



AGENDA

PLACERVILLE CITY COUNCIL
SPECIAL MEETING
WEDNESDAY, SEPTEMBER 2, 2020

5:00 P.M. Open Session

CITY COUNCIL CHAMBERS – TOWN HALL
549 MAIN STREET, PLACERVILLE, CA 95667

PUBLIC ADVISORY: THE CITY COUNCIL CHAMBERS WILL NOT BE OPEN TO THE PUBLIC

Consistent with Executive Orders No. N-25-20 and No. N-29-20 from the Executive Department of the State of California and the El Dorado County Health Official's March 19, 2020 Shelter in Place Order, the City Council Chamber will not be physically open to the public. All public will be teleconferencing into the meeting via Zoom Video Communications.

Access the live-stream video feed on the City's website at: www.cityofplacerville.org

If you would like to speak on an agenda item, you can access the meeting remotely:

Join from a PC, Mac, iPad, iPhone, or Android device: Please [CLICK HERE](#)

If you do not wish for your name to appear on the screen, use the drop down menu and click on "rename" to rename yourself with a unique name.

Or join by phone:

1-669-900-9128 or 1-253-215-8782 or 1-346-248-7799 or 1-312-626-6799
or 1-646-558-8656 or 1-301-715-8592

Enter Meeting ID: 872-2181-2426

Password: 398574

If you want to provide public comment on an agenda item for this meeting, Press *9 when the item is called and we will select you from the meeting cue using the last 3 digits of your phone number.

NOTE: Your phone number will appear on the screen unless you first dial *67 before dialing the numbers as shown above.

The City wants you to know that you can also submit your comments by e-mail to roconnell@cityofplacerville.org. To give the City Clerk adequate time to forward your comments to the City Council or print out your comments for consideration at the meeting, **please submit your written comments prior to 3:00 p.m. the day of the**

meeting; or if you are unable to email, you can deliver a hard copy of the comment to City Hall by 3:00 p.m. the day of the meeting.

Written comments will be distributed to the Council prior to the meeting.

Pursuant to the Executive Order, and in compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Council meeting, please contact the City Clerk's Office (530)642-5531 within 48 hours of the meeting.

The City of Placerville thanks you in advance for taking all precautions to prevent spreading the COVID-19 virus.

CITY COUNCIL MEMBERS

MICHAEL SARAGOSA, MAYOR
DENNIS THOMAS, VICE-MAYOR
MARK ACUNA
PATRICIA BORELLI
KARA TAYLOR

M. CLEVE MORRIS
CITY MANAGER

JOHN DRISCOLL
CITY ATTORNEY

REGINA O'CONNELL
CITY CLERK

5:00 P.M. OPEN SESSION

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE TO THE FLAG**
2. **ROLL CALL:** Saragosa, Thomas, Acuna, Borelli, Taylor
3. **ANNOUNCEMENTS TO THE PUBLIC**
4. **ADOPTION OF AGENDA**
5. **PUBLIC COMMENT**

Public Comments for Non Agenda Items will not be taken at this Special Meeting. Public Comments on Agenda items will be taken during that agenda item. The Mayor reserves the right to limit the speaker's time to three minutes. You are not allowed to make personal attacks on individuals or make comments which are slanderous or which may invade an individual's personal privacy.

5.1 Written Communication

5.2 Oral Communication

Materials related to an item on this Agenda, submitted to the City Council either with or after distribution of the agenda packet, are available for public inspection in the City Clerk's Office at City Hall, 3101 Center Street during normal business hours.

6. DISCUSSION/ACTION ITEMS

6.1 Fiscal Year 2020/2021 Operating Budget and Capital Improvement Program Budget Review and Discussion

This Budget Workshop is for informational purposes only. No action will be taken on any item at this Workshop. Additional budgetary information will be presented during the meeting.

7. ADJOURNMENT

The next regularly scheduled Council meeting will be held on September 8, 2020, 5:30 P.M. Closed Session, 6:00 P.M. Regular Meeting.

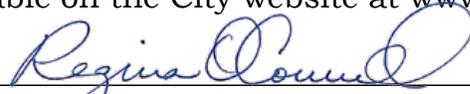
Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The City posts the Agenda on the City Hall window and on the City's website: www.cityofplacerville.org.

CERTIFICATION OF AGENDA POSTING

I, Regina O'Connell, City Clerk of the City of Placerville, declare that the foregoing Agenda for the September 2, 2020, Special Meeting of the Placerville City Council was posted and available for review on August 28, 2020 at the City Hall of the City of Placerville, 3101 Center Street, Placerville, CA 95667.

The Agenda is also available on the City website at www.cityofplacerville.org

Attest: _____


Regina O'Connell, City Clerk

**Draft Operating Budget and Capital
Improvement Program Budget
Proposals
Fiscal Year 2020/2021**

City of Placerville, California
September 2, 2020

Overview

- Operating Budget assumptions
- CIP Budget Assumptions
- Budget adoption process



General Fund Budget Assumptions

- Began with a status quo budget
- \$1,640,845 budget deficit
- Department budget adjustments
- Minimal capital outlay items
- Health and safety training only
- 70.84% of the General Fund is Personnel
- Cost saving ASL requests only
- Established Voluntary Separation Incentive Program

General Fund Budget Assumptions (Continued)

- Anticipate 9 VSIP related retirements on or around 09/30/20
 - \$391,326 annual ongoing savings before one time costs
- No cannabis permit revenue
- Retiree medical insurance costs on the pay-as-you-go basis (no GASB 75 pre-funding included)

Bradley Burns Sales Tax Update

- 2nd Quarter 2020 Forecast year of year decrease by \$373,088 or 36.01%
- Increased year over year by \$225,393 or 18.95% as of quarter ended 06/30/20 (with adjustments)
- Increased year over year by \$106,201 or 10.25% as of quarter ended 06/30/20 (without adjustments)

Bradley Burns Sales Tax Update (Continued)

- Fiscal Year 2019/2020 total = \$5,482,507
- HDL forecasts statewide -1.1% in Fiscal Year 2020/2021
- Fiscal Year 2020/2021 Draft Budget = \$5,422,200

Add On Sales Tax Update

- Measures H, J, and L Funds
- Increased year over year by approximately 7% quarter ended 06/30/20 (with adjustments)
- Decreased year over year by approximately 9% quarter ended 06/30/20 (without adjustments)
- HDL forecasts statewide -1.1% in Fiscal Year 2020/2021

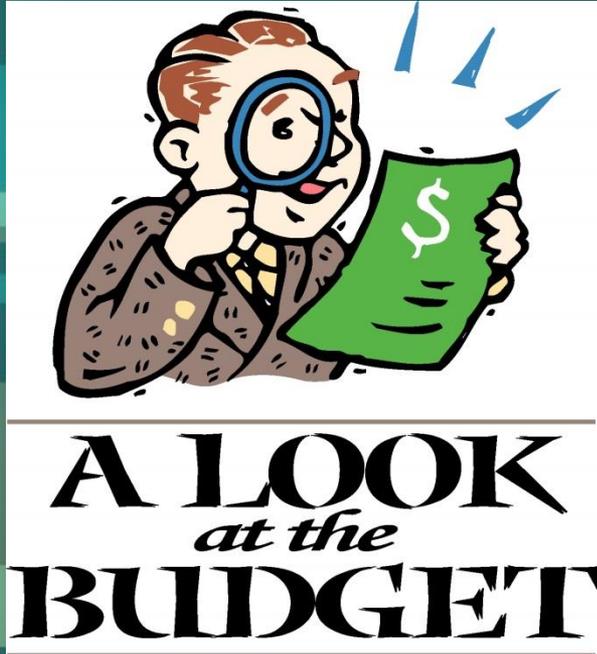
Draft CIP Budget

- 1 Parking Fund project
- Measures H/L Sales Tax Committee recommended:
 - 5 new projects
 - Additional funding for 5 existing projects
 - Construction reserves
 - Draft policy in progress
 - Measure L Fund Operating Reserve restoration

Budget Adoption Process

- City Council adopted a 25% continuing budget appropriation that expires September 30th
- Open Hearing scheduled for September 8th
- Budget adoption scheduled for September 22nd

Conclusion



- Questions?
- Comments?
- Thank you!

City of Placerville
Draft Capital Improvement Program Budget
Fiscal Year 2020/2021
As of September 2, 2020

Project	General Fund	Downtown Parking District Fund	Ridge at Orchard Hill BAD	Measure H Fund	Measure L Fund	Total Projected Cost
Public Safety Building Renovation	\$ 4,193,508	\$ -	\$ -	\$ -	\$ -	\$ 4,193,508
Building Permit Software	5,335	-	-	-	-	5,335
City Pool Filter Sand Replacement	16,058	-	-	-	-	16,058
Town Hall Re-carpeting	32,800	-	-	-	-	32,800
Winesap Circle Slurry Seal	-	-	20,000	-	-	20,000
Town Hall Parking Lot Resurfacing	-	60,000	-	-	-	60,000
WRF MTU #1 Servicing and Underdrain Replacement	-	-	-	190,000	190,000	380,000
WRF Secondary Clarifier #1 Mechanism Replacement	-	-	-	-	85,000	85,000
WRF Digester #2 Servicing	-	-	-	70,000	-	70,000
Benham Street Repaving	-	-	-	-	150,000	150,000
Lead Waterline Replacements (Various)	-	-	-	-	150,000	150,000
Total	\$ -	\$ 60,000	\$ 20,000	\$ 260,000	\$ 575,000	\$ 915,000

**CITY OF PLACERVILLE
PROPOSED MEASURES H/L CAPITAL IMPROVEMENT PROGRAM BUDGET
FISCAL YEAR 2020/2021
AS OF AUGUST 31, 2020**

<i>PROJECT ID</i>	<i>PROJECT NAME</i>	<i>CIP NO.</i>	<i>TOTAL FUNDING REQUEST</i>	<i>MEASURE H FUND</i>	<i>MEASURE L FUND</i>	<i>CONSTRUCTION SCHEDULE</i>	<i>NOTES</i>
1	WRF MTU #1 Servicing and Underdrain Replacement	TBD	\$ 380,000	\$ 190,000	\$ 190,000	Summer 2021	MTU #2 was completed in 2020 and now we need to do the same servicing and underdrain replacement for MTU #1.
2	WRF Secondary Clarifier #1 Mechanism	TBD	85,000	-	85,000	Spring 2021	Replacement of sweeping mechanism in Secondary Clarifier #1.
3	WRF Digester #2 Servicing	TBD	70,000	70,000	-	Spring/Summer 2021	Digester #1 was completed 2020.
4	Benham Street Repaving	TBD	150,000	-	150,000	Spring 2021	Repaving of the road from Pacific Street to Big Cut Road.
5	Lead Waterline Replacements (Various)	TBD	150,000	-	150,000	Ongoing	Replacement of lead service lines.
6	Mosquito Road Stabilization-Clay Street to City Limits ^A	41819	647,937	-	647,937	Summer/Fall 2020	Construction Contract Awarded 8/25/20.
7	Broadway Maintenance Project-From Mosquito Road to Schnell School Road	42003	250,000	-	250,000	Bidding Spring 2021	Combining with Broadway Sidewalks Project (CIP#41606) for complete street rehabilitation from Mosquito Road/Main Street to Wiltse Road.
8	Upper Broadway Bike Lanes-Schnell School Road to Point View Drive (Maintenance Paving)	41508	140,000	-	140,000	Under Construction through December 2020	City would like take an opportunity to complete additional road maintenance paving from the Wiltse Road/Broadway intersection to the Schnell School Road intersection at Broadway, capitalizing on the good unit prices and the benefit of having a contractor already mobilized on site as an overall savings to the work.
9	Cedar Ravine Road Sewer Line Replacement	41825	100,000	100,000			Design and grant writing costs.
10	Sewer Line Relocation-Clay Street to Locust Street	41202	100,000	100,000			Design and grant writing costs.
11	Sewer Enterprise Fund Debt Service	N/A	516,070	516,070	-		Annual Debt Service for the Wastewater Reclamation Facility.
12	Construction Reserve (Recommended Measure H Projects Only-To Balance)	N/A	185,512	185,512	-		This reserve will be used for the construction of existing Measure H sewer system CIP projects.
13	Construction Reserve (Recommended Measure L Projects Only-To Balance)	N/A	475,685	-	475,685		This reserve will be used for the construction of the backlog of existing Measure L CIP projects such as the Broadway Maintenance Project, various water and storm drain projects, the Canal Street project, and related local matching requirements for Federal and State grants.
14	Operating Reserve Restoration	N/A	200,000	-	200,000		
TOTAL CIP PROJECTS FOR FY 20120/2021			\$ 3,450,204	\$ 1,161,582	\$ 2,288,622		

^AThe Measures H/L Sales Tax Committee recommended this at their meeting held on August 17, 2020, and the City Council approved the recommendation at its meeting held on August 25, 2020.

City of Placerville
 ASL Request Summary (Version #3)
 Fiscal Year 2020/2021
 As of September 1, 2020

a	b	c	d	e	f	g	h	i	j	k	l	m	n	o	p
Department/Division	Request	Salary Adj. Reclass	New Position	Addition	Deletion	Expansion	i - p Net Cost	Sum (j:o) Total Cost	General Fund	Downtown Parking District Fund	Grant Funds	Measure J	Water Enterprise Fund	Sewer Enterprise Fund	Offsetting Revenues /Savings/ Cost Recovery
PD/Patrol	Freeze Community Services Officer Position (0.48 FTE)				X		\$ (21,959)	\$ (21,959)	\$ (21,959)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ED/Engineering	Freeze Engineering Technician Position (1.00 FTE)^				X		(41,933)	(41,933)	(41,933)	-	-	-	-	-	-
ED/Engineering	Freeze Engineering Specialist Position 1.00 FTE^				X		4,941	(43,317)	(43,317)	-	-	-	-	-	(48,258)
ED/Engineering	Add Development Project Inspection Contract			X			29,819	29,819	29,819	-	-	-	-	-	-
ED/Engineering	Add CIP Project Inspection Contract			X			18,439	18,439	18,439	-	-	-	-	-	-
ED/Engineering	Add GIS Contract			X			11,250	11,250	11,250	-	-	-	-	-	-
Administration/IT	Freeze Information Technology Analyst Position (1.00 FTE)				X		(93,818)	(93,818)	(36,590)	(938)	-	-	(28,145)	(28,145)	-
Administration/IT	Add IT Contract Services			X			5,000	5,000	1,700	300	-	-	1,500	1,500	-
Administration/Parking Enforcement	Freeze Parking Enforcement Officer I Position (0.45 FTE)				X		(12,798)	(12,798)	-	(12,798)	-	-	-	-	-
Finance/Financial Management	Freeze Accounting Assistant II Position (1.00 FTE)^				X		(6,838)	(6,838)	(2,735)	-	-	-	(2,051)	(2,052)	-
Finance/Financial Management	Add Accounting Assistant I Position (1.00 FTE)			X			58,942	58,942	22,397	1,179	-	-	17,683	17,683	-

City of Placerville
 ASL Request Summary (Version #3)
 Fiscal Year 2020/2021
 As of September 1, 2020

a	b	c	d	e	f	g	h i-p	i Sum (j:o)	j	k	l	m	n	o	p	
Department/Division	Request	Salary Adj. Reclass	New Position	Addition	Deletion	Expansion	Net Cost	Total Cost	General Fund	Downtown Parking District Fund	Grant Funds	Measure J	Water Enterprise Fund	Sewer Enterprise Fund	Offsetting Revenues /Savings/ Cost Recovery	
Finance/Financial Management	Freeze Accounting Supervisor Position (0.18 FTE)				X		(4,268)	(4,268)	(1,708)	-	-	-	(1,280)	(1,280)	-	
Total								\$ (53,223)	\$ (101,481)	\$ (64,637)	\$ (12,257)	\$ -	\$ -	\$ (12,293)	\$ (12,294)	\$ (48,258)

^Assumes Voluntary Separation Incentive Program pay and estimated leave bank cash out costs.

City of Placerville
 Revised Draft Operating Budget Summary
 Fiscal Year 2020/2021
 As of September 2, 2020

	General Fund	Gas Tax Fund	Measure L Fund	Downtown Parking District Fund	SRO Grant Fund	AB 3229 COPS Fund	OTS Grant	BVP Grant	State Tobacco Grant	Coronavirus Relief Fund	Measure J Fund	Orchard Hill LLMD	Cottonwood LLMD Fund
Revenues Before Adjustments	\$ 9,155,358	\$ 480,475	\$ 2,233,012	\$ 307,998	\$ 76,918	\$ 170,811	\$ 7,995	\$ 5,400	\$ 103,254	\$ 81,877	\$ 1,086,735	\$ 20,215	\$ 14,561
Expenditures Before Adjustments	9,351,145	30,000	-	233,474	76,918	160,526	-	-	103,254	81,877	1,490,484	20,215	14,561
Revenues Over/(Under) Expenditures	(195,787)	450,475	2,233,012	74,524	-	10,285	7,995	5,400	-	-	(403,749)	-	-
Other Financing Sources/(Uses)													
Transfers In	291,573	-	-	8,656	-	-	-	-	-	-	415,941	-	-
Transfer Out	(574,612)	(291,573)	-	(8,395)	-	-	-	-	-	-	-	-	-
Total Other Financing Sources/(Uses)	(283,039)	(291,573)	-	261	-	-	-	-	-	-	415,941	-	-
Revenues and Other Financing Sources Over/(Under) Expenditures and Other Financing Uses Before Other Budget Requests	(478,826)	158,902	2,233,012	74,785	-	10,285	7,995	5,400	-	-	12,192	-	-
Other Budget Adjustments and Requests													
Other Budget Adjustments #1	(623,253)	-	-	-	-	-	-	-	-	-	(1,500)	-	-
ASL Requests (Net of Cost Recovery)	(16,379)	-	-	(12,257)	-	-	-	-	-	-	-	-	-
Other Budget Adjustments #2 (Additional Personnel Changes)	132,573	-	-	2,216	-	-	-	-	-	-	13,692	-	-
Computer Equipment	63,408	-	-	-	-	-	-	-	-	-	-	-	-
Other Capital Outlay Requests	6,500	-	-	-	-	-	7,995	5,400	-	-	-	-	-
CIP Requests	-	-	575,000	60,000	-	-	-	-	-	-	-	-	-
Conference, Training, & Travel Requests (Net of POST Reimbursements)	7,708	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Other Budget Requests	(492,851)	-	575,000	49,959	-	-	7,995	5,400	-	-	12,192	-	-
Revenues and Other Financing Sources Over/(Under) Expenditures and Other Financing Uses After Other Budget Adjustments and Requests	\$ 14,025	\$ 158,902	\$ 1,658,012	\$ 24,826	\$ -	\$ 10,285	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City of Placerville
Revised Draft Operating Budget Summary
Fiscal Year 2020/2021
As of September 2, 2020

	Ridge At Orchard Hill Zones 1 & 1A Funds	Water Enterprise Fund	Sewer Enterprise Fund	Measure H Fund	General Liability Fund	Reserve for Economic Uncertainties Fund	Total
Revenues Before Adjustments	\$ 46,943	\$ 2,199,971	\$ 6,376,555	\$ 1,101,735	\$ 1,000	\$ -	\$ 23,470,813
Expenditures Before Adjustments	46,943	1,948,361	6,866,147	-	450,046	-	20,873,951
Revenues Over/(Under) Expenditures	-	251,610	(489,592)	1,101,735	(449,046)	-	2,596,862
Other Financing Sources/(Uses)							
Transfers In	-	-	1,101,735	-	450,046	8,395	2,276,346
Transfer Out	-	(150,015)	(150,016)	(1,101,735)	-	-	(2,276,346)
Total Other Financing Sources/(Uses)	-	(150,015)	951,719	(1,101,735)	450,046	8,395	-
Revenues and Other Financing Sources Over/(Under) Expenditures and Other Financing Uses Before Other Budget Requests	-	101,595	462,127	-	1,000	8,395	2,596,862
Other Budget Adjustments and Requests							
Other Budget Adjustments #1	-	(18,650)	(149,182)	-	-	-	(792,585)
ASL Requests (Net of Cost Recovery)	-	(12,293)	(12,294)	-	-	-	(53,223)
Other Budget Adjustments #2 (Additional Personnel Changes)	-	56,080	56,081	-	-	-	260,642
Computer Equipment	-	2,785	4,234	-	-	-	70,424
Other Capital Outlay Requests	-	1,100	1,100	-	-	-	22,095
CIP Requests	20,000	-	260,000	-	-	-	915,000
Conference, Training, & Travel Requests (Net of POST Reimbursements)	-	1,400	11,725	-	-	-	20,833
Subtotal Other Budget Requests	20,000	27,637	167,430	-	-	-	372,762
Revenues and Other Financing Sources Over/(Under) Expenditures and Other Financing Uses After Other Budget Adjustments and Requests	\$ (20,000)	\$ 73,958	\$ 294,697	\$ -	\$ 1,000	\$ 8,395	\$ 2,224,100