



Think Inside the Triangle™

NOTICE OF SPECIAL MEETING

Pursuant to Section 54956 of the Government Code of the State of California, a Special meeting of the **Tracy City Council** is hereby called for:

Date/Time: **Tuesday, April 2, 2024, 5:00 p.m.**
(or as soon thereafter as possible)

Location: **Tracy City Hall**
333 Civic Center Plaza, Tracy, CA.

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Tracy City Council on any item, before or during consideration of the item, however no action shall be taken on any item not on the agenda.

This meeting will be open to the public for in-person and remote participation pursuant to Government Code Section 54953(e)

For Remote Public Comment:

During the Items from the Audience, public comment will be accepted via the options listed below. If you would like to comment remotely, please follow the protocols below:

- *Comments via:*
 - **Online by visiting** <https://cityoftracyevents.webex.com> and using the following **Event Number: 2551 335 5651** and **Event Password: TracyCC**
 - ***If you would like to participate in the public comment anonymously***, you may submit your comment via phone or in WebEx by typing “Anonymous” when prompted to provide a First and Last Name and inserting Anonymous@example.com when prompted to provide an email address.
 - Join by phone by dialing +1-408-418-9388, enter 25513355651#8722922# Press *3 to raise the hand icon to speak on an item

- *Protocols for commenting via WebEx:*
 - *If you wish to comment under “Items from the Audience/Public Comment” portion of the agenda:*
 - *Listen for the Mayor to open “Items from the Audience/Public Comment”, then raise your hand to speak by clicking on the Hand icon on the Participants panel to the right of your screen.*
 - *If you no longer wish to comment, you may lower your hand by clicking on the Hand icon again.*
 - *Comments for the “Items from the Audience/Public Comment” will be accepted until the public comment period is closed.*

1. Call to Order
2. Actions, by Motion, of City Council pursuant to AB 2449, if any
3. Roll Call and Declaration of Conflicts
4. Items from the audience - *In accordance with Council Meeting Protocols and Rules of Procedure*, adopted by Resolution No. 2019-240, and last amended by Resolution No. 2021-049, a five-minute maximum time limit per speaker will apply to all individuals speaking during "Items from the Audience/Public Comment". For non-agendized items, Council Members may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that the matter be placed on a future agenda or that staff provide additional information to Council.
5. DISCUSSION ITEMS
 - 5.A The Tracy Finance Committee recommends that the City Council, as a part of the Fiscal Year (FY) 2024-25 budget development process: (A) receive a report on FY 2023-24 departmental and capital project accomplishments, and (B) provide direction regarding anticipated departmental and capital project augmentation requests and funding objectives for the FY 2024-25 Operating and Capital Budget.
6. Council Items and Comments
7. Adjournment

Posting Date: March 28, 2024

The City of Tracy is in compliance with the Americans with Disabilities Act and will make all reasonable accommodations for the disabled to participate in employment, programs and facilities. Persons requiring assistance or auxiliary aids in order to participate, should contact the City Manager's Office at (209) 831-6000 at least 24 hours prior to the meeting.

April 2, 2024

Agenda Item 5.A

RECOMMENDATION

The Tracy Finance Committee recommends that the City Council, as a part of the Fiscal Year (FY) 2024-25 budget development process: (A) receive a report on FY 2023-24 departmental and capital project accomplishments, and (B) provide direction regarding anticipated departmental and capital project augmentation requests and funding objectives for the FY 2024-25 Operating and Capital Budget.

EXECUTIVE SUMMARY

As part of the Fiscal Year (FY) 2024-25 budget development process, staff is facilitating this discussion by presenting an introduction to the City's budget process. In addition, this item will provide a status report from all of the operational departments of the City of Tracy. That report will include each department's accomplishments from prior fiscal year's budget augmentations and their goals for increases being requested for this next budget year. Additionally, the report includes updates on existing and proposed new capital projects for FY2024-25. Staff will be coming back in the fall with a complete 5 Year Capital Improvement Plan update.

In addition to providing the report, staff seeks direction on the anticipated departmental and capital project augmentation requests and funding objectives for the FY 2024-25 Operating and Capital Budget.

BACKGROUND

Annually, staff prepares a presentation on the Capital Improvement Plan, which includes all existing and new capital improvement projects (CIPs). This is presented to review the proposed projects requesting funding for the next fiscal year. This provides an opportunity to receive feedback from the City Council that will be incorporated into the FY 2024-25 Capital Budget. This year the operational funding requests will be included as part of the discussion.

Since the Finance Committee has become a standing committee of the City Council, the report and discussion are first occurring at the Finance Committee. The feedback received at the Finance Committee will be incorporated into the materials that will be presented to the City Council at a budget workshop that is anticipated to occur on April 2, 2024.

ANALYSIS

Budget Process

Base Budget and Augmentations

A base budget is developed for all operating programs and includes staff, contracted services, and commodities accounts. The base is determined by utilizing the historical spending but adjusted for an inflation factor plus the current budget amounts. The budget may also be adjusted for specific one-time items that are not considered to be ongoing.

For purposes of budget preparation and formulation, departmental budget submittals for a program consist of two parts: a base request and augmentation requests to enhance the budget.

All augmentation requests shall be accompanied by a narrative explanation of the sources and uses of funds. All requests for additional personnel shall include a narrative explaining the need for an increase in potential staff and duties for the new employee. Management reviews all augmentation requests to determine priority.

Budget Timeline

The Tracy Municipal Code requires that the City Council adopt a budget by no later than the close of the Fiscal Year (June 30). This annual budget serves as the foundation for the City's financial planning and control. The budget is prepared by fund, by department, and by program. The Finance Department maintains budgetary controls to ensure compliance with legal provisions embodied in the appropriated budget approved by the City Council. The level of budgetary control (the level at which expenditures cannot legally exceed the appropriated amount) is the department level and within a single fund. The City Manager may authorize transfers between administrative control accounts within a department or within a capital project. Supplemental appropriations during the year must be approved by the City Council. Any transfer of appropriations between departments in the operating budget or between capital projects in the capital budget also requires City Council approval.

January - Annually the budget process is kicked off at the beginning of the calendar year, this starts with meeting with each department to go over the process, expectations, and timelines. Once staff has received all requests these are compiled by funding source and department.

February – Department Head discussions occur to present their requests and prioritize Citywide what will be recommended to the City Manager for funding in next year's budget.

March/April – Finance Committee & City Council Budget Workshop to present the proposed augmentations along with updates and requests for Capital Improvement Projects.

May – The proposed FY2024-25 Operating and Capital Budget will be presented to the Finance Committee for recommendation to City Council to adopt.

June – The Proposed FY2024-25 Operating and Capital Budget presented to City Council for adoption.

Operational Departments

This report provides an opportunity for each Department to highlight the accomplishments/results from prior funding received from FY2022 to current fiscal year along with their goals for FY2025 requests. During these past three fiscal years, the City has funded 60 new positions from general and enterprise funds City wide.

For this next budget cycle there will be a realignment of resources to enhance efficiencies, resulting in the dissolution of the Mobility and Housing Department, transitioning the Development Services Department to Community and Economic Development, renaming Parks & Recreation to Parks, Recreation, and Community Services Department and Operations & Utilities back to Public Works.

With these realignments, divisions will be reassigned to these updated departments as follows:

<u>Division</u>	<u>Previous Department</u>	<u>New Department</u>
Homeless Services	Mobility and Housing	Parks, Recreation, and Community Services
Economic Development	Mobility and Housing	Community and Economic Development
Transit	Mobility and Housing	Public Works
Airport	Mobility and Housing	Public Works
Engineering	Community and Economic Development	Public Works
Cultural Arts	City Manager's Office	Parks, Recreation, and Community Services

FY2024-25 Budget Augmentation Requests

The table below summarizes the FY2024-25 budget augmentation requests. A detailed listing of prior year budget augmentations and accomplishments is included in Attachment A.

Department	Total Request Amount	Other Fund On-Going	Other Fund One-Time	General Fund Ongoing	General Fund One-Time
City Manager's Office	\$ 15,000		\$ 7,500		\$ 7,500
Human Resources	\$ 346,526	\$ 118,263	\$ 55,000	\$ 118,263	\$ 55,000
Innovation & Technology	\$ 206,000	\$ 42,120	\$ 13,500	\$ 113,880	\$ 36,500
Parks, Rec & Comm Services	\$ 2,477,588	\$ 696,988	\$ 180,600	\$ 1,600,000	\$ -
Police Department	\$ 995,843			\$ 638,843	\$ 357,000
Public Works	\$ 3,926,865	\$ 2,568,173	\$ 454,155	\$ 677,689	\$ 226,848
	<u>\$ 7,967,822</u>	<u>\$ 3,425,544</u>	<u>\$ 710,755</u>	<u>\$ 3,148,675</u>	<u>\$ 682,848</u>

**The detailed listing of FY 2024-25 requests is included in Attachment C.*

The following requests are included in the summary table but provides more detail as it relates to the justifications and goals for these funding requests.

Human Resources

HR Analyst

Funding Source: General Fund (50%) and Other Funds (50%)

Justification: This request is for an additional position in the Risk Management Division which currently has one dedicated analyst and part of a HR Technician. The Human Resources Department's Risk Management Division workload has increased significantly in the areas of liability claims and litigation, property claims and contract and insurance review over the last few years. In order to maintain a high level of service related to these critical functions in addition to the other risk related assignments including workers' compensation, reasonable accommodations, subrogation's and ensuring risk management compliance with evolving regulations.

Parks, Recreation & Community Services

Senior Maintenance Worker

Funding Source: CFD

Justification: This position is needed to meet the service level standards as outlined in the specific plan for these developments. The Senior Maintenance Worker position is the advanced journey level maintenance worker needed to perform the most technical and complex maintenance tasks, while exercising technical and functional direction over and providing training to lower-level staff.

The number of parks in the Ellis and Tracy Hills communities is currently 5, growing to 7 at the end of fiscal year 2024. The City is expected to accept 2 additional parks at the on-set of fiscal year 2025, resulting in 9 parks with unique and highly sought after amenities. For example, one of the new parks is a one-of-a-kind dog park with exorbitant amenities. This specialized park will be a first for the City and surrounding neighborhood communities, with use expected to be high and demanding, just as all the other parks are in these developments

Police

Deputy Chief

Funding Source: General Fund

Justification: To reinstatement the Deputy Chief position, it was established in the FY2006/07. The Deputy Chief of Police position is responsible for assisting the Police Chief in the operational planning and management of departmental programs, policies, and actions. The 2005 Productivity and Staffing Analysis performed by Kirchoff & Associates detailed several recommendations to assist in dealing with the increased need for police services and the increased complexity of managing the Police Department, which are still true today. Assists in providing a high level of leadership over police activities and assists the Police Chief in implementing the recommendations set forth. Advises the Police Chief on all relevant matters and assists in the development and interpretation of policies, rules, and regulations governing police activities. Reporting directly to the Police Chief, the incumbent represents the City and the Police Department in its work with citizen groups and commands the Police Department in the absence of the Police Chief. In addition, the position acts as the Department's management representative in labor negotiations and related activities, as well as manages the development of an effective employer-employee relations strategy. The reinstatement of this position enhances accountability and increases the Department's outreach and service to City residents.

Police Officer – School Resource
Funding Source: General Fund

Justification: The additional police officer to be assigned as a School Resource Officer for Jefferson High School. The additional officer request supports Council Strategic Priority for Public Safety and strengthening community safety through crime prevention, intervention, and enforcement activities. The Jefferson School District has requested to partner with the Tracy Police Department to fund one School Resource Officer position. Most of the Jefferson School District Schools are located within the City of Tracy city limits and have historically been serviced by Tracy PD. Per MOU, Jefferson School District will reimburse the City for 50% cost of the position.

Homeless Outreach Coordinator
Funding Source: Grant (FY2026 General Fund)

Justification: Currently, each case manager holds a caseload of about 50-60 people, about twice the number recommended according to best practices. Between 50-60 new clients are identified each quarter due to the transient nature of the population. The more recently formed MET team is also growing its caseload. In October the team worked intensively with nine clients, including four new referrals. Five of the nine required transport and coordination with crisis services during the month, the remaining four were kept stabilized in the community through regular wellness checks. Already the team is seeing increases in the month of November and anticipates a growth in services as word is spreading among officers and partner programs on the work of the team. Familiar Faces case managers are City of Tracy employees and are required to wear standard attire (khaki pants and t-shirts), identification, and are responsible for developing a client case plan, assisting clients in meeting goals, recording service and case management activities, and conducting coordinated activities with service partners and health professionals to meet client needs. These duties may also involve transporting clients to behavioral health care appointments or other meetings necessary to obtain identification, public benefits, or procure shelter or housing.

Administrative Assistant
Funding Source: Grant (FY2026 General Fund)

Justification: To support the growth of the Familiar Faces Program and provide administrative support including coordinating activities between partners and patrol units, uploading and validating incident responses into multiple data systems, and tracking and reporting program impact. When the department implemented the Familiar Faces Program, administrative support was provided through a consultant and through grant funding. The request for this position, will be funded for 12 months through grant funding, but would need to be supported after year 1 through the department's operational budget. Administrative assistance will deepen operational capacity and further support the integration of the co-responder units within the Department.

Public Works

Building Maintenance Workers (2)

Funding Sources: General Fund (74%) and Other Funds (26%)

Justification: On average 1029 service requests are submitted by City employees & residents with an additional 521 preventative maintenance (PM) requests for 280k square feet. Staff anticipate an additional 78k square feet to be added between FY2024 through FY2026. APWA stated that 50k square feet per one position. The addition of these two positions will ensure that we are meeting APWA standard for current and additional square footage. Staff will monitor the amount of service requests and PM's that are closed annually after positions are filled and trained.

Maintenance Worker

Funding Source: Transit Fund

Justification: Transit Division currently has position allocated for maintenance work over 4 hours each day, which only allows for reactive maintenance tasks and service requests rather than preventative maintenance tasks. By adding this additional position, essential preventative maintenance can be completed at transit locations throughout the City as well as at the Transit Station. Citizens will see a reduction in wait time on request and overall visual improvement in the City with repairs.

Utility Operator

Funding Sources: Wastewater

Justification: Currently the Wastewater Plant operations has one employee working a solo graveyard shift. An additional employee is needed for safety purposes and to be an additional relief person during overtime related work.

Utility Operator

Funding Sources: Water Fund

Justification: Currently the Water Plant operations has one employee working a solo graveyard shift. An additional employee is needed for safety purposes and to be an additional relief person during overtime related work.

Drainage Maintenance (on-going) \$150,000

Funding Source: General Fund

Justification: To clear channel way debris that is not serviceable by the vegetation portion of the landscaping contract. This will also be used to replace worn and damaged parts in various pump stations and drain inlets to prevent system or localized flooding. Staff will report at end of year miles of channel way cleared, pump stations repaired and drain inlets replaced.

CAPITAL IMPROVEMENT PROGRAM

Departments are continuously evaluating capital improvement needs and are incorporated into the FY 2024/25 budget planning. At this time, staff will be solely updating projects and funding for

the next fiscal year, FY2024-25. A detailed listing of existing projects and a status update is included as attachment B to this report. Staff will be returning in the fall for a more comprehensive update of the 5-year plan once all the master plans have been updated so they can be incorporated into the program.

Below is a list of projects proposed for funding from the general fund:

Project	Amount
City of Tracy Apparatus Replacement (SSJCFA)	500,000
Council Dais Extension	350,000
Incentive pilot program - Economic Development	250,000
Security cameras for City Hall and a PA system for the Support Services Building	250,000
Cyber Security Firewalls	460,000
Tracy Sports Complex Maintenance Yard Site Improvements	360,000
Parks (Deferred Maintenance)	5,500,000
Arterial Landscaping, Tree Maintenance & Removal (LMD)	721,500
Pavement Maintenance Management Plan (PMMP)	140,000
Road Improvements (Transfer Existing Operating Budget into Project)	650,000
Trash Capture Devices for Stormwater Conveyance	5,000,000
Road Improvements (Deferred Maintenance)	4,000,000
Total	18,181,500

City of Tracy Apparatus Replacement (SSJCFA) - The City, as a member agency under the SSJCFA joint powers agreement, owns and maintains the fire engines at each of its respective fire stations. On December 21, 2021, the SSJCFA board adopted a resolution (2021-034) approving the apparatus replacement plan. This project is to accumulate funding for future replacements.

Council Dais Extension - Extension of current dais to provide a permanent placement for the City Clerk and IT Support personnel at the dais. Remove the two stations positioned below the dais, replace the carpet impacted by the removal of the two stations, replace the facade of the dais, add electronic name plates and electronic voting buttons.

Incentive pilot program - Economic Development - This request is to fund various economic development incentive pilot programs encouraging private investment throughout the City.

Security cameras for City Hall and a PA system for the Support Services Building- The implementation of security cameras at City Hall and a PA system at the Support Services Building is a strategic investment in the safety, security, and operational efficiency of the facility. These technologies collectively contribute to creating a secure environment for employees, visitors, and public officials, reinforcing City Hall's role as a reliable and well-protected civic institution.

Cyber Security Firewalls- The purchase includes hardware & software. Firewalls are deployed at City Hall, PD, Water/Utility, and Fire Service. Firewalls are deployed in pairs for redundancy. Firewalls are the gateway that allows internet traffic in and out of the organization and have become increasingly important with the deployment of Software as a Service applications and an increase in cyber security threats.

Legacy Fields Office Building & Site Improvements- Purchase and install a new prefabricated office building for Parks Maintenance staff. Building to include private office, workstations, restroom, and conference room. Project will also include demolition, grading, utility connections, asphalt paving, fencing, lighting, and other improvements.

Tracy Sports Complex Maintenance Yard Site Improvements- Expand and enclose an existing maintenance area at the Tracy Sports Complex (TSC). Project includes demolition, grading, installation of 456 linear feet of 10-foot-high slatted fencing, addition of approx. 4,650 square feet of asphalt, installation of two (2) 30x30 enclosed storage sheds, installation of three (3) CMU material bins, walkway extension, electrical work for sheds and lighting & security.

Parks (Deferred Maintenance)- Funding Allocated towards deferred parks maintenance (FY25 & FY26) through the fiscal sustainability policy and will be used for the Multi Gen Rec Center Project.

Arterial Landscaping, Tree Maintenance & Removal (LMD)- Annual Maintenance Project Pursuant to Prop 218, revenue generated from the assessed zones in the LMD should not be utilized to support efforts which are considered a general benefit to the public. Per the Engineer's LMD report, arterial roadways are considered a general benefit to the community as individuals, businesses, and non-profits utilize them for ease of transportation and connectivity throughout the community. This project will be able to address areas of concern with funding one-time, while staff is evaluating the gaps in current funding levels and will return to Council later for discussion.

Pavement Maintenance Management Plan (PMMP)- The project will provide the necessary information to evaluate the condition of the existing airport pavement and create the timeline needed for maintenance of pavement to extend the life of the pavement. The funding for the project will be broken down as follows: FAA grant \$126,000, State Matching grant \$6,300, and \$7,700 general fund. The FAA grant will not be provided to the City until August 2024, and the State Matching grant will not be awarded until after the FAA grant is received.

Road Improvements (Public Works Maintenance)- With the purchase of the new asphalt grinder, new projects are anticipated to generate an increase in overall supplies used. New asphalt and concrete will be installed more frequently as the year progresses. In the last twelve months, 3,493 service requests have been created, with 2,762 closed, leaving the remaining 731 requests compounding the already extensive backlog of deferred maintenance requests. With new equipment, staffing, and materials recently approved the Division will be able to perform approximately 2.5-3.5 miles annually with an anticipated size of .35 miles per project. These roadway repairs are to include minor grinding, <1.5" overlays, seal coating, striping, and signage during the individual projects. The existing operating budget will be transferred into this project.

Trash Capture Devices for Stormwater Conveyance- The State Regional Water Quality Control Board implemented regulations in 2019 that require NPEDS MS4 storm water permit agencies to begin the implementation of trash capture systems in all storm water conveyance systems. The period to complete the construction of these systems is 10 years, so they must be in place in 2029. The requirement is intended to prevent the flow of any trash particles larger than 5mm into waters of the US. Preliminary Studies are in progress. Funding for construction needs to be accumulated by FY2025/26 for design and construction to meet the regulation deadline.

Road Improvements (Deferred Maintenance)- Funding Allocated towards deferred streets maintenance through the fiscal sustainability policy.

STRATEGIC PLAN

This agenda item supports Governance Strategic Goal 3: Ensure Short and Long-term Financial Sustainability.

ACTION REQUESTED OF THE CITY COUNCIL

The Tracy Finance Committee recommends that the City Council, as a part of the Fiscal Year (FY) 2024-25 budget development process: (A) receive a report on FY 2023-24 departmental and capital project accomplishments, and (B) provide direction regarding anticipated departmental and capital project augmentation requests and funding objectives for the FY 2024-25 Operating and Capital Budget.

Prepared by: Felicia Galindo, Budget Officer

Reviewed by: Sara Cowell, Director of Finance
Bijal Patel, City Attorney

Approved by: Karin Schnaider, Assistant City Manager

ATTACHMENTS

Attachment A – Department Budget Accomplishments
Attachment B – CIP Updates
Attachment C – FY2024-25 Budget Augmentations
Attachment D – FY2024-25 Presentation

Funding received FY2022 thru FY2024

City Attorney

Fiscal Year	Budget Augmentation	Funding Source	Accomplishments
2024	Legal Services (On-Going) - \$280,000	General Fund (50%), Other funds (50%)	This increase allowed for the handling and overseeing of outside legal services related to ongoing litigation and coverage needed due staffing vacancies in the City Attorney's office.
2024	Paralegal	General Fund (50%), Other funds (50%)	The funding for this position was recently added with the Q2 Budget Update and the recruitment is currently in process.

City Manager

Fiscal Year	Budget Augmentation	Funding Source	Accomplishments
2023	Multimedia Communication Assistant	General Fund (50%), Other funds (50%)	The Multimedia Communications Assistant will provide technical and administrative support to advance the City's comprehensive communication, marketing, and engagement efforts.
2023	Executive Assistant	General Fund (50%), Other funds (50%)	An additional Executive Assistant was hired to support the second Assistant City Manager.

Community and Economic Development

Fiscal Year	Budget Augmentation	Funding Source	Accomplishments
2022	Administrative Technician	ARPA, CDBG & General Fund	This full-time position was filled in 2022. There is now dedicated staff to focus on the administrative roles and responsibilities required of the Community Development Block Grant and HOME Investment Partnership Program.
2022	Economic Development Strategic Plan Update (One-Time)	General Fund	In September of 2023, the City Council adopted the City's Ten-Year Economic Development Strategic Plan (EDSP) to help guide the Division's efforts. Adoption of this plan involved concerted efforts and feedback from the City Council, City staff, community partners, business community, and community members. Further, extensive assessment of the current City landscape, research, and data was compiled to develop the final EDSP.
2023	Real Property Agent	General Fund	This position is currently in the recruitment process.
2023	Associate Planner (Planning Fees)	Planning Fees	This position was requested to assist with the high workload in the Planning Division.
2023	Planning Technician	Planning Fees	The position was requested to assist with Planning review of building permits. The Planning Division is responsible for reviewing approximately 1,000 building permits per year to ensure compliance with the City's Zoning Ordinance and other applicable planning and zoning related regulations.
2024	Assistant Planner	Planning Fees	This position was needed to assist with the high workload in the Planning Division. The addition of this Assistant Planner enables the City to increase our responsiveness on customer service and enable Associate Planners to timely process submitted applications.
2024	Economic Development Analyst	General Fund	The funding for this position was recently added with the Q2 Budget Update and the recruitment process is expected to begin in the next few months.

Finance

Fiscal Year	Budget Augmentation	Funding Source	Accomplishments
2023	Subscription Software (On-Going) \$150,000	General Fund (50%), Other funds (50%)	In FY2024 the Digital Book was launched which increased transparency and accessibility of the City's Operating and Capital Budget. Recently the department has implemented contract management module and continues to on-board these new systems to further streamline financial processes and increase internal controls.

Human Resources

Fiscal Year	Budget Augmentation	Funding Source	Accomplishments
2023	HR Analyst	General Fund (50%), Other funds (50%)	This position was recently filled and there has been an increase in programs and trainings being offered to employees.

Innovation and Technology

Fiscal Year	Budget Augmentation	Funding Source	Accomplishments
2023	IT Equipment Replacement (On-going) \$150,000	General Fund (73%), other funds (27%)	Replaced outdated equipment to ensure maximum productivity of the end users and replace end of life equipment to ensure safe and reliable network operations to support critical City services such as Public Safety and Utilities.
2023	GIS Consulting Services (On-going) \$135,000	General Fund (73%), other funds (27%)	Hired a GIS Technician to support ongoing GIS operations upgrading our GIS platform and accelerating other GIS projects that support Public Safety and homeless services.
2023	IT Security Consulting (On-going) \$187,500	General Fund (73%), other funds (27%)	Utilized the funds by creating a Cybersecurity Officer Position to have an ongoing expertise in Cybersecurity to ensure the safety of the internet.
2023	Chief Innovation Officer	General Fund (73%), other funds (27%)	The addition of IT as a standalone department required the addition of a Department Head. The Chief Innovation Officer was hired in FY2023 and has begun to implement augmented IT services and trainings.
2024	Senior Information Systems Technician	General Fund (73%), other funds (27%)	Provided additional support for the Public Safety technology and technology specific cross training.
2024	GIS Technician	General Fund (73%), other funds (27%)	Supports ongoing GIS operations and expanding GIS services in the future as well as provide resources for upgrading our GIS platform and accelerating other GIS projects that support Public Safety, Community Development and Homeless Services.
2024	Cyber Security Officer	General Fund (73%), other funds (27%)	The position was recently filled and has completed Comprehensive Cyber Security Training for all staff along with deploying a new hire cybersecurity training program.

Parks, Recreation and Community Services

Fiscal Year	Budget Augmentation	Funding Source	Accomplishments
2022	Homeless Services Manager & Administrative Technician (Funded through ARPA 2022-2024, General Fund 2025)	ARPA & General Fund	Working with the County Neighborhood Preservation Unit (CoC Collaborative Applicant) and the City of Stockton to solidify round 5 of HHAP through the regional plan process, and County Medi-Cal Managed Care plans to implement the Cal-Aim State initiative to bring in additional funds and supports to the shelter site. This has led to the pilot with SJ County for an In-Home Supportive Services program at the shelter site to support individuals with higher care needs.
2022	Recreation Program Coordinator	General Fund	Enhanced and increased youth & teen offerings to the community. Staff have expanded programs to include extended care and year-round Mobile Rec. In addition, excursions are now being offered.
2023	Parks Planning Coordinator	Measure V	Coordinates plan review process for land development to increase project output and assist with Capital Improvement Projects.
2023	Maintenance Workers (2)	General Fund	One position was allocated to the Tracy Sports Complex which improved the overall service level at the highly utilized sports complex. Staff have been addressing deferred maintenance concerns which will prolong the assets useful life. The other position was allocated to support General Fund Parks. With an additional staff person, weekend staffing has been provided to support a high service level standard.
2023	Grand Theatre Presenting and Advertising (on-going) \$300,000	General Fund	Additional budget was used to keep up with increased marketing costs and to expand programming to include national touring acts regularly to bring attention to, audiences. The use of additional marketing/advertising funds resulted in increased community outreach, audience numbers, and ticket revenue to contribute to offsetting this added expense.
2024	Maintenance Worker	CFD	An additional maintenance worker was provided to support the Ellis and Citywide CFDs. Additional parks were brought on requiring more staff support. Preventative maintenance is performed in adherence to the respective maintenance manuals.
2024	Senior Maintenance Worker & Maintenance Workers (4)	Measure V	The Senior Maintenance Worker and Maintenance Workers were provided at Legacy Fields to provide maintenance to 72 acres of active recreation. This includes daily field prep of 10 baseball fields, 8 soccer fields, restroom cleanliness, and shrub care throughout the facility, in plazas and parking lots.

Police

Fiscal Year	Budget Augmentation	Funding Source	Accomplishments
2022	Police Officers (3)	Grants and General Fund	These positions were partially funded for 36 months through the US Department of Justice COPS Hiring Grant. Through this grant, specific performance objectives were implemented to include providing a reliable police presence to deter violent crimes and homicide, restructuring beat alignments, and providing police presence and expanded police services in the neighborhoods where the city has experienced growth in residential and business development. These goals have been accomplished.
2023	Police Officers (2)	General Fund	These positions have also been hired and supported the department's continued progress toward providing a more visible police presences, expanding police services, reducing response times, and increasing staffing.
2023	Homeless Outreach Coordinators (2)	General Fund	These positions have been filled and are being utilized as expected. The department has seen many successes with its Familiar Faces Program. In a one-year period the two existing case managers engaged over 175 individuals. An estimated 100+ homeless people currently live in the City of Tracy, a drop of nearly 50% over the past two years - primarily due to better connections and engagements to services. During October there were 134 law enforcement related calls involving the target population. 81% of incidents were resolved without an arrest or citation.
2023	Animal Services Aide	General Fund	The position was filled and has achieved its purpose. With 3 Full Time Shelter Aides, there is ample coverage 7 days a week, and increased proactivity in community education and animal behavior assessments.
2023	Public Safety Dispatcher Supervisor	General Fund	The additional supervisor was hired in November 2022 and has fulfilled the purpose of our request. There is better span of control, more supervisory oversight for 24/7 operation, and the 2nd Supervisor enabled the Communications Center to transition to the 4/11 work schedule to work in cooperation with the department's patrol team.
2024	Police Officers (2) – Traffic Safety	General Fund	The two positions have been added to the department's allocations and have been hired. The department is in progress for its stated goals related to the Traffic Safety Unit and traffic safety.

Public Works

Fiscal Year	Budget Augmentation	Funding Source	Accomplishments
2022	Administrative Technician	Solid Waste	The additional position was able to assist the Management Analyst who oversee Solid Waste and Recycling contracts with outreach for various recycling programs, including the production of the 2024 Solid Waste & Recycling Magazine; increased posts on the City's social media sites; establishes, updates, and maintains a new compliance tracker for businesses with recycling and food waste disposal programs; following up on customer complaints with regards to waste disposal and placement of containers, and performing the accounts payable functions for the Division.
2022	Transit Coordinator	Transit Fund	With the additional position, more focus has been directed to public outreach, marketing, and contractor oversight. Additionally, the new position was instrumental in developing an updated bikeways map for residents and with designing and installing new bike racks for the downtown area.
2022	Construction Inspector - (2)	Engineering Fees	Increasing the construction inspector staff from 4 to 6 inspectors has increased the overall capacity to accommodate the \$680M in city infrastructure projects through land development and capital improvement projects. This increased staffing has allowed staff to focus on compliance with the City Standards and Specifications as well as reduce or eliminate Change Orders for projects completed since the staff addition.
2022	Truck & Thermoplastic Machine (One-Time) \$212,000 and Supplies (On-going) \$230,000	General fund	City staff was contracting out street striping prior to the purchase of this new equipment and materials. On average the City was only completing striping and other painting for approximate 23,000 linear feet. Since the purchase of the equipment and additional material supplies staff is averaging 39,000 linear feet per year with additional repairs including raised pavement markings.
2023	Maintenance Workers (2)	Solid Waste	These positions have been filled for a year; however, CPU services remained the same. Prior coverage was being utilized by the concrete crew.
2023	Asphalt Grinder (One-time) and Supplies (on-going) \$100,000	General fund	Due to supply chain issues, the grinder was not received until June 2023. Staff has only used the machine for approximately four months due to the temperature range required to apply asphalt. They have been able to repair about 300 tons of asphalt.
2023	GIS Mapping (one-time) \$138,000	General fund	Due to limited staff availability no GIS work has been completed. Staff is working on finalization of testing for interference with other communications before installation of antenna.

2023	Storm Drain Pump Repairs and Channel Way Clean Up (one-time) \$180,000	General fund	Staff was able to complete 9-10 major projects compared to 2-3 annually, increase service response time by 50% with both staff and access to material; and reduce outside contractor reliance by approximately 65%.
2023	Maintenance Workers (3)	General fund	Maintenance Workers have been recently hired and assigned to Forestry (1) and Streets (1), and Traffic Signs and Markings (1). The three positions will help clear backlog of requests in each area.
2023	Maintenance Workers (5)	Gas Tax	The City Forestry Crew was a two-person crew that was responsible for service requests while the City contracted out scheduled tree trimming and emergency work. The addition of two the positions were not filled until recently, this has increased the response time of service request. Position was allocated to the Streets crew. With the new seal coat machine and asphalt grinder, more personnel were needed to operate efficiently. Two of the positions were allocated to the newly formed Concrete crew. To allow for a more specialized approach, a concrete crew was necessary to tackle the large work.
2023	Equipment Mechanic	General fund	The was not filled until end of FY2023. However, the position was vacated shortly after this position was filled. The addition of this position helps achieve APWA recommendation of 75:1 piece to mechanics depending on the type of Fleet. Staff is now achieving a 117:1 ratio. Since this position was hired late in FY23 and a new vacancy is still in place, staff is still collecting data on the impacts of a fourth mechanic.
2023	Associate Engineer	Engineering Fees	The addition of an Associate Engineer has allowed the Traffic Engineering Division to adapt to the increased workload and make significant progress on Capital Improvement projects. The division has successfully brought several key projects through critical stages, including advertising the 2nd Diverging Diamond Interchange at I-580/Patterson Pass Road (CIP 73147) for construction, implementation of the Pavement Management Plan to improve citywide infrastructure, and moving forward the Corral Hollow Corridor projects. This increased capacity has allowed the Traffic Engineering team to accommodate the City Council priorities and has reduced timelines for the implementation of projects vital to the community.
2024	Maintenance Worker and Supplies (on-going) \$100,000	General fund	Maintenance Worker helps Electricians with projects that can be done at that level and assists with emergency responses.

2024	Pump Repair, Chanel way Maintenance (one-time) \$300,000	General fund	Staff cleared 7,552 linear feet sedimented build up on the bottom of the channel way. Additional funding was used to clear both encampment debris and overgrowth trees in drainage basin 4 that has deferred maintenance due to encampments. Staff anticipates completing another 10 drain inlets to be replaced and additional.
2024	Senior Maintenance Worker and Maintenance Worker	General fund	Positions were allocated to the newly formed Concrete crew. To allow for a more specialized approach, a concrete crew was necessary to tackle the large workload and liabilities.
2024	Asphalt Supplies (on-going) \$550,000	General fund	The additional funding received this fiscal year has produced and additional 443 tons of emergency asphalt repair, 9 lane miles of crack sealing and 11 lane miles of seal coating. Much of the street repair work is dependent on ambient air temperature. Staff will be able to provide additional statistics after a year's worth of data collected.
2024	Sidewalk Cutting (on-going) \$150,000	General fund	Increase covers the cost of increased materials.
2024	Construction Inspector	Engineering Fees	This position was recently added and in process for recruitment.
2024	Environmental Compliance Technician	Wastewater Fund	This position was recently added and in process for recruitment.

GENERAL GOVERNMENT PUBLIC SAFETY PROJECT BUDGET UPDATE

Attachment B

CIP	Budget	LTD Expenses	% Budget Expended	Planning	Design	Construction	In Progress	Close out	Status Update and Timeline	Est. Competition
71078-Radio Tower @ Fs #96/#92	118,080	116,300	98%							On Hold
71107-Public Facilities Master Plan	500,000	424,563	85%						Pending City Council approval 4/16/24	FY2024
71108-Public Safety Master Plan Update	250,000	212,168	85%						Pending City Council approval 4/16/24	FY2024
71109-Fire Training Tower Site	928,311	261,582	28%							FY2025
71110-Police Department Gun Range	3,715,164	830,687	22%			X				FY2025
71111-Grand Theater Repair	2,991,000	435,830	15%			X				FY2024
71112-Temporary Emergency Housing	20,947,654	4,594,817	22%			X			December 2023 – Completion of Interim Housing Phase IV – opened for 38 occupants. Phase IV accepted with Resolution 2023-249.	TBD
71113-Station 91 Renovations	365,000	97,042	27%							On Hold
71117-Police Headquarters Cooling System Study	80,000	65,480	82%				X			FY2024
71118-Central Garage Carport Enclosure	100,000	807	1%							FY2026
71119-Grand Theater Audio Visual Upgrades	800,000	3,864	0%	X						FY2025
71120-General Plan Update	3,500,000	-	0%							
71121-HVAC Replacement (s) - Citywide Facilities	500,000	654	0%	X						FY2025
71122-Joe Wilson Pool	200,000	-	0%							FY2025
71123-Arterial Landscaping, Tree Maintenance & Removal (LMD)	730,000	212,117	29%				X		All designated arterials have been maintained to Service Level A, which includes: Weekly mowing, Fertilization, Rodent control, Weed abatement, Topdress planting areas. In addition to a higher frequency of service, areas formerly at Service Levels B and C require renovation to the turf and planting areas. This work is being performed as time permits.	FY2024

STREETS AND HIGHWAYS PROJECT BUDGET UPDATE

CIP	Budget	LTD Expenses	% Budget Expensed	Planning	Design	Construction	In Progress	Close out	Status Update and Timeline	Est. Competition
73084-IC Impvts:I205 & Lammers	943,404	1,148,613	122%							On Hold
73103-AWid: CHR, 11th to Schulte	740,829	191,438	26%						Widening not triggered by any traffic studies	On Hold
73109-IC: I205 & Paradise	1,696,290	410,555	24%							FY2025
73144-AW: Cor Hol Rd, Linne to Old Schult	6,111,938	2,022,978	33%						At Risk - Budget constraints for Construction	FY2026
73146-I-205/Mtn House Overcrossing	5,611,631	3,067,252	55%						Requires input from Management	On Hold
73147-I-580/Mtn House Overcrossing	49,377,000	3,761,254	8%			X				FY2026
73148-BW: DMC & Mt House Pkwy	101,205	39,819	39%		X					
73149-BW: DMC & Old Schulte Rd	101,716	10,858	11%							On Hold
73150-BW-DM Canal & Old Schulte	121,547	25,786	21%							On Hold
73161-Widening - Corral Hollow I580/Linne	2,400,000	1,048,507	44%						Construction by Tracy Hills Developer	FY2027
73173-Transportation Master Plan	800,000	685,270	86%						Revisions required	FY2024
73175-Tracy Boulevard Sidewalk	924,581	102,075	11%							FY2024
73178-Street Patch & Overlay Program FY21	4,427,699	300,964	7%			X				FY2024
73184-Slurry Seal FY21-22	600,000	39,355	7%					X	Completed	FY2024
73185-ADA Space Downtown	55,000	16,585	30%						On Hold - Can't be built compliant	On Hold
73186-Annual Pavement Rehabilitation Project	1,959,163	1,615	0%							FY2025
73187-Annual Slurry Seal Project	600,000	-	0%						Priority given to pavement rehabilitation	On Hold
73188-Sidewalk, Curb, and Gutter Repair FY 22-26	100,000	34,614	35%							FY2025
73190-Valpico Road Widening - Tracy Blvd to MacArthur Drive	6,053,140	-	0%						Project hasn't started	FY2025
73191-Grant Line Road Widening Project	-	-	0%							
73192-Reconstruction Bessie Avenue Between Lowell Avenue and Grant Line Road	3,500,000	797,429	23%			X				FY2025
73193-Annual Pavement Rehabilitation Project	1,894,500	74,472	4%							FY2024
73194-Annual Slurry Seal Project	600,000	-	0%						Priority given to pavement rehabilitation	On Hold
73195-Sidewalk, Curb, and Gutter Repair	250,000	-	0%							
73196-Pavement Management Plan (FY2024)	3,700,000	881	0%						Have to decide on the next cycle of pavement projects	FY2025
73197-Design Standards and Specification Updates	50,000	-	0%							TBD

WASTEWATER IMPROVEMENTS PROJECT BUDGET UPDATE

CIP	Budget	LTD Expenses	% Budget Expensed	Planning	Design	Construction	In Progress	Close out	Status Update and Timeline	Est. Competition
74084-WW Lines Upgrade, East Side	756,000	34,987	5%						Development driven project. Upgrades needed to improve capacity and expand for new development in southeast Tracy.	
74107-WWTP Expan Phase II	31,000,000	25,577,859	83%						99% complete Phase II B	FY2024
74159-Wastewater Master Plan	781,200	569,891	73%							FY2025
74162-Lincoln Avenue Sewer Connection	225,300	5,735	3%			X			Contract Awarded, Construction will be complete by end of FY23/24	FY2024
74164-Primary Clarifier Effluent Pumping System	450,000	284,970	63%						95% complete - end of FY23/24 final programming and installation	FY2024
74165-Sewer Capacity Upgrade	3,000,000	156,914	5%							FY2025
74166-Reconstruction Bessie Avenue Between Lowell Avenue and Grant Line Road	1,900,000	448,822	24%			X				FY2025
74167-HACH WIMS eSMT Report Auto Generator	120,000	5,540	5%						50% complete - ongoing upgrades to system with limited staff	FY2026
74168-Recycled Water System Expansion	22,000,000	1,061,148	5%						Construction after Impact Fee allocation upon approve of WMP.	FY2026

WATER IMPROVEMENTS PROJECT BUDGET UPDATE

CIP	Budget	LTD Expenses	% Budget Expensed	Planning	Design	Construction	In Progress	Close out	Status Update and Timeline	Est. Competition
75130-Replace SCADA System - Water Treatment Plant	735,000	551,748	75%						90% complete Complete by end of 23/24	FY2024
75155-Up Flow Clarifier Rehab	500,000	295,101	59%						60% design plans almost complete. Unfunded. Design to be completed FY24/25	FY2025
75156-WTP UV Upgrade	400,000	298,410	75%						90% complete - preparing report for DDW - this was a software upgrade - SYSTEM not construction.	FY2024
75159-Water Master Plan	659,797	487,401	74%							
75160-Water Lines Lammers Rd	6,000,000	289,234	5%						Design complete. Bidding & Construction after Impact Fee allocation upon approve of WMP.	FY2025
75162-Well Improvements	1,604,800	1,530,319	95%						95% complete - end of FY23/24 installed new mixer and ammonia tanks and pumps - functional testing complete.	FY2024
75163-Tracy Hills Zone 5 Water Booster Station	3,800,000	3,411,370	90%						Final punch list and project closeout to be complete by end of FY23/24. Booster station complete but cannot be put into service due to issues with FAA	FY2024
75164-Reconstruction Bessie Avenue Between Lowell Avenue and Grant Line Road	1,750,000	420,880	24%			X				FY2025
75166-Larch Rd 12" Water Line Replacement	250,000	100,823	40%						Design complete FY24, Construction unfunded	
75169-Security System Implementation for City's Water Facilities	100,000	36,667	37%						Design complete FY24, Construction unfunded	
75170-Asset Management - CMMS Program Expansion	200,000	-	0%						To be used for other priority water CIP projects as CMMS is now Citywide project.	
75171-Water Plant HVAC Repair	615,500	226,758	37%			X			Completed HVAC system to electrical blower building. Remaining funding to move to other priority water fund projects.	FY2024
75174-Los Vaqueros Reservoir	300,000	247,800	83%						Agreements for JPA participation. These fees are ongoing and dependent on continued participation in the project. This is only for planning and includes no costs for construction of actual project. Unknown cash call for FY24/25 at this time.	TBD
75175-BF Sisk Dam	300,000	133,751	45%						Agreements for JPA participation. These fees are ongoing and dependent on continued participation in the project. This is only for planning and includes no costs for construction of actual project.	TBD
75176-Filter Valves Replacement at JJWTP	100,000	53,133	53%						Ongoing \$100k per year for valve replacement. No roll over. Five actuators were able to be purchased and four were installed to date.	FY2024

DRAINAGE IMPROVEMENTS PROJECT BUDGET UPDATE

CIP	Budget	LTD Expenses	% Budget Expensed	Planning	Design	Construction	In Progress	Close out	Status Update and Timeline	Est. Competition
76059-Dng Imp: SoMacAr, Ph 2	554,007	53,427	10%						On Hold - Pending Developer to finish upstream improvements	On Hold
76086-Storm Drain Master Plan	903,070	840,266	93%							
76087-Eastside Channel Lining from Grant Line Road to MacArthur	2,500,000	29,689	1%	X						FY2026
76088-Trash Capture devices for storm water conveyance system	500,000	7,259	1%						Technical Memo in progress, complete by the end of FY23/24. Trash Capture must be fully implemented by 2029. Requested augmentation for design and construction of \$5M FY24/25 and \$5M FY25/26	FY2029

AIRPORT TRANSIT PROJECT BUDGET UPDATE

CIP	Budget	LTD Expenses	% Budget Expensed	Planning	Design	Construction	In Progress	Close out	Status Update and Timeline	Est. Competition
77564-Transit Station Security Cameras	140,000	1,754	1%						RFP to be released summer 2024. Working in conjunction with IT and PD to develop scope of work to be used Citywide.	FY2025
77583-Update Airport Master Plan Study	227,937	44,805	20%						In process. Public comment has been conducted. Draft has been submitted to the FAA for review. Waiting for FAA comments.	FY2025
77585-Tracer Bus Stop Improvements	500,000	368,621	74%						Most shelter repairs are complete. Solar lighting upgrades on shelters is currently in process.	FY2025
77586-Transit Maintenance & Storage Yard (Land Acquisition)	1,500,000	176,668	12%						zone property. Consultant working on CEQA analysis in preparation for public comment period required for re-zoning. Anticipate re-zoning to be complete summer 2024, at which time the NEPA process can be completed and submitted to FTA for review and approval to purchase the property.	FY2025
77587-ITS infrastructure Planning & Construction	1,400,000	-	0%						RFP released and contractor selected. Planning on contract award at City Council in May 2024. Anticipated completion by Dec 2024.	FY2025
77588-Master Plan Update for New Jerusalem Airport	250,000	-	0%						Not yet started.	FY2026
77589-Airport Slurry Seal & Pavement Patching Entrance Road and Parking Lot	183,306	-	0%			X				FY2024
77590-Transit Buses	2,250,000	-	0%						Buses ordered. Anticipated delivery of August 2024.	FY2025
77591-Short Range Transit Plan	150,000	-	0%						Contract awarded. Project started. Anticipated completion of December 2024.	FY2025
77592-Transit Station Generator	1,000,000	48,971	5%	X					Project study report complete. Bid documents being prepared. Anticipated out to bid May 2024. Estimated completion by December 2024.	FY2025
77593-Slurry Seal of the Tee Hangar Taxi Lanes	176,418	-	0%			X			Waiting for contract to be signed by City	FY2025

PARKS RECREATION IMPROVEMENTS PROJECT BUDGET UPDATE

CIP	Budget	LTD Expenses	% Budget Expended	Planning	Design	Construction	In Progress	Close out	Status Update and Timeline	Est. Competition
78054-Aquatics Center	4,992,146	1,522,384	30%	X					Currently in Planning phase. A project management consultant was hired to manage the project. City Council feedback is necessary to confirm scope and budget of project (Targeting April 2024 discussion). No estimated completion date until more direction is given.	TBD
78170-Gretchen Tally Park Phase III	5,591,952	931,065	17%		X				documents complete. Project completion targeted is Summer 2025.	FY2026
78178-Multi-Generational Rec Center	15,500,000	4,891,250	32%						Design Complete. Project completion targeted is Summer 2026.	FY2027
78184-Hoyt Park - Per Capita Improvements	363,956	15,192	4%						Project delayed due to staffing challenges. Reassigning project and scope of work needs to be reevaluated. No target completion date at this time.	TBD
78185-Legacy Field Site Phase 1E	20,000,000	16,782,722	84%					X	being proposed to transfer to new project for new staff office at Legacy Fields as a part of the FY24/25 CIP process.	FY2024
78186-Nature Park Phase 1	1,371,000	-	0%							TBD
78187-Ritter Family Ball Park Renovation	3,000,000	-	0%						No work has been completed on the project due to staffing challenges.	TBD
78188-Florence Stevens Park & Greenway Improvement	550,000	505	0%						No work has been completed on the project due to staffing challenges.	TBD
78189-A.R. Glover Park Improvement	725,000	-	0%						No work has been completed on the project due to staffing challenges.	TBD
78190-BMX Pump Track	1,000,000	17,684	2%	X					Currently in Planning phase. Staff is coordinating with on-call consultants on project delivery method and next steps. No estimated completion date at this time.	TBD
78191-Edgar Thoming Park Improvement	600,000	-	0%						No work has been completed on the project due to staffing challenges.	TBD
78192-Flag Poles City Hall Memorial	150,000	1,251	1%		X				Currently in Design phase nearing completion of 100% construction documents. Project completion targeted is Fall 2024.	FY2025

FY2024-25 Budget Augmentations

Department	Augmentation Title	TYPE	Total Request Amount	Other Fund On-Going	Other Fund One-Time	General Fund Ongoing	General Fund One-Time
City Manager's Office	New Copy Machine	Supplies	\$ 15,000		\$ 7,500		\$ 7,500
Human Resources	(1) HR/Risk Analyst	Personnel	\$ 123,526	\$ 56,763	\$ 5,000	\$ 56,763	\$ 5,000
Human Resources	Labor Negotiations Support	Services	\$ 100,000		\$ 50,000		\$ 50,000
Human Resources	Investigations Support	Services	\$ 50,000	\$ 25,000		\$ 25,000	
Human Resources	Professional Development	Services	\$ 15,000	\$ 7,500		\$ 7,500	
Human Resources	Mayor's Summer Internship Program	Personnel	\$ 53,000	\$ 26,500		\$ 26,500	
Human Resources	Mayor's Summer Internship Program	Services	\$ 5,000	\$ 2,500		\$ 2,500	
Innovation & Technology	Additional Software Licensing	Services	\$ 206,000	\$ 42,120	\$ 13,500	\$ 113,880	\$ 36,500
Parks, Rec & Comm Services (Homeless Services)	Shelter Provider Contract	Services	\$ 1,600,000			\$ 1,600,000	
Parks, Rec & Comm Services (Maintenance)	Storm Drain LMD	Supplies	\$ 20,000	\$ 20,000			
Parks, Rec & Comm Services (Maintenance)	Landscaping New Parks Ellis	Supplies	\$ 137,000	\$ 137,000			
Parks, Rec & Comm Services (Maintenance)	Landscaping New Parks Tracy Hills	Supplies	\$ 369,000	\$ 369,000			
Parks, Rec & Comm Services (Maintenance)	Parks Maintenance Truck	Capital	\$ 45,150		\$ 45,150		
			\$ 45,150		\$ 45,150		
Parks, Rec & Comm Services (Maintenance)	(1) Senior Maintenance Worker	Personnel	\$ 85,494	\$ 85,494			
			\$ 85,494	\$ 85,494			
Parks, Rec & Comm Services (Maintenance)	Parks Maintenance Truck	Capital	\$ 45,150		\$ 45,150		
			\$ 45,150		\$ 45,150		
Police Department	Flock Maintenance	Services	\$ 118,000			\$ 118,000	
Police Department	Cellebrite Maintenance	Services	\$ 75,000			\$ 75,000	
Police Department	Tuition for Academy Recruit	Services	\$ 75,000				\$ 75,000
Police Department	Organizational Development	Services	\$ 25,000				\$ 25,000
Police Department	Ballistic Vest Replacement	Supplies	\$ 22,225			\$ 22,225	
Police Department	WebChameleon	Services	\$ 13,841			\$ 3,841	\$ 10,000

FY2024-25 Budget Augmentations

Department	Augmentation Title	TYPE	Total Request Amount	Other Fund On-Going	Other Fund One-Time	General Fund Ongoing	General Fund One-Time
Police Department	(1) Deputy Chief	Personnel	\$ 301,102			\$ 282,102	\$ 19,000
Police Department	Vehicle - for Deputy Chief	Capital	\$ 101,500			\$ 6,500	\$ 95,000
Police Department	(1) Police Officer SRO for Jefferson SD	Personnel	\$ 162,675			\$ 124,675	\$ 38,000
Police Department	Vehicle - SRO	Capital	\$ 101,500			\$ 6,500	\$ 95,000
Police Department	(1) Police Homeless Outreach Coordinator	Personnel	\$ 157,783			\$ 157,783	
Police Department	(1) Administrative Assistant	Personnel	\$ 152,268			\$ 152,268	
Public Works (Airport)	Weed Abatement	Services	\$ 20,000				\$ 20,000
Public Works (Airport)	Replacement/Retrofit of Airport Signage	Supplies	\$ 47,000				\$ 47,000
Public Works (Transit)	Transit bus camera cloud storage	Services	\$ 32,000	\$ 12,000	\$ 20,000		
Public Works (Transit)	(1) Maintenance Worker II	Personnel	\$ 145,469	\$ 143,969	\$ 1,500		
Public Works (Transit)	(1) Vehicle - Maintenance Worker II	Capital	\$ 68,500	\$ 5,500	\$ 63,000		
Public Works (Utility Line Maintenance)	Drainage Maintenance	Services	\$ 150,000			\$ 150,000	
Public Works (Solid Waste Management)	Battery Box Program	Supplies	\$ 72,000	\$ 72,000			
Public Works (Solid Waste Management)	Annual Booklet Increase	Supplies	\$ 10,000	\$ 10,000			
Public Works (Building Maintenance)	(1) Building Maintenance Worker	Personnel	\$ 175,834	\$ 44,105	\$ 1,612	\$ 125,529	\$ 4,588
Public Works (Building Maintenance)	(1) Building Maintenance Worker	Personnel	\$ 175,834	\$ 44,105	\$ 1,612	\$ 125,529	\$ 4,588
Public Works (Building Maintenance)	Increased Supplies with Increased Staffing	Supplies	\$ 91,479	\$ 23,785		\$ 67,694	
Public Works (Building Maintenance)	(1) F250 Trucks - Building Maintenance	Capital	\$ 108,703	\$ 2,132	\$ 26,131	\$ 6,068	\$ 74,372
Public Works (Building Maintenance)	(1) Econo Van - Building Maintenance	Capital	\$ 83,200	\$ 2,132	\$ 19,500	\$ 6,068	\$ 55,500

FY2024-25 Budget Augmentations

Department	Augmentation Title	TYPE	Total Request Amount	Other Fund On-Going	Other Fund One-Time	General Fund Ongoing	General Fund One-Time
Public Works (Pool Maintenance)	Pool Maintenance Increase Services	Services	\$ 55,000			\$ 40,000	\$ 15,000
Public Works (Pool Maintenance)	Pool Maintenance Increase Supplies	Supplies	\$ 20,000			\$ 20,000	
Public Works (Streets)	Graffiti Removal Increase Supplies	Supplies	\$ 15,000			\$ 15,000	
Public Works (Central Garage)	Increase in fuel costs	Supplies	\$ 150,000	\$ 63,000		\$ 87,000	
Public Works (Central Garage)	Replace Tools & Equipment	Supplies	\$ 20,000	\$ 4,200	\$ 4,200	\$ 5,800	\$ 5,800
Public Works (Central Garage)	Repair Parts	Supplies	\$ 50,000	\$ 21,000		\$ 29,000	
Public Works (Utility Line Maintenance)	Underground Water Distribution Supplies	Supplies	\$ 150,000	\$ 150,000			
Public Works (Utility Line Maintenance)	Underground Collection Supplies	Supplies	\$ 150,000	\$ 150,000			
Public Works (Utility Line Maintenance)	(1) Cat Mini Excavator	Capital	\$ 64,100	\$ 4,100	\$ 60,000		
			\$ 64,100	\$ 4,100	\$ 60,000		
Public Works (Lab)	Increased Testing/Consulant	Services	\$ 20,000	\$ 10,000	\$ 10,000		
Public Works (Lab)	Increased Testing/Consulant	Services	\$ 20,000	\$ 10,000	\$ 10,000		
Public Works (Water Plant)	Increased Water Purchases	Services	\$ 515,314	\$ 515,314			
Public Works (Water Plant)	Increased costs to Chemicals	Supplies	\$ 50,000	\$ 50,000			
Public Works (Water Plant)	Professional Services - EPA Risk Assessment, reporting, updated manual	Services	\$ 250,000	\$ 250,000			
Public Works (Wastewater Plant)	Increase to Chemical Purchases	Supplies	\$ 200,000	\$ 200,000			
Public Works (Wastewater Plant)	Dried Sludge Removal	Services	\$ 350,000	\$ 350,000			

FY2024-25 Budget Augmentations

Department	Augmentation Title	TYPE	Total Request Amount	Other Fund On-Going	Other Fund One-Time	General Fund Ongoing	General Fund One-Time
Public Works (Wastewater Plant)	(1) John Deere Front/Loader Backhoe	Capital	\$ 177,500	\$ 6,500	\$ 171,000		
Public Works (Wastewater Plant)	(1) Utility Operator	Personnel	\$ 234,766	\$ 231,966	\$ 2,800		
Public Works (Water Plant)	(1) Utility Operator	Personnel	\$ 234,766	\$ 231,966	\$ 2,800		
Public Works (Lab)	Re-Allocation of Lab Superintendent to Lab Supervisor	Personnel	\$ (11,142)	\$ (11,142)			
			\$ (11,142)	\$ (11,142)			
Public Works (Wastewater Plant)	Re-Allocation of UT Superintendent to UT Supervisor	Personnel	\$ (10,708)	\$ (10,708)			
			\$ (10,708)	\$ (10,708)			
			<u>\$ 7,967,822</u>	<u>\$ 3,425,544</u>	<u>\$ 710,755</u>	<u>\$ 3,148,675</u>	<u>\$ 682,848</u>



FY2025 Dept Augments & CIP Workshop

April 2, 2024



Presentation Outline

- Annual Budget Process Overview
- Updates
- FY 2024/25 Operational Funding requests
- FY 2024/25 Project Requests from General Fund

March 27, 2024

Budget Process Overview



Organizational Update

<u>Division</u>	<u>Previous Department</u>	<u>New Department</u>
Homeless Services	Mobility and Housing	Parks, Recreation, and Community Services
Economic Development	Mobility and Housing	Community and Economic Development
Transit	Mobility and Housing	Public Works
Airport	Mobility and Housing	Public Works
Engineering	Community and Economic Development	Public Works
Cultural Arts	City Manager's Office	Parks, Recreation, and Community Services



Staffing Levels

Department	Approved FY2020/21	Approved FY2021/22	Approved FY2022/23	Approved FY2023/24	Proposed FY2024/25
City Attorney's Office	4	4	4	5	5
City Manager's Office	11	10	13	12	12
Community & Economic Development	32	33	36	37	37
Finance	25	25	25	25	25
Human Resources	10	10	11	11	12
Innovation & Technology	8	9	10	14	14
Police	155	162	169	171	175
Parks & Recreation	47	51	60	62	63
Public Works	152	156	169	173	177
Grand Total	444	460	497	510	520



Operational Funding Updates FY2022

Department	Approved Budget Augmentation
Community & Economic Development	Administrative Technician
Innovation & Technology	System Administrator
Parks, Recreation & Community Services	Homeless Services Manager
	Administrative Technician
	Recreation Program Coordinator
Police	Police Officer (3)
Public Works	Administrative Technician
	Transit Coordinator
	Construction Inspector (2)
	Thermoplastic Machine - Capital Purchase



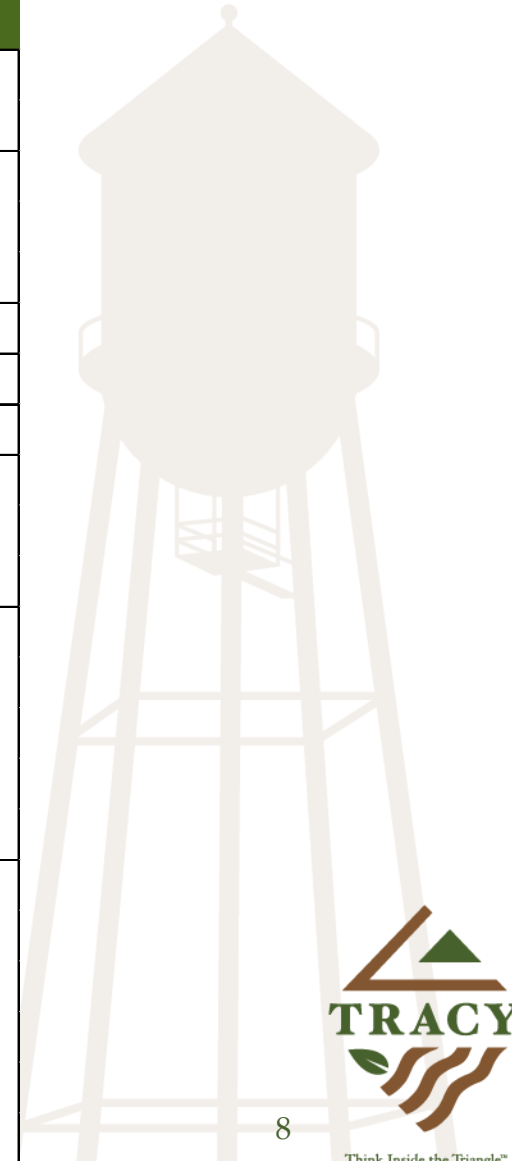
Operational Funding Updates FY2022

Department	Approved Budget Augmentation
Community & Economic Development	Administrative Technician
Innovation & Technology	System Administrator
Parks, Recreation & Community Services	Homeless Services Manager
	Administrative Technician
	Recreation Program Coordinator
Police	Police Officer (3)
Public Works	Administrative Technician
	Transit Coordinator
	Construction Inspector (2)
	Thermoplastic Machine - Capital Purchase



Operational Funding Updates FY2023

Department	Approved Budget Augmentation
City Manager's Office	Multimedia Communication Assistant Executive Assistant
Community & Economic Development	Real Property Agent Associate Planner Planning Technician
Human Resources	Human Resources Analyst I/II
Innovation & Technology	Chief Innovation Officer
Mobility & Housing	Director of Mobility and Housing*
Parks, Recreation & Community Services	Maintenance Worker I/II (6) Senior Maintenance Worker Parks Planning Coordinator
Police	Animal Services Aide Police Officer (2) Homeless Outreach Coordinator (2) Public Safety Dispatch I/II Public Safety Dispatch Supervisor
Public Works	Associate Engineer Director of Operations and Utilities** Electrician Equipment Mechanic I/II Maintenance Worker I/II (10) Aphalt Grinder - Capital Purchase



Operational Funding Updates FY2024

Department	Approved Budget Augmentation
City Attorney	Paralegal
Community & Economic Development	Assistant Planner Economic Development Analyst I/II
Innovation & Technology	Senior Information Systems Technician GIS Technician Cybersecurity Officer
Parks, Recreation & Community Services	Maintenance Worker I/II
Police	Police Officer (2)
Public Works	Senior Maintenance Worker Maintenance Worker I/II (2) Construction Inspector I/II Environmental Compliance Tech



FY2024-25 Budget Augmentation Requests

Department	Total Request Amount	Other Fund On-Going	Other Fund One-Time	General Fund Ongoing	General Fund One-Time
City Manager's Office	\$ 15,000		\$ 7,500		\$ 7,500
Human Resources	\$ 346,526	\$ 118,263	\$ 55,000	\$ 118,263	\$ 55,000
Innovation & Technology	\$ 206,000	\$ 42,120	\$ 13,500	\$ 113,880	\$ 36,500
Parks, Rec & Comm Services	\$ 2,477,588	\$ 696,988	\$ 180,600	\$ 1,600,000	\$ -
Police Department	\$ 995,843			\$ 638,843	\$ 357,000
Public Works	\$ 3,926,865	\$ 2,568,173	\$ 454,155	\$ 677,689	\$ 226,848
	\$ 7,967,822	\$ 3,425,544	\$ 710,755	\$ 3,148,675	\$ 682,848

FY2024-25 Budget Augmentation Requests

Department	Division	Augmentation Title
Human Resources	Human Resources	(1) HR/Risk Analyst
Parks, Recreation & Community Services	Parks Maintenance	(1) Senior Maintenance Worker
	Homeless Services	Shelter Operator Contract (\$1.6m) ARPA previously used
Police Department	Police Department	(1) Deputy Chief
		(1) Police Officer SRO for Jefferson SD
		(1) Police Homeless Outreach Coordinator
		(1) Administrative Assistant
Public Works	Transit Operations	(1) Maintenance Worker II
	Internal Maintenance	(2) Building Maintenance Worker I/II
	Wastewater Treatment Plant Operations	(1) Utility Operator
	Water Treatment Plant Operations	(1) Utility Operator





Think Inside the Triangle™

General Fund Requests - CIP

Department	Amount
SSJCFA	500,000
City Manager's Office	350,000
Community & Economic Development	250,000
Innovation & Technology	710,000
Parks, Recreation & Community Services	6,581,500
Public Works	9,790,000
	<hr/> <hr/> 18,181,500

FY2025 General Fund CIP

Department	Project	Amount
SSJCFA	City of Tracy Apparatus Replacement (SSJCFA)	500,000



FY2025 General Fund CIP



Department	Project	Amount
City Manager's Office	Council Dais Extension	350,000

FY2025 General Fund CIP

Department	Project	Amount
Community & Economic Development	Incentive pilot program - Increase	250,000



FY2025 General Fund CIP



Department	Project	Amount
Innovation & Technology	Security cameras for City Hall and a PA system for the Support Services Building.	250,000
Innovation & Technology	Cyber Security Firewalls	460,000

FY2025 General Fund CIP



Department	Project	Amount
Parks, Recreation & Community Services	Tracy Sports Complex Maintenance Yard Site Improvements	360,000
Parks, Recreation & Community Services	Parks (Deferred Maintenance)	5,500,000
Parks, Recreation & Community Services	Arterial Landscaping, Tree Maintenance & Removal (LMD)	721,500



FY2025 General Fund CIP

Department	Project	Amount
Public Works	Pavement Maintenance Management Plan (PMMP)	140,000
Public Works	Road Improvements (Transfer Existing Operating Budget into Project)	650,000
Public Works	Trash Capture Devices for Stormwater Conveyance	5,000,000
Public Works	Road Improvements (Deferred Maintenance)	4,000,000





Discussion

