



Budget Workshop No. 3

Fiscal Year 2021-2022

CITY OF CARSON



2021-2022 Budget Principles

- 1. Develop a budget based on the best information available including local, state and national economic indicators**

- 2. The goal is to identify those ongoing expenditures that are our highest priorities and are in balance with the City's ongoing revenues (without considering one-time resources)**

- 3. Adopt a budget that is in alignment with the newly defined City Council Priorities:**
 - **Quality of life improvement (infrastructure, maintenance, beautification)**
 - **Economic development**
 - **Governance policies and procedures pertaining to district**
 - **Housing**
 - **Increase public safety**
 - **Make progress on development that provides community benefits in the long term**
 - **Maintain quality City programs and services**
 - **Advocacy for funds from county, state and federal government**
 - **Increased outreach and information to the community**



Budget Process

❖ **March 16, 2021: Budget Workshop no. 1**

- Overview of the City's General Fund reserve
- 2021-2022 General Fund Revenue forecast
- County, State and Federal funding

❖ **April 20, 2021: Budget Workshop no. 2**

- Overview of the City's General Fund operating expenditures
- 2021-2022 General Fund expenditures by department
- 2021-2022 Personnel expenditures
- 2021-2022 Los Angeles County Sheriff Department expenditures

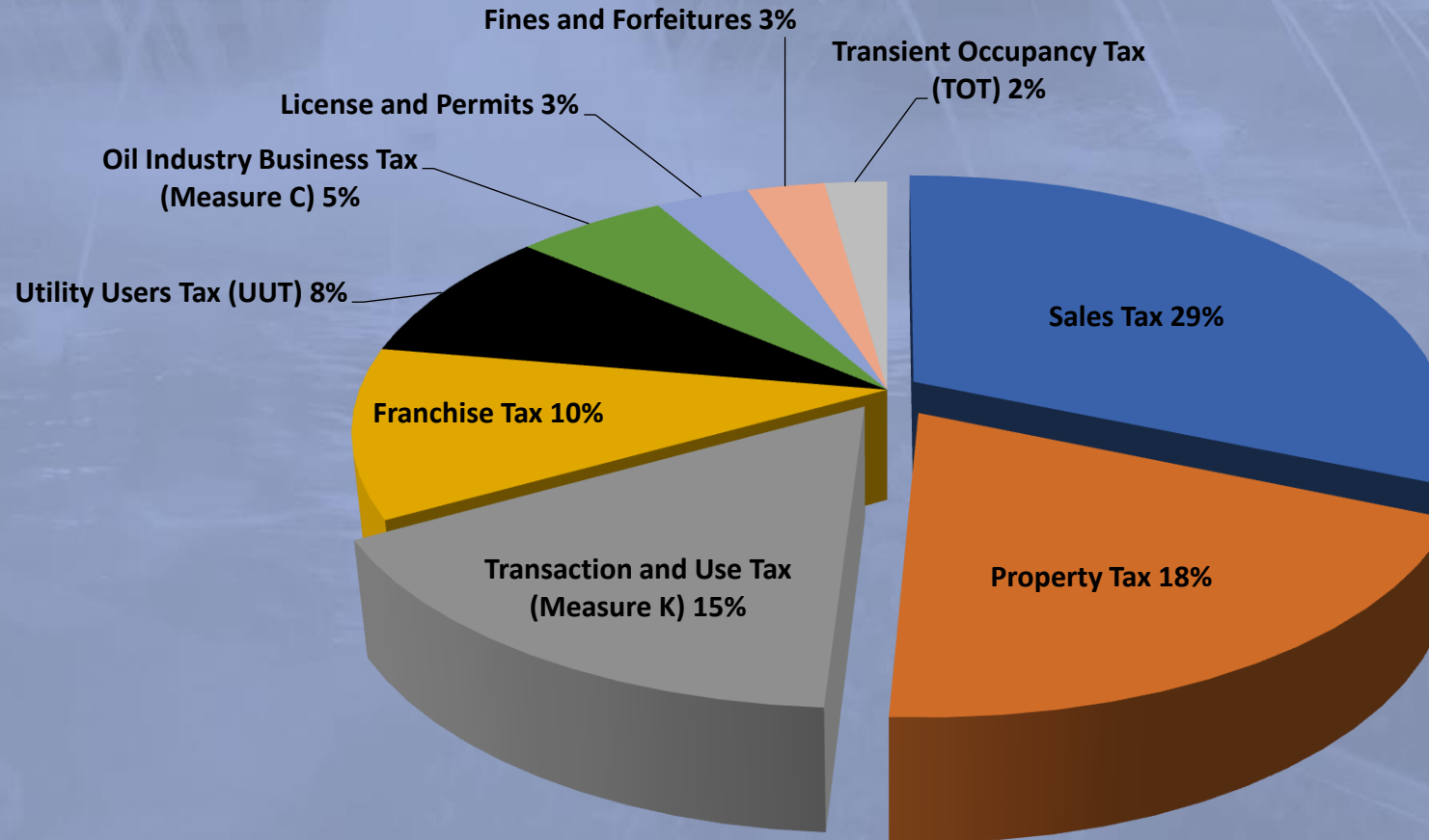
❖ **May 18, 2021: Budget Workshop no. 3**

- Updates on City's General Fund Operating Budget from departments
- 2021-2022 Special Events fund
- 2021-2022 Capital Improvement Plan

❖ **June 15, 2021: Public Hearing and Budget Adoption**



Fiscal Year 2021-2022 General Fund Revenue: \$92.9M





General Fund Revenues: 5 Year Forecast Summary

FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
\$92,913,457	\$96,400,573	\$91,196,628	\$93,476,544	\$96,280,840

The UUT is currently scheduled to sunset June 30, 2023.



Youth Employment Program: \$150,000

City Council in Fiscal Year 2020-2021 approved and funded Youth Employment Program to replace former Summer Youth Program and MMF Internship Program and be expanded to a year around program.

CITY WIDE EMPLOYMENT PROGRAM

- City of Carson residents
- Year-round Program (Fall, Winter, Spring and Summer session)
- Hiring up to 100 Youth
- Work up to 6 hours/day, maximum of 6 weeks
- Pay is \$14/hr. in 2021; \$15/hr. in 2022
- Required Age 14-21 by July 1, 2021
- 2.0 GPA required
- Work permit required based upon age
- Proof of residency, grades and age when applying
- Students placed based upon dept. need

TIMELINE

- 06/2021 Advertising began (schools, parks, social media, etc.)
- 06/01/21 applications accepted via city website; governmentjobs.com
- 06/18/21 initial youth notified
- 06/28/21 TB Tests completed
- 06/30/21 TB Test Readings
- 7/5/21 Summer Session Orientation*
- 10/4/21 Fall Session Orientation*
- 01/03/22 Winter Session Orientation*
- 04/04/22 Spring Session Orientation*
- First day after clearance, orientation and placement confirmation
- Last day – 6 weeks from 1st date of hire



Deferred Maintenance & Non-Capitalized Equipment

- ❑ The City of Carson has a large deferred Capital and Maintenance backlog.
- ❑ Staff plans to return to the City Council at later date to provide a comprehensive “Deferred Maintenance, Reopening and Resilience Plan”
- ❑ The Plan will focus on critical areas such as infrastructure, building maintenance, urban forestry and technology.
- ❑ Staff plans to propose funding these critical project by using:
 - The American Rescue Plan Act funds
 - State and Federal grant opportunities
 - Allocation from the General Fund reserve



Deferred Capitalized Maintenance:

To be spread over multiple years as fiscal spending plan

Project Type	Number of Identified Projects	Estimated Cost (funding needs)
Buildings	11	\$5,286,838
Parks	3	\$1,182,691
Roadways	19	\$9,018,425
Stormwater	1	\$112,044
Total	34	\$15,600,000



Non-Capitalized Equipment - Parks

Priority (1-5)	Program or Facility	Budget Need
Priority no. 1	Aquatics	\$22,037
	Community Center	\$56,263
	Parks	\$120,631
	Permits	\$47,592
	Veterans Sports complex	\$14,481
Total Priority no. 1		\$261,004
Priority no. 2	Aquatics	\$5,667
	Community Center	\$1,727
	Fabela Boxing Center	\$52,889
	Parks	\$17,504
	Veterans Sports complex	\$118,999
Total Priority no. 2		\$196,785
Priority no. 3	Aquatics	\$6,296
	Community Center	\$99,288
	Parks	\$38,405
	Permits	\$9,724
	Veterans Sports complex	\$25,185
Total Priority no. 3		\$178,898
Priority no. 4	Aquatics	\$7,556
	Community Center	\$5,729
	Parks	\$46,505
Total Priority no. 4		\$54,413
Priority no. 5	Aquatics	\$2,519
	Parks	\$46,517
	Permits	\$9,263
	Veterans Sports complex	\$2,519
Total Priority no. 5		\$60,817
Total Budget Need		\$757,294



Budget Policy Questions for City Council



HR Department 1.0 FTE Add: Risk Manager

- ❑ Addition of 1.0 FTEs: Risk Manager
- ❑ Budget appropriation request: \$203,987 (9 months: \$153k & 6 months: \$101k)
- ❑ Measurable Goals :
 - Provide critical functions including implementation of key city-wide programs such as safety, return-to-work, workers compensation, liability and first part property claims, city's insurance policies and vendor insurance.
 - The Manager would be the City's point person for health and safety compliance including interactions with external agencies
 - The manager will be the appropriate level to manage the citywide response to emergency concerns.
 - Coordinate the Americans with Disabilities Act (ADA) including reasonable accommodation meetings with employees and applicants
 - The role will manage staff and external vendors for specialized needs (worker's compensation law firm, brokers, actuarial and claims consultants and third party administrative services.



Disaster Preparedness

Disaster preparedness refers to measures taken to **prepare for and reduce the effects of disasters**. That is, to predict and, where possible, prevent disasters, mitigate their impact on vulnerable populations, and respond to and effectively cope with their consequences. While complementary, these two Managers focus on different elements.

EMERGENCY SERVICES MANAGER

- Coordinate emergency planning efforts
- Maintain disaster inventory/supplies
- Coordinate staff during emergency/supports Emergency Operations Center activation
- Organize city resources to prepare for, mitigate, respond to and recover from disaster
- Facilitate inter-agency operations
- Coordinates and conducts emergency training and exercises for staff
- Conduct public preparedness outreach
- Coordinate media and communications
- Protect safety of residents/citizens

RISK MANAGER

- Mgmt. and compliance with worker's comp and TPA self-insured claims (property/GL)
- ADA Assessment and Compliance
- Safety program compliance, response and training (IIPP, Cal OSHA, LADPH)
- Regulatory and accreditation reporting (self-insurers; actuarial reserve analysis)
- Recovery efforts for damage to city property/assets
- Manage return to work programs
- Contract and city events review for appropriate indemnity, risk and loss transfer and safety requirements
- Implement cost effective insurance/self-insurance program



Youth Sports Program: Fee Waiver

Sport	2019 Registrants	Registration Fee (Res/Non-Res)	Carson Residency		
			80%	90%	100%
Basketball	1,235	\$25/\$68	\$30,875	\$36,275	\$41,496
Baseball	1,732	\$25/\$68	\$43,300	\$50,739	\$60,178
Soccer	1,157	\$25/\$58	\$28,925	\$32,753	\$36,548
Football	300	\$25/\$58	\$7,500	\$8,490	\$9,480
Total	4,424		\$110,600	\$128,257	\$147,702

- Waiver of registration fees may yield increased sign-ups and ultimately higher costs in equipment and sports official fees, without a corresponding revenue offset. Increased program participation will require additional staffing and increased allocation of resources.
- Without financial commitment from participants, there is the possibility of inconsistent attendance and fragmented team formation
- Fee waiver for players could eliminate “stake” for participants in the program, who could leave or quit at any time, jeopardizing entire teams and league operations
- Should park volunteer associations continue to manage the uniform, picture, and trophy program for each sport season, City staff will not be able to assist with any payment collection or purchasing/ordering responsibilities for these functions, to ensure compliance with the City’s cash handling and procurement policies.



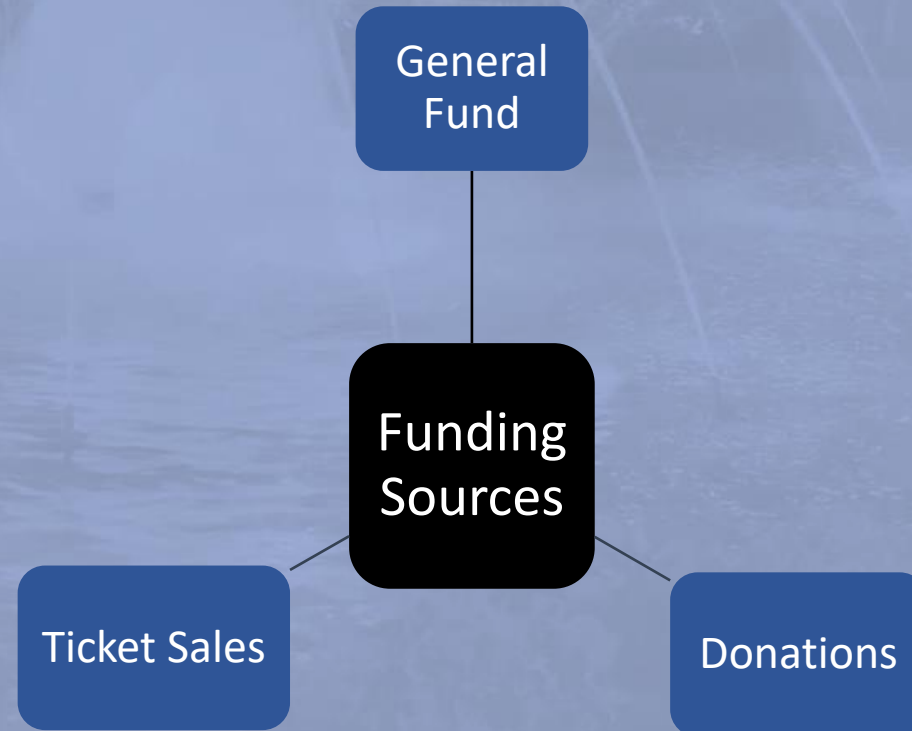
Los Angeles Sheriff Contract: \$22.4M

	FY 2020-2021	FY 2021-2022	Increase
Sheriff Contract	\$22,073,228	\$22,374,413	\$301,185

- Services will increase by \$301,185 or 1.4%
- Based on the contract structure, the Los Angeles County Sheriff department has sufficient budget appropriation and the flexibility to allocate resources where needed



Special Events Fund

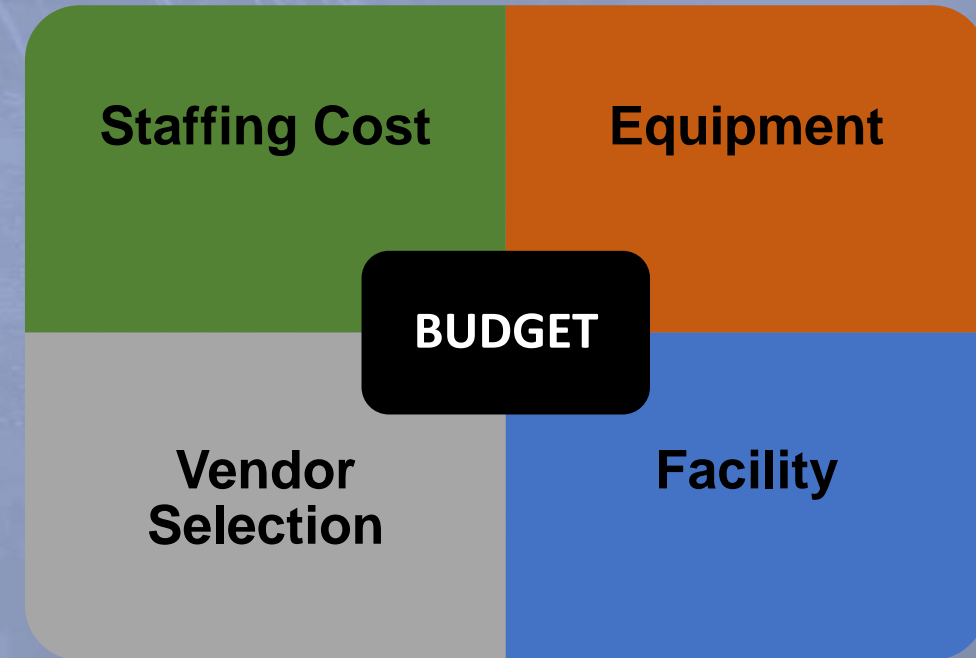


Consisted with the City Council adopted Resolution no. 21-012, all event fees and financial contributions to special events must be used before any transfer of General Fund monies to the Special Events Fund are made for subsidizing events.



Special Events Budgeted Expenditures

- Special Events must be treated as a project where all revenues and expenditures can be recorded, which will allow City Council and management the ability to know the cost of special event.
- The budgets for each event should include personnel and non-personnel expenditures, which would be approved by Council and entered into the general ledger.
- Individual budgets are to be created for each event so that expenses can be charged against the budgeted accounts and that they account for straight time in addition to overtime that employees spend on special events.
- Staff cost included under Special Events fund are not included in the Operating Budget (no double counting).





Special Events Fund: Proposed Budget

Special Event Name	Total Direct Costs	Total Indirect Costs	Proposed Budget
Hispanic Heritage Month Celebration	\$12,905	\$8,174	\$21,079
Filipino-American History Month	\$6,038	\$7,501	\$13,539
Jazz Festival	\$14,520	\$23,831	\$38,352
Women's Health Conference	\$47,042	\$12,130	\$59,171
Red Ribbon Week	\$10,587	\$2,046	\$12,633
Larry Itliong Day	\$7,736	\$9,659	\$17,395
Halloween Carnival	\$15,946	\$6,657	\$22,603
Veterans Day	\$8,139	\$12,264	\$20,404
Holiday Tree Lighting	\$1,139	\$1,161	\$2,301
Winterfest	\$15,760	\$3,800	\$19,560
Martin Luther King, Jr.	\$5,928	\$5,075	\$11,003
Black History Month Celebration	\$7,202	\$3,152	\$10,354
Cesar Chavez Tribute	\$5,776	\$5,520	\$11,296
Volunteer Recognition Award	\$50,226	\$2,990	\$53,216
Earth Day	\$6,255	\$8,174	\$14,429
Cinco de Mayo	\$11,727	\$11,484	\$23,211
Youth Conference	\$24,754	\$7,841	\$32,595
Memorial Day Tribute	\$3,516	\$4,334	\$7,850
Philippine Independence Day	\$13,357	\$17,007	\$30,364
Juneteenth	\$15,750	\$25,344	\$41,095
Total	\$284,303	\$178,145	\$462,448



Inactive Special Events

Special Event Name	Fiscal Year 20-21 Budget	Proposed Budget FY 21-22
4th Of July Community Friendship Day	\$5,000	
Day of Unity	\$20,000	
Samoan Heritage Day	\$5,000	
Samoan Flag Day	\$5,000	
White Linen	\$5,000	

- Some of these events were funded previously but have not taken place in the past 1-3 years (pandemic closure excluded).
- The budgeted amounts above do not include direct and indirect costs.
- Staff is requesting direction from City Council on these events.



Co-Sponsored Events

Event Name	Proposed Budget FY 21-22
Relay for Life	
Autism/5K Run / Special Needs	

- The City Co-sponsored Special Events provide residents with a sense of community. They are an effective way to bring community partners together to promote worthy charitable campaigns and enhance local non-profit services.
- Staff is seeking City Council direction on budgeting the above co-sponsored events.



Capital Improvement Projects

- Exhibit (4) shows the City's CIP **funded projects** for Fiscal Year 2021-2022 with a total of \$47,440,134 for which **outside special funding** has been identified.
- In addition, the City Council approved \$605,000 general funding for project 1656 for Community Center Bathroom upgrades.
- The City expects to conduct:
 - Facility Condition Assessment during Fiscal Year 2021-2022, which will include buildings and playgrounds.
 - Pavement Management Program and
 - Citywide Parks Master Plan study, which will continue to inform the CIP
- Staff is recommending that City Council approves the **funded CIP Projects** for Fiscal Year 2021-2022



THANK YOU

City of Carson - Finance Department