



CITY OF HAYWARD
AGENDA REPORT

AGENDA DATE 06/20/00
AGENDA ITEM 6
WORK SESSION ITEM _____

TO: Mayor and City Council
FROM: City Manager
SUBJECT: Approval and Appropriation of the Operating and Capital Budgets for the Fiscal year 2000-2001; Approval and Appropriation of the 2000-2001 Redevelopment Agency Budget; Approval of the 2000-2001 Master Fee Schedule; Approval of the Five Year Capital Improvement Program 2000-2001 through 2004-2005, and the 2000-2001 Gann Appropriation Limit

RECOMMENDATION:

It is recommended that the City Council adopt the attached resolutions:

1. Approving the Operating and Hayward Redevelopment Agency budgets, and appropriating funds for operating expenses and capital projects for 2000-2001; and
2. Amending the Master Fee Schedule to include modifications reflected in the 2000-2001 Operating Budget; and
3. Approving spending plans embodied in the 2000-2001/2004-2005 Capital Improvement Program; and
4. Establishing the 2000-2001 Appropriation Limit; and,
5. Increasing the appropriation for the Weekes Branch Library Expansion Project by \$40,000.

BACKGROUND:

At its meeting on June 13, 2000, the City Council held a public hearing on the 2000-2001 Recommended Budget, Redevelopment Agency Budget, the 2000-2001 Master Fee Schedule, the Five-year Capital Improvement Program 2000-2001 through 2004-2005 and the Gann Appropriation Limit. A copy of the Master Fee Schedule is on file in the City Clerk's Office. Following public testimony, Council directed staff to prepare the necessary resolutions to implement Council budget decisions for Council consideration and formal action on June 20, 2000. The appropriate resolutions adopting the 2000-2001 Operating Budgets, Capital Budget, Master Fee Schedule and Gann Appropriation Limit are attached for Council's review and action.

During the hearing on the budget, Council received testimony with respect to the Weekes Branch Library Expansion Project. In particular, the Friends of the Hayward Public Library have agreed to provide up to \$40,000 for additional architectural services for the creation of two alternative architectural drawings. The two alternatives provide for additional expansion to the currently approved project. Council further indicated that receipt of these funds and subsequent preparation of bid documents would not obligate the City to provide further financial support for the project. The attached budget resolution provides for the appropriation of \$40,000 to this project.

Peng H. Cata for
Jesús Armas, City Manager

Attachment: Resolutions



HAYWARD CITY COUNCIL

RESOLUTION NO. _____

Introduced by Council Member _____

RESOLUTION APPROVING THE BUDGET OF THE CITY OF HAYWARD FOR FISCAL YEAR 2000-2001; ADOPTING APPROPRIATIONS FOR FISCAL YEAR 2000-2001; AND MAKING CERTAIN POLICY DECISIONS REGARDING THE BUDGETS FOR UPCOMING FISCAL YEARS

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 2000-2001 contained in those documents entitled "City of Hayward Two-year 1999-2001 Recommended Budget," with adjustments to the Proposed Budget as outlined in the June 6, 2000 Council Work Session Budget Report, and "Five Year Capital Improvement Program 2000-2001 through 2004-2005"; 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.

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

1. That the budget for fiscal year 2000-2001 presented by the City Manager in the documents entitled "City of Hayward Two-year 1999-2001 Recommended Budget," with adjustments to the Proposed Budget as outlined in the June 6, 2000 Council Work Session Budget Report are hereby approved and adopted as the budget of the City of Hayward for fiscal year 2000-01. 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 therefor 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 budget.

4. The City Manager shall have the authority to bind and prepay all coverages and to negotiate and execute all documents necessary to obtain the insurance, third party administration services, and defense of claims budgeted for in the Liability Insurance Fund.
5. The City Manager is also authorized to enter into an Amended Repayment Agreement with the Redevelopment Agency in substantially the same form as the Amended Repayment Agreement on file in the office of the City Clerk, together with such additional changes approved by the City Manager and the City Attorney. Such Amended Repayment Agreement consolidates the provisions of the Repayment Agreement executed on September 23, 1975, as amended through the tenth amendment thereto, and also provides for the repayment of additional expenses incurred by the City of Hayward from tax increment revenues, based on the findings and provisions contained in the Amended Repayment Agreement.
6. The following amounts are hereby appropriated for expenditure:

I. OPERATING EXPENDITURE APPROPRIATIONS

GENERAL FUND:

Mayor and City Council	399,851
City Manager	3,209,923
City Attorney	826,000
City Clerk	364,810
Personnel	1,311,062
Finance	4,587,849
Police	30,030,570
Fire	17,089,388
Public Works	5,510,911
Community & Economic Development	4,903,823
Library	2,739,586
Non-Departmental	401,697
Total - General Fund	71,375,470

OTHER FUNDS:

Community Development Block Grant Fund	2,247,377
Small Business Economic Development Revolving Loan Fund	308,727
Measure B Paratransit Fund	354,348
Taxi Van Lease Fund	40,000
Housing Mortgage Revenue Bond Fund	75,840
Downtown Business Improvement Fund	69,000
Home Loan Fund	529,384
Recycling Fund	531,459
Narcotics Asset Seizure Fund	100,000
Certificates of Participation Debt Service Fund	2,344,180
Special Assessments Debt Service Fund	1,105,115
Stormwater Maintenance & Operations Fund	1,875,816
Wastewater Maintenance & Operations Fund	10,925,341
Water Maintenance & Operations Fund	14,953,134
Airport Operations Fund	1,723,306
Airport Improvement Trust Fund	233,610
Centennial Hall Fund	550,454
Workers' Compensation Fund	2,887,598
Liability Insurance Fund	1,098,763
Equipment Management Fund	3,367,294
Water Revenue Bond Fund	526,505
Retrofit Certification of Participation Fund	547,986
L.I.D. Fund 1-5	54,609
Peppertree Park Maintenance	6,842
Total - All Other Funds	46,456,688
TOTAL: ALL FUNDS	117,832,158

7. 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 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:
General	Capital Improvement Fund	860,000

Weekes Library Branch Reserve	Capital Improvement Fund	500,000
	Equipment Management Fund	690,000
	Liability Insurance	835,336
	Centennial Hall	269,000
	Certificates of Participation	
	Retrofit	547,586
	Miscellaneous Capital Improvements	105,690
	Civic Center Debt Service	2,234,490
	Transportation Systems Improvement	500,000
	Street Lighting Fund	320,000
	Water Improvement	71,000
Gas Tax	General	1,214,000
CDBG	Liability Insurance	9,623
Park Dedication Zones A-E	General-Golf Course Acquisition	150,000
Housing Mortgage Revenue Bond	Liability Insurance	1,578
Recycling	Liability Insurance	3,155
	General--Cost Allocation	111,405
Asset Forfeiture	Capital Improvement Fund	250,000
Local Law Enforcement Block Grants	General	287,609
Citizens Option for Public Safety	General	279,000
Stormwater Maintenance & Operation	General--Cost Allocation	57,330
	Liability Insurance	15,777
Wastewater Maintenance & Operations	General--Cost Allocation	376,707
	Sewer Replacement--Capital Reserves	1,000,000
	Wastewater Treatment Plant Replacement	2,000,000
	Sewer Improvement--Connection Fees	1,200,000
	Liability Insurance	216,032

	Liability Insurance--Earthquake Reserve	150,000
Water Maintenance & Operations	General--Cost Allocation	589,958
	Liability Insurance	76,516
	Water Replacement	2,000,000
	Water Capital Improvement	2,500,000
Water Improvement	Water Revenue Bond-HPFA 1996 Bonds	315,903
Water Replacement	Water Revenue Bond-HPFA 1996 Bonds	210,602
Airport Operations	General--Cost Allocation	149,069
	Liability Insurance	34,519
	Airport Improvement Trust	233,610
	Airport Capital Improvement	1,200,000
Centennial Hall	General--Cost Allocation	68,000
	Liability Insurance	14,680
Workers' Compensation	General--Cost Allocation	102,976
	Liability Insurance	3,155
Liability Insurance	General--Cost Allocation	265,366
Equipment Management	General--Cost Allocation	110,590
	Liability Insurance	26,314

8. 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:

RESERVES AND DESIGNATIONS

FUND	PURPOSE	AMOUNT
General	Economic Uncertainty	5,000,000
	Liquidity Reserve	2,500,000

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.

9. Any monies received during fiscal year 2000-2001 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 therefor in accordance with the terms and conditions and for the purposes of the grant.
10. 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.
11. 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.
12. The Finance Director 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 Finance Director is authorized to make such changes to the budget as are required by GASB 31.
13. The 1999-2000 budget resolutions are hereby amended to reflect actual expenditures for fiscal year 1999-2000.
14. The City Manager is hereby authorized to enter into a revolving loan Credit Agreement with Sanwa Bank in a form which is satisfactory to the City Attorney.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2000

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward

REDEVELOPMENT AGENCY OF THE CITY OF HAYWARD 

RESOLUTION NO. RA-_____

Introduced by Agency Members _____

RESOLUTION APPROVING THE BUDGET OF THE
REDEVELOPMENT AGENCY OF THE CITY OF HAYWARD
AND ADOPTING APPROPRIATIONS FOR FISCAL YEAR
2000-2001

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 2000-2001; 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 2000-2001. The budget presented by the Executive Director and approved by this resolution appears on pages 188-195, 204-208 and 259-262 of the document entitled "City of Hayward Two-year 1999-2001 Recommended Budget," with adjustments as outlined in the June 6, 2000 Budget Council Work Session Report," which is hereby referred to, incorporated herein, and made a part of this resolution as though set forth in full.
2. The Executive Director is also authorized to enter into an Amended Repayment Agreement is substantially the same form as the Amended Repayment Agreement on file in the office of the Secretary, together with such additional changes approved by the Executive Director and the General Counsel. Such Amended Repayment Agreement consolidates the provisions of the Repayment Agreement executed on September 23, 1975, as amended through the tenth amendment thereto and also provides for the repayment of additional expenses incurred by the City of Hayward based on the findings therein contained .

3. The following amounts are hereby appropriated for expenditure:

I. Hayward Redevelopment Agency Fund

REVENUES

Property Taxes	2,204,580
Interest Income	51,775
Other Revenue	161,000

TOTAL FUNDS AVAILABLE 2,417,355

EXPENDITURES

Hayward Redevelopment Agency	1,412,625
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TRANSFERS TO OTHER FUNDS

General Fund--Cost Allocation	187,000
Liability Insurance	4,733
Debt Service--Tax Allocation Bonds	543,081
Downtown Business Improvement	20,000
Subtotal	754,814

TOTAL EXPENDITURES & TRANSFERS 2,167,439

II. Hayward Redevelopment Agency Debt Service Fund

EXPENDITURES 555,581

TOTAL EXPENDITURES & TRANSFERS 555,581

III. Low and Moderate Housing Fund

REVENUES

Property Tax	551,145
Interest Income	98,876

TOTAL FUNDS AVAILABLE 650,021

EXPENDITURES 776,406

TRANSFERS TO OTHER FUNDS

General Fund - Cost Allocation 47,000

TOTAL EXPENDITURES & TRANSFERS 823,406

4. Any and all expenditures relating to the objectives described in the budget are hereby approved and authorized and payments therefor may be made by the Treasurer.
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.
6. For the purposes of determining whether the Executive Director has the authority to execute a contract for a commodity or service pursuant to section 4 above, the Executive Director 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 Agency's appropriations as set forth in this budget.
7. Any contract for professional service included in the annual budget that will cost more than \$25,000 shall be executed by the Executive Director only upon approval of the contract by the Redevelopment Agency Board given at a meeting of the Redevelopment Agency.
8. The 1999-2000 budget resolutions are hereby amended to reflect actual expenditures for fiscal year 1999-2000.

HAYWARD, CALIFORNIA _____, 2000

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
Secretary of the Redevelopment Agency
of the City of Hayward

APPROVED AS TO FORM:

General Counsel

HAYWARD CITY COUNCIL

RESOLUTION NO. _____

Introduced by Council Member _____

RESOLUTION ADOPTING A REVISED MASTER FEE
SCHEDULE RELATING TO FEES AND CHARGES FOR
DEPARTMENTS IN THE CITY OF HAYWARD AND
RESCINDING RESOLUTION NO. 99-109 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 a revised 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. 99-109, and all amendments thereto are hereby rescinded.

BE IT FURTHER RESOLVED that this resolution shall become effective as of July 1, 2000.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2000

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward

HAYWARD CITY COUNCIL 

RESOLUTION NO. _____

Introduced by Council Member _____

**RESOLUTION APPROVING A SPENDING PLAN FOR
CAPITAL PROJECTS FOR FISCAL YEARS 2000-2001
THROUGH 2004-05**

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 2000-2001 contained in those documents entitled "City of Hayward 1999-2001 Recommended Budget" and "Five Year Capital Improvement Program 2000-2001 through 2004-05"; 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. _____ dated June __, 2000, the City Council adopted the budget and appropriated funds for operating expenses for 2000-2001.

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

1. That the spending plan embodied in the 2000-2001 through 2004-05 Capital Improvement Program is hereby adopted as the Capital Improvement Program for the fiscal years 2000-2001 through 2004-05. 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 therefor 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 EXPENDITURE APPROPRIATIONS

Gas Tax Fund (210)	2,003,000
Measure B Tax Fund (211)	659,000
Capital Improvement Fund (410)	3,792,000
Street System Improvement Fund (413)	7,011,000
Transportation System Improvement Fund (420)	2,774,000
Street Lighting Fund (422)	369,000
Route 238 Fund (430)	40,000
Sewer Improvement Fund (613)	4,841,000
Sewer Replacement Fund (614)	1,207,000
Wastewater Treatment Plant Replacement Fund (616)	3,277,000
Water Improvement Fund (622)	4,417,000
Water Replacement Fund (623)	2,320,000
Airport Capital Fund (632)	4,090,000
TOTAL: ALL CAPITAL FUNDS	36,760,000

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 he 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)	1,214,000
General (100)	Capital Imp. (410)	1,360,000
General (100)	Water Capital (622)	71,000
Asset Forfeiture (277)	Capital Imp. (410)	250,000
Route 238 (430)	Capital Imp. (410)	270,000
General (100)	Transp. Imp. (420)	500,000
General (100)	Street Lighting (422)	320,000
Sewer Op. (611)	Sewer Replace(614)	1,000,000

Sewer Op. (611)	WPCF Replace (616)	2,000,000
Water Op. (621)	Water Capital (622)	2,500,000
Water Op. (621)	Water Replace (623)	2,000,000
Airport Op. (631)	Airport Capital (632)	1,200,000

In order to provide for completion of work on projects previously authorized but not completed as of June 30, 2000, in addition to the above appropriations for capital expenditures, appropriation balances remaining as of June 30, 2000, for capital projects previously authorized but uncompleted, are hereby appropriated for expenditure in fiscal year 2000-2001.

6. Any monies received during fiscal year 2000-2001 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 therefor 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 spending plan for capital projects for fiscal years 2000-2001 through 2004-05 contained in the document entitled "Five Year Capital Improvement Program 2000-2001 through 2004-05" 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 _____, 2000

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward

HAYWARD CITY COUNCIL 

RESOLUTION NO. _____

Introduced by Council Member _____

**RESOLUTION ESTABLISHING THE APPROPRIATION
LIMIT FOR FISCAL YEAR 2000-2001**

WHEREAS, by Resolutions Nos. _____ and _____, the City Council approved the budgets and appropriated funds for operating expenses and capital projects for fiscal year 2000-2001.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that the appropriations limit for fiscal year 2000-2001 is hereby established as \$147,187,717. In accordance with the requirements of state law regarding the appropriations limit, the annual adjustment factors for 2000-2001 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 _____, 2000

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward