



CITY COUNCIL REPORT

10A

DATE: MARCH 2, 2021

TO: MAYOR AND COUNCIL MEMBERS

**FROM: ANDREW MURRAY, CITY MANAGER
MARKISHA GUILLORY, FINANCE DIRECTOR**

**SUBJECT: RECEIVE THE FISCAL YEAR (FY) 2020-21 MID-YEAR FINANCIAL
REPORT AND ADOPT A RESOLUTION APPROVING BUDGET
ADJUSTMENTS**

RECOMMENDATION

City staff recommends that the City Council receive the Fiscal Year (FY) 2020-21 Mid-Year Financial Report and adopt a resolution approving related budget adjustments.

BACKGROUND

The City operates on an annual budget cycle. Through the budget, the City Council approves revenue estimates and authorizes City staff to expend the City's limited financial resources. As one of the many activities that the City undertakes to help ensure its financial soundness, staff provides quarterly financial reports on the City's budget condition. Following the conclusion of the second quarter of the fiscal year (October through December), staff conducts a second quarter/mid-year budget review.

The mid-year review provides an in-depth assessment of the City's revenues and expenditures during the first half of the fiscal year (July through December). It helps determine whether the City is on track to meet the original budget for the fiscal year or if adjustments are warranted. It also includes a projection of the fiscal year end results, which serve as the starting point for the development of next year's budget and the long-term financial forecast.

Staff has reviewed the City's budget results through the end of the second quarter. City revenues and expenditures are generally on track to match budgeted amounts. Staff does recommend some budget adjustments, which are discussed within this report and in Attachment A.

It is important to note that Pinole, like other communities, has been and continues to be impacted by the shelter-in-place (SIP) order resulting from COVID-19. Fiscal impacts of the SIP have been identified and noted in this mid-year report where applicable.

REVIEW & ANALYSIS

General Fund Analysis

The FY 2020-21 budget originally adopted on June 16, 2020 included the use of General Fund balance, in part for the purchase of a new fire engine, for a net deficit of \$2.00 million. The City is projecting to end FY 2020-21 with a net deficit of \$1.51 million, with total revenues projected at \$16.87 million (originally \$15.61 million) and expenditures at \$18.39 million (originally \$17.64 million). Whereas the adopted budget anticipated a year-end fund balance of \$4.62 million, the mid-year budget is projecting a year-end fund balance of \$5.11 million. Below is a summary of the second quarter General Fund actual revenue and expenditures as compared to the adopted budget.

General Fund	FY 2019-20 Prior Year Actuals	FY 2020-21 Original Budget	FY 2020-21 Current Budget	FY 2020-21 YTD Actuals	FY 2020-21 YTD Actuals w/ Encumb.	% of Budget	Proposed Adjustments	Projected Year-End
Revenues	\$ 16,023,772	\$ 15,606,351	\$ 15,606,351	\$ 6,823,453	\$ 6,823,453	44%	1,265,077	16,871,428
Expenditures	15,214,913	17,608,928	17,636,828	9,056,932	9,071,220	51%	748,414	18,385,242
Net surplus/deficit	808,859	(2,002,577)	(2,030,477)	\$ (2,233,478)	\$ (2,247,765)		516,663	(1,513,814)
Beginning Fund Balance	5,812,041	6,620,900	6,620,900					6,620,900
Ending Fund Balance	\$ 6,620,900	\$ 4,618,323	\$ 4,590,423					5,107,086

General Fund Revenue

General Fund revenue through the second quarter was \$6.82 million, or 44% of budget. General Fund revenues are not received evenly throughout the year, so revenue received through the second quarter is not expected to be 50% of the total budget.

General Fund	FY 2019-20 Prior Year	FY 2020-21 Original	FY 2020-21 Current	FY 2020-21 YTD Actuals	% of Budget	Proposed Adjustment	Projected Year-End
Property Taxes	\$ 4,514,755	\$ 4,146,109	\$ 4,146,109	\$ 1,543,997	37%		4,146,109
Sales and Use Taxes	3,788,080	3,345,879	3,345,879	1,685,611	50%	645,321	3,991,200
Utility Users Tax	1,809,932	1,896,000	1,896,000	937,376	49%		1,896,000
Franchise Taxes	750,002	750,000	750,000	235,227	31%		750,000
Other Taxes: TOT	444,453	410,000	410,000	209,734	51%		410,000
Other Taxes: Business License	382,051	375,000	375,000	138,666	37%		375,000
Intergovernmental Taxes	1,952,717	2,006,163	2,006,163	995,289	50%		2,006,163
Public Safety Charges	1,255,962	1,306,115	1,306,115	654,278	50%		1,306,115
Total Other Revenue	1,125,820	489,072	489,072	423,275	87%	619,756	1,108,828
Revenue Total:	16,023,772	14,724,338	14,724,338	6,823,453	46%	1,265,077	15,989,415
Transfer In from Section 115 Trust		882,013	882,013		0%	-	882,013
Revenue/Sources Total:	\$ 16,023,772	\$ 15,606,351	\$ 15,606,351	\$ 6,823,453	44%	1,265,077	16,871,428

Property Tax

Property tax is received in December, April, and June of each year. The projected revenue for FY 2020-21 is \$4.15 million. Property tax revenue includes the City's 18.75% share of the basic 1% property tax rate, \$2.85 million. It also includes the Redevelopment Property Tax Trust Fund (RPTTF) revenue, \$1.29 million, which is revenue that has resulted from the dissolution of the former Pinole Redevelopment Agency and represents the shift from the Agency receiving tax increment revenue to

the various taxing entities receiving the tax revenue. The RPTTF revenue will convert to “normal” property tax revenue when all of the former Agency’s outstanding debt is paid off and the Successor Agency is formally dissolved. Dissolution is currently expected to occur sometime after the final debt service payment in FY 2023-24. Property tax receipts are at 37% of budget, consistent with expectations. Therefore, staff is not recommending any adjustments.

Sales Tax

Sales tax for the General Fund was budgeted at \$3.35 million for FY 2020-21. Revenue received through the second quarter equaled \$1.69 million (50% of the annual budget). That did not include the payment that the City received for December. Revenue is trending higher than industry experts predicted when the budget was developed and was included in the budget. This is mostly attributable to an increase in the City’s allocation from the countywide pool. Online sales and new revenue from marketplace facilitators generated a 49% increase in the allocation. Given the positive results and continuing upward trend, staff is recommending that the FY 2020-21 budget be amended to include an increase of \$645,321 in General Fund sales tax. This is consistent with the most recent projections provided by the City’s sales tax consultant, HDL.

It is important to note that the original FY 2020-21 sales tax budget was set at 95% of HDL’s projections. This was mostly due to the uncertainty around and revenue losses due to SIP orders associated with COVID. Staff is recommending that the City budget include 100% of HDL’s projection. HDL already builds in a certain amount of conservatism in their projections, actual receipts in prior years have aligned with HDL’s projections, and the economy is rebounding more quickly than industry experts initially predicted.

All Other General Fund Revenue

Utility Users Tax (UUT) and Franchise Tax revenue, which is derived from utility customers, are at 49% and 31% of annual budget, respectively, as of the end of the second quarter. Based on the normal timing of receipt of these revenues, staff expects these revenues to meet budget.

Transient Occupancy Tax (TOT) is at 51% of budget. Business License revenues are primarily received in December and January based on the annual renewal process, which is initiated in December of each year and concludes in January. Both of these revenues are expected to meet budget.

Intergovernmental taxes include the Property Tax In-Lieu of Motor Vehicle License Fee (VLF) of \$1.98 million and Homeowner Property Tax Relief of \$31,000. These funds are primarily received in January and April of each year. These revenues are trending at 50% of budget.

Public safety charges, including police dispatch services for Hercules and San Pablo, are billed on a quarterly basis and are at 50% of budget.

Other General Fund revenues include Coronavirus Relief Funds, of which \$240,831 has been received. Staff is recommending an adjustment to add budget for these funds. Staff is also recommending that the budget include revenue increases of: \$55,197 for the final remaining loan proceeds that the City received from the Pinole Assisted Living Center (PALC), \$259,800 expected from the Federal Emergency Management Agency's (FEMA) Public Assistance Program to reimburse Police and Fire overtime related to COVID, and \$63,000 expected from the California Office of Emergency Services (Cal OES) to reimburse Fire overtime related to aid provided during wildfire incidents.

A transfer from the City's Section 115 Pension Trust to the General Fund was budgeted for FY 2020-21 in the amount of \$882,013. The transfer amount will be determined, and possibly adjusted, at the end of the fiscal year based on the actual pension costs incurred for the year.

General Fund Expenditures

The City Council authorized expenditures in the amount \$17.61 million in the FY 2020-21 General Fund budget. General Fund actual expenditures through the second quarter of FY 2020-21 totaled \$9.06 million, which was 51% of budget before adjustments.

Department	FY 2019-20 Prior Year Actuals	FY 2020-21 Original Budget	FY 2020-21 Current Budget	FY 2020-21 YTD Actuals	Encumb.	Actuals w/ Encumb.	% of Budget	Proposed Adjustments	Projected Year-End
City Council	\$ 163,703	\$ 145,482	\$ 173,382	\$ 96,481		\$ 96,481	56%		173,382
City Manager	206,565	437,043	437,043	293,599		293,599	67%	100,000	537,043
City Clerk	183,241	250,145	250,145	97,901		97,901	39%		250,145
City Treasurer	8,592	6,779	6,779	3,784		3,784	56%	2,700	9,479
City Attorney	462,151	149,136	149,136	353,113		353,113	237%	235,000	384,136
Finance Department	477,675	510,212	510,212	316,802		316,802	62%	27,500	537,712
Human Resources	430,578	276,434	276,434	71,208		71,208	26%	32,500	308,934
Non-Departmental	1,704,538	1,701,069	1,701,069	724,136		724,136	43%	1,107	1,702,176
Police Department	6,122,238	7,249,344	7,249,344	3,307,580		3,307,580	46%	189,000	7,438,344
Fire Department	3,195,023	4,471,322	4,471,322	2,571,584		2,571,584	58%	133,800	4,605,122
Public Works	988,239	926,807	926,807	443,366	14,286	457,653	49%		926,807
Community Development	173,692	227,201	227,201	82,214		82,214	36%		227,201
Debt Service	536,120	555,000	555,000	556,107		556,107	100%		555,000
Transfers Out	562,558	702,955	702,955	139,058		139,058	20%	26,807	729,762
Expenditure Total:	\$ 15,214,913	\$ 17,608,928	\$ 17,636,828	\$ 9,056,932	\$ 14,286	\$ 9,071,220	51%	748,414	18,385,242

While most departments are trending at or below budget, there are some significant expenditures, such as overtime in public safety departments, mostly COVID- or other emergency-related, that have exceeded or are trending to exceed budget appropriations. Staff is recommending that the budget be amended for a net expenditure increase of \$748,414, as follows:

- City Manager department – increase of \$100,000 for Business Assistance Program that was adopted by the City Council at its meeting on December 15, 2020.

- City Treasurer department – increase of \$2,700 to correct error in the medical in-lieu benefits line item.
- City Attorney department – increase of \$235,000 for legal expenditures, including work for the Municipal Code Update Subcommittee, the Procurement Policy and related matters, response to COVID and related Health Orders, disposition of surplus redevelopment properties, and labor and employment related matters. Approximately 67% of the City Attorney expenditures are charged back to City departments based on legal work performed on department-specific matters. Also, approximately \$70,000 of costs is expected to be offset by cost recovery matters, such as COVID related expenditures and code enforcement.
- Finance department – increase of \$27,500 for the Other Post-Employment Benefits (OPEB) actuarial report and quarterly sales tax reports.
- Human Resources – increase of \$32,500 for the City Manager's facilitated evaluation, and a total compensation benchmarking study and consulting on Memorandum of Understanding (MOU) best practices for labor negotiations.
- Non-Departmental – increase of \$1,107 for the annual issuer's fee on the 2006 Pension Obligation Bonds.
- Police department – increase of \$189,000 for overtime. These costs are expected to be fully reimbursed by the Federal Emergency Management Agency's (FEMA) Public Assistance Program.
- Fire department – increase of \$133,800 for overtime related to COVID and aid provided during wildfire incidents. These costs are expected to be fully reimbursed by FEMA's Public Assistance Program and the California Office of Emergency Services, respectively.
- Transfers Out - increase of \$26,807 to cover budget shortfall in Police Grants Fund resulting from the West Contra Costa Unified School District (WCCUSD) not funding for the School Resource Officer (SRO) this year.

Other Funds Analysis

Measure S 2006 Fund (Fund 105) and Measure S 2014 Fund (Fund 106)

Measure S 2006 is a voter-approved general purpose use tax levied at 0.5% on all retail sales. Revenue from Measure S 2006 has historically been allocated by the City Council to fund public safety programs. Measure S 2006 revenues are budgeted at \$2.14 million in FY 2020-21 for tax collections and for interest earnings on fund balance. Tax revenues through the second quarter are at 42% of budget based on the timing of sales tax payments to the City. Staff is recommending an increase of \$220,031 in the tax revenue budget consistent with updated projections from the City's sales tax consultant and \$1,746 for a reimbursement received. Staff is also recommending an increase of \$6,000 in the expenditure budget for Police software.

Measure S 2006	FY 2019-20 Prior Year	FY 2020-21 Original	FY 2020-21 Current	FY 2020-21 YTD Actuals	% of Budget	Proposed Adjustment	Projected Year-End
Revenues	\$ 1,986,510	\$ 2,140,227	\$ 2,140,227	\$ 889,023	42%	222,077	2,362,304
Expenditures	2,499,585	2,165,524	2,165,524	999,399	46%	6,000	2,171,524
Net surplus/deficit	(513,074)	(25,297)	(25,297)	\$ (110,376)		216,077	190,780
Beginning Fund Balance	2,298,951	1,785,877	1,785,877				1,785,877
Ending Fund Balance	\$ 1,785,877	\$ 1,760,580	\$ 1,760,580				1,976,657

Measure S 2014 is a voter-approved general purpose use tax also levied at 0.5% on all retail sales. Revenue from Measure S 2014 has historically been allocated by the City Council to address some of the City's operational and deferred capital improvement needs. Measure S 2014 revenues are budgeted at \$1.95 million in FY 2020-21 for tax collections and for interest earnings on fund balance. Tax revenues through the second quarter are at 46% of budget based on the timing of sales payments to the City. Expenditures are trending lower due to the timing of spending for capital projects. Staff is recommending an increase of \$220,031 in the tax revenue budget consistent with updated projections from the City's sales tax consultant. Staff is also recommending an increase of \$15,407 in the expenditure budget in Recreation to appropriate funds not used in the prior fiscal year due to COVID. This appropriation will be used to replace appliances at the Senior Center and the Youth Center.

Measure S 2014	FY 2019-20 Prior Year	FY 2020-21 Original	FY 2020-21 Current	FY 2020-21 YTD Actuals	% of Budget	Proposed Adjustment	Projected Year-End
Revenues	\$ 2,028,558	\$ 1,952,556	\$ 1,952,556	\$ 897,699	46%	221,331	2,173,887
Expenditures	2,139,735	3,522,274	3,633,274	414,210	11%	15,407	3,648,681
Net surplus/deficit	(111,177)	(1,569,718)	(1,680,718)	\$ 483,489		205,924	(1,474,794)
Beginning Fund Balance	3,872,007	3,760,830	3,760,830				3,760,830
Ending Fund Balance	\$ 3,760,830	\$ 2,191,112	\$ 2,080,112				2,286,036

Gas Tax Fund (Fund 200)

The Gas Tax Fund accounts for revenue from State excise taxes on gasoline and diesel fuel sales (referred to as the Highway Users Tax Account (HUTA)) as well as revenue from the Road Repair and Accountability Act of 2017 (SB1) (referred to as the Road Maintenance and Rehabilitation Account (RMRA)). Gas Tax Fund resources are restricted for use in the construction and maintenance of public streets. These funds support both annual operating and capital projects. Revenues are at 46% of budget and trending in line with the timing of receipt of funds from the State. Expenditures are at 58% of budget and trending as expected due to the timing of road maintenance projects. Staff is recommending an increase of \$7,636 in the revenue budget for cost recovery of light pole damage. Staff is also recommending an increase of \$39,486 in the expenditure budget for repair of a damaged light pole and to carry forward an encumbrance from the prior fiscal year.

Public Safety Augmentation Fund (Fund 203)

The Public Safety Augmentation Fund (PSAF) accounts for monies allocated to the City by the County Auditor-Controller under Proposition 172 from the statewide 0.5% sales tax. These funds are used exclusively for public safety. The receipt of these

funds is conditioned on Maintenance of Effort using base year FY 1992-93. Revenues in this fund are on trend with the budget at 46%. Expenditures are trending much lower than budget due to the temporary vacancy of a public safety position during the first quarter. Staff is not recommending any adjustments.

Police Grants Fund (Fund 204)

The Police Grants Fund accounts for grants received and used exclusively for public safety. Funding for school resource officers received from West Contra Costa Unified School District (WCCUSD) and Alcoholic Beverage Control (ABC) grant funding is recorded in this fund. WCCUSD determined not to provide the City with a grant of \$150,000 for one school resource officer in FY 2020-21. This grant had been assumed in the City's FY 2020-21 adopted budget. This Fund has available fund balance of \$125,498 that staff is recommending be used to offset this loss of revenue. Staff is also recommending a transfer from the General Fund to cover the remaining shortfall in the fund balance. The City will make a decision regarding future funding of the City's one remaining school resource officer position as part of the FY 2021-22 budget.

NPDES Storm Water Fund (Fund 207)

The NPDES Storm Water Fund accounts for assessments collected by the County via property tax bills pursuant to the National Pollutant Discharge Elimination System (NPDES) regulations, a federally-mandated program. Assessments are levied at \$35 per Equivalent Runoff Unit (ERU). Revenue estimates are based on the number of ERU's multiplied by the adopted rate. Staff is recommending an increase of \$58,035 in the revenue budget consistent the allocation increase.

Recreation Department Fund (Fund 209)

The Recreation Department was dramatically impacted by the SIP order, which has required closing in-person recreation programs. As of the second quarter, revenues are at 26% of budget and include program fees at 3% and Operating Transfers In from the General Fund and Measure S Fund at 23% to support the expenditures. Assuming programs will remain closed for the remainder of the fiscal year, staff is recommending a net decrease of \$534,782 in the revenue budgets for the Youth Center, Senior Center, Tiny Tots, Swim Center, Memorial Hall, and Tennis Courts. The reductions are mostly due to significantly lower revenue from program fees, membership dues, class fees, the food program, fund raising, gift shop sales, rentals, contributions, etc. Staff is also recommending a net decrease of \$499,241 in the expenditure budgets of the same programs. The reductions are mostly due to salary and benefits savings for furloughed part-time staff, professional services, travel/training, utilities, program costs, administrative expenses, building maintenance and supplies, etc.

Recreation	FY 2019-20 Prior Year	FY 2020-21 Original	FY 2020-21 Current	FY 2020-21 YTD Actuals	% of Budget	Proposed Adjustment	Projected Year-End
Revenues							
Program Revenue	\$ 480,684	\$ 634,989	\$ 634,989	\$ 47,968	8%	(534,782)	100,207
Transfers In	522,254	663,535	663,535	150,307	23%	-	663,535
Total Revenues	1,002,938	1,298,524	1,298,524	198,275	15%	(534,782)	763,742
Expenditures	1,008,380	1,298,524	1,298,524	380,786	29%	(499,241)	799,283
Net surplus/deficit	(5,442)	-	-	\$ (182,511)		(35,541)	(35,541)
Beginning Fund Balance	63,585	58,143	58,143				58,143
Ending Fund Balance	\$ 58,143	\$ 58,143	\$ 58,143				22,602

Building & Planning Fund (Fund 212)

The Building & Planning Fund's FY 2020-21 adopted budget projected a net \$490,638 use of fund balance to achieve a balanced budget. Revenue through the second quarter totaled \$275,378 (34% of budget), and expenditures totaled \$401,918 (31% of budget). While the Fund currently shows a negative fund balance, it is projected to end the year with a zero balance.

Solid Waste Fund (Fund 214)

The Solid Waste Fund accounts for funds received from Republic Services, Inc. from a surcharge it assesses on customer rates for solid waste services. These funds are set aside for future solid waste capital projects and for a rate stabilization fund. Revenue projections are \$368,000 and funds are received after each quarter. As of the second quarter, \$189,676 (52% of budget) has been received. There are not expenditures to date.

Measure J Fund (Fund 215)

The Measure J Fund accounts for special sales tax revenues collected by the Contra Costa Transportation Authority (CCTA) and reapportioned to the cities for local street projects. The City must submit a checklist each year to confirm compliance with a Growth Management Program in order to receive these funds. Estimates of annual funding are provided by the CCTA, and jurisdiction allocations are based on a formula that considers both population and road mileage. Revenues are received in June of each year. Spending of these funds is dependent on the timing of capital projects.

Revenue is trending higher and is at 101% of budget; therefore, staff is recommending an increase of \$10,147 in the revenue budget to align with actual receipts. Total Measure J revenue is projected to be approximately \$15,000 less for FY 2020-21 as compared to FY 2019-20.

Housing Administration Fund (285)

The Housing Administration Fund accounts for activities associated with administering housing programs of the former Pinole Redevelopment Agency, using Housing Set Aside funds, and providing affordable housing within the community. The Successor

Agency to the Pinole Redevelopment Agency received a payment in FY 2020-21 from the County Auditor-Controller of \$1.75 million for a loan that the Pinole Redevelopment Agency's affordable housing fund had made to the Agency's general fund under the Supplemental Educational Revenue Augmentation Fund (SERAF). Staff is recommending an increase in the Housing Administration Fund budget of this amount in anticipation of the transfer of these funds from the Recognized Obligation Retirement Fund to the Housing Administration Fund.

Sewer Enterprise Fund (Fund 500)

The Sewer Enterprise Fund accounts for fees charged to residents and businesses for sewer utilities. Fees are used to operate the Pinole-Hercules Wastewater Treatment Plant, which serves the Pinole and Hercules areas. Revenues are received with the property tax payments in December, April, and June.

A budget adjustment of \$1,089,104 for the annual principal and interest payment related to the treatment plant upgrade project was approved by the City Council in the first quarter of the FY 2020-21. The Clean Water State Revolving Fund program provided funding for the City's 50% share of the upgrades to the treatment plant. The first annual debt service payment was made in July 2020.

For the second quarter, staff is recommending an increase of \$179,500 in the revenue budget for additional revenue expected to be received from Hercules through the cost-sharing agreement. Staff is also recommending an increase of \$359,000 in the expenditure budget for a large vacation payout to a retiree, professional services, building maintenance and improvements, utilities, and vehicles. The additional appropriations will be funded by available fund balance.

Cable Access TV Fund (Fund 505)

The Cable Access TV Fund accounts for revenue received from cable franchise fees (Public, Educational, and Governmental (PEG) access fees), video production and broadcast charges. PEG access fees are designated for equipment purchases. Transfers from the General Fund also help support the operating costs. Revenue is at 21% of budget and expenditures are at 55% of budget. Staff is recommending a net decrease of \$142,984 in the revenue budget and a net decrease of \$93,703 in the expenditure budget. The reductions are warranted by reduced activity and programming.

Information Systems Fund (Fund 525)

The Information Systems Fund is an internal service fund used to account for activities that provide technology goods or services to other City funds and departments on a cost-reimbursement basis. Revenue and expenditures are both at 38% of budget. Staff is not recommending any budget adjustments to this fund.

Recognized Obligation Retirement Fund (750)

The Recognized Obligation Retirement Fund accounts for the close-out activities of the Successor Agency to the Pinole Redevelopment Agency. Staff is recommending an increase of \$1.75 million in the expenditure budget for a transfer to the Housing Administration Fund related to repayment on the SERAF loan. This will be the first installment on the three-year repayment agreement, which is included as an enforceable obligation on the Recognized Obligation Payment Schedule (ROPS).

FISCAL IMPACT

In this FY 2020-21 Mid-Year Budget Report, staff recommends budget adjustments as summarized below and described in detail in Attachment A. (The bracketed number related to each change references a corresponding entry in Attachment A.)

- Net increase in General Fund revenue of \$1,265,077, offset by a net increase in expenditures of \$748,414. [1]
- Net increase in Measure S 2006 revenue of \$222,077, offset by a net increase in expenditures of \$6,000. [2]
- Net increase in Measure S 2014 revenue of \$221,331, offset by a net increase in expenditures of \$15,407. [3]
- Net increase in Gas Tax Fund revenue of \$7,636, offset by a net increase in expenditures of \$39,486. [4]
- Net decrease in Police Grants Fund revenue of \$123,193. [5]
- Increase in Supplemental Law Enforcement Service Fund revenue of \$56,727. [6]
- Increase in NPDES Storm Water Fund revenue of \$58,035. [7]
- Net decrease in Recreation Fund revenue of \$534,782, offset by a net decrease in expenditures of \$499,241. [8]
- Increase in Measure C/J Fund revenue of \$10,147. [9]
- Increase in Housing Administration Fund revenue of \$1,750,00. [10]
- Net increase in Sewer Enterprise Fund revenue of \$179,500, offset by a net increase in expenditures of \$359,000. [11]
- Net decrease in Cable Access TV revenue of \$188,199 offset by a net decrease in expenditures of \$93,703. [12]
- Net increase in Recognized Obligation Retirement Fund expenditures of \$1,750,000. [13]

ATTACHMENTS

Attachment A – FY 2020-21 Mid-Year Budget Review Summary by Fund
Attachment B – Resolution Adjusting Fiscal Year 2020-21 Budget



City of Pinole, CA

For FY2020-21 Period Ending: 12/31/20

	Original Budget	Current Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encum- brances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End	Notes
Fund: 100 - General Fund											
Revenue											
Property Taxes	4,146,109	4,146,109		4,146,109	1,543,997		1,543,997	(2,602,112)	37%	4,146,109	
Sales and Use Taxes	3,345,879	3,345,879	645,321	3,991,200	1,685,611		1,685,611	(2,305,589)	42%	3,991,200	[1]
Utility Users Tax	1,896,000	1,896,000		1,896,000	937,376		937,376	(958,624)	49%	1,896,000	
Franchise Taxes	750,000	750,000		750,000	235,227		235,227	(514,773)	31%	750,000	
Other Taxes: TOT	410,000	410,000		410,000	209,734		209,734	(200,266)	51%	410,000	
Other Taxes: Business License	375,000	375,000		375,000	138,666		138,666	(236,334)	37%	375,000	
Intergovernmental Taxes	2,006,163	2,006,163		2,006,163	995,289		995,289	(1,010,874)	50%	2,006,163	
Public Safety Charges	1,306,115	1,306,115		1,306,115	654,278		654,278	(651,837)	50%	1,306,115	
Total Other Revenue	489,072	489,072	619,756	1,108,828	423,275		423,275	(685,553)	38%	1,108,828	[2]
Revenue Total:	14,724,338	14,724,338	1,265,077	15,989,415	6,823,453		6,823,453	(9,165,962)	43%	15,989,415	
Pension Trust 115 Transfer	882,013	882,013		882,013	476,366		476,366	(405,647)	54%	882,013	
Sources Total	15,606,351	15,606,351	1,265,077	16,871,428	7,299,819	-	7,299,819	(9,571,609)	43%	16,871,428	
Expenditures											
City Council Total:	145,482	173,382		173,382	96,481		96,481	76,901	56%	173,382	
City Manager Total:	437,043	437,043	100,000	537,043	293,599		293,599	243,444	55%	537,043	[3]
City Clerk Total:	250,145	250,145		250,145	97,901		97,901	152,244	39%	250,145	
City Treasurer Total:	6,779	6,779	2,700	9,479	3,784		3,784	5,695	40%	9,479	[4]
City Attorney Total:	149,136	149,136	235,000	384,136	353,113		353,113	31,023	92%	384,136	[5]
Finance Department Total:	510,212	510,212	27,500	537,712	316,802		316,802	220,909	59%	537,712	[6]
Human Resources Total:	276,434	276,434	32,500	308,934	71,208		71,208	237,726	23%	308,934	[7]
Non-Departmental Total:	1,701,069	1,701,069	1,107	1,702,176	724,136		724,136	978,040	43%	1,702,176	[8]
Total Administrative:	3,476,300	3,504,200	398,807	3,903,007	1,957,024	-	1,957,024	1,945,983	50%	3,903,007	
Police Department Total:	7,249,344	7,249,344	189,000	7,438,344	3,307,580		3,307,580	5,764,820	44%	7,438,344	[9]
Fire Department Total:	4,471,322	4,471,322	133,800	4,605,122	2,571,584		2,571,584	2,876,865	56%	4,605,122	[9]
Total Public Safety:	11,720,666	11,720,666	322,800	12,043,466	5,879,164	-	5,879,164	6,164,302	49%	12,043,466	
Public Works Total:	926,807	926,807		926,807	443,366	14,286	457,652	469,154	49%	926,807	
Community Development Total:	227,201	227,201		227,201	82,214		82,214	192,404	36%	227,201	
Total Development Services:	1,154,008	1,154,008	-	1,154,008	525,580	14,286	539,866	614,142	47%	1,154,008	
Debt Service:	555,000	555,000		555,000	556,107		556,107		100%	555,000	
Operating Transfer Out:	702,955	702,955	26,807	729,762	139,058		139,058		19%	729,762	[10]
General Fund Total:	17,608,928	17,636,828	748,414	18,385,242	9,056,932	14,286	9,071,219	(9,314,024)	49%	18,385,242	
General Fund Net Results	(2,002,577)	(2,030,477)	516,663	(1,513,814)	(1,757,113)	(14,286)	(1,771,399)	(257,585)	-6%	(1,513,814)	
Fund Balance July 1, 2020	6,620,901	6,620,901		6,620,901							
Estimated Fund Balance June 30, 2021	4,618,324	4,590,424		5,107,087							

NOTES:

- [1] Increase budget to reflect updated projections provided by consultants.
- [2] Increase budget for revenue received from Coronavirus Relief Fund, remaining PALC loan proceeds, reimbursement for light pole damage, and reimbursements expected from FEMA's Public Assistance Program for Police and Fire overtime related to COVID, and from the California Office of Emergency Services (Cal OES) for Fire's assistance during wildfire incidents.
- [3] Increase budget for Business Assistance Program was approved by City Council on December 15, 2021; the appropriation is funded by General Fund unassigned fund balance.
- [4] Increase budget for medical in lieu benefit due to error in original budget.
- [5] Increase budget for legal work on: Municipal Code Update Subcommittee, Procurement Policy and related matters, response to COVID and related Health Orders, disposition of surplus redevelopment properties, and labor and employment related matters. Approximately 67% of legal expenditures are offset by charging them back to departments. Also, approximately \$70,000 of costs is expected to be offset by cost recovery matters, such as COVID related expenditures and code enforcement.
- [6] Increase budget for updated Other Post-Employment Benefits (OPEB) actuarial report and quarterly sales tax report.
- [7] Increase budget for City Manager's facilitated evaluation, and a total compensation benchmarking study and consulting on MOU best practices for labor negotiations.
- [8] Increase budget for annual issuers fees on 2006 Pension Obligation Bonds.
- [9] Increase budget for overtime related to COVID and aid provided during wildfire incidents. These costs are expected to be fully reimbursed by FEMA's Public Assistance Program and the California Office of Emergency Services, respectively.
- [10] Increase budget for transfer to the Police Grants Fund for the School Resource Officer (SRO), which the West Contra Costa Unified School District (WCCUSD) will not fund this year.



	Original Budget	Current Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encum- brances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End	Notes
Fund: 105 - Measure S -2006											
Revenue											
Sales and Use Taxes	1,825,669	1,825,669	220,331	2,046,000	885,910		885,910	(1,160,090)	43%	2,046,000	[1]
Interest and Investment Income	20,000	20,000		20,000	1,367		1,367	(18,633)	7%	20,000	
Total Other Revenue	-	-	1,746	1,746	1,746		1,746	(0)	0%	1,746	[2]
Revenue Total:	1,845,669	1,845,669	222,077	2,067,746	889,023		889,023	(1,178,723)	43%	2,067,746	
Pension Trust 115 Transfer	294,558	294,558		294,558	182,670		182,670	(111,888)	62%	294,558	
Sources Total	2,140,227	2,140,227	222,077	2,362,304	1,071,693	-	1,071,693	(1,290,611)	45%	2,362,304	
Expenditures											
Finance Department Total:	2,433	2,433		2,433	150		150	2,283	6%	2,433	
Police Department Total:	1,402,432	1,402,432	6,000	1,408,432	733,211		733,211	675,221	52%	1,408,432	[3]
Fire Department Total:	760,659	760,659		760,659	266,039		266,039	494,620	35%	760,659	
Expenditures Total:	2,165,524	2,165,524	6,000	2,171,524	999,399		999,399	1,172,125	46%	2,171,524	
Measure S -2006 Net Results:	(25,297)	(25,297)	216,077	190,780	72,293		72,293	(118,487)	38%	190,780	
Fund Balance July 1, 2020	1,785,877	1,785,877		1,785,877							
Estimated Fund Balance June 30, 2021	1,760,580	1,760,580		1,976,657							
Fund: 106 - Measure S-2014											
Revenue											
Sales and Use Taxes	1,825,669	1,825,669	220,331	2,046,000	891,074		891,074	(1,154,926)	44%	2,046,000	[4]
Interest and Investment Income	30,000	30,000		30,000	5,625		5,625	(24,375)	19%	30,000	
Reimbursements	-	-	1,000	1,000	1,000		1,000	-	0%	1,000	[5]
Revenue Total:	1,855,669	1,855,669	221,331	2,077,000	897,699		897,699	(1,179,301)	43%	2,077,000	
Pension Trust 115 Transfer	96,887	96,887		96,887	532		532	(96,355)	1%	96,887	
Sources Total	1,952,556	1,952,556	221,331	2,173,887	898,231	-	898,231	(1,275,656)	41%	2,173,887	
Expenditures											
City Council Department Total:	-	5,900		5,900	5,900		5,900	-	100%	5,900	
Finance Department Total:	2,433	2,433		2,433	150		150	2,283	6%	2,433	
Non-Departmental Total:	693,000	693,000		693,000	11,250		11,250	681,750	2%	693,000	
Information Systems Total:	42,600	36,700		36,700	-		-	36,700	0%	36,700	
Police Department Total:	193,641	193,641		193,641	102,816		102,816	90,825	53%	193,641	
Fire Department Total:	444,489	444,489		444,489	144,735		144,735	299,754	33%	444,489	
Public Works Total:	2,122,561	2,233,561		2,233,561	149,359	44,300	193,659	2,039,902	9%	2,233,561	
Recreation Total:	23,550	23,550	15,407	38,957	-		-	38,957	0%	38,957	[6]
Expenditures Total:	3,522,274	3,633,274	15,407	3,648,681	414,210	44,300	458,510	3,190,170	13%	3,648,681	
Measure S-2014 Net Results:	(1,569,718)	(1,680,718)	205,924	(1,474,794)	484,021	(44,300)	439,721	1,914,515	-30%	(1,474,794)	
Fund Balance July 1, 2020	3,760,830	3,760,830		3,760,830							
Estimated Fund Balance June 30, 2021	2,191,112	2,080,112		2,286,036							
Fund: 150 - General Reserve											
Revenue Total:	-	-		-	35,956		35,956	30,021	0%	71,912	
General Reserve Net Results:	-	-		-	35,956		35,956	30,021	0%	71,912	
Fund Balance July 1, 2020	7,457,116	7,457,116		7,457,116							
Estimated Fund Balance June 30, 2021	7,457,116	7,457,116		7,457,116							

NOTES:

- [1] Increase budget to reflect updated projections provided by consultants.
 [2] Increase budget for CARES Act unemployment reimbursement.
 [3] Increase budget for Lefta Systems authorized in prior fiscal year but not carried forward in budget for outstanding amount.
 [4] Increase budget to reflect updated projections to provided by consultants.
 [5] Increase budget for Center for Sustainable Energy rebate for code enforcement vehicle.
 [6] Increase budget to replace dishwasher at senior center, replace appliances at youth center, and Tiny Tots balance forward for funds that were not used in FY19-20 due to COVID.



	Original Budget	Current Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encum- brances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End	Notes
Fund: 160 - Equipment Reserve											
Revenue											
Fire Department Total:	-	-		-	13,759		13,759	13,759	0%	-	
Public Works Total:	80,000	80,000		80,000	-		-	(80,000)	0%	80,000	
Community Development Total:	5,000	5,000		5,000	-		-	(5,000)	0%	5,000	
Revenue Total:	85,000	85,000	-	85,000	13,759		13,759	(71,241)	16%	85,000	
Expenditures											
Public Works Total:	80,000	274,000		274,000	-		-	274,000	0%	274,000	
Community Development Total:	5,000	5,000		5,000	-		-	5,000	0%	5,000	
Expenditures Total:	85,000	279,000		279,000	-		-	279,000	0%	279,000	
Equipment Reserve Net Results:	-	(194,000)	-	(194,000)	0		13,759	207,759	-7%	(194,000)	
Fund Balance July 1, 2020	114,949	114,949		114,949							
Estimated Fund Balance June 30, 2021	114,949	(79,051)		(79,051)							
Fund: 700 - Pension Fund											
Revenue											
Interest and Investment Income	-	-		-	1,886,945		1,886,945	1,886,945	0%	3,773,889	
Revenue Total:	-	-		-	1,886,945		1,886,945	1,886,945	0%	3,773,889	
Expenditures											
425 - Administrative Expenses	-	-		-	42,590		42,590	(42,590)	0%	85,181	
Expenditures Total:	-	-		-	42,590		42,590	(42,590)	0%	85,181	
Transfer Out:	1,501,492	1,501,492		1,501,492	684,252		684,252	817,240	46%	1,501,492	
Pension Fund Net Results:	(1,501,492.0)	(1,501,492.0)		(1,501,492.0)	1,160,102		1,160,102	2,661,594	-77%	2,187,216	
Fund Balance July 1, 2020	18,088,811	18,088,811		18,088,811			18,088,811				
Estimated Fund Balance June 30, 2021	16,587,319	16,587,319		16,587,319			20,276,028				
Fund: 200 - Gas Tax Fund											
Revenue Total:	866,465	866,465	7,636	874,101	403,538		403,538	470,563	46%	874,101	[1]
Expenditures Total:	1,568,570	1,568,570	39,486	1,608,056	907,317	31,850	939,167	668,889	58%	1,608,056	[2]
Gas Tax Fund Net Results:	(702,105)	(702,105)	(31,850)	(733,955)	(503,778)	(31,850)	(535,629)	198,326	73%	(733,955)	
Fund Balance July 1, 2020	927,444	927,444		927,444							
Estimated Fund Balance June 30, 2021	225,339	225,339		193,489							
Fund: 201 - Restricted Real Estate Maintenance Fund											
Revenue Total:	39,991	39,991		39,991	34,625		34,625	5,366	87%	39,991	
Expenditures Total:	37,175	37,175		37,175	8,349		8,349	28,826	22%	37,175	
Restricted Real Estate Maint Fund Net Results:	2,816	2,816		2,816	26,276		26,276	23,459	933%	2,816	
Fund Balance July 1, 2020	166,676	166,676		166,676							
Estimated Fund Balance June 30, 2021	169,492	169,492		169,492							
Fund: 203 - Public Safety Augmentation Fund											
Revenue Total:	172,766	172,766		172,766	79,827		79,827	(92,939)	46%	172,766	
Expenditures Total:	189,512	189,512		189,512	4,716		4,716	184,796	2%	189,512	
Public Safety Augmentation Fund Net Results:	(16,746)	(16,746)		(16,746)	75,111		75,111	91,857	-449%	(16,746)	
Fund Balance July 1, 2020	365,840	365,840		365,840							
Estimated Fund Balance June 30, 2021	349,094	349,094		349,094							

NOTES:

[1] Increase budget for reimbursement for light pole damage.

[2] Increase budget for expenses incurred due to pole damage. Increase budget for encumbrance that was not carried forward.



	Original Budget	Current Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encum- brances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End	Notes
Fund: 204 - Police Grants											
Revenue Total:	150,000	150,000	(123,193)	26,807	-	-	-	(150,000)	0%	26,807	[1]
Pension Trust 115 Transfer	-	-	-	-	2,621	-	2,621	2,621	0%	-	
Sources Total	150,000	150,000	(123,193)	26,807	2,621	-	2,621	(147,379)	10%	26,807	
Expenditures Total:	152,305	152,305	-	152,305	81,655	-	81,655	70,650	54%	152,305	
Police Grants Net Results:	(2,305)	(2,305)	(123,193)	(125,498)	(79,034)	-	(79,034)	46,464	63%	(125,498)	
Fund Balance July 1, 2020	125,498	125,498		125,498							
Estimated Fund Balance June 30, 2021	123,193	123,193		0							
Fund: 205 - Traffic Safety Fund											
Revenue Total:	46,500	46,500	-	46,500	10,398	-	10,398	(36,102)	22%	46,500	
Expenditures Total:	19,719	19,719	-	19,719	564	-	564	19,155	3%	19,719	
Traffic Safety Fund Net Results:	26,781	26,781		26,781	9,834		9,834	(16,947)	37%	26,781	
Fund Balance July 1, 2020	207,302	207,302		207,302							
Estimated Fund Balance June 30, 2021	234,083	234,083		234,083							
Fund: 206 - Supplemental Law Enforcement Svc Fund											
Revenue Total:	101,600	101,600	56,727	158,327	131,859	-	131,859	(26,468)	83%	158,327	[2]
Expenditures Total:	97,897	97,897	-	97,897	46,864	-	46,864	51,033	48%	97,897	
Sup Law Enforce Svc Fund Net Results:	3,703	3,703	56,727	60,430	84,996		84,996	24,566	141%	60,430	
Fund Balance July 1, 2020	269,337	269,337		269,337							
Estimated Fund Balance June 30, 2021	273,040	273,040		329,767							
Fund: 207 - NPDES Storm Water Fund											
Revenue Total:	266,620	266,620	58,035	324,655	9,547	-	9,547	(315,108)	3%	324,655	[3]
Expenditures Total:	377,717	377,717	-	377,717	145,447	-	145,447	232,270	39%	377,717	
NPDES Storm Water Fund Net Results:	(111,097)	(111,097)	58,035	(53,062)	(135,900)		(135,900)	(82,838)	256%	(53,062)	
Fund Balance July 1, 2020	16,432	16,432		16,432							
Estimated Fund Balance June 30, 2021	(94,665)	(94,665)		(36,630)							
Fund: 209 - Recreation Fund											
Revenue Total:	1,286,820	1,286,820	(534,782)	752,038	198,275	-	198,275	(553,763)	26%	752,038	[4]
Pension Trust 115 Transfer	11,704	11,704	-	11,704	7,334	-	7,334	(4,370)	63%	11,704	
Sources Total	1,298,524	1,298,524	(534,782)	763,742	205,609	-	205,609	(558,133)	27%	763,742	
Expenditures Total:	1,298,524	1,298,524	(499,241)	799,283	380,786	-	380,786	418,497	48%	799,283	[5]
Recreation Fund Net Results:	-	-	(35,541)	(35,541)	(175,177)		(175,177)	(139,636)	0%	(35,541)	
Fund Balance July 1, 2020	58,144	58,144		58,144							
Estimated Fund Balance June 30, 2021	58,144	58,144		22,602							

NOTES:

- [1] Decrease budget as WCCUSD determined not to provide the City with the grant for the SRO, expenditures to be funded by fund balance and a General Fund transfer.
- [2] Increase budget for annual Supplemental Law Enforcement Services Fund (SLESF) growth allocation.
- [3] Increase budget for increased county fee, disbursement normally received February and June.
- [4] Decrease budget for Pinole Senior Center, Tiny Tots, Youth Center, Swim Center, Memorial Hall, and Tennis Courts due to ongoing shelter-in-place orders resulting from COVID
- [5] Decrease budget for Pinole Senior Center, Tiny Tots, Youth Center, Swim Center, Memorial Hall, and Tennis Courts due to ongoing shelter-in-place orders resulting from COVID



	Original Budget	Current Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encum- brances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End	Notes
Fund: 276 - Growth Impact Fund											
Revenue Total:	-	-		-	21,239		21,239	21,239	#DIV/0!	-	
Expenditures Total:	8,000	8,000		8,000	-		-	8,000	0%	8,000	
Growth Impact Fund Net Results:	(8,000)	(8,000)	-	(8,000)	21,239		21,239	29,239	-265%	(8,000)	
Fund Balance July 1, 2020	108,925	108,925		108,925							
Estimated Fund Balance June 30, 2021	100,925	100,925		100,925							
Fund: 277 - Development Services											
Revenue Total:	-	-		-	91		91	91	0%	182	
Expenditures Total:	-	-		-	-		-	-	0%	-	
Development Services Net Results:	-	-		-	91		91	91	0%	182	
Fund Balance July 1, 2020	(665)	(665)		(665)			(665)				
Estimated Fund Balance June 30, 2021	(665)	(665)		(665)			(574)				
Fund: 285 - Housing Land Held for Resale											
Revenue Total:	105,000	105,000	1,750,000	1,855,000	3,091		3,091	(1,851,910)	0%	1,855,000	[1]
Expenditures Total:	174,903	174,903		174,903	39,524		39,524	135,379	23%	174,903	
Housing Land Held for Resale Net Results:	(69,903)	(69,903)	1,750,000	1,680,097	(36,434)		(36,434)	(1,716,531)	-2%	1,680,097	
Fund Balance July 1, 2020	7,819,515	7,819,515		7,819,515							
Estimated Fund Balance June 30, 2021	7,749,612	7,749,612		9,499,612							
Fund: 310 - Lighting & Landscape Districts											
Revenue Total:	42,780	42,780		42,780	23,389		23,389	(19,391)	55%	42,780	
Expenditures Total:	42,780	42,780		42,780	31,730		31,730	11,050	74%	42,780	
Lighting & Landscape Districts Net Results:	-	-	-	-	(8,341)		(8,341)	(8,341)	0%	-	
Fund Balance July 1, 2020	32,188	32,188		32,188							
Estimated Fund Balance June 30, 2021	32,188	32,188		32,188							
Fund: 316 - Pinole Valley Park											
Revenue Total:	-	-		-	2		2	2	0%	4	
Expenditures Total:	-	-		-	-		-	-	0%	-	
Pinole Valley Park Net Results:	-	-		-	2		2	(2)	0%	4	
Fund Balance July 1, 2020	(621)	(621)		(621)							
Estimated Fund Balance June 30, 2021	(621)	(621)		(621)							
Fund: 317 - Pinole Valley Caretaker Fund											
Revenue Total:	15,000	15,000		15,000	7,500		7,500	(7,500)	50%	15,000	
Expenditures Total:	14,867	14,867		14,867	7,800		7,800	7,067	52%	14,867	
Pinole Valley Caretaker Fund Net Results:	133	133		133	(300)		(300)	(433)	-226%	133	
Fund Balance July 1, 2020	(309)	(309)		(309)							
Estimated Fund Balance June 30, 2021	(176)	(176)		(176)							
Fund: 324 - Public Facilities Fund											
Expenditures Total:	70,000	70,000		70,000	-		-	70,000	0%	70,000	
Public Facilities Fund Net Results:	(70,000)	(70,000)		(70,000)	-		-	70,000	0%	(70,000)	
Fund Balance July 1, 2020	545,005	545,005		545,005							
Estimated Fund Balance June 30, 2021	475,005	475,005		475,005							

NOTES:

[1] Increase budget for proceeds from the Successor Agency to the former Redevelopment Agency for the Supplemental Educational Revenue Augmentation Fund (SERAF) loan.



	Original Budget	Current Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encum- brances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End	Notes
Fund: 325 - City Street Improvements											
Revenue Total:	250,000	250,000		250,000	36,348		36,348	(213,652)	15%	250,000	
Expenditures Total:	1,779,103	1,335,698		1,335,698	141,346		141,346	1,194,352	11%	1,335,698	
City Street Improvements Net Results:	(1,529,103)	(1,085,698)	-	(1,085,698)	(104,998)		(104,998)	980,700	10%	(1,085,698)	
Fund Balance July 1, 2020	1,294,914	1,294,914		1,294,914							
Estimated Fund Balance June 30, 2021	(234,189)	209,216		209,216							
Fund: 327 - Park Grants (Measure WW)											
Revenue Total:	-	-		-	34		34	34	0%	69	
Expenditures Total:	189,758	189,758		189,758	-		-	189,758	0%	189,758	
Park Grants (Measure WW) Net Results:	(189,758)	(189,758)		(189,758)	34		34	189,792	0%	(189,689)	
Fund Balance July 1, 2020	25,437	25,437		25,437							
Estimated Fund Balance June 30, 2021	(164,321)	(164,321)		(164,321)							
Fund: 377 - Arterial Streets Rehabilitation Fund											
Revenue Total:	250,000	250,000		250,000	-		-	(250,000)	0%	250,000	
Expenditures Total:	796,000	643,281		643,281	-	219,733	219,733	423,548	34%	643,281	
Arterial Streets Rehabilitation Fund Net Results:	(546,000)	(393,281)	-	(393,281)	-	219,733	219,733	173,548	-56%	(393,281)	
Fund Balance July 1, 2020	774,582	774,582		774,582							
Estimated Fund Balance June 30, 2021	228,582	381,301		381,301							
Fund: 500 - Sewer Enterprise Fund											
Revenue Total:	7,648,971	7,648,971	179,500	7,828,471	4,059,078		4,059,078	(3,769,393)	52%	7,828,471	[1]
Pension Trust 115 Transfer	79,872	79,872		79,872	-		-	(79,872)	0%	79,872	
Sources Total	7,728,843	7,728,843		7,908,343	4,059,078	-	4,059,078	(3,849,265)	51%	7,908,343	
Expenditures Total:	8,232,681	9,892,183	359,000	10,251,183	3,717,249	444,120	4,161,369	6,089,814	41%	10,251,183	[2]
Sewer Enterprise Fund Net Results:	(503,839)	(2,163,341)	(179,500)	(2,342,841)	341,829	(444,120)	(102,292)	2,240,549	4%	(2,342,841)	
Fund Balance July 1, 2020	19,784,826	19,784,826		19,784,826							
Estimated Fund Balance June 30, 2021	19,280,988	17,621,486		17,441,986							
Fund: 503 - Plant Expansion Fund											
Revenue Total:	-	-		-	103		103	103	0%	205	
Expenditures Total:	-	-		-	8,795		8,795	(8,795)	0%	8,795	
Plant Expansion Fund Net Results:	-	-		-	(8,692)		(8,692)	(8,692)	0%	(8,590)	
Fund Balance July 1, 2020	2,911,107	2,911,107		2,911,107							
Estimated Fund Balance June 30, 2021	2,911,107	2,911,107		2,911,107							
Fund: 505 - Cable Access TV											
Revenue Total:	512,419	512,419	(188,199)	324,220	77,533		77,533	(246,687)	24%	324,220	[3]
Pension Trust 115 Transfer	26,890	26,890		26,890	14,729		14,729	(12,161)	55%	26,890	
Sources Total	539,309	539,309	(188,199)	351,110	92,262	-	92,262	(258,848)	26%	351,110	
Expenditures Total:	539,309	539,309	(93,703)	445,606	198,275		198,275	247,331	44%	445,606	[4]
Cable Access TV Net Results:	(0)	(0)	(94,496)	(94,496)	(106,013)		(106,013)	(11,517)	112%	(94,496)	
Fund Balance July 1, 2020	(35,235)	(35,235)		(35,235)							
Estimated Fund Balance June 30, 2021	(35,236)	(35,236)		(129,732)							

NOTES:

- [1] Increase budget for cost-sharing agreement with Hercules.
- [2] Increase budget for vacation payout for large payment to retiree, professional services, building maintenance, electricity and water, vehicles, and building improvements.
- [3] Decrease budget due to lower cable franchise fees, video production, and Public, Educational, and Governmental (PEG) access fees.
- [4] Decrease budget for salary/wages (mainly part-time staff) and benefits, professional services, and other expenses due to decrease in activity.



	Original Budget	Current Budget	Proposed Adjustments	Amended Budget	YTD Actual	Encum- brances	Total	Variance Favorable (Unfavorable)	Percent Used	Projected Year-End	Notes
Fund: 525 - Information Systems											
Expenditures Total:	802,890	802,890		802,890	306,502		306,502	496,388	38%	802,890	
Indirect cost allocations Total:	(802,890)	(802,890)		(802,890)	(306,502)		(306,502)	(644,951)	38%	(802,890)	
Information Systems Net Results:	0	0			-		-	0	0%	-	
Fund Balance July 1, 2020	(196,169)	(196,169)		(196,169)							
Estimated Fund Balance June 30, 2021	(196,169)	(196,169)		(196,169)							
Fund: 704 - Asset Seizure-Unadjudicated											
Revenue Total:	-	-		-	34		34	34	0%	67	
Total Expenditures:	-	-		-	-		-	-	0%	-	
Asset Seizure-Unadjudicated Net Results:	-	-		-	34		34	34	0%	67	
Fund Balance July 1, 2020	13,350	13,350		13,350							
Estimated Fund Balance June 30, 2021	13,350	13,350		13,350							
Fund: 716 - Pinole Public School											
Revenue Total:	-	-		-	2		2	2	0%	5	
Total Expenditures:	-	-		-	-		-	-	0%	-	
Pinole Public School Net Results:	-	-		-	2		2	2	0%	5	
Fund Balance July 1, 2020	1,738	1,738		1,738							
Estimated Fund Balance June 30, 2021	1,738	1,738		1,738							
Fund: 723 - Police Evidence Trust											
Revenue Total:	-	-		-	5		5	5	0%	11	
Expenditures Total:	-	-		-	-		-	-	0%	-	
Police Evidence Trust Net Results:	-	-		-	5		5	5	0%	11	
Fund Balance July 1, 2020	189	189		189							
Estimated Fund Balance June 30, 2021	189	189		189							
Fund: 750 - Recognized Obligation Retirement Fund											
Revenue Total:	250,000	250,000		250,000	5,900		5,900	(244,100)	2%	250,000	
Expenditures Total:	250,000	250,000	1,750,000	2,000,000	3,330,594		3,330,594	(1,330,594)	167%	2,000,000	[1]
Recognized Obligation Retirement Fund Net Results:	-	-	(1,750,000)	(1,750,000)	(3,324,694)		(3,324,694)	(1,574,694)	0%	(1,750,000)	
Fund Balance July 1, 2020	6,289	6,289		6,289							
Estimated Fund Balance June 30, 2021	6,289	6,289		6,289							

NOTES:

[1] Increase budget appropriation for repayment of the SERAF loan.

ATTACHMENT B

RESOLUTION NO. 2020-xx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, AMENDING THE CITY BUDGET FOR FISCAL YEAR 2020-21

WHEREAS, the City Council did adopt an Operations Budget for City Operations by Resolution number 2020-58 on June 16, 2020; and

WHEREAS, the City Council did adopt adjustments to the Operations Budget by Resolution number 2020-106 on November 17, 2020; and

WHEREAS, the Finance Director has presented proposed recommendations for amendment of the adopted budget for the City of Pinole Operations for fiscal year 2020-21 as part of a Mid-Year Budget Review at the regular City Council Meeting held on March 2, 2021; and

WHEREAS, the City Council has considered these recommended changes, as to the matter of the City budget; and

WHEREAS, the City Council has solicited public input on the proposed amendments to the 2020-21 City Operations Budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pinole as follows:

Amendments to the budget and program of services for the City of Pinole for Fiscal Year 2020-21 commencing July 1, 2020 and ending June 30, 2021 are hereby approved and adopted, as set forth in Exhibit #1 (herein incorporated).

PASSED AND ADOPTED this 2nd day of March 2021, by the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

I hereby certify that the foregoing resolution was introduced, passed and adopted on this 2nd day of **March, 2021**.

Heather Iopu, CMC
City Clerk

General Fund (100)	
Revenue	\$1,265,077
Expenditures	\$748,414
Measure S 2006 Fund (105)	
Revenue	\$222,077
Expenditures	\$6,000
Measure S 2014 Fund (106)	
Revenue	\$221,331
Expenditures	\$15,407
Gas Tax Fund (200)	
Revenue	\$7,636
Expenditures	\$39,486
Police Grants (204)	
Revenue	-\$123,193
Supplemental Law Enforcement Svc Fund (206)	
Revenue	\$56,727
NPDES Storm Water Fund (207)	
Revenue	\$58,035
Recreation Fund (209)	
Revenue	-\$534,782
Expenditures	-\$499,241
Measure C/J Fund (215)	
Revenue	\$10,147
Housing Administration Fund (285)	
Revenue	\$1,750,000
Sewer Enterprise Fund (500)	
Revenue	\$179,500
Expenditures	359,000
Cable Access TV (505)	
Revenue	-\$188,199
Expenditures	-\$93,703
Recognized Obligations Ret. Fund (750)	
Expenditures	\$1,750,000