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## FISCAL YEAR 2001-2002 BUDGET DOCUMENT

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INTEROFFICE MEMORANDUM

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CITY OF YREKA

TO: City Council  
From: City Manager   
Re: **Appropriations Limitation Computation Pursuant to California  
Constitution Article XIII B**  
Date: June 20, 2001

The Department of Finance computation provided to the City in compliance with Article XIII B was a negative population adjustment of 1.41%. Additionally, the cost of living factor for the State of California was determined to be 7.82% for FY 2001-02. In compliance with Article XIII B, our appropriations limit is computed as follows:

Per capita converted to ratio: 
$$\frac{7.82 + 100}{100} = 1.0782$$

Population converted to a ratio: 
$$\frac{-1.41 + 100}{100} = .9859$$

Calculation of factor for FY 2001-2002: 
$$1.0782 \times .9859 = 1.0630$$

Previous FY 2001-02 Appropriations limit \$10,182,022

FY 2001-02 Appropriations limit =  $\$10,182,022 \times 1.0630 = \$10,823,489$

While the budgeted total expenditures for FY 2001-02 is \$14,804,145, there is excluded from our budgeted expenditures any transfers from reserves and appropriations for capital outlay projects. A qualified capital outlay project means an appropriation for a fixed asset with a useful life of 10 or more years and a value which equals or exceeds one hundred thousand dollars (\$100,000). The Wastewater Treatment Plant project and the Phillippe Lane project included in our budget are therefore excluded from our appropriations limit.

RESOLUTION NO. 2362

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YREKA  
SETTING FORTH THE APPROPRIATIONS LIMIT FOR THE  
CITY OF YREKA FOR FISCAL YEAR 2001-2002.

WHEREAS, Article XIII B of the Constitution of the State of California as implemented by SB 1352 of 1980 and amended by Proposition 111 of 1990 specifies that the total annual appropriations limit of the City shall be adjusted for the change in population and the change in cost of living; and

WHEREAS, the Department of Finance has provided the population estimate for the City of Yreka as of January 1, 2001; and

WHEREAS, the annual percentage change population estimate for the City of Yreka is -1.41%% and the change in the California per capita personal income is 7.82%.

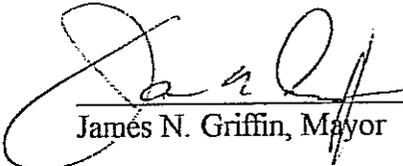
NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Yreka that it does determine that the appropriations limit for Fiscal Year 2001-2002 is \$10,823,489.

Passed and adopted this 5th day of July 2001 by the following vote:

AYES: BENNETT, GRIFFIN, McNEIL, & VEALE  
NAYS: NONE  
ABSENT: HARMS

APPROVED AS TO FORM:

  
Larry G. Bacon,  
City Attorney

  
James N. Griffin, Mayor

ATTEST:   
Liz Casson, City Clerk

RESOLUTION NO. 2363

A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF YREKA ADOPTING  
THE BUDGET FOR FISCAL YEAR 2001-2002

WHEREAS, the City Council has received and reviewed the proposed budget for the 2001-2002 fiscal year; and

WHEREAS, the City Council has made such modifications in the proposed budget to meet the City's needs; and

WHEREAS, it is the desire of the City Council to adopt the 2001-2002 budget,

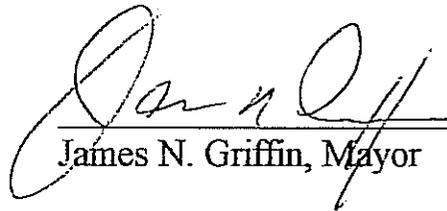
NOW THEREFORE, BE IT RESOLVED that the proposed budget for the 2000-2001 fiscal year consisting of Estimated Revenues of \$14,804,145, and Personnel, Operating, and Capital Outlay of \$14,804,145; is hereby adopted and shall be the financial plan for the 2001-2002 fiscal year. Expenditures of City funds are hereby authorized under this budget plan, titled "City of Yreka Fiscal Year 2001-2002 Budget", and the City Manager is authorized to make such transfers within major categories of expenditure (Personnel, Capital and Maintenance & Operation) as may be necessitated by changing circumstances.

Passed and adopted this 5th day of July, 2001 by the following vote:

AYES: BENNETT, GRIFFIN, McNEIL, & VEALE

NOES: NONE

ABSENT: HARMS

  
James N. Griffin, Mayor

ATTEST: City Clerk

by   
Liz Casson, City Clerk

APPROVED AS TO FORM

  
Larry Bacon, City Attorney

# CITY OF YREKA

DATE: JULY 5, 2001

TO: Mayor and Council Members

FROM: Stan Eisner, A.I.C.P., City Manager

SUBJECT: Hearing Draft of 2001-2002 Budget

RECOMMENDED ACTIONS:

1. Adopt Resolution Setting Forth the Appropriations Limit for the City of Yreka for Fiscal Year 2001-2002 (Resolution attached);
2. Adopt the Operating Budget for 2001-02 (Resolution attached)

DISCUSSION

At the beginning of the budget process, it was our expressed goal to maintain a expenditure level as close as possible to that of the 2000-01 budget in order to fund capital improvements and unmet needs and expand the City's reserve. In preparing the first working draft of the document, it was immediately clear that the goal could not be achieved. The following comparison illustrates that the "starting point" for this years budget was significantly impacted:

Category	FY 00-01	FY 01-02	Increase
Wages	2,405,895	2,845,307	439,412
Liability Insurance	150,000	160,000	10,000
Employment Risk	6,217	6,400	183

Group Insurance	162,525	336,000	173,475
Life Insurance	11,028	15,600	4,572
Workers Comp.	262,416	300,000	37,584
<b>TOTAL</b>	<b>2,998,081</b>	<b>3,663,307</b>	<b>665,226</b>

This starting position notwithstanding, we are submitting a balanced budget. **Revenues are projected at \$14,804,145; expenditures are targeted at \$14,804,145.** In order to achieve balance, funds have been withdrawn from several "reserve" funds to reconcile shortfalls between grants and long-term loans and the actual amount necessary to complete projects such as the Wastewater Treatment Plant improvements. It should be noted that the purpose for these "reserve" funds is to cover capital improvements and unexpected contingencies.

Further, a number of requests have been deleted from the original department requests. Other items, particularly in the "Community Services" category have been recommended for reduced funding and/or elimination by the Promotion Committee. Staffing levels are being maintained. No requests for additional employees have been included and overall staffing levels remain the same as last year.

Additionally, although the City is not immediately and directly affected by the utility deregulation fiasco in the rest of California, many of the circumstances, such as drought and excessive fuel cost, do potentially impact the City. In preparing this budget, it has been necessary to include a fifteen percent (15%) increase in projected utility costs. It is projected that the major impacts of utility cost increase will not affect the City until the 2002-03 budget year. The utility situation will require monitoring, and the possibility of a mid-year budget adjustment if necessary.

The City's Sales Tax continues to grow modestly but steadily. Other revenue sources have produced growth as well. The problem has been that the costs of providing services to the City's residents, businesses, and employees has increased at a disproportional rate.

The City continues to make use of grants as a method of financing projects. Major projects include the Eastside Sewer project, funded with an E.D.A. grant and U.S.D.A. Rural Development loan; Wastewater Treatment Plant improvements, funded with a Small Community Grant, State Revolving Fund loan, and Wastewater Fund reserves; Phillipe Land reconstruction, Greenhorn Road reconstruction, and Lennox Street / Gold Street overlay, all funded with State Transportation Improvement Program (STIP) monies.

Work will continue of the completion of the General Plan update (Crandall Estate funds), Zoning Ordinance and the Sign Ordinance (general fund) in the coming year. A

significant amount of work has been completed on the General Plan, with a final draft expected to be presented to the Planning Commission and City Council early in the fall.

Community Theatre improvements, long delayed, have now been completed, including carpet replacement, interior painting, and main certain replacement. A reorganization of staffing levels throughout the Community Center-Theatre complex is now underway. The future of these community assets appears to be secure.

While it is apparent from even a superficial review that equipment and working conditions for our employees are in serious need of upgrading and improvement, this budget has not been able to make significant inroads in improving this situation. As with our household budgets, setting priorities is necessary and essential. It is important, above all, to recognize that our staff is our most valuable asset. Their safety, and the quality of their working environment must be our highest priority within our ability to respond.

As stated above, the budget submitted is balanced, albeit without fringe or fluff. While our ability to vigorously attend to meeting some of the City's "unmet needs" (outlined in a separate report provided to Council) is limited, the future of the City of Yreka appears to be bright.

I would like to take this opportunity to thank all of the Department Heads and Management Team members for their work in developing this proposed 2001-2002 budget. I particularly want to acknowledge the invaluable assistance of Finance Director Michelle Dressler who has struggled valiantly in dealing with increasing impacts and decreasing resources. I also want to acknowledge and thank Assistant to the City Manager Liz Casson for her assistance in preparing the text of this document.

Respectfully submitted,

SALARY SCHEDULE AS OF 7/1/01

JOB TITLE	JOB#	RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
EXECUTIVE SECRETARY	21	1175	2,036	2,137	2,244	2,358	2,473	2,597	
ACCOUNT CLERK I	31	1025	1,777	1,867	1,959	2,057	2,160	2,268	
ACCOUNT CLERK II	32	1175	2,036	2,137	2,244	2,358	2,473	2,597	
CLERK TYPIST I	34	876	1,519	1,594	1,674	1,759	1,847	1,938	
CLERK TYPIST II	33	959	1,662	1,745	1,832	1,924	2,021	2,122	
RECEPTIONIST	36	862	1,494	1,569	1,647	1,729	1,816		
MAINTENANCE WORKER I	312	969	1,679	1,764	1,852	1,945	2,042	2,144	
MAINTENANCE WORKER II	311	1175	2,036	2,137	2,244	2,358	2,473	2,597	
MAINTENANCE WORKER III	310	1268	2,197	2,307	2,422	2,543	2,669	2,803	
MAINTENANCE LEAD PERSON	302	1328	2,301	2,416	2,538	2,664	2,797	2,938	
MAINTENANCE SPECIALIST	320	1328	2,301	2,416	2,538	2,664	2,797	2,938	
WASTE WATER MAINTENANCE CLASS I	332	1203	2,085	2,188	2,298	2,413	2,533	2,658	
WASTE WATER MAINTENANCE CLASS II	331	1328	2,301	2,416	2,538	2,664	2,797	2,938	
WASTE WATER MAINTENANCE CLASS II W/H2O TREATMENT CERT	333	1394	2,416	2,537	2,664	2,797	2,938	3,085	
WASTE WATER MAINTENANCE CLASS III	330	1571	2,723	2,860	3,002	3,153	3,311	3,476	
JANITOR	80	1175	2,036	2,137	2,244	2,358	2,473	2,597	
MECHANIC	352	1268	2,197	2,307	2,422	2,543	2,669	2,803	
SR MECHANIC	351	1328	2,301	2,416	2,538	2,664	2,797	2,938	
ASSIST TO CITY MANAGER	25	1734	3,006	3,156	3,314	3,479	3,653		
BUILDING OFFICIAL	221	1821	3,156	3,314	3,479	3,653	3,836		
COMM CTR/THEATRE MANAGER	480	1435	2,488	2,612	2,743	2,880	3,024		
CHIEF OF POLICE	200	3059	5,303	5,569	5,847	6,139	6,446		
CHIEF OF POLICE W/ADVANCE	201	3212	5,568	5,846	6,138	6,446	6,768		
CITY ATTORNEY	26	3441	5,965	6,263	6,576	6,905	7,250		
CITY MANAGER	20	4086	7,083						
COMMUNITY TV MANAGER	120	1197	2,075	2,179		-	-		
FINANCE DIRECTOR	30	1996	3,459	3,632	3,813	4,004	4,204		
ASSIST TO FINANCE DIRECTOR	35	1175	2,036	2,137	2,244	2,358	2,473		
LIEUTENANT PD	202	2338	4,053	4,256	4,468	4,691	4,926		
LIEUTENANT W/ADVANCE	203	2455	4,256	4,468	4,692	4,926	5,174		
PARKS/REC DIRECTOR	410	1734	3,006	3,156	3,314	3,479	3,653		
PLANNING DIRECTOR	60	1734	3,006	3,156	3,314	3,479	3,653		
ASSIST PUBLIC WORKS DIR	300	2287	3,964	4,163	4,371	4,589	4,819		
PUBLIC WORKS DIRECTOR	300	2781	4,821	5,063	5,316	5,581	5,860		
PUBLIC WORKS FOREMAN	301	1734	3,006	3,156	3,314	3,479	3,653		
SENIOR PROGRAM COORDINATOR	450	1435	2,488	2,612	2,743	2,880	3,024		
FLEET MANAGER	350	1734	3,006	3,156	3,314	3,479	3,653		
WASTE WATER SUPERVISOR	510	2287	3,964	4,163	4,371	4,589	4,819		
ADMINISTRATIVE SECRETARY	214	1232	2,137	2,244	2,356	2,474	2,598	2,728	
ANIMAL CONTROL	230	1159	2,010	2,111	2,217	2,328	2,444	2,566	
DETECTIVE	207	1435	2,488	2,612	2,743	2,880	3,024	3,175	3,334
DETECTIVE W/INTERMEDIATE	208	1471	2,550	2,678	2,811	2,952	3,099	3,254	3,417
DETECTIVE W/ADVANCE	209	1506	2,612	2,743	2,880	3,024	3,175	3,334	3,501
DISPATCHER	215	1112	1,929	2,025	2,126	2,232	2,344	2,461	
POLICE OFFICER TRAINEE	210	1264	2,192	2,302	2,417	2,538	2,665	2,798	2,938
POLICE OFFICER	211	1367	2,370	2,489	2,613	2,744	2,881	3,025	3,176
POLICE OFFICER W/INTERMED	212	1401	2,429	2,550	2,678	2,812	2,952	3,100	3,255
POLICE OFFICER W/ADVANCE	213	1435	2,489	2,613	2,744	2,881	3,025	3,177	3,335
RECORDS SUPERVISOR	217	1232	2,137	2,244	2,356	2,474	2,598	2,728	
SERGEANT	204	1924	3,335	3,502	3,677	3,861	4,054		
SERGEANT W/INTERMEDIATE	205	1971	3,418	3,589	3,768	3,957	4,155		
SERGEANT W/ADVANCE	206	2020	3,502	3,677	3,861	4,054	4,257		