

FISCAL YEAR

2021-2022

# ANNUAL BUDGET

CITY OF HERCULES, CALIFORNIA





# CITY OF HERCULES FY 2021-22 ANNUAL BUDGET TABLE OF CONTENTS

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# Welcome: The City of Hercules Annual Budget FY 2021-2022

**About Hercules:** Established as a dynamite factory in the 1800s and incorporated in 1900, the City of Hercules is located on the northeastern shore of San Pablo Bay, conveniently located along the I-80 corridor and within minutes of both San Francisco and Napa. The over 25,000 residents represent a diverse mix of many ethnic groups. Primarily a suburban, family-oriented community, the City is transforming into more than a suburban community with a lively new waterfront, and a new train and ferry terminal in the works.

Hercules offers residents a range of municipal services. The City provides a full range of recreational programs including youth/teen and adult activities, and year-round child care.



## HERCULES CITY COUNCIL

### Mayor

Chris Kelley

### Vice Mayor

Dion Bailey

### Council Members

Alexander Walker-Griffin

Dan Romero

Tiffany Grimsley

## EXECUTIVE MANAGEMENT TEAM

### Interim City Manager

Steve Falk

### City Attorney

Patrick Tang

### Administrative Services Director/ City Clerk

Lori Martin

### Finance Director

Edwin Gato

### Community Development Director

Robert Reber

### Parks & Recreation Director

Christopher Roke

### Police Chief

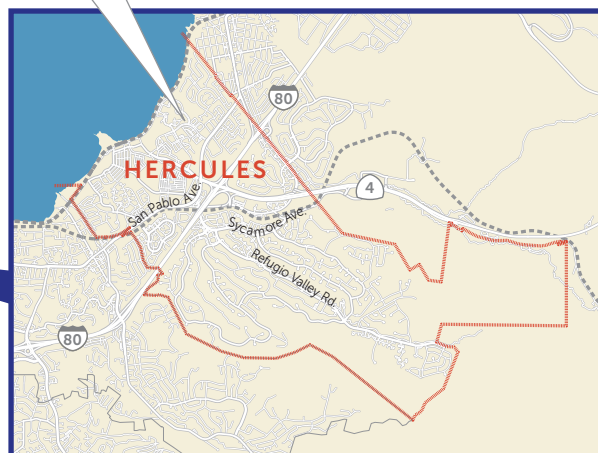
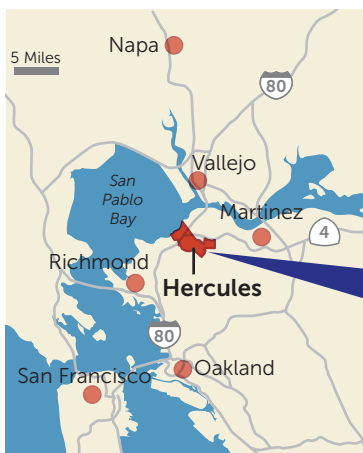
William Imboden

### Public Works Director

Michael Roberts

## The City of Hercules is a community of 25,530 residents

located along the I-80 corridor and within minutes of both San Francisco and Napa. Hercules is in Contra Costa County in the San Francisco Bay Area.





The City’s Senior Center provides daily senior programs and activities and sponsors special community events and trips.

Hercules maintains an abundance of open space areas and trails throughout the community, providing the opportunity for spotting various types of wildlife and offering dazzling views of the bay. Hercules also



has two community and five neighborhood parks. The City also has approximately 950 acres of open space areas and trails distributed throughout the community. Together the open space areas and city parks account for approximately 1/3 of the total land area within the City. Future plans include redeveloping the historic Hercules Point as a public waterfront park.

Hercules is served by two public school districts: John Swett Unified School District and West Contra Costa Unified School District. Private elementary and secondary schools are also available in adjacent communities. At the post-secondary level, both public schools and private schools in the East Bay provide a variety of high-quality educational opportunities. The City Child Care Program provides before-and-after school day care and pre-school programs.

## HERCULES AT WORK

FY 2019-2020

# 13,300

Total City Labor Force

# 3,168

Total Employed by Top 10 Employers, 2019-20

Number of employees

1. Bio-Rad Laboratories Inc, 2,271
2. West Contra Costa Unified School District, 238
3. Home Depot, 198
4. Contra Costa County Social Services, 106
5. Lucky Supermarkets, 100
6. Pacific Bio Labs Inc, 94
7. City of Hercules, 60
8. Kinder’s Meats & Deli BBQ & Catering, 40
9. Benda Tool & Model Works Inc., 36
10. Big Lots, 25





FISCAL YEAR 2021-2022

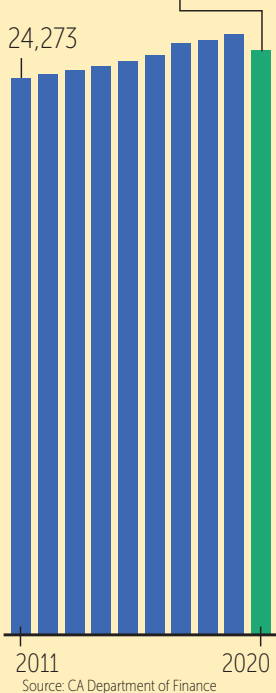
# BUDGET AT A GLANCE

CITY OF HERCULES, CALIFORNIA

## HERCULES DATA DIGEST FY 2020-2021

### 25,530

Population of the City of Hercules



### 40.2

Median age of residents

### \$45,744

Per Capita Personal Income

### 32,143

Student Enrollment  
(Reflects the total number of students enrolled in the West Contra Costa School District)

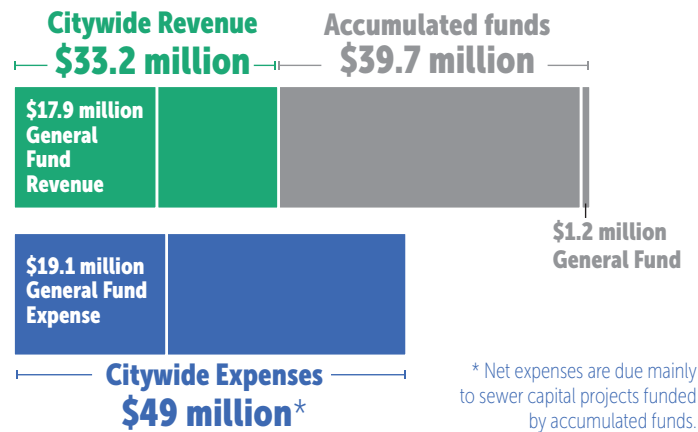
### 13,300

Total City Labor Force

## The Budget is the City's Roadmap

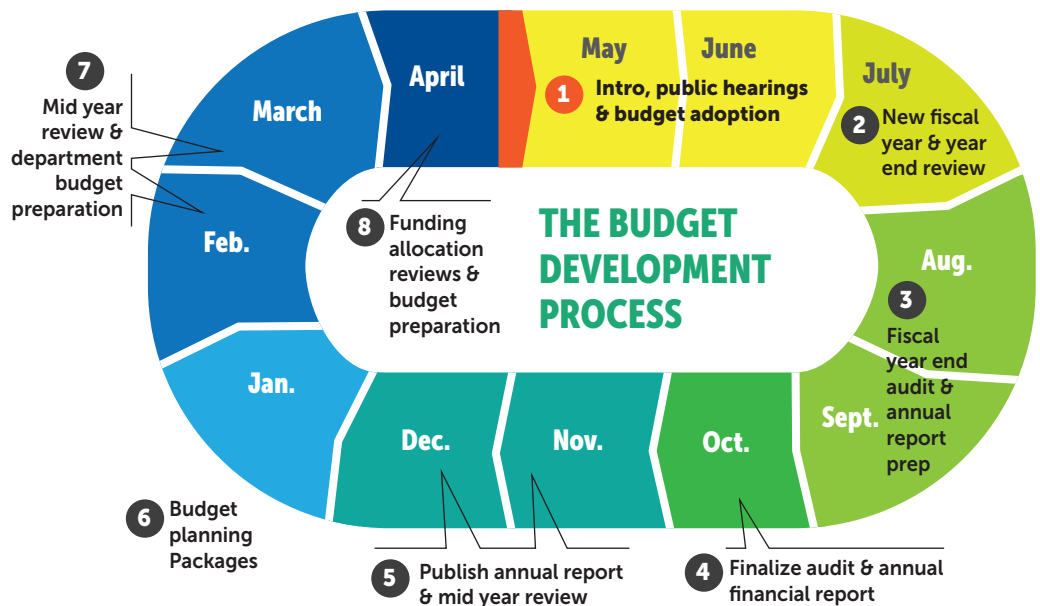
The City of Hercules' annual budget is one of our most important policy documents. The Budget at a Glance is a simplified version of the comprehensive budget document that includes highlights, and an overview of major revenue sources and expenditures.

CITY OF HERCULES FY 2021-2022 BUDGET OVERVIEW  
Out of an approximate \$50 million Budget, a quick look at Revenues and Expenses.



## How is the budget developed?

The City Council adopts the budget in June of each year for the following fiscal year, which runs from July 1 to June 30. The budget development process is continuous and includes public communication throughout the year.





## City of Hercules Strategic Plan Goals

The City's Strategic Plan Goals, are focused priorities that guide the day to day work and budgeting process

- Strengthen Financial Stability

- Continue to Provide Excellent Police Services to the Community

- Enhance Economic Development Efforts

- Enhance Transportation Access and Options

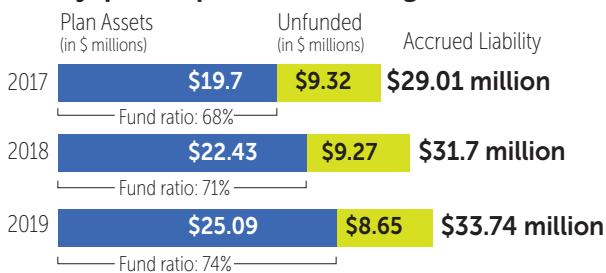
- Complete the Vision of the City's Development

- Provide Outstanding Cultural and Recreational Services

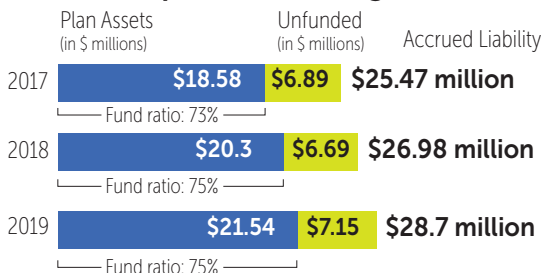
- Invest in and Enhance Maintenance of Public Infrastructure and Facilities

- Continue to Provide Exemplary Governance and City Administration

### CalPERS Pension Funding Status Safety/police pension funding



### Other staff pension funding



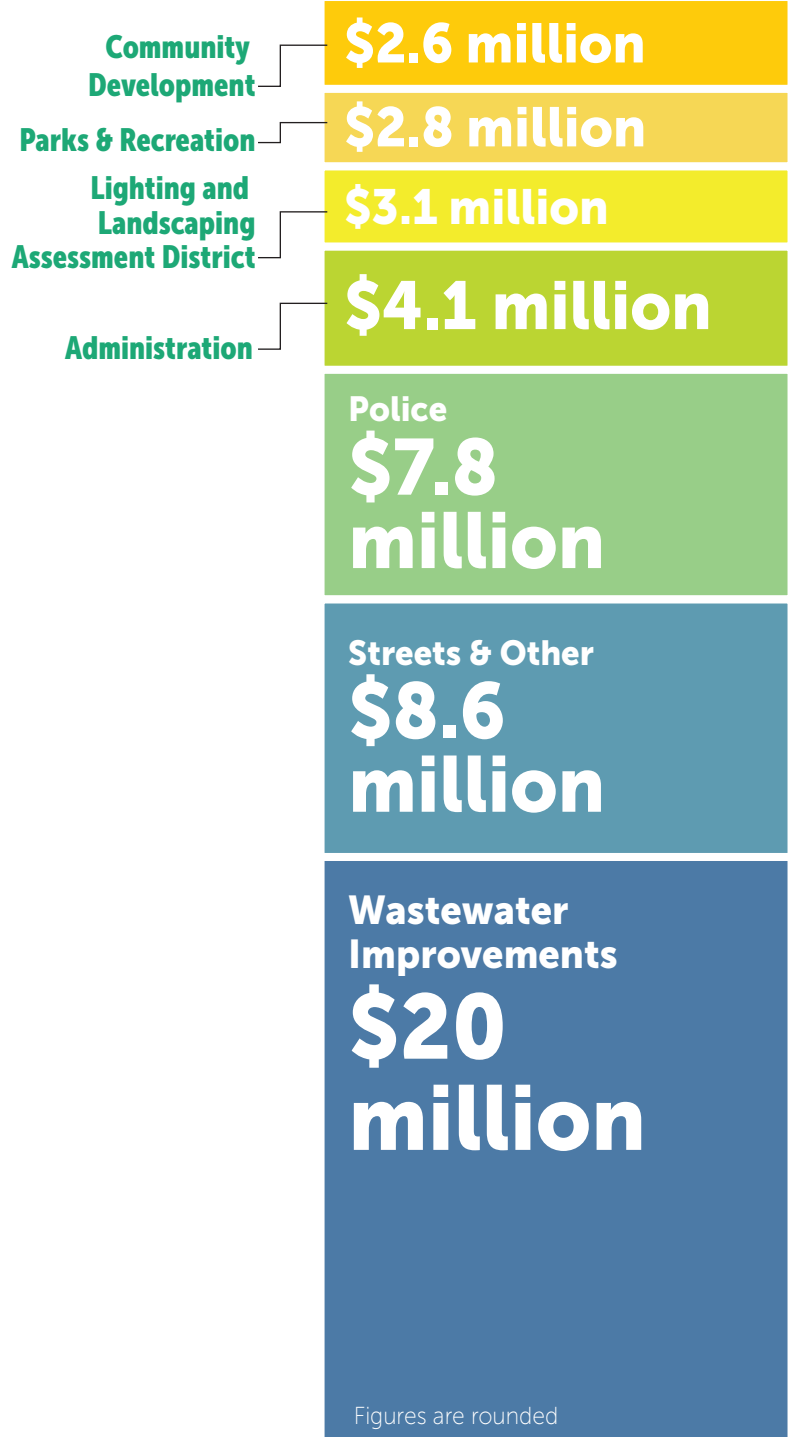
Based on June 2019 CalPERS actuarial report, the City's funding ratio was 75%. The Fitch (a credit rating agency) generally considers a funded ratio of 70% to be adequate. The proposed FY 2021-22 includes a contribution of \$500,000 towards the City's Section 115 trust to mitigate the potential growing payment obligations.

FY 2021-22:

## Citywide Expenditures by Program

(Excluding Internal Charges)

# \$49 million total



Figures are rounded

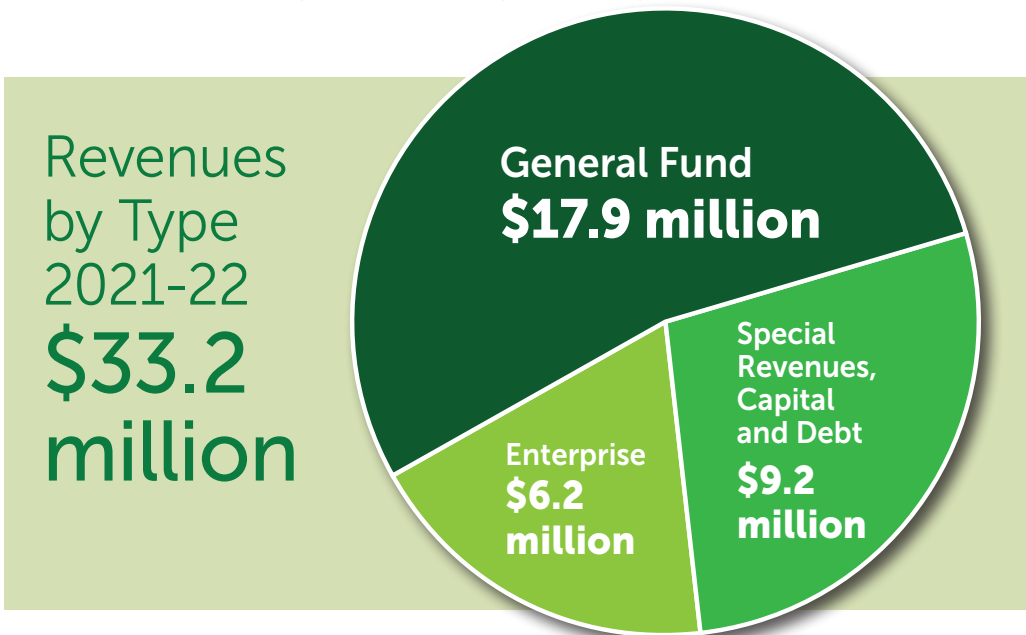


# CITY OF HERCULES BUDGET FY 2021-22: CITYWIDE BUDGET

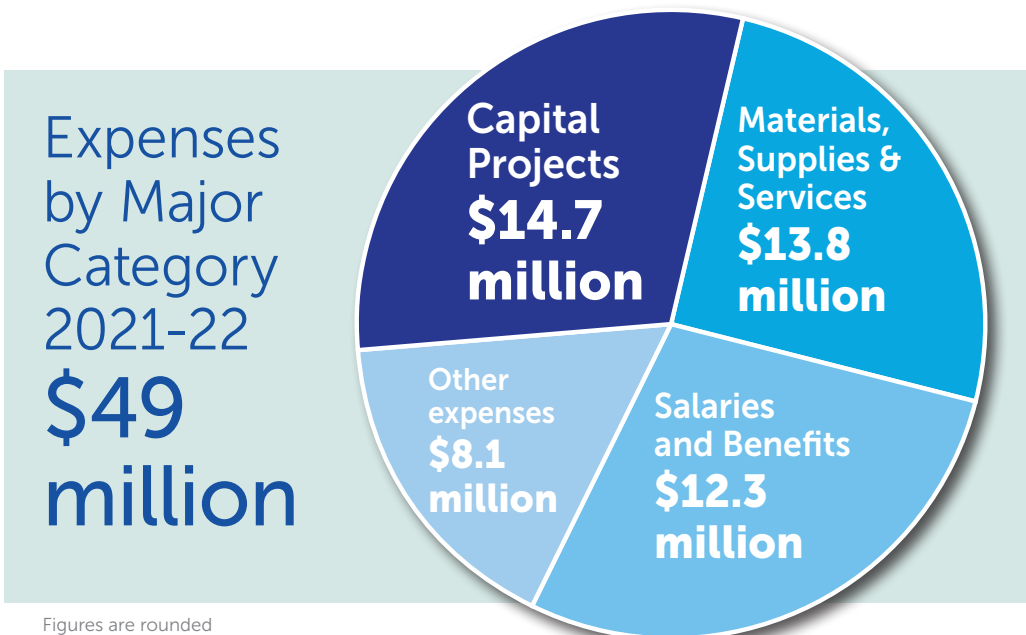
The FY Budget for the City of Hercules is approximately \$50 million.

The following is a breakdown of revenues by fund type and expenditures by major category.

\* Net expenses are due mainly to sewer capital projects funded by accumulated funds.



Figures are rounded



Figures are rounded

What the City of Hercules takes care of

Here is a look at some of the services the City provides and facilities and infrastructure it maintains:

**58 miles** of city streets

**1,494** street and parking lot features

**14** traffic signals

**7 miles** of bike lanes

**62 miles** of sanitary sewers

**13** parks

**9** playground structures

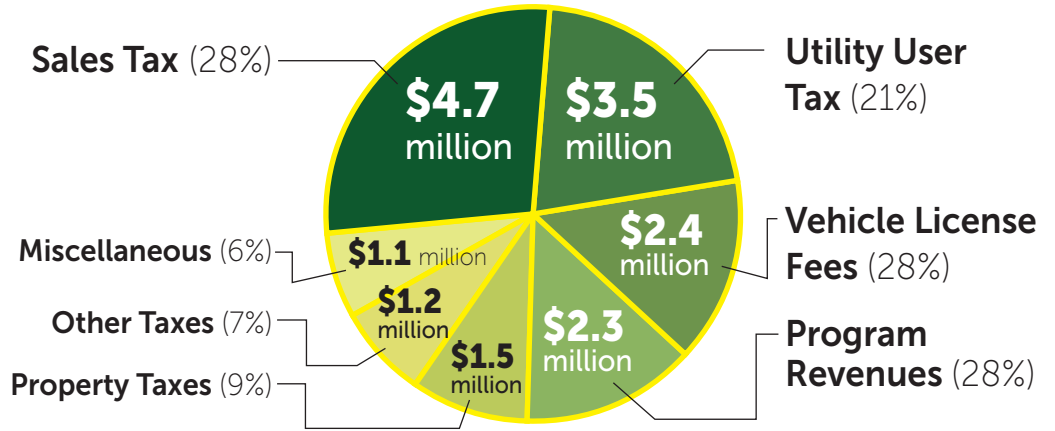
**5** Recreation Centers



CITY OF HERCULES BUDGET FY 2021-22:

# GENERAL FUND OPERATING BUDGET

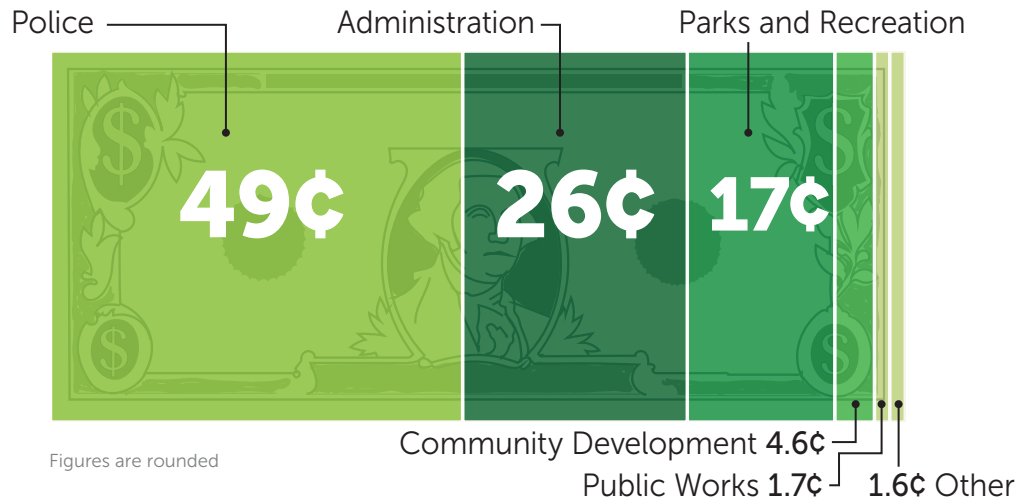
General Fund Revenue:  
**Where does the money come from?**



Figures are rounded

General Fund Expenditures:  
**Where does the money go?**

**For every dollar spent on the general fund:**

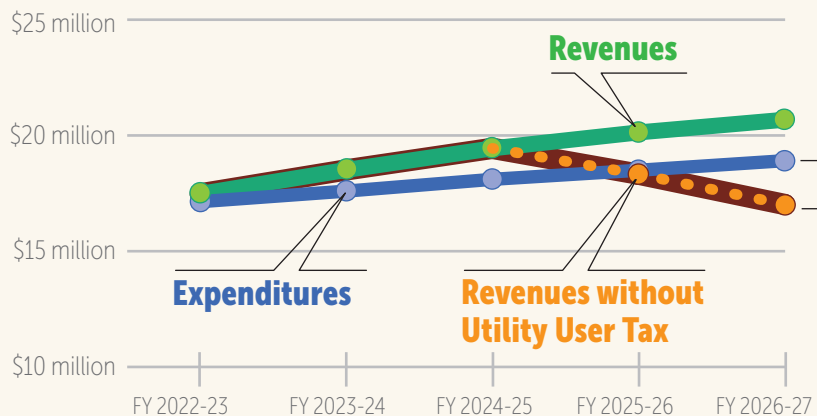


Figures are rounded

## A LOOK AHEAD

This graphic displays forecasted the General Fund revenues and expenditures for FY 2022-23 to FY 2026-27. The City's base 6% Utility User Tax (UUT) and 2% override will expire in 2025. The forecast illustrates the budget gap if revenues from UUT are discontinued.

### General Fund Five-Year Forecast



If the Utility User Tax is discontinued there will be \$2 million gap in FY 2026-27





# LETTER FROM THE CITY MANAGER

## Honorable Mayor and Members of the City Council:

More than a year into a global pandemic and a recessionary economic climate, we look forward to better times for the 2021-22 fiscal year. The 2020-21 Budget was adopted with modifications and assumptions concerning what we may encounter as we navigated the COVID-19 Pandemic. Fortunately for Hercules, we were not as severely impacted from a revenue perspective as other agencies, except for our Parks & Recreation operations where most programming has been, and remains, suspended. The City also incurred some additional expenses. We were also able to reduce some expenditures given the furlough of employees in Parks & Rec and belt-tightening in other areas.

The COVID-19 Pandemic began to directly impact the City operations in mid-March 2020 when the initial County Health Order resulted in a stay-home order for all but essential services workers. Now, over a year later, we continue to operate under a County Health Order, which has been updated and revised. Over time, we have also had to comply with the Governor's Executive Orders as they have evolved. Also, the City Manager declared a local emergency in response to the COVID-19 Pandemic initially on March 15, 2020. That local emergency declaration was ratified by the City Council and extended by the City Council's action every 60 days after that.

To the credit of our employees, it should be acknowledged that the City of Hercules is the only City Hall in the county that did not close during the COVID event. As essential services workers, City employees continued to work unless they had COVID-related health or childcare issues. We were fortunate that our physical facilities and staffing levels lent themselves to operate on-site in a safe manner with all reasonable and required precautions taken to protect our employees and customers. Of course, we could not continue in-person City Council and other public meetings and transitioned to the Zoom platform. We continue to utilize this platform in compliance with the Governor's Executive Order.

The City also took other steps during FY 2020-21 to better position us to weather this most unusual series of events. In August 2020, we refinanced our existing Library Bonds with the savings front-loaded into the first three years to provide an additional buffer during these uncertain times. The City also received

\$315,000 in CARES Act funding, which is reflected in our estimated starting fund balance for the 2021-22 fiscal year. We were also fortunate that the final results of the prior 2019-20 fiscal year, with the last quarter having been impacted by COVID-19, did provide better than anticipated results, which also bolsters our fund balance.

So, with the City's reserve for Economic Uncertainty remaining at or above the three-month level and positive results anticipated for the 2020-21 fiscal year, including some one-time monies, there are opportunities to make key investments in infrastructure and to top up reserves in addition to a small amount of on-going revenues available to be programmed. Understanding the nature of how on-going revenues are evolving and the type and sources of any one-time monies funds remains a key to a financially sustainable future for Hercules.

Some revenues anticipated to come with new development have been delayed or possibly deferred, as projects have not started like Sycamore Crossing or have been slow to lease up, such as the ground floor retail in the Exchange. The City benefited from sales tax increases driven mainly through the on-going implementation of the Wayfair Decision and the increasing amount of online shopping driven to a certain degree by COVID. With Wayfair benefits expected to be fully realized in the 2020-21 fiscal year, the City will need to monitor sales tax as a return to brick and mortar shopping could erode the gains made via the County pool. The opening of Safeway in April 2021, and the addition of the Willow Avenue Self Storage facility later in the 2021-22 fiscal year with the in-lieu fee applicable to the

self-storage rents, will further add to the City's tax base. Also, property taxes will see some lower overall increases in the 2021-22 fiscal year as the automatically applied inflationary increase will be just 1.3% instead of the full 2% maximum allowed under Proposition 13.

Other new development is anticipated to proceed in the near future, with Sycamore Crossing still a possibility and the Hilltown residential community expected to start preliminary site work in 2021. The Auto Service Center component of the Willow Avenue project will also be ready to accept users towards the end of 2021. Future phases of the Bayfront development will be driven by how well the first two phases lease up, though the third phase of 476 units is fully entitled and ready to have permits issued.

The continued conservative approach to budgeting, together with a focus on differentiating between one-time and on-going revenues and expenditures, has meant not only is the City of stronger financial footing than in the past, but it also means that we were better positioned to manage through the current difficult circumstances. Redevelopment dissolution issues continue to loom large with two payments of \$600,000 each in FY 2021-22 and 2022-23 remaining on the \$3.6 million Due Diligence Review amount owed to the State. Efforts to secure repayment of loans made by the City to the Redevelopment Agency of up to \$16 million are being made through the legislative process as part of the current legislative session. Future lump sum repayments of redevelopment related CalHFA loans are also now in the foreseeable future. It is hoped that these can be offset wholly or



in part by the repayment of City loans to the former redevelopment agency. Alternatives have been identified, which, while less desirable, could be implemented, which would address these issues, but which would reduce resources available for service and capital needs.

As the City and nation continue to operate in a COVID constrained environment, a fiscally prudent approach to the 2021-22 Fiscal Year is recommended. The base General Fund budget presented is a status quo with only unavoidable or contractually obligated cost increases built into the expenditure side. Revenues have been adjusted to reflect general trends and the new development coming online. All other adjustments recommended by the City Manager take the form of Decision Packages, both on an on-going or one-time nature. These are articulated in the Budget Balancing Spreadsheet and will be considered together with City Council's requested Budget Referrals to be developed. A small amount of one-time and on-going monies can be invested strategically to sustain services and to meet critical infrastructure or other needs as the City's solvency continues to improve.

While the 2020-21 fiscal year has been a challenging year, it has not been without several significant and noteworthy accomplishments as programmed in the budget or opportunities which have arisen afterwards.

Projects which will expand the City's tax base are now or soon will be generating additional General Fund revenues and economic activity. The new Safeway, Peets, and Chase Bank all opened in April. The 235-unit Grand at the Bayfront opened in May; the Grand will also feature the first affordable units provided by the Bayfront development. The Willow Avenue Auto Service Park & Self Storage is under construction with occupancy on the self-storage set for later this year, and the developer will be paying the City 10% of the rental income on the self-storage units as an in-lieu payment; future auto service units will also be tax generators.

The future Sycamore Crossing project continues to work on their site preparation and utility relocation elements, though the retail center, hotel, and residential community, will not be proceeding until later than anticipated. Then nearly 600-unit Hilltown residential community is in the site preparation design phase as well with initial grading expected to commence in 2021. And an application for Design Review and related permits for the proposed re-use of the Franklin Canyon

Golf Course property has been submitted and entitlement hearings have commenced.

Final design and permitting of the next phase of the Hercules Regional Intermodal Transportation Center is underway and this utility relocation element is shovel ready and will proceed once funding is secured. There appear to be several new funding opportunities on the horizon. The interim improvements to allow for the initiation of bus service, which also provides for better pedestrian connections between the two segments of the Bay Trail, have been completed. It is hoped that bus service, which was delayed by COVID, may be launched later in 2021. Some further development of the track and platform design is also underway to set the stage for the project to move forward if funding were to be secured.

Investments in facilities and infrastructure in other areas continues as well. Renovation of the Refugio Park Tennis Courts was completed; the annual sidewalk repair program was also done; pedestrian enhancements at Civic Drive and Sycamore were started; a contract was awarded for the repair of the Woodfield Park backstop; and design and contract documentation are nearly complete on the \$13.5 million lower Sycamore Sewer Trunk Line replacement. Design and permitting of the planned dredging of the lake in Refugio Park has progressed, though the requirements of the permitting agencies has greatly increased the cost of the project and additional funding or an alternative strategy may need to be identified to accomplish the project as a result. In addition, the City Council approved a major \$4 million energy upgrade project with Engie and that project is under construction, with costs expected to be recovered from energy savings.

Other key accomplishments in the 2020-21 fiscal year include a focused engagement with the community on policing concerns and social equity including the first of an Annual Town Hall on Policing which took place in March 2021; the approval of updated Accessory Dwelling Unit and Street/Park Vending Ordinances to bring the City into compliance with State Law changes; on-going efforts to address code compliance needs including the issuance of the City's first Administrative Citations; implementation of the final elements of the comprehensive class and compensation study; a successful municipal election; the completion of the joint Pinole/Hercules Waste Water Treatment Plant Upgrade and Expansion; and, implementation of automatic license plate reader cameras at key entries to the City.

Most importantly, the City has successfully managed its response to the COVID Pandemic and made adjustments to our operations throughout the year as needed and, in a manner, to protect our employees and the community in general.

The City also received a clean bill of health in the audit of the 2019-20 fiscal year with the result encapsulated in a more robust format called the Comprehensive Annual Financial Report. The annual audit was completed before calendar year end and was presented to the City Council in January. In addition, the FY 2020-21 Budget which was prepared in an expanded and more comprehensive format was recognized the Government Finance Officers Association Award of Excellence in Budgeting. A State Auditor review of all local government completed in 2021 also gave Hercules a "green" ranking or a clean bill of health.

In February, as part of the mid-year budget review, the FY 2020-21 budget was modified to assume no Parks & Rec programming, other than the current limited offerings, before the end of the fiscal year with revenues and expenses adjusted downwards. In addition to the debt service savings associated with the Library Bond refinance, and the receipt of CARES Act funding, the other main change was the reinstatement of the previously deferred 2020 employee retention payments.

We continue to be able to accomplish many things in Hercules to enhance the community and to offer programs and services desired by our residents due to the efforts of a employees on a daily basis. This has been especially true as we have navigated the COVID-19 Pandemic, and our employees as Essential Services Workers can be considered heroes in my book. The above accomplishments were only possible due to the efforts of our small but talented and dedicated staff truly is Hercules' Team Dynamic.

Our dedicated and committed elected leaders also work hard to ensure the City is on a strong financial footing while at the same time looking at opportunities to enhance services and improve the community. They are good stewards of the public funds entrusted to them and ensure that our budgeting and financial operations are done in a manner consistent the Council's adopted Financial Policies & Principles.

In developing the proposed FY 2021/22 budget, we first estimate how we will end the current 2012/21 fiscal year, though that is done with



just nine (9) months or so of actual data and projections as to what we will have in the final quarter. We continue to actively review our financial information especially in the light of the lingering possibilities of negative consequences from COVID. As always, we spend substantial effort to ensure that we differentiate between on-going revenues and those of a one-time nature for both the prior fiscal year (19-20), the current fiscal year (20-21) and as we forecast for the next fiscal year (21-22).

In February 2021, the mid-year review, and then the Updated Five-Year Forecast presented in March 2021, with a more robust first look at the 2021-22 fiscal year given the Pandemic, showed a small General Fund operating Surplus at the end of the 2019/20 fiscal year of \$568,000 and plus some one-time revenues. As usual, the development of the FY 2021/22 budget began with all Departments undertaking a detailed examination of prior year expenditures, and an inflationary factor added to some elements and with unavoidable increases also being included. For the General Fund, any proposed changes, other than unavoidable cost increases, are articulated in a series of City Manager recommended Decision Packages.

The updated FY 2020/21 projected available fund balance is \$1.3 million. These results are further classified an on-going or one-time, and then are available to be allocated through the City Manager recommended Decision Packages and for City Council generated Budget Referrals. As we look to adopt a FY 2021-22 budget, the City is able to launch off of a 3 months reserve for economic uncertainty and still have some ability to address other high priority needs.

## General Fund Operating Budget

As discussed earlier in this message, our General Fund Operating Budget works to ensure that on-going revenues are matched with on-going expenses. Expenditure control is key to living within our means and the base budget before Decision Packages endeavors to do so. To the extent that there are one-time funds available, they are matched to needed one-time expenditures or projects.

As noted, better results from the 2019-20 fiscal year and some growth in taxes as seen in the 2020-21 fiscal year has resulted in additional resources, despite impacts of COVID. The FY 2020-21 General Fund operating budget was adopted with a projected positive result with the expectation that this would transition during the

course of the fiscal year to an operating surplus due to higher than budgeted revenues and good expenditure control.

The proposed FY 2021/22 budget assumes existing staffing levels, with some modification to part-time hours and positions. A greater level of detail has gone into the labor costs projects to ensure accuracy and include scheduled step and merit increases, increasing retirement costs, higher medical and other insurance premiums, and a 1% of payroll contribution towards the City's IRS Section 115 Trust. Other additions or deletions to the proposed base budget are presented in a series of Decision Packages. Decision Packages are designed to capture new revenues, expenditures, or some combination thereof, and may make use of reserves or apply one-time available funds to priority projects and activities, or may be budgetary reductions which have not been needed from a purely limited funding basis in prior years.

The recommended General Fund budget, incorporating City Manager recommended Decision Packages, does not fully allocate all on-going or one-time monies. This facilitates the consideration of Budget Referrals without eliminating recommended Decision Packages, though the City Council does have the ability to do so.

There are limited Alternate Decision Packages presented as well. Budget Referrals will be developed to address City Council suggestions and questions regarding the budget, public input, and other feedback. The FY 2021/22 final budget will be comprised of the base budget as modified, plus those Decision Packages and Budget Referrals approved by the City Council. The General Fund Decision Packages and Fund Balance Decision packages recommended by the City Manager included in the attached Budget Balancing Spreadsheet and are detailed in the budget package.

## Fund Balance Recommendations

The fiscal year 2019-20 audit was completed in December 2020, and the mid-year 2020/21 was undertaken in February of 2021, with no year-end designations done at that time, and some budget amendments approved.

The General Fund continues to serve as the back-up source of cash for some funds with deficit cash balances including funds advanced for grant-funded projects, and some lingering redevelopment related obligations. Coverage of those cash deficits is factored into what

amount is available as the General Fund Beginning Estimated Working Cash Balance. Decision Packages which address operational needs are those designated Nos. 22-1 through 22-7, both one-time and on-going. Fund Balance Decision Packages provide funds for reserves or for the segregation of funds which flow through the General Fund but which are restricted for certain types of expenditures. The recommended Fund Balance Decision Packages are used to set aside additional restricted planning revenues, contribute to the IRS Section 115 Trust restricted for Pension, set aside funds for Police restroom remodel, and for Utility User Tax renewal.

We have prepared an updated Five Year Forecast for the General Fund, which reflects the recommended budget to reflect changes since the March 2021 update.

## Special Revenues, Enterprise, and Internal Service Fund Budgets

Special Revenue Funds are used to account for specific activities which are credited as required by law or accounting requirements and are then utilized to provide those specified services. These consist primarily of the City's Landscape & Lighting District Funds, the Solid Waste Fund, and the Capital Improvement Project Fund. The Waste Water Fund, which provides sewer services, is an example of an Enterprise Fund. Development Impact Fee funds collect fees related to the offset of impacts on infrastructure caused by new development.

Landscape & Lighting Assessments Districts are proceeding on a status quo basis with just a normal inflation factor increase in progress and incorporated into the Budget with a few exceptions. We are once again balloting in Zones 3 & 4, and Zone 6 for streetlight replacement and in Zone 6 to also eliminate the annual operating deficit allowing for service restoration and a cumulative deficit remediated over 10 years. The results that balloting outcomes can be reflected in the final adopted budget. In addition, the assessments in the Baywood District are proposed to increase to meet the capital needs in that District, including the removal and replacement of 33 trees whose roots are causing extensive damage, and to provide a more dedicated level of service in area where we maintain private yards. The approval of those higher assessments will be confirmed at the time of the public hearing to establish assessment for the 2021-22 fiscal year.

The Storm Water Fund continues to see increased costs due to State mandates which



are expected to further increase under the next iteration of the Regional Stormwater Permit. Recycling related revenue is being used to offset a portion of this operating deficit to the extent that the operation of the garbage and recycling trucks contribute to the problem, and that has increased this year. Any remaining operating deficit is covered by the General Fund ultimately.

A Capital Projects Fund is used to account for grant-funded projects of an infrastructure nature. For FY 2020/21, the single major grant funded capital project carried which had been carried over from prior years is:

- Sycamore/Palm/Willow Pedestrian Improvements final design has been completed and is ready to go out to bid; however, the \$1 million in funds from the Contra Costa Transportation Authority that will fund the project have been delayed due to a shortfall in their revenue.

A second grant funded project has been added to the five-year Capital Improvement Program and is being appropriated through the Capital Projects Fund. That is the State Prop 68 funded enhancement of Beechnut Park and includes matching funds from the Parks and Recreation Development Impact Fee.

With the upgrade and expansion of the joint Pinole Hercules Waste Water Treatment Plant having been completed, our attention has turned to other capital needs and the long-term health of the Waste Water Fund. A new model of the Wastewater Fund has been completed and indicates current rates are adequate for the next few years, after which we will need to consider the reinstatement of some level of CPI based increase in the near future. We have also initiated a refinancing of the existing Wastewater Bonds to secure savings in this low interest rate environment.

Information Technology, Equipment Replacement, and Facilities comprise of the three (3) Internal Service Funds. The Vehicle Replacement Fund is being asked to fund the following vehicle replacements:

**Police Department request:**

- Replace the Patrol vehicle, model year 2016 which exceeded their dependable service life of an Emergency Response Police vehicle.

**Capital Improvement Program Budget**

In the 2020-21 Fiscal Year Budget, a more robust Capital Improvement Program was incorporated. The proposed first year of the updated Five Year CIP includes two major projects, the the \$1M Turquoise Street Rehabilitation Project and \$13.5M Lower Sycamore Trunk Main Replacement. The total City funded CIP for FY 2021-22 is proposed to be \$14.8M. The CIP Summary also includes a listing of private development public improvements, which while not reflected in the City Budget, impact the workload of staff, and does reflect investment into the community's infrastructure.

A Capital Projects Fund has been established as part of the 2019/20 budget, and that is presented as a separate fund in this budget and reflects carry-over projects and any new capital projects funded from the General Fund or other non-restricted funds are incorporated therein.

**What the Future Holds**

As we pass more than a year in a pandemic and recessionary economic climate, it looks as if we are moving in the right direction on a number of fronts. The restrictions associated with the pandemic are beginning to ease as more are vaccinated, and the economy is seemingly being reinvigorated by this and other trends. While some development has been delayed, others have been completed or started, and the City is seeing positive overall trends in some revenue sources. Some Federal and State funding has also mitigated some of the COVID impacts and may allow the City to make some key investments in infrastructure.

The looming expiration of the base Utility Users tax and the override will need to be renewed and 2022 looks like the best initial opportunity to place this before the voters and one of the City Manager recommended Decision Packages provides funding for some initial polling to test the waters. Resolution of the lingering redevelopment dissolution items through a proposed legislative fix also affords an opportunity to improve the City's financial prospects. Even if this is unsuccessful, we are better positioned to navigate any impacts.

Continuing to be strategic in regard to spending and ensuring that the City lives within its means is the best path to on-going fiscal sustainability. Preserving reserves and other designations like the Pension and OPEB Trusts will also serve to sustain services and the

ability to weather downturns in future years.

This past year has been remarkable from the commitment and dedication which our employees and volunteers have shown to the City and the community. We wouldn't be in the position to sustain services and the safety of the community without their dedicated service. This budget highlights the many accomplishments made in the 2020-21 fiscal year and the progress we have made in many areas. I would encourage the City Council and community to take time to appreciate these achievements, and look forward to more progress to enhance the quality of life in Hercules and sustain the City as an organization.

**Conclusion**

Many challenges lie ahead, and because of responsible past decision making and an emphasis on setting the stage for fiscal sustainability, we are positioned as well as we can be as an organization and community to weather the storm and its aftermath. We will continue to move key revenue base expanding development projects forward like the Bayfront, Sycamore Crossing, and the Willow Auto Service Center.

The recommended FY 2020/21 Budget is a survival mode budget and reduced expectations. Compared to other cities, while we have always been more resource-constrained by our limited tax base, in this difficult times that translates into less impact. Hercules will continue to be a great place to live, and we will be enhancing that in a variety of ways. Our efforts to enhance our budgeting process and document are also important ways in which we can share information with the community, and this is one way in which we seek to continue to earn the support and trust of the community.

*– Steven Falk  
Interim City Manager*

*– Edwin Gato  
Finance Director*



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Hercules  
California**

For the Fiscal Year Beginning

**July 1, 2020**

*Christopher P. Morill*

Executive Director

**FOR IMMEDIATE RELEASE**

November 1, 2020

**For more information, contact:**

**Technical Services Center**

**Phone: (312) 977-9700**

**Fax: (312) 977-4806**

**E-mail: [budgetawards@gfoa.org](mailto:budgetawards@gfoa.org)**

(Chicago, Illinois)--Government Finance Officers Association is pleased to announce that **City of Hercules, California**, has received GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- n a policy document
- n a financial plan
- n an operations guide
- n a communications device

Budget documents must be rated "proficient" in all four categories, and in the fourteen mandatory criteria within those categories, to receive the award.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual(s) or department designated as being primarily responsible for having achieved the award. This has been presented to **Finance Department**.

There are over 1,600 participants in the Budget Awards Program. The most recent Budget Award recipients, along with their corresponding budget documents, are posted quarterly on GFOA's website. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

*Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources and practical research for more than 20,500 members and the communities they serve.*



# BUDGET PROCESS

## GOVERNING STRUCTURE AND BASIS OF BUDGETING

The City of Hercules is a municipality incorporated in 1900 under provisions of the Constitution of the State of California. The City operates under a Council Manager general law form of government and is governed by a council of five elected members with staggered four-year terms. Additionally, City Council members act as the board of directors of the Hercules Public Financing Authority (PFA).



## BASIS OF BUDGET AND FUND STRUCTURE

Local governments account for revenues and expenditures through separate funds such as General, Special Revenue, Enterprise, Internal Service and Fiduciary funds. The accounts of the City of Hercules are organized on the basis of funds, each of which is considered a separate financial entity. Each fund is comprised of a set of self-balancing accounts for its revenues and expenditures. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped into generic fund types and fund categories as follows:

### GOVERNMENTAL FUNDS

- **General Fund:** The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.
- **Special Revenue Funds:** Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditures for specified purposes.
- **Capital Projects Funds:** The Capital Projects Funds are used 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 / Agency Funds).
- **Debt Service Funds:** Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.
- **Internal Service Funds:** Internal Services Funds are a type of proprietary fund used to report any activity that provides goods and services on a cost reimbursement basis to other City funds and departments of the primary government and its component units.
- **Trust / Agency Funds:** Trust Funds are used to account for assets held by the City in a trustee capacity for individuals, private organizations, other governments, and/or other funds.



## BUSINESS-TYPE FUNDS

**Enterprise Funds:** Enterprise Funds are used to account for operations:

(a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the full costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred is appropriate for capital maintenance, management control or

accountability. Because enterprise funds use the full-accrual basis of accounting under FASB, all long-term debt liabilities and debt service payments are recorded within the enterprise fund itself.

For tracking convenience, a separate fund for enterprise debt service payments is shown on the following table although all transactions are reported together within an enterprise fund’s financial statements. City budgets contain three major categories - operating, capital and debt. The table on the following page lists the City’s funds and the categories in which a fund’s financial transactions contain.

## HERCULES FINANCIAL REPORTING FUND STRUCTURE

<b>FUND</b> By Category Order and GL Fund#	<b>Operating</b>	<b>Capital</b>	<b>Debt</b>
<b>GENERAL FUND (100) X X</b>	<b>X</b>		<b>X</b>
<b>SPECIAL REVENUE FUNDS</b>			
Fiscal Neutrality Fee/Reserve (401)	<b>X</b>		
Landscape and Lighting (220-224)	<b>X</b>		
Storm Water (242) X	<b>X</b>		
Community Development (242, 243)	<b>X</b>	<b>X</b>	
Gas Tax; Street/Traffic (262, 263, 265)	<b>X</b>	<b>X</b>	
Solid Waste / Recycling (291)	<b>X</b>		
Grants (201, 295, 340 to 352) X	<b>X</b>	<b>X</b>	
<b>CAPITAL PROJECT FUNDS</b>			
City Capital Project (300, 310, 311)		<b>X</b>	
Develop Imp Fac Fees (241, 244-261, 264, 521)		<b>X</b>	
<b>DEBT SERVICE FUNDS</b>			
Assessment Districts DS (380-382)			<b>X</b>
City Fac. Energy Efficiency Lease (383)	<b>X</b>		<b>X</b>
2003B Lease Revenue Bonds DS (672)	<b>X</b>		<b>X</b>
2009 Series Lease Revenue Bonds(673)	<b>X</b>		<b>X</b>
<b>ENTERPRISE FUNDS</b>			
Sewer Utility (420, 535)	<b>X</b>	<b>X</b>	<b>X</b>
Sewer Revenue Bonds 2010 Debt Service (675)	<b>X</b>		<b>X</b>
<b>INTERNAL SERVICE FUNDS</b>			
Vehicle Replacement ISF (450)	<b>X</b>	<b>X</b>	
Equipment Replace/Info Tech ISF (460)	<b>X</b>	<b>X</b>	
Facility Maintenance ISF (470)	<b>X</b>		
Retiree Health OPEB (511)	<b>X</b>		
<b>TRUST FUNDS</b>			
Taylor Woodrow Maintenance. LMOD (501)	<b>X</b>		
Hercules Community Library Fund (531) X	<b>X</b>		





## BASIS OF ACCOUNTING AND FINANCIAL REPORTING

The basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. The basis of accounting depends on the purpose for which the fund has been established and by its measurement focus.

All *governmental and expendable trust funds* use a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are included on the balance sheet. Operating statements of these funds present increases (i.e., revenue/other financing sources) and decreases (i.e., expenditures/other financing uses) of net current assets.

All proprietary funds, pension trust and agency funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and liabilities associated with operation are included on the balance sheet. Fund equity for proprietary funds (i.e., net total assets) is segregated into restricted net assets and unrestricted net assets. Proprietary fund type operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in net total assets. Interest is capitalized on proprietary fund assets acquired with tax-exempt debt. Agency and trust funds are custodial in nature (assets equal liabilities) and do not involve measuring the results of operations.

**Modified Accrual Accounting.** The modified accrual basis of accounting is used by all governmental funds and expendable trust funds, as required by generally accepted accounting principles (GAAP), the Governmental Accounting Standards Board (GASB) and the State of California. Under the modified accrual basis of accounting, revenues are recognized when they become measurable and available as net current assets. Property tax and assessments are recognized as revenues in the fiscal year in which the taxes were levied. Sales and use taxes are reported as revenue when collected by the State of California for subsequent remittance to the City. Intergovernmental revenues and investment earnings are accrued when earned. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility

requirements are satisfied. Fines and permits revenue are not susceptible to accrual as they generally are not measurable until received in cash.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule include principal and interest on general longterm debt, recognized when due, and accumulated unpaid vacation and compensatory pay that is accrued and reported on the government-wide financial statements for governmental funds.

**Full Accrual Accounting.** As mentioned previously, the full-accrual basis of accounting is used for the enterprise and proprietary fund types. Under this method, revenues are recognized when earned and expenses are recognized at the time liabilities are incurred. The City has chosen to utilize GASB as its standard setting body for the accounting in its proprietary funds, as allowed since November 30, 1989.

Deferred revenues arise when potential revenues do not meet both the “measurable” and “available” criteria for recognition in the current period. Deferred revenues also arise when resources are received by the City before it has a legal claim to them, as when loans are extended upon agreement for future lease or loan repayment proceeds. In subsequent periods, when both revenue recognition criteria are met, or when the City has a legal claim to the resources, the liability for deferred revenue is removed from the balance sheet and revenue is recognized.

Past actual data presented in this budget document reconcile to the City’s financial statements using the GAAP basis of accounting for governmental funds and full-accrual basis for enterprise funds.

**Basis of Budgeting Method.** The budget uses the basis of budgeting method. The basis of budgeting and the basis of accounting are the same for all governmental funds. The budgeting basis for enterprise and proprietary funds do not include depreciation/amortization of debt principal and interest payments or the capitalization of capital construction costs or donated/contributed capital. Depreciation of capital assets for enterprise and internal service funds has been budgeted.



## BUDGET PROCESS AND PROCEDURES

The City follows the following procedures in establishing the budgetary data reflected in this document:

- 1. The City Manager submits to the City Council a proposed operating budget for the following fiscal year.** This budget includes proposed expenditures, by fund and department, and the revenues expected to finance them.
- 2. Public hearings are conducted** to obtain taxpayer comments.
- 3. The budget is legally enacted** through passage of a resolution before July 1.
- 4. The City Manager is authorized to transfer budgeted amounts between objects within the same department;** however, any revisions, which alter total expenditures of any fund, must be approved by the City Council.
- 5. Formal budgetary integration is employed as a management control device.** Special Revenue Fund budgets are adopted on a basis consistent with accounting principles generally accepted in the United States (USGAAP) and are consistent with the basis used for financial reporting.

Accordingly, actual revenues and expenditures can be compared with related budget amounts without any reconciliation. The General Fund budget is adopted on the budgetary basis, which is not consistent with accounting principles generally accepted in the United States of America.

Commitments for material and services, such as purchase orders and contracts, are recorded during the year as encumbrances to assist in controlling expenditures. Appropriations, which are encumbered at year-end lapse, then are added to the following year's budgeted appropriations. However, encumbrances at year-end are reported as reservations of fund balance.

**6. Under Article XIII B of the California Constitution (the Gann Spending Limitation Initiative), the City is restricted as to the amount of annual appropriations from the proceeds of taxes,** and if proceeds of taxes exceed allowed appropriations, the excess must either be refunded to the State Controller, returned to the taxpayers through revised tax rates or revised fees schedules, or an excess in one year may be offset against a deficit in the following year. For the fiscal year ended June 30, 2018, based on the calculations by City Management, proceeds of taxes did not exceed the appropriations limit.

**7. Budget revenue amounts represent the original budget modified by adjustments authorized during the year.** Budgeted expenditure amounts represent original appropriations adjusted for supplemental appropriations during the year, which were contingent upon new or additional revenue sources and re-appropriated amounts for prior year encumbrances. The City Manager must approve adjustments to departmental budgets; however, management may amend the budgeted amounts within departmental expenditure classifications, with approval of the Finance Director.

**8. Certain appropriations carryover** and are re-appropriated for the subsequent year.

**9. Budget appropriations for the various governmental funds become effective July 1.** The City Council may amend the budget during the fiscal year. The legal level of budgetary control has been established at the fund level.



## BUDGETARY PROCESS

There are two pieces to the budget: an operating budget and a capital budget. The departmental operating budgets represent current year operations whereas the capital budget covers major construction projects and the purchase of major equipment for multiple fiscal years. The operating and capital budgets are concurrently created and adopted in a similar manner. However the operating budget covers a one-year period while the capital budget covers a five-year period with money being appropriated for the first year along with the current year operating budget and the remaining four years of the capital plan being approved in concept.

The budget and this document is the culmination of a process in which the community -- through its elected leaders, commission/committee members, public hearings, and the advice of City staff -- decides upon the services it shall receive from its government under the constraint of resources available to it through taxes, fees, and transfers from the federal, state, and county governments.

### Operating Budget Process

The budget process began in March with the request by the Finance Department for revenue projections and an estimation of operating expenditures requests.

**City Council / Finance Commission Budget Meetings.** The City Manager and the City's senior staff discussed the City's General Fund budget issues with the City Council/Finance Commission as first looks at revenues and expenditures. The Finance Commission includes five appointed members from the public. The budget work sessions provided time for the Commission members to discuss issues related to the budget.

**Citizen Input on the Budget and Final Adoption.** Citizen participation was encouraged during the City Council / Finance Commission budget work sessions. Additionally, public notice of Council consideration of the City's proposed budget resolution was advertised per state law. A copy of the proposed Budget was available at the City Clerk's Office and on-line for

citizen review. Any amendments made by Council will be incorporated into the final adopted budget.

### Mid-Year Budget Review and Revision Process.

After the adoption of the budget, there are scheduled reviews of the budget's progress. In March of the fiscal year, there is a major mid-year (second quarter) review in which revenues and expenditures are examined and adjustments made if necessary. There are also first, third and fourth quarter reports prepared and reviewed with the Finance Subcommittee of the City Council. Any adjustments to the budget must be passed by City Council resolution.

In addition to these scheduled reviews of the adopted budget, there is a process for amending the budget during the year if a department finds that more money is needed to be spent on a program than was originally anticipated, or finds that there are new funded or unfunded needs to be met. In this case, the department must present to City Council its reasons for requesting a budget adjustment. As with the scheduled budget reviews, these budget adjustments must also be adopted by City Council resolution before a department can spend money amounting to more than the original appropriation.

### Requests for adjustment to the budget fall into two categories:

- **Pre-Approval** - Departments may present to Council on an individual basis revised funding requests for approval to proceed with a new initiative, program or project. Council approval of such requests constitutes formal budget appropriations authority.

- **New Requests** - Department requests may be submitted through the mid-year revision resolution. Departments submit a memorandum to the City Manager outlining the cost of the requested item, its justification, financing sources, whether the request is a one-time or ongoing cost, and accounting codes impacted. If approved by the City Manager, these requests are listed on the subsequent mid-year revision resolution. City Manager review includes a determination of the necessity for the request and its fiscal impact.



### Capital Improvement Budget

The Capital Improvement Budget is a plan for capital projects, fixed assets, and infrastructure owned by the City of Hercules. Requests from senior staff are reviewed by the City Manager as part of the annual budget development process to insure that the City’s assets are maintained in an efficient manner and that Council long-term goals are met. The capital budget is organized by the department and/or fund responsible for the asset. The capital process starts with departments submitting their requests for maintenance, replacement, and the addition of assets under their control. The City Manager oversees a disciplined process to provide assurance to citizens that the City’s assets and infrastructure are maintained within the constraints of available funding.

### USING THIS BUDGET DOCUMENT

The first section of this document is a general introduction to the budget and the document itself. The document covers both the operating and capital budgets for the City with most of this document being devoted to the City’s operating budgets. In general, the document is organized by fund type with the majority of it devoted to the General Fund.

The first section of this document gives a general overview of the City’s revenues, expenditures, and fund balances. This section gives a summary of the fund balances for all of the funds and the resources available to the City to meet current and future obligations. Also presented are the detailed account information of all the City’s revenues, and a list of the City employee positions for all departments.

The General Fund section shows budget expenditure details of each General Fund department. The sections following the General Fund are the City’s various special revenue funds, capital project funds, debt service funds, enterprise funds, and internal service and trust funds. The Appendices section includes the resolutions that adopted the budgets, and a glossary of budgeting and accounting terms.

### CITY ORGANIZATIONAL STRUCTURE

The organizational structure of the City of Hercules’ municipal departments is found in the chart on the following page. The chart outlines the supervisory reporting structure of the City’s senior staff. The City Manager reports to and serves at the pleasure of the City Council, a five-member elected body.

The City Manager holds a weekly Department Head Meeting to review the occurrences of the prior week and the upcoming week. This meeting is also held to discuss any items of special interest or concern.



### CITY COMMISSIONS AND SUB-COMMITTEES

The City has three (3) commissions and three (3) full/sub committees appointed by the City Council.

Commissions and committees provide advisory recommendations, counsel and guidelines on their relevant topic areas.

These commissions and committees include the following:

- Planning Commission
- Community and Library Services Commission
- Finance Commission
- Education Sub-Committee (Inactive)
- Economic Development Sub-Committee
- Public Safety/Traffic Sub-Committee



## CITY OF HERCULES

# STATEMENT OF FINANCIAL PRINCIPLES AND POLICIES

*Adopted December 16, 2015*

Establishing certain generalized principles governing the financial affairs of the City is desirable to guide both the financial management and financial planning for the City. The City of Hercules is accountable to its citizens, employees, and other stakeholders for the use of public funds and the best management of resources. These Financial Principles will provide City staff with guidance in preparing and submitting the annual budget for the City and in the preparation of financial forecasts. The adoption of certain financial policies is necessary and appropriate to implement the financial principles and to help ensure financial sustainability and to improve the City's credit worthiness and bond rating.

## Financial Principles

- Adopt a balanced operating budget by June 30th of each year for the following fiscal year without using General Fund undesignated fund balances or reserves. The budget thus adopted shall include expenditures necessary to provide for the well-being and safety of the community subject to available revenues;
- Fees for services shall be updated annually to recover, as much as possible, the cost of providing the services and to allow for the impacts of inflation, with fees not exceeding the cost of providing the service. In some instances, the City Council may elect to not recover the full cost of providing the service and the City Council shall determine the appropriate cost recovery level of individual services;
- Revenues in excess of expenditures at the end of a fiscal year shall be applied on a priority basis to satisfy the general fund reserve requirements, capital projects reserves, capital equipment reserves, and liability reserves before being appropriated for other uses.
- Current year operating expenditures shall be funded by current year operating revenues;
- Manage the City's finances as to ensure repayment of debt and improvement in the City's bond rating in order to minimize future issuance and interest costs to the City.
- Meet all financial reporting requirements in a timely manner and ensure appropriate internal controls are in place to ensure financial accountability.

## General City Financial Policies

- Employees are one of the most important assets of the City and should be compensated at an appropriate level and commensurately with the City's ability to pay;
- Establish, and then maintain, a "minimum reserve" for economic uncertainties equal to one month or 8.33% of expenditures of the current year General Fund budget exclusive of Nonspendable, Restricted, and Assigned fund balance with a goal of increasing that to two months or 16.66% of expenditures in the future.
- The General fund reserve shall provide for meeting contingency needs, investment earnings, and shall serve as a cash flow reserve.
- Provide for capital equipment replacement as necessary to achieve greater efficiency and effectiveness in the City's operations;
- One-time revenues shall be utilized for one-time expenditures or to enhance reserve funds as appropriate or necessary;
- The City shall maintain, replace, and improve its infrastructure and the City shall set aside a reasonable and prudent amount of General Fund monies for capital projects including the repair of various facilities as part of its annual budget process to the greatest extent possible.



## Revenue & Expenditure Policies

- Realistic and prudent estimates of revenues shall be used to maintain financial flexibility;
- Revenue raising alternatives shall be explored as necessary and the City shall pursue grants available to local government;
- Programs funded through user fees shall be self-supporting to the greatest extent possible or at a level proscribed by the City Council;
- Full recovery of overhead and internal services from grant and special or enterprise funds shall be pursued to the greatest extent possible and as permitted by the restrictions associated with each fund.



## Special Revenue, Enterprise, and Internal Service Fund Policies

- The City shall abide by applicable rules and regulations pertaining to the expenditures of special revenue funds as required by each funding source;
- Enterprise activities shall be programmed to generate sufficient revenues to support the enterprise's operations including overhead and internal services, debt service requirements, and current and future capital needs;
- Special Revenue and Enterprise funds shall adhere to all other applicable fiscal policies of the City.
- Internal Service funds shall be established as appropriate to ensure cost recovery on a fair and equitable basis;
- Transfers to the General fund from other funds for overhead costs shall be reviewed annually and

conform to the Federal Office of Management & Budget A-97 Guidelines.

## Debt Policies

- Debt shall only be incurred for capital improvement projects and only if the project cannot be funded by recurring or one-time revenues;
- Proceeds from long-term debt shall not be used for current on-going expenditures;
- Short-term borrowing shall not be used for operating expenditures unless it is a Tax & Revenue anticipation Note or other short-term cash flow borrowing and shall be limited to repayment in the same fiscal year;
- The use of the City's General Fund as security for debt issues should be limited to the greatest extent possible to capital projects which serve the general benefit for the City.

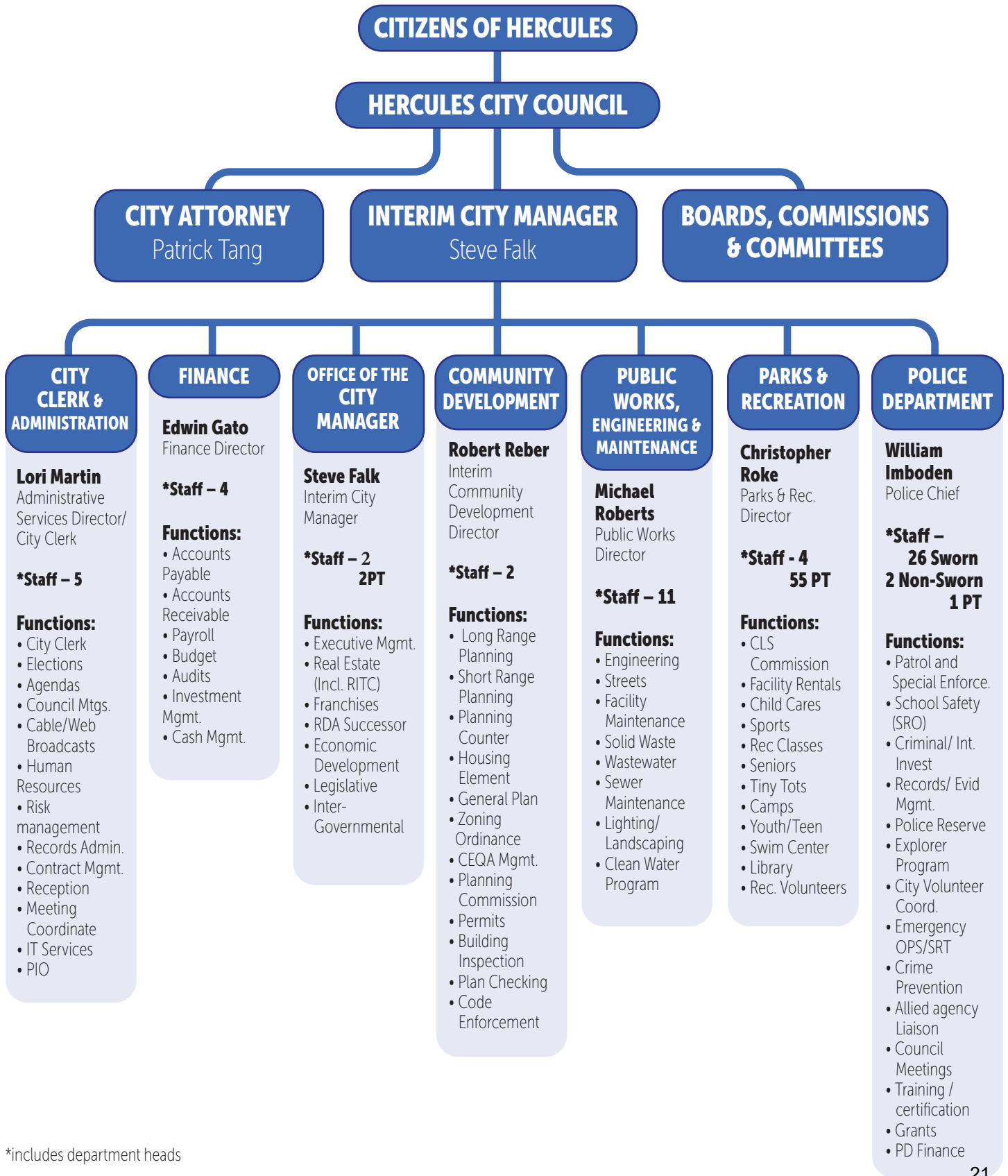
## Forecasting Policies

- The City shall develop and maintain a five to ten year Financial Forecast which shall be updated two times each year with any unexpected changes in economic conditions or other circumstances prompting more frequent updates;
- The Financial Forecast should recognize the effects of economic cycles and shall differentiate between one-time revenues associated with one-time economic activities and revenues resulting from base economic growth;
- Financial Forecasts shall identify the assumptions used in their preparation and the risks associated with those assumptions;
- Revenue and expenditure estimates should be prepared on a realistic basis with a target of +/- 2 percent variance from the estimate for revenues and a +/- 1 percent variance for expenditures;
- On-going revenue increases based upon site specific development shall be incorporated using a realistic estimation of timing and shall not exceed the midpoint of the range of estimated revenues.



# FY 2021-22 CITY OF HERCULES

## ORGANIZATION CHART SENIOR MANAGEMENT



\*includes department heads

**City-wide Budget  
& Departmental Pages**

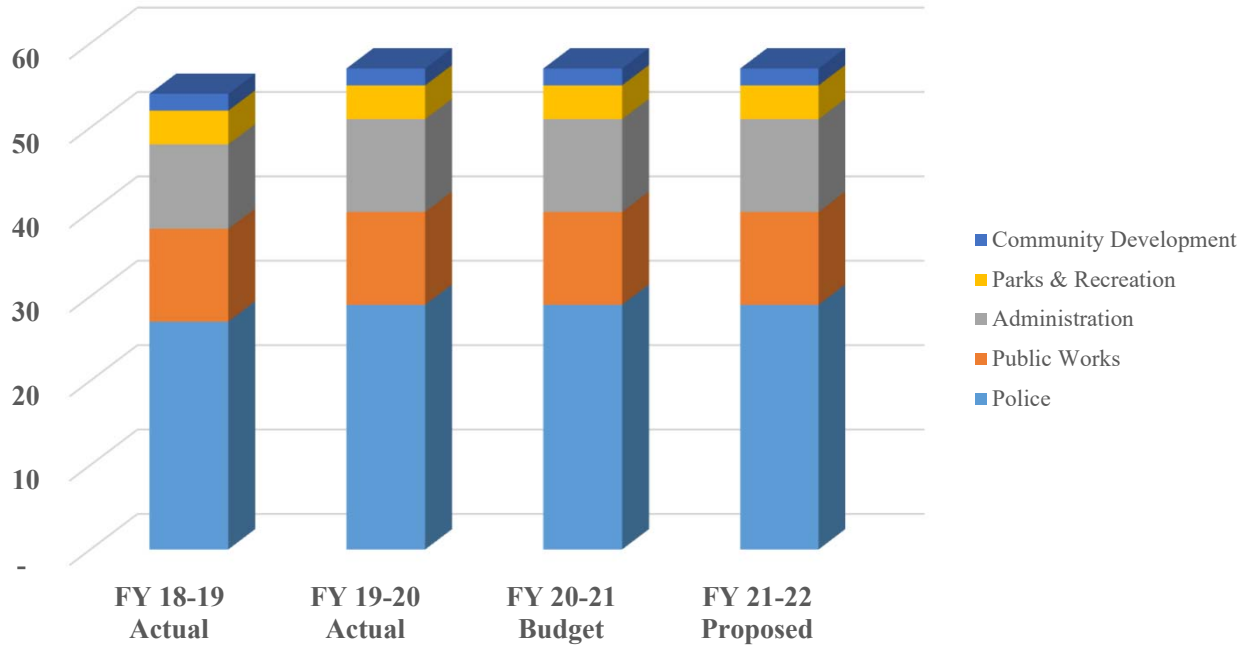






## Authorized Full-Time Positions By Classification Within Department

### FTE Trends



### Personnel by Department

	FY 18-19 Actuals	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b><u>Police</u></b>				
Chief of Police	1	1	1	1
Police Commander	1	2	2	2
Police Sergeant	5	5	5	5
Police Officer	16	17	17	18
Police Officer Trainee	1	1	1	1
Police Support Specialist	2	2	2	2
Parking Enforcement Officer	1	1	1	1
Administrative Specialist	1	1	1	1
	<b>27</b>	<b>29</b>	<b>29</b>	<b>29</b>
<b><u>Public Works</u></b>				
Public Works Director	1	1	1	1
Public Works Superintendent	1	1	1	1
Associate Engineer	1	1	1	1
Maintenance Worker I	4	4	4	4
Maintenance Worker II	4	4	4	4
	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>



## Authorized Full-Time Positions By Classification Within Department

<b><u>Community Development</u></b>				
Community Development Director	1	1	1	1
Permit Technician	1	1	1	1
	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b><u>Parks &amp; Recreation</u></b>				
Parks & Recreation Director	1	1	1	1
Recreation Manager	1	1	1	1
Recreation/Comm/Adminstr				1
Recreation Coordinator	2	2	2	1
	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b><u>Administration</u></b>				
City Manager	1	1	1	1
Administrative Services Director	1	1	1	1
Finance Director	1	1	1	1
Management Analyst		1	1	1
Cable/Communications Technician	1	1	1	
Information Systems Administrator	1	1	1	1
Information Systems Specialist				1
Senior Clerk I	1	1	1	1
Human Resources Specialist	1	1	1	1
Senior Accountant	1	1	1	1
Accounting Technician II	1	1	1	2
Accountant	1	1	1	
	<b>10</b>	<b>11</b>	<b>11</b>	<b>11</b>
<b>Total City-wide FTE Count</b>	<b>54</b>	<b>57</b>	<b>57</b>	<b>57</b>





CITY OF HERCULES FY 2021-22 ANNUAL BUDGET

City-Wide Budget  
All Funds Summary

Available Fund Balance FY 19-20	Projected Revenues/ Transfers In FY 20-21	Projected Expenses/ Transfers Out FY 20-21	Changes in Commitments/ Reserves FY 20-21	Projected Available Fund Balance FY 20-21	Proposed Revenues/ Transfers In FY 21-22	Proposed Expenses/ Transfers Out FY 21-22	Changes in Commitments/ Reserves FY 21-22	Proposed Available Fund Balance FY 21-22
<b>General Fund</b>								
100 GENERAL FUND	\$1,847,112	\$15,239,848	(\$1,269,542)	\$1,241,944	\$17,926,000	\$19,014,000	-	\$153,944
401 FISCAL NEUTRALITY	2,764,975		\$1,269,542	4,034,517				4,034,517
<b>General Fund Total</b>	<b>4,612,087</b>	<b>15,239,848</b>	<b>-</b>	<b>5,276,461</b>	<b>17,926,000</b>	<b>19,014,000</b>	<b>-</b>	<b>4,188,461</b>
<b>Special Revenue Funds</b>								
101 ASSET SEIZURE	88,926	-	-	88,926	-	-	-	88,926
201 AB 3229 COPS Program	-	150,000	-	-	150,000	150,000	-	-
220 CITYWIDE L&L DIST 83-2	342,250	1,946,950	463,805	552,710	2,022,981	1,884,036	-	691,655
221 VICTORIA BY THE BAY L&L	62,414	460,002	423,341	99,075	470,269	538,293	-	31,051
222 HERCULES VILLAGE L&L DIST	212,929	158,389	4,900	208,523	162,139	200,794	-	169,868
223 BAYWOOD ASSESS 04-1 L&L	81,274	140,720	139,782	101,812	152,659	290,129	145,800	110,142
224 BAY SIDE ASSESS DIST L&L	153,018	137,300	87,709	202,609	144,902	99,294	-	248,217
225 ARTERIAL ROADWAYS	166,988	269,367	287,028	149,327	319,600	269,744	-	199,183
231 STORMWATER ASSESSMENT	(102,377)	367,822	414,289	(148,844)	374,000	421,000	-	-
241 DIF-GEN PUBLIC FACILITIES	332,735	227,110	650	559,195	2,000	1,000	195,844	560,195
242 COMMUNITY DEVELOPMENT FND	165,884	917,000	-	1,082,884	1,000	-	-	1,083,884
243 DEVELOPMENT FEE FUND	70,126	700	650	70,176	-	1,000	-	69,176
244 DIF-POLICE FACILITIES	265,014	378,648	-	643,662	2,000	-	-	645,662
246 DIF-FIRE FACILITIES	-	522,249	155	-	522,000	522,000	-	-
247 DIF-PARK & REC	183,597	455,570	-	639,167	1,000	-	-	640,167
249 PUBLIC BENEFIT FEE	968,648	1,118,600	-	2,087,248	3,000	-	-	2,090,248
261 DIF-TRAFFIC FACILITIES	403,883	879,132	-	1,283,015	1,000	150,000	-	1,134,015
262 STATE GAS TAX FUND	206,396	1,079,237	757,054	528,579	1,115,000	1,611,000	-	32,579
263 MEASURE "C" STREET FUND	445,773	405,000	379,532	471,241	406,000	519,000	-	358,241
264 STMP TRAFFIC IMPACT FUND	(181)	2,129,304	181	-	1,347,000	1,347,000	-	-
291 AB 939 - JPA FUND	825,805	175,000	137,741	863,064	178,000	236,000	-	805,064
521 REGIONAL WATER QUALITY	51,574	757	-	52,331	-	-	-	52,331
266 BART PARK & RIDE	231,526	50,000	241,000	40,526	28,000	16,000	-	52,526
<b>Special Revenue Funds Total</b>	<b>5,156,202</b>	<b>11,968,857</b>	<b>488,641</b>	<b>9,575,226</b>	<b>7,402,550</b>	<b>8,256,290</b>	<b>341,644</b>	<b>9,063,130</b>
<b>Capital Projects Funds</b>								
300 CITY - CAPITAL PROJECTS	341,643	-	-	341,643	120,000	120,000	-	341,643
301 ENERGY CONSERVATION PROJECT	-	4,209,354	4,209,354	-	-	-	-	-
340 HERCULES RAIL STATION PROJECTS	-	436,000	436,000	-	50,000	50,000	-	-
295 Street CJP - Grants	-	-	-	-	254,000	254,000	-	-
<b>Capital Projects Funds Total</b>	<b>341,643</b>	<b>4,645,354</b>	<b>4,645,354</b>	<b>341,643</b>	<b>424,000</b>	<b>424,000</b>	<b>-</b>	<b>341,643</b>



CITY OF HERCULES FY 2021-22 ANNUAL BUDGET

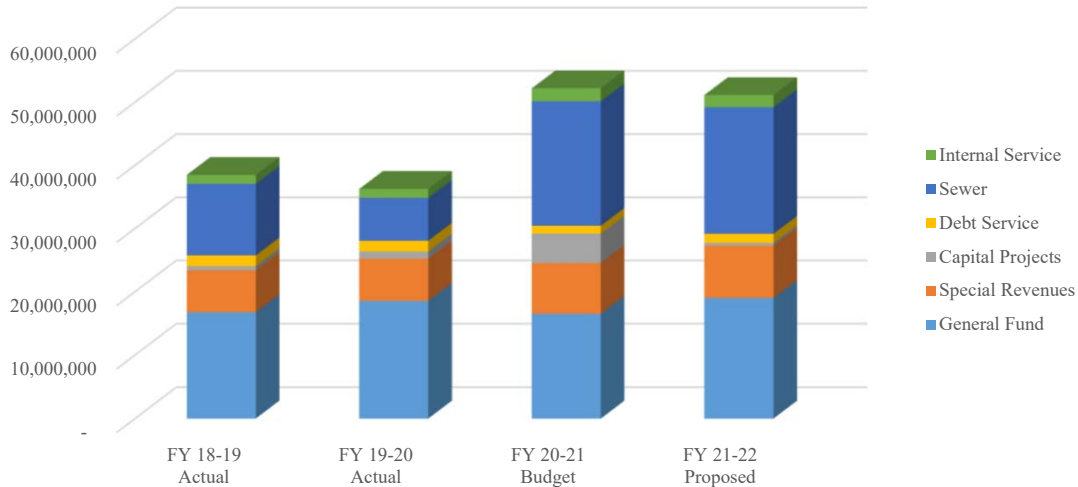
**City-Wide Budget**  
All Funds Summary

	Available Fund Balance FY 19-20	Projected Revenues/Transfers In FY 20-21		Projected Expenses/Transfers Out FY 20-21		Changes in Commitments/Reserves FY 20-21		Projected Available Fund Balance FY 20-21		Proposed Revenues/Transfers In FY 21-22		Proposed Expenses/Transfers Out FY 21-22		Changes in Commitments/Reserves FY 21-22		Proposed Available Fund Balance FY 21-22		
		FY 20-21	FY 20-21	FY 20-21	FY 20-21	FY 20-21	FY 20-21	FY 20-21	FY 20-21	FY 21-22	FY 21-22	FY 21-22	FY 21-22	FY 21-22	FY 21-22	FY 21-22	FY 21-22	
<b>Debt Service Funds</b>																		
672 2003B DEBT SERVICE PFA	285,195	106,938	106,938	106,938				285,195	-	133,000	133,000						152,195	
673 2009 DEBT SERVICE PFA	(1,300)	917,701	908,465	908,465			7,936	7,936	932,000	911,000	911,000						28,936	
383 SUNTRUST LEASE	-	205,099	207,865	207,865	2,766		-	-	205,000	205,000	205,000						-	
388 EQUIPMENT LEASE	-	-	-	-	-		-	-	218,000	218,000	218,000						-	
<b>Debt Service Funds Total</b>	<b>283,895</b>	<b>1,229,738</b>	<b>1,223,268</b>	<b>1,223,268</b>			<b>293,131</b>	<b>293,131</b>	<b>1,355,000</b>	<b>1,467,000</b>	<b>1,467,000</b>						<b>181,131</b>	
<b>Enterprise Funds</b>																		
420 SEWER FUND	25,415,461	5,827,000	19,713,855	12,710,000			24,238,606	24,238,606	6,174,000	20,033,000	20,033,000						7,414,606	
<b>Total City Budget</b>	<b>35,809,288</b>	<b>39,575,171</b>	<b>48,860,799</b>	<b>13,198,641</b>			<b>39,725,067</b>	<b>39,725,067</b>	<b>33,281,550</b>	<b>49,194,290</b>	<b>49,194,290</b>						<b>21,188,971</b>	
<b>Internal Service Funds</b>																		
450 VEHICLE REPLACEMENT FUND	845,415	159,000	170,000	170,000			834,415	834,415	256,000	55,000	55,000						1,035,415	
460 EQUIPMENT REPLACEMENT FND	1,201,722	1,010,200	1,055,555	1,055,555			1,156,367	1,156,367	1,051,000	1,077,000	1,077,000						1,130,367	
470 FACILITY MAINTENANCE FUND	694,721	883,150	831,278	831,278			746,593	746,593	912,000	794,000	794,000						864,593	
<b>Internal Service Funds Total</b>	<b>2,741,858</b>	<b>2,052,350</b>	<b>2,056,833</b>	<b>2,056,833</b>			<b>2,737,375</b>	<b>2,737,375</b>	<b>2,219,000</b>	<b>1,926,000</b>	<b>1,926,000</b>						<b>3,030,375</b>	
<b>Agency Funds</b>																		
382 ASSMT DIST 05-01 DEBT SVC	405,167	283,878	287,093	287,093			401,952	401,952	282,000	227,000	227,000						456,952	
387 WATER QUALITY RET BASIN	132,324	-	-	-			132,324	132,324	44,000	44,000	44,000						132,324	
501 TAYLOR WOODROW MAINT LMOD	69,739	700	-	-			70,439	70,439	-	-	-						70,439	
511 OPEB & SOMAR	2,687,744	85,000	60,000	60,000			2,712,744	2,712,744	87,000	60,000	60,000						2,739,744	
730 HERCULES GOLF CLUB	13,224	-	23,000	23,000	9,776		-	-	413,000	331,000	331,000						-	
<b>Agency Funds Total</b>	<b>3,308,198</b>	<b>369,578</b>	<b>370,093</b>	<b>370,093</b>			<b>3,317,459</b>	<b>3,317,459</b>	<b>9,406,000</b>	<b>9,406,000</b>	<b>9,406,000</b>						<b>3,399,459</b>	
SUCCESSOR AGENCY	7,236,241	8,344,806	8,254,806	8,254,806	(7,326,241)		-	-	8,344,806	9,406,000	9,406,000						-	
<b>Totals</b>	<b>\$49,095,585</b>	<b>\$50,341,905</b>	<b>\$59,542,531</b>	<b>\$5,872,400</b>	<b>\$5,872,400</b>		<b>\$45,779,901</b>	<b>\$45,779,901</b>	<b>\$45,319,550</b>	<b>60,857,290</b>	<b>60,857,290</b>						<b>\$27,618,805</b>	



## City-wide Expenditures Summary by Fund Type

### Expenditure Trends



### Expenditures By Department

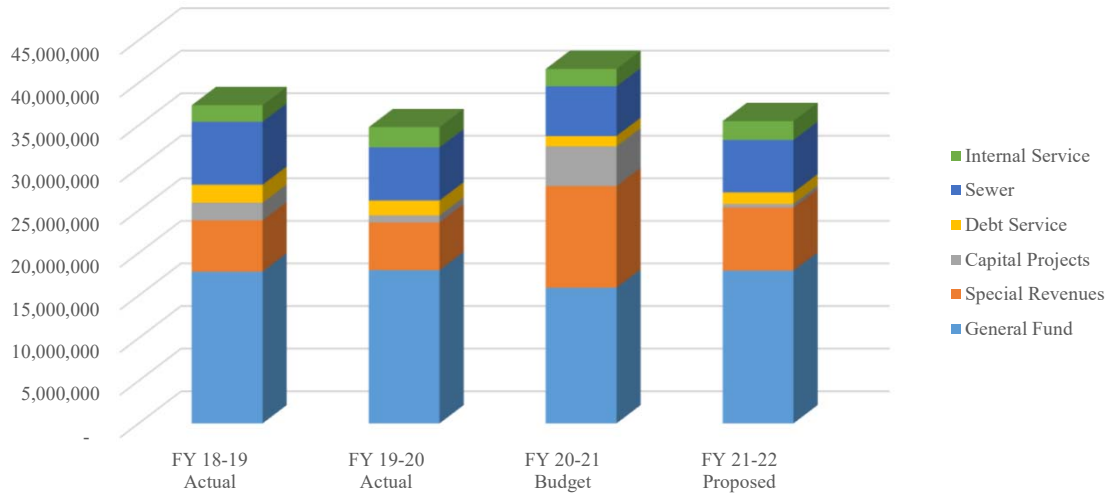
	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>General Fund Operations by Department</b>				
Police	\$ 6,806,894	\$ 7,564,927	\$ 7,546,503	\$ 7,854,000
Public Works	279,152	305,464	252,258	284,000
Community Development	616,900	611,297	661,812	726,000
Parks & Recreation	2,128,108	2,165,547	1,334,711	2,762,000
Administration	3,888,804	3,876,655	4,153,539	4,117,000
Non-Department	1,606,402	766,112	310,000	310,000
Transfers Out	650,020	205,099	205,000	423,000
	<u>15,976,280</u>	<u>15,495,101</u>	<u>14,463,823</u>	<u>16,476,000</u>
One-time	778,900	3,046,245	2,045,567	2,538,000
	<u>16,755,180</u>	<u>18,541,346</u>	<u>16,509,390</u>	<u>19,014,000</u>
<b>Special Revenue, Capital and Debt</b>				
Special Revenues	6,634,436	6,686,668	8,038,474	8,257,000
Capital Projects	644,988	1,149,771	4,645,354	424,000
Debt Service	1,698,891	1,685,770	1,223,268	1,467,000
	<u>8,978,315</u>	<u>9,522,209</u>	<u>13,907,096</u>	<u>10,148,000</u>
<b>Enterprise</b>				
Sewer	11,336,165	6,798,479	19,713,855	20,033,000
	<u>11,336,165</u>	<u>6,798,479</u>	<u>19,713,855</u>	<u>20,033,000</u>
<b>Net City Budget</b>	<b>37,069,660</b>	<b>34,862,034</b>	<b>50,130,341</b>	<b>49,195,000</b>
<b>Internal Charges</b>				
Internal Service Funds	1,412,153	1,402,215	2,056,833	1,926,000
	<u>1,412,153</u>	<u>1,402,215</u>	<u>2,056,833</u>	<u>1,926,000</u>
<b>Total City Budget</b>	<b>\$ 38,481,813</b>	<b>\$ 36,264,249</b>	<b>\$ 52,187,174</b>	<b>\$ 51,121,000</b>
<b>Fiduciary</b>				
Successor Agency	6,413,318	6,662,387	8,254,806	9,406,000
Other Agency	392,495	617,394	370,093	331,000
	<u>6,805,813</u>	<u>7,279,781</u>	<u>8,624,900</u>	<u>9,737,000</u>
<b>Total Organization</b>	<b>\$ 45,287,626</b>	<b>\$ 43,544,030</b>	<b>\$ 60,812,073</b>	<b>\$ 60,858,000</b>

Rounded (000)



## City-wide Revenues/Transfers In Summary by Fund Type

### Revenue Trends



### Revenues By Fund

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b><u>General Fund</u></b>				
Taxes	\$ 10,056,286	\$ 10,461,072	\$ 10,708,000	\$ 10,935,000
Intergovernmental	2,074,598	2,151,433	2,369,000	2,418,000
Fines & Forefeitures	50,058	62,582	36,000	37,000
Program Revenues	3,107,725	2,214,783	763,000	2,298,000
Use of Money & Property	679,818	600,707	307,000	313,000
Cost allocated to other departments	775,889	534,992	699,000	719,000
Transfers In	243,334	227,335	150,000	150,000
	16,987,708	16,252,904	15,032,000	16,870,000
One-time	819,188	1,723,486	872,222	1,056,000
	<b>17,806,896</b>	<b>17,976,390</b>	<b>15,904,222</b>	<b>17,926,000</b>
<b><u>Special Revenue, Capital and Debt</u></b>				
Special Revenues	6,027,946	5,615,771	11,968,857	7,403,000
Capital Projects	2,064,842	813,885	4,645,354	424,000
Debt Service	2,114,718	1,768,324	1,229,738	1,355,000
<b><u>Enterprise</u></b>				
Sewer	7,398,168	6,220,998	5,827,000	6,174,000
<b>Net City Budget</b>	<b>35,412,570</b>	<b>32,395,368</b>	<b>39,575,171</b>	<b>33,282,000</b>
<b><u>Internal Charges</u></b>				
Internal Service Funds	1,954,204	2,390,850	2,052,350	2,219,000
<b>Total City Budget</b>	<b>\$ 37,366,774</b>	<b>\$ 34,786,218</b>	<b>\$ 41,627,521</b>	<b>\$ 35,501,000</b>
<b><u>Fiduciary</u></b>				
Successor Agency	6,413,318	17,351,274	8,344,806	9,406,000
Other Agency	2,633,857	710,207	369,578	413,000
<b>Total Organization</b>	<b>\$ 46,413,949</b>	<b>\$ 52,847,699</b>	<b>\$ 50,341,905</b>	<b>\$ 45,320,000</b>

Rounded (000)



CITY OF HERCULES FY 2021-22 ANNUAL BUDGET

City-wide Budget  
Transfers

Transferred From (Sender)		Transferred To (Receiver)		FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
Fund Name	Fund No.	Fund Name	Fund No.				
General Fund	100	Stormwater Assessment	231	\$71,387			
General Fund	100	Grant Fund	295	79,039			
General Fund	100	Capital Projects	300	778,900	74,361		120,000
General Fund	100	SunTrust Lease	383	207,866	205,099	\$205,099	205,099
General Fund	100	Facilities Maintenance	470	92,000			
General Fund	100	OPEB Liability	511	260,476	208,000		560,000
General Fund	100	2003B Debt Service PFA	672	701,283	566,110	564,938	
General Fund	100	2009 Debt Service PFA	673	278,767			
General Fund	100	Fiscal Neutrality	401	1,497,817	236,867		
General Fund	100	Asset Seizure	101		142,740		
General Fund	100	Equipment Lease (Solar Project)	388				
AB 3229 COPS Program	201	General Fund	100	243,334	155,947	150,000	218,000
Landscaping & Lighting District 83-2	220	2005-1 AD Bond (John Muir Parkway)	382	346,501			150,000
Landscaping & Lighting District 83-2 (Zone 1)	232	Landscaping & Lighting District 83-2 (Zone 10)	220		20,259	20,259	
Landscaping & Lighting District 83-2 (Zone 7)	239	Landscaping & Lighting District 83-2 (Zone 10)	220		33,867	33,867	
Landscaping & Lighting District 83-2	220	Arterial Roadways	225	198,980			26,800
Landscaping & Lighting District Victoria by the Bay 2002-1	221	Arterial Roadways	225	20,730	24,960	23,792	26,800
Landscaping & Lighting District Hercules Village 2002-2	222	Arterial Roadways	225	2,536	3,524	6,487	7,100
Landscaping & Lighting District Baywood 2004-1	223	Arterial Roadways	225	2,406	2,835	2,289	2,400
Landscaping & Lighting District Bayside 2005-1	224	Arterial Roadways	225	11,058	13,145	15,587	17,600
Landscaping & Lighting District 83-2 (Zone 1)	232	Arterial Roadways	225		23,695	22,770	24,700
Landscaping & Lighting District 83-2 (Zone 2)	233	Arterial Roadways	225		22,324	18,021	19,500
Landscaping & Lighting District 83-2 (Zone 3&4)	234	Arterial Roadways	225		30,318	24,475	26,500
Landscaping & Lighting District 83-2 (Zone 5A)	235	Arterial Roadways	225		22,273	17,980	19,500
Landscaping & Lighting District 83-2 (Zone 5B)	236	Arterial Roadways	225		5,657	10,030	10,100
Landscaping & Lighting District 83-2 (Zone 5C)	237	Arterial Roadways	225		1,613	9,776	10,600
Landscaping & Lighting District 83-2 (Zone 6)	238	Arterial Roadways	225		26,519	21,408	23,200
Landscaping & Lighting District 83-2 (Zone 7)	239	Arterial Roadways	225		29,773	27,677	30,000
Landscaping & Lighting District 83-2 (Zone 8)	251	Arterial Roadways	225		51,432	45,162	48,900
Landscaping & Lighting District 83-2 (Zone 9)	253	Arterial Roadways	225		25,110	23,913	25,900
Stormwater Assessment	231	General Fund	100	94,187	71,387		
State Gas Tax	262	Landscaping & Lighting District 83-2 (Zone 10)	220			31,013	21,258
State Gas Tax	262	Landscaping & Lighting District 83-2 (Zone 1)	232			1,290	845
State Gas Tax	262	Landscaping & Lighting District 83-2 (Zone 2)	233			704	615
State Gas Tax	262	Landscaping & Lighting District 83-2 (Zone 3&4)	234			772	761





CITY OF HERCULES FY 2021-22 ANNUAL BUDGET

City-wide Budget  
Transfers

Transferred From (Sender)		Transferred To (Receiver)		FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
Fund Name	Fund No.	Fund Name	Fund No.				
State Gas Tax	262	Landscape & Lighting District 83-2 (Zone 5A)	235			811	958
State Gas Tax	262	Landscape & Lighting District 83-2 (Zone 5B)	236			252	271
State Gas Tax	262	Landscape & Lighting District 83-2 (Zone 5C)	237			168	176
State Gas Tax	262	Landscape & Lighting District 83-2 (Zone 6)	238			235	640
State Gas Tax	262	Landscape & Lighting District 83-2 (Zone 7)	239			1,313	614
State Gas Tax	262	Landscape & Lighting District 83-2 (Zone 8)	251			1,939	1,884
State Gas Tax	262	Landscape & Lighting District 83-2 (Zone 9)	253			1,084	1,024
State Gas Tax	262	Landscape & Lighting District Victoria by the Bay 2002-1	221	9,451		7,991	9,230
State Gas Tax	262	Landscape & Lighting District Hercules Village 2002-2	222	4,250		3,224	3,874
State Gas Tax	262	Landscape & Lighting District Baywood 2004-1	223	3,398		2,750	2,515
State Gas Tax	262	Landscape & Lighting District Bayside 2005-1	224	2,502		1,442	1,634
State Gas Tax	262	Arterial Roadways	225		9,038		
Measure "C" Street Fund	263	Arterial Roadways	225		9,038		
State Gas Tax	262	SB 1266 Road Fund	265				
State Gas Tax	262	Grants	295	69,796			
Measure "C" Street Fund	263	Landscape & Lighting District 83-2	220				
Measure "C" Street Fund	263	SB 1266 Road Fund	265				
Solid Waste and Recycling	291	Stormwater Assessment	231		214,000	124,237	125,000
Capital Projects	300	Grants	295	126,555			
Capital Projects	311	Grants	295				
AD 91-1 Debt Service	380	Sewer	420	162,772			
AD 01-1 Debt Service	381	Landscape & Lighting District 83-2	220	346,501			
AD 01-1 Debt Service	381	2005-1 AD Bond (John Muir Parkway)	382	12,544			
Sewer	420	Hercules/Pinole WWTP Plan	535	10,880			
Facility Maintenance	470	Transit Fund - WestCat	720	3,533			
2010 Debt Service Wastewater Treatment Plant	675	Sewer	420	750,000			
Household Hazardous Waste	702	WCCIWMA Operating Fund	700				
Hercules Golf Club	730	General Fund	100	11,000		22,999	
Hercules Golf Club	730	Capital Projects	300		10,000		
				<b>\$6,400,449</b>	<b>\$2,239,891</b>	<b>\$1,445,754</b>	<b>\$1,743,998</b>



# CITY COUNCIL



**CHRIS KELLEY**  
Mayor



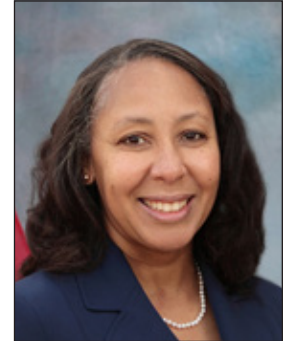
**DION BAILEY**  
Vice Mayor



**ALEXANDER WALKER-GRIFFIN**  
Council Member



**DAN ROMERO**  
Council Member



**TIFFANY GRIMSLEY**  
Council Member

The five members of the City Council are elected at-large by the voters of Hercules, with one of the Council Members selected each year to serve as Mayor by their colleagues. Their primary responsibilities are to establish public policy, enact ordinances, adopt an annual budget for each fiscal year, and take other actions which guide and determine how to best provide services and enhance the quality of life in Hercules.

The City Council typically meets the second and fourth Tuesday of for their regular meetings, with special meetings called as needed, and this provides the primary means to hear from the City’s residents and other stakeholders. Another important role is that Council Members represent the City on a number of regional boards and agencies including the WestCAT, the West Contra Costa Transportation Advisory Committee, the West Contra Costa Regional Integrated Waste management Authority, the Contra Costa Mayors Conference, the Association of Bay Area Governments, and the League of California Cities, among others.

As the City’s main policy making body, the City Council is charged with guiding the City towards the realization of the Vision for our community as established in the current Strategic Plan:

The City of Hercules is a richly diverse community, serving as a major transportation hub and a prime destination for the Bay Area. It is built on a sound economic and physical infrastructure, and its residents enjoy public safety, security, well-maintained parks, streets and public facilities. We conduct our work in an atmosphere of trust and respect. We constantly look for better ways to deliver services and always strive for excellence.

## KEY PRIORITIES 2021-22:

- Preparing Hercules for the future
- Ensuring effective and efficient Core Services
- Continuing on the path to financial sustainability
- Enhancing the quality of life
- Advancing the next phases of the Hercules Regional Intermodal Transportation Center
- Expanding the City’s tax base through quality development



# CITY COUNCIL

## WORKPLAN HIGHLIGHTS:

- **Adopt a balanced budget and utilize one-time funds prudently**, including ensuring a balanced budget, minimizing the use of reserves, and target one-time funds available to topping up reserves, addressing unfunded pension obligations, investing in infrastructure.
- **Resolve lingering redevelopment dissolution issues** while ensuring limited to no impact on the City's General Fund, including advocating for a legislation solution to redevelopment related issues and explore other mitigation strategies if needed.
- **Pursue the continued evolution of Hercules into a transportation hub and address local traffic and circulation concerns**, including securing funding for the next phases of the Hercules Regional Intermodal Transportation Center, securing grants for other street and pedestrian enhancements to the circulation network, utilize the Council's Public Safety & Traffic Committee as a sounding board for community concerns.
- **Maintain a safe and attractive community**, including ensuring stable level of Police staffing including adding officers as the City's population grows, utilize volunteers to encourage code compliance in neighborhoods, invest in the maintenance and repair of public facilities and parks, and, ensure new

development adds the overall quality of the community.



- **Enhance the City's economic base**, including completing the build-out of the Bayfront and other remaining development sites with an emphasis on uses which also expand the City's tax base, while mitigating any impacts from new development.



- **Ensure Hercules operates in a transparent and open manner**, including meeting and exceeding State requirements regarding Open Meetings, Public Records, and Transparency like with the existing local Anti-Nepotism and Anti-Cronyism Ordinance, make expanded use of social media and other outlets to keep residents and the broader community informed, and encourage volunteerism and community involvement in making Hercules a better place to live and work.

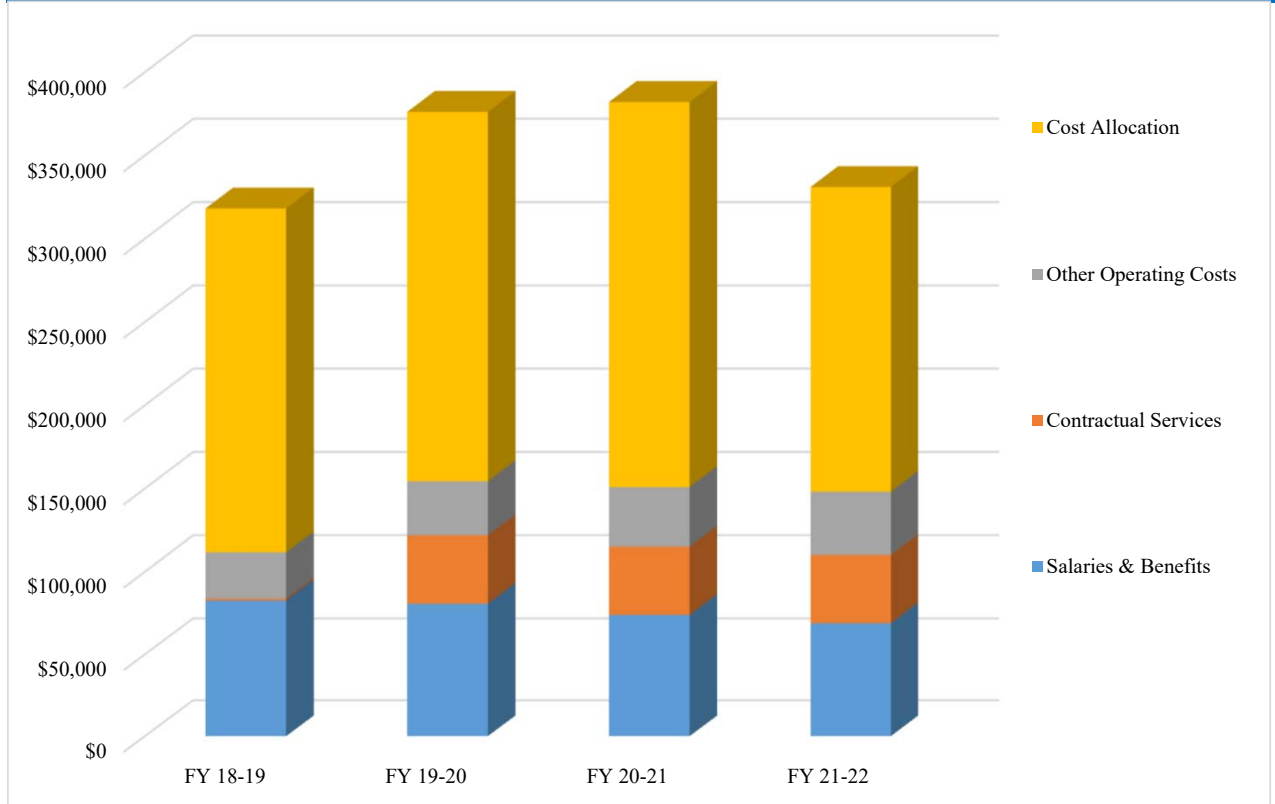


## City Council Department Expenditure Summary

	<u>FY 18-19 Actual</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Budget</u>	<u>FY 21-22 Proposed</u>
<b><u>Expenditures By Type</u></b>				
Salaries & Benefits	\$ 82,767	\$ 80,733	\$ 74,014	\$ 69,000
Contractual Services	1,160	41,174	\$ 41,050	41,000
Other Operating Costs	27,714	32,422	\$ 35,778	38,000
Cost Allocation	206,450	221,753	\$ 231,158	183,000
Capital Outlay	-	-	\$ -	-
Debt Service	-	-	\$ -	-
	<b><u>\$ 318,091</u></b>	<b><u>\$ 376,082</u></b>	<b><u>\$ 382,000</u></b>	<b><u>\$ 331,000</u></b>
<b><u>Expenditures By Fund/Program</u></b>				
General Fund	<b><u>\$ 318,091</u></b>	<b><u>\$ 376,082</u></b>	<b><u>\$ 382,000</u></b>	<b><u>\$ 331,000</u></b>

Rounded (000)

### Expenditure Trends





# CITY MANAGER

The City Manager is appointed by and serves at the pleasure of the City Council and is responsible for implementing the policy direction provided by the City Council as given in City Council meetings based on the recommendations made by the City Manager and his staff, providing leadership to the City organization and employees, fostering a level of community engagement, and keeping the community informed through a variety of means. The City Manager also works with the City Council in regard to their regional and other agency assignments and support the City Council in the City's legislative advocacy efforts.

As the City's Chief Executive Officer, the City Manager responsible for ensuring the City organization is focused on meeting the Mission as defined Strategic Plan:

Our mission is to lead our diverse community and enhance the quality of life in the City of Hercules, now and in the future. We do this by providing effective, efficient, responsive, and innovative services with integrity and a culture of transparency.



## KEY PRIORITIES 2021-22:

- Successfully managing the City's finances during the current economic climate
- Securing funding for the next Hercules RITC phases
- Navigating the final redevelopment dissolution issues
- Ensuring successful implementation of remaining new development opportunities
- Guiding the City's recovery from the COVID-19 pandemic
- Fostering organizational enhancements to better provide services and programs





# CITY MANAGER

## WORKPLAN HIGHLIGHTS:

- **Utilize sound budgeting practices and recommend a balanced budget**, including using all budgeting tools in the annual budget cycle to ensure a fiscally prudent approach which sets the stage for long term financial sustainability, strategically utilizes reserves, and provides enhanced information to assist decision makers.



- **Identify and pursue grant opportunities for the Hercules Regional Intermodal Transportation Center**, including working with our regional partners, advancing the design of the next phases to ensure they are shovel ready, and building support for the project among key constituencies.
- **Ensure the successful build-out of the Waterfront Master Plan and the Bayfront**, including guiding the construction and entitlement components of each phase, forming the Waterfront Parking entity;

developing the required affordable housing implementation agreement; and working with the developer to ensure a vibrant and model transportation oriented-development results.

- **Expand the City's Tax Base through new development**, including completing the Safeway center, facilitating the start of construction of the approved Willow Avenue Auto Service Center and Self-Storage center, Sycamore Crossing development including the hotel and retail components, and the Hilltown project, and identify and pursue other opportunities such as the possible reuse of the Franklin Canyon Golf Course site.
- **Encourage improved service delivery and identify means to preserve or enhance service levels**, including better tracking service requests, utilizing volunteers in areas like Code Compliance, and ensuring full Police staffing through the over-hire program, and other efforts.
- **Increase focus on organizational development and training**, including updating the City's personnel rules, identifying and providing employees with relevant training opportunities, encouraging continuous improvement, and instilling best practices as resources allow.

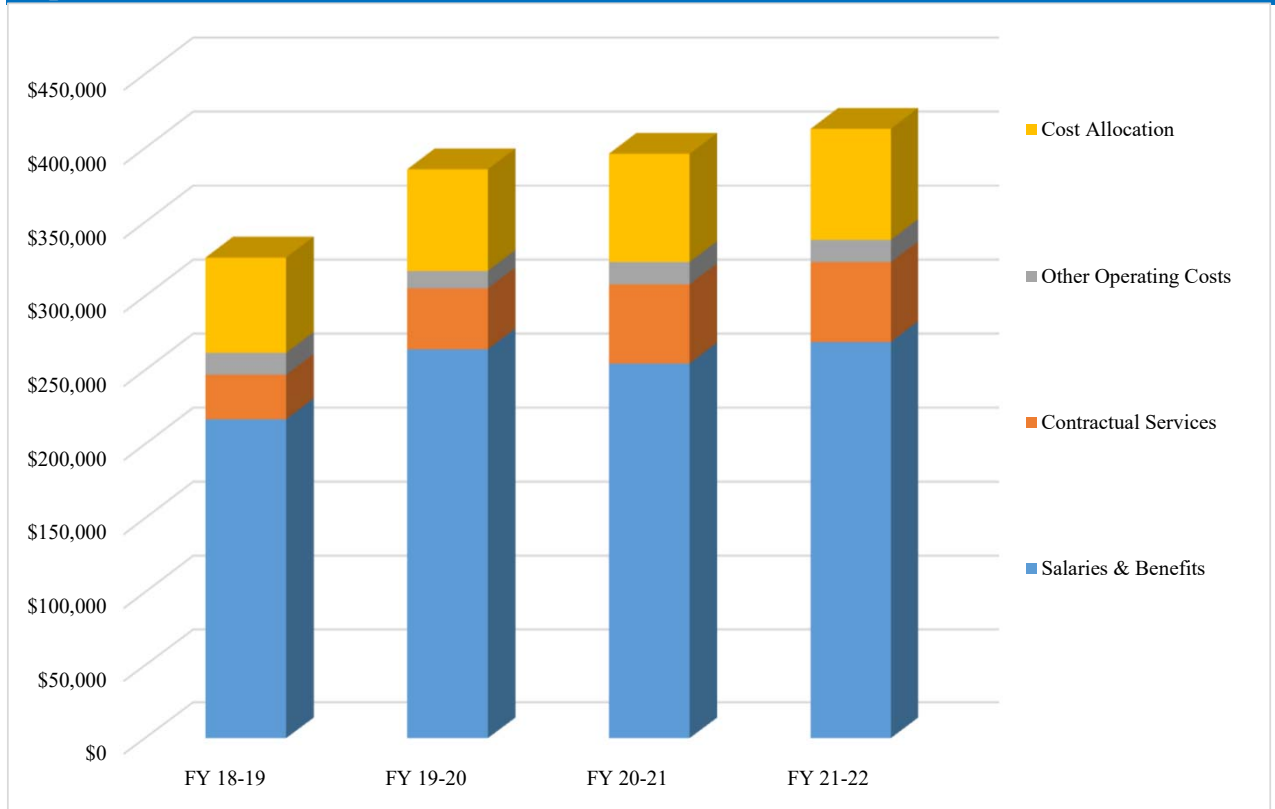


## City Manager Department Expenditure Summary

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b><u>Expenditures By Type</u></b>				
Salaries & Benefits	\$ 216,835	\$ 264,087	\$ 254,507	\$ 269,000
Contractual Services	30,080	41,261	53,500	54,000
Other Operating Costs	14,782	11,697	15,073	15,000
Cost Allocation	64,354	68,630	73,082	75,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	<b>\$ 326,051</b>	<b>\$ 385,675</b>	<b>\$ 396,162</b>	<b>\$ 413,000</b>
<b><u>Expenditures By Fund/Program</u></b>				
General Fund	<b>\$ 326,051</b>	<b>\$ 385,675</b>	<b>\$ 396,162</b>	<b>\$ 413,000</b>

Rounded (000)

### Expenditure Trends





# ADMINISTRATIVE SERVICES DIRECTOR

The **Administrative Services Director** plans, directs, manages and oversees the operations, programs and planning of administrative services, including human resources, risk management, information technology and participates in labor relations.

The Administrative Services Director is appointed by the City Manager and is responsible for the coordination and supervision of programs and services including, but not limited to the City Clerk function, including municipal elections and the administration and enforcement of state and federal laws regarding election and campaign financing disclosure, preparation of City Council minutes, maintenance and indexing of official City records, Fair Political Practice Commission (FPPC), and conflict of interest. Areas of responsibility also include Project Manager for City’s information technology system, troubleshooting data processing and system problems and development and implementation of computerized systems for City departments. The position is also responsible in overseeing the Community Outreach Division and the Hercules cable channel which provides information on City projects, programs and City related matters via the media, cable channel and the City website.



## COUNCIL STRATEGIC GOAL

Improve Financial, personnel, and administrative functions.

A Classification and Compensation Study is nearing completion. An update of the city’s records retention schedule was completed. Additional updates to the City’s records management policies and system are underway. An update of the City’s personnel rules is also nearing completion.



### OBJECTIVES:

- Provide fair and proper administrative and personnel decisions that foster a proactive, responsible, and transparent government.
- Recruit, retain, and develop a highly effective workforce to promote good governance ethics.
- Recruit, retain, and develop a highly effective workforce to promote good governance ethics.
- Promote organizational effectiveness through streamlined internal processes, leadership, teamwork, and innovation.
- Support transparent government initiatives.





# CITY CLERK

The Office of the City Clerk provides legislative support to the Mayor and City Council and standing committees; conducts all municipal elections; administers the citywide records retention schedule and off-site storage contract; administers the board/commission process. The City Clerk is the information resource for the community, City Council, and City Staff. As the Clerk to the City Council, the City Clerk prepares and distributes the agendas for the City Council and Successor Agency to the Redevelopment Agency meetings. The City Clerk is the local official who administers democratic processes such as municipal elections, access to city records, and all legislative actions ensuring transparency to the public. The City Clerk acts as a compliance officer for federal, state, and local statutes including the Political Reform Act, the Brown Act, and the Public Records Act. The City Clerk manages public inquiries and relationships and arranges for ceremonial and official functions.



## OBJECTIVES:

- To ensure open access to information, documents, and the legislative process.
- To ensure fair and impartial elections.
- To maintain the official record of all City Council proceedings.
- To develop and maintain on-going efforts that increase transparency in city government.
- Perform other State and municipal statutory duties.

## COUNCIL STRATEGIC GOAL

Continue to enhance transparency and open government.

- The city has resumed cable broadcast of City Council and Planning Commission meetings. The City also now has a presence on Facebook and Nextdoor and posts regularly.

Foster an ethical environment free from conflicts of interest.

- The City Council has adopted a Code of Ethics which is reviewed annually and an annual acknowledgment of the policy is

required for City Council Members, Commission Members and staff.

Enhance access to information (sunshine provision).

- The City's website is a key vehicle for enhanced access to information; together with our increased social media presence.

Conduct annual review and update of anti-nepotism, anti-cronyism, conflict of interest, and Code of Ethics.

- The City Council conducts an annual review of these policies

every January. The last review was completed on January 28, 2020.

Provide training to Commissions.

- The City Clerk & City Attorney undertake annual training for Boards and Commissions, with that having taken place in February 2020. In addition a leadership coffee was launched in 2018, and conducted in February each year with the Mayor and Vice Mayor meeting with the Chair and Vice Chair of each of the Commissions in a joint session to exchange ideas and information.



# HUMAN RESOURCES

In support of the City’s principles, values and vision, it is the goal of the Human Resources Department to support the total operation in meeting its goals through its most valuable resource – its people. The Human Resources office strives to develop an attitude of teamwork and quality in our day-to-day operations; create an atmosphere that fosters challenges, fun and safety; and commit to doing and to acting openly, equitably and consistently in our pursuit of uncompromising quality.



## COUNCIL STRATEGIC GOAL

Provide a means for employees to report concerns of possible wrong doing (whistle-blowing).

- The City maintains a whistleblower hotline through a third party and regularly makes that information available to employees.

Continue a formal volunteer program to help various departments.

- The Police Department makes good use of volunteers in a variety of roles with two volunteers added to the roster recently. A cadre of Police volunteers is also now working in support of our voluntary code compliance efforts to enhance the community. Volunteers were utilized in the recent upgrades at the Ohlone and Foxboro community Centers. In Parks & Recreation volunteers support a variety of events and activities.

## OBJECTIVES:

To act as a catalyst to enable all City of Hercules employees to contribute at optimum levels toward the success of a greater community by:

- Attract and retain a highly qualified, diverse workforce.
- Offering a competitive salary and benefits package and developing the full potential of our workforce by providing training and development for career enhancement.
- Foster amicable employee/labor relations.
- Promote employee safety, wellness, high productivity and performance.
- Ensure compliance with laws and regulations
- Maintain consistency and fairness when implementing and administering policy decisions and direction.



# RISK MANAGEMENT

**Risk Management** is a unit under the Administrative Services Department. The Administrative Services Director works with Departments to eliminate or mitigate potential risk and preserve public property, as well as manage the City’s Workers’ Compensation Program.



The City is a member of the Municipal Pooling Authority (“MPA”), a joint powers agency that is governed by a board of member municipalities. The City’s deposits with the Municipal Pooling Authority are in accordance with formulas established by the Municipal Pooling Authority. Actual surpluses or losses are shared in accordance with a formula developed from overall loss costs and spread to member entities on a percentage basis after a retrospective rating.

## OBJECTIVES:

- Preservation of the City’s assets and public service capabilities from loss, destruction and depletion.
- Systematized internal procedures for identifying and constantly reassessing the fluctuating exposures to risk, and implementing courses of action to minimize or eliminate that risk.
- The establishment, to the extent possible of an exposure-free work and service environment in which the City personnel and members of the public can enjoy safety and security in the course of their daily pursuits.
- Protection against the financial consequences of catastrophic loss through avoidance, risk transfer, and/or purchased insurance.

## COUNCIL STRATEGIC GOAL

Reduce exposure to litigation and claims.

- The City has been successful in reducing claims and litigation over the past few years. Efforts to continue this trend include updates to the city’s standard form of contracts and the development of specialty contract models, the investment of monies to address key infrastructure issues like the maintenance of trees and the filling of major potholes. However, the more recent period has seen an uptick in claims and possible litigation.



# INFORMATION TECHNOLOGY

**Information Technology** is responsible for overseeing the technology infrastructure and daily needs of the City. Information Technology utilizes information and communications technology to design, select, and implement a variety of technology solutions that assist the City and all

City departments with providing services and meeting strategic goals promoting technological and telecommunication growth. The Information Technology department



collaborates with all city departments and provides support for all network users and mobile devices, as well as maintenance of data centers, server networks, switches, routers, and software applications.

## OBJECTIVES:

- Provide technological desktop computer support to City staff within four hours of request.
- Maintain and support approximately 40 software applications, including those specific to public safety services.
- Implement upgraded software applications as required.
- Maintain connectivity among network routers, switches, and devices to ensure availability and reliability for City staff and external customers.
- Implement and maintain servers for new applications.
- Implement the prioritized recommendations from the IT Capital Project Plan.

## COUNCIL STRATEGIC GOAL

Complete an equipment replacement plan with a rationale, schedule and budget.

- While equipment replacement is on-going and considered as part of the annual budget process each year, a more formalized replacement plan still needs to be developed.

Evaluate IT Systems, especially financial management to determine possible improvements.

- A new web site was launched. Improvements needed to recommence cable broadcastsets was also completed. Software

upgrades to the cloud will be completed in FY20-21 to the City's financial software application as well as software upgrades to the cloud for the RecTrak software application. New citywide computer and hardware upgrades are scheduled for completion in FY20-21 as well.

Consider new ways to deliver municipal services in more cost-effective ways.

- The city looks for opportunities on an on-going basis. In February 2019 the City recommenced cable broadcast of City Council and Planning Commission meetings through the County CCTV services.

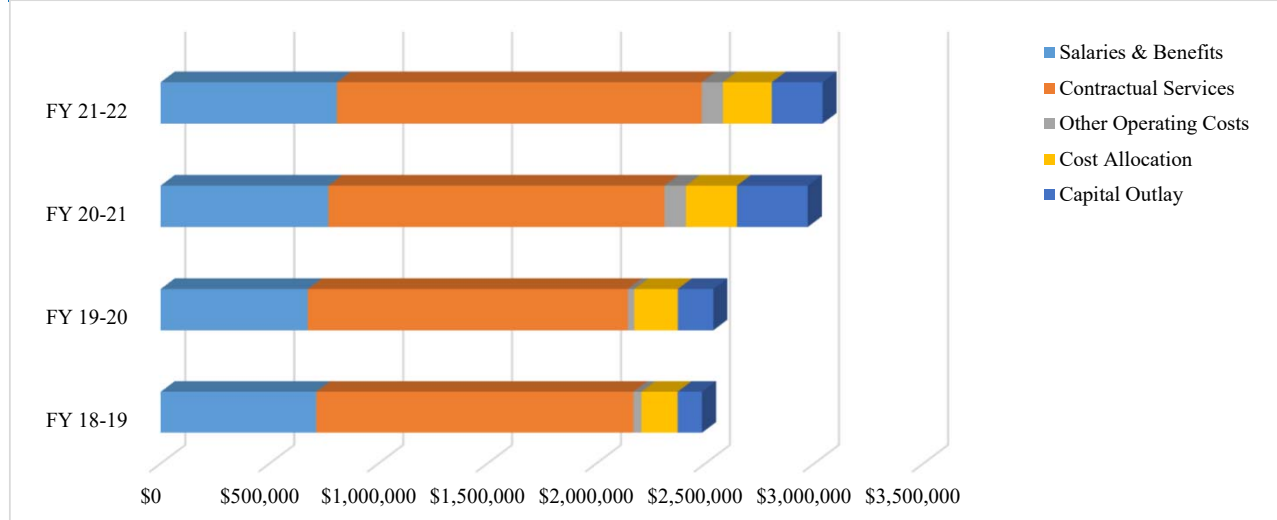


## Administrative Services Department Expenditure Summary

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Expenditures By Type</b>				
Salaries & Benefits	\$ 713,801	\$ 675,253	\$ 769,840	\$ 809,000
Contractual Services	1,455,676	1,469,450	1,543,108	1,674,000
Other Operating Costs	37,434	29,540	98,404	98,000
Cost Allocation	165,710	199,365	233,660	224,000
Capital Outlay	112,047	162,978	325,300	233,000
Debt Service	-	-	-	-
	<b>\$ 2,484,668</b>	<b>\$ 2,536,586</b>	<b>\$ 2,970,312</b>	<b>\$ 3,038,000</b>
<b>Expenditures By Fund/Program</b>				
General Fund				
City Clerk	\$ 348,445	\$ 352,884	\$ 388,624	\$ 364,000
Outreach	318	301	300	-
Cable TV	119,456	127,909	166,342	36,000
Risk Management	1,152,866	1,084,650	1,073,075	1,237,000
Information System	-	-	-	-
Human Resources	243,190	219,514	286,416	324,000
	1,864,275	1,785,258	1,914,757	1,961,000
Internal Service Fund				
IT Equipment Replacement	620,393	751,328	1,055,555	1,077,000
	<b>\$ 2,484,668</b>	<b>\$ 2,536,586</b>	<b>\$ 2,970,312</b>	<b>\$ 3,038,000</b>

Rounded (000)

### Expenditure Trends





# FINANCE

The Finance Department is responsible for providing the City, and its agencies (including the Successor Agency and the Public Financing Authority), with the fiscal oversight and controls necessary to ensure sound financial management. The Department oversees budgeting, accounting, revenue collection, and protection of city-wide assets. The Department is responsible for managing the City’s fiscal resources in a prudent and effective manner and undergoes an external audit every year. The Department also provides internal support for all city departments and reporting services to enhance accountability and assist with strategic planning and decision-making. The Department is committed to providing financial information in a timely manner and to providing positive customer service to both external and internal customers.

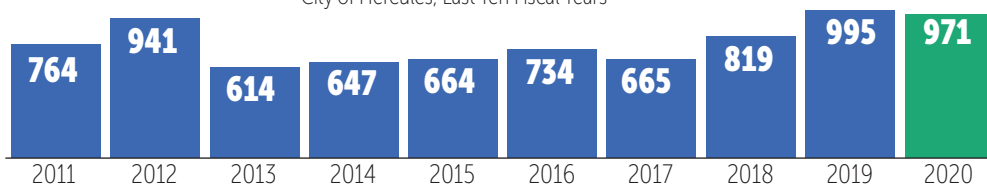
The Department is also responsible for the coordination and completion of the annual audit for all City funds, and related audits for Hercules’ Public Financing Authority, Wastewater fund, and federal funds, Measure B and C.



### OPERATING INDICATORS

## Number of Business Licenses Issued

City of Hercules, Last Ten Fiscal Years



### KEY PRIORITIES 2020-21:

- Restructure debt where possible to reduce near term debt payments
- Ensure on-going revenues support on-going costs
- Provide timely budget and financial reports to City departments to assist in meeting departmental missions
- Improve and update the Long-Range Financial Plan and its underlying assumptions
- Update or establish written documentation for various finance policies and procedures.



# FINANCE

## WORKPLAN HIGHLIGHTS:

- **The FY 20-21 Budget document has been awarded the Distinguished Budget Presentation Award** from Government Finance Officers Association (GFOA). This award is the highest form of recognition in governmental budgeting.

- **Enforces and monitors the General Fund Reserve and Fund Balance Policy** that reflects best practices and prudently protects the fiscal solvency of the City. At the close of last fiscal year, the working capital reserve (3 months of expenditures) was fully funded.

- **Timeliness, accuracy, and transparency in financial reporting is an important City goal.** The Department continues to provide timely delivery of the Basic Financial

Statements, in which the independent auditor issued a clean opinion last fiscal year. The Department continues to promptly deliver budget, financial and investment updates to the City Council, Finance Committee, and the public.

- **The Department continues to proactively address delinquent accounts** through its audit and collection efforts to maximize City collections and cash flow.

- **The Department continues to focus on the City Council strategic goal of fiscal sustainability.** The Long-Range Financial Plan is one of those efforts that enables the City to understand the long-term fiscal effects of its decisions and to plan for future challenges like CalPERS cost increases and recessions.



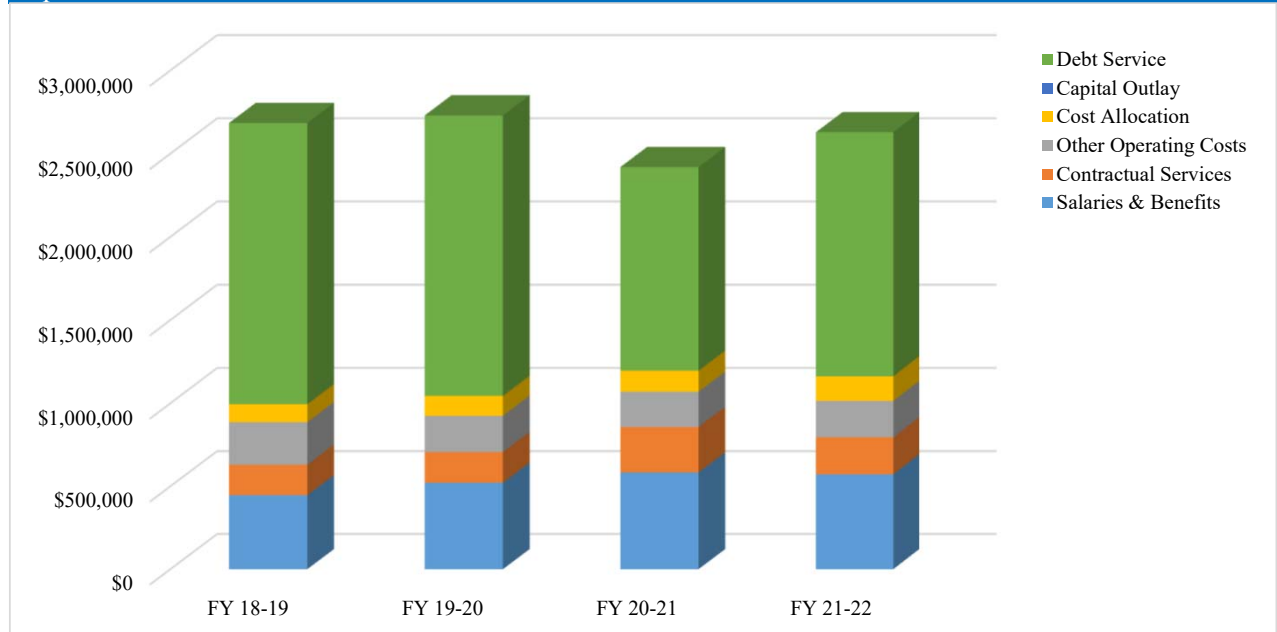


## Finance Department Expenditure Summary

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Expenditures By Type</b>				
Salaries & Benefits	\$ 446,335	\$ 521,803	\$ 583,486	\$ 572,000
Contractual Services	184,220	185,643	274,247	223,000
Other Operating Costs	255,731	217,227	211,500	219,000
Cost Allocation	108,011	119,062	126,387	148,000
Capital Outlay	-	1,196	-	-
Debt Service	1,690,116	1,685,774	1,223,268	1,467,000
	<b>\$ 2,684,413</b>	<b>\$ 2,730,705</b>	<b>\$ 2,418,888</b>	<b>\$ 2,629,000</b>
<b>Expenditures By Fund/Program</b>				
General Fund	985,522	1,044,931	1,195,620	1,162,000
<b>Debt Service Funds</b>				
Suntrust Lease	207,866	205,099	207,865	205,000
Equipment Lease				218,000
2003B PFA Lease Revenue Bonds	577,411	566,010	106,938	133,000
2009 PFA Taxable Lease Revenue Bonds	913,614	914,665	908,465	911,000
	1,698,891	1,685,774	1,223,268	1,467,000
	<b>\$ 2,684,413</b>	<b>\$ 2,730,705</b>	<b>\$ 2,418,888</b>	<b>\$ 2,629,000</b>

Rounded (000)

### Expenditure Trends







# CITY ATTORNEY

**Appointed by the City Council as the City’s chief legal advisor,** the City Attorney provides all legal services and advice to the City Council, Commissions, and staff. The City Attorney represents the City in all litigation, and manages any special counsel services, including when used for litigation. Elements of the City’s risk management efforts and claims administration are also handled by the City Attorney.



Serving as the City’s legal counsel, the City Attorney contributes to the City’s overall operation in a multiplicity of service areas and in support of all Strategic Plan goals, and in particular Goal H and two related strategies:

Continue to Provide Exemplary Governance and City Administration

**Strategy 1:** Improve administrative processes and overall quality of executive and administrative management.

**Strategy 3:** Provide and enhance exemplary governance.

## KEY PRIORITIES 2021-22:

- Provide high-quality legal services in a cost-effective manner
- Develop and recommend strategies to reduce legal risk and exposure to liability
- Work to minimize litigation exposure and resolve litigation in an effective manner
- Effectively manage special counsel contracts and services





# CITY ATTORNEY

## WORKPLAN HIGHLIGHTS:

- Perform all requested legal work and review and prepare required documents and contracts in a **timely manner**, including ordinances, resolutions, legal opinions, and contracts and agreements.
- Provide the City Council with **regular litigation and claims updates**, including assessment of success, liability, and advise as to how to best manage and respond to pending or active litigation and claims.
- Review all agenda items, staff reports, and related attachments for consideration by the City Council, and Commissions as needed, including assessing and ensuring compliance with law and best practices from a legal perspective, approving required documents as to form, advising staff and the City Council on those matters.
- Facilitate the City's public improvements and private development projects through **on-going support of these activities**, including consideration by the Planning Commission and City Council of private development, preparation and award of bids for public projects, assisting with contract award and management, resolution of legal issues which may arise, and close-out of completed projects and assisting with any claims which may arise.
- Identify on a **pro-active basis any opportunities to avoid exposure to legal risk or concerns and take steps to do so**, including regularly consulting with the City Council, City Manager, and staff on up-coming projects and activities, monitoring the changing legal landscape and new case law, and engaging with a variety of stakeholders to better assess areas of possible concern.



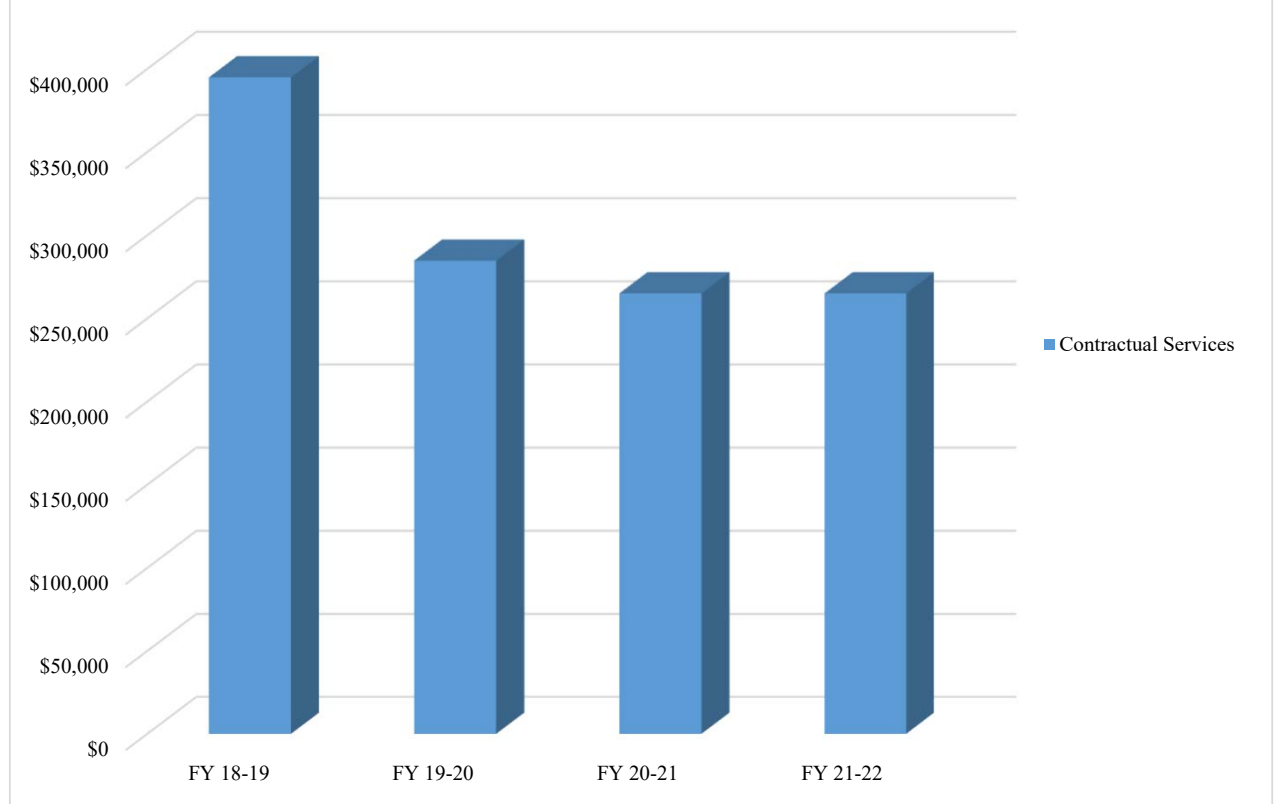


## City Attorney Department Expenditure Summary

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b><u>Expenditures By Type</u></b>				
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -
Contractual Services	394,865	284,709	265,000	265,000
Other Operating Costs	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	<b>\$ 394,865</b>	<b>\$ 284,709</b>	<b>\$ 265,000</b>	<b>\$ 265,000</b>
<b><u>Expenditures By Fund/Program</u></b>				
General Fund	<b>\$ 394,865</b>	<b>284,709</b>	<b>\$ 265,000</b>	<b>\$ 265,000</b>

Rounded (000)

### Expenditure Trends





# POLICE

The Hercules Police Department has **26 sworn officers and 3 non-sworn full-time positions** within numerous operating units and Divisions, including Patrol, Investigations, Traffic, Records and Property and Evidence.

The HPD is responsible for protecting the City’s residents, property owners, and businesses by patrolling 10.6 square miles of Hercules using cars, bicycles, and motorcycles.

The Department fosters a problem-solving, community policing philosophy, and works collaboratively with policy makers, the City Manager’s Office and the community to address problems of crime and property damage.



## CONTACT INFORMATION

**Phone:** (510) 799 8260

**Office Address:**  
111 Civic Drive,  
Hercules CA, 94547

**Office Hours:** M-F, 8 AM-5 PM

**Website:** ci.hercules.ca.us

**Facebook:** Hercules Police Department

## COMMUNITY SERVICE

With a commitment to ethical policing and building community relationships, our mission is to provide consistent service with integrity and equality to all.

Our vision is to create community partnerships through positive and transparent engagement by adhering strictly to our core values of Integrity, Equality, and Consistency.

We strive to meet this challenge while safeguarding the rights of all individuals we come into contact with.

We maintain a caring attitude and empathize with those we serve. We welcome and seek an active partnership with the community in carrying out our responsibilities. We recognize that to be an effective law enforcement agency we must have the support, confidence, and trust of our community. We work diligently to be a part of this community and not apart from it.

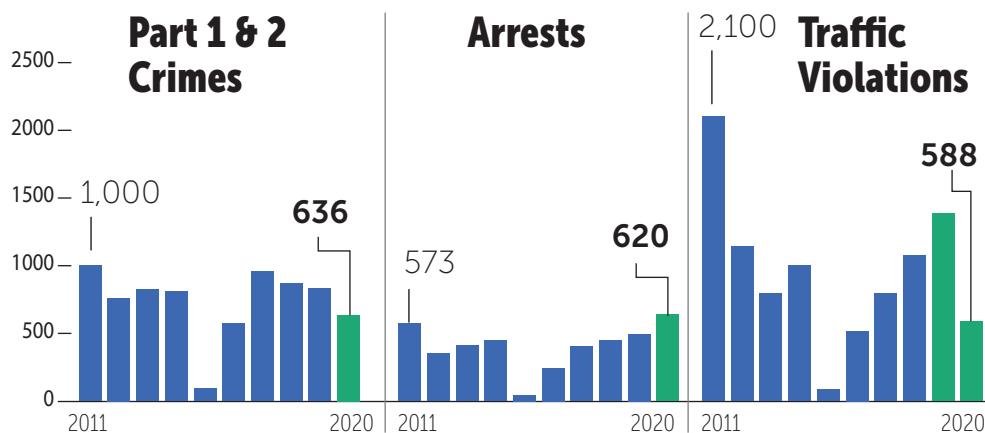


### OPERATING INDICATORS

## Calls for Service

Hercules Police Department Last Ten Fiscal Years

2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
15,984	12,960	12,309	12,550	1,843	7,707	13,142	16,245	16,918	23,924





# POLICE

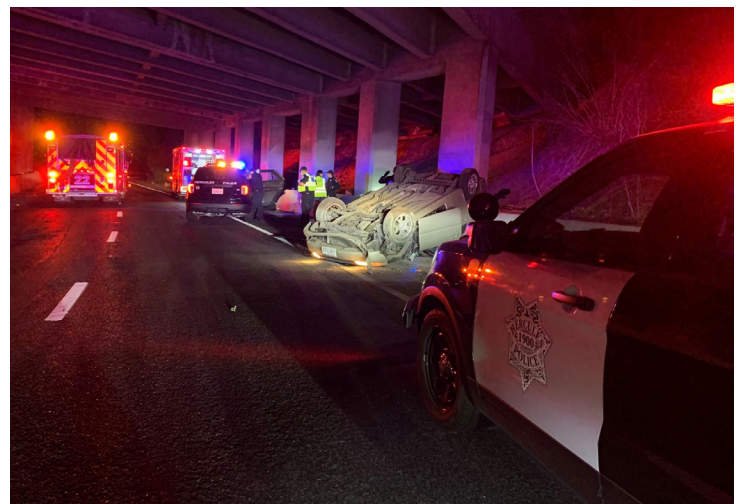


## WORKPLAN HIGHLIGHTS:

- We will continue to provide traffic safety, enforcement, and education services to the community
- We will continue to coordinate disaster preparedness with Fire, Emergency Medical Services and the County and State Office of Emergency Services.
- **Critical training** for all Department personnel will continue to be provided including Crisis Intervention Team (CIT), De-Escalation Tactics, Procedural Justice, and Racial Profiling.
- **Parolees, probationers, and registered sex offenders** living within Hercules will continue to be **strictly monitored**.
- We will continue to seek Federal, State, and other funding to enhance staffing and equipment.



- 1 RESPOND TO PRIORITY ONE**  
and non emergency calls for service within designated time frames.
- 2 INCREASE EFFORTS**  
in traffic enforcement to reduce the number of pedestrian-related accidents
- 3 RESPOND QUICKLY**  
and effectively to community generated complaints.
- 4 PROVIDE EFFICIENT COMMUNICATION**  
through the use of technology and social media
- 5 RECRUIT, HIRE AND DEVELOP**  
qualified men and women from a diverse community to maintain high levels of service to the community.
- 6 RE-START THE CITIZENS POLICE ACADEMY**  
to provide transparency into policy and procedure, and engender confidence in service levels.



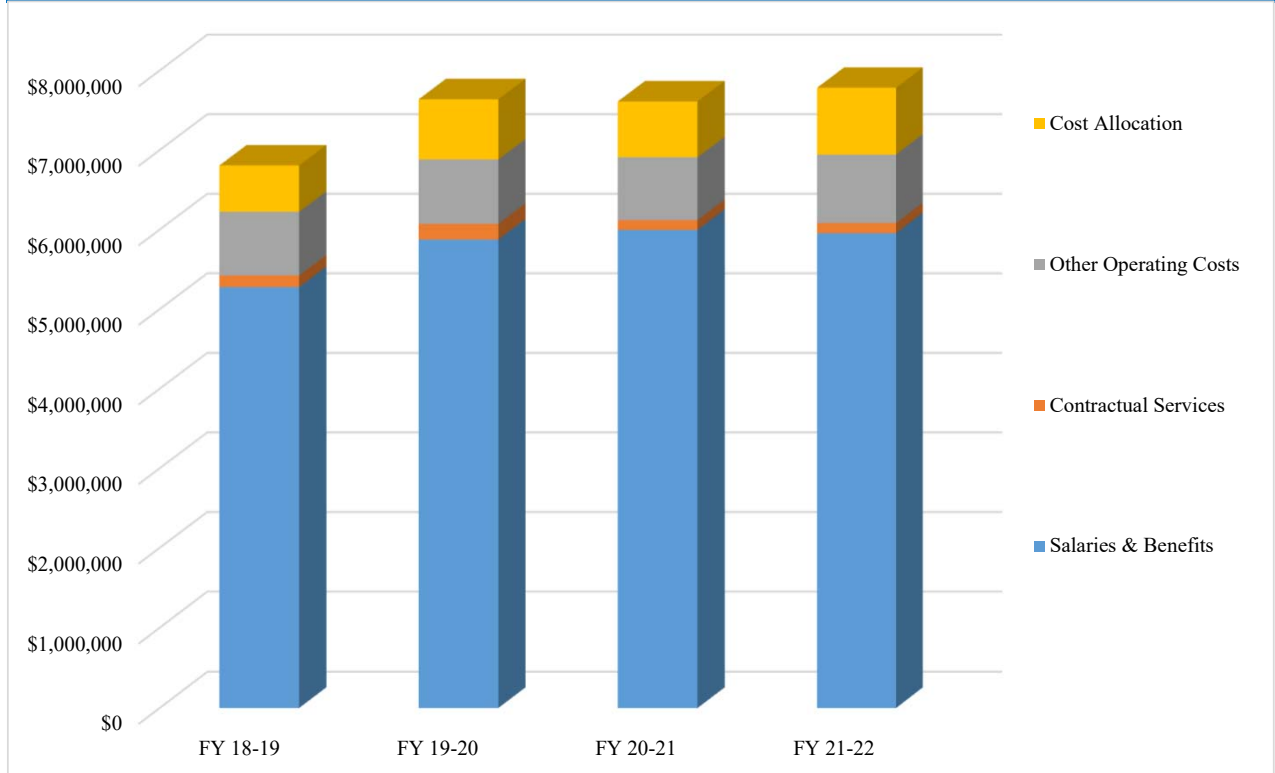


## Police Department Expenditure Summary

	<u>FY 18-19 Actual</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Budget</u>	<u>FY 21-22 Proposed</u>
<b><u>Expenditures By Type</u></b>				
Salaries & Benefits	\$ 5,276,909	\$ 5,876,171	\$ 5,997,449	\$ 5,956,000
Contractual Services	145,926	196,707	123,500	127,000
Other Operating Costs	800,454	808,469	788,542	860,000
Cost Allocation	583,605	756,519	702,012	840,000
Capital Outlay	-	-	-	198,000
Debt Service	-	-	-	-
	<b><u>\$ 6,806,894</u></b>	<b><u>\$ 7,637,866</u></b>	<b><u>\$ 7,611,503</u></b>	<b><u>\$ 7,981,000</u></b>
<b><u>Expenditures By Fund/Program</u></b>				
General Fund				
Administration/Inspection/Support	\$ 2,804,378	\$ 3,376,778	\$ 2,759,826	\$ 3,555,000
Patrol	4,002,516	4,188,148	\$ 4,851,677	4,426,000
Asset Forfeiture		72,940		
	<b><u>\$ 6,806,894</u></b>	<b><u>\$ 7,637,866</u></b>	<b><u>\$ 7,611,503</u></b>	<b><u>\$ 7,981,000</u></b>

Rounded (000)

### Expenditure Trends





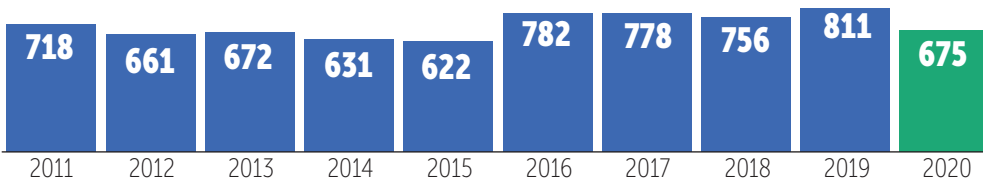
# COMMUNITY DEVELOPMENT

The Community Development Department provides information and advisory services to decision makers and the public regarding the growth and development of the community to ensure balanced and appropriate land use. The Community Development Department processes current and long-range development applications in accordance with the City’s adopted General Plan and zoning ordinance and provides staff support to the City Council and Planning Commission. In addition, the Community Development Department responds to public inquiries regarding zoning, land use, use permits, and development standards. The Community Development Department is also responsible for preservation of the City’s historic structures. Community Development includes the Building Division which ensures the safety of the citizens of Hercules through enforcement of state and local codes, standards, and regulations. The Division works diligently to ensure that all new construction meets the standard of construction required by the codes, and that all existing structures are maintained in a safe condition.

### OPERATING INDICATORS

## Number of Building Permits issued

City of Hercules, Last Ten Fiscal Years



## KEY PRIORITIES 2021-22:

- Providing effective and efficient Core Services, including processing of development applications and building permits.
- Advancing the next phases of the Hercules Regional Intermodal Transportation Center.
- Completing the update of the City’s Safety Element of the General Plan and completing the Hazard Mitigation Plan.
- Expanding the City’s tax base through quality development, including potential entitlement of the Franklin Canyon project.
- Revisiting the City’s sign ordinance and other policies and updating as needed.
- Ensuring successful implementation of remaining new development opportunities, including establishing long-term plans for managing shared parking and affordable housing for the Bayfront project.



# COMMUNITY DEVELOPMENT

## WORKPLAN HIGHLIGHTS:



- **Pursue the continued evolution of Hercules into a transportation hub** and address local traffic and circulation concerns, including securing funding for the next phases of the Hercules Regional Intermodal Transportation Center, securing grants for other street and pedestrian enhancements to the circulation network, utilize the Planning Commission and the Council's Public Safety & Traffic Committee as sounding boards for community concerns.

- **Maintain a safe and attractive community**, including ensuring new development adds the overall quality of the community.

- **Enhance the City's economic base**, including completing the build-out of the Bayfront and other remaining development sites with an emphasis on uses which also expand the City's tax base, while mitigating any impacts from new development.

- **Identify and pursue grant opportunities for the Hercules Regional Intermodal Transportation Center**, including working with our regional partners, advancing the design of the next phases to ensure they are shovel ready, and building support for the project among key constituencies.

- **Ensure the successful build-out of the Waterfront Master Plan and the Bayfront**, including: guiding the construction and entitlement components of each phase, forming the Waterfront Parking entity; developing the required affordable housing implementation agreement; and working with the developer to ensure a vibrant and model transportation oriented-development results.

- **Expand the City's Tax Base through new development**, including completing the Safeway center, facilitating the start of construction of the approved Willow Avenue Auto Service Center and Self-Storage center, Sycamore Crossing development including the hotel and retail components, and the Hilltown project, and identify and pursue other opportunities such as the possible reuse of the Franklin Canyon Golf Course site.





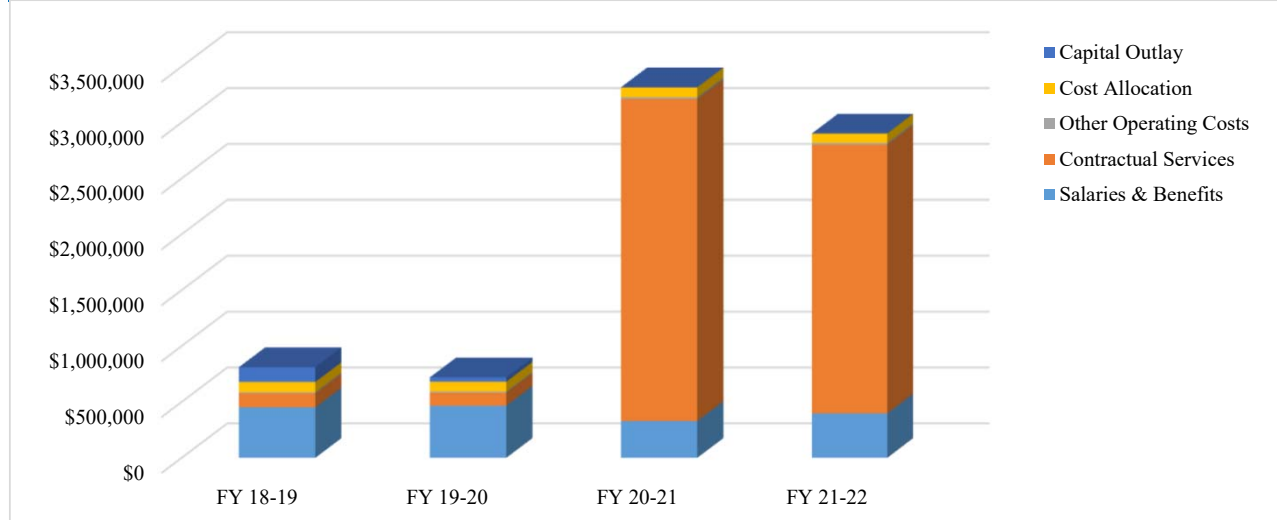
## Community Development Department Expenditure Summary

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Expenditures By Type</b>				
Salaries & Benefits	\$ 451,838	\$ 467,056	\$ 330,126	\$ 397,000
Contractual Services	124,860	115,272	2,879,708	2,404,000
Other Operating Costs	10,830	10,048	16,208	16,000
Cost Allocation	91,089	88,714	88,778	85,000
Capital Outlay	132,588	39,050	-	-
Debt Service	-	-	-	-
	<b>\$ 811,205</b>	<b>\$ 720,140</b>	<b>\$ 3,314,820</b>	<b>\$ 2,902,000</b>

<b>Expenditures By Fund/Program</b>				
General Fund	616,900	611,296	661,812	881,000
DIF-Public Facilities	32,187	35,142	650	1,000
Community Development Fund	38,714	-	-	-
Development Fee	29,262	34,652	650	1,000
DIF-Police Facilities	-	39,050	-	-
DIF-Fire Facilities	-	-	522,404	522,000
DIF-Park & Recreation	93,874	-	-	-
Public Benefit Fee	-	-	-	-
DIF-Traffic Facilities	268	-	-	150,000
STMP Traffic Impact	-	-	2,129,304	1,347,000
	<b>\$ 811,205</b>	<b>\$ 720,140</b>	<b>\$ 3,314,820</b>	<b>\$ 2,902,000</b>

Rounded (000)

### Expenditure Trends





# PUBLIC WORKS



**The Public Works Department constructs, maintains, and operates the City’s public infrastructure** including streets, sidewalks, traffic signals, bridges, streetlights, storm drain system, stormwater basins, creeks, sewer collection system, landscaping, parks, and public buildings. The Department is staffed with 11 employees and is organized into two Division overseen by the Public Works Director/City Engineer who reports to the City Manager.

The Engineering Division administers the City’s Capital Improvement Program including grant funding, reviews and inspects grading and public improvements on private development projects, reviews traffic engineering, and administers the City’s Clean Water Program. The Division also responds to public inquiries, administers the sewer lateral certification program, and issues encroachment permits, grading permits, wide-load permits. The Division consists of 1 employee, an Assistant Engineer, in addition to the City Engineer.

The Maintenance & Operations Division maintains the City’s public parks, landscape medians, streets, sidewalks, infrastructure and public facilities. This division makes certain that the stormwater and wastewater discharged into San Pablo Bay is clean through the City’s Creek Maintenance Program, Storm Drain Maintenance Program, Street Sweeping Program and Sanitary Sewer Program. In addition, the Public Works Division eliminates safety hazards with the City’s Fire Break Program in open spaces, Tree Trimming Program in parks and streets, and maintains an ongoing hazard abatement program. The Division also administers the City-wide Lighting and Landscaping Assessment Districts, abates graffiti, and cleans up illegal dumping. It is staffed with a Maintenance Superintendent and 8 Maintenance Workers.

## KEY PRIORITIES 2021-22:

- Continue to aggressively pursue grant funding for the City’s CIP projects
- Advance the Hercules RITC
- Effectively manage day-to-day operations to ensure Hercules keeps its reputation as a well-maintained City
- Expedite processing of private development projects
- Implement COVID-19 pandemic best management practices for public infrastructure
- Increase oversight of City-wide public facilities



# PUBLIC WORKS

The Public Works inventory includes:



**58 miles**  
of city streets

**1,494**  
street and parking lot features

**14** traffic signals

**7 miles**  
of bike lanes

**62 miles**  
of sanitary sewers

The Public Works Department supports the achievement of all Strategic Plan goals, and in particular:

**Goal D:** Enhance Transportation Access and Options

**Strategy 1:** Promote Alternative Forms of Transit

**Goal G:** Invest In and Enhance Maintenance of Public Infrastructure and Facilities

**Strategy 1:** Re-evaluate and Make Recommendations to Improve the City’s Capital Improvement Programs, Clean Water Programs and all Lighting and Landscaping Assessment Districts.

## WORKPLAN HIGHLIGHTS:

• **Formalize Maintenance & Operations oversight of public infrastructure,** including assignment of a geographic zone to each staff member collectively encompassing the entire City to identify and respond to trash, illegal dumping of dirt and debris, deceased animals, sign and striping replacement needs, tripping hazards, etc.



• **Advance the Capital Improvement Program,** including the \$12.9M Sycamore Sewer Trunk Main Replacement Project, \$1.4M Willow/Palm Sidewalk Installation, and Pedestrian Enhancement Projects at

Sycamore/Civic & San Pablo/Sycamore, and \$1.15M Design Contract for the RITC.

• **Facilitate the successful completion of the Safeway Project and Sycamore Crossing Project** with Hotel, including roadway improvements and utility relocations.

• **Complete the Sewer Fund Financial Model,** including incorporating recommendations from the 2020 Master Plan Update, projected expenditures from the upgraded Waste Water Treatment Project, and recommendations from the Citywide CCTV of sewer mains.

• **Increase focus on Maintenance & Operations organizational development and training,** including cross training on core equipment such as the backhoe and basket truck and operation of sewer lift stations and HVAC systems in buildings.

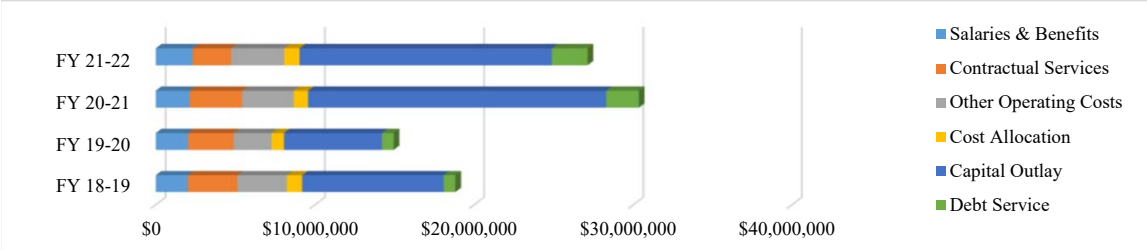


## Public Works Department Expenditure Summary

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Expenditures By Type</b>				
Salaries & Benefits	\$ 2,013,717	\$ 2,027,651	\$ 2,123,948	\$ 2,326,000
Contractual Services	3,120,228	2,861,447	3,310,197	2,419,000
Other Operating Costs	3,108,643	2,385,292	3,238,634	3,331,000
Cost Allocation	959,717	778,390	895,646	959,000
Capital Outlay	8,880,830	6,155,497	18,717,929	15,840,000
Debt Service	732,075	733,631	2,059,139	2,244,000
	<b>\$ 18,815,210</b>	<b>\$ 14,941,908</b>	<b>\$ 30,345,493</b>	<b>\$ 27,119,000</b>
<b>Expenditures By Fund/Program</b>				
GENERAL FUND	279,152	305,464	252,258	284,000
CITYWIDE L&L DIST 83-2	2,099,088	2,206,042	1,924,957	1,552,000
VICTORIA BY THE BAY L&L	422,754	549,975	399,549	511,000
HERCULES VILLAGE L&L DIST	143,486	197,357	161,208	194,000
BAYWOOD ASSESS 04-1 L&L	115,754	178,012	137,493	288,000
BAYSIDE ASSESS DIST L&L	63,577	68,901	72,122	82,000
ARTERIAL ROADWAYS	186,585	237,233	287,028	270,000
STORMWATER ASSESSMENT	358,593	372,913	414,289	420,000
STATE GAS TAX FUND	1,380,784	1,223,234	702,066	1,566,000
MEASURE "C" STREET FUND	557,885	620,283	379,532	519,000
BART PARK & RIDE			241,000	16,000
SOLID WASTE AND RECYCLING	102,498	108,350	13,504	111,000
GRANTS	-	-	-	254,000
CITY CAPITAL PROJ-SINGLE	1,159,032	930,974	-	120,000
ENERGY CONSERVATION PROJECT			4,209,354	
GRANT FUND / STIP / RIP	(828,935)	-	-	-
GRANT FUND / STIP / TE	3,170	-	-	-
GRANT FUND / TIGR II	(3,170)	-	-	-
MEASURE AA/EBRP	(70,113)	-	-	-
MEASURE WW/EBRP	279,229	-	-	-
CCTA MEAS J EXP PLAN	(269,812)	148,666	436,000	50,000
CCTA TLC GRANT	-	70,135	-	-
CCTA PBTF	(143,297)	-	-	-
SAFETEA LU	271,240	-	-	-
STMP-SUB REG TRANS PROJ	229,330	-	-	-
TRAFFIC CONGEST RELIEF PR	18,314	-	-	-
SEWER FUND	11,590,284	7,073,483	19,713,855	20,033,000
EQUIPMENT REPLACEMENT	45,122	146,762	170,000	55,000
FACILITIES MAINTENANCE	824,660	504,124	831,278	794,000
REGIONAL WATER QUALITY	-	-	-	-
	<b>\$ 18,815,210</b>	<b>\$ 14,941,908</b>	<b>\$ 30,345,493</b>	<b>\$ 27,119,000</b>

Rounded (000)

### Expenditure Trends



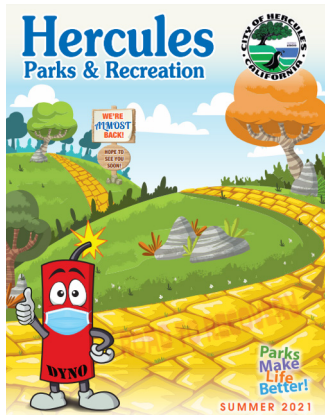


# PARKS AND RECREATION



**To say that 2020 was a year like no other is a huge understatement.** Like every other jurisdiction around the country, Hercules declared a state emergency and began to deal with the sudden impacts of the COVID-19 pandemic. And while it will likely take some time before the effects of the pandemic are fully realized the Parks and Recreation Department continued to provide essential services to the Hercules community in the form of camps that were run in multi-week blocks, in bubbles or pods, with consistent stable groups, and mixed with hope.

**Parks  
Make  
Life  
Better!**



What the pandemic showed us is that Parks and Recreation provides more than economic value, it delivers on health and environmental benefits as well as social importance.

Parks and recreation programs and services contribute to the health of the participants (from preschoolers to seniors). Both health and environmental benefits can be seen regularly as Herculean's flocked to local parks and trails to get healthy and/or stay fit when indoor gyms and facilities were off limits. Groups like Hercules Cares and the staff at the Senior Center, provided an important link for the

aging sector of our community with much needed services like the CC Café, Meals on Wheels, the Food Bank, Blood Drives, help with Taxes, and more. These are just a few examples of why countless studies by the Centers for Disease Control and Prevention praise Parks and Recreation for creating, improving, and promoting places to be physically active

## GOALS:

- Get back to running traditional recreation programs.
- Follow the trends and create/modify new/existing programs to meet the changing needs of the community.
- Complete decision package/budget referrals/CIP projects, and other important projects:
- Replaced signboards in Town
- Updated picnic area reserved signs in the parks
- Updated tennis court signage at Refugio Valley, Foxboro and Woodfield Parks
- Recently completed the Woodfield Park Backstop project
- Identified project for Prop 68 – Clean Water and Parks Act



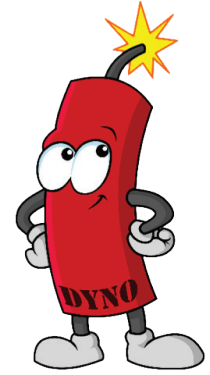
# PARKS AND RECREATION

which all help improve individual and community health.

Not only do parks and recreation improve health but they improve economic value. Increasing property values raises the local tax base. Homes closer to parks ultimately improve the local economy.

In addition, parks and recreation is often cited as one of the top reason's families and businesses cite when relocating.

Parks and recreation services are one of the most important factors in surveys of "how livable" communities are. Parks not only provide gathering places for families and social groups for all ages, abilities, and economic status, but they are also often linked to a reduction in crime. Parks and Recreation provides a value to communities that goes beyond the amount of dollars invested or the revenues gained from fees as evident in many of our programs like Tiny Tots, Child Care, Teens, Swim Lessons, Youth Sports, Camps, Seniors, and more.



## FACILITIES

- 13** Parks
- 9** Playground Structures
- 8** Picnic Areas
- 8** Tennis Courts
- 5** Swings
- 5** Recreation Centers (including a Teen Center and Senior Center)
- 4** Outdoor Basketball Courts
- 3** Childcare Facilities
- 3** Multi-Use Fields
- 2** Baseball/Softball Fields
- 2** Soccer Fields
- 2** Horseshoe Pits
- 2** Bocce Ball Courts
- 2** Gazebos
- 2** Pools
- 1** Gymnasium
- 1** Dog Park
- 1** Outdoor Fitness Par Course

*and miles of trails to walk, hike, bike, skate*

### WORKPLAN HIGHLIGHTS:

- **Ability to reinvent programs** when the pandemic hit to meet the needs of our families
- Took advantage of time and **upgraded software** while we were unable to run programs
- **Provide clean and enjoyable Parks**
- **Look for opportunities to expand parks** through grants and other avenues

### ACCOMPLISHMENTS

(examples, not all encompassing)

- Successfully updated registration software
- Successfully moved to an all "E" electronic Activity Guide
- Repaired main pool heater
- Resurfaced Tennis Courts at Refugio Valley Park
- Completed Woodfield Park Backstop project



### EVENTS:

Looking forward to the return of events like...

- Community Clean-up Day (Sa 9/11/21)
- Movie Nights (TBD summer 2021)
- Unity Day (W 10/20/21)
- Trunk or Treat (F 10/29/21)
- Holiday Tree Lighting (Su 12/5/21)
- Breakfast with Santa (Sa 12/11/21)
- EGGstravaganza (Sa 4/16/22)
- Rec Expo (April 2022)
- Belly Flops with Cops (April 2022)
- And more...

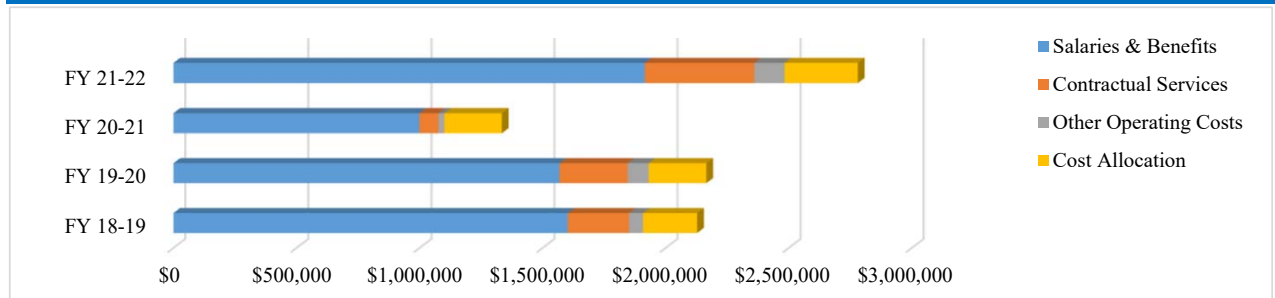


## Parks & Recreation Department Expenditure Summary

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b><u>Expenditures By Type</u></b>				
Salaries & Benefits	\$ 1,602,531	\$ 1,568,686	\$ 999,033	\$ 1,915,000
Contractual Services	248,790	277,242	78,249	445,000
Other Operating Costs	56,381	85,166	23,943	123,000
Cost Allocation	220,406	234,453	233,486	298,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	<b>\$ 2,128,108</b>	<b>\$ 2,165,547</b>	<b>\$ 1,334,711</b>	<b>\$ 2,781,000</b>
<b><u>Expenditures By Fund/Program</u></b>				
General Fund				
Library	42,817	111,937	60,965	119,000
Administration	22,981	37,378	114,789	33,000
Facility Rentals	152,973	156,993	79,425	190,000
Lupine Day Camp	145,416	139,577	45,310	217,000
Ohlone Day Camp	4,982	4,935	2,676	2,000
Ohlone Child Care	215,439	207,673	132,941	232,000
Hanna Child Care	208,080	216,183	147,833	260,000
Lupine School Child Care	216,436	207,859	138,707	252,000
Recreation Classes	91,201	74,239	74,831	160,000
Senior Citizens	72,336	67,959	35,199	85,000
Tiny Tots	287,437	279,429	137,252	353,000
Swim Center	349,968	402,179	177,483	519,000
Sport Program	111,822	91,716	79,838	136,000
Teen Program	17,568	16,514	13,756	22,000
Community Center-Concession Stand	392	372	-	-
Youth/Teen Resource Center	188,260	150,604	93,706	201,000
	<b>\$ 2,128,108</b>	<b>\$ 2,165,547</b>	<b>\$ 1,334,711</b>	<b>\$ 2,781,000</b>

Rounded (000)

### Expenditure Trends



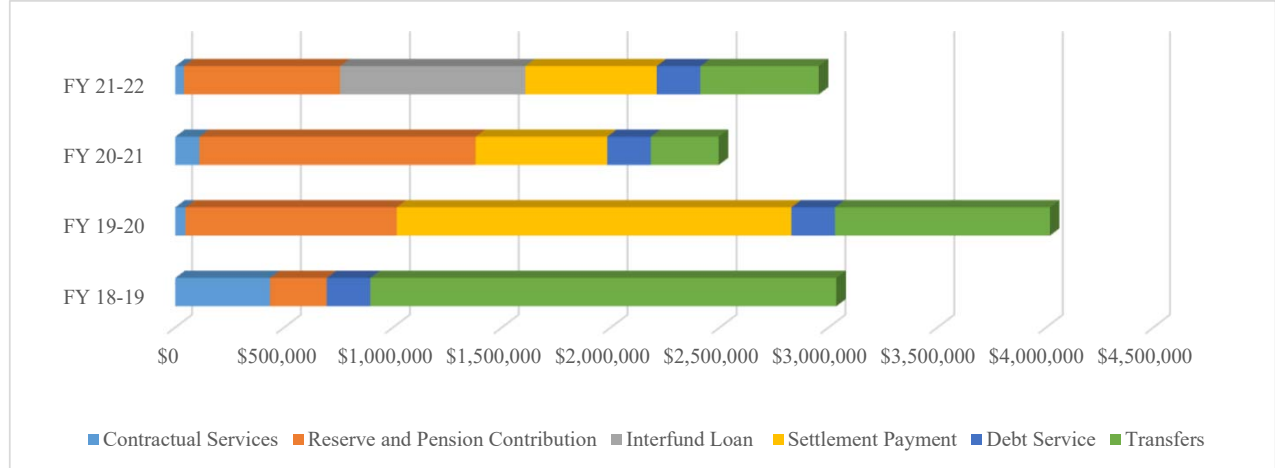


## Others (Non-Departmental & Transfers) Department Expenditure Summary

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b><u>Expenditures By Type</u></b>				
Contractual Services	435,400	47,172	110,062	40,000
Reserve and Pension Contribution	260,476	969,902	1,269,542	717,000
Interfund Loan	-	-	-	850,000
Settlement Payment	-	1,812,075	604,025	604,000
Debt Service	200,000	200,000	200,000	200,000
Transfers	2,139,446	988,309	311,938	544,000
	<b>\$ 3,035,322</b>	<b>\$ 4,017,458</b>	<b>\$ 2,495,567</b>	<b>\$ 2,955,000</b>
<b><u>Expenditures By Fund/Program</u></b>				
General Fund	<b>\$ 3,035,322</b>	<b>\$ 4,017,458</b>	<b>\$ 2,495,567</b>	<b>\$ 2,955,000</b>

Rounded (000)

### Expenditure Trends





# GENERAL FUND





## CITY OF HERCULES FY 2021-22 ANNUAL BUDGET

FY 2021-22 BUDGET BALANCING SPREADSHEET			
Proposed			
	TOTAL	ON-GOING	ONE-TIME
<b>Estimated Beginning Working Cash July 1, 2021 General Fund and Fiscal Neutrality</b>	<b>6,589,014</b>		
Reserve for Earthquake Insurance Deductible	(500,000)		
Reserve for Capital Projects	(450,000)		
Reserve for Planning	(825,000)		
Reserve for Building	(21,800)		
Reserve for Reusable Bags (remaining)	(13,930)		
Reserve for PEG Fees	(70,000)		
Subtotal, Reserves	<u>(1,880,730)</u>		
Carryover from Prior Years			
DP #20-5: Upgrade Patio at Community Center	(27,500)		
Funded by Parks Development Impact Fee (DIF)	27,500		
<b>Estimated Beginning Available Working Cash July 1, 2021, Before Fiscal Neutrality Fund</b>	<b>4,708,284</b>		
Reserve for Fiscal Neutrality	(4,034,517)		
<b>Estimated Beginning Available Working Cash July 1, 2021, After Fiscal Neutrality Fund</b>	<b>673,767</b>		<b>673,767</b>
FY 20-21 Projected Surplus from baseline operations	568,177	568,177	
Move to one-time: Savings from Library Bonds Refinancing		(458,000)	458,000
<b>Estimated Beginning Available Working Cash July 1, 2021 after Addendums and Corrections</b>	<b>1,241,944</b>	<b>110,177</b>	<b>1,131,767</b>
Add: Revenue After Addendums and Corrections			
On-Going	16,775,000	16,775,000	
One-Time			
RPTTF Pass Through	6,000		6,000
Addendum & Correction:			
ROPS approval of Emmerich and Montoya Leases - Release of Reserve from Neg Cash Borrowing	900,000		900,000
Planning: LEAP Grant	150,000		150,000
Total Revenues	<u>17,831,000</u>	<u>16,775,000</u>	<u>1,056,000</u>
Subtract: Expense After Addendums and Corrections			
On-Going	(15,913,000)	(15,913,000)	
One-Time			
DOF Settlement	(604,000)		(604,000)
Savings on Library Bonds Refinancing		(436,000)	436,000
Addendum & Correction:			
Planning: LEAP Grant	(150,000)		(150,000)
CAD/RMS System	(198,000)		(198,000)
Interfund Loan to LLAD Baywood	(162,000)		(162,000)
Interfund Loan to LLAD Zones 3&4 and 6 (contingent upon voter-approval of the assessment fee increase)	(688,000)		(688,000)
Total Expenses	<u>(17,715,000)</u>	<u>(16,349,000)</u>	<u>(1,366,000)</u>
Surplus/(Deficit)	116,000	426,000	(310,000)
<b>Subtotal: Estimated Available Working Cash Before Decision Packages June 30, 2022</b>	<b>1,357,944</b>	<b>536,177</b>	<b>821,767</b>
Recommended Decision Packages			
1. DP #22-1: Police Department Over Hire	(65,000)		(65,000)
2. DP #22-2: Employee Labor Agreements (2% COLA and 2% Retention Bonus)	(227,000)	(125,000)	(102,000)
3. DP #22-3: Second Part-Time Parking Enforcement Officer	(35,000)	(35,000)	
Revenue Increase from Parking Fines	50,000	50,000	
4. DP #22-4: Restore Library Extra Hours	(12,000)	(12,000)	
Revenue Increase from Hercules Library Foundation	5,000	5,000	
5. DP #22-5: Increase On-going Pension Trust Contribution to 2% of Salary	(53,000)	(53,000)	
6. DP #22-6: Code Compliance Staffing	(50,000)	(50,000)	
7. DP #22-7: Public Works Staffing Modifications	(20,000)	(20,000)	
Revenue from Encroachment Permits	20,000	20,000	
Total: Decision Packages	<u>(387,000)</u>	<u>(220,000)</u>	<u>(167,000)</u>



CITY OF HERCULES FY 2021-22 ANNUAL BUDGET

FY 2021-22 BUDGET BALANCING SPREADSHEET			
Proposed			
	TOTAL	ON-GOING	ONE-TIME
Recommended Alternate Decision Packages			
1. ADP #22-1: Sycamore Avenue Mural Restoration	(20,000)		(20,000)
Total: Alternate Decision Packages	(20,000)	-	(20,000)
Recommended Fund Balance Decision Packages			
1. FBDP #22-1: Reserve for Restricted Planning Funds	(107,000)		(107,000)
2. FBDP #22-2: Contribution to IRS Section 115 Pension Trust	(500,000)		(500,000)
3. FBDP #22-3: Police Department Restroom Remodel	(100,000)		(100,000)
4. FBDP #22-4: Utility User Tax Renewal	(40,000)		(40,000)
5. FBDP #22-5: Pursue Grant Funding for RITC project Funded by Traffic Impact Fee	(150,000) 150,000		(150,000) 150,000
Total: Fund Balance Decision Packages	(747,000)	-	(747,000)
Budget Referrals			
1. BR #22-1: Special Event	(50,000)		(50,000)
Total: Budget Referrals	(50,000)	-	(50,000)
<b>Estimated Available Working Cash After Decision Packages/Budget Referrals June 30, 2022</b>	<b>153,944</b>	<b>316,177</b>	<b>(162,233)</b>



# FY 2021-22 DECISION PACKAGES

## CARRY OVER FROM PRIOR YEARS

**Decision Package # 20-5: Upgrade Patio at Community Center [One-Time]** – It has been identified that the addition of a BBQ and outdoor seating in the enclosed patio area of the Community Center would result in an additional desirable facility rental space. Improvements would include a BBQ, outdoor prep space, pizza oven, seating, trellis and new fencing. Expense Increase: \$27,500 (Park DIF)

## General Fund Operating Budget

**Decision Package # 22-1: Police Department Over Hire [One-Time]** – While suspended during the 2020/21 fiscal year as an expense, the estimated cost of \$65,000 of the Police Department over-hire program is recommended for reinstatement. Expense Increase: \$65,000

**Decision Package # 22-2: Employee Labor Agreements** – The City is meeting and conferring with employee groups regarding their expiring labor agreements. While negotiations have not yet been concluded with represented employees, a placeholder for the anticipated costs is recommended as a combination of on-going (\$125,000) and one-time costs (\$102,000). Expense Increase: \$227,000.

**Decision Package # 22-3: Second Part-Time Parking Enforcement Officer** – A second parking enforcement officer is recommended at an annual increase in cost of \$35,000 with annual revenue generated from fines and other revenues estimated to be \$50,000. Expense Increase: \$35,000; Revenue Increase: \$50,000.

**Decision Package # 22-4: Restore Library Extra Hours** – The proposed FY 21/22 Budget keeps Library Extra Hours Funding at previous year's cost of \$45,750. As the County's proposed cost for the same number of extra hours rose to be \$57,542. Last year the Hercules Library Foundation offered to fund the \$5,260 needed to maintain the extra library hours and to allow for Friday openings. As this point, we are assuming the same scenario. Revenue Increase: \$5,260; Expense Increase: \$11,792.

**Decision Package # 22-5: Increase On-Going Pension Trust Contribution to 2% of Salary** – The annual budget currently includes the City contributing 1% of payroll on an on-going basis to the Section 115 Pension Trust. This was initially approved as ADP 19-1 as part of the 2018/19 Budget. This Decision Package would increase that to be 2% of payroll. Expense increase: \$53,000

**Decision Package # 22-6: Code Compliance Staffing** – The City's existing three tier code compliance program relies on volunteers to address the most common complaints and that effort generally results in a high level of compliance. However, in those cases where the volunteers are unable to gain compliance, or for more complex cases, current staffing levels do not allow for appropriate and timely follow-up. If the Council wishes to dedicate additional resources to enhance the City's Code Compliance efforts, it is recommended that we fund a half-time, non-benefited position to bridge that gap. While that position would generate some additional revenue through Administrative Citation fines, it is not expected to result in full cost recovery. This position could also assist in follow-up on open space encroachments. Expense Increase: \$50,000.



## FY 2021-22 DECISION PACKAGES

**Decision Package # 22-7: Public Works Staffing Modifications** – A review of the Public Works Department with the goal of enhancing services levels has been completed. An initial recommendation from that is to create a new Public Works Specialist/Inspector classification by reclassifying a vacant Maintenance Worker I position. This new position would inspect capital improvement projects, the LLAD landscaping contracts, public improvements on development projects, administer the sewer lateral inspection program, and administer the encroachment permit program including identifying and notifying adjacent property owners of illegal encroachments into the City right of way such as vegetation that blocks sidewalks and sight distance. The creation of this new position will also free up the Public Works Superintendent to manage the Maintenance Yard and the Associate Engineer to manage CIP projects and consultants. The Public Works Specialist/Inspector is anticipated to cost the City approximately \$41,000 more annually on a fully loaded basis than the existing Maintenance Worker I. However, additional revenue will be generated through encroachment permits fees given current coverage is inadequate and fees reflect the time spent on the permit. As with the existing Maintenance Worker 1, the position would be funded from a variety of sources including gas tax; L&LAD funds, and other non-General Fund sources in addition to savings by reducing some services currently provided under contract. The position will also be funded through recurring one-time private development fees for inspection of public improvements. It is anticipated that the General Fund portion of the position would be funded primarily from higher encroachment permit fees of about \$20,000 annually. Revenue Increase: \$20,000 Expense Increase: \$20,000.



### General Fund Operating Budget Alternate Decision Packages

**Alternate Decision Package # 22-1: Sycamore Avenue Mural Restoration** – The existing mural on Sycamore Avenue which depicts the history and development of Hercules is showing signs of wear. This mural has been restored one other time previously. The City received a proposal in 2020 from the artist that undertook the last restoration to lead and conduct another to ensure the preservation of the mural. Expense Increase: \$20,000 (One-time)



# FY 2021-22 DECISION PACKAGES

## General Fund Balance Decision Packages

**Fund Balance Decision Package #22-1: Reserve for Restricted Panning Funds** – The Planning and Building Inspection Departments collect fees from all building permits which are restricted for General Plan Updates and Building & Safety related training. These fees flow into the City’s General Fund and with development taking place these revenues need to be segregated as to not overstate available General Fund general purpose revenues and in order to ensure they are available for the restricted purposes. At the end of the 2019/20 FY, given the revenues expected and the expenditures made or encumbered, plus budgeted revenues for FY 2020/21 and eligible expenses, the reserve should be increased by \$107,000.

**Fund Balance Decision Package #22-2: Contribution to IRS Section 115 Pension Trust** – With the City having ended the 2019/20 fiscal year with a surplus, and with additional one-time revenues collected in the 2020/21 fiscal year, it is recommended that \$500,000 be added the City’s IRS Section 115 Pension Trust. Expense Increase: \$500,000 (One-time)

**Fund Balance Decision Package #22-3: Police Department Restroom Remodel** – The locker room and restrooms used by Police Staff are in a greatly deteriorated condition as they are utilized 24 hours a day/seven days a week. In addition, as our Police staffing has become more diverse with more female officers, space needs to be reallocated to accommodate this shift. A remodel and upgrade of the locker rooms and restrooms is recommended. An initial assessment of feasibility, utilizing a portion of what is requested, to modify the space allocation with an architect will further refine the scope of the project. Expense Increase: \$100,000 (One-time)

**Fund Balance Decision Package #22-4: Utility User Tax Renewal** – The City’s base 6% Utility User Tax and the 2% over-ride bot will expire in 2025, and the City Council has discussed a possible ballot measure in 2022 to renew this important revenue source. Cities must present tax measures to the voters on wither a general state-wide or federal primary or general election date, unless a local fiscal emergency has been declared, as such there will opportunities to have the voters consider such a measure her in Hercules in March or November 2022 or 2024. Should the Council desire to consider a 2022 ballot measure, it is recommended that some initial polling be conducted in the 21/22 fiscal year. Expense Increase: \$40,000 (One-time)

**Fund Balance Decision Package #22-5: Pursue Grant Funding for the Regional Intermodal Transportation Center (RITC)** – With the return of Congressionally-directed project funding (aka “earmarks) and the president’s proposed \$2T federal infrastructure plan, there is a window of opportunity over the next several years to obtain the \$67M needed to build the improvements for a train to stop. The proposed funding is intended to maximize the City’s potential for success by providing the money for strategic guidance on transportation grant funding as well as support with governmental relations and advocacy at the regional, state, and federal level. The funding would also be used to complete grant applications and if additional funding is needed staff would submit a supplemental budget request during the fiscal year. Expense Increase: \$150,000 (One-time) (Funded by Traffic Impact Fee)



**FY 2021-22 Proposed Budget  
General Fund Summary**

	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>
	<b>Audited Actuals</b>	<b>Audited Actuals</b>	<b>Mid-Year Update</b>	<b>Proposed Budget</b>
<b>Beginning Available Balance</b>		<b>\$ 2,412,068</b>	<b>\$ 1,847,112</b>	<b>\$ 1,241,944</b>
<b>Revenues</b>				
Taxes				
Utility User Tax	3,502,264	3,483,843	3,488,000	3,509,000
Sales Tax	3,988,702	4,212,285	4,506,000	4,675,000
Property Taxes	1,378,523	1,415,995	1,505,000	1,520,000
Franchise Fees	852,751	948,503	879,000	896,000
Business Licenses	194,711	251,418	194,000	198,000
Transfer Tax	132,950	142,850	131,000	132,000
Transient Occupancy Tax	6,385	6,179	5,000	5,000
Intergovernmental	2,074,598	2,151,433	2,369,000	2,418,000
Fines & Forfeitures	50,058	62,582	36,000	37,000
Program Revenues				
Community Development	778,907	675,556	239,000	242,000
Parks and Recreation	1,731,065	1,020,758	182,000	1,758,000
Police	606,099	483,110	285,000	219,000
Public Works	629	28,588	47,000	68,000
Other	14,461	6,840	10,000	11,000
Use of Money & Property	679,818	600,707	307,000	313,000
Cost allocated to other funds	752,453	534,922	699,000	719,000
Transfers In	243,334	227,335	150,000	150,000
	<u>16,987,708</u>	<u>16,252,904</u>	<u>15,032,000</u>	<u>16,870,000</u>
<b>Expenditures</b>				
Police	6,806,894	7,564,927	7,546,503	7,656,000
Public Works	279,152	305,464	252,258	284,000
Community Development	616,900	611,297	661,812	726,000
Parks and Recreation	2,128,108	2,165,547	1,334,711	2,762,000
City Council	318,091	376,082	382,000	331,000
City Manager	326,051	385,675	396,162	410,000
Legal Services	394,865	284,709	265,000	265,000
Administrative Services	711,409	700,608	841,682	719,000
Finance	985,522	1,044,931	1,195,620	1,156,000
Workers Comp/General Liability	1,152,866	1,084,650	1,073,075	1,236,000
Non-Department	1,606,402	766,112	310,000	260,000
Transfers Out	650,020	205,099	205,000	423,000
	<u>15,976,280</u>	<u>15,495,101</u>	<u>14,463,823</u>	<u>16,228,000</u>
<b>Net Annual Activity</b>				
Baseline Operations	\$ 1,011,428	\$ 757,803	\$ 568,177	642,000
One-Time Revenues	819,188	1,723,486	872,222	1,056,000
One-Time Expenditures	(778,900)	(1,234,170)	(1,441,542)	(2,182,000)
DOF Settlement		(1,812,075)	(604,025)	(604,000)
<b>Ending Available Balance</b>		<b>\$ 1,847,112</b>	<b>\$ 1,241,944</b>	<b>\$ 153,944</b>
<b>Operating Reserve:</b>				
<b>Beginning Balance</b>	<b>\$ 2,299,833</b>	<b>\$ 3,797,650</b>	<b>\$ 2,764,975</b>	<b>\$ 4,034,517</b>
Current Year Contribution	1,497,817	236,867		-
Return/(Draw) - reserve		(1,269,542)	1,269,542	-
<b>Ending Balance</b>	<b>\$ 3,797,650</b>	<b>\$ 2,764,975</b>	<b>\$ 4,034,517</b>	<b>\$ 4,034,517</b>
<b>% of Projected Operating Expenditures</b>	<b>24%</b>	<b>18%</b>	<b>28%</b>	<b>25%</b>



**FY 2021-22 Budget**

**FY 19-20 General Fund Available Balance Calculation**

	<b>FY 19-20</b>
	<b>Audited</b>
	<b>Actual</b>
<b>Ending fund balance, as reported in Audited Financial Statements</b>	<b>\$ 44,374,263</b>
Non-spendable (Due from Private Purpose Trust Fund)	(27,787,637)
Pension Section Trust	(1,974,254)
Exclude Current Year Assets other than cash	(3,467,264)
Negative Cash	(4,500,000)
Reserve for Earthquake Insurance Deductible	(500,000)
Reserve for Capital Projects	(450,000)
Reserve for Planning	(825,000)
Reserve for Building	(21,800)
Reserve for Reusable Bags (remaining)	(13,930)
Reserve for PEG Fees	(70,000)
Other reserve changes (encumbrances, prepaid)	(152,291)
<b>Beginning available cash balance</b>	<b>\$ 4,612,087</b>
Reserve for Economic Uncertainty (25% target)	(2,764,975)
<b>Beginning cash balance at July 1, 2020</b>	<b>\$ 1,847,112</b>





CITY OF HERCULES FY 2021-22 ANNUAL BUDGET

**General Fund**  
**Five-Year Financial Forecast**

	FY 19-20 Audited Actuals	FY 20-21 Mid-Year Update	FY 21-22 Projections	Year 1 FY 22-23 Forecast	Year 2 FY 23-24 Forecast	Year 3 FY 24-25 Forecast	Year 4 FY 25-26 Forecast	Year 5 FY 26-27 Forecast
<b>Beginning Available Balance</b>	\$ 2,412,068	\$ 1,847,112	\$ 1,241,944	\$ 153,944	\$ 150,000	\$ 1,261,000	\$ 3,040,000	\$ 1,271,000
<b>Revenues</b>								
Taxes								
Utility User Tax	3,483,843	3,488,000	3,509,000	3,529,000	3,552,000	3,572,000	3,607,000	3,658,000
Sales Tax	4,212,285	4,506,000	4,675,000	4,865,056	5,044,000	5,239,000	5,443,000	5,655,000
Property Taxes	1,415,995	1,505,000	1,520,000	1,543,000	1,574,000	1,606,000	1,638,000	1,671,000
Franchise Fees	948,503	879,000	896,000	914,000	932,000	951,000	970,000	989,000
Business Licenses	251,418	194,000	198,000	202,000	206,000	210,000	214,000	218,000
Transfer Tax	142,850	131,000	132,000	134,000	137,000	140,000	143,000	146,000
Transient Occupancy Tax	6,179	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Intergovernmental	2,151,433	2,369,000	2,418,000	2,425,000	2,502,000	2,586,000	2,673,000	2,726,000
Fines & Forfeitures	62,582	36,000	37,000	38,000	39,000	40,000	41,000	42,000
Revenues from New Developments	2,214,782	763,000	2,278,000	302,000	924,000	1,428,000	1,662,000	1,851,000
Program Revenues	600,707	307,000	313,000	319,000	325,000	331,000	337,000	343,000
Use of Money & Property	534,992	699,000	719,000	734,000	749,000	764,000	779,000	795,000
Cost allocated to other funds	227,335	150,000	150,000	230,000	230,000	230,000	230,000	230,000
Transfers In	16,252,904	15,032,000	16,850,000	17,565,056	18,592,000	19,523,000	20,211,000	20,758,000
<b>Expenditures</b>								
Police	7,564,927	7,546,503	7,656,000	8,037,000	8,301,000	8,573,000	8,823,000	9,079,000
Public Works	305,464	252,258	264,000	270,000	276,000	282,000	288,000	295,000
Community Development	611,297	661,812	726,000	756,000	778,000	800,000	822,000	846,000
Parks and Recreation	2,165,547	1,334,711	2,762,000	2,811,000	2,895,000	2,979,000	3,061,000	3,143,000
Administration	2,792,005	3,080,464	2,881,000	2,952,000	3,038,000	3,127,000	3,215,000	3,305,000
Workers Comp/General Liability	1,084,650	1,073,075	1,236,000	1,271,000	1,306,000	1,344,000	1,381,000	1,422,000
Non-Department	766,112	310,000	260,000	712,000	765,000	763,000	661,000	563,000
Transfers Out	205,099	205,000	423,000	330,000	236,000	236,000	245,000	256,000
	15,495,101	14,463,823	16,208,000	17,139,000	17,595,000	18,104,000	18,496,000	18,909,000
<b>Net Annual Activity</b>								
Baseline Operations	\$ 757,803	\$ 568,177	642,000	426,056	\$ 997,000	\$ 1,419,000	\$ 1,715,000	\$ 1,849,000
One-Time Revenues	1,723,486	872,222	1,056,000	174,000	114,000	360,000	416,000	438,000
One-Time Expenditures	(1,234,170)	(1,441,542)	(2,182,000)					
CalHFA Loan Repayments							(3,900,000)	(1,300,000)
DOF Settlement	(1,812,075)	(604,025)	(604,000)	(604,000)				
<b>Ending Available Balance</b>	<b>\$ 1,847,112</b>	<b>\$ 1,241,944</b>	<b>\$ 153,944</b>	<b>\$ 150,000</b>	<b>\$ 1,261,000</b>	<b>\$ 3,040,000</b>	<b>\$ 1,271,000</b>	<b>\$ 2,258,000</b>
<b>Operating Reserve:</b>								
Beginning Balance	\$ 3,797,650	\$ 2,764,975	\$ 4,034,517	\$ 4,034,517	\$ 4,034,517	\$ 4,034,517	\$ 4,034,517	\$ 4,034,517
Current Year Contribution	236,867							
Return/(Draw) - reserve	(1,269,542)	1,269,542						
<b>Ending Balance</b>	<b>\$ 2,764,975</b>	<b>\$ 4,034,517</b>	<b>\$ 4,034,517</b>	<b>\$ 4,034,517</b>	<b>\$ 4,034,517</b>	<b>\$ 4,034,517</b>	<b>\$ 4,034,517</b>	<b>\$ 4,034,517</b>
<b>% of Projected Operating Expenditures</b>	<b>18%</b>	<b>28%</b>	<b>25%</b>	<b>24%</b>	<b>23%</b>	<b>22%</b>	<b>22%</b>	<b>21%</b>



## FY 2021-22 Proposed Budget Fund Listing

### Special Revenue Funds

These funds are used to account for the proceeds of special revenue sources that are legally restricted to expenditure for specified purposes.

<b>Fund Number</b>	<b>Fund Name</b>	<b>Responsible Department</b>	<b>Page No.</b>
101	ASSET SEIZURE	Finance	76
201	AB 3229 COPS Program	Finance	77
220	CITYWIDE L&L DIST 83-2	Public Works	78
221	VICTORIA BY THE BAY L&L	Public Works	80
222	HERCULES VILLAGE L&L DIST	Public Works	81
223	BAYWOOD ASSESS 04-1 L&L	Public Works	82
224	BAYSIDE ASSESS DIST L&L	Public Works	83
225	ARTERIAL ROADWAYS	Public Works	84
231	STORMWATER ASSESSMENT	Public Works	85
241	DIF-GEN PUBLIC FACILITIES	Community Development	86
242	COMMUNITY DEVELOPMENT FND	Community Development	87
243	DEVELOPMENT FEE FUND	Community Development	88
244	DIF-POLICE FACILITIES	Community Development	89
246	DIF-FIRE FACILITIES	Community Development	90
247	DIF-PARK & REC	Community Development	91
249	PUBLIC BENEFIT FEE	Community Development	92
261	DIF-TRAFFIC FACILITIES	Community Development	93
262	STATE GAS TAX FUND	Public Works	94
263	MEASURE "C" STREET FUND	Public Works	95
264	STMP TRAFFIC IMPACT FUND	Community Development	96
291	SOLID WASTE AND RECYCLING	Finance	97
521	REGIONAL WATER QUALITY	Public Works	98
266	BART (PARK & RIDE)	Public Works	99

### Enterprise Funds

These funds are used for services provided to the public on an user charge basis, similar to the operation of a commercial enterprise.

<b>Fund Number</b>	<b>Fund Name</b>	<b>Responsible Department</b>	<b>Page No.</b>
420	WASTEWATER	Public Works	101



## FY 2021-22 Proposed Budget

### Fund Listing

#### Internal Service Funds

These funds are used for operations serving other funds or departments within a government on a cost-reimbursement basis.

<b>Fund Number</b>	<b>Fund Name</b>	<b>Responsible Department</b>	<b>Page No.</b>
450	VEHICLE REPLACEMENT FUND	Public Works	113
460	IT EQUIPMENT REPLACEMENT	Administrative Services	114
470	FACILITY MAINTENANCE FUND	Public Works	115

#### Debt Service Funds

These funds are used to account for money that will be used to pay the interest and principal of long-term debts. Bonds used by a government to finance major construction projects, to be paid by tax levies over a period of years, require a debt service fund to account for their repayment. The debts of special assessment and proprietary funds are serviced within those funds, rather than by a separate debt

<b>Fund Number</b>	<b>Fund Name</b>	<b>Responsible Department</b>	<b>Page No.</b>
672	2003B DEBT SERVICE PFA	Finance	117
673	2009 DEBT SERVICE PFA	Finance	118
383	SUNTRUST LEASE	Finance	119
388	EQUIPMENT LEASE	Finance	120

#### Capital Projects Funds

These funds are used to account for the construction or acquisition of fixed assets, such as buildings, equipment and roads. Depending on its use, a fixed asset may instead be financed by a special revenue fund or a proprietary fund. A capital project fund exists only until completion of the project.

<b>Fund Number</b>	<b>Fund Name</b>	<b>Responsible Department</b>	<b>Page No.</b>
300, 311	CITY CAPITAL PROJ-SINGLE	Public Works	129
301	ENERGY CONSERVATION PROJECT	Public Works	130
340s, 350	GRANT FUND / STIP / RIP	Public Works	131
295	STREET CIP GRANTS	Public Works	132



## FY 2021-22 Proposed Budget Fund Listing

### Agency Funds

These funds are used to account for assets held in trust by the City for the benefit of individuals or other entities. Financial Statements may further distinguish fiduciary funds as either trust or agency funds; a trust fund generally exists for a longer period of time than an agency fund.

<b>Fund Number</b>	<b>Fund Name</b>	<b>Responsible Department</b>	<b>Page No.</b>
382	ASSMT DIST 05-01 DEBT SVC	Finance	167
387	WATER QUALITY RET BASIN	Finance	168
501	TAYLOR WOODROW MAINT LMOD	Finance	169
511	GASB 45 OPEB LIABILITY	Finance	170
730	HERCULES GOLF CLUB	Finance	171

### Private Purpose Trust Funds

<b>Fund Number</b>	<b>Fund Name</b>	<b>Responsible Department</b>	<b>Page No.</b>
601	RDA-OPERATING FUND	Finance	
613	REPAYMENT CONTRACT - CITY	Finance	
614	OWNER PARTICIPATION AGMTS	Finance	
615	RDA TAX ALLOC SERIES 2005	Finance	
617	RDA TAX ALLOC 2007 A	Finance	
618	RDA TAX ALLOC 2007 B	Finance	
619	2007 RDA TAB SERIES A	Finance	173
620	RETIREMENT OBLIGATION FND	Finance	
630	RDA - CAPITAL PROJECT FND	Finance	
631	RDA CAPITAL PROJECTS MULT	Finance	
632	RDA CAP PRJ REIMBURSE	Finance	
640	HOUSING SET-ASIDE OPERATE	Finance	

# SPECIAL REVENUE FUNDS





**Asset Seizure**  
**Fund Summary - Fund 101**

**Fund Description / Budget Highlights**

The purpose of this fund is to account for monies received from Police confiscated drug money and property. Funds are held until final court disposition is received. The funds are then restricted for police related activities only.

**Fund Activity**

	<b>FY 18-19 Actual</b>	<b>FY 19-20 Actual</b>	<b>FY 20-21 Budget</b>	<b>FY 21-22 Proposed</b>
<b>Beginning Available Fund Balance</b>			<b>\$ 88,926</b>	<b>\$ 88,926</b>
<b>Revenues</b>				
Intergovernmental	\$ -	\$ 17,615	-	-
Interest Income	-	1,511	-	-
Miscellaneous Revenues	-	-	-	-
	-	19,126	-	-
Transfers In	\$ -	142,740	-	-
	-	161,866	-	-
<b>Expenditures</b>				
Salaries and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Other Expenses	-	72,940	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	-	72,940	-	-
Transfer Out	-	-	-	-
	-	72,940	-	-
Changes in restricted reserves				
<b>Net Annual Activity</b>	-	88,926	-	-
<b>Ending Available Fund Balance</b>		<b>\$ 88,926</b>	<b>\$ 88,926</b>	<b>\$ 88,926</b>



## AB 3229 COPS Program Fund Summary - Fund 201

### Fund Description / Budget Highlights

California state legislation (AB 3229) created the Citizens Options for Public Safety (COPS) program. These funds are used for front line law enforcement services.

### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			\$ -	\$ -
<b>Revenues</b>				
Intergovernmental	\$ 148,747	\$ 155,948	150,000	150,000
Interest Income	208	-	-	-
Miscellaneous Revenues	-	-	-	-
	148,955	155,948	150,000	150,000
Transfers In	\$ -	-	-	-
	148,955	155,948	150,000	150,000
<b>Expenditures</b>				
Salaries and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	-	-	-	-
Transfer Out	243,334	155,948	150,000	150,000
	243,334	155,948	150,000	150,000
Changes in restricted reserves				
<b>Net Annual Activity</b>	(94,379)	-	-	-
<b>Ending Available Fund Balance</b>		\$ -	\$ -	\$ -



## Lighting and Landscape District 83-2

### Fund Summary - Fund 220

#### Fund Description / Budget Highlights

The purpose of this fund is to account for Zone #1 to 10 Lighting and Landscaping District No. 83-2 to finance the costs of landscaping and lighting public areas. The 1972 Act provides that the total cost of installation, construction, operations, maintenance and servicing of landscaping, street lighting and park and recreational facilities can be recovered by the District. Refer to the Engineer's Report.

#### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Projection	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 342,250</b>	<b>\$ 552,710</b>
<b>Revenues</b>				
Assessment	\$ 1,652,751	\$ 1,800,832	1,853,242	1,993,935
Interest Income	27,777	24,327	-	-
Miscellaneous Revenues	-	-	-	-
	1,680,528	1,825,159	1,853,242	1,993,935
Transfers In	440,688	-	93,708	29,046
	2,121,216	1,825,159	1,946,950	2,022,981
<b>Expenditures</b>				
Salary and Benefits	466,081	439,557	474,631	527,690
Contractual Services	354,633	319,915	47,674	74,860
Utilities	360,390	335,833	261,141	262,000
Maintenance & Repairs	82,353	74,040	337,191	341,000
Other Expenses	7,750	12,893	31,313	29,000
Cost Allocation	224,651	188,867	208,007	217,734
Capital Outlay	603,230	834,937	565,000	100,000
Loan Repayment (10 years)	-	-	-	66,052
	2,099,088	2,206,042	1,924,957	1,618,336
Transfer Out	545,481	238,714	275,338	265,700
	2,644,569	2,444,756	2,200,295	1,884,036
Changes in restricted reserves			463,805	
<b>Net Annual Activity</b>	<b>\$ (523,353)</b>	<b>(619,597)</b>	<b>210,460</b>	<b>138,945</b>
<b>Ending Available Fund Balance</b>		<b>342,250</b>	<b>\$ 552,710</b>	<b>\$ 691,655</b>





**Landscaping and Lighting Assessment District No. 83-2**  
Summary by Zone

	Zone 1	Zone 2	Zone 3 & 4	Zone 5A	Zone 5B	Zone 5C	Zone 6	Zone 7	Zone 8	Zone 9 and Country Run	Zone 10	Total
<b>Revenues</b>												
Assessments	87,843	80,893	110,181	86,502	45,094	21,115	91,739	108,281	185,997	85,235	1,091,055	1,993,935
General Benefit Contribution	845	615	761	958	271	176	640	614	1,884	1,024	21,258	29,046
	88,688	81,508	110,942	87,460	45,365	21,291	92,379	108,895	187,881	86,259	1,112,313	2,022,981
<b>Expenditures By Type</b>												
Salaries & Benefits	22,334	22,334	15,750	9,191	9,191	5,665	22,334	20,097	20,097	22,175	358,522	527,690
Contractual Services	18,931	7,435	20,869	33,296	2,253	1,476	8,668	8,588	73,085	28,011	475,248	677,860
Other Operating Costs	1,000	1,000	1,000	-	-	-	1,000	2,000	1,000	1,000	21,000	29,000
Cost Allocation	-	-	422	5,407	2,088	1,680	-	-	-	-	208,137	217,734
Capital Outlay	-	-	-	-	-	-	-	-	-	-	100,000	100,000
Loan Repayment	20,259	-	46,231	-	-	-	19,821	33,867	-	-	(54,126)	66,052
Transfers Out	24,700	19,500	26,500	19,500	10,100	10,600	23,200	30,000	48,900	25,900	26,800	265,700
	87,224	50,269	110,772	67,394	23,632	19,421	75,023	94,552	143,082	77,086	1,135,581	1,884,036
<b>Net Annual Results</b>	1,464	31,239	170	20,066	21,733	1,870	17,356	14,343	44,799	9,173	(23,268)	138,945
Beginning Balance	(13,377)	(15,801)	53,680	89,087	147,924	(9,810)	(174,140)	61,934	212,049	(70,657)	271,821	552,710
<b>Ending Balance</b>	<b>(11,913)</b>	<b>15,438</b>	<b>53,850</b>	<b>109,153</b>	<b>169,657</b>	<b>(7,940)</b>	<b>(156,784)</b>	<b>76,277</b>	<b>256,848</b>	<b>(61,484)</b>	<b>248,553</b>	<b>691,655</b>



**Victoria by the bay Lighting and Landscape District  
Fund Summary - Fund 221**

**Fund Description / Budget Highlights**

The purpose of this fund is to account for Victoria by the bay Lighting and Lanscaping District No. 2002-1 to finance the costs of landscaping and lighting public areas. The 1972 Act provides that the total cost of installation, construction, operations, maintenance and servicing of landscaping, street lighting and park and recreational facilities can be recovered by the District.

**Fund Activity**

	<b>FY 18-19 Actual</b>	<b>FY 19-20 Actual</b>	<b>FY 20-21 Budget</b>	<b>FY 21-22 Proposed</b>
<b>Beginning Available Fund Balance</b>			<b>\$ 62,414</b>	<b>\$ 99,075</b>
<b>Revenues</b>				
Assessment	\$ 424,271	\$ 439,238	452,011	461,039
Interest Income	4,119	1,830	-	-
Miscellaneous Revenues	-	-	-	-
	<u>428,390</u>	<u>441,068</u>	<u>452,011</u>	<u>461,039</u>
Transfers In	\$ 9,451	-	7,991	9,230
	<u>437,841</u>	<u>441,068</u>	<u>460,002</u>	<u>470,269</u>
<b>Expenditures</b>				
Salary and Benefits	78,716	94,395	78,873	82,652
Contractual Services	138,251	135,743	4,045	62,149
Utilities	159,393	223,939	133,315	133,000
Maintenance & Repairs	23,956	18,775	148,890	149,000
Other Expenses	-	509	7,971	7,000
Cost Allocation	22,438	25,487	26,455	27,692
Capital Outlay	-	51,127	-	50,000
Debt Service	-	-	-	-
	<u>422,754</u>	<u>549,975</u>	<u>399,549</u>	<u>511,493</u>
Transfer Out	20,730	24,960	23,792	26,800
	<u>443,484</u>	<u>574,935</u>	<u>423,341</u>	<u>538,293</u>
Changes in restricted reserves				
<b>Net Annual Activity</b>	<b>\$ (5,643)</b>	<b>(133,867)</b>	<b>36,661</b>	<b>(68,024)</b>
<b>Fund Balance</b>				
Ending Available Fund Balance		<b>\$ 62,414</b>	<b>\$ 99,075</b>	<b>\$ 31,051</b>



## Hercules Village Lighting and Landscape District Fund Summary - Fund 222

### Fund Description / Budget Highlights

The purpose of this fund is to account for Hercules Village Lighting and Lanscaping District No. 2002-2 to finance the costs of landscaping and lighting public areas. The 1972 Act provides that the total cost of installation, construction, operations, maintenance and servicing of landscaping, street lighting and park and recreational facilities can be recovered by the District.

### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Projection	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 212,929</b>	<b>\$ 208,523</b>
<b>Revenues</b>				
Assessment	\$ 145,646	\$ 150,780	155,165	158,265
Interest Income	5,154	4,954	-	-
Miscellaneous Revenues	-	-	-	-
	150,800	155,734	155,165	158,265
Transfers In	\$ 4,250	-	3,224	3,874
	155,050	155,734	158,389	162,139
<b>Expenditures</b>				
Salary and Benefits	32,496	29,608	37,938	39,764
Contractual Services	56,900	52,475	4,045	42,016
Utilities	40,981	54,805	50,301	50,000
Maintenance & Repairs	916	49,261	47,990	49,000
Other Expenses	928	242	2,052	1,000
Cost Allocation	11,266	10,966	11,382	11,914
Capital Outlay	-	-	7,500	-
Debt Service	-	-	-	-
	143,487	197,357	161,208	193,694
Transfer Out	2,536	3,524	6,487	7,100
	146,023	200,881	167,695	200,794
Changes in restricted reserves			4,900	
<b>Net Annual Activity</b>	\$ 9,027	(45,147)	(4,406)	(38,655)
<b>Ending Available Fund Balance</b>		<b>\$ 212,929</b>	<b>\$ 208,523</b>	<b>\$ 169,868</b>



## Baywood Lighting and Landscape District Fund Summary - Fund 223

### Fund Description / Budget Highlights

The purpose of this fund is to account for Baywood Lighting and Lanscaping District No. 2004-1 to finance the costs of landscaping and lighting public areas. The 1972 Act provides that the total cost of installation, construction, operations, maintenance and servicing of landscaping, street lighting and park and recreational facilities can be recovered by the District.

### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 81,274</b>	<b>\$ 101,812</b>
<b>Revenues</b>				
Assessment	\$ 137,970	\$ 137,970	137,970	150,144
Interest Income	1,882	1,397	-	-
Miscellaneous Revenues	-	-	-	-
	139,852	139,367	137,970	150,144
Transfers In	3,398	-	2,750	2,515
	143,250	139,367	140,720	152,659
<b>Expenditures</b>				
Salary and Benefits	43,537	61,544	36,987	38,763
Contractual Services	36,235	42,623	4,045	10,505
Utilities	21,396	33,330	31,141	31,000
Maintenance & Repairs	3,109	7,486	33,964	34,000
Other Expenses	40	175	407	-
Cost Allocation	11,436	10,549	10,949	11,461
Capital Outlay	-	22,305	20,000	162,000
Debt Service	-	-	-	-
	115,753	178,012	137,493	287,729
Transfer Out	2,406	2,835	2,289	2,400
	118,159	180,847	139,782	290,129
Changes in restricted reserves			19,600	145,800
<b>Net Annual Activity</b>	<b>\$ 25,091</b>	<b>(41,480)</b>	<b>20,538</b>	<b>8,330</b>
<b>Ending Available Fund Balance</b>		<b>\$ 81,274</b>	<b>\$ 101,812</b>	<b>\$ 110,142</b>



## Bayside Lighting and Landscape District Fund Summary - Fund 224

### Fund Description / Budget Highlights

The purpose of this fund is to account for Bayside Lighting and Lanscaping District No. 2005-1 to finance the costs of landscaping and lighting public areas. The 1972 Act provides that the total cost of installation, construction, operations, maintenance and servicing of landscaping, street lighting and park and recreational facilities can be recovered by the District.

### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 153,018</b>	<b>\$ 202,609</b>
<b>Revenues</b>				
Assessment	\$ 116,622	\$ 132,022	135,858	143,268
Interest Income	1,946	3,375	-	-
Miscellaneous Revenues	-	-	-	-
	118,568	135,397	135,858	143,268
Transfers In	2,502	-	1,442	1,634
	121,070	135,397	137,300	144,902
<b>Expenditures</b>				
Salary and Benefits	25,626	23,047	20,907	21,909
Contractual Services	833	7,173	4,045	4,000
Utilities	5,564	11,703	15,173	15,000
Maintenance & Repairs	19,092	19,092	22,132	30,611
Other Expenses	-	362	2,056	2,000
Cost Allocation	12,462	7,523	7,809	8,174
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	63,577	68,900	72,122	81,694
Transfer Out	11,058	13,145	15,587	17,600
	74,635	82,045	87,709	99,294
Changes in restricted reserves				
<b>Net Annual Activity</b>	\$ 46,435	53,352	49,591	45,608
<b>Ending Available Fund Balance</b>		<b>\$ 153,018</b>	<b>\$ 202,609</b>	<b>\$ 248,217</b>



## Arterial Roadways Fund Summary - Fund 225

### Fund Description / Budget Highlights

The purpose of this fund is to account for Arterial Roadways Lighting and Lanscaping District to finance the costs of landscaping and lighting public areas.

### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 166,988</b>	<b>\$ 149,327</b>
<b>Revenues</b>				
Assessment	\$ -	\$ -	-	-
Interest Income	-	4,249	-	-
Miscellaneous Revenues	-	-	-	-
	-	4,249	-	-
Transfers In	235,710	301,254	269,367	319,600
	235,710	305,503	269,367	319,600
<b>Expenditures</b>				
Salary and Benefits	-	-	37,945	39,764
Contractual Services	-	-	-	-
Utilities	140,537	182,262	150,478	150,000
Maintenance & Repairs	46,048	49,467	70,967	70,000
Other Expenses	-	-	4,425	4,000
Cost Allocation	-	5,504	5,713	5,980
Capital Outlay	-	-	17,500	-
Debt Service	-	-	-	-
	186,585	237,233	287,028	269,744
Transfer Out	-	-	-	-
	186,585	237,233	287,028	269,744
Changes in restricted reserves				
<b>Net Annual Activity</b>	<b>\$ 49,125</b>	<b>68,270</b>	<b>(17,661)</b>	<b>49,856</b>
<b>Ending Available Fund Balance</b>		<b>\$ 166,988</b>	<b>\$ 149,327</b>	<b>\$ 199,183</b>



## Stormwater Assessment Fund Summary - Fund 231

### Fund Description / Budget Highlights

To account for activities associated with the acquisition or construction, and operation and maintenance of stormwater facilities for drainage and disposal of stormwater, and operations related to the provision of services.

### Fund Activity

	<u>FY 18-19 Actual</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Budget</u>	<u>FY 21-22 Proposed</u>
<b>Beginning Available Fund Balance</b>			<b>\$ (102,377)</b>	<b>\$ (148,844)</b>
<b>Revenues</b>				
Assessment	\$ 250,694	\$ 242,532	243,585	249,000
Interest Income	-	998	-	-
Miscellaneous Revenues	-	-	-	-
	<u>250,694</u>	<u>243,530</u>	<u>243,585</u>	<u>249,000</u>
Transfers In/Solid Waste	71,387	214,000	124,237	125,000
	<u>322,081</u>	<u>457,530</u>	<u>367,822</u>	<u>374,000</u>
<b>Expenditures</b>				
Salary and Benefits	181,965	184,210	174,063	190,000
Contractual Services	112,112	117,460	146,306	131,000
Utilities	1,716	1,622	1,674	2,000
Maintenance & Repairs	26,288	15,621	24,674	29,000
Other Expenses	2,458	2,384	2,575	3,000
Cost Allocation	34,054	51,616	64,997	66,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	<u>358,593</u>	<u>372,913</u>	<u>414,289</u>	<u>421,000</u>
Transfer Out/General Fund	-	71,387	-	-
	<u>358,593</u>	<u>444,300</u>	<u>414,289</u>	<u>421,000</u>
Changes in restricted reserves				195,844
<b>Net Annual Activity</b>	<b>\$ (36,512)</b>	<b>13,230</b>	<b>(46,467)</b>	<b>148,844</b>
<b>Ending Available Fund Balance</b>		<b>\$ (102,377)</b>	<b>\$ (148,844)</b>	<b>\$ -</b>



## Development Impact Fee - Public Facilities

### Fund Summary - Fund 241

#### Fund Description / Budget Highlights

To account for the collection of and expenditure of fees imposed as a condition of new development within the City, in compliance with California Government Code Section 66006 (AB 1600)

#### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 332,735</b>	<b>\$ 559,195</b>
<b>Revenues</b>				
Fees	\$ 56,587	\$ -	220,110	-
Interest Income	3,143	2,796	7,000	2,000
Miscellaneous Revenues	-	-	-	-
	59,730	2,796	227,110	2,000
Transfers In	-	-	-	-
	59,730	2,796	227,110	2,000
<b>Expenditures</b>				
Salary and Benefits	25,107	31,684	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	7,080	3,458	650	1,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	32,187	35,142	650	1,000
Transfer Out	-	-	-	-
	32,187	35,142	650	1,000
Changes in restricted reserves				
<b>Net Annual Activity</b>	<b>\$ 27,543</b>	<b>(32,346)</b>	<b>226,460</b>	<b>1,000</b>
<b>Ending Available Fund Balance</b>		<b>\$ 332,735</b>	<b>\$ 559,195</b>	<b>\$ 560,195</b>





## Community Development Tax Fund Summary - Fund 242

### Fund Description / Budget Highlights

Accounts for the activities and services of the Community Development Department. Revenues are derived from fees, licenses, and fines collected in conjunction with the planning, permitting and enforcement activities of the department in accordance with state law, requiring fees not to exceed the cost of providing services.

### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 165,884</b>	<b>1,082,884</b>
<b>Revenues</b>				
Fees	\$ 39,000	\$ -	894,000	-
Interest Income	2,920	3,304	23,000	1,000
Miscellaneous Revenues	-	-	-	-
	<u>41,920</u>	<u>3,304</u>	<u>917,000</u>	<u>1,000</u>
Transfers In	-	-	-	-
	<u>41,920</u>	<u>3,304</u>	<u>917,000</u>	<u>1,000</u>
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	38,714	-	-	-
Debt Service	-	-	-	-
	<u>38,714</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfer Out	-	-	-	-
	<u>38,714</u>	<u>-</u>	<u>-</u>	<u>-</u>
Changes in restricted reserves				
<b>Net Annual Activity</b>	<u>\$ 3,206</u>	<u>3,304</u>	<u>917,000</u>	<u>1,000</u>
<b>Ending Available Fund Balance</b>		<u><u>\$ 165,884</u></u>	<u><u>\$ 1,082,884</u></u>	<u><u>\$ 1,083,884</u></u>



## Development Fee Fund

### Fund Summary - Fund 243

#### Fund Description / Budget Highlights

This fund accounts for revenues from citywide development impact fees required from certain new developments. Funds are used to mitigate the impacts on availability and condition of public facilities caused by these developments.

#### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			\$ 70,126	\$ 70,176
<b>Revenues</b>				
Fees	\$ -	\$ -	-	-
Interest Income	1,876	1,373	700	-
Miscellaneous Revenues	-	-	-	-
	1,876	1,373	700	-
Transfers In	-	-	-	-
	1,876	1,373	700	-
<b>Expenditures</b>				
Salary and Benefits	25,107	31,684	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	4,154	2,968	650	1,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	29,261	34,652	650	1,000
Transfer Out	-	-	-	-
	29,261	34,652	650	1,000
Changes in restricted reserves				
<b>Net Annual Activity</b>	\$ (27,385)	(33,279)	50	(1,000)
<b>Ending Available Fund Balance</b>		<b>\$ 70,126</b>	<b>\$ 70,176</b>	<b>\$ 69,176</b>



## Development Impact Fee - Police Facilities

### Fund Summary - Fund 244

#### Fund Description / Budget Highlights

To account for the collection of and expenditure of fees imposed as a condition of new development within the City, in compliance with California Government Code Section 66006 (AB 1600). Police Facilities needs through 2035 to be funded by this fee include: a waterfront police substation; an expansion of the existing station; an auditorium/emergency operations center; equipment and additional patrol vehicles for ten new police officers; needed to serve new development.

#### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 265,014</b>	<b>\$ 643,662</b>
<b>Revenues</b>				
Fees	\$ 49,955	\$ -	365,648	-
Interest Income	5,366	5,224	13,000	2,000
Miscellaneous Revenues	-	-	-	-
	55,321	5,224	378,648	2,000
Transfers In	-	-	-	-
	55,321	5,224	378,648	2,000
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	39,050	-	-
Debt Service	-	-	-	-
	-	39,050	-	-
Transfer Out	-	-	-	-
	-	39,050	-	-
Changes in restricted reserves				
<b>Net Annual Activity</b>	<b>\$ 55,321</b>	<b>(33,826)</b>	<b>378,648</b>	<b>2,000</b>
<b>Ending Available Fund Balance</b>		<b>\$ 265,014</b>	<b>\$ 643,662</b>	<b>\$ 645,662</b>



## Development Impact Fee - Fire Facilities

### Fund Summary - Fund 246

#### Fund Description / Budget Highlights

To account for the collection of and expenditure of fees imposed as a condition of new development within the City, in compliance with California Government Code Section 66006 (AB 1600) - Fire Facilities. The City collects these fees and remits to various governmental entities, organizations or trusts.

#### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			\$ -	\$ -
<b>Revenues</b>				
Fees	\$ -	\$ -	522,404	522,000
Interest Income	156	(156)	(155)	-
Miscellaneous Revenues	-	-	-	-
	156	(156)	522,249	522,000
Transfers In	-	-	-	-
	156	(156)	522,249	522,000
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	522,404	522,000
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	-	-	522,404	522,000
Transfer Out	-	-	-	-
	-	-	522,404	522,000
Changes in restricted reserves			155	
<b>Net Annual Activity</b>	\$ 156	(156)	-	-
<b>Ending Available Fund Balance</b>		\$ -	\$ -	-



## Development Impact Fee - Parks & Recreation

### Fund Summary - Fund 247

#### Fund Description / Budget Highlights

To account for the collection of and expenditure of fees imposed as a condition of new development within the City, in compliance with California Government Code Section 66006 (AB 1600). Assessed only on new residential development, the Parks & Recreation impacts fees are based on the costs to the City of providing new facilities defined in the 2001 Nexus study, including a 4,000-sq.-ft. teen center, a 4,240-sq.-ft. child care center, and a 10,000-sq.-ft. community cultural arts center, as well as acquiring 46.72 acres of land and improving 59.52 acres for neighborhood and community parks.

#### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 183,597</b>	<b>\$ 639,167</b>
<b>Revenues</b>				
Fees	\$ 895	\$ -	441,570	-
Interest Income	3,232	3,656	14,000	1,000
Miscellaneous Revenues	-	-	-	-
	4,127	3,656	455,570	1,000
Transfers In	-	-	-	-
	4,127	3,656	455,570	1,000
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	93,874	-	-	-
Debt Service	-	-	-	-
	93,874	-	-	-
Transfer Out	-	-	-	-
	93,874	-	-	-
Changes in restricted reserves				
<b>Net Annual Activity</b>	<b>\$ (89,747)</b>	<b>3,656</b>	<b>455,570</b>	<b>1,000</b>
<b>Ending Available Fund Balance</b>		<b>\$ 183,597</b>	<b>\$ 639,167</b>	<b>\$ 640,167</b>



**Public Benefit Fee**  
Fund Summary - Fund 249

**Fund Description / Budget Highlights**

The purpose of this fund is to account for fees charged by City to Owner in the amount specified under the line item, "New Public Benefit Fee" on the Schedule of Exactions.

**Fund Activity**

	<u>FY 18-19 Actual</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Budget</u>	<u>FY 21-22 Proposed</u>
<b>Beginning Available Fund Balance</b>			<b>\$ 968,648</b>	<b>\$ 2,087,248</b>
<b>Revenues</b>				
Fees	\$ 545,200	\$ -	1,118,600	-
Interest Income	-	20,654	-	3,000
Miscellaneous Revenues	-	-	-	-
	<u>545,200</u>	<u>20,654</u>	<u>1,118,600</u>	<u>3,000</u>
Transfers In	-	-	-	-
	<u>545,200</u>	<u>20,654</u>	<u>1,118,600</u>	<u>3,000</u>
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfer Out	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Changes in restricted reserves				
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net Annual Activity</b>	<b>\$ 545,200</b>	<b>20,654</b>	<b>1,118,600</b>	<b>3,000</b>
<b>Ending Available Fund Balance</b>		<b>\$ 968,648</b>	<b>\$ 2,087,248</b>	<b>\$ 2,090,248</b>



## Development Impact Fee - Transportation Facilities

### Fund Summary - Fund 261

#### Fund Description / Budget Highlights

To account for the collection of and expenditure of fees imposed as a condition of new development within the City, in compliance with California Government Code Section 66006 (AB 1600). The purpose of the transportation impact fee program is to fund improvements to the City's major roadway, bicycle, and pedestrian facilities needed to accommodate travel demand generated by new land development within the City over the next 22 years (through 2040).

#### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 403,883</b>	<b>\$ 1,283,015</b>
<b>Revenues</b>				
Fees	\$ 188,529	\$ -	857,132	-
Interest Income	7,110	8,043	22,000	1,000
Miscellaneous Revenues	-	-	-	-
	<u>195,639</u>	<u>8,043</u>	<u>879,132</u>	<u>1,000</u>
Transfers In	-	-	-	-
	<u>195,639</u>	<u>8,043</u>	<u>879,132</u>	<u>1,000</u>
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	-	150,000
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	268	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	<u>268</u>	<u>-</u>	<u>-</u>	<u>150,000</u>
Transfer Out	-	-	-	-
	<u>268</u>	<u>-</u>	<u>-</u>	<u>150,000</u>
Changes in restricted reserves				
<b>Net Annual Activity</b>	<u>\$ 195,371</u>	<u>8,043</u>	<u>879,132</u>	<u>(149,000)</u>
<b>Ending Available Fund Balance</b>		<b>\$ 403,883</b>	<b>\$ 1,283,015</b>	<b>\$ 1,134,015</b>



**State Gas Tax**  
**Fund Summary - Fund 262**

**Fund Description / Budget Highlights**

This fund accounts for revenues received from the State of California under Street and Highways Code Sections 2105, 2106, 2107, and 2107.5 and 7360. Expenditures support the street maintenance and construction projects in conformance with the Streets and Highways Code requirements.

**Fund Activity**

	<u>FY 18-19 Actual</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Budget</u>	<u>FY 21-22 Proposed</u>
<b>Beginning Available Fund Balance</b>			<b>\$ 206,396</b>	<b>\$ 528,579</b>
<b>Revenues</b>				
Gas Tax	\$ 977,200	\$ 1,078,252	1,079,237	1,114,000
Interest Income	17,142	9,824	-	1,000
Miscellaneous Revenues	-	-	-	-
	<u>994,342</u>	<u>1,088,076</u>	<u>1,079,237</u>	<u>1,115,000</u>
Transfers In	-	-	-	-
	<u>994,342</u>	<u>1,088,076</u>	<u>1,079,237</u>	<u>1,115,000</u>
<b>Expenditures</b>				
Salary and Benefits	211,053	211,621	213,740	236,000
Contractual Services	226,288	140,089	115,000	75,000
Utilities	11,302	10,938	11,845	12,000
Maintenance & Repairs	46,138	49,162	45,450	59,000
Other Expenses	13,895	10,280	15,450	16,000
Cost Allocation	93,855	92,098	108,006	117,000
Capital Outlay	778,252	709,047	192,575	1,050,000
Debt Service	-	-	-	-
	<u>1,380,783</u>	<u>1,223,235</u>	<u>702,066</u>	<u>1,565,000</u>
Transfer Out	183,584	9,038	54,988	46,000
	<u>1,564,367</u>	<u>1,232,273</u>	<u>757,054</u>	<u>1,611,000</u>
Changes in restricted reserves				
<b>Net Annual Activity</b>	<u>\$ (570,025)</u>	<u>(144,197)</u>	<u>322,183</u>	<u>(496,000)</u>
<b>Ending Available Fund Balance</b>		<u><b>\$ 206,396</b></u>	<u><b>\$ 528,579</b></u>	<u><b>\$ 32,579</b></u>





**Measure "C" Street Fund**  
**Fund Summary - Fund 263**

**Fund Description / Budget Highlights**

This fund accounts for revenue allocated by the Contra Costa County Transportation Authority to the City from the State collected sales tax to be expended for growth management planning and local street maintenance and improvement.

**Fund Activity**

	<b>FY 18-19 Actual</b>	<b>FY 19-20 Actual</b>	<b>FY 20-21 Budget</b>	<b>FY 21-22 Proposed</b>
<b>Beginning Available Fund Balance</b>			<b>\$ 445,773</b>	<b>\$ 471,241</b>
<b>Revenues</b>				
Gas Tax	\$ 445,488	\$ 468,246	405,000	405,000
Interest Income	12,469	9,985	-	1,000
Miscellaneous Revenues	-	-	-	-
	<u>457,957</u>	<u>478,231</u>	<u>405,000</u>	<u>406,000</u>
Transfers In	-	-	-	-
	<u>457,957</u>	<u>478,231</u>	<u>405,000</u>	<u>406,000</u>
<b>Expenditures</b>				
Salary and Benefits	204,430	228,304	232,734	236,000
Contractual Services	105,817	136,218	10,000	25,000
Utilities	-	6,102	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	43,208	39,755	51,798	64,000
Capital Outlay	204,430	209,904	85,000	194,000
Debt Service	-	-	-	-
	<u>557,885</u>	<u>620,283</u>	<u>379,532</u>	<u>519,000</u>
Transfer Out	-	9,038	-	-
	<u>557,885</u>	<u>629,321</u>	<u>379,532</u>	<u>519,000</u>
Changes in restricted reserves				
<b>Net Annual Activity</b>	<b>\$ (99,928)</b>	<b>(151,090)</b>	<b>25,468</b>	<b>(113,000)</b>
<b>Ending Available Fund Balance</b>		<b>\$ 445,773</b>	<b>\$ 471,241</b>	<b>\$ 358,241</b>



## STMP Traffic Impact Fee Fund Summary - Fund 264

### Fund Description / Budget Highlights

The West Contra Costa Sub-regional Transportation Mitigation Program (STMP) is a regional development impact fee program covering the West Contra Costa transportation Advisory Committee (WCCTAC) planning area. The City collects the STMP fees and remits them to WCCTAC in accordance with a Master Cooperative Agreement. This Nexus fee study and regional project list was updated in 2019 with the new fees put in place effective July 1, 2019.

### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ (181)</b>	<b>\$ -</b>
<b>Revenues</b>				
Fees	\$ -	\$ -	2,129,304	1,347,000
Interest Income	1,124	(1,124)	-	-
Miscellaneous Revenues	-	-	-	-
	1,124	(1,124)	2,129,304	1,347,000
Transfers In	-	-	-	-
	1,124	(1,124)	2,129,304	1,347,000
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Pass through to other agency	-	-	2,129,304	1,347,000
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	-	-	2,129,304	1,347,000
Transfer Out	-	-	-	-
	-	-	2,129,304	1,347,000
Changes in restricted reserves			181	
<b>Net Annual Activity</b>	<b>\$ 1,124</b>	<b>(1,124)</b>	<b>181</b>	<b>-</b>
<b>Ending Available Fund Balance</b>		<b>\$ (181)</b>	<b>\$ -</b>	<b>\$ -</b>



## Solid Waste and Recycling Fund Summary - Fund 291

### Fund Description / Budget Highlights

This fund is supplied by percentage of the waste haulers gross rate revenues and is called the AB 939 fee because it was created to fund compliance with the recycling and diversion programs required by State legislation (AB 939). The City uses this fund for various recycling and compliance initiatives.

### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 825,805</b>	<b>\$ 863,064</b>
<b>Revenues</b>				
Fees	\$ -	\$ -	-	-
Interest Income	16,970	16,777	-	3,000
Miscellaneous Revenues	173,698	210,325	175,000	175,000
	<u>190,668</u>	<u>227,102</u>	<u>175,000</u>	<u>178,000</u>
Transfers In	-	-	-	-
	<u>190,668</u>	<u>227,102</u>	<u>175,000</u>	<u>178,000</u>
<b>Expenditures</b>				
Salary and Benefits	-	8,316	13,504	11,000
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	2,439	34	-	-
Capital Outlay	100,059	100,000	-	100,000
Debt Service	-	-	-	-
	<u>102,498</u>	<u>108,350</u>	<u>13,504</u>	<u>111,000</u>
Transfer Out	-	214,000	124,237	125,000
	<u>102,498</u>	<u>322,350</u>	<u>137,741</u>	<u>236,000</u>
Changes in restricted reserves				
<b>Net Annual Activity</b>	<b>\$ 88,170</b>	<b>(95,248)</b>	<b>37,259</b>	<b>(58,000)</b>
<b>Ending Available Fund Balance</b>		<b>\$ 825,805</b>	<b>\$ 863,064</b>	<b>\$ 805,064</b>



## Regional Water Quality Fund Summary - Fund 521

### Fund Description / Budget Highlights

This fund accounts for the Regional Water Quality. Created by the State Legislature in 1967, the Board protects water quality by setting statewide policy, coordinating and supporting the Regional Water Board efforts, and reviewing petitions that contest Regional Board actions. There are nine regional water quality control boards that exercise rulemaking and regulatory activities by basins.

### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 51,574</b>	<b>\$ 52,331</b>
<b>Revenues</b>				
Fees	\$ -	\$ -	-	-
Interest Income	904	1,023	757	-
Miscellaneous Revenues	-	-	-	-
	904	1,023	757	-
Transfers In	-	-	-	-
	904	1,023	757	-
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	-	-	-	-
Transfer Out	-	-	-	-
	-	-	-	-
Changes in restricted reserves				
	-	-	-	-
<b>Net Annual Activity</b>	<b>\$ 904</b>	<b>1,023</b>	<b>757</b>	<b>-</b>
<b>Fund Balance</b>				
Ending Available Fund Balance		<b>\$ 51,574</b>	<b>\$ 52,331</b>	<b>\$ 52,331</b>



**BART Park & Ride**  
**Fund Summary - Fund 266**

**Fund Description / Budget Highlights**

To account for BART Park & Ride fees and maintenance of the parking lot.

**Fund Activity**

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 231,526</b>	<b>\$ 40,526</b>
<b>Revenues</b>				
Fees	\$ -	\$ -	-	-
Interest Income	-	-	-	-
Miscellaneous Revenues	-	-	50,000	28,000
	-	-	50,000	28,000
Transfers In	-	-	-	-
	-	-	50,000	28,000
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	226,000	-
Utilities	-	-	6,000	6,000
Maintenance & Repairs	-	-	9,000	10,000
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	-	-	241,000	16,000
Transfer Out	-	-	-	-
	-	-	241,000	16,000
Changes in restricted reserves				
<b>Net Annual Activity</b>	<b>\$ -</b>	<b>-</b>	<b>(191,000)</b>	<b>12,000</b>
<b>Fund Balance</b>				
Ending Available Fund Balance		<b>\$ 231,526</b>	<b>\$ 40,526</b>	<b>\$ 52,526</b>

# ENTERPRISE FUND





## Wastewater Fund Summary - Fund 420

### Fund Description / Budget Highlights

This fund accounts for wastewater treatment to the cities of Hercules and Pinole and for the maintenance of the City's sewer lines and related facilities. It is a self-supporting activity which provides services on a user charge basis to residences and businesses.

### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Projection	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 25,415,461</b>	<b>\$ 24,238,606</b>
<b>Revenues</b>				
Charges for Services	\$ 6,003,203	\$ 5,719,257	5,762,000	6,054,000
Interest Income	482,093	501,741	65,000	120,000
Bond Proceeds	-	-	-	-
Miscellaneous Revenues	100	-	-	-
	<u>6,485,396</u>	<u>6,220,998</u>	<u>5,827,000</u>	<u>6,174,000</u>
Transfers In	912,772	-	-	-
	<u>7,398,168</u>	<u>6,220,998</u>	<u>5,827,000</u>	<u>6,174,000</u>
<b>Expenditures</b>				
Salary and Benefits	615,821	609,369	644,883	711,000
Contractual Services	1,083,762	572,859	400,000	400,000
Utilities	74,997	80,528	84,500	85,000
Maintenance & Repairs	36,793	42,883	56,500	46,000
Sewer Plant Operating Expenses	1,994,619	1,761,811	1,632,740	1,760,000
Other Expenses	10,699	12,584	18,500	14,000
Cost Allocation	452,234	287,445	311,093	328,000
Capital Outlay	6,589,284	2,972,373	14,506,500	14,445,000
Debt Service	732,075	733,631	2,059,139	2,244,000
	<u>11,590,284</u>	<u>7,073,483</u>	<u>19,713,855</u>	<u>20,033,000</u>
Transfer Out	10,880	-	-	-
	<u>11,601,164</u>	<u>7,073,483</u>	<u>19,713,855</u>	<u>20,033,000</u>
Changes in restricted reserves			12,710,000	(2,965,000)
<b>Net Annual Activity</b>	<u>(4,202,996)</u>	<u>(852,485)</u>	<u>(1,176,855)</u>	<u>(16,824,000)</u>
<b>Ending Available Fund Balance</b>		<b>\$ 25,415,461</b>	<b>\$ 24,238,606</b>	<b>\$ 7,414,606</b>
Debt Service Coverage Ratio	3.25	3.89	1.30	1.26
Operating & Maintenance Reserve (180 days)				836,000
Capital Reserve (Equal to annual system depreciation)				529,000
Debt Service Reserve (Equivalent to 1-year of debt service)				1,600,000

City of Hercules  
Sewer CIP Summary

Project	Funding Source:	Prior	FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25		FY 2025-26		Total Budget Projection
			Budget	Projection	Budget	Projection	Budget	Projection	Budget	Projection	Budget	Projection	
Inspect & Repair Sewer	Sewer	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 500,000.00	
Pinole & Hercules Wastewater	Sewer	\$ 27,600,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,600,000.00	
Rehabilitate Lift Station	Sewer	\$ 25,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 225,000.00	
Sycamore Ave (Lower Trunk Main)	Sewer	\$ 787,313.00	\$ 12,800,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,587,313.00	
Sycamore Ave (Upper Trunk Main)	Sewer	\$ -	\$ -	\$ 400,000.00	\$ 4,078,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,478,000.00	
Promenade Lift Station	Sewer	\$ -	\$ -	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 867,000.00	\$ -	\$ -	\$ -	\$ -	\$ 967,000.00	
SR-4 & Along Willow Ave.	Sewer	\$ 100,000.00	\$ 150,000.00	\$ -	\$ -	\$ -	\$ 80,000.00	\$ 80,000.00	\$ 800,000.00	\$ -	\$ -	\$ 330,000.00	
Foxboro Sewer Access Road	Sewer	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	
Clearwell Treatment Plant	Sewer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00	\$ -	\$ 30,000.00	
<b>Total</b>		<b>\$ 28,612,313</b>	<b>\$ 13,150,000</b>	<b>\$ 550,000</b>	<b>\$ 4,328,000</b>	<b>\$ 1,097,000</b>	<b>\$ 950,000</b>	<b>\$ 1,097,000</b>	<b>\$ 950,000</b>	<b>\$ 950,000</b>	<b>\$ 950,000</b>	<b>\$ 47,737,313.00</b>	



City of Hercules  
 Capital Improvement Plan  
 Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:** **Inspect & Repair Sewer (System Infiltration & Inflow SSMP)**

<b>Description:</b>	Clean and video inspect sewer mains sewer mainlines throughout the City and repair/replace as needed.
<b>Justification:</b>	The work is included in the City's Sanitary Sewer Management Plan and required by the Regional Water Quality Control Board. Infiltration and inflow of groundwater into the mains increases the inflow into the Waste Water Treatment Plant.



**Projected Timing:**  
 Estimated Start Date:  
 Estimated End Date:

<b>Total Estimated Cost:</b>	<b>Budget</b>
Proposed Budget:	\$ 700,000.00
Planning and Design:	-
Construction Management	-
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior	FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25		FY 2025-26		Total Budget	
		Actual	Budget	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed		
Sewer Fund - 420	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 700,000.00	
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Total</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 700,000.00</b>	

**City of Hercules**  
**Capital Improvement Plan**  
**Fiscal Years 2021-22 through 2025-26**

**Project Number:** Pinole & Hercules Wastewater treatment improvement  
**Project Name:** Pinole & Hercules Wastewater treatment improvement

**Description:** Waste Water Treatment Plant Upgrade. This 3-year project was financed with a loan from the State and total cost of \$54,400,000 was split 50/50 with Pinole. FY 20-21 \$200K Mitigation for Tennant Avenue, Tree Replacements, and PG&E litigation.

**Justification:** The Upgrade was required by the Regional Water Quality Control Board to meet more stringent effluent requirements and accommodate ultimate flows at build-out of both Pinole and Hercules.



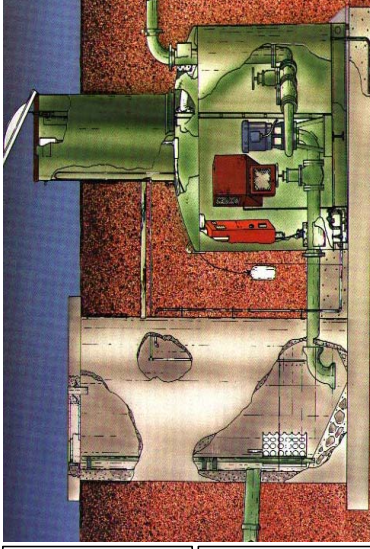
**Projected Timing:**  
**Estimated Start Date:**  
**Estimated End Date:**

Total Estimated Cost:	Budget
Proposed Budget:	\$ 27,400,000.00
Planning and Design:	\$ -
Construction Management	\$ -
Construction:	\$ -
Equipment:	\$ -
Contingency:	\$ -
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	Total Budget Proposed
	Actual	Budget	Proposed	Proposed	Proposed	Proposed	
Sewer Fund - 420	\$ 27,400,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	27,400,000.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total</b>	<b>\$ 27,400,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>27,400,000.00</b>

City of Hercules  
 Capital Improvement Plan  
 Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:**                      **Rehabilitate Lift Station**

<b>Description:</b>	Repairs as needed.	
<b>Justification:</b>	The City has 6 lift stations which require ongoing repairs.	

**Projected Timing:**  
 Estimated Start Date:  
 Estimated End Date:

Total Estimated Cost:	Budget
Proposed Budget:	\$ 275,000.00
Planning and Design:	-
Construction Management	-
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior Actual	FY 2021-22 Budget	FY 2022-23 Proposed	FY 2023-24 Proposed	FY 2024-25 Proposed	FY 2025-26 Proposed	Total Budget Proposed
Sewer Fund - 420	\$ 25,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	275,000.00
Adjustment	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 25,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 275,000.00</b>

**City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26**

**Project Number:**  
**Project Name:** **Sycamore Ave (Lower Trunk Main)**

<b>Description:</b>	Replace 5,500 ft. of the City's primary 24-inch truck sewer main beginning at Duck Pond Park and ending at the influent intake to the Waste Water Treatment Plant in Pinole.
<b>Justification:</b>	The trunk sewer, which was constructed in 1972 and has served its useful life, needs to be increased in size to a 30 -inch pipe to convey the in increased flows associated with build-out of the City.



**Projected Timing:**  
**Estimated Start Date:**  
**Estimated End Date:**

<b>Total Estimated Cost:</b>	<b>Budget</b>
Proposed Budget:	\$ 13,587,313.00
Planning and Design:	-
Construction Management	-
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>-</b>

<b>Funding Source:</b>	<b>Prior</b>	<b>FY 2021-22</b>				<b>FY 2022-23</b>		<b>FY 2023-24</b>		<b>FY 2024-25</b>		<b>FY 2025-26</b>		<b>Total Budget</b>
		<b>Actual</b>	<b>Budget</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>			
Sewer Fund - 420	\$ 787,313.00	\$ 12,800,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>13,587,313.00</b>
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total</b>	<b>\$ 787,313</b>	<b>\$ 12,800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>13,587,313.00</b>

**City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26**

**Project Number:**  
**Project Name:** **Sycamore Ave (Upper Truck Main)**

<b>Description:</b>	Upsize 1,446 ft. of 20-inch Gravity main to 24-inch gravity main and 1,956 ft. of 20 and 24-inch gravity main to 27-inch gravity main along sycamore Ave. The extent of this project goes from Highway 80 on the upstream end to the convergence of the trunk sewer industrial LS Force main on the downstream end.
<b>Justification:</b>	



**Projected Timing:**  
Estimated Start Date:  
Estimated End Date:

<b>Total Estimated Cost:</b>	<b>Budget</b>
Proposed Budget:	\$ 4,478,000.00
Planning and Design:	\$ 400,000.00
Construction Management	-
Construction:	\$ 4,078,000.00
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ 4,478,000.00</b>

<b>Funding Source:</b>	<b>Prior Actual</b>	<b>FY 2021-22 Budget</b>	<b>FY 2022-23 Proposed</b>	<b>FY 2023-24 Proposed</b>	<b>FY 2024-25 Proposed</b>	<b>FY 2025-26 Proposed</b>	<b>Total Budget Proposed</b>
Sewer Fund - 420	\$ -	\$ -	\$ 400,000.00	\$ 4,078,000.00	\$ -	\$ -	\$ 4,478,000.00
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400,000</b>	<b>\$ 4,078,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,478,000.00</b>

**City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26**

**Project Number:**  
**Project Name:**

**Promenade Lift Station**



**Description:** As part of the Bay Front Development Project, the Promenade Lift Station will be taken off-line and bypassed using gravity piping. The Project includes decommissioning the Promenade Lift Station and installing 1,1200 feet of 12-inch diameter gravity main.

**Justification:**

**Projected Timing:**  
**Estimated Start Date:**  
**Estimated End Date:**

	Budget
<b>Total Estimated Cost:</b>	<b>\$ 967,000.00</b>
Proposed Budget:	\$ 967,000.00
Planning and Design:	\$ 100,000.00
Construction Management	-
Construction:	\$ 867,000.00
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ 967,000.00</b>

<b>Funding Source:</b>	<b>Prior Actual</b>	<b>FY 2021-22 Budget</b>	<b>FY 2022-23 Proposed</b>	<b>FY 2023-24 Proposed</b>	<b>FY 2024-25 Proposed</b>	<b>FY 2025-26 Proposed</b>	<b>Total Budget Proposed</b>
Sewer Fund - 420	\$ -	\$ -	\$ -	\$ 100,000.00	\$ 867,000.00	\$ -	<b>967,000.00</b>
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Adjustment</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 867,000</b>	<b>\$ -</b>	<b>967,000.00</b>
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 867,000</b>	<b>\$ -</b>	<b>967,000.00</b>

City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:** **Repair/ Replace Sewer Lines under SR-4 & Along Willow Ave.**

<b>Description:</b>	Replace existing main under SR-4 between Willow and Foxboro in 5 years and 2 sections of main along Willow near Sycamore should be replaced as soon as possible.
<b>Justification:</b>	Prior cleaning/video inspection has determined the pipes are in poor condition and should be repaired. Additional analysis during design will determine extent of repair, which appears to be full replacement.



**Projected Timing:**  
**Estimated Start Date:**  
**Estimated End Date:**

	Budget
<b>Total Estimated Cost:</b>	<b>\$ 1,080,000.00</b>
Proposed Budget:	\$ 1,080,000.00
Planning and Design:	\$ 250,000.00
Construction Management	-
Construction:	\$ 1,250,000.00
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ 1,500,000.00</b>

Funding Source:	Prior Actual	FY 2021-22 Budget	FY 2022-23 Proposed	FY 2023-24 Proposed	FY 2024-25 Proposed	FY 2025-26 Proposed	Total Budget Proposed
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,000</b>	<b>\$ 800,000</b>	<b>\$ 1,080,000.00</b>

City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:**

**Foxboro Sewer Access Road**

<b>Description:</b>	Repair the sewer access road off Canterbury in Foxboro.	
<b>Justification:</b>	This manhole is a sewer hotspot, requiring frequent cleaning. The road provides all-weather access for the sewer truck.	



**Projected Timing:**  
Estimated Start Date:  
Estimated End Date:

Total Estimated Cost:	Budget
Proposed Budget:	\$ 50,000.00
Planning and Design:	-
Construction Management	-
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior	FY 2021-22					FY 2022-23		FY 2023-24		FY 2024-25		FY 2025-26		Total Budget	
		Actual	Budget	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	
Sewer Fund - 420	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Total</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000.00</b>	



City of Hercules  
 Capital Improvement Plan  
 Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:** Clearwell Treatment Plant

<b>Description:</b>	Demolish and Backfill Old Sewer Treatment Plant Clearwell
<b>Justification:</b>	Clearwell captures rainwater, raising vector concerns, and is approximately 20 feet deep, which poses a safety hazard.

**Projected Timing:**  
 Estimated Start Date:  
 Estimated End Date:

Total Estimated Cost:	Budget
Proposed Budget:	\$ 30,000.00
Planning and Design:	\$ 250,000.00
Construction Management	-
Construction:	\$ 1,250,000.00
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ 1,500,000.00</b>

Funding Source:	Prior Actual	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	Total Budget
		Budget	Proposed	Proposed	Proposed	Proposed	Proposed
Sewer Fund - 420	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00	30,000.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000.00</b>

# INTERNAL SERVICE FUNDS





## Vehicle Replacement Fund Summary - Fund 450

### Fund Description / Budget Highlights

To account for the financing, operations, servicing and maintenance of fleet vehicles and major equipment utilized by City departments, of which the services are rendered on a cost reimbursement basis.

### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			\$ 845,415	\$ 834,415
<b>Revenues</b>				
Charges for Services	\$ 124,001	\$ 165,489	159,000	256,000
Interest Income	1,175	18,041	-	-
Miscellaneous Revenues	-	20,637	-	-
	<u>125,176</u>	<u>204,167</u>	<u>159,000</u>	<u>256,000</u>
Transfers In	-	-	-	-
	<u>125,176</u>	<u>204,167</u>	<u>159,000</u>	<u>256,000</u>
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	45,122	146,762	170,000	55,000
Debt Service	-	-	-	-
	<u>45,122</u>	<u>146,762</u>	<u>170,000</u>	<u>55,000</u>
Transfer Out	-	-	-	-
	<u>45,122</u>	<u>146,762</u>	<u>170,000</u>	<u>55,000</u>
Changes in restricted reserves				
<b>Net Annual Activity</b>	<u><b>\$ 80,054</b></u>	<u>57,405</u>	<u>(11,000)</u>	<u>201,000</u>
<b>Ending Available Fund Balance</b>		<u><b>845,415</b></u>	<u><b>\$ 834,415</b></u>	<u><b>\$ 1,035,415</b></u>



## IT Equipment Replacement

### Fund Summary - Fund 460

#### Fund Description / Budget Highlights

This fund accounts for Information Technology who provide a variety of technology related services for the city, including networking and infrastructure technology including servers, switching, security, cyber protection, internet connectivity, service desk, disaster recovery and other data communication technologies. Resources are from administrative charges to departments based upon their proportional share of program costs.

#### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			\$ 1,201,722	\$ 1,156,367
<b>Revenues</b>				
Charges for Services	\$ 888,300	\$ 981,207	\$ 1,010,200	1,051,000
Interest Income	-	16,985	-	-
Miscellaneous Revenues	4,483	6,517	-	-
	892,783	1,004,709	1,010,200	1,051,000
Transfers In	-	-	-	-
	892,783	1,004,709	1,010,200	1,051,000
<b>Expenditures</b>				
Salary and Benefits	233,146	238,914	232,652	365,000
Contractual Services	-	11,120	25,000	10,000
Utilities	27,526	43,536	46,600	47,000
Maintenance & Repairs	204,837	235,794	326,800	311,000
Other Expenses	1,658	5,689	17,335	17,000
Cost Allocation	52,531	65,420	91,168	104,000
Capital Outlay	100,695	150,855	316,000	223,000
Debt Service	-	-	-	-
	620,393	751,328	1,055,555	1,077,000
Transfer Out	-	-	-	-
	620,393	751,328	1,055,555	1,077,000
Changes in restricted reserves				
<b>Net Annual Activity</b>	<b>\$ 272,390</b>	253,381	(45,355)	(26,000)
<b>Ending Available Fund Balance</b>		<b>1,201,722</b>	<b>\$ 1,156,367</b>	<b>\$ 1,130,367</b>



## Facility Maintenance

### Fund Summary - Fund 470

#### Fund Description / Budget Highlights

This fund accounts for Facility Maintenance provides and manages maintenance and emergency structural repair services for all City facilities. The source of revenue is reimbursement from departments for the cost of providing facility maintenance services.

#### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			\$ 694,721	\$ 746,593
<b>Revenues</b>				
Charges for Services	\$ 844,245	\$ 987,430	883,150	912,000
Interest Income	-	11,754	-	-
Miscellaneous Revenues	-	182,788	-	-
	<u>844,245</u>	<u>1,181,972</u>	<u>883,150</u>	<u>912,000</u>
Transfers In	92,000	-	-	-
	<u>936,245</u>	<u>1,181,972</u>	<u>883,150</u>	<u>912,000</u>
<b>Expenditures</b>				
Salary and Benefits	120,255	123,782	148,170	164,000
Contractual Services	163,225	46,045	83,500	60,000
Utilities	311,419	133,745	340,400	331,000
Maintenance & Repairs	199,604	181,866	170,381	141,000
Other Expenses	10,578	9,826	20,800	26,000
Cost Allocation	8,973	8,860	68,027	72,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	<u>814,054</u>	<u>504,124</u>	<u>831,278</u>	<u>794,000</u>
Transfer Out	3,533	-	-	-
	<u>817,587</u>	<u>504,124</u>	<u>831,278</u>	<u>794,000</u>
Changes in restricted reserves				
<b>Net Annual Activity</b>	<b><u>\$ 118,658</u></b>	<b>677,848</b>	<b>51,872</b>	<b>118,000</b>
<b>Ending Available Fund Balance</b>		<b><u>\$ 694,721</u></b>	<b><u>\$ 746,593</u></b>	<b><u>\$ 864,593</u></b>

# DEBT SERVICE FUNDS





**2003B DEBT SERVICE PFA**

**Fund Summary - Fund 672**

**Fund Description / Budget Highlights**

This fund accounts for the 2020 Public Financing Authority (PFA) Lease Revenue Refunding Bond. The City and the Authority refinance a portion of the costs of the acquisition, construction and installation of various public improvements of the City, including the City Library, that were originally financed and refinanced from the proceeds of the Lease Revenue Bonds, Series 2003B.

**Fund Activity**

	<b>FY 18-19 Actual</b>	<b>FY 19-20 Actual</b>	<b>FY 20-21 Budget</b>	<b>FY 21-22 Proposed</b>
<b>Beginning Available Fund Balance</b>			<b>\$ 285,195</b>	<b>\$ 285,195</b>
<b>Revenues</b>				
Property Lease Revenue	-	-	-	-
Interest Income	5,534	2,735	-	-
Miscellaneous Revenues	-	-	-	-
	<u>5,534</u>	<u>2,735</u>	<u>-</u>	<u>-</u>
Transfers In/General Fund	701,283	566,110	106,938	-
	<u>706,817</u>	<u>568,845</u>	<u>106,938</u>	<u>-</u>
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	2,520	2,420	510	3,000
Cost Allocation	7,551	-	-	-
Capital Outlay	-	-	-	-
Debt Service	567,340	563,590	106,428	130,000
	<u>577,411</u>	<u>566,010</u>	<u>106,938</u>	<u>133,000</u>
Transfer Out	-	-	-	-
	<u>577,411</u>	<u>566,010</u>	<u>106,938</u>	<u>133,000</u>
Changes in restricted reserves				
<b>Net Annual Activity</b>	<b>\$ 129,406</b>	2,835	-	(133,000)
<b>Fund Balance</b>				
Ending Available Fund Balance (Restricted for Debt Service)		<b>\$ 285,195</b>	<b>\$ 285,195</b>	<b>\$ 152,195</b>



**2009 DEBT SERVICE PFA**  
**Fund Summary - Fund 673**

**Fund Description / Budget Highlights**

This fund accounts for the 2009 Public Financing Authority (PFA) Taxable Lease Revenue Bonds (Bio-Rad Project). The purpose of the bonds was to finance the acquisition of certain commercial condominium properties, consisting of approximately 96,847 square feet located at 203-295 Linus Pauling Drive. The bonds is secured by revenues consisting primarily of the base rental payments of the property lease, Principal is due annually and will mature on July 1, 2038.

**Fund Activity**

	<b>FY 18-19 Actual</b>	<b>FY 19-20 Actual</b>	<b>FY 20-21 Budget</b>	<b>FY 21-22 Proposed</b>
<b>Beginning Available Fund Balance</b>			<b>\$ (1,300)</b>	<b>\$ 7,936</b>
<b>Revenues</b>				
Property Lease Revenue	886,974	970,721	901,701	908,000
Interest Income	34,294	23,660	16,000	24,000
	<u>921,268</u>	<u>994,381</u>	<u>917,701</u>	<u>932,000</u>
Transfers In	278,767	-	-	-
	<u>1,200,035</u>	<u>994,381</u>	<u>917,701</u>	<u>932,000</u>
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	1,224	-	-	-
Capital Outlay	-	-	-	-
Debt Service	912,390	914,665	908,465	911,000
	<u>913,614</u>	<u>914,665</u>	<u>908,465</u>	<u>911,000</u>
Transfer Out	-	-	-	-
	<u>913,614</u>	<u>914,665</u>	<u>908,465</u>	<u>911,000</u>
Changes in restricted reserves				
<b>Net Annual Activity</b>	<b>\$ 286,421</b>	79,716	9,236	21,000
<b>Ending Available Fund Balance</b> (Restricted for Debt Service)		<b>(1,300)</b>	<b>\$ 7,936</b>	<b>\$ 28,936</b>





**SunTrust Lease**  
**Fund Summary - Fund 383**

**Fund Description / Budget Highlights**

This fund accounts for SunTrust Lease. On September 27, 2007, the City entered into master lease agreements with Sun Trust Leasing Corporation in order to provide funds for the financing of the EMS Project performed by Siemens Building Technologies. Payments are due semiannually. The Master Lease Agreement matures on September 27, 2022.

**Fund Activity**

	<b>FY 18-19 Actual</b>	<b>FY 19-20 Actual</b>	<b>FY 20-21 Budget</b>	<b>FY 21-22 Proposed</b>
<b>Beginning Available Fund Balance</b>			<b>\$ -</b>	<b>\$ -</b>
<b>Revenues</b>				
Charges for Services	\$ -	\$ -	-	-
Interest Income	-	-	-	-
Property Lease Revenue	-	-	-	-
	-	-	-	-
Transfers In	207,866	205,099	205,099	205,000
	<u>207,866</u>	<u>205,099</u>	<u>205,099</u>	<u>205,000</u>
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	2,767	-	-	-
Capital Outlay	-	-	-	-
Debt Service	205,099	205,099	207,865	205,000
	<u>207,866</u>	<u>205,099</u>	<u>207,865</u>	<u>205,000</u>
Transfer Out	-	-	-	-
	<u>207,866</u>	<u>205,099</u>	<u>207,865</u>	<u>205,000</u>
Changes in restricted reserves			2,766	
<b>Net Annual Activity</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Ending Available Fund Balance</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



## Equipment Lease Fund Summary - Fund 388

### Fund Description / Budget Highlights

This fund accounts for Engie Solar Project Lease. On August 14, 2020, the City entered into master lease agreements with Sterling National Bank in order to provide funds for the financing of the Solar Energy Project by ENGIE Services U.S. Inc. Payments are due annually. The Master Lease Agreement matures on September 14, 2040.

### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			\$ -	\$ -
<b>Revenues</b>				
Charges for Services	\$ -	\$ -	-	-
Interest Income	-	-	-	-
Property Lease Revenue	-	-	-	-
	-	-	-	-
Transfers In	-	-	-	218,000
	-	-	-	218,000
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	218,000
	-	-	-	218,000
Transfer Out	-	-	-	-
	-	-	-	218,000
Changes in restricted reserves				
<b>Net Annual Activity</b>	\$ -	-	-	-
<b>Ending Available Fund Balance</b>		\$ -	\$ -	\$ -



# FY 2021-22 DEBT DETAIL

## 2020 PFA Lease Revenue Refunding Bonds

On August 1, 2020, the Hercules Public Financing Authority refinanced the proceeds of the Lease Revenue Bonds, Series 2003B, in the aggregate principal amount of \$5,876,843. The interest rate of 2.21% with a final maturity due on December 1, 2023. The debt service payments are scheduled semi-annually at amounts that ranges from \$106,428 to \$560,249.

The City is obligated to pay only its Base Rental Payments and Additional Payments under the Lease. The obligation of the City to pay Base Rental Payments or Additional Payments does not constitute an obligation of the city for which the City is obligated to levy or pledge any form of taxation or for which the City has levied or pledged any form of taxation.

The annual debt service requirements to maturity for the 2020 Public Financing Authority Lease Revenue Refunding bonds are as follows:

Year Ending June 30	Principal	Interest	Total
2021		\$106,428	\$106,428
2022		\$129,878	\$129,878
2023	\$386,663	\$125,606	\$512,269
2024	\$448,561	\$116,376	\$564,938
2025	\$457,061	\$106,369	\$563,431
2026-2030	\$2,050,000	\$765,505	\$2,815,505
2031-2035	\$2,030,000	\$209,250	\$2,239,250
<b>Total</b>	<b>\$5,372,285</b>	<b>\$1,559,412</b>	<b>\$6,931,697</b>



# FY 2021-22 DEBT DETAIL

## 2009 Public Financing Authority Taxable Lease Revenue Bonds (Bio-Rad Project)

The Authority issued taxable lease revenue bonds, series 2009, dated July 29, 2009, totaling \$10,080,000. The purpose of the bonds was to finance the acquisition of certain commercial condominium properties, consisting of approximately 96,847 square feet located at 203-295 Linus Pauling Drive within the City from the City, funding a reserve fund for the Bonds and to paying the costs of issuance of the Bonds. The interest rates on the bonds range from 6.00% to 8.40%. The interest is payable semiannually on January 1 and July 1, commencing January 1, 2010. The bonds are subject to optional special mandatory redemption, and mandatory sinking account redemption provisions. The bonds are payable from and secured by revenues consisting primarily of the base rental payments of the property lease, Principal is due annually beginning on July 1, 2010, in amounts ranging from \$165,000 to

\$845,000. The bonds mature on July 1, 2038. The balance at June 30, 2020 is \$8,585,000.

The Bonds constitute limited obligations of the Authority payable solely from Revenues. The Authority has no taxing power. The obligation of the City to make City Advances does not constitute an obligation of the City which the City is obligated to levy or pledge any form of taxation or for which the City has levied or pledged any form of taxation.

### Future debt service requirements on the 2009 Public Financing Authority Taxable Lease Revenue bonds are as follows:

Year Ending June 30	Principal	Interest	Total
2021	\$200,000	\$708,465	\$908,465
2022	\$220,000	\$691,140	\$911,140
2023	\$235,000	\$672,371	\$907,371
2024	\$255,000	\$652,159	\$907,159
2025	\$275,000	\$630,296	\$905,296
2026-2030	\$1,765,000	\$2,753,420	\$4,518,420
2031-2035	\$2,625,000	\$1,851,150	\$4,476,150
2036-2039	\$3,010,000	\$530,880	\$3,540,880
<b>Total</b>	<b>\$8,585,000</b>	<b>\$8,489,881</b>	<b>\$17,074,881</b>



# FY 2021-22 DEBT DETAIL

## H.E.L.P. Loan

In April 2005 the City entered into an agreement with the California Housing Finance Agency (Agency), a public instrumentality and political subdivision of the state of California to develop a 50-unit multifamily rental project that is a component to a mixed-used development, also consisting of 26,825 square feet of ground-floor commercial space. The Agency has authorized the making of a loan in the amount of \$1,600,000 known as the Housing Enabled by Local Partnerships (H.E.L.P.) to the City for the purpose of assisting in operating a local housing program. Under the terms of this original agreement the City of Hercules agreed to reimburse the Agency

\$1,600,000, 10 years from April 11, 2005 at a 3% simple per annum interest. Interest is to be charged only on funds disbursed. In October 2013, the City and Agency amended the agreement to extend the due date of the loan and accumulated interest until April 2027 and to reduce the interest rate to 1.5% simple interest effective October 31, 2013. The balance at June 30, 2020 is \$1,600,000.

**The annual debt service requirements to maturity for the H.E.L.P. Loan as of June 30, 2020 are as follows:**

Year Ending June 30	Principal	Interest	Total
2021	\$84,479	\$15,521	\$100,000
2022	\$75,933	\$24,067	\$100,000
2023	\$76,067	\$23,933	\$100,000
2024	\$75,933	\$24,067	\$100,000
2025	\$76,133	\$23,867	\$100,000
2026-2027	\$1,211,455	\$18,733	\$1,230,188
<b>Total</b>	<b>\$1,600,000</b>	<b>\$130,188</b>	<b>\$1,730,188</b>



# FY 2021-22 DEBT DETAIL

## R.D.L.P. Loan

In February 2007, the City entered into a loan agreement with the California Housing Finance Agency (Agency) in the amount of \$3,750,000 (\$1,750,000 for predevelopment costs and \$2,000,000 for construction costs). The funds will be used to assist with site acquisition, predevelopment, and construction costs for 23 affordable ownership units within a 52-unit condominium project, which is a component to the Sycamore Downtown Street project, a mixed-use, mixed-income development. Under the terms of the original agreement, the City agreed to repay the Agency \$3,750,000, four years from February 2007 at 3% simple per annum interest. In October 2013, the City and Agency amended the agreement to extend the due date of the loan and accumulated interest until August 2026 and to reduce the interest rate to 1.5% simple interest effective October 31, 2013. The balance at June 30, 2020 is \$3,750,000.

**The annual debt service requirements to maturity for the R.D.L.P. Loan as of June 30, 2020 are as follows:**

Year Ending June 30	Principal	Interest	Total
2021	-	\$100,000	\$100,000
2022	-	\$100,000	\$100,000
2023	-	\$100,000	\$100,000
2024	-	\$100,000	\$100,000
2025	-	\$100,000	\$100,000
2026-2027	\$3,750,000	\$213,572	\$3,963,572
<b>Total</b>	<b>\$3,750,000</b>	<b>\$713,572</b>	<b>\$4,463,572</b>



# FY 2021-22 DEBT DETAIL

## SunTrust Lease

On September 27, 2007, the City entered into master lease agreements with SunTrust Leasing Corporation in order to provide funds for the financing of the EMS Project performed by Siemens Building Technologies in the amount of \$2,185,538. Payments are due semiannually on September 27 and March 27, at an interest rate of 4.73%. The Master Lease Agreement matures on September 27, 2022. The balance at June 30, 2020 is \$478,284. The costs of these assets is \$2,358,636 and the net book value at June 30, 2018 is \$654,485.

**The annual debt service requirements to maturity for the SunTrust master lease agreement as of June 30, 2020 are as follows:**

Year Ending June 30	Principal	Interest	Total
2021	\$184,634	\$20,465	\$205,099
2022	\$193,470	\$11,629	\$205,099
2023	\$100,180	\$2,369	\$102,549
<b>Total</b>	<b>\$478,284</b>	<b>\$34,463</b>	<b>\$512,747</b>



# FY 2021-22 DEBT DETAIL

## 2010 PFA Wastewater Revenue Bonds

The Public Financing Authority issued revenue bonds, series 2010, dated August 1, 2010, totaling \$11,765,000. The purpose of the bonds was to finance improvements to the City's wastewater system, fund a reserve fund for the bonds, and pay the costs of issuances of the bonds. The interest rates on the bonds range from 2.00% to 5.130%. Principal and interest payment are due annually beginning August 1, 2011, in amounts ranging from \$230,000 to \$700,000. The bonds mature on August 1, 2040. The balance at June 30, 2020 is \$9,535,000.

The Bonds are limited obligations of the Authority and are not secured by a legal or equitable pledge of, or charge or lien upon, any property of the Authority or any of its income or receipts, except the Revenues. The full faith and credit of the Authority and the Agency and the City, which are parties to the agreement creating the Authority, are not pledged for the payment of the principal of, or interest on, the Bonds and no tax or other source of funds, other than the Revenues, is pledged to pay the principal and interest on the Bonds.

### The annual debt service requirements to maturity for the 2010 PFA Wastewater Revenue Bonds as of June 30, 2020 are as follows:

Year Ending June 30	Principal	Interest	Total
2021	\$285,000	\$449,175	\$734,175
2022	\$295,000	\$438,288	\$733,288
2023	\$305,000	\$426,288	\$731,288
2024	\$315,000	\$413,691	\$728,691
2025	\$330,000	\$400,181	\$730,181
2026-2030	\$1,885,000	\$1,755,660	\$3,640,660
2031-2035	\$2,385,000	\$1,243,088	\$3,628,088
2036-2040	\$3,035,000	\$569,375	\$3,604,375
2041	\$700,000	\$17,500	\$717,500
<b>Total</b>	<b>\$9,535,000</b>	<b>\$,713,246</b>	<b>\$15,248,246</b>





# FY 2021-22 DEBT DETAIL

## Publicly Owned Treatment Works Construction Loan

In June 2016, the City entered into an installment sale agreement with the California State Water Resources Control Board in the amount of \$26,500,000. The funds are for construction costs for the Pinole-Hercules Wastewater Pollution Control Plant Improvement Project. The interest rate on the loan is 1.7%. The first principal and interest payment are due August 31, 2019, and is contingent on the total drawdowns at project completion. The loan matures on August 31, 2038. The City has drawn down \$25,457,695 of the loan principal including construction loan interest as of June 30, 2020.

**The annual debt service requirements to maturity for the Publicly Owned Treatment Works Construction Loan as of June 30, 2020 are as follows:**

Year Ending June 30	Principal	Interest	Total
2021	\$1,102,424	\$408,414	\$1,510,838
2022	\$1,096,780	\$414,057	\$1,510,837
2023	\$1,115,425	\$395,412	\$1,510,837
2024	\$1,134,388	\$376,450	\$1,510,838
2025	\$1,153,672	\$357,165	\$1,510,837
2026-2030	\$6,069,301	\$1,484,886	\$7,554,187
2031-2035	\$6,603,033	\$951,153	\$7,554,186
2036-2040	\$7,182,672	\$370,486	\$7,553,158
<b>Total</b>	<b>\$25,457,695</b>	<b>\$4,758,023</b>	<b>\$30,215,718</b>

# CAPITAL PROJECT FUNDS





## City - Capital Projects Fund Summary - Fund 300, 311

### Fund Description / Budget Highlights

This fund accounts for funds expended for major capital improvement projects associated with City-owned facilities including police, parks, community centers, and city buildings. This fund is funded primarily by General Fund.

### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			\$ 341,643	\$ 341,643
<b>Revenues</b>				
Fees	\$ -	\$ -	-	-
Interest Income	-	-	-	-
Miscellaneous Revenues	1,049,428	527,896	-	-
	<u>1,049,428</u>	<u>527,896</u>	-	-
Transfers In	778,900	84,361	-	-
	<u>1,828,328</u>	<u>612,257</u>	-	-
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	1,159,032	930,974	-	-
Debt Service	-	-	-	-
	<u>1,159,032</u>	<u>930,974</u>	-	-
Transfer Out	126,555	-	-	-
	<u>1,285,587</u>	<u>930,974</u>	-	-
Changes in restricted reserves				
<b>Net Annual Activity</b>	<u>542,741</u>	<u>(318,717)</u>	-	-
<b>Ending Available Fund Balance</b>		<u><u>\$ 341,643</u></u>	<u><u>\$ 341,643</u></u>	<u><u>\$ 341,643</u></u>



## Energy Conservation Project

### Fund Summary - Fund 301

#### Fund Description / Budget Highlights

This fund accounts for funds expended for the energy conservation project by Engie Services. This fund is funded by proceeds from the Equipment Lease Purchase Agreement with Sterling National Bank.

#### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			\$ -	\$ -
<b>Revenues</b>				
Loan Proceeds	\$ -	\$ -	4,209,354	-
Interest Income	-	-	-	-
Miscellaneous Revenues	-	-	-	-
	-	-	4,209,354	-
Transfers In	-	-	-	-
	-	-	4,209,354	-
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	4,209,354	-
Debt Service	-	-	-	-
	-	-	4,209,354	-
Transfer Out	-	-	-	-
	-	-	4,209,354	-
Changes in restricted reserves				
<b>Net Annual Activity</b>	-	-	-	-
<b>Ending Available Fund Balance</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



## Hercules Rail Station Project

### Fund Summary - Fund 340s & 350

#### Fund Description / Budget Highlights

These fund accounts for funds expended for the Hercules Rail Station Projects. The project is funded by multiple funding sources, including but not limited to, Federal, State, and Local grants.

#### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			\$ -	\$ -
<b>Revenues</b>				
Capital Grant	\$ 809,222	\$ 202,226	436,000	50,000
Interest Income	-	-	-	-
Miscellaneous Revenues	-	-	-	-
	<u>809,222</u>	<u>202,226</u>	<u>436,000</u>	<u>50,000</u>
Transfers In	-	-	-	-
	<u>809,222</u>	<u>202,226</u>	<u>436,000</u>	<u>50,000</u>
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	44,614	74,838	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	143,963	436,000	50,000
Debt Service	-	-	-	-
	<u>44,614</u>	<u>218,801</u>	<u>436,000</u>	<u>50,000</u>
Transfer Out	-	-	-	-
	<u>44,614</u>	<u>218,801</u>	<u>436,000</u>	<u>50,000</u>
Changes in restricted reserves				
<b>Net Annual Activity</b>	<u>764,608</u>	<u>(16,575)</u>	<u>-</u>	<u>-</u>
<b>Ending Available Fund Balance</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>



**Street CIP - Grants**  
**Fund Summary - Fund 295**

**Fund Description / Budget Highlights**

These fund accounts for funds expended for the Hercules Rail Station Projects. The project is funded by multiple funding sources, including but not limited to, Federal, State, and Local grants.

**Fund Activity**

	<b>FY 18-19 Actual</b>	<b>FY 19-20 Actual</b>	<b>FY 20-21 Budget</b>	<b>FY 21-22 Proposed</b>
<b>Beginning Available Fund Balance</b>			\$ -	\$ -
<b>Revenues</b>				
Capital Grant	\$ -	\$ -	-	254,000
Interest Income	-	-	-	-
Miscellaneous Revenues	-	-	-	-
	-	-	-	254,000
Transfers In	-	-	-	-
	-	-	-	254,000
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	254,000
Debt Service	-	-	-	-
	-	-	-	254,000
Transfer Out	-	-	-	-
	-	-	-	254,000
Changes in restricted reserves				
<b>Net Annual Activity</b>	-	-	-	-
<b>Ending Available Fund Balance</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

City of Hercules  
RITC CIP Summary  
Funding Breakdown

Project	Funding Source:	FY 2020-21	Measure J		Parks		Total Budget
			Return to Source	TLC Grant	STMP Fund	Development Impact Fees	
Path To Transit	Measure J TLC Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Monitoring	Measure J TLC Grant	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,000.00
Utility Relocation	Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Track and Signal Work	STMP Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Initial Rail Station	Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trails, Parks, Plazas	Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Parking Garage	Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design Utility Relocation	Measure J TLC Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	STMP Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000.00

City of Hercules  
RITC CIP Summary

Project	Funding Source:	Prior	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	Total Budget
Path To Transit	Unfunded	\$ -	\$ -	\$ 450,000.00	\$ -	\$ -	\$ -	\$ 450,000.00
Environmental Monitoring	Measure J SP Grant	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 250,000.00
Utility Relocation	Unfunded	\$ -	\$ -	\$ 15,800,000.00	\$ -	\$ -	\$ -	\$ 15,800,000.00
Track and Signal Work	Unfunded	\$ -	\$ -	\$ 35,000,000.00	\$ -	\$ -	\$ -	\$ 35,000,000.00
Initial Rail Station	Unfunded	\$ -	\$ -	\$ -	\$ 10,150,000.00	\$ -	\$ -	\$ 10,150,000.00
Trails, Parks, Plazas	Unfunded	\$ -	\$ -	\$ -	\$ -	\$ 3,180,000.00	\$ -	\$ 3,180,000.00
Parking Garage	Unfunded	\$ -	\$ -	\$ -	\$ 6,950,000.00	\$ -	\$ -	\$ 6,950,000.00
Design Utility Relocation	Measure J TLC Grant	\$ 500,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000.00
	STMP Fund	\$ 750,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000.00
<b>Total</b>		<b>\$ 1,300,000</b>	<b>\$ 50,000</b>	<b>\$ 16,300,000</b>	<b>\$ 35,050,000</b>	<b>\$ 17,150,000</b>	<b>\$ 3,180,000</b>	<b>\$ 73,030,000.00</b>



City of Hercules  
 Capital Improvement Plan  
 Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:** Path To Transit

<b>Description:</b>	Refugio Creek Conservation Easement and Endowment funding
<b>Justification:</b>	Required as a permit condition.



**Projected Timing:**  
 Estimated Start Date:  
 Estimated End Date:

<b>Total Estimated Cost:</b>	<b>Budget</b>
Proposed Budget:	\$ 450,000.00
Planning and Design:	-
Construction Management	-
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior	FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25		FY 2025-26		Total Budget
		Actual	Budget	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed			
Unfunded	\$ -	\$ -	\$ -	\$ 450,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,000.00	
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 450,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 450,000.00</b>	

City of Hercules  
 Capital Improvement Plan  
 Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:** Environmental Monitoring

**Description:** Post - Construction Environmental Monitoring

**Justification:** For Completed Phase of the RITC as required by permitting Agencies



**Projected Timing:**  
 Estimated Start Date:  
 Estimated End Date:

Total Estimated Cost:	Budget
Proposed Budget:	\$ 250,000.00
Planning and Design:	\$ -
Construction Management	\$ -
Construction:	\$ -
Equipment:	\$ -
Contingency:	\$ -
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior Actual	FY 2021-22 Budget	FY 2022-23 Proposed	FY 2023-24 Proposed	FY 2024-25 Proposed	FY 2025-26 Proposed	Total Budget Proposed
Measure J SP Grant Adjustment	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 250,000.00
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 250,000.00</b>

City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:** Utility Relocation

<b>Description:</b>	Relocate Shell and Kinder Morgan Fuel Oil Lines, Fiber Optic Line
<b>Justification:</b>	



**Projected Timing:**  
Estimated Start Date:  
Estimated End Date:

<b>Total Estimated Cost:</b>	<b>Budget</b>
Proposed Budget:	\$ 15,800,000.00
Planning and Design:	-
Construction Management	-
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	Total Budget
	Actual	Budget	Proposed	Proposed	Proposed	Proposed	Proposed
Unfunded	\$ -	\$ -	\$ 15,800,000.00	\$ -	\$ -	\$ -	\$ 15,800,000.00
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,800,000.00</b>

City of Hercules  
 Capital Improvement Plan  
 Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:** Track and Signal Work

**Description:** Railroad Bridge, Track and Signal work, Creek Realignment, Retaining Walls Final Design, Construction Management, Permits

**Justification:**



**Projected Timing:**  
 Estimated Start Date:  
 Estimated End Date:

<b>Total Estimated Cost:</b>	<b>Budget</b>
Proposed Budget:	\$ 35,000,000.00
Planning and Design:	-
Construction Management	-
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ -</b>

	Prior Actual	FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25		FY 2025-26		Total Budget	
		Budget	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed				
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,000,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,000,000.00</b>

**City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26**

**Project Number:**  
**Project Name:**

**Initial Rail Station**

**Description:**

Initial Rail Station Building, Civic Plaza Improvement Final Design. Construction Management, Permits



**Justification:**

**Projected Timing:**  
Estimated Start Date:  
Estimated End Date:

Total Estimated Cost:	Budget
Proposed Budget:	\$ 10,150,000.00
Planning and Design:	-
Construction Management	-
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	Total Budget
	Actual	Budget	Proposed	Proposed	Proposed	Proposed	Proposed
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ 10,150,000.00	-	\$ 10,150,000.00
Adjustment	\$ -	\$ -	\$ -	\$ -	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,150,000</b>	<b>-</b>	<b>\$ 10,150,000.00</b>

City of Hercules  
 Capital Improvement Plan  
 Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:** Trails, Parks, Plazas

<b>Description:</b>	Bay Trail (Including Pedestrian Bridge Over Refugio Creek), Creekside Park, Promenade, Railroad Plaza, Final Design, Construction Management, Permits
<b>Justification:</b>	



**Projected Timing:**  
 Estimated Start Date:  
 Estimated End Date:

<b>Total Estimated Cost:</b>	<b>Budget</b>
Proposed Budget:	\$ 3,180,000.00
Planning and Design:	\$ -
Construction Management	\$ -
Construction:	\$ -
Equipment:	\$ -
Contingency:	\$ -
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior Actual	FY 2021-22 Budget	FY 2022-23 Proposed	FY 2023-24 Proposed	FY 2024-25 Proposed	FY 2025-26 Proposed	Total Budget Proposed
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,180,000.00	\$ 3,180,000.00
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,180,000</b>	<b>\$ 3,180,000.00</b>

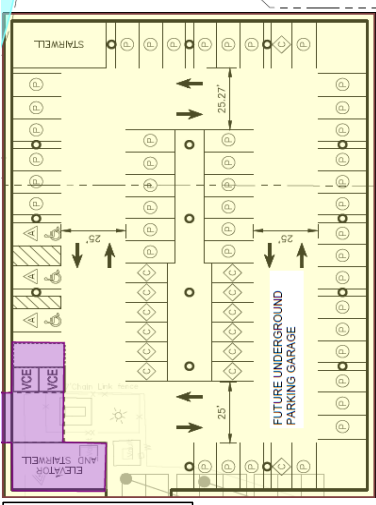
City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:**

**Parking Garage**

**Description:**  
Parking Garage for RITC

**Justification:**



**Projected Timing:**  
Estimated Start Date:  
Estimated End Date:

<b>Total Estimated Cost:</b>	<b>Budget</b>
Proposed Budget:	\$ 6,950,000.00
Planning and Design:	\$ -
Construction Management	\$ -
Construction:	\$ -
Equipment:	\$ -
Contingency:	\$ -
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior Actual	FY 2021-22 Budget	FY 2022-23 Proposed	FY 2023-24 Proposed	FY 2024-25 Proposed	FY 2025-26 Proposed	Total Budget Proposed
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ 6,950,000.00	\$ -	\$ 6,950,000.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,950,000</b>	<b>\$ -</b>	<b>\$ 6,950,000.00</b>

City of Hercules  
 Capital Improvement Plan  
 Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:** Design Utility Relocation

**Description:** Advance Design of RITC by Task Order



**Justification:**

**Projected Timing:**  
 Estimated Start Date:  
 Estimated End Date:

Total Estimated Cost:	Budget
Proposed Budget:	\$ 1,250,000.00
Planning and Design:	\$ -
Construction Management	\$ -
Construction:	\$ -
Equipment:	\$ -
Contingency:	\$ -
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior Actual	FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25		FY 2025-26		Total Budget Proposed
		Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed			
Measure J TLC Grant	\$ 500,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000.00
STMP Fund	\$ 750,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 1,250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,250,000.00</b>



City of Hercules  
Streets CIP Summary

Project	Funding Source:						Total Budget Projection
	Prior Actual	FY 2021-22 Budget	FY 2022-23 Projection	FY 2023-24 Projection	FY 2024-25 Projection	FY 2025-26 Projection	
Annual Sidewalk Repair Program	State Gas Tax	\$ -	\$ 32,500.00	\$ 32,500.00	\$ 32,500.00	\$ 32,500.00	\$ 32,500.00
	Measure J Return to Source	\$ -	\$ 32,500.00	\$ 32,500.00	\$ 32,500.00	\$ 32,500.00	\$ 32,500.00
Annual Restriping Project	State Gas Tax	\$ -	\$ -	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00
	Measure J Return to Source	\$ -	\$ 50,000.00	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00
Pedestrian Sidewalk Improvement Willow & Palm (63042)	State Gas Tax	\$ 122,700.00	\$ -	\$ -	\$ -	\$ -	\$ -
	Unfunded	\$ -	\$ 1,311,440.00	\$ -	\$ -	\$ -	\$ -
2021 Annual Street Rehabilitation Project Turquoise Drive (63046)	Measure J Return to Source	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	State Gas Tax	\$ 35,784.00	\$ 950,795.00	\$ -	\$ 700,000.00	\$ 700,000.00	\$ 700,000.00
2022 Annual Street Rehabilitation Sycamore Avenue (63047)	Measure J Return to Source	\$ -	\$ -	\$ -	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00
	Solid Waste	\$ -	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
San Pablo Sidewalk (Future - Unfunded)	State Gas Tax	\$ 148,111.00	\$ -	\$ 878,716.43	\$ -	\$ -	\$ 878,716.43
	OBAG	\$ -	\$ -	\$ 492,000.00	\$ -	\$ -	\$ 492,000.00
John Muir Parkway Sidewalk (Future Unfunded)	Measure J Return to Source	\$ -	\$ -	\$ 184,889.00	\$ -	\$ -	\$ 184,889.00
	Solid Waste	\$ -	\$ -	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
ADA Transition Plan Implementation	State Gas Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	Measure J Return to Source	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	State Gas Tax Fund- 262	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -
		\$ 306,595	\$ 2,492,235	\$ 1,755,605	\$ 1,050,000	\$ 1,050,000	\$ 1,810,000
							\$ 8,157,840.43

**City of Hercules  
Streets CIP Summary  
Funding Breakdown**

Project	Funding Source:	FY 2021-22	Measure J		State Gas Tax	Return to Source	Measure J TLC Grant	Solid Waste	Unfunded	Total Budget
			FY 2021-22	Return to Source						
Annual Sidewalk Repair Program	State Gas Tax	\$ 32,500.00	\$ -	\$ -	\$ 32,500.00	\$ -	\$ -	\$ -	\$ -	\$ 32,500.00
	Measure J Return to Source	\$ 32,500.00	\$ 32,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,500.00
Annual Restriping Project	State Gas Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Measure J Return to Source	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
Pedestrian Sidewalk Improvements - Willow & Palm (63042)	State Gas Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Unfunded	\$ 1,311,440.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,311,440.00	\$ -	\$ 1,311,440.00
2021 Annual Street Rehabilitation Project Turquoise Drive (63046)	Measure J Return to Source	\$ 950,795.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 950,795.00
	State Gas Tax	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00
2022 Annual Street Rehabilitation Sycamore Avenue (63047)	State Gas Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	OBAG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
San Pablo Sidewalk (Future - Unfunded)	Measure J Return to Source	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Solid Waste	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
John Muir Parkway Sidewalk (Future - Unfunded)	State Gas Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADA Transition Plan Implementation	Measure J Return to Source	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Traffic Claming Turquoise Drive ANNUAL FEE - 263-5432-642.05-20	State Gas Tax Fund- 262	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00
	CCC GENERAL SER	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
AT&T and Comcast Signage	WCCTAC	\$ 49,000.00	\$ 49,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 49,000.00
	Added to 262-5432-613.10-08	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
Pothole	State Gas Tax	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
	Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		<b>\$ 2,661,235</b>	<b>\$ 201,500</b>	<b>\$ -</b>	<b>\$ 1,048,295</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 1,311,440</b>	<b>\$ -</b>	<b>\$ 2,661,235.00</b>

City of Hercules  
 Capital Improvement Plan  
 Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:** Annual Sidewalk Repair Program

**Description:** Repair public sidewalks throughout the City on an as-needed basis.

**Justification:** This work improves safety for pedestrians and reduces liability.



**Projected Timing:**  
 Estimated Start Date:  
 Estimated End Date:

	Budget
<b>Total Estimated Cost:</b>	<b>\$ 360,000.00</b>
Proposed Budget:	\$ -
Planning and Design:	\$ -
Construction Management	\$ 65,000.00
Construction:	\$ -
Equipment:	\$ -
Contingency:	\$ -
<b>Total:</b>	<b>\$ 65,000.00</b>

Funding Source:	Prior	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	Total Budget
	Actual	Budget	Proposed	Proposed	Proposed	Proposed	Proposed
State Gas Tax Fund- 262	\$ -	\$ 32,500.00	\$ 32,500.00	\$ 32,500.00	\$ 32,500.00	\$ 32,500.00	\$ 180,000.00
Measure J Fund- 263	\$ -	\$ 32,500.00	\$ 32,500.00	\$ 32,500.00	\$ 32,500.00	\$ 32,500.00	\$ 180,000.00
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ 65,000</b>	<b>\$ 65,000</b>	<b>\$ 65,000</b>	<b>\$ 65,000</b>	<b>\$ 65,000</b>	<b>\$ 360,000.00</b>

**City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26**

**Project Number:**  
**Project Name:** **Annual Restriping Project**

**Description:** This project restripes markings and striping on public streets including stop bars, stop legends, crosswalks, lane lines, centerlines, red curbs, etc.



**Justification:** Annual upkeep of markings and striping is needed.

**Projected Timing:**  
Estimated Start Date:  
Estimated End Date:

Total Estimated Cost:	Budget
Proposed Budget:	\$ 225,000.00
Planning and Design:	-
Construction Management	-
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior Actual	FY 2021-22 Budget	FY 2022-23 Proposed	FY 2023-24 Proposed	FY 2024-25 Proposed	FY 2025-2026 Proposed	Total Budget	
							Proposed	Proposed
State Gas Tax Fund- 262	-	-	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00	\$	87,500.00
Measure J Fund- 263	-	\$ 50,000.00	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00	\$	137,500.00
Adjustment	-	-	-	-	-	-	\$	-
<b>Total</b>	<b>-</b>	<b>\$ 50,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$</b>	<b>225,000.00</b>

**City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26**

**Project Number:** 63042  
**Project Name:** Pedestrian Sidewalk Improvement Willow & Palm

**Description:** This project will install sidewalk from the Hercules Transit Center (HTC) to Palm Avenue, and then from Palm Avenue to Sycamore Avenue. A Measure J tic grant was originally assigned to this project but was rescinded due to a drop in revenue from the pandemic. City staff is working with the Contra Costa Transportation Authority (CCTA) to find replacement funding.

**Justification:** Currently there is no sidewalk available for pedestrians. This project will provide connectivity to the HTC from the southeast part of town.



**Projected Timing:**

Estimated Start Date:  
Estimated End Date:

	Budget
<b>Total Estimated Cost:</b>	<b>\$ 1,434,140.00</b>
Proposed Budget:	\$ 122,700.00
Planning and Design:	\$ 119,000.00
Construction Management	\$ 993,700.00
Construction:	\$ -
Equipment:	\$ 198,740.00
Contingency:	\$ -
<b>Total:</b>	<b>\$ 1,434,140.00</b>

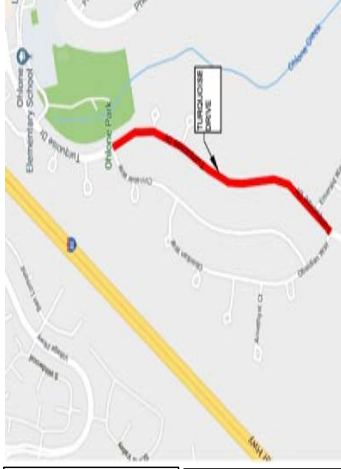
Funding Source:	Prior Actual	FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25		FY 2025-26		Total Budget Proposed
		Budget	Proposed	Proposed	Proposed	Proposed	Proposed					
State Gas Tax Fund- 262 Unfunded	\$ 122,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 122,700.00
Measure J Fund- 263	\$ -	\$ 1,311,440.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,311,440.00
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 122,700</b>	<b>\$ 1,311,440</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,434,140.00</b>

**City of Hercules**  
**Capital Improvement Plan**  
**Fiscal Years 2021-22 through 2025-26**

**Project Number:** 63046  
**Project Name:** 2021 Annual Street Rehabilitation Project Turquoise Drive

**Description:** Rehabilitate Turquoise Avenue from Cinnabar Way to Obsidian Way including in-place asphalt recycling. The project includes traffic calming with striping.

**Justification:** This section of Turquoise is in very poor condition and along a downhill, wide section of road with curves. It is on a route to school. Rehabilitation the street will also allow new striping to be applied.



**Projected Timing:**

Estimated Start Date:  
 Estimated End Date:

Total Estimated Cost:	Budget
Proposed Budget:	\$ 3,936,579.00
Planning and Design:	\$ 35,784.00
Construction Management	\$ 50,000.00
Construction:	\$ 783,300.00
Equipment:	\$ -
Contingency:	\$ 117,495.00
<b>Total:</b>	<b>\$ 986,579.00</b>

Funding Source:	Prior	FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25		FY 2025-26		Total Budget
		Actual	Budget	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed			
State Gas Tax Fund- 262	\$ 35,784.00	\$ 950,795.00	\$ -	\$ 700,000.00	\$ 700,000.00	\$ 700,000.00	\$ 700,000.00	\$ 700,000.00	\$ 700,000.00	\$ 700,000.00	\$ 3,086,579.00	
Measure J Fund- 263	\$ -	\$ -	\$ -	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 450,000.00	
Solid Waste Fund	\$ -	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 400,000.00	
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Total</b>	<b>\$ 35,784</b>	<b>\$ 1,050,795</b>	<b>\$ -</b>	<b>\$ 950,000</b>	<b>\$ 950,000</b>	<b>\$ 950,000</b>	<b>\$ 950,000</b>	<b>\$ 950,000</b>	<b>\$ 950,000</b>	<b>\$ 950,000</b>	<b>\$ 3,936,579.00</b>	

City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26

**Project Number:** 63047  
**Project Name:** 2022 Annual Street Rehabilitation Sycamore Avenue



**Description:** This project will grind and overlay Sycamore Avenue from Civic Avenue to Palm Avenue.

**Justification:** This project is funded with federal grants that can only be applied to arterials.

**Projected Timing:**  
Estimated Start Date:  
Estimated End Date:

	Budget
<b>Total Estimated Cost:</b>	<b>\$ 1,803,716.43</b>
Proposed Budget:	\$ 148,111.00
Planning and Design:	-
Construction Management	-
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ 148,111.00</b>

Funding Source:	Prior Actual	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	Total Budget Proposed
		Budget	Proposed	Proposed	Proposed	Proposed	
Gas Tax	\$ 148,111.00	\$ -	\$ 878,716.43	\$ -	\$ -	\$ -	\$ 1,026,827.43
OBAG	-	-	\$ 492,000.00	-	-	-	\$ 492,000.00
Measure J Return to Source	-	-	\$ 184,889.00	-	-	-	\$ 184,889.00
Solid Waste	-	-	\$ 100,000.00	-	-	-	\$ 100,000.00
Adjustment	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 148,111</b>	<b>\$ -</b>	<b>\$ 1,655,605</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,803,716.43</b>

**City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26**

**Project Number:**  
**Project Name:**

**San Pablo Sidewalk**

**Description:**

Install sidewalk on the north side of San Pablo from Sycamore Avenue to John Muir Parkway.



**Justification:**

This project will provide connectivity to the signal at Market Place into the new Safeway center.

**Projected Timing:**

Estimated Start Date:

Estimated End Date:


	Budget
<b>Total Estimated Cost:</b>	<b>\$ 660,000.00</b>
Proposed Budget:	\$ -
Planning and Design:	\$ -
Construction Management	\$ -
Construction:	\$ -
Equipment:	\$ -
Contingency:	\$ -
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior Actual	FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25		FY 2025-2026		Total Budget Proposed
		Budget	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed			
State Gas Tax Fund- 262 Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Measure J Fund- 263 Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 660,000.00	\$ -	\$ 660,000.00
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 660,000.00</b>	<b>\$ -</b>	<b>\$ 660,000.00</b>



City of Hercules  
 Capital Improvement Plan  
 Fiscal Years 2020-21 through 2025-26

**Project Number:**  
**Project Name:** John Muir Parkway Sidewalk

**Description:** Future Grant Funded Project 

**Justification:**

**Projected Timing:**  
 Estimated Start Date:  
 Estimated End Date:

<b>Total Estimated Cost:</b>	<b>Budget</b>
Proposed Budget:	\$ 100,000.00
Planning and Design:	-
Construction Management	-
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior Actual	FY 2021-22 Budget	FY 2022-23 Proposed	FY 2023-24 Proposed	FY 2024-25 Proposed	FY 2025-2026 Proposed	Total Budget
							Proposed
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00	100,000.00
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 100,000.00</b>

City of Hercules  
 Capital Improvement Plan  
 Fiscal Years 2020-21 through 2025-26

**Project Number:**  
**Project Name:** ADA Transition Plan Implementation

**Description:** To be determined improvements to sidewalks, curb ramps, and traffic signals in accordance with the ADA self-assessment.

**Justification:** This work is part of the ADA Transition Plan which is a federal requirement.

**Projected Timing:**  
 Estimated Start Date:  
 Estimated End Date:

	Budget
<b>Total Estimated Cost:</b>	<b>\$ 15,000.00</b>
Proposed Budget:	\$ -
Planning and Design:	\$ -
Construction Management	\$ -
Construction:	\$ -
Equipment:	\$ -
Contingency:	\$ -
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior Actual	FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25		FY 2025-2026		Total Budget Proposed
		Budget	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed			
State Gas Tax Fund- 262	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	15,000.00
Measure J Fund- 263	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>15,000.00</b>

City of Hercules  
Parks and Open Space CIP Summary

Project	Funding Source:	Prior	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	Total Budget
		Actual	Budget	Projection	Projection	Projection	Projection	Projection
Refugio Valley Lake Dredging	LLAD 83-2 Zone 10	\$ 62,000.00	\$ 50,000.00	\$ 450,000.00	\$ -	\$ -	\$ -	\$ 562,000.00
Refugio Park Retaining Wall	LLAD 83-2 Zone 10	\$ -	\$ -	\$ -	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00
Duck Pond Creek Crossing Railing	Major Roads Funds	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00
	Promenade LLAD 2002-2	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00
John Muir Parkway Landscape	Major Roads Funds	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00
Woodfield Park Backstop	LLAD 83-2 Zone 10	\$ 23,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,000.00
Baywood Tree Replacement	Baywood LLAD No. 2004-1	\$ -	\$ 162,000.00	\$ -	\$ -	\$ -	\$ -	\$ 162,000.00
Refugio Park & Pathway Vegetation Trimming & Clearing	LLAD 83-2 Zone 10	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000.00
Trash Cans Replacement	LLAD 83-2 Zone 10	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00
	WW Grant Funds	\$ -	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -	\$ 60,000.00
Beechnut Park	Prop. 64 Grant Funds	\$ -	\$ 194,000.00	\$ -	\$ -	\$ -	\$ -	\$ 194,000.00
Victoria Linear Park	LLAD No. 2002-1 Funds	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
	<b>Total</b>	<b>\$ 185,000</b>	<b>\$ 516,000</b>	<b>\$ 450,000</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,401,000.00</b>

City of Hercules  
Parks and Open Space CIP Summary  
Fund Breakdown

Project	Funding Source:	FY 2021-22	LLAD 83-2 Zone 10	Baywood LLAD No. 2004-1	Victoria LLAD No. 2002-1	Promenade LLAD 2002-2	WW Grant Funds	Prop. 64 Grant Funds	Total Budget Projection
Refugio Valley Lake Dredging	LLAD 83-2 Zone 10	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
Refugio Park Retaining Wall	LLAD 83-2 Zone 10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Duck Pond Creek Crossing Railing	Major Roads Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Promenade LLAD 2002-2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
John Muir Parkway Landscape	Major Roads Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Woodfield Park Backstop	LLAD 83-2 Zone 10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baywood Tree Replacement	Baywood LLAD No. 2004-1	\$ 162,000.00	\$ 162,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 162,000.00
Refugio Park Trees	LLAD 83-2 Zone 10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trash Cans Replacement	LLAD 83-2 Zone 10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Beechnut Park	WW Grant Funds	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -	\$ 60,000.00	\$ -	\$ 60,000.00
	Prop. 64 Grant Funds	\$ 194,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 194,000.00	\$ 194,000.00
Victoria Linear Park	LLAD No. 2002-1 Funds	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
		\$ 516,000	\$ 50,000	\$ 162,000	\$ 50,000	\$ -	\$ 60,000	\$ 194,000	\$ 516,000.00

City of Hercules  
 Capital Improvement Plan  
 Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:** Refugio Valley Lake Dredging

**Description:** Dredge Refugio Lake and Replace Aerator Fountains



**Justification:** Silt has filled up the lake in several locations and needs to be removed. The aerator fountains have exceeded their useful life and frequently are out of service in repair, which allows the algae to grow. Alternative dredging methods need to be explored given removing and disposing of all the silt at one time was estimated to cost \$750K-\$1M.

**Projected Timing:**  
 Estimated Start Date:  
 Estimated End Date:

<b>Total Estimated Cost:</b>	<b>Budget</b>
Proposed Budget:	\$ 562,000.00
Planning and Design:	-
Construction Management	\$ 62,000.00
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ 62,000.00</b>

Funding Source:	Prior	FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25		FY 2025-26		Total Budget
		Actual	Budget	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed			
LLAD 83-2 Zone 10 Funds	\$ 62,000.00	\$ 50,000.00	\$ 450,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	562,000.00
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total</b>	<b>\$ 62,000</b>	<b>\$ 50,000</b>	<b>\$ 450,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>562,000.00</b>

City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:** Refugio Park Retaining Wall

<b>Description:</b>	Repair Retaining Wall at North End of Lake
<b>Justification:</b>	Retaining wall is leaning towards the lake, one section had to be removed and an interim wood railing was installed.



**Projected Timing:**  
Estimated Start Date:  
Estimated End Date:

Total Estimated Cost:	Budget
Proposed Budget:	\$ 250,000.00
Planning and Design:	-
Construction Management	-
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior		FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25		FY 2025-26		Total Budget	
	Actual	Budget	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed
LLAD 83-2 Zone 10 Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000.00
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000.00</b>

City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:** Duck Pond Creek Crossing Railing

<b>Description:</b>	Repair and Treat Railing on Sycamore at Culvert Crossing adjacent to Frog Pad Park and on Sanderling at Culvert Crossing
<b>Justification:</b>	Railings need to be repaired and treated to ensure longevity.



**Projected Timing:**  
Estimated Start Date:  
Estimated End Date:

Total Estimated Cost:	Budget
Proposed Budget:	\$ 5,000.00
Planning and Design:	-
Construction Management	-
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior		FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25		FY 2025-26		Total Budget	
	Actual	Budget	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed
Major Roads Funds	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00
Promenade LLAD 2002-2	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000.00</b>

City of Hercules  
 Capital Improvement Plan  
 Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:** John Muir Parkway Landscape

**Description:** Restore Landscaping on John Muir Parkway in front of Muir Pointe



**Justification:** Shrubs installed approximately 15 years ago need to be replenished and bark added.

**Projected Timing:**  
 Estimated Start Date:  
 Estimated End Date:

<b>Total Estimated Cost:</b>	<b>Budget</b>
Proposed Budget:	\$ 15,000.00
Planning and Design:	-
Construction Management	-
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior Actual	FY 2021-22 Budget	FY 2022-23 Proposed	FY 2023-24 Proposed	FY 2024-25 Proposed	FY 2025-26 Proposed	Total Budget Proposed
Major Roads Funds	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	15,000.00
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>15,000.00</b>



City of Hercules  
 Capital Improvement Plan  
 Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:** Woodfield Park Backstop

**Description:** Repair Backstop in Woodfield Park

**Justification:** Wood is damaged and rotting and needs to be replaced.



**Projected Timing:**  
 Estimated Start Date:  
 Estimated End Date:

	Budget
<b>Total Estimated Cost:</b>	<b>\$ 23,000.00</b>
Proposed Budget:	\$ -
Planning and Design:	\$ -
Construction Management	\$ -
Construction:	\$ -
Equipment:	\$ -
Contingency:	\$ -
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior Actual	FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25		FY 2025-26		Total Budget Proposed
		Budget	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed			
LLAD 83-2 Zone 10 Funds	\$ 23,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	23,000.00
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total</b>	<b>\$ 23,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,000.00</b>

City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:** Baywood Tree Replacement



**Description:** Replace Approximately 33 Trees in Baywood

**Justification:** Sycamore Trees are raising sidewalks, damaging irrigation, and creating uneven planter strip between parked cars and access to sidewalk. All the trees are to be removed and replaced at one time. Work includes repacing the turf, irrigation system, and grinding the roots.

**Projected Timing:**

Estimated Start Date:  
Estimated End Date:

Total Estimated Cost:	Budget
Proposed Budget:	\$ 162,000.00
Planning and Design:	\$ -
Construction Management	\$ -
Construction:	\$ -
Equipment:	\$ -
Contingency:	\$ -
<b>Total:</b>	<b>\$ -</b>

Funding Source:	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	Total Budget
	Actual	Budget	Proposed	Proposed	Proposed	Proposed	Proposed
Baywood LLAD No. 2004-1	\$ -	\$ 162,000.00	\$ -	\$ -	\$ -	\$ -	162,000.00
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 162,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>162,000.00</b>

**City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26**

**Project Number:**  
**Project Name:** **Refugio Park & Pathway Vegetation Trimming & Clearing**

**Description:** Tree removal/trimming in Refugio Park, replacement trees as needed, plus vegetation clearing out Refugio Valley pathway from the park to Bonaire Ave

**Justification:** Eucalyptus trees and vegetation need to be trimmed and/or removed to enhance safety.



**Projected Timing:**  
Estimated Start Date:  
Estimated End Date:


<b>Total Estimated Cost:</b>	<b>Budget</b>
Proposed Budget:	\$ 60,000.00
Planning and Design:	-
Construction Management	-
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior Actual	FY 2021-22 Budget	FY 2022-23 Proposed	FY 2023-24 Proposed	FY 2024-25 Proposed	FY 2025-26 Proposed	Total Budget Proposed
LLAD 83-2 Zone 10 Funds	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	60,000.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>60,000.00</b>

City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:**

**Trash Cans Replacement**

<p><b>Description:</b></p> <p>Replace trash cans in City Parks.</p>	
<p><b>Justification:</b></p> <p>Existing trash cans don't keep the rain out, are falling apart, and unsightly.</p>	

**Projected Timing:**

Estimated Start Date:  
Estimated End Date:

Total Estimated Cost:	Budget
Proposed Budget:	\$ 20,000.00
Planning and Design:	\$ -
Construction Management	\$ -
Construction:	\$ -
Equipment:	\$ -
Contingency:	\$ -
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior	FY 2021-22				FY 2022-23				FY 2023-24				FY 2024-25				FY 2025-26				Total Budget
		Actual	Budget	Proposed	Proposed	Actual	Budget	Proposed	Proposed	Actual	Budget	Proposed	Proposed	Actual	Budget	Proposed	Proposed	Actual	Budget	Proposed	Proposed	
LLAD 83-2 Zone 10 Funds	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000.00</b>

**City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26**

**Project Number:**  
**Project Name:**

**Beechnut Park**

**Description:**  
Enhance Beechnut Park with grant funding. Improvements TBD and could include half play court with basketball hoop, play structures, picnic area, and turf play area.

**Justification:**  
Beechnut Park is the most in need of enhancing and the cost for such work is close to the available grant funding.

**Projected Timing:**  
Estimated Start Date:  
Estimated End Date:

Total Estimated Cost:	Budget
Proposed Budget:	\$ 254,000.00
Planning and Design:	-
Construction Management	-
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior Actual	FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25		FY 2024-26		Total Budget Proposed
		Budget	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed			
Eastbay Regional Park District WW Grant Funds	\$ -	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	60,000.00
Prop. 64 Grant Funds	\$ -	\$ 194,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	194,000.00
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 254,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>254,000.00</b>

City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26

**Project Number:**  
**Project Name:** Victoria Linear Park



**Description:** Tree Removal/Replacement in Victoria Linear Park.

**Justification:** Trees are encroaching onto and damaging adjacent private property.

**Projected Timing:**  
Estimated Start Date:  
Estimated End Date:

Total Estimated Cost:	Budget
Proposed Budget:	\$ 50,000.00
Planning and Design:	-
Construction Management	-
Construction:	-
Equipment:	-
Contingency:	-
<b>Total:</b>	<b>\$ -</b>

Funding Source:	Prior Actual	FY 2021-22 Budget	FY 2022-23 Proposed	FY 2023-24 Proposed	FY 2024-25 Proposed	FY 2024-26 Proposed	Total Budget Proposed
LLAD No. 2002-1 Funds	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	50,000.00
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000.00</b>

**City of Hercules  
Capital Improvement Plan  
Fiscal Years 2021-22 through 2025-26**

**Project Number:**  
**Project Name:** **Energy Conservation Measures**

<b>Description:</b>	This project converted to energy efficient indoor/outdoor lighting at major City public buildings and streetlights throughout town, installed energy generating solar arrays at City Hall and the Community Center, and installed a new HVAC system at City Hall.
<b>Justification:</b>	This project saves the City money overall given the reduction in electrical billing. It also reduces greenhouse gas emissions.



**Projected Timing:**  
**Estimated Start Date:**  
**Estimated End Date:**

<b>Total Estimated Cost:</b>	<b>Budget</b>
<b>Proposed Budget:</b>	<b>\$ 3,938,147.00</b>
<b>Planning and Design:</b>	\$ -
<b>Construction Management</b>	\$ -
<b>Construction:</b>	\$ -
<b>Equipment:</b>	\$ -
<b>Contingency:</b>	\$ -
<b>Total:</b>	<b>\$ -</b>

<b>Funding Source:</b>	<b>Prior Actual</b>	<b>FY 2021-22 Budget</b>	<b>FY 2022-23 Proposed</b>	<b>FY 2023-24 Proposed</b>	<b>FY 2024-25 Proposed</b>	<b>FY 2025-26 Proposed</b>	<b>Total Budget Proposed</b>
Facility Fund	\$ 3,938,147.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,938,147.00
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 3,938,147</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,938,147.00</b>

# AGENCY FUNDS







## Assessment District 05-01 Debt Service

### Fund Summary - Fund 382

#### Fund Description / Budget Highlights

This fund accounts for revenues from property tax special assessments and provides funding for bonded debt related to Reassessment District 2005-1 (John Muir Parkway). The District Bond are not general obligations of the City.

#### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 405,167</b>	<b>\$ 401,952</b>
<b>Revenues</b>				
Assessment	\$ 296,775	\$ 297,724	280,878	280,000
Interest Income	5,755	11,787	3,000	2,000
Miscellaneous Revenues	1,509,112	-	-	-
	<u>1,811,642</u>	<u>309,511</u>	<u>283,878</u>	<u>282,000</u>
Transfers In	359,045	-	-	-
	<u>2,170,687</u>	<u>309,511</u>	<u>283,878</u>	<u>282,000</u>
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	13,117	9,454	6,215	7,000
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	5,642	-	-	-
Capital Outlay	-	-	-	-
Debt Service	277,493	495,146	280,878	220,000
	<u>296,252</u>	<u>504,600</u>	<u>287,093</u>	<u>227,000</u>
Transfer Out	-	-	-	-
	<u>296,252</u>	<u>504,600</u>	<u>287,093</u>	<u>227,000</u>
Changes in restricted reserves				
<b>Net Annual Activity</b>	<b>\$ 1,874,435</b>	(195,089)	(3,215)	55,000
<b>Ending Available Fund Balance</b> (Restricted for Debt Service)		<b>\$ 405,167</b>	<b>\$ 401,952</b>	<b>\$ 456,952</b>



## Water Quality Retention Basin

### Fund Summary - Fund 387

#### Fund Description / Budget Highlights

This fund accounts for revenues from Property Tax Special Assessment for the formation of City of Hercules Community Facilities District No. 2017-01 on April 11, 2017. Development of the Bayfront and Muir Pointe created the need for construction of water quality detention basin for runoff generated by the improvements constructed to support the developments. The CFD was formed to create a funding mechanism for the maintenance costs associated with the water quality detention basin.

#### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 132,324</b>	<b>\$ 132,324</b>
<b>Revenues</b>				
Property Tax	\$ 45,919	\$ 64,093	-	44,000
Interest Income	-	2,821	-	-
Miscellaneous Revenues	-	-	-	-
	45,919	66,914	-	44,000
Transfers In	-	-	-	-
	45,919	66,914	-	44,000
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	22,083	-	44,000
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	-	22,083	-	44,000
Transfer Out	-	-	-	-
	-	22,083	-	44,000
Changes in restricted reserves				
<b>Net Annual Activity</b>	<b>\$ 45,919</b>	<b>\$ 44,831</b>	-	-
<b>Ending Available Fund Balance</b>		<b>\$ 132,324</b>	<b>\$ 132,324</b>	<b>\$ 132,324</b>



## Taylor Woodrow Maintenance LMOD Fund Summary - Fund 501

### Fund Description / Budget Highlights

An agreement with Taylor Woodrow Homes, Inc. (project known as the "Hercules Village Project") was established with the former Redevelopment Agency to assist with the development. 15% of the residential units in the projects are provided to Low to Moderate Income. This fund is to be use for the benefit of the qualified buyers or affordable unit owners.

### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 69,739</b>	<b>\$ 70,439</b>
<b>Revenues</b>				
Charges for Services	\$ -	\$ -	-	-
Interest Income	1,228	1,389	700	-
Miscellaneous Revenues	-	-	-	-
	1,228	1,389	700	-
Transfers In	-	-	-	-
	1,228	1,389	700	-
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	-	-	-	-
Transfer Out	-	-	-	-
	-	-	-	-
Changes in restricted reserves				
<b>Net Annual Activity</b>	<b>\$ 1,228</b>	1,389	700	-
<b>Ending Available Fund Balance</b>		<b>\$ 69,739</b>	<b>\$ 70,439</b>	<b>\$ 70,439</b>



## Other Post-Employment Benefits (OPEB) and SOMAR

### Fund Summary - Fund 511

#### Fund Description / Budget Highlights

This fund is to account for the optional monetary allowance for both safety and non-safety employees with an annual three percent adjustment on January 1st of each year to employees who retire as regulated by PERS and must have the minimum sick leave accrued as outlined in the Memorandum of Understanding (MOU), and OPEB Trust.

#### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 2,687,744</b>	<b>\$ 2,712,744</b>
<b>Revenues</b>				
Charges for Services	\$ -	\$ -	-	-
Interest Income	155,135	124,144	25,000	27,000
Miscellaneous Revenues	-	-	-	-
	<u>155,135</u>	<u>124,144</u>	<u>25,000</u>	<u>27,000</u>
Transfers In	260,476	208,000	60,000	60,000
	<u>415,611</u>	<u>332,144</u>	<u>85,000</u>	<u>87,000</u>
<b>Expenditures</b>				
Salary and Benefits	79,725	66,329	55,000	55,000
Contractual Services	5,518	13,381	5,000	5,000
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	<u>85,243</u>	<u>79,710</u>	<u>60,000</u>	<u>60,000</u>
Transfer Out	-	-	-	-
	<u>85,243</u>	<u>79,710</u>	<u>60,000</u>	<u>60,000</u>
Changes in restricted reserves				
<b>Net Annual Activity</b>	<b>\$ 330,368</b>	252,434	25,000	27,000
<b>Ending Available Fund Balance</b> (Restricted for OPEB)		<b>\$ 2,687,744</b>	<b>\$ 2,712,744</b>	<b>\$ 2,739,744</b>



## Hercules Golf Club Fund Summary - Fund 730

### Fund Description / Budget Highlights

This fund is to account for assets held by the government as an agent for individuals, private organizations, other governments, and/or other funds.

### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			<b>\$ 13,224</b>	<b>\$ -</b>
<b>Revenues</b>				
Charges for Services	\$ -	\$ -	-	-
Interest Income	412	249	-	-
Miscellaneous Revenues	-	-	-	-
	412	249	-	-
Transfers In	-	-	-	-
	412	249	-	-
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
	-	-	-	-
Transfer Out	11,000	10,000	23,000	-
	11,000	10,000	23,000	-
Changes in restricted reserves			9,776	
			9,776	
<b>Net Annual Activity</b>	<b>\$ (10,588)</b>	(9,751)	(13,224)	-
<b>Ending Available Fund Balance</b>		<b>\$ 13,224</b>	<b>\$ -</b>	<b>\$ -</b>

# PRIVATE PURPOSE TRUST FUNDS





## Successor Agency Fund Summary - Fund 600

### Fund Description / Budget Highlights

The Hercules' Successor Agency was established as a separate legal entity on January 10, 2012, under the City Council adopted Resolution 12-005. All non-housing funds and assets were then turned over to the successor agency who is charged with the responsibility of paying off the former Redevelopment Agency's existing debts, disposing of the former Redevelopment Agency's properties and assets to help pay off debts and return revenues to the local government entities that receive property taxes, and winding up the affairs of the former Redevelopment Agency.

### Fund Activity

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Proposed
<b>Beginning Available Fund Balance</b>			\$ 7,236,241	\$ -
<b>Revenues</b>				
Tax Increment (RPTTF)	6,859,296	9,520,566	8,248,806	9,406,000
Interest Income	731,230	467,441	96,000	-
Miscellaneous Revenues	127,602	75,678	-	-
	<u>7,718,128</u>	<u>543,119</u>	<u>8,344,806</u>	<u>9,406,000</u>
Transfers In	-	-	-	-
	<u>7,718,128</u>	<u>543,119</u>	<u>8,344,806</u>	<u>9,406,000</u>
<b>Expenditures</b>				
Salary and Benefits	-	-	-	-
Contractual Services	-	-	-	-
Utilities	-	-	-	-
Maintenance & Repairs	-	-	-	-
Other Expenses	1,342,492	1,749,807	-	1,190,000
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	5,070,828	4,912,580	8,254,806	8,216,000
	<u>6,413,320</u>	<u>6,662,387</u>	<u>8,254,806</u>	<u>9,406,000</u>
Transfer Out	-	-	-	-
	<u>6,413,320</u>	<u>6,662,387</u>	<u>8,254,806</u>	<u>9,406,000</u>
Changes in restricted reserves			(7,326,241)	
<b>Net Annual Activity</b>	<b><u>\$ 1,304,808</u></b>	(6,119,268)	(7,236,241)	-
<b>Ending Available Fund Balance</b>		<b><u>\$ 7,236,241</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

# RESOLUTIONS





# GLOSSARY OF BUDGET TERMS





# GLOSSARY OF BUDGET TERMS

**Adopted Budget:** The adopted budget is the annual City budget approved by the City Council on or before June 30.

**Allocated Costs:** Interfund transactions that constitute reimbursements to a fund for expenditures or expenses initially made from it but that properly apply to another fund.

**Appropriation:** An appropriation is the legal authorization granted by the City Council to make expenditures and incur obligations for a specific purpose within a specific time frame.

**Assessed Valuation:** A dollar placed on real estate or other property by the County as a basis for levying property taxes.

**Beginning Fund Balance:** Fund balance available in a fund from the end of the prior year for use in the following year.

**Bond:** A City may raise capital by issuing a written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dated in the future, together with periodic interest at a specified rate.

**Budget:** A plan of financial and program operation listing an estimate of proposed appropriations or expenses and the proposed means of financing them, for a particular time period. The budget is proposed or preliminary until it has been adopted by the City Council. Hercules' budget encompasses one fiscal year.

**Capital Budget:** Annual appropriations for capital improvement projects such as street improvements and building construction. Capital projects are supported by a five-year expenditure plan, which details funding sources and expenditure amounts.

They often are multi-year projects, which require funding beyond the one-year budget period.

**Capital Projects Fund:** A fund created to account for all resources to be used for the constructions or acquisition of designated fixed assets by a governmental until except those financed by a proprietary or fiduciary funds.

**Debt Service:** Payment of the principal and interest on an obligation resulting from the issuance of bonds, notes or leasing arrangements.

**Department:** An organizational until comprised of divisions or programs. It is the basic until of service responsibility that may include a broad mandate or related activities. It is possible for a department to have only one division.

**Division:** A subsection (or activity) within a department, which furthers the objectives of the City Council by providing specific services or programs.

**Enterprise Fund:** A type of fund established for total costs of those governmental facilities and services, which are operated in a manner similar to private enterprises. These programs are entirely or predominantly self-supporting. The city of Hercules maintains a Sewer Enterprise Fund.

**Expenditures:** Monies spent, including current operating expenses, debt service and capital outlays.

**Fiduciary Funds:** These funds account for assets held by the City in a trustee capacity. The budget does not appropriate fiduciary funds.

**Fiscal Year (FY):** The City's year for accounting and budgeting purposes, that begins on July 1 and ends June 30.



**Full-Time Equivalent (FTE):** The amount of time a regular full time or part-time position has been budgeted for in terms of the amount of time an employee works in a year.

**Fund:** An independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created. These are four types for funds: General, Special Revenue, Enterprise, and Fiduciary.

**Fund Balance:** The amount of financial resources available for use. Generally, this represents the excess of assets over the sum of liabilities and restricted reserves. For enterprise funds, it is the excess of current assets over current liabilities.

**Gann Appropriations Limit:** Article XIII B of the State constitution was amended by Proposition 4 (Gann initiative) in 1979. Article XIII B limits growth in the spending of tax proceeds to tax proceeds appropriated in the “base year” of the 1978-79 times the product of the allowable annual percentage change in a cost-of-living factor and the allowable annual percentage change in a population change factor. The cost-of-living factor is the larger of the annual percentage change in the State per capita personal income or the annual percentage change in the local non-residential assessed valuation due to new construction. The population change factor is the larger of the annual percentage change of the jurisdiction’s population or the annual percentage population change of the country in which the jurisdiction is located.

**General Fund:** The primary fund used to account for all revenues and expenditures of the City not legally restricted as to use. The fund is used to offset the cost of the City’s general operations. Examples of departments financed by the General Fund include the Police, Public Works and Administrative Departments.

**Grant:** Contributions, gifts of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity or facility.

**Guaranteed Investment Contract (GIC):** A contract that guarantees repayment of principal and a fixed or floating interest rate for predetermined period of time.

**Infrastructure:** Facilities on which the continuance and growth of a community depend, such as streets and roads, sewers, public buildings, parks, etc.

**Interfund Transfer In/Out:** Monies transferred from one fund to another. Such money is transferred to finance the operations of another fund or to reimburse the fund for certain expenditures.

**Internal Service Funds:** These funds provide services to City departments and recover their costs through user charges. The Vehicle Replacement Fund is an Internal Service Fund managing the replacement and maintenance of the City fleet.

**Method of Accounting:** The City’s General Fund budget is developed using modified accrual basis of accounting, with revenues being recorded when measurable and available, and expenditures recorded when the liability is incurred. Enterprise funds and Internal Service Funds are budgeted on a generally accepted accounting principles (GAAP) basis, which for Proprietary Funds is on a full accrual accounting basis.

**Operating Budget:** Annual appropriation funds for on-going program cost, including salaries and benefits, services and supplies, debt service and capital outlay.



**Operating Capital Outlay:** A budget appropriation category which budgets all equipment having a unit cost of more than \$2,500 and an estimated useful life of over one year. These are considered an operating expense and are differentiated from capital expenditures by the amount of money they cost. Any expenditure over \$2,500 with an estimated useful life over one year is capitalized.

**Operating Transfer:** Amounts transferred between funds; not considered a revenue or expense. For example, legal authorized transfers from a fund receiving revenue to the fund through which the resources are to be expected.

**Ordinance:** A formal legislative enacted by the City Council. It has the full force and the effect of law within the City boundaries unless it is in conflict with any higher form of law such as a State statute or constitutional provision. An ordinance has higher legal standing than a resolution.

**Program:** A program is an activity or division within a department, which furthers the objectives of the City Council by providing services or a product.

**Reserve:** Represents the portion of fund balance set aside for financing future capital improvements or the outlay of capital projects in any given year, and addressing one-time emergency needs.

**Resolution:** A special order of the City Council, which has lower legal standing than an ordinance.

**Revenues:** Monies received or anticipated by a local government from both tax and non-tax sources during the fiscal year.

**Salaries and Benefits:** A budget category which generally accounts for full-time and parttime employees, overtime expenses and all employee benefits, such as medical, dental and retirement.

**Services and Supplies:** Expenditures for supplies, materials and services which ordinarily are consumed within a fiscal year and which are not included in inventories.

**Special Revenue Funds:** These funds account for the proceeds derived from specific revenue sources that are legally restricted to expenditures for specified purposes.