	\$364,983	\$409,000	\$421,500
Capital	\$0	\$0	\$0	\$0
Total	\$2,408,577	\$2,164,771	\$3,173,557	\$3,659,371

Administrative Services - Finance

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$1,186,722	\$1,360,285	\$1,611,732	\$1,909,877
Services & Supplies	\$262,934	\$178,732	\$200,900	\$317,174
Contractual	\$318,714	\$352,066	\$342,000	\$349,500
Capital	\$0	\$0	\$0	\$0
Total	\$1,768,370	\$1,891,082	\$2,154,632	\$2,576,551

ADMINISTRATIVE SERVICES



Administrative Services - Human Resources (Includes Risk Management)

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$346,238	\$474,976	\$608,825	\$732,320
Services & Supplies	\$284,168	\$235,796	\$343,100	\$278,500
Contractual	\$9,800	\$12,917	\$67,000	\$72,000
Capital	\$0	\$0	\$0	\$0
Total	\$640,206	\$723,689	\$1,018,925	\$1,082,820

Budget Summary - Department/Division by Fund

Total Department - Administrative Services by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$1,451,701	\$1,696,626	\$2,174,277	\$2,527,947
601	\$4,607	\$0	\$0	\$0
620	\$519,202	\$454,446	\$513,721	\$580,164
660	\$409,925	\$444,459	\$464,221	\$541,630
670	\$1,217	\$1,296	\$1,500	\$7,680
850	\$500	\$0	\$0	\$0
851	\$21,424	\$17,943	\$19,838	\$1,950
Total	\$2,408,576	\$2,614,771	\$3,173,557	\$3,659,371

ADMINISTRATIVE SERVICES



Administrative Services - Finance by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$811,495	\$972,937	\$1,155,352	\$1,445,127
601	\$4,607	\$0	\$0	\$0
620	\$519,202	\$454,446	\$513,721	\$580,164
660	\$409,925	\$444,459	\$464,221	\$541,630
670	\$1,217	\$1,296	\$1,500	\$7,680
850	\$500	\$0	\$0	\$0
851	\$21,424	\$17,943	\$19,838	\$1,950
Total	\$1,768,370	\$1,891,082	\$2,154,632	\$2,576,551

Administrative Services - Human Resources by Fund (Includes Risk Management) by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$640,206	\$723,689	\$1,018,925	\$1,082,820
Total	\$640,206	\$723,689	\$1,018,925	\$1,082,820

ADMINISTRATIVE SERVICES



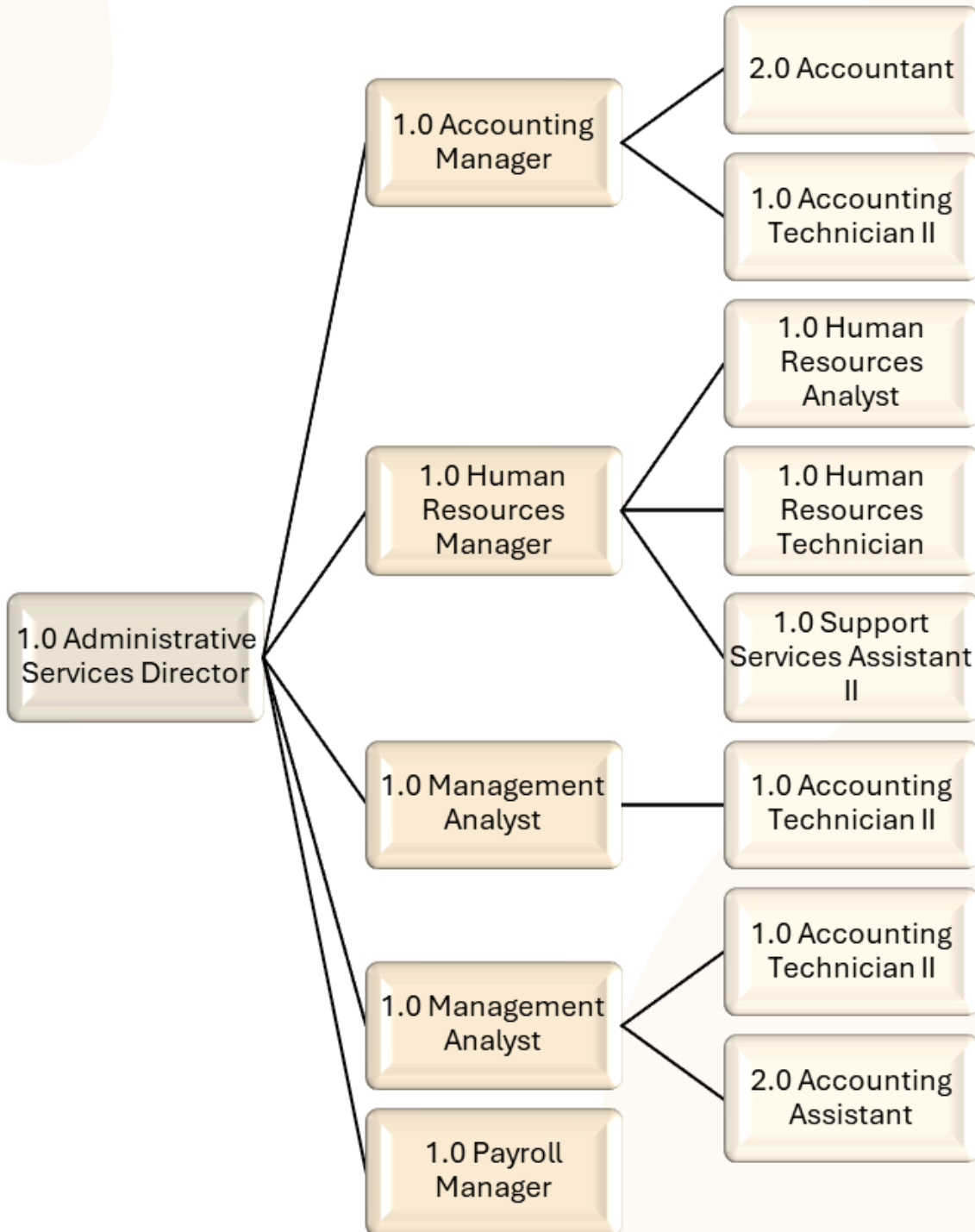
Department/Division Position Summary

Classification	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Accountant	0.00	0.00	0.00	2.00
Accounting Assistant	2.00	2.00	2.00	2.00
Accounting Manager	1.00	1.00	1.00	1.00
Accounting Technician I/II	3.00	3.00	3.00	3.00
Administrative Services Director	1.00	1.00	1.00	1.00
Human Resources Analyst	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00
Human Resources Technician	1.00	1.00	1.00	1.00
Management Analyst	1.00	2.00	2.00	2.00
Payroll Manager	1.00	1.00	1.00	1.00
Support Services Assistant I/II	0.00	1.00	1.00	1.00
Total	12.00	14.00	14.00	16.00

ADMINISTRATIVE SERVICES

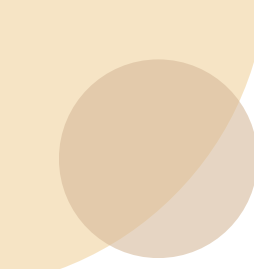


Department Organizational Chart





AIRPORT



AIRPORT

Department/Division Summary of Services Provided

The City of Hollister owns and operates the Hollister Municipal Airport. The Airport is located at the north end of Hollister, supports General Aviation activities and has a restaurant and full service Fixed Based Operator business providing services to the aviation community. The Airport currently plays host to several airport-related businesses. The airport is also the location of the CalFire Air Attack Base, which plays an important role in suppressing wildfire in six counties. The airport is located on the west side of San Felipe Road at Airport Drive.

The Hollister Municipal Airport is committed to supporting the economic, environmental, and recreational needs of the community through safe and secure aviation operations and pursuit of fiscal self-sustainment.

Fiscal Year 2024-2025 Operational Priorities, Goals, and Objectives

Within this fiscal year, the department plans to:

- Assess plans for long term fiscal sustainability of the Airport Enterprise Fund
- Conduct study on airport rates and rents to align with City policies and market demands
- Prioritize facility maintenance to maximize economic and other opportunities for tenants and visitors

AIRPORT



Budget Summary - By Department/Division

Total Department - Airport

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$583,709	\$527,583	\$747,907	\$744,311
Services & Supplies	\$365,766	\$631,487	\$452,700	\$570,817
Contractual	\$18,426	\$20,038	\$30,200	\$73,700
Capital	\$89,121	\$0	\$1,450,000	\$58,500
Total	\$1,057,022	\$1,179,108	\$2,680,807	\$1,447,328

Budget Summary - Department/Division by Fund

Total Department - Airport by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
212	\$79,377	\$0	\$0	\$0
213	\$733	\$22	\$0	\$0
601	\$976,911	\$1,179,085	\$2,680,807	\$1,447,328
Total	\$1,057,022	\$1,179,108	\$2,680,807	\$1,447,328

AIRPORT



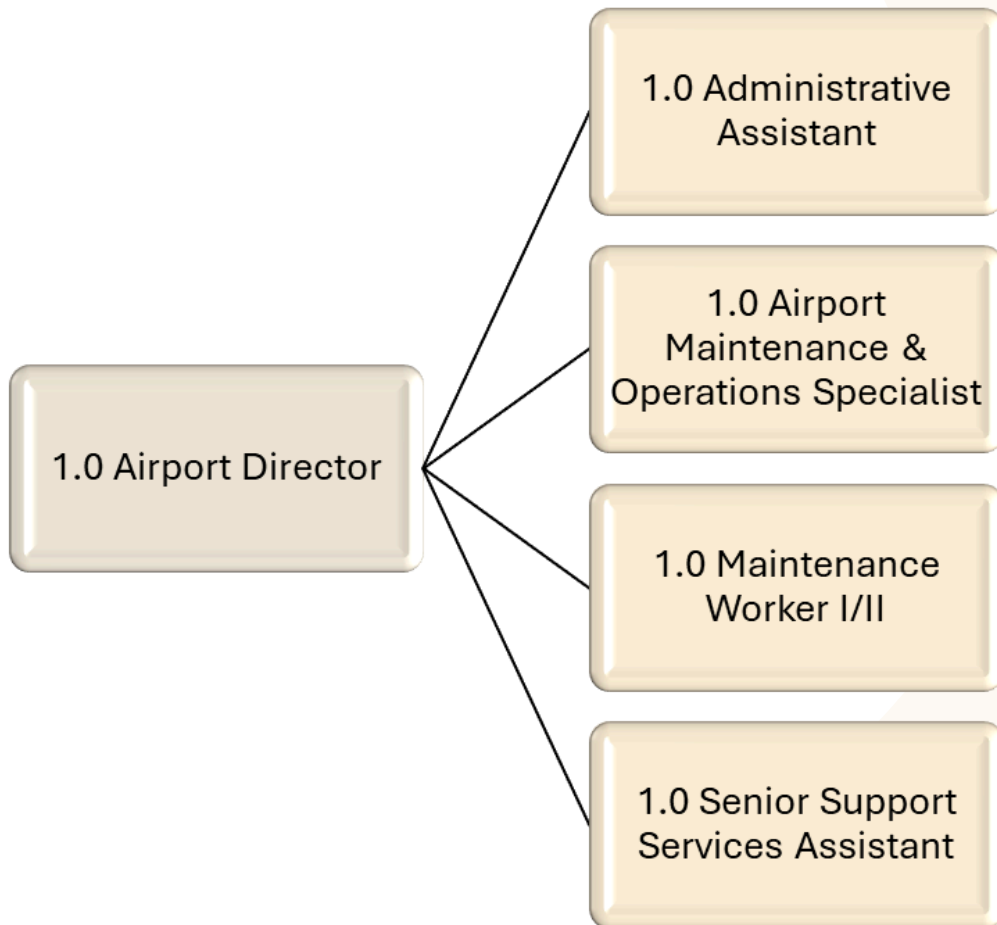
Department/Division Position Summary

Classification	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Administrative Assistant	1.00	1.00	1.00	1.00
Airport Director	1.00	1.00	1.00	1.00
Airport Maintenance & Operations Specialist	1.00	1.00	1.00	1.00
Maintenance Worker I/II	1.00	1.00	1.00	1.00
Senior Support Services Assistant	1.00	1.00	1.00	1.00
Total	5.00	5.00	5.00	5.00

AIRPORT

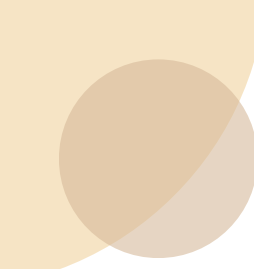


Department Organizational Chart





CITY ATTORNEY



CITY ATTORNEY

Department/Division Summary of Services Provided

The City of Hollister contracts with the law firm Lozano Smith for City Attorney and related services. In addition, Lozano Smith takes the lead in contracting with specialized service providers to meet City needs. As these services are utilized city-wide, City Attorney costs are spread across departments.

The City Attorney represents and advises the City Council and all City officers in all matters of law pertaining to their offices, represents and appears on behalf of the City and any City officer or employee in all legal actions or proceedings which the City or any such officer or employee, in or by reason of his/her official capacity is a party, provides the City Council with information and advice regarding ongoing litigation and legislation affecting the City, attends all meetings of the City Council and gives advice or an opinion in writing whenever requested to do so by the City Council or officers of the City, staffs boards and commission meetings as necessary, reviews and approves all ordinances and resolutions and amendments thereof, provides training on current issues in the law and City policy as needed, and whenever appropriate, prosecutes cases for violation of City ordinances.

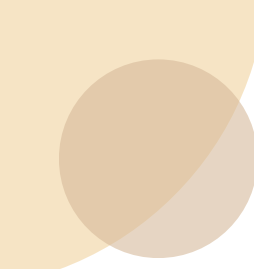
Fiscal Year 2024-2025 Operational Priorities, Goals, and Objectives

Within this fiscal year, the department plans to:

- Continue to protect and advise the City of Hollister in all legal actions by informing the City Manager, City departments and City Councils of legalities and risk
- Continue to attend all council and applicable commission meetings
- Continue to proactively anticipate and meet the needs of the City of Hollister
- Work with and provide tools for staff and training opportunities



CITY CLERK



CITY CLERK

Department/Division Summary of Services Provided

The City Clerk's Office seeks to promote transparency and increase access for members of the public, elected officials, and City staff. The Office ensures that all proceedings of the Council are properly executed, recorded, and archived. The City Clerk's Office is also tasked with meeting state and local requirements regarding public postings, legal advertising, recordings, and mailing of public hearing notices.

The City Clerk's Office is the information resource for the community, City Council, and City staff. The City Clerk's Office maintains official records, administers City elections, provides administrative support to the Hollister City Council, administers campaign and financial disclosure laws, and coordinates responses to California Public Records Act requests submitted to the City while ensuring transparency to the public.

The City Clerk's Office administers oaths or affirmations and executes City contracts and agreements. The Office also maintains official City records and provides certified copies; administers the recruitment process for positions on Boards, Commissions, and Committees; and assists and provides information to the public regarding the legislative operations of government.

The City Clerk's Office manages public inquiries related to claims against the City and arranges for ceremonial documents such as proclamations and certificates. The Office also manages public event permits such as public assembly permits, street closures, and bingo permits.



CITY CLERK

Fiscal Year 2024-2025 Operational Priorities, Goals, and Objectives

Within this fiscal year, the department plans to:

- Adopt and implement the new Citywide departmental records retention schedule
- Work with City departments to index, transfer, store, retrieve, destroy and monitor City records
- Issue an RFP and implement a Laserfiche upgrade to enhance access to public records for City staff and the public
- Manage and support the November 2024 election in conjunction with the County of San Benito for three seats including Mayor and City Council Districts 1 and 4, as well as proposed ballot measures.
- Process and track all campaign, candidate, and committee filings using the electronic filing system
- Amend the City's Conflict of Interest Code Reporting Categories and Designated Filers; as warranted and required by the State of California Fair Political Practices Commission
- Implement eScribe agenda management software for boards and commissions to have one centralized location for public meeting information
- Implement electronic voting for public meetings
- Conduct staff report writing training for all City staff
- Continue representation of Hollister through participation in regional associations such as CCAC (City Clerk's Association of California) and IIMC (International Institute for Municipal Clerks)
- Continue to respond to Public Record Requests in a timely manner
- Continue to provide the City Council agendas and related materials to the public in a variety of media
- Continue to create a comprehensive records management program to address the storage disposition of records throughout the City to reduce required storage space, increase efficiency, and reduce liability due to the retention of outdated records
- Continue the digitization of documents to improve staff efficiency and transparency

CITY CLERK



Budget Summary - By Department/Division

Total Department - City Clerk

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$384,517	\$446,037	\$546,152	\$661,750
Services & Supplies	\$26,355	\$42,355	\$57,400	\$53,150
Contractual	\$159,431	\$243,891	\$328,750	\$448,750
Capital	\$6,008	\$90	\$3,000	\$3,000
Total	\$576,311	\$732,373	\$935,302	\$1,166,650

Budget Summary - Department/Division by Fund

Total Department - City Clerk by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$576,311	\$732,373	\$935,302	\$1,109,990
601	\$0	\$0	\$0	\$11,170
620	\$0	\$0	\$0	\$21,340
660	\$0	\$0	\$0	\$24,150
Total	\$576,311	\$732,373	\$935,302	\$1,166,650

CITY CLERK



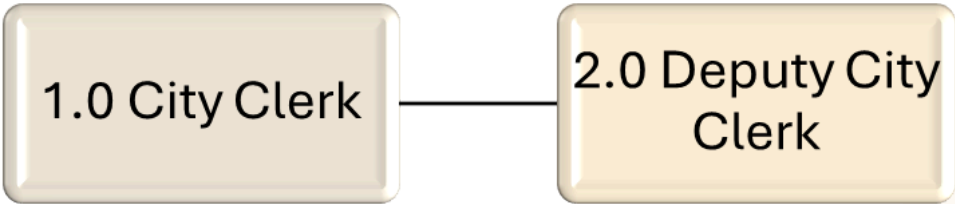
Department/Division Position Summary

Classification	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
City Clerk	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	2.00	2.00	2.00
Total	2.00	3.00	3.00	3.00

CITY CLERK

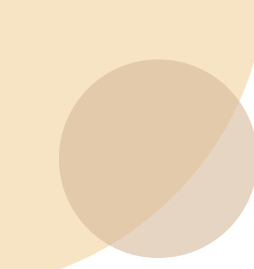


Department Organizational Chart





CITY COUNCIL



CITY COUNCIL

Department/Division Summary of Services Provided

The City Council is comprised of one Mayor and four Councilmembers with the Mayor serving a two-year term and council members serving a four-year term. The city is divided into four (4) electoral districts with one council representation per district. The Mayor, whom is also elected, serves at-large.

The City of Hollister utilizes a Council-Manager form of government. Under the Council-Manager form, elected officials serve as the legislative body, representing the citizens of Hollister, and its empowered by the Municipal Code to formulate citywide policy, enact local legislation, approve contracts, award projects and approve budgets. The City Council focuses on the community's big picture goals and long-term objectives.

The City Council holds their regular meetings on the first and third Tuesdays of each month, unless the Tuesday falls on a city observed holiday, then the meeting will fall on the Wednesday following the holiday.

Fiscal Year 2024-2025 Operational Priorities, Goals, and Objectives

Within this fiscal year, the department plans to:

- Adopt local laws and regulations necessary to implement the City Council's established long-term vision.
- Address community concerns and promote citizen engagement.

CITY COUNCIL



Budget Summary - By Department/Division

Total Department - City Council

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$101,786	\$123,627	\$119,855	\$145,036
Services & Supplies	\$94,678	\$179,614	\$490,300	\$356,494
Contractual	\$277,260	\$1,037,610	\$50,000	\$125,000
Capital	\$0	\$0	\$0	\$0
Total	\$473,724	\$1,340,851	\$660,155	\$626,530

Budget Summary - Department/Division by Fund

Total Department - City Council by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$473,724	\$1,340,851	\$660,155	\$626,530
Total	\$473,724	\$1,340,851	\$660,155	\$626,530

CITY COUNCIL



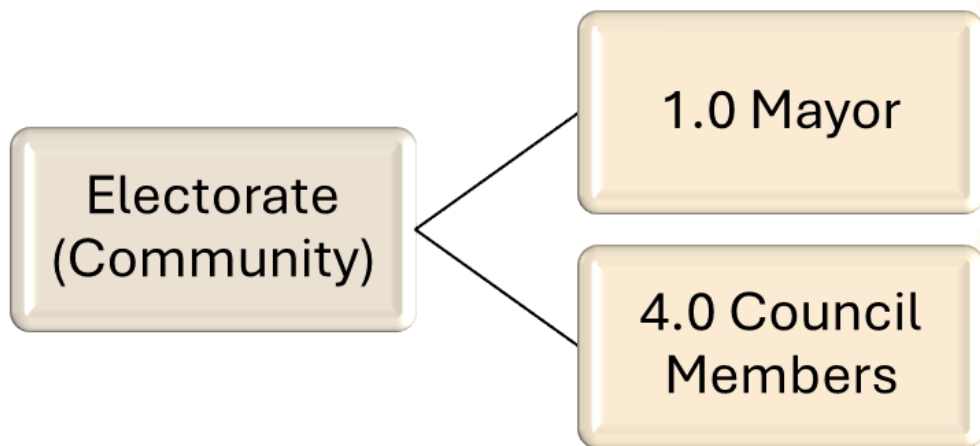
Department/Division Position Summary

Classification	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
City Council	4.00	4.00	4.00	4.00
City Council - Mayor	1.00	1.00	1.00	1.00
Total	5.00	5.00	5.00	5.00

CITY COUNCIL

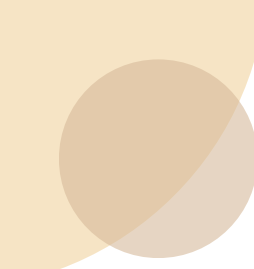


Department Organizational Chart





CITY MANAGER



CITY MANAGER

Department/Division Summary of Services Provided

The City Manager is designated as the administrative head of the municipal government and serves as the chief advisor to the City Council by providing complete and objective information about local operations, offering options and conducting assessments of the long term impacts of decisions made by the City Council. The City Manager is responsible for setting goals and providing administrative direction for all City departments in accordance with established policies, approved by the City Council. The City Manager guides departments in achieving goals of effective leadership, fiscal responsibility and economic development. The City Manager is also responsible for managing the ability of the City to provide services to its residents and ensure fiscal responsibility throughout all city operations.

The City Manager's office also manages the contract for the Veteran's Building operator.

Fiscal Year 2024-2025 Operational Priorities, Goals, and Objectives

Within this fiscal year, the department plans to:

- Maximize strategies within the budget for short-term and long-term fiscal stability.
- Focus on grant development with departments and consultant.
- Continue to work on Citywide capital projects, including by prioritizing infrastructure and public facilities.
- Increase public outreach and engagement efforts via informational campaigns and service modernization.
- Work with departments to streamline service delivery methods and aim towards a human-centered design approach to public service.

CITY MANAGER



Budget Summary - By Department/Division

Total Department - City Manager

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$493,799	\$929,539	\$1,037,949	\$1,216,573
Services & Supplies	\$130,590	\$3,357,955	\$288,400	\$205,070
Contractual	\$120,420	\$138,328	\$110,000	\$133,000
Capital	\$5,900	\$102,000	\$0	\$0
Total	\$750,709	\$4,527,822	\$1,436,349	\$1,554,643

City Manager - City Manager

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$493,799	\$929,539	\$1,037,949	\$1,216,573
Services & Supplies	\$94,048	\$3,307,454	\$156,400	\$127,274
Contractual	\$10,420	\$828	\$0	\$3,000
Capital	\$5,900	\$102,000	\$0	\$0
Total	\$604,167	\$4,339,821	\$1,194,349	\$1,346,847

CITY MANAGER



Budget Summary - By Department/Division

City Manager - Veteran's Building

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$0	\$0	\$0	\$0
Services & Supplies	\$36,542	\$50,501	\$132,000	\$77,796
Contractual	\$110,000	\$137,500	\$110,000	\$130,000
Capital	\$0	\$0	\$0	\$0
Total	\$146,542	\$188,001	\$242,000	\$207,796

Budget Summary - Department/Division by Fund

Total Department - City Manager by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$738,512	\$4,461,529	\$1,434,999	\$1,554,643
620	\$270	\$288	\$350	\$0
621	\$270	\$288	\$500	\$0
660	\$11,655	\$65,717	\$500	\$0
Total	\$750,707	\$4,527,534	\$1,436,349	\$1,554,643

CITY MANAGER



City Manager - City Manager by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$591,970	\$4,273,528	\$1,192,999	\$1,346,847
620	\$270	\$288	\$350	\$0
621	\$270	\$288	\$500	\$0
660	\$11,655	\$65,717	\$500	\$0
Total	\$604,167	\$4,339,821	\$1,194,349	\$1,346,847

City Manager - Veteran's Building by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$146,542	\$188,001	\$242,000	\$207,796
Total	\$146,542	\$188,001	\$242,000	\$207,796

CITY MANAGER



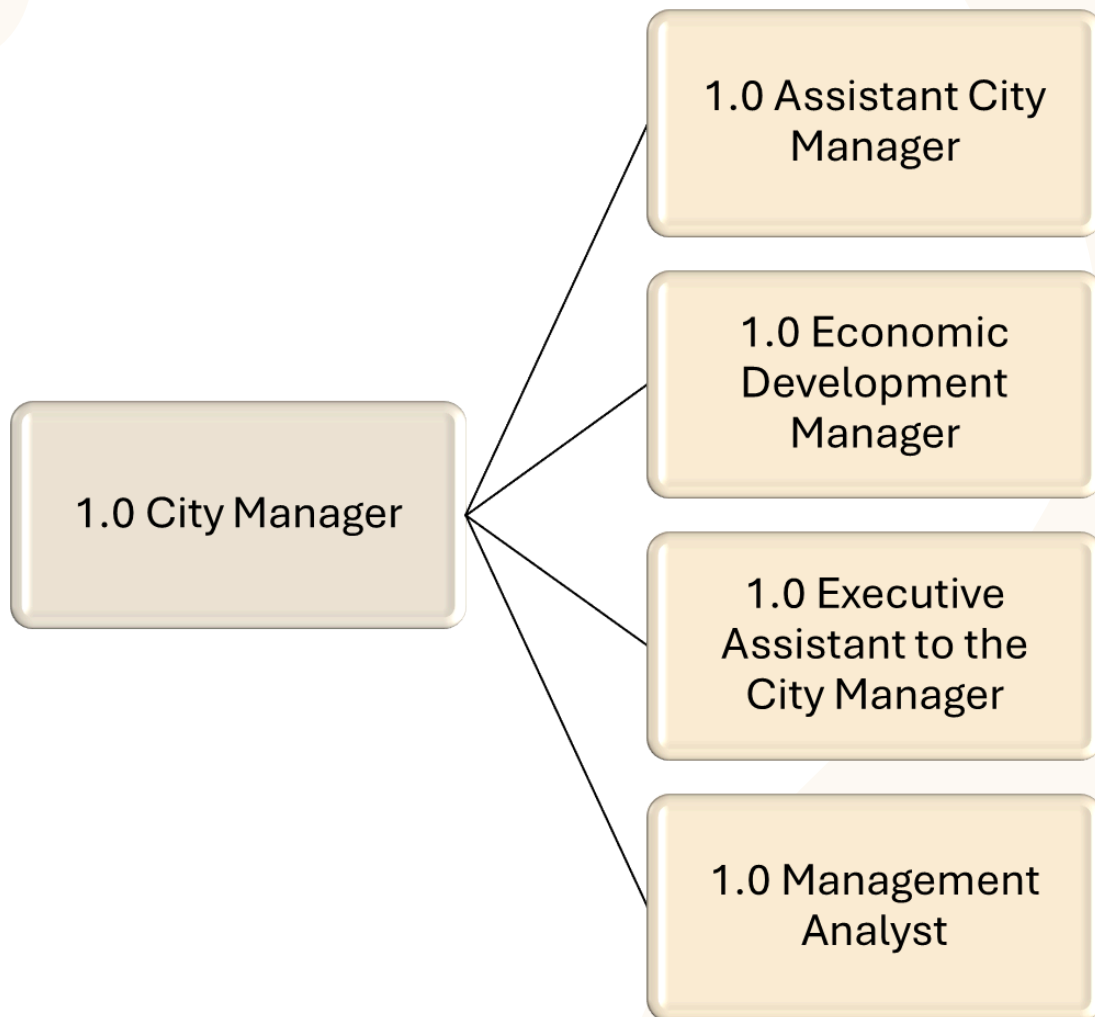
Department/Division Position Summary

Classification	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Assistant City Manager	0.00	1.00	1.00	1.00
City Manager	1.00	1.00	1.00	1.00
Economic Development Manager	0.00	0.00	1.00	1.00
Executive Assistant to the City Manager	0.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Total	2.00	4.00	5.00	5.00

CITY MANAGER



Department Organizational Chart





CITY TREASURER



CITY TREASURER

Department/Division Summary of Services Provided

The City Treasurer is an elected position and, historically, their duties are to maintain an autonomous role for oversight and decisions related to the investment and safe keeping of City funds. The position of City Treasurer is independent of the City Council and may also be responsible for providing a signature on approved checks, drafts, and warrants.

Fiscal Year 2024-2025 Operational Priorities, Goals, and Objectives

Within this fiscal year, the department plans to:

- Ensure the safe-keeping of city funds throughout the fiscal year.

CITY TREASURER



Budget Summary - By Department/Division

Total Department - City Treasurer

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$35,542	\$37,584	\$41,634	\$50,685
Services & Supplies	\$0	\$0	\$0	\$0
Contractual	\$0	\$0	\$0	\$0
Capital	\$0	\$0	\$0	\$0
Total	\$35,542	\$37,584	\$41,634	\$50,685

Budget Summary - Department/Division by Fund

Total Department - City Treasurer by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$35,542	\$37,584	\$41,634	\$50,685
Total	\$35,542	\$37,584	\$41,634	\$50,685

CITY TREASURER



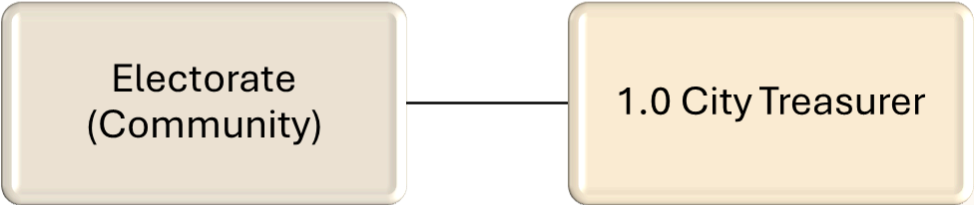
Department/Division Position Summary

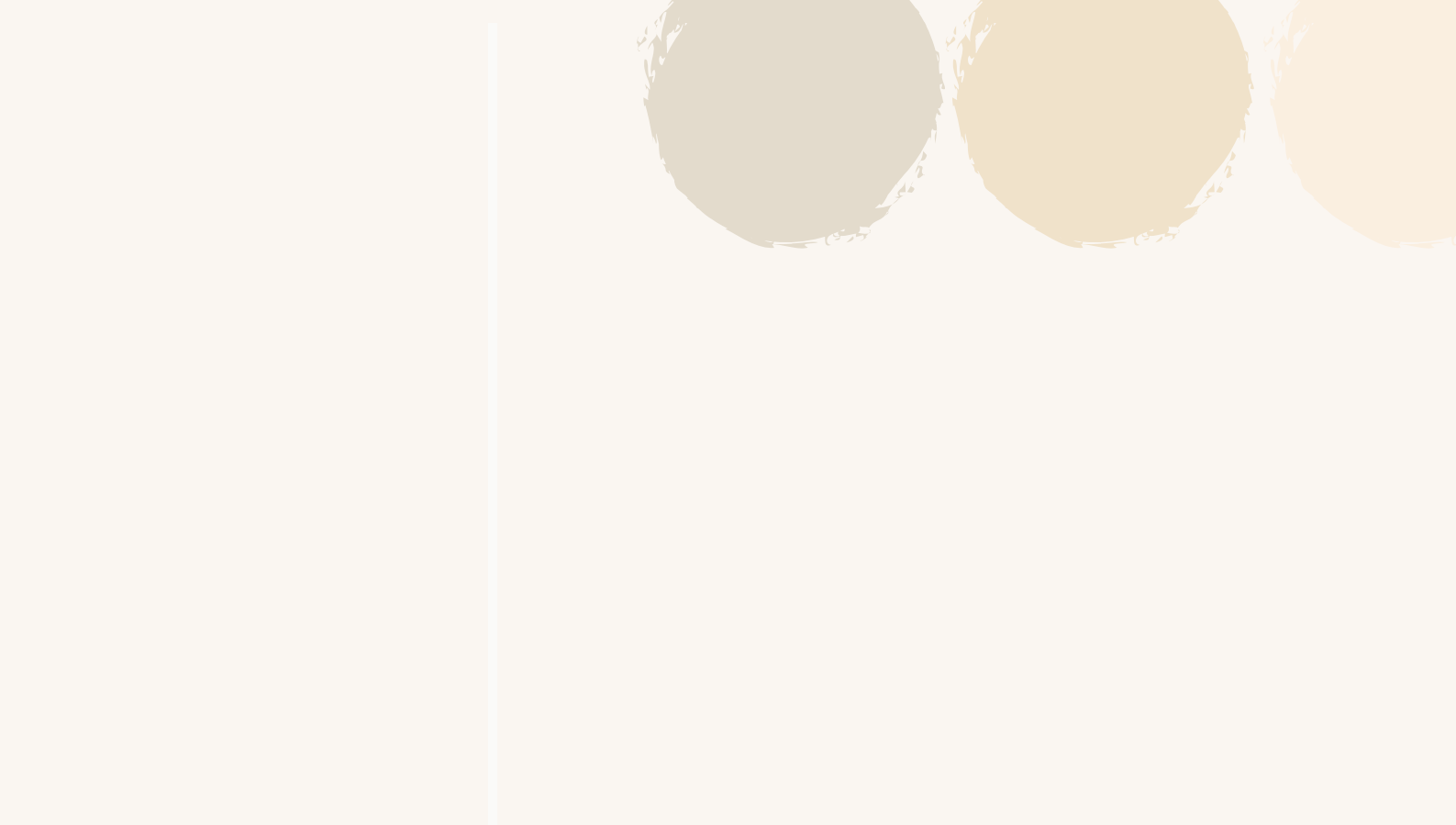
Classification	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
City Treasurer	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00

CITY TREASURER



Department Organizational Chart



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COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT

Department/Division Summary of Services Provided

The Community Development Department is responsible for four distinct functions: Building, Cannabis Affairs, Housing, and Planning.

Building: The City of Hollister's Building Department utilizes a hybrid model of City staff and consultant staff for building and permit related services. The Building Department is responsible for regulating the construction and use of buildings and structures through the application of adopted codes and ordinances. This department also ensures compliance with state mandated building codes through the building permit and inspection process.

Cannabis Affairs: Responsible for regulating the local cannabis industry in the City of Hollister. This department is also responsible for administering the planning and permitting of cannabis activities throughout the City of Hollister and ensuring compliance with cannabis laws and regulations.

Housing: Responsible for increasing and preserving the community's supply of low and moderate income housing. This department also implements and manages a comprehensive housing program by offering various programs to all family income levels in the community.

Planning: Responsible for carrying out both long-range, current planning, and zoning activities within the City of Hollister Planning Area. This department also has a part in guiding and implementing the City's General Plan. Staff in this department provide support on land matters to the Planning Commission and to the City Council.

COMMUNITY DEVELOPMENT

Fiscal Year 2024-2025 Operational Priorities, Goals, and Objectives

Within this fiscal year, the department plans to:

- Fill key vacancies throughout the department
- Present the 2040 General Plan Update to City Council for possible adoption
- Adopt State-approved 6th Cycle Housing Element
- Implement and refine the department's Accela Civic Platform
- Implement Inclusionary Housing Ordinance
- Present an Out-of-Jurisdiction Service Ordinance to City Council for possible adoption
- Propose a strategic, proactive City Annexation Program to City Council for possible adoption
- Introduce a City Pre-approved ADU Program in accordance with State law.
- Enhance the community's ability to access, and easily use, department forms, applications, and informational guides
- Propose and implement revisions to the City's Zoning Ordinance
- Propose and implement Citywide Objective Design Standards
- Perform GIS Zoning updates in coordination with the County of San Benito.
- Participate in completion of Citywide Comprehensive User Fee Study
- Develop internal procedures manual for department workflows and programs
- Identify and pursue community-based program funding and resources
- Continue to work with the Cannabis Ad Hoc Committee to propose and present amendments to the City's Cannabis Ordinance for possible adoption

COMMUNITY DEVELOPMENT



Budget Summary - By Department/Division

Total Department - Community Development

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$902,572	\$848,407	\$1,868,552	\$2,071,224
Services & Supplies	\$1,316,709	\$1,845,476	\$1,178,287	\$3,184,394
Contractual	\$4,376,653	\$3,752,038	\$2,059,100	\$519,123
Capital	\$2,758	\$2,972	\$0	\$56,700
Total	\$6,598,691	\$6,448,893	\$5,105,939	\$5,831,441

Community Development - Building

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$0	\$0	\$312,408	\$175,817
Services & Supplies	\$0	\$0	\$0	\$1,480,400
Contractual	\$0	\$0	\$50,000	\$20,000
Capital	\$0	\$0	\$0	\$21,100
Total	\$0	\$0	\$362,408	\$1,697,317

COMMUNITY DEVELOPMENT



Community Development - Housing

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$128,461	\$147,747	\$138,332	\$116,295
Services & Supplies	\$22,684	\$35,595	\$79,450	\$51,319
Contractual	\$10,193	\$4,452	\$6,100	\$247,123
Capital	\$0	\$0	\$0	\$2,500
Total	\$161,338	\$187,794	\$223,882	\$417,237

Community Development - Planning

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$774,111	\$700,660	\$1,417,812	\$1,779,112
Services & Supplies	\$1,294,025	\$1,809,881	\$1,098,837	\$1,652,675
Contractual	\$4,366,460	\$3,747,586	\$2,003,000	\$252,000
Capital	\$2,758	\$2,972	\$0	\$33,100
Total	\$6,437,354	\$6,261,099	\$4,519,649	\$3,716,887

COMMUNITY DEVELOPMENT



Budget Summary - Department/Division by Fund

Total Department - Community Development by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$6,238,133	\$6,221,650	\$4,951,907	\$5,445,723
246	\$93,889	\$9,826	\$0	\$0
252	\$144,698	\$14,312	\$0	\$0
257	\$0	\$59,984	\$0	\$0
850	\$6,437	\$1,260	\$0	\$0
851	\$115,534	\$141,861	\$154,032	\$238,595
852	\$0	\$0	\$0	\$147,123
Total	\$6,598,691	\$6,448,893	\$5,105,939	\$5,831,441

Community Development - Building by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$0	\$0	\$362,408	\$1,697,317
Total	\$0	\$0	\$362,408	\$1,697,317

COMMUNITY DEVELOPMENT



Community Development - Housing by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	39,366	\$44,673	\$69,850	\$31,519
850	\$6,437	\$1,260	\$0	\$0
851	\$115,534	\$141,861	\$154,032	\$0
852	\$0	\$0	\$0	\$238,595
Total	\$161,338	\$187,794	\$223,882	\$417,237

Community Development - Planning by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$6,198,767	\$6,176,977	\$4,519,649	\$3,716,887
246	\$93,889	\$9,826	\$0	\$0
252	\$144,698	\$14,312	\$0	\$0
257	\$0	\$59,984	\$0	\$0
Total	\$6,437,354	\$6,261,099	\$4,519,649	\$3,716,887

COMMUNITY DEVELOPMENT



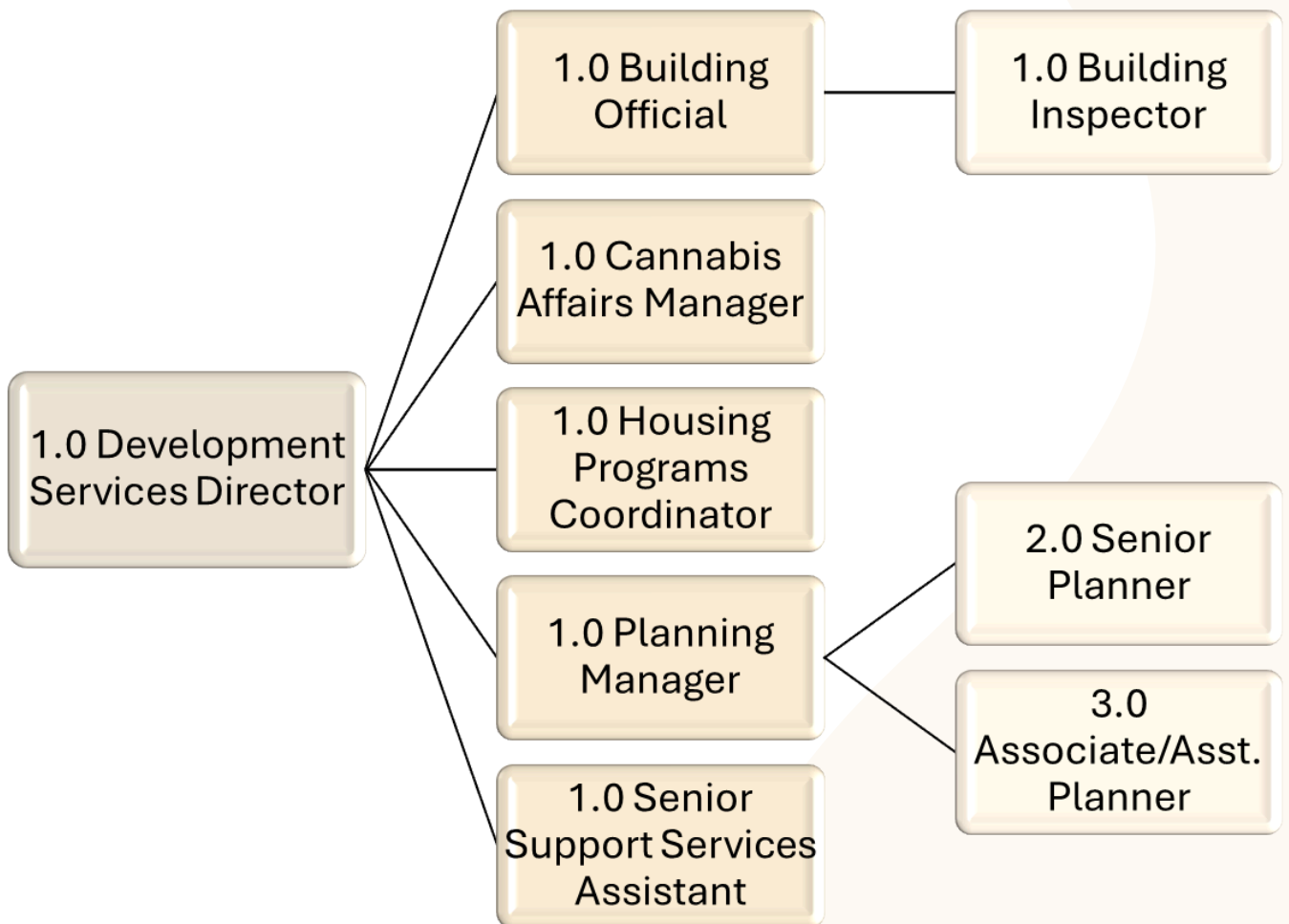
Department/Division Position Summary

Classification	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Associate/Assistant Planner	3.00	3.00	3.00	3.00
Building Inspector	0.00	1.00	1.00	1.00
Building Official	0.00	1.00	1.00	1.00
Cannabis Affairs Manager	1.00	1.00	1.00	1.00
Development Services Director	1.00	1.00	1.00	1.00
Housing Programs Coordinator	1.00	1.00	1.00	1.00
Planning Manager	1.00	1.00	1.00	1.00
Senior Planner	1.00	2.00	2.00	2.00
Senior Support Services Assistant	0.00	0.00	1.00	1.00
Total	8.00	11.00	12.00	12.00

COMMUNITY DEVELOPMENT



Department Organizational Chart





FIRE



FIRE

Department/Division Summary of Services Provided

The purpose of the Hollister Fire Department is to protect the lives, environment, and property of the community. The Fire Department responds to fires, medical emergencies, and other emergency-related incidents. In addition to emergency response, the Fire Department also delivers fire prevention and community educational services. The department provides emergency response out of fire stations throughout the city and their administrative team provides support for its operations, training, fire prevention and Emergency Medical Services (EMS). Specifically, the department's Fire Marshal is responsible for technical fire prevention and inspection work, involved in enforcing sections of the Health & Safety Code, Fire Code, Building Code, Municipal Code, and other standards relating to fire safety. Additionally, the department's fire inspectors perform fire inspections, enforce fire codes, laws and regulations relating to fire protection prevention and safety. The City of Hollister contracts with San Benito County and San Juan Bautista to provide fire services for unincorporated county areas and the incorporated City of San Juan Bautista.

Fiscal Year 2024-2025 Operational Priorities, Goals, and Objectives

Within this fiscal year, the department plans to:

- Expand the department training standards under the direction of a dedicated Training Officer
 - Place a new, type 3, engine into service
 - Standardize emergency scene operations through tailored Command and Control principles
 - Begin construction of an aerial apparatus
 - Expand fire prevention initiatives
 - Implement Accela for inspection, archives, scheduling, and tracking
 - Begin development of a Fire Master Plan Standards of Coverage and related strategic plan
 - Continue service and maintenance of the mutual aid and auto-aid agreements
 - Begin development of a county-wide fire protection plan
 - Continue the California Climate Investment Grant for vegetation management.
-

FIRE



Budget Summary - By Department/Division

Total Department - Fire

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$10,295,328	\$12,006,920	\$11,686,618	\$12,808,065
Services & Supplies	\$689,852	\$737,842	\$844,020	\$1,233,939
Contractual	\$736,056	\$1,065,169	\$1,206,472	\$1,243,101
Capital	\$407,047	\$539,063	\$260,000	\$800,000
Total	\$12,128,283	\$14,348,995	\$13,997,110	\$16,085,105

Budget Summary - Department/Division by Fund

Total Department - Fire by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$10,732,100	\$13,981,707	\$13,584,718	\$13,876,050
218	\$598,698	\$235,857	\$412,392	\$1,609,055
223	\$0	\$130,912	\$0	\$0
241	\$789,641	\$0	\$0	\$0
249	\$7,843	\$518	\$0	\$0
301	\$0	\$0	\$0	\$600,000
713	\$0	\$0	\$0	\$23,000
Total	12,128,283	\$14,348,995	\$13,997,110	\$16,085,105

FIRE



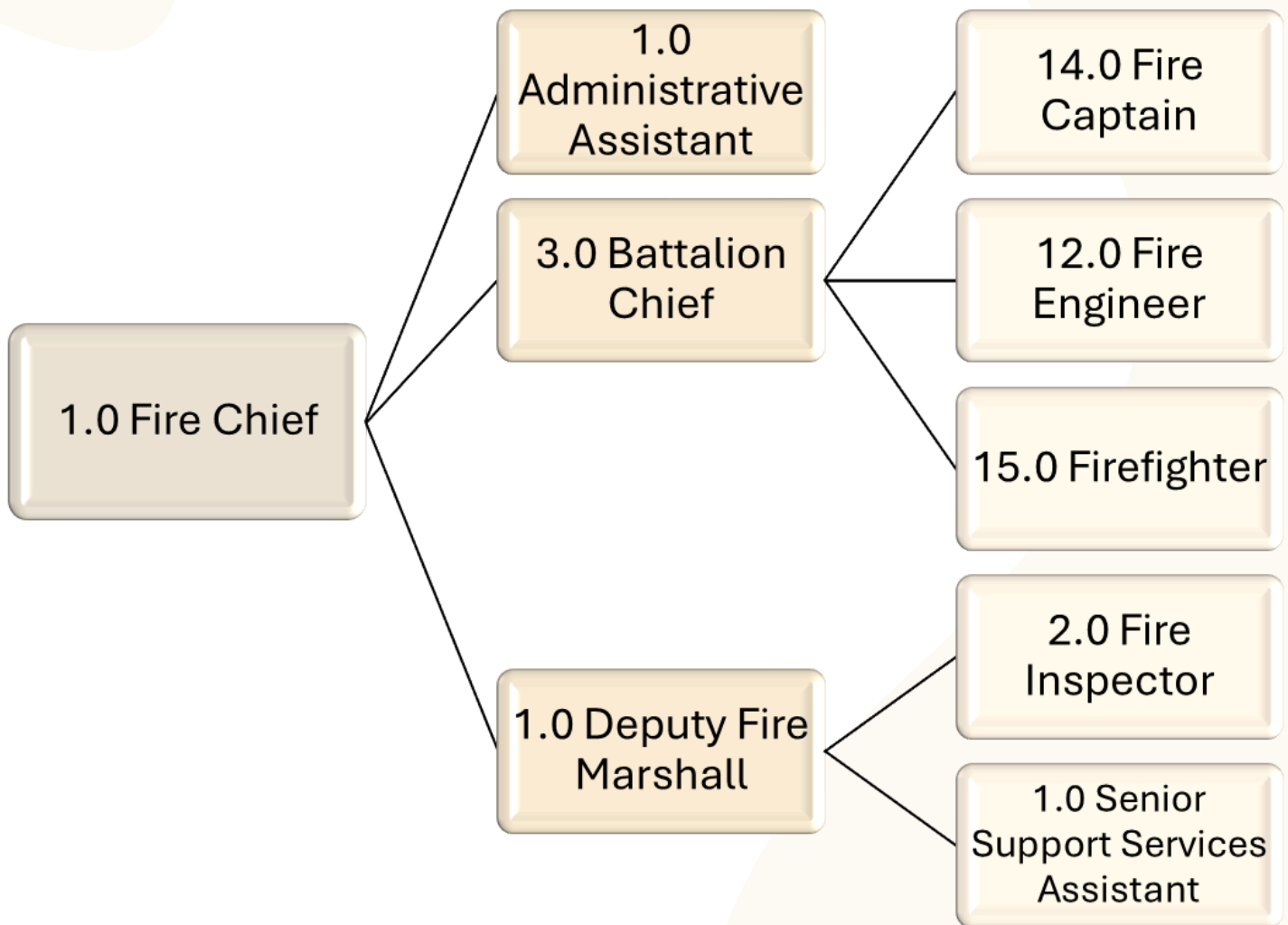
Department/Division Position Summary

Classification	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Administrative Assistant	1.00	1.00	1.00	1.00
Battalion Chief	3.00	3.00	3.00	3.00
Deputy Fire Marshall	1.00	1.00	1.00	1.00
Fire Captain	12.00	13.00	14.00	14.00
Fire Chief	1.00	1.00	1.00	1.00
Fire Engineer	12.00	12.00	12.00	12.00
Firefighter	15.00	15.00	15.00	15.00
Fire Inspector	0.00	2.00	2.00	2.00
Senior Support Services Assistant	1.00	1.00	1.00	1.00
Total	46.00	49.00	50.00	50.00

FIRE



Department Organizational Chart





INFORMATION SYSTEMS & TECHNOLOGY



INFORMATION SYSTEMS & TECHNOLOGY

Department/Division Summary of Services Provided

The Information Systems & Technology Department manages a full range of information technology and related services for all of the City's departments. Some of these services include email, internet/intranet, voice and data network management, data storage and backup management, technology support for desktop computers, mobile devices, printers, and software acquisition support.

Fiscal Year 2024-2025 Operational Priorities, Goals, and Objectives

Within this fiscal year, the department plans to:

- Replace network equipment at all City buildings
- Continue network build-out at 190 Maple building
- Plan and implement the expansion of the City Fiber Network to 190 Maple
- Continue work through the LATA Grant - Fiber Network Design to expand fiber connectivity for the community at all City Parks
- Consider improvements to City's existing phone systems
- Manage department records in accordance with the City's record retention policy and other applicable protocols.
- Enhance the City's intranet, including with the use of contemporary filesharing methods.
- Launch City's new external website
- Continue to manage the City's cybersecurity protocols, including with additional technological resources, process enhancements, staff trainings, and an incident response plan.
- Support the City's public records request process, including via the use of a third-party online portal, in conjunction with the City Clerk's Office.
- Replacement of VM server environment and replacement of outdated File Servers
- Work with Public Works Department to assess a work order management program that will allow for better use and field access while also enhancing the City's ability to respond to service needs.
- Continue exploring the feasibility of having an internal 911 dispatching and live crime center to support Police Department and Fire Department needs.

INFORMATION SYSTEMS & TECHNOLOGY



Budget Summary - By Department/Division

Total Department - Information Systems & Technology

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$489,822	\$523,977	\$833,869	\$1,010,017
Services & Supplies	\$88,258	\$134,972	\$190,500	\$118,420
Contractual	\$324,158	\$504,007	\$650,200	\$758,300
Capital	\$266,782	\$35,040	\$242,000	\$50,000
Total	\$1,169,020	\$1,197,996	\$1,916,569	\$1,936,737

Budget Summary - Department/Division by Fund

Total Department - Information Systems & Technology by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$559,560	\$592,100	\$876,784	\$1,111,160
601	\$77,294	\$72,397	\$121,750	\$109,750
620	\$259,800	\$260,921	\$451,544	\$353,625
660	\$272,365	\$272,578	\$466,491	\$362,202
Total	\$1,169,020	\$1,197,996	\$1,916,569	\$1,936,737

INFORMATION SYSTEMS & TECHNOLOGY



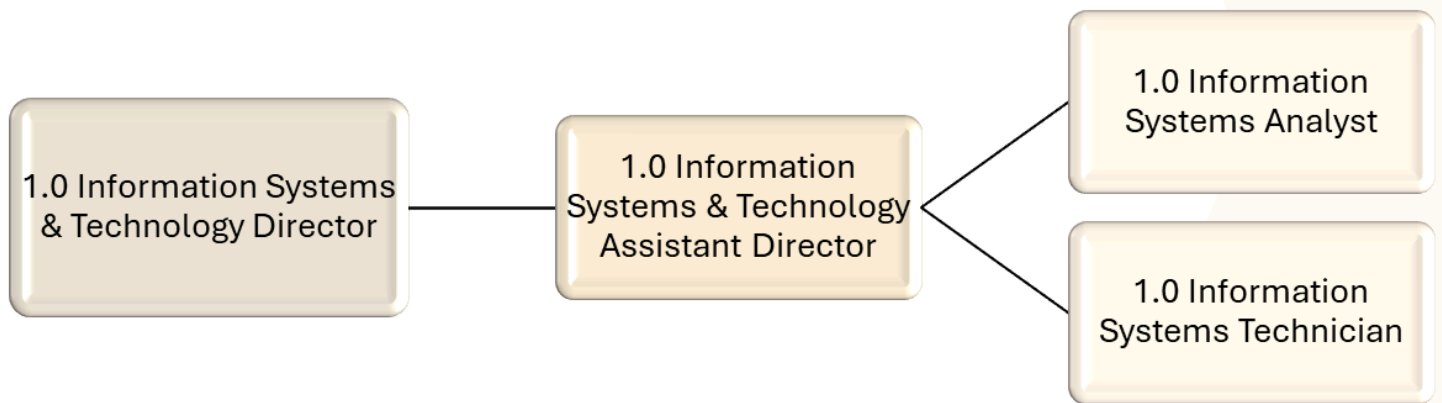
Department/Division Position Summary

Classification	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Information Systems Analyst	1.00	1.00	1.00	1.00
Information Systems Technician	1.00	1.00	1.00	1.00
Information Systems & Technology Assistant Director	0.00	1.00	1.00	1.00
Information Systems & Technology Director	1.00	1.00	1.00	1.00
Total	3.00	4.00	4.00	4.00

INFORMATION SYSTEMS & TECHNOLOGY

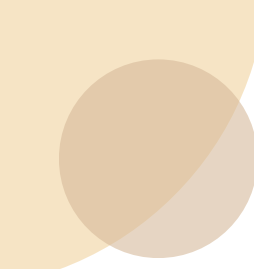


Department Organizational Chart





PARKS & RECREATION



PARKS & RECREATION

Department/Division Summary of Services Provided

Landscape & Lighting Districts: This division is responsible for supporting the improvement and maintenance related to sound walls, landscaping and street lighting throughout the city utilizing funding received from property owners. This division is funded, in part, by the City's Community Facilities District fund to improve roads, parks, landscaping and sound walls throughout the City of Hollister.

Parks: The Parks division oversees the operation, maintenance, safety and design of community parks and related facilities.

Recreation: The Recreation division invests in the community's quality of life by developing and building upon social programs and enhancing economic development. Programs through the Recreation department allows the community to have an opportunity to enhance their lives by participating in sports activities, community events, arts, social/educational activities and other enrichment events.

Fiscal Year 2024-2025 Operational Priorities, Goals, and Objectives

Within this fiscal year, the department plans to:

- Focus on constant quality improvement while monitoring, evaluating, and developing innovative and sustainable business practices, programs, and maintenance standards that focus on high quality service while maximizing available resources
 - Maintain, improve, and develop beautiful, diverse, and inclusive parks and recreation facilities that improve the quality of life for the residents of Hollister
 - Increase and expand community outreach to create impactful partnerships that benefit health, wellness, and quality of life within the City of Hollister
 - Explore creative funding sources that benefit existing and future parks, landscaped areas, community center(s), urban forestry, maintenance equipment and standards, and recreational and leisure programs
 - Evaluate recreation software to streamline business practices, and data tracking
 - Continue work on the development of Cesar Chavez Park, funded by Prop 68
-

PARKS & RECREATION



Budget Summary - By Department/Division

Total Department - Parks & Recreation

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$696,248	\$857,256	\$1,035,591	\$1,564,989
Services & Supplies	\$318,839	\$1,191,705	\$1,689,974	\$1,654,258
Contractual	\$42,791	\$394,507	\$407,700	\$482,500
Capital	\$10,471	\$284,156	\$3,596,186	\$142,750
Total	\$1,068,349	\$2,727,624	\$6,729,451	\$3,844,497

Parks & Recreation - Parks & Recreation

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$0	\$1,176	\$40,806	\$678,409
Services & Supplies	\$656	\$868,242	\$1,296,874	\$1,362,750
Contractual	\$0	\$346,689	\$358,500	\$452,000
Capital	\$0	\$157,213	\$3,013,686	\$61,250
Total	\$656	\$1,373,319	\$4,709,866	\$2,554,409

PARKS & RECREATION



Parks & Recreation - Recreation

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$696,248	\$856,080	\$994,785	\$886,580
Services & Supplies	\$318,183	\$323,463	\$393,100	\$291,508
Contractual	\$42,791	\$47,818	\$49,200	\$100,500
Capital	\$10,471	\$126,943	\$582,500	\$11,500
Total	\$1,067,693	\$1,354,304	\$2,019,585	\$1,290,088

Budget Summary - Department/Division by Fund

Total Department - Parks & Recreation by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$1,067,106	\$2,145,806	\$3,323,715	\$3,137,940
205	\$1,243	\$4,132	\$50,000	\$0
273	\$0	\$10,732	\$2,755,686	\$0
660	\$0	\$58,306	\$58,550	\$149,276
709	\$0	\$232,749	\$282,400	\$237,381
712	\$0	\$275,899	\$259,100	\$319,900
Total	\$1,068,349	\$2,727,451	\$6,729,451	\$3,844,497

PARKS & RECREATION



Parks & Recreation - Parks & Recreation by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$656	\$791,502	\$1,304,130	\$1,847,852
205	\$0	\$4,132	\$50,000	\$0
273	\$0	\$10,732	\$2,755,686	\$0
660	\$0	\$58,306	\$58,550	\$149,276
709	\$0	\$232,749	\$282,400	\$237,381
712	\$0	\$275,899	\$259,100	\$319,900
Total	\$656	\$1,373,319	\$4,709,866	\$2,554,409

Parks & Recreation - Recreation by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$1,066,450	\$1,354,304	\$2,019,585	\$1,290,088
205	\$1,243	\$0	\$0	\$0
Total	\$1,067,693	\$1,354,304	\$2,019,585	\$1,290,088

PARKS & RECREATION



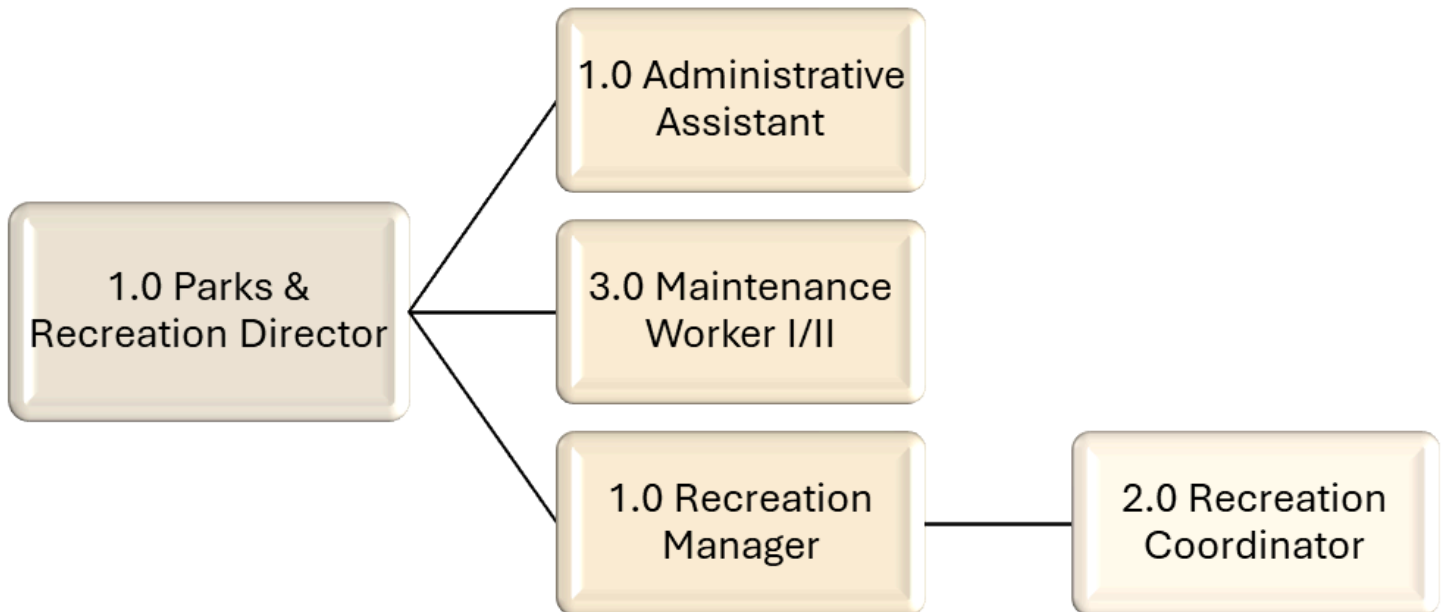
Department/Division Position Summary

Classification	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Maintenance Worker I/II	0.00	3.00	3.00	3.00
Parks & Recreation Director	0.00	1.00	1.00	1.00
Recreation Coordinator	2.00	2.00	2.00	2.00
Recreation Manager	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Total	4.00	8.00	8.00	8.00

PARKS & RECREATION



Department Organizational Chart





POLICE



POLICE

Department/Division Summary of Services Provided

The Police Department is responsible for three distinct functions: Animal Control, Code Enforcement, and Police.

Animal Control: This division provides animal control services within the City of Hollister and County of San Benito. It is responsible for impounding stray or lost animals, cruelty investigations, rabies control, dog license sales, lost pet reports, 24-hour emergency services, enforcing local and state ordinances, operation of the animal shelter, educational programs, and administering the animal adoption program. The shelter cares for approximately 3,500 animals each year.

Code Enforcement: This division enforces and administers all applicable codes and ordinances of the City of Hollister, in a prompt, fair, and impartial manner. The program provides equal service to complainants and violators to achieve the ultimate goal of the program. The priority of the Code Enforcement Program is to address conditions which pose a threat to the health, safety and well-being of an occupant, property owner, or individual.

Police: The Hollister Police Department is composed of both sworn and professional employees who deliver a full range of law enforcement services in the community. The department strives to prioritize calls for services to ensure responses to threats to life, threats to persons and property.

Fiscal Year 2024-2025 Operational Priorities, Goals, and Objectives

Within this fiscal year, the department plans to:

- Continue core services for community safety
- Attempt to fill vacancies in the department
- Conduct further community outreach activities, hosting another Citizen's Academy and participating in community events
- Continued leadership development of supervisor team
- Continue work recommended in the feasibility study for a dispatch center and Real Time Crime Center

POLICE



Budget Summary - By Department/Division

Total Department - Police

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$8,958,487	\$10,344,345	\$11,699,621	\$13,340,828
Services & Supplies	\$1,195,454	\$1,310,112	\$1,415,650	\$2,023,522
Contractual	\$651,426	\$657,630	\$745,950	\$757,250
Capital	\$278,200	\$554,880	\$1,143,880	\$487,000
Total	\$11,083,567	\$12,866,967	\$15,005,101	\$16,608,600

Police - Animal Control

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$523,435	\$620,298	\$1,098,607	\$1,139,276
Services & Supplies	\$237,202	\$219,180	\$269,150	\$239,967
Contractual	\$43,482	\$47,921	\$48,250	\$38,250
Capital	\$0	\$56,969	\$470,000	\$20,000
Total	\$804,118	\$944,368	\$1,886,007	\$1,437,493

POLICE



Police - Code Enforcement

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$278,345	\$31,745	\$30,950	\$613,010
Services & Supplies	\$31,064	\$1,839	\$62,500	\$48,000
Contractual	\$327	\$525	\$25,000	\$11,000
Capital	\$0	\$0	\$0	\$0
Total	\$309,735	\$34,109	\$118,450	\$672,010

Police - Police

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$8,156,707	\$9,692,302	\$10,570,064	\$11,588,542
Services & Supplies	\$927,189	\$1,089,094	\$1,084,000	\$1,735,555
Contractual	\$607,617	\$609,183	\$672,700	\$708,000
Capital	\$278,200	\$497,911	\$673,880	\$467,000
Total	\$9,969,714	\$11,888,490	\$13,000,644	\$14,499,097

POLICE



Budget Summary - Department/Division by Fund

Total Department - Police by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$10,234,499	\$12,426,457	\$14,076,587	\$14,420,192
217	\$11,443	\$20,230	\$50,000	\$2,000
218	\$669,097	\$261,831	\$239,064	\$1,639,408
221	\$115,324	\$93,502	\$100,000	\$200,000
223	\$33,372	\$59,660	\$75,000	\$77,000
226	\$2,200	\$(350)	\$0	\$0
229	\$343	\$1,602	\$0	\$0
506	\$0	\$0	\$460,000	\$0
620	\$13,110	\$2,016	\$2,250	\$0
660	\$4,179	\$2,016	\$2,200	\$0
713	\$0	\$0	\$0	\$270,000
Total	\$11,083,567	\$12,866,964	\$15,005,101	\$16,608,600

POLICE



Police - Animal Control by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$790,476	\$924,488	\$1,376,007	\$1,435,493
217	\$11,443	\$20,230	\$50,000	\$2,000
226	\$2,200	\$(350)	\$0	\$0
506	\$0	\$0	\$460,000	\$0
Total	\$804,118	\$944,368	\$1,886,007	\$1,437,493

Police - Code Enforcement by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$292,446	\$30,076	\$114,000	\$672,010
620	\$13,110	\$2,016	\$2,250	\$0
660	\$4,179	\$2,016	\$2,200	\$0
Total	\$309,735	\$34,109	\$118,450	\$672,010

POLICE



Police - Police by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$9,151,578	\$11,471,894	\$12,586,580	\$12,312,689
218	\$669,097	\$261,831	\$239,064	\$1,639,408
221	\$115,324	\$93,502	\$100,000	\$200,000
223	\$33,372	\$59,660	\$75,000	\$77,000
229	\$343	\$1,602	\$0	\$0
713	\$0	\$0	\$0	\$270,000
Total	\$9,969,714	\$11,888,490	\$13,000,644	\$14,499,097

POLICE



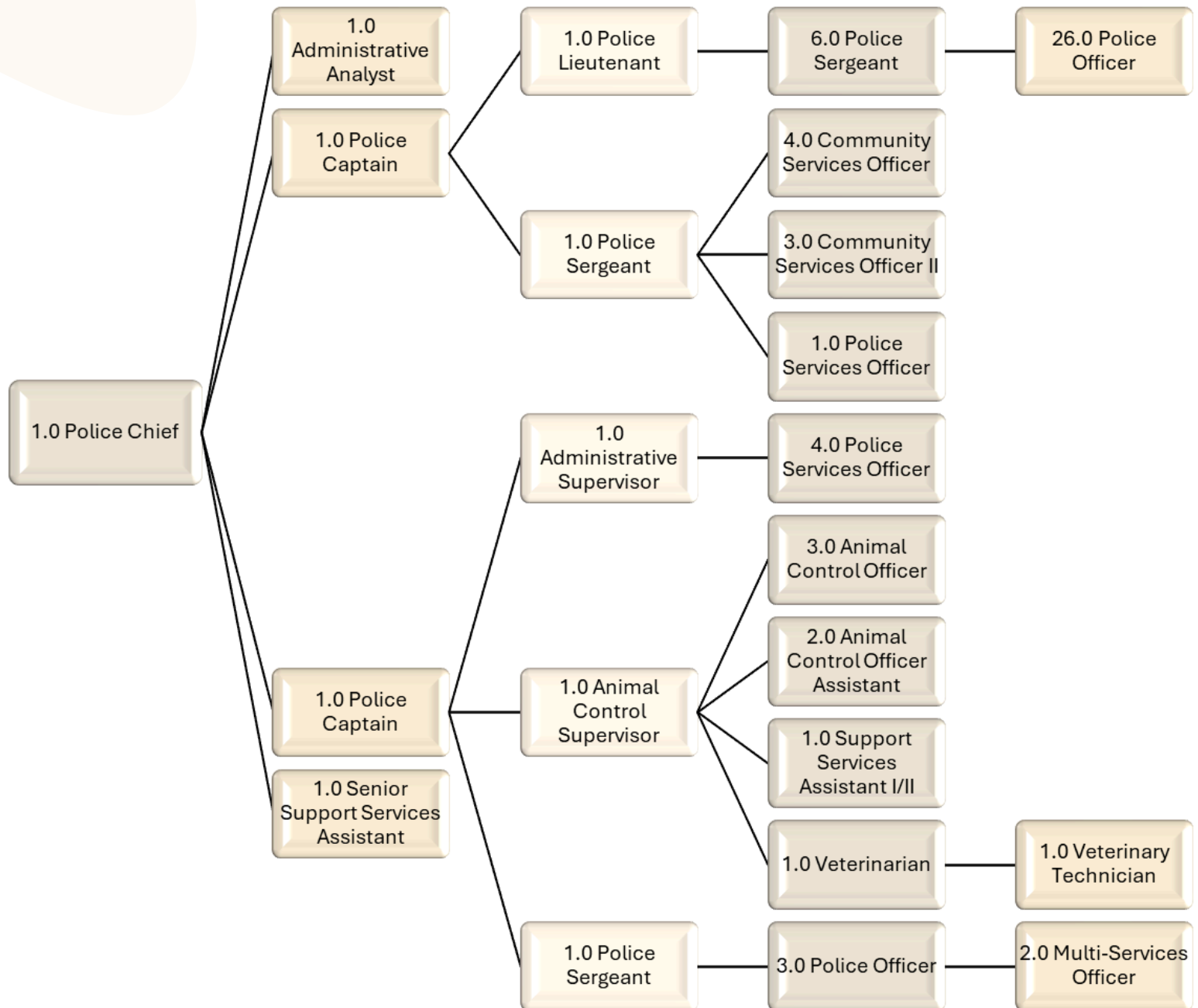
Department/Division Position Summary

Classification	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Administrative Analyst	0.00	1.00	1.00	1.00
Administrative Supervisor	1.00	1.00	1.00	1.00
Animal Control Officer	3.00	3.00	3.00	3.00
Animal Control Officer Assistant	1.00	1.00	2.00	2.00
Animal Control Supervisor	1.00	1.00	1.00	1.00
Community Services Officer	3.00	4.00	4.00	4.00
Community Services Officer II	2.00	2.00	3.00	3.00
Multi Services Officer	2.00	2.00	2.00	2.00
Police Captain	1.00	2.00	2.00	2.00
Police Chief	1.00	1.00	1.00	1.00
Police Lieutenant	3.00	1.00	1.00	1.00
Police Officer	29.00	29.00	29.00	29.00
Police Sergeant	6.00	7.00	8.00	8.00
Police Services Officer	5.00	5.00	5.00	5.00
Senior Support Services Assistant	1.00	1.00	1.00	1.00
Support Services Assistant I/II	1.00	1.00	1.00	1.00
Veterinarian	0.00	0.00	1.00	1.00
Veterinary Technician	0.00	0.00	1.00	1.00
Total	60.00	62.00	67.00	67.00

POLICE



Department Organizational Chart





PUBLIC WORKS



PUBLIC WORKS

Department/Division Summary of Services Provided

The Public Works Department (formerly Community Services Department) is responsible for four distinct functions: Operations & Maintenance, Streets, Utilities and Vehicle Maintenance.

Engineering: The Engineering Department provides engineering and inspection services to the City's capital improvement projects and developer-initiated public improvement projects. The department reviews, approves and inspects street permit work, and provides engineering assistance to all other City departments. The Engineering Department also reviews, approves and processes subdivision final maps, parcel maps, subdivision and single lot improvement plans in addition to responding to traffic questions and concerns.

Operations & Maintenance: Responsible for the general maintenance of public facilities, City buildings, and grounds.

Streets: Responsible for street and sidewalk maintenance, including patching, striping, and signage. It is also responsible for providing safe and well-maintained streets and other areas, including conducting/managing the street sweeping service.

Utilities: Responsible for water and sewer collection system planning, operations and maintenance. It is also responsible for leaf pickup and storm drain maintenance. This category accounts for the following departments/job functions: Solid Waste, Sewer, Storm Drain, and Water.

Vehicle Maintenance: Responsible for maintaining and managing the City's vehicle fleet.



PUBLIC WORKS

Fiscal Year 2024-2025 Operational Priorities, Goals, and Objectives

Within this fiscal year, the department plans to:

- Implement a new Work Order/Asset Management System
- Utilize new system software to track and monitor performance
- Improve the department's sewer line inspection program using newly acquired equipment
- Install an emergency backup generator at the Airport Lift Station
- Complete the design for manhole rehabilitation
- Begin construction on trash capture systems along with the construction at the Storm Water Treatment Facility
- Improve the grease trap monitoring program utilizing tracking and reporting software
- Inspect over 5,000 parcels for galvanized water pipe service lines
- Complete the Membrane Bioreactor upgrade at the Domestic Waste Water Treatment Plant
- Complete the 2024 Roadway Improvements project
- Bid and construct the West Gateway Roundabout
- Complete remodel of the Community Center Restrooms
- Develop an Industrial Wastewater Permit Program

PUBLIC WORKS



Budget Summary - By Department/Division

Total Department - Public Works

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$5,854,294	\$6,906,353	\$8,604,721	\$8,059,546
Services & Supplies	\$8,748,703	\$16,132,871	\$12,493,110	\$6,784,669
Contractual	\$7,120,860	\$6,668,483	\$6,911,300	\$11,026,550
Capital	\$7,679,873	\$8,181,942	\$8,762,665	\$32,936,250
Total	\$29,403,730	\$37,889,648	\$36,771,796	\$58,807,015

Public Works - Engineering

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$597,787	\$1,076,668	\$1,716,778	\$1,502,225
Services & Supplies	\$1,914,878	\$6,438,807	\$4,472,900	\$247,835
Contractual	\$1,041,872	\$956,132	\$620,000	\$1,060,900
Capital	\$2,223,122	\$1,083,029	\$500,000	\$3,000
Total	\$5,777,659	\$9,554,635	\$7,309,678	\$2,813,960

PUBLIC WORKS



Public Works - Operations & Maintenance (Includes the Buildings/Grounds Division and Briggs Building)

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$992,797	\$758,690	\$872,432	\$279,061
Services & Supplies	\$979,096	\$377,625	\$719,065	\$377,740
Contractual	\$391,208	\$78,044	\$81,950	\$77,900
Capital	\$447,742	\$770,657	\$33,800	\$18,733
Total	\$2,810,844	\$1,985,015	\$1,707,247	\$753,434

Public Works - Streets

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$630,302	\$646,046	\$777,486	\$740,370
Services & Supplies	\$755,911	\$795,906	\$841,365	\$663,066
Contractual	\$50,594	\$57,287	\$47,050	\$123,300
Capital	\$0	\$894,324	\$352,266	\$228,000
Total	\$1,436,808	\$2,393,562	\$2,018,167	\$1,754,736

PUBLIC WORKS



Public Works - Utilities (Includes Solid Waste, Sewer, Storm Drain and Water)

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$3,026,400	\$3,815,485	\$4,601,816	\$4,885,412
Services & Supplies	\$4,447,931	\$7,792,958	\$5,903,650	\$5,055,066
Contractual	\$5,621,421	\$5,558,910	\$6,141,100	\$8,131,950
Capital	\$984,755	\$571,130	\$3,498,960	\$1,291,500
Total	\$14,080,506	\$17,738,483	\$20,145,526	\$19,363,928

Public Works - Vehicle Maintenance

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$607,008	\$607,200	\$636,209	\$647,548
Services & Supplies	\$650,886	\$611,832	\$556,130	\$440,962
Contractual	\$15,766	\$18,110	\$21,200	\$22,500
Capital	\$0	\$119,019	\$10,000	\$5,400
Total	\$1,273,660	\$1,356,162	\$1,223,539	\$1,116,410

PUBLIC WORKS



Public Works - Construction in Progress

Description	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Salaries & Benefits	\$0	\$2,264	\$0	\$4,930
Services & Supplies	\$0	\$115,743	\$0	\$0
Contractual	\$0	\$0	\$0	\$1,610,000
Capital	\$4,024,253	\$4,743,784	\$4,367,639	\$31,389,617
Total	\$4,024,253	\$4,861,791	\$4,367,639	\$33,004,547

PUBLIC WORKS



Budget Summary - Department/Division by Fund

Total Department - Public Works by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$4,951,065	\$5,575,984	\$5,383,383	\$5,166,419
200	\$2,627,661	\$82,914	\$1,051,945	\$1,569,000
203	\$958,101	\$1,244,917	\$1,208,308	\$1,307,355
205	\$182,272	\$232,536	\$0	\$49,000
206	\$366,478	\$95,743	\$0	\$600,000
216	\$1,566,633	\$1,699,763	\$1,601,310	\$0
246	\$79,125	\$0	\$0	\$0
252	\$0	\$0	\$0	\$3,000,000
273	\$0	\$0	\$0	\$3,004,077
275	\$0	\$21,431	\$0	\$100,000
286	\$0	\$0	\$0	\$5,614,000
302	\$0	\$0	\$0	\$100,000
303	\$0	\$114,210	\$100,000	\$1,000,000
304	\$1,673,404	\$6,267,439	\$2,500,000	\$4,200,000
305	\$14,275	\$22,320	\$0	\$0
506	\$0	\$0	\$0	\$460,000
601	\$8,127	\$6,282	\$3,324,694	\$8,000
620	\$6,271,759	\$7,493,748	\$8,178,170	\$9,272,279
621	\$156,983	\$340,992	\$500	\$680,000
660	\$6,959,629	\$10,052,434	\$7,879,495	\$9,272,279

PUBLIC WORKS



Budget Summary - Department/Division by Fund

Total Department - Public Works by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
661	\$343,220	\$413,452	\$3,105,000	\$1,750,000
662	\$371,294	\$2,090,530	\$355,800	\$9,759,061
665	\$986,479	\$306,842	\$601,500	\$339,171
670	\$891,243	\$1,371,243	\$1,119,591	\$1,182,786
680	\$119,025	\$175,197	\$166,800	\$161,913
709	\$301,386	\$149,688	\$127,700	\$154,605
712	\$575,568	\$131,980	\$67,600	\$50,267
Total	\$29,403,730	\$37,889,648	\$36,771,796	\$58,807,015

PUBLIC WORKS



Public Works - Engineering by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$2,120,233	\$2,466,537	\$2,618,278	\$2,699,920
203	\$99,761	\$78,532	\$70,000	\$0
216	\$1,243,071	\$1,350,550	\$1,501,000	\$0
302	\$0	\$0	\$0	\$100,000
303	\$0	\$114,210	\$100,000	\$0
304	\$1,672,467	\$3,739,406	\$2,500,000	\$0
620	\$16,202	\$263,249	\$5,500	\$0
621	\$156,983	\$340,992	\$500	\$0
660	\$51,791	\$100,224	\$10,500	\$7,888
661	\$343,220	\$413,452	\$500,000	\$0
662	\$73,729	\$687,253	\$3,500	\$5,521
709	\$202	\$230	\$400	\$631
Total	\$5,777,659	\$9,554,635	\$7,309,678	\$2,813,960

PUBLIC WORKS



Public Works - Operations & Maintenance (Includes the Buildings/Grounds Division and Briggs Building) by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$1,264,151	\$1,032,093	\$996,515	\$312,929
205	\$181,297	\$232,536	\$0	\$0
660	\$388,887	\$334,246	\$349,032	\$179,351
709	\$301,184	\$139,504	\$127,300	\$78,974
712	\$574,533	\$71,439	\$67,600	\$20,267
680	\$100,792	\$175,197	\$166,800	\$161,913
Total	2,810,844	\$1,985,015	\$1,707,247	\$753,434

Public Works - Streets by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$578,467	\$1,219,627	\$779,549	\$347,311
203	\$858,340	\$1,166,385	\$1,138,308	\$1,302,425
216	\$0	\$0	\$100,310	\$0
709	\$0	\$6,374	\$0	\$75,000
712	\$0	\$1,176	\$0	\$30,000
Total	\$1,436,808	\$2,393,562	\$2,018,167	\$1,754,736

PUBLIC WORKS



Public Works - Utilities (Includes Solid Waste, Sewer, Storm Drain and Water) by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$240,346	\$34,448	\$341,402	\$498,750
620	\$6,083,892	\$7,047,051	\$7,991,669	\$8,923,868
621	\$0	\$0	\$0	\$10,000
660	\$5,876,517	\$8,890,628	\$7,338,662	\$8,529,011
661	\$0	\$0	\$2,605,000	\$0
662	\$222,239	\$189,412	\$352,300	\$126,000
665	\$986,479	\$306,842	\$601,500	\$339,171
670	\$669,998	\$1,172,707	\$914,993	\$937,128
709	\$0	\$3,580	\$0	\$0
712	\$1,035	\$59,365	\$0	\$0
Total	\$14,080,506	\$17,738,483	\$20,145,526	\$19,363,928

Public Works - Vehicle Maintenance by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$723,256	\$788,777	\$647,639	\$451,509
601	\$8,127	\$6,282	\$9,000	\$8,000
620	\$159,714	\$174,318	\$181,001	\$198,411
660	\$161,318	\$188,249	\$181,301	\$212,832
670	\$221,246	\$198,536	\$204,598	\$245,658
Total	\$1,273,660	\$1,356,162	\$1,223,539	\$1,116,410

PUBLIC WORKS



Public Works - Construction in Progress by Fund

Fund	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
101	\$24,613	\$53	\$0	\$856,000
200	\$2,627,661	\$82,914	\$1,051,945	\$1,569,000
203	\$0	\$0	\$0	\$4,930
205	\$975	\$0	\$0	\$49,000
206	\$366,478	\$95,743	\$0	\$600,000
216	\$323,562	\$349,214	\$0	\$0
246	\$79,125	\$0	\$0	\$0
252	\$0	\$0	\$0	\$3,000,000
273	\$0	\$0	\$0	\$3,004,077
275	\$0	\$21,431	\$0	\$100,000
286	\$0	\$0	\$0	\$5,614,000
303	\$0	\$0	\$0	\$1,000,000
304	\$937	\$2,528,033	\$0	\$4,200,000
305	\$14,275	\$22,320	\$0	\$0
506	\$0	\$0	\$0	\$460,000
601	\$0	\$0	\$3,315,694	\$0
620	\$11,952	\$9,130	\$0	\$150,000
621	\$0	\$0	\$0	\$670,000
660	\$481,116	\$539,087	\$0	\$350,000
661	\$0	\$0	\$0	\$1,750,000
662	\$75,326	\$1,213,865	\$0	\$9,627,540
680	\$18,233	\$0	\$0	\$0
Total	\$4,024,253	\$4,861,791	\$4,367,639	\$33,004,547

PUBLIC WORKS



Department/Division Position Summary

Classification	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Assistant Engineer	2.00	1.00	1.00	1.00
Associate Engineer	2.00	2.00	2.00	2.00
Capital Improvement Projects (CIP) Manager	0.00	1.00	1.00	1.00
City Engineer	1.00	1.00	1.00	1.00
Environmental Programs Manager	1.00	1.00	1.00	1.00
Equipment Mechanic	2.00	2.00	2.00	2.00
Fleet Maintenance Supervisor	1.00	1.00	1.00	1.00
Maintenance Worker I/II	19.00	16.00	16.00	16.00
Management Analyst	1.00	1.00	1.00	1.00
Parks Maintenance Supervisor	1.00	1.00	1.00	1.00
Public Works Director	1.00	1.00	1.00	1.00
Public Works Inspector	1.00	1.00	1.00	1.00
Senior Engineer	0.00	1.00	1.00	1.00
Senior Engineering Technician	0.00	1.00	1.00	1.00
Senior Maintenance Worker	3.00	4.00	4.00	4.00
Senior Public Works Inspector	1.00	1.00	1.00	1.00
Senior Support Services Assistant	1.00	1.00	1.00	1.00

PUBLIC WORKS



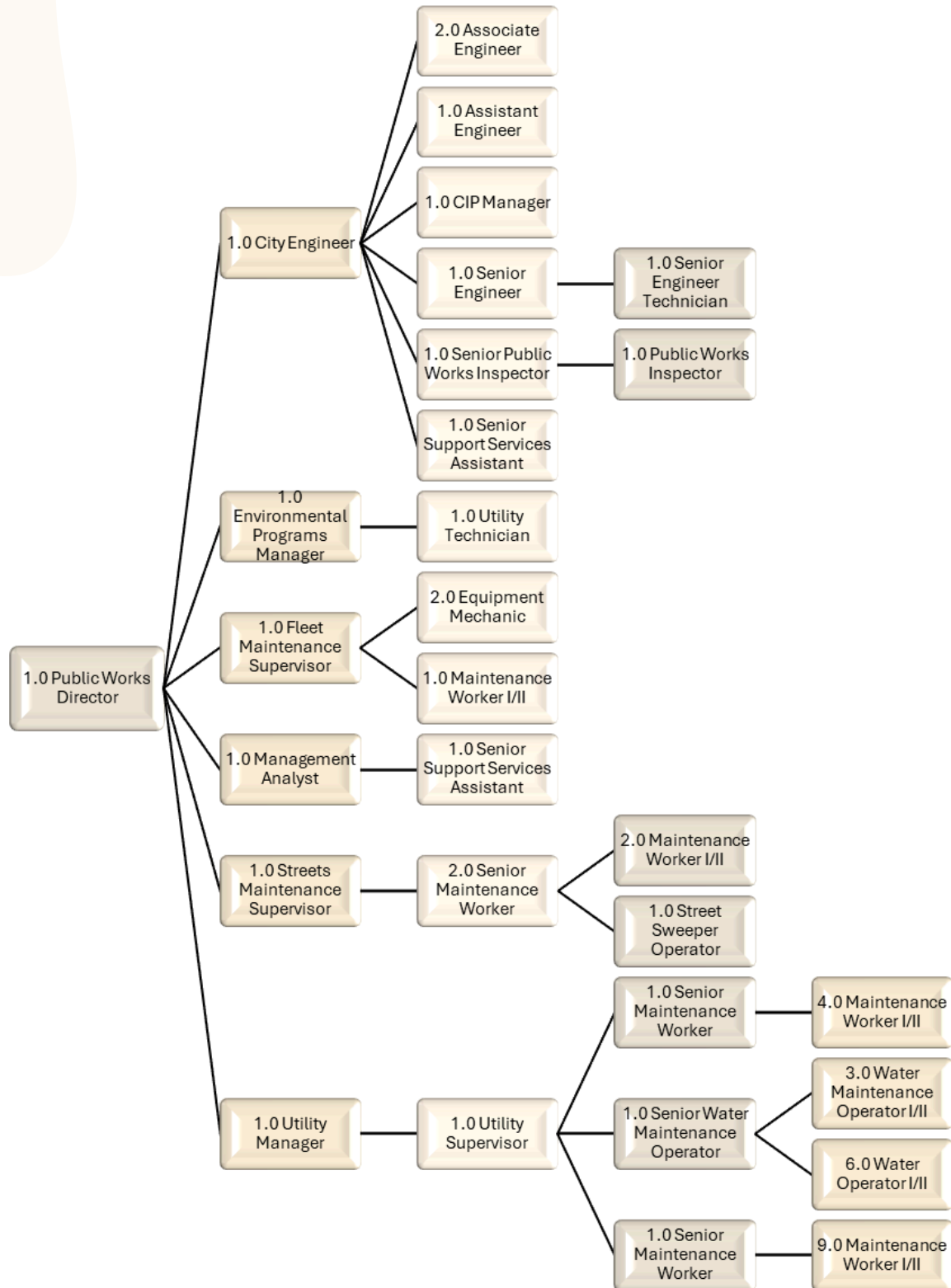
Department/Division Position Summary

Classification	FY 2021-2022 Actuals	FY 2022-2023 Actuals	FY 2023-2024 Amended Budget	FY 2024-2025 Adopted Budget
Senior Water Maintenance Operator	1.00	1.00	1.00	1.00
Street Sweeper Operator	0.00	1.00	1.00	1.00
Support Services Assistant II	1.00	1.00	1.00	1.00
Utility Manager	1.00	1.00	1.00	1.00
Utility Supervisor	1.00	1.00	1.00	1.00
Utility Technician	1.00	1.00	1.00	1.00
Water Maintenance Operator I/II	8.00	9.00	9.00	9.00
Total	50.00	52.00	52.00	52.00

PUBLIC WORKS



Department Organizational Chart







CITY OF HOLLISTER

FISCAL AND BUDGET POLICIES



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CITY OF HOLLISTER, CALIFORNIA

Fiscal and Budget Policies

FINANCIAL PLAN PURPOSE AND ORGANIZATION

A. Financial Plan Objectives.

Through its Financial Plan, the City will link resources with results by:

1. Identifying community needs for essential services.
2. Organizing the programs required to provide these essential services.
3. Establishing program policies and goals, which define the nature and level of program services required.
4. Identifying activities performed in delivering program services.
5. Proposing objectives for improving the delivery of program services.
6. Identifying and appropriating the resources required to perform program activities and accomplish program objectives.
7. Setting standards to measure and evaluate the:
 - a. Output of program activities.
 - b. Accomplishment of program objectives.
 - c. Expenditure of program appropriations.

B. One-Year Budget.

The City will continue using a one-year financial plan, emphasizing long-range planning and effective program management. The benefits include:

1. Reinforcing the importance of long-range planning in managing the City's fiscal affairs.
2. Concentrating on developing and budgeting for the accomplishment of significant objectives.
3. Establishing realistic timeframes for achieving objectives.
4. Creating a pro-active budget that provides for stable operations and assures the City's long-term fiscal health.
5. Promoting more orderly spending patterns.
6. Reducing the amount of time and resources allocated to preparing annual budgets.

C. Measurable Objectives.

The financial plan will establish measurable program objectives and allow reasonable time to accomplish those objectives.

CITY OF HOLLISTER, CALIFORNIA

Fiscal and Budget Policies

D. Operating Carryover.

Operating program appropriations not spent during the first fiscal year may be carried over for specific purposes into the second fiscal year with the approval of the City Manager.

E. Goal Status Reports.

The status of major program objectives will be formally reported to the Council on an ongoing, periodic basis.

F. Mid-Year Budget Reviews.

The Council will formally review the City's fiscal condition, and amend appropriations if necessary, six months after the beginning of each fiscal year.

G. Balanced Budget.

The City will maintain a balanced budget. This means that:

1. Operating revenues must fully cover operating expenditures, including debt service.
2. Ending fund balance (or working capital in the enterprise funds) must meet minimum policy levels. For the general and enterprise funds, this level has been established at 20% of operating expenditures.

Under this policy, it is allowable for total expenditures to exceed revenues in a given year; however, in this situation, beginning fund balance can only be used to fund capital improvement plan projects, or other "one-time," non-recurring expenditures.

FINANCIAL REPORTING AND BUDGET ADMINISTRATION

A. Annual Reporting.

The City will prepare annual financial statements as follows:

1. In accordance with Municipal Code requirements, the City will contract for an annual audit by a qualified independent certified public accountant. The City will strive for an unqualified auditors' opinion.
2. The City will use accounting principles generally accepted in the United States of America (USGAAP) in preparing its annual financial statements, and will strive to meet the requirements of the Government Finance Officers Association (GFOA)'s Award for Excellence in Financial Reporting program.
3. The City will issue audited financial statements within 180 days after year-end.

CITY OF HOLLISTER, CALIFORNIA

Fiscal and Budget Policies

B. Interim Reporting.

The City will prepare and issue timely interim reports on the City's fiscal status to the Council and staff. This includes: on-line access to the City's financial management system by City staff; monthly reports to program managers; more formal quarterly reports to the Council and Department Heads; mid-year budget reviews; and interim annual reports.

C. Budget Administration.

As set forth in the City Code, the Council may amend or supplement the budget at any time after its adoption by majority vote of the Council members. The City Manager has the authority to make administrative adjustments to the budget as long as those changes will not have a significant policy impact nor affect budgeted year-end fund balances.

GENERAL REVENUE MANAGEMENT

A. Diversified and Stable Base.

The City will seek to maintain a diversified and stable revenue base to protect it from short-term fluctuations in any one revenue source.

B. Long-Range Focus.

To emphasize and facilitate long-range financial planning, the City will maintain current projections of revenues for the succeeding five years.

C. Current Revenues for Current Uses.

The City will make all current expenditures with current revenues, avoiding procedures that balance current budgets by postponing needed expenditures, accruing future revenues, or rolling over short-term debt.

D. Interfund Transfers and Loans.

In order to achieve important public policy goals, the City has established various special revenue, capital project, debt service and enterprise funds to account for revenues whose use should be restricted to certain activities. Accordingly, each fund exists as a separate financing entity from other funds, with its own revenue sources, expenditures and fund equity. Any transfers between funds for operating purposes are clearly set forth in the Financial Plan, and can only be made by the Director of Administrative Services in accordance with the adopted budget. These operating transfers, under which financial resources are transferred from one fund to another, are distinctly different from interfund borrowings, which are usually made for temporary cash flow reasons, and are not intended to result in a transfer of financial resources by the end of the fiscal year.

In summary, interfund transfers result in a change in fund equity; interfund borrowings do not, as the intent is to repay in the loan in the near term.

From time-to-time, interfund borrowings may be appropriate; however, these are subject to the following criteria in ensuring that the fiduciary purpose of the fund is met:

CITY OF HOLLISTER, CALIFORNIA

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1. The Director of Administrative Services is authorized to approve temporary interfund borrowings for cash flow purposes whenever the cash shortfall is expected to be resolved within 45 days. The most common use of interfund borrowing under this circumstance is for grant programs like the Community Development Block Grant, where costs are incurred before drawdowns are initiated and received. However, receipt of funds is typically received shortly after the request for funds has been made.
2. Any other interfund borrowings for cash flow or other purposes require case-by- case approval by the Council.
3. Any transfers between funds where reimbursement is not expected within one fiscal year shall not be recorded as interfund borrowings; they shall be recorded as interfund operating transfers that affect equity by moving financial resources from one fund to another.

USER FEE COST RECOVERY GOALS

A. Ongoing Review

Fees will be reviewed and updated on an ongoing basis to ensure that they keep pace with changes in the cost-of-living as well as changes in methods or levels of service delivery. In implementing this goal, a comprehensive analysis of City costs and fees should be made at least every five years. In the interim, fees will be adjusted by annual changes in the Consumer Price Index. Fees may be adjusted during this interim period based on supplemental analysis whenever there have been significant changes in the method, level or cost of service delivery.

B. User Fee Cost Recovery Levels

In setting user fees and cost recovery levels, the following factors will be considered:

1. Community-Wide Versus Special Benefit.

The level of user fee cost recovery should consider the community-wide versus special service nature of the program or activity. The use of general-purpose revenues is appropriate for community-wide services, while user fees are appropriate for services that are of special benefit to easily identified individuals or groups.

2. Service Recipient Versus Service Driver.

After considering community-wide versus special benefit of the service, the concept of service recipient versus service driver should also be considered. For example, it could be argued that the applicant is not the beneficiary of the City's development review efforts: the community is the primary beneficiary. However, the applicant is the driver of development review costs, and as such, cost recovery from the applicant is appropriate.

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3. Effect of Pricing on the Demand for Services.

The level of cost recovery and related pricing of services can significantly affect the demand and subsequent level of services provided. At full cost recovery, this has the specific advantage of ensuring that the City is providing services for which there is genuinely a market that is not overly-stimulated by artificially low prices. Conversely, high levels of cost recovery will negatively impact the delivery of services to lower income groups. This negative feature is especially pronounced, and works against public policy, if the services are specifically targeted to low income groups.

4. Feasibility of Collection and Recovery.

Although it may be determined that a high level of cost recovery may be appropriate for specific services, it may be impractical or too costly to establish a system to identify and charge the user. Accordingly, the feasibility of assessing and collecting charges should also be considered in developing user fees, especially if significant program costs are intended to be financed from that source.

C. Factors Favoring Low Cost Recovery Levels

Very low cost recovery levels are appropriate under the following circumstances:

1. There is no intended relationship between the amount paid and the benefit received. Almost all "social service" programs fall into this category as it is expected that one group will subsidize another.
2. Collecting fees is not cost-effective or will significantly impact the efficient delivery of the service.
3. There is no intent to limit the use of (or entitlement to) the service. Again, most "social service" programs fit into this category as well as many public safety (police and fire) emergency response services. Historically, access to neighborhood and community parks would also fit into this category.
4. The service is non-recurring, generally delivered on a "peak demand" or emergency basis, cannot reasonably be planned for on an individual basis, and is not readily available from a private sector source. Many public safety services also fall into this category.
5. Collecting fees would discourage compliance with regulatory requirements and adherence is primarily self-identified, and as such, failure to comply would not be readily detected by the City. Many small-scale licenses and permits might fall into this category.

D. Factors Favoring High Cost Recovery Levels

The use of service charges as a major source of funding service levels is especially appropriate under the following circumstances:

1. The service is similar to services provided through the private sector.
2. Other private or public sector alternatives could or do exist for the delivery of the service.

CITY OF HOLLISTER, CALIFORNIA

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3. For equity or demand management purposes, it is intended that there be a direct relationship between the amount paid and the level and cost of the service received.
4. The use of the service is specifically discouraged. Police responses to disturbances or false alarms might fall into this category.
5. The service is regulatory in nature and voluntary compliance is not expected to be the primary method of detecting failure to meet regulatory requirements. Building permit, plan checks, and subdivision review fees for large projects would fall into this category.

E. General Concepts Regarding the Use of Service Charges

The following general concepts will be used in developing and implementing service charges:

1. Revenues should not exceed the reasonable cost of providing the service.
2. Cost recovery goals should be based on the total cost of delivering the service, including direct costs, departmental administration costs and organization-wide support costs such as accounting, personnel, information technology, legal services, fleet maintenance and insurance.
3. The method of assessing and collecting fees should be as simple as possible in order to reduce the administrative cost of collection.
4. Rate structures should be sensitive to the "market" for similar services as well as to smaller, infrequent users of the service.
5. A unified approach should be used in determining cost recovery levels for various programs based on the factors discussed above.

F. Low Cost-Recovery Services

Based on the criteria discussed above, the following types of services should have very low cost recovery goals. In selected circumstances, there may be specific activities within the broad scope of services provided that should have user charges associated with them.

However, the primary source of funding for the operation as a whole should be general-purpose revenues, not user fees.

1. Delivering public safety emergency response services such as police patrol services and fire suppression.
2. Maintaining and developing public facilities that are provided on a uniform, communitywide basis such as streets, parks and general-purpose buildings.
3. Providing social service programs and economic development activities.

CITY OF HOLLISTER, CALIFORNIA

Fiscal and Budget Policies

G. Recreation Programs

The following cost recovery policies apply to the City's recreation programs:

1. Cost recovery for activities directed to adults should be relatively high.
2. Cost recovery for activities directed to youth and seniors should be relatively low. In those circumstances where services are similar to those provided in the private sector, cost recovery levels should be higher. Although ability to pay may not be a concern for all youth and senior participants, these are desired program activities, and the cost of determining need may be greater than the cost of providing a uniform service fee structure to all participants. Further, there is a community-wide benefit in encouraging high-levels of participation in youth and senior recreation activities regardless of financial status.
3. Cost recovery goals for recreation activities are set as follows:

High-Range Cost Recovery Activities (60% to 100%)

- a. Adult athletics
- b. Banner permit applications
- c. Facility rentals (indoor and outdoor; excludes use of facilities for internal City uses)

Mid-Range Cost Recovery Activities (30% to 60%)

- d. Classes
- e. Holiday in the Plaza
- f. Major commercial film permit applications

Low-Range Cost Recovery Activities (0 to 30%)

- g. Aquatics
- h. Community gardens
- i. Minor commercial film permit applications
- j. Skate park
- k. Special events (except for Holiday in the Park)
- l. Youth sports
- m. Teen services
- n. Senior services

4. For cost recovery activities of less than 100%, there should be a differential in rates between residents and non-residents. However, the Director of Management Services or Recreation is authorized to reduce or eliminate non-resident fee differentials when it can be demonstrated that:
 - a. The fee is reducing attendance.
 - b. And there are no appreciable expenditure savings from the reduced attendance.

CITY OF HOLLISTER, CALIFORNIA

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5. Charges will be assessed for use of rooms, pools, gymnasiums, ball fields, special-use areas, and recreation equipment for activities not sponsored or co-sponsored by the City. Such charges will generally conform to the fee guidelines described above. However, the Director of Management Services or Recreation is authorized to charge fees that are closer to full cost recovery for facilities that are heavily used at peak times and include a majority of non-resident users.
6. A vendor charge of at least 10 percent of gross income will be assessed from individuals or organizations using City facilities for moneymaking activities.
7. Director of Management Services or Recreation is authorized to offer reduced fees such as introductory rates, family discounts and coupon discounts on a pilot basis (not to exceed 18 months) to promote new recreation programs or resurrect existing ones.
8. The Parks or Recreation Departments will consider waiving fees only when the City Manager determines in writing that an undue hardship exists.

H. Development Review Programs

The following cost recovery policies apply to the development review programs:

1. Services provided under this category include:
 - a. Planning (planned development permits, tentative tract and parcel maps, rezonings, general plan amendments, variances, use permits).
 - b. Building and safety (building permits, structural plan checks, inspections).
 - c. Engineering (public improvement plan checks, inspections, subdivision requirements, encroachments).
 - d. Fire plan check.
2. Cost recovery for these services should generally be very high. In most instances, the City's cost recovery goal should be 100%.
3. However, in charging high cost recovery levels, the City needs to clearly establish and articulate standards for its performance in reviewing developer applications to ensure that there is "value for cost."

I. Comparability With Other Communities

In setting user fees, the City will consider fees charged by other agencies in accordance with the following criteria:

1. Surveying the comparability of the City's fees to other communities provides useful background information in setting fees for several reasons:
 - a. They reflect the "market" for these fees and can assist in assessing the reasonableness of Hollister's fees.
 - b. If prudently analyzed, they can serve as a benchmark for how cost-effectively Hollister provides its services.

CITY OF HOLLISTER, CALIFORNIA

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2. However, fee surveys should never be the sole or primary criteria in setting City fees as there are many factors that affect how and why other communities have set their fees at their levels. For example:
 - a. What level of cost recovery is their fee intended to achieve compared with our cost recovery objectives?
 - b. What costs have been considered in computing the fees?
 - c. When was the last time that their fees were comprehensively evaluated?
 - d. What level of service do they provide compared with our service or performance standards?
 - e. Is their rate structure significantly different than ours and what is it intended to achieve?
3. These can be very difficult questions to address in fairly evaluating fees among different communities. As such, the comparability of our fees to other communities should be one factor among many that is considered in setting City fees.

ENTERPRISE FUND FEES AND RATES

A. Water, Sewer, Street Sweeping, Airport, and Briggs Building.

The City will set fees and rates at levels which fully cover the total direct and indirect costs—including operations, capital outlay, and debt service—of the following enterprise programs: water, sewer, street sweeping, airport, and Briggs's building.

B. Ongoing Rate Review.

The City will review and adjust enterprise fees and rate structures as required to ensure that they remain appropriate and equitable.

REVENUE DISTRIBUTION

The Council recognizes that USGAAP for state and local governments discourage the “earmarking” of General Fund revenues, and accordingly, the practice of designating General Fund revenues for specific programs should be minimized in the City's management of its fiscal affairs. Approval of the following revenue distribution policies does not prevent the Council from directing General Fund resources to other functions and programs as necessary.

A. Property Taxes.

With the passage of Proposition 13 on June 6, 1978, California cities no longer can set their own property tax rates. In addition to limiting annual increases in market value, placing a ceiling on voter approved indebtedness, and redefining assessed valuations, Proposition 13 established a maximum county-wide levy for general revenue purposes of 1% of market value. Under subsequent state legislation, which adopted formulas for the distribution of this countywide levy, the City now receives a percentage of total property tax revenues collected countywide as determined by the State and administered by the County Auditor-Controller. Accordingly, while property revenues are often thought of local revenue sources, in essence they are State revenue sources, since the State controls their use and allocation. All property tax revenues are now accounted for in the General Fund.

CITY OF HOLLISTER, CALIFORNIA

Fiscal and Budget Policies

B. Gasoline Tax Subventions.

All gasoline tax revenues (which are restricted by the State for street-related purposes) will be used for maintenance activities.

C. Transportation Development Act (TDA) Revenues.

All TDA revenues will be allocated to alternative transportation programs, including regional and municipal transit systems, bikeway improvements, and other programs or projects designed to reduce automobile usage. Because TDA revenues will not be allocated for street purposes, it is expected that alternative transportation programs (in conjunction with other state or federal grants for this purpose) will be self-supporting from TDA revenues.

D. Parking Fines.

All parking fine revenues will be allocated to the general fund.

INVESTMENTS

A. Responsibility.

Investments and cash management are the responsibility of the Director of Administrative Services.

B. Investment Objective.

The City's primary investment objective is to achieve a reasonable rate of return while minimizing the potential for capital losses arising from market changes or issuer default. Accordingly, the following factors will be considered in priority order in determining individual investment placements:

1. Safety
2. Liquidity
3. Yield

C. Tax and Revenue Anticipation Notes: Not for Investment Purposes.

There is an appropriate role for tax and revenue anticipation notes (TRANS) in meeting legitimate short-term cash needs within the fiscal year. However, many agencies issue TRANS as a routine business practice, not solely for cash flow purposes, but to capitalize on the favorable difference between the interest cost of issuing TRANS as a tax preferred security and the interest yields on them if re-invested at full market rates. As part of its cash flow management and investment strategy, the City will only issue TRANS or other forms of short-term debt if necessary to meet demonstrated cash flow needs; TRANS or any other form of short-term debt financing will not be issued for investment purposes. As long as the City maintains its current policy of maintaining fund/working capital balances that are 20% of operating expenditures, it is unlikely that the City would need to issue TRANS for cash flow purposes except in very unusual circumstances.

D. Selecting Maturity Dates.

The City will strive to keep all idle cash balances fully invested through daily projections of cash flow requirements. To avoid forced liquidations and losses of investment earnings, cash flow and future requirements will be the primary consideration when selecting maturities.

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APPROPRIATIONS LIMITATION

A. The Council will annually adopt a resolution establishing the City's appropriations limit calculated in accordance with Article XIII-B of the Constitution of the State of California, Section 7900 of the State of California Government Code, and any other voter approved amendments or state legislation that affect the City's appropriations limit.

B. The supporting documentation used in calculating the City's appropriations limit and projected appropriations subject to the limit will be available for public and Council review at least 10 days before Council consideration of a resolution to adopt an appropriations limit. The Council will generally consider this resolution in connection with final approval of the budget.

C. The City will strive to develop revenue sources, both new and existing, which are considered non-tax proceeds in calculating its appropriations subject to limitation.

D. The City will annually review user fees and charges and report to the Council the amount of program subsidy, if any, that is being provided by the General or Enterprise Funds.

E. The City will actively support legislation or initiatives sponsored or approved by League of California Cities which would modify Article XIII-B of the Constitution in a manner which would allow the City to retain projected tax revenues resulting from growth in the local economy for use as determined by the Council.

F. The City will seek voter approval to amend its appropriation limit at such time that tax proceeds are in excess of allowable limits.

FUND BALANCE AND RESERVES

A. Minimum Fund and Working Capital Balances.

The City will maintain a minimum fund balance of at least 20% of operating expenditures in the General Fund and a minimum working capital balance of 20% of operating expenditures in the water, sewer, Brigg's building, and airport enterprise funds. This is considered the minimum level necessary to maintain the City's credit worthiness and to adequately provide for:

1. Economic uncertainties, local disasters, and other financial hardships or downturns in the local or national economy.
2. Contingencies for unseen operating or capital needs.
3. Cash flow requirements.

B. Future Capital Project Assignments.

The Council may assign specific fund balance levels for future development of capital projects that it has determined to be in the best long-term interests of the City.

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C. Other Restrictions.

In addition to the assignments noted above, fund balance levels will be sufficient to meet funding requirements for projects approved in prior years which are carried forward into the new year; debt service restriction requirements; and other restrictions required by contractual obligations, state law, or generally accepted accounting principles.

CAPITAL IMPROVEMENT MANAGEMENT

A. CIP Projects: \$20,000 or More.

Construction projects and equipment purchases which cost \$20,000 or more will be included in the Capital Improvement Plan (CIP); minor capital outlays of less than \$20,000 will be included with the operating program budgets.

B. CIP Purpose.

The purpose of the CIP is to systematically plan, schedule, and finance capital projects to ensure cost-effectiveness as well as conformance with established policies. The CIP is a five-year plan organized into the same functional groupings used for the operating programs. The CIP will reflect a balance between capital replacement projects that repair, replace or enhance existing facilities, equipment or infrastructure; and capital facility projects that significantly expand or add to the City's existing capital assets.

C. Project Manager.

Every CIP project will have a project manager who will prepare the project proposal, ensure that required phases are completed on schedule, authorize all project expenditures, ensure that all regulations and laws are observed, and periodically report project status.

D. CIP Review Committee.

Headed by the City Manager or designee, this Committee will review project proposals, determine project phasing, recommend project managers, review and evaluate the draft CIP budget document, and report CIP project progress on an ongoing basis.

E. CIP Phases.

The CIP will emphasize project planning, with projects progressing through at least two and up to ten of the following phases:

1. **Designate.** Appropriates funds based on projects designated for funding by the Council through adoption of the Financial Plan.
2. **Study.** Concept design, site selection, feasibility analysis, schematic design, environmental determination, property appraisals, scheduling, grant application, grant approval, specification preparation for equipment purchases.
3. **Environmental Review.** EIR preparation, other environmental studies.
4. **Real Property Acquisitions.** Property acquisition for projects, if necessary.

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5. **Site Preparation.** Demolition, hazardous materials abatements, other pre-construction work.
6. **Design.** Final design, plan and specification preparation and construction cost estimation.
7. **Construction.** Construction contracts.
8. **Construction Management.** Contract project management and inspection, soils and material tests, other support services during construction.
9. **Equipment Acquisitions.** Vehicles, heavy machinery, computers, office furnishings, other equipment items acquired and installed independently from construction contracts.
10. **Debt Service.** Installment payments of principal and interest for completed projects funded through debt financings. Expenditures for this project phase are included in the Debt Service section of the Financial Plan. Generally, it will become more difficult for a project to move from one phase to the next. As such, more projects will be studied than will be designed, and more projects will be designed than will be constructed or purchased during the term of the CIP.

F. CIP Appropriation.

The City's annual CIP appropriation for study, design, acquisition, and/or construction is based on the projects designated by the Council through adoption of the Financial Plan. Adoption of the Financial Plan CIP appropriation does not automatically authorize funding for specific project phases. This authorization generally occurs only after the preceding project phase has been completed and approved by the Council and costs for the succeeding phases have been fully developed. Accordingly, project appropriations are generally made when contracts are awarded. If project costs at the time of bid award are less than the budgeted amount, the balance will be unappropriated and returned to fund balance or allocated to another project. If project costs at the time of bid award are greater than budget amounts, five basic options are available:

1. Eliminate the project.
2. Defer the project for consideration to the next Financial Plan period.
3. Rescope or change the phasing of the project to meet the existing budget.
4. Transfer funding from another specified, lower priority project.
5. Appropriate additional resources as necessary from fund balance.

G. CIP Budget Carryover.

Appropriations for CIP projects lapse at year-end. Projects which lapse from lack of project account appropriations may be resubmitted for inclusion in a subsequent CIP.

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H. Program Objectives.

Project phases will be listed as objectives in the program narratives of the programs, which manage the projects.

CAPITAL FINANCING AND DEBT MANAGEMENT

A. Capital Financing

1. The City will consider the use of debt financing only for one-time capital improvement projects and vehicle leases and only under the following circumstances:
 - a. When the project's useful life will exceed the term of the financing.
 - b. When project revenues or specific resources will be sufficient to service the long-term debt.
2. Debt financing will not be considered appropriate for any recurring purpose such as current operating and maintenance expenditures. The issuance of short-term instruments such as revenue, tax or bond anticipation notes is excluded from this limitation. (See Investment Policy)
3. Capital improvements will be financed primarily through user fees, service charges, assessments, special taxes or developer agreements when benefits can be specifically attributed to users of the facility. Accordingly, development impact fees should be created and implemented at levels sufficient to ensure that new development pays its fair share of the cost of constructing necessary community facilities.
4. Impact fees are a major funding source in financing system improvements. However, revenues from these fees are subject to significant fluctuation based on the rate of new development. Accordingly, the following guidelines will be followed in designing and building projects funded with impact fees:
 - a. The availability of impact fees in funding a specific project will be analyzed on a case-by-case basis as plans and specification or contract awards are submitted for City Manager or Council approval.
 - b. If adequate funds are not available at that time, the Council will make one of two determinations:
 - Defer the project until funds are available.
 - Based on the high-priority of the project, advance funds from the General Fund, which will be reimbursed as soon as funds become available. Repayment of General Fund advances will be the first use of impact fee funds when they become available.
5. The City will use the following criteria to evaluate pay-as-you-go versus long-term financing in funding capital improvements:

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Factors Favoring Pay-As-You-Go Financing

- a. Current revenues and adequate fund balances are available or project phasing can be accomplished.
- b. Existing debt levels adversely affect the City's credit rating.
- c. Market conditions are unstable or present difficulties in marketing.

Factors Favoring Long Term Financing

- d. Revenues available for debt service are deemed sufficient and reliable so that long-term financings can be marketed with investment grade credit ratings.
- e. The project securing the financing is of the type, which will support an investment grade credit rating.
- f. Market conditions present favorable interest rates and demand for City financings.
- g. A project is mandated by state or federal requirements, and resources are insufficient or unavailable.
- h. The project is immediately required to meet or relieve capacity needs and current resources are insufficient or unavailable.
- i. The life of the project or asset to be financed is 10 years or longer.

B. Debt Management

1. The City will not obligate the General Fund to secure long-term financings except when marketability can be significantly enhanced.
2. An internal feasibility analysis will be prepared for each long-term financing which analyzes the impact on current and future budgets for debt service and operations. This analysis will also address the reliability of revenues to support debt service.
3. The City will generally conduct financings on a competitive basis. However, negotiated financings may be used due to market volatility or the use of an unusual or complex financing or security structure.
4. The City will seek an investment grade rating (Baa/BBB or greater) on any direct debt and will seek credit enhancements such as letters of credit or insurance when necessary for marketing purposes, availability and cost-effectiveness.
5. The City will monitor all forms of debt annually coincident with the City's Financial Plan preparation and review process and report concerns and remedies, if needed, to the Council.
6. The City will diligently monitor its compliance with bond covenants and ensure its adherence to federal arbitrage regulations.
7. The City will maintain good, ongoing communications with bond rating agencies about its financial condition. The City will follow a policy of full disclosure on every financial report and bond prospectus (Official Statement).

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C. Debt Capacity

1. *General Purpose Debt Capacity.*

The City will carefully monitor its levels of general purpose debt. Because our general purpose debt capacity is limited, it is important that we only use general purpose debt financing for high-priority projects where we cannot reasonably use other financing methods for two key reasons:

- a. Funds borrowed for a project today are not available to fund other projects tomorrow.
- b. Funds committed for debt repayment today are not available to fund operations in the future. In evaluating debt capacity, general-purpose annual debt service payments should generally not exceed 10% of General Fund revenues; and in no case should they exceed 15%. Further, direct debt will not exceed 2% of assessed valuation; and no more than 60% of capital improvement outlays will be funded from long-term financings.

2. *Enterprise Fund Debt Capacity.*

The City will set enterprise fund rates at levels needed to fully cover debt service requirements as well as operations, maintenance, administration, and capital improvement costs. The ability to afford new debt for enterprise operations will be evaluated as an integral part of the City's rate review and setting process.

D. Independent Disclosure Counsel

The following criteria will be used on a case-by-case basis in determining whether the City should retain the services of an independent disclosure counsel in conjunction with specific project financings:

1. The City will generally not retain the services of an independent disclosure counsel when all of the following circumstances are present:
 - a. The revenue source for repayment is under the management or control of the City, such as general obligation bonds, revenue bonds, lease-revenue bonds or certificates of participation.
 - b. The bonds will be rated or insured.
2. The City will consider retaining the services of an independent disclosure counsel when one or more of following circumstances are present:
 - a. The financing will be negotiated, and the underwriter has not separately engaged an underwriter's counsel for disclosure purposes.
 - b. The revenue source for repayment is not under the management or control of the City, such as land-based assessment districts, tax allocation bonds or conduit financings.
 - c. The bonds will not be rated or insured.

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- d. The City's financial advisor, bond counsel, or underwriter recommends that the City retain an independent disclosure counsel based on the circumstances of the financing.

E. Land-Based Financings

1. Public Purpose.

There will be a clearly articulated public purpose in forming an assessment or special tax district in financing public infrastructure improvements. This should include a finding by the Council as to why this form of financing is preferred over other funding options such as impact fees, reimbursement agreements or direct developer responsibility for the improvements.

2. Eligible Improvements.

Except as otherwise determined by the Council when proceedings for district formation are commenced, preference in financing public improvements through a special tax district shall be given for those public improvements that help achieve clearly identified community facility and infrastructure goals in accordance with adopted facility and infrastructure plans as set forth in key policy documents such as the General Plan, Specific Plan, Facility or Infrastructure Master Plans, or Capital Improvement Plan. Such improvements include study, design, construction, and/or acquisition of:

- a. Public safety facilities.
- b. Water supply, distribution, and treatment systems.
- c. Waste collection and treatment systems.
- d. Major transportation system improvements, such as freeway interchanges; bridges; intersection improvements; construction of new or widened arterial or collector streets (including related landscaping and lighting); sidewalks and other pedestrian paths; transit facilities; and bike paths.
- e. Storm drainage, creek protection, and flood protection improvements.
- f. Parks, trails, community centers, and other recreational facilities.
- g. Open space.
- h. Cultural and social service facilities.
- i. Other governmental facilities and improvements such as offices, information technology systems and telecommunication systems. School facilities will not be financed except under appropriate joint community facilities agreements or joint exercise of powers agreements between the City and school districts.

3. Active Role.

Even though land-based financings may be a limited obligation of the City, we will play an active role in managing the district. This means that the City will select and retain the financing team, including the financial advisor, bond counsel, trustee, appraiser, disclosure counsel, assessment engineer and underwriter. Any costs incurred by the City in retaining these services will generally be the responsibility of the property owners or developer, and will be advanced via a deposit when an application is filed; or will be paid on a contingency fee basis from the proceeds from the bonds.

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4. Credit Quality.

When a developer requests a district, the City will carefully evaluate the applicant's financial plan and ability to carry the project, including the payment of assessments and special taxes during buildout. This may include detailed background, credit and lender checks, and the preparation of independent appraisal reports and market absorption studies. For districts where one property owner accounts for more than 25% of the annual debt service obligation, a letter of credit further securing the financing may be required.

5. Reserve Fund.

A reserve fund should be established in the lesser amount of: the maximum annual debt service; 125% of the annual average debt service; or 10% of the bond proceeds.

6. Value-to-Debt Ratios.

The minimum value to-debt ratio should generally be 4:1. This means the value of the property in the district, with the public improvements, should be at least four times the amount of the assessment or special tax debt. In special circumstances, after conferring and receiving the concurrence of the City's financial advisor and bond counsel that a lower value-to-debt ratio is financially prudent under the circumstances; the City may consider allowing a value-to-debt ratio of 3:1. The Council should make special findings in this case.

7. Appraisal Methodology.

Determination of value of property in the district shall be based upon the full cash value as shown on the ad valorem assessment roll or upon an appraisal by an independent Member Appraisal Institute (MAI). The definitions, standards and assumptions to be used for appraisals shall be determined by the City on a case-by-case basis, with input from City consultants and district applicants, and by reference to relevant materials and information promulgated by the State of California, including the Appraisal Standards for Land-Secured Financings prepared by the California Debt and Investment Advisory Commission.

8. Capitalized Interest During Construction.

Decisions to capitalize interest will be made on case-by-case basis, with the intent that if allowed, it should improve the credit quality of the bonds and reduce borrowing costs, benefiting both current and future property owners.

9. Maximum Burden.

Annual assessments (or special taxes in the case of Mello-Roos or similar districts) should generally not exceed 1% of the sales price of the property; and total property taxes, special assessments and special taxes payments collected on the tax roll should generally not exceed 2%.

10. Benefit Apportionment.

Assessments and special taxes will be apportioned according to a formula that is clear, understandable, equitable and reasonably related to the benefit received by—or burden attributed to—each parcel with respect to its financed improvement. Any annual escalation factor should generally not exceed 2%.

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11. Special Tax District Administration.

In the case of Mello-Roos or similar special tax districts, the total maximum annual tax should not exceed 110% of annual debt service. The rate and method of apportionment should include a back-up tax in the event of significant changes from the initial development plan, and should include procedures for prepayments.

12. Foreclosure Covenants.

In managing administrative costs, the City will establish minimum delinquency amounts per owner, and for the district as a whole, on a case-by-case basis before initiating foreclosure proceedings.

13. Disclosure to Bondholders.

In general, each property owner who accounts for more than 10% of the annual debt service or bonded indebtedness must provide ongoing disclosure information annually as described under SEC Rule 15(c)-12.

14. Disclosure to Prospective Purchasers.

Full disclosure about outstanding balances and annual payments should be made by the seller to prospective buyers at the time that the buyer bids on the property. It should not be deferred to after the buyer has made the decision to purchase. When appropriate, applicants or property owners may be required to provide the City with a disclosure plan.

F. Conduit Financings

1. The City will consider requests for conduit financing on a case-by-case basis using the following criteria:
 - a. The City's bond counsel will review the terms of the financing, and render an opinion that there will be no liability to the City in issuing the bonds on behalf of the applicant.
 - b. There is a clearly articulated public purpose in providing the conduit financing.
 - c. The applicant is capable of achieving this public purpose.
2. This means that the review of requests for conduit financing will generally be a two step process:
 - a. First asking the Council if they are interested in considering the request, and establishing the ground rules for evaluating it.
 - b. And then returning with the results of this evaluation, and recommending approval of appropriate financing documents if warranted.

This two-step approach ensures that the issues are clear for both the City and applicant, and that key policy questions are answered.

3. The work scope necessary to address these issues will vary from request to request, and will have to be determined on a case-by-case basis. Additionally, the City should generally be fully reimbursed for our costs in evaluating the request; however, this should also be determined on a case-by-case basis.

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G. Refinancings

1. *General Guidelines.*

Periodic reviews of all outstanding debt will be undertaken to determine refinancing opportunities. Refinancings will be considered (within federal tax law constraints) under the following conditions:

- a. There is a net economic benefit.
- b. It is needed to modernize covenants that are adversely affecting the City's financial position or operations.
- c. The City wants to reduce the principal outstanding in order to achieve future debt service savings, and it has available working capital to do so from other sources.

2. *Standards for Economic Savings.*

In general, refinancings for economic savings will be undertaken whenever net present value savings of at least five percent (5%) of the refunded debt can be achieved.

- a. Refinancings that produce net present value savings of less than five percent will be considered on a case-by-case basis, provided that the present value savings are at least three percent (3%) of the refunded debt.
- b. Refinancings with savings of less than three percent (3%), or with negative savings, will not be considered unless there is a compelling public policy objective.

HUMAN RESOURCE MANAGEMENT

A. Regular Staffing

1. The budget will fully appropriate the resources needed for authorized regular staffing and will limit programs to the regular staffing authorized.
2. Regular employees will be the core work force and the preferred means of staffing ongoing, year-round program activities that should be performed by full-time City employees rather than independent contractors. The City will strive to provide competitive compensation and benefit schedules for its authorized regular work force. Each regular employee will:
 - a. Fill an authorized regular position.
 - b. Be assigned to an appropriate bargaining unit.
 - c. Receive salary and benefits consistent with labor agreements or other compensation plans.
3. To manage the growth of the regular work force and overall staffing costs, the City will follow these procedures:

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- a. The Council will authorize all regular positions.
- b. The Human Resources Department will coordinate and approve the hiring of all regular and temporary employees.
- c. All requests for additional regular positions will include evaluations of:
 - The necessity, term and expected results of the proposed activity.
 - Staffing and materials costs including salary, benefits, equipment, uniforms, clerical support, and facilities.
 - The ability of private industry to provide the proposed service.
 - Additional revenues or cost savings, which may be realized.
4. Periodically, and before any request for additional regular positions, programs will be evaluated to determine if they can be accomplished with fewer regular employees. (See Productivity Review Policy)
5. Staffing and contract service cost ceilings will limit total expenditures for regular employees, temporary employees, and independent contractors hired to provide operating and maintenance services.

B. Temporary Staffing

1. The hiring of temporary employees will not be used as an incremental method for expanding the City's regular work force.
2. Temporary employees include all employees other than regular employees, elected officials, and volunteers. Temporary employees will generally augment regular City staffing as extra-help employees, seasonal employees, contract employees, interns and work-study assistants.
3. The City Manager and Department Heads will encourage the use of temporary rather than regular employees to meet peak workload requirements, fill interim vacancies, and accomplish tasks where less than full-time, year-round staffing is required. Under this guideline, temporary employee hours will generally not exceed 50% of a regular, full-time position (1,000 hours annually). There may be limited circumstances where the use of temporary employees on an ongoing basis in excess of this target may be appropriate due to unique programming or staffing requirements. However, any such exceptions must be approved by the City Manager based on the review and recommendation of the Director of Administrative Services.

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4. Contract employees are defined as temporary employees with written contracts approved by the City Manager who may receive approved benefits depending on hourly requirements and the length of their contract. Contract employees will generally be used for medium-term (generally between six months and two years) projects, programs or activities requiring specialized or augmented levels of staffing for a specific period. The services of contract employees will be discontinued upon completion of the assigned project, program or activity. Accordingly, contract employees will not be used for services that are anticipated to be delivered on an ongoing basis.

C. Overtime Management

1. Overtime should be used only when necessary and when other alternatives are not feasible or cost effective.
2. All overtime must be pre-authorized by a department head or delegate unless it is assumed pre-approved by its nature. For example, overtime that results when an employee is assigned to standby and/or must respond to an emergency or complete an emergency response.
3. Departmental operating budgets should reflect anticipated annual overtime costs and departments will regularly monitor overtime use and expenditures.
4. When considering the addition of regular or temporary staffing, the use of overtime as an alternative will be considered. The department will take into account:
 - a. The duration that additional staff resources may be needed.
 - b. The cost of overtime versus the cost of additional staff.
 - c. The skills and abilities of current staff.
 - d. Training costs associated with hiring additional staff.
 - e. The impact of overtime on existing staff.

D. Independent Contractors

Independent contractors are not City employees. They may be used in two situations:

1. Short-term, peak workload assignments to be accomplished using personnel contracted through an outside temporary employment agency (OEA). In this situation, it is anticipated that City staff will closely monitor the work of OEA employees and minimal training will be required. However, they will always be considered the employees of the OEA and not the City. All placements through an OEA will be coordinated through the Human Resources Department and subject to the approval of the Director of Administrative Services.

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2. Construction of public works projects and delivery of operating, maintenance, or specialized professional services not routinely performed by City employees. Such services will be provided without close supervision by City staff, and the required methods, skills and equipment will generally be determined and provided by the contractor. Contract awards will be guided by the City's purchasing policies and procedures. (See Contracting for Services Policy)

PRODUCTIVITY

The City will constantly monitor and review our methods of operation to ensure that services continue to be delivered in the most cost-effective manner possible. This review process encompasses a wide range of productivity issues, including: A. Analyzing systems and procedures to identify and remove unnecessary review requirements.

- A. Evaluating the ability of new technologies and related capital investments to improve productivity.
- B. Developing the skills and abilities of all City employees.
- C. Developing and implementing appropriate methods of recognizing and rewarding exceptional employee performance.
- D. Evaluating the ability of the private sector to perform the same level of service at a lower cost.
- E. Periodic formal reviews of operations on a systematic, ongoing basis.
- F. Maintaining a decentralized approach in managing the City's support service functions. Although some level of centralization is necessary for review and control purposes, decentralization supports productivity by:
 1. Encouraging accountability by delegating responsibility to the lowest possible level.
 2. Stimulating creativity, innovation and individual initiative.
 3. Reducing the administrative costs of operation by eliminating unnecessary review procedures.
 4. Improving the organization's ability to respond to changing needs, and identify and implement cost-saving programs.
 5. Assigning responsibility for effective operations and citizen responsiveness to the department.

CONTRACTING FOR SERVICES

A. General Policy Guidelines

1. Contracting with the private sector for the delivery of services provides the City with a significant opportunity for cost containment and productivity enhancements. As such, the City is committed to using private sector resources in delivering municipal services as a key element in our continuing efforts to provide cost-effective programs.
2. Private sector contracting approaches under this policy include construction projects, professional services, outside employment agencies and ongoing operating and maintenance services.

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CONTRACTING FOR SERVICES

A. General Policy Guidelines

1. Contracting with the private sector for the delivery of services provides the City with a significant opportunity for cost containment and productivity enhancements. As such, the City is committed to using private sector resources in delivering municipal services as a key element in our continuing efforts to provide cost-effective programs.
2. Private sector contracting approaches under this policy include construction projects, professional services, outside employment agencies and ongoing operating and maintenance services.
3. In evaluating the costs of private sector contracts compared with in-house performance of the service, indirect, direct, and contract administration costs of the City will be identified and considered.
4. Whenever private sector providers are available and can meet established service levels, they will be seriously considered as viable service delivery alternatives using the evaluation criteria outlined below.
5. For programs and activities currently provided by City employees, conversions to contract services will generally be made through attrition, reassignment or absorption by the contractor.

B. Evaluation Criteria

Within the general policy guidelines stated above, the cost-effectiveness of contract services in meeting established service levels will be determined on a case-by-case basis using the following criteria:

1. Is a sufficient private sector market available to competitively deliver this service and assure a reasonable range of alternative service providers?
2. Can the contract be effectively and efficiently administered?
3. What are the consequences if the contractor fails to perform, and can the contract reasonably be written to compensate the City for any such damages?
4. Can a private sector contractor better respond to expansions, contractions or special requirements of the service?
5. Can the work scope be sufficiently defined to ensure that competing proposals can be fairly and fully evaluated, as well as the contractor's performance after bid award?
6. Does the use of contract services provide us with an opportunity to redefine service levels?

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7. Will the contract limit our ability to deliver emergency or other high priority services?
8. Overall, can the City successfully delegate the performance of the service but still retain accountability and responsibility for its delivery?



CITY OF HOLLISTER

GLOSSARY OF TERMS

GLOSSARY OF TERMS

ACCOUNTS PAYABLE. A short-term liability account reflecting amounts owed to private persons or organizations for goods and services received by a government.

ACCOUNTS RECEIVABLE. An asset account reflecting amounts due from private persons or organizations for goods and services furnished by a government (but not including amounts due from other funds or other governments).

ACCRUAL BASIS. The recording of the financial effects on a government of transactions and other events and circumstances that have cash consequences for the government in the periods in which those transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

ACCUMULATED DEPRECIATION. A contra-asset account used to report the accumulation of periodic credits to reflect the expiration of the estimated service life of capital assets.

ADVANCE FROM OTHER FUNDS. A liability account used to record noncurrent portions of a long-term debt owed by one fund to another fund within the same reporting entity. See **DUE TO OTHER FUNDS** and **INTERFUND RECEIVABLE/PAYABLE**.

ADVANCE TO OTHER FUNDS. An asset account used to record noncurrent portions of a long-term loan from one fund to another fund within the same reporting entity. See **DUE FROM OTHER FUNDS**.

AGENCY FUND. A fund normally used to account for assets held by a government as an agent for individuals, private organizations or other governments and/or other funds.

AMORTIZATION. (1) The portion of the cost of a limited-life or intangible asset charged as an expense during a particular period. (2) The reduction of debt by regular payments of principal and interest sufficient to retire the debt by maturity.

APPROPRIATION. A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation usually is limited in amount and time it may be expended.

ASSESSED VALUATION. A valuation set upon real estate or other property by a government as a basis for levying taxes.

AUDITOR'S REPORT. In the context of a financial audit, a statement by the auditor describing the scope of the audit and the auditing standards applied in the examination, and setting forth the auditor's opinion on the fairness of presentation of the financial information in conformity with GAAP or some other comprehensive basis of accounting.

BALANCE SHEET. The financial statement disclosing the assets, liabilities and equity of an entity at a specified date in conformity with GAAP.

GLOSSARY OF TERMS

BASIC FINANCIAL STATEMENTS (BFS). The minimum combination of financial statements and note disclosures required for fair presentation in conformity with GAAP. Basic financial statements have three components: government-wide financial statements, fund financial statements and notes to the financial statements.

BASIS OF ACCOUNTING. A term used to refer to when revenues, expenditures, expenses, and transfers - and the related assets and liabilities are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the cash or the accrual method.

BUDGET. A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year. The term "budget" is used in two senses in practice. Sometimes it designates the financial plan presented to the appropriating governing body for adoption, and sometimes, the plan finally approved by that body.

BUDGETARY CONTROL. The control or management of a government or enterprise in accordance with an approved budget to keep expenditures within the limitations of available appropriations and available revenues.

CAPITAL ASSETS. Long-lived tangible assets obtained or controlled as a result of past transactions, events or circumstances. Capital assets include buildings, equipment, and improvements other than buildings, land and infrastructure. In the private sector, these assets are referred to most often as property, plant and equipment.

CAPITAL EXPENDITURES. Expenditures resulting in the acquisition of or addition to the government's general capital assets.

CAPITALIZATION POLICY. The criteria used by a government to determine which outlays should be reported as capital assets.

CAPITAL LEASE. An agreement that conveys the right to use property, plant or equipment, usually for a stated period of time. See **LEASE-PURCHASE AGREEMENTS**.

CAPITAL PROJECTS FUND. A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

CASH BASIS. A basis of accounting under which transactions are recognized only when cash is received or disbursed.

CASH WITH FISCAL AGENT. An asset account reflecting deposits with fiscal agents, such as commercial banks, for the payment of bond principal and interest.

CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING PROGRAM. A voluntary program administered by the GFOA to encourage governments to publish efficiently organized and easily readable CAFR's and to provide technical assistance and peer recognition to the finance officers preparing them.

GLOSSARY OF TERMS

CHANGE IN THE FAIR VALUE OF INVESTMENTS. The difference between the fair value of investments at the beginning of the year and at the end of the year, taking into consideration investment purchases, sales, and redemptions.

COMPENSATED ABSENCES. Absences, such as vacation, illness and holidays, for which it is expected employees will be paid. The term does not encompass severance or termination pay, postretirement benefits, deferred compensation or other long-term fringe benefits, such as group insurance and long-term disability pay.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR). A financial report that encompasses all funds and component units of the government. The CAFR should contain (a) the basic financial statements and required supplementary information, (b) combining statements to support columns in the basic financial statements that aggregate information from more than one fund or component unit, and (c) individual fund statements as needed. The CAFR is the governmental unit's official annual report and also should contain introductory information, schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, and statistical data.

CONCENTRATION OF CREDIT RISK. The risk of loss attributed to the magnitude of a government's investment in a single issuer.

CONTINGENT LIABILITY. Items that may become liabilities as a result of conditions undetermined at a given date, such as guarantees, pending lawsuits, judgments under appeal, unsettled disputed claims, unfilled purchase orders and uncompleted contracts. Contingent liabilities should be disclosed within the financial statements (including the notes) when there is a reasonable possibility a loss may have been incurred. Guarantees, however, should be disclosed even though the possibility of loss may be remote.

CREDIT RISK. The risk that an issuer or a counter-party to an investment will not fulfill its obligations.

CURRENT FINANCIAL RESOURCES MEASUREMENT FOCUS. Measurement focus according to which the aim of a set of financial statements is to report the near-term (current) inflows, outflows, and balances of expendable (spendable) financial resources. The current financial resources measurement focus is unique to accounting and financial reporting for state and local governments and is used solely for reporting the financial position and results of operations of governmental funds.

DEBT. An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of governments include bonds, time warrants and notes.

DEBT SERVICE FUND. A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

DEFERRED CHARGES. Expenditures that are not chargeable to the fiscal period in which they were made but that are carried as an asset on the balance sheet, pending amortization or other disposition (e.g. bond issuance costs). Deferred charges differ from prepaid items in that they usually extend over a long period of time (more than five years) and are not regularly recurring costs of operation.

GLOSSARY OF TERMS

DEFERRED REVENUE. Resource inflows that do not yet meet the criteria for revenue recognition. Unearned amounts are always reported as deferred revenue. In governmental funds, earned amounts also are reported as deferred revenue until they are available to liquidate liabilities of the current period.

DEFICIT. (1) The excess of the liabilities of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period or, in the case of proprietary funds, the excess of expenses over revenues during an accounting period.

DEFINED BENEFIT PENSION PLAN. A pension plan having terms that specify the amount of pension benefits to be provided at a future date or after a certain period of time; the amount specified usually is a function of one or more factors such as age, years of service, and compensation.

DEPRECIATION. (1) Expiration in the service life of capital assets, other than wasting assets, attributable to wear and tear, deterioration, action of the physical elements, inadequacy and obsolescence. (2) The portion of the cost of a capital asset, other than a wasting asset, charged as an expense during a particular period. In accounting for depreciation, the cost of a capital asset, less any salvage value, is prorated over the estimated service life of such an asset, and each period is charged with a portion of such cost. Through this process, the entire cost of the asset is ultimately charged off as an expense.

DUE FROM OTHER FUNDS. An asset account used to indicate amounts owed to a particular fund by another fund for goods sold or services rendered. This account includes only short-term obligations on open account, not interfund loans.

DUE TO OTHER FUNDS. A liability account reflecting amounts owed by a particular fund to another fund for goods sold or services rendered. These amounts include only short-term obligations on open account, not interfund loans.

ECONOMIC RESOURCES MEASUREMENT FOCUS.

Measurement focus under which the aim of a set of financial statements is to report all inflows, outflows, and balances affecting or reflecting an entity's net assets. The economic resources measurement focus is used for proprietary and fiduciary funds, as well as for government-wide financial reporting. It is also used by business enterprises in the private sector.

ENCUMBRANCES. Commitments related to unperformed (executory) contracts for goods or services. Used in budgeting, encumbrances are not GAAP expenditures or liabilities, but represent the estimated amount of expenditures ultimately to result if unperformed contracts in process are completed.

ENTERPRISE FUND. Proprietary fund type used to report an activity for which a fee is charged to external users for goods and services.

EXPENDITURE-DRIVEN GRANTS. Government-mandated or voluntary nonexchange transactions in which expenditure is the prime factor for determining eligibility. Also referred to as reimbursement grants.

EXCHANGE-LIKE TRANSACTION. Transaction in which there is an identifiable exchange between the reporting government and another party, but the values exchanged may not be quite equal or the direct benefits of the exchange may not be exclusively for the parties to the exchange.

GLOSSARY OF TERMS

EXPENDITURES. Decreases in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service and capital outlays, and intergovernmental grants, entitlement and shared revenues.

EXPENSES. Outflows or other using up of assets or incurrences of liabilities (or a combination of both) from delivering or producing goods, rendering services or carrying out other activities that constitute the entity's ongoing major or central operations.

EXTERNAL AUDITORS. Independent auditors typically engaged to conduct an audit of a government's financial statements.

EXTERNAL INVESTMENT POOL. An arrangement that commingles (pools) the moneys of more than one legally separate entity and invests, on the participants' behalf, in an investment portfolio; one or more of the participants is not part of the sponsors reporting entity. An external investment pool can be sponsored by an individual government, jointly by more than one government, or by a nongovernmental entity. An investment pool that is sponsored by an individual state or local government is an external investment pool if it includes participation by a legally separate entity that is not part of the same reporting entity as the sponsoring government. If a government-sponsored pool includes only the primary government and its component units, it is an internal investment pool and not an external investment pool.

FAIR VALUE. The amount at which a financial instrument could be exchanged in a current transaction between willing parties, other than in a forced or liquidation sale.

FEDERAL DEPOSIT INSURANCE CORPORATION. A corporation created by the federal government that insures deposits in banks and savings associations.

FIDUCIARY FUNDS. The trust and agency funds used to account for assets held by a government unit in a trustee capacity or as an agent for individuals, private organizations, other government units and/or other funds.

FINANCIAL RESOURCES. Resources that are or will become available for spending. Financial resources include cash and resources ordinarily expected to be converted to cash (e.g. receivables, investments). Financial resources may also include inventories and pre-pays (because they obviate the need to expend current available resources).

FISCAL AGENT. A fiduciary agent, usually a bank or county treasurer, who performs the function of paying debt principal and interest when due.

FOREIGN EXCHANGE RISK. The risk that changes in exchange rate will adversely affect the fair value of an investment or a deposit.

FUND. A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.

GLOSSARY OF TERMS

FUND BALANCE. The difference between fund assets and fund liabilities of governmental and similar trust funds.

FUND FINANCIAL STATEMENTS. Basic financial statements presented on the basis of funds. Term used in contrast with government-wide financial statements.

FUND TYPE. Any one of seven categories into which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

GENERAL REVENUES. All revenues that are not required to be reported as program revenues. All taxes, even those that are levied for a specific purpose, are general revenues and should be reported by type of tax – for example, property tax, sales tax, and transient occupancy tax. All other nontax revenues (including interest, grants and contributions) that do not meet the criteria to be reported as program revenues should also be reported as general revenues.

GENERAL FUND. The general fund is one of five governmental fund types and typically serves as the chief operating fund of the government. The general fund is used to account for all financial resources except those required to be accounted for in another fund.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP). The conventions, rules, and procedures that serve as the norm for the fair presentation of financial statements. The various sources of GAAP for state and local governments are set forth by SAS No. 69, The Meaning of “Present Fairly in Conformity with Generally Accepted Accounting Principles” in the Independent Auditor’s Report.

GOVERNMENTAL ACCOUNTING. The composite activity of analyzing, recording, summarizing, reporting and interpreting the financial transactions of governments.

GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB). The ultimate authoritative accounting and financial reporting standard-setting body for state and local governments. The GASB was established in June 1984 to replace the National Council on Governmental Accounting (NCGA).

GOVERNMENTAL FUNDS. Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds and permanent funds.

GOVERNMENT-WIDE FINANCIAL STATEMENTS. Financial statements that incorporate all of a government’s governmental and business-type activities, as well as its nonfiduciary component units. There are two basic government-wide financial statements: the statement of net assets and the statement of net activities. Both basic governmental financial statements are presented using the economic resources measurement focus and the accrual basis of accounting.

INFRASTRUCTURE. Long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, tunnels, drainage systems, water and sewer systems, dams and lighting systems.

GLOSSARY OF TERMS

INTEREST RATE RISK. The risk that changes in interest rates will adversely affect the fair value of an investment or a deposit.

INTERFUND RECEIVABLE/PAYABLE. Short-term loans made by one fund to another, or the current portion of an advance to or from another fund.

INTERFUND TRANSFERS. Flow of assets (such as cash or goods) between funds and blended component units of the primary government without equivalent flows of assets in return and without a requirement for payment.

INTERNAL SERVICE FUND. A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.

JOINT VENTURE. A legal entity or other contractual arrangement in which a government participates as a separate and specific activity for the benefit of the public or service recipients and in which the government retains an ongoing financial interest.

LAPSE. As applied to appropriations, the automatic termination of an appropriation. Except for indeterminate appropriations and continuing appropriations, an appropriation is made for a certain period of time. At the end of this period, any unexpended or unencumbered balance thereof lapses, unless otherwise provided by law.

LEASE-PURCHASE AGREEMENTS. Contractual agreements that are termed leases, but that in substance are purchase contracts.

LEGAL LEVEL OF BUDGETARY CONTROL. The level at which spending in excess of budgeted amounts would be a violation of law.

LEVEL OF BUDGETARY CONTROL. The level at which a government's management may not reallocate resources without special approval from the legislative body.

LIABILITIES. Probable future sacrifices of economic benefits, arising from present obligations of a particular entity to transfer assets or provide services to other entities in the future as a result of past transactions or events.

LOANS RECEIVABLE. An asset account reflecting amounts loaned to individuals or organizations external to a government, including notes taken as security for such loans. Loans to other funds and governments should be recorded and reported separately.

MAJOR FUND. A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements. The general fund is always a major fund. Otherwise, major funds are funds whose revenues/expenditures, assets or liabilities are at least 10 percent of corresponding totals for all government or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds for the same item. Any other government or enterprise fund may be reported as a major fund if the government's officials believe that fund is particularly important to financial statement users.

GLOSSARY OF TERMS

MANAGEMENT'S DISCUSSION AND ANALYSIS. A component of required supplementary information used to introduce the basic financial statements and to provide an analytical overview of the government's financial activities.

MEASUREMENT FOCUS. A way of presenting an entity's financial performance and position by considering which resources are measured (financial or economic) and when the effects of transactions or events involving those resources are recognized (the basis of accounting). The measurement focus of government-wide financial statements, proprietary fund financial statements and fiduciary fund financial statements is economic resources. The measurement focus of governmental fund financial statements is current financial resources.

MODIFIED ACCRUAL BASIS. The accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resource increments (e.g. bond issue proceeds) are recognized when they become susceptible to accrual, that is when they become both "measurable" and "available to finance expenditures of the current period." "Available" means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Generally, expenditures are recognized when the fund liability is incurred. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis of accounting.

OTHER FINANCING SOURCES. An increase in current financial resources that is reported separately from revenues to avoid distorting revenue trends. The use of the other financing sources category is limited to items so classified by GAAP.

OPERATING LEASE. A lease does not transfer ownership rights, risks and rewards from the lessor to the lessee, the lease is called an operation lease and is similar to a rental.

OTHER FINANCING USES. A decrease in current financial resources that is reported separately from expenditures to avoid distorting expenditure trends. The use of other financing uses category is limited to items so classified by GAAP.

OVERLAPPING DEBT. The proportionate share property within each government must bear of the debts of all local governments located wholly or in part within the geographic boundaries of the reporting government. Except for special assessment debt, the amount of debt of each unit applicable to the reporting unit is arrived at by (1) determining what percentage of the total assessed value of the overlapping jurisdiction lies within the limits of the reporting unit, and (2) applying this percentage to the total debt of the overlapping jurisdiction. Special assessment debt is allocated on the basis of the ratio of assessment receivable in each jurisdiction, which will be used wholly or in part to pay off the debt, to total assessments receivable, which will be used wholly or in part for this purpose.

PROGRAM REVENUES. Term used in connection with the government-wide statement of activities. Revenues that derive directly from the program itself or from parties outside the reporting government's taxpayers or citizenry, as a whole; they reduce the net cost of the function to be financed from the government's general revenues.

PROPRIETARY FUNDS. Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

GLOSSARY OF TERMS

REBATABLE ARBITRAGE. A term used in connection with the reinvestment of the proceeds of tax-exempt debt. A requirement to remit to the federal government interest revenue in excess of interest costs when the proceeds from the sale of tax-exempt securities are reinvested in a taxable money market instrument with a materially higher yield.

REPORTING ENTITY. The oversight unit and all of its component units, if any, that are combined in the CAFR/BFS.

REQUIRED SUPPLEMENTARY INFORMATION. Consists of statements, schedules, statistical data or other information which, according to the GASB, is necessary to supplement, although not required to be a part of the basic financial statements.

RESERVED FUND BALANCE. The portion of a governmental fund's net assets that is not available for appropriation.

RESTRICTED ASSETS. Assets whose use is subject to constraints that are either (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or (b) imposed by law through constitutional provisions or enabling legislation.

RESTRICTED NET ASSETS. A component of net assets calculated by reducing the carrying value of restricted assets by the amount of any related debt outstanding.

RETAINED EARNINGS. An equity account reflecting the accumulated earnings of an enterprise or internal service fund.

REVENUE BONDS. Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund. In addition to a pledge of revenues, such bonds sometimes contain a mortgage on the enterprise fund's property.

RISK MANAGEMENT. All the ways and means used to avoid accidental loss or to reduce its consequences if it does occur.

SELF-INSURANCE. A term often used to describe the retention by an entity of a risk of loss arising out of the ownership of property or from some other cause, instead of transferring that risk to an independent third party through the purchase of an insurance policy. It is sometimes accompanied by the setting aside of assets to fund any related losses. Because no insurance is involved, the term self insurance is a misnomer.

SINGLE AUDIT. An audit performed in accordance with the Single Audit Act of 1997 and Office of Management and Budget's (OMB) Circular A-133, Audits of State and Local Governments and Non-Profit Organizations. The Single Audit Act allows or requires governments (depending on the amount of federal assistance received) to have one audit performed to meet the needs of all federal agencies.

GLOSSARY OF TERMS

SPECIAL DISTRICT. An independent unit of local government organized to perform a single government function or a restricted number of related functions. Special districts usually have the power to incur debt and levy taxes; however, certain types of special districts are entirely dependent upon enterprise earnings and cannot impose taxes. Examples of special districts are water districts, drainage districts, flood control districts, hospital districts, fire protection districts, transit authorities, port authorities and electric power authorities.

SPECIAL REVENUE FUND. A fund used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditure for specified purposes.

TAX AND REVENUE ANTICIPATION NOTES (TRANS). Notes issued in anticipation of the collection of taxes and revenues, usually retirable only from tax collections, and frequently only from the proceeds of the tax and revenues levy whose collection they anticipate.

TRUST FUNDS. Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, other governments and/or other funds.

UNQUALIFIED OPINION. An opinion rendered without reservation by the independent auditor that financial statements are fairly presented.

UNRESTRICTED NET ASSETS. That portion of net assets that is neither restricted nor invested in capital assets (net of related debt).

VARIABLE-RATE INVESTMENT. An investment with terms that provide for the adjustment of its interest rate (such as the last day of the month or a calendar quarter) and that, upon each adjustment until the final maturity of the instrument or the period remaining until the principal amount can be recovered through demand, can reasonably be expected to have a fair value that will be unaffected by interest rate changes.



City of Hollister

5-Year

Capital Improvement Program



Fiscal Years
2024/2025 to 2028/2029

375 Fifth Street
Hollister, CA 95023

Phone: 831-636-4300
Hollister.ca.gov

City of Hollister
5-Year
CAPITAL IMPROVEMENT PROGRAM

Fiscal Years 2024/2025 to 2028/2029

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City of Hollister
5-Year
CAPITAL IMPROVEMENT PROGRAM
Fiscal Years
2024/2025 to 2028/2029

CITY COUNCIL

Mia Casey, Mayor
Rick Perez, District 1
Rolan Resendiz, District 2
Dolores Morales, District 3
Tim Burns, District 4

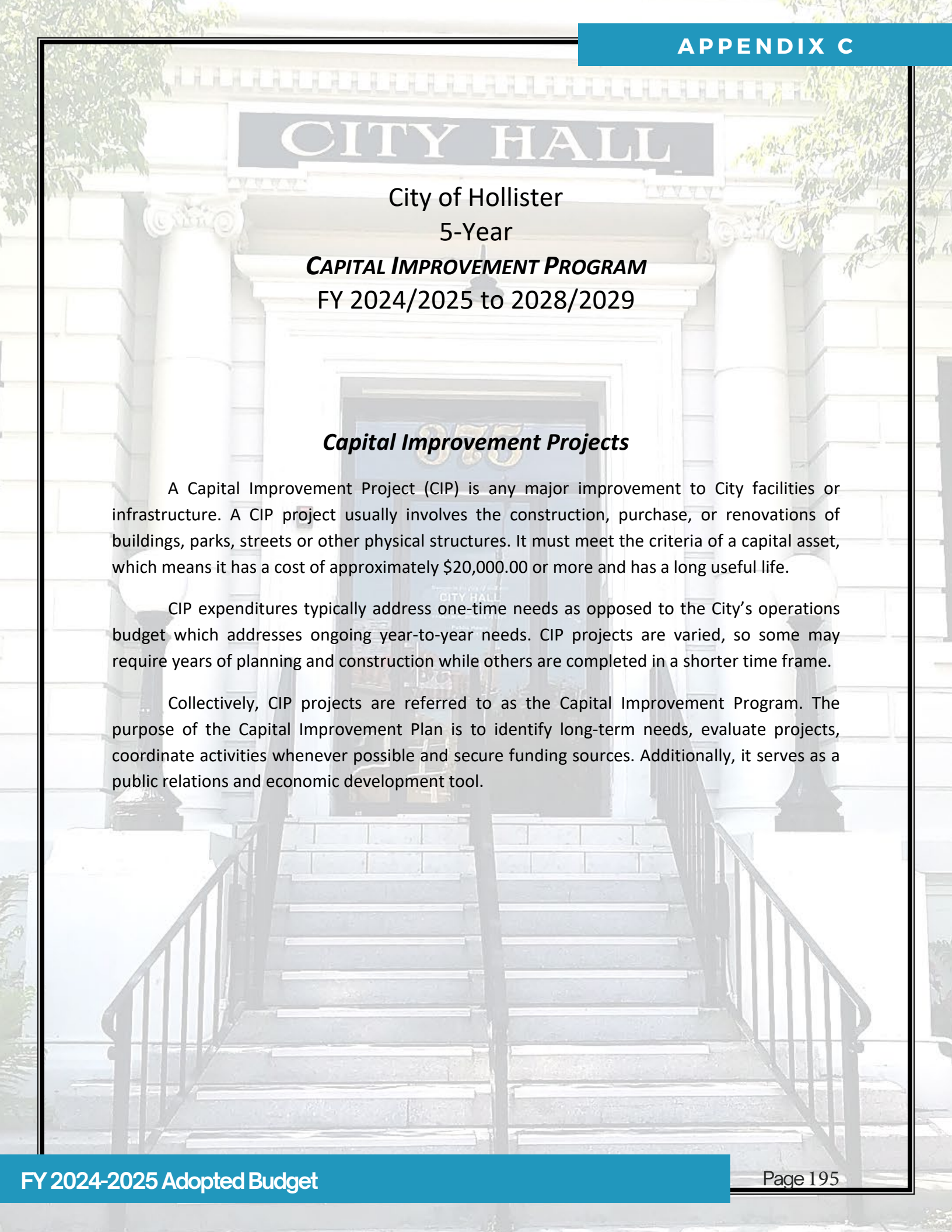
CITY MANAGER
David Mirrione

CITY ATTORNEY
Mary Lerner

ADMINISTRATIVE SERVICES DIRECTOR
Casey Estorga

William Via, Public Works DIRECTOR
Mark Falgout, Acting CITY ENGINEER
Carlos Reynoso, CHIEF OF POLICE
Jonathan Goulding, FIRE CHIEF

Prepared by:
William Via, PUBLIC WORKS DIRECTOR
&
CRISTIAN BUILES, ASSOCIATE ENGINEER



CITY HALL

City of Hollister 5-Year ***CAPITAL IMPROVEMENT PROGRAM*** FY 2024/2025 to 2028/2029

Capital Improvement Projects

A Capital Improvement Project (CIP) is any major improvement to City facilities or infrastructure. A CIP project usually involves the construction, purchase, or renovations of buildings, parks, streets or other physical structures. It must meet the criteria of a capital asset, which means it has a cost of approximately \$20,000.00 or more and has a long useful life.

CIP expenditures typically address one-time needs as opposed to the City's operations budget which addresses ongoing year-to-year needs. CIP projects are varied, so some may require years of planning and construction while others are completed in a shorter time frame.

Collectively, CIP projects are referred to as the Capital Improvement Program. The purpose of the Capital Improvement Plan is to identify long-term needs, evaluate projects, coordinate activities whenever possible and secure funding sources. Additionally, it serves as a public relations and economic development tool.

CITY HALL

City of Hollister 5-Year ***CAPITAL IMPROVEMENT PROGRAM*** FY 2024/2025 to 2028/2029

Prioritizing Capital Improvement Projects

Often the number of CIP projects exceeds the immediate resources required to proceed. Proposed CIP projects are measured against an established set of criteria, which helps to determine project order in the five-year program. They include:

- 1) Health/Safety issues
- 2) Mandated projects
- 3) City Council goals
- 4) Identified in Master Plans
- 5) Funding availability/constraints
- 6) Asset condition/Upgrades increasing longevity
- 7) Project readiness and opportunities to 'bundle' improvements.
- 8) Identified opportunities for ongoing service enhancements, operational efficiencies or future reduced costs resulting in long term savings after short term payback (less than 3 years, less than 5 years, less than 10 years).

CITY OF HOLLISTER CAPITAL IMPROVEMENT PROJECT FUNDS

Capital Projects Funds account for resources used for the acquisition and construction of capital facilities by the City or the City's Enterprise Funds. The City has many different resources available to complete needed capital projects and each funding source has its own financing and availability requirements. Following is a description of each fund used by the City for financing capital improvement projects.

Fund 101: General Fund

General Fund is used to account for all revenues and expenditures necessary to carry out basic governmental activities of the City that are not accounted for through other funds. For the City, the General Fund includes such activities as public protection, public ways and facilities, health and sanitation, and recreation services.

SPECIAL REVENUE FUNDS

Special Revenue funds are established to finance particular governmental activities and are financed by specific taxes or other revenues. Such funds are authorized by statutory provisions to pay for certain activities of a continuing nature.

Fund 200: SB1 Funding

This fund was established to account for revenues and expenditures related to the funds received by the State for the Road Repair & Accountability Act of 2017.

Fund 201: CDBG

This fund was established to account for revenues and expenditures related to the community development block grant.

Fund 205: Park Dedication Fund

This fund was established to provide financing for parks.

Fund 206: Local Transportation Fund

This fund was established to account for the receipt and distribution of the City's local funding provided by State funding.

Fund 212: Aviation Administration Grants

This fund was established to account for the receipt and disbursement of the federal and state aviation funding.

Fund 216: Transportation Development Act Fund

This fund was established to account for the activities of the Transportation Development Act funding from the State of California.

Fund 239: Parking Fund

This fund was established to provide funding for the rehabilitation of City parking lots in the downtown area.

CITY OF HOLLISTER CAPITAL IMPROVEMENT PROJECT FUNDS

Fund 251: Environmental Justice Transportation Grant:

This fund was established to account for the receipts and disbursements in the Environmental Justice Transportation Grant.

Fund 2XX: Future Grant Funds:

This designation was created to account for revenues and expenditures of projects dependent upon future grant funding that has not yet been secured/confirmed/obtained.

CAPITAL PROJECT FUNDS

Capital Project Funds are used to account for financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition of land, or acquisition and construction of capital facilities and other capital assets.

Fund 301: Fire Impact Fees Fund

This fund was established as depositories for fire development impact fees. The fees are levied against all new development in the City in order to pay for the construction or improvement of fire facilities as a result of City growth.

Fund 302: Police Impact Fees Fund

This fund was established as depositories for police development impact fees. The fees are levied against all new development in the City in order to pay for the construction or improvement of police facilities as a result of City growth.

Fund 303: Storm Drain Impact Fees Fund

This fund was established as depositories for storm drain development impact fees. The fees are levied against all new development in the City in order to pay for the construction or improvement of storm drains as a result of City growth.

Fund 304: Traffic Impact Fees Fund

This fund was established as depositories for traffic development impact fees. The fees are levied against all new development in the City in order to pay for traffic construction or improvements as a result of City growth.

Fund 305: AB 1600 Santa Ana Storm Drain Fund

This fund was established as depositories for Santa Ana storm drain development impact fees. The fees are levied against all new development in the Santa Ana Road area in order to pay for the construction or improvement of storm drains as a result of City growth.

Fund 311: Proposition 1B Highway Safety Fund

This fund was established as a depository for revenues received from the State government under Proposition 1B (The Highway Safety, Traffic Reduction, Air Quality, and Port Security Act), as approved by voters in the November 2006 general election. Funds must be spent on street purposes.

CITY OF HOLLISTER CAPITAL IMPROVEMENT PROJECT FUNDS

Fund 662: Storm Drain Fees Fund

This fund was established to account for revenues and expenditures relating to storm drain construction.

ENTERPRISE FUNDS

Enterprise funds are used to report the same functions presented as business-type activities. The City uses enterprise funds to account for its Airport, Water, Wastewater, Street Sweeping and Briggs Building operations.

Fund 601: Airport Enterprise Fund

This fund accounts for the operation of the municipal airport and the administration of leases of airport property.

Fund 620: Water Enterprise Fund

This fund accounts for the provisions of water services to the residents of the City and some residents of the County.

Fund 621: Water Expansion Enterprise Fund

This fund accounts for the provisions of the expansion of the water services to the residents of the City and some residents of the County.

Fund 660: Sewer Enterprise Fund

This fund accounts for the provisions of sewer services to the residents of the City and some residents of the County.

Fund 661: Sewer Expansion Enterprise Fund

This fund accounts for the provisions of the expansion of the sewer services to the residents of the City and some residents of the County.

Fund 665: San Benito Foods Fund

This fund was established to account for revenues and expenditures relating to the industrial wastewater treatment facility as pertaining to the local cannery.

Fund 680: Briggs Building

The fund was established to account for revenues and expenditures relating to the Briggs Building.

Fund 850: Successor Agency

The fund was established to account for revenues and expenditures relating to Successor Agency Bond.

FY 2024-2025 CIP PROJECTS

CIP No.	PROJECT TITLE	CONSTRUCTION AMOUNT	FUND	GRANT
DRAINAGE				
C2401	Bridge Road Outfall	\$5,227,540.00	662	Prop 1 Grant
C2402	IWTP Stormwater Improvements Project	\$4,100,000.00	662	Prop 1 Grant Match
FACILITIES				
C1402	Police Parking Lot Extension & Evidence Storage Building	\$650,000.00	302	
C1909	Valley View Park Water Equipment Improvement	\$120,000.00	205/101	
C24XXX	Animal Control Building Improvements	\$460,000.00	506	
CXXXX	190 Maple Street Building Improvements	\$100,000.00	101	
CXXXX	Community Center Restroom Upgrade	\$300,000.00	101	
CXXXX	Las Brisas Park Shade Structure	\$100,000.00	101/205	
CXXXX	New Park Fire Station No. 2/	\$1,826,125.00	273/205	Prop 68 Grant
C1801	Dunne Park Clubhouse Renovation	\$180,000.00	273/205	Prop 68 rant
STREETS & ROADS				
C2404	2024 CITY WIDE ROADWAY IMPROVEMENT PROJECTS			
C2404	2024 Pavement Rehabilitation Project	\$3,765,300.00	286	
C2204	2022 Citywide Slurry Seal Project	\$2,424,800.00	206/286/200	Local Partnership Program (LPP)
C2404	Ladd Lane Southside Road project	\$694,100.00	286	
C2404	Santa Ana Road Re-striping Project	\$175,000.00	200	
C2404	McCray Road Driveway Replacement Project	\$132,000.00	286	
C2404	Memorial Crossing at Youth Center	\$1,195,600.00	286	
C2404	Wentz, Browns and Swope Ally Project	\$972,400.00	286/303	Includes Storm Drain Improvements
C1816	West Gateway Beautification (Roundabout)	\$5,410,567.00	264/252	CDBG Grant
WASTEWATER				
C2405	Vactor Truck Dump Station Rehabilitation	\$84,000.00	661/660	
C24XX	Replace Train 1 Mixers DWWTP	\$83,305.00	661/660	Design
C24XX	Sludge Management System Upgrade DWWTP	\$1,500,000.00	661/660	
C2406	2024 Citywide Sewer Collection Project	\$240,460.00	661/660	Design
C1621	City Lift Station Upgrade (GLP, Airport and 2nd & East)	\$2,324,340.00	661/660	Design/Construction
WATER				
C2228	Airport Industrial Water Main	\$650,000.00	621	
UTILITY GROUP				

FY 2025-2026 CIP PROJECTS				
CIP No.	PROJECT TITLE	CONSTRUCTION AMOUNT	FUND	GRANT
DRAINAGE				
C1610	Bella Vista & Sunnyslope	\$250,000.00	662	
C2217	CDS Trash Separators I12	\$276,300.00	662	
C2218	CDS Trash Separators H11	\$443,000.00	662	
FACILITIES				
STREETS & ROADS				
C2209	Section 1 Cape Seal	\$6,800,000.00	200	
C2210	Section 2 Cape Seal	\$5,175,800.00	TBD	
C2211	Section 1 Grind and Overlay	\$942,200.00	TBD	STIP & Non-STIP
C2212	Section 2 Grind and Overlay	\$1,038,800.00	TBD	
WASTEWATER				
WATER				
C1820	San Benito Street Water Main Replacement	\$450,000.00	621	
C24XX	Cast Iron Water Line Replacements	\$12,754,824.00	621	
UTILITY GROUP				

FY 2026-2027 CIP PROJECTS				
CIP No.	PROJECT TITLE	CONSTRUCTION AMOUNT	FUND	GRANT
DRAINAGE				
C1805	San Benito & Haydon Upgrade	\$850,000.00	662	
C1809	CDS Trash Amendment Compliance D12-10F	\$1,300,000.00	662	
C1810	CDS Trash Amendment Compliance H10-10F	\$1,150,000.00	305	
FACILITIES				
STREETS & ROADS				
WASTEWATER				
CXXXX	Hydro Pneumatic Tank Air Compressor Replacement	\$22,000.00	661	
WATER				
UTILITY GROUP				
CXXXX	Utility Group	No estimate yet	TBD	
CXXXX	Utility Group	No estimate yet	TBD	

FY 2027-2028 CIP PROJECTS				
CIP No.	PROJECT TITLE	CONSTRUCTION AMOUNT	FUND	GRANT
DRAINAGE				
FACILITIES				
C1811	Veterans Hall Roof	\$250,000.00	101	
C1818	Briggs Building Rehabilitation	\$475,000.00	680	
CXXXX	Fiber Optic Network Extension IT	TBD	TBD	
STREETS & ROADS				
CXXXX	2027 City Wide Roadway Improvement Project	\$2,000,000.00	286	
CXXXX	North Gateway Beautification Project (San Felipe Road)	\$8,000,000.00	TBD	
CXXXX	Section 3 Cape Seal	\$10,000,000.00	TBD	
WASTEWATER				
WATER				
UTILITY GROUP				
CXXXX	Utility Group	No estimate yet	TBD	
CXXXX	Utility Group	No estimate yet	TBD	

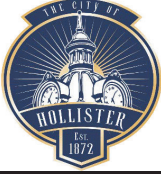
FY 2028-2029 CIP PROJECTS				
CIP No.	PROJECT TITLE	CONSTRUCTION AMOUNT	FUND	GRANT
DRAINAGE				
FACILITIES				
STREETS & ROADS				
CXXX	2029 City Wide Roadway Improvement Project	\$2,000,000.00	286	
WASTEWATER				
C2301	Line and Nash Sewer Pipe Upgrade	\$5,500,000.00	660	
C1815	Sunset Drive Sewer Upgrade	\$100,000.00	660	
C2302	Tres Pinos/Sunnyslope Sewer Pipe Upgrade	\$1,500,000.00	660	
WATER				
UTILITY GROUP				

CITY HALL

City of Hollister
5-Year

CAPITAL IMPROVEMENT PROGRAM
FY 2024/2025 – 2028/2029

DRAINAGE



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	Bridge Road Outfall		
CIP Number:	C2401	Fiscal Year:	24/25
Priority/Rating:	First	Scheduling:	
Project Index:	☒ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water		
Department:	Public Works	Project Manager:	Cristian Builes
Funding Source:	Prop 1 Grant	Estimated Amount	\$ 5,227,540
Estimate Includes:	☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)		
Other:	This project is estimated to be fully funded by a Prop 1 grant.		

SECTION 2

Status:	☐ New	☒ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

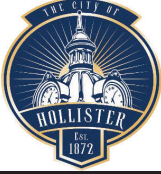
Description: This project will install a trash capture system in the storm line on Bridge Road prior to the outfall at the river. This will be an underground system located in City right-of-way.

☒ Justification or ☐ Status Update

A trash capture system is required per the City's MS4 permit. This system will remove the trash and debris from the storm water prior to the river outfall.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 24/25	Estimated Budget FY:	Future FY Request
662	\$	\$ 5,227,540	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 5,227,540	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	IWTP Stormwater Improvements Project		
CIP Number:	C2402	Fiscal Year:	24/25
Priority/Rating:	First	Scheduling:	
Project Index:	☒ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water		
Department:	Public Works	Project Manager:	Cristian Builes
Funding Source:	Storm Drain Impact	Estimated Amount	\$ 4,100,000
Estimate Includes:	☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)		
Other:	This project provides the Prop 1 Grant matching funds for the Bridge Road Outfall Project (C2401).		

SECTION 2

Status:	☐ New	☒ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

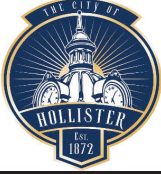
Description: This project will reconfigure portions of the IWTP to be utilized for storm water retention. Pond 2 will become the primary storm water capture pond and new pipelines, valves, gates, and pumps will be installed to manage the storm water.

☒ Justification or ☐ Status Update

To comply with MS4 permit requirements, this project will deter storm water into Pond 2 at the IWTP where trash and debris will be captured before sending the water to percolation ponds to recharge the groundwater.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 24/25	Estimated Budget FY:	Future FY Request
662	\$ XXXXX	\$ 4,100,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$ XXXXX	\$ 4,100,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	Bella Vista and Sunnyslope Road Storm Drain Upgrade		
CIP Number:	C1610	Fiscal Year:	25/26
Priority/Rating:	First	Scheduling:	
Project Index:	☒ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water		
Department:	Public Works - Engineering	Project Manager:	Dillon Albert
Funding Source:	662	Estimated Amount	\$ 250,000
Estimate Includes:	☐ Design/Engineering ☐ Construction ☐ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

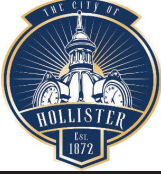
Description: This project will construct a new storm drain inlet and lateral to connect to the existing storm drain pipe in Sunnyslope Road. Currently, stormwater from Sunnyslope Road flows onto the property on the north side of the Bella Vista and Sunnyslope intersection, causing flooding during even minor storm events. The stormwater will be directed to a new drop inlet with a new asphalt berm and vegetated swale.

☒ Justification or ☐ Status Update

Existing surface flooding.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 25/26	Estimated Budget FY:	Future FY Request
	\$	\$ 250,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 250,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	CDS Trash Separators I12		
CIP Number:	C2217	Fiscal Year:	25/26
Priority/Rating:	First	Scheduling:	
Project Index:	☒ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water		
Department:	Public Works - Engineering	Project Manager:	Dillon Albert
Funding Source:	662	Estimated Amount	\$ 276,300
Estimate Includes:	☐ Design/Engineering ☐ Construction ☐ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

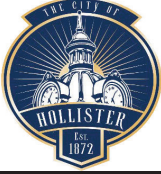
Description: The work to be performed includes, but is not necessarily limited to: the installation of storm drain trash capture structures, modifications to the existing underground storm drain pipe, excavation, shoring, and traffic control.

☒ Justification or ☐ Status Update

California Water Board Trash Amendment Compliance.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 25/26	Estimated Budget FY:	Future FY Request
662	\$	\$ 276,300	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 276,300	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: CDS Trash Separators H11

CIP Number: C2218 Fiscal Year: 25/26

Priority/Rating: First Scheduling: _____

Project Index: ☒ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water

Department: Public Works - Engineering Project Manager: Dillon Albert

Funding Source: 662 Estimated Amount: \$443,000

Estimate Includes: ☐ Design/Engineering ☐ Construction ☐ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☒ New ☐ Continuing

Project Benefit: ☒ Existing Development ☐ New Development

SECTION 3

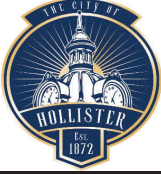
Description: The work to be performed includes, but is not necessarily limited to: the installation of storm drain trash capture structures, modifications to the existing underground storm drain pipe, excavation, shoring, and traffic control.

☒ Justification or ☐ Status Update

California Water Board Trash Amendment Compliance.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 25/26	Estimated Budget FY:	Future FY Request
662	\$	\$443,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$443,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: San Benito and Haydon Street Storm Drain Upgrade

CIP Number: C1805 Fiscal Year: 26/27

Priority/Rating: First Scheduling: _____

Project Index: ☒ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water

Department: Public Works - Engineering Project Manager: Dillon Albert

Funding Source: 662 Estimated Amount: \$850,000

Estimate Includes: ☐ Design/Engineering ☐ Construction ☐ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☒ New ☐ Continuing

Project Benefit: ☒ Existing Development ☐ New Development

SECTION 3

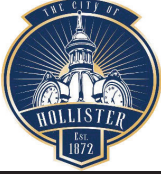
Description: This project will construct approximately 1600 linear feet of new 24-inch storm drain pipe to alleviate flooding on San Benito Street between Vine and Haydon Street. Currently, gutter damage and very flat street slopes lead to flooding on the east side of San Benito Street during minor storm events.

☐ Justification or ☒ Status Update

Survey 18/19. \$40,000.00 budgeted in 18/19 operating budget for design.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 26/27	Estimated Budget FY:	Future FY Request
662	\$ 40,000	\$ 850,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$ 40,000	\$ 850,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: Trash Amendment Compliance - D12-10F

CIP Number: C1809 Fiscal Year: 26/27

Priority/Rating: First Scheduling: _____

Project Index: ☒ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water

Department: Public Works - Engineering Project Manager: Dillon Albert

Funding Source: 662 Estimated Amount: \$1,300,000

Estimate Includes: ☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☒ New ☐ Continuing

Project Benefit: ☒ Existing Development ☐ New Development

SECTION 3

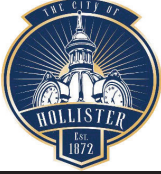
Description: Install a Contech CDS Stormwater Treatment Device at Location D12-10F, Overflow at creek.

☒ Justification or ☐ Status Update

California Water Board Trash Amendment Compliance.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 26/27	Estimated Budget FY:	Future FY Request
662	\$	\$ 1,300,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 1,300,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: Trash Amendment Compliance - H10-10F

CIP Number: C1810 Fiscal Year: 26/27

Priority/Rating: First Scheduling: _____

Project Index: ☒ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water

Department: Public Works - Engineering Project Manager: Dillon Albert

Funding Source: 305 Estimated Amount: \$1,150,000

Estimate Includes: ☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☒ New ☐ Continuing

Project Benefit: ☒ Existing Development ☐ New Development

SECTION 3

Description: Install a Contech CDS Stormwater Treatment Device at Location H10-10F, Overflow at creek.

☒ Justification or ☐ Status Update

California Water Board Trash Amendment Compliance.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 26/27	Estimated Budget FY:	Future FY Request
305	\$	\$ 1,150,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 1,150,000	\$	\$

CITY HALL

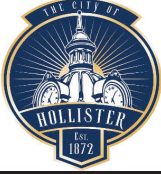
City of Hollister

5-Year

CAPITAL IMPROVEMENT PROGRAM

FY 2024/2025 – 2028/2029

FACILITY IMPROVEMENTS



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	Parking Lot/Evidence Storage Building		
CIP Number:	C1402/C1408	Fiscal Year:	24/25
Priority/Rating:	First	Scheduling:	
Project Index:	☐ Storm/Drainage ☒ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water		
Department:	Police	Project Manager:	Cristian Builes
Funding Source:	AB1600 CIP Police Impact	Estimated Amount	\$ 650,000
Estimate Includes:	☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☐ New	☒ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

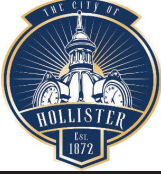
Description: The project would include a new building built within the enclosed back lot of the Police Department and an extension of the paved parking lot. This project consists of project #C1402 and part of #C1408 (parking lot).

☒ Justification or ☐ Status Update

Police is required by law to keep evidence recovered during an investigation for a set amount of time. In some cases, the time is indefinite. The Police Department currently has an evidence vault located within the Police Department. This building would expand evidence storage and provide more parking for police personnel.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 24/25	Estimated Budget FY:	Future FY Request
302	\$	\$ 650,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 650,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: Valley View Park Water Feature

CIP Number: C1909 Fiscal Year: 24/25

Priority/Rating: First Scheduling: _____

Project Index: ☐ Storm/Drainage ☒ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water

Department: Parks And Recreation Project Manager: Dillon Albert

Funding Source: Park Dedication Estimated Amount: \$120,000

Estimate Includes: ☐ Design/Engineering ☒ Construction ☐ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☒ New ☐ Continuing

Project Benefit: ☒ Existing Development ☐ New Development

SECTION 3

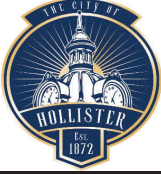
Description: Water feature upgrade to filtration/treatment system.

☒ Justification or ☐ Status Update

The existing water filtration/treatment system is outdated and is nearing the end of its useful life.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 24/25	Estimated Budget FY:	Future FY Request
205/101	\$	\$ 120,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 120,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	190 Maple Redesign		
CIP Number:	CXXXX	Fiscal Year:	24/25
Priority/Rating:	First	Scheduling:	
Project Index:	☐ Storm/Drainage ☒ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water		
Department:	City Manager	Project Manager:	William Via
Funding Source:	101	Estimated Amount	\$ 100,000
Estimate Includes:	☒ Design/Engineering ☐ Construction ☐ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

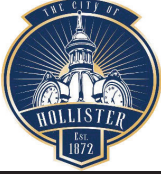
Description: This project will design a remodel of an existing building into City staff office space. The new design will include an estimate for the remodeling activities.

☒ Justification or ☐ Status Update

The City purchased the existing building at 190 Maple in 2023 with the intent to redesign the interior space to provide office space for staff and counter space for the public. This project will design that new interior space.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 24/25	Estimated Budget FY:	Future FY Request
101	\$	\$ 100,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 100,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: Community Center Restroom Upgrade

CIP Number: CXXXX Fiscal Year: 24/25

Priority/Rating: First Scheduling: _____

Project Index: ☐ Storm/Drainage ☒ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water

Department: Public Works Project Manager: William Via

Funding Source: 101 Estimated Amount: \$300,000

Estimate Includes: ☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☒ New ☐ Continuing

Project Benefit: ☒ Existing Development ☐ New Development

SECTION 3

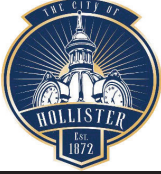
Description: This project will design and update the public restrooms at the community center. The new restrooms will be gender neutral and allow for attendants to assist those that may require it. The project is currently in initial design.

☒ Justification or ☐ Status Update

The public restrooms are more than thirty years old, have plumbing issues, are gender specific, and do not allow for attendants to assist those that may require assistance.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 24/25	Estimated Budget FY:	Future FY Request
101	\$	\$ 300,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 300,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: Las Brisas Park Shade Structure

CIP Number: CXXXX Fiscal Year: 24/25

Priority/Rating: First Scheduling: _____

Project Index: ☐ Storm/Drainage ☒ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water

Department: Parks and Recreation Project Manager: William Via

Funding Source: 101/205 Estimated Amount: \$100,000

Estimate Includes: ☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☒ New ☐ Continuing

Project Benefit: ☐ Existing Development ☐ New Development

SECTION 3

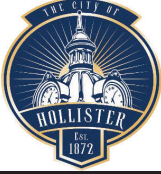
Description: This project will add a prefabricated shade structure at an existing park.

☒ Justification or ☐ Status Update

Adding shade structures to parks increases the usability and enjoyment of the park during the warmer months of the year.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 24/25	Estimated Budget FY:	Future FY Request
101/205	\$	\$ 100,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 100,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: New Park at Fire Station #2

CIP Number: CXXXX Fiscal Year: 24/25

Priority/Rating: N/A Scheduling: _____

Project Index: ☐ Storm/Drainage ☒ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water

Department: Parks & Recreation Project Manager: _____

Funding Source: Prop 68 Grant Estimated Amount: \$ 1,826,125 (\$1.8 Prop 68 Grant)

Estimate Includes: ☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☒ New ☐ Continuing

Project Benefit: ☒ Existing Development ☐ New Development

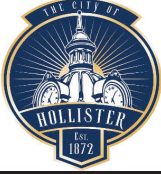
SECTION 3

Description: Build new park.
Park to include the following:
Play turf, habitat restoration area, dog park area, group exercise stations, Pickle Ball Court, Basketball Court, playground equipment, picnic shelters/pavilion, walking/jogging trails, restrooms, parking, art installation.

☐ Justification or ☐ Status Update

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 24/25	Estimated Budget FY:	Future FY Request
Grant	\$	\$ 1,826,125	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 1,826,125	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: Dunne Park Improvements

CIP Number: C1801 Fiscal Year: 24/25

Priority/Rating: N/A Scheduling: _____

Project Index: ☐ Storm/Drainage ☒ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water

Department: Parks & Recreation Project Manager: _____

Funding Source: 205/273Park Dedication Estimated Amount: \$180,000

Estimate Includes: ☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☐ New ☒ Continuing

Project Benefit: ☒ Existing Development ☐ New Development

SECTION 3

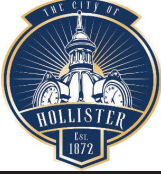
Description: Replace restroom and playground structure. Remove tire shredding and add foam tiles to playground. Replace fence around tennis/pickleball courts. Add lights to tennis/pickleball courts. Add BBQ area, fence around BBQ area, add a basketball court, replace turf on north side of park, add fence around clubhouse, add cement pad near clubhouse to allow for placement of a jumphouse if a renters desire to do so. Make repairs and paint exterior and interior of clubhouse.

☒ Justification or ☐ Status Update

General Improvements

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 24/25	Estimated Budget FY:	Future FY Request
205/273	\$	\$ 180,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 180,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: Veterans Hall Roof

CIP Number: C1811 Fiscal Year: 27/28

Priority/Rating: First Scheduling: _____

Project Index: ☐ Storm/Drainage ☒ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water

Department: Public Works - Engineering Project Manager: Dillon Albert

Funding Source: 101 Estimated Amount: \$250,000

Estimate Includes: ☐ Design/Engineering ☐ Construction ☐ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☒ New ☐ Continuing

Project Benefit: ☒ Existing Development ☐ New Development

SECTION 3

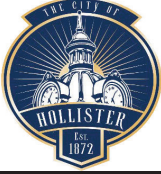
Description: Foam roof.

☒ Justification or ☐ Status Update

Roof leaks.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 27/28	Estimated Budget FY:	Future FY Request
101	\$	\$250,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$250,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	Briggs Building Rehabilitation		
CIP Number:	C1818	Fiscal Year:	27/28
Priority/Rating:	First	Scheduling:	
Project Index:	☐ Storm/Drainage ☒ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water		
Department:	Public Works - Engineering	Project Manager:	Dillon Albert
Funding Source:	680	Estimated Amount	\$ 475,000
Estimate Includes:	☐ Design/Engineering ☐ Construction ☐ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

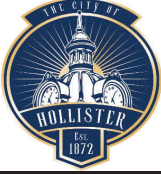
Description: Power wash, paint exterior stucco. Interior hand rails, metal awnings & roof. Elevator mechanics and computer system upgrade and pressure wash parking area and re-stripe.

☒ Justification or ☐ Status Update

Facility is showing signs of wear as its 25 years old.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 27/28	Estimated Budget FY:	Future FY Request
680	\$	\$ 475,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 475,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	Fiber Optic Network Extension to all City Parks and Facilities		
CIP Number:	CXXXX	Fiscal Year:	27/28
Priority/Rating:	Medium	Scheduling:	
Project Index:	☐ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water		
Department:	IT	Project Manager:	Paul Da Silva
Funding Source:	TBD	Estimated Amount	\$ TBD
Estimate Includes:	☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)		
Other:			

SECTION 2

Status: ☐ New ☐ Continuing

Project Benefit: ☐ Existing Development ☐ New Development

SECTION 3

Description: Extend City Fiber Optic Network to all City of Hollister and surrounding area Parks and City-owned Facilities not already connected. Design currently being done and funding through the LATA Grant awarded to the City by the CPUC.

☒ Justification or ☐ Status Update

This CIP Project will be the build out and construction of the Fiber Optic Extension and termination of Fiber to allow for eventual connectivity to City Residences and Businesses along the routes.

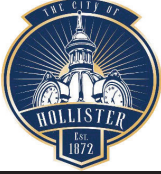
SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 27/28	Estimated Budget FY:	Future FY Request
	\$	\$ TBD	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$	\$	\$

CITY HALL

City of Hollister
5-Year
CAPITAL IMPROVEMENT PROGRAM
FY 2024/2025 – 2028/2029

STREETS/ROADS



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	2024 Citywide Roadway Improvement Project		
CIP Number:	C2404	Fiscal Year:	24/25
Priority/Rating:	First	Scheduling:	
Project Index:	☐ Storm/Drainage ☐ Facility Improvements ☒ Streets/Roads ☐ Sewer Wastewater ☐ Water		
Department:	Public Works	Project Manager:	Cristian Builes
Funding Source:	Measure G/SB1	Estimated Amount	\$9,359,200
Estimate Includes:	☐ Design/Engineering ☒ Construction ☐ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☐ Existing Development	☐ New Development

SECTION 3

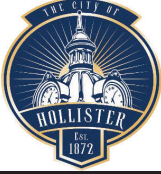
Description: This project includes pavement grind and overlays, slurry seals, re-striping, driveway replacement, Memorial Drive safety improvements, Wentz/Browns/Swope Alley improvements, and ADA ramp upgrades in various areas.

☒ Justification or ☐ Status Update

Multiple roadway improvements are needed throughout the city that were identified through a pavement condition index (PCI) study. These improvements require updates for ADA access. The alleys in this project have failed pavement and drainage issues that will be corrected.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 24/25	Estimated Budget FY:	Future FY Request
286	\$	\$ 6,759,200	\$	\$
200	\$	\$ 1,000,000	\$	\$
206	\$	\$ 600,000	\$	\$
662	\$	\$ 1,000,000	\$	\$
Totals	\$	\$ 9,359,200	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	West Gateway Beautification (Roundabout)		
CIP Number:	C1816	Fiscal Year:	24/25
Priority/Rating:	First	Scheduling:	
Project Index:	☒ Storm/Drainage ☐ Facility Improvements ☒ Streets/Roads ☐ Sewer Wastewater ☐ Water		
Department:	Public Works	Project Manager:	Cristian Builes
Funding Source:	CDBG/Traffic Impact	Estimated Amount	\$ \$5,410,567.00
Estimate Includes:	☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☐ New	☒ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

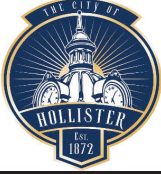
Description: Project design for streetscape improvements along San Juan Road between Graf Road and Westside Boulevard. Includes a round-a-bout at Graf Road, raised median, walkway and various utility improvements

☒ Justification or ☐ Status Update

Beautification of the Western Gateway to Hollister is considered a revitalization priority by the City of Hollister.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 24/25	Estimated Budget FY:	Future FY Request
CDBG	\$	\$ 3,000,000	\$	\$
264	\$	\$ 2,410,567	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 5,410,567	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	Section 1 Road Rehabilitation Project - Cape Seal		
CIP Number:	CIP C2209	Fiscal Year:	25/26
Priority/Rating:	First	Scheduling:	
Project Index:	☐ Storm/Drainage ☐ Facility Improvements ☒ Streets/Roads ☐ Sewer Wastewater ☐ Water		
Department:	Public Works - Engineering	Project Manager:	Cristian Builes
Funding Source:	200	Estimated Amount	\$ 6,800,000
Estimate Includes:	☐ Design/Engineering ☐ Construction ☐ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

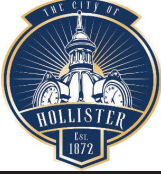
Description: Cape Seal project for approximately 157,333 square yards of roadways in the western section of the City scoring 3 or 4 in the pavement evaluation report prepared in 2021. This project includes up to 190 curb ramp replacements to current ADA standards, 30 LF of 36-inch sewer installation, 730 LF of water line replacement, pavement crack sealing, base failure repair, seal coat, Type II slurry seal, and re-striping.

☒ Justification or ☐ Status Update

Pavement maintenance and pipe line capacity increase.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 25/26	Estimated Budget FY:	Future FY Request
200	\$	\$ 6,800,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 6,800,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	Section 2 Road Rehabilitation Project - Cape Seal		
CIP Number:	CIP 2209	Fiscal Year:	25/26
Priority/Rating:	First	Scheduling:	
Project Index:	☐ Storm/Drainage ☐ Facility Improvements ☒ Streets/Roads ☐ Sewer Wastewater ☐ Water		
Department:	Public Works - Engineering	Project Manager:	Cristian Builes
Funding Source:	TBD	Estimated Amount	\$ 5,175,800
Estimate Includes:	☐ Design/Engineering ☐ Construction ☐ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

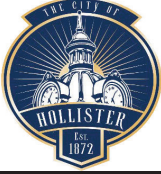
SECTION 3

Description: Cape Seal project for approximately 4.6 miles of roadways in this section of the City scoring 3 or 4 in the pavement evaluation report prepared in 2021. This project includes curb ramp replacements to current ADA standards, pavement crack sealing, base failure repair, seal coat, Type II slurry seal, and re-striping.

☒ Justification or ☐ Status Update
 Pavement maintenance.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 25/26	Estimated Budget FY:	Future FY Request
	\$	\$ 5,175,800	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 5,175,800	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	Section 1 Grind and Overlay Road Rehabilitation Project		
CIP Number:	CIP 2211	Fiscal Year:	25/26
Priority/Rating:	First	Scheduling:	
Project Index:	☐ Storm/Drainage ☐ Facility Improvements ☒ Streets/Roads ☐ Sewer Wastewater ☐ Water		
Department:	Public Works - Engineering	Project Manager:	Cristian Builes
Funding Source:	TBD	Estimated Amount	\$ 942,200
Estimate Includes:	☐ Design/Engineering ☐ Construction ☐ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

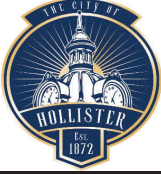
Description: Grind and overlay project for approximately 70,720 square feet of roadways in the western section of the City with a pavement index of 5 from the pavement evaluation from 2021. This project includes up to 10 curb ramp replacement to current ADA standards, pavement crack sealing, base failure repair, cold plan, overlay asphalt, and re-striping.

☒ Justification or ☐ Status Update

Pavement maintenance.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 25/26	Estimated Budget FY:	Future FY Request
	\$	\$ 942,200	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 942,200	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	Section 2 Grind and Overlay Road Rehabilitation Project		
CIP Number:	C2212	Fiscal Year:	25/26
Priority/Rating:	First	Scheduling:	
Project Index:	☐ Storm/Drainage ☐ Facility Improvements ☒ Streets/Roads ☐ Sewer Wastewater ☐ Water		
Department:	Public Works - Engineering	Project Manager:	Cristian Builes
Funding Source:		Estimated Amount	\$ 1,038,800
Estimate Includes:	☐ Design/Engineering ☐ Construction ☐ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

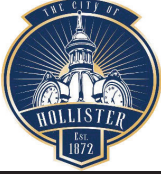
SECTION 3

Description: Grind and overlay project for approximately 0.5 miles of roadways in this section of the City with a pavement index of 5 from the pavement evaluation from 2021. This project includes curb ramp replacement to current ADA standards, pavement crack sealing, base failure repair, cold plan, overlay asphalt, and re-striping.

☒ Justification or ☐ Status Update
 Pavement maintenance.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 25/26	Estimated Budget FY:	Future FY Request
	\$	\$ 1,038,800	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 1,038,800	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: 2027 City Wide Roadway Improvement Project

CIP Number: CXXXX Fiscal Year: 27/28

Priority/Rating: First Scheduling: _____

Project Index: ☐ Storm/Drainage ☐ Facility Improvements ☒ Streets/Roads ☐ Sewer Wastewater ☐ Water

Department: Public Works - Engineering Project Manager: Cristian Builes

Funding Source: 286 Estimated Amount: \$2,000,000

Estimate Includes: ☐ Design/Engineering ☐ Construction ☐ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☒ New ☐ Continuing

Project Benefit: ☒ Existing Development ☐ New Development

SECTION 3

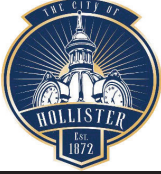
Description: The work to be performed includes, but is not necessarily limited to base failure repair, cold plane and HMA overlay, slurry seal, signing and striping improvements, concrete curb, curb ramps, sidewalk, drainage improvements.

☒ Justification or ☐ Status Update

Pavement maintenance.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 27/28	Estimated Budget FY:	Future FY Request
286	\$	\$2,000,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$2,000,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	North Gateway Beautification Project (San Felipe Road)		
CIP Number:	CXXXX	Fiscal Year:	27/28
Priority/Rating:	First	Scheduling:	
Project Index:	☐ Storm/Drainage ☐ Facility Improvements ☒ Streets/Roads ☐ Sewer Wastewater ☐ Water		
Department:	Public Works - Engineering	Project Manager:	Cristian Builes
Funding Source:	TBD	Estimated Amount	\$ 8,000,000
Estimate Includes:	☐ Design/Engineering ☐ Construction ☐ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

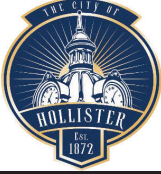
SECTION 3

Description: The work to be performed includes, but is not necessarily limited to base failure repair, cold plane and HMA overlay, slurry seal, signing and striping improvements, concrete curb, curb ramps, sidewalk, drainage improvements.

☒ Justification or ☐ Status Update
 Pavement maintenance.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 27/28	Estimated Budget FY:	Future FY Request
	\$	\$ 8,000,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 8,000,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	Section 3 Road Rehabilitation Project - Cape Seal		
CIP Number:	CIP 2209	Fiscal Year:	27/28
Priority/Rating:	First	Scheduling:	
Project Index:	☐ Storm/Drainage ☐ Facility Improvements ☒ Streets/Roads ☐ Sewer Wastewater ☐ Water		
Department:	Public Works - Engineering	Project Manager:	Cristian Builes
Funding Source:	TBD	Estimated Amount	\$ 10,000,000
Estimate Includes:	☐ Design/Engineering ☐ Construction ☐ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

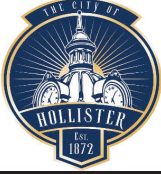
Description: Cape Seal project for approximately 6.4 miles of roadways in this section of the City scoring 3 or 4 in the pavement evaluation report prepared in 2021. This project includes curb ramp replacements to current ADA standards, pavement crack sealing, base failure repair, seal coat, Type II slurry seal, and re-striping.

☒ Justification or ☐ Status Update

Pavement maintenance.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 27/28	Estimated Budget FY:	Future FY Request
	\$	\$ 10,000,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 10,000,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: 2029 City Wide Roadway Improvement Project

CIP Number: CXXXX Fiscal Year: 28/29

Priority/Rating: First Scheduling: _____

Project Index: ☐ Storm/Drainage ☐ Facility Improvements ☒ Streets/Roads ☐ Sewer Wastewater ☐ Water

Department: Public Works - Engineering Project Manager: Cristian Builes

Funding Source: 286 Estimated Amount: \$2,000,000

Estimate Includes: ☐ Design/Engineering ☐ Construction ☐ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☒ New ☐ Continuing

Project Benefit: ☒ Existing Development ☐ New Development

SECTION 3

Description: The work to be performed includes, but is not necessarily limited to base failure repair, cold plane and HMA overlay, slurry seal, signing and striping improvements, concrete curb, curb ramps, sidewalk, drainage improvements.

☒ Justification or ☐ Status Update

Pavement maintenance.

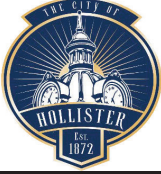
SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 28/29	Estimated Budget FY:	Future FY Request
286	\$	\$2,000,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$2,000,000	\$	\$

CITY HALL

City of Hollister
5-Year
CAPITAL IMPROVEMENT PROGRAM
FY 2024/2025 – 2028/2029

WASTEWATER



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: Vector Truck Dump Station Rehabilitation

CIP Number: C2405 Fiscal Year: 24/25

Priority/Rating: First Scheduling: _____

Project Index: ☐ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☒ Sewer Wastewater ☐ Water

Department: Public Works Project Manager: Dillon Albert

Funding Source: Sewer Enterprise/Expansion Estimated Amount: \$ 84,000.00

Estimate Includes: ☒ Design/Engineering ☐ Construction ☐ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☒ New ☐ Continuing

Project Benefit: ☒ Existing Development ☒ New Development

SECTION 3

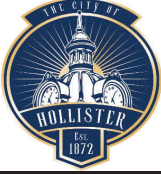
Description: This project would update and increase the capacity of the vacuum truck dump station at the DWWTP.

☒ Justification or ☐ Status Update

The vacuum truck dump station is used to dump the material obtained from cleaning sewer lines and sewer lift station. Upgrading the station will allow increased maintenance of the sewer collection system.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 24/25	Estimated Budget FY:	Future FY Request
660	\$	\$42,000	\$	\$
661	\$	\$42,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$84,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	Mixer Replacement		
CIP Number:	C24XX	Fiscal Year:	24/25
Priority/Rating:	First	Scheduling:	
Project Index:	☐ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☒ Sewer Wastewater ☐ Water		
Department:	Public Works	Project Manager:	William Via
Funding Source:	Sewer Enterprise/Expansion	Estimated Amount	\$ 83,305
Estimate Includes:	☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

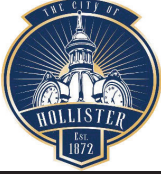
Description: Replace mixers in treatment trains at the DWWTP.

☒ Justification or ☐ Status Update

Planned replacement for mixers that are nearing the end of their useful life. This is the first phase of a three phase approach to replace all mixers (Train 2 mixers were previously replaced).

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 24/25	Estimated Budget FY:	Future FY Request
660	\$	\$ 35,000	\$	\$
661	\$	\$ 48,305	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 83,305	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	Sludge Management System Updates		
CIP Number:	C24XX	Fiscal Year:	24/25
Priority/Rating:	First	Scheduling:	
Project Index:	☐ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☒ Sewer Wastewater ☐ Water		
Department:	Public Works	Project Manager:	William Via
Funding Source:	Sewer Enterprise/Expansion	Estimated Amount	\$ 1,500,000
Estimate Includes:	☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

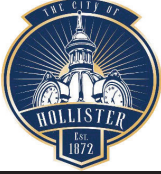
Description: purchase Rotable spare sludge pump and purchase and install an additional belt filter press.

☒ Justification or ☐ Status Update

The spare pump will be on hand for backup/redundancy. The existing pump is obsolete and is near the end of its useful life. The additional belt filter press will provide redundancy and increase the amount of sludge that can be processed.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 24/25	Estimated Budget FY:	Future FY Request
660	\$	\$ 550,000	\$	\$
661	\$	\$ 950,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 1,500,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	2024 Citywide Sewer Collection Project		
CIP Number:	C2406	Fiscal Year:	24/25
Priority/Rating:	First	Scheduling:	
Project Index:	☐ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☒ Sewer Wastewater ☐ Water		
Department:	Public Works	Project Manager:	Dillon Albert
Funding Source:	Sewer Enterprise/Expansion	Estimated Amount	\$ 240,640
Estimate Includes:	☒ Design/Engineering ☐ Construction ☐ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

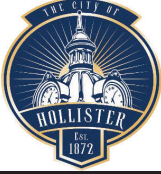
Description: This is combination of projects that include manhole replacements, undersized section replacement, check valve installation, and sewer line relocation.

☒ Justification or ☐ Status Update

The manholes on the trunk line to the DWWTP have deteriorated and require replacement. The undersized portion was identified in the master plan. The check valves are in the Bridge Road area on a very shallow line and the relocation in to determine if the line can be moved from private property to City right-of-way.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 25/26	Estimated Budget FY:	Future FY Request
660	\$ 120,320	\$ TBD	\$	\$
661	\$ 120,320	\$ TBD	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$ 240,640	\$ TBD	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	2024 Sanitary Sewer Lift Stations		
CIP Number:	C1621	Fiscal Year:	24/25
Priority/Rating:	First	Scheduling:	
Project Index:	☐ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☒ Sewer Wastewater ☐ Water		
Department:	Public Works	Project Manager:	Dillon Albert
Funding Source:	Sewer Enterprise/Expansion	Estimated Amount	\$ 2,324,340
Estimate Includes:	☒ Design/Engineering ☐ Construction ☐ Both/Other (explain below)		
Other:	Currently in Design		

SECTION 2

Status:	☐ New	☒ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

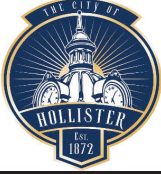
Description: This project is a redesign and upgrade of the existing Airport Lift Station and the 2nd and East Lift Station.

☐ Justification or ☒ Status Update

This project is currently in Design and will include construction costs in a future budget.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 24/25	Estimated Budget FY:	Future FY Request
660/661	\$	\$ 2,324,340	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 2,324,340	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: Hydro Pneumatic Tank Air Compressor Replacements

CIP Number: CXXXX Fiscal Year: 26/27

Priority/Rating: First Scheduling: _____

Project Index: ☐ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☒ Sewer Wastewater ☐ Water

Department: Public Works Project Manager: William

Funding Source: _____ Estimated Amount: \$22,000

Estimate Includes: ☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☒ New ☐ Continuing

Project Benefit: ☒ Existing Development ☐ New Development

SECTION 3

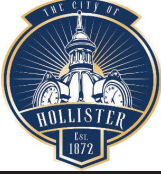
Description: Replacing and upgrading the air compressors at the DWWTP.

☒ Justification or ☐ Status Update

Current compressors are at the end of useful life

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 26/27	Estimated Budget FY:	Future FY Request
661	\$	\$22,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$22,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	Line & Nash Street Sewer Pipe Upgrade		
CIP Number:	C2301	Fiscal Year:	28/29
Priority/Rating:	Second	Scheduling:	
Project Index:	☐ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☒ Sewer Wastewater ☐ Water		
Department:	Public Works	Project Manager:	William Via
Funding Source:	660	Estimated Amount	\$ 5,500,000
Estimate Includes:	☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

Description: The Line Street Near Term project proposes to replace approximately 3,000 feet of 15-inch pipe with 18-inch pipe on Line Street from Nash Road to Mica Court. These pipes segments run 75% full during existing peak flow conditions. Although these pipes will receive future flow, the pipes will not need to be upsized further to accept future flow conditions. Project considered to moved to Westside. Under review.

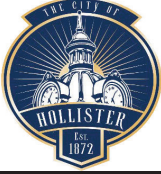
The Nash Road Near Term project proposes to replace approximately 5,400 feet of 12-inch pipe and 400 feet of 8-inch pipe with 15-inch pipe and 12-inch pipe on Nash Road from San Benito Street to Memorial Drive. These pipe segments run 70% to 100% full during existing peak flow conditions. Although these pipes will receive future flow, the pipes will not need to be upsized further to accept future flow conditions since future pipe size recommendations are being used for this near term project.

☒ Justification or ☐ Status Update

Insufficient capacity for existing flow and insufficient capacity for future flow.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 28/29	Estimated Budget FY:	Future FY Request
660	\$	\$ 5,500,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 5,500,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	Sunset Drive Sewer Upgrade		
CIP Number:	C1815	Fiscal Year:	28/29
Priority/Rating:	Second	Scheduling:	
Project Index:	☐ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water		
Department:	Public Works	Project Manager:	William Via
Funding Source:	660	Estimated Amount	\$ 100,000
Estimate Includes:	☒ Design/Engineering ☐ Construction ☐ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

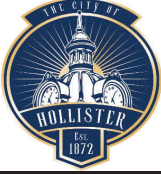
Description: The Sunset Drive near term project proposes to replace approximately 5,800 feet of 6-inch pipe and 600 feet of 8-inch pipe with 10-inch pipe and 12-inch pipe along Sunset Drive from Sunnyslope Road to Tiburon Drive. These pipe segments run 50% to 100% full during existing peak flow conditions. Although these pipes will receive future flow, the pipes will not need to be upsized further to accept future flow conditions since future pipe size recommendations are being used for this near term project.

☒ Justification or ☐ Status Update

Insufficient capacity for existing and future flow.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 28/29	Estimated Budget FY:	Future FY Request
660	\$	\$ 100,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	Tres Pinos/Sunnyslope Sewer Pipe Upgrade		
CIP Number:	C2302	Fiscal Year:	28/29
Priority/Rating:	Second	Scheduling:	
Project Index:	☐ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☒ Sewer Wastewater ☐ Water		
Department:	Public Works	Project Manager:	
Funding Source:	660	Estimated Amount	\$ 1,500,000
Estimate Includes:	☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

Description: Sewer Upgrade consists of replacing approximately 4,010 LF of 12-inch pipe with 15-inch pipe from Cushman Street to Memorial Drive., and replacing approximately 2,920 LF of 36-inch storm drain with 48-inch storm drain pipe.

☒ Justification or ☐ Status Update

Deficiencies on both Sewer and Storm identified by the Master Plans and Sewer and Storm Models

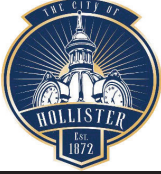
SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 28/29	Estimated Budget FY:	Future FY Request
660	\$	\$ 1,500,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 1,500,000	\$	\$

CITY HALL

City of Hollister
5-Year
CAPITAL IMPROVEMENT PROGRAM
FY 2024/2025 – 2028/2029

WATER



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: Airport Industrial Water Main

CIP Number: C2228 Fiscal Year: 24/25

Priority/Rating: First Scheduling: _____

Project Index: ☐ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☒ Water

Department: Public Works Project Manager: Dillon Albert

Funding Source: Water Enterprise/Expansic Estimated Amount: \$650,000

Estimate Includes: ☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☐ New ☒ Continuing

Project Benefit: ☒ Existing Development ☐ New Development

SECTION 3

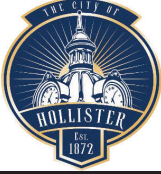
Description: Connect two existing water lines from Flynn Road to Airway for water continuity.

☒ Justification or ☐ Status Update

Connecting the water lines will provide redundancy for fire protection and domestic water to the jail and future development if either side is compromised and would also improve water quality in the area.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 24/25	Estimated Budget FY:	Future FY Request
620	\$	\$ 325,000	\$	\$
621	\$	\$ 325,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 650,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: San Benito Street Water Line Replacement

CIP Number: C1820 Fiscal Year: 25/26

Priority/Rating: First Scheduling: _____

Project Index: ☐ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☒ Water

Department: Public Works - Engineering Project Manager: Dillon Albert

Funding Source: 621 Estimated Amount: \$450,000

Estimate Includes: ☐ Design/Engineering ☐ Construction ☐ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☒ New ☐ Continuing

Project Benefit: ☒ Existing Development ☐ New Development

SECTION 3

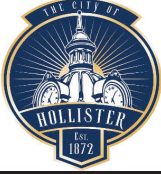
Description: Completion of a project design report and final design for replacement of the San Benito Street Water line between the limits of Nash Road and 4th Street and within 4th Street from San Benito to Line Street. Final design and construction to occur in phases as funding is available.

☒ Justification or ☐ Status Update

Age and condition, maintenance history, extensive costly repairs.

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 25/26	Estimated Budget FY:	Future FY Request
621	\$	\$450,000	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$450,000	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name	Cast Iron Water Line Replacements		
CIP Number:	C24XX	Fiscal Year:	25/26
Priority/Rating:	Second	Scheduling:	
Project Index:	☐ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☒ Water		
Department:	Public Works	Project Manager:	Cristian Builes
Funding Source:	Water Enterprise/Expansic	Estimated Amount	\$ 12,754,824
Estimate Includes:	☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)		
Other:			

SECTION 2

Status:	☒ New	☐ Continuing
Project Benefit:	☒ Existing Development	☐ New Development

SECTION 3

Description: This project is a combination of multiple projects from the Water Master Plan that includes the replacement of cast iron in various areas.

*This project was submitted for an \$8.5 million federal earmark which has not been awarded. The matching portion would be \$4.5 million.

☒ Justification or ☐ Status Update

Multiple water lines are undersized and made of obsolete cast iron. Replacement will improve fire flows and reduce water interruptions.

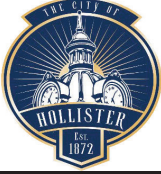
SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 25/26	Estimated Budget FY:	Future FY Request
620	\$	\$ 2,377,412	\$	\$
621	\$	\$ 2,377,412	\$	\$
Grant	\$	\$ 8,000,000	\$	\$
	\$	\$	\$	\$
Totals	\$	\$ 12,754,824	\$	\$

CITY HALL

City of Hollister
5-Year
CAPITAL IMPROVEMENT PROGRAM
FY 2024/2025 – 2028/2029

UTILITY GROUP



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: Utility Group X

CIP Number: CXXXX Fiscal Year: 26/27

Priority/Rating: _____ Scheduling: _____

Project Index: ☐ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water

Department: Public Works - Engineering Project Manager: _____

Funding Source: TBD Estimated Amount \$ _____

Estimate Includes: ☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☐ New ☐ Continuing

Project Benefit: ☐ Existing Development ☐ New Development

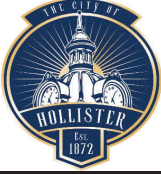
SECTION 3

Description:

☐ Justification or ☐ Status Update

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 26/27	Estimated Budget FY:	Future FY Request
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$	\$	\$



City of Hollister

5 -Year Capital Improvement Program

SECTION 1

Project Name: Utility Group X

CIP Number: CXXXX Fiscal Year: 26/27

Priority/Rating: _____ Scheduling: _____

Project Index: ☐ Storm/Drainage ☐ Facility Improvements ☐ Streets/Roads ☐ Sewer Wastewater ☐ Water

Department: Public Works - Engineering Project Manager: _____

Funding Source: TBD Estimated Amount \$ _____

Estimate Includes: ☐ Design/Engineering ☐ Construction ☒ Both/Other (explain below)

Other: _____

SECTION 2

Status: ☐ New ☐ Continuing

Project Benefit: ☐ Existing Development ☐ New Development

SECTION 3

Description:

☐ Justification or ☐ Status Update

SECTION 4

Fund(s)	Previous Year Expenditures	Estimated Budget FY: 26/27	Estimated Budget FY:	Future FY Request
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$	\$	\$



CITY OF HOLLISTER

FY 2024-2025 GENERAL FUND SCHEDULE OF REVENUES

FY 2024-2025 General Fund Schedule of Revenues



City of Hollister

Budget Worksheet

Account Summary

For Fiscal: 2024-2025

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
Department: 1000 - NON DEPARTMENT						
Fund: 101 - General Fund						
Category: 401 - TAXES						
101-1000-401001	Property Tax Current Secured	1,550,000.00	1,685,805.43	1,750,000.00	1,940,294.80	1,975,000.00
101-1000-401002	Property Tax Current Unsecured	100,000.00	78,734.89	115,000.00	103,672.12	125,000.00
101-1000-401003	Property Tax Prior Secured	0.00	-569.48	0.00	-159.89	0.00
101-1000-401004	Property Tax Prior Unsecured	2,500.00	348.41	0.00	1,197.14	1,500.00
101-1000-401005	Supplemental Property Tax	85,000.00	208,455.87	150,000.00	81,184.64	150,000.00
101-1000-401010	Property Transfer Tax	450,000.00	308,553.94	450,000.00	249,529.69	350,000.00
101-1000-401011	Sales And Use Tax	7,200,000.00	7,029,992.12	7,200,000.00	6,957,674.91	7,200,000.00
101-1000-401012	Transient Occupancy Tax	525,000.00	340,446.69	550,000.00	851,562.70	800,000.00
101-1000-401017	Property Tax in Lieu of VLF	4,200,000.00	4,434,040.00	4,500,000.00	4,914,627.00	5,250,000.00
101-1000-401172	Public Safety Sales	280,000.00	282,168.29	300,000.00	244,753.15	290,000.00
Category: 401 - TAXES Total:		14,392,500.00	14,367,976.16	15,015,000.00	15,344,336.26	16,141,500.00
Category: 410 - FRANCHISES						
101-1000-410001	Cable TV	250,000.00	235,305.67	250,000.00	222,303.55	250,000.00
101-1000-410002	Disposal Service	420,000.00	449,357.59	420,000.00	481,352.17	450,000.00
101-1000-410003	Electric	225,000.00	292,228.66	300,000.00	320,194.34	325,000.00
101-1000-410004	Gas	100,000.00	138,258.26	150,000.00	147,224.75	150,000.00
101-1000-410006	Recycling	12,500.00	14,745.00	15,000.00	16,308.58	15,000.00
Category: 410 - FRANCHISES Total:		1,007,500.00	1,129,895.18	1,135,000.00	1,187,383.39	1,190,000.00
Category: 420 - LICENSES & PERMITS						
101-1000-420001	Animal Licenses	16,000.00	16,734.50	20,000.00	14,189.50	17,500.00
101-1000-420002	Business Licenses	210,000.00	211,225.70	225,000.00	217,156.37	225,000.00
101-1000-420004	4TH OF JULY FIRE WORK	0.00	6,305.00	0.00	7,700.00	0.00
101-1000-420010	ALARM PERMIT ANNUAL	3,500.00	2,180.00	4,000.00	1,570.00	3,000.00
101-1000-420050	BUILDING PERMITS	1,350,000.00	4,937,960.90	4,250,000.00	5,089,516.40	4,750,000.00

FY 2024-2025 General Fund Schedule of Revenues

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-1000-420051	CONDITIONAL USE PERMITS	25,000.00	36,265.03	33,000.00	18,532.00	25,000.00
101-1000-420053	ENCROACHMENT PERMITS	50,000.00	145,101.85	100,000.00	122,892.32	125,000.00
101-1000-420058	TRANSPORTATION PERMIT	2,000.00	3,898.00	4,000.00	2,442.00	4,000.00
101-1000-420060	CANNABIS REGULATORY PERMIT	100,000.00	65,912.95	100,000.00	55,206.98	70,000.00
101-1000-420061	LANDSCAPE APPLICATION	15,000.00	19,795.57	15,000.00	11,167.00	15,000.00
Category: 420 - LICENSES & PERMITS Total:		1,771,500.00	5,445,379.50	4,751,000.00	5,540,372.57	5,234,500.00
Category: 430 - INTERGOVERNMENTAL						
101-1000-430003	HOMEOWNER'S PROP TAX RELIE	8,500.00	10,263.75	8,000.00	10,332.88	10,000.00
101-1000-430004	MOTOR VEHICLE LICENSE FEE	0.00	43,618.71	40,000.00	52,979.53	50,000.00
101-1000-430006	POST REIMBURSEMENTS	25,000.00	20,570.95	25,000.00	10.00	0.00
101-1000-430008	UNET109 CONTRIBUTIONS	0.00	78,244.60	0.00	68,880.08	0.00
101-1000-430010	SB 90 CLAIMS PGM ST MANDAT	25,000.00	0.00	25,000.00	100,613.00	50,000.00
101-1000-430011	RDA STATUTORY PAYMENT	175,000.00	0.00	200,000.00	248,109.90	200,000.00
101-1000-430014	FIRE CONTRACT	2,400,000.00	2,398,536.50	2,500,000.00	2,470,492.50	2,540,000.00
101-1000-430015	CO. ANIMAL CONTROL REIMBUR	480,000.00	474,508.62	500,000.00	555,565.64	550,000.00
101-1000-430016	STATE GRANT	0.00	0.00	0.00	159,487.80	500,000.00
101-1000-430020	MENTAL HLTH CRISIS RESPONSE	215,000.00	160,000.00	180,000.00	218,000.00	218,000.00
101-1000-430021	FEDERAL GRANT	0.00	5,746.10	0.00	6,270.19	1,080,000.00
101-1000-430100	SUCCESSOR AGENCY RESIDUAL P	1,500,000.00	815,408.45	1,250,000.00	1,132,479.85	1,000,000.00
101-1000-430102	SUCCESSOR AGENCY ADMIN FEE	250,000.00	250,000.00	250,000.00	125,000.00	150,000.00
101-1000-430116	UNITARY RAILROAD	75,000.00	63,327.42	60,000.00	54,649.90	60,000.00
Category: 430 - INTERGOVERNMENTAL Total:		5,153,500.00	4,320,225.10	5,038,000.00	5,202,871.27	6,408,000.00
Category: 440 - CHARGES FOR SERVICES						
101-1000-440001	AB 939 SOLID WASTE FEE	400,000.00	429,723.89	400,000.00	462,093.94	425,000.00
101-1000-440002	ANIMAL SHELTER FEES	33,000.00	24,834.12	30,000.00	27,183.15	30,000.00
101-1000-440003	CITY CLERK DOCUMENTS	50.00	0.00	250.00	0.00	0.00
101-1000-440004	NSF CHARGES	50.00	125.00	250.00	219.00	250.00
101-1000-440005	FIRE HYDRANT TESTING FEE	5,000.00	2,390.00	5,000.00	4,302.00	5,000.00
101-1000-440006	FIRE INCIDENT REPORTS	500.00	435.00	500.00	495.00	500.00
101-1000-440007	HAZARDOUS INSPECTIONS	0.00	2,000.00	2,500.00	2,400.00	0.00
101-1000-440008	NSF CHECK HANDLING BANK SID	50.00	125.00	250.00	83.00	250.00

FY 2024-2025 General Fund Schedule of Revenues

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-1000-440009	MISC FEES	0.00	4,185.40	2,500.00	375.00	1,000.00
101-1000-440010	POLICE REPORTS	15,000.00	15,390.00	15,000.00	19,377.00	16,000.00
101-1000-440014	COUNTY ANIMAL CONT. ADMIN	2,500.00	104.50	2,000.00	18.00	1,000.00
101-1000-440015	WEED ABATEMENT	2,500.00	2,827.00	5,000.00	2,010.00	2,000.00
101-1000-440016	HOLL SCH DIST_SCHOOL BEAT O	0.00	84,560.00	84,550.00	84,550.00	84,550.00
101-1000-440017	CODE ENFORCEMENT REVENUE	175,000.00	7,187.00	50,000.00	6,721.00	15,000.00
101-1000-440018	ANIMAL CONTROL ADMIN. CITA	7,500.00	600.00	5,000.00	0.00	2,500.00
101-1000-440020	FIRE INSPECTION FEE	600,000.00	388,427.00	400,000.00	238,665.40	355,000.00
101-1000-440021	FIRE PLAN CHECKING	40,000.00	37,201.00	40,000.00	34,588.00	40,000.00
101-1000-440023	PARKING CITATIONS	0.00	8,917.94	0.00	4,770.75	5,000.00
101-1000-440024	ANIMAL CONTROL_Small Claims	300.00	0.00	500.00	0.00	0.00
101-1000-440025	POLICE CITATION COLLECTIONS	35,000.00	52,806.70	40,000.00	52,062.18	40,000.00
101-1000-440030	ANNEXATION CHARGES	11,000.00	0.00	0.00	0.00	0.00
101-1000-440032	ENGINEER INSPECTION CHGS	1,050,000.00	350,979.04	1,000,000.00	2,615,764.30	1,500,000.00
101-1000-440033	GENERAL PLAN AMENDMENTS	10,000.00	4,971.45	10,000.00	0.00	0.00
101-1000-440034	PLAN CHECKING CHARGES	650,000.00	848,077.78	750,000.00	562,308.35	625,000.00
101-1000-440035	PLANNING CHGS FOR BLDG PER	200,000.00	373,515.70	325,000.00	245,620.99	300,000.00
101-1000-440037	SALE OF MAPS-DOCUMENTS	250.00	27,918.22	15,000.00	22,493.73	15,000.00
101-1000-440039	SITE & ARCHITECT DVLPMT REV	75,000.00	199,458.23	125,000.00	26,149.28	100,000.00
101-1000-440040	SUBDIVISION REVIEW CHGS	30,000.00	68,980.56	50,000.00	15,321.00	25,000.00
101-1000-440041	VARIANCE CHARGES	0.00	4,925.00	2,500.00	4,925.00	2,500.00
101-1000-440042	ZONING REVIEW CHARGES	1,000.00	0.00	2,500.00	0.00	0.00
101-1000-440044	PLANNING DEPARTMENT APPEA	1,500.00	1,261.91	2,500.00	18,869.00	5,000.00
101-1000-440045	POLICE Ticket Sign-off	0.00	0.00	0.00	190.00	0.00
101-1000-440047	LIVE SCAN FEES COLLECTED	2,500.00	1,849.00	2,500.00	3,482.00	2,500.00
101-1000-440048	MAP CHECKING FEE	20,000.00	43,523.15	35,000.00	16,159.31	20,000.00
101-1000-440049	CODE ENFORCEMENT INSPECTIO	110,000.00	1,128.57	20,000.00	14,367.20	15,000.00
101-1000-440050	FIRE SERVICES	14,000.00	3,896.08	10,000.00	5,717.00	10,000.00
101-1000-440051	STAGE 1_ELIGIBILITY_MEDICAL C	1,500.00	10,488.34	5,000.00	2,581.11	5,000.00
101-1000-440053	CANNABIS MANUFACTURING RE	145,000.00	41,561.26	75,000.00	24,121.12	60,000.00
101-1000-440054	CANNABIS CULTIVATION REVEN	275,000.00	96,994.43	150,000.00	231,385.79	200,000.00

FY 2024-2025 General Fund Schedule of Revenues

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-1000-440055	CANNABIS DISTRIBUTION REVEN	0.00	1,155.25	5,000.00	1,008.67	2,500.00
101-1000-440056	Cannabis Dispensary Technology	625,000.00	431,658.00	550,000.00	520,352.29	425,000.00
101-1000-440058	Fee ADDRESS APPLICATION FEE	200,000.00	204,905.29	200,000.00	196,398.46	200,000.00
101-1000-440066	RESIDENTIAL DEV. ALLOCATIONS	6,000.00	15,383.32	10,000.00	21,003.84	10,000.00
101-1000-440091	GENERAL PLAN UPDATE	7,000.00	0.00	7,000.00	0.00	0.00
101-1000-440094	RECREATION DEPT REVENUE Fire	7,500.00	179,348.96	10,000.00	13,680.24	10,000.00
101-1000-440100	Cost Recovery DEVELOPMENT	150,000.00	163,447.25	165,000.00	157,650.55	170,000.00
101-1000-440101	IMPACT FEE %_L ZONING	0.00	4,800.00	5,000.00	6,300.00	5,000.00
101-1000-440115	CHARGES PROJECT	0.00	0.00	0.00	0.00	0.00
101-1000-440130	MANAGEMENT PLANNING	0.00	288.23	0.00	0.00	0.00
101-1000-440131	ADMINISTRATIVE PER	10,000.00	22,137.60	15,000.00	15,307.80	20,000.00
101-1000-440132	ACCESSORY DWELLING UNIT	3,000.00	9,546.84	7,500.00	12,191.00	8,500.00
101-1000-440134	ADMIN PERMIT REVIEW	10,000.00	21,707.46	20,000.00	28,489.00	22,500.00
101-1000-440135	ENVIRONMENTAL REVIEW	2,000.00	16,881.79	7,500.00	35,270.00	12,500.00
101-1000-440138	PLANNED DEVELOPMENT MISC -	0.00	0.00	0.00	7,668.00	4,000.00
101-1000-440145	PLANNING & ENGINEERIN	5,000.00	7,858.06	7,500.00	8,392.00	2,500.00
101-1000-440146	PRELIMINARY REVIEW PUBLIC	5,000.00	0.00	0.00	590.08	2,500.00
101-1000-440147	NOTICING ZONING VERIFICATION	5,000.00	18,096.24	15,000.00	13,098.00	15,000.00
101-1000-440148	RECREATION RENTS AND LEASES	5,000.00	14,072.19	10,000.00	12,043.00	12,500.00
101-1000-440149	VET'S BUILDING RENTAL INCOM	10,000.00	6,433.59	10,000.00	3,544.00	5,000.00
101-1000-440250		2,500.00	7,519.00	7,500.00	14,332.00	10,000.00
101-1000-440255		0.00	200.00	0.00	0.00	0.00
Category: 440 - CHARGES FOR SERVICES Total:		4,966,200.00	4,266,807.34	4,715,300.00	5,816,687.53	4,845,550.00
Category: 450 - USES OF ASSETS						
101-1000-450001	INTEREST INCOME	1,750.00	22,380.19	5,000.00	2,955.37	5,000.00
101-1000-450006	PG&E (BROWN ALLEY) LEASE PM	5,300.00	5,263.08	5,000.00	5,263.08	5,300.00
101-1000-450007	BRIGGS ALLEY	0.00	0.00	0.00	100.00	0.00
101-1000-450008	MFR&C INC._FISHERS LEASE PM	750.00	0.00	0.00	0.00	0.00
101-1000-450100	RENT AND LEASES	47,000.00	23,500.00	40,000.00	37,556.08	30,000.00
101-1000-450105	ANTENNA SITE RENT	80,000.00	31,271.17	75,000.00	14,930.51	35,000.00

FY 2024-2025 General Fund Schedule of Revenues

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-1000-450999	Unrealized Gain On Investments	1,000.00	21,763.75	5,000.00	0.00	20,000.00
	Category: 450 - USES OF ASSETS Total:	135,800.00	104,178.19	130,000.00	60,805.04	95,300.00
	Category: 460 - FINES & FORFEITURES					
101-1000-460001	CRIMINAL FINES	1,400.00	1,997.92	2,500.00	9,221.75	2,500.00
101-1000-460002	VEHICLE FINES	95,000.00	129,255.62	100,000.00	78,937.56	75,000.00
101-1000-460004	DELINQUENCIES	7,000.00	9,119.89	7,500.00	11,960.36	10,000.00
101-1000-460006	PARKING CITATIONS	20,000.00	22,060.10	25,000.00	62,733.17	50,000.00
101-1000-460007	Vehicle /Criminal DISMISSAL FIN	0.00	0.00	0.00	1,646.01	0.00
	Category: 460 - FINES & FORFEITURES Total:	123,400.00	162,433.53	135,000.00	164,498.85	137,500.00
	Category: 490 - OTHER					
101-1000-490005	Reimbursements	161,000.00	86,992.70	75,000.00	306,682.70	100,000.00
101-1000-490008	STRIKE TEAM OVRTIME REIMB_F	0.00	21,345.68	0.00	166,271.10	0.00
101-1000-490010	STRIKE TEAM OVERTIME REIMB.	0.00	74,573.26	175,000.00	42,764.71	0.00
101-1000-490020	Animal Cntrol_Best Friends Anim	0.00	10,500.00	0.00	5,500.00	5,000.00
101-1000-490030	Animal Cntrol_UC Davis Misc Gra	0.00	55,000.00	0.00	0.00	0.00
101-1000-490055	SALE OF PROPERTY	0.00	37,306.00	0.00	43,667.00	25,000.00
101-1000-490100	MISCELLANEOUS REVENUE	0.00	55,119.21	50,000.00	65,389.26	220,000.00
101-1000-490995	OVERHEAD CHARGES TO ST. SW	37,149.00	0.00	40,000.00	0.00	50,000.00
101-1000-490996	OVERHEAD CHARGES TO SEWER	392,909.00	289,408.36	420,000.00	383,522.92	440,000.00
101-1000-490997	OVERHEAD CHARGES TO WATER	252,162.00	241,380.49	275,000.00	273,579.54	325,000.00
101-1000-490998	OVERHEAD CHARGES TO AIRPOR	50,967.00	42,040.09	55,000.00	79,939.98	50,000.00
101-1000-490999	TRANSFERS IN	9,000,300.00	18,973,950.41	9,000,000.00	9,204,508.38	14,274,390.00
	Category: 490 - OTHER Total:	9,894,487.00	19,887,616.20	10,090,000.00	10,571,825.59	15,489,390.00
	Fund: 101 - General Fund Total:	37,444,887.00	49,684,511.20	41,009,300.00	43,888,780.50	49,541,740.00
	Department: 1000 - NON DEPARTMENT Total:	37,444,887.00	49,684,511.20	41,009,300.00	43,888,780.50	49,541,740.00
	Report Total:	37,444,887.00	49,684,511.20	41,009,300.00	43,888,780.50	49,541,740.00

Fund		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101 - General Fund		37,444,887.00	49,684,511.20	41,009,300.00	43,888,780.50	49,541,740.00
	Report Total:	37,444,887.00	49,684,511.20	41,009,300.00	43,888,780.50	49,541,740.00



CITY OF HOLLISTER

FY 2024-2025 GENERAL FUND SCHEDULE OF EXPENDITURES

FY 2024-2025 General Fund Schedule of Expenditures



City of Hollister

Budget Worksheet

Account Summary

For Fiscal: 2024-2025

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
Department: 1100 - NON DEPARTMENT						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-1100-701004	OTHER COMPENSATION	0	0	0	0	-530000
101-1100-701009	GROUP HEALTH INSURANCE	0	0	0	0.92	0
Category: 701 - PERSONNEL Total:		0	0	0	0.92	-530000
Category: 735 - SERVICES & SUPPLIES						
101-1100-710001	OFFICE SUPPLIES	0	923.83	0	2226.35	0
101-1100-710005	Postage	0	413.28	0	15.02	0
101-1100-710015	OPERATING SUPPLIES	8000	92882.07	8000	16514.42	17500
101-1100-710040	REPAIRS/MAINTENANCE	3500	38440.73	4000	38696.06	10000
101-1100-710045	RENTALS/LEASES	11000	12152.76	11500	12229.81	12000
101-1100-710050	Books/Publications	0	177.4	0	0	0
101-1100-710055	MEMBERSHIPS/DUES	0	1419.16	0	490	170000
101-1100-722010	TRAINING	75000	0	0	149	0
101-1100-725001	GAS/ELECTRIC	21000	349.38	20000	27449.09	17500
101-1100-725005	WATER/SEWER	1400	1437.08	1500	2201.03	2000
101-1100-725010	TELEPHONE	2500	2161.93	2500	2561.44	2500
101-1100-729000	FEES: FILING/DUMP	1250	930	1250	955	1250
101-1100-730000	PROFESSIONAL SERVICES	20000	10935.71	20000	41486.83	40000
101-1100-733001	MISCELLANEOUS EXPENSE	0	6322.99	0	13612.32	15000
101-1100-735001	PROPERTY INSURANCE	80000	89554.16	350000	657657.54	691136
101-1100-735002	MBASIA ANNUAL LIAB. PREMIUM	0	0	0	4874	0
101-1100-735005	INSURANCE CLAIMS	40000	0	0	127639.79	50000
101-1100-999999	CONTINGENCY	0	0	979876.05	0	200000
Category: 735 - SERVICES & SUPPLIES Total:		263650	258100.48	1398626.05	948757.7	1228886

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
Category: 740 - CONTRACTUAL						
101-1100-740000	CONTRACTS: SALES TAX SERVICE	25000	11855.44	20000	5121.24	15000
101-1100-740003	CONTRACTS: PROPERTY TAX AD	35000	17611.69	30000	0.9	10000
101-1100-740016	CONTRACTS: Holiday Inn Exp & S	0	3590.38	150000	174356.41	205000
101-1100-740029	CONTRACT: COMMUNITY GRAN	130000	60250	0	0	0
101-1100-740065	CONTRACTS: AUDITING SERVICE	0	14125	30000	16680	20000
101-1100-740087	CONTRACTS: LEGAL SERVICES	0	0	100000	390242.19	200000
101-1100-740100	CONTRACTS: JANITORIAL	52500	55919.7	55000	0	60000
101-1100-740240	CMAP / CABLE ACCESS	49000	55403.03	55000	53476.97	55000
101-1100-740307	CONTRACTS: DISCOUNT_SOLID W	1000	0	0	0	0
101-1100-740309	CONTRACTS: DISCOUNT_SEWER	150000	0	0	0	0
101-1100-740312	CONTRACTS: FAIRFIELD INN T.O.	200000	196527.38	225000	173634.22	200000
101-1100-740370	LIBRARY	15000	0	15000	30000	15000
101-1100-747000	INTEREST PAYMENTS	3000	457.22	3000	37.08	3000
101-1100-748000	PRINCIPAL PAYMENTS	16000	13864.25	16000	4736.76	16000
101-1100-749001	GRANTS: NON-PROFIT ORG.	112000	204000	225000	219500	110000
Category: 740 - CONTRACTUAL Total:		788500	633604.09	924000	1067785.77	909000
Category: 750 - CAPITAL						
101-1100-750050	IMPROVEMENTS	0	80501.43	0	53924.27	0
101-1100-750450	SOFTWARE AND LICENSING	0	0	0	2950	0
Category: 750 - CAPITAL Total:		0	80501.43	0	56874.27	0
Category: 764 - OTHER EXPENSES						
101-1100-799999	TRANSFERS OUT	0	400000	500000	500000	1500000
Category: 764 - OTHER EXPENSES Total:		0	400000	500000	500000	1500000
Fund: 101 - General Fund Total:		1052150	1372206	2822626.05	2573418.66	3107886
Department: 1100 - NON DEPARTMENT Total:		1052150	1372206	2822626.05	2573418.66	3107886
Department: 1105 - CITY COUNCIL						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-1105-701001	SALARIES REGULAR	26424	27573.9	26991	25692.05	39000
101-1105-701005	Retirement	1395	1073.71	735	717.64	986
101-1105-701009	GROUP HEALTH INSURANCE	56421	90088.71	88392	101605.28	96763

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-1105-701010	LIFE & LTD INSURANCES	423	368.75	354	343.4	400
101-1105-701011	WORKERS COMPENSATION	1160	1152.23	1200	1232.94	5704
101-1105-701013	MEDICARE	1284	330.02	383	329.38	383
101-1105-701014	F.I.C.A. OASDI	0	1237.68	0	1158.84	0
101-1105-701025	CalPERS Retirees HLTH Contribut	1500	1802	1800	1854	1800
Category: 701 - PERSONNEL Total:		88607	123627	119855	132933.53	145036
Category: 735 - SERVICES & SUPPLIES						
101-1105-710001	OFFICE SUPPLIES	300	48.36	400	0	400
101-1105-710005	Postage	0	0	0	55.39	100
101-1105-710015	OPERATING SUPPLIES	1200	6289.94	7500	16026.49	10000
101-1105-710030	PRINTING/BINDING	300	375.59	300	46.89	300
101-1105-710055	MEMBERSHIPS/DUES	95000	96963.78	100000	53666.99	50000
101-1105-722005	Conferences/Meetings - Mayor	2500	4985.76	5000	0	5000
101-1105-722006	CONFERENCES/MEETINGS - DIST	2500	1443.31	5000	1926.67	5000
101-1105-722007	CONFERENCES/MEETINGS - DIST	2500	1894.01	5000	0	5000
101-1105-722008	CONFERENCES/MEETINGS - DIST	2500	4225.78	5000	4236.53	5000
101-1105-722009	CONFERENCES/MEETINGS - DIST	2500	0	5000	0	5000
101-1105-725010	TELEPHONE	2100	747.44	2100	2714.65	2600
101-1105-730000	PROFESSIONAL SERVICES	250000	57804.18	100000	33.6	10000
101-1105-730006	Discretionary - Mayor	0	0	50000	14500	50000
101-1105-730007	Discretionary - District 1	0	0	50000	17213.07	50000
101-1105-730008	Discretionary - District 2	0	0	50000	17788.16	50000
101-1105-730009	Discretionary - District 3	0	0	50000	20089.73	50000
101-1105-730010	Discretionary - District 4	0	0	50000	47904.46	50000
101-1105-735002	MBASIA ANNUAL LIAB. PREMIUM	4392	4835.36	5000	6316	8094
Category: 735 - SERVICES & SUPPLIES Total:		365792	179613.51	490300	202518.63	356494
Category: 740 - CONTRACTUAL						
101-1105-740087	CONTRACTS: LEGAL SERVICES	288000	1037610.27	50000	151602.81	125000
Category: 740 - CONTRACTUAL Total:		288000	1037610.27	50000	151602.81	125000
Fund: 101 - General Fund Total:		742399	1340850.78	660155	487054.97	626530
Department: 1105 - CITY COUNCIL Total:		742399	1340850.78	660155	487054.97	626530

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
Department: 1110 - CITY CLERK / ELECTIONS						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-1110-701001	SALARIES REGULAR	364132	263457.91	386415	373860.25	418572
101-1110-701002	SALARIES TEMPORARY	0	57116.69	0	0	0
101-1110-701004	OTHER COMPENSATION	0	2840	5983	9790	8242
101-1110-701005	Retirement	86426	19673.41	33664	37575.7	39775
101-1110-701009	GROUP HEALTH INSURANCE	79173	57418.12	89442	92220.12	96697
101-1110-701010	LIFE & LTD INSURANCES	5068	2095.61	5048	3549.74	5000
101-1110-701011	WORKERS COMPENSATION	9572	9505.86	10000	10274.53	20574
101-1110-701013	MEDICARE	5280	5271.22	5600	5746.59	6230
101-1110-701014	F.I.C.A. OASDI	0	3127.99	0	9.54	0
101-1110-701030	LEAVE PAYOUTS	0	25530.24	10000	0	10000
Category: 701 - PERSONNEL Total:		549651	446037.05	546152	533026.47	605090
Category: 735 - SERVICES & SUPPLIES						
101-1110-710001	OFFICE SUPPLIES	3000	1639.73	3000	885.11	3000
101-1110-710005	POSTAGE	150	25.29	150	60.35	150
101-1110-710015	OPERATING SUPPLIES	2500	1961.67	2500	5213.2	2500
101-1110-710016	LAB & MEDICAL	0	470	0	0	0
101-1110-710030	PRINTING/BINDING	1000	41	750	68.89	750
101-1110-710040	REPAIRS/MAINTENANCE	1000	580.16	4000	5518.29	1000
101-1110-710050	BOOKS/PUBLICATIONS	600	0	1000	551.02	1000
101-1110-710055	MEMBERSHIPS/DUES	1600	1375	1500	1469.9	1500
101-1110-722001	MILEAGE/AUTO ALLOWANCE	1000	726.1	500	367.85	500
101-1110-722005	CONFERENCES/MEETINGS	6000	1349.13	6500	1436.59	6500
101-1110-722010	TRAINING	14000	9440.17	14000	7804.3	12000
101-1110-725010	TELEPHONE	200	1415.68	1500	2570.78	2250
101-1110-728000	LEGAL NOTICES	5000	6615.75	7000	3035.1	7000
101-1110-730000	PROFESSIONAL SERVICES	100000	16715.2	15000	19460.47	15000
Category: 735 - SERVICES & SUPPLIES Total:		136050	42354.88	57400	48441.85	53150
Category: 740 - CONTRACTUAL						
101-1110-740024	CONTRACTS: CODE UPDATES	6000	4298.8	6000	2136	6000

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		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-1110-740026	CONTRACT: COMMUNITY PROM	1000	0	1000	0	1000
101-1110-740027	CONTRACT: COMPUTER PROGRA	52860	54684.45	57000	76436.33	80000
101-1110-740040	CONTRACTS: DEPT PROMOTION	250	2026.04	250	0	250
101-1110-740053	CONTRACTS: ELECTIONS	224000	182881.54	0	0	272000
101-1110-740057	CONTRACTS: DOCUMENT IMAG	8400	0	50000	0	25000
101-1110-740087	CONTRACTS: LEGAL SERVICES	0	0	200000	66538.93	50000
101-1110-740100	CONTRACTS: JANITORIAL	0	0	0	4572.8	0
101-1110-740273	EDUCATION CERT INCENTIVE	2500	0	14500	12563.75	14500
101-1110-740406	CONTRACTS: BACKFLOW TESTIN	0	0	0	20	0
Category: 740 - CONTRACTUAL Total:		295010	243890.83	328750	162267.81	448750
Category: 750 - CAPITAL						
101-1110-750060	FURNITURE/FIXTURES	6000	0	3000	0	3000
101-1110-750070	MACHINERY/EQUIPMENT	6000	89.84	0	0	0
Category: 750 - CAPITAL Total:		12000	89.84	3000	0	3000
Fund: 101 - General Fund Total:		992711	732372.6	935302	743736.13	1109990
Department: 1110 - CITY CLERK / ELECTIONS Total:		992711	732372.6	935302	743736.13	1109990
Department: 1120 - CITY MANAGER						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-1120-701001	SALARIES REGULAR	403658	497415.94	690766	506549.57	833064
101-1120-701002	SALARIES TEMPORARY	0	56100.4	30000	1050.7	0
101-1120-701003	SALARIES OT	1000	4324.34	7500	0	0
101-1120-701004	OTHER COMPENSATION	3600	7058.03	4840	9273.84	40326
101-1120-701005	Retirement	42959	79159.91	67226	67742.48	70877
101-1120-701007	UNEMPLOYMENT INS PAYMENT	0	0	0	7453	0
101-1120-701009	GROUP HEALTH INSURANCE	66650	93903.94	182560	114721.74	190229
101-1120-701010	LIFE & LTD INSURANCES	4934	4195.61	8153	3992.08	8000
101-1120-701011	WORKERS COMPENSATION	9717	9649.89	10000	10274.53	39840
101-1120-701013	MEDICARE	5906	9926.84	10554	7736.59	12437
101-1120-701014	F.I.C.A. OASDI	0	2.02	0	12.89	0
101-1120-701025	CalPERS Retirees HLTH Contribut	1800	1802	0	2011	1800

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-1120-701030	LEAVE PAYOUT	15000	165135.54	25000	23082.51	20000
Category: 701 - PERSONNEL Total:		555224	928674.46	1036599	753900.93	1216573
Category: 735 - SERVICES & SUPPLIES						
101-1120-710001	OFFICE SUPPLIES	700	4149.11	5000	4096.55	5000
101-1120-710005	POSTAGE	50	21.41	50	154.27	150
101-1120-710015	OPERATING SUPPLIES	4000	6929.26	4000	6191.29	8000
101-1120-710030	PRINTING/BINDING	350	45.1	350	245.79	350
101-1120-710040	Repairs/Maintenance	0	0	0	5499.23	0
101-1120-710045	RENTALS/LEASES	2760	2156	0	0	0
101-1120-710055	MEMBERSHIPS/DUES	2225	1601.36	2500	6133.96	7000
101-1120-722005	CONFERENCES/MEETINGS	3500	1648.13	5000	6598.96	7500
101-1120-722010	TRAINING	15000	3656.58	12000	1587.35	5000
101-1120-725010	TELEPHONE	2400	5516.79	3500	2856.16	3500
101-1120-730000	PROFESSIONAL SERVICES	12000	3254429.95	114000	89535.28	75000
101-1120-730155	Education Certificate Incentive	5000	3500	0	0	0
101-1120-735002	MBASIA ANNUAL LIAB. PREMIUM	8888	9785.84	10000	12634	15774
Category: 735 - SERVICES & SUPPLIES Total:		56873	3293439.53	156400	135532.84	127274
Category: 740 - CONTRACTUAL						
101-1120-740026	CONTRACT: COMMUNITY PROM	2500	413.84	0	0	0
101-1120-740100	CONTRACTS: JANITORIAL	0	0	0	1524.52	0
101-1120-740406	CONTRACTS: BACKFLOW TESTIN	0	0	0	20	0
Category: 740 - CONTRACTUAL Total:		2500	413.84	0	1544.52	0
Category: 750 - CAPITAL						
101-1120-750050	IMPROVEMENTS	0	51000	0	0	0
101-1120-750450	SOFTWARE AND LICENSING	0	0	0	0	3000
Category: 750 - CAPITAL Total:		0	51000	0	0	3000
Fund: 101 - General Fund Total:		614597	4273527.83	1192999	890978.29	1346847
Department: 1120 - CITY MANAGER Total:		614597	4273527.83	1192999	890978.29	1346847
Department: 1125 - RDA GENERAL						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-1125-701001	SALARIES REGULAR	129051	6234.19	0	0	0

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		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-1125-701004	OTHER COMPENSATION	4748	429.46	0	0	0
101-1125-701005	Retirement	24650	2508.89	0	0	0
101-1125-701009	GROUP HEALTH INSURANCE	8791	1064.96	0	43.63	0
101-1125-701010	LIFE & LTD INSURANCES	1306	76.72	0	0	0
101-1125-701011	WORKERS COMPENSATION	2744	6193.21	6250	6421.59	0
101-1125-701013	MEDICARE	1361	95.9	0	0	0
101-1125-701025	CalPERS Retirees HLTH Contribut	0	1953	0	1697	2000
101-1125-701030	LEAVE PAYOUT	0	100.01	0	0	0
Category: 701 - PERSONNEL Total:		172651	18656.34	6250	8162.22	2000
Category: 735 - SERVICES & SUPPLIES						
101-1125-710001	OFFICE SUPPLIES	2500	1914.46	2500	2187.89	0
101-1125-710005	POSTAGE	2500	0.6	200	178.46	0
101-1125-710015	OPERATING SUPPLIES	5500	5620.65	5500	5222.23	0
101-1125-710035	FUEL/OIL	300	664.42	500	534.06	0
101-1125-710040	REPAIRS/MAINTENANCE	5400	299.2	5400	1338.28	0
101-1125-710045	RENTALS/LEASES	12000	0	0	0	0
101-1125-722010	TRAINING	3000	280.14	3000	579.29	0
101-1125-725001	GAS/ELECTRIC	3500	3013.58	3500	2224.41	0
101-1125-725005	WATER/SEWER	3500	453.65	3500	372.6	0
101-1125-725010	TELEPHONE	3500	1420.58	2500	1584.63	2000
101-1125-728000	LEGAL NOTICES	2200	1239.9	3000	0	0
101-1125-730000	PROFESSIONAL SERVICES	18000	10293	18000	0	5000
101-1125-730001	AUDITING/LEGAL SERVICES	5500	0	6000	0	0
101-1125-735001	PROPERTY INSURANCE	0	0	6700	5341.17	5619
101-1125-735002	MBASIA Annual Liability Premium	6649	0	0	0	0
Category: 735 - SERVICES & SUPPLIES Total:		74049	25200.18	60300	19563.02	12619
Category: 740 - CONTRACTUAL						
101-1125-740100	CONTRACTS:JANITORIAL	3300	816.39	3300	0	0
Category: 740 - CONTRACTUAL Total:		3300	816.39	3300	0	0
Fund: 101 - General Fund Total:		250000	44672.91	69850	27725.24	14619
Department: 1125 - RDA GENERAL Total:		250000	44672.91	69850	27725.24	14619

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		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
Department: 1135 - Affordable Housing						
Fund: 101 - General Fund						
Category: 735 - SERVICES & SUPPLIES						
101-1135-710005	Postage	0	0	0	96.64	0
101-1135-730000	Professional Services	0	0	0	0	16900
Category: 735 - SERVICES & SUPPLIES Total:		0	0	0	96.64	16900
Fund: 101 - General Fund Total:		0	0	0	96.64	16900
Department: 1135 - Affordable Housing Total:		0	0	0	96.64	16900
Department: 1150 - CITY TREASURER						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-1150-701001	SALARIES REGULAR	3000	3115.26	3113	2916.81	7320
101-1150-701005	Retirement	286	112.06	0	0	0
101-1150-701009	GROUP HEALTH INSURANCE	31307	33903.75	38271	30252.14	41800
101-1150-701010	LIFE & LTD INSURANCES	85	73.75	0	68.68	0
101-1150-701011	WORKERS COMPENSATION	145	144.03	250	256.87	1565
101-1150-701013	MEDICARE	44	41.85	0	30.07	0
101-1150-701014	F.I.C.A. OASDI	0	193.05	0	180.75	0
Category: 701 - PERSONNEL Total:		34867	37583.75	41634	33705.32	50685
Fund: 101 - General Fund Total:		34867	37583.75	41634	33705.32	50685
Department: 1150 - CITY TREASURER Total:		34867	37583.75	41634	33705.32	50685
Department: 1155 - FINANCE						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-1155-701001	SALARIES REGULAR	515871	459021.61	713834	649169.39	797181
101-1155-701002	SALARIES TEMPORARY	1000	38758.5	0	12688.64	15000
101-1155-701003	SALARIES OT	4000	6404.95	3000	1243.33	7000
101-1155-701004	OTHER COMPENSATION	10665	21845.62	27062	21805.02	16095
101-1155-701005	Retirement	121237	100970.05	58858	99277.75	104812
101-1155-701007	UNEMPLOYMENT INS PAYMENT	0	4950	0	5759.56	0
101-1155-701009	GROUP HEALTH INSURANCE	81193	121534.9	138795	181426.52	211863
101-1155-701010	LIFE & LTD INSURANCES	5516	5023.45	7904	6217.44	9000
101-1155-701011	WORKERS COMPENSATION	49312	48969.59	50000	51372.67	38795

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		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-1155-701013	MEDICARE	6460	7643.37	8099	10349.08	11451
101-1155-701014	F.I.C.A. OASDI	0	6.44	0	18.28	0
101-1155-701025	CALPERS RETIREES HLTH CONTR	1800	149	0	2150	2000
101-1155-701029	W/C SALARY CONTINUATION (2/	0	9072.05	0	0	0
101-1155-701030	LEAVE PAYOUTS	6000	20700.48	10000	15572.4	10000
Category: 701 - PERSONNEL Total:		803054	845050.01	1017552	1057050.08	1223197
Category: 735 - SERVICES & SUPPLIES						
101-1155-710001	OFFICE SUPPLIES	2000	3312.57	2500	8746	5000
101-1155-710005	POSTAGE	5000	5112.1	5500	8588.9	7000
101-1155-710015	OPERATING SUPPLIES	3000	1581.74	3000	9938.84	5000
101-1155-710030	PRINTING/BINDING	2500	5160.33	5000	3822.3	7000
101-1155-710040	REPAIRS/MAINTENANCE	300	15480.01	1500	585.57	1000
101-1155-710045	RENTALS/LEASES	6000	3835.94	5500	4971.5	5000
101-1155-710055	MEMBERSHIPS/DUES	2500	1023.9	2500	1762.54	4000
101-1155-722005	CONFERENCES/MEETINGS	2500	1800.43	3500	4652.38	8500
101-1155-722010	TRAINING	7000	14018.63	10000	16241.48	2000
101-1155-725001	GAS/ELECTRIC	1800	1763.88	1800	1803.24	3000
101-1155-725010	TELEPHONE	1500	3343.35	1500	3064.64	3000
101-1155-729000	FEES: FILING/DUMP	1000	836.7	1000	0	0
101-1155-730000	PROFESSIONAL SERVICES	18500	20652.5	20000	50523.21	100000
101-1155-730155	EDUCATION CERT INCENTIVE	0	0	0	825	0
101-1155-735002	MBASIA ANNUAL LIAB. PREMIUM	10352	11397.64	12000	15160	18930
Category: 735 - SERVICES & SUPPLIES Total:		63952	89319.72	75300	130685.6	169430
Category: 740 - CONTRACTUAL						
101-1155-740025	Contracts: Bank Service Charge	1000	1826.43	2000	0	2000
101-1155-740027	CONTRACT: COMPUTER PROGRA	36000	33124.89	36000	37315.43	36000
101-1155-740087	CONTRACTS: LEGAL SERVICES	0	0	20000	11836	10000
101-1155-740088	CONTRACTS: CH POSTAGE MACH	2500	1916.59	2500	2266.31	2500
101-1155-740100	CONTRACTS: JANITORIAL	0	0	0	1733.12	0
101-1155-740187	CONTRACTS: PEST CONTROL	350	1699.63	2000	724.12	2000
Category: 740 - CONTRACTUAL Total:		39850	38567.54	62500	53874.98	52500

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		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
Category: 750 - CAPITAL						
101-1155-750060	FURNITURE/FIXTURES	0	0	0	3482.98	0
101-1155-750070	MACHINERY/EQUIPMENT	0	0	0	7822.26	0
	Category: 750 - CAPITAL Total:	0	0	0	11305.24	0
	Fund: 101 - General Fund Total:	906856	972937.27	1155352	1252915.9	1445127
	Department: 1155 - FINANCE Total:	906856	972937.27	1155352	1252915.9	1445127
Department: 1157 - INFORMATION SYSTEMS						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-1157-701001	SALARIES REGULAR	232649	148653.25	239217	167299.74	449075
101-1157-701004	OTHER COMPENSATION	3001	6775.05	4874	20824.82	15886
101-1157-701005	Retirement	72546	58026.26	36126	69256.07	73168
101-1157-701009	GROUP HEALTH INSURANCE	48192	27013.27	50844	32294.83	111197
101-1157-701010	LIFE & LTD INSURANCES	3864	1506.26	2706	1569.82	4000
101-1157-701011	WORKERS COMPENSATION	3916	3888.76	4000	4109.81	22005
101-1157-701013	MEDICARE	3417	2537.95	3467	3030.07	6879
101-1157-701014	F.I.C.A. OASDI	0	0	0	0.8	0
101-1157-701030	LEAVE PAYOUTS	12000	13779.07	10000	15526.22	15000
	Category: 701 - PERSONNEL Total:	379585	262179.87	351234	313912.18	697210
Category: 735 - SERVICES & SUPPLIES						
101-1157-710001	OFFICE SUPPLIES	350	218.52	350	350	350
101-1157-710015	OPERATING SUPPLIES	400	73.76	400	396.28	400
101-1157-710035	FUEL/OIL	6000	4883.52	6000	4811.03	6000
101-1157-710040	REPAIRS/MAINTENANCE	350	37.12	350	6087.1	350
101-1157-710055	MEMBERSHIPS/DUES	200	130	200	260	200
101-1157-722005	CONFERENCES/MEETINGS	3500	3263.48	5000	59	5000
101-1157-722010	TRAINING	10000	9435.22	20000	299.88	10000
101-1157-725010	TELEPHONE	2000	2798.21	2500	2502.14	3500
101-1157-730000	PROFESSIONAL SERVICES	36500	18996.5	60000	22029.58	10000
101-1157-731004	CITY NW & COMPUTER REPAIRS	8000	10607.74	10000	10400.68	12000
101-1157-731005	CITY NW & COMPUTER REPLACE	24000	38920.29	30100	30134.61	21500
101-1157-731006	COMPUTER SOFTWARE	2200	1339.87	2150	213.71	2150

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		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-1157-731008	CITY NETWORK SUPPLIES	2500	3776.72	2500	2321.13	3000
Category: 735 - SERVICES & SUPPLIES Total:		96000	94480.95	139550	79865.14	74450
Category: 740 - CONTRACTUAL						
101-1157-740014	CONTRACTS: NETWORK SERVICE	140126	110072.21	84000	66887.03	81000
101-1157-740027	CONTRACT: COMPUTER PROGRA	9550	9455.27	81000	90743.68	125000
101-1157-740100	CONTRACTS: JANITORIAL	0	0	0	1524.52	0
101-1157-740109	CONTRACTS: GPS Monitoring	0	75.8	0	1551.48	0
101-1157-740196	HARDWARE MAINT - IS	102000	100768.75	117000	98873.51	112000
101-1157-740406	CONTRACTS: BACKFLOW TESTIN	0	0	0	20	0
Category: 740 - CONTRACTUAL Total:		251676	220372.03	282000	259600.22	318000
Category: 750 - CAPITAL						
101-1157-750070	MACHINERY/EQUIPMENT	15100	15067.03	104000	80633.71	21500
Category: 750 - CAPITAL Total:		15100	15067.03	104000	80633.71	21500
Fund: 101 - General Fund Total:		742361	592099.88	876784	734011.25	1111160
Department: 1157 - INFORMATION SYSTEMS Total:		742361	592099.88	876784	734011.25	1111160
Department: 1160 - HUMAN RESOURCES						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-1160-701001	SALARIES REGULAR	320598	282366.03	424039	391276.94	445063
101-1160-701002	SALARIES TEMPORARY	0	11074	0	0	0
101-1160-701003	SALARIES OT	0	0	5000	0	2000
101-1160-701004	OTHER COMPENSATION	13677	14560.69	6271	16874.41	21093
101-1160-701005	Retirement	128148	68417.49	38650	79899.86	84563
101-1160-701009	GROUP HEALTH INSURANCE	86607	78663.88	113415	117419.73	133791
101-1160-701010	LIFE & LTD INSURANCES	5441	3743.84	5806	4841.23	6000
101-1160-701011	WORKERS COMPENSATION	1196	4464.87	4500	4623.54	23686
101-1160-701013	MEDICARE	4847	4377.01	6144	6063.67	6824
101-1160-701014	F.I.C.A. OASDI	0	4.73	0	7.3	0
101-1160-701025	CALPERS RETIREES HLTH CONTR	1800	1802	0	1854	1800
101-1160-701030	LEAVE PAYOUTS	4000	5501.05	5000	5486.24	7500
Category: 701 - PERSONNEL Total:		566314	474975.59	608825	628346.92	732320

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		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
Category: 735 - SERVICES & SUPPLIES						
101-1160-710001	OFFICE SUPPLIES	800	10771.79	1200	4304.16	3000
101-1160-710005	POSTAGE	500	43.56	200	761.02	1000
101-1160-710015	OPERATING SUPPLIES	3000	3928.11	5500	33393.77	7000
101-1160-710016	LAB & MEDICAL	1250	1841.39	1700	0	0
101-1160-710025	ADVERTISING	3500	4294.17	3500	1215	2000
101-1160-710030	PRINTING/BINDING	0	557.18	1000	0	0
101-1160-710035	Fuel/Oil	0	0	0	51.84	500
101-1160-710040	REPAIRS/MAINTENANCE	0	100	0	0	0
101-1160-710045	RENTALS/LEASES	28000	31579.58	32600	21987.35	30000
101-1160-710055	MEMBERSHIPS/DUES	3000	625	3000	1975.46	3000
101-1160-722005	CONFERENCES/MEETINGS	3000	259	3000	1419.88	3000
101-1160-722010	TRAINING	14000	11022.69	50000	22445.75	20000
101-1160-725001	GAS/ELECTRIC	500	3081.82	2000	3883.67	4500
101-1160-725005	WATER/SEWER	500	926.3	1000	352.4	1000
101-1160-725010	TELEPHONE	1000	1947	2200	3830.56	3500
101-1160-729000	FEES: FILING/DUMP	0	0	0	5438.22	0
101-1160-730000	PROFESSIONAL SERVICES	35000	106736.25	150000	175253.43	200000
Category: 735 - SERVICES & SUPPLIES Total:		94050	177713.84	256900	276312.51	278500
Category: 740 - CONTRACTUAL						
101-1160-740054	CONTRACTS: EAP	12000	9218.16	12000	0	20000
101-1160-740087	CONTRACTS: LEGAL SERVICES	0	0	50000	157030.1	50000
101-1160-740161	CPS TESTING SERVICES	1000	0	1000	0	0
101-1160-740187	CONTRACTS: PEST CONTROL	0	3699	4000	440	2000
Category: 740 - CONTRACTUAL Total:		13000	12917.16	67000	157470.1	72000
Fund: 101 - General Fund Total:		673364	665606.59	932725	1062129.53	1082820
Department: 1160 - HUMAN RESOURCES Total:		673364	665606.59	932725	1062129.53	1082820
Department: 2025 - ANIMAL CONTROL						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-2025-701001	SALARIES REGULAR	422559	374071.44	723359	439708.25	733954
101-2025-701002	SALARIES TEMPORARY	0	23840	15000	10644	10000

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-2025-701003	SALARIES OT	10000	22200.47	10000	57117.2	50000
101-2025-701004	OTHER COMPENSATION	40489	28403.34	23071	16937.38	13379
101-2025-701005	RETIREMENT	61373	30050.73	48113	35116.24	36963
101-2025-701009	GROUP HEALTH INSURANCE	104271	106194.21	232645	123164.25	245525
101-2025-701010	LIFE & LTD INSURANCES	7336	4519.4	10542	4948.17	8000
101-2025-701011	WORKERS COMPENSATION	15229	15122.96	15500	15925.52	26361
101-2025-701013	MEDICARE	6715	6599.75	10377	7634.36	10794
101-2025-701014	F.I.C.A. OASDI	0	0.72	0	50.2	0
101-2025-701015	UNIFORM ALLOWANCE	4185	3720	0	600	0
101-2025-701025	CALPERS RETIREES HLTH CONTR	1850	1802	0	1854	1800
101-2025-701030	LEAVE PAYOUTS	0	3773.26	10000	0	2500
Category: 701 - PERSONNEL Total:		674007	620298.28	1098607	713699.57	1139276
Category: 735 - SERVICES & SUPPLIES						
101-2025-710001	OFFICE SUPPLIES	2500	4908.96	4000	5453.96	5000
101-2025-710005	POSTAGE	2000	984.09	2000	1147.01	2000
101-2025-710015	OPERATING SUPPLIES	16000	22996.08	25000	23127.5	25000
101-2025-710016	LAB & MEDICAL	10000	51422.23	25000	79678.16	65000
101-2025-710017	ANIMAL FEED	7000	7432.98	7000	8896.77	9000
101-2025-710020	COMMUNICATIONS	1000	0	1000	0	1000
101-2025-710030	PRINTING/BINDING	500	1018.97	1500	2468.53	1500
101-2025-710035	FUEL/OIL	3000	18272.04	20000	10595.48	20000
101-2025-710040	REPAIRS/MAINTENANCE	5000	9264.59	9000	11753.15	10000
101-2025-710050	BOOKS/PUBLICATIONS	250	192.13	250	240.16	250
101-2025-710055	MEMBERSHIPS/DUES	500	100	500	100	500
101-2025-722010	TRAINING	5000	642.06	10000	4106	10000
101-2025-725001	GAS/ELECTRIC	15500	23773.7	20000	28656.28	20000
101-2025-725005	WATER/SEWER	2400	1926.54	2400	2176.17	2400
101-2025-725010	TELEPHONE	2250	3964.23	4500	3873.53	4500
101-2025-730000	PROFESSIONAL SERVICES	65000	25490	65000	40089	30000
101-2025-731000	UNIFORM PURCHASES	5000	3256.12	5000	6028.58	5000
101-2025-735001	PROPERTY INSURANCE	6000	6961.1	0	0	0

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-2025-735002	MBASIA ANNUAL LIAB. PREMIUM	15161	16693.5	17000	21478	26817
Category: 735 - SERVICES & SUPPLIES Total:		164061	199299.32	219150	249868.28	237967
Category: 740 - CONTRACTUAL						
101-2025-740010	CONTRACTS: ANIMAL DISPOSAL	11000	17820	17000	16958.1	15000
101-2025-740016	CONTRACTS: ALARMS	6000	4915.02	6000	5812.16	6000
101-2025-740025	Contracts: Bank Service Charge	250	1812.4	250	0	250
101-2025-740050	CONTRACTS: SOFTWARE SUPPO	18000	14681.6	18000	8719.5	10000
101-2025-740100	CONTRACTS: JANITORIAL	7000	8692.4	7000	9810.04	7000
Category: 740 - CONTRACTUAL Total:		42250	47921.42	48250	41299.8	38250
Category: 750 - CAPITAL						
101-2025-750070	MACHINERY/EQUIPMENT	68000	56968.63	10000	3500	20000
Category: 750 - CAPITAL Total:		68000	56968.63	10000	3500	20000
Fund: 101 - General Fund Total:		948318	924487.65	1376007	1008367.65	1435493
Department: 2025 - ANIMAL CONTROL Total:		948318	924487.65	1376007	1008367.65	1435493
Department: 2205 - FIRE DEPARTMENT						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-2205-701001	SALARIES REGULAR	5550708	5235053.17	5680364	5570862.57	5395751
101-2205-701002	SALARIES TEMPORARY	0	80	0	0	0
101-2205-701003	SALARIES OT	650000	2252509.28	1500000	1628472.68	1500000
101-2205-701004	OTHER COMPENSATION	547836	342978.74	400000	420928.19	282967
101-2205-701005	RETIREMENT	1529903	1386632.28	1250000	1532301.37	1621125
101-2205-701007	UNEMPLOYMENT INS PAYMENT	0	0	0	0	33897
101-2205-701009	GROUP HEALTH INSURANCE	813762	1255718.1	1349296	1382388.75	1584921
101-2205-701010	LIFE & LTD INSURANCES	33083	27304.94	19478	28051.7	30000
101-2205-701011	WORKERS COMPENSATION	610164	605926.64	625000	642158.39	354540
101-2205-701013	MEDICARE	83354	117503.57	82288	113310.76	105809
101-2205-701014	F.I.C.A. OASDI	0	0	0	0.75	0
101-2205-701015	UNIFORM ALLOWANCE	33150	37165.88	59800	37518.7	40000
101-2205-701025	CALPERS RETIREES HLTH CONTR	7295	7208	8000	7259	10000
101-2205-701028	W/C 4850	0	250574.91	100000	238337.4	100000
101-2205-701029	W/C SALARY CONTINUATION (2/	0	0	0	8801.56	0

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-2205-701030	LEAVE PAYOUTS	150000	252406.93	200000	159814.37	140000
Category: 701 - PERSONNEL Total:		10009255	11771062.44	11274226	11770206.19	11199010
Category: 735 - SERVICES & SUPPLIES						
101-2205-710001	OFFICE SUPPLIES	4500	4125.15	4500	5102.31	7000
101-2205-710005	POSTAGE	2000	791.67	2000	1425.02	2000
101-2205-710015	OPERATING SUPPLIES	138500	136775.81	145000	207125.28	343532.2
101-2205-710016	LAB & MEDICAL	30000	26933.55	33000	31749.5	37500
101-2205-710020	COMMUNICATIONS	20000	14769	20000	18629.48	50502.6
101-2205-710025	ADVERTISING	2000	1994.91	2600	4471.16	7500
101-2205-710030	PRINTING/BINDING	1250	2175.55	1650	1612.28	1800
101-2205-710035	FUEL/OIL	74250	84637.53	91000	86448.9	95000
101-2205-710040	REPAIRS/MAINTENANCE	50000	54707.55	50000	53463.6	70000
101-2205-710045	RENTALS/LEASES	15200	16087.89	16120	9428.23	16120
101-2205-710050	BOOKS/PUBLICATIONS	1625	1621.22	2250	2251.45	2300
101-2205-710055	MEMBERSHIPS/DUES	11000	8735.13	7500	6266.25	7500
101-2205-710074	Fire Vehicle Maintenance	0	0	0	13.5	100000
101-2205-722005	CONFERENCES/MEETINGS	3700	3228.35	5000	3698.18	5000
101-2205-722010	TRAINING	60000	56275.02	65000	53603.02	50000
101-2205-725001	GAS/ELECTRIC	50000	64244.21	63000	64278.52	65000
101-2205-725005	WATER/SEWER	19000	13560.83	19000	14614.07	15000
101-2205-725010	TELEPHONE	19500	27190.86	26400	27895.31	26400
101-2205-729000	FEES: FILING/DUMP	2100	2006	2100	2172	2300
101-2205-730000	PROFESSIONAL SERVICES	24500	25128.8	98900	64789.64	30000
101-2205-730155	Education Certificate Incentive	0	0	0	3500	10000
101-2205-731000	UNIFORM PURCHASES	15000	15006.43	15000	9634.12	15000
101-2205-735002	MBASIA ANNUAL LIAB. PREMIUM	157784	173727.52	174000	219830	274484
101-2205-735005	Insurance Claims	0	3601	0	2020	0
Category: 735 - SERVICES & SUPPLIES Total:		701909	737323.98	844020	894021.82	1233938.8
Category: 740 - CONTRACTUAL						
101-2205-740015	ALARM MONITORING	1200	1100	1500	1483	2000
101-2205-740025	CONTRACTS: BANK SERVICE CHA	0	4971.33	0	0	0

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-2205-740027	CONTRACT: COMPUTER PROGRA	20000	23298.9	28900	28035.05	35000
101-2205-740030	Contracts: Comm 911	549500	557522.83	675000	634038.67	746225
101-2205-740032	FIRE SPRINKLER ANNUAL MAINT	3000	765	4000	0	2000
101-2205-740033	Contracts: Lexipol	10000	9771.78	10000	10553.52	11000
101-2205-740034	Contracts: Crewsense	4000	0	0	0	0
101-2205-740035	Contracts: SJB Lease Agreement	40800	40800	40800	20400	0
101-2205-740087	CONTRACTS: LEGAL SERVICES	0	0	10000	19224.44	10000
101-2205-740125	CONTRACTS: Oxygen Cylinders	0	0	2500	880.28	3104
101-2205-740187	CONTRACTS: PEST CONTROL	3000	2880	3000	3048	3000
101-2205-740363	CONTRACTS: WEED ABATEMENT	10000	3290.27	10000	4107.25	10000
101-2205-747000	INTEREST PAYMENTS	66876	66874.96	58144	58142.81	58144
101-2205-748000	PRINCIPAL PAYMENTS	353896	353894.27	362628	362626.42	362628
Category: 740 - CONTRACTUAL Total:		1062272	1065169.34	1206472	1142539.44	1243101
Category: 750 - CAPITAL						
101-2205-750050	IMPROVEMENTS	218000	228692.4	250000	105869.12	50000
101-2205-750070	MACHINERY/EQUIPMENT	0	0	10000	126.95	10000
101-2205-750080	VEHICLES	190000	179459.33	0	489.83	140000
Category: 750 - CAPITAL Total:		408000	408151.73	260000	106485.9	200000
Fund: 101 - General Fund Total:		12181436	13981707.49	13584718	13913253.35	13876049.8
Department: 2205 - FIRE DEPARTMENT Total:		12181436	13981707.49	13584718	13913253.35	13876049.8
Department: 2207 - SOLID WASTE CONTRACTS/HAZ STAFF						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-2207-701003	SALARIES OT	2600	0	0	0	0
101-2207-701004	OTHER COMPENSATION	4800	5633.5	5000	3600	0
101-2207-701005	RETIREMENT	0	1981.52	2300	1255.58	0
101-2207-701009	GROUP HEALTH INSURANCE	1600	1658.93	1700	843.66	0
101-2207-701010	LIFE & LTD INSURANCES	45	48.7	57	23.86	0
101-2207-701011	WORKERS COMPENSATION	290	288.06	350	359.61	0
101-2207-701013	MEDICARE	85	83.57	96	52.53	0
Category: 701 - PERSONNEL Total:		9420	9694.28	9503	6135.24	0

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
Category: 735 - SERVICES & SUPPLIES						
101-2207-729000	FEES: FILING/DUMP	28750	28750	28750	28750	28750
101-2207-730000	PROFESSIONAL SERVICES	15000	12674.93	20000	18313.72	70000
Category: 735 - SERVICES & SUPPLIES Total:		43750	41424.93	48750	47063.72	98750
Category: 740 - CONTRACTUAL						
101-2207-740352	CONTRACTS: SBC SOLID WASTE	250000	6360	250000	331317.71	400000
Category: 740 - CONTRACTUAL Total:		250000	6360	250000	331317.71	400000
Fund: 101 - General Fund Total:		303170	57479.21	308253	384516.67	498750
Department: 2207 - SOLID WASTE CONTRACTS/HAZ STAFF Total:		303170	57479.21	308253	384516.67	498750
Department: 2500 - POLICE DEPARTMENT						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-2500-701001	SALARIES REGULAR	5008204	4706472.74	6145771	5228839.07	5236439
101-2500-701002	SALARIES TEMPORARY	30000	16208.01	30000	21400.3	30000
101-2500-701003	SALARIES OT	400000	570628.03	500000	603198.92	368000
101-2500-701004	OTHER COMPENSATION	556840	769215.92	544363	1039613.21	254537
101-2500-701005	RETIREMENT	1654564	1464958.44	965816	1694621.2	1800681
101-2500-701007	UNEMPLOYMENT INS PAYMENT	0	6618	0	7673	0
101-2500-701009	GROUP HEALTH INSURANCE	941662	1127071.35	1515949	1282525	1428494
101-2500-701010	LIFE & LTD INSURANCES	36655	29458.47	38404	30583.7	40000
101-2500-701011	WORKERS COMPENSATION	233217	231597.34	240000	246588.82	361333
101-2500-701013	MEDICARE	76122	94248.03	88997	106548.61	130000
101-2500-701014	F.I.C.A. OASDI	0	6854.35	0	11391.09	0
101-2500-701015	UNIFORM ALLOWANCE	40245	29593.07	41700	34476.09	35650
101-2500-701025	CALPERS RETIREES HLTH CONTR	11560	14561	0	13594	12000
101-2500-701026	RETIREE MEDICARE CONTRIBUT	0	10400	0	7400	10000
101-2500-701028	W/C 4850	0	145367.03	0	68147.91	30000
101-2500-701029	W/C SALARY CONTINUATION (2/	0	3079.58	0	1018.43	0
101-2500-701030	LEAVE PAYOUTS	150000	146175.02	150000	174548.82	135000
Category: 701 - PERSONNEL Total:		9139069	9372506.38	10261000	10572168.17	9872134
Category: 735 - SERVICES & SUPPLIES						
101-2500-710001	OFFICE SUPPLIES	11000	11491.86	11000	10184.96	11000

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-2500-710005	POSTAGE	2250	2846.96	2500	2842.01	3500
101-2500-710015	OPERATING SUPPLIES	85000	91193.17	110000	77742.21	90000
101-2500-710016	LAB & MEDICAL	12000	22745	19000	28016	12000
101-2500-710020	COMMUNICATIONS	6000	2317.11	6000	8496.79	9000
101-2500-710025	ADVERTISING	1000	360.24	3000	4600.56	5000
101-2500-710030	PRINTING/BINDING	2500	7760.06	8000	6137.6	6000
101-2500-710035	FUEL/OIL	80000	139488.54	120000	164932.57	130000
101-2500-710040	REPAIRS/MAINTENANCE	25000	33049.79	150000	45713.84	300000
101-2500-710045	RENTALS/LEASES	5000	10128.58	7000	8754.98	7000
101-2500-710050	BOOKS/PUBLICATIONS	1500	0	1500	148.96	1500
101-2500-710055	MEMBERSHIPS/DUES	3000	3740	3000	2150	3000
101-2500-710077	Police Vehicle Maintenance	0	0	0	0	80000
101-2500-722010	TRAINING	60000	132321.29	125000	88312.47	65000
101-2500-725001	GAS/ELECTRIC	70000	106063.38	75000	92834.76	90000
101-2500-725005	WATER/SEWER	13880	13801.1	14000	12711.11	14000
101-2500-725010	TELEPHONE	45000	47763.26	45000	50965.41	50000
101-2500-729000	FEES: FILING/DUMP	1250	2624.59	3000	720.61	3000
101-2500-730000	PROFESSIONAL SERVICES	45000	143611.74	65000	59723.81	62000
101-2500-730155	EDUCATION CERT INCENTIVE	20000	12187.5	20000	3234.15	10000
101-2500-731000	UNIFORM PURCHASES	25000	42921.76	30000	24417.22	30000
101-2500-731005	CITY NW & COMPUTER REPLACE	10000	10862.85	25000	9577.7	12500
101-2500-731006	COMPUTER SOFTWARE	50000	61278.96	50000	37858.98	50000
101-2500-733001	MISCELLANEOUS EXPENSE	0	1000	0	0	150000
101-2500-735001	PROPERTY INSURANCE	35000	42313.53	45000	35873.51	37741
101-2500-735002	MBASIA ANNUAL LIAB. PREMIUM	131957	145620.04	146000	184456	230314
Category: 735 - SERVICES & SUPPLIES Total:		741337	1087491.31	1084000	960406.21	1462555
Category: 740 - CONTRACTUAL						
101-2500-740012	Contracts: Crime Hot Line	3600	3527.52	3600	3527.52	3600
101-2500-740016	Contracts: Alarm	3500	4501.28	5000	4479.35	5000
101-2500-740025	Contracts: Bank Service Charge	100	3149.4	0	0	0
101-2500-740027	Contracts: Computer Program	4500	9735.74	0	0	0

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-2500-740030	Contracts: Comm 911	450000	550707.72	562000	624748.56	621300
101-2500-740045	Contracts: Health & Wellness Pro	7000	801.37	16000	913.59	2500
101-2500-740058	Contracts: Cable	1600	1894.12	1600	1921.94	1600
101-2500-740060	Contracts: U.N.E.T.	1600	0	0	0	0
101-2500-740087	CONTRACTS: LEGAL SERVICES	0	0	35000	60831.86	30000
101-2500-740092	Contracts: HVAC Maintenance	3500	0	3500	0	0
101-2500-740100	Contracts: Janitorial	0	0	0	18067.77	0
101-2500-740109	CONTRACTS: GPS Monitoring	0	174.99	0	0	0
101-2500-740171	Contracts: Generator Maint.	3000	427	3000	437	1000
101-2500-740193	Contracts: Electric Gate	600	0	0	0	0
101-2500-740195	Contracts: Copier Maint.	1500	0	0	0	0
101-2500-740200	Contracts: Ground Maint.	4800	6600	7000	4400	7000
101-2500-740216	Community Fingerprinting	0	0	0	339	3000
101-2500-740371	Contracts: RMS Software Maint.	36000	27663.72	36000	3151	36000
Category: 740 - CONTRACTUAL Total:		521300	609182.86	672700	722817.59	711000
Category: 750 - CAPITAL						
101-2500-750070	MACHINERY/EQUIPMENT	410000	402712.54	568880.08	390316.67	267000
Category: 750 - CAPITAL Total:		410000	402712.54	568880.08	390316.67	267000
Fund: 101 - General Fund Total:		10811706	11471893.09	12586580.08	12645708.64	12312689
Department: 2500 - POLICE DEPARTMENT Total:		10811706	11471893.09	12586580.08	12645708.64	12312689
Department: 4000 - ENGINEERING						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-4000-701001	SALARIES REGULAR	566701	593523.86	1136300	741574.49	929868
101-4000-701002	SALARIES TEMPORARY	2500	0	0	0	0
101-4000-701003	SALARIES OT	1500	154.7	2500	4013.39	1738
101-4000-701004	OTHER COMPENSATION	14760	30662.82	34540	47533.92	59684
101-4000-701005	RETIREMENT	106492	93678.67	91884	115012.51	124232
101-4000-701007	UNEMPLOYMENT INS PAYMENT	0	0	0	3016	0
101-4000-701009	GROUP HEALTH INSURANCE	135824	160310.92	286704	206002.7	295261
101-4000-701010	LIFE & LTD INSURANCES	8783	6156.02	15175	6889.34	8000
101-4000-701011	WORKERS COMPENSATION	11603	11522.26	12000	12329.44	50495

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		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-4000-701013	MEDICARE	8432	9200.03	15175	12254.69	14447
101-4000-701014	F.I.C.A. OASDI	0	7.02	0	14.54	0
101-4000-701025	CALPERS RETIREES HLTH CONTR	3000	3453	0	3708	3500
101-4000-701029	W/C SALARY CONTINUATION (2/	0	30631.53	0	48860.71	0
101-4000-701030	LEAVE PAYOUTS	5000	10954.64	10000	45750.35	15000
Category: 701 - PERSONNEL Total:		864595	950255.47	1604278	1246960.08	1502225
Category: 735 - SERVICES & SUPPLIES						
101-4000-710001	OFFICE SUPPLIES	2000	5297.34	2000	5576.04	5000
101-4000-710005	POSTAGE	500	1254.25	500	384.22	500
101-4000-710015	OPERATING SUPPLIES	10000	10076.95	10000	10496.15	10000
101-4000-710016	LAB & MEDICAL	0	800	0	0	0
101-4000-710025	ADVERTISING	1500	0	1500	0	0
101-4000-710030	PRINTING/BINDING	500	472.18	500	319.79	500
101-4000-710035	FUEL/OIL	2000	5627.77	3000	3312.03	3000
101-4000-710040	REPAIRS/MAINTENANCE	2000	1135.47	1500	3109.11	1500
101-4000-710045	RENTALS/LEASES	0	5409.24	0	6738.24	6000
101-4000-710050	BOOKS/PUBLICATIONS	300	361.78	0	472.94	500
101-4000-710055	MEMBERSHIPS/DUES	500	754	0	280	500
101-4000-722005	CONFERENCES/MEETINGS	1000	99.78	3000	2597.02	3000
101-4000-722010	TRAINING	11000	16233.34	15000	5809.9	7500
101-4000-725001	GAS/ELECTRIC	3000	5151.94	3000	3767.22	5000
101-4000-725005	WATER/SEWER	3000	7246.79	3000	9745.14	5000
101-4000-725010	TELEPHONE	3000	6613.21	3000	6872.93	5000
101-4000-728000	LEGAL NOTICES	5000	1409.5	0	2856.4	1500
101-4000-730000	PROFESSIONAL SERVICES	20000	436235.41	400000	62969.3	50000
101-4000-730005	Traffic Studies and Speed Cushio	0	22820.66	0	0	0
101-4000-731000	UNIFORM PURCHASES	0	2683.41	0	395.42	900
101-4000-735002	MBASIA ANNUAL LIAB. PREMIUM	15789	17384.26	18000	22742	28395
Category: 735 - SERVICES & SUPPLIES Total:		81089	547067.28	464000	148443.85	133795
Category: 740 - CONTRACTUAL						
101-4000-740025	Contracts: Bank Service Charge	0	1049.2	0	0	0

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		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-4000-740027	CONTRACT: COMPUTER PROGRA	15000	135959.08	0	243517.35	310000
101-4000-740087	CONTRACTS: LEGAL SERVICES	0	0	50000	24450	50000
101-4000-740100	CONTRACTS: JANITORIAL	0	0	0	2627.14	6000
101-4000-740109	CONTRACTS: GPS Monitoring	0	91.18	0	1551.48	1400
101-4000-740190	INCENTIVE PAY CONTRACTS:	0	0	0	0	2500
101-4000-740279	PEST CONTROL	0	2272.5	0	660	1000
101-4000-740501	CONSULTING/ENGINEERING SER	100000	738227.76	500000	560310.95	600000
101-4000-740504	CONSULTING/ARCHITECTURAL S	0	0	0	0	90000
Category: 740 - CONTRACTUAL Total:		115000	877599.72	550000	833116.92	1060900
Category: 750 - CAPITAL						
101-4000-750060	FURNITURE/FIXTURES	0	695.87	0	0	0
101-4000-750070	MACHINERY/EQUIPMENT	90000	88242.25	0	0	0
101-4000-750450	SOFTWARE AND LICENSING	1500	2676.4	0	2537.21	3000
Category: 750 - CAPITAL Total:		91500	91614.52	0	2537.21	3000
Fund: 101 - General Fund Total:		1152184	2466536.99	2618278	2231058.06	2699920
Department: 4000 - ENGINEERING Total:		1152184	2466536.99	2618278	2231058.06	2699920
Department: 4005 - BUILDING DIVISION						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-4005-701001	SALARIES REGULAR	350000	0	226075	82480.02	141654
101-4005-701004	OTHER COMPENSATION	0	0	3400	0	231
101-4005-701005	RETIREMENT	0	0	0	6337.08	6512
101-4005-701009	GROUP HEALTH INSURANCE	0	0	76542	7535.15	12900
101-4005-701010	LIFE & LTD INSURANCES	0	0	3116	1075.15	1500
101-4005-701011	WORKERS COMPENSATION	0	0	0	0	5963
101-4005-701013	MEDICARE	0	0	3275	1292.14	2057
101-4005-701014	F.I.C.A. OASDI	0	0	0	1.9	0
101-4005-701030	Leave Payouts	0	0	0	0	5000
Category: 701 - PERSONNEL Total:		350000	0	312408	98721.44	175817
Category: 735 - SERVICES & SUPPLIES						
101-4005-710001	OFFICE SUPPLIES	0	0	0	0	2400
101-4005-710005	POSTAGE	0	0	0	0	100

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		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-4005-710015	OPERATING SUPPLIES	0	0	0	607.88	16500
101-4005-710030	PRINTING/BINDING	0	0	0	63.89	0
101-4005-710035	FUEL/OIL	0	0	0	0	500
101-4005-710040	REPAIRS/MAINTENANCE	0	0	0	2076.73	4500
101-4005-710045	RENTALS/LEASES	0	0	0	18007.75	38500
101-4005-710050	BOOKS/PUBLICATIONS	0	0	0	0	1700
101-4005-710055	MEMBERSHIPS/DUES	0	0	0	0	200
101-4005-722005	CONFERENCES/MEETINGS	0	0	0	0	2500
101-4005-722010	TRAINING	0	0	0	0	2500
101-4005-725001	GAS/ELECTRIC	0	0	0	3441.82	5200
101-4005-725005	WATER/SEWER	0	0	0	0	1500
101-4005-725010	TELEPHONE	0	0	0	52.68	4300
101-4005-730000	PROFESSIONAL SERVICES	0	0	0	2843841.7	1400000
Category: 735 - SERVICES & SUPPLIES Total:		0	0	0	2868092.45	1480400
Category: 740 - CONTRACTUAL						
101-4005-740087	CONTRACTS: LEGAL SERVICES	0	0	50000	0	20000
101-4005-740100	CONTRACTS: JANITORIAL	0	0	0	4787.84	0
Category: 740 - CONTRACTUAL Total:		0	0	50000	4787.84	20000
Category: 750 - CAPITAL						
101-4005-750080	VEHICLES	0	0	0	0	20000
101-4005-750450	SOFTWARE AND LICENSING	0	0	0	0	1100
Category: 750 - CAPITAL Total:		0	0	0	0	21100
Fund: 101 - General Fund Total:		350000	0	362408	2971601.73	1697317
Department: 4005 - BUILDING DIVISION Total:		350000	0	362408	2971601.73	1697317
Department: 4010 - Planning Division						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-4010-701001	SALARIES REGULAR	931439	489125.77	1012072	594113.96	1236385
101-4010-701002	SALARIES TEMPORARY	5000	8265.03	0	1625	2500
101-4010-701003	SALARIES OT	2500	33.1	2000	0	10000
101-4010-701004	OTHER COMPENSATION	26128	15817.25	20939	18181.94	21515
101-4010-701005	RETIREMENT	147392	81809.04	90553	97006.26	102680

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		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-4010-701007	Unemployment Insurance Paym	0	0	0	5	0
101-4010-701009	GROUP HEALTH INSURANCE	147261	76105.54	243298	89835.64	303875
101-4010-701010	LIFE & LTD INSURANCES	14669	4095	13797	5204.02	7500
101-4010-701011	WORKERS COMPENSATION	10443	10370.03	11000	11301.98	60153
101-4010-701013	MEDICARE	13885	7699.53	14153	9242.72	18504
101-4010-701014	F.I.C.A. OASDI	0	94.57	0	112.51	0
101-4010-701025	CALPERS RETIREES HLTH CONTR	7500	5704	0	5713	6000
101-4010-701030	LEAVE PAYOUTS	15000	684.38	10000	9576.27	10000
Category: 701 - PERSONNEL Total:		1321217	699803.24	1417812	841918.3	1779112
Category: 735 - SERVICES & SUPPLIES						
101-4010-710001	OFFICE SUPPLIES	2000	2948.28	2000	1786.37	2700
101-4010-710005	POSTAGE	1500	1077.37	1500	1168.14	1500
101-4010-710015	OPERATING SUPPLIES	10000	7230.08	10000	9308.35	12000
101-4010-710020	COMMUNICATIONS	0	149.9	1000	0	0
101-4010-710025	ADVERTISING	100	0	100	0	5000
101-4010-710030	PRINTING/BINDING	500	466.76	1000	420.03	5000
101-4010-710035	FUEL/OIL	250	0	250	0	150
101-4010-710040	REPAIRS/MAINTENANCE	2000	201.38	2000	1431.85	1600
101-4010-710045	RENTALS/LEASES	0	34068.91	50000	22171	17000
101-4010-710050	BOOKS/PUBLICATIONS	300	0	500	78.66	500
101-4010-710055	MEMBERSHIPS/DUES	1500	1104	1500	622	4500
101-4010-722005	CONFERENCES/MEETINGS	1000	5495.26	10000	3354.16	10000
101-4010-722010	TRAINING	12000	16515.6	25000	8481.69	10000
101-4010-725001	GAS/ELECTRIC	4500	3857.4	4500	2959.82	4000
101-4010-725005	WATER/SEWER	1000	502.15	1000	372.61	600
101-4010-725010	TELEPHONE	3000	7357.88	3000	6821.79	7100
101-4010-728000	LEGAL NOTICES	5000	7073.8	10000	9382.6	10000
101-4010-730000	Professional Services	200000	1635363.93	962987	1414351.28	1545000
101-4010-735001	PROPERTY INSURANCE	0	3679.44	5000	3985.95	4193
101-4010-735002	MBASIA ANNUAL LIAB. PREMIUM	6378	7022.78	7500	9476	11832
Category: 735 - SERVICES & SUPPLIES Total:		251028	1734114.92	1098837	1496172.3	1652675

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		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
Category: 740 - CONTRACTUAL						
101-4010-740017	CONTRACTS: PEST CONTROL	0	962.5	1000	0	1000
101-4010-740025	Contracts: Bank Service Charge	0	249534.74	2000	0	2000
101-4010-740027	CONTRACT: COMPUTER PROGRA	10000	135730.37	150000	243462.49	179000
101-4010-740087	CONTRACTS: LEGAL SERVICES	0	0	50000	126369.3	70000
101-4010-740093	CONTRACTS: INSPECTION SERVI	500000	3353859.46	1800000	184082.14	0
101-4010-740100	CONTRACTS: JANITORIAL	0	0	0	2202.17	0
Category: 740 - CONTRACTUAL Total:		510000	3740087.07	2003000	556116.1	252000
Category: 750 - CAPITAL						
101-4010-750060	FURNITURE/FIXTURES	0	272.03	0	0	25000
101-4010-750080	VEHICLES	0	0	0	0	2500
101-4010-750450	SOFTWARE AND LICENSING	203000	2700	0	3119.9	5600
Category: 750 - CAPITAL Total:		203000	2972.03	0	3119.9	33100
Fund: 101 - General Fund Total:		2285245	6176977.26	4519649	2897326.6	3716887
Department: 4010 - Planning Division Total:		2285245	6176977.26	4519649	2897326.6	3716887
Department: 4100 - RISK MANAGEMENT						
Fund: 101 - General Fund						
Category: 735 - SERVICES & SUPPLIES						
101-4100-710001	OFFICE SUPPLIES	200	0	200	0	0
101-4100-710015	OPERATING SUPPLIES	500	0	500	0	0
101-4100-710055	MEMBERSHIP/DUES	500	320	500	0	0
101-4100-722010	TRAINING	20000	2487.53	25000	0	0
101-4100-730000	PROFESSIONAL SERVICES	60000	55274.63	60000	0	0
Category: 735 - SERVICES & SUPPLIES Total:		81200	58082.16	86200	0	0
Fund: 101 - General Fund Total:		81200	58082.16	86200	0	0
Department: 4100 - RISK MANAGEMENT Total:		81200	58082.16	86200	0	0
Department: 4300 - CODE ENFORCEMENT						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-4300-701001	SALARIES REGULAR	0	9374.21	0	164102.29	409317
101-4300-701002	SALARIES TEMPORARY	0	4880	0	0	0
101-4300-701003	SALARIES OT	0	3733.11	10000	14885.57	25000
101-4300-701004	OTHER COMPENSATION	0	1500	0	13616.95	13773

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		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-4300-701005	RETIREMENT	0	1064.8	0	28988.01	27440
101-4300-701009	GROUP HEALTH INSURANCE	0	3210.53	0	55411.81	115189
101-4300-701010	LIFE & LTD INSURANCES	0	109.59	0	1536.95	2000
101-4300-701011	WORKERS COMPENSATION	0	3456.68	3500	3596.09	0
101-4300-701013	MEDICARE	0	293.21	0	2978.85	6791
101-4300-701015	UNIFORM ALLOWANCE	0	90	3000	2459.67	3500
101-4300-701030	LEAVE PAYOUTS	0	0	10000	0	10000
Category: 701 - PERSONNEL Total:		0	27712.13	26500	287576.19	613010
Category: 735 - SERVICES & SUPPLIES						
101-4300-710001	OFFICE SUPPLIES	0	297.01	2000	330.61	2000
101-4300-710005	POSTAGE	0	169.11	1000	468	1000
101-4300-710015	OPERATING SUPPLIES	0	1212.06	15000	10180.76	10000
101-4300-710016	LAB & MEDICAL	0	0	0	1095	0
101-4300-710030	PRINTING/BINDING	0	0	4000	895.79	2000
101-4300-710035	FUEL/OIL	0	0	10000	5300.14	6000
101-4300-710040	REPAIRS/MAINTENANCE	0	0	4000	1710	2500
101-4300-710055	MEMBERSHIPS/DUES	0	0	500	610	500
101-4300-722010	TRAINING	0	0	10000	7119.7	8000
101-4300-725005	WATER/SEWER	0	46.44	0	0	0
101-4300-725010	TELEPHONE	0	114.06	3000	1123.47	3000
101-4300-729000	Fees: Filing/Dump	0	0	0	233.7	0
101-4300-730000	PROFESSIONAL SERVICES	0	0	10000	0	10000
101-4300-730155	Education Certificate Incentive	0	0	0	4000	0
101-4300-731000	UNIFORM PURCHASES	0	0	3000	1475.79	3000
Category: 735 - SERVICES & SUPPLIES Total:		0	1838.68	62500	34542.96	48000
Category: 740 - CONTRACTUAL						
101-4300-740087	CONTRACTS: LEGAL SERVICES	0	0	20000	7900	10000
101-4300-740100	CONTRACTS: JANITORIAL	0	0	0	4605.74	0

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		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-4300-740109	CONTRACTS: GPS MONITORING	0	524.97	5000	696.2	1000
	Category: 740 - CONTRACTUAL Total:	0	524.97	25000	13201.94	11000
	Fund: 101 - General Fund Total:	0	30075.78	114000	335321.09	672010
	Department: 4300 - CODE ENFORCEMENT Total:	0	30075.78	114000	335321.09	672010
Department: 5005 - VEHICLE MAINTENANCE						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-5005-701001	SALARIES REGULAR	138143	148281.04	144691	152231.79	155746
101-5005-701002	SALARIES TEMPORARY	0	140	1000	398.4	1000
101-5005-701003	SALARIES OT	0	1335.73	5000	1604.25	0
101-5005-701004	OTHER COMPENSATION	10953	10741.86	9400	11601.97	13390
101-5005-701005	RETIREMENT	58823	40966.78	45000	42590.42	45702
101-5005-701009	GROUP HEALTH INSURANCE	37790	44703.79	40000	42489.57	42080
101-5005-701010	LIFE & LTD INSURANCES	2196	1652.67	2022	1557.91	2000
101-5005-701011	WORKERS COMPENSATION	12183	12098.37	12500	12843.16	8448
101-5005-701013	MEDICARE	2162	2041.19	2096	2073.28	2453
101-5005-701014	F.I.C.A. OASDI	0	0.6	0	2.28	0
101-5005-701025	CALPERS RETIREES HLTH CONTR	3000	3604	4000	2168	4000
101-5005-701030	LEAVE PAYOUTS	0	3549.8	1100	3332.84	4000
	Category: 701 - PERSONNEL Total:	265250	269115.83	266809	272893.87	278819
Category: 735 - SERVICES & SUPPLIES						
101-5005-710001	OFFICE SUPPLIES	600	1426.5	2000	3026.11	1000
101-5005-710005	POSTAGE	30	26.49	30	45.72	30
101-5005-710015	OPERATING SUPPLIES	15000	14886.87	10800	9944.5	12000
101-5005-710016	LAB & MEDICAL	1000	515.33	1000	1078	800
101-5005-710035	FUEL/OIL	6000	9442.57	6000	5639.91	7500
101-5005-710040	REPAIRS/MAINTENANCE	5000	12265.97	5000	4837.45	5000
101-5005-710045	RENTALS/LEASES	0	1132.89	1500	870.73	1500
101-5005-710055	MEMBERSHIPS/DUES	500	594.61	600	573	600
101-5005-710070	ANIMAL VEHICLE MAINT	2000	3372.01	2000	6870.98	5000
101-5005-710071	CITY HALL VEHICLE MAINT	1000	1462.21	3000	2667.3	2500
101-5005-710072	CODE ENFORCE VEHICLE MAINT	1000	0	0	0	1000

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		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-5005-710073	ENGINEERING VEHICLE MAINT	2000	6454.49	1500	430.34	500
101-5005-710074	FIRE VEHICLE MAINT	80000	134445.77	140000	165204.22	0
101-5005-710075	FLEET VEHICLE MAINT	3000	2855.14	1500	3257.82	1900
101-5005-710076	PARKS VEHICLE MAINT	20000	16183.55	20000	22361.27	20000
101-5005-710077	POLICE VEHICLE MAINT	80000	80104	80000	102077.72	0
101-5005-710078	RECREATION VEHICLE MAINT	1500	245.75	1000	424.74	1000
101-5005-710079	STREETS VEHICLE MAINT	25000	49995.43	20000	23020.92	10000
101-5005-722005	CONFERENCES/MEETINGS	0	0	0	178.4	1000
101-5005-722010	TRAINING	2000	0	5000	146.69	2000
101-5005-725001	GAS/ELECTRIC	3700	5108.52	4000	5935.96	6000
101-5005-725005	WATER/SEWER	700	738.46	700	734.94	800
101-5005-725010	TELEPHONE	1500	628.69	1200	2776.61	2000
101-5005-729000	FEES: FILING/DUMP	1300	1111.2	1300	1015.2	1300
101-5005-730000	PROFESSIONAL SERVICES	0	342.4	300	1877.8	400
101-5005-731000	UNIFORM PURCHASES	2600	3748.78	3400	4667.8	3400
101-5005-735001	PROPERTY INSURANCE	0	2287.22	2800	2232.13	2348
101-5005-735002	MBASIA ANNUAL LIAB. PREMIUM	30114	33156.74	35000	44218	55212
Category: 735 - SERVICES & SUPPLIES Total:		285544	382531.59	349630	416114.26	144790
Category: 740 - CONTRACTUAL						
101-5005-740027	CONTRACT: COMPUTER PROGRA	9000	8597.49	10500	10562.07	10000
101-5005-740094	DESIGNATED OPERATOR FUELIN	1000	840	1000	900	1000
101-5005-740100	CONTRACTS: JANITORIAL	0	0	0	1335.14	0
101-5005-740109	CONTRACTS: GPS MONITORING	0	1141.12	4200	5728.68	5600
101-5005-740171	CONTRACTS: SAFETY KLEEN	1600	4247.54	1600	1993.3	2000
101-5005-740213	CONTRACTS: ECO CHECK ANNUA	2000	2085	2400	4051.38	2400
101-5005-740366	CONTRACTS: TOOL ALLOWANCE	1200	1199.12	1500	1323.33	1500
Category: 740 - CONTRACTUAL Total:		14800	18110.27	21200	25893.9	22500

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		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
Category: 750 - CAPITAL						
101-5005-750070	MACHINERY/EQUIPMENT	125080	119019.08	10000	0	5400
	Category: 750 - CAPITAL Total:	125080	119019.08	10000	0	5400
	Fund: 101 - General Fund Total:	690674	788776.77	647639	714902.03	451509
	Department: 5005 - VEHICLE MAINTENANCE Total:	690674	788776.77	647639	714902.03	451509
Department: 5010 - STREET MAINTENANCE						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-5010-701001	SALARIES REGULAR	0	33165.77	143014	60282.33	63156
101-5010-701002	SALARIES TEMPORARY	45000	81557	80000	6850.8	10000
101-5010-701003	SALARIES OT	10000	15760.24	18000	23539.69	20000
101-5010-701004	OTHER COMPENSATION	0	3459	5448	4766.52	3149
101-5010-701005	RETIREMENT	0	11550.82	76542	5607.36	5987
101-5010-701009	GROUP HEALTH INSURANCE	0	22836.5	0	45710.47	41899
101-5010-701010	LIFE & LTD INSURANCES	0	372.94	2058	796.14	1000
101-5010-701011	WORKERS COMPENSATION	0	0	0	0	4270
101-5010-701013	MEDICARE	0	1776.81	2072	1211.72	992
101-5010-701014	F.I.C.A. OASDI	0	0	0	2.48	0
101-5010-701030	LEAVE PAYOUTS	0	11409.97	5000	0	5000
	Category: 701 - PERSONNEL Total:	55000	181889.05	332134	148767.51	155453
Category: 735 - SERVICES & SUPPLIES						
101-5010-710001	OFFICE SUPPLIES	800	973.04	2700	1626.68	2700
101-5010-710005	POSTAGE	15	0	15	0.63	5
101-5010-710015	OPERATING SUPPLIES	25000	23382.01	32000	32391.25	20000
101-5010-710016	LAB & MEDICAL	1800	1298.83	1800	6728	2000
101-5010-710035	FUEL/OIL	500	1607.28	700	32.14	700
101-5010-710040	REPAIRS/MAINTENANCE	10000	21685.63	10000	11334.3	10000
101-5010-710045	Rentals/Leases	0	524.08	300	870.73	1200
101-5010-710055	MEMBERSHIPS/DUES	250	224.61	350	191	350
101-5010-710060	Chemicals	3000	2993.75	3000	2615.7	3000
101-5010-710061	STREET SIGNS	15000	13455.1	15000	15795.18	5000
101-5010-722005	CONFERENCES/MEETINGS	0	56.21	2000	2833.95	4000

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		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-5010-722010	TRAINING	7000	535	10000	5219.77	10000
101-5010-725001	GAS/ELECTRIC	4000	5108.52	4300	5935.98	4500
101-5010-725005	WATER/SEWER	800	1057.42	1100	1053.92	1100
101-5010-725010	TELEPHONE	2600	3697.29	2600	3178.49	2600
101-5010-729000	FEES: FILING/DUMP	4000	4222.94	4000	1390.14	4000
101-5010-730000	PROFESSIONAL SERVICES	250000	253804.3	270000	64077.55	500
101-5010-731000	UNIFORM PURCHASES	4200	5480.74	4500	5258.8	4000
101-5010-735002	MBASIA ANNUAL LIAB. PREMIUM	27709	30508.82	31000	39166	48903
Category: 735 - SERVICES & SUPPLIES Total:		356674	370615.57	395365	199700.21	124558
Category: 740 - CONTRACTUAL						
101-5010-740027	CONTRACT: COMPUTER PROGRA	2500	2410.76	2500	3623.29	3000
101-5010-740030	CONTRACTS: COMM 911	20000	27137.64	29000	30786.12	32250
101-5010-740100	CONTRACTS: JANITORIAL	0	0	0	1335.14	0
101-5010-740109	CONTRACTS: GPS TRACKING	4800	8109.83	6500	14639.81	14000
101-5010-747000	INTEREST PAYMENTS	1200	517.97	50	27.68	50
101-5010-748000	PRINCIPAL PAYMENTS	16000	15187.07	4000	3898.59	4000
Category: 740 - CONTRACTUAL Total:		44500	53363.27	42050	54310.63	53300
Category: 750 - CAPITAL						
101-5010-750050	IMPROVEMENTS	800000	55000	0	10450	0
101-5010-750070	MACHINERY/EQUIPMENT	0	0	10000	9999.91	0
101-5010-750080	VEHICLES	600000	558759.54	0	0	0
101-5010-750450	SOFTWARE AND LICENSING	0	0	0	23028.26	14000
Category: 750 - CAPITAL Total:		1400000	613759.54	10000	43478.17	14000
Fund: 101 - General Fund Total:		1856174	1219627.43	779549	446256.52	347311
Department: 5010 - STREET MAINTENANCE Total:		1856174	1219627.43	779549	446256.52	347311
Department: 5015 - STORM DRAIN OPERATIONS						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-5015-701001	Salaries Regular	0	0	33149	0	0
Category: 701 - PERSONNEL Total:		0	0	33149	0	0

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
Category: 735 - SERVICES & SUPPLIES						
101-5015-730000	Professional Services	0	11417.5	0	5673.5	0
Category: 735 - SERVICES & SUPPLIES Total:		0	11417.5	0	5673.5	0
Fund: 101 - General Fund Total:		0	11417.5	33149	5673.5	0
Department: 5015 - STORM DRAIN OPERATIONS Total:		0	11417.5	33149	5673.5	0
Department: 7000 - BUILDINGS, GROUNDS, & PARKS						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-7000-701001	Salaries Regular	300030	176299.9	294389	81806.39	64296
101-7000-701002	SALARIES TEMPORARY	50000	21266	30000	2554.8	5000
101-7000-701003	SALARIES OT	15000	13233.25	16000	952.11	5000
101-7000-701004	OTHER COMPENSATION	7049	22813.59	20880	9182.71	7305
101-7000-701005	RETIREMENT	54729	56107.7	19407	27052.9	28301
101-7000-701007	UNEMPLOYMENT INS PAYMENT	0	3150	0	5946.25	0
101-7000-701009	GROUP HEALTH INSURANCE	56411	58942.08	127975	23154.67	19631
101-7000-701010	LIFE & LTD INSURANCES	2748	2102.13	4286	783.95	2500
101-7000-701011	WORKERS COMPENSATION	24076	23908.68	24250	24915.74	3712
101-7000-701013	MEDICARE	2641	3583.96	4263	1433.78	1048
101-7000-701014	F.I.C.A. OASDI	0	0.6	0	0	0
101-7000-701025	CALPERS RETIREES HLTH CONTR	1500	1802	0	1854	1800
101-7000-701029	W/C SALARY CONTINUATION (2/	0	10244.34	0	0	0
101-7000-701030	LEAVE PAYOUTS	3000	10392.18	4000	1506.45	5000
Category: 701 - PERSONNEL Total:		517184	403846.41	545450	181143.75	143593
Category: 735 - SERVICES & SUPPLIES						
101-7000-710001	OFFICE SUPPLIES	850	864.86	850	904.1	850
101-7000-710005	POSTAGE	30	0	15	0	5
101-7000-710015	OPERATING SUPPLIES	25000	22522.71	25000	16241.49	17500
101-7000-710016	LAB & MEDICAL	2500	719.5	2500	0	2500
101-7000-710025	ADVERTISING	0	1498.18	400	0	0
101-7000-710035	FUEL/OIL	16000	10989.28	16000	1195.76	16000
101-7000-710040	REPAIRS/MAINTENANCE	20000	19826.96	20000	3334.86	15000
101-7000-710045	RENTALS/LEASES	5000	1612.81	5000	1244.43	3000

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-7000-710055	MEMBERSHIPS/DUES	350	39.61	350	0	100
101-7000-710060	Chemicals	5000	461.74	2500	2499.95	4000
101-7000-722005	Conferences/Meetings	1500	1795.32	2000	1279.76	4000
101-7000-722010	Training	9000	5319.03	5000	3864.76	5000
101-7000-725001	Gas/Electric	10000	5108.53	11000	5935.98	6000
101-7000-725005	Water/Sewer	100000	-17203.94	140000	-21959.04	0
101-7000-725010	Telephone	5000	6391.7	5000	5103.15	6000
101-7000-729000	Fees Filing/Dump	2000	985.2	2000	859.77	2000
101-7000-730000	Professional Services	20000	6543.38	150000	1273.78	2000
101-7000-730155	Education Certificate Incentive	3500	0	2000	0	2000
101-7000-731000	Uniform Purchases	7000	6469.54	8000	458.87	6000
101-7000-735002	MBASIA ANNUAL LIAB. PREMIUM	23422	25788.58	26000	32848	41015
Category: 735 - SERVICES & SUPPLIES Total:		256152	99732.99	423615	55085.62	132970
Category: 740 - CONTRACTUAL						
101-7000-740027	CONTRACT: COMPUTER PROGRA	4000	3938.33	4300	5693.75	4500
101-7000-740087	CONTRACTS: LEGAL SERVICES	0	0	2500	25	1000
101-7000-740100	CONTRACTS: JANITORIAL	0	0	0	1335.14	0
101-7000-740109	CONTRACTS: GPS MONITORING	5600	6870.19	5600	549.33	2000
101-7000-747000	INTEREST PAYMENTS	1200	505.01	50	27	0
101-7000-748000	PRINCIPAL PAYMENTS	15000	14799.06	15000	3799.02	15000
Category: 740 - CONTRACTUAL Total:		25800	26112.59	27450	11429.24	22500
Category: 750 - CAPITAL						
101-7000-750050	Improvements	0	502400.83	0	0	0
101-7000-750070	MACHINERY/EQUIPMENT	0	0	0	0	13866
Category: 750 - CAPITAL Total:		0	502400.83	0	0	13866
Fund: 101 - General Fund Total:		799136	1032092.82	996515	247658.61	312929
Department: 7000 - BUILDINGS, GROUNDS, & PARKS Total:		799136	1032092.82	996515	247658.61	312929
Department: 7020 - VETERAN'S BUIDLING						
Fund: 101 - General Fund						
Category: 735 - SERVICES & SUPPLIES						
101-7020-710015	OPERATING SUPPLIES	0	190.91	0	10.9	0
101-7020-710040	REPAIRS/MAINTENANCE	96000	20895	100000	62.93	47500

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-7020-725010	TELEPHONE	1500	1504.52	1500	2184.11	2500
101-7020-730000	PROFESSIONAL SERVICES	0	22.44	0	22.44	0
101-7020-735001	PROPERTY INSURANCE	22000	25010.23	27500	21922.7	23064
101-7020-735002	MBASIA ANNUAL LIAB. PREMIUM	2614	2878.2	3000	3790	4732
Category: 735 - SERVICES & SUPPLIES Total:		122114	50501.3	132000	27993.08	77796
Category: 740 - CONTRACTUAL						
101-7020-740099	CONTRACTS: MANAGEMENT SER	110000	137500	110000	83227.22	130000
101-7020-740100	CONTRACTS: JANITORIAL	0	0	0	192	0
Category: 740 - CONTRACTUAL Total:		110000	137500	110000	83419.22	130000
Fund: 101 - General Fund Total:		232114	188001.3	242000	111412.3	207796
Department: 7020 - VETERAN'S BUIDLING Total:		232114	188001.3	242000	111412.3	207796
Department: 8000 - RECREATION						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-8000-701001	SALARIES REGULAR	452301	326458.71	580759	288866.96	447062
101-8000-701002	SALARIES TEMPORARY	120000	210735.25	120000	222717.74	120000
101-8000-701003	SALARIES OT	8000	37050.15	10000	23891.27	10000
101-8000-701004	OTHER COMPENSATION	7236	23396.75	25950	17507.07	17928
101-8000-701005	RETIREMENT	130523	110976.41	36341	97730.29	104947
101-8000-701009	GROUP HEALTH INSURANCE	123036	107594.57	184364	100255.88	138628
101-8000-701010	LIFE & LTD INSURANCES	6493	3770.25	7708	3041.76	4000
101-8000-701011	WORKERS COMPENSATION	16099	15987.13	16250	16696.12	23563
101-8000-701013	MEDICARE	6664	8820.82	8413	8356.99	6952
101-8000-701014	F.I.C.A. OASDI	1500	3069.8	0	3588.76	0
101-8000-701025	Calpers Retirees Health Contribu	0	0	0	1099	1000
101-8000-701030	LEAVE PAYOUTS	6000	8220.14	5000	18554.54	12500
Category: 701 - PERSONNEL Total:		877852	856079.98	994785	802306.38	886580
Category: 735 - SERVICES & SUPPLIES						
101-8000-710001	OFFICE SUPPLIES	2000	3123.69	2000	3918.45	3000
101-8000-710005	POSTAGE	700	1151.45	500	998.32	1200
101-8000-710015	OPERATING SUPPLIES	110000	130337.97	120000	103032.63	75000
101-8000-710016	LAB & MEDICAL	2000	455	1000	0	1000

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-8000-710025	ADVERTISING	5000	3803.93	5000	5678.06	5000
101-8000-710030	PRINTING/BINDING	200	76.48	500	185	300
101-8000-710035	FUEL/OIL	2000	2785.19	2000	1216.47	3000
101-8000-710040	REPAIRS/MAINTENANCE	10000	12985.43	10000	6106.34	5000
101-8000-710045	RENTALS/LEASES	130000	56911.25	180000	68707.98	75000
101-8000-710055	MEMBERSHIPS/DUES	4000	2019.43	4000	2769.88	5000
101-8000-722005	CONFERENCES/MEETINGS	4500	5932.15	6000	3826.95	9000
101-8000-722010	TRAINING	5200	1397.5	5000	6611.45	8000
101-8000-725001	GAS/ELECTRIC	24000	21910.29	18000	33597.49	30000
101-8000-725005	WATER/SEWER	3000	2459.27	3000	3087.59	4500
101-8000-725010	TELEPHONE	3500	6397.85	3800	7417.29	9000
101-8000-729000	FEES: FILING/DUMP	0	0	1200	276.04	1000
101-8000-730000	PROFESSIONAL SERVICES	17500	58324.92	18100	40911.86	25000
101-8000-730155	Education Certificate Incentive	0	0	0	3945	9000
101-8000-731000	UNIFORM PURCHASES	0	997.35	0	41	2000
101-8000-735002	MBASIA ANNUAL LIAB. PREMIUM	9829	12394	13000	17304	20508
Category: 735 - SERVICES & SUPPLIES Total:		333429	323463.15	393100	309631.8	291508
Category: 740 - CONTRACTUAL						
101-8000-740016	CONTRACTS: ALARMS	1200	1520	2000	1459	2000
101-8000-740022	CONTRACTS: SCHOLARSHIPS	2000	1966	2000	1149	2000
101-8000-740025	Contracts: Bank Service Charge	1500	5344.18	1500	191.91	500
101-8000-740027	CONTRACT: COMPUTER PROGRA	14000	14563.7	15000	15884.45	15000
101-8000-740087	CONTRACTS: LEGAL SERVICES	0	0	2500	36938.61	50000
101-8000-740092	CONTRACTS: HVAC MAINTENAN	3400	2685	5800	1790	6000
101-8000-740100	CONTRACTS: JANITORIAL	0	0	0	6258.69	0
101-8000-740109	CONTRACTS: GPS MONITORING	0	220.57	1400	1471.93	1000
101-8000-740187	CONTRACTS: PEST CONTROL	3000	7243	3000	7551.51	8000
101-8000-740500	INSTRUCTION PAYMENTS	16000	14275.5	16000	12397.5	16000
Category: 740 - CONTRACTUAL Total:		41100	47817.95	49200	85092.6	100500
Category: 750 - CAPITAL						
101-8000-750050	IMPROVEMENTS	100000	40274.04	445000	25267.06	0

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-8000-750060	FURNITURE/FIXTURES	0	612.87	86000	4838.81	2500
101-8000-750070	MACHINERY/EQUIPMENT	93000	84802.05	50000	0	0
101-8000-750450	SOFTWARE AND LICENSING	1500	1254.33	1500	1568.36	9000
Category: 750 - CAPITAL Total:		194500	126943.29	582500	31674.23	11500
Fund: 101 - General Fund Total:		1446881	1354304.37	2019585	1228705.01	1290088
Department: 8000 - RECREATION Total:		1446881	1354304.37	2019585	1228705.01	1290088
Department: 8050 - PARKS & RECREATION DEPT						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-8050-701001	Salaries Regular	0	800	0	152016.36	371055
101-8050-701002	Salaries Temporary	0	280	20000	24782.4	20000
101-8050-701003	Salaries OT	11000	0	11000	46070.56	20000
101-8050-701004	Other Compensation	0	0	0	21154.93	20230
101-8050-701005	Retirement	0	80.67	0	25644.17	27193
101-8050-701009	Group Health Insurance	0	0	0	60497.02	144465
101-8050-701010	Life & LTD Insurances	0	0	0	2431.81	5000
101-8050-701011	Workers Compensation	0	0	0	0	21529
101-8050-701013	F.I.C.A. Medicare	0	15.66	566	3326.81	5930
101-8050-701014	F.I.C.A. OASDI	0	0	1240	2.28	0
101-8050-701029	W/C Salary Continuation (2/3)	0	0	0	47223.22	0
101-8050-701030	Leave Payouts	0	0	8000	7355.93	2500
Category: 701 - PERSONNEL Total:		11000	1176.33	40806	390505.49	637902
Category: 735 - SERVICES & SUPPLIES						
101-8050-710001	Office Supplies	1000	2305.26	1000	980.88	800
101-8050-710005	Postage	350	0	100	8.56	100
101-8050-710015	Operating Supplies	30000	11888.49	30000	74894.79	15000
101-8050-710016	Lab & Medical	2500	0	2500	4651.66	1000
101-8050-710020	Communications	0	0	0	0	1000
101-8050-710025	Advertising	1000	359.94	1000	6522.41	500
101-8050-710030	Printing/Binding	500	0	0	0	500
101-8050-710035	Fuel/Oil	15000	0	15000	13214.12	15000
101-8050-710040	Repairs/Maintenance	14000	22392.7	100123.95	101358.21	75000

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-8050-710041	Vehicle Maintenance	0	0	0	0	1500
101-8050-710045	Rentals/Leases	4000	3241	4000	2237.71	3000
101-8050-710050	Books/Publications	0	225.4	0	0	0
101-8050-710055	Memberships/Dues	900	632.45	1000	1905	1000
101-8050-710060	Chemicals	1000	0	2000	0	2000
101-8050-722005	Conferences/Meetings	3000	4314.68	5000	2188.77	3000
101-8050-722010	Training	2000	1467.5	2000	7896.55	15000
101-8050-725001	Gas/Electric	17000	23025.25	17000	17696.75	18000
101-8050-725005	Water/Sewer	125000	128927.45	125000	137693.18	175000
101-8050-725010	Telephone	2400	0	2800	3773	4000
101-8050-729000	Fees: Filing/Dump	2000	0	2000	572	500
101-8050-730000	Professional Services	110000	98045.38	383000	205156.63	420500
101-8050-730155	Education Certificate Incentive	1200	0	2000	2055	9500
101-8050-731000	Uniform Purchases	4000	1385.73	1300	2443.45	4800
Category: 735 - SERVICES & SUPPLIES Total:		336850	298211.23	696823.95	585248.67	766700
Category: 740 - CONTRACTUAL						
101-8050-740027	CONTRACT: COMPUTER PROGRA	3600	0	4300	0	0
101-8050-740096	PARKS/BALLFIELD LIGHT MAINT	0	0	0	0	20000
101-8050-740100	CONTRACTS: JANITORIAL	0	0	0	6258.69	0
101-8050-740109	CONTRACTS: GPS MONITORING	2000	220.57	4200	7964.13	7000
101-8050-740170	CONTRACTS: SCHOOL DISTRICT	345000	345000	345000	350000	345000
101-8050-740187	CONTRACTS: PEST CONTROL	5000	1468	5000	10469.51	10000
101-8050-740406	CONTRACTS: BACKFLOW TESTIN	0	0	0	810	0
Category: 740 - CONTRACTUAL Total:		355600	346688.57	358500	375502.33	382000
Category: 750 - CAPITAL						
101-8050-750050	Improvements	0	145310.76	20000	117811.9	0
101-8050-750060	Furniture/Fixtures	0	114.71	0	0	1000
101-8050-750070	Machinery/Equipment	0	0	188000	20872.79	60000

FY 2024-2025 General Fund Schedule of Expenditures

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101-8050-750450	SOFTWARE AND LICENSING	0	0	0	0	250
	Category: 750 - CAPITAL Total:	0	145425.47	208000	138684.69	61250
	Fund: 101 - General Fund Total:	703450	791501.6	1304129.95	1489941.18	1847852
	Department: 8050 - PARKS & RECREATION DEPT Total:	703450	791501.6	1304129.95	1489941.18	1847852
Department: 9000 - CONSTRUCTION IN PROGRESS						
Fund: 101 - General Fund						
Category: 701 - PERSONNEL						
101-9000-701001	Salaries Regular	0	0	0	2008.91	0
101-9000-701005	Retirement	0	0	0	732.39	0
101-9000-701009	Group Health Insurance	0	0	0	111.51	0
101-9000-701010	Life & LTD Insurances	0	0	0	15.5	0
101-9000-701013	F.I.C.A. Medicare	0	0	0	29.17	0
101-9000-701014	F.I.C.A. OASDI	0	0	0	0.01	0
	Category: 701 - PERSONNEL Total:	0	0	0	2897.49	0
Category: 740 - CONTRACTUAL						
101-9000-740501	CONSULTING/ENGINEERING SER	0	0	0	129473.12	385000
101-9000-740504	CONSULTING/ARCHITECTURAL S	0	0	0	6294.2	0
	Category: 740 - CONTRACTUAL Total:	0	0	0	135767.32	385000
Category: 750 - CAPITAL						
101-9000-750050	Improvements	0	52.89	0	181271.5	471000
	Category: 750 - CAPITAL Total:	0	52.89	0	181271.5	471000
	Fund: 101 - General Fund Total:	0	52.89	0	319936.31	856000
	Department: 9000 - CONSTRUCTION IN PROGRESS Total:	0	52.89	0	319936.31	856000
	Report Total:	39850993	50584871.92	50266087.08	48757411.18	52135164.8
Fund		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget
101 - General Fund		39850993	50584871.92	50266087.08	48757411.18	52135164.8
	Report Total:	39850993	50584871.92	50266087.08	48757411.18	52135164.8

RESOLUTION No. 2024-108

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HOLLISTER
ADOPTING THE FISCAL YEAR 2024-25 BUDGET, APPROVING THE
FISCAL YEAR 2024-25 APPROPRIATIONS LIMIT, AND APPROVING
THE 5-YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)**

WHEREAS, the City Council of the City of Hollister held a Public Hearing on June 4, 2024 to review the draft budget for FY 2024-25; and

WHEREAS, copies of all FY 2024-25 budget materials were made available for inspection by the public; and

WHEREAS, the City Council has been presented with a copy of the City's 5-year Capital Improvement Program (CIP) covering the period of Fiscal Years 2025 – 2029; and

WHEREAS, the CIP includes projects that address safety and health issues, legal requirements, and community and City Council priorities; and

WHEREAS, adopting the FY 2024-25 budget will authorizing spending for programs in the first year of the CIP, covering the period of July 1, 2024 – June 30, 2025; and

WHEREAS, the City Council will consider funding for future CIP projects as part of budgets in future fiscal years; and

WHEREAS, Article XIIIB of the Constitution of the State of California (Proposition 4 on the November 6, 1979 ballot) requires governmental jurisdictions to establish appropriation limits each fiscal year; and

WHEREAS, Proposition 111, passed by the voters in June of 1990, expands the choices for making annual adjustments to the appropriations limit based on various growth factors; and

WHEREAS, the City Council has determined that the growth factors of (1) the percentage change in California per capita personal income and (2) the percentage change in the County's population will be used to create the Fiscal Year 2024-25 appropriation limit; and

WHEREAS, the amount of Operating and Debt Service Appropriations for all funds in the aggregate amount of \$135,306,018 covering the period of July 1, 2024 – June 30, 2025 are shown below; and

Fund	Description	FY 2024-25 Appropriation
101	GENERAL FUND	\$ 52,135,165
105	MEASURE "W"	\$ 9,100,000

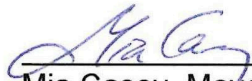
200	ROAD REPAIR & ACCOUNTABILITY ACT OF 2017	\$	1,569,000
203	GAS TAX	\$	1,307,355
205	PARK DEDICATION	\$	564,000
206	LOCAL TRANSPORTATION	\$	600,000
217	SPAY/NEUTER EDUCATION	\$	2,000
218	MELLO ROOS CFD-1	\$	3,272,663
221	POLICE S.L.E.S.F. PGM	\$	200,000
223	OFFICE OF TRAFFIC SAFETY	\$	77,000
226	ANIMAL WELFARE FUND	\$	40
231	SB 1186	\$	250
239	PARKING FUND	\$	100
252	2020-CDBG-12015	\$	3,000,000
262	SIGNAL IMPROV FEE ON FLYN	\$	50
264	TRAFFIC IMPACT FEES	\$	200
273	PROP 68	\$	3,004,077
275	2021-CDBG-NH-2001	\$	100,000
286	MEASURE "G" (COG)	\$	5,614,000
301	AB1600 CIP FIRE IMPACT	\$	602,875
302	AB1600 CIP POLICE IMPACT	\$	102,875
303	AB1600 CIP STORM DRAIN	\$	1,000,000
304	AB1600 CIP TRAFFIC IMPACT	\$	4,250,000
305	AB1600 CIP SANTA ANA STORM DRAIN	\$	2,500
309	JAIL JUVENILE HALL FUND	\$	300,500
313	CITY HALL/CITY YARD IMPACT FEES	\$	1,250
506	HELEN ROSS MEMORIAL DONATIONS	\$	460,000
601	AIRPORT ENTERPRISE FUND	\$	1,631,298
620	WATER ENTERPRISE FUND	\$	10,569,908
621	WATER EXPANSION ENT. FUND	\$	681,140
660	SEWER ENTRPRISE FUND	\$	15,629,840
661	SEWER EXPANSION ENTPRS	\$	1,783,250
662	STORM DRAIN	\$	12,761,561
665	SEWER IND. ENTERPRISE	\$	339,171
670	STREET SWEEPING FUND	\$	1,240,466
680	BRIGGS BLDG ENTPR FUND	\$	166,413
709	LANDSCAPE & LIGHTING DIST	\$	396,986
712	CFD#4 PUBLIC FACILITIES	\$	1,643,667
713	CFD #5 - PUBLIC SAFETY (FIRE & POLICE)	\$	800,250
809	HOME PROG. REVOLV. LOANS	\$	1,250
850	SUCCESSOR AGENCY	\$	6,000
851	HOUSING	\$	241,795
852	PERMANENT LOCAL HOUSING ALLOCATION (PLHA)	\$	147,123

WHEREAS, the City's budget is structurally balanced, including the City's General Fund with a projected available Fund Balance (restricted and unrestricted) in the amount of \$9,106,368.

NOW, THEREFORE, BE IT RESOLVED, the Fiscal Year 2024-25 budget and 5-Year CIP for the City of Hollister are hereby adopted with the City Manager authorized to make administrative adjustments to the budget as long as those changes will not have a significant policy impact nor affect budgeted year-end fund balances and the Fiscal Year 2024-25 appropriations limit is hereby adopted in compliance with California law.

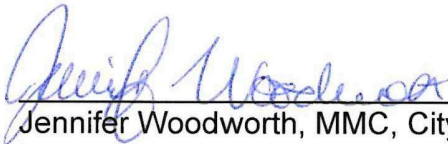
PASSED AND ADOPTED, by the City Council of the City of Hollister at a regular meeting held on June 18, 2024, by the following vote:

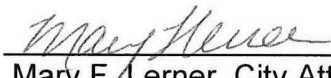
AYES:	Councilmembers Perez, Morales, Burns, and Mayor Casey
NOES:	Councilmember Resendiz
ABSTAINED:	None
ABSENT:	None


Mia Casey, Mayor

ATTEST:

APPROVED AS TO FORM:
Lozano Smith Attorneys at Law


Jennifer Woodworth, MMC, City Clerk


Mary F. Lerner, City Attorney

I, Jennifer Woodworth, MMC, City Clerk of the City of Hollister, do hereby certify that the attached Resolution No. 2024-108 is an original resolution, or true and correct copy of a City resolution, duly adopted by the Council of the City of Hollister at a regular meeting held on June 18, 2024 at which meeting a quorum was present.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Hollister on June 18, 2024.


Jennifer Woodworth, MMC
City Clerk of the City of Hollister

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375 5th Street
Hollister, CA 95023