



CITY OF  
**FOLSOM**  
DISTINCTIVE BY NATURE

# Agenda

## City Council Regular Meeting

City Council Chambers | 50 Natoma Street, Folsom CA 95630

September 22, 2020

6:30 PM

## Welcome to Your City Council Meeting

We welcome your interest and involvement in the city’s legislative process. This agenda includes information about topics coming before the City Council and the action recommended by city staff. You can read about each topic in the staff reports, which are available on the city website and in the Office of the City Clerk. The City Clerk is also available to answer any questions you have about City Council meeting procedures.

### Participation

If you would like to provide comments to the City Council, please:




- Fill out a blue speaker request form, located at the back table.
- Submit the form to the City Clerk before the item begins.
- When it’s your turn, the City Clerk will call your name and invite you to the podium.
- Speakers have three minutes, unless the presiding officer (usually the mayor) changes that time.

### Reasonable Accommodations

In compliance with the Americans with Disabilities Act, if you are a person with a disability and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk’s Office at (916) 461-6035, (916) 355-7328 (fax) or [CityClerkDept@folsom.ca.us](mailto:CityClerkDept@folsom.ca.us). Requests must be made as early as possible and at least two full business days before the start of the meeting.

### How to Watch

The City of Folsom provides three ways to watch a City Council meeting:

In Person	Online	On TV
		
City Council meetings take place at City Hall, 50 Natoma Street	Watch the livestream and replay past meetings on the city website, <a href="http://www.folsom.ca.us">www.folsom.ca.us</a>	Watch live and replays of meetings on Sac Metro Cable TV, Channel 14

**More information about City Council meetings is available at the end of this agenda**



CITY OF  
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## City Council Regular Meeting

**Folsom City Council Chambers**  
**50 Natoma Street, Folsom, CA**  
[www.folsom.ca.us](http://www.folsom.ca.us)

**Tuesday, September 22, 2020 6:30 PM**

*Sarah Aquino, Mayor*

*Ernie Sheldon, Vice Mayor*  
*Kerri Howell, Council Member*

*Mike Kozlowski, Council Member*  
*Andy Morin, Council Member*

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### REGULAR CITY COUNCIL AGENDA

*Pursuant to Governor Newsom's Executive Order N-29-20, members of the Folsom City Council and staff may participate in this meeting via teleconference.*

*Due to the coronavirus (COVID-19) public health emergency, the City of Folsom is allowing for remote public input during City Council meetings. Members of the public are encouraged to participate by emailing comments to [CityClerkDept@folsom.ca.us](mailto:CityClerkDept@folsom.ca.us). Emailed comments must be received no later than thirty minutes before the meeting and will be read aloud at the meeting during the agenda item. Please make your comments brief. Written comments submitted and read into the public record must adhere to the principles of the three-minute speaking time permitted for in-person public comment at City Council meetings. Members of the public wishing to participate in this meeting via teleconference may email [CityClerkDept@folsom.ca.us](mailto:CityClerkDept@folsom.ca.us) no later than thirty minutes before the meeting to obtain call-in information. Each meeting may have different call-in information. Verbal comments via teleconference must adhere to the principles of the three-minute speaking time permitted for in-person public comment at City Council meetings.*

*Members of the public may continue to participate in the meeting in person at Folsom City Hall, 50 Natoma Street, Folsom, CA while maintaining appropriate social distancing and wearing face coverings.*

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#### **CALL TO ORDER**

#### **ROLL CALL:**

**Council Members: Howell, Kozlowski, Morin, Sheldon, Aquino**

The City Council has adopted a policy that no new item will begin after 10:30 p.m. Therefore, if you are here for an item that has not been heard by 10:30 p.m., you may leave, as the item will be continued to a future Council Meeting.

#### **PLEDGE OF ALLEGIANCE**

#### **AGENDA UPDATE**

## **BUSINESS FROM THE FLOOR:**

Members of the public are entitled to address the City Council concerning any item within the Folsom City Council's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the City Council is prohibited from discussing or taking action on any item not appearing on the posted agenda.

## **SCHEDULED PRESENTATIONS:**

- [1.](#) City Manager's Fiscal Year 2019-20 Fourth Quarter Financial Report
- [2.](#) Presentation on the Use of Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act Funds

## **CONSENT CALENDAR:**

Items appearing on the Consent Calendar are considered routine and may be approved by one motion. City Council Members may pull an item for discussion.

- [3.](#) Approval of the September 8, 2020 Special and Regular Meeting Minutes
- [4.](#) Resolution No. 10526 – A Resolution Accepting a Grant from the Sacramento Metropolitan Air Quality Management District for the Replacement of Two Diesel Refuse Trucks with Two Zero Emission Electric Refuse Trucks
- [5.](#) Resolution No. 10527 - A Resolution Repealing Resolution No. 10129 and Designating Conflict of Interest Filing Positions and Disclosure Categories
- [6.](#) Resolution No. 10528 - A Resolution Authorizing the City Manager to Execute a Program Supplement Agreement with Caltrans for the SouthEast Connector Segment D3(A) Project No. PW1607, Federal Project No. 5288(046)
- [7.](#) Resolution No. 10529 - A Resolution Authorizing the City Manager to Execute a Contract Change Order with Western Engineering Contractors, Inc. for the Green Valley Road Widening Project, Project No. PW0804 and Appropriation of Funds
- [8.](#) Resolution No. 10530 - A Resolution Authorizing the City Manager to Execute a Construction Agreement with Sierra National Construction, Inc. for the Folsom Amphitheater Shade Structure Project, Project No. RD101, and and Appropriation of Funds

## **NEW BUSINESS:**

- [9.](#) Resolution No. 10531 - A Resolution of the City Council Declaring 300 Persifer Street as Surplus
- [10.](#) Ordinance No. 1308 – An Ordinance of the City of Folsom Repealing and Re-enacting Chapter 2.30 of the Folsom Municipal Code Pertaining to the Establishment and Maintenance of the City Merit System and Personnel Policies, Rules, and Regulations (Introduction and First Reading)

## **CITY MANAGER REPORTS:**

## **COUNCIL COMMENTS:**

## **ADJOURNMENT**

The City Council's next regular meeting is scheduled for October 13, 2020.

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***NOTICE:** Members of the public are entitled to directly address the City Council concerning any item that is described in the notice of this meeting, before or during consideration of that item. If you wish to address Council on an issue, which is on this agenda, please complete a blue speaker request card, and*

*deliver it to a staff member at the table on the left side of the Council Chambers prior to discussion of the item. When your name is called, stand to be recognized by the Mayor and then proceed to the podium. If you wish to address the City Council on any other item of interest to the public, when the Mayor asks if there is any "Business from the Floor," follow the same procedure described above. Please limit your comments to three minutes or less.*

**NOTICE REGARDING CHALLENGES TO DECISIONS:** Pursuant to all applicable laws and regulations, including without limitation, California Government Code Section 65009 and or California Public Resources Code Section 21177, if you wish to challenge in court any of the above decisions (regarding planning, zoning and/or environmental decisions), you may be limited to raising only those issues you or someone else raised at the public hearing(s) described in this notice/agenda, or in written correspondence delivered to the City at, or prior to, the public hearing.

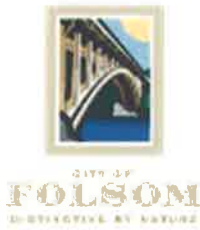
*As presiding officer, the Mayor has the authority to preserve order at all City Council meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said Council, and to enforce the rules of the Council.*

**PERSONS INTERESTED IN PROPOSING AN ITEM FOR THE CITY COUNCIL AGENDA SHOULD CONTACT A MEMBER OF THE CITY COUNCIL.**

*The meeting of the Folsom City Council is being telecast on Metro Cable TV, Channel 14, the Government Affairs Channel, and will be shown in its entirety on the Friday and Saturday following the meeting, both at 9 a.m. The City does not control scheduling of this telecast and persons interested in watching the televised meeting should confirm this schedule with Metro Cable TV, Channel 14. The City of Folsom provides live and archived webcasts of regular City Council meetings. The webcasts can be found on the online services page of the City's website [www.folsom.ca.us](http://www.folsom.ca.us).*

*In compliance with the Americans with Disabilities Act, if you are a person with a disability and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (916) 461-6035, (916) 355-7328 (fax) or [CityClerkDept@folsom.ca.us](mailto:CityClerkDept@folsom.ca.us). Requests must be made as early as possible and at least two full business days before the start of the meeting.*

*Any documents produced by the City and distributed to the City Council regarding any item on this agenda will be made available at the City Clerk's Counter at City Hall located at 50 Natoma Street, Folsom, California and at the Folsom Public Library located at 411 Stafford Street, Folsom, California during normal business hours.*



# Folsom City Council Staff Report



<b>MEETING DATE:</b>	9/22/2020
<b>AGENDA SECTION:</b>	Scheduled Presentations
<b>SUBJECT:</b>	City Manager’s Fiscal Year 2019-20 Fourth Quarter Financial Report
<b>FROM:</b>	Finance Department

### **RECOMMENDATION / CITY COUNCIL ACTION**

It is recommended that the City Council receive and file the City Manager’s Fiscal Year 2019-20 Fourth Quarter Financial Report.

### **BACKGROUND / ISSUE**

Section 5.05R of the Charter of the City of Folsom requires the City Manager submit to the City Council a financial and management report showing the relationship between budgeted and actual revenues, and expenditures and encumbrances on a quarterly basis.

This Quarterly Financial Report is an analysis of the unaudited financial status of the City’s major funds for the fourth quarter of Fiscal Year (FY) 2019-20, covering the twelve-month period from July 2019 through June 2020. Tables and graphs have been integrated into the report to help illustrate financial performance. Please refer to the Appendices of the report for detailed schedules of the City’s key funds for the period ending June 30, 2020, including cumulative fund balances from the prior year.

### **POLICY / RULE**

Section 5.05R of the Charter of the City of Folsom requires the City Manager submit to the City Council a financial and management report showing the relationship between budgeted and actual revenues, and expenditures and encumbrances on a quarterly basis.

Section 3.02.050 (b) of the Folsom Municipal Code states “... within 30 days after the end of each quarter during the fiscal year, and more often if required by the City Council, the City Manager shall submit to the City Council a financial and management report.”

**ANALYSIS**

The last quarter of FY 2020 has been unlike any other. As we continue through the health crisis known as COVID-19 all City staff have made changes to their daily routines and we have cut back on spending where possible, but this health crisis has also caused additional spending in some areas in order to keep customers and staff safe.

For FY 2020 the General Fund is projected to end the year with the unrestricted fund balance decreasing by \$4.44 million to \$12.96 million or 13.6% of expenditures. Revenues of \$86.89 million were down \$5.37 million or 5.82% compared to FY 2019. Expenditures of \$92.51 million were up from FY 2019 by \$5.90 million or 6.82%. Projected total expenditures of \$95.40 million includes a one-time expenditure for final transactions related to the annexation of the City’s transit operations to Regional Transit in FY 2019 in the amount of \$2.9 million.

Property tax for the fiscal year is projected in the amount of \$28.80 million which is \$951,825 greater than the budgeted amount. Property tax received is also 8.00% higher than the FY 2019 property tax receipts which were \$26.67 million. This increase is attributed to the increase in new home sales and the increase in sales price for homes. Sales of new homes slowed only slightly in April and May when compared to the prior year, due to the stay-at-home order. The average median sales price during FY 2020 was \$579,763 which is an increase of 3.29% over the prior fiscal year. The number of homes sales was flat when compared to the prior year.

Sales tax for the fiscal year is projected in the amount of \$22.69 million, this is \$3.66 million less than the budgeted amount and \$2.67 million less than the prior year receipts. The reduction in sales tax is directly related to the public health emergency and the effect of businesses required to close or adjust how they do business.

License and permits are projected to end the fiscal year at \$3.19 million which is \$900,000 greater than the budgeted amount (\$2.30 million) and \$265,000 greater than the FY 2019 receipts of \$2.93 million (9.06%). The increase from the prior year is mostly in building permits (\$237,000) and encroachment permits (\$113,602). Business certificates decreased compared to the prior year (\$106,500).

Charges for services are projected to end the fiscal year at \$12.45 million which is \$1.32 million less than the budget and \$3.75 million (23.16%) less than the prior year. The decrease over the FY 2019 actual amount is seen in all areas. The largest decrease is seen in Parks and Recreation (\$2.02 million) due to the closure of facilities and cancellation of programming. Development fees were down by \$1.14 million, and the Fire Department fees were down in total by \$95,200 while ambulance fees increased by \$521,000. Public Works Engineering fees were down \$268,200.

The FY 2020 projected expenditures are at \$92.40 million which is \$525,800 over the budgeted amount after adjusting for transit. The increase is seen predominately in supplies, insurance, capital outlay and contracts. The increase in supplies (face masks and disinfecting) and insurance (unemployment costs) are directly related to the health crisis. The increase in contracts is mainly due to contracts in Community Development related to costs associated with the Folsom Plan Area which are partially offset by revenues. The capital outlay increase is due to a vehicle purchase in the Fire Department which was budgeted in a prior year.

The Water and Wastewater Utility Operating Funds are projected to end the year with operating revenues exceeding operating expenses. The Solid Waste Operating Fund is projected to end the year with operating expenses exceeding operating revenues. A comparison of the year to year expenses and revenues show charges for service revenues in Water increased by \$2.25 million (17.86%) and operating expenses decreased by \$203,500 (1.59%). Wastewater Operating charges for services revenues increased by \$837,000 (12.77%) and operating expenses increased by \$397,000 (8.78%). Solid Waste Operating charges for services revenues increased by \$1.05 million (10.34%) and operating expenses increased by \$1.80 million (16.48%).

Expenditures for capital improvements increased in all three utility funds when compared to the prior year.

The Risk Management Fund is projected to end the year with unrestricted net assets of \$8.58 million or 49.11% of operational expenses. Risk Management expenses increased by \$446,900 or 2.62% over the prior year. The increase was seen mostly in contract costs and transfers out. The transfers out are a budgeted return of allocated costs to all the funds that contribute to the Risk Fund.

The negative cash balance in the Trail Grant Fund is approximately \$1.25 million. The negative balance has increased from the prior year by approximately \$520,000 which is mainly due to a grant for the Oak Avenue Parkway Undercrossing that cannot be submitted for reimbursement until November. Impact fees received were \$81,900 and compared to the prior year, impact fees decreased approximately \$25,000.

The Compensated Leaves Fund is estimated to end the fiscal year with fund balance of \$927,736. This is a decrease from the prior year of approximately \$483,000. The decrease in fund balance was a planned use of the fund reserves. The unrestricted fund balance is projected at 72.63% of the FY 20 expenses.

## **ATTACHMENTS**

1. City Manager's Fiscal Year 2019-20 Fourth Quarter Financial Report

Respectfully Submitted,



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Elaine Andersen  
City Manager



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Stacey Tamagni  
Finance Director





CITY OF  
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# **City of Folsom Quarterly Financial Report**

## **Fiscal Year 2019-20 Fourth Quarter**

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**September 22, 2020**

**Prepared by the Office of Management and Budget  
Financial Analysis and Reporting Division**

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CITY OF FOLSOM  
RESPECTIVE BY WAYNE

# Quarterly Financial Report

Fourth Quarter of FY 2019-2020

City of Folsom, California

## INTRODUCTION

Section 5.05R of the Charter of the City of Folsom requires the City Manager submit to the City Council a financial and management report showing the relationship between budgeted and actual revenues, and expenditures and encumbrances on a quarterly basis.

This Quarterly Financial Report is an analysis of the unaudited financial status of the City's major funds through the fourth quarter of Fiscal Year (FY) 2019-20, covering the period from July 2019 through June 2020. The report provides an analysis of each fund's revenues, expenditures and fund balance as compared to the FY 2019-20 Budget. Please refer to the Appendices for detailed schedules of the City's key funds for the period ended June 30, 2020. The document also includes an analysis of the revenue and expenditure activity for the City's:

- General Fund
- Special Revenue Funds – Housing Fund, L&L Districts
- Enterprise Funds – Water, Wastewater, and Solid Waste
- Risk Management, Compensated Leaves, Outstanding Debt, Capital Improvement Plan and Encumbrances

## EXECUTIVE SUMMARY

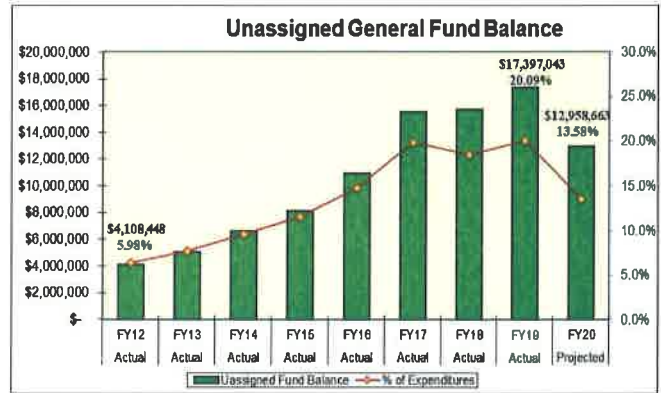
The COVID-19 public health emergency and related stay-at-home orders caused an unprecedented change in how the City does business. The fourth quarter of Fiscal Year 2019-20 saw employees asked to work from home or not at all, while other employers in the City did the same thing or had to close their doors. This has resulted in a projected \$5.38 million loss in sales tax, transient occupancy tax, and Parks and Recreation programming revenues when comparing FY 2020 to FY 2019. The city did take immediate action to reduce expenditures for the remainder of the fiscal year, and this has lessened the impact on the General Fund's reserves, but there were additional expenses caused by the public health emergency. Total projected year-end General Fund revenues are \$86.89 million and projected expenditures are \$92.42 million.

The projected expenditures include an adjustment for the annexation of the City's Transit operations by Sacramento Regional Transit. The adjustment is in the

amount of approximately \$2.9 million. The projected expenditures without this adjustment are \$95.40 million.

We now project that the City will reduce the \$17.4 million reserve fund by \$5.62 million, putting the general fund's unassigned fund balance at about \$12.96 million or 13.6% of expenditures, at June 30, 2020.

Below is a chart of the unassigned fund balance over the last nine years and displays the projected drop in FY 2019-20.



## ECONOMIC UPDATE

Unemployment in California at the end of June increased to 15.1% from previous levels averaging around 5% and represents the economic disruption from the COVID-19 emergency. Folsom was up to 9.6% from 3.4% in March. The number employed in Folsom in March was 36,100 and in June was 32,700, a loss of 3,400 jobs. It is still unknown when the COVID-19 protective public health measures will be removed and how the economy may be affected in the future.

A comparison of home sales through the fourth quarter of FY 2020 compared to FY 2019 shows the number of home sales were flat, with the median sales price increasing by only 3.29%. Home sales slowed in April and May when compared to FY 2019, but June sales showed a slight increase.

## GENERAL FUND REVENUE (Appendices C & E)

The General Fund is the main operating fund of the City. For financial reporting, the following funds are presented on a combined basis: General Fund, Cash



CITY OF  
**FOLSOM**  
INCORPORATED BY CHARTER

# Quarterly Financial Report

## Fourth Quarter of FY 2019-2020

### City of Folsom, California

Basis, Folsom History Interpretive Center, and SPIF Administration.

Revenues are projected to end FY 2020 at \$86.89 million. This is a decrease of \$5.37 million from the FY 2019 revenue amount and a \$5.1 million shortfall from the FY 2020 budget amount. The \$5.1 million shortfall is due to large impacts to the City’s Sales Tax, Transient Occupancy Tax and Charges for Services revenues related to the COVID-19 emergency and related economic downturn.

The following table shows a comparison of budgeted and projected revenues for FY 2020. A brief discussion of significant General Fund revenue sources follows:

**General Fund Revenues by Source**

	Budget	Forecast	%
Property Tax	\$27,851,631	\$28,803,456	103.4%
Sales and Use Tax	26,349,287	22,686,404	86.1%
Trans Occup Tax	2,346,299	1,616,119	68.9%
Real Prop Transfer	572,000	650,410	113.7%
Franchise Fees	873,288	765,091	87.6%
Other Taxes	1,100,000	730,522	66.4%
Lic And Permits	2,294,000	3,193,963	139.2%
Intergovt Revenue	7,723,869	7,982,455	103.3%
Charges For Serv	13,764,495	12,447,593	90.4%
Fines & Forfeitures	167,500	169,017	100.9%
Interest Rev	222,200	435,297	195.9%
Miscellaneous	867,213	770,340	88.8%
Transfers In	7,845,974	6,637,425	84.6%
<b>Total</b>	<b>\$ 91,977,756</b>	<b>\$ 86,888,092</b>	<b>94.5%</b>

- Property tax revenues are currently projected to come in over budget for FY 2020 at \$28.80 million. This projection is \$2.13 million (8.00%) higher than property taxes received in FY 2019 (\$26.67 million).
- Sales and Use Tax collections are projected to decrease significantly due to the COVID-19 stay-at-home orders in FY 2020 and end the year at \$22.69 million. This is a \$3.66 million shortfall from the FY 2020 budget and compared to FY 2019, a \$2.67 million reduction. To illustrate the effects the stay-at-home order had on the 4<sup>th</sup> quarter, year over year 3<sup>rd</sup> quarter sales tax receipts were essentially the same, FY 2020 receipts were \$14.27 million compared to \$14.64 million in FY 2019.
- Transient Occupancy Tax (TOT) collections are projected to end the fiscal year at \$1.62 million, a decrease of \$762,000 (32.04%) when compared to the FY 2019 amount. This decrease is due to hotel stays being severely reduced during the public health emergency.
- Business Licenses and Building Permits through the fourth quarter were \$3.05 million. Compared to the prior year this is an increase of approximately \$152,000. Business Licenses through the fourth quarter decreased by approximately \$85,500, while Building Permits increased by approximately \$237,000. The current year-end estimate for all licenses and permits is \$3.2 million which is about \$265,000 (9.06%) more than the FY 2019 amount, and an estimated \$900,000 (39%) increase over the FY 2020 budgeted amount. This increase is mostly due to growth in building permit activity related to the Folsom Plan Area.
- Intergovernmental revenues through the fourth quarter were \$7.97 million. Intergovernmental revenues mainly consist of vehicle license in-lieu fees (VLF), of which \$7.36 million has been received for FY 2020. The projected year-end estimate for all intergovernmental revenues is \$7.98 million. Compared to the prior year, this is an increase of approximately \$604,000 or 8.19%. The increase is mainly due to an increase of \$455,000 in VLF and an increase of \$150,000 of all other Intergovernmental revenues when compared to the prior year.
- Charges for services received through the fourth quarter were \$12.11 million. Compared to the fourth quarter of FY 2019 this is a decrease of approximately \$3.67 million. The total current year-end estimate for FY 2020 for charges for services is \$12.45 million, a decrease from budget of \$1.32 million. This is primarily due to all recreation facilities being closed in accordance with the public health order, such as the aquatics center, sports complex, and the zoo. In addition, all recreation programming and classes were cancelled, further reducing charges for services revenue. In the Fire Department, ambulance revenues are projected at \$4.58 million which is an increase compared to the budget of \$578,000 and an increase from the prior year of \$521,000. Reimbursements from the Office of Emergency



CITY OF FOLSOM  
HERITAGE OF NATURE

# Quarterly Financial Report

Fourth Quarter of FY 2019-2020 City of Folsom, California

Services (OES) are projected at \$209,000, which is an increase from the budgeted amount of \$110,000 but less than the prior year of \$884,242.

Parks and Recreation charges are projected to end the year at \$3.00 million which is a \$2.24 million shortfall from budgeted amounts. This is due to actions to close facilities and cancel programming mentioned previously, in response to public health orders.

Development fees are currently projected to be \$2.79 million, a decrease from FY 2019 of \$1.14 million and just slightly above the budgeted amount of \$2.69 million.

Compared to FY 2019, total projected charges for services of \$12.45 million is a \$3.75 million (23.16%) decrease from the prior year's amount of \$16.20 million.

- Miscellaneous revenues are projected to end the year at \$770,000 compared to the prior year of \$495,512. The current year-end estimate is \$97,000 less than the budgeted amount.
- Transfers In were budgeted at \$7.85 million and are projected at year end at 6.64 million. The prior year transfers in were \$7.69 million.

### GENERAL FUND EXPENDITURES

Expenditures are projected to end the year at \$95.41 million for FY 2020, \$3.43 million over budget. Included in this total is a one-time expenditure for final transactions related to the annexation of the City's transit operations to Regional Transit in FY 2019 in the amount of \$2.9 million. When expenditures are adjusted for that transaction, the general fund is projected to end FY 2020 at \$92.50 million, or \$525,800 over the budget of \$91.98 million (.57% over budget). Total general fund expenditures coming in just over budget is due to many immediate cost savings measures implemented to lessen the impact of the COVID-19 public health emergency on the unassigned fund balance.

Several departments or divisions are currently projected to end the fiscal year over the budgeted amounts. Below is a breakdown of the department's projected and approved budgeted amounts.

- City Manager – Projected to end the fiscal year \$64,000 (4.9%) over the budgeted amount, which is due to an increase in contracts and supplies.
- City Clerk – Projected to end the fiscal year \$11,900 (2.01%) over the budgeted amount, which is due to an increase in staffing costs and supplies.
- Community Development – Projected to end the fiscal year \$1.20 million (20.82%) over the budgeted amount, which is mostly due to contract costs. Most of the department's forecasted expenses are offset by revenues projected to exceed budget by \$1.02 million.
- Fire – Projected to end the fiscal year \$2.00 million (9.42%) over the budgeted amount, which is mainly seen in overtime costs, vehicle maintenance, contracts and capital outlay. Overtime costs have been impacted by several employees out on leave for several months as well as retirements and resignations. Contract cost increases are due to outside costs for plan checks and ambulance billings of \$319,000. Capital outlay costs exceeded budget by \$262,000 but this was mostly due to a \$240,000 brush truck that was budgeted in the prior year but received in the current year.

The current year-end projection for General Fund expenditures is \$95.4 million, and \$92.5 million when adjusted for the Transit annexation. The General Fund expenditures by category are as follows:

	FY19-20 Budgeted	FY19-20 Projected	%
Salaries	\$38,240,562	\$38,557,639	100.8%
Benefits	27,049,277	26,692,699	98.7%
O&M	23,232,743	26,427,997	113.8%
Capital Outlay	2,545,940	2,819,493	110.7%
Debt Service	909,234	905,734	99.6%
Adj for Transit Annex	-	(2,900,000)	0.0%
<b>Total Expenditures</b>	<b>\$91,977,756</b>	<b>\$92,503,562</b>	<b>100.6%</b>



CITY OF FOLSOM  
DISTINCTIVE BY NATURE

# Quarterly Financial Report

Fourth Quarter of FY 2019-2020 City of Folsom, California

The General Fund expenditures by department are as follows:

**General Fund Expenditures by Department**

	Budget	Forecast	%
City Council	\$ 142,576	\$ 129,452	90.8%
City Manager	1,308,827	1,372,589	104.9%
City Clerk	593,577	605,492	102.0%
Mgmt & Budget	5,019,572	4,863,298	96.9%
City Attorney	1,029,351	1,001,723	97.3%
Human Res	725,089	720,681	99.4%
Police	23,564,422	23,532,863	99.9%
Fire	21,239,400	23,240,053	109.4%
Comm Dvlpmt	5,769,298	6,970,314	120.8%
Parks & Rec	14,918,500	14,617,190	98.0%
Library	2,025,890	1,938,176	95.7%
Public Works	7,504,407	6,879,471	91.7%
Non-Dept	8,136,847	9,532,260	117.1%
Adj for Transit Annex		(2,900,000)	
<b>Total Expenditures</b>	<b>\$91,977,756</b>	<b>\$92,503,562</b>	<b>100.6%</b>

**SPECIAL REVENUE FUNDS**

**Housing Fund**

As of June 30, 2020, total revenues of \$2.51 million consisted mostly of \$2.03 million in impact fees. There were \$126,723 in expenditures through the fourth quarter. Fund balance was \$27,374,927 and is comprised of \$14.55 million in cash and \$12.74 million of loan receivables.

**Landscape & Lighting Funds**

There are 29 Landscape and Lighting (L&L) Districts in the City of Folsom. Each District has its own budget and maintenance requirements to maintain various types of assets ranging from shrub beds, mini parks, walls, fences, monument signs, streetlights, bollards, landscape lighting, irrigation systems, artwork, a waterfall, walkways/trails, open space, trees, and electrical services.

Some activities that have taken place in the L&L's during this time period include:

- All districts began their annual weed abatement this quarter
- Tree removal and replacements took place in several districts

Below is a summary list of the main projects or activities that occurred in our L&L Districts during April-June 2020:

District	Project	Cost
Lake Natoma Shores	Preserves Mini Park Turf Renovation	\$2,160
American River Canyon North	West side of waterfall plant and bark replacement	\$8,964
Blue Ravine Oaks	Bark installation	\$2,250

**OTHER FUNDS**

The Compensated Leaves Fund accounts for the leave accruals paid out that are in excess of the current year accruals. As of the fourth quarter the fund had a positive cash balance of \$650,800. The fund is projected to end the fiscal year with a fund balance of \$625,010. This would be a decrease of \$303,000 which is a budgeted use of the fund balance.

The Trail Grant fund used to capture the expenditures and revenues for trail projects remains on the Office of Management and Budget's watch list. As of the end of the fourth quarter, this fund had a negative cash balance of \$1.25 million, revenues of \$274,000 and expenditures of \$615,000. The fund's negative cash balance and expenditures is mainly due to costs associated with the Oak Parkway Trail Undercrossing project of which \$1.07 million of grant reimbursements has not yet been received. The revenues consisted of \$68,100 in grant revenue (Lake Natoma Class I Trail final payment from the grant), \$43,560 in reimbursements and \$81,900 in impact fees. Impact fees compared to the prior year is a decrease of \$25,300.

The Park Improvement Fund received an Interfund Loan in the amount of \$2,000,000 from the Transportation Improvement Fund in order to complete the construction of the Econome Family Park in FY 2019. For FY 20, the Park Improvement Fund paid off \$300,000, leaving a loan balance of \$370,000.

**ENTERPRISE FUNDS**

**Water Fund**

The Water Fund is reported on a combined basis and includes the following funds: Water Impact, Water Operating, Water Capital, and Water Meters.

Total projected year-end revenues for FY 2020 are \$16.96 million (60.9% of budget). Of the \$27.83



CITY OF FOLSOM  
DISTINGUISHING BY DESIGN

# Quarterly Financial Report

## Fourth Quarter of FY 2019-2020

City of Folsom, California

million in budgeted revenues, \$12.40 million is a planned use of fund balance. Total projected expenses are \$21.51 million (77.3% of budget), resulting in expenses exceeding revenues by \$4.55 million.

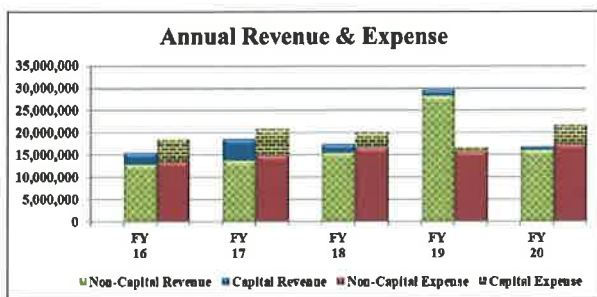
Charges for services for FY 2020 are projected at \$15.75 million; an increase of \$2.19 million compared to the prior year (\$13.56 million). Charges for services through the fourth quarter reflect the rate increase which was effective in February 2020. Impact fees are projected to decrease by \$519,000 over the prior year amount of \$1.22 million.

The FY 2020 projected expenses compared to FY 2019 show an increase of approximately \$4.16 million, after adjusting for debt service, and are due to budgeted capital outlay projects. Excluding debt service, capital outlay costs and depreciation, projected current year expenses are \$10.90 million or \$138,000 less than prior year and due mainly to a decrease in all expense categories (\$995,000) except employee costs and utilities which are projected to increase by \$820,000 and \$37,000 respectively.

Projected debt service for FY 2020 is \$2.12 million, or \$50,000 greater than the prior year. Projected capital outlay costs are \$4.19 million, or \$3.11 million more than the prior year.

The FY 2020 projection of revenues and expenses, excluding capital sources (impact fees) and uses (capital outlays and depreciation), were \$16.26 million (60.1% of budget) and \$13.03 million (88.3% of budget). This would result in non-capital revenues exceeding expenses by \$3.23 million.

Below is a chart of the Operating and Capital Revenues and Expenses for FY 2016 through 2020:



### Wastewater Fund

The Wastewater Fund is reported on a combined basis and includes the Wastewater Operating and Wastewater Capital Funds.

Total projected year-end revenues for FY 2020 are \$7.86 million (56.7% of budget). Of the \$13.86 million in budgeted revenues, \$6.71 million is a planned use of fund balance. Total projected expenses are \$7.75 million (55.9% of budget), resulting in revenues exceeding expenses by \$111,000.

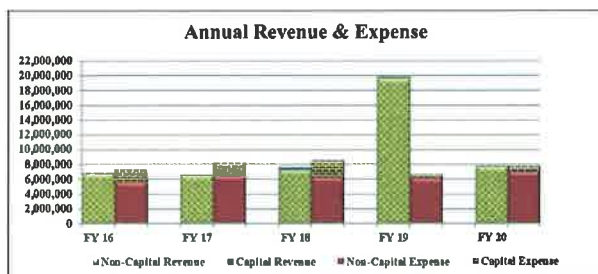
Projected charges for services are \$7.39 million, or \$837,000 more than the prior year (\$6.55 million) and impact fees are projected at \$57,000, or \$58,000 less than the prior year (\$115,000). Expenses show an increase when compared to the prior year by \$1.08 million and are seen in almost all expense categories.

Excluding capital outlay costs and depreciation, projected current year expenses are \$4.92 million, an increase of \$398,000 over the prior year amount of \$4.52 million and are due mainly to increases in employee costs (\$282,000) and contracts (\$138,000).

The current projection for revenues and expenses, excluding capital sources (impact fees) and uses (capital outlays and depreciation) are \$7.80 million (57.5% of budget) and \$4.92 million (89.9% of budget). This would result in non-capital revenues exceeding expenses by \$2.88 million. Projections of revenues from rate payers reflect the rate increase which was effective in February 2020.

Projected capital outlay costs are \$792,000 and \$288,000 more than the prior year.

Below is a chart of the Operating and Capital Revenues and Expenses for FY 2016 through 2020:





CITY OF FOLSOM  
DISTINCTIVE BY NATURE

# Quarterly Financial Report

Fourth Quarter of FY 2019-2020 City of Folsom, California

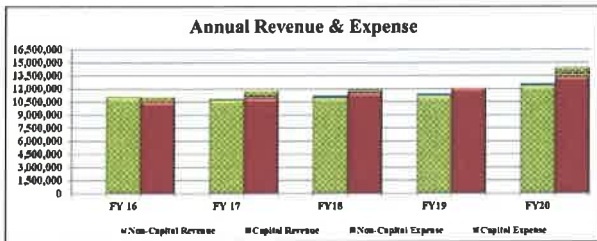
### Solid Waste Fund

The Solid Waste Fund is reported on a combined basis and includes Solid Waste Operating, Solid Waste Capital, and Solid Waste Plan Area Capital.

Total projected year-end revenues for FY 2020 are \$12.50 million (93.3% of budget) and expenses are \$14.45 million (108.7% of budget). Compared to the prior year, revenues are projected to increase by \$1.09 million and expenses are projected to increase by \$2.37 million.

The current projection for revenues and expenses, excluding capital and depreciation, are \$12.29 million (93.6% of budget) and \$12.77 million (104.4% of budget). Compared to the prior year, non-capital revenues are projected to increase by \$1.12 million and non-capital expenses are projected to increase by \$1.81 million. The year over year increase in expenses is mainly due to increases in employee costs (\$714,000) and contract services (\$1.12 million).

Below is a chart of the Operating and Capital Revenues and Expenses for FY 2016 through 2020:



### Risk Management

The Risk Management Fund captures the activity associated with employee and retiree health, dental and vision insurance, workers' compensation, and liability insurance expense.

Charges for Services are the payments from all other funds as payment for the associated costs and Reimbursements are the employee or retiree contributions to health insurance premiums.

As of June 30, 2020, the City has paid \$7.27 million for medical, vision, and dental premiums for active employees, \$4.63 million for retirees and \$2.05 million for workers' compensation premiums. Liability insurance payments were \$1.79 million. The total expenditures for FY 2020 are projected at \$17.47

million. Compared to last fiscal year this is an increase of approximately \$447,000. This is due to an increase in property insurance premiums of \$370,000.

Active employees have contributed \$987,000 and retirees have contributed \$589,000 towards medical premiums through June 30, 2020. Departmental reimbursements to the Risk Management fund through the fourth quarter totaled \$15.73 million which was the same in the prior year. The Risk Management Fund is projected to remain flat with a slight decrease in fund balance of approximately \$28,000.

Unrestricted net assets are projected to end the fiscal year at approximately 49.11% of expenditures. The fund is currently at a level to stabilize the cost to the other funds.

### Outstanding Debt

As of June 30, 2020, the City had approximately \$195.8 million of outstanding debt comprised as follows:

	FY20 Payment	Outstanding Debt	Responsible Fund
Revenue Bonds (FPFA)	8.3 million	58.2 million	Agency
Other Debt	172 thousand	1.4 million	General
Revenue Bonds	1.4 million	17.3 million	Water
Tax Allocation Bonds	2.1 million	47.3 million	RPTTF
Revenue Bonds (FRFA)	270 thousand	71.5 million	Agency

Revenue bond debt is supported by a pledge of specific revenues. Approximately \$17.3 million of the City's revenue bond debt is supported by the City's water utility; \$58.2 million is supported by the payments of local obligations owned by the Folsom Public Financing Authority (FPFA); and another \$71.5 million is supported by the payments of local obligations owned by the Folsom Ranch Financing Authority (FRFA).

On August 7, 2019, the FRFA issued \$14,040,000 of Special Tax Revenue Bonds. These bonds are supported by the payments of CFD No. 19 Local Obligations and have a True Interest Cost (TIC) of 3.96%. On October 17, 2019, the 2009 Water Revenue Bonds were refunded by the issuance of the 2019 Water Revenue Refunding Bonds. The Net Present Value of the savings on the refunded bonds was 11.19%, with a TIC for the refunding bonds of





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# Quarterly Financial Report

Fourth Quarter of FY 2019-2020 City of Folsom, California

1.27%. And on December 19, 2019 the FRFA issued \$9,695,000 of Special Tax Revenue Bonds. These bonds are supported by the payments of CFD No. 21 Local Obligations and have a TIC of 3.98%.

The Other Debt as listed above is a facility lease agreement for City Hall and the Central Business District Fire Station (CBDFS) assigned to Bank of Nevada. Previously this debt was listed as Revenue Bonds – General, with a portion also listed as COP’s. The bulk of this debt, which was attributable to the City Hall lease, matured in fiscal year 2018. The remainder of the debt, attributable to the CBDFS, matures in 2027.

Tax allocation bonds are issued in conjunction with redevelopment projects. The taxes pledged to their repayment came from the increase of assessed value over and above a pre-established base within a project area. With the dissolution of Redevelopment Agencies in 2011, the payment for these bonds comes from the Redevelopment Property Tax Trust Fund (RPTTF), administered by the State.

**Plan Area Impact Fees**

Total Plan Area Impact Fees received through the 4th. Quarter of FY 2020 was \$6.04 million. In December 2019, the City used these fees to make the 1<sup>st</sup> payment of \$310,489 on the new Corp Yard.

**Capital Improvement Plan (CIP)**

This section presents a summary of all Capital Improvement Plan (CIP) projects adopted with the passage of the FY 2020 budget. CIPs are projects that contribute to providing essential municipal services that make Folsom a community of choice for living, working, and enjoying leisure activities.

At the end of the fourth quarter of FY 2020, the City budgeted projects totaled \$55,059,264. Through the fourth quarter, the Fire Department spent \$794,901 (99% of budget) on a Type I Fire Engine and the Police Department spent \$331,144 (49%) on outfitting vehicles and purchasing four motorcycles and three truck/SUVs.

The Parks and Recreation Department spent \$822,554 on the Oak Parkway Trail Undercrossing and \$4,089 (2%) on the Johnny Cash Trail Art Experience Project (Culture and Recreation).

The Public Works Department spent \$4,546,823(70%) the Green Valley Road Widening, \$2,773,561(85%) on Street Overlay, and \$486,978 (44%) for traffic signal improvements.

The Wastewater Department spent \$162,594 (13%) on the Sewer Evaluation and Capacity Assurance Plan Project. The Water Department spent \$3,020,822(78%) on the East Tank No. 1 and \$395,342 (8%) on the Water Treatment Plant Improvement Project.

The following table provides a summary of CIP activity through June 30, 2020:

	CIP Activity		
	Budget	Actual	% of Budget
Culture and Recreation	\$ 6,587,212	\$ 4,089	0.1%
Drainage	1,819,839	797,697	43.8%
General Services	2,718,922	1,294,701	47.6%
Open Space & Greenbelts	1,763,011	832,789	47.2%
Wastewater	9,286,345	350,791	3.8%
Streets	14,568,095	9,097,152	62.4%
Transportation	5,814,530	214,114	3.7%
Water	12,501,310	4,199,989	33.6%
<b>Total</b>	<b>\$ 55,059,264</b>	<b>\$ 16,791,322</b>	<b>30.5%</b>

**Encumbrances**

This section presents a summary of open encumbrances/purchase orders. Encumbrances are the recognition of commitments that will subsequently become expenditures when goods and services are received. An encumbrance does not represent an expenditure for the period, only a commitment to expend resources. California Government Code Section 16304 states that: “An appropriation shall be deemed to be encumbered at the time and to the extent that a valid obligation against the appropriation is created. Folsom Municipal Code Section 3.02.030 provides further clarification: “All appropriations, except for capital projects involving capital replacements and capital additions, shall lapse at the end of the fiscal year to the extent that such appropriation has not been expended or encumbered, except: (1) All capital project appropriations shall continue in force until expended, revised or repealed by action of the City Council; and (2) all capital project appropriations shall be deemed to be abandoned if three years pass without disbursement from or encumbrance against the appropriation.”

The following table provides a summary listing of outstanding encumbrances by operating and capital



# Quarterly Financial Report

Fourth Quarter of FY 2019-2020 City of Folsom, California

project funds at June 30, 2020:

Fund	Fund Name	Non-Capital		% of Non-Capital
		Budget FY19-20	Encumbrance \$ Total	
10	General Fund	\$ 83,215,131	\$ 457,833	0.55%
23	Public Works	6,041,685	29,529	0.49%
203	Traffic Congest Relief	9,526	9,526	100.00%
221	Housing Trust	122,222	5,812	4.76%
225	General Plan Amendment	56,731	-	0.00%
226	Tree Planting & Replacmnt	136,613	-	0.00%
240	Park Dedication (Quimby)	50,000	-	0.00%
238	Redevelopment Admin	115,855	115,855	100.00%
246	Planning Services	450,467	138,021	30.64%
273	Sphere Of Influence	269	269	100.00%
279	RDA	3,746,900	-	0.00%
520	Water Operating	13,609,111	904,904	6.65%
530	Wastewater Operating	5,450,682	353,373	6.48%
536	FAC Augmentation	8,426	8,426	100.00%
540	Solid Waste Operating	12,050,277	59,678	0.50%
606	Risk Management	18,290,604	1,837	0.01%
760	Wetland/Open Space Maint	10,701	-	0.00%
<b>Total Non-Capital</b>		<b>\$ 143,365,200</b>	<b>\$ 2,085,063</b>	<b>1.45%</b>
Fund	Fund Name	Capital		% of Capital
		Budget	Encumbrance \$ Total	
10	General Fund	\$ 2,545,940	\$ 205,086	8.06%
203	Traffic Congest Relief	88,465	88,465	100.00%
223	Humbug Willow Creek	1,623,664	100,939	6.22%
235	Road Maintenance	3,459,499	175,826	5.08%
240	Park Dedication (Quimby)	1,439,351	4,113	0.29%
243	Gas Tax2106	1,296,381	185,009	14.27%
244	Gas Tax2107.5	655,877	-	0.00%
245	Gas Tax2107.5	557,257	-	0.00%
247	Gas Tax2105	353,542	136,020	38.47%
276	Measure A	1,206,334	118,498	9.82%
411	Supplemental Park Fee	265,960	-	0.00%
412	Park Improvements	5,240,147	3,845	0.07%
414	Johnny Cash Trail	260,066	17,444	6.71%
416	CFD #10	83,494	-	0.00%
425	Zoo Capital	2,608	-	0.00%
428	Police Capital	264,818	-	0.00%
431	Redevelopment Capital	4,312	-	0.00%
441	Fire Capital	853,624	-	0.00%
443	Hwy 50 Imprvmt Capital	100,038	-	0.00%
443	Hwy 50 Interchange Cap	100,077	-	0.00%
445	General Capital	152,505	15,058	9.87%
446	Transportation Impr	14,448,559	3,624,450	25.09%
448	Drainage Capital Imp.	1,067,211	86,811	8.13%
449	Transit Capital	100,039	-	0.00%
451	Light Rail Transportation	228,586	-	0.00%
452	Park Maintenance	105,149	-	0.00%
456	Water Impact	1,137,332	153,549	13.50%
459	Corp Yard Capital	476,512	-	0.00%
470	FSPA Infrastructure	1,326	-	0.00%
472	FSPASP Capital	412,366	-	0.00%
520	Water Operating	7,404,969	1,740,090	23.50%
521	Water Capital	4,630,842	116,062	2.51%
522	Water Meters	229,514	46,823	20.40%
530	Wastewater Operating	8,070,257	381,817	4.73%
531	Wastewater Capital	21,002	-	0.00%
537	FAC Augmentation General	124,640	-	0.00%
540	Solid Waste Operating	1,050,000	989,833	94.27%
543	Landfill Closure	100,000	81,818	81.82%
<b>Total Capital</b>		<b>\$ 60,062,263</b>	<b>\$ 8,271,556</b>	<b>13.77%</b>
<b>Grand Total</b>		<b>\$ 203,427,463</b>	<b>\$ 10,356,619</b>	<b>5.09%</b>

**APPENDIX A**

**City of Folsom, California**

Revenue Summary by Fund  
 Quarter Ended June 30, 2020

Fund # and Description	Revenues through		FY 2019 vs. 2020	Percent Change	Budget FY 2019/2020	Percent of 2020 Budget
	FY 2019 6/30/2019	FY 2020 6/30/2020				
FUND 010 GENERAL FUND	79,880,311	\$ 83,706,906	\$ 3,826,595	4.8%	\$ 88,656,806	94.4%
FUND 012 COMMUNITY CENTER	883	1,187	304	34.4%	-	-
FUND 015 COMPENSATED LEAVES	739,780	557,791	(181,989)	-24.6%	854,601	65.3%
FUND 023 PUBLIC WORKS	1,973,165	1,544,285	(428,880)	-21.7%	3,320,950	46.5%
FUND 031 SPIF FEE	10,451	59,011	48,560	464.6%	-	-
FUND 032 SPIF PARKLAND FEE	958	12,176	11,218	1171.0%	-	-
FUND 033 SPIF FACILITIES	-	1,552	1,552	-	-	-
FUND 034 SPIF OFFSITE ROA	-	38,160	38,160	-	-	-
FUND 201 COMM DEV BLOCK GRANT	107,389	134,410	27,021	25.2%	167,411	80.3%
FUND 203 TRAFFIC CONGESTION RELIEF	91,061	92,681	1,620	1.8%	88,611	104.6%
FUND 204 LOS CERROS L&L AD	43,417	43,964	547	1.3%	71,410	61.6%
FUND 205 BRIGGS RANCH L&L AD	80,563	80,752	189	0.2%	100,844	80.1%
FUND 206 TRANSPORTATION SYSTEM MGT	29,641	40,874	11,233	37.9%	103	39683.5%
FUND 207 NATOMA STATION L&L AD	170,246	173,440	3,194	1.9%	226,829	76.5%
FUND 208 FOLSOM HGHTS L&L AD	22,409	22,168	(241)	-1.1%	16,849	131.6%
FUND 209 BROADSTONE UNIT 3 L & L	32,472	22,415	(10,057)	-31.0%	37,042	60.5%
FUND 210 BROADSTONE L&L AD	386,491	394,310	7,819	2.0%	188,064	209.7%
FUND 212 HANNAFORD CROSS L & L AD	20,830	20,585	(245)	-1.2%	41,658	49.4%
FUND 213 LAKE NATOMA SHORES L & L	22,844	22,734	(110)	-0.5%	42,488	53.5%
FUND 214 COBBLE HILLS/REFLECT L&L	44,165	44,110	(55)	-0.1%	66,578	66.3%
FUND 219 FOLSOM COMMNTY CULT'L SER	1,723	20,818	19,095	1108.2%	15,146	137.4%
FUND 221 HOUSING TRUST FUND	88,394	223,872	135,478	153.3%	122,222	183.2%
FUND 223 HUMBUG WILLOW CREEK	2,287,735	273,799	(2,013,936)	-88.0%	1,623,664	16.9%
FUND 225 GENERAL PLAN AMENDMENT	80,597	94,105	13,508	16.8%	56,731	165.9%
FUND 226 TREE PLANTING & REPLACEMT	102,012	155,500	53,488	52.4%	136,613	113.8%
FUND 231 SIERRA ESTATES L & L	9,051	9,477	426	4.7%	13,172	71.9%
FUND 232 LAKERIDGE ESTATES L & L	70,879	71,180	301	0.4%	78,855	90.3%
FUND 234 COBBLE RIDGE L & L	15,486	23,995	8,509	54.9%	23,480	102.2%
FUND 235 ROAD MAINT & REHAB	1,195,042	1,289,684	94,642	7.9%	3,759,499	34.3%
FUND 236 PRAIRIE OAKS RANCH L&L AD	193,082	219,171	26,089	13.5%	297,661	73.6%
FUND 237 SILVERBROOK L&L	2,751	2,355	(396)	-14.4%	21,542	10.9%
FUND 238 REDEVELOPMENT AGY 20% MNY	2,368,765	2,514,381	145,616	6.1%	272,006	924.4%
FUND 240 PARK DEDICATION (QUIMBY)	217,626	317,428	99,802	45.9%	1,489,351	21.3%
FUND 243 GAS TAX 2106	322,316	278,155	(44,161)	-13.7%	1,296,381	21.5%
FUND 244 GAS TAX 2107	548,179	521,572	(26,607)	-4.9%	655,877	79.5%
FUND 245 GAS TAX 2107.5	270,392	567,537	297,145	109.9%	557,257	101.8%
FUND 246 PLANNING SERVICES	282,706	432,598	149,892	53.0%	556,587	77.7%
FUND 247 GAS TAX 2105	438,958	419,534	(19,424)	-4.4%	353,542	118.7%
FUND 248 TRANSPORTATION TAX(SB325)	3,288	2,965	(323)	-9.8%	86,210	3.4%
FUND 249 WILLOW CREEK EAST L&L AD	58,820	59,842	1,022	1.7%	52,434	114.1%
FUND 250 BLUE RAVINE OAKS L&L AD	37,801	40,293	2,492	6.6%	25,000	161.2%
FUND 251 STEEPLECHASE L&L AD	25,983	29,849	3,866	14.9%	30,646	97.4%
FUND 252 WILLOW CREEK SOUTH L&L AD	171,031	173,041	2,010	1.2%	158,486	109.2%
FUND 253 AMERICAN RV CANYON NO L&L	107,684	106,207	(1,477)	-1.4%	127,855	83.1%
FUND 254 HISTORICAL DISTRICT	6,432	5,714	(718)	-11.2%	5,370	106.4%
FUND 260 WILLOW SPRINGS L & L	14,977	19,205	4,228	28.2%	45,238	42.5%
FUND 262 WILLOW SPGS CFD 11 M. DST	44,675	122,767	78,092	174.8%	291,855	42.1%
FUND 266 CFD #12 MAINT. DIST.	630,436	633,345	2,909	0.5%	886,097	71.5%
FUND 267 CFD #13 ARC MAINT. DIST.	103,428	108,051	4,623	4.5%	155,754	69.4%
FUND 270 ARC NO. L & L DIST #2	15,659	15,856	197	1.3%	16,583	95.6%
FUND 271 THE RESIDENCES AT ARC, N	22,433	22,351	(82)	-0.4%	38,532	58.0%
FUND 273 SPHERE OF INFLUENCE	22,034	123,616	101,582	461.0%	15,000	824.1%
FUND 274 OAKS AT WILLOW SPRINGS	530	484	(46)	-8.7%	24,000	2.0%
FUND 275 ARC L & L DIST #3	212,558	268,019	55,461	26.1%	268,391	99.9%
FUND 276 NEW MEASURE A	2,559,464	2,535,792	(23,672)	-0.9%	1,206,334	210.2%
FUND 278 BLUE RAVINE OAKS NO.2 L&L	37,010	38,644	1,634	4.4%	88,359	43.7%
FUND 279 RDA OBLIGATION RETIREMENT	4,060,411	3,761,562	(298,849)	-7.4%	3,754,238	100.2%
FUND 280 RDA SA TRUST - HOUSING	3,088	(6,348)	(9,436)	-305.6%	-	-
FUND 281 FOLSOM HEIGHTS L&L 2	64,813	66,557	1,744	2.7%	52,404	127.0%
FUND 282 BROADSTONE #4	307,675	314,876	7,201	2.3%	314,424	100.1%
FUND 283 CFD #16 ISLANDS	1,812	131,760	129,948	7171.5%	117,953	111.7%
FUND 284 WILLOW CREEK EST 2	96,656	98,793	2,137	2.2%	103,985	95.0%
FUND 285 PROSPECT RIDGE	9,626	9,652	26	0.3%	43,067	22.4%
FUND 288 MAINT DISTRICT	877	341,405	340,528	38828.7%	150,007	227.6%
FUND 289 CFD #19 MAINTENANCE DIST	-	115,008	115,008	-	85,000	135.3%
FUND 302 CCF DEBT SERVICE	6,900	6,309	(591)	-8.6%	-	-
FUND 305 1993 G O SCHOOL FAC D S	6,602	1,155	(5,447)	-82.5%	-	-
FUND 320 FSAD REFUNDING	5,461	4,989	(472)	-8.6%	381	1309.4%

**APPENDIX A**

**City of Folsom, California**

Revenue Summary by Fund  
 Quarter Ended June 30, 2020

Fund # and Description	Revenues through		FY 2019 vs. 2020	Percent Change	Budget FY 2019/2020	Percent of 2020 Budget
	FY 2019 6/30/2019	FY 2020 6/30/2020				
FUND 321 1982-1 NIMBUS AD D S	19,096	17,447	(1,649)	-8.6%	1,331	1310.8%
FUND 325 TRAFFIC SIGNAL COP REFI	1,138	1,040	(98)	-8.6%	-	-
FUND 337 RECREATION FACILITIES COP	1,221	1,116	(105)	-8.6%	-	-
FUND 411 SUPPLEMENTAL PARK FEE	6,241	5,703	(538)	-8.6%	265,960	2.1%
FUND 412 PARK IMPROVEMENTS	2,589,596	2,129,765	(459,831)	-17.8%	5,240,147	40.6%
FUND 414 JOHNNY CASH TRAIL	59,450	28,603	(30,847)	-51.9%	260,066	11.0%
FUND 416 CFD #10 RUSSELL RANCH	13,109	9,888	(3,221)	-24.6%	83,494	11.8%
FUND 418 PRAIRIE OAK 92-2 1915 AD	7	7	-	0.0%	1	700.0%
FUND 425 ZOO CAPITAL PROJECTS	12,442	38,776	26,334	211.7%	2,608	1486.8%
FUND 428 POLICE CAPITAL	321,587	396,098	74,511	23.2%	264,818	149.6%
FUND 431 REDEVELOPMENT AGY CAP PRO	5,481	2,665	(2,816)	-51.4%	4,312	61.8%
FUND 438 PARKWAY II CFD #14	43,650	80,216	36,566	83.8%	2,696	2975.4%
FUND 441 FIRE CAPITAL	512,423	530,339	17,916	3.5%	853,624	62.1%
FUND 443 HWY 50 IMPRV CAPITAL	318,578	391,078	72,500	22.8%	100,038	390.9%
FUND 444 HWY 50 INTER CAPITAL	650,344	794,151	143,807	22.1%	100,077	793.5%
FUND 445 GENERAL CAPITAL	737,615	718,041	(19,574)	-2.7%	152,505	470.8%
FUND 446 TRANSPORTATION IMPR	3,841,345	4,440,345	599,000	15.6%	14,148,559	31.4%
FUND 448 DRAINAGE CAPITAL IMPRV	566,655	512,090	(54,565)	-9.6%	1,067,211	48.0%
FUND 449 TRANSIT CAPITAL	330,478	403,204	72,726	22.0%	100,039	403.0%
FUND 451 LIGHT RAIL TRANSPORTATION	290,055	272,425	(17,630)	-6.1%	228,586	119.2%
FUND 452 GENERAL PARK EQUIP CAP	75,708	73,486	(2,222)	-2.9%	105,149	69.9%
FUND 456 WATER IMPACT FEE(ORD912)	387,100	321,789	(65,311)	-16.9%	1,137,332	28.3%
FUND 458 LIBRARY DEVELOPMENT FUND	1,563	1,429	(134)	-8.6%	-	-
FUND 459 CORP YARD CAPITAL	312,943	127,842	(185,101)	-59.1%	476,512	26.8%
FUND 470 FSPA INFRASTRUCTURE	86,010	3,635	(82,375)	-95.8%	-	-
FUND 472 FSPA CAPITAL	3,103,332	4,317,857	1,214,525	39.1%	412,366	1047.1%
FUND 519 TRANSIT	649,578	16,294	(633,284)	-97.5%	-	-
FUND 520 WATER OPERATING	12,831,289	14,582,361	1,751,072	13.6%	21,345,423	68.3%
FUND 521 WATER CAPITAL	1,005,096	549,410	(455,686)	-45.3%	5,121,623	10.7%
FUND 522 WATER METERS	232,086	173,396	(58,690)	-25.3%	229,514	75.5%
FUND 530 SEWER OPERATING	7,469,430	8,457,093	987,663	13.2%	13,839,082	61.1%
FUND 531 SEWER CAPITAL	129,459	72,487	(56,972)	-44.0%	21,002	345.1%
FUND 536 FAC AUGMENTATION CRITICAL	974	691	(283)	-29.1%	42,515	1.6%
FUND 537 FAC AUGMENTATION GENERAL	5,873	932	(4,941)	-84.1%	124,640	0.7%
FUND 540 SOLID WASTE OPERATING	11,874,043	13,345,451	1,471,408	12.4%	13,100,277	101.9%
FUND 541 SOLID WASTE CAPITAL	128,764	61,167	(67,597)	-52.5%	85,392	71.6%
FUND 543 LANDFILL CLOSURE	70,354	80,805	10,451	14.9%	100,000	80.8%
FUND 544 SOLID WASTE CAPITAL	117,754	163,919	46,165	39.2%	100,014	163.9%
FUND 601 MAJOR CAPITAL &RENOVATION	1,685	1,539	(146)	-8.7%	50,117	3.1%
FUND 602 EQUIPMENT FUND	2,359,897	154,926	(2,204,971)	-93.4%	26,335	588.3%
FUND 604 FOLSOM RANCH CFD #17	2,163,993	919,019	(1,244,974)	-57.5%	2,598,394	35.4%
FUND 605 FOLSOM PUBLIC FINANC AUTH	2,604,421	2,202,522	(401,899)	-15.4%	10,846,752	20.3%
FUND 606 RISK MANAGEMENT	17,302,573	17,442,875	140,302	0.8%	18,290,604	95.4%
FUND 702 BLUE RAVINE EAST AGENCY	177	162	(15)	-8.5%	-	-
FUND 706 LEGENDS 93-2 1915 AD AGCY	13	207	194	1492.3%	-	-
FUND 707 NATOMA STA92-1 1915AD AGY	1,355	589	(766)	-56.5%	33,106	1.8%
FUND 708 FOLSOM AUTO PLAZA 1915 AD	1,423	1,089	(334)	-23.5%	-	-
FUND 709 LK NATOMA SHOR93-1 AD AGY	88	3	(85)	-96.6%	-	-
FUND 710 PRAIRIE OAKS AD92-2 REFI	220,242	(5,277)	(225,519)	-102.4%	1,784,849	-0.3%
FUND 711 COBBLE HILLS RDG AD AGNCY	687	559	(128)	-18.6%	3,310	16.9%
FUND 712 RIDGEVIEW95-1 1915 AD AGY	525	85	(440)	-83.8%	2,421	3.5%
FUND 713 CRESLEIGH 95-2 AD AGENCY	216	485	269	124.5%	1,118	43.4%
FUND 715 HANNFORD CROSS 1915 REFI	2,116	828	(1,288)	-60.9%	-	-
FUND 720 CFD 2013-01 WTR FAC & SUP	2,144,167	2,126,565	(17,602)	-0.8%	245,529	866.1%
FUND 721 CFD #1 WILLOW CR SO REFI	32	27	(5)	-15.6%	-	-
FUND 722 CFD #2 NATOMA STATION	948,073	30,095	(917,978)	-96.8%	1,352,350	2.2%
FUND 723 CFD #3 FOLSOM HGTS REFI	30	26	(4)	-13.3%	-	-
FUND 724 CFD #4 BROADSTONE REFI	2,087	987	(1,100)	-52.7%	-	-
FUND 727 CFD #7 BROADSTONE #2	2,633,535	2,700,759	67,224	2.6%	2,472,969	109.2%
FUND 728 CFD #8 PARKWAY	355,770	296,839	(58,931)	-16.6%	344,257	86.2%
FUND 729 CFD #9 WILLOW CREEK SO	782	692	(90)	-11.5%	-	-
FUND 730 CFD #10 RUSSELL RANCH	5,573,181	5,680,861	107,680	1.9%	4,826,469	117.7%
FUND 731 CFD #11 WILLOW SPRINGS	422,513	346,886	(75,627)	-17.9%	336,790	103.0%
FUND 733 CFD #16 ISLANDS IA2	415,002	316,236	(98,766)	-23.8%	157,500	200.8%
FUND 734 CFD #14 PARKWAY II	1,248,943	1,268,047	19,104	1.5%	1,239,774	102.3%
FUND 735 FOL HIS DIST BUS IMP DIST	73,933	147,950	74,017	100.1%	-	-
FUND 736 CFD #16 ISLANDS IA1	136,135	3,498,824	3,362,689	2470.1%	100,600	3478.0%
FUND 737 CFD #17 WILLOW HILL PIPELN	452,553	453,254	701	0.2%	422,639	107.2%

**APPENDIX A**

**City of Folsom, California**

Revenue Summary by Fund  
 Quarter Ended June 30, 2020

Fund # and Description	Revenues through		FY 2019 vs. 2020	Percent Change	Budget FY 2019/2020	Percent of 2020 Budget
	FY 2019 6/30/2019	FY 2020 6/30/2020				
FUND 738 CFD #18 AREA WID	134,280	138,139	3,859	2.9%	1,400	9867.1%
FUND 739 CFD #19 MANGINI	1,861,307	18,397,013	16,535,706	888.4%	1,585,550	1160.3%
FUND 740 CFD #20 RUSSELL RANCH	55,403	782,062	726,659	1311.6%	663,064	117.9%
FUND 741 CFD#21 WRSR	-	11,148,834	11,148,834	-	-	-
FUND 751 POLICE SPECIAL REVENUE	58,484	22,441	(36,043)	-61.6%	51,354	43.7%
FUND 753 ZOO SPECIAL REVENUE	38,584	28,035	(10,549)	-27.3%	82,808	33.9%
FUND 760 WETLAND/OPEN SPACE MAINT	10,041	9,153	(888)	-8.8%	10,701	85.5%
FUND 766 POLICE IMPOUND	2,376	2,356	(20)	-0.8%	-	-

**APPENDIX B**

**City of Folsom, California**

Expenditure Summary by Fund  
 Quarter Ended June 30, 2020

Fund # and Description	Expenditures through		FY 2019 vs. 2020	Percent Change	Budget FY 2019/2020	Percent of 2020 Budget
	FY 2019 6/30/2019	FY 2020 6/30/2020				
FUND 010 GENERAL FUND	\$82,357,736	\$ 89,338,917	\$ 6,981,181	8.5%	\$ 85,936,071	104.0%
FUND 015 COMPENSATED LEAVES	1,221,675	860,517	(361,158)	-29.6%	854,601	100.7%
FUND 023 PUBLIC WORKS	5,611,612	5,570,865	(40,747)	-0.7%	6,041,685	92.2%
FUND 027 GENERAL FIXED ASSETS	19,051,034	20,565,059	1,514,025	7.9%	-	-
FUND 201 COMM DEV BLOCK GRANT	148,783	173,712	24,929	16.8%	167,411	103.8%
FUND 203 TRAFFIC CONGESTION RELIEF	78,173	9,790	(68,383)	-87.5%	88,611	11.0%
FUND 204 LOS CERROS L&L AD	29,653	42,159	12,506	42.2%	71,410	59.0%
FUND 205 BRIGGS RANCH L&L AD	94,041	123,239	29,198	31.0%	100,844	122.2%
FUND 206 TRANSPORTATION SYSTEM MGT	15,079	41,103	26,024	172.6%	103	39905.8%
FUND 207 NATOMA STATION L&L AD	175,523	243,198	67,675	38.6%	226,829	107.2%
FUND 208 FOLSOM HGHTS L&L AD	21,420	27,190	5,770	26.9%	16,849	161.4%
FUND 209 BROADSTONE UNIT 3 L & L	39,826	51,887	12,061	30.3%	37,042	140.1%
FUND 210 BROADSTONE L&L AD	491,443	384,281	(107,162)	-21.8%	188,064	204.3%
FUND 212 HANNAFORD CROSS L & L AD	30,050	29,724	(326)	-1.1%	41,658	71.4%
FUND 213 LAKE NATOMA SHORES L & L	14,858	32,702	17,844	120.1%	42,488	77.0%
FUND 214 COBBLE HILLS/REFLECT L&L	62,332	82,693	20,361	32.7%	66,578	124.2%
FUND 219 FOLSOM COMMNTY CULT'L SER	1,938	7,902	5,964	307.7%	15,146	52.2%
FUND 221 HOUSING TRUST FUND	15,176	6,289	(8,887)	-58.6%	122,222	5.1%
FUND 223 HUMBURG WILLOW CREEK	2,588,303	614,462	(1,973,841)	-76.3%	1,623,664	37.8%
FUND 225 GENERAL PLAN AMENDMENT	108,915	6,731	(102,184)	-93.8%	56,731	11.9%
FUND 226 TREE PLANTING & REPLACEMT	21,077	125,033	103,956	493.2%	136,613	91.5%
FUND 231 SIERRA ESTATES L & L	4,961	7,755	2,794	56.3%	13,172	58.9%
FUND 232 LAKERIDGE ESTATES L & L	26,349	60,509	34,160	129.6%	78,855	76.7%
FUND 234 COBBLE RIDGE L & L	13,438	10,075	(3,363)	-25.0%	23,480	42.9%
FUND 235 ROAD MAINT & REHAB	-	1,837,384	1,837,384	-	3,459,499	53.1%
FUND 236 PRAIRIE OAKS RANCH L&L AD	285,467	306,953	21,486	7.5%	297,661	103.1%
FUND 237 SILVERBROOK L&L	5,572	12,050	6,478	116.3%	21,542	55.9%
FUND 238 REDEVELOPMENT AGY 20% MNY	25,322	126,722	101,400	400.4%	272,006	46.6%
FUND 240 PARK DEDICATION (QUIMBY)	3,582	248,838	245,256	6846.9%	1,489,351	16.7%
FUND 243 GAS TAX 2106	-	278,038	278,038	-	1,296,381	21.4%
FUND 244 GAS TAX 2107	289,002	171,391	(117,611)	-40.7%	655,877	26.1%
FUND 245 GAS TAX 2107.5	652,549	259,244	(393,305)	-60.3%	557,257	46.5%
FUND 246 PLANNING SERVICES	305,788	414,004	108,216	35.4%	556,587	74.4%
FUND 247 GAS TAX 2105	-	32,044	32,044	-	353,542	9.1%
FUND 248 TRANSPORTATION TAX(SB325)	75,000	-	(75,000)	-100.0%	86,210	0.0%
FUND 249 WILLOW CREEK EAST L&L AD	82,358	87,363	5,005	6.1%	52,434	166.6%
FUND 250 BLUE RAVINE OAKS L&L AD	35,031	48,611	13,580	38.8%	25,000	194.4%
FUND 251 STEEPLECHASE L&L AD	23,786	29,063	5,277	22.2%	30,646	94.8%
FUND 252 WILLOW CREEK SOUTH L&L AD	164,015	165,810	1,795	1.1%	158,486	104.6%
FUND 253 AMERICAN RV CANYON NO L&L	174,843	169,002	(5,841)	-3.3%	127,855	132.2%
FUND 254 HISTORICAL DISTRICT	1,503	5,610	4,107	273.3%	5,370	104.5%
FUND 260 WILLOW SPRINGS L & L	18,045	13,735	(4,310)	-23.9%	45,238	30.4%
FUND 262 WILLOW SPGS CFD 11 M. DST	88,104	165,677	77,573	88.0%	291,855	56.8%
FUND 266 CFD #12 MAINT. DIST.	458,375	441,509	(16,866)	-3.7%	886,097	49.8%
FUND 267 CFD #13 ARC MAINT. DIST.	135,994	135,713	(281)	-0.2%	155,754	87.1%
FUND 270 ARC NO. L & L DIST #2	2,822	14,618	11,796	418.0%	16,583	88.2%
FUND 271 THE RESIDENCES AT ARC, N	15,073	33,558	18,485	122.6%	38,532	87.1%
FUND 273 SPHERE OF INFLUENCE	18,498	115,659	97,161	525.3%	15,000	771.1%
FUND 274 OAKS AT WILLOW SPRINGS	-	-	-	-	24,000	0.0%
FUND 275 ARC L & L DIST #3	133,474	161,046	27,572	20.7%	268,391	60.0%
FUND 276 NEW MEASURE A	3,863,395	1,107,682	(2,755,713)	-71.3%	1,206,334	91.8%
FUND 278 BLUE RAVINE OAKS NO.2 L&L	8,438	31,394	22,956	272.1%	88,359	35.5%
FUND 279 RDA OBLIGATION RETIREMENT	4,014,513	4,024,119	9,606	0.2%	3,754,238	107.2%
FUND 281 FOLSOM HEIGHTS L&L 2	24,094	34,463	10,369	43.0%	52,404	65.8%
FUND 282 BROADSTONE #4	94,112	264,772	170,660	181.3%	314,424	84.2%
FUND 283 CFD #16 ISLANDS	69,040	73,836	4,796	6.9%	117,953	62.6%
FUND 284 WILLOW CREEK EST 2	109,135	45,646	(63,489)	-58.2%	103,985	43.9%
FUND 285 PROSPECT RIDGE	5,953	12,304	6,351	106.7%	43,067	28.6%
FUND 288 CFD #18 MAINT	21,645	43,925	22,280	102.9%	150,007	29.3%
FUND 289 CFD #19 MAINTENANCE DIST	1,793	7,640	5,847	326.1%	85,000	9.0%
FUND 305 1993 G O SCHOOL FAC D S	5,773	-	(5,773)	-100.0%	-	-
FUND 320 FSAD REFUNDING	-	381	381	-	381	100.0%
FUND 321 1982-1 NIMBUS AD D S	-	1,331	1,331	-	1,331	100.0%
FUND 411 SUPPLEMENTAL PARK FEE	-	435	435	-	265,960	0.2%
FUND 412 PARK IMPROVEMENTS	1,043,135	526,036	(517,099)	-49.6%	5,240,147	10.0%
FUND 414 JOHNNY CASH TRAIL	36,075	4,089	-	0.0%	260,066	1.6%
FUND 416 CFD #10 RUSSELL RANCH	13,143	83,494	70,351	535.3%	83,494	100.0%

**APPENDIX B**

**City of Folsom, California**

Expenditure Summary by Fund  
 Quarter Ended June 30, 2020

Fund # and Description	Expenditures through		FY 2019 vs. 2020	Percent Change	Budget FY 2019/2020	Percent of 2020 Budget
	FY 2019 6/30/2019	FY 2020 6/30/2020				
FUND 418 PRAIRIE OAK 92-2 1915 AD	-	-	-	-	1	0.0%
FUND 425 ZOO CAPITAL PROJECTS	1,162	2,608	1,446	124.4%	2,608	100.0%
FUND 428 POLICE CAPITAL	-	118,512	118,512	-	264,818	44.8%
FUND 431 REDEVELOPMENT AGY CAP PRO	158,307	4,312	(153,995)	-97.3%	4,312	100.0%
FUND 438 PARKWAY II CFD #14	-	2,696	2,696	-	2,696	100.0%
FUND 441 FIRE CAPITAL	1,867,505	124,204	(1,743,301)	-93.3%	853,624	14.6%
FUND 443 HWY 50 IMPROV CAP	-	38	38	-	100,038	0.0%
FUND 444 HWY 50 INTERCHANGE CAP	-	77	77	-	100,077	0.1%
FUND 445 GENERAL CAPITAL	1,901,683	155,250	(1,746,433)	-91.8%	152,505	101.8%
FUND 446 TRANSPORTATION IMPR	5,436,620	7,220,548	1,783,928	32.8%	14,448,559	50.0%
FUND 448 DRAINAGE CAPITAL IMPRV	170,142	537,971	367,829	216.2%	1,067,211	50.4%
FUND 449 TRANSIT CAPITAL	-	39	39	-	100,039	0.0%
FUND 451 LIGHT RAIL TRANSPORTATION	140,744	71,462	(69,282)	-49.2%	228,586	31.3%
FUND 452 GENERAL PARK EQUIP CAP	80,935	9,270	(71,665)	-88.5%	105,149	8.8%
FUND 456 WATER IMPACT FEE(ORD912)	170,919	162,424	(8,495)	-5.0%	1,137,332	14.3%
FUND 459 CORP YARD CAPITAL	1,995	326,992	324,997	16290.6%	476,512	68.6%
FUND 470 FSPA INFRASTRUCTURE	88,357	566	(87,791)	-99.4%	-	-
FUND 472 FSPA CAPITAL	-	366	366	-	412,366	0.1%
FUND 519 TRANSIT	4,357,694	-	(4,357,694)	-100.0%	-	-
FUND 520 WATER OPERATING	15,816,421	18,669,712	2,853,291	18.0%	21,345,423	87.5%
FUND 521 WATER CAPITAL	62,632	498,337	435,705	695.7%	5,121,623	9.7%
FUND 522 WATER METERS	187,257	86,102	(101,155)	-54.0%	229,514	37.5%
FUND 530 SEWER OPERATING	6,262,341	7,743,873	1,481,532	23.7%	13,839,082	56.0%
FUND 531 SEWER CAPITAL	327	1,002	675	206.4%	21,002	4.8%
FUND 536 FAC AUGMENTATION CRITICAL	3,219	1,987	(1,232)	-38.3%	42,515	4.7%
FUND 537 FAC AUGMENTATION GENERAL	324,571	18,135	(306,436)	-94.4%	124,640	14.5%
FUND 540 SOLID WASTE OPERATING	11,501,919	14,422,217	2,920,298	25.4%	13,100,277	110.1%
FUND 541 SOLID WASTE CAPITAL	20,977	25,402	4,425	21.1%	85,392	29.7%
FUND 543 LANDFILL CLOSURE	87,164	62,683	(24,481)	-28.1%	100,000	62.7%
FUND 544 SOLID WASTE CAPITAL	-	14	14	-	100,014	0.0%
FUND 601 MAJOR CAPITAL & RENOVATION	-	117	117	-	50,117	0.2%
FUND 602 EQUIPMENT FUND	28,491	17,304	(11,187)	-39.3%	26,335	65.7%
FUND 604 FOLSOM RANCH CFD #17	2,293,993	1,054,019	(1,239,974)	-54.1%	2,598,394	40.6%
FUND 605 FOLSOM PUBLIC FINANC AUTH	12,586,601	10,724,957	(1,861,644)	-14.8%	10,846,752	98.9%
FUND 606 RISK MANAGEMENT	17,007,220	17,470,924	463,704	2.7%	18,290,604	95.5%
FUND 706 LEGENDS 93-2 1915 AD AGCY	37,748	595	(37,153)	-98.4%	-	-
FUND 707 NATOMA STA92-1 1915AD AGY	32,556	31,603	(953)	-2.9%	33,106	95.5%
FUND 708 FOLSOM AUTO PLAZA 1915 AD	2,415	2,765	350	14.5%	-	-
FUND 709 LK NATOMA SHOR93-1 AD AGY	7,000	-	(7,000)	-100.0%	-	-
FUND 710 PRAIRIE OAKS AD92-2 REFI	1,753,094	1,773,980	20,886	1.2%	1,784,849	99.4%
FUND 711 COBBLE HILLS RDG AD AGNCY	225,296	3,905	(221,391)	-98.3%	3,310	118.0%
FUND 712 RIDGEVIEW95-1 1915 AD AGY	296,569	3,016	(293,553)	-99.0%	2,421	124.6%
FUND 713 CRESLEIGH 95-2 AD AGENCY	248,086	1,713	(246,373)	-99.3%	1,118	153.2%
FUND 715 HANNFORD CROSS 1915 REFI	467,605	2,407	(465,198)	-99.5%	-	-
FUND 720 CFD 2013-01 WTR FAC & SUP	36,427	2,028,550	1,992,123	5468.8%	245,529	826.2%
FUND 722 CFD #2 NATOMA STATION	1,345,991	1,344,020	(1,971)	-0.1%	1,352,350	99.4%
FUND 724 CFD #4 BROADSTONE REFI	215,570	2,381	(213,189)	-98.9%	-	-
FUND 727 CFD #7 BROADSTONE #2	4,378,490	2,475,754	(1,902,736)	-43.5%	2,472,969	100.1%
FUND 728 CFD #8 PARKWAY	350,056	344,044	(6,012)	-1.7%	344,257	99.9%
FUND 729 CFD #9 WILLOW CREEK SO	625	-	(625)	-100.0%	-	-
FUND 730 CFD #10 RUSSELL RANCH	2,873,973	4,833,749	1,959,776	68.2%	4,826,469	100.2%
FUND 731 CFD #11 WILLOW SPRINGS	334,614	339,406	4,792	1.4%	336,790	100.8%
FUND 733 CFD #16 ISLANDS	3,516,179	263,719	(3,252,460)	-92.5%	258,100	102.2%
FUND 734 CFD #14 PARKWAY II	1,191,928	1,237,654	45,726	3.8%	1,239,774	99.8%
FUND 735 FOL HIS DIST BUS IMP DIST	144,895	146,130	1,235	0.9%	-	-
FUND 736 CFD #16 Islands IA1	13,906	322,967	309,061	2222.5%	-	-
FUND 737 CFD #17 WILLOW HILL PIPELN	1,130,358	429,565	(700,793)	-62.0%	422,639	101.6%
FUND 738 CFD #18 AREA WID	7,005	10,952	3,947	56.3%	1,400	782.3%
FUND 739 CFD #19 MANGINI	3,350,044	16,892,460	13,542,416	404.2%	1,585,550	1065.4%
FUND 740 CFD #20 RUSSELL RANCH	7,885,721	686,207	(7,199,514)	-91.3%	663,064	103.5%
FUND 741 CFD#21 WRSR	-	10,042,873	10,042,873	-	-	-
FUND 751 POLICE SPECIAL REVENUE	95,225	46,860	(48,365)	-50.8%	51,354	91.2%

**APPENDIX B**

**City of Folsom, California**

Expenditure Summary by Fund  
Quarter Ended June 30, 2020

<b>Fund # and Description</b>	<b>Expenditures through</b>		<b>FY 2019 vs. 2020</b>	<b>Percent Change</b>	<b>Budget FY 2019/2020</b>	<b>Percent of 2020 Budget</b>
	<b>FY 2019 6/30/2019</b>	<b>FY 2020 6/30/2020</b>				
FUND 753 ZOO SPECIAL REVENUE	12,442	38,986	26,544	213.3%	82,808	47.1%
FUND 760 WETLAND/OPEN SPACE MAINT	1,271	701	(570)	-44.8%	10,701	6.6%



APPENDIX C

City of Folsom, California  
 Combined General Fund

Revenue and Expense Statement  
 Quarter Ended June 30, 2020

	FY 2019	FY 2020	FY 2019	FY 2020	FY20 Forecast	VARIANCE		VARIANCE	
	As of 6/30/2019	As of 6/30/2020	ACTUAL	BUDGET	As of 6/30/2020	Forecast vs Budget	%	Actual vs Budget	%
						\$	%	\$	%
<b>REVENUES:</b>									
Taxes:									
Property	\$ 25,274,518	\$ 28,803,456	\$ 26,669,899	\$ 27,851,631	\$ 28,803,456	\$ 951,825	103%	\$ 951,825	103%
Sales And Use	20,624,275	22,616,404	25,359,293	26,349,287	22,686,404	(3,662,883)	86%	(3,732,883)	86%
Transient Occupancy	1,722,316	1,496,119	2,377,895	2,346,299	1,616,119	(730,180)	69%	(850,180)	64%
Real Property Transfer	350,890	650,410	507,368	572,000	650,410	78,410	114%	78,410	114%
Franchise Fees	214,591	765,091	739,092	873,288	765,091	(108,197)	88%	(108,197)	88%
Other	858,339	730,522	1,185,070	1,100,000	730,522	(369,478)	66%	(369,478)	66%
Licenses And Permits	3,021,901	3,308,313	2,928,513	2,294,000	3,193,963	899,963	139%	1,014,313	144%
Intergovernmental	7,419,557	7,967,407	7,378,385	7,723,869	7,982,455	258,586	103%	243,538	103%
Charges For Current Services	15,780,000	12,113,486	16,200,278	13,764,495	12,447,593	(1,316,902)	90%	(1,651,009)	88%
Fines And Forfeitures	135,248	169,017	158,797	167,500	169,017	1,517	101%	1,517	101%
Interest	282,378	435,297	566,730	222,200	435,297	213,097	196%	213,097	196%
Miscellaneous	488,100	770,340	495,512	867,213	770,340	(96,873)	89%	(96,873)	89%
Operating Transfers In	5,693,659	5,537,425	7,694,005	7,845,974	6,637,425	(1,208,549)	85%	(2,308,549)	71%
<b>TOTAL REVENUES</b>	<b>81,865,772</b>	<b>85,363,287</b>	<b>92,260,837</b>	<b>91,977,756</b>	<b>86,888,092</b>	<b>(5,089,664)</b>	<b>94.5%</b>	<b>(6,614,469)</b>	<b>93%</b>
<b>EXPENDITURES:</b>									
Current Operating:									
General Government	\$ 10,748,595	\$ 11,602,313	\$ 10,825,215	\$ 11,873,182	\$ 11,704,875	\$ (168,308)	99%	\$ 270,869	98%
Public Safety	43,415,251	46,523,707	42,897,358	44,573,341	46,554,195	1,980,854	104%	(1,950,366)	104%
Public Ways and Facilities	6,752,243	6,879,471	6,804,649	7,504,407	6,879,471	(624,936)	92%	624,936	92%
Community Services	6,305,122	6,966,351	6,719,373	5,769,298	6,970,314	1,201,016	121%	(1,197,053)	121%
Culture and Recreation	15,192,119	13,740,728	15,405,089	14,120,681	13,762,447	(358,234)	97%	379,953	97%
Non-Departmental	6,276,014	9,197,221	3,949,849	8,136,847	9,532,260	1,395,413	117%	(1,060,374)	113%
Operating Transfers Out	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>88,689,344</b>	<b>94,909,791</b>	<b>86,601,533</b>	<b>91,977,756</b>	<b>95,403,562</b>	<b>3,425,806</b>	<b>103.7%</b>	<b>(2,932,035)</b>	<b>103%</b>
<b>APPROPRIATION OF FUND BALANCE</b>	<b>(6,823,572)</b>	<b>(9,546,504)</b>	<b>5,659,304</b>	<b>-</b>	<b>(8,515,470)</b>				
<b>FUND BALANCE, JULY 1</b>	<b>18,010,708</b>	<b>23,670,012</b>	<b>18,010,708</b>	<b>23,670,012</b>	<b>23,670,012</b>				
<b>FUND BALANCE</b>	<b>11,187,136</b>	<b>14,123,508</b>	<b>23,670,012</b>	<b>23,670,012</b>	<b>15,154,542</b>				
<b>NONSPENDABLE FUND BALANCE</b>	<b>(385,567)</b>	<b>(903,431)</b>	<b>(1,105,568)</b>	<b>(903,431)</b>	<b>(903,431)</b>				
<b>RESTRICTED FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>				
<b>COMMITTED FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>				
<b>ASSIGNED FUND BALANCE</b>	<b>(3,189,318)</b>	<b>(692,448)</b>	<b>(2,214,552)</b>	<b>-</b>	<b>(1,292,448)</b>				
<b>UNRESTRICTED FUND BALANCE</b>	<b>\$ 7,612,251</b>	<b>\$ 12,527,629</b>	<b>\$ 20,349,892</b>	<b>\$ 22,766,581</b>	<b>\$ 12,958,663</b>				

**APPENDIX D**

**City of Folsom, California**

Expenditure Summary - General Fund Departments  
 Quarter Ended June 30, 2020

	FY 2019	FY 2020	FY 2019	FY 2020	FY20 Forecast	VARIANCE		VARIANCE	
	As of 6/30/2019	As of 6/30/2020	ACTUAL	BUDGET	As of 6/30/2020	Forecast vs Budget		Actual vs. Budget	
						\$	%	\$	%
<b>EXPENDITURES:</b>									
City Council	\$ 118,222	\$ 129,452	\$ 118,222	\$ 142,576	\$ 129,452	\$ (13,124)	90.80%	\$ (13,124)	91%
City Manager	1,254,020	1,372,589	1,254,020	1,308,827	1,372,589	63,762	104.87%	63,762	105%
City Clerk	591,068	605,492	591,068	593,577	605,492	11,915	102.01%	11,915	102%
Office of Mgmt & Budget	4,351,401	4,861,348	4,387,549	5,019,572	4,863,298	(156,274)	96.89%	(158,224)	97%
City Attorney	879,323	1,001,723	879,323	1,029,351	1,001,723	(27,628)	97.32%	(27,628)	97%
Human Resources	702,966	720,681	708,826	725,089	720,681	(4,408)	99.39%	(4,408)	99%
Police	22,278,430	23,504,600	22,427,590	23,564,422	23,532,863	(31,559)	99.87%	(59,822)	100%
Fire	21,343,946	23,237,828	20,676,893	21,239,400	23,240,053	2,000,653	109.42%	1,998,428	109%
Community Development	6,305,122	6,966,351	6,719,373	5,769,298	6,970,314	1,201,016	120.82%	1,197,053	121%
Parks & Recreation	15,976,818	14,494,859	16,223,507	14,918,500	14,617,190	(301,310)	97.98%	(423,641)	97%
Library	1,859,771	1,938,176	1,860,664	2,025,890	1,938,176	(87,714)	95.67%	(87,714)	96%
Public Works	6,752,243	6,879,471	6,804,649	7,504,407	6,879,471	(624,936)	91.67%	(624,936)	92%
Other	-	-	-	-	-	-	-	-	-
Non Departmental	6,276,014	9,197,221	3,949,849	8,136,847	9,532,260	1,395,413	117.15%	1,060,374	113%
Operating Transfers Out	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES:</b>	<b>\$ 88,689,344</b>	<b>\$ 94,909,791</b>	<b>\$ 86,601,533</b>	<b>\$ 91,977,756</b>	<b>\$ 95,403,562</b>	<b>\$ 3,425,806</b>	<b>103.72%</b>	<b>\$ 2,932,035</b>	<b>103%</b>

APPENDIX E

City of Folsom, California

General Fund - Revenue Detail  
Quarter Ended June 30, 2020

	FY 2019	FY 2020	FY 2019 ACTUAL	FY 2020 BUDGET	FY20 Forecast	VARIANCE		VARIANCE	
	As of 6/30/2019	As of 6/30/2020			As of 6/30/2020	Forecast vs Budget	Actual vs Budget	\$	%
<b>SUMMARY</b>									
<b>TOTAL: TAX RELATED REVENUES</b>	\$ 49,044,929	\$ 55,062,002	\$ 56,838,617	\$ 59,092,505	\$ 55,252,002	\$ (3,840,503)	94%	\$ (4,030,503)	93%
<b>TOTAL: NON-TAX RELATED REVENUES</b>	32,820,843	30,301,285	35,422,220	32,885,251	31,636,090	(1,249,161)	96%	(2,583,966)	92%
<b>TOTAL: GENERAL FUND REVENUES</b>	<u>\$ 81,865,772</u>	<u>\$ 85,363,287</u>	<u>\$ 92,260,837</u>	<u>\$ 91,977,756</u>	<u>\$ 86,888,092</u>	<u>\$ (5,089,664)</u>	<u>94%</u>	<u>\$ (6,614,469)</u>	<u>93%</u>
<b>TAX RELATED REVENUES</b>									
Property Tax	\$ 25,274,518	\$ 28,803,456	\$ 26,669,899	\$ 27,851,631	\$ 28,803,456	\$ 951,825	103%	\$ 951,825	103%
Sales & Use									
Point-of-Sale	20,054,252	21,973,015	24,742,286	25,689,287	22,043,015	(3,646,272)	86%	(3,716,272)	86%
In-Lieu	-	-	-	-	-	-	-	-	-
Prop 172	570,023	643,389	617,007	660,000	643,389	(16,611)	97%	(16,611)	97%
	20,624,275	22,616,404	25,359,293	26,349,287	22,686,404	(3,662,883)	86%	(3,732,883)	86%
Transient Occupancy Tax	1,722,316	1,496,119	2,377,895	2,346,299	1,616,119	(730,180)	69%	(850,180)	64%
Real Property Transfer	350,890	650,410	507,368	572,000	650,410	78,410	114%	78,410	114%
Franchise Fees	214,591	765,091	739,092	873,288	765,091	(108,197)	88%	(108,197)	88%
Other Taxes	858,339	730,522	1,185,070	1,100,000	730,522	(369,478)	66%	(369,478)	66%
<b>TOTAL: TAX RELATED REVENUES</b>	<u>\$ 49,044,929</u>	<u>\$ 55,062,002</u>	<u>\$ 56,838,617</u>	<u>\$ 59,092,505</u>	<u>\$ 55,252,002</u>	<u>\$ (3,840,503)</u>	<u>94%</u>	<u>\$ (4,030,503)</u>	<u>93%</u>
<b>NON-TAX RELATED REVENUES</b>									
<b>Licenses &amp; Permits</b>									
Building Permits	\$ 2,023,999	\$ 2,261,039	\$ 2,023,999	\$ 1,478,000	\$ 2,261,039	\$ 783,039	153%	\$ 783,039	153%
Encroachment Permit	71,823	185,425	71,823	65,000	185,425	120,425	285%	120,425	285%
Planning Permits	17,659	18,871	17,659	20,000	18,871	(1,129)	94%	(1,129)	94%
Business Licenses	879,466	793,954	786,078	700,000	679,604	(20,396)	97%	93,954	113%
Other Permits	58	22,746	58	1,000	22,746	21,746	2275%	21,746	2275%
Wide Load Permits	28,896	26,278	28,896	30,000	26,278	(3,722)	88%	(3,722)	88%
<b>Subtotal: Licenses &amp; Permits</b>	<u>\$ 3,021,901</u>	<u>\$ 3,308,313</u>	<u>\$ 2,928,513</u>	<u>\$ 2,294,000</u>	<u>\$ 3,193,963</u>	<u>\$ 899,963</u>	<u>139%</u>	<u>\$ 1,014,313</u>	<u>144%</u>
<b>Intergovernmental</b>									
Vehicle License Fees	\$ 6,902,484	\$ 7,357,030	\$ 6,902,484	\$ 7,276,719	\$ 7,357,030	\$ 80,311	101%	\$ 80,311	101%
State Grants	242,608	284,474	123,382	15,000	284,474	269,474	1896%	269,474	1896%
Federal Grants	5,714	10,044	5,714	75,000	10,044	(64,956)	13%	(64,956)	13%
Homeowners Property Tax Relief	225,908	263,975	265,774	297,150	263,975	(33,175)	89%	(33,175)	89%
Vehicle Abatement	36,687	50,621	74,875	60,000	65,669	5,669	109%	(9,379)	84%
Library Reimbursement	6,156	1,263	6,156	-	1,263	1,263	-	1,263	-
<b>Subtotal: Intergovernmental</b>	<u>\$ 7,419,557</u>	<u>\$ 7,967,407</u>	<u>\$ 7,378,385</u>	<u>\$ 7,723,869</u>	<u>\$ 7,982,485</u>	<u>\$ 258,586</u>	<u>103%</u>	<u>\$ 243,538</u>	<u>103%</u>
<b>Charges for Services</b>									
Administrative Fees	\$ 163	\$ 169	\$ 163	\$ 500	\$ 169	\$ (331)	34%	\$ (331)	34%
Insurance Refund	25,316	-	25,316	-	-	-	-	-	-
Recovery of Damages	150	592	150	-	592	592	-	592	-
Recovery of Labor and Benefits	251,427	257,685	251,427	250,000	257,685	7,685	103%	7,685	103%
Other Charges	224,430	106,643	224,430	204,500	106,643	(97,857)	52%	(97,857)	52%
	501,486	365,089	501,486	455,000	365,089	(89,911)	80%	(89,911)	80%
Police	486,370	423,490	519,218	211,100	423,490	212,390	201%	212,390	201%
Fire	96,741	156,089	96,741	197,490	156,089	(41,401)	79%	(41,401)	79%
Ambulance	3,705,290	4,243,337	4,056,780	4,000,000	4,577,444	577,444	114%	243,337	106%
OES Reimbursement	850,830	209,025	884,242	110,000	209,025	99,025	190%	99,025	190%
	4,652,861	4,608,451	5,037,763	4,307,490	4,942,558	635,068	115%	300,961	107%
Development-Building Fees	925,995	941,152	928,523	1,112,000	941,152	(170,848)	85%	(170,848)	85%
Development-Engineering Fees	2,578,023	1,405,150	2,578,023	1,203,708	1,405,150	201,442	117%	201,442	117%
Development-Planning Fees	421,571	386,288	421,571	363,567	386,288	22,721	106%	22,721	106%
Development-Misc Fees	892	58,091	892	10,500	58,091	47,591	553%	47,591	553%
	3,926,481	2,790,681	3,929,009	2,689,775	2,790,681	100,906	104%	100,906	104%

APPENDIX E

City of Folsom, California

General Fund - Revenue Detail  
Quarter Ended June 30, 2020

	FY 2019	FY 2020	FY 2019	FY 2020	FY20 Forecast	VARIANCE		VARIANCE	
	As of 6/30/2019	As of 6/30/2020	ACTUAL	BUDGET	As of 6/30/2020	Forecast vs Budget	%	Actual vs Budget	%
						\$	%	\$	%
Community Center	376,366	222,237	376,366	355,500	222,237	(133,263)	63%	(133,263)	63%
Recreation	1,087,667	599,068	1,087,667	1,150,000	599,068	(550,932)	52%	(550,932)	52%
Aquatics	999,112	547,147	999,112	1,083,900	547,147	(536,753)	50%	(536,753)	50%
Sports	1,562,603	988,622	1,562,603	1,671,500	988,622	(682,878)	59%	(682,878)	59%
Parks Lighting Fee	28,225	17,739	28,225	20,000	17,739	(2,261)	89%	(2,261)	89%
Youth Field User Fees	18,684	13,788	18,684	30,000	13,788	(16,212)	46%	(16,212)	46%
Zoo Admission Fees	945,597	610,814	945,597	926,000	610,814	(315,186)	66%	(315,186)	66%
	5,018,254	2,999,415	5,018,254	5,236,900	2,999,415	(2,237,485)	57%	(2,237,485)	57%
Public Works Fees	1,194,548	926,360	1,194,548	864,230	926,360	62,130	107%	62,130	107%
<b>Subtotal: Charges for Services</b>	<b>\$ 15,780,000</b>	<b>\$ 12,113,486</b>	<b>\$ 16,200,278</b>	<b>\$ 13,764,495</b>	<b>\$ 12,447,593</b>	<b>\$ (1,316,902)</b>	<b>90%</b>	<b>\$ (1,651,009)</b>	<b>88%</b>
<b>Fines &amp; Forfeitures</b>									
Parking	\$ 32,896	\$ 23,309	\$ 32,896	\$ 25,000	\$ 23,309	\$ (1,691)	93%	\$ (1,691)	93%
Code Enforcement	6,821	12,600	6,821	1,000	12,600	11,600	1260%	11,600	1260%
Traffic	23,908	45,330	35,182	50,000	45,330	(4,670)	91%	(4,670)	91%
Court	33,311	55,330	45,586	55,000	55,330	330	101%	330	101%
Library	37,687	32,043	37,687	36,000	32,043	(3,957)	89%	(3,957)	89%
Other Fines	625	405	625	500	405	(95)	81%	(95)	81%
<b>Subtotal: Fines &amp; Forfeitures</b>	<b>\$ 135,248</b>	<b>\$ 169,017</b>	<b>\$ 158,797</b>	<b>\$ 167,500</b>	<b>\$ 169,017</b>	<b>\$ 1,517</b>	<b>101%</b>	<b>\$ 1,517</b>	<b>101%</b>
Interest Earnings	282,378	435,297	566,730	222,200	435,297	213,097	196%	213,097	196%
<b>Miscellaneous</b>									
Rental Income	\$ 86,281	\$ 50,127	\$ 93,683	\$ 2,000	\$ 50,127	\$ 48,127	2506%	\$ 48,127	2506%
Cell Tower Rentals	215,774	484,847	215,774	383,000	484,847	101,847	127%	101,847	127%
Fixed Asset Disposition	50,645	26,325	50,645	40,000	26,325	(13,675)	66%	(13,675)	66%
Library	63,566	39,283	63,566	46,000	39,283	(6,717)	85%	(6,717)	85%
Sundry	71,834	169,758	71,844	396,213	169,758	(226,455)	43%	(226,455)	43%
<b>Subtotal: Miscellaneous</b>	<b>\$ 488,100</b>	<b>\$ 770,340</b>	<b>\$ 495,512</b>	<b>\$ 867,213</b>	<b>\$ 770,340</b>	<b>\$ (96,873)</b>	<b>89%</b>	<b>\$ (96,873)</b>	<b>89%</b>
Operating Transfers In	5,693,659	5,537,425	7,694,005	7,845,974	6,637,425	(1,208,549)	85%	(2,308,549)	71%
<b>TOTAL: NON-TAX RELATED REVENUES</b>	<b>\$ 32,820,843</b>	<b>\$ 30,301,285</b>	<b>\$ 35,422,220</b>	<b>\$ 32,885,251</b>	<b>\$ 31,636,090</b>	<b>\$ (1,249,161)</b>	<b>96%</b>	<b>\$ (2,583,966)</b>	<b>92%</b>

**APPENDIX F**

**City of Folsom, California  
Housing Fund**

Revenue and Expense Statement  
Quarter Ended June 30, 2020

	FY 2020	FY 2019	FY 2020	FY20 Forecast	VARIANCE		VARIANCE	
	As of 6/30/2020	ACTUAL	BUDGET	As of 6/30/2020	Forecast vs Budget \$ %	Actual vs Budget \$ %		
<b>REVENUES:</b>								
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
Intergovernmental	-	-	-	-	-		-	
Charges for Current Services	14,020	41,536	15,000	14,020	(980)	93%	(980)	93%
Impact Fee Revenue	2,032,772	2,024,070	155,000	2,032,772	1,877,772	1311%	1,877,772	1311%
Interest Revenue	467,589	514,887	100,000	467,589	367,589	468%	367,589	468%
Other Revenue	-	-	(156,147)	-	156,147	0%	156,147	0%
Operating Transfers In	-	-	-	-	-		-	
<b>TOTAL REVENUES</b>	<b>2,514,381</b>	<b>2,580,493</b>	<b>113,853</b>	<b>2,514,381</b>	<b>2,400,528</b>	<b>2208%</b>	<b>2,400,528</b>	<b>2208%</b>
<b>EXPENDITURES:</b>								
Salary & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
Services & Supplies	-	-	-	-	-		-	
Contracts	112,870	18,675	100,000	112,870	12,870	113%	(12,870)	113%
Insurance	-	-	-	-	-		-	
Other Operating Expenses	-	-	-	-	-		-	
Capital Outlay	-	-	-	-	-		-	
Extraordinary Loss on Dissolution of RDAs	-	-	-	-	-		-	
Operating Transfers Out	13,853	6,647	13,853	13,853	-	100%	-	100%
<b>TOTAL EXPENDITURES</b>	<b>126,723</b>	<b>25,322</b>	<b>113,853</b>	<b>126,723</b>	<b>(12,870)</b>	<b>111%</b>	<b>(12,870)</b>	<b>111%</b>
<b>APPROPRIATION OF FUND BALANCE</b>	<b>2,387,658</b>	<b>2,555,171</b>	<b>-</b>	<b>2,387,658</b>				
<b>FUND BALANCE, JULY 1</b>	<b>24,987,269</b>	<b>22,432,098</b>	<b>24,987,269</b>	<b>24,987,269</b>				
<b>FUND BALANCE</b>	<b>\$ 27,374,927</b>	<b>\$ 24,987,269</b>	<b>\$ 24,987,269</b>	<b>\$ 27,374,927</b>				
<b>NONSPENDABLE FUND BALANCE</b>	<b>(2,261,875)</b>	<b>(2,261,875)</b>	<b>(24,987,269)</b>	<b>(27,374,927)</b>				
<b>RESTRICTED FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>				
<b>COMMITTED FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>				
<b>ASSIGNED FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>				
<b>UNRESTRICTED FUND BALANCE (DEFICIT)</b>	<b>\$ 25,113,052</b>	<b>\$ 22,725,394</b>	<b>\$ -</b>	<b>\$ -</b>				

APPENDIX G

City of Folsom, California  
Lighting and Landscaping Districts

Revenue and Expenditure Statement  
Quarter Ended June 30, 2020

	Fund 204	Fund 205	Fund 207	Fund 208	Fund 209	Fund 210	Fund 212	Fund 213	Fund 214	Fund 231	Fund 232
	Los Cerros	Briggs Ranch	Natoma Station	Folsom Heights	Broadstone Unit 3	Broadstone	Hannaford Cross	Lake Natoma Shores	Cobble Hills Reflect	Sierra Estates	Natoma Valley
<b>Revenues:</b>											
Special Assessment	40,596	80,348	173,043	21,605	20,543	388,667	20,057	20,630	43,796	9,028	66,701
Interest	3,369	404	397	562	1,359	898	529	2,104	313	449	4,479
Other Revenue	-	-	-	-	513	4,745	-	-	-	-	-
<b>Total Revenue</b>	<b>\$ 43,965</b>	<b>\$ 80,752</b>	<b>\$ 173,440</b>	<b>\$ 22,167</b>	<b>\$ 22,415</b>	<b>\$ 394,310</b>	<b>\$ 20,586</b>	<b>\$ 22,734</b>	<b>\$ 44,109</b>	<b>\$ 9,477</b>	<b>\$ 71,180</b>
<b>Expenditures:</b>											
Communications	1,346	538	1,615	-	-	2,960	538	269	1,346	269	269
Utilities	11,624	17,434	58,567	8,372	1,476	151,464	4,267	3,732	7,917	1,236	2,905
Contracts	8,382	13,828	33,688	7,392	50,087	41,228	4,615	14,536	12,796	1,077	9,585
Maintenance	15,160	76,443	113,204	10,932	-	125,120	15,965	10,362	49,865	3,856	39,320
Supplies	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	5,648	14,996	36,125	494	324	63,509	4,341	3,803	10,771	1,318	8,430
<b>Total Expenditures</b>	<b>\$ 42,160</b>	<b>\$ 123,239</b>	<b>\$ 243,199</b>	<b>\$ 27,190</b>	<b>\$ 51,887</b>	<b>\$ 384,281</b>	<b>\$ 29,726</b>	<b>\$ 32,702</b>	<b>\$ 82,695</b>	<b>\$ 7,756</b>	<b>\$ 60,509</b>

APPENDIX G

City of Folsom, California  
Lighting and Landscaping Districts

Revenue and Expenditure Statement  
Quarter Ended June 30, 2020

	Fund 234	Fund 236	Fund 237	Fund 249	Fund 250	Fund 251	Fund 252	Fund 253	Fund 260	Fund 262	Fund 266
	Cobble Ridge	Praire Oaks Ranch	Silverbrook	Willow Creek East	Blue Ravine Onks	Steeplechase	Willow Creek So.	Am River Canyon No.	Willow Springs	Willow Sprgs CFD#11	Broadstone 3 CFD #12
<b>Revenues:</b>											
Special Assessment	13,579	196,319	-	59,704	35,488	24,066	160,218	104,624	14,204	115,838	602,402
Interest	2,236	452	2,355	138	2,220	1,932	12,823	1,583	895	6,684	29,733
Other Revenue	8,180	22,400	-	-	2,585	3,851	-	-	4,107	245	1,210
<b>Total Revenue</b>	<b>\$ 23,995</b>	<b>\$ 219,171</b>	<b>\$ 2,355</b>	<b>\$ 59,842</b>	<b>\$ 40,293</b>	<b>\$ 29,849</b>	<b>\$ 173,041</b>	<b>\$ 106,207</b>	<b>\$ 19,206</b>	<b>\$ 122,767</b>	<b>\$ 633,345</b>
<b>Expenditures:</b>											
Communications	-	-	-	807	538	269	3,229	-	-	807	777
Utilities	990	59,779	640	19,669	12,092	5,209	64,778	56,891	6,276	18,542	81,469
Contracts	1,786	52,759	7,290	25,253	1,517	1,505	50,299	104,484	7,154	53,941	24,242
Maintenance	5,963	130,535	2,723	41,633	33,564	17,583	37,610	5,471	-	75,224	254,941
Supplies	13	-	-	-	-	-	-	-	-	-	7,877
Transfers Out	1,323	63,880	1,398	-	900	4,496	9,894	2,155	306	17,163	72,204
<b>Total Expenditures</b>	<b>\$ 10,075</b>	<b>\$ 306,953</b>	<b>\$ 12,051</b>	<b>\$ 87,362</b>	<b>\$ 48,611</b>	<b>\$ 29,062</b>	<b>\$ 165,810</b>	<b>\$ 169,001</b>	<b>\$ 13,736</b>	<b>\$ 165,677</b>	<b>\$ 441,510</b>

APPENDIX G

City of Folsom, California  
Lighting and Landscaping Districts

Revenue and Expenditure Statement  
Quarter Ended June 30, 2020

	Fund 267	Fund 270	Fund 271	Fund 275	Fund 278	Fund 281	Fund 282	Fund 283	Fund 284	Fund 285	Fund 288	Fund 289	
	ARC No.2 CFD #13	ARC No. 2	Residences At ARC	ARC North #3	Blue Ravine Oaks No. 2	Folsom Hts #2	Broadstone #4	Islands CFD #16	Willow Creek Estates #2	Prospect Ridge	Maint Dist CFD #18	Maint Dist CFD #19	TOTAL
<b>Revenues:</b>													
Special Assessment	106,142	12,330	20,757	246,926	34,617	61,640	306,907	126,270	96,439	9,336	339,118	109,850	3,681,788
Interest	1,909	3,526	1,594	19,053	4,026	4,916	7,968	5,489	2,354	315	2,287	5,158	134,509
Other Revenue	-	-	-	2,040	-	-	-	-	-	-	-	-	49,876
<b>Total Revenue</b>	<b>\$ 108,051</b>	<b>\$ 15,856</b>	<b>\$ 22,351</b>	<b>\$ 268,019</b>	<b>\$ 38,643</b>	<b>\$ 66,556</b>	<b>\$ 314,875</b>	<b>\$ 131,759</b>	<b>\$ 98,793</b>	<b>\$ 9,651</b>	<b>\$ 341,405</b>	<b>\$ 115,008</b>	<b>\$ 3,866,173</b>
<b>Expenditures:</b>													
Communications	275	-	538	1,884	-	-	-	-	-	-	-	-	18,274
Utilities	21,353	288	3,811	249	-	-	-	9,425	-	525	19,962	3,994	654,936
Contracts	-	14,045	10,418	51,102	11,629	8,769	94,895	220	29,761	5,731	15,239	2,388	771,641
Maintenance	86,558	-	14,420	87,287	15,224	20,086	149,583	46,853	-	813	3,833	626	1,490,757
Supplies	6,417	-	-	-	-	-	-	269	-	-	4,885	632	20,093
Transfers Out	21,111	286	4,371	20,524	4,540	5,608	20,294	17,069	15,885	5,235	7	-	438,408
<b>Total Expenditures</b>	<b>\$ 135,714</b>	<b>\$ 14,619</b>	<b>\$ 33,558</b>	<b>\$ 161,046</b>	<b>\$ 31,393</b>	<b>\$ 34,463</b>	<b>\$ 264,772</b>	<b>\$ 73,836</b>	<b>\$ 45,646</b>	<b>\$ 12,304</b>	<b>\$ 43,926</b>	<b>\$ 7,640</b>	<b>\$ 3,394,109</b>



APPENDIX H

City of Folsom, California  
 Combined Water Funds\*  
 Revenue and Expense Statement  
 Quarter Ended June 30, 2020

	FY 2019	FY 2020	FY 2019	FY 2020	FY20 Forecast	VARIANCE		VARIANCE	
	As of 6/30/2019	As of 6/30/2020	ACTUAL	BUDGET	As of 6/30/2020	Forecast vs Budget	%	Actual vs Budget	%
						\$	%	\$	%
<b>OPERATING REVENUES:</b>									
Charges For Services	13,576,842	15,748,401	13,557,821	14,176,455	15,748,401	1,571,946	111%	1,571,946	111%
<b>TOTAL OPERATING REVENUES</b>	<b>13,576,842</b>	<b>15,748,401</b>	<b>13,557,821</b>	<b>14,176,455</b>	<b>15,748,401</b>	<b>1,571,946</b>	<b>111%</b>	<b>1,571,946</b>	<b>111%</b>
<b>OPERATING EXPENSES:</b>									
Employee Services	4,591,138	4,930,971	4,110,704	5,173,428	4,930,971	(242,457)	95%	(242,457)	95%
Utilities	756,856	795,571	758,755	775,500	795,571	20,071	103%	20,071	103%
Supplies	871,334	680,592	871,314	1,021,700	680,592	(341,108)	67%	(341,108)	67%
Maintenance and Operation	578,282	411,725	578,284	890,750	411,725	(479,025)	46%	(479,025)	46%
Contractual Services	1,706,861	1,776,254	1,782,871	2,720,414	1,776,254	(944,160)	65%	(944,160)	65%
Depreciation	3,995,652	4,293,283	3,995,652	-	4,293,283	4,293,283		4,293,283	
Other Operating Expenses	1,107,513	1,477,183	1,900,935	1,128,733	1,477,183	348,450	131%	348,450	131%
<b>TOTAL OPERATING EXPENSES</b>	<b>13,607,636</b>	<b>14,365,579</b>	<b>13,998,515</b>	<b>11,710,525</b>	<b>14,365,579</b>	<b>2,655,054</b>	<b>123%</b>	<b>2,655,054</b>	<b>123%</b>
<b>OPERATING INCOME</b>	<b>(30,794)</b>	<b>1,382,822</b>	<b>(440,694)</b>	<b>2,465,930</b>	<b>1,382,822</b>		<b>56%</b>		
<b>NONOPERATING REVENUE (EXPENSES):</b>									
Impact Fees	1,223,791	704,346	1,223,791	782,272	704,346	(77,926)	90%	(77,926)	90%
Other	41,325	20,719	13,678,378	12,401,936	20,719	(12,381,217)	0%	(12,381,217)	0%
Investment Income	413,375	439,888	683,830	231,503	439,888	208,385	190%	208,385	190%
Intergovernmental	253,626	8,285	253,626	-	8,285	8,285		8,285	
Proceeds of Financing	-	-	-	-	-	-		-	
Debt Service Expense	(2,074,296)	(2,123,969)	(784,025)	(2,013,703)	(2,123,969)	(110,266)	105%	(110,266)	105%
Other Reimbursements	-	-	-	-	-	-		-	
Capital Outlay - Projects	(906,431)	(4,193,157)	(236,312)	(13,089,660)	(4,193,157)	8,896,503	32%	8,896,503	32%
<b>TOTAL NONOPERATING REVENUE (EXPENSE)</b>	<b>(1,048,610)</b>	<b>(5,143,888)</b>	<b>14,819,288</b>	<b>(1,687,652)</b>	<b>(5,143,888)</b>	<b>(3,456,236)</b>	<b>305%</b>	<b>(3,456,236)</b>	<b>305%</b>
<b>INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS</b>	<b>(1,079,404)</b>	<b>(3,761,066)</b>	<b>14,378,594</b>	<b>778,278</b>	<b>(3,761,066)</b>				
<b>CAPITAL CONTRIBUTIONS AND TRANSFERS:</b>									
Transfers In	-	41,726	100,000	241,726	41,726	(200,000)	17%	(200,000)	17%
Transfers Out	(935,533)	(829,126)	(1,036,633)	(1,020,004)	(829,126)	(3,656,236)	81%	190,878	81%
<b>TOTAL CAPITAL CONTRIBUTIONS AND TRANSFERS</b>	<b>(935,533)</b>	<b>(787,400)</b>	<b>(936,633)</b>	<b>(778,278)</b>	<b>(787,400)</b>				
<b>CHANGE IN NET ASSETS</b>	<b>(2,014,937)</b>	<b>(4,548,466)</b>	<b>13,441,961</b>	<b>-</b>	<b>(4,548,466)</b>				
<b>NET ASSETS, JULY 1</b>	<b>82,691,640</b>	<b>96,133,601</b>	<b>82,691,640</b>	<b>96,133,601</b>	<b>96,133,601</b>				
<b>NET ASSETS</b>	<b>80,676,703</b>	<b>91,585,135</b>	<b>96,133,601</b>	<b>96,133,601</b>	<b>91,585,135</b>				
<b>RESTRICTED NET ASSETS</b>	<b>(1,202,858)</b>	<b>(2,961,428)</b>	<b>-</b>	<b>(2,961,428)</b>	<b>(2,961,428)</b>				
<b>UNRESTRICTED NET ASSETS</b>	<b>\$ 79,473,845</b>	<b>\$ 88,623,707</b>	<b>\$ 96,133,601</b>	<b>\$ 93,172,173</b>	<b>\$ 88,623,707</b>				

\* Includes the following funds: Water Impact Fee, Water Operating, Water Capital and Water Meters  
 Prior year includes prior period adjustment for GASB 68

**APPENDIX I**

**City of Folsom, California  
Combined Wastewater Funds\*  
Revenue and Expense Statement  
Quarter Ended June 30, 2020**

	FY 2019	FY 2020	FY 2019	FY 2020	FY20 Forecast	VARIANCE		VARIANCE	
	As of	As of	ACTUAL	BUDGET	As of	Forecast vs Budget		Actual vs Budget	
	6/30/2019	6/30/2020			6/30/2020	\$	%	\$	%
<b>OPERATING REVENUES:</b>									
Charges For Services	6,552,593	7,389,619	6,552,594	6,603,200	7,389,619	786,419	112%	786,419	112%
Prison Services	67,200	67,200	67,200	67,200	67,200	-	100%	-	100%
<b>TOTAL OPERATING REVENUES</b>	<b>6,619,793</b>	<b>7,456,819</b>	<b>6,619,794</b>	<b>6,670,400</b>	<b>7,456,819</b>	<b>786,419</b>	<b>112%</b>	<b>786,419</b>	<b>112%</b>
<b>OPERATING EXPENSES:</b>									
Employee Services	2,400,351	2,575,296	2,293,626	2,752,725	2,575,296	(177,429)	94%	(177,429)	94%
Utilities	88,321	88,564	88,321	75,000	88,564	13,564	118%	13,564	118%
Supplies	289,410	376,673	289,409	545,014	376,673	(168,341)	69%	(168,341)	69%
Maintenance and Operation	109,917	180,750	109,917	328,500	180,750	(147,750)	55%	(147,750)	55%
Contractual Services	198,251	338,562	200,735	870,100	338,562	(531,538)	39%	(531,538)	39%
Depreciation	1,730,161	2,035,576	1,730,161	-	2,035,576	2,035,576		2,035,576	
Other Operating Expenses	317,274	772,490	864,384	315,180	772,490	457,310	245%	457,310	245%
<b>TOTAL OPERATING EXPENSES</b>	<b>5,133,685</b>	<b>6,367,911</b>	<b>5,576,553</b>	<b>4,886,519</b>	<b>6,367,911</b>	<b>1,481,392</b>	<b>130%</b>	<b>1,481,392</b>	<b>130%</b>
<b>OPERATING INCOME (LOSS)</b>	<b>1,486,108</b>	<b>1,088,908</b>	<b>1,043,241</b>	<b>1,783,881</b>	<b>1,088,908</b>		<b>61%</b>		
<b>NONOPERATING REVENUE (EXPENSES):</b>									
Impact Fees	114,800	56,832	114,800	298,339	56,832	(241,507)	19%	(241,507)	19.0%
Investment Income	259,881	282,627	421,854	134,000	282,627	148,627	211%	148,627	211%
Other	55,642	16,197	12,608,154	6,713,092	16,197	(6,696,895)	0%	(6,696,895)	0%
Debt Service	-	-	-	-	-	-	-	-	-
Capital Outlay - Projects	(463,407)	(792,426)	(412,566)	(8,388,400)	(792,426)	7,595,974	9%	7,595,974	9%
<b>TOTAL NONOPERATING REVENUE (EXPENSE)</b>	<b>(33,084)</b>	<b>(436,770)</b>	<b>12,732,242</b>	<b>(1,242,969)</b>	<b>(436,770)</b>	<b>806,199</b>	<b>35%</b>	<b>806,199</b>	<b>35%</b>
<b>INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS</b>	<b>1,453,024</b>	<b>652,138</b>	<b>13,775,483</b>	<b>540,912</b>	<b>652,138</b>				
<b>CAPITAL CONTRIBUTIONS AND TRANSFERS:</b>									
Transfers In	-	23,884	-	44,253	44,253	-	0%	(20,369)	-117%
Transfers Out	(665,580)	(584,539)	(673,404)	(585,165)	(585,165)	-	0%	(626)	93377%
<b>TOTAL CAPITAL CONTRIBUTIONS AND TRANSFERS</b>	<b>(665,580)</b>	<b>(560,655)</b>	<b>(673,404)</b>	<b>(540,912)</b>	<b>(540,912)</b>				
<b>CHANGE IN NET ASSETS</b>	<b>787,444</b>	<b>91,483</b>	<b>13,102,079</b>	<b>-</b>	<b>111,226</b>				
<b>NET ASSETS, JULY 1</b>	<b>46,536,525</b>	<b>59,638,604</b>	<b>46,536,525</b>	<b>59,638,604</b>	<b>59,638,604</b>				
<b>NET ASSETS</b>	<b>47,323,969</b>	<b>59,730,087</b>	<b>59,638,604</b>	<b>59,638,604</b>	<b>59,749,830</b>				
<b>RESTRICTED NET ASSETS</b>	<b>(646,389)</b>	<b>(735,190)</b>	<b>-</b>	<b>(735,190)</b>	<b>(735,190)</b>				
<b>UNRESTRICTED NET ASSETS</b>	<b>\$ 46,677,580</b>	<b>\$ 58,994,897</b>	<b>\$ 59,638,604</b>	<b>\$ 58,903,414</b>	<b>\$ 59,014,640</b>				

\* Includes the following funds: Sewer Operating and Sewer Capital  
Prior year includes prior period adjustment for GASB 68

**APPENDIX J**

**City of Folsom, California  
 Combined Solid Waste Funds\*  
 Revenue and Expense Statement  
 Quarter Ended June 30, 2020**

	FY 2019	FY 2020	FY 2019	FY 2020	FY20 Forecast	VARIANCE		VARIANCE	
	As of	As of	FY 2019	FY 2020	As of	Forecast vs Budget		Actual vs Budget	
	6/30/2019	6/30/2020	ACTUAL	BUDGET	6/30/2020	\$	%	\$	%
<b>OPERATING REVENUES:</b>									
Charges For Services	10,654,978	11,751,368	10,701,299	11,168,600	11,751,368	582,768	105%	582,768	105%
<b>TOTAL OPERATING REVENUES</b>	<b>10,654,978</b>	<b>11,751,368</b>	<b>10,701,299</b>	<b>11,168,600</b>	<b>11,751,368</b>	<b>582,768</b>	<b>105%</b>	<b>582,768</b>	<b>105%</b>
<b>OPERATING EXPENSES:</b>									
Employee Services	4,968,492	5,313,589	4,599,994	5,650,732	5,313,589	(337,143)	94%	(337,143)	94%
Utilities	14,631	26,996	14,631	20,500	26,996	6,496	132%	6,496	132%
Supplies	968,514	889,668	986,629	1,137,098	889,668	(247,430)	78%	(247,430)	78%
Maintenance and Operation	725,348	861,589	725,347	538,133	861,589	323,456	160%	323,456	160%
Contractual Services	1,863,374	2,991,217	1,875,286	2,886,087	2,991,217	105,130	104%	105,130	104%
Depreciation	1,113,697	570,252	1,113,697	-	570,252	570,252		570,252	
Other Operating Expenses	536,986	1,318,023	1,420,369	618,042	1,318,023	699,981	213%	699,981	213%
<b>TOTAL OPERATING EXPENSES</b>	<b>10,191,042</b>	<b>11,971,334</b>	<b>10,735,953</b>	<b>10,850,592</b>	<b>11,971,334</b>	<b>1,120,742</b>	<b>110%</b>	<b>1,120,742</b>	<b>110%</b>
<b>OPERATING INCOME (LOSS)</b>	<b>463,936</b>	<b>(219,966)</b>	<b>(34,654)</b>	<b>318,008</b>	<b>(219,966)</b>				
<b>NONOPERATING REVENUE (EXPENSE):</b>									
Impact Fees	238,092	211,585	238,092	267,100	211,585	(55,515)	79.2%	(55,515)	79%
Investment Income	142,178	136,248	224,628	49,000	136,248	87,248	278%	87,248	278%
Intergovernmental Revenues	49,231	159,159	49,231	40,499	159,159	118,660	393%	118,660	393%
Other	179,453	185,791	180,438	1,819,192	185,791	(1,633,401)	10%	(1,633,401)	10%
Debt Service-Expense	-	-	-	-	-	-		-	
Capital Outlay	(245)	(1,105,849)	(245)	(1,050,000)	(1,105,849)	(55,849)	105%	(55,849)	105%
<b>TOTAL NONOPERATING REVENUE (EXPENSE)</b>	<b>608,709</b>	<b>(413,066)</b>	<b>692,144</b>	<b>1,125,791</b>	<b>(413,066)</b>	<b>(1,538,857)</b>	<b>-37%</b>	<b>(1,538,857)</b>	<b>-37%</b>
<b>INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS</b>	<b>1,072,645</b>	<b>(633,032)</b>	<b>657,490</b>	<b>1,443,799</b>	<b>(633,032)</b>				
<b>CAPITAL CONTRIBUTIONS AND TRANSFERS:</b>									
Transfers In	19,840	60,178	22,040	60,318	60,178	(140)	0%	(140)	-42984%
Transfers Out	(1,331,614)	(1,370,455)	(1,341,699)	(1,385,091)	(1,370,455)	14,636	-1%	14,636	-9364%
<b>TOTAL CAPITAL CONTRIBUTIONS AND TRANSFERS</b>	<b>(1,311,774)</b>	<b>(1,310,277)</b>	<b>(1,319,659)</b>	<b>(1,324,773)</b>	<b>(1,310,277)</b>				
<b>CHANGE IN NET ASSETS</b>	<b>(239,129)</b>	<b>(1,943,309)</b>	<b>(662,169)</b>	<b>119,026</b>	<b>(1,943,309)</b>				
<b>NET ASSETS, JULY 1</b>	<b>(4,201,956)</b>	<b>(4,864,125)</b>	<b>(4,201,956)</b>	<b>(4,990,587)</b>	<b>(4,990,587)</b>				
<b>NET ASSETS</b>	<b>(4,441,085)</b>	<b>(6,807,434)</b>	<b>(4,864,125)</b>	<b>(4,871,561)</b>	<b>(6,933,896)</b>				
<b>RESTRICTED NET ASSETS</b>	<b>(1,156,765)</b>	<b>(1,049,511)</b>	<b>-</b>	<b>(1,049,511)</b>	<b>(1,049,511)</b>				
<b>UNRESTRICTED NET ASSETS</b>	<b>\$ (5,597,850)</b>	<b>\$ (7,856,945)</b>	<b>\$ (4,864,125)</b>	<b>\$ (5,921,072)</b>	<b>\$ (7,983,407)</b>				

\* Includes the following funds: Solid Waste Operating, Solid Waste Capital, and Solid Waste Plan Area Capital  
 Prior year includes prior period adjustment for GASB 68

## APPENDIX K

### City of Folsom, California Risk Management Revenue and Expense Statement Quarter Ended June 30, 2020

	FY 2019 As of 6/30/2019	FY 2020 As of 6/30/2020	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2020 Forecast As of 6/30/2020
<b>OPERATING REVENUES:</b>					
Charges for services	15,728,106	15,734,409	15,728,106	15,542,316	15,734,409
Penalty Fines	-	-	-	-	-
Interest revenue	145,424	131,463	280,440	50,000	131,463
Reimbursement	1,426,125	1,575,935	1,426,124	1,744,704	1,575,935
Other revenue	2,918	1,068	894,048	953,584	1,068
<b>Total operating revenues</b>	<b>17,302,573</b>	<b>17,442,875</b>	<b>18,328,718</b>	<b>18,290,604</b>	<b>17,442,875</b>
<b>OPERATING EXPENSES:</b>					
Employee Services					
Active Employees:					
Wages	111,823	146,666	111,823	137,899	146,666
FICA	9,947	11,352	9,947	11,015	11,352
PERS	36,760	60,361	36,760	43,754	60,361
Deferred Compensation	2,791	3,666	2,791	3,447	3,666
Workers Compensation	2,205,453	2,054,908	2,205,453	2,183,973	2,054,908
Liability	1,798,575	1,791,980	1,798,574	1,897,925	1,791,980
Health Insurance	6,643,771	6,572,915	6,643,987	7,050,697	6,572,915
Vision	88,296	110,762	87,990	118,813	110,762
Dental	600,441	585,683	600,533	628,256	585,683
Employee Assistance Program	9,846	9,850	9,845	10,839	9,850
Health Retirement Account	144,200	154,325	144,200	157,200	154,325
Health Savings Account	43,253	22,474	43,253	27,414	22,474
Contracts	673,625	1,017,430	646,455	1,007,864	1,017,430
Small Equipment	-	-	44,000	-	-
Transfers Out	-	290,526	-	290,527	290,526
Retirees:					
PERS	11,091	11,314	11,091	13,000	11,314
Health Insurance	4,159,024	4,191,516	4,159,024	4,281,377	4,191,516
Vision	70,142	61,778	70,142	55,780	61,778
Dental	398,182	373,418	398,182	370,824	373,418
Retiree HRA	-	-	-	-	-
<b>Total operating expenses</b>	<b>17,007,220</b>	<b>17,470,924</b>	<b>17,024,050</b>	<b>18,290,604</b>	<b>17,470,924</b>
<b>CHANGE IN NET ASSETS</b>	<b>295,353</b>	<b>(28,049)</b>	<b>1,304,668</b>	<b>-</b>	<b>(28,049)</b>
<b>NET ASSETS, BEGINNING OF YEAR</b>	<b>11,030,415</b>	<b>12,335,083</b>	<b>11,030,415</b>	<b>12,335,083</b>	<b>12,335,083</b>
<b>RESTRICTED FOR INSURANCE DEPOSIT</b>	<b>2,835,793</b>	<b>3,726,923</b>	<b>3,726,923</b>	<b>3,726,923</b>	<b>3,726,923</b>
<b>UNRESTRICTED NET ASSETS</b>	<b>8,489,975</b>	<b>8,580,111</b>	<b>8,608,160</b>	<b>8,608,160</b>	<b>8,580,111</b>
<b>NET ASSETS</b>	<b>11,325,768</b>	<b>12,307,034</b>	<b>12,335,083</b>	<b>12,335,083</b>	<b>12,307,034</b>

**APPENDIX L**

**City of Folsom, California  
Risk Management  
Revenue and Expense Statement  
Quarter Ended June 30, 2020**

	Active Employees						Total	
	General Fund	Redevelopment Agency	Water	Waste Water	Solid Waste	Transit		Retirees
<b>OPERATING REVENUES:</b>								
Charges for services	\$ 9,333,444	\$ -	\$ 914,028	\$ 508,242	\$ 1,252,789	\$ -	\$ 3,725,906	\$ 15,734,409
Fines	-	-	-	-	-	-	-	-
Interest revenue	85,787	1,187	7,943	4,298	8,631	-	23,617	131,463
Reimbursements	770,601	-	78,335	40,374	97,499	-	589,126	1,575,935
Other Revenue	1,068	-	-	-	-	-	-	1,068
<b>Total operating revenues</b>	<b>\$ 10,190,900</b>	<b>\$ 1,187</b>	<b>\$ 1,000,306</b>	<b>\$ 552,914</b>	<b>\$ 1,358,919</b>	<b>\$ -</b>	<b>\$ 4,338,649</b>	<b>\$ 17,442,875</b>
<b>OPERATING EXPENSES:</b>								
Active Employees:								
Wages	\$ 113,937	\$ -	\$ 11,174	\$ 6,229	\$ 15,326	\$ -	\$ -	\$ 146,666
FICA	8,819	-	865	482	1,186	-	-	11,352
PERS	41,083	-	7,527	2,865	8,886	-	-	60,361
Deferred Compensation	2,848	-	279	156	383	-	-	3,666
Workers' Compensation	1,629,442	-	146,489	76,854	202,123	-	-	2,054,908
Liability	1,424,267	-	122,437	58,208	187,068	-	-	1,791,980
Health Insurance	5,226,378	-	500,285	221,876	624,376	-	-	6,572,915
Vision	88,071	-	8,430	3,739	10,522	-	-	110,762
Dental	465,699	-	44,578	19,770	55,635	-	-	585,683
Employee Assistance Program	7,876	-	668	327	979	-	-	9,850
Health Retirement Account	124,180	-	9,100	4,625	16,420	-	-	154,325
Health Savings Account	19,707	-	1,995	176	596	-	-	22,474
Contracts	1,017,430	-	-	-	-	-	-	1,017,430
Transfers Out	290,526	-	-	-	-	-	-	290,526
Retirees:								
PERS	-	-	-	-	-	-	11,314	11,314
Insurance/Retiree	-	-	-	-	-	-	4,191,516	4,191,516
Retiree Vision	-	-	-	-	-	-	61,778	61,778
Retiree Dental	-	-	-	-	-	-	373,418	373,418
<b>Total operating expenses</b>	<b>\$ 10,460,262</b>	<b>\$ -</b>	<b>\$ 853,828</b>	<b>\$ 395,307</b>	<b>\$ 1,123,501</b>	<b>\$ -</b>	<b>\$ 4,638,026</b>	<b>\$ 17,470,924</b>
<b>CHANGE IN NET ASSETS</b>	<b>(269,362)</b>	<b>1,187</b>	<b>146,478</b>	<b>157,607</b>	<b>235,419</b>	<b>-</b>	<b>(299,378)</b>	<b>(28,049)</b>
<b>NET ASSETS, BEGINNING OF YEAR</b>	<b>8,801,550</b>	<b>94,353</b>	<b>641,118</b>	<b>262,028</b>	<b>695,290</b>	<b>-</b>	<b>1,840,744</b>	<b>12,335,083</b>
<b>RESTRICTED FOR INSURANCE DEPOSIT</b>	<b>2,933,069</b>	<b>18,075</b>	<b>269,218</b>	<b>139,141</b>	<b>367,420</b>	<b>-</b>	<b>-</b>	<b>3,726,923</b>
<b>UNRESTRICTED</b>	<b>5,599,119</b>	<b>77,464</b>	<b>518,378</b>	<b>280,494</b>	<b>563,289</b>	<b>-</b>	<b>1,541,366</b>	<b>8,580,111</b>
<b>NET ASSETS, END OF YEAR</b>	<b>\$ 8,532,188</b>	<b>\$ 95,540</b>	<b>\$ 787,596</b>	<b>\$ 419,635</b>	<b>\$ 930,709</b>	<b>\$ -</b>	<b>\$ 1,541,366</b>	<b>\$ 12,307,034</b>

# APPENDIX M

## City of Folsom, California Compensated Leave Revenue and Expense Statement Quarter Ended June 30, 2020

	FY 2019	FY 2020	FY 2019	FY 2020	FY 2020 Forecast	VARIANCE		VARIANCE	
	As of 6/30/2019	As of 6/30/2020	FY 2019 ACTUAL	FY 2020 BUDGET	As of 6/30/2020	Forecast vs Budget		Actual vs BUDGET	
						\$	%	\$	%
<b>REVENUES:</b>									
Reimbursements	713,175	543,217	713,175	540,209	543,217	3,008	101%	3,008	101%
Interest	25,335	14,574	25,336	25,000	14,574	(10,426)	58%	(10,426)	58%
Other revenue	-	-	-	289,392	-	(289,392)	0%	(289,392)	0%
Operating Transfers In	-	-	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>738,510</b>	<b>557,791</b>	<b>738,511</b>	<b>854,601</b>	<b>557,791</b>	<b>(296,810)</b>	<b>65%</b>	<b>(296,810)</b>	<b>65%</b>
<b>EXPENDITURES:</b>									
Annual Leave Wages	602,675	580,916	602,675	575,000	580,916	5,916	101%	5,916	101%
Annual Leave Benefits	-	-	-	-	-	-	-	-	-
Operating Transfers Out	619,000	279,601	619,000	279,601	279,601	-	100%	-	100%
Services & Supplies	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>1,221,675</b>	<b>860,517</b>	<b>1,221,675</b>	<b>854,601</b>	<b>860,517</b>	<b>(5,916)</b>	<b>101%</b>	<b>(5,916)</b>	<b>101%</b>
<b>APPROPRIATION OF FUND BALANCE</b>	<b>(483,165)</b>	<b>(302,726)</b>	<b>(483,164)</b>	<b>-</b>	<b>(302,726)</b>				
<b>FUND BALANCE, JULY 1</b>	<b>1,410,900</b>	<b>927,736</b>	<b>1,410,900</b>	<b>927,736</b>	<b>927,736</b>				
<b>FUND BALANCE</b>	<b>927,735</b>	<b>625,010</b>	<b>927,736</b>	<b>927,736</b>	<b>625,010</b>				
<b>RESTRICTED FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>				
<b>UNRESTRICTED FUND BALANCE</b>	<b>\$ 927,735</b>	<b>\$ 625,010</b>	<b>\$ 927,736</b>	<b>\$ 927,736</b>	<b>\$ 625,010</b>				

## APPENDIX N

### City of Folsom Outstanding Debt Quarter Ended June 30, 2020

Entity	Type	Issue Date	Purpose	Original Issue Amount	Amount Outstanding	Final Maturity Date (mo/year)
Governmental	Revenue Bond	Jul-08	Prairie Oaks Ranch A/D	11,955,000	-	Sep-19
Governmental	Revenue Bond	Jul-10	Finance CFD Debt	23,180,000	9,325,000	Sep-24
Governmental	Revenue Bond	Jul-11	Finance CFD Debt	10,855,000	4,820,000	Sep-24
Governmental	Revenue Bond	Jul-12	Finance CFD Debt	15,034,361	2,799,921	Sep-21
Governmental	Revenue Bond	Sep-15	Finance CFD Debt	6,675,000	6,155,000	Sep-45
Governmental	Revenue Bond	Jul-17	Finance CFD Debt	46,885,000	41,260,000	Sep-32
Governmental	Revenue Bond	Aug-17	Finance CFD Debt	28,530,000	28,395,000	Sep-47
Governmental	Revenue Bond	Jun-18	Finance CFD Debt	13,255,000	13,255,000	Sep-48
Governmental	Revenue Bond	Aug-19	Finance CFD Debt	14,040,000	14,040,000	Sep-49
Governmental	Revenue Bond	Dec-19	Finance CFD Debt	9,695,000	9,695,000	Sep-49
Governmental	Other (Assignment Agreement)	Mar-12	Ref 02 FPFA Debt & 01 COPs	10,538,467	1,354,632	Oct-26
Governmental	Tax Allocation Bond	Oct-16	RDA Projects	53,755,000	47,275,000	Aug-36
<b>Total Outstanding Governmental Debt</b>					<b>\$ 178,374,553</b>	
Water	Revenue Bond	Dec-09	Refund 1998 Water Bonds	15,825,000	- Refunded Oct 2019	Dec-28
Water	Revenue Bond	Jul-13	Refund 2005A Water Bonds	12,779,582	9,394,283	Dec-33
Water	Revenue Bond	Oct-19	Refund 2009 Water Bonds	8,780,000	7,925,000	Dec-28
<b>Total Outstanding Business Type Activity Debt</b>					<b>\$ 17,319,283</b>	

**APPENDIX O**

**City of Folsom**

**Schedule of Capital Improvement Plan Expenditures - Cash Basis**  
 Quarter Ended June 30, 2020

<b>Category</b>	<b>Project Description</b>	<b>Budget FY 19-20</b>	<b>Total Expended FY 19-20</b>	<b>% of Budget Expended</b>
Culture and Recreation	Davies Park	1,104,113	-	0.00%
Culture and Recreation	Benevento Family Park (formerly Park Site #51)	3,000,000	-	0.00%
Culture and Recreation	Folsom Sports Complex-Ph II	706,000	-	0.00%
Culture and Recreation	Johnny Cash Legacy Park	56,083	-	0.00%
Culture and Recreation	Johnny Cash Trail Art Experience	210,066	4,089	1.95%
Culture and Recreation	Lew Howard Park	360,950	-	0.00%
Culture and Recreation	Livermore Park-Ph V	800,000	-	0.00%
Culture and Recreation	McFarland Park Community Garden	350,000	-	0.00%
		<b>6,587,212</b>	<b>4,089</b>	0.06%
Drainage	Cornerstone Storm Water Quality Basin	50,000	-	0.00%
Drainage	Localized Drainage Improvements	100,000	-	0.00%
Drainage	NPDES	150,000	29,092	19.39%
Drainage	Natoma Street Drainage	250,000	-	0.00%
Drainage	Sibley Street Drainage	100,000	-	0.00%
Drainage	Storm Drain Pond	272,974	29,376	10.76%
Drainage	Weather Station	79,859	3,123	3.91%
Drainage	Willow Creek Estates Storm Drain	817,006	736,106	90.10%
		<b>1,819,839</b>	<b>797,697</b>	43.83%
General Services	Fire Apparatus	800,000	794,901	99.36%
General Services	Fire Station 38 (Remodel)	1,247,940	168,656	13.51%
General Services	Police Vehicle Replacements	670,982	331,144	49.35%
		<b>2,718,922</b>	<b>1,294,701</b>	47.62%
Open Space and Greenbelts	Folsom Placerville Rail Trail	1,013,813	10,235	1.01%
Open Space and Greenbelts	Folsom Plan Area Trails	120,000	-	0.00%
Open Space and Greenbelts	Oak Parkway Trail Undercrossing	629,198	822,554	130.73%
		<b>1,763,011</b>	<b>832,789</b>	47.24%
Streets	City Wide ADA Compliance	150,000	150,000	100.00%
Streets	East Bidwel Frontage Improvements	998,514	361,247	36.18%
Streets	East Bidwel Widening & Sidewalk	455,839	29,641	6.50%
Streets	Energy Efficient Traffic Sig & Lights	46,555	18,603	39.96%
Streets	Folsom Lake Crossing Bridge Deck Rehab	150,000	-	0.00%
Streets	Folsom Lake Crossing Safety Improvements	400,000	-	0.00%
Streets	Green Valley Rd Widening	6,497,108	4,546,823	69.98%
Streets	Intelligent Transp System Plan	308,642	294,278	95.35%
Streets	Neighborhood Street & SW Rehab	300,000	162,067	54.02%
Streets	Signal/Delineation Modification	309,180	28,143	9.10%
Streets	Street Overlay / Pavement Mgmt	3,279,174	2,773,561	84.58%
Streets	Streetlight / Traffic Pole Imp	50,000	-	0.00%
Streets	Traffic Safety Projects	110,447	127,460	115.40%
Streets	Traffic Signal Improvements	1,112,636	486,978	43.77%
Streets	Traffic Signal System Upgrades	400,000	118,351	29.59%
		<b>14,568,095</b>	<b>9,097,152</b>	62.45%
Transportation	Capital SE Connector Project Seg D3	3,050,000	-	0.00%
Transportation	Empire Ranch Rd Interchange	872,178	214,114	24.55%
Transportation	Highway 50 Facilities	204,852	-	0.00%
Transportation	Lake Natoma Crossing-Right Turn Approach	150,000	-	0.00%
Transportation	Light Rail Project	150,000	-	0.00%
Transportation	Rainbow Bridge Rehab	1,387,500	-	0.00%
		<b>5,814,530</b>	<b>214,114</b>	3.68%



## APPENDIX O

## City of Folsom

## Schedule of Capital Improvement Plan Expenditures - Cash Basis

Quarter Ended June 30, 2020

Category	Project Description	Budget FY 19-20	Total Expended FY 19-20	% of Budget Expended
Wastewater	ARC Sewer Access R&R	2,572,989	2,535	0.10%
Wastewater	Greenback Sewer & Lift Station Improvements	2,422,557	73,742	3.04%
Wastewater	Natoma Alley R&R	2,119,952	-	0.00%
Wastewater	Oak Ave P/S Peak Wet Weather Flow Relief	174,888	111,920	64.00%
Wastewater	SECAP Ph 1	1,234,060	162,594	13.18%
Wastewater	Sewer Lateral R&R	761,899	-	0.00%
		<b>9,286,345</b>	<b>350,791</b>	3.78%
Water	Ashland Water Rehab Project No. 1	195,000	-	0.00%
Water	East Tank No. 1	3,872,959	3,020,822	78.00%
Water	Folsom South Control Valve	120,000	-	0.00%
Water	GSWC Inter-tie Booster Pump Station	779,106	167,514	21.50%
Water	Water System Rehab Project #1	635,508	63,004	9.91%
Water	Water System Rehab Project #2	150,000	-	0.00%
Water	WTP Polymer Reliability & Redundancy	756,012	553,307	73.19%
Water	WTP System Improvement	4,891,065	395,342	8.08%
Water	WTP Backwash & Recycled Water Capacity	450,000	-	0.00%
Water	WTP Lime System Upgrades	651,660	-	0.00%
		<b>12,501,310</b>	<b>4,199,989</b>	33.60%
		<b>\$ 55,059,264</b>	<b>\$ 16,791,322</b>	30.50%

# FY 2019-20 4th Quarter Financial Report

Presentation to the Folsom City Council  
September 22, 2020



CITY OF  
**FOLSOM**

# General Fund Summary



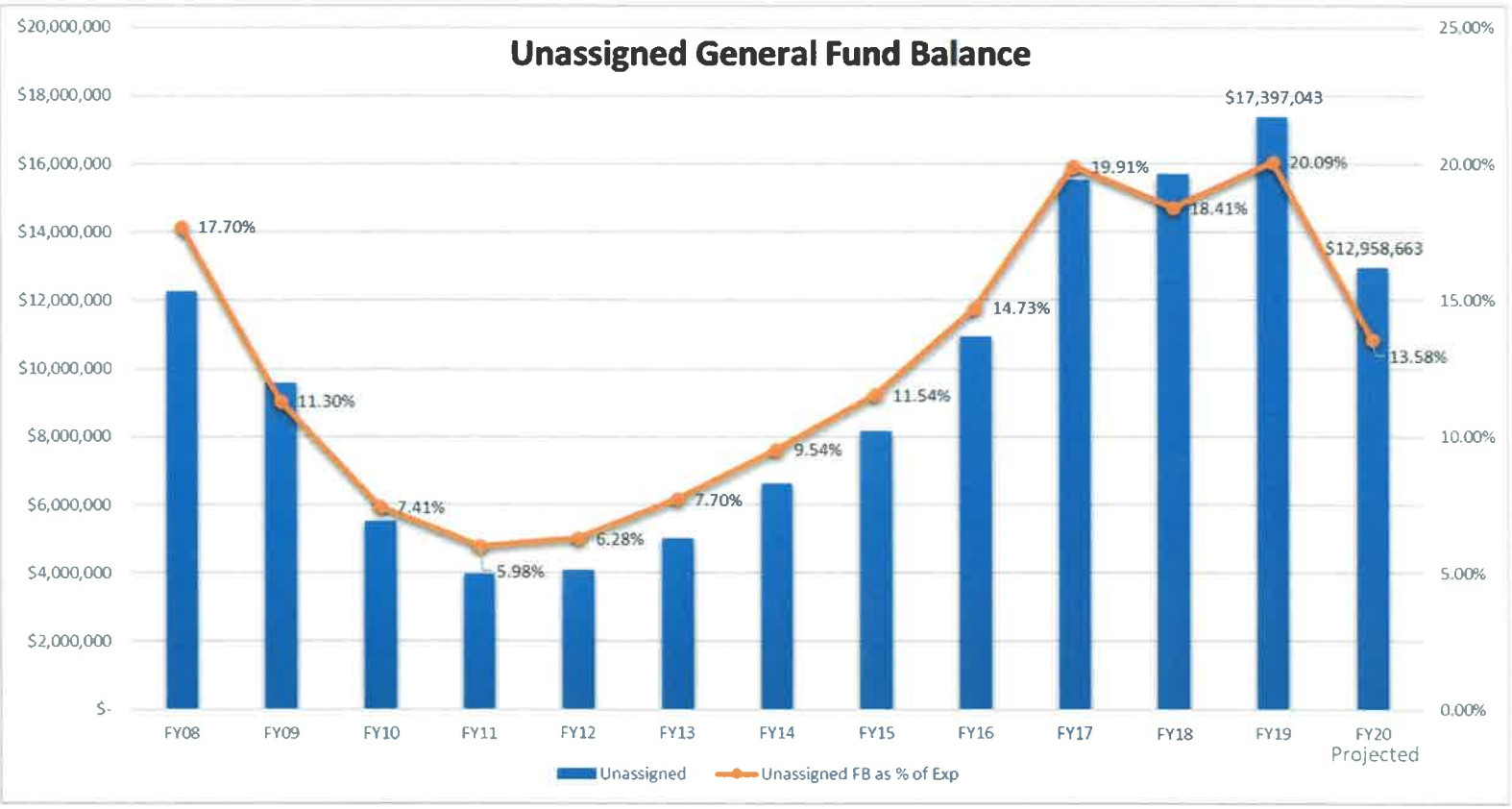
CITY OF  
**FOLSOM**

	<b>FY 19-20 Budgeted</b>	<b>FY 19-20 Projected</b>
Revenue	\$ 91,977,756	\$ 86,888,092
Expenditures	(91,977,756)	(95,403,562)
Adj. for Transit Annexation	-	2,900,000
Change in Fund Balance	\$ -	\$ (5,615,470)
<b>Unassigned Fund Balance</b>	<b>\$ 17,364,046</b>	<b>\$ 12,958,663</b>
% of Expenditures	18.9%	13.6%

# General Fund Summary



CITY OF FOLSOM



# General Fund – Revenues

CITY OF  
FOLSOM

	<b>FY 19-20 Budgeted</b>	<b>FY 19-20 Projected</b>	<b>Over/(Under) Budget</b>	<b>% of Budget</b>
Property Tax	\$ 27,851,631	\$ 28,803,456	\$ 951,825	103.4%
Sales Tax	26,349,287	22,686,404	(3,662,883)	86.1%
Transient Occupancy Tax	2,346,299	1,616,119	(730,180)	68.9%
Charges for Services	13,764,495	12,447,593	(1,316,902)	90.4%
Licenses, Permits & VLF	10,017,869	11,176,418	1,158,549	111.6%
Transfers In	7,845,974	6,637,425	(1,208,549)	84.6%
All other	3,802,201	3,520,677	(281,524)	92.6%
<b>Total Revenue</b>	<b>\$ 91,977,756</b>	<b>\$ 86,888,092</b>	<b>\$ (5,089,664)</b>	<b>94.5%</b>

# General Fund – Revenues



CITY OF  
FOLSOM

	<b>FY 18-19 Actual</b>	<b>FY 19-20 Budget</b>	<b>FY 19-20 Projected</b>
<b>All Tax Related Revenue</b>	<b>\$56,838,617</b>	<b>\$59,092,505</b>	<b>\$55,252,002</b>
<b>All Non-Tax Revenue</b>	<b>\$35,422,220</b>	<b>\$32,885,251</b>	<b>\$31,636,090</b>
Development Fees	3,929,009	2,689,775	2,790,681
Building Permits	2,023,999	1,300,000	2,261,039
Parks & Rec Fees	5,018,254	5,236,900	2,999,415
Fire Charges for Svcs	5,037,763	4,307,490	4,942,558
<b>Total Revenue</b>	<b>\$92,260,837</b>	<b>\$91,977,756</b>	<b>\$86,888,092</b>

# General Fund - Expenditures

CITY OF  
FOLSOM

	<b>FY 19-20 Budgeted</b>	<b>FY 19-20 Projected</b>	<b>Over/(Under) Budget</b>	<b>% of Budget</b>
Salaries	\$ 38,240,562	\$ 38,557,639	\$ 317,077	100.8%
Benefits	27,049,277	26,692,699	(356,578)	98.7%
O&M	23,232,743	26,427,997	3,195,254	113.8%
Capital Outlay	2,545,940	2,819,493	273,553	110.7%
Debt Service	909,234	905,734	(3,500)	99.6%
Adj. for Transit Annexation	-	(2,900,000)	(2,900,000)	-
<b>Total Expenditures</b>	<b>\$ 91,977,756</b>	<b>\$ 92,503,562</b>	<b>\$ 525,806</b>	<b>100.6%</b>

# General Fund - Expenditures

CITY OF  
FOLSOM

	<b>FY 19-20 Budgeted</b>	<b>FY 19-20 Projected</b>	<b>% of Budget</b>
City Council	\$ 142,576	\$ 129,452	90.8%
City Manager	1,308,827	1,372,589	104.9%
City Clerk	593,577	605,492	102.0%
Mgmt & Budget	5,019,572	4,863,298	96.9%
City Attorney	1,029,351	1,001,723	97.3%
Human Res	725,089	720,681	99.4%
Police	23,564,422	23,532,863	99.9%
Fire	21,239,400	23,240,053	109.4%
Comm Dvlmnt	5,769,298	6,970,314	120.8%
Parks & Rec	14,918,500	14,617,190	98.0%
Library	2,025,890	1,938,176	95.7%
Public Works	7,504,407	6,879,471	91.7%
Non-Dept	8,136,847	9,532,260	117.1%
Adj. for Transit Annex	-	(2,900,000)	
<b>Total Expenditures</b>	<b>\$ 91,977,756</b>	<b>\$ 92,503,562</b>	<b>100.6%</b>





CITY OF  
FOLSOM

# Enterprise Funds



# Water Enterprise Fund

CITY OF  
FOLSOM

	Actual FY 18-19	Budget FY 19-20	Projected FY 19-20
Program Revenues	\$ 13,557,821	\$ 14,176,455	\$ 15,748,401
Salaries	\$ 2,751,335	\$ 3,022,664	\$ 2,868,518
Benefits	1,839,803	2,150,764	2,100,230
Operating Expenses	5,892,159	6,537,097	4,441,726
Transfers Out	1,036,633	1,020,004	829,126
Debt Service	2,070,691	2,013,703	2,123,969
	\$ 13,590,621	\$ 14,744,232	\$ 12,363,569
Capital Expenses	\$ 236,312	\$ 13,089,660	\$ 4,193,157
<b>Working Capital</b>	<b>\$ 18,198,366</b>	<b>\$ 18,198,366</b>	<b>\$ 19,294,647</b>

# Wastewater Enterprise Fund

CITY OF  
FOLSOM

	Actual FY 18-19	Budget FY 19-20	Projected FY 19-20
Program Revenues	\$ 6,619,794	\$ 6,670,400	\$ 7,456,819
Salaries	\$ 1,408,834	\$ 1,567,373	\$ 1,466,849
Benefits	990,518	1,185,352	1,113,079
Operating Expenses	1,051,571	2,133,794	1,358,411
Transfers Out	673,077	585,165	585,165
Debt Service	-	-	-
	\$ 4,124,000	\$ 5,471,684	\$ 4,523,504
Capital Expenses	\$ 490,607	\$ 8,388,400	\$ 792,426
<b>Working Capital</b>	<b>\$ 11,100,895</b>	<b>\$ 11,100,895</b>	<b>\$ 13,517,228</b>

# Solid Waste Enterprise Fund



CITY OF  
FOLSOM

	Actual FY 18-19	Budget FY 19-20	Projected FY 19-20
Program Revenues	\$ 10,701,299	\$ 11,168,600	\$ 11,751,368
Salaries	\$ 2,840,308	\$ 3,177,807	\$ 2,982,266
Benefits	2,128,184	2,472,925	2,357,913
Operating Expenses	5,022,262	5,199,860	5,381,341
Transfers Out	1,341,699	1,385,091	1,370,455
Debt Service	-	-	-
	\$ 11,332,453	\$ 12,235,683	\$ 12,091,975
Capital Expenses	\$ 245	\$ 1,050,000	\$ 1,105,849
<b>Working Capital</b>	<b>\$ 6,009,927</b>	<b>\$ 6,009,927</b>	<b>\$ 5,432,966</b>



CITY OF  
FOLSOM

# Internal Service Fund

# Risk Management



CITY OF  
FOLSOM

	Actual FY 18-19	Budget FY 19-20	Projected FY 19-20
Charges for Services	\$ 15,728,106	\$ 15,542,316	\$ 15,734,409
Operating Expenses	\$ 17,024,050	\$ 18,290,604	\$ 17,470,924
<b>Unrestricted Net Position</b>	<b>\$ 8,608,160</b>	<b>\$ 8,608,160</b>	<b>\$ 8,580,111</b>

## Major Expense Categories:

Act Employee Health	\$ 7,332,510	\$ 7,797,766	\$ 7,269,360
Retiree Health	\$ 4,627,348	\$ 4,707,981	\$ 4,626,712
Workers Comp	\$ 2,205,453	\$ 2,183,973	\$ 2,054,908
Liability Ins	\$ 1,798,574	\$ 1,897,925	\$ 1,791,980

# Looking Forward...



CITY OF  
**FOLSOM**

## Budget monitoring:

- Limiting expenditures to essential purchases
- Large capital purchases approved only on a case by case basis
- City Manager was offered and declined salary increase in July 2020

## Tracking revenue and economic indicators:

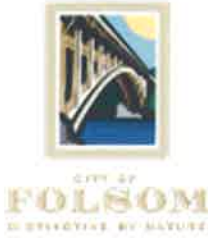
- Home sales
- New home construction/development
- Sales taxes
- Charges for Services and Parks and Recreation program revenue



CITY OF  
**FOLSOM**

# QUESTIONS / COMMENTS





# Folsom City Council Staff Report

<b>MEETING DATE:</b>	9/22/2020
<b>AGENDA SECTION:</b>	Scheduled Presentations
<b>SUBJECT:</b>	Presentation on the Use of Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act Funds
<b>FROM:</b>	Finance Department

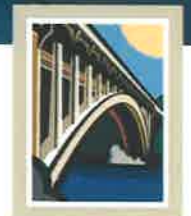
Director of Finance, Stacey Tamagni, will present information related to the City’s use of CARES Act funds allocated to the City of Folsom and request council direction.

Submitted,

\_\_\_\_\_  
Stacey Tamagni, Finance Director

# COVID-19 Response and CARES Act Funding

Presentation to the Folsom City Council  
September 22, 2020



CITY OF  
**FOLSOM**

# COVID-19 Response



CITY OF  
FOLSOM

- Beginning March 2020 - tracking system to capture all response costs

## Examples of categories:

- Staff time spent responding to COVID-19 emergency
- Technology costs
- Personal Protective Equipment
- Costs related to communication of the public health orders
- Implementation of the Families First Coronavirus Response Act
- Unemployment costs

# COVID-19 Response



CITY OF  
**FOLSOM**

## Additional response activities:

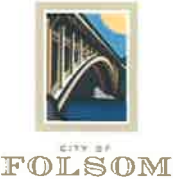
### **Emergency order issued to support local businesses including:**

- Suspending temporary signage requirements suspended
- Deferring fees for qualified affordable housing projects and qualified residential and commercial projects
- Waiving fees for home occupations
- Increasing the local vendor preference to 25%
- Allowing business to use public spaces for outdoor dining
- Allowing temporary use of city-owned parking for curbside pickup
- Minimizing business disruption by limiting public works projects in public right of way
- Suspending restricted hours of delivery of goods and supplies to businesses

### **In addition the City:**

- Implemented a utility assistance program for City of Folsom water, sewer and solid waste customers
- Waived rental fees on closed city facilities
- Provided masks, face shields and hand sanitizer to businesses
- Provided printable posters for businesses
- Provided social distancing protocol guidelines
- Streamlined the permit and inspection process with implementation of online services

# CARES Act - Background



- **State Budget Act – Approved June 2020**
  - Addresses Public Health and Public Safety Impacts of COVID-19
- **Federal CARES Act Coronavirus Relief Funds allocated directly to Cities**
  - \$225 million for Cities with 300k to 500k population
  - \$275 million for Cities with less than 300k population
  - City's population determined share of allocation
- **\$1,007,649 allocated to City of Folsom**
  - Must be used for costs between March 1 and December 31, 2020
  - All funds spent by December 31, 2020
  - Cannot be used to backfill lost revenue due to the COVID-19 emergency

# CARES Act – Eligible Costs



CITY OF  
**FOLSOM**

COVID-19 Response Costs	
<b>Expenses as of June 30, 2020</b>	
City Staff Time Dedicated to Response	\$ 119,890
Public Safety Response Costs	435,000
Miscellaneous Expenses (includes telework and PPE)	15,233
Unemployment	100,000
Implementation of Fed Leave Act	337,526
<b>Total Expenses as of June 30, 2020</b>	<u>\$ 1,007,649</u>
<b>Estimated Expenses thru December 31, 2020</b>	
City Staff Time Dedicated to Response	\$ -
Public Safety Costs	-
Miscellaneous Expenses (includes telework and PPE)	17,163
Unemployment	75,000
Implementation of Fed Leave Act	93,600
<b>Total Estimated Expenses thru December 31, 2020</b>	<u>\$ 185,763</u>
<b>Total Estimated Eligible Expenses thru December 31, 2020</b>	<u><u>\$ 1,193,412</u></u>
<b>CARES Act Allocation</b>	<b>\$ 1,007,649</b>



CITY OF  
**FOLSOM**

# QUESTIONS / COMMENTS

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# City Council Special Meeting

## MINUTES

Tuesday, September 8, 2020 6:15 PM

***Pursuant to Governor Newsom's Executive Order N-29-20, members of the Folsom City Council and staff may participate in this meeting via teleconference.***

### **CALL TO ORDER**

The special City Council meeting was called to order at 6:15 p.m. in City Council Chambers, 50 Natoma Street, Folsom, California, with Mayor Sarah Aquino presiding.

### **ROLL CALL:**

Council Members Present: Kerri Howell, Council Member  
Mike Kozlowski, Council Member  
Andy Morin, Council Member  
Sarah Aquino, Mayor

Council Members Absent: Ernie Sheldon, Vice Mayor

Participating Staff: City Manager Elaine Andersen  
City Attorney Steve Wang  
Assistant City Manager Jim Francis  
City Clerk Christa Freemantle

### **ADJOURNMENT TO CLOSED SESSION FOR THE FOLLOWING PURPOSES:**

1. Conference with Legal Counsel – Existing Litigation – Pursuant to Government Code Section 54956.9(d)(1): Jack Simpson v. City of Folsom, Workers' Compensation Appeals Board Case Nos. ADJ10676218, ADJ10676215, ADJ10676213 and ADJ10929026

**Motion by Council Member Kerri Howell, second by Council Member Mike Kozlowski to adjourn to closed session for the above referenced item. Motion carried with the following roll call vote:**

**AYES: Council Member(s): Howell, Kozlowski, Morin, Aquino**  
**NOES: Council Member(s): None**  
**ABSENT: Council Member(s): Sheldon**  
**ABSTAIN: Council Member(s): None**

**RECONVENE, ANNOUNCEMENT OF ANY ACTION**

City Attorney Steve Wang advised that no final action was taken during closed session.

**ADJOURNMENT**

There being no further business to come before the Folsom City Council, the meeting was adjourned at 6:30 p.m.

SUBMITTED BY:

\_\_\_\_\_  
Christa Freemantle, City Clerk

ATTEST:

\_\_\_\_\_  
Sarah Aquino, Mayor

# City Council Regular Meeting

## MINUTES

Tuesday, September 8, 2020 6:30 PM

*Pursuant to Governor Newsom's Executive Order N-29-20, members of the Folsom City Council and staff may participate in this meeting via teleconference.*

### CALL TO ORDER

The regular City Council meeting was called to order at 6:30 p.m. in City Council Chambers, 50 Natoma Street, Folsom, California, with Mayor Sarah Aquino presiding.

### ROLL CALL:

Council Members Present: Kerri Howell, Council Member  
Mike Kozlowski, Council Member  
Andy Morin, Council Member  
Sarah Aquino, Mayor

Council Members Absent: Ernie Sheldon, Vice Mayor

Participating Staff: City Manager Elaine Andersen  
City Attorney Steve Wang  
City Clerk Christa Freemantle  
Communications Director Christine Brainerd  
Environmental and Water Resources Director Marcus Yasutake  
Fire Chief Felipe Rodriguez  
Senior Planner Stephanie Henry  
Finance Director Stacey Tamagni

### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

### AGENDA UPDATE

City Clerk Christa Freemantle advised that there are no agenda updates.

### BUSINESS FROM THE FLOOR:

Mark Moore commented regarding support for local businesses.

**SCHEDULED PRESENTATIONS:**

1. Proclamation of the Mayor of the City of Folsom Proclaiming the Month of September 2020 as Prostate Cancer Awareness Month in the City of Folsom

Mayor Sarah Aquino presented the Proclamation to Richard Montgomery.

2. A Resolution of Commendation Honoring Vera Broder Silberstein for Her Donation of Park Land to the City of Folsom

Council Member Mike Kozlowski presented the Resolution of Commendation to Steve Blake.

3. Presentation of 2020 Community Service Day

Communications Director Christine Brainerd made a presentation along with fellow committee members.

4. Presentation on Pinhole Leaks

City Manager Elaine Andersen introduced the item.

Environmental and Water Resources Director Marcus Yasutake made a presentation and responded to question from the City Council.

Mayor Sarah Aquino announced she would take all questions and ask staff to respond at the end of public comments.

In person speaker:

1. Hal Mumquist expressed concerns regarding pinhole leaks at his home.

Phone-in Speakers:

1. Abdul Kudia
2. Andre White
3. Peter Yield

City Clerk Christa Freemantle read comment emails received from the following individuals:

1. Don Betowski
2. Debbie Brosnan
3. Myles Brown
4. Raena Carlson
5. Chris Christianson
6. James Cronin
7. Steven Fuhrman
8. Mary Garrido
9. Lori Gilbert
10. Mary James
11. Joel Marcey
12. Kate McIntyre
13. Kevin Miller
14. Rob Milstrey

- 15. Gururaj Narasimha
- 16. Christophe Paquot
- 17. Connie Ramos-Haugen
- 18. Uday Ravulapalli
- 19. Dwayne Simms
- 20. Sandy Virga
- 21. Farrah Wood

Environmental and Water Resources Director Marcus Yasutake responded to questions from speakers and the City Council.

**CONSENT CALENDAR:**

- 5. Approval of the August 25, 2020 Regular Meeting Minutes
- 6. Appointment of Voting Delegate for the League of California Cities 2020 Virtual Annual Conference
- 7. Resolution No. 10518 - A Resolution Authorizing the City Manager to Execute an Agreement with Olin Corporation, DBA Olin Chlor Alkali Products for the Supply of Sodium Hypochlorite for the Water Treatment Plant
- 8. Resolution No. 10520 – A Resolution Authorizing the City Manager to Execute Amendment No. 1 to the Communications Site License Agreement with Sacramento Valley Limited Partnership, a Delaware Limited Partnership, d/b/a Verizon Wireless at Lew Howard Park
- 9. Resolution No. 10521 - A Resolution Amending Resolution No. 9807 to Change the Funding Source from the Housing Trust Fund to the City Housing Fund and Appropriation of Funds
- 10. Resolution No. 10522 – A Resolution Authorizing Adoption of an Addendum to the Memorandum of Understanding between the City of Folsom and the Sacramento Association of Firefighters, Local 522
- 11. Resolution No. 10523 – A Resolution Authorizing the City Manager to Execute Amendment No. 1 to the Professional Services Agreement with Mintier Harnish for Additional Tasks for the Zoning Code Update; and Appropriation of Funds

**Motion by Council Member Kerri Howell, second by Council Member Mike Kozlowski to approve the Consent Calendar.**

**Motion carried with the following roll call vote:**

**AYES: Council Member(s): Howell, Kozlowski, Morin, Aquino**  
**NOES: Council Member(s): None**  
**ABSENT: Council Member(s): Sheldon**  
**ABSTAIN: Council Member(s): None**

**NEW BUSINESS:**

12. Resolution No. 10519 – A Resolution of the City Council of the City of Folsom, California, Adopting the Emergency Operations Plan 2020

Fire Chief Felipe Rodriguez presented the updated Emergency Operations Plan and responded to questions from the City Council.

**Motion by Mayor Sarah Aquino, second by Council Member Kerri Howell to approve Resolution No. 10519.**

**Motion carried with the following roll call vote:**

**AYES: Council Member(s): Howell, Kozlowski, Morin, Aquino**  
**NOES: Council Member(s): None**  
**ABSENT: Council Member(s): Sheldon**  
**ABSTAIN: Council Member(s): None**

13. Resolution No. 10524 – A Resolution of the City Council of the City of Folsom Authorizing Joint Application with Hirani Family Foundation and Sacramento Commercial Properties, Inc. to the Homekey Program

Senior Planner Stephanie Henry made a presentation and responded to questions from the City Council.

**Motion by Council Member Kerri Howell, second by Council Member Andy Morin to approve Resolution No. 10524.**

**Motion carried with the following roll call vote:**

**AYES: Council Member(s): Howell, Kozlowski, Morin, Aquino**  
**NOES: Council Member(s): None**  
**ABSENT: Council Member(s): Sheldon**  
**ABSTAIN: Council Member(s): None**

14. Resolution No. 10525 - A Resolution to Approve and Adopt A City-Wide Pay Schedule as Required by the California Public Employees' Retirement System (CalPERS)

Finance Director Stacey Tamagni made a presentation and responded to questions from the City Council.

**Motion by Council Member Kerri Howell, second by Council Member Andy Morin to approve Resolution No. 10525.**

**Motion carried with the following roll call vote:**

**AYES: Council Member(s): Howell, Kozlowski, Morin, Aquino**

**NOES:** Council Member(s): None  
**ABSENT:** Council Member(s): Sheldon  
**ABSTAIN:** Council Member(s): None

**CITY MANAGER REPORTS:**

City Manager Elaine Andersen announced that the library is open again to the public. She commented on wildfire smoke and the impact to air quality and spoke about outdoor dining and street closures in the Historic District. Ms. Andersen also mentioned the Love My Mom family run. She concluded with sending best wishes to Vice Mayor Ernie Sheldon.

**COUNCIL COMMENTS:**

Council Member Kerri Howell sent best wishes to Vice Mayor Ernie Sheldon and encouraged everyone to drive safely.

Council Member Mike Kozlowski commented about the Emergency Operations Plan and reminded all how fortunate we are for a great City staff. He reminded everyone to pick up after their dogs on City trails.

Council Member Andy Morin reported out of the recent Sacramento Metropolitan Cable Commission meeting and indicated that he looks forward to hearing from Vice Mayor Ernie Sheldon at the next City Council meeting.

**ADJOURNMENT**

There being no further business to come before the Folsom City Council, the meeting was adjourned at 9:21 p.m.

SUBMITTED BY:

\_\_\_\_\_  
Christa Freemantle, City Clerk

ATTEST:

\_\_\_\_\_  
Sarah Aquino, Mayor

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CITY OF  
**FOLSOM**  
A DIVISION OF SACRAMENTO

## Folsom City Council Staff Report

<b>MEETING DATE:</b>	9/22/2020
<b>AGENDA SECTION:</b>	Consent Calendar
<b>SUBJECT:</b>	Resolution No. 10526 – A Resolution Accepting a Grant from the Sacramento Metropolitan Air Quality Management District for the Replacement of Two Diesel Refuse Trucks with Two Zero Emission Electric Refuse Trucks
<b>FROM:</b>	Public Works Department

### RECOMMENDATION / CITY COUNCIL ACTION

The Public Works Department recommends that the City Council pass and adopt Resolution No. 10526 - A Resolution Accepting a Grant from the Sacramento Metropolitan Air Quality Management District for the Replacement of Two Diesel Refuse Trucks with Two Zero Emission Electric Refuse Trucks.

### BACKGROUND / ISSUE

The Folsom 2035 General Plan adopted by the Folsom City Council includes a goal of reducing the consumption of carbon-intensive fuels. In Fiscal Year 2019-2020 the City of Folsom purchased 225,000 gallons of diesel fuel. Nearly 90 percent of that was utilized in the City’s fleet of refuse collection vehicles. The exhaust from diesel engines exposes the community to dangerous green-house gas emissions. Converting to electric refuse trucks has the potential to significantly reduce green-house gas emissions produced by City operations. In addition, while the initial purchase price of an electric refuse truck far exceeds the cost of the diesel trucks, the operating cost is much lower, so long term savings are expected.

In October 2019 the Solid Waste Division (Division) applied for funding from the Sacramento Metropolitan Air Quality Management District (SMAQMD) for the replacement of two diesel refuse trucks with two zero emission electric refuse trucks. The Division was approved for \$102,361 in funding for this project. Due to the high cost of electric refuse vehicles, the

Division desires to minimize the level of City funds required to pilot these trucks by combining this grant with other funding.

In August 2020, Volkswagen mitigation (VW) funding was released for the use of purchasing refuse vehicles. As approved by Resolution No. 10515, the Division applied for \$400,000 of VW funding on August 18, 2020 and is awaiting the outcome of that application.

If awarded the VW funding, the combination of VW and SMAQMD funding would provide an opportunity for the City to purchase two fully electric refuse trucks at a cost comparable to the cost of two diesel refuse trucks. To secure the SMAQMD funding, it is necessary to enter into an agreement accepting the terms of this grant; however, this does not obligate the City to complete the project. The agreement will just secure the funding in the event the City decides to complete the project within the specified timeframe.

**POLICY / RULE**

The City Council Adopted Resolution No. 7332 Financial Policies of the City of Folsom on May 25, 2004. Section D – Intergovernmental Revenues, Paragraph C – Grant Project Resolutions states, “All grants received from the Federal or State government for operating or capital purposes shall be recognized in separate grant project resolutions. A balanced grant project resolution must be adopted prior to beginning the project.”

**ANALYSIS**

Last year the Division submitted a grant application and was approved for \$102,361 from SMAQMD for the disposal of two diesel trucks and purchase of two zero emission electric refuse vehicles. The Division has also applied for \$400,000 in VW grant funding. These funding sources are stackable so if both are applied, this would provide \$502,361 in grant funding for the purchase of electric refuse vehicles.

This technology has the potential to eliminate emissions from refuse collection vehicles; however, since the technology is relatively new and costly, the Division would like to purchase one residential side loader and one rear loader to pilot the technology and evaluate the effectiveness within the operation.

The Lion Electric Co. has been awarded a cooperative bidding contract from the California Department of General Services for class 8 refuse trucks. The Lion class 8 trucks are 100 percent electric so in addition to eliminating emissions, they will eliminate the possibility of hydraulic spills which are costly to clean up and leave stains on City streets. The purchase price for two Lion Electric Co. refuse trucks is estimated at \$1,200,000.

The cost of the vehicles less available funding would make the purchase price comparable to the amount we currently pay for a residential side loader which is approximately \$350,000. The reduced cost of electricity versus fuel and lower maintenance cost provide year over year savings.

In addition to the truck purchase price, the Division would also need to invest in charging infrastructure. Sacramento Municipal Utility District (SMUD) sent an electrician to evaluate the project and the infrastructure was estimated to cost \$92,940. SMUD may also have funding available to contribute to the cost of infrastructure; however, no funding has been secured for the infrastructure at this time.

**FINANCIAL IMPACT**

Acceptance of the SMAQMD grant does not have a direct financial impact. If approved for VW funding, the Division will request approval to proceed with the purchase of two electric refuse vehicles. Both VW and SMAQMD grants are reimbursement grants so the initial outlay of Solid Waste enterprise funds is estimated at \$1,300,000 for the purchase of the two trucks and the charging infrastructure.

The VW mitigation and SMAQMD grants would provide the Division with \$502,361 toward the project. The cost to the City after grant funding is estimated at approximately \$800,000 including the charging infrastructure. The life expectancy of an electric refuse vehicle is 12 years. Over the life of the truck, the estimated maintenance and operating costs are estimated to be \$35,000 less per year than diesel for a lifetime savings of \$420,000.

\$1,500,000 has been appropriated within the Solid Waste Fiscal Year 2020-21 Capital Outlay Budget to purchase vehicles. Resolution No. 10514 approved the spending of \$1,019,217.26 for diesel collection vehicles due to their proven reliability. The remaining \$480,782.74 is budgeted and available in the Fiscal Year 2020-21 Solid Waste Enterprise Fund (Fund 540). An additional appropriation of approximately \$820,000 would be requested at the time of vehicle purchase to complete this project. This would be offset by grant revenue of \$502,361 for a net budget impact of approximately \$320,000.

**ENVIRONMENTAL REVIEW**

This action is exempt from environmental review under the California Environmental Quality Act (CEQA).

**ATTACHMENTS**

1. Resolution No. 10526 – A Resolution Accepting a Grant from the Sacramento Metropolitan Air Quality Management District for the Replacement of Two Diesel Refuse Trucks with Two Zero Emission Electric Refuse Trucks

Submitted,



\_\_\_\_\_  
Dave Nugen, Public Works Director

**RESOLUTION NO. 10526**

**A RESOLUTION ACCEPTING A GRANT FROM THE SACRAMENTO METROPOLITAN AIR QUALITY MANAGEMENT DISTRICT FOR THE REPLACEMENT OF TWO DIESEL REFUSE TRUCKS WITH TWO ZERO EMISSION ELECTRIC REFUSE TRUCKS**

**WHEREAS**, the Folsom 2035 General Plan commits to reducing the consumption of carbon-intensive fuels through the purchase of more efficient vehicles; and

**WHEREAS**, the Solid Waste Division desires to purchase two electric refuse vehicles to pilot the feasibility of the technology within the City of Folsom waste collection operation; and

**WHEREAS**, the Sacramento Metropolitan Air Quality Management District (SMAQMD) provides funding for zero emission vehicles through the Lower Emission Vehicle Incentive Program (LEVIP); and

**WHEREAS**, in October 2019 the Solid Waste Division applied for LEVIP funding for the purchase of two zero emission electric refuse vehicles and disposal of two diesel refuse vehicles; and

**WHEREAS**, in January 2020 the Solid Waste Division was approved for grant funding in the amount of \$102,361; and

**WHEREAS**, the agreement will be in a form acceptable to the City Attorney:

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Folsom hereby authorizes the City Manager to execute an agreement with SMAQMD accepting LEVIP grant funding in the amount of \$102,361.

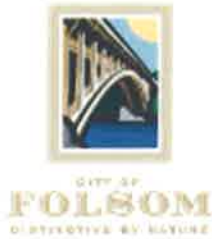
**PASSED AND ADOPTED** this 22<sup>nd</sup> day of September 2020, by the following roll-call vote:

- AYES:** Council Member(s):
- NOES:** Council Member(s):
- ABSENT:** Council Member(s):
- ABSTAIN:** Council Member(s):

\_\_\_\_\_  
Sarah Aquino, MAYOR

ATTEST:

\_\_\_\_\_  
Christa Freemantle, CITY CLERK



# Folsom City Council Staff Report



<b>MEETING DATE:</b>	9/22/2020
<b>AGENDA SECTION:</b>	Consent Calendar
<b>SUBJECT:</b>	Resolution No. 10527 - A Resolution Repealing Resolution No. 10129 and Designating Conflict of Interest Filing Positions and Disclosure Categories
<b>FROM:</b>	City Clerk's Department

### RECOMMENDATION / CITY COUNCIL ACTION

Staff recommends that the City Council approve Resolution No. 10527 - A Resolution Repealing Resolution No. 10129 and Designating Conflict of Interest Filing Positions and Disclosure Categories.

### BACKGROUND / ISSUE

Each local agency is required to declare a Conflict of Interest Code pursuant to Government Code section 87300. The City of Folsom’s Conflict of Interest Code is found in Chapter 2.34 of the Folsom Municipal Code. The Political Reform Act requires agencies to review the provisions of their Conflict of Interest Code to determine whether revisions are necessary to update the Conflict of Interest Code.

The appendix of designated positions lists those positions within the City that involve the making, or participation in making, decisions that may affect the financial interest of the employee. Each position is identified by one or more of the disclosure categories, depending upon the function of the position. For example, a position that involves contracting and purchasing duties falls within disclosure category 2.

**POLICY / RULE**

Section 7.01 of the Charter of the City of Folsom provides that “[t]he use of public office for private gain is prohibited. The City Council shall implement this prohibition by ordinance adopting and assuring compliance with the laws of the State of California regarding such conflicts....”

Folsom Municipal Code section 2.34.030 et seq. authorizes the City Council to designate by resolution those positions which are deemed to make or participate in the making of decisions which may have a material effect on any financial interest.

The Political Reform Act, Government Code Section 87303 et seq. requires agencies to review the provisions of their Conflict of Interest Code every even-numbered year to determine if revisions are required.

**ANALYSIS**

Staff reviewed Folsom Municipal Code Chapter 2.34 with departments to determine the need to add or remove positions from the filing obligation. The filing obligation requirement of existing filers was reviewed based on the responsibility of making or participating in the making of decisions that may foreseeably have a material effect on any personal financial interest.

Since the City Council last updated the Conflict of Interest Code, positions have been added, re-assigned, deleted and/or re-titled. Therefore, the appendix of designated positions requires updating. It is important to clarify that while there are many changes to the list of designated filers, no employee-filled designated positions have been removed from the list.

**ATTACHMENTS**

1. Resolution No. 10527 - A Resolution Repealing Resolution No. 10129 and Designating Conflict of Interest Filing Positions and Disclosure Categories
2. Redline Version of Changes
3. Resolution No. 10129 - A Resolution Repealing Resolution No. 9837 and Designating Conflict of Interest Filing Positions and Disclosure Categories

Submitted,

\_\_\_\_\_  
Christa Freemantle, CMC  
City Clerk

# ATTACHMENT 1

**RESOLUTION NO. 10527**

**A RESOLUTION REPEALING RESOLUTION NO. 10129  
AND DESIGNATING CONFLICT OF INTEREST FILING POSITIONS  
AND DISCLOSURE CATEGORIES**

**WHEREAS**, the Political Reform Act, Government Code Section 87303 et seq. requires that agencies review biennially in even-numbered years the provisions of their Conflict of Interest Code, which includes designated positions and disclosure categories; and

**WHEREAS**, persons holding these positions are designated public officials, officials, employees and consultants as defined in Government Code Section 82019 et seq. are deemed to make or participate in the making of decisions which may foreseeably have a material effect on any personal financial interest; and

**WHEREAS**, Chapter 2.34 of the Folsom Municipal Code pertaining to the Conflict of Interest Code, authorizes the City Council to designate by resolution those positions which should file statements of economic interests; and

**WHEREAS**, that as a result of the review mandated by Government Code Section 87300 et seq. it has been determined that the current list of designated positions and disclosure categories should be updated:

**NOW THEREFORE, BE IT RESOLVED**, that Resolution No. 10129, which established the prior list of designated filers and disclosure categories is hereby repealed; and

**BE IT FURTHER RESOLVED**, that all public officials, officials, elected and appointed officers, persons holding designated positions and consultants that are subject to the filing and disclosure requirements pursuant to Exhibit "A" in accordance to the disclosure categories as set forth in Exhibit "B" shall file their statements of economic interests with the city clerk.

**PASSED AND ADOPTED** on this 22<sup>nd</sup> day of September 2020, by the following roll-call vote:

- AYES:** Council Member(s):
- NOES:** Council Member(s):
- ABSENT:** Council Member(s):
- ABSTAIN:** Council Member(s):

\_\_\_\_\_  
Sarah Aquino, MAYOR

ATTEST:

\_\_\_\_\_  
Christa Freemantle, CITY CLERK



**EXHIBIT “A”**

**CITY OF FOLSOM  
CONFLICT OF INTEREST CODE  
APPENDIX OF DESIGNATED OFFICIALS/EMPLOYEES**

I. Designated Positions.

The positions listed below constitute the list of designated positions required by the City of Folsom’s conflict of interest code (Folsom Municipal Code Chapter 2.34). Individuals holding these positions as designated public officials, officials, employees and consultants as defined in Government Code Section 82019 et seq. are deemed to make or participate in the making of decisions which may foreseeably have a material effect on any financial interest. The individuals occupying the designated positions shall disclose their economic interests in accordance with the corresponding disclosure categories, defined in Exhibit B.

<b>Appendix of Designated Positions</b>	
<b>Appointed Officials/Positions Title</b>	<b>Disclosure Categories</b>
<b>City Attorney’s Department</b>	
Assistant City Attorney	1
City Attorney	87200 filer*
Legal Analyst	2, 4
<b>City Clerk’s Department</b>	
City Clerk	1
Deputy City Clerk	2
<b>City Council Members</b>	
(City Council Members also file as Public Financing Authority Members)	87200 filers*
<b>City Council Candidates</b>	
	87200 filers*
<b>City Manager’s Department</b>	
City Manager	87200 filer*
Communications Director	2

<b>Commission/Committee Members</b>	
Arts and Cultural Commission	3, 4
Historic District Commission	3, 4
Landscaping & Lighting District Advisory Committee	3, 4
Library Commission	3, 4
Parks and Recreation Commission	3, 4
Traffic Safety Committee	3, 4
Utility Commission	3, 4
<b>Community Development Department</b>	
Arborist	3, 4
Assistant Planner	2, 3
Associate Civil Engineer	2, 3
Associate Planner	3
Building Inspector I/II	3, 4
Building Inspector Supervisor	3, 4
Building Official / Building Services Supervisor	1
Code Enforcement Officer I/II	2, 3
Code Enforcement Supervisor	3, 4
Community Development Director	1
Construction Inspector I/II	3, 4
Plan Check Engineer	3, 4
Planning Manager	1
Principal Civil Engineer	1
Principal Planner	3, 4
Senior Building Inspector	3, 4
Senior Civil Engineer	2, 3
Senior Code Enforcement Officer	2, 3
Senior Engineering Technician I/II	1
Senior Planner	3, 4
<b>Environmental and Water Resources Department</b>	
Associate Civil Engineer	2, 3
Director of Environmental/Water Resources	1
PW / Utilities Section Manager	2, 3, 4
Senior Civil Engineer	2, 3
Utility maintenance Supervisor	2, 4
Water Distribution Supervisor	2, 4
Water Management Coordinator	2
Water Treatment Plant Supervisor	2, 4
Wastewater Collection Supervisor	2, 4

<b>Finance Department</b>	
Chief Financial Officer / Finance Director	87200 filer*
Deputy Treasurer	2
Financial Analyst I/II	2
Financial Services Manager	1
Information Systems Manager	2
Revenue / Disbursements Manager	1
<b>Fire Department</b>	
Administrative Assistant	2
Administrative Technician	2
Deputy Fire Marshal	2
Fire Battalion Chief	2
Fire Chief	1
Fire Division Chief	2
Fire Prevention Officer	2
<b>Human Resources Department</b>	
Human Resources Director	1
Senior Management Analyst	2
<b>Library Services</b>	
Library Manager	2
<b>Parks and Recreation Department</b>	
Community and Cultural Services Manager	2, 3
Facilities Maintenance Supervisor	2, 3
Municipal Landscape Services Manager	2, 3
Municipal Landscape Services Supervisor	2, 3
Parks and Recreation Director	1
Parks / Facilities Maintenance Manager	2, 3
Parks Maintenance Supervisor	2, 3
Recreation Supervisor	2, 3
Management Analyst	2, 3
Senior Parks Planner	2, 3
Senior Trails Planner	2, 3
Zoo Manager	2, 3

<b>Planning Commission Members</b>	87200 filers*
<b>Police Department</b>	
Animal Control Officer	2, 4
Police Chief	1
Police Commander	2
Police Lieutenant	4
<b>Public Works Department</b>	
Associate Civil Engineer	2, 3
Construction Inspector I/II	2, 3
Public Works Director	1
Environmental Specialist Supervisor	2, 4
Management Analyst	2
PW / Utilities Section manager	2, 3, 4
Public Works Section Manager (Engineer)	2, 3, 4
Senior Civil Engineer	2, 3
Senior Management Analyst	2, 4
Streets Operations Supervisor	2, 3
Solid Waste / Fleet Manager	2, 4
Traffic Control / Lighting Supervisor	2, 4

\* “87200 Filer(s)” refers to filers identified within Government Code section 87200 et seq, This section establishes certain requirements for members of planning commissions, mayors, city managers, city attorneys, city treasurers, members of city councils, other public officials who manage public investments, and candidates for any of these offices to file statements of economic interest disclosing investments, interests in real property (excluding principal or personal residence) and any income received.

## EXHIBIT "B"

### CITY OF FOLSOM CONFLICT OF INTEREST CODE DISCLOSURE CATEGORIES

#### Disclosure Categories

##### **Category 1 – Officials and employees whose duties are broad and indefinable:**

Investments and business positions in business entities, and income including loans, gifts, and travel payments from sources located in or doing business in the jurisdiction.

Interests in real property located in the jurisdiction, including property located within a two-mile radius of any property owned or used by the City or within two miles of the boundaries of the City.

##### **Category 2 – Officials and employees whose duties involve contracting or purchasing:**

Investments and business positions in business entities and sources of income including those that provide services, supplies, materials, machinery or equipment of the type utilized by the City.

##### **Category 3 – Officials and employees whose decisions may affect real property interests:**

Investments and business positions in business entities and income including loans, gifts, and travel payments from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by the City.

Engage in land development, construction or the acquisition or sale of real property.

Interests in real property located within the jurisdiction, including property located within a two-mile radius of any property owned or used by the City.

##### **Category 4 – Officials and employees with regulatory powers:**

Investments and business positions in business entities and sources of income including loans, gifts, and travel payments from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by the department or division to which the filer is assigned.

#### **Regulations Regarding Gifts**

Gifts from outside the agency's jurisdiction shall not be required to be reported if the purpose of disclosure of the gift does not have some connection with or bearing upon the duties of the position. (18730.1, Title 2, Div 6, CA Code of Regulations)

# ATTACHMENT 2

EXHIBIT "A"

CITY OF FOLSOM  
CONFLICT OF INTEREST CODE  
APPENDIX OF DESIGNATED OFFICIALS/EMPLOYEES

I. Designated Positions.

The positions listed below constitute the list of designated positions required by the City of Folsom’s conflict of interest code (Folsom Municipal Code Chapter 2.34). Individuals holding these positions as designated public officials, officials, employees and consultants as defined in Government Code Section 82019 et seq. are deemed to make or participate in the making of decisions which may foreseeably have a material effect on any financial interest. The individuals occupying the designated positions shall disclose their economic interests in accordance with the corresponding disclosure categories, defined in Exhibit B.

**Appendix of Designated Positions**

**Appointed Officials/Positions Title** **Disclosure Categories**

**City Attorney’s Department**

Assistant City Attorney .....	1
City Attorney .....	(87200 Filer)*
Legal Analyst.....	2,4

**City Clerk’s Department**

City Clerk .....	1
Deputy City Clerk.....	2

**City Council Members** .....(87200 Filers)\*  
(City Council Members also file as Successor Agency Members and Public Financing Authority Members)

**City Council Candidates** .....(87200 Filers)

**City Manager’s Department**

Assistant City Manager .....	1
City Manager .....	(87200 Filer)*
Communications <del>Manager</del> Director .....	2
Deputy City Manager .....	1

**Commissions/Committees**

Arts and Cultural Commission Members .....	3, 4
Historic District Commission Members .....	3, 4
Landscaping & Lighting District Advisory Committee Members .....	3, 4
Library Commission Members .....	3, 4
Parks and Recreation Commission Members .....	3, 4
Traffic Safety Committee Members .....	3, 4
Utility Commission Members .....	3, 4

**Community Development Department**

Arborist .....	3, 4
Assistant Planner .....	2, 3
Associate Civil Engineer .....	2, 3
Associate Planner .....	3
Building Inspector I/II .....	3, 4
<u>Building Inspector Supervisor .....</u>	<u>3, 4</u>
Building Official / Building Services Supervisor .....	1
Code Enforcement Officer I/II .....	2, 3
Code Enforcement Supervisor .....	3, 4
Community Development Director .....	1
Construction Inspector I/II .....	3, 4
Plan Check Engineer .....	3, 4
Planning Manager .....	1
Principal Civil Engineer .....	1
Principal Planner .....	3, 4
Senior Building Inspector .....	3, 4
Senior Civil Engineer .....	2, 3
Senior Code Enforcement Officer .....	2, 3
Senior Engineering Technician I/II .....	1
Senior Planner .....	3, 4



**Environmental and Water Resources / Utilities Department**

Associate Civil Engineer ..... 2, 3  
 Director of Environmental/Water Resources ..... 1  
 PW / Utilities Section Manager ..... 2, 3, 4  
 Senior Civil Engineer ..... 2, 3  
 Utility Maintenance Supervisor ..... 2, 4  
 Water Distribution Supervisor ..... 2, 4  
 Water Management Coordinator ..... 2  
 Water Treatment Plant Supervisor ..... 2, 4  
 Waste-Water Collection Supervisor ..... 2, 4

**Finance Department**

Chief Financial Officer / Finance Director ..... (87200 Filer)\*  
 Deputy Treasurer ..... 2  
 Financial Analyst I/II ..... 2  
 Financial Services Manager ..... 1  
 Information Systems Manager ..... 2  
 Revenue / Disbursements Manager ..... 1

**Fire Department**

Administrative Assistant ..... 2  
Administrative Technician ..... 2  
 Deputy Fire Marshal ..... 2  
 Fire Battalion Chief ..... 2  
 Fire Chief ..... 1  
 Fire Division Chief ..... 2  
 Fire Prevention Officer ..... 2

**Human Resources Department**

Human Resources Director ..... 1  
 Senior Management Analyst ..... 2

**Library Services**

Library Manager ..... 2

**Parks and Recreation**

Community and Cultural Services Manager .....	2, 3
Facilities Maintenance Supervisor.....	2, 3
Municipal Landscape Services Manager.....	2, 3
Municipal Landscape Services Supervisor.....	2, 3
Parks and Recreation Director .....	1
Parks / Facilities Maintenance Manager.....	2, 3
Parks Maintenance Supervisor .....	2, 3
<del>Recreation Manager.....</del>	<del>2</del>
Recreation Supervisor.....	2, 3
<del>Senior</del> Management Analyst .....	<del>2, 3</del>
Senior Parks Planner.....	2, 3
Senior Trails Planner .....	2, 3
Zoo <del>Supervisor</del> Manager .....	<del>2, 3</del>

**Planning Commission**..... (87200 Filer)\*

**Police Department**

Animal Control Officer.....	2, 4
Police Chief .....	1
Police Commander .....	2
Police Lieutenant .....	4
<del>Police Technical Services Manager.....</del>	<del>1</del>

**Public Works**

Associate Civil Engineer .....	2, 3
Construction Inspector I/II.....	2, 3
Director .....	1
Environmental Specialist Supervisor.....	2, 4
Management Analyst.....	2
PW / Utilities Section Manager .....	2, 3, 4
Public Works Section Manager ( <del>Transit</del> Engineer).....	<del>2, 3,</del> 4
Senior Civil Engineer .....	2, 3
Senior Management Analyst.....	2, 4
Streets Operations Supervisor .....	2, 3
Solid Waste / Fleet Manager.....	2, 4
Traffic Control / Lighting Supervisor.....	2, 4
<del>Transit Chief.....</del>	<del>2, 4</del>

\* "87200 Filer(s)" refers to filers identified within Government Code section 87200 et seq, This section establishes certain requirements for members of planning commissions, mayors, city managers, city attorneys, city treasurers, members of city councils, other public officials who manage public investments, and candidates for any of these offices to file statements of economic interest disclosing investments, interests in real property (excluding principal or personal residence) and any income received.

## EXHIBIT “B”

### CITY OF FOLSOM CONFLICT OF INTEREST CODE DISCLOSURE CATEGORIES

#### Disclosure Categories

##### **Category 1 – Officials and employees whose duties are broad and indefinable:**

Investments and business positions in business entities, and income including loans, gifts, and travel payments from sources located in or doing business in the jurisdiction.

Interests in real property located in the jurisdiction, including property located within a two mile radius of any property owned or used by the City or within two miles of the boundaries of the City.

##### **Category 2 – Officials and employees whose duties involve contracting or purchasing:**

Investments and business positions in business entities and sources of income including those that provide services, supplies, materials, machinery or equipment of the type utilized by the City.

##### **Category 3 – Officials and employees whose decisions may affect real property interests:**

Investments and business positions in business entities and income including loans, gifts, and travel payments from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by the City.

Engage in land development, construction or the acquisition or sale of real property.

Interests in real property located within the jurisdiction, including property located within a two-mile radius of any property owned or used by the City.

##### **Category 4 – Officials and employees with regulatory powers:**

Investments and business positions in business entities and sources of income including loans, gifts, and travel payments from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by the department or division to which the filer is assigned.

#### **Regulations Regarding Gifts**

Gifts from outside the agency’s jurisdiction shall not be required to be reported if the purpose of disclosure of the gift does not have some connection with or bearing upon the duties of the position. (18730.1, Title 2, Div 6, CA Code of Regulations)

# ATTACHMENT 3

**RESOLUTION NO. 10129**

**A RESOLUTION REPEALING RESOLUTION NO. 9837  
AND DESIGNATING CONFLICT OF INTEREST FILING POSITIONS  
AND DISCLOSURE CATEGORIES**

**WHEREAS**, the Political Reform Act, Government Code Section 87303 et seq. requires that agencies review biennially in even-numbered years the provisions of their Conflict of Interest Code, which includes designated positions and disclosure categories; and

**WHEREAS**, persons holding these positions are designated public officials, officials, employees and consultants as defined in Government Code Section 82019 et seq. are deemed to make or participate in the making of decisions which may foreseeably have a material effect on any personal financial interest; and

**WHEREAS**, Chapter 2.34 of the Folsom Municipal Code pertaining to the Conflict of Interest Code, authorizes the City Council to designate by resolution those positions which should file statements of economic interests; and

**WHEREAS**, that as a result of the review mandated by Government Code Section 87300 et seq. it has been determined that the current list of designated positions and disclosure categories should be updated:

**NOW THEREFORE, BE IT RESOLVED**, that Resolution No. 9837, which established the prior list of designated filers and disclosure categories is hereby repealed; and

**BE IT FURTHER RESOLVED**, that all public officials, officials, elected and appointed officers, persons holding designated positions and consultants that are subject to the filing and disclosure requirements pursuant to Exhibit "A" in accordance to the disclosure categories as set forth in Exhibit "B" shall file their statements of economic interests with the city clerk.

**PASSED AND ADOPTED** on this 12<sup>th</sup> day of June 2018, by the following roll-call vote:

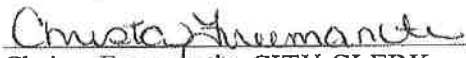
- AYES:** Council Member(s): Morin, Sheldon, Gaylord, Howell, Miklos
- NOES:** Council Member(s): None
- ABSENT:** Council Member(s): None
- ABSTAIN:** Council Member(s): None




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Stephen E. Miklos, MAYOR

ATTEST:




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Christa Freemantle, CITY CLERK

EXHIBIT "A"

CITY OF FOLSOM  
CONFLICT OF INTEREST CODE  
APPENDIX OF DESIGNATED OFFICIALS/EMPLOYEES

I. Designated Positions.

The positions listed below constitute the list of designated positions required by the City of Folsom's conflict of interest code (Folsom Municipal Code Chapter 2.34). Individuals holding these positions as designated public officials, officials, employees and consultants as defined in Government Code Section 82019 et seq. are deemed to make or participate in the making of decisions which may foreseeably have a material effect on any financial interest. The individuals occupying the designated positions shall disclose their economic interests in accordance with the corresponding disclosure categories, defined in Exhibit B.

Appendix of Designated Positions

**Appointed Officials/Positions Title**

**Disclosure Categories**

City Attorney's Department

Assistant City Attorney .....	1
City Attorney .....	(87200 Filer)*
Legal Analyst .....	2, 4

City Clerk's Department

City Clerk.....	1
Deputy City Clerk.....	2

City Council Members.....(87200 Filers)\*  
(City Council Members also file as Successor Agency Members and Public Financing Authority Members)

City Council Candidates.....(87200 Filers)

**City Manager's Department**

Assistant City Manager.....	1
City Manager .....	(87200 Filer)*
Communications Manager .....	2
Deputy City Manager.....	1

**Commissions/Committees**

Arts and Cultural Commission Members .....	3, 4
Historic District Commission Members .....	3, 4
Landscaping & Lighting District Advisory Committee Members .....	3, 4
Library Commission Members .....	3, 4
Parks and Recreation Commission Members .....	3, 4
Traffic Safety Committee Members .....	3, 4
Utility Commission Members.....	3, 4

**Community Development Department**

Arborist .....	3, 4
Assistant Planner.....	2, 3
Associate Civil Engineer.....	2, 3
Associate Planner .....	3
Building Inspector I/II.....	3, 4
Building Official / Building Services Supervisor .....	1
Code Enforcement Officer I/II.....	2, 3
Code Enforcement Supervisor .....	3, 4
Community Development Director.....	1
Construction Inspector I/II.....	3, 4
Plan Check Engineer.....	3, 4
Planning Manager .....	1
Principal Civil Engineer.....	1
Principal Planner .....	3, 4
Senior Building Inspector .....	3, 4
Senior Civil Engineer.....	2, 3
Senior Code Enforcement Officer .....	2, 3
Senior Engineering Technician I/II.....	1
Senior Planner .....	3, 4



**Environmental and Water Resources / Utilities Department**

Associate Civil Engineer..... 2, 3  
 Director of Environmental/Water Resources..... 1  
 PW / Utilities Section Manager ..... 2, 3, 4  
 Senior Civil Engineer..... 2, 3  
 Utility Maintenance Supervisor ..... 2, 4  
 Water Distribution Supervisor ..... 2, 4  
 Water Management Coordinator..... 2  
 Water Treatment Plant Supervisor..... 2, 4  
 Waste Water Collection Supervisor ..... 2, 4

**Finance Department**

Chief Financial Officer / Finance Director .....(87200 Filer)\*  
 Deputy Treasurer ..... 2  
 Financial Analyst I/II ..... 2  
 Financial Services Manager ..... 1  
 Information Systems Manager ..... 2  
 Revenue / Disbursements Manager ..... 1

**Fire Department**

Administrative Assistant..... 2  
 Deputy Fire Marshal..... 2  
 Fire Battalion Chief..... 2  
 Fire Chief ..... 1  
 Fire Division Chief ..... 2  
 Fire Prevention Officer ..... 2

**Human Resources Department**

Human Resources Director ..... 1  
 Senior Management Analyst..... 2

**Library Services**

Library Manager ..... 2

**Parks and Recreation**

Community and Cultural Services Manager .....2

Facilities Maintenance Supervisor .....2, 3

Municipal Landscape Services Manager .....2, 3

Municipal Landscape Services Supervisor .....2, 3

Parks and Recreation Director .....1

Parks / Facilities Maintenance Manager .....2, 3

Parks Maintenance Supervisor.....2, 3

Recreation Manager .....2

Recreation Supervisor .....2,

Senior Management Analyst.....2

Senior Parks Planner .....2, 3

Senior Trails Planner.....2, 3

Zoo Supervisor .....2

**Planning Commission** .....(87200 Filer)\*

**Police Department**

Animal Control Officer .....2, 4

Police Chief.....1

Police Commander.....2

Police Lieutenant .....4

Police Technical Services Manager.....1

**Public Works**

Associate Civil Engineer.....2, 3

Construction Inspector I/II .....2, 3

Director .....1

Environmental Specialist Supervisor .....2, 4

Management Analyst .....2

PW / Utilities Section Manager .....2, 3, 4

Public Works Section Manager (Transit).....2, 3, 4

Senior Civil Engineer.....2, 3

Senior Management Analyst.....2, 4

Streets Operations Supervisor.....2, 3

Solid Waste / Fleet Manager.....2, 4

Traffic Control / Lighting Supervisor.....2, 4

Transit Chief.....2, 4

\* "87200 Filer(s)" refers to filers identified within Government Code section 87200 et seq, This section establishes certain requirements for members of planning commissions, mayors, city managers, city attorneys, city treasurers, members of city councils, other public officials who manage public investments, and candidates for any of these offices to file statements of economic interest disclosing investments, interests in real property (excluding principal or personal residence) and any income received.

## EXHIBIT "B"

### CITY OF FOLSOM CONFLICT OF INTEREST CODE DISCLOSURE CATEGORIES

#### Disclosure Categories

#### **Category 1 – Officials and employees whose duties are broad and indefinable:**

Investments and business positions in business entities, and income including loans, gifts, and travel payments from sources located in or doing business in the jurisdiction.

Interests in real property located in the jurisdiction, including property located within a two mile radius of any property owned or used by the City or within two miles of the boundaries of the City.

#### **Category 2 – Officials and employees whose duties involve contracting or purchasing:**

Investments and business positions in business entities and sources of income including those that provide services, supplies, materials, machinery or equipment of the type utilized by the City.

#### **Category 3 – Officials and employees whose decisions may affect real property interests:**

Investments and business positions in business entities and income including loans, gifts, and travel payments from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by the City.

Engage in land development, construction or the acquisition or sale of real property.

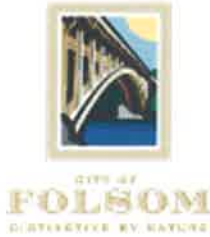
Interests in real property located within the jurisdiction, including property located within a two-mile radius of any property owned or used by the City.

#### **Category 4 – Officials and employees with regulatory powers:**

Investments and business positions in business entities and sources of income including loans, gifts, and travel payments from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by the department or division to which the filer is assigned.

#### **Regulations Regarding Gifts**

Gifts from outside the agency's jurisdiction shall not be required to be reported if the purpose of disclosure of the gift does not have some connection with or bearing upon the duties of the position. (18730.1, Title 2, Div 6, CA Code of Regulations)



# Folsom City Council Staff Report



<b>MEETING DATE:</b>	9/22/2020
<b>AGENDA SECTION:</b>	Consent Calendar
<b>SUBJECT:</b>	Resolution No. 10528 - A Resolution Authorizing the City Manager to Execute a Program Supplement Agreement with Caltrans for the SouthEast Connector Segment D3(A), Project No. PW1607, Federal Project No. 5288(046)
<b>FROM:</b>	Public Works Department

### **RECOMMENDATION / CITY COUNCIL ACTION**

The Public Works Department recommends that the City Council pass and adopt Resolution No. 10528 - A Resolution Authorizing the City Manager to Execute a Program Supplement Agreement with Caltrans for the SouthEast Connector Segment D3(A), Project No. PW1607, Federal Project No. 5288(046).

### **BACKGROUND / ISSUE**

The planned Capital SouthEast Connector is a 34-mile limited-access roadway spanning from U.S. 50 at Silva Valley Parkway interchange in El Dorado County to Interstate 5 at the Hood-Franklin Interchange in Elk Grove. The Connector is planned to be constructed in segments as funding and priorities allow. Segment D3 includes the length of the Connector that borders the City of Folsom and Sacramento County from Prairie City Road to the El Dorado County Line. Segment E1 is the El Dorado County Segment that Segment D3 ties into.

Segment D3 has been further segmented into two additional segments: D3(A) and D3(B). Segment D3(A) will upgrade existing White Rock Road to a four-lane expressway beginning near the intersection of Prairie City Road and continuing through the intersection of East Bidwell Street. The project entails constructing four lanes between these two major intersections, including a bridge over Alder Creek. The bridge also serves as a “wildlife crossing,” as contemplated in the South Sacramento Habitat Conservation Plan.

The project is a complete reconstruction that will create a new alignment of White Rock Road adjacent and immediately south of the existing White Rock Road. The existing White Rock Road will remain open to traffic during construction.

The City of Folsom is leading the construction of this project on behalf of the Capital SouthEast Connector Joint Powers Authority (JPA) and in collaboration with Sacramento County.

The City has secured a State Transportation Improvement Program (STIP) and SB1 funding from Sacramento Area Council of Governments (SACOG) in partnership with the SouthEast Connector JPA. A request for authorization to proceed with construction was submitted to Caltrans on May 15, 2020. The Authorization to Proceed (E-76) was received on June 25, 2020 and the subsequent Supplemental Agreement was received on August 8, 2020.

Caltrans requires a Program Supplement Agreement to the Administering Agency–State Agreement for each project administered through Caltrans.

### **POLICY / RULE**

Execution of an Administering Agency-State Agreement and Program Supplement Agreement requires City Council approval.

### **ANALYSIS**

The City of Folsom is required to execute the Program Supplement Agreement with Caltrans Local Assistance to proceed with the construction of the SouthEast Connector Segment D3(A). This project is eligible for a reimbursement from the Fixing America’s Surface Transportation Act (FAST Act) for Federal Funding and SB1 for State Funding. The construction project is currently out for competitive bid with a public opening expected on September 9, 2020.

The City must invoice Caltrans to receive any reimbursement. However, prior to invoicing Caltrans, the City must approve a Program Supplement Agreement for the SouthEast Connector Segment D3(A). This is a Caltrans standard form that has previously been approved by the City Attorney for other projects, including the Orangevale Bridge Rehabilitation Project, Rainbow Bridge Maintenance Project, Folsom Boulevard Improvements, Historic Folsom Station Phase I Project, Street Repair and Resurfacing Project – 2005, Phase I, Street Repair and Resurfacing Project – 2004 Phase II, Folsom/El Dorado Transit Corridor Study, US 50/East Bidwell Street Interchange, Riley Street Extension, and Folsom/Auburn Road Widening Projects.

### **FINANCIAL IMPACT**

The SouthEast Connector Segment D3A is eligible to receive funds from FAST Act funding based on a SACOG Regional Surface Transportation Program Grant and SB1 Funding. Funding for construction and construction engineering is shown below:

Fund	Fund Type	Amount
FAST Act	Surface Transportation Block Grant	\$15,000,000
SB1	Competitive	\$10,000,000
SACOG Advance Construction	Use Local Transportation Funds to Leverage Future Funding	\$6,201,5000

The FAST Act funding requires a local match of 20%. The Transportation Fund (Fund 446) will be utilized to meet the required match of approximately \$3,000,000. The \$15,000,000 FAST Act funding and SB1 funding will be reimbursed by Caltrans. \$3,000,000 funding has been budgeted in the FY 20-21 SouthEast Connector D3 Project. At this time, no funding is required to execute the Program Supplement. Staff will return to the City Council for the award of the construction and construction engineering agreements.

An additional \$3,201,500 has been requested from SACOG to supplement the construction engineering for the project with Advance Construction funding.

**ENVIRONMENTAL REVIEW**

In 2016 the Capital SouthEast Connector JPA approved a California Environmental Quality Act (CEQA) Tiered Initial Study with Mitigated Negative Declaration for the Capital Southeast Connector Segment D3/E1.

Caltrans approved the National Environmental Policy Act (NEPA) Categorical Exclusion for Segment D3/E1.

The project is not located in an environmentally sensitive area and would not result in potential impacts to the environment, including traffic, noise, air quality and water quality.

**ATTACHMENTS**

1. Resolution No. 10528 - A Resolution Authorizing the City Manager to Execute a Program Supplement Agreement with Caltrans for the SouthEast Connector Segment D3(A), Project No. PW1607, Federal Project No. 5288(046)
2. Program Supplement No. F031 to Administering Agency-State Agreement for Federal-Projects No. 03-5288F15

Submitted,   
 \_\_\_\_\_  
 Dave Nugen, PUBLIC WORKS DIRECTOR

# ATTACHMENT 1



**RESOLUTION NO. 10528****A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE PROGRAM SUPPLEMENT AGREEMENT WITH CALTRANS FOR THE SOUTHEAST CONNECTOR SEGMENT D3(A), PROJECT NO. PW1607, FEDERAL PROJECT NO. 5288(046)**

**WHEREAS**, the Capital SouthEast Connector Project is the Sacramento region's largest single transportation project; and

**WHEREAS**, the City of Folsom is a Member Jurisdiction of the Capital SouthEast Connector Joint Powers Authority and will implement the Project; and

**WHEREAS**, the Capital SouthEast Connector Project has, to date, been funded primarily through a Sacramento County sales-tax measure approved in 2004 by 75 percent of voters; and

**WHEREAS**, the Capital SouthEast Connector Project has developed a program development budget that requires the use of Federal and State funds to advance the project towards timely construction; and

**WHEREAS**, the City of Folsom desires to construct the SouthEast Connector Project Segment D3(A) along the City's border to four lanes with two eight foot shoulders; and

**WHEREAS**, the City of Folsom received Surface Transportation Improvement Program funding, and is eligible for federal reimbursement; and

**WHEREAS**, the City of Folsom received SB-1 funding, and is eligible for state reimbursement; and

**WHEREAS**, the City of Folsom is required to execute the Program Supplement F031 to the Administering Agency-State Agreement 03-5288F with the State of California Department of Transportation in order to receive the funding; and

**WHEREAS**, 20 percent matching funds will utilize funds from the Transportation Fund (Fund 446); and

**WHEREAS**, funds received will be credited to Transportation Fund (Fund 446); and

**WHEREAS**, the agreement will be in a form acceptable to the City Attorney:

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Folsom authorizes the City Manager to Execute a Program Supplement Agreement with Caltrans for the SouthEast Connector Segment D3(A), Project No. PW1607, Federal Project No. 5288(046)

**PASSED AND ADOPTED** this 22<sup>nd</sup> day of September 2020, by the following roll-call vote:

**AYES:** Council Member(s):  
**NOES:** Council Member(s):  
**ABSENT:** Council Member(s):  
**ABSTAIN:** Council Member(s):

\_\_\_\_\_  
Sarah Aquino, MAYOR

ATTEST:

\_\_\_\_\_  
Christa Freemantle, CITY CLERK

## Attachment 2

# Program Supplement No. F031 to Administering Agency-State agreement for Federal Projects No. 03-5288F15



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**SPECIAL COVENANTS OR REMARKS**

1. This PROJECT is programmed to receive funding from the State Transportation Improvement Program (STIP). Funding may be provided under one or more components. A component(s) specific fund allocation is required, in addition to other requirements, before reimbursable work can occur for the component(s) identified. Each allocation will be assigned an effective date and identify the amount of funds allocated per component(s).

This PROGRAM SUPPLEMENT has been prepared to allow reimbursement of eligible PROJECT expenditures for the component(s) allocated. The start of reimbursable expenditures is restricted to the later of either 1) the effective date of the Master Agreement, 2) the effective date of the PROGRAM SUPPLEMENT, or 3) the effective date of the component specific allocation.

2. STATE and ADMINISTERING AGENCY agree that additional funds made available by future allocations will be encumbered on this PROJECT by use of a STATE approved Allocation Letter and Finance Letter. ADMINISTERING AGENCY agrees that STATE funds available for reimbursement will be limited to the amount allocated by the California Transportation Commission (CTC) and/or the STATE.
3. Upon ADMINISTERING AGENCY request, the CTC and/or STATE may approve supplementary allocations, time extensions, and fund transfers between components. An approved time extension will revise the timely use of funds criteria, outlined above, for the component(s) and allocation(s) requested. Approved supplementary allocations, time extensions, and fund transfers between components made after the execution of this PROGRAM SUPPLEMENT will be documented and considered subject to the terms and conditions thereof.

Documentation for approved supplementary allocations, time extensions, and fund transfers between components will be a STATE approved Allocation Letter, Fund Transfer Letter, Time Extension Letter, and Finance Letter, as appropriate.

4. This PROJECT will be administered in accordance with the CTC STIP guidelines, as adopted or amended, and the STATE Procedures for Administering Local Grant Projects in the State Transportation Improvement Program (STIP), the Local Assistance Program Guidelines, and the Local Assistance Procedures Manual. The submittal of invoices for project costs shall be in accordance with the above referenced publications and the following.
5. The ADMINISTERING AGENCY shall invoice STATE for environmental & permits, plans specifications & estimate, and right-of-way costs no later than 180 days after the end of last eligible fiscal year of expenditure. For construction costs, the ADMINISTERING AGENCY has 180 days after project completion to make the final payment to the contractor and prepare the final Report of Expenditures and final invoice, and submit to STATE for verification and payment.
6. All obligations of STATE under the terms of this Agreement are subject to the

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**SPECIAL COVENANTS OR REMARKS**

appropriation of resources by the Legislature and the encumbrance of funds under this Agreement. Funding and reimbursement are available only upon the passage of the State Budget Act containing these STATE funds.

7. ADMINISTERING AGENCY agrees that it will only proceed with work authorized for specific phase(s) with an "Authorization to Proceed" and will not proceed with future phase(s) of this project prior to receiving an "Authorization to Proceed" from the STATE for that phase(s) unless no further State or Federal funds are needed for those future phase(s).
8. This PROJECT is subject to the timely use of funds provisions enacted by Senate Bill 45 (SB 45), approved in 1997, and subsequent CTC guidelines and State procedures approved by the CTC and STATE, as outlined below:

Funds allocated for the environmental & permits, plan specifications & estimate, and right-of-way components are available for expenditure until the end of the second fiscal year following the year in which the funds were allocated.

Funds allocated for the construction component are subject to an award deadline and contract completion deadline. ADMINISTERING AGENCY agrees to award the contract within 6 months of the construction fund allocation and complete the construction or vehicle purchase contract within 36 months of award.

9. ADMINISTERING AGENCY agrees, as a minimum, to submit invoices at least once every six months commencing after the funds are encumbered for each phase by the execution of this Project Program Supplement Agreement, or by STATE's approval of an applicable Finance Letter. STATE reserves the right to suspend future authorizations/obligations for Federal aid projects, or encumbrances for State funded projects, as well as to suspend invoice payments for any on-going or future project by ADMINISTERING AGENCY if PROJECT costs have not been invoiced by ADMINISTERING AGENCY for a six-month period.

If no costs have been invoiced for a six-month period, ADMINISTERING AGENCY agrees to submit for each phase a written explanation of the absence of PROJECT activity along with target billing date and target billing amount.

ADMINISTERING AGENCY agrees to submit the final report documents that collectively constitute a "Report of Expenditures" within one hundred eighty (180) days of PROJECT completion. Failure of ADMINISTERING AGENCY to submit a "Final Report of Expenditures" within 180 days of PROJECT completion will result in STATE imposing sanctions upon ADMINISTERING AGENCY in accordance with the current Local Assistance Procedures Manual.

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**SPECIAL COVENANTS OR REMARKS**

10. The Administering Agency shall not discriminate on the basis of race, religion, age, disability, color, national origin, or sex in the award and performance of any Federal-assisted contract or in the administration of its DBE Program Implementation Agreement. The Administering Agency shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of Federal-assisted contracts. The Administering Agency's DBE Implementation Agreement is incorporated by reference in this Agreement. Implementation of the DBE Implementation Agreement, including but not limited to timely reporting of DBE commitments and utilization, is a legal obligation and failure to carry out its terms shall be treated as a violation of this Agreement. Upon notification to the Administering Agency of its failure to carry out its DBE Implementation Agreement, the State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).
11. Any State and Federal funds that may have been encumbered for this project are available for disbursement for limited periods of time. For each fund encumbrance the limited period is from the start of the fiscal year that the specific fund was appropriated within the State Budget Act to the applicable fund Reversion Date shown on the State approved project finance letter. Per Government Code Section 16304, all project funds not liquidated within these periods will revert unless an executed Cooperative Work Agreement extending these dates is requested by the ADMINISTERING AGENCY and approved by the California Department of Finance.

ADMINISTERING AGENCY should ensure that invoices are submitted to the District Local Assistance Engineer at least 75 days prior to the applicable fund Reversion Date to avoid the lapse of applicable funds. Pursuant to a directive from the State Controller's Office and the Department of Finance; in order for payment to be made, the last date the District Local Assistance Engineer can forward an invoice for payment to the Department's Local Programs Accounting Office for reimbursable work for funds that are going to revert at the end of a particular fiscal year is May 15th of the particular fiscal year. Notwithstanding the unliquidated sums of project specific State and Federal funding remaining and available to fund project work, any invoice for reimbursement involving applicable funds that is not received by the Department's Local Programs Accounting Office at least 45 days prior to the applicable fixed fund Reversion Date will not be paid. These unexpended funds will be irrevocably reverted by the Department's Division of Accounting on the applicable fund Reversion Date.

12. Award information shall be submitted by the ADMINISTERING AGENCY to the District Local Assistance Engineer within 60 days of project contract award and prior to the submittal of the ADMINISTERING AGENCY'S first invoice for the construction contract.

Failure to do so will cause a delay in the State processing invoices for the construction phase. Please refer to Section 15.7 "Award Package" of the Local Assistance Procedures Manual.

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**SPECIAL COVENANTS OR REMARKS**

13. As a condition for receiving federal-aid highway funds for the PROJECT, the Administering Agency certifies that NO members of the elected board, council, or other key decision makers are on the Federal Government Exclusion List. Exclusions can be found at [www.sam.gov](http://www.sam.gov).
14. A. ADMINISTERING AGENCY shall conform to all State statutes, regulations and procedures (including those set forth in the Local Assistance Procedures Manual and the Local Assistance Program Guidelines, hereafter collectively referred to as "LOCAL ASSISTANCE PROCEDURES") relating to the federal-aid program, all Title 23 Code of Federal Regulation (CFR) and 2 CFR Part 200 federal requirements, and all applicable federal laws, regulations, and policy and procedural or instructional memoranda, unless otherwise specifically waived as designated in the executed project-specific PROGRAM SUPPLEMENT.
- B. Invoices shall be formatted in accordance with LOCAL ASSISTANCE PROCEDURES.
- C. ADMINISTERING AGENCY must have at least one copy of supporting backup documentation for costs incurred and claimed for reimbursement by ADMINISTERING AGENCY. ADMINISTERING AGENCY agrees to submit supporting backup documentation with invoices if requested by State. Acceptable backup documentation includes, but is not limited to, agency's progress payment to the contractors, copies of cancelled checks showing amounts made payable to vendors and contractors, and/or a computerized summary of PROJECT costs.
- D. Indirect Cost Allocation Plan/Indirect Cost Rate Proposals (ICAP/ICRP), Central Service Cost Allocation Plans and related documentation are to be prepared and provided to STATE (Caltrans Audits & Investigations) for review and approval prior to ADMINISTERING AGENCY seeking reimbursement of indirect costs incurred within each fiscal year being claimed for State and federal reimbursement. ICAPs/ICRPs must be prepared in accordance with the requirements set forth in 2 CFR, Part 200, Chapter 5 of the Local Assistance Procedural Manual, and the ICAP/ICRP approval procedures established by STATE.
- E. STATE will withhold the greater of either two (2) percent of the total of all federal funds encumbered for each PROGRAM SUPPLEMENT or \$40,000 until ADMINISTERING AGENCY submits the Final Report of Expenditures for each completed PROGRAM SUPPLEMENT PROJECT.
- F. Payments to ADMINISTERING AGENCY for PROJECT-related travel and subsistence (per diem) expenses of ADMINISTERING AGENCY forces and its contractors and subcontractors claimed for reimbursement or as local match credit shall not exceed rates authorized to be paid rank and file STATE employees under current State Department of Personnel Administration (DPA) rules. If the rates invoiced by ADMINISTERING AGENCY are in excess of DPA rates, ADMINISTERING AGENCY is



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**SPECIAL COVENANTS OR REMARKS**

responsible for the cost difference, and any overpayments inadvertently paid by STATE shall be reimbursed to STATE by ADMINISTERING AGENCY on demand within thirty (30) days of such invoice.

G. ADMINISTERING AGENCY agrees to comply with 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards.

H. ADMINISTERING AGENCY agrees, and will assure that its contractors and subcontractors will be obligated to agree, that Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual PROJECT cost items.

I. Every sub-recipient receiving PROJECT funds under this AGREEMENT shall comply with 2 CFR, Part 200, 23 CFR, 48 CFR Chapter 1, Part 31, Local Assistance Procedures, Public Contract Code (PCC) 10300-10334 (procurement of goods), PCC 10335-10381 (non-A&E services), and other applicable STATE and FEDERAL regulations.

J. Any PROJECT costs for which ADMINISTERING AGENCY has received payment or credit that are determined by subsequent audit to be unallowable under 2 CFR, Part 200, 23 CFR, 48 CFR, Chapter 1, Part 31, and other applicable STATE and FEDERAL regulations, are subject to repayment by ADMINISTERING AGENCY to STATE.

K. STATE reserves the right to conduct technical and financial audits of PROJECT WORK and records and ADMINISTERING AGENCY agrees, and shall require its contractors and subcontractors to agree, to cooperate with STATE by making all appropriate and relevant PROJECT records available for audit and copying as required by the following paragraph:

ADMINISTERING AGENCY, ADMINISTERING AGENCY'S contractors and subcontractors, and STATE shall each maintain and make available for inspection and audit by STATE, the California State Auditor, or any duly authorized representative of STATE or the United States all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts and ADMINISTERING AGENCY shall furnish copies thereof if requested. All of the above referenced parties shall make such AGREEMENT, PROGRAM SUPPLEMENT, and contract materials available at their respective offices at all reasonable times during the entire PROJECT period and for three (3) years from the date of submission of the final expenditure report by the STATE to the FHWA.

L. ADMINISTERING AGENCY, its contractors and subcontractors shall establish and maintain a financial management system and records that properly accumulate and segregate reasonable, allowable, and allocable incurred PROJECT costs and matching funds by line item for the PROJECT. The financial management system of ADMINISTERING AGENCY, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles, enable the determination of incurred costs at

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**SPECIAL COVENANTS OR REMARKS**

interim points of completion, and provide support for reimbursement payment vouchers or invoices set to or paid by STATE.

M. ADMINISTERING AGENCY is required to have an audit in accordance with the Single Audit Act of 2 CFR 200 if it expends \$750,000 or more in Federal Funds in a single fiscal year of the Catalogue of Federal Domestic Assistance.

N. ADMINISTERING AGENCY agrees to include all PROGRAM SUPPLEMENTS adopting the terms of this AGREEMENT in the schedule of projects to be examined in ADMINISTERING AGENCY's annual audit and in the schedule of projects to be examined under its single audit prepared in accordance with 2 CFR, Part 200.

O. ADMINISTERING AGENCY shall not award a non-A&E contract over \$5,000, construction contracts over \$10,000, or other contracts over \$25,000 [excluding professional service contracts of the type which are required to be procured in accordance with Government Code sections 4525 (d), (e) and (f)] on the basis of a noncompetitive negotiation for work to be performed under this AGREEMENT without the prior written approval of STATE. Contracts awarded by ADMINISTERING AGENCY, if intended as local match credit, must meet the requirements set forth in this AGREEMENT regarding local match funds.

P. Any subcontract entered into by ADMINISTERING AGENCY as a result of this AGREEMENT shall contain provisions B, C, F, H, I, K, and L under Section 2 of this agreement.

15. The ADMINISTERING AGENCY shall construct the PROJECT in accordance with the scope of work presented in the application and approved by the California Transportation Commission. Any changes to the approved PROJECT scope without the prior expressed approval of the California Transportation Commission are ineligible for reimbursement and may result in the entire PROJECT becoming ineligible for reimbursement.
16. This PROJECT is programmed to receive State Senate Bill 1, Chapter 5, Statutes of 2017 (SB1) funds from Local Partnership Program (LPP). This PROJECT will be administered in accordance with the California Transportation Commission (CTC) approved/adopted LPP Guidelines, and this Program Supplement Agreement.

ADMINISTERING AGENCY agrees to use eligible matching funds of the type identified in its project application/nomination, for the required dollar for dollar minimum local match to the LPP funds.

ADMINISTERING AGENCY agrees to submit invoices for PROJECT costs in accordance with the Local Assistance Procedures Manual (LAPM).

To satisfy the SB1 accountability requirements, ADMINISTERING AGENCY agrees to:

- 1) Submit Progress Reports on the activities, expenditures and progress made towards

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**SPECIAL COVENANTS OR REMARKS**

implementation of the PROJECT, as applicable, per CTC SB1 Transparency and Accountability Guidelines. Changes to the scope and budget from the CTC approved project application/nomination shall also be identified in these reports. The Progress Reports shall be submitted to the Division of Local Assistance - Office of State Programs via the CalSMART reporting tool.

2) Submit a Completion Report after each phase using LPP funds is complete and a Final Delivery Report to the CTC, within six months of the PROJECT construction contract being accepted, on the scope of the completed PROJECT, its final costs as compared to the project budget in its project application/nomination, its duration as compared to the project schedule in its application/nomination and performance outcomes derived from the PROJECT as compared to those described in the project application/nomination, per the SB1 Transparency and Accountability Guidelines.

**AUTHORIZATION / AGREEMENT SUMMARY - (E-76)**

CALIFORNIA DEPARTMENT OF TRANSPORTATION

**FEDERAL AID PROGRAM**

DLA LOCATOR: 03-SAC-0-FOL  
 PREFDX: LPPRPSB1  
 PROJECT NO: 5288(046)  
 SEQ NO: 1  
 STATE PROJ NO: 0320000120L-N  
 AGENCY: FOLSOM  
 ROUTE:  
 DISASTER NO:  
**TIP DATA**  
 MPO: SACOG  
 FSTIP YR: 19/20  
 STIP REF:  
 FSTIP ID NO: SAC24250

**PROJECT LOCATION:**  
 IN FOLSOM ON WHITE ROCK RD FROM PRAIRIE CITY RD TO EAST BIDWELL ST.  
**TYPE OF WORK:**  
 CONSTRUCT 4 LANE ROAD WITH 8 FOOT SHOULDERS. (CLASS 1 TRAIL TO  
**FED RR NO'S:**  
**PUC CODES:**  
 PROJ OVERSIGHT: ASSUMED/LOCAL ADMIN  
 ENV STATUS / DT: CAT EXCL-FHWA DOC 10/23/2019  
 RW STATUS / DT: 1 03/17/2020  
**INV RTE:**  
**BEG MP:**  
**END MP:**

**PREV AUTH / AGREE DATES:**  
 PE:  
 RW:  
 CON:  
 SPR:  
 MCS:  
 OTH:

BRIDGE NO:

PROG CODE	LINE NO	IMPV TYPE	FUNC SYS	URBAN AREA	URB/RURAL	DEMO ID
Z240	30	03				
Z240	31	17				

**FUNDING SUMMARY**

PHASE		PROJECT COST	FEDERAL COST	AC COST
PE	PE PREV. OBLIGATION	\$0.00	\$0.00	\$0.00
	PE THIS REQUEST	\$0.00	\$0.00	\$0.00
	PE SUBTOTAL	\$0.00	\$0.00	\$0.00
R/W	RW PREV. OBLIGATION	\$0.00	\$0.00	\$0.00
	RW THIS REQUEST	\$0.00	\$0.00	\$0.00
	RW SUBTOTAL	\$0.00	\$0.00	\$0.00
CON	CON PREV. OBLIGATION	\$0.00	\$0.00	\$0.00
	CON THIS REQUEST	\$31,201,500.00	\$15,000,000.00	\$0.00
	CON SUBTOTAL	\$31,201,500.00	\$15,000,000.00	\$0.00
OTH	OTH PREV. OBLIGATION	\$0.00	\$0.00	\$0.00
	OTH THIS REQUEST	\$0.00	\$0.00	\$0.00
	OTH SUBTOTAL	\$0.00	\$0.00	\$0.00
<b>TOTAL:</b>		<b>\$31,201,500.00</b>	<b>\$15,000,000.00</b>	<b>\$0.00</b>

**STATE REMARKS**

08/05/2020 SEQ #1: Authorize \$15,000,000 STIP for CONCE. \$10,000,000 LPP (SB1) already allocated. No local AC, agency added local funds to both CONCE.  
 08/17/2020 This request is for Construction and Construction Engineering authorization. CTC allocated \$15,000,000 federal STIP-RIP funds and \$10,000,000 State LPP funds for construction component at their May 2020 meeting.

**FEDERAL REMARKS**

**AUTHORIZATION**

AUTHORIZATION TO PROCEED WITH REQUEST: CON  
 FOR: CONSTRUCTION & CENG  
 DOCUMENT TYPE: AAGR

PREPARED IN FADS BY: SAYA, CINDY  
 REVIEWED IN FADS BY: SAFAIE, FRANK  
 SUBMITTED IN FADS BY: AMBROSINI, ADAM  
 PROCESSED IN FADS BY: SIGNATURE, NOT\_REQUIRED  
 E-76 AUTHORIZED DATE IN FMIS BY: GRACE REGIDOR

ON 2020-08-15 741-5451  
 ON 2020-08-17 653-5345  
 ON 2020-06-23 FOR CALTRANS  
 ON 2020-08-23 FOR FHWA  
 ON 2020-08-25 13:19:44.0

**SIGNATURE HISTORY FOR PROJECT NUMBER 5288(046) AS OF 06/28/2020**

**FHWA FMIS SIGNATURE HISTORY**

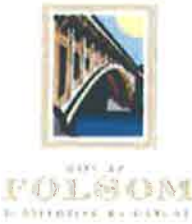
<b>MOD #</b>	<b>SIGNED BY</b>	<b>SIGNED ON</b>
0	SHUN HUEY	06/24/2020
	SHUN HUEY	06/24/2020
	GRACE REGIDOR	08/25/2020

**FHWA FMIS 3.0 SIGNATURE HISTORY**

**CALTRANS SIGNATURE HISTORY**

<b>DOCUMENT TYPE</b>	<b>SIGNED BY</b>	<b>SIGNED ON</b>
AUTH/AGREE	AMBROSINI, ADAM	08/23/2020

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# Folsom City Council Staff Report

<b>MEETING DATE:</b>	9/22/2020
<b>AGENDA SECTION:</b>	Consent Calendar
<b>SUBJECT:</b>	Resolution No. 10529 - A Resolution Authorizing the City Manager to Execute a Contract Change Order with Western Engineering Contractors, Inc. for the Green Valley Road Widening Project, Project No. PW0804 and Appropriation of Funds
<b>FROM:</b>	Public Works Department

### RECOMMENDATION / CITY COUNCIL ACTION

The Public Works Department recommends that the City Council pass and adopt Resolution No. 10529 - A Resolution Authorizing the City Manager to Execute a Contract Change Order with Western Engineering Contractors, Inc. for the Green Valley Road Widening Project, Project No. PW0804 and Appropriation of Funds.

### BACKGROUND / ISSUE

Utilized by approximately 20,000 vehicles daily, Green Valley Road is a regional arterial connection between the City of Folsom and El Dorado Hills. Green Valley Road has previously been widened to four lanes on both sides of the Project area, at East Natoma Street in Folsom and at Sophia Parkway in El Dorado Hills.

The project was initially awarded to Northern Pacific Corporation (NPC); however, NPC encountered financial difficulties to perform and the City formally terminated NPC's right to complete the work of the project on July 15, 2019. NPC's surety thereafter stepped in and selected Western Engineering Contractors, Inc. as replacement contractor for the project. Western Engineering Contractors, Inc. restarted the project in September 2019 and worked through the winter and spring as they were able.

An additional winter season on Green Valley Road had an impact on the condition of the road. Additional dig-outs and paving were required on the existing road to prepare for final paving.

Construction of the box culvert in March/April 2020 was inundated with water run-off from the Mormon Island Auxiliary Dam which required significant dewatering operations.

Green Valley Road was fully open to traffic by June 30, 2020.

**POLICY / RULE**

Section 2.36.080, Award of Contracts of the Folsom Municipal Code states, in part, that contracts for supplies, equipment, services and construction with an estimated value of \$62,014 or greater shall be awarded by City Council.

Section 2.36.080 C, Award of Contracts of the Folsom Municipal code states, in part, that if a contract change order exceeds \$100,000, the city manager shall obtain the written consent of the mayor or at the mayor’s discretion, the city council.

**ANALYSIS**

City Council approved a contract with Western Engineering Contractors, Inc. for the Green Valley Road Widening Project with Resolution No. 10334, in the amount of \$5,329,506 with a contingency of \$443,399 for a total budget amount of \$5,772,905 at the September 10, 2019 Council meeting.

City Council approved a contract change order for Western Engineering Contractors, Inc. in the amount of \$320,477 with an additional \$15,438 for Project Management, Inspection and Materials Testing totaling \$335,915 to complete a waterline proposed by the department of Environmental Water Resources. Actual costs to complete the waterline was \$315,050.29 for construction and \$18,606.44 for a total of \$333,656.73.

All costs for the installation of the waterline is Federally Non-Reimbursable and shall be identified as such in all correspondence with Caltrans.

An additional \$180,000 is requested to complete the project funding to cover adjustments of contract items and contract change orders that were required due to field conditions. Some funding may be reallocated through Caltrans from the construction engineering contracts that have not used the entire budget.

**FINANCIAL IMPACT**

The current approved contract amount with Western Engineering is \$6,108,820. The amount of additional contract costs to complete the is \$180,000 for a total contract amount of \$6,288,820. There is sufficient funding available in the Transportation Improvement Fund (Fund 446) to cover the additional appropriation.



**ENVIRONMENTAL REVIEW**

Approval of California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) Environmental Clearance has been obtained for the Green Valley Road Widening Project.

**ATTACHMENTS**

1. Resolution No. 10529 - A Resolution Authorizing the City Manager to Execute a Contract Change Order with Western Engineering Contractors, Inc. for the Green Valley Road Widening Project, Project No. PW0804 and Appropriation of Funds

Submitted,



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Dave Nugen, PUBLIC WORKS DIRECTOR

**RESOLUTION NO. 10529****A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT CHANGE ORDER WITH WESTERN ENGINEERING CONTRACTORS, INC. FOR THE GREEN VALLEY ROAD WIDENING PROJECT, PROJECT NO. PW0804 AND APPROPRIATION OF FUNDS**

**WHEREAS**, the City of Folsom desires to widen Green Valley Road to four travel lanes, with a painted median and Class 2 bicycle lanes from East Natoma Street in Folsom to Sophia Parkway in El Dorado County (Project); and

**WHEREAS**, the City Manager has been authorized to execute a Memorandum of Understanding (MOU) with El Dorado County for the Construction and Maintenance of the Project within El Dorado County; and

**WHEREAS**, the City has obtained a Temporary Construction Permit with the United States Bureau of Reclamation to construct the Project; and

**WHEREAS**, the City has obtained a five-year license with four, five-year extensions, as needed, from the United States Bureau of Reclamation to construct the Project; and

**WHEREAS**, the City will work with the Bureau of Reclamation to obtain a permanent easement from the United States of America upon completion of the Project; and

**WHEREAS**, Western Engineering Contractors, Inc. was awarded the Green Valley Road Widening Project by Resolution No. 10334 at the September 10, 2019 City Council meeting; and

**WHEREAS**, the Green Valley Road Widening required additional work in the form of Contract Change Orders and Contract Item Adjustments to complete the work; and

**WHEREAS**, there is available funding in the Transportation Improvement Fund (Fund 446); and

**WHEREAS**, and additional appropriation will be needed to cover the additional contract costs; and

**WHEREAS**, the agreement will be in a form acceptable to the City Attorney;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Folsom authorizes the City Manager to execute a contract change order with Western Engineering Contractors, Inc. as replacement contractor substituting Northern Pacific Corporation for the Green Valley Road Widening Project, Project No. PW0804, in the amount of \$180,000 for a total contract budget of \$6,288,820.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Finance Director is authorized to appropriate an additional \$180,000 to the Transportation Improvement Fund (Fund 446) in the Green Valley Road Widening Project for a total project budget of \$7,475,519.

**PASSED AND ADOPTED** this 22<sup>nd</sup> day of September 2020, by the following roll-call vote:

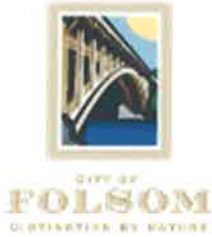
**AYES:** Council Member(s):  
**NOES:** Council Member(s):  
**ABSENT:** Council Member(s):  
**ABSTAIN:** Council Member(s):

\_\_\_\_\_  
Sarah Aquino, MAYOR

ATTEST:

\_\_\_\_\_  
Christa Freemantle, CITY CLERK

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# Folsom City Council Staff Report



<b>MEETING DATE:</b>	9/22/2020
<b>AGENDA SECTION:</b>	Consent Calendar
<b>SUBJECT:</b>	Resolution No. 10530 - A Resolution Authorizing the City Manager to Execute a Construction Agreement with Sierra National Construction, Inc. for the Folsom Amphitheater Shade Structure Project, Project No. RD1101, and Appropriation of Funds
<b>FROM:</b>	Public Works Department

### RECOMMENDATION / CITY COUNCIL ACTION

The Public Works Department recommends that the City Council pass and adopt Resolution No. 10530 - A Resolution Authorizing the City Manager to Execute a Construction Agreement with Sierra National Construction, Inc. for the Folsom Amphitheater Shade Structure Project, Project No. RD1101, and Appropriation of Funds.

### BACKGROUND / ISSUE

The Folsom Amphitheater, located within the Historic District Plaza, is an outdoor performance facility that is used to host concerts, plays, ceremonies and various other events that enhance the Historic District experience for Folsom residents and guests.

In an effort to increase facility bookings and provide additional entertainment options during the warmest parts of the day, a shade structure is being proposed to shade the amphitheater seating area, as well as shade for the entertainers on stage.

The shade structure will be constructed of black metal poles and black shade cloth material to coordinate with the existing black metal infrastructure in the Historic District Plaza. The top shade cloths, four in all, will be able to be pulled back manually for sun exposure during the colder months. In addition, motorized retractable shades will be installed on the north-west side of the amphitheater to block the low horizon afternoon sunset.

Project coordination has occurred between the City of Folsom, the Folsom Historic District Association (FHDA) and various Historic District stakeholders, with all parties in agreement to proceed with the selected option. One of the critical topics of discussion during this coordination was to minimize obstructions from the patio of the newly constructed Roundhouse Building that houses Willamette Wineworks and Scott’s Seafood. The developer of that property has given their approval of the selected option.

**POLICY / RULE**

Section 2.36.080, Award of Contracts of the Folsom Municipal Code states, in part, that contracts for supplies, equipment, services and construction with an estimated value of \$62,014 or greater shall be awarded by City Council.

**ANALYSIS**

Public Works staff compiled the bid package and the project was publicly advertised on July 21, 2020. Bids were received on August 12, 2020, with Sierra National Construction, Inc. being the lowest responsive bidder.

The Engineer’s Estimate for this Project was \$120,000. Public Works staff recommends that a contract be awarded to the low-bidder, Sierra National Construction, Inc. Staff will use the City’s standard Construction Agreement in a form acceptable to the City Attorney.

<b>Contractor</b>	<b>Total Bid</b>
Sierra National Construction, Inc.	\$125,969
Central Valley Engineering & Asphalt, Inc.	\$128,515
Pro Builders	\$298,000

**FINANCIAL IMPACT**

The FHDA applied for, and was successfully awarded a SMUD Shine grant in the amount of \$30,000 for this project. The SMUD Shine grant requires that the FHDA contribute matching funds in the amount of \$30,000, which they have raised and are prepared to contribute. The goal of the SMUD Shine grant is to build community alliances, enhance neighborhoods and support community-based non-profit partners. All requirements of the SMUD Shine grant will be the responsibility of the FHDA.

To proceed with construction of this project, the City will need to contribute the remaining funds in the amount of \$78,566. City staff will manage the construction administration of the project.

The contract with Sierra National Construction, Inc. would be authorized for \$125,969, with the project budgeted for a total of \$138,566, which will include a ten percent contingency amount of \$12,597 for potential Change Orders.

Staff is recommending funding for the project as shown in the table below:

<b>Funding Source</b>	<b>Amount</b>
Light Rail Impact (Fund 451)	\$ 22,170
Quimby (Fund 240)	\$ 28,198
General Fund (Fund 010)	\$ 28,198
SMUD Grant (appropriate to General Fund)	\$ 30,000
FHDA (appropriate to General Fund)	\$ 30,000
<b>Total</b>	<b>\$138,566</b>

Funds are available in the Light Rail Impact Fund (Fund 451), Quimby Fund (Fund 240) and the General Fund (Fund 010), however an additional appropriation will be required in each fund that will be from each funds reserve in the amounts shown above with the General Fund appropriation to include the remaining expense and the reimbursement.

**ENVIRONMENTAL REVIEW**

It has been determined that the Folsom Amphitheater Shade Structure Project is exempt from the California Environmental Quality Act (CEQA) based on the following Categorical Exemptions:

Section 15332 Class 32: Consists of projects characterized as in-fill development.

The project is not located in an environmentally sensitive area and would not result in potential impacts to the environment, including traffic, noise, air quality and water quality.

**ATTACHMENTS**

1. Resolution No. 10530 - A Resolution Authorizing the City Manager to Execute a Construction Agreement with Sierra National Construction, Inc. for the Folsom Amphitheater Shade Structure Project, Project No. RD1101, and Appropriation of Funds
2. Exhibit 1 – Shade Structure Rendering

Submitted,



\_\_\_\_\_  
Dave Nugen, PUBLIC WORKS DIRECTOR

# ATTACHMENT 1



**RESOLUTION NO. 10530****A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION AGREEMENT WITH SIERRA NATIONAL CONSTRUCTION, INC. FOR THE FOLSOM AMPHITHEATER SHADE STRUCTURE PROJECT, PROJECT NO. RD1101, AND APPROPRIATION OF FUNDS**

**WHEREAS**, the City of Folsom, in partnership with the Folsom Historic District Association, desires to install a shade structure at the Historic District Plaza Amphitheater; and

**WHEREAS**, the Folsom Historic District Association received a SMUD Shine Grant in the amount of \$30,000 to install a shade structure at the amphitheater; and

**WHEREAS**, the Folsom Historic District Association will provide matching funds in the amount of \$30,000 as required by the SMUD Shine grant; and

**WHEREAS**, the project design was coordinated with adjacent property stakeholders and the Folsom Historic District Association; and

**WHEREAS**, this Project was publicly advertised on July 21, 2020, and three bids were received on August 12, 2020, with Sierra National Construction, Inc. being the lowest responsive bidder; and

**WHEREAS**, sufficient funds are available in the amount of \$22,170 in the Light Rail Impact Fund (Fund 451), to be appropriated to the Folsom Amphitheater Shade Structure Project RD1101; and

**WHEREAS**, sufficient funds are available in the amount of \$28,198 in the Quimby Fund (Fund 240), to be appropriated to the Folsom Amphitheater Shade Structure Project RD1101; and

**WHEREAS**, sufficient funds are available in the amount of \$88,198 in the General Fund (Fund 010), to be appropriated to the Folsom Amphitheater Shade Structure Project RD1101; and

**WHEREAS**, the agreement will be in a form acceptable to the City Attorney:

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Folsom authorizes the City Manager to execute a construction agreement with Sierra National Construction, Inc. for the Folsom Amphitheater Shade Structure Project in the amount of \$125,969, with the project budgeted amount to include a ten percent contingency for a total not-to-exceed amount of \$138,566.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Finance Director is authorized to appropriate in Fiscal Year 2020-21 to the funds and in the amounts shown below from to the Folsom Amphitheater Shade Structure Project:

1. Appropriate to the Light Rail Impact Fund (Fund 451) \$22,170
2. Appropriate to the Quimby Fund (Fund 240) \$28,198
3. Appropriate to the General Fund (Fund 010) \$88,198 as expense and \$60,000

appropriated as reimbursement revenue.

**PASSED AND ADOPTED** this 22<sup>nd</sup> day of September 2020, by the following roll-call vote:

- AYES:** Council Member(s):
- NOES:** Council Member(s):
- ABSENT:** Council Member(s):
- ABSTAIN:** Council Member(s):

\_\_\_\_\_  
Sarah Aquino, MAYOR

ATTEST:

\_\_\_\_\_  
Christa Freemantle, CITY CLERK

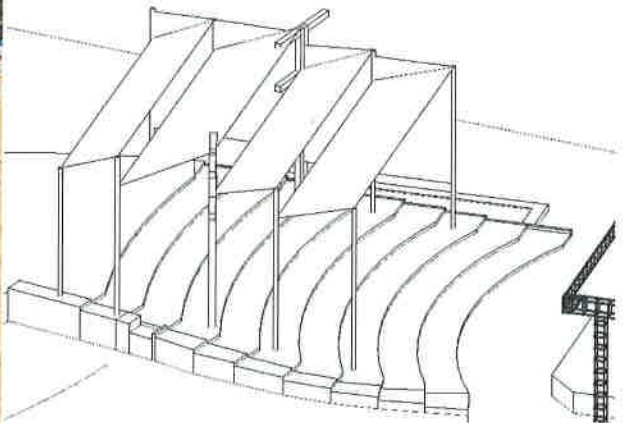
## Attachment 2

### Exhibit 1 – Shade Structure Rendering

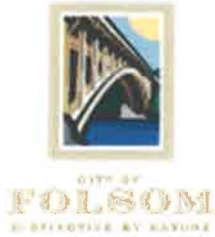
CITY OF FOLSOM  
FOLSOM HISTORIC DISTRICT AMPHITHEATER  
ROUNDHOUSE BUILDING PATIO VIEW  
LAYOUT 2B (PROPOSED)



VIEW FROM ROUNDHOUSE PATIO



SHADE MODEL



# Folsom City Council Staff Report

<b>MEETING DATE:</b>	9/22/2020
<b>AGENDA SECTION:</b>	New Business
<b>SUBJECT:</b>	Resolution No. 10531 - A Resolution of the City Council Declaring 300 Persifer Street as Surplus
<b>FROM:</b>	Community Development Department

### **RECOMMENDATION / CITY COUNCIL ACTION**

Adopt Resolution No. 10531 - A Resolution of the City Council Declaring 300 Persifer Street as Surplus

### **BACKGROUND / ISSUE**

The City of Folsom purchased the property located at 300 Persifer Street in 1961. The 0.91-acre site is located on the northeast corner of Persifer Street and Coloma Street as shown on the map below.



Since 1961, the property was developed and used as a Fire Station, City Hall Annex, City Library, then offices for the Army Corps of Engineers during construction of Folsom Lake Crossing. The building on the property was vacant between 2009 and 2017.

In January 2017, City Council approved the demolition of the building, along with land use changes (General Plan Amendment and Rezone) from Commercial to Single Family High Density for the 300 Persifer Street site. That action also modified the Historic District Subarea boundaries so that the entire site is now located in the Persifer-Dean Subarea.

City Council action on the land use changes for the property in 2017 also included direction to subdivide the property into five single-family residential parcels in keeping with the previous Theodore Judah historic lotting pattern. City Council discussions reflected a desire for individual sale of the parcels for single-family housing development in keeping with the predominant residential development pattern along that block of Persifer and in keeping with the Historic District Development and Design Guidelines.

City Staff has been evaluating ways that this property could create new housing opportunities to help meet our current affordable housing needs while honoring the residential lotting and development patterns of the area. Given new Accessory Dwelling Unit Laws and the fact that this property includes alley access, each of the five lots could accommodate a single-family dwelling unit and a smaller secondary or accessory dwelling unit along the alley. As such, staff is recommending that this property be designated as surplus with the requirement to provide at least one affordable for-sale single family dwelling unit on each of five parcels.

### **POLICY / RULE**

Effective January 1, 2020, the Surplus Land Act (AB1486) was amended to address California's shortage of affordable housing. It requires agencies to take formal action in a regular public meeting to declare land surplus. The declaration must be supported by written findings and may not allow for deal terms that would reduce or disallow residential use of property. Local agencies must also notify housing sponsors registered with the State Department of Housing and Community Development of the surplus land availability once the surplus declaration is made. The State then has 30 days to review the materials and process to ensure compliance with written findings and noticing requirements before the City can sell, lease, or otherwise dispose of the property.

### **ANALYSIS**

The City is currently updating our Housing Element consistent with the State mandated cycle and process for the next eight-year planning period (2021 – 2029). One of the key challenges the City faces with this current update is accommodating Folsom's share of the lower-income Regional Housing Needs Allocation (RHNA) determined by the Sacramento Area Council of Governments (SACOG). The City's RHNA obligation for this cycle is 6,363 housing units, of which 3,567 units are to be affordable to very low-income and low-income households (collectively referred to as the "lower-income" RHNA).

A core assumption of the Housing Element is that the higher the allowed density in the zoning, the more feasible it is to accommodate affordable housing. In Folsom, the vast majority of

housing affordable to lower income households has been planned and developed in the form of higher density multifamily rental housing with funding subsidies from a variety of funding sources. Because of higher land values and home costs in Folsom, the number of affordable for sale homes in the City is very limited. This City owned property at 300 Persifer provides a unique opportunity to partner with an affordable housing builder or non-profit to create at least five for sale single-family units affordable to lower income households with the potential to develop an additional affordable accessory dwelling unit or second dwelling on each lot consistent with the land use and zoning requirements of the site.

Per City Council direction in 2017, staff has prepared a map exhibit showing the planned subdivision of the 0.91-acre property into five lots in keeping with the historic Theodore Judah lotting pattern (Attachment 1). Individual lots are 7,000 square feet in size with a 50-foot width and 140-foot depth. Each lot would have direct access to Persifer and the adjoining alley with a new Emergency Vehicle Access road created between the single-family lots and the adjoining property to the east.

Resolution No. 10531 has been prepared to declare 300 Persifer surplus in keeping with previous City Council action in 2017, State laws regarding surplus land, and in support of the City’s housing needs (See Attachment 2). If City Council adopts the Resolution, staff will notify housing sponsors registered with the State of the land availability with Council directives (written findings) about future development of the site for single family for sale affordable housing. Any interested parties may then contact the City to request information or enter into negotiations. City Council will have final approval of land sale, lease or disposal for the 300 Persifer Street property.

**FINANCIAL IMPACT**

There is no financial impact associated with the declaration of surplus land. Any future negotiations regarding the sale, lease or disposal of the property will come back to the City Council for action.

**ENVIRONMENTAL REVIEW**

The declaration of surplus land is not considered a project and is therefore exempt from California Environmental Quality Act (CEQA).

**ATTACHMENTS**

- 1. Resolution No. 10531 - A Resolution of the City Council Declaring 300 Persifer Street as Surplus
- 2. Map Exhibit for 300 Persifer Street

Submitted,



Pam Johns  
Community Development Director

## **Attachment 1**

### **Resolution No. 10531 - A Resolution of the City Council Declaring 300 Persifer Street as Surplus**



**RESOLUTION NO. 10531****A RESOLUTION OF THE CITY COUNCIL DECLARING  
300 PERSIFER STREET AS SURPLUS**

**WHEREAS**, the City of Folsom owns 0.91-acres of vacant land located at 300 Persifer Street (Assessors Parcel Number 070-0172-048); and

**WHEREAS**, the City of Folsom purchased the property in 1961 and developed the site for a variety of municipal uses (Fire Station, City Hall Annex, City Library), then demolished the building in 2017; and

**WHEREAS**, in 2017, the City Council determined that the land was no longer needed for municipal purposes and changed the land use designation of the property to Single Family High Density (SFHD) General Plan designation with Single Family Residential, Small Lot (R-1-M) zoning, as also modified Historic District Subarea boundaries to include 300 Persifer in the Persifer-Dean Subarea; and

**WHEREAS**, in January 2017, City Council directed the subdivision of the 0.91-acre site at 300 Persifer into five individual parcels in keeping with the previous Theodore Judah historic lotting pattern with 7,000 square foot lots that are 50 feet wide and 140 feet deep for development of single family homes in keeping with the predominant development pattern along that block of Persifer; and

**WHEREAS**, the City of Folsom has identified challenges in meeting our share of the Regional Housing Needs Allocation (RHNA) for lower income households in both past and current Housing Element cycles; and

**WHEREAS**, the property at 300 Persifer creates a unique opportunity to partner with an affordable housing builder or non-profit to provide for sale housing affordable to lower income households; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Folsom declares 300 Persifer surplus land with the following findings:

1. The land will be subdivided into five individual residential lots in keeping with the historic Theodore Judah lotting pattern each with 7,000 square foot lot size, 50-foot lot width, and 140-foot lot depth; and
2. The land will be transferred for the purpose of at creating at least one for sale affordable housing unit on each of the five lots with consideration for a smaller secondary or accessory dwelling unit along the adjoining alley consistent with local zoning and State housing laws; and
3. Consistent with the Surplus Land Act, the City will notify housing sponsors registered with the State Department of Housing and Community Development of the surplus land availability; and

4. The City will submit relevant materials and process to the State Department of Housing and Community Development to determine compliance with the requirements of the Surplus Land Act.

**PASSED AND ADOPTED** this 22<sup>nd</sup> day of September 2020, by the following roll-call vote:

**AYES:** Council Member(s):  
**NOES:** Council Member(s):  
**ABSENT:** Council Member(s):  
**ABSTAIN:** Council Member(s):

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Sarah Aquino, MAYOR

ATTEST:

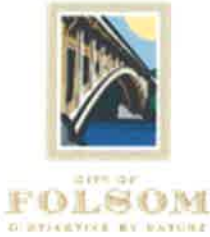
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Christa Freemantle, CITY CLERK

## **Attachment 2**

### **Map Exhibit for 300 Persifer Street**





## Folsom City Council Staff Report

<b>MEETING DATE:</b>	9/22/2020
<b>AGENDA SECTION:</b>	New Business
<b>SUBJECT:</b>	Ordinance No. 1308 – An Ordinance of the City of Folsom Repealing and Re-enacting Chapter 2.30 of the Folsom Municipal Code Pertaining to the Establishment and Maintenance of the City Merit System and Personnel Policies, Rules, and Regulations (Introduction and First Reading)
<b>FROM:</b>	City Manager's Office and Human Resources Department

### **RECOMMENDATION / CITY COUNCIL ACTION**

The Human Resources Director recommends that the City Council introduce Ordinance No. 1308 - An Ordinance of the City of Folsom Repealing and Re-enacting Chapter 2.30 of the Folsom Municipal Code Pertaining to the Establishment and Maintenance of the City Merit System and Personnel Policies, Rules, and Regulations.

### **BACKGROUND / ISSUE**

Chapter 2.30 of the Municipal Code was initially adopted by the City Council in 1983 and most recently amended in 1995. The existing provisions do not clearly state the principals of the City Personnel Policies, Rules, and Regulations, restrict the administrative actions, and do not reflect actual practice.

### **POLICY / RULE**

Section 4.04 of the City Charter requires the City Council to provide, by ordinance, for the establishment, regulation, and maintenance of a merit system governing personnel policies.

## **ANALYSIS / FINANCIAL IMPACT**

The proposed Ordinance will repeal existing Chapter 2.30 of the Folsom Municipal Code and re-enact Chapter 2.30 in its entirety.

The following changes are being proposed:

Section 2.30.010 is entirely new and spells out the principles of the City merit system and Personnel Policies, Rules, and Regulations. While many of these principles are spelled out in other documents, they have not been consolidated and presented as guiding principles. The current Ordinance 2.30.040 lists merit system requirements but does not list the principles.

Section 2.30.020(A) fulfills the City Council's Charter responsibility to provide for the establishment, regulation, and maintenance of the City's merit system by instructing the City Manager to prepare and maintain a system of Personnel Policies, Rules, and Regulations.

Section 2.30.020(B) replaces the existing section 2.30.020 and calls for the City Manager to amend the Personnel Policies, Rules and Regulations. Currently amendments are done by resolution of the City Council.

Section 2.30.020(C) instructs the Director of Human Resources to propose to the City Manager amendments to or new provisions of the Personnel Policies, Rules, and Procedures when it will be in the best interest of the City. This is currently expressed in Section 2.30.040(Q) of the current Ordinance.

Section 2.30.020(D) replaces the existing section 2.30.030 and spells out the requirements for meeting with labor unions when changes are made that affect their members. There is no substantial change to this provision.

Section 2.30.030(A) gives the City Manager the exclusive authority to manage City employment and personnel matters.

Section 2.30.030(B) permits the City Manager to hire a Director of Human Resources who shall oversee and assure the proper administration of the Personnel Policies, Rules, and Regulations. This is currently provided for in 2.30.015 of the existing Ordinance.

Section 2.30.040 states that the Personnel Policies, Rules, and Regulations apply, in whole or in part, to all persons employed by the City in a classified or unclassified position. Attachment 4 spells out in detail the classified and unclassified definitions. The main exception is that they are not intended to supersede any provision of an existing collective bargaining agreement. This is covered under section 2.30.030 of the existing Ordinance. The new Section 2.30.040 also designates certain positions as exempt and at-will employees and is the same as are listed in Section 2.30.080 of the existing Ordinance and Section 1.01.030 of the existing Personnel Rules and Regulations.

Section 2.30.050 allows Department Directors to propose, to the City Manager, personnel policies, rules, and regulations that are unique to their operational requirements. Such policies, rules and regulations must be approved by the City Manager. This is currently provided for in Section 1.01.070 of the existing Personnel Rules and Regulations.

Section 2.30.060 provides a list of those topics which should be included in the Personnel Policies, Rules, and Regulations. The list is not limited to those mentioned and reflects the current list of elements specified in Section 2.30.040 of the existing Ordinance.

Section 2.30.070 is an updated list of required records and reports that must be maintained as part of the Personnel system.

Section 2.30.080 is an outline of the elements included in Department Director employment Agreements. This provision reflects the current list specified in Section 2.30.070 of the existing Ordinance.

Section 2.30.090 presents the restrictions on the City Council in regards to personnel matters. This reflects the current restrictions specified in Section 2.30.060 of the existing Ordinance and Sections 2.07B and 2.07C of the City Charter.

### **ATTACHMENTS**

1. Ordinance No. 1308 - An Ordinance of the City of Folsom Repealing and Re-enacting Chapter 2.30 of the Folsom Municipal Code Pertaining to the Establishment and Maintenance of the City Merit System and Personnel Policies, Rules, and Regulations
2. Existing Chapter 2.30 of the Folsom Municipal Code
3. Sections 2.07B, 2.07C, 4.04A, and 4.04B of the Folsom City Charter
4. Classified and Unclassified Definitions

Submitted,

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James Francis,  
Asst. City Manager/ Director of Human Resources

## **ATTACHMENT 1**

**Ordinance No. 1308 - An Ordinance of the City of Folsom Repealing and Re-enacting Chapter 2.30 of the Folsom Municipal Code Pertaining to the Establishment and Maintenance of the City Merit System and Personnel Policies, Rules, and Regulations**



**ORDINANCE NO. 1308**

**AN ORDINANCE OF THE CITY OF FOLSOM  
REPEALING AND RE-ENACTING CHAPTER 2.30 OF THE FOLSOM MUNICIPAL  
CODE PERTAINING TO THE ESTABLISHMENT AND MAINTENANCE OF THE  
CITY MERIT SYSTEM AND PERSONNEL POLICIES, RULES, AND REGULATIONS**

The City Council of the City of Folsom hereby does ordain as follows:

**SECTION 1 PURPOSE**

The purpose of this ordinance is to specify the principles that guide the City merit system and the Personnel Policies, Rules, and Regulations. In addition, it will provide for the establishment, amendment, and administration of the City merit system and Personnel Policies, Rules, and Regulations by the City Manager.

**SECTION 2 REPEAL AND RE-ENACTMENT TO CODE**

Chapter 2.30 of the Folsom Municipal Code is hereby repealed and re-enacted to read as follows:

**CHAPTER 2.30  
MERIT SYSTEM OF PERSONNEL ADMINISTRATION**

Sections:

- 2.30.010 Principles of the City Merit System
- 2.30.020 Adoption and Amendment of Personnel Policies, Rules and Regulations
- 2.30.030 Personnel Administration
- 2.30.040 Application of Personnel Policies, Rules, and Regulations
- 2.30.050 Department Rules
- 2.30.060 Personnel Policies, Rules, and Regulations
- 2.30.070 Records and Reports
- 2.30.080 Department Head Employment Agreements
- 2.30.090 City Council Restrictions in Personnel Matters

**2.30.010 PRINCIPLES OF THE CITY MERIT SYSTEM**

In establishing, regulating, and maintaining the City merit system and the Personnel Policies, Rules, and Regulations, it is the policy of the City of Folsom to:

1. Provide equal employment opportunity (EEO) to all employees or applicants without regard to illegal discriminatory characteristics in accordance with applicable federal, state, and local laws. Nondiscrimination principles shall apply to all aspects of the employment relationship, including, but not limited to, hiring, discipline, termination, promotions, transfers, reductions in force, compensation, benefits, and training.

2. Comply with all applicable federal, state, and local employment laws relating to the administration of a comprehensive personnel program.
3. Ensure that all persons at the workplace and /or involved in City operations have a work environment free of harassment, discrimination, abusive conduct, hostile work environment, and retaliation, including discrimination or harassment based on any legally protected class in accordance with all applicable federal, state, and local laws.
4. Prohibit any employee of the City to act in any way to undermine a person's work performance or create an abusive, intimidating, hostile or otherwise offensive work environment.
5. Provide a system for addressing personnel matters that balances the needs of employees and the interests of the city.
6. Establish and maintain positive employee and labor relations.
7. Maintain open, publicly posted, and competitive recruitment and selection processes.
8. Employ the best qualified persons available and ensure that the tenure of every City employee will be based on compliance with laws, rules, and regulations (including City Personnel Policies, Rules, and Regulations) as well as satisfactory work performance.
9. Ensure that promotions will be made based on required knowledge, skills, abilities and other measures of fitness; that poor performance, incompetence, and inappropriate behavior will not be acceptable; and that no permanent employee will be subject to suspension, demotion, dismissal or other disciplinary action without complying with the applicable process set forth in the City Personnel Policies, Rules, and Regulations or the collective bargaining agreement.
10. Ensure that employees of the City of Folsom will be informed of their duties and responsibilities; that they will be provided with administrative and supervisory direction, and that they will be informed by their supervisor through periodic evaluation of the adequacy of their performance.
11. Prohibit any employee, contractor, or other agent of the City to engage in any type of illegal discriminatory conduct.

### **2.30.020 ADOPTION AND AMENDMENT OF PERSONNEL POLICIES, RULES, AND REGULATIONS**

- A. Pursuant to Section 4.04, as limited by 2.07(B) and 2.07(C) of the Folsom City Charter, and as further limited in implementation by the Meyers-Milias Brown Act of the state of California, the City Manager is instructed and authorized to prepare and maintain a comprehensive system of Personnel Policies, Rules, and Regulations following the principles set out in this chapter.
- B. The Personnel Policies, Rules, and Regulations shall be adopted and/or amended by the City Manager. The City's current Personnel Policies, Rules, and Regulations existing at the adoption of this Ordinance shall continue to have full force and effect until amended by the City Manager.

- C. The Director of Human Resources may propose to the City Manager, adopting new or amending existing Personnel Policies, Rules, and Regulations whenever the Director believes it will be in the best interest of the City.
- D. Prior to adoption, the City Manager shall cause notice to be given to the appropriate employee labor organizations, if such amendments apply to employees covered by those labor organizations and are mandatory subjects of bargaining and the City Manager will consider comments submitted by employee organization representatives prior to final adoption.
- E. Upon adoption or amendment, the adopted or revised Personnel Policies, Rules, and Regulations shall be distributed to affected employee organizations or employees and made available to any City employee requesting a copy.

### **2.30.030 PERSONNEL ADMINISTRATION**

- A. The City Manager is responsible for the overall administration of the City Personnel System, and shall appoint, remove, dismiss, promote or discipline all employees of the City, shall transfer employees between departments and organizational components of the City, and order investigation of any employment or work-related complaint from or involving any City employee, and to assure the integrity of the City merit system of employment.
- B. The City Manager shall appoint a Director of Human Resources to oversee and assure the proper administration of the personnel ordinance, Personnel Policies, Rules, and Regulations, and the City personnel merit system in all its aspects, and to administer all employee benefits, serve as the city labor relations officer for purposes of meeting and conferring with employees and their representatives, and further serve as the official upon or with whom all notices, requests for hearings, complaints and other official documents relative to City employee matters or affecting city employee shall be served or filed, and to perform such additional duties as the City Manager shall assign. The Director of Human Resources shall serve at the pleasure of the City Manager under the terms of an employment agreement.

### **2.30.040 APPLICATION OF PERSONNEL POLICIES, RULES, AND REGULATIONS**

- A. The provisions of the Personnel Policies, Rules and Regulations shall apply, in whole or in part, to all persons employed as classified employees or unclassified employees of the City. This includes the categories of Unclassified Non-Employees, Unclassified Employees – Contract, Unclassified Employees, and Classified Employees.

- B. The Personnel Policies, Rules and Regulations are not intended to supersede any provisions of an existing collective bargaining agreement. If a provision of the Personnel Policies, Rules, and Regulations is directly covered by a provision of a collective bargaining agreement, the collective bargaining agreement shall prevail and the parallel provisions in the Personnel Policies, Rules, and Regulations shall not apply to the affected unit. This pertains to recognized bargaining units who represent and negotiate for all employee classifications within their unit.
- C. The following employees shall be designated as exempt from the classification plan, the rules pertaining to recruitment and selection, and as specified in the policies, rules, and regulations: the City Manager, the assistant city manager, the city attorney, all department heads, any confidential administrative assistants to the city manager or city attorney, and such other positions as designated by the City Manager after concurrence by the city council. These employees shall be employed at the discretion and will of the City Manager and the City Manager shall determine all terms, benefits, and conditions of employment.
- D. An employee designated as exempt from the classification plan shall be ineligible for any classified position in the City for a period of 1 year after the termination of any contract of employment.

#### **2.30.050 DEPARTMENT RULES**

- A. The separate department directors of the City may propose to the City Manager, any policies, rules, and regulations needed to improve the performance of their department responsibilities due to their unique operational requirements. Such policies, rules and regulations shall be in accordance with the principles set out in this Ordinance.
- B. Departmental personnel policies, rules, and regulations shall be reviewed and commented on by the Director of Human Resources and shall be approved by the City Manager prior to implementation or revision.
- C. Departmental personnel policies, rules, and regulations shall be adopted and/or amended in accordance with Section 2.30.020.

#### **2.30.060 PERSONNEL POLICIES, RULES, AND REGULATIONS**

The City merit system of personnel administration, as set out in detail in the Personnel Policies, Rules, and Regulations shall address, but not be limited to, the following areas and be guided by the principles set out in this Ordinance:

- A. Recruitment, Testing, and Certification
- B. Selection, Appointments, and Probationary Periods
- C. Classification and Pay

- D. Performance Evaluation and Merit Increases
- E. Training and Development
- F. Discipline, Grievances, and Appeals
- G. Hours and Working Conditions
- H. Employee Conduct
- I. Leaves and Holidays
- J. Downsizing
- K. Employee Relations
- L. Benefits Administration

### **2.30.070 RECORDS AND REPORTS**

- A. The Director of Human Resources shall be responsible for producing the forms required to comply with the Personnel Policies, Rules, and Regulations, and
- B. The Director of Human Resources shall be responsible for maintaining the official file of personnel records relating to each employee in City service as required by law. These files shall contain information as required by law or as deemed appropriate by the Director of Human Resources.
- C. The department directors of the City are responsible for sending all records and reports that are to be kept in an employee personnel file to the Department of Human Resources.
- D. The Director of Human Resources shall compile and file reports as are required.
- E. All medical information regarding City employees shall be maintained in separate files and stored securely. Medical records shall not be placed in an employee's personnel file.
- F. All workers compensation information regarding City employees shall be maintained in separate files and stored securely. Workers compensation records shall not be placed in an employee's personnel file.
- G. All I-9 forms shall be maintained in separate files and stored securely. I-9 forms shall not be placed in an employee's personnel file.
- H. Employees may, upon reasonable advance notice to the Human Resources Department, inspect records pertaining to their own employment at any reasonable time during normal business hours.

### **2.30.080 DEPARTMENT HEAD EMPLOYMENT AGREEMENTS**

Department heads and assistants to the City Manager and the City Attorney shall be appointed to their positions by means of an employment agreement, pursuant to the provisions of City Charter Section 4.01(C), which employment agreements mandatorily shall address and encompass the following matters:

- A. Terms and conditions of employment;
- B. Compensation, including pay and benefits;
- C. Goals and objectives to be met, and the measurement of achievement of such goals and objectives;
- D. A requirement of and a procedure, including specific time intervals, for the periodic and regular evaluation of employee performance;
- E. Job obligations;
- F. Provisions of termination;
- G. No such employment agreement afforded by the City Manager to a department head or assistant to the City Manager or the City Attorney is intended to be in excess of 4 years, however, such agreement may be amended or extended at the discretion of the City Manager.

### **2.30.090 CITY COUNCIL RESTRICTIONS IN PERSONNEL MATTERS**

Neither the City Council nor any of its members shall in any manner control, demand, or interfere with the City personnel system in any manner, including:

- A. No interference in or request regarding the appointment, discipline or release of any City department head or employee;
- B. No issuance of any direct order to any City employee, either publicly or privately;
- C. But the City Council shall have the authority to express its views and fully and freely discuss with the City Manager anything pertaining to the appointment and release of city department heads and employees, or the adoption of any personnel policy, rule, or regulation.

## **SECTION 3 SCOPE**

Except as set forth in this Ordinance, all other provisions of the Folsom Municipal Code shall remain in full force and effect.

## **SECTION 4 SEVERABILITY**

If any section, subsections, clause, phrase, or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and

each section, subsection, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, clauses, phrases or portions be declared invalid or unconstitutional.

**SECTION 5 EFFECTIVE DATE**

This Ordinance shall become effective thirty (30) days from and after its passage and adoption. In lieu of publication of the full text of the Ordinance within twenty (20) days after its passage, a summary of the Ordinance may be published at least five (5) days prior to and fifteen (15) days after adoption by the City Council and a certified copy shall be posted in the office of the City Clerk, pursuant to Government Code section 36933(c)(1).

This Ordinance was introduced, and the title thereof read at the regular meeting of the City Council on September 22, 2020 and the second reading occurred at the regular meeting of the City Council on October 13, 2020.

On a motion by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, the foregoing Ordinance was passed and adopted by the City Council of the City of Folsom, State of California, this \_\_\_\_ day of \_\_\_\_\_, 2020 by the following vote, to wit:

- AYES:** Council Member(s)
- NOES:** Council Member(s)
- ABSENT:** Council Member(s)
- ABSTAIN:** Council Member(s)

\_\_\_\_\_  
Sarah Aquino, MAYOR

ATTEST:

\_\_\_\_\_  
Christa Freemantle, CITY CLERK

## **ATTACHMENT 2**

### **Existing Chapter 2.30 of the Folsom Municipal Code**



## Attachment 2

## Chapter 2.30

# MERIT SYSTEM OF PERSONNEL ADMINISTRATION

Sections:

- [2.30.010 Basis of personnel system.](#)
- [2.30.015 Department of personnel administration.](#)
- [2.30.020 Adoption and amendment of personnel rules.](#)
- [2.30.030 Meet and confer required.](#)
- [2.30.040 City merit system requirements.](#)
- [2.30.050 System of employee selection and appointment.](#)
- [2.30.060 Restriction on city council in personnel matters.](#)
- [2.30.070 Department head employment agreements.](#)
- [2.30.080 Employees exempt from classification.](#)

### 2.30.010 Basis of personnel system.

Pursuant to Section 4.04, as limited by 2.07(B) of the Folsom City Charter, and as further limited in implementation by the Meyers-Milias-Brown Act of the state of California, the city manager is instructed and authorized to prepare and present to the city council for its consideration and adoption a comprehensive system of personnel administration following the principles set out in this chapter. (Ord. 697 § 2 (part), 1990)

### 2.30.015 Department of personnel administration.

The city manager shall appoint a personnel director who shall serve at the pleasure of the city manager under the terms of an employment agreement. The personnel director shall direct the administrative work of the personnel department and shall be responsible for the following duties and responsibilities:

- A. Oversee and assure the proper administration of the personnel ordinance, personnel rules and regulations, and the city personnel merit system in all its aspects and in all respects;
- B. Maintain all personnel records, and certify to the finance director that all payments made to all employees are for work performed at the proper level of compensation, is earned, and is paid in a timely manner with the proper level of employee benefits included;
- C. Establish and maintain a roster of officers and employees of the city and, in conjunction and cooperation with the finance director, assure that all officers and employees are compensated properly and are provided with all employee benefits to which each is entitled;
- D. Be the official upon or with whom all notices, requests for hearings, complaints and other official documents relative to city employee matters or affecting city employees shall be served or filed;
- E. Serve as the city labor relations officer for purposes of meeting and conferring with employees and their representatives, as required by state law;
- F. Assure the integrity of the city merit system of employment;
- G. Perform such additional duties as the city manager shall assign. (Ord. 697 § 2 (part), 1990)

### **2.30.020 Adoption and amendment of personnel rules.**

The personnel rules which set in detail the system of city personnel administration shall be adopted by the city council by resolution. Amendments and revisions to the personnel rules shall be processed as provided in the personnel rules. (Ord. 697 § 2 (part), 1990)

### **2.30.030 Meet and confer required.**

During development of the city personnel rules, as considered appropriate by the city manager, and prior to submission to the city council for its consideration and adoption, the city manager shall cause the city personnel rules to be subjected to the meet and confer process with duly selected representatives of city employee organizations, as required by California law. (Ord. 697 § 2 (part), 1990)

### **2.30.040 City merit system requirements.**

The city merit system of personnel administration, as set out in detail in the personnel rules, shall include the specific procedures governing the following elements of the personnel program:

- A. Preparation, installation, revision and maintenance of a position classification plan covering all positions in the career service, including employment standards and qualifications for each job classification;
- B. Preparation, revision and administration of a plan of compensation directly related with the position classification plan;
- C. Public announcement of all vacancies and examinations;
- D. Acceptance of applications for employment;
- E. The use of examinations and the development of appropriate selection processes to determine the relative qualifications of employment applicants for appointment to or promotion in the career service;
- F. The establishment and use of employment lists containing the names of persons eligible for city appointment;
- G. The certification and appointment of persons from employment lists to fill vacancies in the career service;
- H. The establishment of a probationary period and evaluation of employees prior to attaining regular full- time status under the city's merit system;
- I. The making of provisional, temporary and emergency appointments;
- J. Transfer, promotion and demotion of employees within the career service;
- K. The resignation and reinstatement of employees;

- L. The separation of employees through layoffs, suspensions, dismissals, resignations and for incapacity to perform required duties;
- M. The establishment of provisions governing the accrual and use of various leaves such as sick leave, vacation, holidays and leave of absence;
- N. The establishment of grievance and appeal procedures which include provisions of hearing procedures on any appeal;
- O. The establishment of adequate personnel records and the certification of payrolls;
- P. Employee in-service training and professional development; and
- Q. Such other matters as the city council, city manager, personnel director and the meet and confer process determine to be desirable in a comprehensive and effective personnel program. (Ord. 697 § 2 (part), 1990)

### **2.30.050 System of employee selection and appointment.**

The personnel rules shall provide for a comprehensive and detailed process for the selection, appointment, discipline and dismissal of city employees, which system mandatorily shall include the following elements:

- A. An open, public posted, and competitive employee selection process utilizing, where and when feasible, validated examinations at entry level, and objective evaluation process for all other classifications of city employment;
- B. Delegation by the city manager of appointment, discipline and dismissal of all employees except for department heads, assistants to the city manager, and the secretary to the city manager, to the several department heads, provided:
  1. Such delegation shall apply only to positions in the department assigned to the department head to which such authority has been delegated,
  2. The city manager shall approve, and may, in his/her discretion, modify or disapprove all recommendations for employee appointment, discipline or dismissal. (Ord. 697 § 2 (part), 1990)

### **2.30.060 Restriction on city council in personnel matters.**

Neither the city council as a whole, nor the mayor, nor any individual member of the city council may interfere with the city personnel system in any manner, including:

- A. No interference in or request regarding the appointment, discipline or release of any city department head or employee;
- B. No issuance of any direct order to any city employee, either publicly or privately;

C. But the city council shall have the absolute authority to express its views and fully and freely discuss with the city manager anything pertaining to the appointment and release of city department heads and employees. (Ord. 697 § 2 (part), 1990)

### **2.30.070 Department head employment agreements.**

Department heads and assistants to the city manager shall be appointed to their positions by means of an employment agreement, pursuant to the provisions of City Charter Section 4.01(C), which employment agreements mandatorily shall address and encompass the following matters:

- A. Terms and conditions of employment;
- B. Compensation, including pay and benefits;
- C. Goals and objectives to be met, and the measurement of achievement of such goals and objectives;
- D. A requirement of and a procedure, including specific time intervals, for the periodic and regular evaluation of employee performance;
- E. Job obligations;
- F. Provisions of termination;
- G. No such employment agreement afforded by the city manager to a department head or assistant to the city manager shall be for a term in excess of 4 years. (Ord. 697 § 2 (part), 1990)

### **2.30.080 Employees exempt from classification.**

The following employees shall be designated as exempt from the classification plan and rules pertaining to classified employees as established in the city's personnel rules and regulations: the city manager, the assistant city manager, the city attorney, all department heads, any confidential administrative assistants to the city manager and such other positions designated by the city manager after concurrence by the city council. Those employees shall be employed at the discretion and will of the city manager, and the city manager shall determine all terms, benefits and conditions of employment. An employee designated as exempt from the classification plan shall be ineligible for any classified position in the city for a period of 1 year after the termination of any contract of employment. (Ord. 836 § 2, 1995)

## **ATTACHMENT 3**

### **Sections 2.07B, 2.07C, 4.04A, and 4.04B of the Folsom City Charter**

## ATTACHMENT 3

### SECTIONS 2.07B, 2.07C, 4.04A, and 4.04B OF THE FOLSOM CITY CHARTER

#### SECTION 2.07 PROHIBITIONS ON CITY COUNCIL:

B. Neither the Council nor any of its members shall in any manner control or demand the appointment or removal of any City department head or employee whom the City Manager or any subordinate of the City Manager is empowered to appoint. But the Council may express its views and fully and freely discuss with the City Manager anything pertaining to appointment and removal of such department heads and employees.

C. Neither the Mayor nor any Councilmember shall interfere with the execution of the powers and duties of the City Manager. Except for purposes of inquiry, the Mayor and Councilmembers shall deal with the administrative service solely through the City Manager and neither the Mayor nor any Councilmember shall give orders to any subordinate of the City Manager, either publicly or privately.

#### SECTION 4.04 PERSONNEL SYSTEM

The City Council shall provide by ordinance for the establishment, regulation and maintenance of a merit system governing personnel policies necessary to effective administration of the employees of the City's departments and offices.

- A. Merit System Components: Such merit system of personnel administration shall include, but not be limited to classification and pay plans, selection processes, force reduction, working conditions, provisional and exempt appointments, discipline and dismissal, in-service training, grievances, relationships with employee organizations, regular and periodic employee performance evaluations, and incentive plans.
- B. Employee Selection. The merit system shall provide for open, publicly posted, and competitive employee selection processes utilizing, where and when feasible, validated examinations at entry level and objective evaluative processes for all other classifications.

## **ATTACHMENT 4**

### **Classified and Unclassified Definitions**

## ATTACHMENT 4

### CLASSIFIED AND UNCLASSIFIED DEFINITIONS

#### **A. Unclassified Non-Employees**

- 1) Elected officials (City Council) and appointed public members of boards, commissions, and committees.
- 2) Persons engaged under contract to supply expert technical, professional or any other service authorized by the City Council.
- 3) Volunteers.

#### **B. Unclassified Employees – Contract**

- 1) The City Manager, City Attorney, all department heads, Administrative Support Specialist, Assistant City Manager, Assistant City Attorney, Legal Secretary, and Legal Analyst.
- 2) Unclassified Employees – Contract shall be employed, rewarded, disciplined, or discharged at the discretion and will of the City Manager and the City Manager shall determine the wages, hours, and conditions of employment for the Unclassified Employees – Contract.

#### **C. Unclassified Employees**

- 1) Reserve, temporary, seasonal, provisional, and other employees who are not regularly employed in permanent positions or designated to be in classified service.
- 2) Probationary employees holding positions in the classified service.
- 3) Emergency employees who are hired to meet the immediate requirements of an emergency condition which threatens life, property, or the delivery of vital services to residents of the community.

#### **D. Classified Employees**

- 1) Represented Employees. The personnel policies, rules, and regulations are not intended to supersede any provisions of an existing collective bargaining agreement. If any section of the policies, rules, and regulations is covered by a provision of a collective bargaining agreement, the collective bargaining agreement shall prevail and the parallel provisions in the policies, rules, and regulations shall not apply to the affected unit. This pertains to recognized bargaining units who represent and negotiate for all employee classifications within their unit.
- 2) Unrepresented Employees. All employees not represented by a labor organization and/or are classified as “confidential employees” as defined in the Meyers-Milias Brown Act.