

FISCAL YEAR 2020-21 PROVISIONAL BUDGET PROPOSAL



WHAT IS A “PROVISIONAL” BUDGET?

- PREVIOUS FISCAL YEAR BUDGET
- OPERATIONAL/ORGANIZATIONAL CHANGES AND DECREASES/INCREASES
- ADOPTION OF FINAL BUDGET IN JANUARY 2021



WHY ADOPT A “PROVISIONAL” BUDGET?

- **FULL EFFECTS OF COVID-19 CRISIS STILL UNKNOWN**
- **LIMITED CAPACITY OF FINANCE DEPARTMENT**
- **POSSIBLE OUTSIDE FUNDING ON HORIZON**



ESTIMATED GENERAL FUND REVENUE

PROPERTY TAX

FY 19-20
\$16,494,203

FY 20-21
\$17,234,764

DIFFERENCE
+\$740,561

SALES TAX

FY 19-20
\$12,042,723

FY 20-21
\$11,779,603

DIFFERENCE
-\$263,120

TRANSIENT OCCUPANCY

FY 19-20
\$1,356,548

FY 20-21
\$2,605,384

DIFFERENCE
+\$1,248,835

OTHER REVENUE

FY 19-20
\$10,196,032

FY 20-21
\$10,188,166

DIFFERENCE
-\$7,866



GENERAL FUND RESERVES (unaudited)

General Fund Assigned Fund Balance	Minimum or Maximum Reserve	Reserve as of June 30, 2020	% of Operating Budget
Fiscal Stability	\$13,042,537	\$13,042,537	30%
Pension Stabilization	\$2,173,756	\$2,173,756	5%
Economic Development	\$2,500,000	\$2,997,673	7%
Public Facilities Oversizing	\$1,051,731	\$1,051,731	2%
Capital Facilities	\$1,500,000	\$1,304,254	3%
Technology	\$1,500,000	\$1,304,254	3%
Total Assigned Fund Balance		\$21,874,204	50%
Total Unassigned Fund Balance		\$8,993,484	20%
TOTAL ASSIGNED & UNASSIGNED RESERVE FUND BALANCE		\$30,867,668	70%

MEASURE M

* As of March 31, 2020

**RESERVE FUND****BALANCE:****\$4,300,000**

Revenue	Budget	Year to Date	% of Budget
Sales Tax	\$7,292,942	\$4,801,473	66%
Interest	\$12,500	\$12,517	100%
Total Revenue	\$7,305,442	\$4,813,990	66%
Operating Expenditures	Budget	Year to Date	% of Budget
POLICE			
Salaries and Benefits	\$3,535,975	\$2,776,378	79%
Personal Protection Equipment	\$0	\$0	\$0
Recruitment	\$3,035	0	0
Supplies	\$37,010	\$16,165	44
Capital Outlay – Vehicles	\$39,000	0	0
Total Police Expenditures	\$3,615,020	\$2,792,543	77%
FIRE			
Salaries and Benefits	\$3,521,775	\$2,607,673	74%
Personal Protection Equipment	\$28,433	\$20,876	73%
Recruitment	\$12,360	\$6,238	51%
Supplies	\$37,010	\$16,420	42%
Total Fire Expenditures	\$3,559,568	\$2,660,207	74%
Total Police and Fire Expenditures	\$7,214,583	\$5,442,750	75%
NET SURPLUS (LOSS)	\$90,854	(\$628,760)	

FOCUS AREA 1

QUALITY OF LIFE

STRATEGIC GOAL

Provide support for residents experiencing homelessness

STRATEGIC GOAL

Enhance economic development to make Manteca a premier place to live, work, recreate and visit

FOCUS AREA 2

ORGANIZATIONAL HEALTH

STRATEGIC GOAL

Ensure long-term financial health and identify new & innovative sources of revenue

STRATEGIC GOAL

Ensure a healthy and productive workforce and establish Manteca as a model employer

STRATEGIC GOAL

Increase service levels and efficiency through innovation & technology

STRATEGIC GOAL

Meet needs of current and future organizational growth

FOCUS AREA 3

INFRASTRUCTURE

STRATEGIC GOAL

Pave Main St. from Yosemite Ave. to Alameda St.

STRATEGIC GOAL

Pave Airport Way from Yosemite Ave. to Daniels St.

STRATEGIC GOAL

Construct Milo Candini Extension

STRATEGIC GOAL

North Sewer Trunk Completion

FY 2020-21 PROVISIONAL BUDGET PROPOSAL NOTABLE CHANGES

Election costs

Legal services

Rules & Regulations rewrite

Previously negotiated salary and benefit increases

Increased pension-related expenses



FY 2020-21 PROVISIONAL BUDGET PROPOSAL PERSONNEL ALLOCATIONS

AUTHORIZED POSITIONS

FY 19-20
409 FTE

**FY 20-21
PROPOSED**
397 FTE

DIFFERENCE
-12 FTE

NOTABLE STAFFING ADDITIONS:

PURCHASING OFFICER
DEPUTY CITY MANAGER/PIO
POLICE OFFICER
RECORDS MANAGER
CUSTODIAN
IT SECURITY ANALYST
WATER SUPERINTENDENT
SOLID WASTE ROUTE SUPERVISOR



FY 2020-21 PROVISIONAL BUDGET PROPOSAL

CAPITAL IMPROVEMENT PROGRAM

FY 2020-21 GENERAL FUND CIP BUDGET APPROPRIATIONS: \$891,339

FY 2020-21 TOTAL BUDGET APPROPRIATIONS: \$8,257,181

Chevy 2500 HD (Streets)
Elevated Tank and Vessel Painting (Water)
1 Replacement Dump Truck (Water)
2 Replacement Dump Truck (Water)
Headwords Bar Screen (WQCF)
Union Road Standby Generator (WQCF)
UV Rehabilitation (WQCF)
Articulating Man Lift (WQCF)
Macerator (WQCF)
2 Kubota Tractors (LMD/Parks)
Heavy Duty Work Truck (Parks)
Taser and Body Camera Upgrades (Police)

Portable Radios (Police)
3 Vehicle Replacements (Police)
Utility Truck (Solid Waste)
Fork Truck (Solid Waste)
Roll Off Truck (Solid Waste)
2 Side Loaders (Solid Waste)
3 Front Loaders (Solid Waste)
Nile Garden Well Construction (Water)
Combination Truck (WQCF)
Main Street: Atherton to Woodward (Engineering)
SCADA Water/Well System Upgrade (Water)
Fire Engine (Fire)



FY 2020-21 PROVISIONAL BUDGET SUMMARY

GENERAL FUND	FY 2020-21
Expenditures	\$48,117,939
Capital Improvement Program	\$891,339
	\$50,009,278
Revenues	\$47,751,680
Unassigned Fund Balance	(\$2,256,598)



COST SAVING MEASURES

FROZE NON-CRITICAL VACANT POSITIONS

LAI D OFF ~100 PART-TIME NON-BENEFITED STAFF

EXPENDITURES FOR ESSENTIAL OPERATIONS ONLY

REPRIORITIZED CAPITAL IMPROVEMENT PROJECTS/REALLOCATED FUNDING

DEFER GENERAL FUND CAPITAL PROJECTS

4/10 WORK SCHEDULE PILOT PROGRAM

EMPLOYEE FLEXIBLE WORK SCHEDULE OPTIONS

EARLY RETIREMENT/ SEPARATION PROGRAM

4/10 WORK SCHEDULE PILOT PROGRAM

1 YEAR PROGRAM

METRICS:

- ENERGY COST SAVINGS (Compare Bills)
- VALUE IN RECRUITMENT (Survey New Employees)
- PUBLIC SENTIMENT (Community Survey)
- INCREASED PRODUCTIVITY (Sick Leave Reduction)



EARLY RETIREMENT/VOLUNTARY SEPARATION

- APPLICATION PERIOD IN JULY
- ALL APPLICATIONS RANKED BY YEARS OF SERVICE TO MANTECA
- INCENTIVES:
 - SERVICE CREDIT
 - CASH INCENTIVE
 - CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT
 - COBRA BENEFITS



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Early Retirement Program	\$1,000,000
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FY 2020-21 BUDGET MODIFIED SCHEDULE

COMING JANUARY 2021

CalPERS Updates

CIP Updates/Modifications

Updated COVID-19 Revenue Estimates

Adoption of 18-Month Final Budget



