

**DATE:** June 16, 2009

**TO:** Mayor and City Council  
Redevelopment Agency Board Members

**FROM:** Director of Finance

**SUBJECT:** Adoption of the City of Hayward and Hayward Redevelopment Agency Operating Budget for FY 2010; Capital Improvement Program Budget for FY 2010-2019; Approving FY 2010 Master Fee Schedule; Traffic Fines and Bail Schedule; and Gann Appropriations Limit

### **RECOMMENDATION**

That the Council and the Agency Board approve the attached resolutions adopting the recommended Operating Budget for FY 2010; the Capital Improvement Program Budget for FY 2010-2019; the FY 2010 Master Fee Schedule; Traffic Fines and Bail Schedule; and the Gann Appropriations Limit.

### **BACKGROUND**

The budget presented is an update to Council's previously adopted two-year budget. As such, it is fundamentally a "status" quo budget, other than changes necessary to respond to current economic conditions. The Council held a Budget Work Session on May 26, 2009 and a Public Hearing on June 2, 2009.

### **DISCUSSION**

#### ***City and Redevelopment Agency (RDA) Operating Budget***

In June 2008, the Council approved a Two-year Operating Budget for FY 2009 and FY 2010. This year, staff is recommending changes to the second year of the two-year budget due to the economic crisis that has required the City to constantly monitor and revise revenue projections and reduce expenditures in order to preserve City reserves.

*Citywide Budgets* - For FY 2010, the operating budget represents expenditures and transfers of \$201 million for all City funds. The chart on the next page reflects the breakdown of these appropriations.

**Citywide Budgeted Appropriations**

*(\$'s in thousands)*

	Expenditures	Transfers to other Funds	Total Appropriations
General Fund	\$ 106,340	\$ 7,101	\$ 113,441
Redevelopment Agency	\$ 10,202	\$ 14,292	\$ 24,494
Enterprise Funds	\$ 49,419	\$ 5,361	\$ 54,780
Internal Services	\$ 17,116	\$ 1,842	\$ 18,958
<b>Other Funds:</b>			
Special Revenue	\$ 3,943	\$ 651	\$ 4,594
Debt Service	\$ 9,117	\$ 125	\$ 9,242

**TOTAL CITYWIDE BUDGET**

**\$ 225,509**

(Not including capital expense)

*General Fund* – FY 2010 General Fund expenditures, revenues and transfers are presented below:

**General Fund**

*(\$'s in thousands)*

**Expenditures**

Amount

Employee Service Costs	\$88,937
Supplies, professional services, internal service charges, maintenance	\$17,403
Transfers Out to Other Funds	\$7,101
<b>Subtotal</b>	<b>\$113,441</b>
<b>Revenues</b>	
All Revenues	\$104,498
Transfers In from Other Funds	\$12,380
<b>Subtotal</b>	<b>\$116,878</b>
<b>NET</b>	
<b>Revenue over/(under) expenditures</b>	<b>\$3,437</b>

As noted in the budget message, this budget contains approximately \$7 million in one-time sources of revenue/transfers and \$5 million in one-time salary savings, which were agreed to by the employee bargaining groups. Therefore, even with the passage of the Measure A-Utility Users Tax expected to provide approximately \$13 million in new annual revenues to the City beginning in FY 2011; staff is projecting a \$5-6 million structural imbalance in future years, unless there is a rapid recovery of the economy. Continued budgeting vigilance will be critical to the financial health of the organization.

*Redevelopment Agency* – The Redevelopment Agency (RDA) budget can be found within the City Manager’s Department. The FY 2010 RDA budget includes \$10 million in program expenditures and \$14 million in transfers to other funds for RDA eligible costs and \$4 million for debt service on outstanding tax allocation bonds. The FY 2010 RDA resources include \$11 million in tax increment revenues, and \$13 million in other revenues and the use of reserves.

***Ten-year Capital Improvement Program (CIP)***

The CIP is updated and reviewed annually. This year is the first year that the City has implemented a ten-year CIP budget, which has historically covered a five-year planning period. Although the City’s general revenues are suffering from the recession, the majority of the CIP projects are funded with Federal, State, and County revenues, or enterprise fund reserves designated for scheduled infrastructure projects.

For FY 2010, the capital improvement budget represents expenditures of \$58 million, as presented in the chart below.

**Capital Improvement Program (CIP) Expenditures**

Road and street projects		\$27,000,000
Utility enterprise projects		\$16,000,000
Livable neighborhood projects		\$3,000,000
Other projects:		\$12,000,000
	Airport	
	Internal service funds	
	Misc projects	
<b>TOTAL CITYWIDE CIP</b>		<b>\$58,000,000</b>

(Not including operating expenses)

The complete Recommended Ten-year CIP Budget for FY 2001-2019 has been distributed to the Council, is available in the City Clerk’s Office for review, and on the City’s website at:

<http://www.hayward-ca.gov/citygov/meetings/pca/2009/pca051409.htm>. The Council Budget and Finance Committee reviewed the CIP budget on April 22<sup>nd</sup>. The Planning Commission reviewed the CIP on May 14<sup>th</sup> and confirmed that it is consistent with the City's General Plan.

### ***FY 2010 Master Fee Schedule***

Last year the City began a City-wide review of all services that are funded by user fees to determine the cost of providing these services (i.e., services other than the ones funded by general revenues, such as property and sales taxes.) The Council adopted a policy to set fees that will cover the full cost of providing these services and authorized fees to be phased-in over a period of a few years. Last year the City implemented fees that recovered approximately 80% of the cost of services, with a plan to increase fees in the future to recover 90-100% of the cost of providing services. Due to the City's financial situation, staff is recommending that the Council approve fees that recover 100% of the cost in FY 2010. These services include building, planning, fire inspection, hazardous materials, certain police services, and other services, such as rental of facilities. Staff is also proposing certain changes to plan check fees, building inspection fees, and other development related permit fees. Staff has also proposed changing the requirement for annual fire inspections for large daycare operators to require bi-annual inspections. The FY 2010 Master Fee Schedule will be effective July 1, 2009, with development related fees effective August 15, 2009 in order to comply with the required 60 day notice period.

*Traffic Code Fines and Bail Schedule* – It is also necessary to increase the City's Traffic Code Fines and Bail Schedule due to SB 1407, which became effective Jan. 1, 2009, requiring cities to remit an additional \$4.50 per parking citation to the State of California (via the County) for the State Court Facilities Construction Fund. The City has already been remitting \$5 per citation to the County as required by the CA Gov. Code Sections 76000, 76100, and 76101, which was included in the Fines and Bail Schedule adopted last Fall. SB 1407 increases the pass-through amount to \$9.50 per citation.

### ***Gann Appropriations Limit***

As the Council will recall, the Gann Appropriations Limit, or State Proposition 4 approved by California voters in November 1979, places limits on the amount of revenue that can be spent by government agencies. The limit is based on actual appropriations during FY 1979 (the "base" year) and is increased each year using population and inflation growth factors. The limit for FY 2010 is \$220 million. The City's appropriations subject to the limit per the budget has been far below the limit each year. For FY 2010 the City's appropriations are \$147 million below the \$220 million Gann limit.

## **FISCAL IMPACT**

*Operating Budget* - The FY 2010 City-wide Operating Budget includes a total appropriation of \$201 million, of which \$113 million is appropriated from the General Fund. City-wide resources include \$180 million in current revenues, \$23 million in transfers, and the use of \$1 million in special or enterprise fund reserves.

The General Fund operating budget does not include a use of reserves in FY 2010. In fact, after incorporating all the agreed upon cuts to employee salaries and counting the one-time revenues/transfers, the City was faced with a \$6.5 million deficit. However, due to the support from the community to approve a Utility User's Tax, the City expects that revenues will exceed expenditures by approximately \$3 million. These additional funds will be put in the City's contingency reserve, consistent with Council's fiscal policies. Therefore, the City's General Fund reserves are estimated to remain stable for FY 2010.

The chart on the following page reflects the expected General Fund reserves for FY 2009 and FY 2010:

<i>(\$'s in thousands)</i>	<b>FY 2009 General Fund End of Year Estimate</b>	<b>FY 2010 General Fund Recommended Projected</b>
Reserved Payable Obligation	\$804	\$804
Economic Uncertainty	\$7,000	\$7,000
Liquidity	\$3,500	\$3,500
Hotel Conference Center	\$1,000	\$1,000
Retirement Reserve	\$522	-
Police Staffing	\$1,000	\$1,000
Contingencies	<u>\$1,461</u>	<u>\$5,420</u>
<b>Total</b>	<b>\$15,287</b>	<b>\$18,724</b>

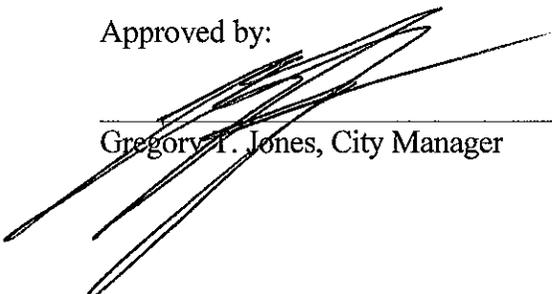
*Redevelopment Agency* – The RDA operating budget includes \$10 million, of which \$2 million is related to Low and Moderate Income Housing. The RDA is also planning for \$10.8 million in capital projects, which will be partially funded by issuing new tax allocation bonds.

*Capital Improvement Program (CIP)* – The CIP Budget includes \$58 million in projects for FY 2010. The majority of these projects are funded by special revenues and enterprise fund reserves specifically set aside for capital improvements.

Prepared by:

  
 Debra C. Auker, Director of Finance

Approved by:



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Gregory I. Jones, City Manager

Attachments:

- A – Resolution – City Operating Budget
- B – Resolution – RDA Operating Budget
- C – Resolution - CIP Budget
- D– Resolution - FY 2010 Master Fee Schedule
- E – Resolution – FY 2010 Traffic Code Fines and Bail Schedule
- F – Resolution - Gann Appropriations Limit calculation

The Recommended FY 2010 Operating Budget and Ten-year CIP Budget is available in the City Clerk's Office, at the Main Library and on the City website. <http://www.hayward-ca.gov/>

# DRAFT

HAYWARD CITY COUNCIL

RESOLUTION NO. 09-

Introduced by Council Member \_\_\_\_\_

*mal*  
*6/11/09*

RESOLUTION APPROVING THE OPERATING BUDGET OF  
THE CITY OF HAYWARD FOR FISCAL YEAR 2010;  
ADOPTING APPROPRIATIONS FOR FISCAL YEAR 2010

WHEREAS, the City Manager has submitted to the City Council of the City of Hayward estimates of revenues from all sources and estimates of expenditures required for the proper conduct of the activities of the City of Hayward for fiscal year 2010 contained in those documents entitled "City of Hayward Operating Budget FY 2010," with adjustments to the Recommended Budget as approved at the June 2, 2009, Council Public Hearing; and

WHEREAS, a public hearing was held by the City Council of the City of Hayward, at which time all interested persons were afforded an opportunity to be heard on matters pertaining to the budget recommended by the City Manager; and

WHEREAS, because of a conflict of interest, Council Member Zermeno recused himself from participation in the Community Promotions portion of the proposed budget, upon which separate motions were made, seconded and passed.

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

1. That the budget for FY 2010 presented by the City Manager in the documents entitled "City of Hayward Recommended Operating Budget, FY 2010" including Council Priorities and Service Delivery Outcomes, with adjustments to the Recommended Budget as outlined in the June 2, 2009, Public Hearing Budget Report are hereby approved and adopted as the budget of the City of Hayward for FY 2010. Copies of the budget documents and the staff reports presented by the City Manager are on file in the office of the City Clerk and are hereby referred to, incorporated herein, and made a part of this resolution as though set forth in full.

2. That except as may be otherwise provided, any and all expenditures relating to the objectives described in the budget are hereby approved and authorized and payments therefore may be made by the Director of Finance without further action of Council.

3. That for the purposes of determining whether the City Manager is authorized to execute a contract for a commodity or service pursuant to City Charter section 701 subsection 8, the City Manager shall have the authority to expend such funds and enter into and execute any and all contracts and documents necessary to carry out the priorities and service delivery outcomes of

the Council's appropriations as set forth in this budget, except as limited in paragraph 10 of this resolution.

4. The City Manager shall have the authority to bind and prepay all coverage and to negotiate and execute all documents necessary to obtain the insurance, third party administration services, loss fund stabilization and defense of claims budgeted for in the Liability Insurance Fund. In consultation with the City Attorney the City Manager and/or City Attorney shall be authorized to represent the City on the board of the Exclusive Risk Management Authority of California and take any and all actions necessary or appropriate to advance the City's interests in connection with risk management services and procuring of insurance coverages.

5. The following amounts are hereby appropriated for expenditure:

**A. General Fund - Expenditure Budget by Department**

1300	City Attorney Department	1,104,002
1400	City Clerk Department	764,580
1200	City Manager Department	1,190,078
3600	Development Services	5,110,395
1700	Finance Department	2,846,833
1900	Fire Department	28,078,796
1600	Human Resources Department	1,136,094
3300	Library & Neighborhood Svcs Dept	6,406,533
3500	Maintenance Services Department	3,845,846
1100	Mayor & Council Department	474,484
1800	Police Department	52,379,221
2000	Public Works Department	<u>3,003,142</u>
		106,340,004

**B. Internal Service Funds - Expenditure Budget**

740	Employee Benefits	2,100,000
720	Facility Services	2,701,587
730	Fleet Services	3,848,898
711	Risk Management	2,406,925
725	Technology Services	3,180,511
710	Worker's Compensation	<u>4,999,514</u>
		19,237,435

**C. Special Revenue Funds - Expenditure Budget**

225	Community Dev Block Grant	1,916,788
270	Downtown Bus Improvement	115,000
228	Home Loan	550,000
245	Housing Mortgage Bond	162,851
229	HRLP Revolving Loan Fund	100,000
246	Measure B - Paratransit Fund	824,281
277	Narcotic Asset Seizure	43,418
261	Park Dedication Zone A	1,000
262	Park Dedication Zone B	16,000
263	Park Dedication Zone C	16,000
264	Park Dedication Zone D	16,000
265	Park Dedication Zone E	16,000
213	Recycling Fund	128,600
214	Recycling Fund	25,000
215	Recycling Fund	1,128,836
231	Small Bus Revolving Loan Fund	280,000
227	Small Business Loan Delivery	<u>185,770</u>
		5,525,544

**D. Enterprise Funds - Expenditure Budget**

631	Executive Airport Maint & Op	1,913,639
660	Centennial Hall	243,891
628	Regional Water Inter-Tie M&O	63,354
602	Stormwater Maint & Op	2,493,204
611	Wastewater Revenue	6,530,941
612	Wastewater Maint & Op	10,169,176
621	Water Maint & Op	<u>27,180,151</u>
		48,594,356

**E. Debt Service Funds - Expenditure Budget**

320	Certificate of Participation	2,706,748
871	CFD #1-Admin Fund	15,238
870	CFD #1-Trustee	736,574
625	HPFA Water Revenue Bonds	608,603
525	LID 14	7,732
527	LID 15	527,220
529	LID 16	249,635

534	LID 17	35,941
332	Motorola Police Radios	69,512
326	Solar Panel Acquisition	75,238
331	UNISYS Computer Lease	109,979
333	VOIP Communications System	<u>524,109</u>
		5,666,529

**F. Lighting & Landscape Districts (LLD) and Maintenance Districts (MD) – Expenditure Budget**

831	Consolidated LLD 96-1, ZONE 1	6,475
832	Consolidated LLD 96-1, ZONE 2	7,700
833	Consolidated LLD 96-1, ZONE 3	109,400
834	Consolidated LLD 96-1, ZONE 4	17,700
835	Consolidated LLD 96-1, ZONE 5	4,675
820	Consolidated LLD 96-1, ZONE 6	9,700
837	Consolidated LLD 96-1, ZONE 7	177,350
839	Consolidated LLD 96-1, ZONE 8	8,000
821	Consolidated LLD 96-1, ZONE 9	4,000
822	Consolidated LLD 96-1, ZONE 10	186,300
823	Consolidated LLD 96-1, ZONE 11	327,591
824	Consolidated LLD 96-1, ZONE 12	41,950
825	Consolidated LLD 96-1, ZONE 13	12,410
836	Maintenance District #1	31,882
818	Maintenance District #2	<u>104,340</u>
		1,049,473

**G. Local Improvement Districts (LID) – Expenditure Budget**

525	LID 14	7,732
527	LID 15	527,220
529	LID 16	249,635
534	LID 17	<u>35,941</u>
		820,528

Total Fund Appropriations (sections A-G) equal \$187,233,869.

6. The Director of Finance is hereby authorized to transfer the following amounts from one fund to another as indicated below at such time as he/she may determine, giving consideration to the intended purposes for which the transfers are made and available balances in each of the funds.

<b>General Fund</b>				
100	9892	431	Loan from Housing Fund	5,000,000
100	9804	210	Gas Tax funding for GF	3,166,000
100	9807	451	RDA repayment of GF Loan	800,000
100	9801	621	Cost Allocation Premium	741,518
100	9801	711	Cost Allocation Premium	400,126
100	9801	451	Cost Allocation Premium	381,939
100	9801	611	Cost Allocation Premium	337,870
100	9801	710	Cost Allocation Premium	224,350
100	9801	730	Cost Allocation Premium	145,689
100	9801	720	Cost Allocation Premium	136,251
100	9801	725	Cost Allocation Premium	122,625
100	9801	631	Cost Allocation Premium	65,686
100	9801	602	Cost Allocation Premium	50,963
100	9801	225	Cost Allocation Premium	44,791
100	9801	215	Cost Allocation Premium	37,726
100	9801	452	Cost Allocation Premium	31,689
100	9801	246	Cost Allocation Premium	9,308
100	9840	273	Reimbursement of expenses from BJA grant	353,000
100	9835	278	Reimbursement of expenses from COPS grant	110,000
100	9860	451	RDA funding for Public Art	90,000
100	9821	451	RDA funding for Community Promotion Prog	75,000
100	9892	452	Funding for Econ Dev from L & M Fund	<u>55,000</u>
			<b>Transfers into the General Fund</b>	<b>12,379,531</b>
100	9947	320	GF funding for debt service, City Hall	-2,616,275
100	9992	740	Funding to ISF for Employee Benefits	-2,100,000
100	9909	711	Payment to RM for Liability Insurance Premium	-1,971,601
100	9914	660	GF subsidy to Centennial Hall	-253,121
100	9937	320	GF funding for debt service, ABAG	-87,365
100	9958	332	GF funding for debt service, Police Radios	-69,512
100	9992	320	GF funding for debt service, misc charges	<u>-2,859</u>
			<b>Transfers out of the General Fund</b>	<b>-7,100,733</b>

<b>Gas Tax Fund</b>				
210	9904	100	Transfer of Gas Tax to GF	<u>-3,166,000</u>
			<b>Transfers out of the Gas Tax Fund</b>	<b>-3,166,000</b>
<b>Recycling Fund</b>				
215	9901	100	Payment to GF for Cost Allocation Premium	-37,726
215	9909	711	Payment to RM for Liability Insurance Premium	<u>-7,569</u>
			<b>Transfers out of the Recycling Fund</b>	<b>-45,295</b>
<b>CDBG Fund</b>				
225	9901	100	Payment to GF for Cost Allocation Premium	-44,791
225	9909	711	Payment to RM for Liability Insurance Premium	<u>-12,615</u>
			<b>Transfers out of the CDBG Fund</b>	<b>-57,406</b>
<b>Small Business Loan Fund</b>				
227	9892	231	Funding to Sm Bus Revolving Loan Fund	<u>-80,300</u>
			<b>Transfer out of the SB Loan Fund</b>	<b>-80,300</b>
227	9909	711	Payment to RM for Liability Insurance Premium	<u>-2,523</u>
			<b>Transfer out of the SB Loan Fund</b>	<b>-2,523</b>
<b>Small Business Revolving Loans</b>				
231	9992	227	Funding from Sm Bus Loan Fund	<u>80,300</u>
			<b>Transfer into the SBRL Fund</b>	<b>80,300</b>
<b>Housing Mortgage Bond Fund</b>				
245	9909	711	Payment to RM for Liability Insurance Premium	<u>-2,523</u>
			<b>Transfer out of the HMB Fund</b>	<b>-2,523</b>
<b>Measure B II - Paratransit Fund</b>				
246	9901	100	Payment to GF for Cost Allocation Premium	-9,308
246	9909	711	Payment to RM for Liability Insurance Premium	<u>-2,523</u>
			<b>Transfer out of the MB II - PT Fund</b>	<b>-11,831</b>
<b>Downtown Business Improvement Fund</b>				
270	9822	451	Funding from RDA Op Fund	<u>55,000</u>
			<b>Transfer into the DBI Fund</b>	<b>55,000</b>

**Byrnes Justice Assistance Grant**

273	9940	100	Grant reimburse of GF expenses	<u>-353,000</u>
			<b>Transfer out of the BJAG Fund</b>	<b>-353,000</b>

**Citizen's Option for Public Safety Grant**

278	9935	100	Grant reimburse of GF expenses	<u>-110,000</u>
			<b>Transfer out of the COPS Fund</b>	<b>-110,000</b>

**RDA Debt Service Fund**

311	9817	451	DS funding from RDA Op Fund for 2004 TABS DS	3,374,432
311	9847	451	DS funding from RDA Op Fund for 2006 TABS DS	559,340
311	9892	451	DS funding from RDA Op Fund for misc charges	<u>7,572</u>
			<b>Transfer into DS Fund</b>	<b>3,941,344</b>

**Certificates of Participation**

320	9847	100	DS funding from GF for City Hall	2,616,275
320	9837	100	DS funding from GF for ABAG	87,365
320	9892	100	DS funding from GF for misc charges	<u>2,859</u>
			<b>Transfers into COP Fund</b>	<b>2,706,499</b>

**Solar Panel Debt Service Fund**

326	9817	720	DS funding from Facilities Services Fund	<u>75,238</u>
			<b>Transfer into SP DS Fund</b>	<b>75,238</b>

**Mainframe Computer Debt Service Fund**

331	9857	725	DS funding from Technology Services Fund	<u>109,979</u>
			<b>Transfer into MFC DS Fund</b>	<b>109,979</b>

**Police Radio Debt Service Fund**

332	9858	100	DS funding from GF	<u>69,512</u>
			<b>Transfer into the PR DS Fund</b>	<b>69,512</b>

**VOIP Debt Service Fund**

333	9859	725	DS funding from Technology Services Fund	<u>524,109</u>
			<b>Transfer into the VOIP DS Fund</b>	<b>524,109</b>

**Housing Fund**

431	9992	100	Loan to GF	<u>-5,000,000</u>
			<b>Transfer out of the Housing Fund</b>	<b>-5,000,000</b>

**Stormwater Fund**

602	9901	100	Payment to GF for Cost Allocation Premium	-50,963
602	9909	711	Payment to RM for Liability Insurance Premium	<u>-27,769</u>
			<b>Transfers out of Stormwater Fund</b>	<b>-78,732</b>

**Wastewater Revenue Fund**

611	9877	613	Funding from Wastewater Fund for CA SWRCB DS	1,363,750
611	9837	616	Funding from Wastewater Fund for 2007 SRR DS	363,504
611	9817	613	Funding from Wastewater Fund for ABAG DS	84,920
611	9892	616	Funding from Wastewater Fund for DS misc charges	<u>773</u>
			<b>Transfers into Wastewater Revenue Fund</b>	<b>1,812,947</b>
611	9908	614	Wastewater funding to Sewer Replacement Fund	-1,000,000
611	9908	616	Wastewater funding to WPC Replacement Fund	-1,000,000
611	9932	613	Transfer of Connection Fees	-1,000,000
611	9901	100	Payment to GF for Cost Allocation Premium	<u>-337,870</u>
			<b>Transfers out of Wastewater Revenue Fund</b>	<b>-3,337,870</b>

**Wastewater Maint & Op Fund**

612	9909	711	Payment to RM for Liability Insurance Premium	<u>-297,758</u>
			<b>Transfer out of Wastewater M &amp; O Fund</b>	<b>-297,758</b>

**Wastewater Capital Improvement Fund**

613	9832	611	Transfer of Connection Fees	<u>1,000,000</u>
			<b>Transfers into Wastewater CR Fund</b>	<b>1,000,000</b>
613	9917	611	Funding to Wastewater Fund for ABAG DS	-84,920
613	9977	611	Funding to Wastewater Fund for CA SWRCB DS	<u>-1,363,750</u>
			<b>Transfers out of Wastewater CI Fund</b>	<b>-1,448,670</b>

**Wastewater Collection Replacement Fund**

614	9808	611	Funding for Sewer Collection Replacement Fund	<u>1,000,000</u>
			<b>Transfer into Wastewater CR Fund</b>	<b>1,000,000</b>

**Water Pollution Control Replacement Fund**

616	9808	611	Funding from Wastewater for Capital Reserves	<u>1,000,000</u>
			<b>Transfer into WPCR Fund</b>	<b>1,000,000</b>
616	9937	611	Funding to Wastewater Fund for 2007 SRR DS	-363,504
616	9992	611	Funding to Wastewater Fund for misc charges	<u>-773</u>
			<b>Transfer out of WPCR Fund</b>	<b>-364,277</b>

**Water Maint & Op Fund**

621	9892	631	Funding for 2001 Waster Sys DS from Airport M&O Fund	195,819
621	9837	622	Funding for 2004 Water DS from Water CI Fund	172,794
621	9817	622	Funding for ABAG DS from Water CI Fund	84,920
621	9827	622	Funding for 2001 Water Sys DS from Water CI Fund	<u>87,115</u>
			<b>Transfers into Water M&amp;O Fund</b>	<b>540,648</b>
621	9916	623	Funding for Water System Replacement Fund	-2,000,000
621	9901	100	Payment to GF for Cost Allocation Premium	-741,518
621	9909	711	Payment to RM for Liability Insurance Premium	<u>-231,827</u>
			<b>Transfers out of Water M&amp;O Fund</b>	<b>-2,973,345</b>

**Water Capital Improvement Fund**

622	9917	625	Funding to HPFA for 1996 DS	-335,349
622	9937	621	Funding to Water M&O for 2004 Water DS	-172,794
622	9927	621	Funding to Water M&O for 2001 Water DS	-87,115
622	9917	621	Funding to Water M&O for ABAG DS	-84,920
622	9992	625	Funding to HPFA for DS misc charges	<u>-3,298</u>
			<b>Transfers out of Water CI Fund</b>	<b>-683,476</b>

**Water System Replacement Fund**

623	9816	621	Funding from Water M&O for System Replacement Fund	<u>2,000,000</u>
			<b>Transfer into the Water SR Fund</b>	<b>2,000,000</b>
623	9917	625	Funding from HPFA Fund for 1996 DS	-223,566
623	9992	625	Funding from HPFA Fund for debt service misc charges	<u>-2,198</u>
			<b>Transfer out of the Water CR Fund</b>	<b>-225,764</b>

**HPFA Water Revenue Bonds**

625	9817	622	Funding from Water CI for 1996 DS	335,349
625	9817	623	Funding from Water SR for 1996 DS	223,566
625	9892	622	Funding from Water CI for DS misc charges	3,298
625	9892	623	Funding from Water SR for DS misc charges	<u>2,198</u>
<b>Transfer into the HPFA WRB Fund</b>				<b>564,411</b>

**Executive Airport Fund**

631	9916	632	Funding to Airport Capital Reserves	-700,000
631	9992	621	Funding to Water M&O Fund for DS, 2001 Water Sys	-195,819
631	9901	100	Payment to GF for Cost Allocation Premium	-65,686
631	9909	711	Payment to RM for Liability Insurance Premium	<u>-53,340</u>
<b>Transfer out of the EA Fund</b>				<b>-1,014,845</b>

**Centennial Hall Fund**

660	9814	100	Funding of subsidy from GF	<u>253,121</u>
<b>Transfer into the CH Fund</b>				<b>253,121</b>

**Worker's Compensation Fund**

710	9901	100	Payment to GF for Cost Allocation Premium	-224,350
710	9909	711	Payment to RM for Liability Insurance Premium	<u>-5,046</u>
<b>Transfer out of the WC Fund</b>				<b>-229,396</b>

**Risk Management Fund**

711	9809	100	Liability Insurance Premium	1,971,601
711	9809	612	Liability Insurance Premium	297,758
711	9809	621	Liability Insurance Premium	231,827
711	9809	451	Liability Insurance Premium	107,043
711	9809	631	Liability Insurance Premium	53,340
711	9809	725	Liability Insurance Premium	40,369
711	9809	730	Liability Insurance Premium	35,599
711	9809	602	Liability Insurance Premium	27,769
711	9809	720	Liability Insurance Premium	22,708
711	9809	225	Liability Insurance Premium	12,615
711	9809	215	Liability Insurance Premium	7,569
711	9809	452	Liability Insurance Premium	5,046
711	9809	710	Liability Insurance Premium	5,046
711	9809	227	Liability Insurance Premium	2,523
711	9809	245	Liability Insurance Premium	2,523
711	9809	246	Liability Insurance Premium	<u>2,523</u>
<b>Transfer into the RM Fund</b>				<b>2,825,859</b>

711	9901	100	Payment to GF for Cost Allocation Premium	<u>-400,126</u>
			<b>Transfer out of the RM Fund</b>	<b>-400,126</b>
<b>Facility Services Fund</b>				
720	9901	100	Payment to GF for Cost Allocation Premium	-136,251
720	9909	711	Payment to RM for Liability Insurance Premium	-22,708
720	9917	326	Funding for debt service for solar panel	<u>-75,238</u>
			<b>Transfer out of the FS Fund</b>	<b>-234,197</b>
<b>Technology Services Fund</b>				
725	9959	333	Funding to VOIP DS	-524,109
725	9901	100	Payment to GF for Cost Allocation Premium	-122,625
725	9957	331	Funding to Mainframe Computer debt service	-109,979
725	9909	711	Payment to RM for Liability Insurance Premium	<u>-40,369</u>
			<b>Transfer out of the TS Fund</b>	<b>-797,082</b>
<b>Fleet Services Fund</b>				
730	9901	100	Payment to GF for Cost Allocation Premium	-145,689
730	9909	711	Payment to RM for Liability Insurance Premium	<u>-35,599</u>
			<b>Transfer out of Fleet Fund</b>	<b>-181,288</b>
<b>Employee Benefit Fund</b>				
740	9892	100	Funding from GF	<u>2,100,000</u>
			<b>Transfer into EB Fund</b>	<b>2,100,000</b>
<b>Community Facilities District #1</b>				
870	9992	871	Funding to CFD #1 DS Fund for Admin Expense	<u>-25,000</u>
			<b>Transfer out of CFD #1</b>	<b>-25,000</b>
<b>Community Facilities District #1 Debt Service</b>				
871	9892	870	Funding for CFD #1 Admin Expense	<u>25,000</u>
			<b>Transfer into CFD #1</b>	<b>25,000</b>

7. There are hereby appropriated the following amounts to Reserves and Designations of Fund Balances, which the Director of Finance shall enter upon the records and reflect in the financial statement of the City:

**GENERAL FUND RESERVES AND DESIGNATIONS**

<b>RESERVED</b>		
Encumbrances		776,000
Inventory		<u>28,000</u>
		804,000
<b>DESIGNATIONS</b>		
Economic Uncertainty	7,000,000	
Liquidity Reserve		3,500,000
Hotel Conference Center		1,000,000
Contingencies		5,420,000
Police Staffing		<u>1,000,000</u>
		17,920,000
<b>TOTAL RESERVE AND DESIGNATED</b>		<b><u>18,724,000</u></b>

In addition to the above specified amounts, the balances in each fund that are not otherwise appropriated are hereby appropriated to Contingency Reserves in those funds. Expenditures from Reserves or Designated Fund Balances shall require the approval of the City Council.

8. Any monies received during fiscal year 2010 as a consequence of a grant application approved by the City Council are hereby appropriated for the purposes for which the grant has been approved. Such appropriation includes authorization for the City Manager to expend such monies and for the Director of Finance to make payments therefore in accordance with the terms and conditions and for the purposes of the grant.

9. The Director of Finance is hereby authorized and directed to distribute the above appropriations, transfers, and reserves to the various accounts of the City in accordance with generally accepted accounting principles and consistent with the purposes and objectives as outlined in the approved budget.

10. Any contract for professional service included in the annual budget that will cost more than \$25,000 shall be executed by the City Manager only upon approval of the contract by the City Council given at a meeting of the City Council.

11. The Director of Finance is directed to comply with GASB 31 (Unrealized investment gains and losses) and is authorized to make such entries as are required to the City's financial records. In addition, the Director of Finance is authorized to make such changes to the budget as are required by GASB 31.

12. The City Manager is hereby authorized to enter into a revolving loan Credit Agreement with Bank of the West, in a form which is satisfactory to the City Attorney.

IN COUNCIL, HAYWARD, CALIFORNIA June 16, 2009

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:  
MAYOR:

ABSENT: COUNCIL MEMBERS:

ATTEST:  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

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City Attorney of the City of Hayward

# DRAFT

## REDEVELOPMENT AGENCY OF THE CITY OF HAYWARD

RESOLUTION NO. RA- 09-

Introduced by Agency Members \_\_\_\_\_

*me  
6/10/09*

### RESOLUTION APPROVING THE BUDGET OF THE REDEVELOPMENT AGENCY OF THE CITY OF HAYWARD AND ADOPTING APPROPRIATIONS FOR FISCAL YEAR 2010

WHEREAS, the Executive Director has submitted to the Redevelopment Agency of the City of Hayward estimates of revenue from all sources and estimates of expenditures required for the proper conduct of the activities of the Redevelopment Agency of the City of Hayward for fiscal year 2010; and

WHEREAS, a public hearing was held by the Redevelopment Agency of the City of Hayward, at which time all interested persons were afforded an opportunity to be heard on matters pertaining to the recommended budget.

NOW, THEREFORE, BE IT RESOLVED by the Redevelopment Agency of the City of Hayward that:

1. The budget presented by the Executive Director is hereby approved and adopted as the budget of the Redevelopment Agency of the City of Hayward for fiscal year 2010. The budget presented by the Executive Director and approved by this resolution appears on pages 115-119, of the document entitled "City of Hayward Recommended Budget, FY 2010," with adjustments as outlined in the June 2, 2009, Budget Public Hearing Report, which is hereby referred to, incorporated herein, and made a part of this resolution as though set forth in full.
2. The following amounts are hereby estimated resources and appropriated expenditures:

#### **I. Hayward Redevelopment Agency Fund (451)**

##### Fund Revenue

Property Tax (Tax Increment)	9,148,806
Interest Income	100,000
HUSD Pass thru fee	172,231
School Impact Fee Reimbursement	57,600
Park in-lieu fees	136,800

Standard Pacific Donation	-
Lease Pmt - Cinema Place	50,000
Project Revenue	-
Developer Garage Maintenance Pmts	102,312
Other Revenue	-
<b>Total Fund Revenue</b>	<b>\$ 9,767,749</b>

**Fund Expenditures**

Salary & Benefits	588,592
<i>Charges to/from other programs</i>	<u>245,427</u>
<i>Net Salary &amp; Benefits</i>	834,019
Pass Thru Payments	1,687,550
Supplies & Services	1,884,097
Projects	3,278,221
Maintenance, & Utilities	25,000
Capital	-
<i>Net Operating Expense</i>	<u>6,874,868</u>
<b>Total Fund Expenditures</b>	<b>\$ 7,708,887</b>

**RDA Operating Fund Transfers**

451	9892	454	Return of funds from Capital Reserve Fund	<u>3,441,000</u>
			<b>Transfer into RDA Op fund</b>	<b>3,441,000</b>
451	9917	311	Funding for RDA Debt Service, 2004 TABS	-3,374,432
451	9992	455	Funding to Capital Reserves Fund	-3,200,000
451	9907	100	Loan repayment to GF	-800,000
451	9947	311	Funding for RDA Debt Service, 2006 TABS	-559,340
451	9901	100	Payment to GF for Cost Allocation Premium	-381,939
			Payment to RM for Liability Insurance	
451	9909	711	Premium	-107,043
451	9960	100	Funding for Public Art in GF	-90,000
			Funding for Community Promotion Program	
451	9921	100	in GF	-75,000
			Funding for Downtown Business	
451	9922	270	Improvement	-55,000
451	9992	311	Funding for RDA Debt Service, misc charges	<u>-7,572</u>
			<b>Transfers out of the RDA Op Fund</b>	<b>-8,650,326</b>

**II. Hayward Redevelopment Agency Debt Service Fund (311)**

**Fund Revenue**

Other Revenue	<u>60,000</u>
<b>Total Fund Revenue</b>	<b>60,000</b>

**Fund Expenditures**

Supplies and Services	7,572
Interest	2,598,772
Principal Retirement	<u>1,335,000</u>
<b>Total Fund Expenditures</b>	<b>3,941,344</b>

**RDA Debt Service Fund Transfers**

311 9817 451	DS funding from RDA Op Fund for 2004 TABS DS	3,374,432
311 9847 451	DS funding from RDA Op Fund for 2006 TABS DS	559,340
311 9892 451	DS funding from RDA Op Fund for misc charges	<u>7,572</u>
	<b>Transfer into DS Fund</b>	<b>3,941,344</b>

**III. Low and Moderate Housing Fund (452)**

**Fund Revenue**

Property Tax (Tax Increment) - 20%	2,287,202
Interest	200,000
Interest Income	<u>25,857</u>
<b>Total Fund Revenue</b>	<b>2,513,059</b>

**Fund Expenditures**

Salary & Benefits	357,425
<i>Charges to/from other programs</i>	<u>85,706</u>
<i>Net Salary &amp; Benefits</i>	443,131
Supplies and Services	534,965
Pass Thru Payments	<u>1,015,500</u>
<i>Net Operating Expense</i>	1,550,465
<b>Total Fund Expenditures</b>	<b>1,993,596</b>

**Low & Moderate Housing Fund Transfers**

452	9992	456	Funding to Capital Reserves Fund	-5,150,000
452	9992	453	Funding for Home Ownership Loan Program	-400,000
452	9992	100	Funding to GF for Economic Development	-55,000
452	9901	100	Payment to GF for Cost Allocation Premium	-31,689
452	9909	711	Payment to RM for Liability Insurance Premium	<u>-5,046</u>
			<b>Transfers out of the L &amp; M Fund</b>	<b>-5,641,735</b>

**IV. Low and Moderate Homeownership Fund (453)**

**Fund Revenue**

Interest	19,500
Interest Income	36,050
Principle	<u>41,200</u>
<b>Total Fund Revenue</b>	<b>96,750</b>

**Fund Expenditures**

Supplies and Services	<u>500,000</u>
<b>Total Fund Expenditures</b>	<b>500,000</b>

**Low & Mod Homeownership Loan Fund Transfers**

453	9892	452	Funding from L & M Fund	<u>400,000</u>
			<b>Transfer into the L &amp; M HL Fund</b>	<b>400,000</b>

4. Any and all expenditures relating to the objectives described in the budget are hereby approved and authorized and payments therefore may be made by the Finance Director.
5. Except as limited in paragraph 6 of this resolution, the Executive Director is authorized without further action from Council to enter into a contract or agreement for any commodity or service included in the annual budget of the Redevelopment Agency.



# DRAFT

## HAYWARD CITY COUNCIL

RESOLUTION NO. 09-\_\_\_\_\_

Introduced by Council Member \_\_\_\_\_

*mae*  
*6/10/09*

### RESOLUTION APPROVING CAPITAL IMPROVEMENT PROJECTS FOR FISCAL YEAR 2010

WHEREAS, the City Manager has submitted to the City Council of the City of Hayward estimates of revenues from all sources and estimates of expenditures required for the proper conduct of the activities of the City of Hayward for Fiscal Year 2010 contained in those documents entitled "City of Hayward Fiscal Year 2010 Recommended Budget" and "Ten-Year Capital Improvement Program FY10 - FY19"; and

WHEREAS, a public hearing was held by the City Council of the City of Hayward, at which time all interested persons were afforded an opportunity to be heard on matters pertaining to the Capital Improvement Program budget recommended by the City Manager; and

WHEREAS, by Resolution No.09-\_\_\_\_\_, dated June 16, 2009, the City Council adopted the budget and appropriated funds for operating expenses for Fiscal Year 2010.

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

1. That the Capital Improvement Projects for Fiscal Year 2010, as embodied in the Ten-Year Capital Improvement Program FY10 - FY19 document, are hereby adopted as the Capital Improvement Program for Fiscal Year 2010. Copies of the budget documents and the staff reports presented by the City Manager are on file in the office of the City Clerk and are hereby referred to, incorporated herein, and made a part of this resolution as though set forth in full.
2. That except as may be otherwise provided, any and all expenditures relating to the objectives described in the Capital Improvement Program budget are hereby approved and authorized and payments therefore may be made by the Director of Finance without further action of Council.
3. That for the purposes of determining whether the City Manager is authorized to execute a contract for a commodity or service pursuant to City Charter section 701 subsection 8, the City Manager shall have the authority to expend such

funds and enter into and execute any and all contracts and documents necessary to carry out the objectives of the Council's appropriations as set forth in this Capital Improvement Program budget.

4. The following are hereby approved for expenditure:

**I. CAPITAL PROJECTS EXPENDITURE APPROPRIATIONS**

Gas Tax Fund (210)	554,000
Measure B Tax Fund [Local Transportation] (211)	2,230,000
Measure B Tax Fund [Pedestrian & Bicycle] (212)	610,000
Capital Improvement Fund (410)	1,510,000
Street System Improvement Fund (413)	13,743,000
Transportation System Improvement Fund (420)	190,000
Route 238 Fund (430)	13,060,000
Redevelopment Agency Projects (455)	10,800,000
Sewer Capital Improvement Fund (613)	10,335,000
Sewer Replacement Fund (614)	2,208,000
Wastewater Treatment Plant Replacement Fund (616)	3,625,000
Water Improvement Fund (622)	2,155,000
Water Replacement Fund (623)	6,448,000
Airport Capital Fund (632)	1,028,000
Facilities Internal Service Fund (721)	318,000
Technology Services Internal Service Fund (726)	300,000
<b>TOTAL: ALL CAPITAL FUNDS</b>	<b>69,114,000</b>

5. The Director of Finance is hereby authorized to transfer the following amounts from one fund to another as indicated below at such time as she may determine, giving consideration to the intended purposes for which the transfers are made and available balances in each of the funds.

**II. FUND TRANSFERS**

FROM FUND:	TO FUND:	AMOUNT:
Gas Tax (210)	General (100)	3,166,000
WPCF Replacement (616)	Capital Improvement (410)	35,000
Route 238 (430)	Street System Improvements (413)	600,000
RDA (451)	Capital Improvement (410)	200,000

Redevelopment Agency (454)	RDA (451)	3,441,000
Sewer Operations (611)	Sewer Replacement (614)	1,000,000
Sewer Operations (611)	WPCF Replacement (616)	1,000,000
Water Operations (621)	Water System Replacement (623)	2,000,000
Airport Operations (631)	Airport Capital (632)	700,000
Capital Improvement (410)	Facilities Internal Service (721)	403,000
Capital Improvement (410)	Tech. Services Internal Service (726)	300,000

In order to provide for completion of work on projects previously authorized but not completed as of June 30, 2008, in addition to the above appropriations for capital expenditures, appropriation balances remaining as of June 30, 2009, for capital projects previously authorized but uncompleted, are hereby appropriated for expenditure in fiscal year 2010.

6. Any monies received during fiscal year 2010 as a consequence of a grant application approved by the City Council are hereby appropriated for the purposes for which the grant has been approved. Such appropriation includes authorization for the City Manager to expend such monies and for the Finance Director to make payments therefore in accordance with the terms and conditions and for the purposes of the grant.
7. The Director of Finance is hereby authorized and directed to distribute the above appropriations to the various accounts of the City in accordance with generally accepted accounting practices and consistent with the purposes and objectives as outlined in the approved budget.
8. The budget for capital projects for fiscal year 2010, as contained in the document entitled " Ten-Year Capital Improvement Program FY10 – FY19," is hereby approved.
9. Any contract for professional service included in the annual budget that will cost more than \$25,000 shall be executed by the City Manager only upon approval of the contract by the City Council given at a meeting of the City Council.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2009

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:

MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward

# DRAFT

## HAYWARD CITY COUNCIL

### RESOLUTION NO 09-

Introduced by Council Member \_\_\_\_\_

*mhe*

**RESOLUTION ADOPTING THE 2010 MASTER FEE SCHEDULE RELATING TO FEES AND CHARGES FOR DEPARTMENTS IN THE CITY OF HAYWARD AND RESCINDING RESOLUTION NO. 08-131 AND ALL AMENDMENTS THERETO**

WHEREAS, section 15273 of the California Environmental Quality Act Guidelines states that CEQA does not apply to the establishment, modification, structuring, restructuring, or approval of rates, tolls, fares, and other charges by public agencies which the public agency finds are for the purpose of:

1. Meeting operating expenses, including employee wage rates and fringe benefits;
2. Purchasing or leasing supplies, equipment, or materials;
3. Meeting financial reserve needs and requirements;
4. Obtaining funds necessary for capital projects necessary to maintain service within existing service areas; or
5. Obtaining funds necessary to maintain intra-city transfers as are authorized by City Charter; and

WHEREAS, the City Council finds and determines that this action is exempt from CEQA based on the foregoing provisions.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward hereby adopts certain changes to the Master Fee Schedule relating to fees and charges for all departments of the City of Hayward, a copy of which is on file in the office of the City Clerk.

BE IT FURTHER RESOLVED that if any provision of this Master Fee Schedule is deemed to be invalid or beyond the authority of the City of Hayward, either on its face or as applied, the invalidity of such provision shall not affect the other provisions of this Master Fee Schedule, and the applications thereof; and to that end the provisions of this Master Fee Schedule shall be deemed severable.

BE IT FURTHER RESOLVED that Resolution No.08-131, and all amendments thereto are hereby rescinded.

BE IT FURTHER RESOLVED that this resolution shall become effective as of July 1, 2009.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2009

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:

MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward



ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward

HAYWARD CITY COUNCIL

RESOLUTION NO. 09-\_\_\_\_\_

Introduced by Council Member \_\_\_\_\_

*mal*  
*6/10/09*

RESOLUTION ESTABLISHING THE APPROPRIATION  
LIMIT FOR FISCAL YEAR 2010

WHEREAS, by Resolutions Nos. 09-\_\_\_\_\_ and 09-\_\_\_\_\_, the City Council approved the budgets and appropriated funds for operating expenses and capital projects for fiscal year 2010.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that the appropriations limit for fiscal year 2010 is hereby established as \$220,314,671. In accordance with the requirements of state law regarding the appropriations limit, the annual adjustment factors for 2010 are hereby selected as follows: For change in population, the factor shall be the City of Hayward population growth factor and for the change in the cost of living, the factor shall be the California per capita income factor. When adopted, the vote on this resolution shall constitute the recorded vote of the City Council for purposes of complying with the applicable procedural requirement of state law.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2009

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:  
MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward