

CITY OF WEED
BUDGET
FOR FISCAL YEARS
2023 - 2024

&

2024 - 2025



MAYOR
Ken Palfini

MAYOR PRO-TEM
Sue Tavalero

COUNCIL MEMBERS
Bob Hall
Mark Mazzoni
Darrell Parham

CITY MANAGER
Tim Rundel

FINANCE DIRECTOR
Anna Guzman

Adopted
June 8, 2023

CITY COUNCIL



Ken Palfini
Mayor



Sue Tavalero
Mayor Pro Tem



Bob Hall
Council Member



Mark Mazzoni
Council Member



Darrell Parham
Council Member

Executive Officers

Tim Rundel, City Manager
David Ruderman, City Attorney

Executive Team

Sandra Duchi, City Clerk
Justin Mayberry, Police Chief
Anna Guzman, Finance Director
Craig Sharp, Public Works Director
Steve Duncan, Fire Chief

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The annual budget sets forth the resources and appropriations for the fiscal year and provides the legal authority for expenditures and a means for control of city operations throughout the fiscal year. The City Charter requires that a budget for the fiscal year be adopted by June 30th of each year.

The budget is a financial plan that serves as a communication tool that encompasses the City's goals, direction and financial resources which shows how taxpayer dollars are being spent. The budget document:

- Determines the City programs and services being provided to the community
- Details expenditure requirements by City department and program
- Details the estimated revenues available to meet expenditure requirements

The annual budget demonstrates the City's accountability to its residents, businesses and the community-at-large.

BUDGET PROCESS

Operating Budget

The budget process provides departments the opportunity to justify departmental needs, to propose changes in services, and to recommend revisions in organizational structure and work methods. It also enables the City Manager to review these aspects and make appropriate recommendations to the City Council.

Each department then meets with the Finance Department and the City Manager to discuss their requests for the coming fiscal year. Subsequent to the meetings with the departments, the Finance Department works in conjunction with the other departments to implement budget balancing measures to establish the level of services to be rendered with the available resources.

Capital Improvement Program (CIP) Budget

The CIP budget is a planning tool that details planned capital projects for the current budget year and the next several years. Appropriations are only approved by City Council for the current fiscal year. The remaining fiscal years will be approved by City Council during later budgetary cycles. The CIP budget also includes a summary of unfunded projects which are crucial to identifying and planning for the future needs of the City.

The goal of the CIP is to effectively manage the City's physical assets by delivering capital projects that meet schedule, stay within budget, and minimize the impact to the public.

Preparation of Preliminary Budget and Budget Adoption

Once the budget numbers are finalized, the Finance Department prepares the Proposed Operating and Capital Budget document. The Finance Department incorporates any changes requested by City Council in a revised Proposed Operating and Capital Budget which is presented to City Council for adoption in June.



BASIS OF BUDGETING

The modified accrual basis of accounting is used by all General, Special Revenue, Debt Service and Capital Project Funds. This means that revenues are recognized when they become both measurable and available. Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when liabilities are incurred, except that principal and interest payments on long-term debt are recognized as expenditures when due. The accrual basis of accounting is utilized by all Enterprise and Internal Service Funds. This means that revenues are recorded when earned and that expenses are recorded at the time liabilities are incurred.

The City's basis for budgeting is consistent with accounting principles generally accepted in the United States of America and with the City's financial statements as presented in the Comprehensive Annual Financial Report (CAFR) with the following exceptions:

- Capital expenditures within the Enterprise Funds and Internal Service Funds are recorded as assets on an accounting basis but are shown as expenditures for council approval only.
- Depreciation of capital assets and amortization of various deferred charges are recorded on an accounting basis only. These charges are not reflected in the budget document.
- Principal payments on long-term debt within the Enterprise Funds and Internal Service Funds are applied to the outstanding liability on an accounting basis but are shown as expenditures on a budgetary basis.
- Continued/carryover appropriations approved by City Council at the beginning of the fiscal year are added to the City's Budget but are not included in the budget document or original budget submission to City Council.

NAVIGATING THE BUDGET DOCUMENT

The budget is organized into the following sections:

Budget Message

This section includes the City Manager's Budget Message which is addressed to the City Council. It provides a general overview of the annual operating and capital improvement program budget. It also includes the City Council's Strategic Goals which directs the budget development process.

Line Item Budget

This section is dedicated for the overall detailed budget.

Department Budgets

This section divides the document by department. It starts with the City Council. The reader will find a narrative of the department including objectives, and performance measures. This section

also provides the financial data of each department including multi-year comparisons of expenditures sorted in several ways -by program, by funding source and by expenditure category.

ANNUAL REPORTING

The City will contract for an annual audit by a qualified independent certified public accountant. The City will use generally accepted accounting principles in preparing its annual financial statements and will strive to meet the requirements of the GFOA's Award for Excellence in Financial Reporting program. The City will issue the audited financial statements within one hundred twenty (120) days after the end of the fiscal year, unless such time shall be extended by City Council.



June 8, 2023

To the Honorable Mayor and Members of the Weed City Council:

I am pleased to present to you the Proposed Fiscal Year (FY) 2023-2025 Two-Year Budget. The Biennial Budget Capital Improvement plan are built upon the City Council's strategic priorities and provide a long-term policy framework and financial plan to deliver high-quality programs and services to our community. Over the last three years, the City of Weed has come together in an extraordinary way to address the recover from the COVID-19 along with the Mill Fire and the continued growth of Weed. In particular, we've spent considerable time working to implement our team-oriented values of servant leadership and we are confident that this focus on values has aided the development of a healthy and vibrant workplace culture here at the City of Weed.

SUMMARY

The goal of the City's annual Operating and Capital budget is to provide a plan that allocates resources to meet the needs and desires of Weed's residents. It balances City revenues and costs with community priorities and requirements. In preparing the FY 2023-25 Operating and Capital Budgets, we held three budget workshops with the City Council.

In FY 2021-23, the operating expenses were held flat, except for limited inflationary expenditure increases (e.g. pension, health care, and workers' compensation). The select vacancy and hiring freeze put in place April of 2020 along with 75 straight weeks of workplace furloughs had a significant impact on getting us back where we needed to be today. These salary savings helped to temporarily mitigate personnel increases related to prior year approved adjustments to employee contracts, pension, health, and workers' compensation benefits, lessening the overall deficit in the General Fund and Utilities Funds. The proposed budget includes 29 approved full-time equivalents with 62 total funded positions (includes FTEs, City Council, Part-time Positions and Volunteers) in FY 2023-24.

City expenditures have outpaced revenue in the previous budget cycles. The result is a projected deficit beginning in FY 2019-20; which was exasperated by fiscal impacts of COVID-19 in FY 2020-21. This deficit was expected to linger throughout the 5-year forecast, absent taking specific measures to reduce expenditures. In response, the City implemented some budget correction measures that are expected to continue for the next two budget cycles. This will allow the modest growth in revenues to catch up with current service levels and reverse the deficit trend facing the City's General Fund. These measures included a temporary hiring freeze of select vacant positions, limited purchases and services spending, delay replacement of vehicle and equipment funding, and use of the City's Economic/Budget Stabilization reserves.

COUNCIL PRIORITIES

The proposed budget echoes our continued investment in City services to our residents and businesses, but also to those we invite to work and/or visit the City of Weed. A number of economic development efforts have been a City focus for several years, with job creation and growth being at the forefront. This continues to be a priority for our City, including ensuring a positive working relationship with the business community, so that the City's business attraction efforts successfully bring targeted industries and retailers to our community. Weed strives to

provide services that promote a safe community for our residents, businesses, and visitors, which remains a high priority to our City Council and City Administration. The financial plan reflects the desired operational outcomes of each City department as they relate to the City Council's 2023-2025 Strategic Priorities:

- **Mill Fire Recovery**

The devastation of the September 2022 Mill Fire will have a significant impact on the City of Weed. The fire was a result of an industrial accident at Roseburg Forest Products Mill which wiped out most of Lincoln Heights and caused two fatalities and serious injuries. Through the Weed Family Resource Center the city has worked closely with the survivors in regards to temporary housing, food and other needs. Now, the focus is strictly on the rebuilding of Lincoln Heights and getting our residents back into their homes. The City of Weed is currently working with Pacific Power on burying the electricity, cable and phone lines and we are engineering the rebuilding of our water/sewer lines and streets. I firmly feel this rebuild of Lincoln Heights will create positive and long-term benefits to our community.

- **Economic Development**

Staff is working closely with multiple retailers that will be opening new stores in south Weed. Our overall goal is to enhance the competitiveness of the City while developing a strong and diverse economic base.

- **Public Safety**

To enhance community safety by promoting a responsive public safety system that includes civic engagement and partnerships, community involvement, public education and prevention, intervention, and suppression services that meet the needs of our community, inclusive of businesses and residents.

- **Quality of Life**

To provide an outstanding quality of life by enhancing the City's amenities, business mix and services, and cultivating connections to promote a positive change and progress in our community.

- **Governance**

To retain and attract new talent, enhance fiscal sustainability, improve the use of technology, and enhance transparency for the betterment of the Weed community.

ECONOMIC CHALLENGES & STABILITY IN THE MIDST OF UNCERTAINTY

The economy recovered much faster than anticipated, following the global effects of the pandemic the past three years. With widespread access to vaccines in the US and a loosening of pandemic restrictions that affected everything from the workplace to transportation to education, the future looks bright. However, the pandemic lens is just one of many that create the full view of what's affecting the global and national economy. Many factors are causing concern for the future stability of the economy:

- **The pace of inflation** has accelerated, and the federal government began raising interest rates after an extended period of historically low rates.

- **Supply chain issues**, from material sourcing to manufacturing to distribution, are becoming less severe.
- **Labor shortages** have remained a challenge as businesses reopen and face increased demand for products and services.
- **Russia's invasion of Ukraine** has brought economic sanctions that also impact the US economy, particularly oil prices.
- **Talent loss** has resulted from a competitive labor market and the expanded ability to work remotely is a very real challenge. The pension benefits that once incentivized longevity was changed by PEPR legislation in 2013 and we're seeing shorter tenures with cities around the state.
- **Recruitment challenges** have arisen, also due to the competition in the labor market for staff. This puts more burden on existing staff and delays our ability to focus and deliver on new and expanded priorities.
- **Increasing regulations and looming deadlines** for compliance are adding costs and complexity to the way we plan and operate.
- **Aging infrastructure** for which replacement costs were underfunded during the Great Recession needs attention.

This budget is presented with cautious optimism. The economy is recovering both in housing prices that bolster property tax and diversification in commercial and retail that grows and strengthens our sales tax revenue. That being said, the economy has natural growth and contractions that are outside of the City's control. Even with solid financial planning and long-term forecasting, not all future outcomes can be predicted. However, even with these proactive steps, the City, like other agencies, will continue to be faced with unmet needs in an environment where resources are limited.

In particular, the City continues to be challenged in funding several of its long-term infrastructure obligations, including but not limited to road, sewer, and facility maintenance. There is a finite amount of funding available per year for CIPs and several numerous unfunded needs. Projects in the General Fund are notably among the largest group of unfunded projects, such as facilities, landscape, roads, and sidewalks. This gap in available funding negatively affects the sustainability of the city's infrastructure and assets. It also increases the cost of maintenance and eventual replacement of these items. Part of the City's budget strategies and fiscal sustainability planning include quantifying and funding on-going maintenance and replacement costs.

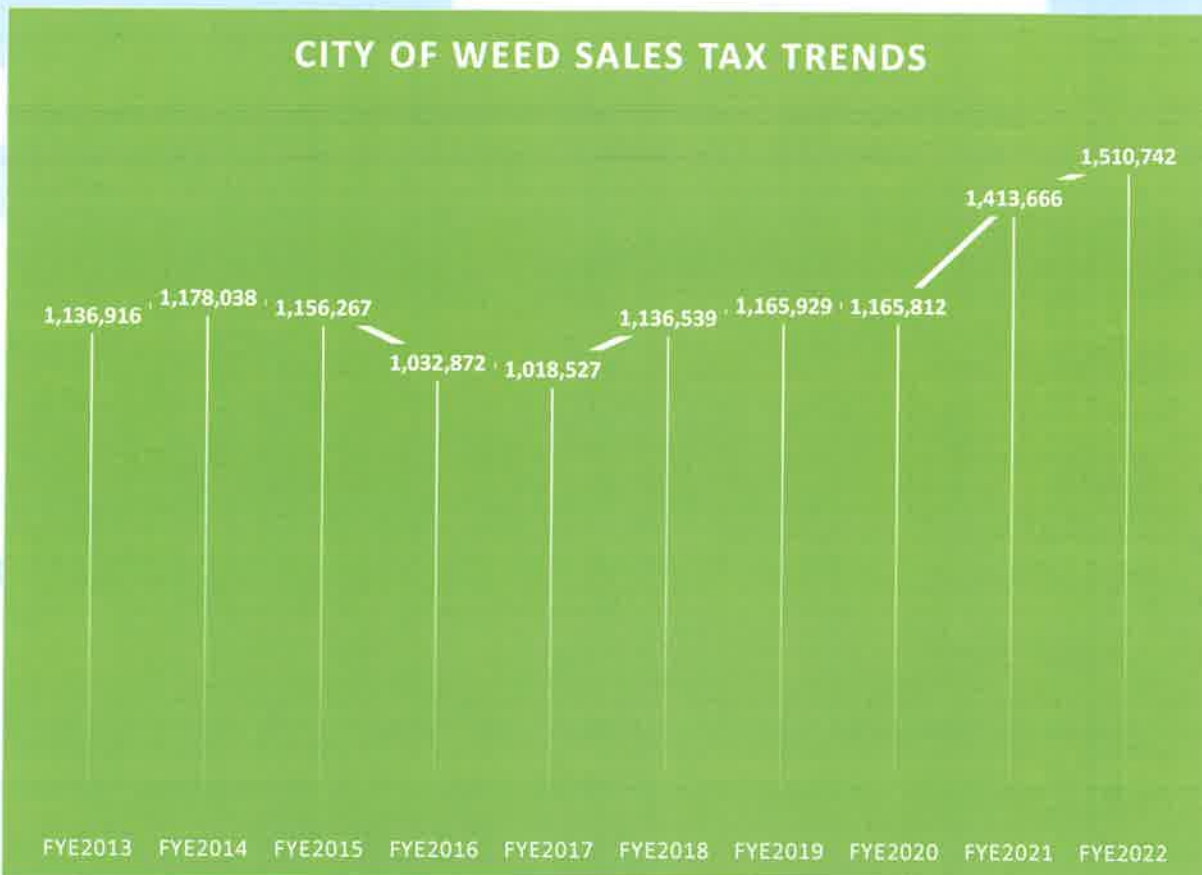
The City must also account for continued expense pressures such as the increasing costs of salaries, benefits, CalPERS retirement costs, retiree health costs, and state minimum wage adjustments affecting the City's contracts with suppliers. Just as the robust economy is helping to fuel growth in City revenues, it is also influencing expenditures. As a service organization, the City's most significant expenditure category continues to be personnel.

GOOD NEWS

The City of Weed worked over 7 years to acquire the funds (via EDA grant) to do a complete resurface (concrete) and signalization of Vista and Black Butte. This \$6,000,000+ project has been a huge shot in the arm for our largest retail sector in south Weed.

In 2021, the City was able to acquire the water rights (2.0 cubic feet per second ("cfs") from Beaughan Springs from Roseburg Forest Products after Crystal Geyser Roxanne gifted the City of Weed \$1,000,000 in assistance to purchase the rights. This permanently secures our water resources for the citizens of Weed.

Sales Tax is on a steady climb again. After the 2014 Boles Fire, our sales weaken until 2020 while the rest of the country bounced back with a strong economy. We are seeing an upward trend and these numbers should steadily climb over the next few years as additional retailers locate in our community.



LOOKING FORWARD

The proposed FY 2023-25 Operating and Capital Budget reflects the Council's vision for the community and the values that guide the Council's policy decisions.

We are fortunate that our City employees embody the principles hard work, customer service, and professionalism. It is through the organization's strong work ethic and sense of pride that keeps the wheels of the City turning and maintains service levels to preserve Weed's high quality of life.

The FY 2023-25 Proposed Budget was carefully prepared to balance City Council and community priorities with a sustainable and sound financial plan. I am grateful for the valuable policy guidance provided by the City Council during the budget development process. This fiscally conservative

budget balances immediate priorities along with the need for long-term investments. With its strong leadership and financial standing, the City of Weed enjoys many advantages that empower it to effectively manage upcoming challenges. These advantages include a strong, diverse local economy, a very high quality of life, and a history of responsible financial stewardship. This budget reflects both the challenges and opportunities that will shape our future. I would like to specifically thank all City department directors and their staff for their continued focus on serving our community in the continual pursuit of a City that offers an exceptional quality of life.

In particular and with regard to the City's proposed FY 2023-25 spending plan, I want to acknowledge and thank the city's department heads and our fantastic Finance Department team, who worked collaboratively to develop and produce this balanced budget. Moving forward, with the Weed City Council's leadership and the combined efforts of all members of the City of Weed team, I expect a very strong rebound and bright future for the citizens of our community.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Tim Rundel', is written over the signature line.

Tim Rundel

Weed City Manager

City of Weed
Annual Budget
FY 23/24 FY 24/25

Account Number	Account Title	Budget 23-24	Budget 24-25
General Fund			
Revenue			
10-001-301	Secured Taxes	430,000	430,000
10-001-302	Unsecured Taxes	20,000	20,000
10-001-303	Homeowner's Exemption	5,000	5,000
10-001-305	Sales Tax	1,428,000	1,435,140
10-001-306	S.M.I. Tax	200	200
10-001-307	Transient Occupancy Tax	435,000	435,000
10-001-309	Property Tax In-Lieu VLF	240,000	245,000
10-001-310	Cannabis Tax	75,000	80,000
10-001-320	Business Licences	8,100	9,000
10-001-321	Building Permits	14,000	15,000
10-001-322	Plumbing Permits	1,000	1,000
10-001-323	Electrical Permits	1,000	1,000
10-001-324	Planning Fees	14,000	15,000
10-001-325	Animal Licences	1,000	1,000
10-001-330	Interest	1,200	1,200
10-001-334	Franchise Taxes	160,000	160,000
10-001-339	LIBRARY FINES/FEES & PRINTS	100	100
10-001-342	Documentary Tax	12,000	12,000
10-001-343	Various County Taxes	2,000	2,000
10-001-346	MISC REV'S/FEES/REFUNDS	10,000	10,000
10-001-347	SCTID TOT 2%	1,500	1,500
10-001-348	PARKING TICKETS	8,000	8,000
10-001-349	SPECIAL POLICE SERVICES	2,500	2,500
10-001-351	AB1913 COPS/AB1740 CLEP ST OF	165,000	165,000
10-001-353	COS PARKING ENFORCEMENT	8,160	8,160
10-001-354	RENTS	5,000	5,000
10-001-358	COS-FIRE DEPT CONSLT	8,000	8,000
10-001-359	CONCEALED WEAPONS PERMIT	1,000	1,000
10-001-360	BOOKING FEES/REIMB.	1,500	1,500
10-001-362	OUTSIDE-FIRE PROTECTION	50,000	50,000
10-001-364	GRANT FIRE DEPT	129,250	124,750
10-001-365	EF Recovery FIRE DEPT	3,500	3,500
10-001-384	TRANSFERS IN	1,040,000	1,450,000
10-001-389	GRANT DRAWDOWNS	3,488,000	0
Total Revenue:		7,769,010	4,706,550
City Council			
10-410-401	SALARIES	15,600	15,600
10-410-415	UNEMPLOYMENT	0	0
10-410-420	SOCIAL SECURITY	1,200	1,200
10-410-423	INSURANCE- WKRS COMP	200	200
10-410-437	MEETINGS & TRAVEL	2,000	2,000
10-410-448	SPECIAL DEPT. EXPENSES	5,000	5,000
10-410-517	TRANS IN GEN GOV COSTS	-376	-373
Total City Council:		23,624	23,627
Administration			
10-411-401	SALARIES	263,130	267,950

City of Weed
Annual Budget
FY 23/24 FY 24/25

Account Number	Account Title	Budget 23-24	Budget 24-25
10-411-403	COMMUNICATIONS	5,000	5,000
10-411-404	OFFICE SUPPLIES	1,000	1,000
10-411-415	UNEMPLOYMENT	0	0
10-411-420	SOCIAL SECURITY	20,000	20,700
10-411-421	P.E.R.S.	44,300	46,500
10-411-422	INSURANCE-HEALTH	45,000	47,250
10-411-423	INSURANCE- WKRS COMP	1,000	1,050
10-411-424	S.D.I.	2,500	2,700
10-411-433	MEMBERSHIPS & DUES	2,300	2,300
10-411-436	ADV/PRINT/PUBLICATIONS	2,200	2,200
10-411-437	MEETINGS & TRAVEL	1,500	1,500
10-411-448	SPECIAL DEPT. EXPENSES	10,000	10,000
10-411-457	OUTSIDE SER/CONTR/CONSULT	10,000	10,000
10-411-475	CAPITAL OUTLAY	0	150,000
10-411-495	DEPT. TRAINING	1,200	1,200
10-411-496	VEHICLE OPER & MAINTENANCE	6,000	6,000
10-411-517	TRANS IN GEN GOV COSTS	-156,740	-162,299
Total Administration:		258,390	413,051
Planning			
10-412-403	COMMUNICATIONS	600	600
10-412-404	OFFICE SUPPLIES	200	200
10-412-436	ADV/PRINT/PUBLICATIONS	800	800
10-412-448	SPECIAL DEPT. EXPENSES	1,000	1,000
10-412-457	OUTSIDE SER/CONTR/CONSULT	30,000	30,000
Total Planning:		32,600	32,600
Finance			
10-413-401	SALARIES	182,070	189,050
10-413-403	COMMUNICATIONS	3,750	3,750
10-413-404	OFFICE SUPPLIES	3,000	3,000
10-413-406	POSTAGE	2,500	2,500
10-413-415	UNEMPLOYMENT	0	0
10-413-420	SOCIAL SECURITY	13,900	14,500
10-413-421	P.E.R.S.	37,200	39,060
10-413-422	INSURANCE-HEALTH	58,000	60,900
10-413-423	INSURANCE- WKRS COMP	500	550
10-413-424	S.D.I.	2,000	2,100
10-413-433	MEMBERSHIPS & DUES	300	300
10-413-437	MEETINGS & TRAVEL	200	200
10-413-448	SPECIAL DEPT. EXPENSES	1,000	1,000
10-413-457	OUTSIDE SER/CONTR/CONSULT	20,000	20,000
10-413-495	DEPT. TRAINING	1,000	1,000
10-413-999	Service Charge	25,000	25,000
10-413-517	TRANS IN GEN GOV COSTS	-80,119	-85,382
Total Finance:		270,301	277,528
City Attorney			
10-414-441	ATTORNEY SERVICES	60,000	60,000
10-414-517	TRANS IN GEN GOV COSTS	-2,349	-2,334
Total City Attorney:		57,651	57,666
Government Buildings			
10-416-401	SALARIES	42,500	42,500

City of Weed
Annual Budget
FY 23/24 FY 24/25

Account Number	Account Title	Budget 23-24	Budget 24-25
10-416-408	UTILITIES	29,300	29,300
10-416-414	MAINTENANCE-BLDG & GROUNDS	3,000	3,000
10-416-415	UNEMPLOYMENT	0	0
10-416-420	SOCIAL SECURITY	3,300	3,300
10-416-421	P.E.R.S.	4,400	4,620
10-416-422	INSURANCE-HEALTH	3,500	3,675
10-416-423	INSURANCE- WKRS COMP	3,200	3,360
10-416-424	S.D.I.	525	525
10-416-440	JANITORIAL CONTRACT	12,000	12,000
10-416-448	SPECIAL DEPT. EXPENSES	10,000	10,000
10-416-457	OUTSIDE SER/CONTR/CONSULT	1,000	1,000
10-416-475	CAPITAL OUTLAY	100,000	100,000
10-416-476	Debt Service - Principal Lease	39,848	39,848
10-416-483	Debt Service - Interest	8,162	8,162
10-416-517	TRANS IN GEN GOV COSTS	-16,857	-16,865
Total Government Buildings:		243,878	244,425
Drainage			
10-417-448	SPECIAL DEPT. EXPENSES	7,000	7,000
10-417-453	ENGINEERING	0	0
10-417-475	CAPITAL OUTLAY	25,660	25,660
Total Drainage:		32,660	32,660
Elections			
10-418-457	OUTSIDE SER/CONTR/CONSULT	7,500	7,500
Total Elections:		7,500	7,500
Insurance/Non-Departmental			
10-419-422	INSURANCE-HEALTH	25,000	26,250
10-419-425	INSURANCE-LIABILITY	192,360	201,978
10-419-428	INS. PROP/EQ-COLL COSTS	85,000	89,250
10-419-432	MAINTENANCE/EQUIPMENT	35,000	35,000
10-419-433	MEMBERSHIPS & DUES	3,500	3,500
10-419-438	ENTERPRISE ZONE ADMIN	25,000	25,000
10-419-443	AUDIT FEES	70,500	42,000
10-419-457	OUTSIDE SER/CONTR/CONSULT	7,000	7,000
10-419-460	COMMUNITY PROMOTION	4,000	4,000
10-419-517	TRANS IN GEN GOV COSTS	-130,579	-122,096
Total Insurance/Non-Departmental:		316,781	311,882
Fire/SAFER GRANT			
10-420-401	SALARIES	50,000	50,000
10-420-402	SALARIES-O/T	13,000	13,000
10-420-420	SOCIAL SECURITY	4,800	4,800
10-420-421	P.E.R.S.	6,800	6,800
10-420-422	INSURANCE-HEALTH	9,900	9,900
10-420-423	INSURANCE- WKRS COMP	2,300	2,300
10-420-424	S.D.I.	700	700
10-420-429	UNIFORMS/CLEANING/TRAINING	22,750	22,750
10-420-436	ADV/PRINT/PUBLICATIONS	1,500	1,500
10-420-495	DEPT. TRAINING	17,500	13,000
Total Fire/SAFER GRANT:		129,250	124,750
Police			
10-421-401	SALARIES	877,700	908,397

City of Weed
Annual Budget
FY 23/24 FY 24/25

Account Number	Account Title	Budget 23-24	Budget 24-25
10-421-402	SALARIES-O/T	53,500	53,500
10-421-403	COMMUNICATIONS	12,000	12,000
10-421-404	OFFICE SUPPLIES	1,500	1,500
10-421-406	POSTAGE	2,000	2,000
10-421-415	UNEMPLOYMENT	10,000	10,000
10-421-420	SOCIAL SECURITY	71,200	73,580
10-421-421	P.E.R.S.	252,000	264,600
10-421-422	INSURANCE-HEALTH	180,000	189,000
10-421-423	INSURANCE- WKRS COMP	62,300	65,415
10-421-424	S.D.I.	9,960	10,580
10-421-429	UNIFORMS/CLEANING/TRAINING	6,500	6,500
10-421-432	MAINTENANCE/EQUIPMENT	10,000	10,000
10-421-433	MEMBERSHIPS & DUES	1,500	1,500
10-421-434	RENTS & LEASES	12,500	12,500
10-421-436	ADV/PRINT/PUBLICATIONS	1,000	1,000
10-421-437	MEETINGS & TRAVEL	1,000	1,000
10-421-448	SPECIAL DEPT. EXPENSES	21,000	21,000
10-421-457	OUTSIDE SER/CONTR/CONSULT	6,500	6,500
10-421-475	CAPITAL OUTLAY	20,000	31,470
10-421-493	MECHANIC/OTHER LABOR	12,000	12,000
10-421-495	DEPT. TRAINING	15,000	15,000
10-421-496	VEHICLE OPER & MAINTENANCE	50,000	50,000
Total Police:		1,689,160	1,759,042
Fire			
10-422-401	SALARIES	239,895.00	239,895.00
10-422-402	SALARIES-O/T	50,000.00	50,000.00
10-422-403	COMMUNICATIONS	5,000.00	5,000.00
10-422-414	MAINTENANCE-BLDG & GROUNDS	5,000.00	5,000.00
10-422-415	UNEMPLOYMENT	1,000.00	1,000.00
10-422-420	SOCIAL SECURITY	26,000.00	26,000.00
10-422-421	P.E.R.S.	30,000.00	31,500.00
10-422-422	INSURANCE-HEALTH	40,000.00	42,000.00
10-422-423	INSURANCE- WKRS COMP	33,800.00	35,490.00
10-422-424	S.D.I.	4,000.00	4,000.00
10-422-429	UNIFORMS/CLEANING/TRAINING	23,100.00	23,100.00
10-422-432	MAINTENANCE/EQUIPMENT	5,000.00	5,000.00
10-422-433	MEMBERSHIPS & DUES	1,700.00	1,700.00
10-422-436	ADV/PRINT/PUBLICATIONS	400.00	400.00
10-422-437	MEETINGS & TRAVEL	1,000.00	1,000.00
10-422-448	SPECIAL DEPT. EXPENSES	2,000.00	2,000.00
10-422-457	OUTSIDE SER/CONTR/CONSULT	10,000.00	10,000.00
10-422-473	PHYSICAL EXAMS	1,600.00	1,600.00
10-422-475	CAPITAL OUTLAY	40,000.00	50,000.00
10-422-476	LEASE/PURCHAS	56,542.00	56,542.00
10-422-491	VOLUNTEERS	17,000.00	17,000.00
10-422-493	MECHANIC/OTHER LABOR	5,000.00	5,000.00
10-422-495	DEPT. TRAINING	800.00	800.00
10-422-496	VEHICLE OPER & MAINTENANCE	25,000.00	25,000.00
Total Fire:		623,837	639,027
Building Inspection			

City of Weed
Annual Budget
FY 23/24 FY 24/25

Account Number	Account Title	Budget 23-24	Budget 24-25
10-423-401	SALARIES	75,000	78,750
10-423-403	COMMUNICATIONS	820	820
10-423-404	OFFICE SUPPLIES	300	300
10-423-415	UNEMPLOYMENT	5,800	6,050
10-423-420	SOCIAL SECURITY	6,000	6,300
10-423-421	P.E.R.S.	12,000	12,600
10-423-422	INSURANCE-HEALTH	500	525
10-423-423	INSURANCE- WKRS COMP	1,000	1,000
10-423-424	S.D.I.	200	200
10-423-433	MEMBERSHIPS & DUES	500	500
10-423-437	MEETINGS & TRAVEL	1,000	1,000
10-423-448	SPECIAL DEPT. EXPENSES	6,500	6,500
10-423-457	OUTSIDE SER/CONTR/CONSULT	1,500	1,500
10-423-496	VEHICLE OPER & MAINTENANCE	3,000	3,000
Total Building Inspection:		114,120	119,045
COPS Prog/AB 1913			
10-425-401	SALARIES	57,330	58,580
10-425-402	SALARIES-O/T	2,500	2,500
10-425-403	COMMUNICATIONS	1,600	1,600
10-425-404	OFFICE SUPPLIES	600	600
10-425-415	UNEMPLOYMENT	400	400
10-425-420	SOCIAL SECURITY	5,000	5,250
10-425-421	P.E.R.S.	14,400	15,120
10-425-422	INSURANCE-HEALTH	18,000	18,900
10-425-423	INSURANCE- WKRS COMP	2,400	2,520
10-425-424	S.D.I.	700	735
10-425-429	UNIFORMS/CLEANING/TRAINING	1,000	1,000
10-425-448	SPECIAL DEPT. EXPENSES	2,500	2,500
10-425-449	ANIMAL REGULATION	4,300	4,300
10-425-475	CAPITAL OUTLAY	0	0
10-425-496	VEHICLE OPER & MAINTENANCE	6,000	6,000
Total COPS Prog/AB 1913:		116,730	120,005
Total Library:			
Library			
10-427-401	SALARIES	85,020	85,020
10-427-408	UTILITIES	5,500	5,500
10-427-420	SOCIAL SECURITY	6,600	6,600
10-427-423	INSURANCE- WKRS COMP	200	200
10-427-424	S.D.I.	1,000	1,000
10-427-440	JANITORIAL CONTRACT	3,000	3,000
10-427-448	SPECIAL DEPT. EXPENSES	1,000	1,000
Total Library:		102,320	102,320
Street Cleaning			
10-432-401	SALARIES	22,500	22,700
10-432-402	SALARIES-O/T	550	550
10-432-420	SOCIAL SECURITY	1,750	1,825
10-432-421	P.E.R.S.	3,400	3,570
10-432-422	INSURANCE-HEALTH	4,000	4,200
10-432-423	INSURANCE- WKRS COMP	1,100	1,155
10-432-424	S.D.I.	300	425

City of Weed
Annual Budget
FY 23/24 FY 24/25

Account Number	Account Title	Budget 23-24	Budget 24-25
10-432-448	SPECIAL DEPT. EXPENSES	1,000	1,000
10-432-476	LEASE/PURCHAS	0	0
10-432-483	Debt Service - Interest	0	0
10-432-496	VEHICLE OPER & MAINTENANCE	7,500	7,500
Total Street Cleaning:		42,100	42,925
Street Maintenance			
10-433-401	SALARIES	170,000	170,500
10-433-402	SALARIES-O/T	1,000	1,000
10-433-403	COMMUNICATIONS	5,000	5,000
10-433-404	OFFICE SUPPLIES	200	200
10-433-415	UNEMPLOYMENT	0	0
10-433-420	SOCIAL SECURITY	13,000	13,000
10-433-421	P.E.R.S.	30,600	32,130
10-433-422	INSURANCE-HEALTH	38,000	39,900
10-433-423	INSURANCE- WKRS COMP	9,400	9,870
10-433-424	S.D.I.	2,000	2,000
10-433-436	ADV/PRINT/PUBLICATIONS	200	200
10-433-437	MEETINGS & TRAVEL	400	400
10-433-448	SPECIAL DEPT. EXPENSES	45,000	45,000
10-433-453	ENGINEERING	0	0
10-433-457	OUTSIDE SER/CONTR/CONSULT	0	0
10-433-475	CAPITAL OUTLAY	37,500	128,000
10-433-496	VEHICLE OPER & MAINTENANCE	17,000	17,000
Total Street Maintenance:		369,300	464,200
Street Lighting			
10-440-456	STREET LIGHTING	35,000	35,000
Total Street Lighting:		35,000	35,000
General Fund Revenue Total:		6,729,010	4,706,550
General Fund Expenditure Total:		4,497,862	4,704,933
	Fund Balance	2,231,148	1,617
Net Total General Fund:		2,231,148	1,617
Solid Waste Fund			
General\City			
11-001-374	REFUSE COLLECTION	0	0
11-001-389	GRANT DRAWDOWNS	5,000	5,000
Total Landfill:		5,000	5,000
Solid Waste Fund Revenue Total:		5,000	5,000
Solid Waste Fund Expenditure Total:		0	0
Net Total Solid Waste Fund:		5,000	5,000
Water Fund			
General\City			
12-001-330	INTEREST	5	5
12-001-346	MISC REV'S/FEES/REFUNDS	500	500
12-001-370	WATER CHARGES-NORTH, SOUTH	852,667	888,014
12-001-376	UTILITY PERMITS-WATER	500	500
12-001-378	PENALTIES	30,000	30,000
Total General\City:		883,672	919,019
General\City			
12-001-427	General Government Costs	190,297	191,628
12-001-999	Service Charge	0	0

City of Weed
Annual Budget
FY 23/24 FY 24/25

Account Number	Account Title	Budget 23-24	Budget 24-25
Total General\City:		190,297	191,628
Total North Water:			
North/South Water			
12-483-401	SALARIES	128,700.00	130,400.00
12-483-402	SALARIES-O/T	2,000.00	2,000.00
12-483-403	COMMUNICATIONS	4,000.00	4,000.00
12-483-404	OFFICE SUPPLIES	500.00	500.00
12-483-406	POSTAGE	2,750.00	2,750.00
12-483-408	UTILITIES	40,000.00	40,000.00
12-483-420	SOCIAL SECURITY	10,000.00	11,000.00
12-483-421	P.E.R.S.	26,500.00	27,825.00
12-483-422	INSURANCE-HEALTH	19,000.00	19,950.00
12-483-423	INSURANCE- WKRS COMP	8,100.00	8,505.00
12-483-424	S.D.I.	1,650.00	1,725.00
12-483-437	MEETINGS & TRAVEL	1,000.00	1,000.00
12-483-448	SPECIAL DEPT. EXPENSES	40,000.00	40,000.00
12-483-453	ENGINEERING	5,000.00	5,000.00
12-483-457	OUTSIDE SER/CONTR/CONSULT	2,000.00	2,000.00
12-483-478	BAD DEBT EXPENSE	1,000.00	1,000.00
12-483-496	VEHICLE OPER & MAINTENANCE	5,000.00	5,000.00
12-483-498	CARRICK WATER MISC EXP.	1,350.00	1,350.00
12-483-512	TRANSFER TO OTHER FUNDS	0.00	0.00
Total South Water:		298,550	304,005
Water Fund Revenue Total:		883,672	919,019
Water Fund Expenditure Total:		488,847	495,633
Net Total Water Fund:		394,825	423,386
Gas Tax RMRA #2032			
General\City			
14-001-386	G/T RMRA #2032	61,000	61,000
14-001-475	Capital Outlay	105,000	0
Total General\City:		61,000	61,000
Gas Tax RMRA #2032 Revenue Total:		61,000	61,000
Gas Tax RMRA #2032 Expenditure Total:		105,000	0
Net Total Gas Tax RMRA #2032:		44,000	61,000
Transportation Taxes			
General\City			
16-001-391	TRANSPORTATION TAXES	147,553	147,553
16-001-457	PUBLIC TRANSIT	72,217	72,217
Total General\City:		75,336	75,336
Transportation Taxes Revenue Total:		147,553	147,553
Transportation Taxes Expenditure Total:		72,217	72,217
Net Total Transportation Taxes:		75,336	75,336
Gas Tax #2105 Prop 111			
General\City			
17-001-386	Traffic Congest Relief Prop 42	26,000	26,000
17-001-392	G/T #2105 PROP 111	22,000	22,000
17-001-393	G/T CONST #2106	23,000	23,000
17-001-394	G/T MAINT #2107	52,000	52,000
17-001-396	G/T ENG #2107.5	1,000	1,000

City of Weed
Annual Budget
FY 23/24 FY 24/25

Account Number	Account Title	Budget 23-24	Budget 24-25
Total General\City:		124,000	124,000
General\City			
17-001-401	SALARIES	70,000	70,000
17-001-402	SALARIES-O/T	2,000	2,000
17-001-408	UTILITIES	1,000	1,000
17-001-420	SOCIAL SECURITY	5,500	5,700
17-001-421	P.E.R.S.	7,000	7,350
17-001-422	INSURANCE-HEALTH	7,000	7,350
17-001-423	INSURANCE- WKRS COMP	3,200	3,360
17-001-424	S.D.I.	700	810
17-001-434	RENTS & LEASES	7,740	7,740
17-001-448	SPECIAL DEPT. EXPENSES	8,000	8,000
17-001-473	PHYSICAL EXAMS	400	400
17-001-475	CAPITAL OUTLAY	37,500	60,000
17-001-496	VEHICLE OPER & MAINTENANCE	10,000	10,000
Total General\City:		160,040	183,710
Gas Tax #2105 Prop 111 Revenue Total:		124,000	124,000
Gas Tax #2105 Prop 111 Expenditure Tot		160,040	183,710
Net Total Gas Tax #2105 Prop 111:		36,040	59,710
Community Development & Promo			
General\City			
20-001-307	TRANSIENT OCCUPANCY TAXES	89,000	89,000
Total General\City:		89,000	89,000
General\City			
20-001-401	SALARIES	5,000.00	5,500.00
20-001-402	SALARIES-O/T	0.00	0.00
20-001-420	SOCIAL SECURITY	500.00	525.00
20-001-421	P.E.R.S.	1,500.00	1,575.00
20-001-422	INSURANCE-HEALTH	800.00	840.00
20-001-423	INSURANCE- WKRS COMP	500.00	520.00
20-001-424	S.D.I.	100.00	150.00
20-001-460	COMMUNITY PROMOTION	79,000	79,000
Total General\City:		87,400	88,110
Community Development & Promo Reve		89,000	89,000
Community Development & Promo Expe		87,400	88,110
Net Total Community Development & Pr		1,600	890
1/4% Use/Sales Tax			
General\City			
36-001-305	SALES TAX	350,000	350,000
36-001-346	Misc Revenues/Fees/Refunds	600	600
Total General\City:		350,600	350,600
General\City			
36-001-448	SPECIAL DEPT. EXPENSES	600	600
36-001-457	OUTSIDE SER/CONTR/CONSULT	104,800	109,800
36-421-475	CAPITAL OUTLAY-PD	58,600	57,880
36-422-475	CAPITAL OUTLAY-FD	40,000	40,000
36-433-475	CAPITAL OUTLAY-PW	40,000	40,000
36-001-512	TRANSFERS OUT	102,320	102,320
Total General\City:		346,320	350,600
1/4% Use/Sales Tax Revenue Total:		350,600	350,600

City of Weed
Annual Budget
FY 23/24 FY 24/25

Account Number	Account Title	Budget 23-24	Budget 24-25
1/4% Use/Sales Tax Expenditure Total:		346,320	350,600
Net Total 1/4% Use/Sales Tax:		4,280	0
RLF Housing Rehab			
General\City			
59-001-330	INTEREST	3,000	3,000
59-001-336	LOAN PAYMENTS	24,000	24,000
59-001-346	MISC REV'S/FEES/REFUNDS	0	0
59-001-384	TRANSFERS IN	0	0
Total General\City:		27,000	27,000
General\City			
59-001-457	OUTSIDE SER/CONTR/CONSULT	1,500	1,500
59-001-512	TRANSFER TO OTHER FUNDS	-	-
Total General\City:		1,500	1,500
RLF Housing Rehab Revenue Total:		27,000	27,000
RLF Housing Rehab Expenditure Total:		1,500	1,500
Net Total RLF Housing Rehab:		25,500	25,500
RLF Misc Income			
General\City			
60-001-336	LOAN PAYMENTS	3,600	3,600
Total General\City:		3,600	3,600
RLF Misc Income Revenue Total:		3,600	3,600
RLF Misc Income Expenditure Total:		-	-
Net Total RLF Misc Income:		3,600	3,600
Sewer M & O			
General\City			
80-001-372	SEWER CHARGES	630,684	685,366
80-001-389	GRANT DRAWDOWNS	0.00	0.00
Total General\City:		630,684	685,366
General\City			
80-001-401	SALARIES	128,700	130,400
80-001-402	SALARIES-O/T	2,000	2,000
80-001-403	COMMUNICATIONS	1,200	1,200
80-001-404	OFFICE SUPPLIES	1,500	1,500
80-001-406	POSTAGE	2,500	2,500
80-001-408	UTILITIES	50,000	50,000
80-001-415	UNEMPLOYMENT	0	0
80-001-420	SOCIAL SECURITY	9,400	10,100
80-001-421	P.E.R.S.	36,800	38,640
80-001-422	INSURANCE-HEALTH	8,100	8,505
80-001-423	INSURANCE- WKRS COMP	6,500	6,825
80-001-424	S.D.I.	1,430	1,500
80-001-429	UNIFORMS/CLEANING/TRAINING	1,200	1,200
80-001-427	GONVERNMENTAL COSTS	196,723	197,721
80-001-437	MEETINGS & TRAVEL	1,000	1,000
80-001-448	SPECIAL DEPT. EXPENSES	40,000	40,000
80-001-453	ENGINEERING	5,000	5,000
80-001-458	TAXES	300	300
80-001-475	CAPITAL OUTLAY	0	0
80-001-483	DEBT SERVICE-INTEREST	6,000	6,000
80-001-496	VEHICLE OPER & MAINTENANCE	7,000	7,000

City of Weed
Annual Budget
FY 23/24 FY 24/25

Account Number	Account Title	Budget 23-24	Budget 24-25
80-001-999	Service Charge	0	0
Total General\City:		505,353	511,391
Sewer M & O Revenue Total:		630,684	685,366
Sewer M & O Expenditure Total:		505,353	511,391
Net Total Sewer M & O:		125,331	173,975

CITY OF WEED
REVENUE – BY FUND

FUND: 10 - GENERAL

- The general fund is the primary operating fund and is used to account for resources that are not required legally or by sound financial management to be accounted for in another fund. Revenues received and not designated for a particular fund are placed in the general fund.
- Expenditures may be made from this fund for any authorized municipal purpose.
- The general fund is the principle fund of the City. This fund will continue to play the dominant role in City finances.

REVENUE

- In the general fund, most revenue is projected in accordance with standard practices used in revenue projection. The general fund is shown in total not to have any sizable changes that will affect City operations that are financed by this fund. Some specifics for this budget cycle are as follows:
- The property tax revenue during the past years has experienced a little to no increase due to current economics.
- The sales tax is expected to increase due to the business activity at south Weed and elsewhere with a modest increase in gasoline prices and additional development, but again being conservative in our estimates.
- In March 2015 the voters approved a Transaction and Use tax which we began collecting on July 1, 2015. This revenue is separately budgeted from other general fund revenues and not included below.
- The construction permits included in the licenses and fees category are expected to increase due to continued construction growth in South Weed.
- Franchise taxes will not increase significantly in the upcoming years.

REVENUE SUMMARY			
	Estimate	Budget	
	FY 2022-23	FY 2023-24	FY 2024-25
Taxes	2,645,824	2,648,700	2,665,840
Licenses & Fees	43,360	44,200	47,100
Interest	800	1,200	1,200
Franchise Taxes	127,200	160,000	160,000
From Other Agencies	861,957	3,864,410	371,910
Vehicle Code Fines	15,513	10,500	10,500
TOTAL	3,694,654	6,729,010	3,256,550

FUND: 11- SOLID WASTE

- The enterprise funds provide an accounting of those monies collected for operations that are operated in a manner similar to a private business enterprise. The cost of providing goods or services to the general public on a continuing basis is financed or recovered primarily through user charges.
- Rates for garbage service are established by resolution. The revenue generated by these rates is collected to provide for the collection and disposal of solid waste services within the city.
- The City awarded a Franchise Agreement to Siskiyou County Garbage Disposal CO. for the next 10 years.

REVENUE

Revenue is set at 10% of the gross amount of total charges, adding the to the Franchise Fee revenue.

REVENUE SUMMARY			
	Estimate	Budget	
	FY 2022-23	FY 2023-24	FY 2024-25
TOTAL	256,343	5,000	5,000

FUND: 12 - WATER

- The enterprise funds provide an accounting of those monies collected for operations that are operated in a manner similar to a private business enterprise. The cost of providing goods or services to the general public on a continuing basis is financed or recovered primarily through user charges.
- Rates for water service are established by resolution. The City collects the revenue generated by these rates for the purpose of maintaining and operating the water system. The charge may be used for the acquisition, construction, reconstruction, administration, and maintenance and operation of the water facilities. The revenue may also be used to repay federal, state or other loans or advances made to the City for the construction or reconstruction of the system.

REVENUE

Water rates are established automatically adjusted at the beginning of each fiscal year to reflect the change in the consumer price index. The County has contracted with the City for the billing and operation of the Carrick Addition water system. Carrick Addition revenue and expenditures are reflected in the Water Fund.

REVENUE SUMMARY			
	Estimate	Budget	
	FY 2022-23	FY 2023-24	FY 2024-25
TOTAL	789,908	883,672	919,019

FUND: 16 - TRANSPORTATION DEVELOPMENT ACT

The Transportation Development Act created in each county a Local Transportation Fund to be used for transportation purposes specified in the Act. This Act was enacted at the time that sales tax was applied to gasoline. The revenues are derived from 1/4 cent of the 6-cent retail sales tax collected statewide. The 1/4 cent is returned to the county where the tax was collected. The county then apportions the amount as determined by the Local Transportation Commission. The purpose of this fund includes payment to certain entities under contract with a city for transit services, payments to the National Railroad Passenger

Corporation for passenger rail service, and local streets and roads including facilities provided for the exclusive use by pedestrians and bicycles.

REVENUE

For the purpose of budget projection, we are estimating and will adjust when approved by Council.

REVENUE SUMMARY			
	Estimate	Budget	
	FY 2022-23	FY 2023-24	FY 2024-25
TOTAL	75,850	75,336	75,336

FUND: 17 - GAS TAX

Proposition 111 added Section 2105 to the Streets and Highway Code which provide an apportionment to cities based on population. The revenue is generated through a percentage of the per gallon state tax on motor vehicle fuel sold. The amount collected by the state is divided by the population to arrive at a per-capita amount. The Section 2105 monies may be used for street maintenance and construction purposes. Under the provisions of Section 2106 of the Streets and Highway Code, the City receives a portion of the gas tax collected on a per gallon basis. These funds are to be used for the research, planning, construction, improvement, maintenance, and operation of public streets and highways. A portion of the revenue derived by the state is disbursed to the cities at a fixed amount of \$400 per month and the remainder on a per capita basis. The use of funds collected under Section 2107 of the Streets and Highway Code are similar to 2106. Historically the two sections had differences in expenditure purposes, however they now serve the purpose of describing the distribution method of the revenues received on a per gallon basis. The apportionment from the state is on a per capita basis. Accounting for these street monies is maintained by use of this separate fund.

REVENUE

The number of gallons of gasoline sold in California is expected to remain relatively unchanged, but revenues are expected to increase.

REVENUE SUMMARY			
	Estimate	Budget	
	FY 2022-23	FY 2023-24	FY 2024-25
TOTAL	113,500	124,000	124,00

FUND: 20 - COMMUNITY DEVELOPMENT & PROMOTION

The voters of Weed in June of 1990 approved a 2% transit occupancy tax for the purpose of city promotion, economic enhancement, community beautification and community events. This fund was established to account for the revenue and expenditure of these monies.

REVENUE

The revenue has remained relatively flat and we continue to be conservative in our estimates.

REVENUE SUMMARY			
	Estimate	Budget	
	FY 2022-23	FY 2023-24	FY 2024-25
TOTAL	95,100	89,000	89,000

FUND: 80 – SEWER

- The enterprise funds provide an accounting of those monies collected for operations that are financed and operated in a manner similar to private business enterprises. The cost of providing goods or services to the general public on a continuing basis is financed or recovered primarily through user charges.
- Rates for sewer service are established by resolution. The City collects the revenue generated by these rates for the purpose of maintaining and operating the sewer systems. The charge may be used for the acquisition, construction, reconstruction, administration, and maintenance and operation of the sanitation or sewage collection and treatment facilities. The revenue may also be used to repay federal, state or other loans or advances made to the City for the construction or reconstruction of the system.

REVENUE

Water rates as established are automatically adjusted at the beginning of each fiscal year to reflect the change in the consumer price index.

REVENUE SUMMARY			
	Estimate	Budget	
	FY 2022-23	FY 2023-24	FY 2024-25
TOTAL	555,400	630,684	685,366

FUND: 36 – ONE-QUARTER PENNY TAX

In March 2015 the citizens of the community approved a 0.25% Transaction and Use Tax to fund library, senior programs, public safety and street and sidewalk improvements, in addition to other General Fund expenditures. This budget reflects the increased revenue created under that tax.

REVENUE

Revenues are highly dependent on the price of gasoline.

REVENUE SUMMARY			
	Estimate	Budget	
	FY 2022-23	FY 2023-24	FY 2024-25
TOTAL	329,537	350,600	350,600

CITY OF WEED
EXPENDITURES – BY FUNCTION & ACTIVITY

FUNCTION: General Government
DEPT: 410

ACTIVITY: City Council

OBJECTIVES:

The City Council is the legislative body of the City government and is composed of five Council Members elected for overlapping four-year terms. The City Council is responsible for formulating the board policies for the municipal corporation and appointing key administrative officials. The Council Members choose one of their own to serve as Mayor for a one-year term. The Mayor presides over meetings of the Council, votes as a member of the Council, but has no veto power. The Mayor represents the City government in all official and ceremonial matters.

LEVEL OF SERVICE:

Regular meetings of the city council are held the second Thursday of each month starting at 5:30 p.m. Adjourned and special meetings are also held at dates and times selected by the council on an as-needed basis. Committee meetings, inspection trips, and informal conferences are required so that members may be completely informed. Council members also meet with other officials of federal, state, other local governments and organizations, regarding matters of concern to municipal government. Formal and informal meetings with citizens on the many civic activities are an obligation of the City Council.

CHANGES OVER PREVIOUS YEAR:

There are no proposed changes to the budget.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-25
Emp. Svc.	16,685	16,624	16,627
Sup. & Svc.	3,350	7,000	7,000
Cap. Out.	-0-	-0-	-0-
TOTAL	20,035	23,624	23,627

FUNDING			
Gen. Govt.	20,035	23,624	23,627

FUNCTION: General Government
DEPT: 411

ACTIVITY: Administration

OBJECTIVES:

This activity has two major components: the office of the city manager and the office of the city clerk. State law permits the City Council to hire a professional administrator to handle the affairs of the City, much like a board of directors of a private corporation employ a chief executive officer to carry out its policies. The Council appoints a city manager to administer City policy, coordinate the departments of the municipal government, and represent the City in its relations with the public and other governmental jurisdictions.

The city clerk is the custodian of all official City records and documents including deeds, agreements, contracts, council minutes, ordinances and resolutions. The city clerk is the secretary for the city council.

LEVEL OF SERVICE:

The city manager through the application of sound and modern management, practices, and procedures implements the policies set by the City Council through all the departments and divisions of labor and skills in the City. Specifically, to see that all laws and ordinances of the City are enforced; that all franchises, permits and privileges granted by the City are observed; to exercise control over all departments of the City; to appoint, remove, promote and demote department heads; to perform the duties of the personnel officer; to analyze various services of the City and make recommendations which will result in a high degree of efficiency; to recommend for adoption measures and ordinances; to attend all meetings of the City Council; to keep the City Council advised at all time of the financial conditions and needs of the City; to prepare a balanced annual budget and proposed annual salary plan; to purchase all supplies for the City; to make investigations into the affairs of the City; to exercise general supervision of all City property; and to perform other duties as delegated by ordinance or resolution of the City Council.

The City Clerk is required to attend all Council meetings; prepare action minutes of the meeting; to number, index, post, and codify approximately 9 ordinances per year; to number and index approximately 35 resolutions per year; to issue a minimum of 250 business licenses annually with related reporting and delinquent collection; to maintain all official City records and files; to conduct all City elections; to maintain custody of the city seal; to administer oaths or affirmations and take and certify affidavits and depositions pertaining to city affairs and business which may be used in any court or proceedings in the State; and to attend professional meetings to keep abreast on matters of concern to municipal government.

CHANGES OVER PREVIOUS YEAR:

No changes are proposed in this budget.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-24
Emp. Svc.	243,100	219,190	223,851
Sup. & Svc.	28,150	39,200	39,200
Cap. Out.	-0-	-0-	150,000
TOTAL	271,250	258,390	413,051

FUNDING			
Gen. Govt.	271,250	258,390	413,051

FUNCTION: General Government
DEPT: 413

ACTIVITY: Finance

OBJECTIVES:

The finance activity includes those activities necessary to provide internal support to the departments and customer service. Included in this activity are the duties of finance administration, personnel administration, data processing, risk management, grant administration and economic development.

Finance administration is necessary for the proper maintenance of the City's accounting records and preparing financial reports as required by the City Council, and state and federal laws. Incoming monies are deposited, and expenditures are made using these deposited monies.

Personnel administration is for the purpose of maintaining personnel records of the employees of the City, assuring compliance with various laws relating to personnel matters, and the maintenance of a classification and pay plan.

Risk management includes the liability insurance, workers compensation along with other insurance administration such as equipment, buildings and contents, and employee health, dental, vision and prescription drugs.

Grant administration provide for the writing of applications for the various grants and the administration of grants received by the City such as the Community Development Block Grants, Housing and Community Development, Economic Development Administration, Rural Development, Federal Emergency Management Agency, and state Office of Emergency Services.

Economic development aids with individual business expansion or location through loans or public improvement grants.

LEVEL OF SERVICE:

- All incoming monies are received and deposited daily. All billing by the City, including water, sewer and garbage are prepared by this department. All checks payable by the City on just demand are certified to their accuracy prior to payment. A monthly report on the revenues received, the expenditures made, and the fund balances is prepared and maintained on file. An independent audit is prepared annually.
- The personnel functions include maintenance of personnel records, payroll and employee benefits administration for the 28+ full time and various part time employees plus the City Council.
- Data processing includes the monthly billing of water, sewer, garbage and special billings, and the maintenance of the general ledger.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-25
Emp. Svc.	175,955	213,551	220,778
Sup. & Svc.	86,015	56,750	56,750
Cap. Out.	-0-	-0-	-0-
TOTAL	261,970	270,301	277,528

FUNDING			
Gen. Govt.	261,970	270,301	277,528

FUNCTION: General Government
DEPT: 414

ACTIVITY: City Attorney

OBJECTIVES:

The City Attorney is charged with the task of advising the city council, city administrator and other city officials on all legal aspects of municipal operations. The office represents the City in civil actions, prosecutes violations of City ordinance, and drafts required legal documents.

LEVEL OF SERVICE:

The City Attorney is required to attend all council meetings and when necessary, to attend council committee, planning commission and other advisory body meetings. The City Attorney prepares or reviews ordinances, resolutions, contracts, deeds and other legal documents. Attorney-client relationship is furnished for members of the council and appointed officials in all City associated matters. Other services of the city attorney include meeting with the city manager and other City officials on an on-call basis, and keeping the city council, the city manager, and staff advised of current law affecting decisions and programs of the City. The City Attorney services are performed through contract with a private attorney.

CHANGES OVER PREVIOUS YEAR:

No changes are proposed in this budget.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-25
Emp. Svc.	-0-	-0-	-0-
Sup. & Svc.	54,531	57,651	57,666
Cap. Out.	-0-	-0-	-0-
TOTAL	54,531	57,651	57,666

FUNDING			
Gen. Govt.	54,531	57,651	57,666

FUNCTION: General Government
DEPT: 416

ACTIVITY: Gen. Govt. Building

OBJECTIVES:

The general government building activity provides for the maintenance and operation of the city hall building and surrounding grounds. This activity is an internal service and does not provide direct service to the public, although the public uses the facility in conjunction with various activities. The city hall also serves as a symbol of the local government for the citizens of Weed. A good appearance is required to more favorably serve the public and also provide an example for others in the community to follow.

LEVEL OF SERVICE:

- To provide the city hall and other building operations with electric, gas, water, sewer and garbage utilities, to provide for all City telephone costs located within the city hall and corporation yard buildings, and to maintain janitorial services for the five days per week that the facility is open to the public. To have available emergency power for the telephone, radio systems and essential lighting in city hall during power outages.
- To maintain the city hall Centennial Plaza fountain, lighting, security devices, and outdoor furniture installed in 2001.

CHANGES OVER PREVIOUS YEAR:

\$100,000 added for replacing some windows and providing exterior repairs at City Hall.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-25
Emp. Svc.	31,321	40,568	41,115
Sup. & Svc.	103,258	103,310	103,310
Cap. Out.	82,329	100,000	100,000
TOTAL	216,908	243,878	244,425

FUNDING			
Gen. Govt.	216,908	243,878	244,425

FUNCTION: General Government
DEPT: 418

ACTIVITY: Elections

OBJECTIVES:

Municipal elections are held to give citizens the opportunity to exercise their right in a representative democracy. The conduct of elections (City and special, including annexations) is under the jurisdiction of the city clerk.

LEVEL OF SERVICE:

General municipal elections are held in November of the even-numbered years. Special elections are held when called by the city council. City council members are elected for four-year terms during the general municipal election. Initiatives and referendums may also be included in the general municipal election or a special election. Special elections may also be used to fill the unexpired term of an elected official, a recall, or an annexation. The City is responsible for municipal elections. The administration of the election is conducted by contract with the County.

CHANGES OVER PREVIOUS YEAR:

The next general municipal election is scheduled for November 2024.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-25
Emp. Svc.	-0-	-0-	-0-
Sup. & Svc.	2,120	7,500	7,500
Cap. Out.	-0-	-0-	-0-
TOTAL	2,120	7,500	7,500

FUNDING			
Gen. Govt.	2,120	7,500	7,500

FUNCTION: General Government
DEPT: 419

ACTIVITY: Insurance/Non-Departmental

OBJECTIVES:

This activity provides for the various general insurance programs of the City and other non-department operations.

LEVEL OF SERVICE:

- This activity provides insurance protection in the form of liability, automobile, fire, property damage, employment liability and loss through crime. Liability insurance is provided by a joint powers agreement through the Small Cities Organized Risk Effort (SCORE) with no self-insured retention, and a \$10,000,000 limit of coverage. All improved City property is covered through a private insurance company with SCORE as the broker with a \$2,000 deductible for fire and lightning, extended coverage, and vandalism and malicious mischief. This activity accounts for surety bonds for certain employees. This activity also provides a basic dental/vision program for employees.
- Data processing, or information technology, includes the provision of information processing services for various City activities and the maintenance and operation of the City's web page for public use. Equipment is being continuously updated with the intent of replacement on a three-year cycle for desktop computers and a five-year cycle for other equipment.
- The costs for membership or participation in the various municipal organizations are provided by this activity. These organizations include the League of California Cities, the League of Siskiyou County Local Agencies, and the Siskiyou County Local Agency Formation Commission the maintenance and operation of the public access cable channel – Siskiyou Media Council is included in this activity. The required annual audit is funded under this activity as is the annual fees for the city treasurer.

CHANGES OVER PREVIOUS YEAR:

No changes are anticipated for this budget cycle.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-25
Emp. Svc.	-0-	-0-	-0-
Sup. & Svc.	253,565	316,781	311,882
Cap. Out.	-0-	-0-	-0-
TOTAL	253,565	316,781	311,882

FUNDING			
Gen. Govt.	253,565	316,781	311,882

FUNCTION: Public Safety
DPT: 421

ACTIVITY: Police

OBJECTIVES:

The police activity is responsible for the protection of lives, and property of the citizens of Weed in order to provide a safe and healthy community to live, work, attend school, and share recreational/leisure activities. This is accomplished through enforcement of local ordinances and state laws. The enforcement of these laws and ordinances are accomplished at the local level with administrative hearings, and at the county /state/federal level with the apprehension of violators and prosecution in court. Special functions of the department include safety programs, juvenile delinquency control, and crime/narcotics prevention programs.

LEVEL OF SERVICE

- To provide police protection on a 24 hours per day basis with a minimum staffing of one sworn officer on duty. Direct field supervisor of police officers will be provided on an as available, as needed, basis by the management and supervisory police personnel. Police activities remain constant with response to Class I crimes, as defined by the Uniform Crime Reporting Standards, Class II crimes, and calls for service expected to exceed 20,000 incidents. Based on previous year's data, this activity will include investigations of approximately 50 traffic accidents, the issuance of approximately 400 traffic citations for moving, parking, and equipment violations. Approximately 90 felons and 300 misdemeanants will be arrested. Patrolling will include residential and business districts, as well as the undeveloped area within the city, on a continuous basis involving approximately 140,000 vehicle miles. The downtown area will be patrolled on foot at various times. Twenty- four hour designated personnel provide public dispatching, acting as a fixed point of contact for the public.
- Community oriented policing has been an ongoing activity with proactive patrol activities such as vacation house watches, foot patrols, neighborhood watch, specialized night security patrol, citizen seminars, and community surveys.
- The School Resource Officer is no longer a special assignment, rather it is the responsibility of all our Officers to build and maintain a strong relationship with our schools. Officers spend time at all schools within Weed. Our department is also responsible for the safety and enforcement on the College of the Siskiyou's campus. To achieve this, officers are placed within the educational environment on several levels. The officer is involved in a variety of functions including: As a visible law enforcement figure on campus dealing with any law-related areas; As a classroom source for instruction in law topics; As an extension of the principal's office in dealing with specific areas or topics at the principal's request; As a source to teachers, parents, and students for conferences or on an individual basis; As a counseling source in law related areas which may affect the educational environment. Officers are in both uniform and plain clothes while on campus. Presentations cover such topics as bullying, internet safety and how to protect oneself from online predators, the dangers of underage drinking and alcohol use/abuse, dangers of underage smoking, and the consequences of making bad decisions.
- The police investigative services provide skilled and professional service related to the investigation of criminal cases. An assigned investigator is responsible for the registration and supervision of sex, arson, and narcotics offenders. Officers frequently conduct compliance checks on those required to register to ensure compliance and maintain a safe community. Investigators also review cold case files in an attempt to determine if new leads could be obtained. Investigators meet with witnesses and review the evidence to determine if any avenue of investigation could be pursued, while remaining a point of contact for the victim or family.

CHANGES OVER PREVIOUS YEAR:

No major changes are proposed in this budget year.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-25
Emp. Svc.	1,425,909	1,516,660	1,575,072
Sup. & Svc.	128,907	152,500	152,500
Cap. Out.	24,000	20,000	31,470
TOTAL	1,578,816	1,689,160	1,759,042

FUNDING			
Gen. Govt.	1,578,816	1,689,160	1,759,042

FUNCTION: Public Safety
DEPT: 422/420

ACTIVITY: Fire

OBJECTIVES:

The fire activity is responsible for the prevention and suppression of land, vehicle and structural fires, and the response to requests for emergency medical aid, hazardous materials spills and accidents.

LEVEL OF SERVICE:

- Headed by a full-time Chief, full-time Assistant Chief, and Volunteers, the fire department is to be available 24 hours a day to respond to all risk emergencies within the city limits and as automatic and mutual aid agreements with neighboring departments including but not limited to: structure fires, vegetation fires, vehicle fires, vehicle accidents, medical emergencies, hazardous materials incidents and public assists. To provide basic life support on all medical emergencies and provide advanced life support with the addition of an ambulance service. To provide inspections of all new construction, renovations and annual business license inspections throughout the year for potential fire hazards. To create and implement fuel mitigation projects to reduce the potential for fire hazards in the vegetation throughout the city. To test water supply systems throughout the city including fire hydrants to insure readiness in the event of an emergency.
- Training activities are scheduled on a monthly basis for 20 hours. The training includes state and federally mandated topics as well as discretionary subjects. Fire department personnel are required to be trained at the professional firefighter level and participate in trainings throughout the year.
- The students through the College work experience program can work and live in the fire station in a fire fighter capacity.

CHANGES OVER PREVIOUS YEAR:

Federal Grant funding has been granted to the Fire Department to hire one fulltime Firefighter for a length of 4 years. The main scope of duties is to assist in increasing the number of volunteer staff and providing adequate coverage of the fire department.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-25
Emp. Svc.	479,698	512,195	517,385
Sup. & Svc.	207,814	200,892	196,392
Cap. Out.	7,891	40,000	50,000
TOTAL	695,403	753,087	763,777

FUNDING			
Grant Funding	-0-	129,250	124,750
Gen. Govt.	695,403	623,837	639,027

FUNCTION: Community Development
DEPT: 423

ACTIVITY: Building Inspection

OBJECTIVES:

The building regulation activity provides for the issuance of permits, and the subsequent inspection for all construction related activities. In addition, to represent the public's interest in controlling new construction, this activity also provides consulting services to the owner-builder. The upgrading or elimination of buildings that may be a hazard to public safety also comes under the provisions of this activity.

LEVEL OF SERVICE:

- The building inspector is charged with the enforcement of the latest adopted California Code of Regulations, Title 24, also referred to as the California building Standards Code. Approximately 10 permits are expected to be issued for single-family dwellings and 5 new commercial and industrial buildings, and 40 alterations or modifications to existing buildings.
- Building and code enforcement inspections of all commercial buildings have increased.

CHANGES OVER PREVIOUS YEAR:

No major changes are proposed in this budget year.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-25
Emp. Svc.	91,218	100,300	105,225
Sup. & Svc.	7,916	13,820	13,820
Cap. Out.	-0-	-0-	-0-
TOTAL	99,134	114,120	119,045

FUNDING			
Gen. Govt.	99,134	114,120	119,045

FUNCTION: Public Safety
DEPT: 424

ACTIVITY: Animal Regulation

OBJECTIVES:

Animal regulation provides for the licensing, controlling, sheltering, adoption and disposal of dogs. It is the intent of this program to give citizens a quieter and healthier environment through a reduction in the number of dogs that run at large, and assurance that the dogs have been vaccinated for rabies. The control of other animals from being a health and safety nuisance is another charge of this activity.

LEVEL OF SERVICE:

- To license approximately 300 dogs, which assures current rabies vaccination and identification. To have patrol services available by the current police and community services personnel to issue approximately 30 citations for various animal control ordinance violations, to have available the animal control officer to remove stray dogs that have been confined and to maintain the City pound facilities. During the year animals will be impounded until either claimed or destroyed. As requested by citizens, animal complaints will be investigated and calls for service will be followed through. The part time animal control officer is on duty an average of 22 hours per week for animal regulation enforcement and pound maintenance.
- For a third year the Community Service Officers are concentrating efforts to address the issues associated with feral cats. The program began two years ago wherein they trapped, spayed/neutered, and then re-released the cats where they were picked up. This program is a recommended method to reduce the number of feral cats in neighborhoods.
- Community Service Officers investigate animal complaints of loose dogs, dog and cat bites, animal cruelty and respond to calls for any animal in distress including sick or injured wildlife. They will also conduct educational programs and provide advice regarding animal care and wildlife control. A City Pound is maintained by the Community Service Officers who work diligently to locate a home for displaced pets.
- Community Service Officers receive specialized training in the law of arrest, meeting the criteria of PC 832. This provides the officers with limited powers of arrest in order to issue animal regulation citations, endorsed by the Weed Municipal Code. This allows the sworn law enforcement officers to concentrate on high priority criminal cases, and remain available for emergency calls.

CHANGES OVER PREVIOUS YEAR:

We have decided to combine this activity with department 425.

FUNCTION: Public Safety
DEPT: 425

ACTIVITY: Police – COPS Program

OBJECTIVES:

The COPS Program activity accounts for the state program to provide funds to local law enforcement.

LEVEL OF SERVICE:

- The City uses this funding source to provide for community service officers to enforce the Municipal Code and to provide a support role for other divisions of the police department. Job duties include animal control, dispatch, and enforcement activities including vehicle and nuisance abatements. Funding also provides for overtime within the department. Approximately 2,000 incidents and 200 public nuisance abatements investigations will be conducted by assigned Community Service Officers.
- Much of the officer's time is devoted to getting property owners to clean up their property or abate other nuisances, such as abandoned vehicles. Nuisance abatements also require locating the property owner sending letters, photographing the nuisance/property, and making personal contact with the owner and/or tenant of the property. Once the contacts are made, the officer works with the owner or tenant to set up a program to have the nuisance abated.
- The officer makes regular checks of the property to make sure the cleanup is being performed. If the tenant/owner fails to take the appropriate action to get the property cleaned up, a citation is issued and a court date is set. If the property is not cleaned up by the court date the officer appears in court and legal action is taken against the owner of the property to require the cleanup of the property or abatement of the nuisance.
- A Community Service Officer will be assigned the position of Crime Scene Investigator for major crimes. The duties include evidence collection, fingerprinting, DNA collection, and crime scene photography. The officer works closely with Investigators to produce a solid criminal investigation for prosecution by the District Attorney's Office.
- A Community Service Officer is also assigned the position of Property Manager. The property manager is responsible for all items of evidence booked into the Weed Police Department Evidence Room. The property manager oversees resources assigned to department staff to insure proper use and care. The property manager follows the Department of Justice guidelines to insure property is maintained, purged, and destroyed in a manner prescribed by law.
- A Community Service Officer is assigned to oversee the city owned equipment of the police department. They are responsible to issue and monitor the use of the equipment by officers, seeing that all is in good working order.

CHANGES OVER PREVIOUS YEAR:

No changes are anticipated.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-25
Emp. Svc.	91,771	100,730	104,005
Sup. & Svc.	12,000	16,000	16,000
Cap. Out.	-0-		
TOTAL	103,771	116,730	120,005

FUNDING			
General(COPS)	165,000	165,000	165,000

FUNCTION: Senior Services
DEPT: 426

ACTIVITY: Senior Services

OBJECTIVES:

With the adoption by the voters of the City of a Transaction and Use Tax, the City has funding to provide services to seniors within the community. This new department within the General Fund is intended to track the allocation and expenditures for senior services.

LEVEL OF SERVICE:

Funding will be providing maintenance and operational costs for the Senior Shuttle, fund the City's share of Meals on Wheels, and provide senior activities provided by the Family and Community Resource Center.

CHANGES OVER PREVIOUS YEAR:

No major changes are proposed in this budget year.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-25
Emp. Svc.	-0-	-0-	-0-
Sup. & Svc.	109,801	105,400	110,400
Cap. Out.	-0-	-0-	-0-
TOTAL	109,801	105,400	110,400

FUNDING			
Transaction Tax	109,801	105,400	110,400

FUNCTION: Community Development

ACTIVITY: Community Development & Promotion

OBJECTIVES:

The community development and promotion activity provide for the enhancement of economic activity within the community, tourism promotion, share in the cost of community events, and community beautification programs such as trees, flowers and lighting.

LEVEL OF SERVICE:

The various community development and promotion requests will be considered by the City Council during the second quarter of this budget period. Funding in the past has been to the Weed Chamber of Commerce, Weed Parks and Recreation District, Weed Museum, Downtown Revitalization Committee, the City of Weed, Enterprise Zone (Siskiyou County Economic Development Council), Weed Historic Tile Mural Committee, Weed Cemetery, and Chamber of Commerce Visitors' Center.

CHANGES OVER PREVIOUS YEAR:

Increased Tourist Occupancy Tax collections have increase in recent years. This trend is likely to continue.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-25
Emp. Svc.	7,924	8,400	9,110
Sup. & Svc.	63,000	80,000	80,000
Cap. Out.	-0-	-0-	-0-
TOTAL	70,924	88,400	89,110

FUNDING			
20 – Community Development & Promotion	95,100	89,000	89,000

FUNCTION: Health

ACTIVITY: Solid Waste

OBJECTIVES:

The solid waste activity provides for the collection and disposal of solid waste generated within the city. The cost of this service is provided by the users on an equitable basis.

CHANGES OVER PREVIOUS YEAR:

The City awarded a Franchise Agreement to Siskiyou County Disposal Company in November of 2022.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-25
Emp. Svc.	-0-	-0-	-0-
Sup. & Svc.	207,118	-0-	-0-
Cap. Out.	-0-	-0-	-0-
TOTAL	207,118	-0-	-0-

FUNDING			
11 – Solid Waste	207,118	-0-	-0-

FUNCTION: Health

ACTIVITY: Sewer

OBJECTIVES:

This sewer activity is responsible for the safe collection and transporting to the wastewater treatment facilities of wastewater entered into the City's system and the operation of the two wastewater treatment facilities. The types of sewage include both domestic and industrial. The cost of this service is provided by the users on an equitable basis.

LEVEL OF SERVICE:

To provide for the collection of domestic and industrial sewage from approximately 1,050 connections. To provide for the treatment and disposal of approximately 0.2 mgd (million gallons daily) of wastewater on the North system and approximately 0.25 mgd on the South system during dry weather with an average increase of around double those amounts during the wet weather periods. To dispose at an approved landfill of all sludge removed during the treatment process. To maintain lines on an as-needed basis when blockages occur within the sewer collection system. To assure that personnel and equipment are available on an on-call basis 24 hours a day. To maintain records of activity operations with summary reporting to the state.

CHANGES OVER PREVIOUS YEAR:

The cost of this service is projected to change with the approved rate increase as well as the change in the consumer price index.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-25
Emp. Svc.	188,540	192,930	197,970
Sup. & Svc.	316,944	312,423	313,421
Cap. Out.	-0-	-0-	-0-
TOTAL	505,484	505,353	511,391

FUNDING			
80 – Sewer	505,484	505,353	511,391

FUNCTION: Transportation
DEPT: 433

ACTIVITY: Street - Maintenance

OBJECTIVES:

The purpose of the street/storm drains activity is the repair, maintenance, and construction or reconstruction of City streets.

LEVEL OF SERVICE:

To provide for the maintenance of approximately 27 miles of streets including patching and seal coating.

CHANGES OVER PREVIOUS YEAR:

The completion of Vista Drive will show a decrease from prior years.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-25
Emp. Svc.	205,556	264,000	268,400
Sup. & Svc.	35,482	67,800	67,800
Cap. Out.	-0-	37,500	128,000
TOTAL	241,038	369,300	464,200

FUNDING			
Grant Funding	796,298	-0-	-0-
Gen. Govt.	1,037,336	369,300	464,200

FUNCTION: Culture and Leisure
DEPT: 427

ACTIVITY: Library

OBJECTIVES:

This activity provides support services for a library facility to be available for the residents in and around Weed and for visitors to the community.

LEVEL OF SERVICE:

- Since 2011 when the City assumed the cost of maintaining the library, the level of service has been increased.
- Although primarily staffed with volunteers, the library now employs 4 part-time librarians.

CHANGES OVER PREVIOUS YEAR:

Due to inflation and the cost of living, a slight increase is expected for departmental expenses.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-25
Emp. Svc.	67,590	92,820	92,820
Sup. & Svc.	8,820	9,500	9,500
Cap. Out.	-0-	-0-	-0-
TOTAL	76,410	102,320	102,320

FUNDING			
Grant Funding	-0-	-0-	-0-
Gen. Govt.	76,410	102,320	102,320

EXPENDITURES

FUNCTION: Public Utilities

ACTIVITY: Water

OBJECTIVES:

The water activity is responsible for obtaining, treating if necessary, and delivery of potable water to customers connected to the City system. Fire hydrants and sprinklers are connected to the water system for fire protection services. The cost of this service is provided by the users on an equitable basis.

LEVEL OF SERVICE:

To deliver potable water to 1,050 residential, commercial, and industry/institutional customers on a metered basis. To provide water for fire service to approximately 184 hydrants. To provide for new connections and development as it takes place. To have personnel available on call at all times to handle emergencies in providing water service. To perform testing of the water supply, and chlorination when necessary, to assure compliance with required health standards.

CHANGES OVER PREVIOUS YEAR:

No changes are anticipated.

BUDGET			
	Estimate	City Mgr. Recommend	
	FY 2022-23	FY 2023-24	FY 2024-25
Emp. Svc.	160,370	195,950	201,405
Sup. & Svc.	179,320	292,897	294,228
Cap. Out.	-0-	-0-	-0-
TOTAL	339,690	488,847	495,633
FUNDING			
12 - Water	339,690	488,847	495,633

CITY OF WEED
PERSONNEL ALLOCATION

CITY OF WEED
Personnel Allocation
for FY 2023-24 & FY 2024-25

Position	No. Authorized
City Council	
Mayor	1
Council Member	4
Total	5
Administration	
City Manager	1
City Clerk	1
Recording Clerk -PT	0
Total	2
Finance	
Director	1
Accts. Payable	1
Accts. Receivable	1
Total	3
Police	
Chief	1
Police Sgt.	1
Police Cpl	1
Police Officer	6
Mechanic	.1
Total	9.1
Police Dispatch	
Support Services Mgr.	1
Dispatcher	3
Dispatcher - PT	1.5
Total	5.5
Community Service	
CSO II	1
CSO I	.5
Total	1.5
Total Police Department	16.1

Fire	
Chief	1
Asst. Chief	1
Firefighter	1
Firefighter (temp)	2
Mechanic	.1
Volunteers	24
Totals	29.1
Library	
Head Librarian – PT	.5
Librarian – PT	.5
Librarian – PT	.5
Librarian – PT	.5
Total	2
Public Works	
Director	1
Supervisor	1
Maintenance Man II	3
Waste Water Treatment	1
Maintenance Worker	2
Building Inspector	1
Mechanic	.8
Total	9.8
Total Elected	5
Total Full Time	34
Total Part Time	4
Total Volunteers	24
TOTAL CITY PERSONNEL	67

**The following allocations are from the above
public works total**

Government Buildings	
Director	0.10
Waste Water Treatment	0.05
Maintenance Man II	0.35
Total	0.50

Water	
Director	0.25
Supervisor	0.20
Waste Water Treatment	0.05
Maintenance Man II	0.95
Maintenance Man II	0.75
Maintenance Man II	0.10
Mechanic	0.10
Total	2.40

Street Cleaning	
Director	0.03
Maintenance Man II	0.10
Mechanic	0.20
Total	0.33

Street Maintenance	
Director	0.32
Supervisor	0.60
Waste Water Treatment	0.05
Maintenance Man II	0.45
Maintenance Man I	0.40
Mechanic	0.20
Total	2.02

Snow Removal	
Director	0.05
Supervisor	0.05
Waste Water Treatment	0.05
Maintenance Man II	0.05
Maintenance Man II	0.05
Maintenance Man II	0.05
Maintenance Man I	0.05
Mechanic	0.20
Total	0.55

Sewer

Director	0.25
Supervisor	0.15
Waste Water Treatment	0.80
Maintenance Man II	0.20
Maintenance Man I	0.45
Mechanic	0.10
Total	1.95