



# FY 2023 Proposed Budget



City of Dixon  
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## **ELECTED OFFICIALS**

Steve Bird, Mayor

Don Hendershot, Councilmember

Scott Pederson, Vice Mayor

Kevin Johnson, Councilmember

Jim Ernest, Councilmember

James Ward, City Treasurer

Kristin Janisch, Elected City Clerk

## **EXECUTIVE STAFF**

Jim Lindley, City Manager  
Deborah Barr, City Engineer/Utilities Director  
Raffi Boloyan, Community Development Director  
Kate Zawadzki, Finance Director  
Todd McNeal, Fire Chief  
Rachel Ancheta, Human Resources Director  
Robert Thompson, Police Chief  
Louren Kotow, Public Works Director  
Douglas White, City Attorney (White Brenner LLP)

## **BUDGET STAFF**

Jim Lindley, City Manager  
Kate Zawadzki, Finance Director  
Stephanie Frank, Finance Analyst II  
Amy Andrade, Finance Analyst I

## **CITY WEBSITE ADDRESS**

[www.cityofdixon.us](http://www.cityofdixon.us)



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# TRANSMITTAL LETTER



April 26, 2022

Honorable Mayor Bird and Members of the City Council:

We are pleased to present for your review and consideration the Proposed Fiscal Year (FY) 2022-23 budget. This budget represents proposed operating expenses as well as capital purchases and projects. The revenue projections demonstrate continued growth in the both the residential and business communities in the City of Dixon.

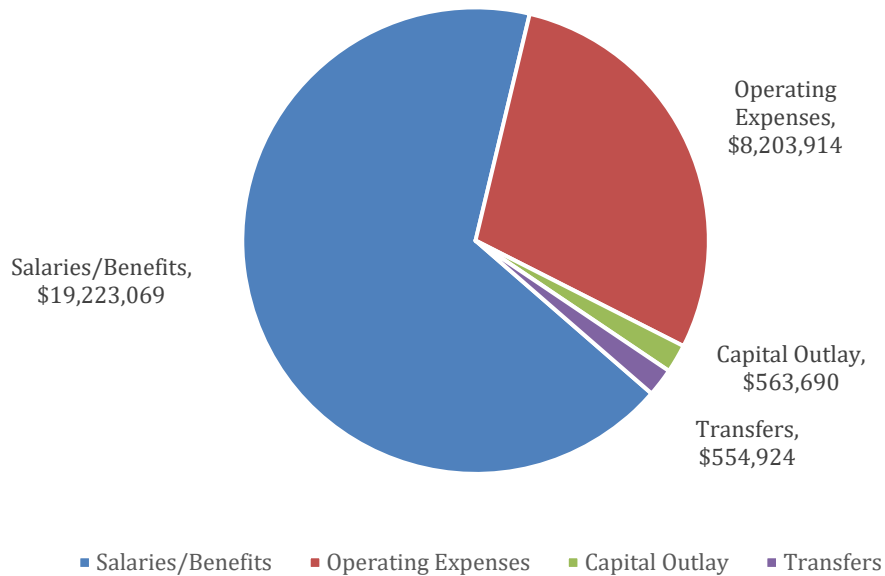
Overall, the proposed citywide budget for FY 2022-23 includes \$58.2 million in revenues and \$51.9 million in expenditures. Funds that contain appropriation requests that exceed the projected revenues will use existing fund balance to cover the additional expenditures. The upcoming budget study session and budget adoption will present City Council and the community with an opportunity to provide input into the proposed FY 2022-23 budget. The table below summarizes the proposed spending plans for operating and capital expenditures for the City for FY 2022-23.

FISCAL YEAR 2022-23 PROPOSED BUDGET	Revenues & Transfers	Expenditures
General Fund	\$26,423,468	\$28,545,597
General Fund Sub Funds	2,921,481	1,773,193
Enterprise Funds	14,537,181	11,033,692
Grant Funds	2,639,905	1,161,149
Special Revenue Funds	1,092,894	627,521
Capital Improvement Funds	6,517,126	5,110,988
Special Assessment Funds	3,771,030	3,303,667
Successor Agency Fund	297,265	296,963
<b>Total</b>	<b>\$58,200,350</b>	<b>\$51,852,771</b>

## General Fund

The General Fund is the primary funding source for the vast majority of core City services. The total proposed spending plan for the General Fund, including transfers to the Recreation Fund, Reserve Funds and the Lighting & Landscape Districts, is outlined in the chart below. The overall proposed General Fund budget for FY 2022-23 is \$28.5 million. The proposed General Fund Budget also requires the use of \$2.1 million of the fund balance reserves.

**2022 -23 General Fund Proposed Budget**



### **Sales Tax**

Sales tax revenues represent 43% of overall General Fund revenues. Sales tax revenues have recovered from the pandemic and are projected to grow steadily based upon current business activity in the community.

### **Other General Fund Revenues**

**Property Tax** – Property values continue to reach historic highs as demand exceeds supply. Residential growth in Dixon has continued without interruption.

**Motor Vehicle in Lieu Taxes** – These tax receipts are expected to continue to perform well with a moderate growth rate.

**Transient Occupancy Tax** – Lodging occupancy has had a protracted recovery from the pandemic. The projections provided for FY 2022-23 anticipate recovery to prepandemic levels.

**Franchise Fees** – These fees are projected to be consistent with previous years with moderate growth of 1 – 2% per year.



## TRANSMITTAL LETTER

Interest Income – Interest earnings are expected to decrease as Federal interest rates are at historic lows. Interest rates will rise during this calendar year and securities will be replaced with higher earning investments.,.

Transfers In – The transfers in remain consistent with previous years, with other funds contributing to the administrative costs related to their operations based upon the cost allocation study. These allocations are updated annually. A transfer from the Public Benefit Fund has continued to support the increased staffing allocated to Public Safety in recent years.

### **Expenses**

Salaries & Benefits – New positions in Community Development are proposed. A Chief Building Official is requested to manage and provide direct oversight of the Building Division as it relates to Plan Review, Inspections and Customer Service. Additionally, the Chief Building Official will also provide coordinated assistance to Engineering on Capital Projects and subdivision improvement plans. An Associate Planner is requested to address increased volume of planning applications, many of which are larger, more complex projects that are being submitted or are in preliminary phases that required greater experience and time dedicated facilitating the review and acceptance of project.

Operations – The operating line items contain proposed budgets for ongoing operations as well as one-time items in FY 2022-23. Examples of the one-time requests that are included are:

- \$50,000 Construction specification and general provisions update
- \$35,000 Building record digitization
- \$10,500 Replace SCBA bottles

Capital Outlay – FY 2022-23 capital outlay requests of \$0.6 Million are proposed to include:

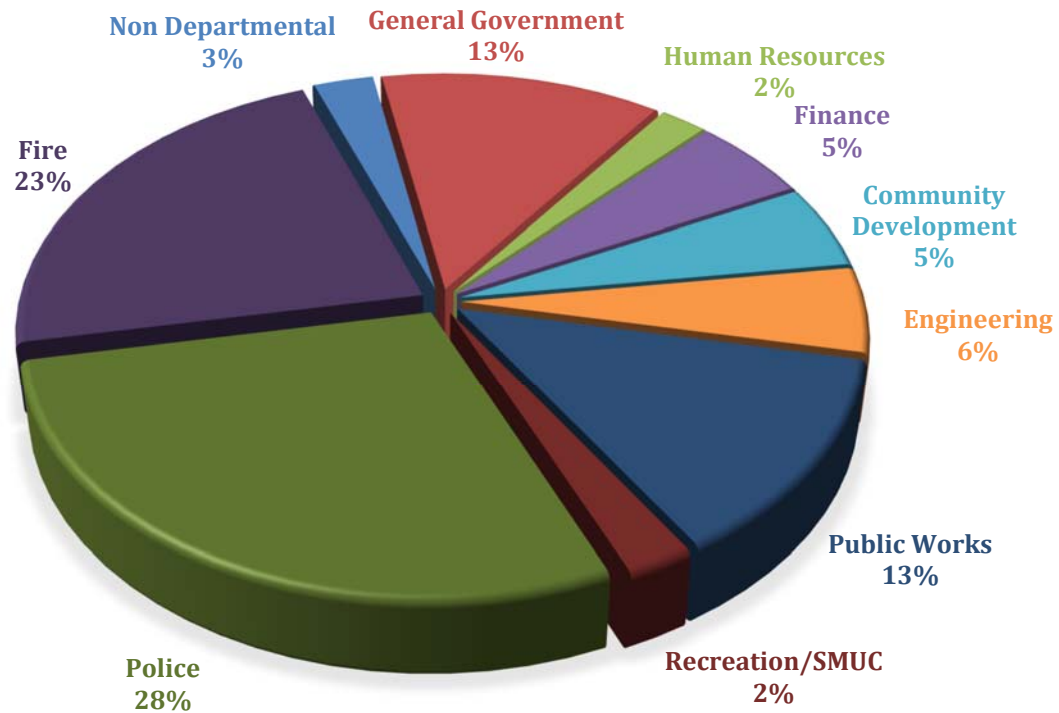
- \$231,375 Server Consolidation Project
- \$114,000 Upgraded Security – City Hall & Engineering
- \$70,000 Utility Tractor
- \$50,000 6' Mower
- \$23,000 ATV Sprayer
- \$13,015 Advanced Security Devices - IT

Transfers - The General Fund provides support to other funds to cover operational needs, such as the Recreation and Lighting & Landscaping District Funds. A transfer of \$75,000 to the PERS Stabilization Fund and a transfer of \$250,000 to the other post-employment benefit (OPEB) fund were maintained.

## TRANSMITTAL LETTER

The following chart graphically shows the percentage of the General Fund budget by department.

### 2022-23 Proposed General Fund Budget – by Department



## Enterprise Funds

**Wastewater** – Wastewater user fees are projected to decrease slightly during fiscal year 2022-23 despite residential growth. These fees are charged based upon winter average water usage and vary from year-to-year as water usage fluctuates. Penalties and interest are expected to increase during fiscal year 2022-23 as statewide restrictions are lifted prohibiting penalties and collection efforts on delinquent accounts. A capital purchase request for replacement blades is included in the proposed budget. New capital projects at the Wastewater Treatment Facility are requested. They include:

- \$1,440,500 Facility expansion design
- \$57,500 Pavement repairs
- \$50,000 State revolving loan fund studies/application

**Water** – Water revenues have been budgeted at the current approved rates. Similar to Wastewater, penalties and interest revenues are expected to increase as delinquent account collection activity resumes following the pandemic. It is projected that expenses will exceed revenues by \$0.3 Million in the Water Operating and Maintenance Fund during FY 2022-23. Fund reserves will be utilized to balance the operation. Capital projects such as the Water Rate Study, Valve Exercising, and Strategic Asset Management Program will continue into the new year. Due to funding limitations, no new capital projects are proposed for FY 2022-23.



Transit – Passenger fare revenues included in the proposed FY 2022-23 budget improve but do not fully recover to pre-pandemic levels. Grant revenues will be used to support operations. The following capital purchases are requested:

- \$188,000 Passenger transit bus
- \$90,188 Transformer for fleet electrification

## Capital Projects Funds

The revenues related to development fees in the Capital Projects Funds are expected to remain strong as residential development continues. Projects recommended for FY 2022-23 are:

- \$450,000 Police Station Reroof (Funded by General Fund Sub Fund)
- \$350,500 North First Street Interchange Study
- \$295,500 Storm Drain Master Plan Update & Hydraulic Model
- \$215,000 Pat Granucci Aquatic Facility Renovation (locker/restroom)
- \$150,000 Police Station Expansion Design
- \$130,500 Vaughn Road Realignment Study
- \$55,500 Valley Glen Pump Station Building
- \$40,500 Speed Zone Survey

## Fiscal Year 2021-22

Projections for FY 2021-22 revenues have been adjusted quarterly through budget updates presented to the City Council. Capital purchase appropriations in the amount of \$1.0 Million were approved and an additional \$0.7 Million was transferred to capital project funds for the Pardi Market Plaza project and the Fire Station Reroof and HVAC project. The General Fund transferred \$217,440 to the Lighting and Landscape Districts to cover funding shortfalls.

### Highlights

Within the budget document, departments highlight their operational accomplishments during FY 21-22 and their goals for the upcoming budget year. Some accomplishments to recognize are:

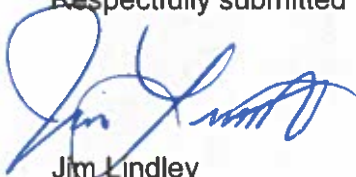
- *City Clerk* – Implemented city-wide electronic management system
- *Human Resources* – Implemented Human Resources Information system.
- *Economic Development* – Assisted 18 local businesses with CDBG forgivable loans
- *Fire* – Received grant funding to replace exhaust ventilation system
- *Police* – Completed conversion from VHF to digital police communications system.

## Concluding Remarks

Growth within the City of Dixon is projected to continue during FY 2022-23. American Rescue Plan Act Funds were utilized to fund positions and activity that would have been delayed due to General Fund revenue constraints. We will be monitoring the City finances closely during the next few years to ensure that the General Fund is able to absorb these on-going cost when the grant funding expires.

We would like to recognize the other City department heads and managers for their efforts in this year's budget development. They are creative and resourceful partners in the budgeting process. We look forward to sharing the FY 2022-23 proposed budget with the City Council at the budget study session on May 9, 2022. We will be focusing on the General Fund, Enterprise Funds and other funds to highlight activities.

Respectfully submitted



Jim Lindley  
City Manager



Kate Zawadzki  
Finance Director

# **Guide to the Document**

A budget serves many purposes. It is the City's annual financing and spending plan, providing a means for allocating resources to meet the needs and desires of the residents of the City. The budget balances City revenues with community priorities and requirements. The annual budget serves as a communications device, a policy document, resource allocation tool, an accountability tool and a management tool. The budget document grants spending authority to City staff, as well as providing the spending plan for the City of Dixon.

## **Document Organization**

### **Budget Process / Calendar / Policies**

This section contains budget policies and procedures adopted by the City Council specific to the financial management of the City of Dixon.

### **Budget Overview**

In this section, the Transmittal Letter summarizes the budget by outlining major programs in progress, critical issues and challenges for the fiscal year. The budget overview also summarizes the financial components of the City, including revenues and expenditures.

### **Summary Information**

This section of the budget contains summary information about the structure of the City Government. It includes a citywide organization chart, summary financial tables and staffing levels for the budget year.

### **General Fund and Sub Funds**

The accounts of the City are organized by fund, department, and account group. These funds and account groups are organized to segregate and account for restricted resources. Each fund and account group is a separate accounting entity. The General Fund is the primary revenue source for services that include public safety (police and fire), street maintenance, parks and recreation, and neighborhood and community services. This section includes the department descriptions and staffing.

### **Other Funds**

The other funds section contains non-general fund sources of revenues. These funds are grouped into Enterprise Funds, Grants, Special Revenue Funds, Capital Funds, Special Assessment Districts, Debt Service, and Successor Agency Funds. Each fund type is described in this section and a financial summary is provided for each.

### **Appendix**

This section contains a glossary and list of acronyms.

# CITY OF DIXON

## BUDGET OVERVIEW

FY2022 and FY2023

### GENERAL FUND AND SUB FUNDS

	GRAND TOTAL ALL FUNDS	General Fund <sup>1</sup> 100	Contingency 101	Council Discretionary 102	Recreation 103	Community Support 105
<b>FY 2022 PROJECTED RESOURCES AND APPROPRIATIONS</b>						
Beginning Fund Balance - July 2021	80,730,019	10,682,466	1,553,836	557,362	36	31,100
Estimated Revenue & Transfers	82,099,001	27,395,588	633,624	378,845	61,110	12,148
Total Projected Available Resources	162,829,019	38,078,054	2,187,460	936,207	61,146	43,248
<b>Estimated Expenditures</b>	86,450,584	28,136,202	41,644	760,030	41,975	12,000
Estimated Ending Fund Balance - June 30, 2022	<u>76,378,435</u>	<u>9,941,853</u>	<u>2,145,816</u>	<u>176,177</u>	<u>19,171</u>	<u>31,248</u>
<b>FY 2023 PROPOSED RESOURCES AND APPROPRIATIONS</b>						
Estimated Beginning Fund Balance - July 2022	76,378,435	9,941,853	2,145,816	176,177	19,171	31,248
Proposed Revenue & Transfers	58,200,350	26,423,468	4,656	625,200	44,870	12,150
Total Projected Available Resources	134,578,785	36,365,320	2,150,472	801,377	64,041	43,398
Proposed Appropriations	51,852,771	28,545,597	-	48,000	44,870	12,000
Estimated Ending Fund Balance - June 30, 2023	<u>81,972,636</u>	<u>7,819,723</u>	<u>2,150,472</u>	<u>-</u>	<u>19,171</u>	<u>31,398</u>

<sup>1</sup> General Fund includes one time items

# CITY OF DIXON

## BUDGET OVERVIEW

FY2022 and FY2023

### GENERAL FUND AND SUB FUNDS

	Public Benefit 107	User Technology Fee 108	Flexible Grant Fee 109	Planning 190	Engineering Reimb Agreements 192	Comm Dev Reimb Agreements 193	Equipment Replacement Reserve 820
<b>FY 2022 PROJECTED RESOURCES AND APPROPRIATIONS</b>							
Beginning Fund Balance - July 2021	916,417	58,786	854,072	(141,910)	809,454	-	580,473
Estimated Revenue & Transfers	782,500	31,086	546,409	804,052	4,446,561	513,088	21,093
Total Projected Available Resources	1,698,917	89,872	1,400,481	662,142	5,256,015	513,088	601,566
<b>Estimated Expenditures</b>	1,598,200	1,200	921,552	1,381,603	4,443,646	265,670	3,274
Estimated Ending Fund Balance - June 30, 2022	<u>100,717</u>	<u>88,672</u>	<u>478,929</u>	<u>(719,461)</u>	<u>812,369</u>	<u>247,418</u>	<u>598,292</u>
<b>FY 2023 PROPOSED RESOURCES AND APPROPRIATIONS</b>							
Estimated Beginning Fund Balance - July 2022	100,717	88,672	478,929	(719,461)	812,369	247,418	598,292
Proposed Revenue & Transfers	700,625	35,050	650,700	245	3,000	504,345	4,620
Total Projected Available Resources	801,342	123,722	1,129,629	(719,216)	815,369	751,763	602,912
Proposed Appropriations	708,518	6,000	450,000	-	-	503,805	-
Estimated Ending Fund Balance - June 30, 2023	<u>92,824</u>	<u>117,722</u>	<u>679,629</u>	<u>(719,216)</u>	<u>815,369</u>	<u>247,958</u>	<u>602,912</u>

# CITY OF DIXON

## BUDGET OVERVIEW

FY2022 and FY2023

### GENERAL FUND AND SUB FUNDS

	Building Reserve 830	Infrastructure Reserve 831	Technology Replacement 832	PERS Stabilization 840	PERS OPEB 841	GF & SUB FUNDS TOTAL
<b>FY 2022 PROJECTED RESOURCES AND APPROPRIATIONS</b>						
Beginning Fund Balance - July 2021	350,772	163,525	153,435	384,020	1,866,265	18,820,110
Estimated Revenue & Transfers	2,250	192	976	77,041	261,817	35,968,380
Total Projected Available Resources	353,022	163,717	154,411	461,061	2,128,082	54,788,490
<b>Estimated Expenditures</b>	110,000	-	-	-	-	37,716,995
Estimated Ending Fund Balance - June 30, 2022	<u>243,022</u>	<u>163,717</u>	<u>154,411</u>	<u>461,061</u>	<u>2,128,082</u>	<u>17,071,495</u>
<b>FY 2023 PROPOSED RESOURCES AND APPROPRIATIONS</b>						
Estimated Beginning Fund Balance - July 2022	243,022	163,717	154,411	461,061	2,128,082	17,071,495
Proposed Revenue & Transfers	1,280	600	564	76,480	257,096	29,344,949
Total Projected Available Resources	244,302	164,317	154,975	537,541	2,385,178	46,416,444
Proposed Appropriations	-	-	-	-	-	30,318,791
Estimated Ending Fund Balance - June 30, 2023	<u>244,302</u>	<u>164,317</u>	<u>154,975</u>	<u>537,541</u>	<u>2,385,178</u>	<u>15,344,276</u>



# CITY OF DIXON

## BUDGET OVERVIEW

FY2022 and FY2023

### ENTERPRISE FUNDS\*

	Sewer Ops Reserve 303	Sewer OPEB Reserve 304	Sewer O&M 305	SRF Reserve 306	Sewer Equipment Replacement 307	Sewer Debt Service 308	SRF Debt Service 309
<b>FY 2022 PROJECTED RESOURCES AND APPROPRIATIONS</b>							
Beginning Fund Balance - July 2021	589,409	241,453	7,733,836	1,881,105	318,561	942,841	942,841
Estimated Revenue & Transfers	697	3,750	5,093,965	11,756	50,177	-	1,722,647
Total Projected Available Resources	590,106	245,203	12,827,801	1,892,861	368,738	942,841	2,665,488
<b>Estimated Expenditures</b>	-	-	6,015,333	-	-	-	1,721,739
Estimated Ending Fund Balance - June 30, 2022	<u>590,106</u>	<u>245,203</u>	<u>6,812,468</u>	<u>1,892,861</u>	<u>368,738</u>	<u>942,841</u>	<u>943,749</u>
<b>FY 2023 PROPOSED RESOURCES AND APPROPRIATIONS</b>							
Estimated Beginning Fund Balance - July 2022	590,106	245,203	6,812,468	1,892,861	368,738	942,841	943,749
Proposed Revenue & Transfers	152,172	890	5,038,028	6,920	51,216	-	1,724,939
Total Projected Available Resources	742,278	246,093	11,850,496	1,899,781	419,954	942,841	2,668,688
Proposed Appropriations	-	-	4,395,509	-	-	-	1,721,740
Estimated Ending Fund Balance - June 30, 2023	<u>742,278</u>	<u>246,093</u>	<u>7,454,988</u>	<u>1,899,781</u>	<u>419,954</u>	<u>942,841</u>	<u>946,948</u>

\* Enterprise funds use Working Capital, rather than Fund Balance, which is the industry standard terminology for available Fund Balance for Enterprise Funds. It is the difference between the current assets and current liabilities.

# CITY OF DIXON

## BUDGET OVERVIEW

FY2022 and FY2023

### ENTERPRISE FUNDS\*

	Sewer Capital 310	Sewer Rehab 315	Sewer Mixed 316	Water O&M 331	Water Ops Reserve 332	Water Capital Reserve 333
<b>FY 2022 PROJECTED RESOURCES AND APPROPRIATIONS</b>						
Beginning Fund Balance - July 2021	8,102,572	351,127	102,966	3,966,083	749,401	698,238
Estimated Revenue & Transfers	4,028,164	2,748,187	326,505	2,041,810	4,683	6,884
Total Projected Available Resources	12,130,736	3,099,314	429,471	6,007,893	754,084	705,122
<b>Estimated Expenditures</b>	741,719	2,665,452	176,157	4,386,476	-	-
Estimated Ending Fund Balance - June 30, 2022	<u>11,389,017</u>	<u>433,862</u>	<u>253,314</u>	<u>1,621,417</u>	<u>754,084</u>	<u>705,122</u>
<b>FY 2023 PROPOSED RESOURCES AND APPROPRIATIONS</b>						
Estimated Beginning Fund Balance - July 2022	11,389,017	433,862	253,314	1,621,417	754,084	705,122
Proposed Revenue & Transfers	2,339,490	161,212	1,492,137	1,909,245	2,756	2,568
Total Projected Available Resources	13,728,507	595,074	1,745,451	3,530,662	756,840	707,690
Proposed Appropriations	1,081,615	159,912	1,492,029	2,180,132	-	-
Estimated Ending Fund Balance - June 30, 2023	<u>12,646,892</u>	<u>435,162</u>	<u>253,422</u>	<u>1,350,530</u>	<u>756,840</u>	<u>707,690</u>

\* Enterprise funds use Working Capital, rather than Fund Balance, which is the industry standard terminology for available Fund Balance for Enterprise Funds. It is the difference between the current assets and current liabilities.

# CITY OF DIXON

## BUDGET OVERVIEW

FY2022 and FY2023

	ENTERPRISE FUNDS*					
	Water CIP 334	Water Capital Rehab 335	Water OPEB Reserve 336	Transit 350	Transit OPEB Reserve 351	ENTERPRISE FUNDS TOTAL
<b>FY 2022 PROJECTED RESOURCES AND APPROPRIATIONS</b>						
Beginning Fund Balance - July 2021	939,625	(42,989)	100,852	426,923	268,939	<b>28,313,782</b>
Estimated Revenue & Transfers	102,887	2,629,691	126	1,089,545	317	<b>19,861,791</b>
Total Projected Available Resources	1,042,512	2,586,702	100,978	1,516,468	269,256	<b>48,175,573</b>
<b>Estimated Expenditures</b>	1,849	-	-	-	-	<b>15,708,725</b>
Estimated Ending Fund Balance - June 30, 2022	<u>1,040,663</u>	<u>2,586,702</u>	<u>100,978</u>	<u>1,516,468</u>	<u>269,256</u>	<u><b>32,466,848</b></u>
<b>FY 2023 PROPOSED RESOURCES AND APPROPRIATIONS</b>						
Estimated Beginning Fund Balance - July 2022	1,040,663	2,586,702	100,978	1,516,468	269,256	<b>32,466,848</b>
Proposed Revenue & Transfers	103,992	92,891	30,899	1,426,838	988	<b>14,537,181</b>
Total Projected Available Resources	1,144,655	2,679,593	131,877	2,943,306	270,244	<b>47,004,029</b>
Proposed Appropriations	2,756	-	-	-	-	<b>11,033,692</b>
Estimated Ending Fund Balance - June 30, 2023	<u>1,141,899</u>	<u>2,679,593</u>	<u>131,877</u>	<u>2,943,306</u>	<u>270,244</u>	<u><b>35,970,336</b></u>

\* Enterprise funds use Working Capital, rather than Fund Balance, which is the industry standard terminology for available Fund Balance for Enterprise Funds. It is the difference between the current assets and current liabilities.

# CITY OF DIXON

## BUDGET OVERVIEW

FY2022 and FY2023

### GRANT FUNDS

#### FY 2022 PROJECTED RESOURCES AND APPROPRIATIONS

Beginning Fund  
Balance -  
July 2021

ARPA 501	Home FTHB Loan Program 525	CDBG Home Rehab Loan 526	Used Oil Grant 550	Police Grants 560	CDBG 570	CDBG COVID Relief 573	CDBG Planning Grant 574	<b>GRANT FUNDS TOTAL</b>
-	146,180	760	1,817	159,992	86,817	(407)	-	<b>395,160</b>

Estimated Revenue  
& Transfers

2,475,701	637	-	10	155,252	2,136	443,954	150,000	<b>3,227,690</b>
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Total Projected  
Available Resources

2,475,701	146,817	760	1,827	315,244	88,953	443,547	150,000	<b>3,622,849</b>
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**Estimated  
Expenditures**

1,758,246	6,900	-	2,620	219,878	78,075	415,954	150,000	<b>2,631,673</b>
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Estimated Ending  
Fund Balance -  
June 30, 2022

<u>717,455</u>	<u>139,917</u>	<u>760</u>	<u>(793)</u>	<u>95,367</u>	<u>10,878</u>	<u>27,593</u>	<u>-</u>	<u><b>991,176</b></u>
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#### FY 2023 PROPOSED RESOURCES AND APPROPRIATIONS

Estimated Beginning  
Fund Balance -  
July 2022

717,455	139,917	760	(793)	95,367	10,878	27,593	-	<b>991,176</b>
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Proposed Revenue  
& Transfers

2,475,701	948	-	-	160,724	2,532	-	-	<b>2,639,905</b>
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Total Projected  
Available Resources

3,193,156	140,865	760	(793)	256,091	13,410	27,593	-	<b>3,631,081</b>
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Proposed  
Appropriations

892,692	11,800	-	-	255,657	1,000	-	-	<b>1,161,149</b>
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Estimated Ending  
Fund Balance -  
June 30, 2023

<u>2,300,464</u>	<u>129,065</u>	<u>760</u>	<u>(793)</u>	<u>434</u>	<u>12,410</u>	<u>27,593</u>	<u>-</u>	<u><b>2,469,932</b></u>
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**CITY OF DIXON****BUDGET OVERVIEW****FY2022 and FY2023****SPECIAL REVENUE FUNDS**

	Gas Tax 530	Road Maint. & Rehab (RMRA) 531	Traffic Safety 540	CASp 545	Asset Forfeiture 561	<b>SPECIAL REVENUE FUNDS TOTAL</b>
<b>FY 2022 PROJECTED RESOURCES AND APPROPRIATIONS</b>						
Beginning Fund Balance - July 2021	172,918	405,528	18,325	18,394	3,377	<b>618,543</b>
Estimated Revenue & Transfers	518,127	419,068	35,010	5,890	-	<b>978,095</b>
Total Projected Available Resources	691,045	824,596	53,335	24,284	3,377	<b>1,596,638</b>
<b>Estimated Expenditures</b>	476,077	1,157,958	34,217	9,700	-	<b>1,677,952</b>
Estimated Ending Fund Balance - June 30, 2022	<u>214,969</u>	<u>(333,362)</u>	<u>19,118</u>	<u>14,584</u>	<u>3,377</u>	<u><b>(81,313)</b></u>
<b>FY 2023 PROPOSED RESOURCES AND APPROPRIATIONS</b>						
Estimated Beginning Fund Balance - July 2022	214,969	(333,362)	19,118	14,584	3,377	<b>(81,313)</b>
Proposed Revenue & Transfers	600,825	461,984	26,085	4,000	-	<b>1,092,894</b>
Total Projected Available Resources	815,794	128,622	45,203	18,584	3,377	<b>1,011,581</b>
Proposed Appropriations	554,469	32,913	35,639	4,500	-	<b>627,521</b>
Estimated Ending Fund Balance - June 30, 2023	<u>261,324</u>	<u>95,709</u>	<u>9,564</u>	<u>14,084</u>	<u>3,377</u>	<u><b>384,059</b></u>

**CITY OF DIXON****BUDGET OVERVIEW****FY2022 and FY2023****CAPITAL IMPROVEMENT PROJECT (CIP) FUNDS**

	CIP 400	Pardi Market Project 401	Comm. Dev 404	Fire 410	Police 420	City Facilities 430
<b>FY 2022 PROJECTED RESOURCES AND APPROPRIATIONS</b>						
Beginning Fund Balance - July 2021	544,159	91,717	191	1,351,630	575,282	1,429,650
Estimated Revenue & Transfers	1,212,758	1,346,458	-	437,744	174,435	343,436
Total Projected Available Resources	1,756,917	1,438,175	191	1,789,374	749,717	1,773,086
<b>Estimated Expenditures</b>	1,735,410	1,346,795	-	47,702	4,113	485,284
Estimated Ending Fund Balance - June 30, 2022	<u>21,507</u>	<u>91,380</u>	<u>191</u>	<u>1,741,672</u>	<u>745,604</u>	<u>1,287,802</u>
<b>FY 2023 PROPOSED RESOURCES AND APPROPRIATIONS</b>						
Estimated Beginning Fund Balance - July 2022	21,507	91,380	191	1,741,672	745,604	1,287,802
Proposed Revenue & Transfers	450,904	-	-	261,718	104,401	206,198
Total Projected Available Resources	472,411	91,380	191	2,003,390	850,005	1,494,000
Proposed Appropriations	450,000	-	-	6,315	156,047	8,542
Estimated Ending Fund Balance - June 30, 2023	<u>22,411</u>	<u>91,380</u>	<u>191</u>	<u>1,997,075</u>	<u>693,958</u>	<u>1,485,458</u>



# CITY OF DIXON

## BUDGET OVERVIEW

FY2022 and FY2023

### CAPITAL IMPROVEMENT PROJECT (CIP) FUNDS

	Public Works 440	Storm Drainage 450	Trans- portation 460	Parkway Blvd. Overcrossing 461	NEQ Infrastructure 469	Transit 470	Recreation CIP 480
<b>FY 2022 PROJECTED RESOURCES AND APPROPRIATIONS</b>							
Beginning Fund Balance - July 2021	-	(16,797)	6,853,057	3,075,246	235,044	(88,832)	5,043,793
Estimated Revenue & Transfers	-	2,090,277	2,238,970	1,348,237	-	83,502	3,385,517
Total Projected Available Resources	-	2,073,480	9,092,027	4,423,483	235,044	(5,330)	8,429,310
<b>Estimated Expenditures</b>	-	352,232	2,176,748	3,459,017	-	-	2,142,853
Estimated Ending Fund Balance - June 30, 2022	<u>-</u>	<u>1,721,248</u>	<u>6,915,279</u>	<u>964,466</u>	<u>235,044</u>	<u>(5,330)</u>	<u>6,286,457</u>
<b>FY 2023 PROPOSED RESOURCES AND APPROPRIATIONS</b>							
Estimated Beginning Fund Balance - July 2022	-	1,721,248	6,915,279	964,466	235,044	(5,330)	6,286,457
Proposed Revenue & Transfers	-	978,085	1,691,794	766,857	-	38,040	2,010,334
Total Projected Available Resources	-	2,699,333	8,607,073	1,731,323	235,044	32,710	8,296,791
Proposed Appropriations	-	363,680	583,544	3,319,204	-	-	6,135
Estimated Ending Fund Balance - June 30, 2023	<u>-</u>	<u>2,335,653</u>	<u>8,023,529</u>	<u>(1,587,881)</u>	<u>235,044</u>	<u>32,710</u>	<u>8,290,656</u>

**CITY OF DIXON****BUDGET OVERVIEW****FY2022 and FY2023****CAPITAL IMPROVEMENT PROJECT (CIP) FUNDS**

	Parks CIP 481	Ag. Land Mitigation 490	CFD 2013-1 (Parklane) Construction 491	CFD 2015-1 Valley Glen II Construction 492	CFD 2015-1 Valley Glen II Construction 493	<b>CIP FUNDS TOTAL</b>
<b>FY 2022 PROJECTED RESOURCES AND APPROPRIATIONS</b>						
Beginning Fund Balance - July 2021	2,386,599	408,576	8,281,595	108,798	-	<b>30,279,707</b>
Estimated Revenue & Transfers	1,124,996	-	-	-	4,528,542	<b>18,314,872</b>
Total Projected Available Resources	3,511,595	408,576	8,281,595	108,798	4,528,542	<b>48,594,579</b>
<b>Estimated Expenditures</b>	569,098	-	8,281,595	108,798	4,528,542	<b>25,238,187</b>
Estimated Ending Fund Balance - June 30, 2022	<u>2,942,497</u>	<u>408,576</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u><b>23,356,392</b></u>
<b>FY 2023 PROPOSED RESOURCES AND APPROPRIATIONS</b>						
Estimated Beginning Fund Balance - July 2022	2,942,497	408,576	-	-	-	<b>23,356,392</b>
Proposed Revenue & Transfers	8,795	-	-	-	-	<b>6,517,126</b>
Total Projected Available Resources	2,951,292	408,576	-	-	-	<b>29,873,518</b>
Proposed Appropriations	217,521	-	-	-	-	<b>5,110,988</b>
Estimated Ending Fund Balance - June 30, 2023	<u>2,733,771</u>	<u>408,576</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u><b>24,762,530</b></u>

**CITY OF DIXON****BUDGET OVERVIEW****FY2022 and FY2023****SPECIAL ASSESSMENTS - L&L  
AND CFD FUNDS**

	L&L Zones 600	Valley Glen CFD 651	Brookfield CFD 655	Homestead CFD 657
<b>FY 2022 PROJECTED RESOURCES AND APPROPRIATIONS</b>				
Beginning Fund Balance - July 2021	72,724	595,552	213,837	-
Estimated Revenue & Transfers	390,201	202,652	80,402	-
Total Projected Available Resources	462,925	798,204	294,239	-
<b>Estimated Expenditures</b>	382,999	335,043	92,031	-
Estimated Ending Fund Balance - June 30, 2022	<u>79,926</u>	<u>463,161</u>	<u>202,208</u>	<u>-</u>
<b>FY 2023 PROPOSED RESOURCES AND APPROPRIATIONS</b>				
Estimated Beginning Fund Balance - July 2022	79,926	463,161	202,208	-
Proposed Revenue & Transfers	403,051	208,181	81,574	293,010
Total Projected Available Resources	482,976	671,342	283,782	293,010
Proposed Appropriations	395,447	316,016	96,443	231,530
Estimated Ending Fund Balance - June 30, 2023	<u>87,529</u>	<u>355,326</u>	<u>187,339</u>	<u>61,480</u>

**CITY OF DIXON****BUDGET OVERVIEW****FY2022 and FY2023****SPECIAL ASSESSMENTS - L&L  
AND CFD FUNDS**

	CFD 2013-1 Parklane 725	CFD 2015-1 VG II Debt 726	CFD 2019-1 Homestead 728	<b>SPECIAL ASSMT / CFD &amp; L&amp;L FUNDS TOTAL</b>
<b>FY 2022 PROJECTED RESOURCES AND APPROPRIATIONS</b>				
Beginning Fund Balance - July 2021	693,676	352,446	(25)	<b>1,928,211</b>
Estimated Revenue & Transfers	1,018,325	593,052	1,140,664	<b>3,425,296</b>
Total Projected Available Resources	1,712,001	945,498	1,140,639	<b>5,353,507</b>
<b>Estimated Expenditures</b>	996,382	493,937	857,948	<b>3,158,340</b>
Estimated Ending Fund Balance - June 30, 2022	<u>715,619</u>	<u>451,561</u>	<u>282,692</u>	<u><b>2,195,167</b></u>
<b>FY 2023 PROPOSED RESOURCES AND APPROPRIATIONS</b>				
Estimated Beginning Fund Balance - July 2022	715,619	451,561	282,692	<b>2,195,167</b>
Proposed Revenue & Transfers	1,039,396	605,154	1,140,664	<b>3,771,030</b>
Total Projected Available Resources	1,755,015	1,056,715	1,423,356	<b>5,966,197</b>
Proposed Appropriations	1,015,373	511,051	737,807	<b>3,303,667</b>
Estimated Ending Fund Balance - June 30, 2023	<u>739,642</u>	<u>545,664</u>	<u>685,549</u>	<u><b>2,662,530</b></u>

**CITY OF DIXON****BUDGET OVERVIEW****FY2022 and FY2023****SUCCESSOR AGENCY FUNDS**

	Housing Successor Agency 527	RDA Obligation Retirement 740	<b>SUCCESSOR AGENCY FUNDS TOTAL</b>
<b>FY 2022 PROJECTED RESOURCES AND APPROPRIATIONS</b>			
Beginning Fund Balance - July 2021	195,440	179,065	<b>374,506</b>
Estimated Revenue & Transfers	22,141	300,736	<b>322,877</b>
Total Projected Available Resources	217,581	479,801	<b>697,383</b>
<b>Estimated Expenditures</b>	-	318,712	<b>318,712</b>
Estimated Ending Fund Balance - June 30, 2022	<u>217,581</u>	<u>161,089</u>	<u><b>378,671</b></u>
<b>FY 2023 PROPOSED RESOURCES AND APPROPRIATIONS</b>			
Estimated Beginning Fund Balance - July 2022	217,581	161,089	<b>378,671</b>
Proposed Revenue & Transfers	302	296,963	<b>297,265</b>
Total Projected Available Resources	217,883	458,052	<b>675,936</b>
Proposed Appropriations	-	296,963	<b>296,963</b>
Estimated Ending Fund Balance - June 30, 2023	<u>217,883</u>	<u>161,089</u>	<u><b>378,973</b></u>



Capital Equipment  
One-time Expenses  
(All Funds)



General Fund  
Five-Year Projections



**CITY OF DIXON**  
**CAPITAL PURCHASES**  
(not included in Capital Project Funds)

**GENERAL FUND**

Dept #	(N)ew/ (R)eplace	Category*	Item Description	Total Cost/Unit	Quantity	Total Cost
116	R	E	Server Consolidation project	231,375	1.00	231,375
116	N	E	Advanced Security Devices	13,015	1.00	13,015
116	R	E	Replace Wireless Access Points	6,000	1.00	6,000
152	R	B	Security Upgrade - City Hall	60,000	1.00	60,000
152	R	B	Security Upgrade - Engineering	54,000	1.00	54,000
152	R	E	6' Exmark Mower	50,000	1.00	50,000
152	R	E	ATV Sprayer	11,500	1.00	11,500
153	R	E	ATV Sprayer	11,500	1.00	11,500
154	N	E	Kubota M4 Series Utility Tractor with Attachments for Storm Pond Maintenance	70,000	1.00	70,000
166	N	E	LP 14 Defibrillator for new engine	38,000	1.00	38,000
166	N	E	Rapid Intervention Team SCBA packs	6,000	2.00	12,000
166	N	E	One Mobile Dual Band Radio and Installation Kit	6,300	1.00	6,300
<b>GF Sub-Total</b>						<b>563,690</b>

<b>GF TOTAL</b>	<b>563,690</b>
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**OTHER FUNDS**

Fund	(N)ew/ (R)eplace	Category*	Item Description	Cost/Unit	Quantity	Total
305	R	E	2 Replacement Blades for Ditch Mixers	7,425	2.00	14,850
305	R	E	CCTV Truck software update	13,500	1.00	13,500
305	R	E	CCTV Truck Generator	12,500	1.00	12,500
305	R	E	2 Replacement Blades for Basin Mixers	5,000	2.00	10,000
350	R	V	Passenger Transit Bus	94,000	2.00	188,000
350	R	B	Transformer at Transit Bldg to allow for fleet electrification	90,188	1.00	90,188
<b>Other Funds Total</b>						<b>329,038</b>

N = New  
R = Replacement

V = Vehicles  
F = Furniture/ E = Equipment  
B = Buildings

General Fund Total	563,690
Other Funds Total	329,038
<b>Grand Total Requested Capital</b>	<b>892,728</b>

**CITY OF DIXON**  
**ONE TIME EXPENSES**

Dept	Account	Amount	Description
112	Consultants - Professional	73,250	Contract Services
113	Elections	60,000	General Election
114	Overtime	6,000	ERP Implementation
114	Office/Software Maintenance	41,070	Springbrook Maintenance
116	Special Supplies	1,248	UPS Battery Replacements
115	Special Supplies	660	Bilingual Certifications
115	Physical/Psych Exams	12,000	Bi-Annual Fire Physicals
132	Consultants - Professional	100,000	Contract Permit Technician
132	Consultants-Professional-Bldg	35,000	Digitization/Scanning of Building Records
132	Special Supplies	500	Plan review tables
132	Special Supplies	2,500	2 large monitors or 1 large tv screen for plans examiners
132	Special Supplies	400	New Chair for Inspector
143	Consultants - Professional	35,000	Update construction specs and general provisions
143	Special Supplies	1,500	Blinds/Window Coverings
143	Building.Site Maintenance	1,000	Bathroom fixtures
152	Special Supplies	10,000	Shared Fence Repair
152	Building.Site Maintenance	3,000	Covid Supplies
154	Consultants - Professional	15,000	Update construction specs and general provisions
166	Special Supplies	10,500	Replace 7 SCBA Bottles
166	Building.Site Maintenance	7,500	Replace Sheetrock in Apparatus Room
166	Special Supplies	6,000	Replace 15 SCBA Masks
166	Special Supplies	4,600	2 Narcotic boxes for new engine and station
			Total General Fund One-time Expenses \$ 426,728
305-300	Special Supplies	20,000	Levee road repairs
305-300	Special Supplies	4,264	Workstation Replacement & IT supplies
305-301	Consultants - Professional	15,000	Update construction specs and general provisions
305-301	Building.Site Maintenance	1,000	Lift station fencing
331	Consultants - Professional	15,000	Update construction specs and general provisions
560	Communications	5,000	Replace console radio in station and handheld & car radios
560	Firing Range Supplies	5,000	Outfit firing range trailer
651-610	Consultants - Professional	55,500	Valley Glen Pump Station Building
651-620	Contr Svcs - Non Professional	50,000	Dam and levee Repairs
651-620	Contr Svcs - Non Professional	8,000	Replace Electric Gate
651-620	Special Supplies	3,500	Gravel
651-620	Special Supplies	3,500	Wall Mount Mini-Split
			Total Other Funds One-time Expenses \$ 185,764
			<b>Grand Total General Fund &amp; Other Funds \$ 612,492</b>

### CITY OF DIXON GENERAL FUND FIVE YEAR PROJECTION

Description	Audited 2019-20	Audited 2020-21	Projected 2021-22	Projected 2022-23	Projected 2023-24	Projected 2024-25	Projected 2025-26
<b>Revenues</b>							
Property Taxes	4,555,167	4,498,022	4,846,744	5,234,165	5,316,459	5,510,740	5,819,639
Sales Taxes	8,494,169	10,049,153	12,071,942	11,278,052	11,581,735	11,871,278	12,168,060
Motor Vehicle In Lieu Taxes	1,741,259	1,822,001	1,902,781	2,086,668	2,192,880	2,304,278	2,422,718
Franchise Fees	634,757	677,585	679,083	694,234	708,119	722,282	736,727
Transient Occupancy Taxes	464,175	418,098	600,000	618,493	630,863	643,480	656,350
All Other Taxes	295,836	390,829	480,000	388,315	415,497	444,582	457,919
Admin Fees	330,322	231,976	126,180	158,750	165,894	173,359	181,160
Charges for Svcs/ Permits/Fees	3,043,247	3,746,214	4,089,753	2,989,968	3,079,667	3,172,057	3,267,219
Grants	5,303	149,964	111,276	5,300	5,300	5,300	5,300
Interest Income	408,906	174,358	76,812	57,609	175,000	175,000	175,000
All Other Revenues	374,370	58,292	183,624	163,100	166,362	169,689	173,083
<b>Total Revenues</b>	<b>20,347,511</b>	<b>22,216,492</b>	<b>25,168,195</b>	<b>23,674,655</b>	<b>24,437,776</b>	<b>25,192,045</b>	<b>26,063,176</b>
Transfers-In	1,334,262	2,754,095	2,236,705	2,755,797	2,780,518	2,433,175	2,027,296
<b>Total Revenues &amp; Transfers</b>	<b>\$ 21,681,773</b>	<b>\$ 24,970,587</b>	<b>\$ 27,404,900</b>	<b>\$ 26,430,452</b>	<b>\$ 27,218,294</b>	<b>\$ 27,625,220</b>	<b>\$ 28,090,472</b>
<b>Expenditures</b>							
Salary/Benefits	14,937,911	16,229,887	16,700,079	19,223,069	20,184,223	21,193,434	22,253,105
Operating Expenses	5,446,405	5,856,052	7,396,532	8,203,914	8,293,091	8,541,883	8,798,140
Capital Outlay	808,472	412,667	969,990	563,690	555,350	583,118	612,273
Transfers	2,166,835	1,078,542	3,069,601	554,924	566,022	577,343	588,890
<b>Total Expenditures/Transfers</b>	<b>\$ 23,359,624</b>	<b>\$ 23,577,147</b>	<b>\$ 28,136,202</b>	<b>\$ 28,545,597</b>	<b>\$ 29,598,686</b>	<b>\$ 30,895,777</b>	<b>\$ 32,252,408</b>
<b>Variance Revenue vs Expense</b>	<b>(\$1,677,851)</b>	<b>\$1,393,440</b>	<b>(\$731,302)</b>	<b>(\$2,115,146)</b>	<b>(\$2,380,392)</b>	<b>(\$3,270,557)</b>	<b>(\$4,161,937)</b>
<b>Beginning Fund Balance</b>	12,520,712	10,842,861	12,236,301	11,504,999	9,389,854	7,009,462	3,738,905
<b>Ending Fund Balance</b>	<b>\$ 10,842,861</b>	<b>\$12,236,301</b>	<b>\$11,504,999</b>	<b>\$ 9,389,854</b>	<b>\$7,009,462</b>	<b>\$ 3,738,905</b>	<b>\$ (423,031)</b>
One Time Items		991,209	4,332,855	990,418	555,350	583,118	612,273
<b>Ending Reserve (Exc)</b>	<b>51.16%</b>	<b>54.18%</b>	<b>48.33%</b>	<b>34.08%</b>	<b>24.13%</b>	<b>12.33%</b>	<b>-1.34%</b>



# Budget Process & Calendar



# Budget Practices and Policies

## Budget Process and Calendar

The budget process enables the City Council to make choices about staffing, equipment, and priorities to be addressed in the upcoming year. The City Council reviews the budget for the first time in April and is required to adopt a budget by June 30.

### Budget Roles and Responsibilities

This process includes formulation, preparation, implementation, administration and evaluation. All Department Directors are responsible to the City Manager, and the City Manager is responsible to the City Council for meeting the stated objectives and goals in the budget within the amounts appropriated in the budget. Individuals with specific responsibility for the budget process are as follows:

- The *City Council* sets the goals, objectives, and priorities that they want staff to concentrate on for the budget year. They are also responsible for reviewing the preliminary budget and approving the final budget for the fiscal year.
- The *City Manager* is responsible for implementing the goals, objectives and priorities of the City Council and recommending funding to carry out those goals, objectives, and priorities.
- The *Finance Director* and staff in the Finance Department are responsible for preparing estimates of remaining costs for the current fiscal year, preparing short and long-range revenue and expenditure forecasts, calculating departmental salaries and benefits, and assisting departments during the budget process. This staff is also responsible for reviewing the departmental operating and capital improvement requests as well as reviewing the department budget requests with the Director of each department and the City Manager. The Finance Director prepares the budget material for review by the City Manager.
- The Departmental Directors are responsible for reviewing historical data, collecting data on future activities and opportunities that affect the department and using this information to prepare a budget that implements the City Council's goals, objectives and priorities while at the same time carrying out the mission of the department. Each Department Director is responsible for maintaining departmental control of the approved budget for their department throughout the fiscal year.

### Budget Process

The General Fund budget is adopted by the City Council before July 1 of each year. Input is received from City Council and staff throughout the organization in preparing the budget.

## **Budget Phases**

On March 24, 2009, the City Council formally adopted a Budget Policy (09-048 and 15-074) for the City of Dixon.

*Budget Development Phase* – Departments develop budget requests that address new programs, evaluate existing programs, and review staffing levels. Each department begins with a base budget from the prior fiscal year adopted budget, adjusting for Memorandum of Understanding (MOU) changes and employee compensation, reducing for any one-time expenditures, increasing for known impacts, and adding new requests.

*Budget Review/Modification Phase* – The preliminary budget is presented by the City Manager, with the input of the Finance Department, and each Department to refine the budget into a balanced financial plan. The preliminary budget is presented to the City Council at a workshop for review and additional modification.

*Adoption Phase* – The final budget, as modified after the City Council workshop, is presented to the City Council for adoption. A public hearing is held and the City Council adopts the budget, typically at the first meeting in June.

*Implementation Phase* – Department Directors are provided with budget status reports monthly. They are responsible for reviewing the reports and maintaining budgetary control throughout the fiscal year.

## **Review and Approval of Budget**

The City Council reviews the budget during the workshop held in May of each year. This workshop is open to the public and all city staff and provides a forum for the City Council to receive information and recommendations regarding the budget.

The budget for the General Fund is required, by law, to be adopted prior to July 1 of each year. This year, budgets for the other funds will also be adopted by July 1, in a consolidated budget document along with the General Fund.

## **Amendment to the Budget**

The budget is adopted at the fund and departmental level. The City Manager is authorized to make transfers between account codes and departments within each fund. City Council approval is required for transfers between funds, except for those inter-fund transfers approved in the budget. The City Council must approve revisions that alter the total expenditures of any department.

The City of Dixon Adopted Budget includes the portion of the Capital Improvement Plan costs to be paid from the governmental funds and enterprise funds in the budget year.

**City of Dixon**  
**Budget Calendar Fiscal Year 2022-23**

Date		Description
December	31	Payroll Expense vs. Budget Complete
	31	Payroll Budget Complete
January	7	Mid-Year Template and Staffing Request Forms to Departments
	21	Mid-Year Budget requests due to Finance
	27-28	Mid-Year Departmental Budget Meetings
	28	General Fund Budget Worksheets (FY 23) including personnel budgets distributed to departments for review
February	1	Pre-Budget Department Meetings
	3	Temporary & Permanent Position Requests (FY 23) due to Finance
	4	Non-General Fund Budget Worksheets including personnel budgets distributed to departments for review
	25	General Fund Worksheets due to Finance
March	1	FY 22 Mid-Year budget review - City Council
	4	Non-General Fund Budget Worksheets due to Finance
	8	Department Head Budget meetings kick-off - Review positions/capital
	3/28-4/1	Departmental Budget Review Meetings
April	8	Budget narratives due to Finance
	26	Preliminary Budget released to City Council
	4/26-5/9	Budget Reviewed by City Council
May	4	Submit Discussion Papers to Finance
	9	Budget Workshop - All Funds @ 6:00 p.m.
June	7	Public Hearing to Adopt Budget and Gann Limit
	30	FY 2022-23 Budget must be adopted by this date
July	1	Finance loads budget into financial system
	1	Finance rolls Fiscal Year in financial system to FY 2022-23
	31	Adopted budget binders published and posted to website
August	12	Carryovers Due

*The dates listed above are subject to change.*

# **Budget and Fiscal Practices and Policies**

## **Reporting Entity**

The City of Dixon was incorporated March 30, 1878 and is a general law city. The City of Dixon maintains a Council-Manager form of government and provides the following: public safety (police and fire), street maintenance, water, wastewater, public improvements, recreation, planning and zoning, and other general services. In addition, the financial responsibilities of the City of Dixon include the Dixon Redevelopment Successor Agency, the Dixon Public Improvement Corporation, and the Dixon Public Financing Authority.

## **Fiscal Policies**

The City has a number of formal fiscal policies. Formal Policies are adopted by Resolution and include the Budget Policy, Investment Policy, Purchasing Policy, and a Fixed Assets Capitalization, Inventory Control, and Replacement Policy.

### **Budget Policy**

The purpose of the Budget Policy is to provide the City of Dixon with a statement of budget principles that will be followed by the City in connection with the preparation of future budgets for the City in accordance with sound fiscal practices to promote the fiscal sustainability of the City of Dixon. Included in this policy are the following:

- Definition of a balanced budget;
- Definition of the General Fund Reserve;
- Reserve level policies for the General Fund, other funds, and related agencies.

In most cases the General Fund is the fund that is most impacted by these principles as it is the primary source of revenues for services that include public safety, street maintenance, parks and recreation, and neighborhood and community services. Adopted by Resolutions 09-048 and 15-074.

### **Debt Service Policy**

The City is debt adverse and will only enter into debt instruments for Capital Assets which have vital importance to City services. Debt instruments will only be considered when the useful life of the asset financed exceeds the debt service period required. In all debt issuance and disclosure processes, the City will follow best practices as detailed by the California Debt and Investment Advisory Commission (CDIAC).

### **Investment Policy**

The purpose of this Policy is to provide the City of Dixon with a statement of recommended principles that will be followed by the City in connection with the future investment of funds not required for the immediate needs of the City. This Policy is also intended to provide guidance and direction to the officers of the City who may be charged by the City Council with the responsibility of carrying out the City's approved



investment program for funds not required for the immediate needs of the City. Investment of bond proceeds, employee retirement or deferred compensation plans shall be governed by their respective authorizing documents.

This Policy generally requires the City of Dixon to invest public funds in a manner which will achieve the maximum security while meeting the daily cash flow demands of the City, reasonable investment return and conforming to all statutes, regulations, ordinances and resolutions governing the investment of public funds. The City Council adopts the Investment Policy on an annual basis in June prior to the new fiscal year.

### **Purchasing Policy**

This policy is an administrative policy which addresses the purchase of supplies and non-professional services. It includes information about how to handle these transactions in their various forms and within the constraints of legal and policy requirements.

The purchasing policy provides guidance for making purchases of supplies and non-professional services. It explains the various types of purchase transactions and the procedures to use for each type of transaction. It covers the following areas:

- Purchases/Contracts for a Total of \$25,000 or More
- Purchases/Contracts for a Total of Less Than \$25,000
- Reviews Required Before Purchasing Process Can Begin
- Purchase Order and Contract Changes and Cancellations
- Standard Forms and Their Uses

In addition to its internal use and guidance, this policy also serves as direction for vendors interested in supplying materials, supplies, non-professional or professional services to the City.

### **Fixed Assets, Capitalization, Inventory Control and Replacement Policy**

The purpose of this policy is to ensure adequate control and appropriate use of the City "fixed assets." The fixed asset policy defines fixed assets and establishes guidelines for their purchase, use, accounting, inventory, transfer, disposal, and replacement.

It is the policy of the City of Dixon that fixed assets be properly accounted for and used for appropriate City uses. It is the responsibility of City Department Directors to ensure that:

- purchasing guidelines are followed;
- fixed assets are adequately controlled and used appropriately; and
- the Finance Department is notified when fixed assets are acquired, transferred, or otherwise subject to disposal.

It is the responsibility of the Finance Department to ensure that fixed assets information is maintained in accordance with generally accepted accounting principles.

The City Manager is authorized to grant exceptions to specific provisions on a case-by-case basis within the intent of the overall policy. Currently, equipment replacement needs are identified and scheduled as part of the budgeting process and mid-year review.

## **Fund Accounting**

A fund is a separate fiscal and accounting entity with a separate set of accounting records. For example, a separate fund is used to account for the funds received by the City for the Gas Tax Program. The use of Fund Accounting is one of the basic requirements of generally accepted accounting principles (GAAP) for government and is a major difference between government and commercial accounting. It requires separate record keeping for each individual fund that a government uses.

## **Accounting Practices**

The accounting and reporting policies of the City conform to generally accepted accounting principles (GAAP) applicable to state and local governments. GAAP for local governments includes those principles prescribed by the Governmental Accounting Standards Board (GASB), which includes all statements and interpretations of the National Council on Governmental Accounting unless modified by the GASB and those principles prescribed by the American Institute of Certified Public Accountants in the publication entitled Audits of State and Local Governmental Units.

The section entitled "Fiscal Policies" summarizes the policies and practices used by the City of Dixon. All enterprise fund types use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred. Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The governmental fund types and agency funds use the modified accrual basis of accounting. Under this method, revenues are recognized when they become available and measurable. "Measurable" means the amount 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 recognized in the accounting period in which the fund liability is incurred.

## **Budgetary Basis of Accounting**

The budgetary basis of accounting determines when a government charges expenditures to a budget appropriation, or when it credits revenues to its funds for budgeting purposes. Although the City presents financial statements in its Comprehensive Annual Financial Report (CAFR) in accordance with GAAP, the budget

is adopted on a modified cash basis. The major difference between the two bases of accounting is as follows:

- For budgetary purposes, revenues are recorded when received. Under GAAP, revenues are recorded when susceptible to accrual.
- Capital expenditures are budgeted as an expense in the enterprise funds. Under GAAP, these expenditures are reclassified as fixed assets.

## **Basis of Budgeting**

The City of Dixon uses a base budget budgeting method. Each department requests an annual appropriation sufficient to fund current service levels and other costs the department is responsible for managing.

The budget base year is the prior years' adopted budget, reducing it for any one-time expenditure, increasing it for known impacts (such as increased utility costs, and salary and benefit negotiated increases) and adding new proposed programs or activities.

## **Budget Reserve**

### **General Fund Reserve**

The beginning fund balance available reserve is comprised of the June 30th unassigned fund balance of the General Fund No. 100, plus the carry-over encumbrance reserves from the prior fiscal year which will be re-budgeted in the next fiscal year and the total fund balance of the General Fund Contingency Reserve Fund No. 101 as of June 30th.

Efforts will be made to maintain a 25% operating reserve for the General Fund as per City Council recommendation (Reso 15-074). A higher reserve level is desirable and has been maintained for the last few years.

### **Reserve Levels for Other Funds and related Agencies**

The budgets for other funds and related agencies are considered balanced on a case-by-case basis to be determined by the City Council at the time the budget is adopted, if the resources available including the undesignated fund balance or the working capital in the case of proprietary funds are sufficient to cover the uses of funds. Certain funds have specific minimum reserve levels as follows:

- The Water and Wastewater Enterprise Funds will strive to maintain a minimum reserve level of between 25% and 50% in order to provide for rate stabilization. Due to the current budgetary situation, rates may be increased over a gradual period to achieve the required reserve levels.
- The Water and Wastewater Funds are divided into multiple funds for budgetary purposes. Development impact-fee funds shall be treated separately. Other funds financed by user fees (the operating and

maintenance fund and the capital replacement fund) shall be taken together for purposes of determining the minimum reserve level.

### **Definition of Balanced Budget**

The General Fund budget will be considered balanced when revenues equal expenditures; however, reserves can be used to offset a revenue shortfall during a fiscal year as long as the minimum General Fund Reserve level of at between 5% and 15% is maintained, in accordance with the Budget Policy adopted by Resolution 09-048.

### **Appropriation Authority**

The City Council adopts the budget by June 30 of each year through passage of an adopting resolution. This resolution sets expenditure limits at the fund level for the City's General Fund. A joint resolution adopts the budget for the City of Dixon, the Successor Agency (former Redevelopment Agency) and the Dixon Public Financing Authority.

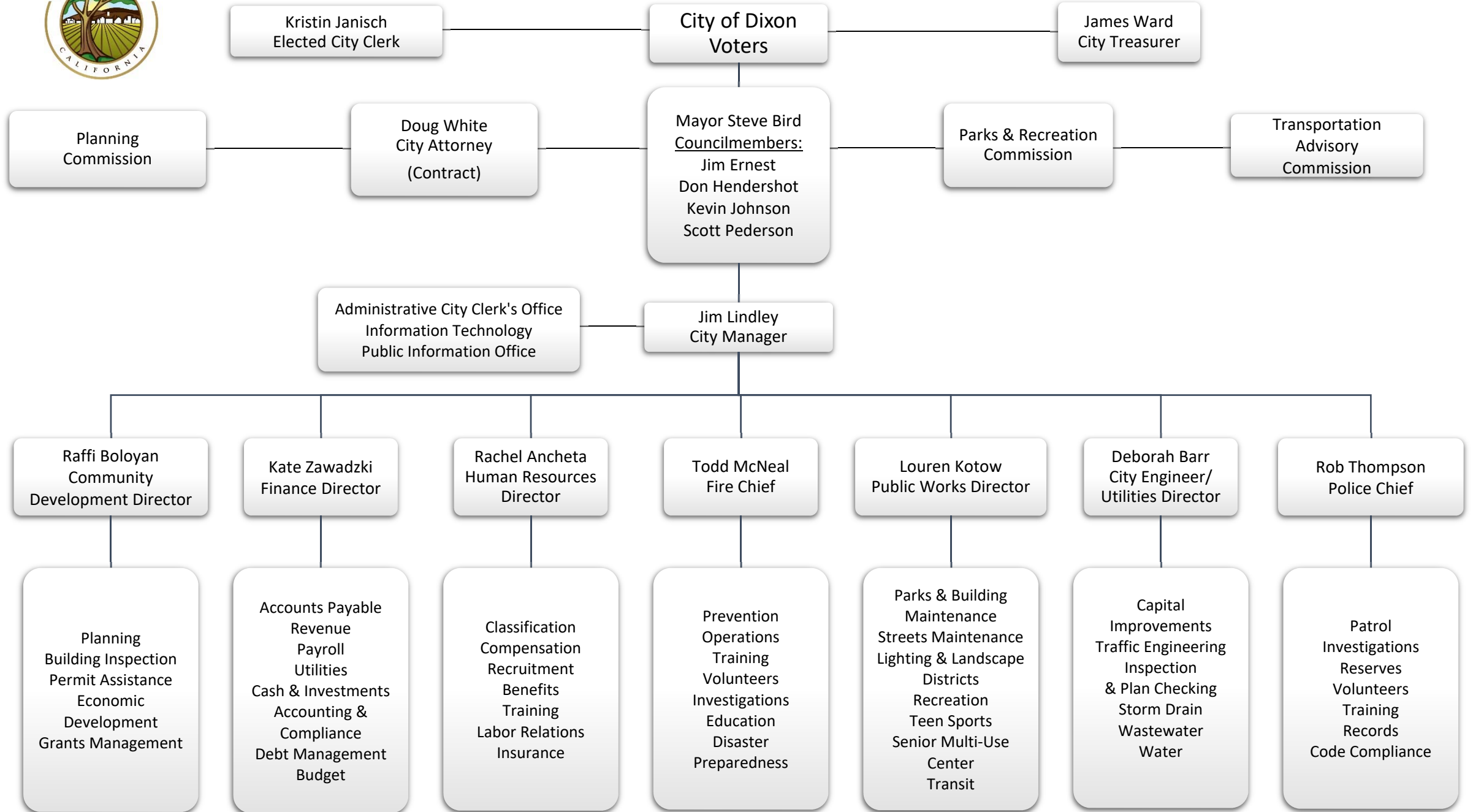
Supplemental appropriations may be adopted by the City Council during the year. The City Manager is authorized to transfer budgeted amounts between departments for programs within any fund. Expenditures may not legally exceed appropriations at the fund level, which is the legal level of control.

### **Encumbrances**

Encumbrance accounting, under which purchase orders, contracts and other commitments for expenditures of money are recorded in order to reserve that portion of the appropriation, is employed as an extension of formal budgetary integration in all fund types. Encumbrances outstanding at year-end are "rolled over" into the next fiscal year, but the related budget authority is subject to re-appropriation.



# City of Dixon 2022 Organizational Chart



# City of Dixon

## FULL AND PERMANENT PART TIME CITY STAFFING

DEPARTMENT	FISCAL YEAR				
	18/19	19/20	20/21	21/22	22/23
City Manager	2.00	1.00	1.00	2.00	2.00
City Clerk	4.00	4.00	4.00	4.00	4.00
Finance <sup>1</sup>	9.00	9.00	7.00	7.00	10.00
Human Resources <sup>2</sup>	1.75	2.00	2.00	2.00	3.00
Community Development <sup>3</sup>	5.00	6.00	6.00	6.00	8.00
Engineering <sup>4</sup>	7.00	7.00	7.00	6.50	5.00
Parks/Building Maintenance <sup>5</sup>	12.00	12.00	13.00	14.70	15.00
Street Maintenance <sup>6</sup>	4.75	4.75	4.75	4.75	5.00
Storm Drain Maintenance <sup>7</sup>	1.00	1.00	1.00	1.25	1.00
Landscape/Lighting/ A.D.	0.50	0.50	0.50	0.50	0.50
Police <sup>8</sup>	33.00	33.00	36.00	36.00	37.00
Fire <sup>9</sup>	23.00	23.00	26.00	26.00	28.50
Recreation	1.40	1.40	1.40	2.40	2.40
Senior Center	0.60	0.60	0.60	0.60	0.60
Sewer	6.23	6.23	6.25	7.00	7.00
Water	3.00	4.00	4.00	4.00	4.00
Transit	7.50	7.75	7.95	7.95	7.95
Gas Tax	0.50	0.50	0.50	0.50	0.50
Homestead CFD <sup>10</sup>	-	-	-	-	1.00
TOTAL:	122.23	123.73	128.95	133.15	142.45

<sup>1</sup> Finance Analyst II, and two (2) Finance Analyst I were added to Finance

<sup>2</sup> Human Resources Technician I was added to Human Resources

<sup>3</sup> Chief Building Official, and Associate Planner were added to Community Development

<sup>4</sup> Sr. Management Analyst (50%) and Management Analyst I were removed from Engineering

<sup>5</sup> Sr. Maintenance Worker was added, Sr. Management Analyst (50%) and Sr. Admin Clerk (20%) were removed from Parks/Building Maintenance

<sup>6</sup> Streets & Utilities Supervisor (75%) was removed, and Sr. Maintenance Worker was added to Street Maintenance

<sup>7</sup> Streets & Utilities Supervisor (25%) was removed from Storm Drain Maintenance

<sup>8</sup> Police Lieutenant was added to the Police Department

<sup>9</sup> Two (2) Battalion Chiefs and One (1) limited term Fire Inspector was added to the Fire Department

<sup>10</sup> One (1) New Maintenance Worker II added for Homestead CFD



## General Fund

# General Fund

## **General (Purpose) Fund 100**

The General Purpose Fund known simply as the General Fund is the primary source for discretionary spending that is not restricted by the source of the funds received. There are five functional areas in the General Fund, each of which contains a number of departments, representing the activities of a full service City. The divisions are: 1) Administration, 2) Development Services, 3) Community Facilities, 4) Public Safety and 5) Non-departmental.

Administration is comprised of the City Council, Manager, Attorney, Clerk, Finance, Human Resources, Information Technology, Public Information Office, Risk Management, and Insurance budgets. Development Services includes Community Development, Economic Development, Building Inspection, and Engineering department budgets. Community Facilities includes the Public Works Operations and Maintenance, Storm Drain and Parks, Streets and Building Maintenance department budgets, as well as the Recreation and Senior Center department budgets. Public Safety is comprised of the Police, Code Enforcement, and Fire department budgets.

Non-Departmental is the budget for expenditures such as contingencies and transfers, which are not related to a particular department.



# CITY OF DIXON

## GENERAL FUND 100

	FY 2022			FY 2023		
	SALARY AND BENEFITS	OPERATING EXPENSES AND CAPITAL	BUDGET PROJECTIONS	SALARY AND BENEFITS	OPERATING EXPENSES AND CAPITAL	BUDGET
DEPARTMENT						
000 Non Departmental <sup>1</sup>	-	3,357,203	3,357,203	-	772,881	772,881
111 City Council	92,704	85,800	178,504	102,817	88,400	191,217
112 City Manager	521,964	104,677	626,641	541,698	135,207	676,905
113 City Clerk	359,359	163,346	522,705	396,646	131,676	528,322
114 Finance	953,982	219,684	1,173,665	1,213,188	334,316	1,547,504
115 Human Resources	351,645	171,173	522,818	447,168	160,589	607,757
116 Information Technology	-	505,380	505,380	-	835,879	835,879
118 City Attorney	-	692,000	692,000	-	714,000	714,000
119 Insurance	-	619,494	619,494	-	695,050	695,050
132 Community Development	746,857	311,704	1,058,561	1,148,817	365,503	1,514,320
143 Engineering	416,593	514,195	930,787	697,545	449,403	1,146,948
152 PW Parks Maintenance	1,284,098	1,528,841	2,812,939	1,553,085	1,275,117	2,828,203
153 PW Street Maintenance	443,022	307,604	750,626	554,292	324,366	878,658
154 PW Storm Maintenance	133,056	150,455	283,511	134,901	278,417	413,318
161 Police	5,640,038	1,296,040	6,936,078	6,310,144	1,790,609	8,100,753
166 Fire	5,365,790	1,135,327	6,501,117	5,561,429	848,488	6,409,917
171 Recreation	233,875	145,165	379,040	416,179	123,172	539,351
172 S/MUC	137,608	147,524	285,132	123,758	20,855	144,613
<b>TOTALS</b>	<b>16,680,591</b>	<b>11,455,610</b>	<b>28,136,202</b>	<b>19,201,669</b>	<b>9,343,928</b>	<b>28,545,597</b>
Non-Recurring & Capital Expenditures	(39,509)	(4,245,043)	(4,284,552)	-	(990,418)	(990,418)
<b>Total Recurring</b>						
<b>General Fund Budget</b>	<b>16,641,082</b>	<b>7,210,567</b>	<b>23,851,650</b>	<b>19,201,669</b>	<b>8,353,510</b>	<b>27,555,179</b>
Transfers Out	-	(3,069,601)	(3,069,601)	-	(554,924)	(554,924)
<b>Total without Transfers</b>	<b>16,641,082</b>	<b>4,140,966</b>	<b>20,782,049</b>	<b>19,201,669</b>	<b>7,798,586</b>	<b>27,000,255</b>

Note: <sup>1</sup>Dept 000 includes transfers

**City of Dixon Budget FY 2022-23**  
**000 - NON-DEPARTMENTAL**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
100-000-401100-0000	Homeowner's Exemption	33,314	32,675	33,000	33,000	33,000
100-000-401200-0000	Secured Property Taxes	4,252,800	4,229,918	4,511,433	4,511,433	4,959,942
100-000-401300-0000	Supplemental Taxes	84,608	48,540	117,106	117,106	60,000
100-000-401400-0000	Unsecured Property Taxes	184,445	186,889	185,205	185,205	181,223
100-000-401500-0000	Property Transfer Tax	112,370	191,974	200,000	250,000	168,115
100-000-411250-0000	VLF/ERAF Swap	1,741,259	1,822,001	1,902,781	1,902,781	2,086,668
100-000-411300-0000	Sales & Use Tax	8,494,169	10,049,153	12,079,687	12,071,942	11,278,052
100-000-411400-0000	Sales Tax - Public Safety	93,221	99,098	120,000	120,000	128,400
100-000-415100-0000	Business Licenses	90,245	99,757	90,000	110,000	91,800
100-000-415200-0000	Franchise Tax - Cable TV	60,975	58,662	60,915	60,915	63,703
100-000-415210-0000	Franchise Tax-Pac Bell (AT&T)	23,371	21,286	18,760	18,760	19,135
100-000-415211-0000	Franchise Tax - Pac Bell PEG	4,674	4,257	3,752	3,752	3,827
100-000-415300-0000	Franchise Tax - PGE	152,120	164,595	145,656	145,656	148,569
100-000-415400-0000	Franchise Tax - Refuse	393,617	428,785	450,000	450,000	459,000
100-000-415600-0000	Transient Occupancy Tax	464,175	418,098	550,000	600,000	618,493
100-000-420300-0000	Admin Fees - Finance	68,932	59,348	51,000	51,000	53,550
100-000-420310-0000	Admin Fees- SB1186 Bus Lic Fee	239	239	180	180	200
100-000-420400-0000	Admin Fees - Public Works	257,000	168,084	100,000	75,000	105,000
100-000-420450-0000	Police Admin	4,151	4,305	-	-	-
100-000-421000-0000	Arena Use	5,949	-	2,000	2,000	4,000
100-000-421100-0000	Athletic Field Use	2,978	2,186	8,500	15,000	3,500
100-000-421200-0000	Bicycle Permits	-	-	100	100	100
100-000-421300-0000	Building Permits	384,564	910,165	600,000	750,000	450,000
100-000-428400-0000	Dog License	18,584	15,982	17,461	17,461	18,000
100-000-428500-0000	Encroachment Inspection Fee	60,325	16,354	150,000	150,000	80,000
100-000-428600-0000	Fire Contract Service Fee	658,237	678,923	751,811	756,106	771,228
100-000-428700-0000	Fire Construction Permits	81,516	147,166	100,000	100,000	87,312
100-000-428750-0000	Fire Dept Fees-Training	1,760	5,275	-	-	-
100-000-428750-1105	Fire Dept. Fees - Fire Academy	19,800	-	-	-	-
100-000-428750-1106	Fire Training Registration	-	17,350	20,000	20,000	-
100-000-428800-0000	Fire Operational Permits	12,391	12,156	13,500	13,500	8,000
100-000-428801-0000	Fireworks stand fees	1,250	1,150	1,000	1,000	1,000
100-000-428901-0000	EMS First Responder Fee	64,559	47,473	60,000	60,000	54,060
100-000-429000-0000	Garage Sale Permits	1,058	474	600	600	600
100-000-429200-0000	Miscellaneous Fees	25,000	11,000	-	-	-
100-000-429300-0000	Misdemeanor Fines	19,382	32,778	20,000	20,000	20,000
100-000-429300-0264	Misdemeanor Fines - COVID 19	-	1,000	-	-	-
100-000-429700-0000	Other Permits	27,857	35,339	35,000	45,000	35,700
100-000-429700-2582	Other Permits - Scannell	175	-	-	-	-
100-000-429900-0000	Parking Fines	49,949	50,325	50,000	50,000	50,000
100-000-433100-0000	Plan Check Fee	185,699	832,569	900,000	1,200,000	675,000
100-000-433200-0000	Plan Check Fee - Engineering	5,539	2,429	350,000	5,000	250,000
100-000-433300-0000	Planning & Zoning Charges	26,815	23,482	22,000	45,000	30,000
100-000-433350-0000	Planning - Reimburse Agreement	40,307	42,883	4,000	4,000	4,000
100-000-433400-0000	Police Security Fee	-	780	-	-	-
100-000-433500-0000	Police Dept Fees	53,213	54,563	24,792	35,000	25,000
100-000-433520-1117	Police Dept Fees - SRO Reimb	33,515	-	77,202	77,202	91,468
100-000-434000-0000	Rental Reservations	2,716	416	3,100	3,100	5,100
100-000-434100-0000	Rental - S/MUC	8,516	-	8,000	8,000	16,000
100-000-434200-0000	Rental - Softball Lights	1,440	-	500	500	5,000
100-000-436000-0000	State Highway Maintenance	10,500	-	-	-	-
100-000-436300-0000	Swim Team Dolphins	3,568	11,198	9,000	9,000	9,000
100-000-436400-0000	Swimming - Lap Swim	1,327	2,451	3,500	3,500	6,100
100-000-436500-0000	Swimming Instructions	5,004	11,023	15,000	5,000	30,000
100-000-436600-0000	Swimming Pool Admissions	7,133	-	8,250	4,250	16,000
100-000-436600-0201	Pool Admission - Age 2 & under	97	-	-	-	-
100-000-436700-0000	Swimming Pool Rentals	1,998	-	6,000	6,000	8,000
100-000-436800-0000	Concessions	-	-	300	300	600

**City of Dixon Budget FY 2022-23**  
**000 - NON-DEPARTMENTAL**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
100-000-460100-0000	Abandoned Vehicle Program	10,756	9,357	15,000	15,000	15,000
100-000-460400-0000	Copies	122	26	200	200	200
100-000-460500-0247	Donations - Reimb	300	-	-	-	-
100-000-460600-0000	Emergency Cost Recovery	-	32,293	166,000	486,706	35,000
100-000-460600-1109	Emerg Cost Recovery - OES	9,345	-	-	-	-
100-000-460600-1110	Emerg Cost Recovery - CalFire	40,456	549,495	486,706	-	-
100-000-460700-0000	EMS Fire Project	151,396	188,153	181,228	181,228	185,000
100-000-460900-1007	Grant Funds - Police/BVP	3,889	-	-	-	-
100-000-461000-0000	Grant Funds - PW	(1,715)	-	5,300	5,300	5,300
100-000-461000-0264	Grant Revenue - CARES	-	149,964	1,748	1,748	-
100-000-461115-0000	Grant - Homeland Security/FEMA	5,227	-	90,909	81,728	-
100-000-461499-0000	Grant Funds - Other	-	-	22,500	22,500	-
100-000-461500-0000	Insurance Settlement	-	2,219	-	-	-
100-000-461600-0000	Interest Earned	264,703	148,573	67,500	67,500	50,625
100-000-461600-0107	Interest Earned-City Mgr loan	4,005	3,713	-	-	-
100-000-461700-0000	Lease Revenue	140,024	130,407	139,000	139,000	139,000
100-000-461800-0000	Miscellaneous Income	169,072	23,318	10,000	31,500	10,000
100-000-461800-0247	Misc Income - Reimb	19,527	29,114	21,500	-	-
100-000-461800-0258	Misc Income - Local Disaster	-	20,190	-	-	-
100-000-462050-3003	DUSD Reimbursements - Meetings	840	-	750	750	1,500
100-000-462050-3004	Reimbursements - Library Mtgs	339	-	150	150	300
100-000-462100-0000	POST Reimbursement	12,907	1,744	4,000	4,000	4,000
100-000-462700-0000	State Mandated Costs (SB90)	30,570	8,157	8,224	8,224	8,300
100-000-462815-0000	Donations - Police	1,090	-	-	-	-
100-000-470100-0000	Unrealized Gain on Investments	89,548	(136,205)	-	-	-
<b>Fund Revenue</b>		<b>19,290,807</b>	<b>22,215,072</b>	<b>25,101,806</b>	<b>25,158,883</b>	<b>23,667,671</b>
100-000-491103-0000	Transfer from Recreation	8,082	5,398	4,947	4,947	973
100-000-491107-0000	Transfer from Public Benefit	1,163	1,676,836	1,005,412	1,005,412	682,218
100-000-491108-0000	Transfer from User Tec Fee	261	-	-	-	-
100-000-491281-0000	Transfer from DPFA	1,636	-	-	-	-
100-000-491305-0000	Transfer from Sewer O&M	363,267	325,487	246,351	246,351	294,031
100-000-491310-0000	Transfer fr Sewer Impvmt (310)	4,448	16,121	15,188	15,188	18,164
100-000-491315-0000	Transfer from Sewer Rehab	3,907	1,574	1,318	1,318	2,412
100-000-491316-0000	Tsfr from Sewer Mixed (316)	5,704	2,616	3,465	3,465	9,029
100-000-491331-0000	Transfer from Water O&M	197,749	194,543	191,001	191,001	233,872
100-000-491334-0000	Tsfr from Water Capital Proj	2,478	1,986	1,849	1,849	2,756
100-000-491335-0000	Tsfr from Water Cap Proj Rehab	23,336	10,300	2,765	2,765	13,641
100-000-491350-0000	Transfer from Transit O&M	221,787	182,516	171,064	171,064	108,899
100-000-491410-0000	Transfer from Fire CIP	3,005	2,984	2,718	2,718	6,315
100-000-491420-0000	Transfer from Police CIP	2,941	2,744	2,592	2,592	6,047
100-000-491430-0000	Transfer from City Facilities	3,168	2,809	4,598	4,598	8,542
100-000-491440-0000	Transfer from Public Works	5,932	2,926	-	-	-
100-000-491450-0000	Transfer from Storm Drainage	-	-	3,837	3,837	6,347
100-000-491460-0000	Transfer from Transportation	24,021	10,696	15,599	15,599	30,044
100-000-491469-0000	Transfer from NEQ Infrastructure Fund	-	-	-	-	791
100-000-491470-0000	Transfer from Transit CIP	-	-	-	-	1,342
100-000-491480-0000	Transfer from Recreation CIP	13,641	13,645	42,703	42,703	6,135
100-000-491481-0000	Transfer from Parks CIP	4,303	2,383	2,098	2,098	2,521
100-000-491501-0000	Transfrom from ARPA	-	-	-	79,893	892,692
100-000-491530-0000	Transfer from Gas Tax	272,194	237,108	270,715	270,715	311,625
100-000-491531-0000	Transfer from RMRA	-	1,640	5,751	5,751	11,413
100-000-491540-0000	Transfer from Traffic Safety	4,122	2,291	2,217	2,217	3,639
100-000-491600-0000	Transfer from L&L	17,575	16,257	12,102	12,102	24,394
100-000-491651-0000	Transfer from Valley Glen CFD	19,318	13,092	17,987	17,987	20,701
100-000-491655-0000	Transfer from Pond CFD	5,745	2,686	4,003	4,003	7,793
100-000-491720-0000	Transfer from NFSAD	30	-	-	-	-
100-000-491725-0000	Transfer from Parklane CFD	-	6,237	9,722	9,722	33,408

**City of Dixon Budget FY 2022-23**  
**000 - NON-DEPARTMENTAL**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
100-000-491726-0000	Transfer from Valley Glen II	-	3,536	3,536	3,536	9,249
100-000-491728-0000	Transfer from Homestead CFD DS	-	-	-	-	6,804
100-000-491820-0000	Transfer from Equip Replace	91,775	15,684	3,274	3,274	-
100-000-491830-0000	Transfer from Building Reserve	8,500	-	110,000	110,000	-
100-000-491831-0000	Tsfr from Infrastructure Rsv	450	-	-	-	-
100-000-491832-0000	Tsfr from Tech Replacement	14,996	-	-	-	-
<b>Transfers In</b>		<b>1,325,535</b>	<b>2,754,095</b>	<b>2,156,812</b>	<b>2,236,705</b>	<b>2,755,797</b>
100-000-521901-0000	Credit Card Processing Fees	6,056	13,400	10,000	15,000	18,000
100-000-522400-0000	Consultants - Professional	27,469	-	-	-	-
100-000-523800-0000	County Charges	46,658	51,353	54,330	54,330	55,417
100-000-529400-0000	Lease Purchase	112,469	115,664	120,836	130,460	144,540
100-000-560400-0000	Capital Outlay	-	-	-	87,812	-
100-000-565245-0000	Fines and Forfeitures	37	-	-	-	-
<b>Dept Expenditures</b>		<b>192,688</b>	<b>180,417</b>	<b>185,166</b>	<b>287,602</b>	<b>217,957</b>
100-000-591103-0000	Transfer to Recreation	6,500	7,923	8,610	8,610	2,770
100-000-591192-0000	Transfer to Eng. Reimb. Agmts	-	-	1,531,189	1,531,189	-
100-000-591193-0000	Transfer to Comm. Dev. Agmts	-	-	247,418	247,418	-
100-000-591400-0000	Transfer to Unrestricted CIP	9,933	165,417	441,801	617,925	-
100-000-591401-0000	Transfer to Pardi Market Proj	1,216,100	629,282	122,019	122,019	-
100-000-591525-0000	Transfer to HOME Fund	-	6,200	-	-	-
100-000-591527-0000	Tsfr to Low & Mod income Hsg	29,600	-	-	-	-
100-000-591600-0000	Transfer to L&L	187,568	194,720	217,228	217,440	227,154
100-000-591820-0000	Transfer to Equip Replacement	100,000	-	-	-	-
100-000-591830-0000	Transfer to Building Reserve	100,000	-	-	-	-
100-000-591832-0000	Tsfr to Technology Replacement	40,000	-	-	-	-
100-000-591840-0000	Transfer to PERS Stabilization	75,000	75,000	75,000	75,000	75,000
100-000-591841-0000	Transfer to OPEB Reserve	250,000	-	250,000	250,000	250,000
100-000-597275-0000	Transfer to Lease Financing	-	-	-	-	-
<b>Transfers Out</b>		<b>2,014,701</b>	<b>1,078,542</b>	<b>2,893,265</b>	<b>3,069,601</b>	<b>554,924</b>
<b>TOTAL FUND REVENUE</b>		<b>20,616,342</b>	<b>24,969,167</b>	<b>27,258,618</b>	<b>27,395,588</b>	<b>26,423,468</b>
<b>TOTAL DEPT EXPENDITURES/TRANSFERS</b>		<b>2,207,390</b>	<b>1,258,959</b>	<b>3,078,431</b>	<b>3,357,203</b>	<b>772,881</b>

**City of Dixon Budget FY 2022-23**  
**000 - Non departmental (GENERAL FUND REVENUE AND TRANSFERS)**  
**OPERATING EXPENSES SUMMARY SHEET**

Account Code	2022		2023	Brief Detail Description
	Budget	Estimated	Budget	
521901	10,000	15,000	18,000	Credit card fees and processing equipment
523800	54,330	54,330	55,417	Property Tax Administration Fees
529400	120,836	130,460	144,540	\$131,844 Solar Panel Lease, \$12,696 Finance Trailer Lease
591103	8,610	8,610	2,770	Transfer to Recreation
591400	441,801	441,801	-	Transfer to Unrestricted CIP
591600	217,228	217,440	227,154	Transfer to L&L
591840	75,000	75,000	75,000	Transfer to PERS Stabilization Fund
591841	250,000	250,000	250,000	Transfer to OPEB Reserve
<b>Total</b>	<b>1,177,805</b>	<b>1,192,641</b>	<b>772,881</b>	

## City Council

The City Council is comprised of a directly elected Mayor and four (4) district elected City Council members. The Mayor and Council Members are elected for a four (4) year term. The City Council is the policy making legislative body of the City of Dixon. The City Council acts upon all legislative matters concerning the City, approving and adopting ordinances, resolutions and other matters requiring overall policy decisions and leadership. The City Council appoints the City Manager and the City Attorney as well as various commissions, boards and citizen advisory committees to ensure broad based citizen input into the City's affairs to meet community needs and sustain demanded service levels; directs staff to initiate new programs to update existing services, determines the ability of the City to provide financing for the budget, and oversees the financial condition of the city. The City Council also serves as the Board of Directors for the Successor Agency of the City of Dixon (former Redevelopment Agency) and the Dixon Public Financing Authority.

### City Council Mission

To provide policy direction and oversight for the City of Dixon;  
to serve as the elected representatives for the citizens of the  
City of Dixon in guiding municipal operations and services.

<u>Name</u>	<u>Position</u>	<u>Term</u>
Steve Bird	Mayor	2020-2024
Scott Pederson	Vice Mayor	2018-2022
Jim Ernest	Councilmember	2018-2022
Don Hendershot	Councilmember	2020-2024
Kevin Johnson	Councilmember	2020-2024

**City of Dixon Budget FY 2022-23**  
**111 - CITY COUNCIL**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
100-111-511100-0000	Salaries/Wages PT	33,200	33,800	34,830	31,680	39,414
100-111-511170-0000	Commissions/Committees	6,150	8,355	17,850	14,066	14,850
100-111-512100-0000	Medicare	2,958	3,130	4,264	3,382	4,039
100-111-512400-0000	Health Insurance	43,705	41,757	47,067	42,509	43,250
100-111-512500-0000	Unemployment Insurance	880	508	-	-	-
100-111-512600-0000	Worker's Comp Insurance	(9,272)	1,070	1,148	1,067	1,264
100-111-521800-0000	Communications	2,845	3,193	3,200	3,000	3,000
100-111-522400-0000	Consultants-Professional	-	-	-	4,500	7,900
100-111-524200-0000	Dues/Subscriptions	45,045	47,403	47,000	56,000	60,000
100-111-530200-0000	Meetings/Seminars	6,052	1,950	10,000	10,000	10,000
100-111-531000-0000	Mileage Reimbursement	360	-	1,000	1,000	1,000
100-111-531600-0000	Office Supplies	96	-	300	300	500
100-111-535600-0000	Special Supplies	2,836	2,955	6,000	6,000	6,000
100-111-535650-0000	Subsidies to Comm Groups	3,260	-	5,000	5,000	-
<b>TOTAL DEPT. EXPENDITURES</b>		<b>138,114</b>	<b>144,122</b>	<b>177,659</b>	<b>178,504</b>	<b>191,217</b>

**City of Dixon Budget FY 2022-23**  
**111 - CITY COUNCIL**  
**OPERATING EXPENSES SUMMARY SHEET**

Account Code	2022		2023		Brief Detail Description
	Budget	Estimated	Budget		
521800	3,200	3,000	3,000		iPad monthly access and insurance
522400	-	4,500	7,900		Council Strategic Planning Session
524200	47,000	56,000	60,000		League dues \$9,163; League North Bay \$350; Travis RAFC \$150; LAFCO \$19,800; ABAG \$5,493; Granicus subscription & Open Platform; Travis Consortium \$2,000; included inflationary factor
530200	10,000	10,000	10,000		Annual League Conference (Long Beach), Solano EDC, Dixon Chamber Installation Lunch
531000	1,000	1,000	1,000		Mileage Reimbursement
531600	300	300	500		Office Supplies, including business cards
535600	6,000	6,000	6,000		Name plaques, publications, drinking water at City Hall; Closed Session meals
535650	5,000	5,000	-		Grillin' & Chillin' Public Works Support
<b>Total</b>	<b>72,500</b>	<b>85,800</b>	<b>88,400</b>		



**CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23**

**GENERAL FUND 100  
DEPT. 111  
CITY COUNCIL**

Title	FTE	Full Time Equiv. Pay 51110	Soc Sec/ Medicare 512100	Health Insurance 512400	Workers' Comp 512600	Total Employee
<b><i>PERMANENT EMPLOYEES:</i></b>						
Mayor	1.00	7,710	1,691	14,399	180	23,980
Councilmember	1.00	6,576	200	7,200	153	14,129
Councilmember	1.00	6,576	200	7,200	153	14,129
Councilmember	1.00	6,576	200	7,200	153	14,129
Councilmember	1.00	6,576	200	7,200	153	14,129
Elected City Clerk	1.00	3,000	230	-	70	3,299
Treasurer	1.00	2,400	184	-	56	2,640
Planning Commission	6.00	7,200	551	-	168	7,919
Parks & Recreation Commission	6.00	5,400	413	-	126	5,939
Transportation Advisory Commission	5.00	2,250	172	-	52	2,475
Subtotal:	24.00	54,264	4,039	43,199	1,264	102,766
<i>Other payroll costs:</i>						
PERS Health Administration		-	-	51	-	51
Subtotal:		-	-	51	-	51
<b>GRAND TOTAL:</b>	<b>24.00</b>	<b>54,264</b>	<b>4,039</b>	<b>43,250</b>	<b>1,264</b>	<b>102,817</b>

# City Manager

The City Manager is appointed by the City Council and is the Chief Administrative Officer of the City. Jim Lindley was appointed as the Dixon City Manager beginning on March 12, 2012.

The City Manager is responsible for providing support and advice to the City Council; offering leadership and policy support for departments; fostering community partnerships and interagency collaboration; connecting citizens with their community; providing legislative policy support; and guiding the City's continuing transformation to a highly customer focused team.

The City Manager is responsible for the efficient and effective operation of all City departmental programs and services. The City Manager advises the City Council on the financial condition of the City; makes recommendations to the City Council on all legislative policy matters and supervises all of the appointed department managers, with the exception of the City Attorney, who is appointed by the City Council. The City Manager also functions as the Executive Director of the Dixon Public Financing Authority, the Chief Executive Officer of the Dixon Successor Agency, and is responsible for the operation of the water utility.

## City Manager Mission

The City Manager will provide effective policy recommendations to the City Council and leadership and guidance to the City of Dixon organization in providing services to the Citizens of Dixon.

## **Current Year – 2022 – Department Accomplishments**

- Presented the Council with the 10<sup>th</sup> consecutive annual balanced budget
- Selected and hired a City Engineer
- Completed labor negotiations with DPSMMA, DMSA and Local One
- Led City staff to maintain a high level of service to the community through the pandemic

## **Budget Year – 2023 – Department Work Plan/Goals**

- Coordinate increased City involvement in community events
- Continue working with developers to continue residential and commercial growth
- Continue to lead the City to maintain fiscal stability

**City of Dixon Budget FY 2022-23**  
**112 - CITY MANAGER**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
100-112-511000-0000	Salaries/Wages	194,462	197,416	338,125	339,020	410,387
100-112-511010-0000	Admin Leave Paid	11,250	10,686	-	8,175	-
100-112-511700-0000	Auto Allowance	7,200	7,200	7,200	7,200	7,200
100-112-512100-0000	Medicare	2,872	2,915	5,525	4,847	6,484
100-112-512200-0000	Retirement	88,598	103,753	105,487	130,359	84,702
100-112-512300-0000	Disability Insurance	567	567	1,167	995	1,057
100-112-512400-0000	Health Insurance	16,922	17,407	35,852	29,237	29,669
100-112-512420-0000	Dental Insurance	128	229	458	465	458
100-112-512430-0000	Vision Insurance	65	116	232	311	232
100-112-512600-0000	Worker's Comp Insurance	816	862	1,190	1,355	1,509
100-112-521800-0209	Communications - Emp Stipend	1,140	1,140	2,280	2,280	2,280
100-112-522400-0000	Consultants - Professional	7,714	88,997	86,000	85,570	78,250
100-112-524200-0000	Dues/Subscriptions	-	-	1,175	1,175	1,200
100-112-530200-0000	Meetings/Seminars	1,297	550	7,400	7,400	9,900
100-112-531000-0000	Mileage Reimbursement	-	-	250	250	250
100-112-531600-0000	Office Supplies	11	10	200	200	200
100-112-531650-0000	Office/Software Maintenance	-	-	1,795	3,759	8,627
100-112-532600-0000	Special Events	-	-	-	-	33,500
100-112-535600-0000	Special Supplies	707	-	3,843	3,843	800
100-112-535750-0000	Training	-	-	200	200	200
<b>TOTAL DEPT. EXPENDITURES</b>		<b>333,748</b>	<b>431,848</b>	<b>598,379</b>	<b>626,641</b>	<b>676,905</b>

# City of Dixon Budget FY 2022-23

112 - CITY MANAGER

## OPERATING EXPENSES SUMMARY SHEET

Account Code	2022		2023		Brief Detail Description
	Budget	Estimated	Budget		
521800-0209	2,280	2,280	2,280		Communications - Employee Stipend
522400	86,000	85,570	78,250		Consultants Professional & \$5,000 for Graphic Design
524200	1,175	1,175	1,200		California City Manager Foundation (CCMF), Capió \$275, 3CMA \$400
530200	7,400	7,400	9,900		League Annual Seminar and City Manager Conf & CAPIO Conf \$2,500
531000	250	250	250		Mileage reimbursement for PIO
531600	200	200	200		Office Supplies
531650	1,795	3,759	8,627		Canva Pro \$119, Hootsuite \$588, Adobe Creative \$960, Constant Contact \$960, Archive Social \$6,000
532600	-	-	33,500		<b>\$13,500 May Fair Parade, \$14,500 Grillin &amp; Chillin, \$5,000 4th of July, \$500 advertising</b>
535600	3,843	3,843	800		Special Supplies
535750	200	200	200		CAPIO Webinars
<b>Total</b>	<b>103,143</b>	<b>104,677</b>	<b>135,207</b>		

CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23

GENERAL FUND 100  
DEPT. 112  
CITY MANAGER

Title	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>										
City Manager	1.00	299,226	29,609	18,767	229	116	4,611	567	1,019	354,144
Public Information Officer	1.00	118,361	8,708	10,825	229	116	1,873	490	490	141,092
Subtotal:	2.00	417,587	38,317	29,592	458	232	6,484	1,057	1,509	495,236
<i>Other payroll costs:</i>										
PERS Health Admin		-	-	77	-	-	-	-	-	77
Retirement Health Benefit		-	-	-	-	-	-	-	-	-
PERS Retirement UAL		-	46,385	-	-	-	-	-	-	46,385
Subtotal:		-	46,385	77	-	-	-	-	-	46,462
<b>GRAND TOTAL:</b>	<b>2.00</b>	<b>417,587</b>	<b>84,702</b>	<b>29,669</b>	<b>458</b>	<b>232</b>	<b>6,484</b>	<b>1,057</b>	<b>1,509</b>	<b>541,698</b>

# City Clerk

The City Clerk's Office provides information on legislative history and operations of the City to the City Council, all City Departments, and the general public. The City Clerk is the local official for elections, the Political Reform Act, the Maddy Act, the Public Records Act and the Brown Act. Before and after the City Council takes action, the City Clerk ensures that actions relating to, but not limited to, Agendas, Ordinances, Resolutions, Minutes, and Agreements are in compliance with all Federal, State and local statutes and that all actions are properly executed, recorded and filed.

## **City Clerk Mission**

To provide innovative and practical solutions that address issues with integrity, responsiveness and sensitivity to employees, residents and other customers.

### **Current Year – 2022 – Department Accomplishments**

- Coordinated the annual filing of Campaign Statements and Statements of Economic Interests
- Conducted the November 2021 Special Municipal Election
- Recruited and filled commission and committee vacancies
- Coordinated all responses to Public Records Act requests for public documents
- Maintained the Municipal Code
- Preserved and managed the City's official records for efficient access and retrieval
- Implemented a City-wide electronic agenda management system
- Successfully held hybrid in-person/remote meetings

### **Budget Year – 2023 – Department Work Plan/Goals**

- Continue to work with departments on Records Retention
- Conduct the November 2022 General Municipal Election
- Implement further website updates to improve governmental transparency
- Continue to provide excellent customer service to the public and other departments

**City of Dixon Budget FY 2022-23**  
**113 - CITY CLERK**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
100-113-511000-0000	Salaries/Wages	202,699	194,284	237,089	224,483	264,426
100-113-511000-0264	Salaries/Wages - COVID 19	-	-	-	6,490	-
100-113-511100-0000	Salaries/Wages PT	2,851	950	11,352	4,742	11,803
100-113-511200-0000	Overtime	1,989	2,257	-	3,099	2,500
100-113-511900-0000	Separation Pay	-	-	-	510	-
100-113-512100-0000	Medicare	3,061	2,827	4,639	3,469	4,842
100-113-512200-0000	Retirement	45,436	55,943	58,707	58,992	53,300
100-113-512200-0264	Retirement - COVID 19	191	588	-	2,009	-
100-113-512210-0000	Retirement - PARS	37	12	148	48	153
100-113-512210-3003	Retirement - PARS/DUSD Mtgs	17	-	-	14	-
100-113-512300-0000	Disability Insurance	840	771	1,159	929	1,065
100-113-512400-0000	Health Insurance	52,421	39,193	56,489	52,467	55,370
100-113-512401-0000	Retiree Health	13,963	1,711	1,740	1,307	1,806
100-113-512420-0000	Dental Insurance	490	724	917	734	917
100-113-512430-0000	Vision Insurance	249	368	466	373	466
100-113-512500-0000	Unemployment Insurance	656	20	-	(306)	-
100-113-512600-0000	Worker's Comp Insurance	935	910	991	993	1,126
100-113-520400-0000	Advertising/Publications	8,438	9,220	13,000	13,000	13,000
100-113-521800-0000	Communications	178	123	150	125	150
100-113-522400-0000	Consultants - Professional	3,286	3,720	16,000	16,000	16,000
100-113-522600-0000	Contr Servs - Non Professional	1,557	1,201	1,783	2,100	2,500
100-113-524200-0000	Dues/Subscriptions	400	379	600	654	400
100-113-524600-0000	Elections	7,807	24,413	180,000	93,924	60,000
100-113-530200-0000	Meetings/Seminars	4,388	663	2,400	800	3,500
100-113-531000-0000	Mileage Reimbursement	219	224	500	250	500
100-113-531400-0000	Office Equip Maint/Rental	3,204	3,393	3,000	3,000	3,500
100-113-531600-0000	Office Supplies	928	279	2,500	1,500	2,500
100-113-531600-0103	Office Supp -General City Hall	6,166	3,797	6,000	6,000	6,000
100-113-531650-0000	Office / Software Maintenance	-	-	-	-	7,500
100-113-531900-0000	Permits/Licenses/Fees	20	-	-	-	-
100-113-532800-0000	Postage	12,442	11,512	15,000	15,000	15,000
100-113-535600-0000	Special Supplies	65	-	-	-	-
100-113-560400-0000	Capital Outlay	-	-	10,000	10,000	-
<b>TOTAL DEPT. EXPENDITURES</b>		<b>374,932</b>	<b>359,484</b>	<b>624,630</b>	<b>522,705</b>	<b>528,322</b>

# City of Dixon Budget FY 2022-23

113 - CITY CLERK

## OPERATING EXPENSES SUMMARY

Account Code	2022		2023		Brief Detail Description
	Budget	Estimated	Budget		
520400	13,000	13,000	13,000		Advertising public hearings; bid and public notices; publishing ordinances
521800	150	125	150		Communications - City Hall cell phone
522400	16,000	16,000	16,000		Consultants - Code Publishing for updates to municipal code; Hearing Officer Services \$10,000 max per fiscal year
522600	1,783	2,100	2,500		City Hall alarm contract
524200	600	654	400		Professional organization membership dues and subscriptions - CCAC, IIMC
524600	180,000	93,924	60,000		General Municipal Election in FY 22/23 (November 2022)
530200	2,400	800	3,500		Technical Training for Clerks Series for Senior Admin Clerk, other misc meetings; Notary
531000	500	250	500		Employee mileage reimbursement for: classes, seminars, training, out-of-town meetings, etc.
531400	3,000	3,000	3,500		Records retention management-Corodata
531600	2,500	1,500	2,500		Office Supplies - printer cartridges, handbook binding supplies
531600-0103	6,000	6,000	6,000		City Hall general office supplies
531650	-	-	7,500		Peak Agenda Management Subscription Fee
532800	15,000	15,000	15,000		City postage meter and postage supplies
<b>Total</b>	<b>240,933</b>	<b>152,353</b>	<b>130,550</b>		



CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23

GENERAL FUND 100  
DEPT. 113  
CITY CLERK

Title	FTE	Full Time Equiv. Pay 511000	Temp Pay 511100	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>											
Administrative City Clerk	1.00	107,012	-	7,676	7,225	229	116	1,656	413	413	124,742
Deputy Clerk	1.00	72,491	-	5,333	18,743	229	116	1,323	300	300	98,836
Administrative Clerk I	1.00	42,588	-	3,181	14,617	229	116	829	174	174	61,909
Administrative Clerk I	1.00	42,335	-	3,162	14,617	229	116	826	178	178	61,642
Subtotal:	4.00	264,426	-	19,353	55,203	917	466	4,635	1,065	1,065	347,128
<b>Temporary Personnel</b>											
	Hours										
Audio Video Technician	550	-	11,803	153	-	-	-	171	-	50	12,177
Subtotal:	550	-	11,803	153	-	-	-	171	-	50	12,177
<b>Other payroll costs:</b>											
PERS Health Administration		-	-	-	167	-	-	-	-	-	167
Retirement Health Benefit		-	-	-	1,806	-	-	-	-	-	1,806
PERS Retirement UAL		-	-	33,947	-	-	-	-	-	-	33,947
Overtime		2,500						36		11	2,547
Subtotal:		2,500	-	33,947	1,973	-	-	36	-	11	38,467
<b>GRAND TOTAL:</b>	<b>4.00</b>	<b>266,926</b>	<b>11,803</b>	<b>53,453</b>	<b>57,176</b>	<b>917</b>	<b>466</b>	<b>4,842</b>	<b>1,065</b>	<b>1,126</b>	<b>397,772</b>

# Finance

The Finance Department, plans, directs, and coordinates the fiscal affairs of the City in accordance with specific objectives established by legal and professional standards. It provides for the maintenance of the City's financial records and provides management with information necessary for sound fiscal decisions. This includes budget, debt administration, cost and revenue accounting, accounts and loans receivable, administering the transient occupancy and business license tax collections, utility billing, payroll, accounts payable and fixed assets. The Finance Department is also responsible for investing and safeguarding the City's cash in accordance with City Council's adopted investment policies.

The Finance Department serves as a customer service portal for citizens via the service counter. Staff processes over 6,200 utility bills on a monthly basis, receiving payments and responding to customer inquiries.

## Finance Mission

To provide outstanding customer service to the City Council, City Management, Operating Departments, and the Citizens of Dixon in prudently managing financial resources through accurate and high quality business planning and financial services.

### **Current Year – 2022 – Department Accomplishments**

- Selected a vendor for Enterprise Resources Planning (ERP) software
- Issued and RFP for ERP software implementation management services
- Implemented Government Accounting Standards Board Statement 87 - Leases
- Assisted with costing for labor contracts and Memorandum of Understanding (MOU's)
- Developed a proposed spending plan for American Rescue Plan Act funds
- Provided quarterly budget updates to the City Council

### **Budget Year – 2023 – Department Work Plan/Goals**

- Go live with core financial, utility and advanced scheduling portion of (ERP) software
- Assist with costing for labor contracts through supporting the City's chief negotiator and the team for Memorandum of Understanding (MOU's)

**City of Dixon Budget FY 2022-23**  
**114 - FINANCE**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
100-114-511000-0000	Salaries/Wages	554,527	549,390	733,829	634,351	863,807
100-114-511000-0264	Salaries/Wages - COVID 19	-	-	-	4,231	-
100-114-511010-0000	Admin Leave Paid	3,038	7,796	-	8,825	-
100-114-511100-0000	Salaries/Wages PT	-	12,840	-	26,867	-
100-114-511200-0000	Overtime	66	51	6,000	784	6,000
100-114-511900-0000	Separation Pay	62,918	2,092	-	4,059	-
100-114-512100-0000	Medicare	9,401	8,347	12,458	10,165	14,662
100-114-512200-0000	Retirement	162,730	144,330	154,370	159,952	174,974
100-114-512300-0000	Disability Insurance	2,541	2,212	3,326	2,348	3,377
100-114-512400-0000	Health Insurance	71,969	85,324	120,352	97,003	141,496
100-114-512401-0000	Retiree Health	3,330	5,977	5,208	3,054	5,422
100-114-512420-0000	Dental Insurance	881	1,527	1,947	1,469	2,290
100-114-512430-0000	Vision Insurance	447	776	986	746	1,160
100-114-512600-0000	Worker's Comp Insurance	2,328	2,549	3,526	2,785	3,564
100-114-520860-0000	Cash Over/Short	(77)	(11)	-	50	50
100-114-521800-0209	Communications - Emp Stipend	2,255	1,140	1,200	1,200	1,200
100-114-521900-0000	Bank Fees	4,249	3,580	5,000	5,000	5,000
100-114-522400-0000	Consultants - Professional	55,377	62,706	70,400	69,400	70,400
100-114-523200-0000	Contractual Services/Audit	54,725	42,571	80,929	80,929	80,929
100-114-524200-0000	Dues/Subscriptions	300	410	750	750	750
100-114-530200-0000	Meetings/Seminars	2,118	450	5,000	5,000	6,500
100-114-531000-0000	Mileage Reimbursement	13	-	450	400	400
100-114-531400-0000	Office Equip Maint/Rental	9,242	-	-	-	-
100-114-531600-0000	Office Supplies	4,524	3,440	6,700	6,700	6,700
100-114-531650-0000	Office/Software Maintenance	-	33,804	41,070	41,070	152,423
100-114-535600-0000	Special Supplies	245	3,006	3,900	3,900	3,900
100-114-535750-0000	Training	1,250	1,055	1,500	2,500	2,500
100-114-560400-0000	Capital Outlay	-	-	600,000	-	-
<b>TOTAL DEPT. EXPENDITURES</b>		<b>1,008,398</b>	<b>975,362</b>	<b>1,858,901</b>	<b>1,173,665</b>	<b>1,547,504</b>

# City of Dixon Budget FY 2022-23

## 114 - FINANCE

### OPERATING EXPENSES SUMMARY

Account Code	2022		2023		Brief Detail Description
	Budget	Estimated	Budget		
520860	-	50	50		Cash over/short
521800-0209	1,200	1,200	1,200		Communications - Emp Stipend
521900	5,000	5,000	5,000		Bank fees, also allocated with Wastewater & Water Funds
522400	70,400	69,400	70,400		HdL Co, ongoing sales tax \$20,000 & property tax review \$9,700/audit fees; Investment custodial security services, Zions National \$6,000; PFM Investment Consultant Services, \$31,200 Wellhouse & Assoc - SB90 Claims \$3,500, Note: If HdL recoveries exceed \$10,000 an additional appropriation will be needed
523200	80,929	80,929	80,929		Annual Audit - contract with LSL \$45,950; Decreased for Water, Transit, DFPD portion of audit; GASB 68 actuarial \$850 per valuation; \$700 CalMuni Statistics \$10,000 GASB 75 actuarial report
524200	750	750	750		Memberships: GFOA, CSMFO, Springbrook
530200	5,000	5,000	6,500		Meetings/Seminars: CSMFO in Sacramento; CSMFO Quarterly Meetings, Budget Training
531000	450	400	400		Mileage for staff training
531400	-	-	-		Office Equip Maint/Rental
531600	6,700	6,700	6,700		Office Supplies - budget binders
531650	41,070	41,070	152,423		Office/Software Maintenance - Springbrook financial system maintenance \$41,070 & Tyler annual maintenance \$111,353
535600	3,900	3,900	3,900		Miscellaneous Forms; Business License forms
535750	1,500	2,500	2,500		Training - Microsoft classes; Annual Payroll update
560400	600,000	-	-		Capital Outlay - see detail on Capital Equipment page
<b>Total</b>	<b>740,299</b>	<b>141,249</b>	<b>330,752</b>		

**CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23**

**GENERAL FUND 100  
DEPT. 114  
FINANCE**

Title	FTE	Full Time Equiv. Pay 511000	Temp Pay 511100	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>											
Finance Director	1.00	181,358	-	21,202	18,767	229	116	2,902	567	729	225,870
Finance Analyst II	1.00	101,961	-	3,645	7,225	229	116	1,583	422	422	115,603
Finance Analyst I	1.00	86,449	-	6,360	18,743	229	116	1,525	358	358	114,138
Finance Analyst I	1.00	85,816	-	6,313	18,743	229	116	1,516	355	355	113,443
Finance Analyst I	1.00	82,333	-	6,057	18,743	229	116	1,466	341	341	109,626
Senior Accountant	1.00	89,666	-	6,597	7,225	229	116	1,405	371	371	105,980
Sr. Account Clerk	1.00	74,219	-	5,351	7,225	229	116	1,181	283	283	88,887
Account Clerk II	1.00	58,638	-	4,380	18,743	229	116	1,122	246	246	83,720
Accounting & Payroll Analyst	1.00	61,739	-	2,241	7,225	229	116	1,000	259	259	73,068
Account Clerk I	1.00	41,628	-	3,110	18,743	229	116	875	175	175	65,051
Subtotal:	10.00	863,807	-	65,256	141,382	2,290	1,160	14,575	3,377	3,539	1,095,386
<i>Other payroll costs:</i>											
PERS Health Admin		-	-	-	114	-	-	-	-	-	114
Retirement Health Benefit		-	-	-	5,422	-	-	-	-	-	5,422
PERS Retirement UAL		-	-	109,718	-	-	-	-	-	-	109,718
Overtime		6,000	-	-	-	-	-	87	-	25	6,112
Subtotal:		6,000	-	109,718	5,536	-	-	87	-	25	121,366
<b>GRAND TOTAL:</b>	<b>10.00</b>	<b>869,807</b>	<b>-</b>	<b>174,974</b>	<b>146,918</b>	<b>2,290</b>	<b>1,160</b>	<b>14,662</b>	<b>3,377</b>	<b>3,564</b>	<b>1,216,752</b>

# Human Resources

The services provided by Human Resources include: oversight of the employee benefits administration, conducting and administering the City's recruitment and selection program, administering the City's Risk Management program, managing labor and employee relations, developing, administering, and conducting City-wide training programs, ensuring City compliance with applicable labor, benefit, medical and safety laws and regulations, and providing oversight of the City's classification and compensation system.

## Human Resources Mission

To provide innovative and practical solutions that address issues with integrity, responsiveness and sensitivity to employees, residents and other customers.

### **Current Year – 2022 – HR and Risk Management Department Accomplishments**

- Developed and implemented new and revised versions of COVID-19 policies and procedures for mitigating and preventing the spread of COVID-19
- Partnered with COVID-19 Testing vendors to increase testing availability for employees
- Developed COVID-19 Return to work flowchart guide for easy to follow instructions for both work and non-work exposures
- Implemented HR information system to streamline HR processes, communicate employee announcements and created online HR forms for accessibility and reporting
- Collaborated with departments to develop and implement the reorganization of Fire, Finance and Police departments
- Implemented Company Nurse as first stop for employee injuries for immediate care accessibility 24/hours per day
- Attended CalPELRA and Public Agency Risk Management Conference to leverage local government risk management and human resources best practices
- Conducted 44 recruitments year to date resulting in 19 filled positions
- Rolled out on-boarding process for new hires to complete on-boarding documents online

- Rolled out Employee Service Award online submission and acknowledgements
- Continued to offer staff and supervisory trainings through the regional Liebert, Cassidy Employee Relations Consortium
- Partnered with Insurance carriers for best practices in risk management program

### **Budget Year – 2023 – Department Work Plan/Goals**

- Improve Employee communication efforts by:
  - Monthly Employee Communications for Safety and News (i.e. New Hires, etc.)
- Add additional carriers to connect directly to Benefit Administration system to increase efficiencies
- Develop handbook procedures for Risk Management Program
- Develop and Implement New Employee Training Plan and Annual Employee Training Plan through training provider Target Solutions
- Develop and roll out online Performance Evaluation module
- Develop New Employee 6-Month on-boarding program to engage new employees in role specific training, City processes and systems
- Develop supervisory training program for newly promoted supervisors

**City of Dixon Budget FY 2022-23**  
**115 - HUMAN RESOURCES**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
100-115-511000-0000	Salaries/Wages	222,092	234,596	245,543	242,473	318,649
100-115-511000-0264	Salaries/Wages - COVID 19	-	-	-	2,552	-
100-115-511200-0000	Overtime	-	-	-	189	-
100-115-512100-0000	Medicare	3,288	3,531	4,078	3,707	5,436
100-115-512100-0264	Medicare - COVID 19	-	-	-	37	-
100-115-512200-0000	Retirement	49,166	59,934	56,664	61,883	63,258
100-115-512200-0264	Retirement - HR COVID	-	-	-	375	-
100-115-512300-0000	Disability Insurance	884	925	1,098	957	1,220
100-115-512400-0000	Health Insurance	19,333	29,900	35,843	37,745	56,295
100-115-512420-0000	Dental Insurance	253	461	458	470	687
100-115-512430-0000	Vision Insurance	129	234	232	239	348
100-115-512600-0000	Worker's Comp Insurance	976	1,066	931	1,017	1,275
100-115-521800-0000	Communications	456	456	456	456	456
100-115-521800-0209	Communications - Emp Stipend	1,140	1,140	1,140	1,140	1,140
100-115-522400-0000	Consultants-Professional	37,803	17,236	15,851	15,851	15,851
100-115-522400-0247	Consultants-Professional Reimb	1,680	-	-	-	-
100-115-524000-0000	DMV Exams/ Physicals	-	-	9,030	9,030	3,750
100-115-524200-0000	Dues/Subscriptions	200	150	300	300	300
100-115-524800-0000	Employee Assistance Program	27,403	26,975	29,000	29,000	29,000
100-115-525200-0000	Employee Event	2,553	2,513	3,000	3,000	3,000
100-115-525400-0000	Employee Recognition Awards	1,250	4,536	6,000	6,000	5,950
100-115-527200-0000	Hepatitis Shots	-	-	320	320	320
100-115-530200-0000	Meetings/Seminars	2,268	1,510	1,906	1,906	1,906
100-115-530200-0247	Meetings/Seminars-Reimb	2,931	(991)	-	6,490	4,000
100-115-531000-0000	Mileage Reimbursement	148	-	200	200	200
100-115-531600-0000	Office Supplies	379	627	1,000	1,000	1,000
100-115-531650-0000	Office/Software Maintenance	1,369	5,426	5,426	5,698	-
100-115-532000-0000	Personnel/Recruiting	56,935	55,635	37,364	37,364	37,364
100-115-532400-0000	Physical/Psych Exams	33,241	17,484	32,516	32,516	32,516
100-115-533000-0000	Benefit Plan Administration	8,651	9,664	11,186	11,186	14,186
100-115-535600-0000	Special Supplies	872	938	1,716	1,716	1,650
100-115-535600-0247	Special Supplies - Reimburse	505	(163)	-	-	-
100-115-535800-0000	Training - Employee Program	800	800	8,000	8,000	8,000
<b>TOTAL DEPT. EXPENDITURES</b>		<b>476,706</b>	<b>474,584</b>	<b>509,258</b>	<b>522,818</b>	<b>607,757</b>



# City of Dixon Budget FY 2022-23

## 115 - HUMAN RESOURCES OPERATING EXPENSE SUMMARY

Account Code	2022		2023	Brief Detail Description
	Budget	Estimated		
521800	456	456	456	Communications - Wi-Fi for HR laptop
521800-0209	1,140	1,140	1,140	Cell phone stipend
522400	15,851	15,851	15,851	Hearing officer, Investigations, LCW ERC, HR Consulting for projects
524000	9,030	9,030	3,750	DMV Exams/Physicals (\$150 each)
524200	300	300	300	Professional organization dues and subscriptions -- IPMA \$150, HRCI \$150
524800	29,000	29,000	29,000	Employee Assistance Program ACI & Cordico
525200	3,000	3,000	3,000	Employee Appreciation Event
525400	6,000	6,000	5,950	Employee service awards, (3) \$150 STAR award program = \$450, (1) \$150 EE of the year and Retiree plaques (3) \$150 = \$450 + (23) Service Awards for FY 22-23 = \$4900
527200	320	320	320	Hepatitis Shots (2) Employees
530200	1,906	1,906	1,906	Conferences and Seminars for: CalPELRA, PARMA, CAJPA
530200-0247	-	6,490	4,000	NCCSIF Training Budget
531000	200	200	200	Employee mileage reimbursement
531600	1,000	1,000	1,000	Office Supplies - printer cartridges, employee identification cards, HR folders
531650	5,426	5,698	-	Springbrook Cloud annual maintenance, moved expense to Finance
532000	37,364	37,364	37,364	Personnel/Recruiting - consolidated for all departments; Pre-employment background/credit checks; skills testing \$4500; Government online recruitment program \$1750/HR system \$6000 (includes seasonal/temp staff)
532400	32,516	32,516	32,516	Pre-employment, post-accident, reasonable suspicion/random drug tests; Pre-employment physicals, Fire Physicals bi-annual \$12,000 (rescheduled to beginning of FY 22-23 due to OccuMed availability) and psychological exams
533000	11,186	11,186	14,186	Flex Spending Account Administration (125 Plan); Basic Pacific (COBRA Administration); PERS Survivor Benefit; PARS administration, Aflac@work
535600	1,716	1,716	1,650	Bilingual certification tests (Recert done every 3 yrs; last done in 2016); (10 @ \$66 each) California Chamber of Commerce Labor Law Posters \$740.12; Dictation Equipment/Supply @ \$250
535800	8,000	8,000	8,000	Employee Education Reimbursement Program
<b>Total</b>	<b>164,411</b>	<b>171,173</b>	<b>160,589</b>	

CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23

GENERAL FUND 100  
DEPT. 115  
HUMAN RESOURCES

Title	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>										
Human Resources Director	1.00	153,680	11,068	18,767	229	116	2,500	567	622	187,549
HR/Risk Analyst II	1.00	107,716	7,657	18,743	229	116	1,834	413	413	137,121
HR Technician I	1.00	57,253	4,277	18,743	229	116	1,102	240	240	82,200
Subtotal:	3.00	318,649	23,002	56,253	687	348	5,436	1,220	1,275	406,870
<i>Other payroll costs:</i>										
PERS Health Admin		-	-	42	-	-	-	-	-	42
PERS Retirement UAL		-	40,256	-	-	-	-	-	-	40,256
Subtotal:		-	40,256	42	-	-	-	-	-	40,298
<b>GRAND TOTAL:</b>	<b>3.00</b>	<b>318,649</b>	<b>63,258</b>	<b>56,295</b>	<b>687</b>	<b>348</b>	<b>5,436</b>	<b>1,220</b>	<b>1,275</b>	<b>447,168</b>

# Information Technology

The services provided by Information Technology including maintenance of server and workstation hardware, supporting electronic document storage, retrieval, and archiving through domain, document, and backup servers. Updating and supporting applications such as MS office, provide electronic messaging through Exchange, Outlook, and other instant messaging services, maintaining desktop phone support, ensuring data connectivity for site wireless, remote VPN, intranet, and internet, supporting video conferencing solutions and maintaining domain printing services. Information Technology services are performed by a contract with Apex Technology Management, LLP.

## **Information Technology Mission**

Develop and maintain highly effective, reliable, secure, and up to date information systems to support financial, administrative and operational functions. Facilitate the collection, storage, security and integrity of electronic data while ensuring appropriate access.

### **Current Year – 2022 – Department Accomplishments**

- Deployed Multifactor Authentication citywide to enhance security of systems
- Successfully migrated SCADA providers for the Water Department
- Implemented successful Zoom / Hybrid City Council meetings
- Improved network reliability with zero days of downtime
- Replaced 25+ workstations to provide enhanced reliability and security
- Provided access controls at Fire Department
- Implemented Security Awareness Training citywide
- To date, completed 3,099 service and project tickets during the fiscal year

### **Budget Year – 2023 – Department Work Plan/Goals**

- Citywide server consolidation to improve efficiencies and physical security
- Replace 10-year-old server at Police Department
- Upgrade cyber security posture to provide real time protection for the city
- Upgrade/Replace 20% of the City's aging computer systems
- Upgrade video surveillance capabilities at WWTF, Police Department & City Hall

**City of Dixon Budget FY 2022-23**  
**116 - INFORMATION TECHNOLOGY**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
100-116-521800-0000	Communications	-	17,211	17,424	17,424	37,800
100-116-522400-0000	Consultants - Professional	-	351,306	336,876	336,876	400,180
100-116-522400-0221	Consultants - Professional PRA	-	1,266	-	-	-
100-116-531400-0000	Office Equip Maint/Rental	-	35,494	42,570	42,570	42,600
100-116-531600-0000	Office Supplies	-	-	150	150	150
100-116-531650-0000	Office/Software Maint	-	57,101	25,000	25,000	51,442
100-116-535600-0000	Special Supplies	-	53,494	64,960	64,960	53,317
100-116-560400-0000	Capital Outlay	-	28,112	18,400	18,400	250,390
<b>TOTAL DEPT. EXPENDITURES</b>		-	<b>543,985</b>	<b>505,380</b>	<b>505,380</b>	<b>835,879</b>

**City of Dixon Budget FY 2022-23**  
**116 - INFORMATION TECHNOLOGY**  
**OPERATING EXPENSES SUMMARY**

Account Code	2022		2023	Brief Detail Description
	Budget	Estimated	Budget	
521800	17,424	17,424	37,800	City Hall phone service and Wave internet
522400	336,876	336,876	400,180	APEX support \$28,073/mo. + Overtime & Managed Security, Digital Umbrella for Microsoft 365 \$5,364
531400	42,570	42,570	42,600	Printer maintenance; City Hall workroom copier lease estimate \$850/mo, amount varies by use, color use needed for Council, Planning Commission; \$2,700/mo Ring Central Phones
531600	150	150	150	Office Supplies
531650	25,000	25,000	51,442	\$2,400 Zoom, \$3,000 DocsVault, \$3,300 EvoGov, \$7,800 Image Source and other certificates, VMWare Workspace, Veeam Backup Essentials, NetMotion, SonicWall AGSS, Microsoft 365GCC
535600	64,960	64,960	53,317	Special Supplies - \$4,484 Warranty Renewals, \$39,442 replace 37 workstations & \$10,000 for minor IT supplies, <b>UPS Battery Replacement</b>
560400	18,400	18,400	250,390	Capital Outlay - see detail on Capital Equipment page
<b>Total</b>	<b>505,380</b>	<b>505,380</b>	<b>835,879</b>	

**City of Dixon Budget FY 2022-23**  
**CAPITAL EQUIPMENT (not included in Capital Project Funds)**  
**116 - INFORMATION TECHNOLOGY**

(N)ew or (R)eplacement	Category*	Item Description	Cost per Unit	Quantity	Total
R	E	Server Consolidation project	231,375	1.00	231,375
N	E	Advanced Security Devices	13,015	1.00	13,015
R	E	Replace Wireless Access Points	6,000	1.00	6,000
<b>Total</b>					<b>250,390</b>

\*Category:      V = Vehicles  
                       F = Furniture/Fixtures  
                       E = Equipment  
                       B = Buildings

## **City Attorney**

The City Attorney is appointed by and serves at the pleasure of the City Council. The client of the City Attorney is the City of Dixon, as represented by the City Council. The City Attorney advises all officers and employees of the City regarding all legal matters pertaining to the business of the City and acts as primary provider of legal services and counsel to both the City Council and City Staff. The City Attorney represents the City in litigation to which it may be a party, drafts legal and official documents, including ordinances, resolutions and contracts, and coordinates legal services of special counsel. Douglas White, from the firm White Brenner LLP, is the appointed City Attorney.

### **City Attorney Mission**

The City Attorney is committed to providing accurate, timely, proactive and cost effective legal guidance and representation for the City of Dixon and the Dixon City Council

**City of Dixon Budget FY 2022-23**  
**118 - CITY ATTORNEY**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
100-118-529600-0000	Legal Services	345,172	557,022	680,000	632,653	714,000
100-118-529600-0221	Legal Services/PRA	1,786	10,657	-	10,037	-
100-118-529600-0264	Legal Services - Covid 19	-	56,965	-	37,310	-
100-118-535950-0000	Uninsures Losses	-	2,403	-	12,000	-
<b>TOTAL DEPT. EXPENDITURES</b>		<b>346,985</b>	<b>627,047</b>	<b>680,000</b>	<b>692,000</b>	<b>714,000</b>

**City of Dixon Budget FY 2022-23**  
**119 - INSURANCE**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
100-119-527800-0000	Insurance - Liability	206,219	169,791	274,503	252,711	288,228
100-119-528000-0000	Insurance - Mobile Equipment	27,850	32,549	37,794	37,794	39,684
100-119-528200-0000	Insurance - Property	150,313	188,506	311,035	303,989	342,139
100-119-535600-0000	Special Supplies	-	2,742	16,557	10,000	10,000
100-119-535600-0247	Special Supplies - Reimb	11,676	655	-	15,000	15,000
<b>TOTAL DEPT. EXPENDITURES</b>		<b>396,058</b>	<b>394,243</b>	<b>639,889</b>	<b>619,494</b>	<b>695,050</b>



## **Community Development Department**

The Dixon Community Development Department is comprised of the Planning Division, Building Division, and Economic Development Division. These three divisions provide comprehensive development services to the public.

The Planning Division reviews proposals based on policies in the General Plan and Specific Plans, Zoning Ordinance, State Law and other local ordinances. The Division ensures compliance with a number of constantly changing land use and environmental laws pertinent to development proposals. The Division also provides staff support to the City of Dixon's Planning Commission and advises the City Council.

The Building Division is responsible for implementation of the various building codes, health and safety codes, and other codes related to proper construction practices. Duties include review of construction plans, issuance of permits, calculation and tracking of permit and impact fee and daily site inspections. Other duties include code enforcement and preparation of monthly activity reports.

Both the Planning Division and Building Division provide direct assistance to the public and ensure that the proper development review process is fulfilled. The two divisions work closely with other city departments, state and local agencies in meeting this objective.

The Economic Development Division is responsible for the planning and implementation of the City's economic development programs, including industry retention and attraction efforts. The Economic Development Manager serves as a key connection with the local business community; providing direct assistance to businesses and referrals to partner organizations to strengthen individual businesses and grow the local job base.

The Division maintains associated data, including labor, land and building availability. It provides interface with regional, state and federal resources and incentive programs. As needed, the Division develops marketing materials for the purpose of branding and showcasing opportunities for economic enhancement.

In addition, the Economic Development Manager serves as the City's Grants Manager, with responsibility for securing and managing grants and funds associated with the HOME program, CDBG and RDA homeowner and business loans and COVID Relief Funds. The Grants Manager identifies and makes application for grants to improve amenities within the City such as parks and streetscapes.

### **Community Development Department Mission**

To ensure the public health, safety and welfare for Dixon residents through the implementation of the policies in the City's General Plan, Zoning Ordinance and Building Codes and any applicable regulations.

## **Current Year (2022) - Department Accomplishments**

### **Planning Division:**

- Continued review and processing of planning entitlements for residential subdivisions at Valley Glen, Parklane, and Homestead, including processing through Planning Commission
  - Design Review applications for Orchards III at Valley Glen;
  - Design Review for four active living villages at Homestead (Villages 6,7, 8, 9);
  - Design Review for the Club house and recreational facility within Village 6 at Homestead;
  - Design Review for affordable housing development in Homestead, required by the Development Agreement;
  - Subdivision Map and Planned Development standards for Phases 3 and 4 of Homestead
- Completed entitlement review for the following:
  - Lincoln Square mixed use development at N First St /N Lincoln St
  - 805 N Lincoln St Rezoning for single family to match General Plan
- Modified tasks included in approved grant funding through both the Local Early Action Planning Grants (LEAP) and Regional Early Action Planning Grants (REAP) to accelerate housing production and to implement the sixth cycle Regional Housing Needs Assessment (RHNA) and Zoning Ordinance update
- Initiated two major General Plan implementation action items, the Comprehensive Zoning Ordinance update and the 6<sup>th</sup> cycle Housing Element update. Facilitated two introductory meetings for both initiatives before the Planning Commission and City Council
- Met and responded to weekly inquiries on various large scale development projects or re-use opportunities
- Maintained the Development Review Committee to facilitate inter-departmental coordination and information sharing with all City departments involved in development review and improve processes
- Began early stages of implementation for new permit tracking software system
- Led citywide effort to evaluate and develop preliminary space planning for potential City Hall expansion

### **Building Division:**

- Conducted all residential, commercial and industrial building inspection and plan review for development projects city-wide

- Received 1,606 building permit applications, issued 1,568 building permits and finalised 792 permits in calendar year 2021, an increase in nearly 60% from calendar year 2020 and 72% increase from 2018
- Integrated a new Permit Technician position into Building Division workflow to manage the high volume of applications, coordinate review of plans and issuance of permits
- Completed plan review and permit issuance for major projects, including Gateway Assisted Living Center, North Bay Healthcare Urgent Care Clinic, Cardinal CT building renovations and addition

#### **Economic Development Division:**

- Continued to make economic development among the highest priorities for the City, including proactively reaching out to potential new businesses and streamlining processes to encourage business retention and attraction
- Coordinated the City's participation in a feature article on the City of Dixon in Business View magazine, including securing reprints to be used by the Chamber of Commerce and the local real estate community to promote the City as a business and residential location
- Served as the City's formal staff link to Solano EDC, serving on the Board of Directors and on the Economic Development Professionals Task Force
- Produced marketing materials for use at conferences and events where the City's attributes can be displayed
- Worked with local primary employers to assist with expansion projects
- Applied for and obtained grant funding for Northwest Park improvements and La Esperanza Park and applied for grant funding for four electric vehicle charging stations within the City
- Developed the City's COVID-19 Small Business Support Forgivable Loan program. Working through the California Department of Housing and Community Development (HCD), secured two rounds of forgivable loans totaling \$585,000 in direct assistance to eighteen Dixon small businesses
- Maintained a website presence, including a comprehensive page of more than 1,500 links to local, regional, state and federal business resources to assist in business retention and attraction efforts
- Established an email-based initiative to improve communication with local businesses regarding COVID-related compliance issues, and COVID relief programs and including timely information about business resources, and programs, with an emphasis on business retention
- Participated in City assistance to small businesses in expanding outdoor dining opportunities while indoor dining was restricted due to COVID
- Commenced outreach initiative to all newly licensed businesses in the City, to welcome business and provide a point of contact

## **Budget Year – 2023 – Department Work Plan/Goals**

### **Department Goals**

- Continue to facilitate the Southwest Dixon Development, including continued development of new homes, as well as commercial development phase near freeway
- Continue to facilitate new residential, commercial and industrial development applications in a timely, consistent and efficient manner
- Continue the Development Review Committee to facilitate inter-departmental coordination with all City departments involved in development review, and improve processes
- Work collaboratively with the Economic Development Division to streamline the permit process and promote development
- Work with vendor to implement new permit tracking software as a means to improve building and planning permitting procedures and reporting and improve on line application submittal process
- Focus on promoting development of high tax generating uses, needed neighborhood serving and job producing uses in key locations

### **Planning Division**

- Commence implementation of the General Plan 2040 programs and actions
- Complete the 6<sup>th</sup> cycle Housing Element (2023-2031) update process for adoption by early 2023
- Continue the comprehensive update to Zoning Ordinance (Chapter 18 of Dixon Municipal Code) to make consistent with recently adopted General Plan 2040, and modernize and streamline the currently outdated Zoning Ordinance, with goal to complete by end of 2023
- Initiate the process to prepare a Climate Change Action plan as required by the General Plan and Housing Element by summer 2023
- Improve policies and procedures for planning review of items
- Manage and oversee planning processes for three large potential or recently applied development applications, including the 260 acre vacant site in Northeast Quadrant and redevelopment of Milk Farm site, and development application requesting housing in Phase 5 of Homestead
- Increase staffing and improve procedures to meet the high demands of current planning inquiries, applications and actives

## **Building Division**

- Increase staffing and improve procedures to meet the high demands of current permit activity
- Continue permitting and inspections for remaining lots for Valley Glen, Sutton/Parklane and Homestead subdivisions, along with maintaining permitting and inspections for high volume of residential and non-residential construction activity throughout the rest of the city
- Assess and identify improvements to building permit process and initiate modifications to create procedures, consistency and efficiency in permitting

## **Economic Development Division**

- Partner with all City Departments to continue to pursue grant funding opportunities that benefit the City
- Serve as the City's lead with Solano Economic Development Corporation (EDC) in the implementation of their EDA grant to complete Forward Solano III strategic plan
- Continue efforts to recruit and attract priority retail/shopping uses and employment generating businesses to Dixon
- Commence the development of an Economic Development Strategic Plan
- Deepen relationships with the offices of state and federal office holders in order to maximize opportunities for grant funding, with an emphasis on programs that could assist with key infrastructure projects to serve the NE Quad
- Monitor Priority Production Area (PPA) program and seek funding or other opportunities for use in the NE Quad
- Develop a program to showcase Dixon's primary employers on social media for the purpose of building awareness of mix of industry sectors within Dixon and to assist with talent attraction
- Expand awareness within the City of the need to address the issues of inclusion and equity and their relationship to success in securing state and federal grants
- Identify opportunities to establish productive relationships with UC Davis for the purpose of developing partnerships with key industry sectors that could benefit from corporate locations to Dixon

**City of Dixon Budget FY 2022-23**  
**132 - COMMUNITY DEVELOPMENT**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
100-132-511000-0000	Salaries/Wages	532,656	524,081	620,845	601,342	840,645
100-132-511000-0264	Salaries/Wages - COVID 19	-	-	-	2,299	-
100-132-511010-0000	Admin Leave Paid	-	4,471	-	-	-
100-132-511020-0000	Comp Paid	1,178	566	-	-	-
100-132-511200-0000	Overtime	172	1,417	-	630	2,500
100-132-512100-0000	Medicare	8,130	7,592	10,098	8,636	13,885
100-132-512200-0000	Retirement	39,945	44,397	48,857	47,413	167,444
100-132-512300-0000	Disability Insurance	2,196	2,064	2,844	2,451	3,411
100-132-512400-0000	Health Insurance	73,028	66,074	75,770	78,587	114,555
100-132-512401-0000	Retiree Health	3,353	3,446	3,504	3,545	3,617
100-132-512420-0000	Dental Insurance	745	1,282	1,374	1,296	1,832
100-132-512430-0000	Vision Insurance	379	651	696	658	928
100-132-512600-0000	Worker's Comp Insurance	10,498	12,944	6,731	9,771	10,608
100-132-521200-0108	Business Development	-	-	5,000	5,000	5,000
100-132-521800-0000	Communications	123	123	125	125	540
100-132-521800-0209	Communications - Emp Stipend	2,280	1,428	2,280	2,280	3,072
100-132-522400-0000	Consultants - Professional	7,756	62,083	37,715	37,715	-
100-132-522400-0108	Consultants - Econ Dev	-	5,000	-	-	23,600
100-132-522400-0109	Consultants-Professional-Bldg	-	-	221,000	221,000	275,000
100-132-522400-2409	Consult-Inspect-Homestead P1V2	-	19,470	-	-	-
100-132-522400-2412	Consult-Inspect-Homestead P1V3	-	21,527	-	-	-
100-132-522400-2446	Consult-Inspect-Homestead P1V3	-	90,574	-	-	-
100-132-522400-2449	Consult-Inspect-HomesteadP1V3B	-	78,324	-	-	-
100-132-522400-2450	Consult-Inspect-Homestead P1V1	-	93,479	-	-	-
100-132-522400-2596	Consultants-Dorset Development	-	59,290	-	-	-
100-132-523800-0000	County Charges	-	50	350	350	350
100-132-524200-0000	Dues/Subscriptions	145	854	3,000	3,000	1,175
100-132-524200-0108	Dues/Subscriptions - Econ Dev	10,005	8,850	10,250	10,250	10,340
100-132-524200-0109	Dues/Subscriptions - Building	-	-	-	-	1,770
100-132-525800-0000	Equipment Rental	-	130	5,768	5,868	5,868
100-132-526000-0000	Equipment Repair/Maintenance	-	-	72	72	-
100-132-530200-0000	Meetings/Seminars	3,792	-	5,000	3,000	2,500
100-132-530200-0108	Meetings/Seminars - Econ Dev	-	112	1,000	1,000	350
100-132-531000-0000	Mileage Reimbursement	839	-	800	200	600
100-132-531000-0108	Mileage Reimbursement-Econ Dev	-	-	400	200	400
100-132-531600-0000	Office Supplies	506	1,125	1,500	1,500	2,500
100-132-531650-0000	Office/Software Maintenance	1,527	-	2,925	2,951	-
100-132-535600-0000	Special Supplies	4,091	1,644	2,050	2,050	9,705
100-132-535750-0000	Training	2,707	950	4,500	2,000	3,250
100-132-535750-0108	Training - Econ Dev	-	40	1,000	1,000	2,000
100-132-535750-0109	Training - Building	-	-	-	-	4,500
100-132-537500-0000	Vehicle Fuel	870	931	1,500	1,500	1,500
100-132-538000-0000	Vehicle Parts/Maintenance	163	283	872	872	875
100-132-560400-0000	Capital Outlay	20,795	-	-	-	-
<b>TOTAL DEPT. EXPENDITURES</b>		<b>727,880</b>	<b>1,115,253</b>	<b>1,077,826</b>	<b>1,058,561</b>	<b>1,514,320</b>

**City of Dixon Budget FY 2022-23**  
**132 - COMMUNITY DEVELOPMENT**  
**OPERATING EXPENSES SUMMARY**

Account Code	2022		2023	Brief Detail Description
	Budget	Estimated	Budget	
521200-0108	5,000	5,000	5,000	Marketing materials, community outreach. potential new business attraction, trade show attendance, or client relations.
521800	125	125	540	City issued Cell phone for Building Inspector with data and <b>hot spot</b> for inspections (\$45/month)
521800-0209	2,280	2,280	3,072	Communications - Employee Stipend for Community Dev Director & Econ Dev/Grants Manager (\$95/month each) & <b>Plans Examiner (\$66/month)</b>
522400	37,715	37,715	-	
522400-0108	-	-	23,600	Consultants (ED) - 1) Hellman Lease Agreement digital sign commission (\$550/month), 2) Equity Plan Review/Assistance (\$5k), 3) Economic Development Strategic Plan (\$12k)
522400-0109	221,000	221,000	275,000	<b>Consultants (Building) - 1) Contract Permit Technician (\$100k), 2) 3rd party Building Plan Review (\$120k), 3) Inspections Staff Augmentation (\$20k), 4). Digitization/Scanning of Building records (\$35k)</b>
523800	350	350	350	County Fees For Recording Various Documents (i.e. Negative Declaration notices, Notices of Determination, Notices of Exemptions 7 @ \$50)
524200	3,000	3,000	1,175	Dues/Subscriptions (Planning) - APA membership for CDD \$650 and Planner \$525
524200-0108	10,250	10,250	10,340	Dues/Subscriptions (Econ Dev) - Solano EDC (\$8k), IEDC (\$455), CALED (\$350), Sac Business Journal (\$155), Sac Bee (\$180), ICSC Brokers and Property Owners for retail (\$100), and Resource Tools for Businesses (\$1.1k)
524200-0109	-	-	1,770	Dues/Subscriptions (Building) - Membership Dues for CALBO and ICC for building staff. ICC (\$200/person x4), SWABO (\$250 + \$200/person after 1st x3) and IAEI for 1 inspector (\$120)
525800	5,768	5,868	5,868	Equipment Rental - Lease costs for Ford Ranger
526000	72	72	-	Equipment Repair/Maintenance - Maintenance costs for new leased Ford Ranger and tracking costs of city owned Nissan Frontier
530200	5,000	3,000	2,500	Meetings and Seminars (Planning) - APA Conference, travel, registration and hotel for CDD (\$2.5k)
530200-0108	1,000	1,000	350	Meetings/Seminars (Econ Dev) - Misc Econ Dev meetings /seminars.
531000	800	200	600	Mileage reimbursement for Community Development Director and Planning and Building staff
531000-0108	400	200	400	Mileage Reimbursement - Econ Dev
531600	1,500	1,500	2,500	Office Supplies - Adding due to staffing increase
531650	2,925	2,951	-	Springbrook maintenance Building Permits, Expense moved to Finance
535600	2,050	2,050	9,705	Miscellaneous Supplies - 1) Boot allowance for inspectors (\$550x 3) , 2) Building Codes + pdf for new code cycle (\$2.5k), 3) Four shirts per MOU for 3 field staff (\$480), 4) <b>Plan Review Tables (2) for plans examiners (\$500)</b> 5) <b>Large TV screen (1) or 2 large monitors for each plans examiners (\$2.5k)</b> , 6) <b>New chair for inspector (\$400)</b> 7) One Jacket or Sweater for building staff and Community Development Director (\$400), 8) ACEC Guide Books for two planning staff (\$175), 8) Tablet for on line code (\$100), 9) Building Inspection equipment (\$500) and 10) Misc (\$500)
535750	4,500	2,000	3,250	Training (Planning) 1) Registration and travel for 2 Planning Commissioners to League of CA Cities (\$2.25k) and 2) training/classes for planning staff (\$1k)
535750-0108	1,000	1,000	2,000	Training (Econ Dev) - 1) CALED conference and travel (\$1.1k) and other trainings/classes (\$900)

**City of Dixon Budget FY 2022-23**  
**132 - COMMUNITY DEVELOPMENT**  
**OPERATING EXPENSES SUMMARY**

Account Code	2022		2023		Brief Detail Description
	Budget	Estimated	Budget		
535750-0109	-	-	4,500		Training (Building) 1) ICC training seminars and special training courses for various certifications (\$2k), 2) Code cycle update trainings (\$1.5k), 3) Other building code training (\$1k)
537500	1,500	1,500	1,500		Fuel for inspection vehicles -2 vehicles, Ford Ranger (leased) and Nissan Frontier (owned)
538000	872	872	875		\$800 Vehicle Maintenance, \$75 Enterprise Fleet Mgmt
<b>Total</b>	<b>307,107</b>	<b>301,933</b>	<b>354,895</b>		



CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23

GENERAL FUND 100  
DEPT. 132  
COMMUNITY DEVELOPMENT

Title	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>										
Comm. Development Director	1.00	172,327	14,045	18,767	229	116	2,771	567	684	209,506
Chief Building Official	1.00	123,790	9,212	18,767	229	116	2,067	604	2,873	157,658
Econ. Develop/Grants Mgr	1.00	117,135	8,716	14,424	229	116	1,908	490	490	143,508
Building Plans Examiner II	1.00	86,945	6,495	14,617	229	116	1,473	360	1,998	112,233
Building Inspector II	1.00	88,675	6,624	7,225	229	116	1,391	362	2,006	106,628
Associate Planner	1.00	93,136	3,368	7,225	229	116	1,455	378	378	106,285
Associate Planner	1.00	78,120	5,813	18,743	229	116	1,405	327	327	105,080
Building Plans Examiner I	1.00	80,517	6,015	14,617	229	116	1,379	323	1,794	104,990
Subtotal:	8	840,645	60,288	114,385	1,832	928	13,849	3,411	10,550	1,045,888
<b>Temporary Personnel</b>										
Hours										
Subtotal:	-	-	-	-	-	-	-	-	-	-
<i>Other payroll costs:</i>										
PERS Health Admin	-	-	-	170	-	-	-	-	-	170
Retirement Health Benefit	-	-	-	3,617	-	-	-	-	-	3,617
PERS Retirement UAL	-	-	107,156	-	-	-	-	-	-	107,156
Overtime	-	2,500	-	-	-	-	36	-	58	2,594
Subtotal:	-	2,500	107,156	3,787	-	-	36	-	58	113,537
<b>GRAND TOTAL:</b>	<b>8.00</b>	<b>843,145</b>	<b>167,444</b>	<b>118,172</b>	<b>1,832</b>	<b>928</b>	<b>13,885</b>	<b>3,411</b>	<b>10,608</b>	<b>1,159,425</b>

# Engineering & Utilities

The Engineering/Utilities Department is responsible for the design of residential and commercial developments, construction oversight of infrastructure within the City Right-of-Way, and operation and maintenance of utilities used, owned, and enjoyed by the public. The utility infrastructure includes the municipal water distribution system/facilities, storm drainage collection system/facilities, the sewer collection system and the wastewater treatment facility.

## Engineering Mission

Develop and maintain public facilities and structures in a cost effective manner while providing a safe and healthy environment.

### **Current Year – 2022 – Department Accomplishments**

- Reviewed various commercial and residential development projects through planning and design
- Continued construction oversight for various Capital Improvement Projects and the following subdivisions: Parklane, Valley Glen, and Southwest/Homestead
- Processed encroachment, transportation, and grading permits
- Continued support for various internal City stakeholders and departments
- Completed the Streets Master Plan and Traffic Model
- Completed Rail Corridor Study and S. First Street Corridor Study
- Completed update of the Transportation Impact Fees (AB1600 Fees)
- Designed and implemented of the Subdivision Slurry Project and Street Rehabilitation Project using RMRA Funding
- Completed an update to the City Engineering Standards and Specifications
- Completed Vehicle Miles Traveled (VMT) Guidelines per CEQA (California Environmental Quality Act)

### **Budget Year – 2023 – Department Work Plan/Goals**

- Continue to review various commercial and residential development projects through planning and design
- Continue construction oversight for various Capital Improvement Projects and the following subdivisions: Parklane, Valley Glen, and Southwest/Homestead
- Continue to process encroachment, transportation, and grading permits
- Continue support for various internal stakeholders and departments
- Continue working on the necessary traffic studies to support new development

**City of Dixon Budget FY 2022-23**  
**143 - ENGINEERING**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
100-143-511000-0000	Salaries/Wages	518,317	472,956	448,235	318,790	491,914
100-143-511000-0264	Salaries/Wages - COVID 19	-	-	-	2,834	-
100-143-511020-0000	Comp Paid	-	69	-	-	-
100-143-511100-0000	Salaries/Wages PT	-	109	-	1,127	-
100-143-511200-0000	Overtime	1,624	442	1,000	2,827	5,000
100-143-511900-0000	Separation Pay	2,640	59,573	-	1,397	-
100-143-512100-0000	Medicare	7,082	7,393	8,534	4,570	8,505
100-143-512200-0000	Retirement	105,361	97,704	36,390	25,235	98,720
100-143-512210-0000	Retirement - PARS	-	1	-	15	-
100-143-512300-0000	Disability Insurance	1,994	1,919	2,367	1,256	1,926
100-143-512400-0000	Health Insurance	83,555	73,020	71,736	57,455	89,755
100-143-512420-0000	Dental Insurance	669	1,236	1,231	720	1,145
100-143-512430-0000	Vision Insurance	340	628	623	366	580
100-143-512500-0000	Unemployment Insurance	2,823	6,353	-	-	-
100-143-512600-0000	Worker's Comp Insurance	10,449	10,097	6,831	6,933	7,228
100-143-520400-0000	Advertising/Publications	55	267	500	500	500
100-143-521000-0000	Bld/Site Maintenance	7,225	2,482	6,000	6,000	5,000
100-143-521800-0000	Communications	2,976	2,361	4,130	4,130	6,000
100-143-521800-0209	Communications - Emp Stipend	3,525	3,075	3,250	1,250	-
100-143-522400-0000	Consultants - Professional	158,490	287,817	372,399	372,399	355,000
100-143-522400-0245	Consultants-Prof-SW Dixon	97,126	-	-	-	-
100-143-522400-2401	Consult-Plan Ck-Homestead BB	13,590	-	-	-	-
100-143-522400-2403	Consult-Inspect-Homestead BB	526,045	-	-	-	-
100-143-522400-2404	Consult-Plan Ck-Homestead P1V1	1,150	-	-	-	-
100-143-522400-2405	Consult-Map Ck-Homestead P1V1	232	-	-	-	-
100-143-522400-2406	Consult-Inspect-Homestead P1V1	118,954	-	-	-	-
100-143-522400-2408	Consult-Map Ck-Homestead P1V2	944	-	-	-	-
100-143-522400-2409	Consult-Inspect-Homestead P1V2	1,250	-	-	-	-
100-143-522400-2410	Consult-Plan Ck-HomesteadP1V3C	625	-	-	-	-
100-143-522400-2411	Consult-Map Ck-HomesteadP1V3C	4,894	-	-	-	-
100-143-522400-2412	Consult-Inspect-Homestead P1V3	51,650	-	-	-	-
100-143-522400-2414	Consult-Plan Ck-Homestead P1V4	9,388	-	-	-	-
100-143-522400-2417	Consult-Plan Ck-Homestead BBP2	27,830	-	-	-	-
100-143-522400-2420	Consult-Plan Ck-Homestead P2V5	19,528	-	-	-	-
100-143-522400-2423	Consult-Plan Ck-Homestead P2V6	18,998	-	-	-	-
100-143-522400-2426	Consult-Plan Ck-Homestead P2V7	12,105	-	-	-	-
100-143-522400-2552	Consultant-Inspect-Parklane U2	1,400	-	-	-	-
100-143-522400-2555	Consultant-Inspect-Parklane U3	36,960	-	-	-	-
100-143-522400-2573	Consult-Inspect-Vall Glen2 U1	385	-	-	-	-
100-143-522400-2576	Consult-Plan Ck-Vall Glen3 U2	4,045	-	-	-	-
100-143-522400-2577	Consult-Inspect-Vall Glen3 U2	49,540	-	-	-	-
100-143-522400-2579	Consult-Map Ck-Vall Glen 4 U1	592	-	-	-	-
100-143-522400-2580	Consult-Plan Ck-Vall Glen 4 U1	8,875	-	-	-	-
100-143-522400-2582	Consultant-Inspection-Scannell	94	-	-	-	-
100-143-522400-2583	Consultant- Map Ck- TEC Equip	221	-	-	-	-
100-143-522400-2596	Consultants-Dorset Develop	29,118	-	-	-	-
100-143-522600-0000	Contr Servs - Non Professional	791	1,825	2,700	2,700	2,700
100-143-524200-0000	Dues/Subscriptions	115	231	1,500	1,000	1,000
100-143-525800-0000	Equip Rental	-	2,493	23,875	23,875	23,875
100-143-526000-0000	Equip Repairs/Maintenance	-	-	500	500	500
100-143-530200-0000	Meetings/Seminars	87	40	100	100	100
100-143-531000-0000	Mileage Reimbursement	-	209	500	100	100
100-143-531400-0000	Office Equip Maint/Rental	3,029	3,446	3,350	3,350	3,350
100-143-531600-0000	Office Supplies	4,725	3,790	6,000	6,000	4,000
100-143-531650-0000	Office/Software Maintenance	19,466	23,983	46,900	46,900	16,400
100-143-535600-0000	Special Supplies	1,735	1,557	21,608	21,608	5,500
100-143-535600-0264	Special Supplies/COVID 19	42	93	-	-	-

**City of Dixon Budget FY 2022-23**  
**143 - ENGINEERING**

100-143-535750-0000	Training	1,632	4,027	4,200	4,200	4,500
100-143-535900-0000	Uniforms	1,225	2,442	2,000	2,000	2,000
100-143-536000-0000	Utilities	6,173	6,146	4,500	4,500	4,500
100-143-537500-0000	Vehicle Fuel	1,924	955	1,000	1,000	2,000
100-143-538000-0000	Vehicle Parts/Maintenance	832	3,309	750	1,350	1,350
100-143-539000-0000	Water	1,492	2,307	2,000	3,800	3,800
100-143-560400-0000	Capital Outlay	26,638	-	-	-	-
<b>TOTAL DEPT. EXPENDITURES</b>		<b>2,012,566</b>	<b>1,084,354</b>	<b>1,084,709</b>	<b>930,787</b>	<b>1,146,948</b>

**City of Dixon Budget FY 2022-23**  
**143 - ENGINEERING**  
**OPERATIONS EXPENSE SUMMARY**

Account Code	2022 Budget	2022 Estimated	2023 Budget	Brief Detail Description
520400	500	500	500	Advertising/Publications; Notice of Exemptions
521000	6,000	6,000	5,000	Custodial supplies (Annex and Trailer) \$3,000; HVAC maintenance \$1,000; <b>Bathroom fixtures \$1,000</b>
521800	4,130	4,130	6,000	Telephone system (\$240/month) & Cell phones 5-employees
521800-0209	3,250	1,250	-	Cell phone Stipend
522400	372,399	372,399	355,000	Traffic assessments (\$50K); Misc. on-call consultant services-geotechnical, material testing, appraisal/assessments, geotechnical and engineering services (\$120K); Staff augmentation (\$150K); <b>Update Construction Specifications &amp; General Provisions (\$35,000)</b>
522600	2,700	2,700	2,700	Alarm system, \$1,500 (Annex and Trailer); Pest Control, \$1,200 (\$100/month)
524200	1,500	1,000	1,000	CASQA (CA. Stormwater Quality Assn.) for access to manual updates; PE license renewals (bi-annual); Eng memberships (APWA/ASCE/etc.)
525800	23,875	23,875	23,875	Equipment Rental \$500; Vehicle leases \$23,375 (Vehicles 104, 106, 107, 109)
526000	500	500	500	Computer/voicemail maintenance and repairs
530200	100	100	100	Parking fees/bridge tolls; minor expenses for business meetings
531000	500	100	100	Mileage reimbursement
531400	3,350	3,350	3,350	Copier Contract/Maintenance (\$2,880); Plotter maintenance (\$470)
531600	6,000	6,000	4,000	Postage, paper for computer, plotter, map copier, copier toner, business cards, misc. supplies, coffee, water cooler service
531650	46,900	46,900	16,400	Software Maintenance and Annual licensing, including Solano County - GIS Aerial (\$4,000), AutoDesk (DLT Solutions) (\$2,400), ArcGIS Pro/Online (\$2,000), Streetsaver (\$5,000), Plan-IT (\$800), Handheld GIS annual fee (\$2,200)
535600	21,608	21,608	5,500	Misc. small tools (\$2,000); street and advance warning signs (\$2,000); <b>Replacement blinds/window coverings (\$1,500)</b>
535750	4,200	4,200	4,500	Training for 5 staff (various positions)- including AutoCAD, GIS, computer skills, pavement management, Map Act, safety, development fees and other engineering matters
535900	2,000	2,000	2,000	PPE- boots, safety vests, jackets, hard hats and work gloves
536000	4,500	4,500	4,500	Electricity for Annex and Trailer
537500	1,000	1,000	2,000	Fuel for four (4) vehicles
538000	750	1,350	1,350	Vehicle repairs/parts
539000	2,000	3,800	3,800	Water service for Annex and Trailer (Cal Water Service)
<b>Total</b>	<b>507,762</b>	<b>507,262</b>	<b>442,175</b>	

\*\* Plan check fees, assessment apportionments and map checks are reimbursable from developer fees.

**CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23**

**GENERAL FUND 100  
DEPT. 143  
ENGINEERING**

Title	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b><i>PERMANENT EMPLOYEES:</i></b>										
City Engineer/Utilities Director	1.00	166,333	11,979	18,767	229	116	2,684	567	674	201,349
Sr. Civil Engineer	1.00	115,151	8,471	18,767	229	116	1,942	476	2,642	147,794
Junior Engineer	1.00	79,879	5,967	14,617	229	116	1,370	335	1,861	104,374
Junior Engineer	1.00	72,592	5,423	18,743	229	116	1,324	305	1,691	100,423
Administrative Assistant	1.00	57,959	4,330	18,743	229	116	1,112	243	243	82,975
Subtotal:	5	491,914	36,170	89,637	1,145	580	8,432	1,926	7,111	636,915
<i>Other payroll costs:</i>										
PERS Health Admin		-	-	118	-	-	-	-	-	118
Retirement Health Benefit		-	-	-	-	-	-	-	-	-
PERS Retirement UAL		-	62,550	-	-	-	-	-	-	62,550
Overtime		5,000	-	-	-	-	73	-	117	5,190
Subtotal:		5,000	62,550	118	-	-	73	-	117	67,858
<b>GRAND TOTAL:</b>	<b>5.00</b>	<b>496,914</b>	<b>98,720</b>	<b>89,755</b>	<b>1,145</b>	<b>580</b>	<b>8,505</b>	<b>1,926</b>	<b>7,228</b>	<b>704,773</b>

# Public Works

The Public Works Department is responsible for the operation and maintenance of public facilities and systems used, owned, and enjoyed by the public. These facilities (works) and systems that form the basic framework and underlying foundation for our daily lives include the streets, sidewalks, streetlights, City buildings, and parks and recreation facilities and programs.

The General Fund Public Works divisions include:

- Division 152 – Parks and Building Maintenance
- Division 153 – Streets Maintenance
- Division 154 – Storm Drain Maintenance (Managed by City Engineer/Utilities Department)
- Division 171 – Recreation
- Division 172 – Senior Multi-Use Center (SMUC)

## Public Works Mission

Develop, operate, and maintain public facilities, structures and recreation programs in a cost effective manner while providing a safe and healthy environment.

## **Current Year – 2022 – Divisional Accomplishments**

### **Parks & Building Maintenance Division:**

- Supervised and implemented capital improvements to various City infrastructure (e.g., City Council Chamber and City Hall HVAC replacement, SMUC flooring replacement, Fire Department Roof replacement, and alarm upgrades)
- Completed various maintenance and repairs of City parks and facilities (e.g., Installation of a new playground and shade structure at Northwest Park, landscape installation at Hometown triangle, upgraded barbecues and drinking fountains, path repairs, irrigation, pruning palm trees at City hall, tree planting and removals)
- On-going custodial services to all City facilities

### **Streets Maintenance Division:**

- Completed asphalt repairs and crack sealing throughout the City as part of the on-going pavement repair program
- Replaced street name signs on arterial and collector streets to meet new standards for higher reflectivity and readability (on-going)
- On-going LED conversion to pole top heads
- Maintenance and repair of sidewalks, traffic signs, striping, medians, and lighting within City right of way

**Storm Drain Maintenance Division:**

- Conducted cleaning and videoing of storm drain infrastructure Citywide (approximately 25% complete this year)
- Managed and maintained storm ponds and pump station including initiating buildout of Valley Glen pump station facilities to accommodate Division staff
- Completed emergency generator repairs and fuel system upgrades at Valley Glen pump station
- Replaced two failing drainage inlets

**Recreation:**

- Determined and successfully implemented a plan to offer aquatic programs during the COVID-19 pandemic
- Partnered with National Academy of Athletics to offer basketball camps and a basketball league during the COVID-19 pandemic
- Purchased attendant booth and opened the new All Weather Synthetic Play Field in Hall Park
- Updated park facility fees
- Managed major pool maintenance repair projects at the Pat Granucci Aquatic Center
- Worked with local youth sports organizations in completing MOU Agreements, enabling them to resume play post COVID-19
- Offered American Red Cross certified trainings: lifeguard training, CPR/AED, Bloodborne Pathogens, First-Aid, Tittle 22 First-Aid, Babysitting

**Senior Center & Programs:**

- Facilitated meetings with Dixon Senior Club and Dixon Advocates for Seniors groups to plan and coordinate activities including the spring Senior Resource Fair
- Facilitated Meals on Wheels Home Delivery Meal Program and assisted other organizations who provided donated food to Dixon seniors
- Coordinated with the Dixon Rotary Club to offer the annual St. Patrick's Lunch for seniors event in a drive-thru format
- Reopened the Senior/Multi-Use Center and offered new senior citizen activities such as Chair Yoga, Senior Fitness, Tech Support for seniors and Busy Bee's Sewing/Craft Group, etc.
- Received and expended grant funds to enhance recreational opportunities available to seniors



- Collaborated with Solano County to provide a safe and compliant polling site for the September, November and June elections

## **Budget Year – 2023 – Divisional Work Plan/Goals**

### **Parks & Building Maintenance Division:**

- Continue to supervise and implement capital improvements to various City infrastructure (e.g., painting, MSC front office roof, access control for City Hall, Hall Park shade structure and amenity upgrades, bathroom remodels, initiate Design of MSC reconstruction, Hall Park Tennis court reconstruction, LED light upgrades in Parks).
- Continue to complete various maintenance and repairs of City parks and facilities
- Continue to provide on-going custodial services to all City facilities

### **Streets Maintenance Division:**

- Continue Street Sign Replacement Program (regulatory, caution, construction, school, and pedestrian) to comply with City Standards
- Continue asphalt repairs and crack sealing throughout the City as part of the on-going pavement repair program

### **Storm Drain Maintenance Division:**

- Continue to clean and video citywide storm drain system (goal of 20% per year)
- Replace ten damaged storm drain inlets citywide
- Continue storm drain sampling program and best management practices in order to comply with evolving State regulations including implantation of recently adopted Pyrethroid Management Program
- Continue buildout and improvements to Valley Glen pump station to accommodate Division staff and improve operational efficiency

### **Recreation:**

- Continue to work with National Academy of Athletics to expand youth sports programming
- Hire, train and initiate new Aquatics Maintenance Worker
- Offer a range of aquatics programs with very limited staff
- Work with the Parks & Recreation Commission to update Parks Master Plan
- Research potential future Recreation special events

**Senior Center & Programs:**

- Continue to provide successful senior citizens programs post COVID
- Continue to work with the Dixon Senior Club and Dixon Advocates for seniors groups to plan special senior events including an ice cream social, community garage sale and the annual holiday dinner/luncheon
- Create plan to provide outreach to senior citizens in new neighborhoods and senior housing developments
- Collaborate with other City divisions/departments to complete kitchen project

**City of Dixon Budget FY 2022-23**  
**152 - PW PARK AND BUILDING MAINTENANCE**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
100-152-511000-0000	Salaries/Wages	586,373	781,942	935,116	851,350	1,042,256
100-152-511000-0264	Salaries/Wages - COVID 19	-	-	-	6,576	-
100-152-511020-0000	Comp Paid	10,875	9,531	-	12,343	-
100-152-511100-0000	Salaries/Wages PT	30,780	23,744	11,650	6,229	-
100-152-511200-0000	Overtime	3,411	10,911	6,000	19,644	20,000
100-152-511300-0000	Standby	20,180	21,820	21,460	21,826	21,460
100-152-511900-0000	Separation Pay	2,114	2,067	-	778	-
100-152-512100-0000	Medicare	10,474	12,564	17,765	13,301	18,980
100-152-512200-0000	Retirement	127,124	167,292	187,585	168,528	210,088
100-152-512210-0000	Retirement - PARS	-	75	757	81	-
100-152-512300-0000	Disability Insurance	2,508	3,287	4,590	3,411	4,111
100-152-512400-0000	Health Insurance	129,253	161,531	183,670	172,857	225,584
100-152-512401-0000	Retiree Health	40,502	16,832	6,948	3,053	5,422
100-152-512420-0000	Dental Insurance	1,383	2,998	3,235	2,680	3,438
100-152-512430-0000	Vision Insurance	718	1,507	1,638	1,442	1,746
100-152-512600-0000	Worker's Comp Insurance	61,369	82,493	70,725	93,735	113,160
100-152-521000-0000	Bld/Site Maintenance	30,655	96,881	154,044	156,144	143,444
100-152-521400-0000	Chemicals	1,054	4,444	5,200	5,200	6,000
100-152-521800-0000	Communications	3,837	5,962	6,560	6,560	6,560
100-152-521800-0209	Communications - Emp Stipend	900	900	5,400	5,400	5,400
100-152-522400-0000	Consultants - Professional	-	-	25,000	25,000	-
100-152-522600-0000	Contr Servs - Non Professional	24,716	28,620	53,300	62,300	80,300
100-152-524000-0000	DMV Exams/Physicals	355	352	-	-	-
100-152-524200-0000	Dues/Subscriptions	550	199	1,000	1,000	1,000
100-152-525800-0000	Equip Rental	4,648	8,126	74,781	74,781	75,573
100-152-525800-0265	Equipment Rental – Protest Saf	-	2,544	-	-	-
100-152-526000-0000	Equip Repairs/Maintenance	26,456	19,598	13,000	18,000	18,000
100-152-531400-0000	Office Equip Maint/Rental	734	923	2,500	2,500	3,280
100-152-531600-0000	Office Supplies	980	959	750	750	1,000
100-152-531900-0000	Permits/Licenses/Fees	650	491	500	500	500
100-152-535500-0000	Small Tools	2,329	2,754	2,500	2,500	3,000
100-152-535600-0000	Special Supplies	66,798	67,260	75,000	75,000	69,400
100-152-535600-0104	Special Supplies/Playgrnd Sfty	4,518	5,929	25,000	25,000	20,000
100-152-535600-0105	Special Supplies/Fence Repair	500	6,530	10,000	10,000	20,000
100-152-535750-0000	Training	240	1,711	3,999	3,999	4,000
100-152-535900-0000	Uniforms	11,203	10,339	10,000	14,000	14,000
100-152-536000-0000	Utilities	-	-	180,000	180,000	180,000
100-152-536500-0000	Utilities - Park Path Lights	5,840	6,539	5,000	5,000	5,000
100-152-537500-0000	Vehicle Fuel	18,042	22,445	18,000	18,000	20,000
100-152-538000-0000	Vehicle Parts/Maintenance	4,348	10,682	16,117	16,117	10,000
100-152-539000-0000	Water	-	-	300,000	300,000	300,000
100-152-560400-0000	Capital Outlay	197,326	87,393	415,355	427,355	175,500
<b>TOTAL DEPT. EXPENDITURES</b>		<b>1,433,744</b>	<b>1,690,174</b>	<b>2,854,145</b>	<b>2,812,939</b>	<b>2,828,203</b>

**City of Dixon Budget FY 2022-23**  
**152 - PW PARK AND BUILDING MAINTENANCE**  
**OPERATIONS EXPENSE SUMMARY**

Account Code	2022		2023		Brief Detail Description
	Budget	Estimated	Budget		
521000	154,044	156,144	143,444		Prune, shape, and spray trees - City Hall & Hall Park parking lot, \$5,000; Mats & custodial/building maintenance supplies @ MSC and City Hall, \$4,000; Electric, plumbing, and HVAC repairs \$3,500; Cleaning supplies, \$4,000; Alarm system at MSC, \$1,200; Misc. other repairs at City facilities, Dixon Family Services, and Chamber of Commerce; <b>Increase for COVID supplies, \$3000</b> ; Sanitation and maintenance of the Arena, \$6,000; Sanitation and maintenance of Hall Park Phase 3, \$9,000; Maintenance of Pardi Market, \$1,000, Cleaning & maintenance of Finance Annex \$5,000
521400	5,200	5,200	6,000		Fertilizer & weed program
521800	6,560	6,560	6,560		Phones & fax line @ MSC, \$2,000; purchase of cell phones and data service x 6 staff, \$3,600, monthly charge for MSC alarm communications
521800-0209	5,400	5,400	5,400		Cell phone stipend for 6 staff x \$75/month (voice/data)
522400	25,000	25,000	-		SB1385 Consultant
522600	53,300	62,300	80,300		Path light repairs, Pest control @ MSC, Fire alarm in the MSC break room, Operating fertigation system for Hall Park \$20,000, Contract tree pruning (lift truck), Landscape maintenance supplies and services (previously through CDF); Operating fertigation system for NW Park \$20,000, Rodent Control \$4,000, <b>MSC Gate Maintenance \$3,000</b>
524200	1,000	1,000	1,000		Annual dues for pesticide certification & pool operator certification
525800	74,781	74,781	75,573		Miscellaneous rental equipment (e.g., stump grinder, trailers, sod cutters, aerial lift), \$4,160; Port-a-Potty for Patwin & Veterans Parks
526000	13,000	18,000	18,000		Parts to repair equipment including mowers, sweepers, tractors, vacuum cleaners, buffer, jacks, hoists and power tools; repairs for MSC office equipment
531400	2,500	2,500	3,280		Office Equipment Maintenance/Rental Caltronics (Overages on Copies) Total for year \$400; DeLage-Copier Lease \$1,400/yr, Ice Machine Rental \$1,400
531600	750	750	1,000		Copier/computer paper, print cartridges, business cards, office supplies
531900	500	500	500		Annual permits fees - CUPA program
535500	2,500	2,500	3,000		Small tools
535600	75,000	75,000	69,400		Sprinkler parts, trees, mulch, tennis court nets, rest room supplies, park signs, graffiti remover, path light parts, nuts, bolts, grease, parts, \$35,700; computer supplies @ MSC, \$500; first aid & eyewash kits, \$800; carpet & furniture cleaners, bathroom supplies, brooms, disinfectants, light bulbs, ballasts, hardware, \$5,000; fire extinguisher service, \$3,000
535600-0104	25,000	25,000	20,000		Playground/pedestrian safety - wood chip landing material \$10,000; replace damaged playground parts and park pathway tripping hazards \$10,000
535600-0105	10,000	10,000	20,000		Shared Fence Repair Policy
535750	3,999	3,999	4,000		Training for pesticide exam, pool maintenance, playground safety, and tree maintenance
535900	10,000	14,000	14,000		Uniforms, jackets, and rain gear
536000	180,000	180,000	180,000		Electricity for ball fields, Stevens arena, tennis courts, and basketball court lights, gas/electricity at pool facility, MSC, City Hall, Hall Park Phase 3, and Pardi Market
536500	5,000	5,000	5,000		Park path lights (six parks)
537500	18,000	18,000	20,000		Fuel for vehicles and equipment
538000	16,117	16,117	10,000		Parts to repair vehicles
539000	300,000	300,000	300,000		Water for restrooms & irrigation at six parks, pool facility, and City facilities
560400	415,355	427,355	175,500		Capital Outlay - see detail on Capital Equipment page
<b>Total</b>	<b>1,403,006</b>	<b>1,435,106</b>	<b>1,161,957</b>		

***CITY OF DIXON***  
**CAPITAL EQUIPMENT (not included in Capital Project Funds)**  
**152 - Parks & Building Maintenance**

(R)eplacement (N)ew or	Category*	Item Description	Unit Cost per	Quantity	Total
R	B	Security Upgrade - City Hall	60,000	1.00	60,000
R	B	Security Upgrade - Engineering	54,000	1.00	54,000
R	E	6' Exmark Mower	50,000	1.00	50,000
R	E	ATV Sprayer	23,000	0.50	11,500
				<b>Total</b>	<b>175,500</b>

\*Category:      V = Vehicles  
                       F = Furniture/Fixtures  
                       E = Equipment  
                       B = Buildings

CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23

GENERAL FUND 100  
DEPT. 152  
PW - PARKS AND BUILDING MAINTENANCE

Title	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>										
Public Works Director	1.00	164,497	11,765	10,849	229	116	2,543	567	662	191,228
Public Works Superintendent	1.00	112,848	8,024	14,424	229	116	1,845	425	13,881	151,793
Sr. Maintenance Worker	1.00	75,588	5,450	14,617	229	116	1,308	289	9,428	107,025
Maintenance Worker II	1.00	68,635	4,949	18,743	229	116	1,267	262	8,561	102,763
Maintenance Worker II	1.00	63,937	4,776	18,743	229	116	1,199	256	8,357	97,614
Maintenance Worker II	1.00	63,367	4,733	18,743	229	116	1,191	261	8,529	97,170
Maintenance Worker II	1.00	65,467	4,890	14,617	229	116	1,161	262	8,561	95,304
Sr. Maintenance Worker	1.00	59,360	4,434	18,743	229	116	1,133	249	8,144	92,409
Maintenance Worker II	1.00	62,384	4,660	7,225	229	116	1,009	254	8,310	84,188
Maintenance Worker II	1.00	56,076	4,189	14,617	229	116	1,025	236	7,694	84,182
Maintenance Worker II	1.00	50,103	3,743	18,743	229	116	998	210	6,874	81,018
Maintenance Worker II	1.00	50,103	3,743	18,743	229	116	998	210	6,874	81,018
Maintenance Worker I	1.00	52,798	3,944	14,617	229	116	978	222	7,244	80,148
Maintenance Worker I	1.00	51,811	3,870	14,617	229	116	963	218	7,108	78,933
Administrative Clerk I	1.00	45,282	3,383	7,225	229	116	761	190	190	57,378
Subtotal:	15	1,042,256	76,553	225,270	3,438	1,746	18,379	4,111	110,416	1,482,169
<i>Other payroll costs:</i>										
PERS Health Administration		-	-	314	-	-	-	-	-	314
Retirement Health Benefit		-	-	5,422	-	-	-	-	-	5,422
PERS Retirement UAL		-	133,535	-	-	-	-	-	-	133,535
Overtime		20,000	-	-	-	-	290	-	2,744	23,034
Stand-by pay		21,460	-	-	-	-	311	-	-	21,771
Subtotal:		41,460	133,535	5,736	-	-	601	-	2,744	184,076
<b>GRAND TOTAL:</b>	<b>15.00</b>	<b>1,083,716</b>	<b>210,088</b>	<b>231,006</b>	<b>3,438</b>	<b>1,746</b>	<b>18,980</b>	<b>4,111</b>	<b>113,160</b>	<b>1,666,246</b>

**City of Dixon Budget FY 2022-23**  
**153 - PW STREET MAINTNANCE**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
100-153-511000-0000	Salaries/Wages	289,281	293,934	302,123	245,454	302,156
100-153-511020-0000	Comp Paid	2,274	2,586	-	532	-
100-153-511200-0000	Overtime	8,011	2,922	9,000	3,392	9,000
100-153-511300-0000	Standby	14,440	17,052	21,460	21,878	21,460
100-153-511900-0000	Separation Pay	50,896	1,977	-	6,977	-
100-153-512100-0000	Medicare	3,557	4,692	6,508	4,146	6,373
100-153-512200-0000	Retirement	66,566	56,237	52,814	39,008	61,604
100-153-512300-0000	Disability Insurance	1,265	1,207	1,530	786	1,248
100-153-512400-0000	Health Insurance	72,678	74,790	74,297	55,229	89,732
100-153-512401-0000	Retiree Health	1,680	20,725	19,664	27,940	18,981
100-153-512420-0000	Dental Insurance	583	1,056	1,088	828	1,145
100-153-512430-0000	Vision Insurance	296	536	551	420	580
100-153-512500-0000	Unemployment Insurance	-	1,748	-	2,098	-
100-153-512600-0000	Worker's Comp Insurance	31,685	38,042	30,181	34,333	42,013
100-153-521400-0000	Chemicals	1,641	1,872	4,000	4,000	4,000
100-153-521800-0000	Communications	2,182	2,214	4,500	4,500	4,500
100-153-522600-0000	Contr Servs - Non Professional	5,420	14,618	15,382	28,382	25,000
100-153-524000-0000	DMV Exams/Physicals	150	502	-	-	-
100-153-524200-0000	Dues/Subscriptions	1,431	2,517	3,300	3,350	3,350
100-153-525800-0000	Equip Rental	-	567	35,036	35,036	36,036
100-153-526000-0000	Equip Repairs/Maintenance	4,330	3,580	5,000	5,000	5,000
100-153-527400-0000	Recycling	18,924	19,842	42,100	42,100	42,100
100-153-531400-0000	Office Equip Maint/Rental	734	180	1,620	1,620	3,280
100-153-531600-0000	Office Supplies	415	1,359	500	500	700
100-153-531900-0000	Permits/Licenses/Fees	418	155	700	700	700
100-153-535500-0000	Small Tools	1,666	4,409	3,000	3,000	3,000
100-153-535600-0000	Special Supplies	46,304	40,413	59,000	59,000	59,000
100-153-535750-0000	Training	699	590	1,700	1,700	1,700
100-153-535900-0000	Uniforms	6,089	5,215	5,500	8,500	6,000
100-153-536000-0000	Utilities	42,446	57,447	50,000	58,000	60,000
100-153-537500-0000	Vehicle Fuel	21,154	24,638	17,500	21,000	25,000
100-153-538000-0000	Vehicle Parts/Maintenance	1,262	4,925	6,216	6,216	6,000
100-153-539000-0000	Water	18,105	23,509	25,000	25,000	27,500
100-153-560400-0000	Capital Outlay	12,136	-	-	-	11,500
<b>TOTAL DEPT. EXPENDITURES</b>		<b>728,720</b>	<b>726,057</b>	<b>799,270</b>	<b>750,626</b>	<b>878,658</b>

**City of Dixon Budget FY 2022-23**  
**153 - PW STREET MAINTENANCE**  
**OPERATING EXPENSES SUMMARY SHEET**

Account Code	2022		2023	Brief Detail Description
	Budget	Estimated	Budget	
521400	4,000	4,000	4,000	Chemicals for weed abatement; fertilizer/growth regulator
521800	4,500	4,500	4,500	Internet and Dept issued cell phones (purchase of cell phones w/data for all staff)
522600	15,382	28,382	25,000	Street light repairs (routine & knockdown)
524200	3,300	3,350	3,350	Annual dues for pesticide certification \$400 for additional staff; USA membership fee \$900
525800	35,036	35,036	36,036	Lift bucket for pruning, misc. equipment
526000	5,000	5,000	5,000	Parts to repair equipment
527400	42,100	42,100	42,100	CalRecycle Beverage Container Grant (recycling promotions & litter abatement), \$5,100; Pro-rata cost for Dixon residents to recycle household hazardous waste at the Vacaville facility, \$37,000
531400	1,620	1,620	3,280	Office Equipment Maintenance/Rental Caltronics (Overages on Copies) Total for year \$1000 (Distributed over 3 Divisions 153 40%; 152 40%; 350 20%); DeLage-Copier Lease \$3600/yr (Distributed over 3 Divisions (153 40%; 152 40%; 305-301 20%) Ice Machine Rental (Company TBD) Total for year \$3600 (Distributed over 3 Divisions 152 @ 40%; 153 @ 40%; 350 @ 20%)
531600	500	500	700	Copier/computer paper, print cartridges, business cards, misc. office supplies
531900	700	700	700	Pesticide Applicators Pro; CA Dept Pest Regs/License; California Water Environment
535500	3,000	3,000	3,000	Tools for street/sidewalk, rights-of-way, storm drains, and median island repairs, chainsaws, trimmers, pneumatic tools, leaf blowers, edgers, toppers, and grinding heads
535600	59,000	59,000	59,000	Concrete, traffic paint, gravel, rip rap rock, asphalt, signs, safety cones, bollards, reflectors, increased paving materials
535750	1,700	1,700	1,700	Training - pesticide application, traffic control & chipper/chainsaw safety
535900	5,500	8,500	6,000	Uniforms, jackets and rain gear
536000	50,000	58,000	60,000	PG&E charges for street/parking lot lights, flashing beacons, lighted crosswalks, traffic signals, West B undercrossing.
537500	17,500	21,000	25,000	Fuel for vehicles and equipment
538000	6,216	6,216	6,000	Parts to repair vehicles including pesticide truck
539000	25,000	25,000	27,500	Water - median islands, landscaping, park & ride lot, multi-modal
560400	-	-	11,500	Capital Outlay
<b>Total</b>	<b>280,054</b>	<b>307,604</b>	<b>324,366</b>	



***CITY OF DIXON***  
**CAPITAL EQUIPMENT (not included in Capital Project Funds)**  
**153 - STREET MAINTENANCE**

(N)ew or (R)eplacement	Category*	Priority	Item Description	Cost per Unit	Quantity	Total
R	E	3	ATV Sprayer	23,000	0.50	11,500
<b>Total</b>						<b>11,500</b>

\*Category:      V = Vehicles  
                       F = Furniture/Fixtures  
                       E = Equipment  
                       B = Buildings

CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23

GENERAL FUND 100  
DEPT. 153  
PW - STREET MAINTENANCE

Title	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>										
Maintenance Worker II	1.00	65,467	4,890	18,743	229	116	1,221	262	8,561	99,489
Maintenance Worker II	1.00	64,267	4,801	18,743	229	116	1,204	262	8,561	98,183
Sr. Maintenance Worker	1.00	59,360	4,434	18,743	229	116	1,133	249	8,144	92,408
Sr. Maintenance Worker	1.00	59,360	4,434	18,743	229	116	1,133	249	8,144	92,408
Maintenance Worker II	1.00	53,702	4,012	14,617	229	116	991	226	7,368	81,261
Subtotal:	5	302,156	22,571	89,589	1,145	580	5,682	1,248	40,778	463,749
<i>Other payroll costs:</i>										
PERS Health Administration	-	-	-	143	-	-	-	-	-	143
Retirement Health Benefit	-	-	-	18,981	-	-	249	-	-	19,230
PERS Retirement UAL	-	-	39,033	-	-	-	-	-	-	39,033
Overtime	-	9,000	-	-	-	-	131	-	1,235	10,366
Stand-by pay	-	21,460	-	-	-	-	311	-	-	21,771
Subtotal:	-	30,460	39,033	19,124	-	-	691	-	1,235	90,543
<b>GRAND TOTAL:</b>	<b>5.00</b>	<b>332,616</b>	<b>61,604</b>	<b>108,713</b>	<b>1,145</b>	<b>580</b>	<b>6,373</b>	<b>1,248</b>	<b>42,013</b>	<b>554,292</b>

**City of Dixon Budget FY 2022-23**  
**154 - PW STORM DRAIN MAINTENANCE**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
100-154-511000-0000	Salaries/Wages	70,027	66,531	78,551	67,492	68,619
100-154-511020-0000	Comp Paid	1,302	672	-	1,388	-
100-154-511200-0000	Overtime	2,531	1,730	3,000	7,310	15,000
100-154-511300-0000	Standby	4,365	5,002	5,500	5,351	5,500
100-154-511900-0000	Separation Pay	16,965	659	-	-	-
100-154-512100-0000	Medicare	700	999	1,710	1,193	1,565
100-154-512200-0000	Retirement	25,027	21,821	21,208	22,529	13,886
100-154-512300-0000	Disability Insurance	244	269	408	257	272
100-154-512400-0000	Health Insurance	15,602	16,586	20,234	15,986	18,774
100-154-512420-0000	Dental Insurance	117	218	285	221	228
100-154-512430-0000	Vision Insurance	59	111	145	113	116
100-154-512500-0000	Unemployment Insurance	-	583	-	699	-
100-154-512600-0000	Worker's Comp Insurance	7,761	8,862	8,104	10,518	10,941
100-154-520400-0000	Advertising/Publications	-	-	1,048	1,048	1,500
100-154-521400-0000	Chemicals	-	1,661	4,000	5,500	5,500
100-154-521800-0000	Communications	1,259	913	1,500	1,500	1,500
100-154-522400-0000	Consultants - Professional	-	-	-	-	15,000
100-154-522600-0000	Contr Servs - Non Professional	1,182	-	61,619	61,619	53,000
100-154-524200-0000	Dues/Subscriptions	279	-	300	300	1,200
100-154-525800-0000	Equip Rental	-	313	500	500	10,600
100-154-526000-0000	Equip Repairs/Maintenance	4,048	3,641	8,219	8,219	10,000
100-154-531400-0000	Office Equip Maint/Rental	747	180	1,260	1,260	1,260
100-154-531600-0000	Office Supplies	381	586	300	300	1,000
100-154-531650-0000	Office/Software Maintenance	-	870	-	-	3,500
100-154-531900-0000	Permits/Licenses/Fees	37,536	47,975	40,359	40,359	79,157
100-154-535500-0000	Small Tools	-	656	1,300	1,300	3,000
100-154-535600-0000	Special Supplies	3,374	4,406	4,500	6,000	6,000
100-154-535600-0264	Special Supplies/COVID 19	21	-	-	-	-
100-154-535750-0000	Training	-	2,552	3,000	3,000	4,500
100-154-535900-0000	Uniforms	-	800	850	850	1,750
100-154-536000-0000	Utilities	306	385	400	400	400
100-154-537500-0000	Vehicle Fuel	3,095	2,190	3,000	2,000	3,000
100-154-538000-0000	Vehicle Parts/Maintenance	620	3,926	4,800	4,800	4,800
100-154-539000-0000	Water	-	-	-	-	1,750
100-154-560400-0000	Capital Outlay	12,136	-	11,500	11,500	70,000
<b>TOTAL DEPT. EXPENDITURES</b>		<b>209,686</b>	<b>195,096</b>	<b>287,600</b>	<b>283,511</b>	<b>413,318</b>

**City of Dixon Budget FY 2022-23**  
**154 - PW STORM DRAIN MAINTENANCE**  
**OPERATING EXPENSES SUMMARY**

2022		2023		Brief Detail Description
Account Code	Budget	Estimated	Budget	
520400	1,048	1,048	1,500	\$1,200 Coastal Cleanup; \$300 Advertising
521400	4,000	5,500	5,500	Chemicals for weed abatement; fertilizer/growth regulator; chemical containment
521800	1,500	1,500	1,500	Pump station land lines and cell phones.
522400	-	-	15,000	<b>Update Construction Specifications (\$15,000)</b>
522600	61,619	61,619	53,000	\$50k Storm drain renewal and replacement, replacing 10 catch basins. <b>\$1,500 water sampling. \$1,500 Pyrethroid sampling.</b>
524200	300	300	1,200	Annual dues for pesticide certification (4 employees x \$300)
525800	500	500	10,600	Misc. equipment for storm drain maintenance and 4 storm ponds; \$9,600 Ford F-250 Lease
526000	8,219	8,219	10,000	Parts to repair equipment, including Doyle drainage pond pumps. Portion of VacCon repairs.
531400	1,260	1,260	1,260	Office Equipment Maintenance/Rental Caltronics Total for year \$3600 (Distributed over 4 Dept 154 20%; 153 30%; 152 30%; 305-301 20%) Quench (Ice Machine) Billed Quarterly Total for year 3594.92 (Distributed over 5 Dept. 152 30%; 153 15%; 154 15%; 305-301 20% 350-300 20%)
531600	300	300	1,000	Copier/computer paper; print cartridges, business cards, misc. office supplies
531650	-	-	3,500	25% of \$14k upgrade to GraniteNet Software for CCTV truck (remaining 75% to 305-301)
531900	40,359	40,359	79,157	<b>Annual DRCD fee/DRWJPA/Acquisition JPA, \$19,700; Solano County Water Authority shared admin. Fee, \$6,075; Dept. of Water Resources, \$1,600; YSAQMD renewal fee permit No. P-12-07, \$550; State Water Resources Control Board fees, \$9,000.</b> Dixon (RCD) Resource Conservation District-Ditch Maintenance \$20,133; Dixon Regional Watershed JPA \$4,223; Solano County Water Agency - Ulatris FCP \$4,821; Solano Water Authority \$1,843.48; SWRCB MS4 permit (Solano Water Resource Control Board)-ID #: 5S48M2000078 \$10,602; <b>Division of Dam Safety Inspection/Permit (Pond A) \$5,000</b>
535500	1,300	1,300	3,000	Tools for storm drain maintenance; <b>weed eater, hedger, blower</b>
535600	4,500	6,000	6,000	\$3,200 - gravel/rip rap for 4 ponds; \$800 - safety: harnesses, cones/signs; \$500 - two way radios; \$1,500 - concrete, erosion control, cleaning heads
535750	3,000	3,000	4,500	\$3,600 NASSCO Certs (25% 154, 75% 305-301); \$1600 Pesticides (50% 154, 50% 305-301); \$500 TCP (25% 154, 75% 305-301); \$800 Confined Space (25% 154 75% 305-301); \$400 USA Locating (25% 154, 75% 305-301) \$2,000 Annual Storm Water Regulation Training, \$1,000 HAZMAT (25% 154, 75% 305-301)
535900	850	850	1,750	Uniforms, \$500 PPE - 4 staff
536000	400	400	400	Doyle Lane drainage pond pump and portion of Lateral 1 monitoring stations
537500	3,000	2,000	3,000	Fuel for vehicles and equipment - 4 staff
538000	4,800	4,800	4,800	Parts to repair vehicles including old VacCon truck and pesticide truck;
539000	-	-	1,750	Water - irrigation systems @ Doyle Ln & Creekside if necessary; Refill of VacCon truck tanks as necessary
560400	11,500	11,500	70,000	See Capital Equipment sheet
<b>Total</b>	<b>148,455</b>	<b>150,455</b>	<b>278,417</b>	

**CITY OF DIXON**  
**CAPITAL EQUIPMENT (not included in Capital Project Funds)**  
**154 - PUBLIC WORKS - STORM DRAIN MAINTENANCE**

(N)ew or (R)eplacement	Category*	Item Description	Cost per Unit	Quantity	Total
N	E	Kubota M4 Series Utility Tractor with Attachments for Storm Pond Maintenance	70,000	1.00	70,000
				<b>Total</b>	<b>70,000</b>

\*Category:      V = Vehicles  
                       F = Furniture/Fixtures  
                       E = Equipment  
                       B = Buildings

CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23

GENERAL FUND 100  
DEPT. 154  
PW - STORM DRAIN MAINTENANCE

Title	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>										
Sr. Utilities Maintenance Worker	0.25	20,574	1,483	4,686	57	29	366	79	2,566	29,840
Utilities Maintenance Worker II	0.25	19,008	1,370	4,686	57	29	344	71	2,333	27,898
Utilities Maintenance Worker I	0.25	14,626	1,093	4,686	57	29	280	61	2,007	22,839
Utilities Maintenance Worker I	0.25	14,411	1,076	4,686	57	29	277	61	1,977	22,574
Subtotal:	1	68,619	5,022	18,744	228	116	1,267	272	8,883	103,151
<i>Other payroll costs:</i>										
PERS Health Administration				30						30
PERS Retirement UAL		-	8,864	-	-	-	-	-	-	8,864
Overtime		15,000	-	-	-	-	218	-	2,058	17,276
Stand-by pay		5,500	-	-	-	-	80	-	-	5,580
Subtotal:		20,500	8,864	30	-	-	298	-	2,058	31,750
<b>GRAND TOTAL:</b>	<b>1.00</b>	<b>89,119</b>	<b>13,886</b>	<b>18,774</b>	<b>228</b>	<b>116</b>	<b>1,565</b>	<b>272</b>	<b>10,941</b>	<b>134,901</b>

Note: Due to multiple divisions and projects throughout, several personnel are still full-time equivalent positions, but have been distributed in accordance with their duties and time.

**City of Dixon Budget FY 2022-23**  
**171 - RECREATION**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
100-171-511000-0000	Salaries/Wages	107,865	119,958	164,040	126,731	176,258
100-171-511010-0000	Admin Leave Paid	-	650	-	676	-
100-171-511020-0000	Comp Paid	291	-	-	-	-
100-171-511100-0000	Salaries/Wages PT	2,847	1,514	13,292	5,863	14,235
100-171-511120-0000	Aquatics Personnel	42,539	24,462	120,423	40,735	128,477
100-171-511200-0000	Overtime	-	-	150	-	150
100-171-512100-0000	Medicare	2,117	2,077	5,057	2,461	5,213
100-171-512200-0000	Retirement	23,054	29,926	31,358	31,077	35,672
100-171-512210-0000	Retirement - PARS	538	332	1,738	604	1,854
100-171-512300-0000	Disability Insurance	429	490	838	506	719
100-171-512400-0000	Health Insurance	19,760	20,293	34,444	22,051	40,726
100-171-512420-0000	Dental Insurance	178	324	550	301	550
100-171-512430-0000	Vision Insurance	90	165	279	153	279
100-171-512600-0000	Worker's Comp Insurance	2,369	2,559	9,398	2,719	12,046
100-171-520400-0000	Advertising/Legal Notices/Pubs	1,460	3	4,000	4,000	4,000
100-171-521000-0101	Bldg Site Maintenance - Pool	-	-	53,500	53,500	50,000
100-171-521400-0101	Chemicals - Pool	-	-	30,000	30,000	30,000
100-171-521800-0209	Communications-Emp Stipend	1,606	900	900	900	900
100-171-522600-0101	Contr Servs - Non Prof/Pool	-	-	860	1,140	1,140
100-171-524200-0000	Dues/Subscriptions	722	1,277	2,360	2,360	1,910
100-171-525800-0000	Equipment Rental	-	-	6,622	3,311	6,622
100-171-526000-0000	Equip Repairs/Maintenance	-	-	300	300	300
100-171-531000-0000	Mileage Reimbursement	93	139	200	200	200
100-171-531600-0000	Office Supplies	619	482	750	750	1,000
100-171-531650-0000	Office/Software Maintenance	-	-	150	150	150
100-171-531900-0101	Permits/Licenses/Fees	-	-	90	1,264	1,300
100-171-532000-0000	Personnel/Recruiting	160	64	200	200	-
100-171-532600-0000	Playground/Spec Events	333	-	1,900	1,900	1,900
100-171-532600-0247	Special Events-Reimbursed	2,330	-	-	-	-
100-171-533600-0000	Rec - Aquatics	2,161	6,901	14,940	14,940	10,000
100-171-534500-0000	Fees - Administration	1,581	60	1,700	1,700	1,700
100-171-535500-0000	Small Tools	-	-	1,500	1,500	1,500
100-171-535600-0000	Special Supplies	289	320	850	1,350	850
100-171-535600-0101	Special Supplies - Pool	-	-	8,200	8,200	8,200
100-171-535750-0000	Training	281	642	700	700	700
100-171-537500-0000	Vehicle Fuel	-	-	500	500	500
100-171-535900-0000	Uniforms	-	-	-	1,300	300
100-171-560400-0000	Capital Outlay	-	-	-	-	-
100-171-560400-0101	Capital Outlay/Pool	-	-	15,000	15,000	-
<b>TOTAL DEPT. EXPENDITURES</b>		<b>213,711</b>	<b>213,536</b>	<b>526,789</b>	<b>379,040</b>	<b>539,351</b>

# City of Dixon Budget FY 2022-23

## 171 - RECREATION

### OPERATING EXPENSES SUMMARY SHEET

Account Code	2022		2023		Brief Detail Description
	Budget	Estimated	Budget		
520400	4,000	4,000	4,000		DYB & Swim Lesson fliers; Color Copies of 2022 Swim Season brochure; one postcard mailing and one set of door hangers for Movies in the Park
521000-0101	53,500	53,500	50,000		Service pool heaters, repair mastic around all pools, increase water pressure in showers, repair leaks in shower walls in men's and women's locker rooms, remove calcium stains in locker rooms, replace chipped tiles around all pools, replace underwater pool lights.
521400-0101	30,000	30,000	30,000		Pool - Chemicals
521800-0209	900	900	900		Cell phone stipend for Recreation Supervisor at \$75/month (voice & data service)
522600-0101	860	1,140	1,140		Contr Servs - Non Prof/Pool, Bugman
524200	2,360	2,360	1,910		ASCAP, BMI, SESAC licensing fees; CPRS Membership, BAPO Membership, When-to-Work software
525800	6,622	3,311	6,622		Enterprise Vehicle Lease (1 vehicle)
526000	300	300	300		AED Annual Service
531000	200	200	200		Mileage reimbursement for Recreation Supervisor
531600	750	750	1,000		General office supplies
531650	150	150	150		Zoom License
531900-0101	90	1,264	1,300		County pool fees
532000	200	200	-		Personnel/Recruiting
532600	1,900	1,900	1,900		Special Event Supplement x 1 (\$1,200/pursuing donations); Porta-Potty for four events \$700
533600	14,940	14,940	10,000		Aquatic supplies, lifeguard shirts and suits, rescue tubes, pool chairs, visors, whistles, sunscreen, first aid supplies, lane line and various pool related equipment purchased as needed
534500	1,700	1,700	1,700		Fees - Administration (RecNet).
535500	1,500	1,500	1,500		Small Tools for Aquatics Maintenance Worker
535600	850	1,350	850		Special supplies - not for pool (see #533600)
535600-0101	8,200	8,200	8,200		Pool - special supplies, including maintenance and repairs of pool lane lines and pool covers
535750	700	700	700		Lifeguards hired by the City of Dixon are reimbursed for their training costs; some non-aquatic staff are provided training in CPR
537500	500	500	500		Fuel for vehicle
535900	-	-	300		<b>Uniforms</b>
<b>Total</b>	<b>145,222</b>	<b>143,865</b>	<b>123,172</b>		



CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23

GENERAL FUND 100  
DEPT. 171  
RECREATION

Title	FTE	Full Time Equiv Pay 511000	Temp Pay 511100	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>											
Recreation Supervisor	1.00	78,373	-	5,854	14,424	229	116	1,346	329	1,826	102,497
Maintenance Worker II	1.00	48,874	-	3,651	18,743	229	116	980	205	6,705	79,503
Recreation Manager	0.40	49,011	-	3,485	7,497	92	47	819	185	185	61,321
Subtotal:	2	176,258	-	12,990	40,664	550	279	3,145	719	8,716	243,321
<b>Temporary Personnel</b>											
	Hours										
Pool Manager	520	-	10,951	142	-	-	-	159	-	255	11,507
Assistant Pool Manager	500	-	10,030	130	-	-	-	145	-	234	10,539
Lifeguard/Swim Instructor II	2,000	-	34,720	451	-	-	-	503	-	809	36,483
Lifeguard/Swim Instructor I	4,400	-	72,776	946	-	-	-	1,055	-	1,696	76,473
Recreation Specialist II	820	-	14,235	185	-	-	-	206	-	332	14,958
Subtotal:	8,240	-	142,712	1,854	-	-	-	2,068	-	3,326	149,960
<b>Other payroll costs:</b>											
PERS Health Administration		-	-	-	62	-	-	-	-	-	62
Retirement Health Benefit		-	-	-	-	-	-	-	-	-	-
PERS Retirement UAL		-	-	22,682	-	-	-	-	-	-	22,682
Overtime - Aquatics		-	150	-	-	-	-	-	-	4	154
Subtotal:		-	150	22,682	62	-	-	-	-	4	22,898
<b>GRAND TOTAL:</b>	<b>2.40</b>	<b>176,258</b>	<b>142,862</b>	<b>37,526</b>	<b>40,726</b>	<b>550</b>	<b>279</b>	<b>5,213</b>	<b>719</b>	<b>12,046</b>	<b>416,179</b>

Hours for temporary positions associated with the basketball program are budgeted in the Recreation Fund 103.

**City of Dixon Budget FY 2022-23**  
**172 - SENIOR/MULTI-USE CENTER (S/MUC)**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
100-172-511000-0000	Salaries/Wages	62,594	69,897	73,516	72,640	73,516
100-172-511010-0000	Admin Leave Paid	-	975	-	1,014	-
100-172-511100-0000	Salaries/Wages PT	9,040	2,711	21,314	12,817	21,314
100-172-512100-0000	Medicare	1,072	1,112	1,530	1,296	1,538
100-172-512200-0000	Retirement	26,691	35,104	33,073	37,301	14,593
100-172-512210-0000	Retirement - PARS	116	35	277	167	277
100-172-512300-0000	Disability Insurance	236	264	323	266	277
100-172-512400-0000	Health Insurance	10,183	10,396	10,716	11,306	11,261
100-172-512420-0000	Dental Insurance	75	138	138	131	138
100-172-512430-0000	Vision Insurance	38	70	70	66	70
100-172-512600-0000	Worker's Comp Insurance	496	396	729	605	774
100-172-520400-0000	Advertising/Legal Notices/Pubs	25	-	100	100	100
100-172-521000-0000	Bld/Site Maintenance	11,343	7,047	7,000	7,000	7,000
100-172-521800-0000	Communications	1,432	1,303	1,580	1,580	1,580
100-172-521800-0209	Communications	-	710	720	720	720
100-172-522600-0000	Contr Servs - Non Professional	2,069	1,561	2,200	2,455	2,455
100-172-531000-0000	Mileage Reimbursement	113	-	200	200	200
100-172-531600-0000	Office Supplies	308	365	600	600	600
100-172-534500-0000	Fees - Administration	115	-	200	200	200
100-172-535550-0000	Special Events	544	211	1,500	1,500	1,500
100-172-535600-0000	Special Supplies	1,159	943	12,500	12,500	1,500
100-172-536001-0000	Utilities - Electric	1,500	955	2,000	19,000	2,000
100-172-536002-0000	Utilities - Gas	1,553	1,618	1,500	1,500	1,500
100-172-539000-0000	Water	949	846	1,500	1,500	1,500
100-172-560400-0000	Capital Outlay	-	32,931	91,669	98,669	-
<b>TOTAL DEPT. EXPENDITURES</b>		<b>131,652</b>	<b>169,586</b>	<b>264,955</b>	<b>285,132</b>	<b>144,613</b>

**City of Dixon Budget FY 2022-23**  
**172 - SENIOR/MULTI-USE CENTER (S/MUC)**  
**OPERATING EXPENSES SUMMARY SHEET**

Account Code	2022		2023		Brief Detail Description
	Budget	Estimated	Budget		
520400	100	100	100		Promotional material
521000	7,000	7,000	7,000		Cleaning supplies; Misc. supplies for buildings; HVAC, building, and other misc. maintenance & repairs
521800	1,580	1,580	1,580		Telephone (local and long distance) for three offices
521800-0209	720	720	720		Cell phone stipend for Recreation Manager x \$60/month
522600	2,200	2,455	2,455		Alarm contract for the Senior/Multi-Use Center, \$1,200; Pest Control, \$450; Semi Annual Fire Suppression Inspection, \$250; AED service \$300, <b>Annual Automatic Door Inspection, \$255</b>
531000	200	200	200		Mileage reimbursement for work related travel
531600	600	600	600		General office supplies
534500	200	200	200		Fees Administration - RecNet
535550	1,500	1,500	1,500		Supplies for senior citizen special events/trips.
535600	12,500	12,500	1,500		Supplies for senior citizen activities
536001	2,000	19,000	2,000		Utilities: Electricity
536002	1,500	1,500	1,500		Utilities: Gas
539000	1,500	1,500	1,500		Water
560400	91,669	98,669	-		Capital Outlay - see detail on Capital Equipment page
<b>Total</b>	123,269	147,524	20,855		

CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23

GENERAL FUND 100  
DEPT. 172  
SENIOR MULTI-USE CENTER (SMUC)

Title	FTE	Full Time Equiv. Pay 511000	Temp Pay 511100	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>											
Recreation Manager	0.60	73,516	-	5,227	11,246	138	70	1,229	277	277	91,980
Subtotal:	0.60	73,516	-	5,227	11,246	138	70	1,229	277	277	91,980
<b>Temporary Personnel</b>											
	<b>Hours</b>										
Facility Attendant	1,384	-	21,314	277	-	-	-	309	-	497	22,397
Subtotal:	1,384	-	21,314	277	-	-	-	309	-	497	22,397
<i>Other payroll costs:</i>											
PERS Health Administration					15						15
Retirement Health Benefit					-						-
PERS Retirement UAL		-	-	9,366	-	-	-	-	-	-	9,366
Subtotal:		-	-	9,366	15	-	-	-	-	-	9,381
<b>GRAND TOTAL:</b>	<b>0.60</b>	<b>73,516</b>	<b>21,314</b>	<b>14,870</b>	<b>11,261</b>	<b>138</b>	<b>70</b>	<b>1,538</b>	<b>277</b>	<b>774</b>	<b>123,758</b>

# Police

The Dixon Police Department's primary responsibilities include responding to requests for emergency and non-emergency police service, offender apprehension, crime deterrence, case investigation, evidence gathering, traffic enforcement and investigation, and maintenance of order within the community.

The success of the police department in combating violent crime in the community is shared by a community that values and respects public safety personnel. The Dixon Police Department is preparing to embrace the future of law enforcement in the city by aggressively recruiting new officers, providing professional development to retain current officers, and opening pathways to advancement to internal personnel, working to ensure a legacy of stability and professionalism into the future

## **Dixon Police Department Mission**

The mission of the Dixon Police Department is to enhance the quality of life in our city by working collaboratively with our community to preserve the peace, protect the public, and provide a safe environment for everyone to enjoy all Dixon has to offer.



### **Current Year – 2022 – Department Accomplishments**

- Substantial completion on new police training facility, including new modular classroom and storage container.
- Completed full implementation of conversion from VHF to a digital police communications system.
- Substantial progress on legacy evidence/property purge.
- Navigated COVID with minimal impact on core services and virtually no overtime.
- Enhanced and expanded our Automated License Plate Reader program to provide traffic safety and investigative leads.

### **Budget Year – 2023 – Department Work Plan/Goals**

- Obtain plans to build the second floor to the police facility.
- Obtain and implement a new body-worn camera system, in-car camera system, and interview room system.
- Obtain and deploy unmanned aerial vehicles for City use (PW, Engineering, Fire).
- Create a new Police Recruit position and send recruits to the police academy as fully sponsored employees as the City of Dixon.
- Fully staff vacant positions and enhance level of service to include new temporary duty investigation positions, expand the use of police motorcycles for traffic safety programs.

**City of Dixon Budget FY 2022-23**  
**161 - POLICE**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
100-161-511000-0000	Salaries/Wages	2,749,386	2,943,422	3,637,624	3,262,126	3,864,112
100-161-511000-0258	Salaries-Local Disaster Assist	-	-	-	6,920	-
100-161-511000-0264	Salaries/Wages - COVID 19	-	-	-	23,223	-
100-161-511000-1117	Salaries & Wages - SRO	-	-	-	90,732	112,067
100-161-511010-0000	Admin Leave Paid	9,455	12,138	-	-	-
100-161-511020-0000	Comp Paid	31,013	69,419	-	108,809	-
100-161-511020-1117	Comp Paid- SRO	5,901	5,199	-	3,246	-
100-161-511100-0000	Salaries/Wages PT	4,647	39,932	-	15,556	-
100-161-511200-0000	Overtime	242,003	169,071	150,000	164,152	175,000
100-161-511200-0258	Overtime-Local Disaster Assist	-	-	-	2,735	-
100-161-511200-1117	Overtime - SRO	1,058	3,721	-	2,473	6,000
100-161-511210-0000	Reimbursable Overtime	46	-	3,500	-	-
100-161-511300-0000	Standby	18,313	18,929	20,000	21,776	20,000
100-161-511500-0000	Physical Fitness	19,065	20,021	22,380	13,724	14,070
100-161-511600-0000	Uniform Allowance	28,162	26,232	32,000	13,768	38,400
100-161-511900-0000	Separation Pay	84,391	85,149	-	(44,857)	-
100-161-512100-0000	Medicare	47,046	48,759	63,615	49,712	68,955
100-161-512100-0258	Medicare-Local Disaster Assist	64	586	-	122	-
100-161-512100-0264	Medicare - COVID 19	70	333	-	294	-
100-161-512100-1117	Medicare - SRO	1,250	1,350	-	1,306	-
100-161-512200-0000	Retirement	1,030,752	1,125,296	1,344,921	1,220,576	1,217,550
100-161-512200-0258	Retirement-Local Disaster Asst	-	56	-	10	-
100-161-512200-0264	Retirement - COVID 19	999	5,597	-	15,593	-
100-161-512200-1117	Retirement - SRO	12,754	13,972	-	12,494	14,106
100-161-512210-0000	Retirement - PARS	131	84	-	-	-
100-161-512300-0000	Disability Insurance	10,751	11,601	15,996	12,111	14,884
100-161-512400-0000	Health Insurance	337,799	395,011	506,722	449,891	560,762
100-161-512400-1117	Health Insurance - SRO	16,794	17,277	-	18,806	18,743
100-161-512401-0000	Retiree Health	30,154	41,825	28,429	27,180	12,655
100-161-512420-0000	Dental Insurance	3,773	7,285	8,130	6,700	8,359
100-161-512430-0000	Vision Insurance	1,916	3,700	4,118	3,403	4,234
100-161-512500-0000	Unemployment Insurance	6,052	4,456	-	-	-
100-161-512600-0000	Worker's Comp Insurance	121,044	152,903	137,323	137,458	160,247
100-161-520400-0000	Advertising/Publications	-	-	-	16,000	-
100-161-521000-0000	Bld/Site Maintenance	55,646	48,774	6,699	6,699	10,000
100-161-521800-0000	Communications	215,006	253,525	360,000	360,000	530,496
100-161-521800-0209	Communications - Emp Stipend	1,635	760	1,140	1,140	1,200
100-161-522400-0000	Consultants - Professional	77,989	26,265	30,000	30,000	30,000
100-161-523000-0000	Contract Serv - Animal Control	181,919	179,209	195,000	195,000	200,000
100-161-524200-0000	Dues/Subscriptions	1,123	1,475	2,000	2,000	2,000
100-161-526000-0000	Equip Repairs/Maintenance	7,258	5,079	8,000	6,000	8,500
100-161-526800-0000	Firing Range Supplies	19,757	11,749	26,782	26,000	25,000
100-161-528800-0000	Investigations	28,165	47,017	36,801	48,301	65,000
100-161-529000-0000	K-9 Unit Expense	1,163	3,548	10,000	7,500	12,500
100-161-529400-0000	Lease Purchase	244,444	243,301	290,000	290,000	310,000
100-161-530200-0000	Meetings/Seminars	1,516	409	2,000	2,000	2,000
100-161-531200-0000	Neighborhood Watch	-	-	1,000	1,000	1,000
100-161-531210-0000	Volunteer Programs - Cadets	3,469	-	2,500	2,500	2,500
100-161-531400-0000	Office Equip Maint/Rental	5,118	5,742	6,000	6,000	6,000
100-161-531600-0000	Office Supplies	13,278	4,554	15,000	15,000	16,500
100-161-531650-0000	Office/Software Maintenance	44,092	54,545	97,454	102,602	376,513
100-161-532200-0000	Physical Fitness Program	-	-	3,000	3,000	2,000
100-161-535600-0000	Special Supplies	64,513	32,637	54,196	37,548	60,000

**City of Dixon Budget FY 2022-23**  
**161 - POLICE**

100-161-535750-0000	Training	3,040	1,791	4,000	4,000	3,500
100-161-535850-0000	Training - POST	11,849	3,636	16,500	16,500	16,500
100-161-535900-0000	Uniforms	4,304	4,754	5,000	5,000	5,000
100-161-535900-0261	Uniforms - Ballistic Armor	7,882	2,988	5,000	6,500	7,500
100-161-536001-0000	Utilities - Electric	1,105	9,348	1,500	1,500	1,500
100-161-536002-0000	Utilities - Gas	4,360	6,190	4,400	4,400	4,400
100-161-537500-0000	Vehicle Fuel	58,435	65,614	72,000	72,000	75,000
100-161-538000-0000	Vehicle Parts/Maintenance	3,782	5,659	6,000	6,000	10,000
100-161-539000-0000	Water	4,759	5,386	5,000	5,000	5,000
100-161-541000-0000	Youth Services/Supplies	-	-	-	-	1,000
100-161-560400-0000	Capital Outlay	34,397	160,652	16,850	16,850	-
<b>TOTAL DEPT. EXPENDITURES</b>		<b>5,914,795</b>	<b>6,407,932</b>	<b>7,258,580</b>	<b>6,936,078</b>	<b>8,100,753</b>



**City of Dixon Budget FY 2022-23**  
**161 - POLICE**  
**OPERATING EXPENSES SUMMARY SHEET**

Account Code	2022 Budget	2022 Estimated	2023 Budget	Brief Detail Description
520400	-	16,000	-	Lateral Officer Recruitment Advertising
521000	6,699	6,699	10,000	Police facility equipment maintenance
521800	360,000	360,000	530,496	Communications: Solano Dispatch, Law Enforcement Data Services including CLETS, Critical Reach, LiveScan, Verizon cellular data services, Fiber data services, Solano County Communications, MDC licensing
521800-0209	1,140	1,140	1,200	Employee stipend
522400	30,000	30,000	30,000	Contract Services Professional - Turbodata
523000	195,000	195,000	200,000	Annual Contract Animal Shelter MOU estimated costs; County charges for animal shelter facility building; Animal Control.
524200	2,000	2,000	2,000	Dues & Subscriptions: CA Police Chief's Association Dues for Chief, Captain and Lieutenant; CA Law Enforcement Association of Records Supervisors dues; Solano County Law Enforcement Administrators Association dues; professional trade publications (i.e. Law & Order, Police the Law Enforcement Magazine, Law Enforcement Technology).
526000	8,000	6,000	8,500	Equipment maintenance: Vehicle Fire Extinguishers; Radar Units recertification and repairs; Defibrillators; Radio, Printer or Computer Repairs.
526800	26,782	26,000	25,000	Firearms/Firing Range Supplies, ammunition, range safety equip, targets
528800	36,801	48,301	65,000	Investigations: Sexual assault Exams; Fingerprints; Blood Alcohol/Drug Exams; ID-Kits; Drug Kits; Med Reports; Transcription; Mobile ID; Supplemental investigations report
529000	10,000	7,500	12,500	K-9 Unit - K9 training, supplies and equipment
529400	290,000	290,000	310,000	Solano County Vehicle Lease Program (19 vehicles)
530200	2,000	2,000	2,000	Meetings and Seminars: Solano County Law Enforcement Administrators meeting, Commanders meeting, special meetings
531200	1,000	1,000	1,000	Neighborhood Watch and Youth Services Supplies
531210	2,500	2,500	2,500	Volunteer and Cadet programs
531400	6,000	6,000	6,000	Office Equipment Maintenance: lease for copy machines
531600	15,000	15,000	16,500	Office Supplies: Paper, Dept Forms, Calendars, Citations, Writing Supplies, Letterhead, Toner, Shred Service, Misc Supplies
531650	97,454	102,602	376,513	Software maintenance: Mark43 (RMS), LEFTA/METR, PlanIt (Schedule), Evidence.com access, GPSGate (AVL), Frontline, CivicPlus Website Subsite, Office365, FirstTwo, Dell Server warranty, SonicWall, Everbridge Alert Software, CelleBrite, RiseVision, IntelliSite, Wolfcom, <b>CueHit, Axon (Drones, Cameras)</b>
532200	3,000	3,000	2,000	Officer physical fitness testing, Cordico fees
535600	54,196	37,548	60,000	Special Supplies: Computer Software/Misc Equip, Business Cards, DMV/Penal Code Guides, Crime Scene Supplies, Latex Gloves, Flares, OC Spray, Ear Pieces, Batteries, Standby mobile data computer for patrol
535750	4,000	4,000	3,500	Non-POST Training: Liability Training; Non-Sworn Training
535850	16,500	16,500	16,500	POST - Training: CA Police Chiefs Conference; Peace Officer Training
535900	5,000	5,000	5,000	Duty rig (belt, holster, etc.), batons, rain gear and other non-allowance type uniform items
535900-0261	5,000	6,500	7,500	Ballistic armor
536001	1,500	1,500	1,500	Utilities - Electric
536002	4,400	4,400	4,400	Utilities - Gas
537500	72,000	72,000	75,000	Vehicle Expense Fuel
538000	6,000	6,000	10,000	Vehicle Maintenance/Repair; Car Wash
539000	5,000	5,000	5,000	Cal Water Service
541000	-	-	1,000	Youth Services/Supplies
560400	16,850	16,850	-	Capital Outlay - see detail on Capital Equipment page
<b>Total</b>	<b>1,283,822</b>	<b>1,280,040</b>	<b>1,790,609</b>	

CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23

GENERAL FUND 100  
DEPT. 161  
POLICE

Title	FTE	Full Time Equiv. Pay 511000	Temp Pay 511100	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>											
Police Chief	1.00	247,869	-	14,221	7,249	229	116	3,699	567	9,649	283,599
Police Captain	1.00	202,131	-	32,129	18,743	229	116	3,203	567	7,992	265,110
Police Sergeant	1.00	141,404	-	31,773	18,743	229	116	2,322	523	5,646	200,756
Police Sergeant	1.00	135,173	-	30,373	18,743	229	116	2,232	523	5,646	193,035
Police Sergeant	1.00	138,288	-	31,073	7,225	229	116	2,110	523	5,646	185,210
Police Sergeant	1.00	137,971	-	28,477	7,225	229	116	2,105	517	5,573	182,213
Police Lieutenant	1.00	136,253	-	11,586	18,743	229	116	2,247	554	5,978	175,706
Police Lieutenant	1.00	136,253	-	11,586	18,743	229	116	2,247	554	5,978	175,706
Police Officer	1.00	118,487	-	24,456	18,743	229	116	1,990	443	4,783	169,247
Police Sergeant	1.00	128,652	-	16,288	11,065	229	116	2,026	487	5,249	164,112
Police Officer	1.00	116,423	-	14,725	18,743	229	116	1,960	425	4,582	157,203
Police Officer -SRO	1.00	112,067	-	14,169	18,743	229	116	1,897	443	4,783	152,447
Police Officer	1.00	111,574	-	14,106	18,743	229	116	1,890	426	4,590	151,674
Police Officer	1.00	102,200	-	21,094	18,743	229	116	1,754	389	4,195	148,720
Police Officer	1.00	109,428	-	13,173	18,743	229	116	1,858	433	4,669	148,649
Police Officer	1.00	113,073	-	14,297	11,065	229	116	1,800	413	4,455	145,448
Police Officer	1.00	105,406	-	13,317	18,743	229	116	1,800	402	4,331	144,344
Police Officer	1.00	104,274	-	13,173	18,743	229	116	1,784	433	4,669	143,421
Police Officer	1.00	103,863	-	13,120	18,743	229	116	1,778	398	4,291	142,538
Police Officer	1.00	100,102	-	12,640	18,743	229	116	1,723	415	4,480	138,448
Police Officer	1.00	106,110	-	13,408	11,065	229	116	1,699	424	4,573	137,624
Police Officer	1.00	108,762	-	13,746	7,225	229	116	1,682	415	4,472	136,647
Police Officer	1.00	98,107	-	12,385	13,585	229	116	1,620	397	4,283	130,722
Police Officer	1.00	98,061	-	12,379	11,065	229	116	1,582	382	4,117	127,931
Police Services Analyst	1.00	99,268	-	7,060	18,743	229	116	1,711	369	369	127,865
Police Officer	1.00	90,239	-	11,379	18,743	229	116	1,580	374	4,033	126,693
Police Records Supervisor	1.00	92,138	-	6,552	18,743	229	116	1,608	347	347	120,080
Police Officer	1.00	83,931	-	10,573	18,743	229	116	1,489	347	3,748	119,176
Police Officer	1.00	83,931	-	10,573	18,743	229	116	1,489	347	3,748	119,176
Police Officer	1.00	83,931	-	10,573	18,743	229	116	1,489	347	3,748	119,176
Police Officer	1.00	83,931	-	10,573	18,743	229	116	1,489	347	3,748	119,176
Police Sergeant**	0.50	67,831	-	8,592	9,372	115	58	1,119	255	2,745	90,087
Police Records Technician I	1.00	55,395	-	2,011	14,617	229	116	1,015	233	233	73,849
Police Records Technician I	1.00	52,659	-	3,934	14,617	229	116	975	221	221	72,972
CSO II	1.00	57,998	-	4,258	14,617	229	116	1,053	228	1,265	79,764
CSO I	1.00	48,312	-	3,534	18,743	229	116	972	199	1,102	73,207
CSO I	1.00	52,684	-	3,861	7,225	229	116	869	217	1,204	66,405
Subtotal:	37	3,964,179	-	521,167	578,306	8,359	4,234	65,866	14,884	151,141	5,308,136
<b>Other payroll costs:</b>											
PERS Health Admin	-	-	-	-	1,199	-	-	-	-	-	1,199
Retirement Health Benefit	-	-	-	-	12,655	-	-	-	-	-	12,655
PERS Retirement UAL	-	-	-	710,489	-	-	-	-	-	-	710,489
Overtime	-	175,000	-	-	-	-	-	2,538	-	7,928	185,466
Overtime - SRO	-	6,000	-	-	-	-	-	87	-	272	6,359
Stand-by Pay	-	20,000	-	-	-	-	-	290	-	906	21,196
Night Differential	-	12,000	-	-	-	-	-	174	-	-	12,174
Subtotal:	-	213,000	-	710,489	13,854	-	-	3,089	-	9,106	949,538
<b>GRAND TOTAL:</b>	<b>36.50</b>	<b>4,177,179</b>	<b>-</b>	<b>1,231,656</b>	<b>592,160</b>	<b>8,359</b>	<b>4,234</b>	<b>68,955</b>	<b>14,884</b>	<b>160,247</b>	<b>6,257,674</b>

\*\* Full time Sergeant position - cost split with Grant Fund 560

# Fire

The Fire Department is responsible for fire prevention, suppression and investigation, public education, California Fire Code enforcement, plan review and inspections and state mandated inspections. The Department also provides emergency medical response at the Advanced Life Support level and confined space, trench and water rescue. The Fire Department is supplemented with a Volunteer Firefighter Program.

*Our vision is to accomplish our mission by delivering exceptional Public Education and Fire Prevention Programs, as well as maintaining an effective state of readiness to respond and render the highest level of fire and emergency services to our citizens.*

## Fire Department Mission

The Dixon Fire Department, through a constant state of readiness, will provide a quality and reliable service to its community through leadership, education and training.



## Current Year – 2022 – Department Accomplishments

- Completed departmental reorganization, including adding 3 Fire Battalion Chiefs and reclassifying 1 Fire Division Chief to Assistant Fire Chief
- The Department realized 2 retirements; a 30-year employee and a 10-year employee. The Department also experienced multiple promotions, including 3 Battalion Chiefs, 3 Captains and 4 Engineers. There will also be hiring to fill vacant firefighter positions left by promotions
- Celebrated the 150<sup>th</sup> Anniversary of the Dixon Fire Department
- Ordered 1 new Type 1 Engine, to be received in FY 2023

- Completed installation and implementation of new cardlock type security system
- Completed front office security by installation of ballistic glass in reception area
- Completed re-roof of Station 81
- Department responded to 11 assignments through the California Mutual Aid Agreement
- The Department received a grant to replace the outdated exhaust ventilation system, which had been slated for replacement in the City's CIP. The project was completed in March 2022

### **Budget Year – 2023 – Department Work Plan/Goals**

- Expand the capabilities of the training site in efforts to provide the highest caliber and realistic training programs possible
- Complete Geographic Information Systems capability in the Emergency Operations Center in conjunction with map production capability
- Perform a Citywide Emergency Operations Center exercise
- Seek improvements in the process and equipment of dispatching Dixon Fire resources
- Complete critical Fire Station security upgrades
- Explore initiating a Community Emergency Response Team (CERT)
- Continue to support the growth of the community with timely reviews and inspections
- Complete pre-plans of all commercial target hazard buildings within the City and Fire Protection District
- Work with the water agencies within the City to implement an improved fire hydrant maintenance and testing program

# City of Dixon Budget FY 2022-23

## 166 - FIRE

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
100-166-511000-0000	Salaries/Wages	2,395,514	2,649,768	2,808,385	2,743,894	3,284,586
100-166-511000-0264	Salaries/Wages - COVID 19	-	-	-	4,919	-
100-166-511010-0000	Admin Leave Paid	5,780	6,069	-	11,385	-
100-166-511020-0000	Comp Paid	30,124	35,457	-	80,940	-
100-166-511100-0000	Salaries/Wages PT	-	46,135	-	7,850	-
100-166-511200-0000	Overtime	388,896	432,248	192,000	523,119	432,248
100-166-511210-0000	Reimbursable Overtime	34,879	372,702	341,449	342,070	35,000
100-166-511220-0000	FLSA Overtime	31,794	42,811	40,000	41,197	40,000
100-166-511300-0000	Standby	21,333	38,871	45,000	35,223	-
100-166-511400-0000	Volunteer Pay	12,023	10,200	25,000	8,107	25,000
100-166-511500-0000	Physical Fitness	53,375	63,459	66,000	63,512	64,800
100-166-511600-0000	Uniform Allowance	26,238	29,086	27,600	27,709	29,900
100-166-511900-0000	Separation Pay	147,864	27,063	-	47,554	-
100-166-512100-0000	Medicare	44,044	51,661	55,326	56,708	62,253
100-166-512100-0264	Medicare - COVID 19	35	955	-	71	-
100-166-512200-0000	Retirement	653,795	715,151	652,377	696,666	869,172
100-166-512200-0264	Retirement - COVID 19	799	2,882	-	1,527	-
100-166-512300-0000	Disability Insurance	8,915	9,889	12,435	10,116	12,062
100-166-512400-0000	Health Insurance	283,953	292,428	319,733	300,397	347,498
100-166-512401-0000	Retiree Health	-	19,904	24,711	40,452	27,756
100-166-512410-0000	Health Insurance - Volunteer	9,864	10,578	11,000	10,024	11,000
100-166-512420-0000	Dental Insurance	3,135	6,062	6,183	5,568	6,527
100-166-512430-0000	Vision Insurance	1,592	2,988	3,132	2,607	3,306
100-166-512600-0000	Worker's Comp Insurance	216,127	294,162	219,122	293,418	310,321
100-166-512600-0258	Worker Com-Local Disaster Asst	-	-	-	10,758	-
100-166-521000-0000	Bld/Site Maintenance	32,144	66,789	37,600	44,100	30,100
100-166-521800-0000	Communications	107,646	83,270	159,571	194,671	142,000
100-166-521800-0209	Communications - Emp Stipend	3,840	7,130	8,340	8,340	8,340
100-166-522400-0000	Consultants - Professional	575	-	2,000	8,000	8,000
100-166-522600-0000	Contr Servs - Non Professional	7,771	5,697	6,000	7,600	7,600
100-166-523150-0000	Contract Services	10,000	10,000	10,000	10,000	10,000
100-166-524000-0000	DMV Exams/Physicals	410	2,915	4,000	4,000	4,000
100-166-524200-0000	Dues/Subscriptions	8,758	8,620	11,070	11,070	12,498
100-166-525600-0000	EMS Supplies	34,466	39,584	40,400	40,400	40,400
100-166-526000-0000	Equip Repairs/Maintenance	33,034	42,117	40,300	43,100	47,100
100-166-526000-1112	Equip Repairs - Comm Equip	3,294	4,972	4,500	6,500	6,500
100-166-529400-0000	Lease Purchase	17,714	12,147	38,200	30,000	30,000
100-166-530200-0000	Meetings/Seminars	4,340	21	10,450	10,450	11,900
100-166-531000-0000	Mileage Reimbursement	460	408	300	550	650
100-166-531400-0000	Office Equip Maint/Rental	4,259	3,221	4,600	1,600	2,000
100-166-531600-0000	Office Supplies	5,266	4,659	5,000	5,000	5,000
100-166-531650-0000	Office Software/Maintenance	15,072	27,443	34,000	34,000	34,000
100-166-533400-0000	Public Education	1,820	3,394	3,350	3,350	3,350
100-166-535500-0000	Small Tools	491	267	-	-	-
100-166-535600-0000	Special Supplies	79,491	69,928	25,158	30,458	32,200
100-166-535600-0247	Special Supplies - Reimburse	-	5,152	-	284	-
100-166-535600-1113	Spec Supplies - PPE	61,513	51,052	48,950	48,950	48,950
100-166-535600-1114	Spec Supp - Hose & Appliances	9,234	2,017	12,000	12,000	12,000
100-166-535600-1119	Special Supplies - Maps	-	-	3,000	3,000	3,000
100-166-535600-1120	Special Supplies -Rescue Equip	-	-	14,250	14,250	14,250
100-166-535750-0000	Training	29,975	80,286	55,650	55,650	57,150
100-166-535750-1106	Training - Hosted Training	-	15,572	20,000	20,000	20,000
100-166-535900-0000	Uniforms	8,704	5,501	23,000	23,000	23,000
100-166-536001-0000	Utilities - Electric	12,786	10,587	12,900	29,600	29,600
100-166-536002-0000	Utilities - Gas	5,886	5,689	3,500	3,500	6,100
100-166-537500-0000	Vehicle Fuel	27,250	35,287	35,000	45,000	45,000

**City of Dixon Budget FY 2022-23**  
**166 - FIRE**

100-166-538000-0000	Vehicle Parts/Maintenance	83,949	103,201	100,000	100,000	95,000
100-166-539000-0000	Water	3,745	3,047	4,600	2,500	2,500
100-166-560400-0000	Capital Outlay	490,047	101,699	842,404	284,404	56,300
	<b>TOTAL DEPT. EXPENDITURES</b>	<b>5,474,019</b>	<b>5,972,198</b>	<b>6,469,546</b>	<b>6,501,117</b>	<b>6,409,917</b>

# City of Dixon Budget FY 2022-23

166 - FIRE

## OPERATING EXPENSES SUMMARY SHEET

Account Code	2022 Budget	2022 Estimated	2023 Budget	Brief Detail Description
521000	37,600	44,100	30,100	Maint. of apparatus roll-up doors, man-doors, carpet & upholstery cleaning & repairs, lighting lamps & ballasts, ice machine rental, miscellaneous repairs, cleaning supplies, sheetrock repairs in Apparatus Room.
521800	159,571	194,671	142,000	Fire dispatch contract increase \$119,800 based on 2021 bills, phone service increase, cell service/mobile data computers terminal service, internet service.
521800-0209	8,340	8,340	8,340	Employee stipends for personal cell service - 8 x \$75, 1 x \$95 monthly.
522400	2,000	8,000	8,000	Medical Director consulting for ALS services, consultant for Dixon share of ambulance contract renewal
522600	6,000	7,600	7,600	Medic Ambulance 12% billing fee for first responder fees, increase in collections/fees
523150	10,000	10,000	10,000	City annual membership fee for Solano Co. Haz Mat Team
524000	4,000	4,000	4,000	HazMat physicals for 5 team members
524200	11,070	11,070	12,498	Dues & subscriptions to Chief's & Firefighter's Assns.; regulatory code updates, inc. for dues and code updates. N. Cal Fire Mechanics, International Assn. of Arson Investigators, Cal Chiefs, Solano County Firemen's Assn, and International Assn of Fire Chiefs
525600	40,400	40,400	40,400	Medications, IVs, electrodes, bandages, oxygen masks, gloves, oxygen, Misc. EMS equipment & bio-hazard disposal contract
526000	40,300	43,100	47,100	Annual ladder test, SCBA fit testing, radio equipment, bi-annual breathing apparatus & cylinder maintenance, annual service plan for LUCAS devices, Physio Control annual maintenance contract on 10 defibrillators, SCBA maintenance. Porta-count maintenance, Annual outside hose testing. Increases in atmospheric monitor service and defib maintenance plan.
526000-1112	4,500	6,500	6,500	Communication equipment repairs-parts, labor, etc.
529400	38,200	30,000	30,000	Emergency response vehicle leases through Solano Co. for Chief & Div. Chiefs (includes mileage); Pool vehicle usage. Increases in vehicle costs due to new contract and county's estimated mileage usage.
530200	10,450	10,450	11,900	Leadership seminars & meetings, Fire Prevention Officer seminars & meetings, Management seminars & meetings, CA Chiefs conference, League of CA Cities conference and CFCA Ops summit, Solano Fire Chiefs Workshop, CFED summit, CA Chiefs Operations Section Summit
531000	300	550	650	Mileage reimbursement. Increase due to increased personal usage.
531400	4,600	1,600	2,000	Office Equip Maint/Rental - Image Source Copier
531600	5,000	5,000	5,000	Office supplies, prevention inspection forms and supplies
531650	34,000	34,000	34,000	Software annual maintenance for: Emergency Reporting, Street EMS, Vector Solutions (Halligan), Lexipol, First Due, Active 911, Target Solutions/Crew Sense, Vector Solutions (Check-It)
533400	3,350	3,350	3,350	Fire Prevention week materials, Senior Resource Fair supplies, National Night Out handouts/materials, CERT start up training, misc. assorted handouts/materials
535500	-	-	-	Misc. small tools & fire investigation equipment (Moved to Special Supplies - 535600-)
535600	25,158	30,458	32,200	Computers & peripherals, rehab at incidents, small tools, EOC supplies, water for office staff, misc. <b>1-TIME EXPENSES: REPLACE 7 SCBA BOTTLES @\$1,500 EA- \$10,500; REPLACE 15 SCBA MASKS @\$400 EA- \$6,000; 2 KNOX NARCOTIC BOXES @ \$2,300 EA.</b>
535600-0247	-	284	-	Not anticipated
535600-1113	48,950	48,950	48,950	Personal protective equipment (PPE) to comply with NFPA 1851, Wildland PPE, Uniform Response to Violent Incidents (URVI) equipment, Urban Search & Rescue (USAR) equipment, and annual maintenance and testing of PPE for NFPA 1851 compliance.
535600-1114	12,000	12,000	12,000	Fire hose and related appliances, replacement of Class A foam.

# City of Dixon Budget FY 2022-23

## 166 - FIRE

### OPERATING EXPENSES SUMMARY SHEET

535600-1119	3,000	3,000	3,000	Map/plotter/GIS maintenance supplies
535600-1120	14,250	14,250	14,250	Technical rescue equipment
535750	55,650	55,650	57,150	EMS training program, technical rescue training, fire service training, prevention training, training supplies, records management system training, off-road driving training, Peer Support training, wildland arson conference, arson/fire investigation conference, fire-rescue med conference, Target Solutions Fire/EMS training, EVOC training, flood awareness training. SCBA tech training, Haz Mat continuing challenge, Mechanics academy.
535750-1106	20,000	20,000	20,000	Training - Hosted Training
535900	23,000	23,000	23,000	Uniform maintenance: shirts, hats, pants, badges, brass; replacement safety boots, volunteer uniforms.
536001	12,900	29,600	29,600	Utilities - Electric
536002	3,500	3,500	6,100	Utilities - Gas - costs trending higher
537500	35,000	45,000	45,000	Fuel expense for fire apparatus and other emergency response vehicles
538000	100,000	100,000	95,000	Opacity tests, smog tests, tows, flats, brake inspections, body & paint repairs, tires, lights, batteries, switches, glass hardware, valve kits, seals, misc. Aerial ladder testing, tire replacements; CHP 90 day inspections
539000	4,600	2,500	2,500	Domestic water
560400	842,404	284,404	56,300	Capital Outlay
<b>Total</b>	<b>1,620,093</b>	<b>1,135,327</b>	<b>848,488</b>	



***CITY OF DIXON***  
**CAPITAL EQUIPMENT (not included in Capital Project Funds)**  
**166 - FIRE DEPARTMENT**

(N)ew or (R)eplacement	Category*	Item Description	Cost per Unit	Quantity	Total
N	E	LP 14 Defibrillator for new engine	38,000	1	38,000
N	E	Rapid Intervention Team SCBA packs to add to dept. complement	6,000	2	12,000
N	E	One Mobile Dual Band Radio and Installation Kit	6,300	1	6,300
<b>Total</b>					<b>56,300</b>

\*Category:      V = Vehicles  
                       F = Furniture/Fixtures  
                       E = Equipment  
                       B = Buildings

**CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23**

**GENERAL FUND 100  
DEPT. 166  
FIRE**

Title	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>										
Fire Chief	1.00	214,039	33,709	18,767	229	116	3,376	567	18,585	289,388
Assistant Fire Chief/Fire Marshal	1.00	182,091	26,832	7,225	229	116	2,745	567	14,831	234,636
Fire Battalion Chief	1.00	141,988	20,936	13,585	229	116	2,256	512	11,356	190,978
Fire Battalion Chief	1.00	127,098	18,973	18,743	229	116	2,115	479	10,612	178,365
Fire Battalion Chief	1.00	127,098	18,973	18,743	229	116	2,115	479	10,612	178,365
Fire Captain	1.00	137,715	19,927	18,743	229	116	2,269	493	10,939	190,431
Fire Captain	1.00	138,435	20,031	7,225	229	116	2,112	493	10,939	179,580
Fire Captain	1.00	124,525	18,019	13,585	229	116	2,003	493	10,939	169,909
Fire Captain	1.00	128,841	18,643	7,225	229	116	1,973	493	10,939	168,459
Fire Captain	1.00	126,685	18,331	7,225	229	116	1,942	493	10,939	165,960
Fire Captain	1.00	125,398	18,145	7,225	229	116	1,923	479	10,618	164,133
Fire Engineer	1.00	129,602	26,750	18,743	229	116	2,151	445	9,865	187,901
Fire Engineer	1.00	117,136	24,177	18,743	229	116	1,970	435	9,648	172,454
Fire Engineer	1.00	123,584	15,647	18,743	229	116	2,064	445	9,865	170,693
Fire Engineer	1.00	128,144	18,195	7,225	229	116	1,963	445	9,865	166,182
Fire Engineer	1.00	118,942	15,054	11,065	229	116	1,885	433	9,594	157,318
Fire Engineer	1.00	109,220	13,811	13,585	229	116	1,781	435	9,648	148,825
Fire Fighter/Paramedic	1.00	97,362	12,296	7,225	229	116	1,517	379	8,410	127,534
Fire Fighter/Paramedic	1.00	96,999	12,250	7,225	229	116	1,511	369	8,175	126,874
Fire Fighter/Paramedic	1.00	92,591	11,686	11,065	229	116	1,503	365	8,100	125,655
Fire Fighter/Paramedic	1.00	92,591	11,686	11,065	229	116	1,503	365	8,100	125,655
Fire Fighter/Paramedic	1.00	92,753	11,707	7,225	229	116	1,450	366	8,115	121,961
Fire Fighter/Paramedic	1.00	87,778	11,071	11,065	229	116	1,433	351	7,786	119,829
Fire Fighter/Paramedic	1.00	80,062	10,085	11,065	229	116	1,321	331	7,347	110,556
Fire Fighter	1.00	81,335	10,248	11,065	229	116	1,340	319	7,074	111,726
Fire Fighter	1.00	87,093	10,984	7,225	229	116	1,368	333	7,387	114,735
Fire Admin Manager	1.00	91,185	6,552	14,424	229	116	1,531	347	347	114,731
Administrative Clerk II	1.00	48,107	3,594	14,617	229	116	910	202	202	67,977
Fire Inspector - Limited Term	0.50	36,189	5,407	7,309	115	58	631	149	149	50,007
Subtotal:	29	3,284,586	463,719	346,970	6,527	3,306	52,661	12,062	260,986	4,430,817
Other payroll costs:										
PERS Health Active Admin	-	-	-	528	-	-	-	-	-	528
Retirement Health Benefit	-	-	-	27,756	-	-	323	-	-	28,079
PERS Retirement UAL	-	-	405,453	-	-	-	-	-	-	405,453
Reimbursable OT	-	35,000	-	-	-	-	508	-	147	35,655
Overtime	-	432,248	-	-	-	-	6,268	-	40,242	478,758
FLSA OT	-	40,000	-	-	-	-	580	-	3,724	44,304
Stand-by pay	-	-	-	-	-	-	-	-	-	-
Volunteer Pay and Health	-	25,000	-	11,000	-	-	1,913	-	5,222	43,135
Subtotal:	-	532,248	405,453	39,284	-	-	9,592	-	49,335	1,035,912
<b>GRAND TOTAL:</b>	<b>29.00</b>	<b>3,816,834</b>	<b>869,172</b>	<b>386,254</b>	<b>6,527</b>	<b>3,306</b>	<b>62,253</b>	<b>12,062</b>	<b>310,321</b>	<b>5,466,729</b>



# General Fund

## Sub Funds

General Fund Sub Funds consist of the General Fund Contingency, Council Discretionary, Recreation, Community Support, Public Benefit, Technology Fee, Flexible Grant Fee, Planning Agreements, Equipment Replacement Reserve, Building Reserve, Infrastructure Reserve, Technology Replacement, PERS Stabilization Fund, and the Other Post-Employment Benefits (OPEB) Reserve Funds. These funds are accounted for as part of the General Fund for GAAP (Generally Accepted Accounting Principles) purposes but are budgeted separately in order to separate out the expenditures of various programs.

#### **General Fund Contingency - Fund 101**

The General Fund Contingency is used to separate out a portion of the general fund reserve. Interest earning are normally the only transaction in this fund. The undesignated fund balance of the general fund and the contingency fund are added together for the general fund balance available to finance budgetary transactions.

#### **Council Discretionary- Fund 102**

The Council Discretionary Fund was established in 2008 to segregate expenditures that the City Council had set aside for particular purposes. In June 2009, the City Council adopted a General Plan fee that generates revenue in this fund to be used solely for General Plan expenses. Any revenue received prior to that date is discretionary for the Council to use. The Finance Department manages this fund.

#### **Recreation – Fund 103**

The Recreation Fund provides resources for the Recreation Division to offer programs and classes of general interest such as STEM (Science, Technology, Engineering and Math), Skyhawks Sports Academy camps, Dixon Youth Basketball, and teen activities such as lifeguard training. Activities budgeted in this fund are designed to be self-supporting and, as a result, the fee for each program is based on the estimated cost of offering that program. The General Fund may subsidize the activities, if necessary. The budget includes a scholarship program, which offers up to a 75% discount for youth aged 17 and under who meet income qualifications.

#### **Community Support – Fund 105**

The Community Support Fund is funded by a portion of the lease revenue from the digital billboard. This fund was established in fiscal year 2015 for funding community support requests as approved by Council.

**Public Benefit – Fund 107**

The City Council has taken various actions related to the cannabis industry including the approval of development agreements. Action to establish this fund took place in December 2017 for the accounting of cannabis revenues and expenditures specifically due to the burdens placed upon City infrastructure services and neighborhoods. This fund has supported capital projects and pays for salaries for those who specifically work on cannabis related matters through Project Administration-Direct.

**Technology Fee – Fund 108**

The Technology Fee Fund was established in 2017 to track the Technology Fee adopted to recover costs necessary to provide improved permit tracking and processing software. This fund is managed by the Community Development Department.

**Flexible Grant Fee – Fund 109**

The Flexible Grant Fee Fund is managed by the Community Development Department.

**Planning Agreements – Fund 190**

The Planning Agreements Fund is used to account for developer deposits to cover the cost of planning services. This fund is managed by the Finance Department.

**Engineering Reimbursement Agreements – Fund 192**

The Engineering Reimbursement Agreements Fund is used to account for developer deposits to cover the cost of planning services. This fund is managed by the Engineering Department.

**Community Development Reimbursement Agreements – Fund 193**

The Community Development Reimbursement Agreements Fund is used to account for developer deposits to cover the cost of inspection services. This fund is managed by the Finance Department.

**Equipment Replacement Reserve Fund – Fund 820**

The Equipment Replacement Reserve Fund is funded by a transfer from the General Fund. Purchase of new equipment for the General Fund is funded by a transfer from this fund to the General Fund. This fund is managed by the Finance Department.

**Building Reserve Fund – Fund 830**

The Building Reserve Fund is funded by transfers made from time to time from the General Fund. Transfers out are made to cover the cost of major repairs or improvements to the City's buildings.

**Infrastructure Reserve Fund – Fund 831**

The Infrastructure Reserve Fund is funded by transfers made from the General Fund and was established in fiscal year 2011-12.

**Technology Replacement Fund – Fund 832**

The Technology Reserve Fund is funded by transfers made from the General Fund and was established in fiscal year 2017. The purpose of this fund is to provide funding for future upgrades and replacements of computers, servers and other technology that has a known anticipated lifespan.

**PERS Stabilization Fund – Fund 840**

The PERS Stabilization Fund was established in fiscal year 2014 to account for funds for PERS stabilization. CalPERS completed its three year lowering of the discount rate to 7% therefore rate projections and costs to the City have increased. Additional increases in PERS costs are expected due to decreased earnings during the recession.

**OPEB Reserve Fund – Fund 841**

The OPEB Reserve Fund was established in fiscal year 2016 to account for funds for OPEB liability and future financial obligations. The intention is to evaluate salary savings each fiscal year and augment this fund when fiscal conditions allow.

**CITY OF DIXON**  
**BUDGET OVERVIEW - GENERAL FUND SUB FUNDS**

	GENERAL FUND CONTINGENCY 101	COUNCIL DISCRETIONARY 102	RECREATION FUND 103	COMMUNITY SUPPORT 105	PUBLIC BENEFIT 107
<b>FY 2022 SUMMARY OF ESTIMATED RESOURCES &amp; EXPENDITURES</b>					
<b>BEGINNING FUND BALANCE</b>	1,553,836	557,362	36	31,100	916,417
<b>July-2021</b>					
REVENUE	633,624	337,201	52,500	12,148	782,500
TRANSFERS	-	41,644	8,610	-	-
REVENUE & TRANSFERS	633,624	378,845	61,110	12,148	782,500
EXPENDITURES	41,644	760,030	41,975	12,000	1,598,200
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>2,145,816</b>	<b>176,177</b>	<b>19,171</b>	<b>31,248</b>	<b>100,717</b>
<b>FY 2023 SUMMARY OF PROPOSED RESOURCES &amp; APPROPRIATIONS</b>					
<b>ESTIMATED BEGINNING FUND BALANCE</b>	2,145,816	176,177	19,171	31,248	100,717
<b>July-2022</b>					
REVENUES	4,656	625,200	42,100	12,150	700,625
TRANSFERS	-	-	2,770	-	-
REVENUE & TRANSFERS	4,656	625,200	44,870	12,150	700,625
AVAILABLE RESOURCES	2,150,472	801,377	64,041	43,398	801,342
APPROPRIATIONS	-	48,000	44,870	12,000	708,518
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>2,150,472</b>	<b>753,377</b>	<b>19,171</b>	<b>31,398</b>	<b>92,824</b>

**CITY OF DIXON**  
**BUDGET OVERVIEW - GENERAL FUND SUB FUNDS**

	USER TECH FEE 108	FLEXIBLE GRANT FEE 109	PLANNING AGREEMENTS 190	ENG REIMB AGREEMENTS 192
<b>FY 2022 SUMMARY OF ESTIMATED RESOURCES &amp; EXPENDITURES</b>				
<b>BEGINNING FUND BALANCE</b>	58,786	854,072	(141,910)	809,454
<b>July-2021</b>				
REVENUE	31,086	546,409	804,052	2,915,372
TRANSFERS	-	-	-	1,531,189
REVENUE & TRANSFERS	31,086	546,409	804,052	4,446,561
 EXPENDITURES	 1,200	 921,552	 1,381,603	 4,443,646
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>88,672</b>	<b>478,929</b>	<b>(719,461)</b>	<b>812,369</b>
<b>FY 2023 SUMMARY OF PROPOSED RESOURCES &amp; APPROPRIATIONS</b>				
<b>ESTIMATED BEGINNING FUND BALANCE</b>	88,672	478,929	(719,461)	812,369
<b>July-2022</b>				
REVENUES	35,050	650,700	245	3,000
TRANSFERS	-	-	-	-
REVENUE & TRANSFERS	35,050	650,700	245	3,000
 AVAILABLE RESOURCES	 123,722	 1,129,629	 (719,216)	 815,369
 APPROPRIATIONS	 6,000	 450,000	 -	 -
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>117,722</b>	<b>679,629</b>	<b>(719,216)</b>	<b>815,369</b>



**CITY OF DIXON**  
**BUDGET OVERVIEW - GENERAL FUND SUB FUNDS**

	COMM DEV REIMB AGREEMENTS 193	EQUIPMENT REPLACEMENT 820	BUILDING RESERVE 830	INFRA- STRUCTURE RESERVE 831
<b><i>FY 2022 SUMMARY OF ESTIMATED RESOURCES &amp; EXPENDITURES</i></b>				
<b>BEGINNING FUND BALANCE</b>	-	580,473	350,772	163,525
<b>July-2021</b>				
REVENUE	265,670	21,093	2,250	192
TRANSFERS	247,418	-	-	-
REVENUE & TRANSFERS	513,088	21,093	2,250	192
EXPENDITURES	265,670	3,274	110,000	-
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>247,418</b>	<b>598,292</b>	<b>243,022</b>	<b>163,717</b>
<b><i>FY 2023 SUMMARY OF PROPOSED RESOURCES &amp; APPROPRIATIONS</i></b>				
<b>ESTIMATED BEGINNING FUND BALANCE</b>	247,418	598,292	243,022	163,717
<b>July-2022</b>				
REVENUES	504,345	4,620	1,280	600
TRANSFERS	-	-	-	-
REVENUE & TRANSFERS	504,345	4,620	1,280	600
AVAILABLE RESOURCES	751,763	602,912	244,302	164,317
APPROPRIATIONS	503,805	-	-	-
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>247,958</b>	<b>602,912</b>	<b>244,302</b>	<b>164,317</b>

**CITY OF DIXON**  
**BUDGET OVERVIEW - GENERAL FUND SUB FUNDS**

	TECHNOLOGY REPLACEMENT 832	PERS STABILIZATION 840	OPEB RESERVE 841	Total
<b>FY 2022 SUMMARY OF ESTIMATED RESOURCES &amp; EXPENDITURES</b>				
<b>BEGINNING FUND BALANCE</b>	153,435	384,020	1,866,265	<b>8,137,644</b>
<b>July-2021</b>				
REVENUE	976	2,041	11,817	<b>6,418,931</b>
TRANSFERS	-	75,000	250,000	<b>2,153,861</b>
REVENUE & TRANSFERS	976	77,041	261,817	<b>8,572,792</b>
EXPENDITURES	-	-	-	<b>9,580,794</b>
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>154,411</b>	<b>461,061</b>	<b>2,128,082</b>	<b>7,129,642</b>
<b>FY 2023 SUMMARY OF PROPOSED RESOURCES &amp; APPROPRIATIONS</b>				
<b>ESTIMATED BEGINNING FUND BALANCE</b>	154,411	461,061	2,128,082	<b>7,129,642</b>
<b>July-2022</b>				
REVENUES	564	1,480	7,096	<b>2,593,711</b>
TRANSFERS	-	75,000	250,000	<b>327,770</b>
REVENUE & TRANSFERS	564	76,480	257,096	<b>2,921,481</b>
AVAILABLE RESOURCES	154,975	537,541	2,385,178	<b>10,051,123</b>
APPROPRIATIONS	-	-	-	<b>1,773,193</b>
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>154,975</b>	<b>537,541</b>	<b>2,385,178</b>	<b>8,277,930</b>

**City of Dixon Budget FY 2022-23**  
**FUND 101 - CONTINGENCY FUND**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
101-000-461600-0000	Interest Earned	13,598	8,278	19,186	633,624	4,656
101-000-470100-0000	Unrealized Gain GASB 31	11,527	23,405	-	-	-
		25,125	31,683	19,186	633,624	4,656
101-000-591102-0000	Transfer to Council Discretionary	152,134	-	41,644	41,644	-
		152,134	-	41,644	41,644	-
<b>FUND REVENUE</b>		<b>25,125</b>	<b>31,683</b>	<b>19,186</b>	<b>633,624</b>	<b>4,656</b>
<b>FUND EXPENDITURES</b>		<b>152,134</b>	<b>-</b>	<b>41,644</b>	<b>41,644</b>	<b>-</b>

**City of Dixon Budget FY 2022-23**  
**FUND 102 - COUNCIL DISCRETIONARY FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
102-000-421300-0000	Building Permits - Gen'l Plan	76,224	404,206	250,000	250,000	400,000
102-000-461120-1512	Grant Funds - State - SB2	-	-	20,000	20,000	160,000
102-000-461120-1513	Grant Funds - State-LEAP	-	-	65,000	65,000	65,000
102-000-461600-0000	Interest Earned	6,775	6,317	2,201	2,201	200
102-000-470100-0000	Unrealized Gain GASB 31	2,448	3,250	-	-	-
102-000-491101-0000	Transfer from Contingency	152,134	-	41,644	41,644	-
		237,581	413,773	378,845	378,845	625,200
<b>132-General Plan</b>						
102-132-520400-0000	Advertising/Publications	-	293	3,000	3,000	3,000
102-132-522400-0000	Consultants - Professional	182,761	65,909	25,000	25,000	25,000
102-132-523800-0000	County Charges	-	3,495	-	-	4,000
102-132-529600-0000	Legal Services	30,772	62,710	-	30	3,000
102-132-531900-0000	Permits/Licenses/Fees	-	200	-	-	-
102-132-535600-0000	Special Supplies	-	-	-	-	3,000
102-132-560750-0000	Project Admin - Direct	14,824	13,184	-	-	10,000
<b>133-Housing Element</b>						
102-133-520400-0000	Advertising/Publications	-	-	1,500	1,500	-
102-133-522400-0000	Consultants - Professional	-	-	235,000	235,000	-
102-133-523800-0000	County Charges	-	-	2,500	2,500	-
102-133-529600-0000	Legal Services	-	340	30,000	30,000	-
102-133-535600-0000	Special Supplies	-	-	-	-	-
102-133-560750-0000	Project Admin - Direct	-	-	25,000	25,000	-
<b>134-Zoning Ordinance</b>						
102-134-520400-0000	Advertising/Publications	-	-	1,500	1,500	-
102-134-522400-0000	Consultants - Professional	-	-	341,000	341,000	-
102-134-523800-0000	County Charges	-	-	2,500	2,500	-
102-134-529600-0000	Legal Services	-	-	20,000	20,000	-
102-134-535600-0000	Special Supplies	-	-	-	-	-
102-134-560150-0000	Construction	-	-	-	-	-
102-134-560750-0000	Project Admin - Direct	-	-	30,000	30,000	-
<b>135-Climate Change Action Plan</b>						
102-135-520400-0000	Advertising/Publications	-	-	1,500	1,500	-
102-135-522400-0000	Consultants - Professional	-	-	14,000	14,000	-
102-135-523800-0000	County Charges	-	-	2,500	2,500	-
102-135-529600-0000	Legal Services	-	-	10,000	10,000	-
102-135-535600-0000	Special Supplies	-	-	-	-	-
102-135-560750-0000	Project Admin - Direct	-	-	15,000	15,000	-
		228,358	146,131	760,000	760,030	48,000
<b>FUND REVENUE</b>		<b>237,581</b>	<b>413,773</b>	<b>378,845</b>	<b>378,845</b>	<b>625,200</b>
<b>FUND EXPENDITURES</b>		<b>228,358</b>	<b>146,131</b>	<b>760,000</b>	<b>760,030</b>	<b>48,000</b>

**City of Dixon Budget FY 2022-23**  
**FUND 103 - RECREATION**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
103-000-433811-0000	Rec - Basketball - Youth	31,434	-	44,000	44,000	32,000
103-000-433845-0000	Rec - Fitness	1,434	-	2,500	2,500	2,500
103-000-433860-0000	Rec - General Interest	4,047	6,285	6,000	6,000	6,000
103-000-433915-0000	Rec - Teen Activities	260	1,006	3,000	3,000	4,600
103-000-433925-0000	Rec - Volleyball - Drop-ins	521	-	-	-	-
103-000-433995-0000	Scholarship Offset	1,641	-	(3,000)	(3,000)	(3,000)
103-000-461600-0000	Interest Earned	151	-	-	-	-
103-000-491100-0000	Transfer from General Fund	6,500	7,923	8,610	8,610	2,770
		45,987	15,214	61,110	61,110	44,870
<b>179 - Recreation</b>						
103-179-511150-0000	Wages P/T Volleyball	563	-	2,107	-	2,257
103-179-512100-0000	Medicare	-	-	31	-	33
103-179-512210-0000	Retirement - PARS	-	-	27	-	29
103-179-512600-0000	Worker's Comp Insurance	-	-	46	-	53
103-179-533845-0000	Rec - Fitness	969	-	1,750	1,750	1,750
103-179-533860-0000	Rec - General Interest	2,049	4,253	4,000	4,000	4,000
103-179-534500-0000	Fees - Administration	67	-	1,000	1,533	1,500
103-179-535600-0000	Special Supplies	778	-	4,000	4,000	2,000
103-179-535680-0000	Teen Activities	-	252	420	420	800
103-179-591100-0000	Transfer to General Fund	8,082	5,398	4,947	4,947	973
<b>183 - Basketball</b>						
103-183-511180-0000	Wages PT Youth Basketball	16,529	-	23,618	1,649	3,308
103-183-512100-0000	Medicare	300	-	342	42	48
103-183-512210-0000	Retirement - PARS	269	-	307	38	43
103-183-512600-0000	Worker's Comp Insurance	444	-	515	60	77
103-183-522600-0000	Contract Svc Non Prof	9,097	-	22,736	22,736	25,000
103-183-534500-0000	Administration Fees	839	-	300	300	1,000
103-183-535600-0000	Special Supplies	9,191	-	500	500	2,000
		49,178	9,903	66,646	41,975	44,870
<b>FUND REVENUE</b>		<b>45,987</b>	<b>15,214</b>	<b>61,110</b>	<b>61,110</b>	<b>44,870</b>
<b>FUND EXPENDITURES</b>		<b>49,178</b>	<b>9,903</b>	<b>66,646</b>	<b>41,975</b>	<b>44,870</b>

**City of Dixon Budget FY 2022-23**  
**FUND 103 - RECREATION FUND**  
**OPERATING EXPENSES SUMMARY**

Account Code	2022		2023	Brief Detail Description
	Budget	Estimated	Budget	
Miscellaneous Recreation				
179-533845	1,750	1,750	1,750	Rec - Fitness Classes
179-533860	4,000	4,000	4,000	Rec - General Interest Classes (Includes STEM/sports camps)
179-534500	1,000	1,533	1,500	Fees - Administration
179-535600	4,000	4,000	2,000	Special Supplies - Volleyball Equipment, CPR supplies, etc.
179-535680	420	420	800	Teen Activities
179-591100	4,947	4,947	973	Transfer to General Fund (Cost Allocation)
Basketball				
183-522600	22,736	22,736	25,000	Contract Svc Non Prof
183-534500	300	300	1,000	Administration Fees
183-535600	500	500	2,000	Special Supplies - Staff Uniforms
Total	39,653	40,186	39,023	

CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23

FUND 103  
RECREATION

Title	FTE	Full Time Equiv. Pay 511000	Temp Pay 511100	PARS Retirement 512210	Health Insurance 512400	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b><i>Temporary Personnel</i></b>	Hours								
103-179 Volleyball Recreation Specialist II	130	-	2,257	29	-	33	-	53	2,372
103-183 Basketball Recreation Specialist I	200	-	3,308	43	-	48	-	77	3,476
Total:	330	-	5,565	72	-	81	-	130	5,848
<b>GRAND TOTAL:</b>	<b>330</b>	<b>-</b>	<b>5,565</b>	<b>72</b>	<b>-</b>	<b>81</b>	<b>-</b>	<b>130</b>	<b>5,848</b>

Temporary personnel do not receive special pay or health insurance.

**City of Dixon Budget FY 2022-23**  
**FUND 105 - COMMUNITY SUPPORT**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
105-000-461600-0000	Interest Earned	371	390	148	148	150
105-000-461700-0000	Lease Revenue	12,000	12,000	12,000	12,000	12,000
105-000-470100-0000	Unrealized Gain on Investments	112	220	-	-	-
		12,483	12,610	12,148	12,148	12,150
105-000-535650-0000	Subsidies to Community Groups	17,000	-	12,000	12,000	12,000
		17,000	-	12,000	12,000	12,000
<b>FUND REVENUE</b>		<b>12,483</b>	<b>12,610</b>	<b>12,148</b>	<b>12,148</b>	<b>12,150</b>
<b>FUND EXPENDITURES</b>		<b>17,000</b>	<b>-</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>



**City of Dixon Budget FY 2022-23**  
**FUND 107 - PUBLIC BENEFIT FUND**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
107-000-429201-0000	Cannabis Public Benefit Fee	1,226,999	1,633,909	780,000	780,000	700,000
107-000-461600-0000	Interest Earned	15,666	18,351	(2,500)	2,500	625
107-000-470100-0000	Unrealized Gain on Investments	14,558	12,865	-	-	-
		1,257,222	1,665,125	777,500	782,500	700,625
107-000-520400-0000	Advertising/Publications	88	-	1,000	1,000	1,000
107-000-521900-0000	Bank Fees	25	25	300	300	300
107-000-522400-0000	Consultants Professional	8,100	-	-	-	15,000
107-000-529600-0000	Legal Services	18,107	8,806	40,000	40,000	10,000
107-000-535600-0000	Special Supplies	23,886	4,934	879	879	-
107-000-560400-0000	Capital Outlay	147,988	55,693	-	-	-
107-000-560750-0000	Project Admin - Direct	4,151	4,305	-	-	-
107-000-591100-0000	Transfer to General Fund	1,163	1,676,836	1,005,412	1,005,412	682,218
107-000-591400-0000	Transfer to Unrestricted CIP	-	-	550,609	550,609	-
		203,509	1,750,599	1,598,200	1,598,200	708,518
<b>FUND REVENUE</b>		<b>1,257,222</b>	<b>1,665,125</b>	<b>777,500</b>	<b>782,500</b>	<b>700,625</b>
<b>FUND EXPENDITURES</b>		<b>203,509</b>	<b>1,750,599</b>	<b>1,598,200</b>	<b>1,598,200</b>	<b>708,518</b>

# ***City of Dixon Budget FY 2022-23***

## **FUND 107 - PUBLIC BENEFIT FUND OPERATING EXPENSES SUMMARY**

<b>Account Code</b>	<b>2022</b>		<b>2023</b>	<b>Brief Detail Description</b>
	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>	
520400	1,000	1,000	1,000	Advertising/Publications
521900	300	300	300	Bank Fees
522400	-	-	15,000	Consultants Professional - Audit
529600	40,000	40,000	10,000	Legal Services
535600	879	879	-	Special Supplies
591100	1,005,412	1,005,412	682,218	Transfer to General Fund
591400	550,609	550,609	-	Transfer to Capital Projects - Police Firing Range
<b>Total</b>	<b>1,598,200</b>	<b>1,598,200</b>	<b>708,518</b>	

**City of Dixon Budget FY 2022-23**  
**FUND 108- TECHNOLOGY FEE**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
108-000-421300-0000	Building Permit-Technology Fee	32,060	48,825	31,000	31,000	35,000
108-000-461600-0000	Interest Earned	584	501	86	86	50
108-000-470100-0000	Unrealized Gain on Investments	91	306	-	-	-
		32,735	49,632	31,086	31,086	35,050
108-000-531650-0000	Office/Software Maintenance	17,604	-	-	-	2,500
108-000-535600-0000	Special Supplies	54,810	-	1,200	1,200	3,500
108-000-591100-0000	Transfer to General Fund	261	-	-	-	-
		72,675	-	1,200	1,200	6,000
<b>FUND REVENUE</b>		<b>32,735</b>	<b>49,632</b>	<b>31,086</b>	<b>31,086</b>	<b>35,050</b>
<b>FUND EXPENDITURES</b>		<b>72,675</b>	<b>-</b>	<b>1,200</b>	<b>1,200</b>	<b>6,000</b>

**City of Dixon Budget FY 2022-23**  
**FUND 109 - FLEXIBLE GRANT FEE**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
109-000-425400-0000	Development Fees	-	847,115	545,000	545,000	650,000
109-000-461600-0000	Interest Earned	-	6,957	1,409	1,409	700
		-	854,072	546,409	546,409	650,700
109-000-591400-0000	Transfer to Unrestricted CIP	-	-	220,348	220,348	450,000
109-000-591401-0000	Transfer to Pardi Market Proj	-	-	701,204	701,204	-
		-	-	921,552	921,552	450,000
<b>FUND REVENUE</b>		<b>-</b>	<b>854,072</b>	<b>546,409</b>	<b>546,409</b>	<b>650,700</b>
<b>FUND EXPENDITURES</b>		<b>-</b>	<b>-</b>	<b>921,552</b>	<b>921,552</b>	<b>450,000</b>

**City of Dixon Budget FY 2022-23**  
**FUND 190 DEVELOPMENT AGREEMENTS**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
190-000-433350-0000	Planning Agreements	348,172	377,666	803,070	803,070	-
190-000-461600-0000	Interest Earned	3,666	2,860	982	982	245
190-000-470100-0000	Unrealized Gain GASB 31	118	1,513	-	-	-
190-000-491100-0000	Transfer from General Fund	-	-	-	-	-
		351,956	382,039	804,052	804,052	245
190-132-520400-0000	Advertising/Publications	-	-	5,000	5,000	-
190-132-522400-0000	Consultants - Professional	-	-	178,604	178,604	-
190-132-522400-2570	Consultants/JEN CA-6	-	1,938	132,505	132,505	-
190-132-522400-2596	Consultants/Dorset Dvlpmnt	59,471	40,737	503,070	503,070	-
190-132-522400-2608	Consultants-Dixon Venture	-	1,410	75,800	75,800	-
190-132-529610-0000	Legal Fees Reimbursable	-	-	125,000	125,000	-
190-132-531900-0000	Permits/Licenses/Fees	9,000	50	-	-	-
190-132-560750-0000	Project Admin - Direct	-	-	79,814	79,814	-
		68,471	44,135	1,099,793	1,099,793	-
190-143-522400-2570	Consultants - JEN6 (SW)	-	-	-	281,810	-
<b>FUND REVENUE</b>		<b>351,956</b>	<b>382,039</b>	<b>804,052</b>	<b>804,052</b>	<b>245</b>
<b>FUND EXPENDITURES</b>		<b>68,471</b>	<b>44,135</b>	<b>1,099,793</b>	<b>1,381,603</b>	<b>-</b>

**City of Dixon Budget FY 2022-23**  
**FUND 192 - ENGINEERING REIMBURSEMENT AGREEMENTS**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
192-000-428500-2403	Inspection-Homestead BB P1	-	-	711,338	711,338	-
192-000-428500-2409	Inspection-Eng-Homestead P1 V2	-	192,651	-	-	-
192-000-428500-2416	Inspection-Eng-Homestead P1 V4	-	138,895	110,355	110,355	-
192-000-428500-2419	Inspection-Homestead BB P2A	-	-	20,300	20,300	-
192-000-428500-2422	Inspection-Eng-Homestead P2 V5	-	284,360	32,770	32,770	-
192-000-428500-2425	Inspection-Eng-Homestead P2 V6	-	-	32,590	32,590	-
192-000-428500-2428	Inspection-Eng-Homestead P2 V7	-	123,145	51,715	51,715	-
192-000-428500-2434	Inspection - Homestead P2V8	-	160,630	14,230	14,230	-
192-000-428500-2437	Inspection - Homestead P2V9	-	-	174,860	174,860	-
192-000-428500-2440	Inspection - Homestead P2V10	-	-	174,860	174,860	-
192-000-428500-2443	Inspection - Homestead P3V11	-	-	-	137,280	-
192-000-428500-2452	Inspection-Homestead BB P2B	-	-	162,350	162,350	-
192-000-428500-2454	Inspect-Eng-Homestead P1Parks	-	-	114,980	114,980	-
192-000-428500-2552	Inspection-Eng-Parklane Unit 2	-	-	18,065	18,065	-
192-000-428500-2555	Inspection-Eng-Parklane Unit 3	-	-	101,077	101,077	-
192-000-428500-2558	Inspection-Eng-Parklane Unit 4	-	11,423	4,123	4,123	-
192-000-428500-2561	Inspection-Eng-Parklane Unit 5	-	79,887	-	-	-
192-000-428500-2573	Inspection-Valley Glen2 Unit 1	-	-	6,945	6,945	-
192-000-428500-2577	Inspection-Valley Glen3 Unit 2	-	-	32,890	32,890	-
192-000-428500-2581	Inspection-Valley Glen4 Unit 1	-	-	174,860	174,860	-
192-000-428510-0245	Engineering Fees-Homestead	-	-	45,000	45,000	-
192-000-433200-2407	Plan Check-Homestead P1 V2	-	106,040	-	-	-
192-000-433200-2408	Map Check - Homestead P1 V2	-	4,092	-	-	-
192-000-433200-2410	Plan Check-Homestead P1 V3C	-	68,310	-	-	-
192-000-433200-2411	Map Check - Homestead P1 V3C	-	3,852	-	-	-
192-000-433200-2414	Plan Check-Homestead P1 V4	-	139,205	-	-	-
192-000-433200-2415	Map Check - Homestead P1 V4	-	4,412	7,588	7,588	-
192-000-433200-2420	Plan Check-Homestead P2 V5	-	143,110	-	-	-
192-000-433200-2421	Map Check - Homestead P2 V5	-	5,369	11,631	11,631	-
192-000-433200-2423	Plan Check-Homestead P2 V6	-	143,330	-	-	-
192-000-433200-2424	Map Check - Homestead P2 V6	-	4,830	9,369	9,369	-
192-000-433200-2426	Plan Check-Homestead P2 V7	-	123,145	-	-	-
192-000-433200-2427	Map Check - Homestead P2 V7	-	6,132	14,468	14,468	-
192-000-433200-2432	Plan Check - Homestead P2V8	-	165,770	-	-	-
192-000-433200-2433	Map Check - Homestead P2V8	-	4,972	12,688	12,688	-
192-000-433200-2435	Plan Check - Homestead P2V9	-	-	46,478	46,478	-
192-000-433200-2436	Map Check - Homestead P2V9	-	-	12,030	12,030	-
192-000-433200-2438	Plan Check - Homestead P2V10	-	-	48,398	48,398	-
192-000-433200-2439	Map Check - Homestead P2V10	-	-	14,185	14,185	-
192-000-433200-2451	Plan Check - Homestead BBP2B	-	-	78,506	78,506	-
192-000-433200-2453	Plan Check-Homestead BB P3	-	-	173,820	173,820	-
192-000-433200-2462	Plan Check - Homestead P3V12	-	-	48,100	48,100	-
192-000-433200-2463	Map Check - Homestead P3V12	-	-	21,835	21,835	-
192-000-433200-2481	Map Check - Azevedo - LLA	-	-	6,770	6,770	-
192-000-433200-2482	Plan Check - Homestead Water	-	-	65,000	65,000	-
192-000-433200-2556	Plan Chk-Eng-Parklane Unit 4	-	-	2,486	2,486	-
192-000-433200-2557	Map Check-Eng-Parklane Unit 4	-	11,820	-	-	-
192-000-433200-2559	Plan Check-Eng-Parklane Unit 5	-	11,820	-	-	-
192-000-433200-2579	Map Check-Valley Glen 4 Unit 1	-	-	5,372	5,372	-
192-000-433200-2580	Plan Check-Valley Glen4 Unit1	-	-	204,014	204,014	-
192-000-433200-2584	Plan Check - Parklane Backbone	-	-	9,130	9,130	-
192-000-461600-0000	Interest Earned	-	-	-	2,916	3,000
192-000-491100-0000	Transfer from General Fund	-	-	1,531,189	1,531,189	-
		-	1,937,201	4,306,365	4,446,561	3,000
192-143-522400-0245	Consultants-Prof-SW Dixon	-	41,103	38,342	38,342	-
192-143-522400-2401	Consult-Plan Ck-Homestead BBP1	-	1,610	2,247	2,247	-
192-143-522400-2403	Consult-Inspect-Homestead BBP1	-	48,083	663,255	663,255	-
192-143-522400-2404	Consult-Plan Ck-Homestead P1V1	-	21,913	15,360	15,360	-
192-143-522400-2406	Consult-Inspect-Homestead P1V1	-	90	137,268	137,268	-
192-143-522400-2407	Consult-Plan Ck-Homestead P1V2	-	-	38,225	38,225	-
192-143-522400-2408	Consult-Map Ck-Homestead P1V2	-	230	8,086	8,086	-
192-143-522400-2409	Consult-Inspect-Homestead P1V2	-	208,380	31,887	31,887	-

**City of Dixon Budget FY 2022-23**  
**FUND 192 - ENGINEERING REIMBURSEMENT AGREEMENTS**

192-143-522400-2410	Consult-Plan Ck-HomesteadP1V3C	-	9,425	9,433	9,433	-
192-143-522400-2412	Consult-Inspect-Homestead P1V3	-	25,200	62,204	62,204	-
192-143-522400-2414	Consult-Plan Ck-Homestead P1V4	-	4,255	37,238	37,238	-
192-143-522400-2415	Consult-Map Ck-Homestead P1V4	-	-	12,000	12,000	-
192-143-522400-2416	Consult-Inspect-Homestead P1V4	-	53,821	225,520	225,520	-
192-143-522400-2417	Consult-Plan Ck-HomesteadBBP2A	-	20,571	14,115	14,115	-
192-143-522400-2419	Consult-Inspect-HomesteadBBP2A	-	-	20,300	20,300	-
192-143-522400-2420	Consult-Plan Ck-Homestead P2V5	-	4,704	30,778	30,778	-
192-143-522400-2421	Consult-Map Ck-Homestead P2V5	-	-	17,000	17,000	-
192-143-522400-2422	Consult-Inspect-Homestead P2V5	-	14,351	170,090	170,090	-
192-143-522400-2423	Consult-Plan Ck-Homestead P2V6	-	575	31,308	31,308	-
192-143-522400-2424	Consult-Map Ck-Homestead P2V6	-	-	14,200	14,200	-
192-143-522400-2425	Consult-Inspect-Homestead P2V6	-	6,876	171,975	171,975	-
192-143-522400-2426	Consult-Plan Ck-Homestead P2V7	-	1,660	37,115	37,115	-
192-143-522400-2427	Consult-Map Ck-Homestead P2V7	-	-	20,600	20,600	-
192-143-522400-2428	Consult-Inspect-Homestead P2V7	-	8,345	173,655	173,655	-
192-143-522400-2432	Consult-Plan Ck-Homestead P2V8	-	12,212	48,305	48,305	-
192-143-522400-2433	Consult-Map Ck-Homestead P2V8	-	7,040	10,620	10,620	-
192-143-522400-2434	Consult-Inspect-Homestead P2V8	-	38,875	164,010	164,010	-
192-143-522400-2435	Consult-Plan Ck-Homestead P2V9	-	15,308	36,581	36,581	-
192-143-522400-2436	Consult-Map Ck-Homestead P2V9	-	230	11,800	11,800	-
192-143-522400-2437	Consult-Inspect-Homestead P2V9	-	2,340	174,460	174,460	-
192-143-522400-2438	Consult-Plan CkHomestead P2V10	-	17,791	30,607	30,607	-
192-143-522400-2439	Consult-Map Ck-Homestead P2V10	-	345	13,840	13,840	-
192-143-522400-2440	Consult-Inspect-HomesteadP2V10	-	200	174,860	174,860	-
192-143-522400-2441	Consult-Plan CkHomestead P3V11	-	-	48,100	48,100	-
192-143-522400-2442	Consult-Map Ck-Homestead P3V11	-	-	17,200	17,200	-
192-143-522400-2443	Consult-Inspect-HomesteadP3V11	-	-	-	137,280	-
192-143-522400-2444	Consult-Plan CkHomestead P1V3A	-	-	29,334	29,334	-
192-143-522400-2446	Consult-Inspect-HomesteadP1V3A	-	38,937	69,369	69,369	-
192-143-522400-2447	Consult-Plan CkHomestead P1V3B	-	-	36,731	36,731	-
192-143-522400-2449	Consult-Inspect-HomesteadP1V3B	-	48,733	153,558	153,558	-
192-143-522400-2451	Consult-PlanCk-Homestead BBP2B	-	27,317	51,189	51,189	-
192-143-522400-2452	Consult-Inspect-HomesteadBBP2B	-	27,900	162,350	162,350	-
192-143-522400-2453	Consult-Plan Ck-Homestead BBP3	-	5,725	173,820	173,820	-
192-143-522400-2454	Consult-Insp-Homestead P1Parks	-	21,889	114,980	114,980	-
192-143-522400-2462	Consult-Plan Ck-HomesteadP3V12	-	-	48,100	48,100	-
192-143-522400-2463	Consult-Map Ck-Homestead P3V12	-	-	21,835	21,835	-
192-143-522400-2481	Consult-Map Ck-Azevedo-LLA	-	-	6,770	6,770	-
192-143-522400-2482	Consult - Homestead Water	-	-	65,000	65,000	-
192-143-522400-2552	Consult-Inspect-Parklane U2	-	-	18,066	18,066	-
192-143-522400-2555	Consult-Inspect-Parklane U3	-	26,380	37,937	37,937	-
192-143-522400-2556	Consult-Plan Ck-Parklane U4	-	7,324	6,286	6,286	-
192-143-522400-2558	Consult-Inspect-Parklane U4	-	71,611	141,310	141,310	-
192-143-522400-2559	Consult-Plan Ck-Parklane U5	-	6,636	6,914	6,914	-
192-143-522400-2561	Consult-Inspect-Parklane U5	-	70,663	142,140	142,140	-
192-143-522400-2562	Consult-Inspect-Parklane BB	-	-	1,075	1,075	-
192-143-522400-2573	Consult-Inspect-Vall Glen2 U1	-	-	6,945	6,945	-
192-143-522400-2576	Consult-Plan Ck-Vall Glen3 U2	-	575	1,880	1,880	-
192-143-522400-2577	Consult-Inspect-Vall Glen3 U2	-	650	124,260	124,260	-
192-143-522400-2580	Consult-Plan Ck-Vall Glen 4 U1	-	9,984	1	1	-
192-143-522400-2581	Consult-Inspect-Vall Glen 4 U1	-	20,284	173,930	173,930	-
192-143-522400-2584	Consult-Plan Ck-Parklane BB	-	9,128	2	2	-
192-143-522400-2596	Consultants-Dorset Develop	-	8,705	-	-	-
		-	967,972	4,306,366	4,443,646	-
<b>FUND REVENUE</b>		-	<b>1,937,201</b>	<b>4,306,365</b>	<b>4,446,561</b>	<b>3,000</b>
<b>FUND EXPENDITURES</b>		-	<b>967,972</b>	<b>4,306,366</b>	<b>4,443,646</b>	<b>-</b>

# **City of Dixon Budget FY 2022-23**

## **FUND 193 - COMMUNITY DEVELOPMENT REIMBURSEMENT AGREEMENTS**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
193-000-421300-0000	Building Permits	-	-	-	-	503,805
193-000-421300-2409	Bldg Inspect-Homestead V2	-	-	72,032	72,032	-
193-000-421300-2412	Bldg Inspect-Homestead V3C	-	-	82,895	82,895	-
193-000-421300-2446	Bldg Inspect-Homestead V3A	-	-	33,670	33,670	-
193-000-421300-2449	Bldg Inspect-Homestead V3B	-	-	45,291	45,291	-
193-000-421300-2450	Bldg Inspect-Homestead V1	-	-	31,782	31,782	-
193-000-491100-0000	Transfer from General Fund	-	-	247,418	247,418	-
193-000-461600-0000	Interest Earned	-	-	-	-	540
		-	-	513,088	513,088	504,345
193-000-522400-2409	Consultants-Homestead V2	-	-	72,032	72,032	-
193-000-522400-2412	Consultants-Homestead V3C	-	-	82,895	82,895	-
193-000-522400-2446	Consultants-Homestead V3A	-	-	33,670	33,670	-
193-000-522400-2449	Consultants-Homestead V3B	-	-	45,291	45,291	-
193-000-522400-2450	Consultant-Homestead V1	-	-	31,782	31,782	-
193-132-522400-0000	Consultants - Professional - Comm Dev	-	-	-	-	503,805
		-	-	265,670	265,670	503,805
<b>FUND REVENUE</b>		-	-	<b>513,088</b>	<b>513,088</b>	<b>504,345</b>
<b>FUND EXPENDITURES</b>		-	-	<b>265,670</b>	<b>265,670</b>	<b>503,805</b>

**City of Dixon Budget FY 2022-23**  
**FUND 820 - EQUIPMENT REPLACEMENT**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
820-000-460600-0000	Emergency Cost Recovery	2,208	2,700	2,500	2,500	2,500
820-000-461600-0000	Interest Earned	12,822	8,106	3,593	3,593	2,120
820-000-462600-0000	Sale of Property	-	29,750	-	15,000	-
820-000-470100-0000	Unrealized Gain GASB 31	4,354	7,011	-	-	-
820-000-491100-0000	Transfer from General Fund	100,000	-	-	-	-
		119,383	47,567	6,093	21,093	4,620
820-820-591100-0000	Transfer to General Fund	-	15,684	3,274	3,274	-
		-	15,684	3,274	3,274	-
<b>FUND REVENUE</b>		<b>119,383</b>	<b>47,567</b>	<b>6,093</b>	<b>21,093</b>	<b>4,620</b>
<b>FUND EXPENDITURES</b>		<b>-</b>	<b>15,684</b>	<b>3,274</b>	<b>3,274</b>	<b>-</b>

**City of Dixon Budget FY 2022-23**  
**FUND 830 - BUILDING RESERVE**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
830-000-461600-0000	Interest Earned	7,198	5,117	2,250	2,250	1,280
830-000-470100-0000	Unrealized Gain GASB 31	3,317	4,254	-	-	-
830-000-491100-0000	Transfer from General Fund	100,000	-	-	-	-
		110,515	9,371	2,250	2,250	1,280
830-830-591100-0000	Transfer to General Fund	8,500	-	110,000	110,000	-
		8,500	-	110,000	110,000	-
<b>FUND REVENUE</b>		<b>110,515</b>	<b>9,371</b>	<b>2,250</b>	<b>2,250</b>	<b>1,280</b>
<b>FUND EXPENDITURES</b>		<b>8,500</b>	<b>-</b>	<b>110,000</b>	<b>110,000</b>	<b>-</b>



**City of Dixon Budget FY 2022-23**  
**FUND 831 - INFRASTRUCTURE RESERVE**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
831-000-461600-0000	Interest Earned	3,748	2,360	1,022	192	600
831-000-470100-0000	Unrealized Gain on Investments	786	2,093	-	-	-
		4,534	4,453	1,022	192	600
831-100-591100-0000	Transfer to General Fund	450	-	-	-	-
		450	-	-	-	-
<b>FUND REVENUE</b>		<b>4,534</b>	<b>4,453</b>	<b>1,022</b>	<b>192</b>	<b>600</b>
<b>FUND EXPENDITURES</b>		<b>450</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Dixon Budget FY 2022-23**  
**FUND 832 - TECHNOLOGY REPLACEMENT**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
832-000-461600-0000	Interest Earned	3,288	2,232	976	976	564
832-000-491100-0000	Transfer from General Fund	40,000	-	-	-	-
		43,288	2,232	976	976	564
832-000-591100-0000	Transfer to General Fund	14,996	-	-	-	-
		14,996	-	-	-	-
<b>FUND REVENUE</b>		<b>43,288</b>	<b>2,232</b>	<b>976</b>	<b>976</b>	<b>564</b>
<b>FUND EXPENDITURES</b>		<b>14,996</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Dixon Budget FY 202223**  
**FUND 840 PERS STABILIZATION**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
840-000-461600-0000	Interest Earned	6,407	4,991	2,041	2,041	1,480
840-000-470100-0000	Unrealized Gain GASB 31	2,887	3,669	-	-	-
840-000-491100-0000	Transfer from General Fund	75,000	75,000	75,000	75,000	75,000
		84,293	83,660	77,041	77,041	76,480
<b>FUND REVENUE</b>		<b>84,293</b>	<b>83,660</b>	<b>77,041</b>	<b>77,041</b>	<b>76,480</b>
<b>FUND EXPENDITURES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Dixon Budget FY 2022-23**  
**FUND 841 - OPEB RESERVE**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
841-000-461600-0000	Interest Earned	40,980	27,072	11,817	11,817	7,096
841-000-470100-0000	Unrealized Gain GASB 31	16,186	23,297	-	-	-
841-000-491100-0000	Transfer from General Fund	250,000	-	250,000	250,000	250,000
		307,166	50,368	261,817	261,817	257,096
<b>FUND REVENUE</b>		<b>307,166</b>	<b>50,368</b>	<b>261,817</b>	<b>261,817</b>	<b>257,096</b>
<b>FUND EXPENDITURES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



## Enterprise Funds

This section contains the budgets for the Enterprise Funds: Wastewater, Water and Transit. These funds account for financing and operating of facilities, systems, and services in a manner similar to a private business enterprise.

### **Wastewater**

The City's Wastewater Treatment Facility and Sanitary Sewer Collections System serve more than 6,200 residential, institutional, industrial, and commercial customers. Wastewater operations are accounted for in the Wastewater Enterprise Fund. For budgetary and legal compliance purposes, the Wastewater Enterprise Fund is broken into ten funds.

#### **Fund 303 Wastewater Operating Reserve**

This fund was established in FY 2019 to account for transfers from the Operations & Maintenance account (Fund 305) needed to accumulate a minimum 25% reserve level. The Finance Department manages this fund.

#### **Fund 304 Wastewater OPEB Reserve**

This fund was established in FY 2017 to accumulate funds for the unfunded actuarial liability (UAAL). The Finance Department manages this fund.

#### **Fund 305 Wastewater Operations and Maintenance**

The existing ratepayers fund the operations and maintenance of the existing Wastewater Treatment Facility and Sanitary Sewer Collections System. The Engineering/Utilities Division and Finance Department jointly manage this fund. Finance is responsible for the accounting and utility billing (revenue collections).

Engineering/Utilities Division is responsible for the operations and maintenance of the Wastewater Treatment Facility (Wastewater Fund 305-300) and the “in town” Sanitary Sewer Collections System (Wastewater Fund 305-301).

**Fund 306 SRF Debt Service Reserve**

Per the Installment Sales Agreement between the City of Dixon and the State Water Resources Control Board related to the construction of the Wastewater Treatment Facility Improvements project, the reserve fund must have one year’s debt service accumulated prior to the anticipated construction completion. The fund was established by Resolution 14-154 to accumulate a reserve fund. The Finance Department manages this fund.

**Fund 307 Wastewater Equipment Replacement**

This fund accumulates equipment replacement reserves for the sole purpose of the Wastewater operations. The Engineering/Utilities Division and Finance Department jointly manage this fund.

**Fund 308 Wastewater Debt Service**

This fund was established to fund the debt service for the sewer bonds issued in 1996 for \$2,635,000. The original 1996 bonds were refunded in 2012 to take advantage of lower market interest rates. An annual transfer from the Wastewater Operations and Maintenance account (Fund 305) provides for principal, interest, and ongoing administrative charges. The Sewer Bond debt was retired in 2021.

**Fund 309 SRF Debt Service**

This fund was established to accumulate funds to service SRF debt for the Wastewater Treatment Facility Improvements project completed in 2017. This fund is managed by the Finance Department.

**Fund 310 Wastewater Capital Improvements**

Wastewater capital improvements necessitated by growth are funded by development impact fees (i.e. connection fees), which by law must be accounted for in a separate fund. Fund 310 was established for Wastewater Capital Improvement projects that benefit only new development, such as the expansion of the Wastewater Treatment Facility and the extension of sewer pipelines to serve new development areas. The Engineering/Utilities Division manages this fund.

**Fund 315 Wastewater Rehabilitation Projects**

A transfer from the Wastewater Operations and Maintenance account (Fund 305) is made annually to a separate fund used solely for ratepayer-funded wastewater rehabilitation projects. Fund 315 was established for Wastewater Rehabilitation projects that benefit only the existing wastewater system users, such as Wastewater Treatment Facility and sewer pipeline repair projects. The Engineering/Utilities Division manages this fund.

### **Fund 316 Wastewater Capital Mixed Projects**

Some wastewater improvement projects benefit both existing users and new development. Fund 316 was established to pay for these mixed benefit wastewater improvement projects, such as Sanitary Sewer Management Plan Studies, and programs and projects established to meet long-term regulatory requirements from the State. Transfers from both the Wastewater Operations and Maintenance account (Fund 305) and the Wastewater Capital Improvements account (Fund 310) are made annually to Fund 316. This fund is managed by the Engineering/Utilities Division.

### **Current Year – 2022– Division Accomplishments**

- Completed upgrades and improvements to the Supervisory Control and Data Acquisition (“SCADA”) system to reduce power and improve water savings efforts at the Wastewater Treatment Facility
- Completed upgrade to the Effluent Flow Meter at the Wastewater Treatment Facility
- Manufactured service to all submersible pumps and mixers
- Installation of water pressure tank
- PE Basin piping project
- Development of Bio Solids Management Plan
- Installation of new perimeter fencing
- Continued existing sanitary sewer line cleaning and video inspection program
- Continued existing restaurant permitting and inspection program
- Continued main line repairs, as necessary, throughout the system
- Continued industrial permitting, inspections, and testing
- Continued development of a Sewer System Master Plan, including a Hydraulic Model, Computerized Maintenance Management System (“CMMS”), and Geographic Information System (“GIS”) database
- Update to Sanitary Sewer Management Plan

### **Budget Year – 2023 – Division Work Plan/Goals**

- Continue existing sanitary sewer line cleaning and video inspection program

- Continue existing restaurant permitting and inspection program
- Continue main line repairs, as necessary, throughout the system
- Continue industrial permitting, inspections, and testing
- Continue development of CMMS and GIS databases

## **Water**

City of Dixon has owned and operated the municipal water system since August 2014. The City serves nearly 3,200 residential, institutional, industrial, and commercial water customers. The City municipal water system is independent from the California Water Service Company service area. Water operations and maintenance are accounted in Water Enterprise Funds.

### **Fund 331 Water Operations and Maintenance**

The existing ratepayers fund the operations and maintenance of the existing water system. The Engineering/Utilities Division and Finance Department jointly manage this fund. Finance is responsible for the accounting and utility billing (revenue collections). Engineering/Utilities Division is responsible for oversight of the operations and maintenance of the water system.

### **Fund 332 Water Operations Reserve**

This fund was established to account for transfers from the Operations & Maintenance account (Fund 331) needed to accumulate a minimum 25% reserve level. This fund is managed by the Finance Department.

### **Fund 333 Water Capital Reserve**

This fund was established to accumulate funding for rehabilitation projects that benefit existing ratepayers. The Engineering/Utilities Division manages this fund.

### **Fund 334 Water Capital Projects Improvements**

This fund accounts for capital improvements necessitated by growth through development impact fees (water connection fees) or developer contributions, which must be accounted for in a separate fund. Any water capital improvement projects that benefit only new development, such as a new well/tank/booster facility, expansion projects, and the extension of pipelines to serve new development areas, would be budgeted in this fund. The Engineering/Utilities Division manages this fund.

### **Fund 335 Water Capital Projects Rehabilitation**

This fund has been established to account for capital improvement projects undertaken to rehabilitate the existing system that benefits existing ratepayers. The Engineering/Utilities Division manages this fund.

**Fund 336 Water OPEB Reserve**

This fund was established in FY 2020 to accumulate funds for the unfunded actuarial liability (UAAL). The Finance Department manages this fund.

**Current Year – 2022 – Division Accomplishments**

- Continued development and utilize Computerized Management & Maintenance System (CMMS) and GIS programs
- Implemented valve exercising and hydrant flushing programs
- Continue implementation of Cross-Connection Program
- Continue maintenance of SCADA system
- Continue Watson Ranch site improvements
- Inspection of all water reservoirs and development Tank Management plan
- Continued water meter replacement program and upgrades to automated meter infrastructure
- Participated in development of groundwater sustainability plan
- Completed design and implementation of Industrial facility replacement, including existing well, building infrastructure, pumps, motors, generator, surge tank, and electrical panels
- Become large water purveyor and developed Urban Water Management Plan, along with the Water Shortage Contingency Plan
- Developed Water System Master Plan
- Developed Risk and Resilience Plan and Emergency Response Plan

**Budget Year – 2023 – Division Work Plan/Goals**

- Continue development and utilization of CMMS and GIS programs
- Continue implementation of valve exercising and hydrant flushing programs
- Continue implementation of Cross-Connection Program
- Continue maintenance of SCADA system

- Continue maintenance and implementation of Tank Management Program
- Continued service and meter replacements, as necessary
- Begin implementation as necessary per newly developed plans including but not limited to the Water System Master Plan, Urban Water Management Plan, Water Shortage Contingency Plan, Risk and Resilience Plan and Emergency Response Plan

## **Fund 350 Transit**

The Transit Fund is an Enterprise Fund managed by the Public Works Department. The budget includes operations resources for Read-Ride, which provides curb-to-curb transit service within the Dixon City limits. The system operates Monday-Friday from 7:00 a.m. - 5:00 p.m. Read-Ride currently operates up to five buses during peak demand hours. In FY 2021, ridership was 17,848, which is a reduction due to COVID-19. Ridership was trending up in FY 2020, until the COVID-19 pandemic.

An intercity taxi-script program, administered by the Solano Transportation Authority (“STA”), is also available for after-hours paratransit trips. Starting in FY 2020, passengers can use a card, rather than script (coupons), to pay for the service.

The budget contains funds for 7.95 permanent full-time equivalent staff, vehicle maintenance, administrative expenses, operating supplies, and insurance. Transit operations are funded by the City’s allocation of Transportation Development Act (“TDA”) funds, Federal Transit Administration (“FTA”) Section 5311 grants, and customer fares.

The 2020 Short Range Transit Plan (“SRTP”) concluded that Read-Ride will remain fiscally sustainable if public demand is met by the existing operating system. In FY 2021, staff worked with STA and consultants to determine whether a modified fixed route would better serve Dixon as the city continues to build out. The study was completed, but testing and implementation were deferred until post-COVID.

### **Current Year – 2022 – Division Accomplishments**

- Provided reliable on-demand transit service, in compliance with all COVID restrictions
- Replaced two buses, and one paratransit van
- Successfully completed Triennial Performance Audit



### **Budget Year – 2023 – Division Work Plan/Goals**

- Continue to provide reliable on-demand transit service
- Implement Microtransit Software as a Service (SaaS) technology solution
- Participate in STA County Wide Electrification Plan project



- Test modified fixed routes, pending return to pre-COVID operations

**Fund 351 Transit OPEB Reserve**

This fund was established in FY 2020 to accumulate funds for the unfunded actuarial liability (UAAL). The Finance Department manages this fund.

**CITY OF DIXON**  
**BUDGET OVERVIEW**  
**ENTERPRISE FUNDS**

	SEWER OPS RESERVE 303	SEWER OPEB RESERVE 304	SEWER O&M 305	SRF RESERVE 306	SEWER EQUIP REPLACE 307
<b>FY 2022 SUMMARY OF ESTIMATED RESOURCES &amp; EXPENDITURES</b>					
<b>BEGINNING WORKING CAPITAL* July-2021</b>	589,409	241,453	7,733,836	1,881,105	318,561
REVENUE	697	3,750	5,093,965	11,756	177
TRANSFERS	-	-	-	-	50,000
REVENUE & TRANSFERS	697	3,750	5,093,965	11,756	50,177
EXPENDITURES	-	-	6,015,333	-	-
<b>ESTIMATED ENDING WORKING CAPITAL</b>	590,106	245,203	6,812,468	1,892,861	368,738
<b>FY 2023 SUMMARY OF PROPOSED RESOURCES &amp; APPROPRIATIONS</b>					
<b>July-2022</b>	590,106	245,203	6,812,468	1,892,861	368,738
REVENUES	2,172	890	5,038,028	6,920	1,216
TRANSFERS	150,000	-	-	-	50,000
REVENUE & TRANSFERS	152,172	890	5,038,028	6,920	51,216
AVAILABLE RESOURCES	742,278	246,093	11,850,496	1,899,781	419,954
APPROPRIATIONS	-	-	4,395,509	-	-
<b>ESTIMATED ENDING WORKING CAPITAL</b>	742,278	246,093	7,454,988	1,899,781	419,954

\* Working Capital, rather than Fund Balance, is the industry standard terminology for available Fund Balance for Enterprise Funds. It is the difference between the current assets and current liabilities.

**CITY OF DIXON**  
**BUDGET OVERVIEW**  
**ENTERPRISE FUNDS**

	SEWER DEBT SERVICE 308	SRF DEBT SERVICE 309	SEWER CAPITAL 310	SEWER REHAB 315	SEWER MIXED 316	SEWER SUMMARY
<b>FY 2022 SUMMARY OF ESTIMATED RESOURCES &amp; EXPENDITURES</b>						
<b>BEGINNING WORKING CAPITAL* July-2021</b>	942,841	942,841	8,102,572	351,127	102,966	<b>21,206,710</b>
REVENUE	-	908	4,028,164	2,194	910	
TRANSFERS	-	1,721,739	-	2,745,993	325,595	
REVENUE & TRANSFERS	-	1,722,647	4,028,164	2,748,187	326,505	<b>13,985,848</b>
EXPENDITURES	-	1,721,739	741,719	2,665,452	176,157	
<b>ESTIMATED ENDING WORKING CAPITAL</b>	942,841	943,749	11,389,017	433,862	253,314	<b>23,872,158</b>
<b>FY 2023 SUMMARY OF PROPOSED RESOURCES &amp; APPROPRIATIONS</b>						
<b>July-2022</b>	942,841	943,749	11,389,017	433,862	253,314	<b>23,872,158</b>
REVENUES	-	3,200	2,339,490	1,300	108	
TRANSFERS	-	1,721,739	-	159,912	1,492,029	
REVENUE & TRANSFERS	-	1,724,939	2,339,490	161,212	1,492,137	<b>10,967,004</b>
AVAILABLE RESOURCES	942,841	2,668,688	13,728,507	595,074	1,745,451	<b>34,839,162</b>
APPROPRIATIONS	-	1,721,740	1,081,615	159,912	1,492,029	
<b>ESTIMATED ENDING WORKING CAPITAL</b>	942,841	946,948	12,646,892	435,162	253,422	<b>25,988,357</b>

\* Working Capital, rather than Fund Balance, is the industry standard terminology for available Fund Balance for Enterprise Funds. It is the difference between the current assets and current liabilities.

**CITY OF DIXON**  
**BUDGET OVERVIEW**  
**ENTERPRISE FUNDS**

	WATER O&M 331	WATER OPS RESERVE 332	WATER CAPITAL RESERVE 333	WATER CIP 334	WATER CAPITAL REHAB 335	WATER OPEB RESERVE 336	WATER SUMMARY
<b>FY 2022 SUMMARY OF ESTIMATED RESOURCES &amp; EXPENDITURES</b>							
<b>BEGINNING WORKING CAPITAL* July-2021</b>	3,966,083	749,401	698,238	939,625	(42,989)	100,852	<b>6,411,210</b>
REVENUE	2,041,810	4,683	6,884	102,887	223,000	126	
TRANSFERS	-	-	-	-	2,406,691	-	
REVENUE & TRANSFERS	2,041,810	4,683	6,884	102,887	2,629,691	126	<b>4,786,081</b>
EXPENDITURES	4,386,476	-	-	1,849	-	-	
<b>ESTIMATED ENDING WORKING CAPITAL</b>	<b>1,621,417</b>	<b>754,084</b>	<b>705,122</b>	<b>1,040,663</b>	<b>2,586,702</b>	<b>100,979</b>	<b>6,808,967</b>
<b>FY 2023 SUMMARY OF PROPOSED RESOURCES &amp; APPROPRIATIONS</b>							
<b>July-2022</b>	1,621,417	754,084	705,122	1,040,663	2,586,702	100,979	<b>6,808,967</b>
REVENUES	1,909,245	2,756	2,568	103,992	-	384	
TRANSFERS	-	-	-	-	92,891	30,515	
REVENUE & TRANSFERS	1,909,245	2,756	2,568	103,992	92,891	30,899	<b>2,142,351</b>
AVAILABLE RESOURCES	3,530,662	756,840	707,690	1,144,655	2,679,593	131,878	<b>8,951,318</b>
APPROPRIATIONS	2,180,132	-	-	2,756	-	-	
<b>ESTIMATED ENDING WORKING CAPITAL</b>	<b>1,350,530</b>	<b>756,840</b>	<b>707,690</b>	<b>1,141,899</b>	<b>2,679,593</b>	<b>131,878</b>	<b>6,768,430</b>

\* Working Capital, rather than Fund Balance, is the industry standard terminology for available Fund Balance for Enterprise Funds. It is the difference between the current assets and current liabilities.

**CITY OF DIXON**  
**BUDGET OVERVIEW**  
**ENTERPRISE FUNDS**

	TRANSIT 350	TRANSIT OPEB RESERVE 351	ENTERPRISE Total
<b>FY 2022 SUMMARY OF ESTIMATED RESOURCES &amp; EXPENDITURES</b>			
<b>BEGINNING WORKING CAPITAL * July-2021</b>	426,923	268,939	<b>28,313,782</b>
REVENUE	1,089,545	317	<b>12,611,773</b>
TRANSFERS	-	-	<b>7,250,018</b>
REVENUE & TRANSFERS	1,089,545	317	<b>19,861,791</b>
EXPENDITURES	-	-	<b>15,708,725</b>
<b>ESTIMATED ENDING WORKING CAPITAL</b>	1,516,468	269,256	<b>32,466,849</b>
<b>FY 2023 SUMMARY OF PROPOSED RESOURCES &amp; APPROPRIATIONS</b>			
<b>July-2022</b>	1,516,468	269,256	<b>32,466,849</b>
REVENUES	1,426,838	988	<b>10,840,095</b>
TRANSFERS	-	-	<b>3,697,086</b>
REVENUE & TRANSFERS	1,426,838	988	<b>14,537,181</b>
AVAILABLE RESOURCES	2,943,306	270,244	<b>47,004,030</b>
APPROPRIATIONS	-	-	<b>11,033,692</b>
<b>ESTIMATED ENDING WORKING CAPITAL</b>	2,943,306	270,244	<b>35,970,337</b>

\* Working Capital, rather than Fund Balance, is the industry standard terminology for available Fund Balance for Enterprise Funds. It is the difference between the current assets and current liabilities.

**City of Dixon Budget FY 2022-23**  
**FUND 303 - SEWER OPERATING RESERVE**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
303-000-461600-0000	Interest Earned	12,232	8,581	3,750	697	2,172
303-000-491305-0000	Transfer from Sewer O&M	168,637	-	-	-	150,000
		180,869	8,581	3,750	697	152,172
<b>FUND REVENUE</b>		<b>180,869</b>	<b>8,581</b>	<b>3,750</b>	<b>697</b>	<b>152,172</b>
<b>FUND EXPENDITURES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Dixon Budget FY 2022-23**  
**FUND 304 - SEWER OPEB RESERVE**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
304-000-461600-0000	Interest Earned	4,877	3,520	1,550	3,750	890
304-000-470100-0000	Unrealized Gain on Investments	2,189	2,937	-	-	-
304-000-491305-0000	Transfer from Sewer O&M	64,957	-	-	-	-
		72,023	6,458	1,550	3,750	890
<b>FUND REVENUE</b>		<b>72,023</b>	<b>6,458</b>	<b>1,550</b>	<b>3,750</b>	<b>890</b>
<b>FUND EXPENDITURES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Dixon Budget FY 2022-23**  
**FUND 305 - WASTEWATER OPERATIONS & MAINTENANCE**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
305-000-435100-0000	Sewer Fees - Apartments	418,024	418,024	418,012	418,012	440,844
305-000-435200-0000	Sewer Fees - Churches/Convales	111,670	111,706	112,568	112,568	111,478
305-000-435300-0000	Sewer Fees - Comm'l/Industrial	780,844	781,987	829,095	829,095	813,432
305-000-435400-0000	Sewer Fees - Motels	37,317	34,111	28,174	28,174	40,044
305-000-435500-0000	Sewer Fees - Multi-Family	186,057	183,161	182,539	182,539	183,828
305-000-435600-0000	Sewer Fees - Res SFD	2,983,351	3,082,885	3,351,844	3,351,844	3,327,624
305-000-435700-0000	Sewer Fees - Schools/Fairgrnd	66,993	61,710	68,297	68,297	55,128
305-000-461000-0000	Grant Revenue	1,715	-	-	-	-
305-000-461600-0000	Interest Earned	131,178	94,555	55,287	55,287	28,044
305-000-461700-0000	Lease Revenue	6,606	6,606	6,606	6,606	6,606
305-000-462200-0000	Penalties & Interest	31,172	1,327	41,543	41,543	31,000
305-000-470100-0000	Unrealized Gain GASB 31	53,672	74,328	-	-	-
305-000-491307-0000	Transfer from Equipment Replacemen	5,993	958	-	-	-
305-000-491316-0000	Trfr from Sewer Mixed (316)	52,818	-	-	-	-
		4,867,409	4,851,359	5,093,965	5,093,965	5,038,028
305-000-512201-0000	Pension Expense-Misc	107,135	262,887	-	-	-
305-000-512402-0000	OPEB Expense	9,339	21,067	-	-	-
305-000-591303-0000	Transfer to Sewer Op Reserve	168,637	-	-	-	150,000
305-000-591304-0000	Transfer to OPEB reserve	64,957	-	-	-	-
305-000-591309-0000	Transfer to SRF Debt Service	1,015,825	1,033,043	1,033,044	1,033,044	1,033,044
305-300-511000-0000	Salaries/Wages	333,436	410,365	384,279	317,493	387,946
305-300-511020-0000	Comp Paid	7,781	6,452	-	4,817	-
305-300-511200-0000	Overtime	26,671	18,274	23,000	39,767	35,000
305-300-511300-0000	Standby	21,540	21,560	21,500	21,877	21,500
305-300-512100-0000	Medicare	4,744	4,875	6,902	5,330	7,079
305-300-512200-0000	Retirement	150,886	187,752	175,297	197,188	78,087
305-300-512300-0000	Disability Insurance	1,690	1,430	1,727	1,484	1,482
305-300-512400-0000	Health Insurance	46,063	45,400	47,230	44,621	43,787
305-300-512420-0000	Dental Insurance	507	925	916	859	916
305-300-512430-0000	Vision Insurance	258	470	464	436	464
305-300-512600-0000	Worker's Comp Insurance	40,439	49,974	35,314	58,807	53,188
305-300-520400-0000	Advertising/Publications	1,310	-	1,500	1,800	2,500
305-300-520810-0000	Bad Debt/Write Off	80,164	(15,300)	25,000	25,000	25,000
305-300-521000-0000	Site Maintenance	7,010	37,218	5,000	7,600	7,600
305-300-521400-0000	Chemicals	10,863	10,816	11,000	15,000	15,000
305-300-521800-0000	Communications	2,134	2,600	3,000	3,000	3,000
305-300-521900-0000	Bank Fees	11,721	10,856	12,000	12,000	12,000
305-300-521901-0000	Credit Card Processing Fees	27,497	37,087	36,000	41,000	45,000
305-300-522400-0000	Consultants - Professional	27,065	19,698	66,776	66,776	55,000
305-300-522600-0000	Contract Serv/Non Professional	38,028	31,763	67,000	67,000	67,000
305-300-522600-0248	Contract Serv - Lab Testing	57,219	55,570	64,429	64,429	65,000
305-300-524000-0000	DMV Physicals & Exams	247	-	300	300	300
305-300-524200-0000	Dues/Subscriptions	972	676	1,000	1,000	1,250
305-300-525800-0000	Equip Rental	-	1,004	31,329	31,329	31,329
305-300-526000-0000	Equip Repairs/Maintenance	26,490	13,433	25,000	28,000	28,000
305-300-526000-0219	Equip Rep/Maint-Treatment Plant	-	35,079	59,690	109,690	100,000
305-300-529600-0000	Legal Services	3,352	255	5,408	5,408	5,400
305-300-531400-0000	Office Equip Maint/Rental	2,232	4,305	7,200	7,200	7,200
305-300-531600-0000	Office Supplies	24,905	30,474	26,500	40,000	38,000
305-300-531650-0000	Office/Software Maintenance	4,770	12,403	13,850	22,950	19,000
305-300-531900-0000	Permits/Licenses/Fees	25,543	23,752	26,800	29,800	30,000
305-300-535500-0000	Small Tools	4,159	1,514	2,000	2,000	2,000
305-300-535600-0000	Special Supplies	55,308	35,878	59,900	59,900	76,121
305-300-535750-0000	Training	3,912	320	5,000	3,000	5,000
305-300-535900-0000	Uniforms	9,070	7,844	6,000	8,000	8,000
305-300-536000-0000	Utilities	187,281	223,995	185,000	185,000	204,000
305-300-537500-0000	Vehicle Fuel	15,260	13,498	16,000	16,000	20,000
305-300-538000-0000	Vehicle Parts/Maintenance	3,176	6,409	6,216	6,216	3,250
305-300-539000-0000	Water	22,437	15,579	20,000	15,000	15,000
305-300-550700-0000	Depreciation	864,783	870,437	-	-	-
305-300-560400-0000	Capital Outlay	924	-	-	17,108	24,850
305-300-560750-0000	Project Admin - Direct	15,921	5,243	20,000	20,000	20,000
305-300-591100-0000	Transfer to General Fund	363,267	325,487	246,351	246,351	294,031
305-300-591307-0000	Transfer to Sewer Equip Replac	-	50,000	50,000	50,000	50,000

**City of Dixon Budget FY 2022-23**  
**FUND 305 - WASTEWATER OPERATIONS & MAINTENANCE**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
305-300-591308-0000	Transfer to DPFA Sewer	172,722	167,888	-	-	-
305-300-591315-0000	Transfer to Sewer-Rehab Projects	3,907	33,899	2,745,993	2,745,993	159,912
305-300-591316-0000	Trfr to Sewer Mixed	101,767	157,277	287,759	287,759	1,117,273
	<b>Expenditures - 300</b>	<b>4,175,416</b>	<b>4,291,431</b>	<b>5,868,674</b>	<b>5,967,333</b>	<b>4,369,509</b>
305-301-511000-0000	Salaries/Wages	153,626	155,971	188,932	153,419	205,856
305-301-511020-0000	Comp Paid	1,631	2,017	-	4,165	-
305-301-511200-0000	Overtime	5,105	3,545	7,000	9,727	20,000
305-301-511300-0000	Standby	9,435	14,852	16,100	16,363	16,100
305-301-512100-0000	Medicare	2,079	2,294	3,997	3,135	4,324
305-301-512200-0000	Retirement	49,875	61,231	59,856	66,048	41,661
305-301-512300-0000	Disability Insurance	268	597	918	712	816
305-301-512400-0000	Health Insurance	37,778	38,971	50,232	44,993	56,321
305-301-512420-0000	Dental Insurance	282	524	688	563	688
305-301-512430-0000	Vision Insurance	143	266	348	286	348
305-301-512600-0000	Worker's Comp Insurance	16,644	20,601	19,779	27,625	31,602
305-301-520400-0000	Advertising/Publications	162	-	500	500	500
305-301-521000-0000	Site Maintenance	1,063	511	200	200	1,000
305-301-521400-0000	Chemicals	41	528	2,000	2,000	6,000
305-301-521800-0000	Communications	1,550	1,561	3,000	3,000	4,000
305-301-522400-0000	Consultants - Professional	-	11,852	9,776	9,776	15,000
305-301-524000-0000	DMV Physicals & Exams	112	294	300	300	-
305-301-524200-0000	Dues/Subscriptions	1,262	431	400	400	1,200
305-301-525800-0000	Equipment Rental	-	1,989	7,606	8,000	17,360
305-301-526000-0000	Equip Repairs/Maint	22,300	33,015	30,000	30,000	35,000
305-301-529600-0000	Legal Services	-	-	1,000	1,000	1,000
305-301-530100-0000	Maintenance - Sewer Line	5,965	14,799	50,000	50,000	110,000
305-301-531400-0000	Office Equip Maint/Rental	207	647	2,240	2,240	2,500
305-301-531600-0000	Office Supplies	812	743	500	500	1,500
305-301-531650-0000	Office/Software/Maintenance	5,390	5,907	18,000	18,000	13,000
305-301-531900-0000	Permits/Licenses/Fees	2,714	2,846	5,364	5,364	5,500
305-301-535500-0000	Small Tools	1,865	2,383	3,000	3,000	4,000
305-301-535600-0000	Special Supplies	13,745	13,212	14,736	14,736	15,000
305-301-535750-0000	Training	2,055	2,316	4,000	4,000	12,000
305-301-535900-0000	Uniforms	2,446	2,704	2,500	4,500	4,500
305-301-537500-0000	Vehicle Fuel	3,686	3,542	10,000	7,500	7,500
305-301-538000-0000	Vehicle Parts/Maintenance	12,782	3,316	15,072	15,072	4,500
305-301-560400-0000	Capital Outlay	-	-	48,000	48,000	26,000
305-301-560750-0000	Project Admin - Direct	17,525	8,107	40,000	40,000	40,000
	<b>FUND REVENUE</b>	<b>4,867,409</b>	<b>4,851,359</b>	<b>5,093,965</b>	<b>5,093,965</b>	<b>5,038,028</b>
	<b>FUND EXPENDITURES</b>	<b>4,175,416</b>	<b>4,291,431</b>	<b>5,916,674</b>	<b>6,015,333</b>	<b>4,395,509</b>



**City of Dixon Budget FY 2022-23**  
**305-300 WASTEWATER O & M - TREATMENT**  
**OPERATING EXPENSES SUMMARY**

Account Code	2022		2023		Brief Detail Description
	Budget	Estimated	Budget		
591303	-	-	150,000		Transfer to Sewer Ops Reserve
591309	1,033,044	1,033,044	1,033,044		Transfer to SRF Debt Service
520400	1,500	1,800	2,500		Publications including Thompson Reuters updates for the following California Code of Regulations: Title 3, Title 8, Title 19, Title 22, Title 23
520810	25,000	25,000	25,000		Bad Debt/Write Off
521000	5,000	7,600	7,600		Building maintenance & repairs for 4 buildings; HVAC maintenance; Cleaning supplies; Mats for buildings
521400	11,000	15,000	15,000		Chemicals for weed abatement at WWTF \$12,500; Rodent control \$1,500; Spraying supplies \$1,000
521800	3,000	3,000	3,000		Telephone \$1,000; SCADA alarm dialer \$600; 5 cell phones \$600; SCADA cellular internet modem \$800
521900	12,000	12,000	12,000		Bank fees
521901	36,000	41,000	45,000		Credit cards fees - merchant fees for UB payments
522400	66,776	66,776	55,000		Stantec on-call contract \$15,000; SCADA repair and maintenance \$20,000; State-Required CV-Salts Program \$3,000, <b>On Call electrical maintenance \$17,000</b>
522600	67,000	67,000	67,000		Pest control; Fire alarm monitoring; Water softener contract; On-call contracts (Holt, Hach, Huber, Tesco, APEX); Misc. contract services
522600-0248	64,429	64,429	65,000		Wastewater lab testing & testing supplies \$55,000; State PFAS testing and Sludge removal \$10,000
524000	300	300	300		Class B DMV license expenses, renewals, exam fees, physicals
524200	1,000	1,000	1,250		PAPA dues for 4 staff \$300; CWEA dues for 4 staff \$950
525800	31,329	31,329	31,329		Emergency equipment rental \$2,000; Enterprise Vehicle Lease (4 vehicles) \$29,329
526000	25,000	28,000	28,000		Parts & labor to repair and maintain off-road and process equipment
526000-0219	59,690	109,690	100,000		Treatment plant repairs including water lines, waste process lines, etc.
529600	5,408	5,408	5,400		City Attorney support
531400	7,200	7,200	7,200		\$4,800 Copy machine, \$2,400 RingCentral Phones
531600	26,500	40,000	38,000		Office supplies for WWTF; Billing forms, postage, envelopes, Lockbox for Utility bill operations (monthly)
531650	13,850	22,950	19,000		\$10,424 Springbrook & Tyler financial software module; SCADA license \$3,000, Cityworks software license, misc. other charges
531900	26,800	29,800	30,000		Regional Water Board permit \$24,000; YSAQMD permit for generators, fuel tank & pumps \$2,000; State Air Resources Board permits for pumps \$700; WW Operator Licenses \$1,410; Pesticide certifications \$240; CWEA certifications renewal \$500; Dixon RCD permit \$700; EPA ID number renewal \$200; SWRCB SWPPPP permit \$250
535500	2,000	2,000	2,000		Misc. small tools
535600	59,900	59,900	76,121		Maint. Supplies - rip rap & road rock; Safety gear - goggles, gloves, signs; Miscellaneous equipment for trucks; Fencing repairs and shop supplies \$50,000; <b>Levee road repairs \$20,000. 4 Workstation Replacement &amp; misc. IT Supplies \$6,121</b>
535750	5,000	3,000	5,000		Pesticide, CWEA, safety training; Target Solutions training

**City of Dixon Budget FY 2022-23**  
**305-300 WASTEWATER O & M - TREATMENT**  
**OPERATING EXPENSES SUMMARY**

Account Code	2022		2023		Brief Detail Description
	Budget	Estimated	Budget		
535900	6,000	8,000	8,000		Uniforms, jackets, boots, lab coats, lab towels & coveralls for 4 employees \$2,000/ea.
536000	185,000	185,000	204,000		Utilities
537500	16,000	16,000	20,000		Fuel for vehicles, equipment, and generator load testing
538000	6,216	6,216	3,250		\$250 Maintenance on non-leased vehicles Enterprise Fleet Management leased vehicles
539000	20,000	15,000	15,000		Water costs for treatment plant
560400	-	17,108	24,850		Capital Outlay
560750	20,000	20,000	20,000		Project Admin - Direct for City Engineer/Public Works Staff
591100	246,351	246,351	294,031		Transfer to General Fund for Cost Allocation
591307	50,000	50,000	50,000		Transfer to Equipment Replacement
591315	2,745,993	2,745,993	159,912		Transfer to Sewer Rehab
591316	287,759	287,759	1,117,273		Transfer to Sewer Mixed - combined projects
<b>Total</b>	<b>5,172,045</b>	<b>5,274,653</b>	<b>3,740,060</b>		

**CITY OF DIXON**  
**CAPITAL EQUIPMENT (not included in Capital Project Funds)**  
**305-300 WASTEWATER O & M**

(N)ew or (R)eplacement	Category*	Item Description	Cost per Unit	Quantity	Total
Replacement	E	Replacement Blades for the Wilo TR226 Oxidation Ditch Mixers	7,425	2.00	14,850
Replacement	E	Replacement Blades for the Wilo TR90 Anoxic Basin Mixers	5,000	2.00	10,000
<b>Total</b>					<b>\$ 24,850</b>

\*Category:      V = Vehicles  
                       F = Furniture/Fixtures  
                       E = Equipment  
                       B = Buildings

**CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23**

**FUND 305  
WASTEWATER O&M  
Division 300 - Treatment**

Title	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>										
Chief Plant Operator - Wastewater	1.00	109,635	7,905	14,617	229	116	1,802	419	13,674	148,397
Sr. Wastewater Operator	1.00	100,839	7,271	7,225	229	116	1,567	385	12,577	130,209
Wastewater Operator II	1.00	92,598	6,676	7,225	229	116	1,447	354	11,549	120,194
Wastewater Operator I	1.00	84,874	6,119	14,617	229	116	1,443	324	10,586	118,308
Subtotal:	4.00	387,946	27,971	43,684	916	464	6,259	1,482	48,386	517,108
Other payroll costs:										
PERS Health Administration		-	-	103	-	-	-	-	-	103
Retirement Health Benefit		-	-	-	-	-	-	-	-	-
PERS Retirement UAL		-	50,116	-	-	-	-	-	-	50,116
Overtime		35,000	-	-	-	-	508	-	4,802	40,310
Standby		21,500	-	-	-	-	312	-	-	21,812
Subtotal:		56,500	50,116	103	-	-	820	-	4,802	112,341
<b>GRAND TOTAL:</b>	<b>4.00</b>	<b>444,446</b>	<b>78,087</b>	<b>43,787</b>	<b>916</b>	<b>464</b>	<b>7,079</b>	<b>1,482</b>	<b>53,188</b>	<b>629,449</b>

**City of Dixon Budget FY 2022-23**  
**305-301 WASTEWATER O & M - COLLECTIONS**  
**OPERATING EXPENSES SUMMARY SHEET**

Account Code	2022		2023		Brief Detail Description
	Budget	Estimated	Budget		
520400	500	500	500		Advertising/Publications
521000	200	200	1,000		Site Maintenance - <b>lift station fencing</b>
521400	2,000	2,000	6,000		Chemicals - Grease Pucks, Pesticides, Necessary Containment
521800	3,000	3,000	4,000		Standby phones; 2 hot spots and misc. office phone charges; Phones for all staff with data
522400	9,776	9,776	15,000		<b>Engineering Construction Specifications \$15,000</b>
524000	300	300	-		DMV Physicals & Exams
524200	400	400	1,200		Dues/Subscriptions - CWEA licensing (\$200) and membership (\$100) for 4 staff
525800	7,606	8,000	17,360		Enterprise Vehicle Lease (1 vehicle) \$7,606; <b>add'l F-250 truck lease w/ lift gate and equipment</b>
526000	30,000	30,000	35,000		Equipment Repairs/Maintenance - repair CCTV (stairs), vacuum truck (equipment other than drive), continuous repairs
529600	1,000	1,000	1,000		Legal Expenses
530100	50,000	50,000	110,000		Sewer line maintenance - root control, video survey, sewer repairs, repair connections at private laterals, <b>Manhole replacement x5 (\$50,000)</b>
531400	2,240	2,240	2,500		Caltronics (Copier), Quench (Ice Machine), \$800 RingCentral
531600	500	500	1,500		Office Expenses and Supplies
531650	18,000	18,000	13,000		Office Software/Maintenance, including CUES \$3,600, Tyler311 \$1,900, GIS \$5,000; Lift Station Monitoring \$500; FOG BMP Municipal \$1,560
531900	5,364	5,364	5,500		Solano County Water Board (SCWB) \$3,326 Yolo-Solano Air Quality Management Dist (YSAQM) \$2,100
535500	3,000	3,000	4,000		Small Tools
535600	14,736	14,736	15,000		Special Supplies - misc. equipment; Sewer line plugs
535750	4,000	4,000	12,000		Training, including Target Solutions training; Confined Space \$1k, Road Safety \$500; <b>CCTV NASSCO \$4k</b> ; USA Locating \$500; CWEA Contact Hours \$3k; DPR Pesticides \$1k; Computer training \$1k; DMV Commercial Licenses
535900	2,500	4,500	4,500		Uniforms for 4 staff
537500	10,000	7,500	7,500		Vehicle Fuel
538000	15,072	15,072	4,500		Maintenance on non-leased vehicles \$156; Enterprise Fleet Management leased vehicles
560400	48,000	48,000	26,000		Capital Outlay - see detail on Capital Equipment page
560750	40,000	40,000	40,000		Project Admin Direct for Engineering Department
<b>Total</b>	<b>268,194</b>	<b>268,088</b>	<b>327,060</b>		

***CITY OF DIXON***  
**CAPITAL EQUIPMENT (not included in Capital Project Funds)**  
**305-301 SEWER COLLECTIONS**

(N)ew or (R)eplacement	Category*	Item Description	Cost per Unit	Quantity	Total
R	E	CCTV Truck Generator 7.5 HP	12,500	1.00	12,500
R	E	CCTV Truck GraniteNet Software Upgrade & Hardware	13,500	1.00	13,500
				<b>Total</b>	<b>\$ 26,000</b>

\*Category:      V = Vehicles  
                       F = Furniture/Fixtures  
                       E = Equipment  
                       B = Buildings

CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23

FUND 305  
WASTEWATER O&M  
Division 301 - Collections

Title	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>										
Sr. Utilities Maintenance Worker	0.75	61,722	4,450	14,058	172	87	1,099	236	7,698	89,522
Utilities Maintenance Worker II	0.75	57,023	4,111	14,058	172	87	1,031	214	7,000	83,696
Utilities Maintenance Worker I	0.75	43,879	3,278	14,058	172	87	840	184	6,020	68,518
Utilities Maintenance Worker I	0.75	43,232	3,229	14,058	172	87	831	182	5,931	67,722
Subtotal:	3.00	205,856	15,068	56,232	688	348	3,801	816	26,649	309,458
Other payroll costs:										
PERS Health Administration	-	-	-	89	-	-	-	-	-	89
Retirement Health Benefit	-	-	-	-	-	-	-	-	-	-
PERS Retirement UAL	-	-	26,593	-	-	-	-	-	-	26,593
Overtime	-	20,000	-	-	-	-	290	-	2,744	23,034
Standby	-	16,100	-	-	-	-	233	-	2,209	18,542
Subtotal:	-	36,100	26,593	89	-	-	523	-	4,953	68,258
<b>GRAND TOTAL:</b>	<b>3.00</b>	<b>241,956</b>	<b>41,661</b>	<b>56,321</b>	<b>688</b>	<b>348</b>	<b>4,324</b>	<b>816</b>	<b>31,602</b>	<b>377,716</b>

**City of Dixon Budget FY 2022-23**  
**FUND 306 - SRF RESERVE FUND**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
306-000-461600-0000	Interest Earned	44,042	27,149	11,756	11,756	6,920
306-000-470100-0000	Unrealized Gain on Investments	14,730	24,074	-	-	-
		58,772	51,223	11,756	11,756	6,920
<b>FUND REVENUE</b>		<b>58,772</b>	<b>51,223</b>	<b>11,756</b>	<b>11,756</b>	<b>6,920</b>
<b>FUND EXPENDITURES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**City of Dixon Budget FY 2022-23**  
**FUND 307 - WASTEWATER EQUIPMENT REPLACEMENT FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
307-000-461600-0000	Interest Earned	5,557	4,103	1,700	177	1,216
307-000-470100-0000	Unrealized Gain on Investments	2,308	3,142	-	-	-
307-000-491305-0000	Transfer from Sewer O&M	50,000	50,000	50,000	50,000	50,000
		57,865	66,446	51,700	50,177	51,216
307-000-591305-0000	Tsfr to Sewer O&M	5,993	958	-	-	-
		5,993	958	-	-	-
<b>FUND REVENUE</b>		<b>57,865</b>	<b>66,446</b>	<b>51,700</b>	<b>50,177</b>	<b>51,216</b>
<b>FUND EXPENDITURES</b>		<b>5,993</b>	<b>958</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Dixon Budget FY 2022-23**  
**FUND 308- SEWER DEBT SERVICE FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
308-000-491305-0000	Transfer from Sewer O&M	172,722	167,888	-	-	-
		172,722	167,888	-	-	-
308-300-550300-0000	Bond Interest	7,163	2,127	-	-	-
308-300-550400-0000	Bond Redemption	-	-	-	-	-
		7,163	2,127	-	-	-
<b>FUND REVENUE</b>		<b>172,722</b>	<b>167,888</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND EXPENDITURES</b>		<b>7,163</b>	<b>2,127</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Dixon Budget FY 2022-23**  
**FUND 309 - SRF DEBT SERVICE FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
309-000-461600-0000	Interest Earned	20,529	12,570	4,700	908	3,200
309-000-470100-0000	Unrealized Gain GASB 31	7,380	12,082	-	-	-
309-000-491305-0000	Transfer from Sewer O&M	1,015,825	1,033,043	1,033,044	1,033,044	1,033,044
309-000-491310-0000	Transfer from Sewer Capital	705,913	688,695	688,695	688,695	688,695
		<u>1,749,647</u>	<u>1,746,390</u>	<u>1,726,439</u>	<u>1,722,647</u>	<u>1,724,939</u>
309-000-550300-0000	Loan Interest	481,811	457,162	447,707	447,707	423,501
309-000-550400-0000	Loan Principal	-	-	1,274,032	1,274,032	1,298,239
		<u>481,811</u>	<u>457,162</u>	<u>1,721,739</u>	<u>1,721,739</u>	<u>1,721,740</u>
<b>FUND REVENUE</b>		<b>1,749,647</b>	<b>1,746,390</b>	<b>1,726,439</b>	<b>1,722,647</b>	<b>1,724,939</b>
<b>FUND EXPENDITURES</b>		<b>481,811</b>	<b>457,162</b>	<b>1,721,739</b>	<b>1,721,739</b>	<b>1,721,740</b>

**City of Dixon Budget FY 2022-23**  
**FUND 310 - WASTEWATER CAPITAL FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
310-000-425600-0000	Development Fees - Sewer	1,403,384	4,333,660	1,500,000	4,022,227	2,305,158
310-000-461600-0000	Interest Earned	101,741	94,629	35,950	5,937	34,332
310-000-470100-0000	Unrealized Gain GASB 31	41,509	(51,589)	-	-	-
310-000-491305-0000	Transfer from Sewer O&M	-	-	-	-	-
310-000-491316-0000	Transfer from Sewer Mixed	92,170	340,652	-	-	-
		<u>1,638,804</u>	<u>4,717,352</u>	<u>1,535,950</u>	<u>4,028,164</u>	<u>2,339,490</u>
310-000-550720-0000	Disposition of Assets	-	-	-	-	-
310-000-591306-0000	Transfer to SRF Reserve	-	-	-	-	-
310-000-591309-0000	Transfer to SRF Debt Service	705,913	688,695	688,695	688,695	688,695
310-100-550700-0000	Depreciation	1,357,530	1,357,529	-	-	-
310-100-591100-0000	Transfer to General Fund	4,448	16,121	15,188	15,188	18,164
310-100-591316-0000	Transfer to Sewer Mixed	27,815	57,366	37,836	37,836	374,756
		<u>2,095,705</u>	<u>2,119,712</u>	<u>741,719</u>	<u>741,719</u>	<u>1,081,615</u>
<b>FUND REVENUE</b>		<b>1,638,804</b>	<b>4,717,352</b>	<b>1,535,950</b>	<b>4,028,164</b>	<b>2,339,490</b>
<b>FUND EXPENDITURES</b>		<b>2,095,705</b>	<b>2,119,712</b>	<b>741,719</b>	<b>741,719</b>	<b>1,081,615</b>

**City of Dixon Budget FY 2022-23**  
**FUND 315 - WASTEWATER REHAB PROJECTS**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
315-000-461600-0000	Interest Earned	8,224	4,978	2,194	2,194	1,300
315-000-470100-0000	Unrealized Gain GASB 31	2,750	(4,530)	-	-	-
315-000-491305-0000	Transfer from Sewer O&M	3,907	33,899	2,745,993	2,745,993	159,912
		14,881	34,347	2,748,187	2,748,187	161,212
315-100-591100-0000	Transfer to General Fund	3,907	1,574	1,318	1,318	2,412
<b>109 - 27" Sewer Trunk Line Rehab Project</b>						
315-109-520400-0000	Advertising/Publications	-	-	1,000	1,000	-
315-109-522400-0000	Consultants - Professional	-	-	217,675	217,675	-
315-109-560150-0000	Construction	-	-	1,535,000	1,535,000	-
315-109-560250-0000	Design/Plans/Specs	-	-	300,000	300,000	-
315-109-560750-0000	Project Admin - Direct	-	-	40,000	40,000	-
<b>125 - State Revolving Loan Fund Studies/Application</b>						
315-125-522400-0000	Consultants - Professional	-	-	-	-	50,000
315-125-560750-0000	Project Admin - Direct	-	-	-	-	5,000
<b>130 - N. Lincoln St. Sewer Lift Station</b>						
315-130-522400-0000	Consultants - Professional	-	-	-	-	50,000
315-130-560250-0000	Design/Plans/Specs	-	-	200,000	200,000	-
315-130-560750-0000	Project Admin - Direct	-	-	5,000	5,000	-
<b>131 - WWTF Percolation / Evaporation Basin Piping Project</b>						
315-131-522400-0000	Consultants - Professional	-	-	100,000	-	-
315-131-560750-0000	Project Admin - Direct	-	-	5,000	-	-
<b>132 - WWTF Security System</b>						
315-132-560150-0000	Construction	-	-	100,000	100,000	-
315-132-560750-0000	Project Admin - Direct	-	-	5,000	5,000	-
<b>133 - WWTF Chain Link Fence Replacement</b>						
315-133-560150-0000	Construction	-	-	160,000	160,000	-
315-133-560750-0000	Project Admin - Direct	-	-	5,000	5,000	-
<b>134 - WWTF Barbed Wire Fence</b>						
315-134-560150-0000	Construction	-	-	15,000	15,000	-
315-134-560750-0000	Project Admin - Direct	-	-	1,000	1,000	-
<b>135 - WWTF Overhangs</b>						
315-135-560150-0000	Construction	-	-	74,459	74,459	-
315-135-560750-0000	Project Admin - Direct	-	-	5,000	5,000	-
<b>136 - WWTF Pavement Repairs</b>						
315-136-520400-0000	Advertising/Publications	-	-	-	-	500
315-136-560150-0000	Construction	-	-	-	-	50,000
315-136-560750-0000	Project Admin - Direct	-	-	-	-	2,000
		3,907	1,574	2,770,452	2,665,452	159,912
<hr/>						
<b>FUND REVENUE</b>		<b>14,881</b>	<b>34,347</b>	<b>2,748,187</b>	<b>2,748,187</b>	<b>161,212</b>
<b>FUND EXPENDITURES</b>		<b>3,907</b>	<b>1,574</b>	<b>2,770,452</b>	<b>2,665,452</b>	<b>159,912</b>

**City of Dixon Budget FY 2022-23**  
**FUND 316 - WASTEWATER CAPITAL MIXED FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
316-000-461600-0000	Interest Earned	5,427	1,501	910	910	108
316-000-470100-0000	Unrealized Gain GASB 31	1,267	(2,804)	-	-	-
316-000-491305-0000	Transfer from Sewer O&M	101,767	157,277	287,759	287,759	1,117,273
316-000-491309-0000	Transfer from SRF Debt	-	-	-	-	-
316-000-491310-0000	Transfer from Sewer Improve	27,815	57,366	37,836	37,836	374,756
		136,275	213,341	326,505	326,505	1,492,137
316-100-591100-0000	Transfer to General Fund	5,704	2,616	3,465	3,465	9,029
316-100-591200-0000	Transfer to Sewer Capital	92,170	-	-	-	-
316-100-591305-0000	Transfer to Sewer O&M	52,818	-	-	-	-
	<b>115 - Qtr Groundwater Monitoring</b>					
316-115-522400-0000	Consultants - Professional	9,801	13,524	15,000	15,000	15,000
	<b>124-Sanitary Sewer Master Plans -SSMP</b>					
316-124-520400-0000	Advertising/Publications	-	-	-	-	500
316-124-522400-0000	Consultants - Professional	-	-	25,000	25,000	25,000
316-124-560750-0000	Project Admin - Direct	-	-	21,192	21,192	2,000
	<b>125 - Bio-Solids Sampling Plan</b>					
316-125-522400-0000	Consultants - Professional	-	-	6,000	6,000	-
316-125-560750-0000	Project Admin - Direct	-	-	500	500	-
	<b>130 - SCADA / Electrical Upgrades</b>					
316-130-522400-0000	Consultants - Professional	21,907	-	41,188	-	-
	<b>131 - Effluent Flowmeter Install</b>					
316-131-522600-0000	Contr Svcs - Non Professional	20,200	-	-	-	-
316-131-560150-0000	Construction	(20,199)	-	-	-	-
	<b>132 - WWTF Water System Upgrade</b>					
316-132-560150-0000	Construction	-	-	100,000	-	-
316-132-560750-0000	Project Admin - Direct	-	-	8,250	-	-
	<b>133 - Sanitary Sewer Management Plan (SSMP)</b>					
316-133-522400-0000	Consultants - Professional	-	-	50,000	50,000	-
316-133-560750-0000	Project Admin - Direct	-	-	5,000	5,000	-
	<b>137 - Bio-Solids Management Plan</b>					
316-137-522400-0000	Consultants - Professional	-	-	45,000	45,000	-
316-137-560750-0000	Project Admin - Direct	-	-	5,000	5,000	-
	<b>138 - WWTF Upgrade Project</b>					
316-138-520400-0000	Advertising/Publications	-	-	-	-	500
316-138-522400-0000	Consultants - Professional	-	-	-	-	1,390,000
316-138-560750-0000	Project Admin - Direct	-	-	-	-	50,000
		182,400	16,140	325,595	176,157	1,492,029
<b>FUND REVENUE</b>		<b>136,275</b>	<b>213,341</b>	<b>326,505</b>	<b>326,505</b>	<b>1,492,137</b>
<b>FUND EXPENDITURES</b>		<b>182,400</b>	<b>16,140</b>	<b>325,595</b>	<b>176,157</b>	<b>1,492,029</b>

**City of Dixon Budget FY 2022-23**  
**FUND 331 - WATER OPERATIONS AND MAINTENANCE**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
331-000-438000-0000	Water - Administration	1,275	2,325	825	825	1,000
331-000-438100-0000	Water - Backflow	16,450	15,430	16,800	16,800	17,520
331-000-438200-0000	Water - Construction Sales	5,978	13,363	4,040	24,000	5,000
331-000-438400-0000	Water - Installation	27,400	122,090	8,000	100,000	100,000
331-000-438500-0000	Water - Plan Check	3,630	3,630	8,050	8,050	-
331-000-438700-0000	Water - Sales	3,623,324	3,350,945	1,853,135	1,853,135	1,759,861
331-000-461000-0264	Grant Revenue	-	4,886	-	-	-
331-000-461600-0000	Interest Earned	28,299	48,908	26,400	26,400	12,864
331-000-462200-0000	Penalties & Interest	13,121	652	12,600	12,600	13,000
331-000-470100-0000	Unrealized Gain GASB 31	18,125	(17,705)	-	-	-
331-000-491334-0000	Tsfr fr Water Cap Proj	-	13,299	-	-	-
331-000-491335-0000	Transfer from Water Cap Proj Rehab	-	8,044	-	-	-
		3,737,602	3,565,867	1,929,850	2,041,810	1,909,245
331-000-511000-0000	Salaries/Wages	250,472	237,763	302,657	194,119	306,010
331-000-511020-0000	Comp Paid	4,262	9,418	-	8,260	-
331-000-511100-0000	Salaries/Wages PT	-	16,779	48,317	7,786	-
331-000-511200-0000	Overtime	23,835	22,050	23,000	19,599	30,000
331-000-511300-0000	Standby	22,380	20,700	21,500	21,637	21,500
331-000-511900-0000	Separation Pay	3,861	4,907	-	-	-
331-000-512100-0000	Medicare	4,266	4,566	6,963	4,312	6,148
331-000-512200-0000	Retirement	43,591	52,554	57,437	58,922	62,129
331-000-512201-0000	Pension Expense-Misc	293,701	6,570	-	-	-
331-000-512210-0000	Retirement - PARS	-	218	-	101	-
331-000-512300-0000	Disability Insurance	911	920	1,491	1,143	1,238
331-000-512400-0000	Health Insurance	55,617	51,602	62,613	61,310	66,671
331-000-512402-0000	OPEB Expense	40,485	21,910	-	-	-
331-000-512420-0000	Dental Insurance	472	751	916	709	916
331-000-512430-0000	Vision Insurance	240	381	464	360	464
331-000-512500-0000	Unemployment Insurance	229	191	-	-	-
331-000-512600-0000	Worker's Comp Insurance	20,835	29,957	31,000	37,279	44,578
331-000-520400-0000	Advertising/Publications	3,076	423	500	500	500
331-000-521000-0000	Bld/Site Maintenance	2,660	4,951	3,500	3,500	3,500
331-000-521400-0000	Chemicals	12,354	14,731	20,000	20,000	25,000
331-000-521800-0000	Communications	2,439	3,341	6,000	6,000	6,000
331-000-521800-0209	Communications - Emp Stipend	900	300	300	300	-
331-000-521900-0000	Bank Fees	9,230	8,249	7,500	7,500	7,700
331-000-521901-0000	Credit Card Payments	14,474	16,736	33,150	33,150	33,150
331-000-522400-0000	Consultants - Professional	34,508	30,755	79,776	79,776	85,000
331-000-522600-0000	Contract Svcs - Nonprof	144,896	234,311	85,000	85,000	85,000
331-000-522600-0248	Contract Serv - Lab Testing	17,285	16,643	25,000	20,000	20,000
331-000-522600-0267	Contract Serv - Line & Repairs	-	-	124,667	224,667	100,000
331-000-523200-0000	Contract Services - Audit	2,510	2,510	2,510	2,510	-
331-000-524000-0000	DMV Physicals & Exams	-	92	300	300	-
331-000-525800-0000	Equipment Rental	-	-	5,000	5,000	5,000
331-000-526000-0000	Equipment Repairs/Maintenance	61,501	102,926	95,333	95,333	95,000
331-000-529200-0000	Landscape Maintenance	258	865	1,000	1,000	1,000
331-000-529600-0000	Legal Services	20,059	20,286	10,000	10,000	10,000
331-000-530200-0000	Meetings/Seminars	151	149	3,000	3,000	1,000
331-000-531000-0000	Mileage Reimbursement	-	1,836	-	-	-
331-000-531400-0000	Office Equipment Maint/Rental	-	1,618	6,500	4,500	2,000
331-000-531600-0000	Office Supplies/Postage	20,342	18,180	20,000	22,500	20,000
331-000-531650-0000	Office/Software Maintenance	2,220	10,315	20,000	20,000	25,000
331-000-535500-0000	Small Tools	855	1,610	3,000	2,500	2,500
331-000-535600-0000	Special Supplies	41,194	34,124	60,000	60,000	60,000
331-000-535600-0242	Special Supp- Meter- Developer	15,149	48,700	40,000	90,000	100,000
331-000-535600-0246	Special Supp - Meter Replace	35,786	39,642	40,000	40,000	45,000
331-000-535750-0000	Training	3,834	3,116	5,000	5,000	5,000
331-000-535900-0000	Uniforms	2,796	3,663	5,000	4,000	4,000
331-000-536000-0000	Utilities	335,064	368,375	325,000	400,000	440,000
331-000-537500-0000	Vehicle Fuel	14,204	8,402	10,000	10,000	15,000
331-000-538000-0000	Vehicle Maintenance	1,009	2,409	288	2,010	4,500
331-000-540000-0000	Water Conservation	2,191	2,062	2,350	2,350	2,350

**City of Dixon Budget FY 2022-23**  
**FUND 331 - WATER OPERATIONS AND MAINTENANCE**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
331-000-550700-0000	Depreciation	674,583	663,301	-	-	-
331-000-560400-0000	Capital Outlay	-	-	30,000	37,852	-
331-000-560700-0000	Permitting Fees	15,478	19,044	35,000	35,000	40,000
331-000-560750-0000	Project Admin-Direct	28,360	28,138	35,000	20,000	20,000
331-000-591100-0000	Transfer to the General Fund	197,749	194,543	191,001	191,001	233,872
331-000-591333-0000	Transfer to Water Capital Rsv	100,000	100,000	-	-	-
331-000-591335-0000	Transfer to Water Cap Proj - Rehab	169,511	436,364	2,406,691	2,406,691	92,891
331-000-591336-0000	Transfer to Water OPEB	97,973	-	-	-	30,515
331-300-520810-0000	Bad Debt/Write Off	51,439	(34,024)	20,000	20,000	20,000
		2,901,194	2,889,924	4,313,724	4,386,476	2,180,132
<b>FUND REVENUE</b>		<b>3,737,602</b>	<b>3,565,867</b>	<b>1,929,850</b>	<b>2,041,810</b>	<b>1,909,245</b>
<b>FUND EXPENDITURES</b>		<b>2,901,194</b>	<b>2,889,924</b>	<b>4,313,724</b>	<b>4,386,476</b>	<b>2,180,132</b>

**City of Dixon Budget FY 2022-23**  
**FUND 331 - WATER OPERATIONS AND MAINTENANCE**  
**OPERATING EXPENSES SUMMARY**

Account Code	2022		2023	Brief Detail Description
	Budget	Estimated	Budget	
520400	500	500	500	Advertising/Publications
521000	3,500	3,500	3,500	HVAC contract at water site locations
521400	20,000	20,000	25,000	Chemicals
521800	6,000	6,000	6,000	Communications, Data for 4 tablets and 3 existing phones
521800-0209	300	300	-	Cell phone stipend for Water Supervisor
521900	7,500	7,500	7,700	Bank Fees
521901	33,150	33,150	33,150	Credit Card fees - merchant fee for UB payments
522400	79,776	79,776	85,000	"On-call" SCADA maintenance & SCADA project management \$50,000; Misc. consultant services \$20,000; <b>Update Construction Specifications \$15,000</b>
522600	85,000	85,000	85,000	Annual maintenance and service of equipment, including pumps and motors "On-Call" CPM \$30,000, chlorine analyzers and pumps \$5,000 "On-Call" Holt/Tesco generators/electrical \$35,000. Back flow prevention and testing \$15,000
522600-0248	25,000	20,000	20,000	Water Lab testing
522600-0267	124,667	224,667	100,000	"On call" for Civil Pacific for contractor services on main line and service repairs
523200	2,510	2,510	-	Audit costs
524000	300	300	-	Class B DMV license expenses; physicals
525800	5,000	5,000	5,000	Equipment Rental
526000	95,333	95,333	95,000	Parts and labor to repair equipment and maintain facilities; Fitzgerald Trailer lease
529200	1,000	1,000	1,000	Landscape maintenance, including water charges
529600	10,000	10,000	10,000	Legal fees
530200	3,000	3,000	1,000	Meetings/Seminars
531400	6,500	4,500	2,000	Office equipment maintenance and rental (\$2,000 Ring Central- office phones)
531600	20,000	22,500	20,000	Office supplies/postage; Monthly utility billing
531650	20,000	20,000	25,000	Software, including Springbrook Financials module, SeeClickFix, Cityworks, GIS licensing and integration into Cityworks
535500	3,000	2,500	2,500	Misc. small tools needed for repair and maintenance activity
535600	60,000	60,000	60,000	Special Supplies
535600-0242	40,000	90,000	100,000	Developer water meters. Projected new development.
535600-0246	40,000	40,000	45,000	Replacement water meters
535750	5,000	5,000	5,000	Training - safety training, continuing education and certification renewal
535900	5,000	4,000	4,000	Uniforms and PPE for 4 employees
536000	325,000	400,000	440,000	Utilities including PG&E
537500	10,000	10,000	15,000	Fuel for vehicles & equipment and generator
538000	288	2,010	4,500	Cost to maintain our four City owned vehicles, including tires for two trucks, one transmission service, and routine maintenance. Enterprise Fleet Management (\$288)
540000	2,350	2,350	2,350	Water Conservation - School Water Education Program
560400	30,000	37,852	-	Capital Outlay - see detail on Capital Equipment page
560700	35,000	35,000	40,000	YSAQMD Permitting Fees, GSA; CERS (hazmat) permitting, SWRCB annual Public water system permit
560750	35,000	20,000	20,000	Project Admin - Direct
591100	191,001	191,001	233,872	Transfer to the General Fund (Cost Allocation)
591335	2,406,691	2,406,691	92,891	Transfer to Water Cap Proj - Rehab
591336	-	-	30,515	Transfer to Water OPEB
520810	20,000	20,000	20,000	Bad Debt/Write Off
<b>Total</b>	<b>3,757,366</b>	<b>3,970,940</b>	<b>1,640,478</b>	

CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23

FUND 331  
DEPT. 000  
WATER OPERATIONS & MAINTENANCE FUND

Title	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 516000	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512200	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>										
Water Ops Supervisor	1.00	99,825	7,197	14,617	229	116	1,659	381	12,451	136,475
Water Operator II	1.00	75,455	5,636	18,743	229	116	1,366	317	10,352	112,214
Water Operator I	1.00	69,455	5,188	14,424	229	116	1,216	283	9,252	100,163
Water Operator I	1.00	61,275	4,577	18,743	229	116	1,160	257	8,407	94,764
Subtotal:	4	306,010	22,598	66,527	916	464	5,401	1,238	40,462	443,616
Other payroll costs:										
PERS Health Administration		-	-	144	-	-	-	-	-	144
PERS Retirement UAL		-	39,531	-	-	-	-	-	-	39,531
Overtime		30,000	-	-	-	-	435	-	4,116	34,551
Standby		21,500	-	-	-	-	312	-	-	21,812
Subtotal:		51,500	39,531	144	-	-	747	-	4,116	96,038
<b>GRAND TOTAL:</b>	<b>4.00</b>	<b>357,510</b>	<b>62,129</b>	<b>66,671</b>	<b>916</b>	<b>464</b>	<b>6,148</b>	<b>1,238</b>	<b>44,578</b>	<b>539,654</b>



**City of Dixon Budget FY 2022-23**  
**FUND 332 - WATER OPERATING RESERVE**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
332-000-461600-0000	Interest Earned	17,741	10,816	4,683	4,683	2,756
332-000-470100-0000	Unrealized Gain on Investments	6,176	(9,591)	-	-	-
332-000-491331-0000	Transfer from Water O&M	-	-	-	-	-
		23,917	1,225	4,683	4,683	2,756
<b>FUND REVENUE</b>		<b>23,917</b>	<b>1,225</b>	<b>4,683</b>	<b>4,683</b>	<b>2,756</b>
<b>FUND EXPENDITURES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Dixon Budget FY 2022-23**  
**FUND 333 - WATER CAPITAL RESERVE**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
333-000-461600-0000	Interest Earned	12,893	9,342	6,884	6,884	2,568
333-000-470100-0000	Unrealized Gain on Investments	5,294	(7,275)	-	-	-
333-000-491331-0000	Transfer from Water O&M	100,000	100,000	-	-	-
		118,187	102,067	6,884	6,884	2,568
<b>FUND REVENUE</b>		<b>118,187</b>	<b>102,067</b>	<b>6,884</b>	<b>6,884</b>	<b>2,568</b>
<b>FUND EXPENDITURES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Dixon Budget FY 2022-23**  
**FUND 334 - WATER CAPITAL PROJECTS**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
334-000-425900-0000	Development Fees - Water	423,882	479,603	100,000	100,000	100,000
334-000-461600-0000	Interest Earned	10,162	9,837	2,887	2,887	3,992
334-000-470100-0000	Unrealized Gain on Investments	4,348	(5,085)	-	-	-
334-000-491335-0000	Transfer from Water Cap Proj Rehab	147,589	197,012	-	-	-
		585,981	681,367	102,887	102,887	103,992
334-000-591100-0000	Transfer to General Fund	2,478	1,986	1,849	1,849	2,756
334-000-591331-0000	Transfer to Water O&M	-	13,299	-	-	-
	<b>101 - Fitzgerald Dr. Well Upgrade</b>					
334-101-529600-0000	Legal Services	252	-	-	-	-
		2,730	15,285	1,849	1,849	2,756
<b>FUND REVENUE</b>		<b>585,981</b>	<b>681,367</b>	<b>102,887</b>	<b>102,887</b>	<b>103,992</b>
<b>FUND EXPENDITURES</b>		<b>2,730</b>	<b>15,285</b>	<b>1,849</b>	<b>1,849</b>	<b>2,756</b>

**City of Dixon Budget FY 2022-23**  
**FUND 335 - WATER CAPITAL PROJECTS REHAB FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
335-000-425409-0000	Developer Contributions	-	-	223,000	223,000	-
335-000-461600-0000	Interest Earned	441	-	-	-	-
335-000-491331-0000	Transfer from Water O&M	169,511	436,364	2,406,691	2,406,691	92,891
		169,952	436,364	2,629,691	2,629,691	92,891
335-000-591331-0000	Transfer to Water Operations	-	8,044	-	-	-
335-000-591334-0000	Transfer to Water Capital Projects	147,589	197,012	-	-	-
335-100-591100-0000	Transfer to General Fund	23,336	10,300	2,765	2,765	13,641
<b>102 - Water Master Plan</b>						
335-102-520400-0000	Advertising/Publications	-	-	-	150	-
335-102-522400-0000	Consultants - Professional	-	-	52,000	51,850	-
335-102-560600-0000	Master Plan Update	-	-	205,855	205,855	-
335-102-560750-0000	Project Admin - Direct	-	-	12,528	12,528	-
<b>103 - Water Rate Study</b>						
335-103-520400-0000	Advertising / Publications	-	-	44,650	44,650	-
335-103-522400-0000	Consultants - Professional	-	-	788,912	788,912	78,250
335-103-529600-0000	Legal Services	-	-	58,011	58,011	-
335-103-560750-0000	Project Admin - Direct	-	-	25,000	25,000	-
<b>104 - Chromium 6</b>						
335-104-522400-0000	Consultants - Professional	-	-	10,000	10,000	-
335-104-560750-0000	Project Admin - Direct	-	-	2,000	2,000	-
<b>110 - Water Meter Replacement Program</b>						
335-110-522400-0000	Consultants - Professional	-	-	10,000	10,000	-
335-110-560150-0000	Construction	-	62,371	87,628	87,628	-
335-110-560750-0000	Project Admin - Direct	-	-	1,000	1,000	-
<b>112 - SCADA System Improvements</b>						
335-112-522400-0000	Consultants - Professional	-	-	32,761	32,761	-
335-112-560150-0000	Construction	-	-	21,786	17,885	-
335-112-560750-0000	Project Admin - Direct	-	(316)	1,000	1,000	-
<b>113 - Strategic Asset Mgt Program</b>						
335-113-522400-0000	Consultants - Professional	6,400	30,950	22,650	22,650	-
335-113-560750-0000	Project Admin - Direct	-	-	6,000	6,000	-
<b>115 - Valve Exercising Program</b>						
335-115-520400-0000	Advertising/Publications	-	-	500	500	-
335-115-522400-0000	Consultants - Professional	-	-	-	-	-
335-115-560150-0000	Construction	-	-	145,000	145,000	-
335-115-560750-0000	Project Admin - Direct	-	-	6,000	6,000	1,000
<b>124 - Solano GSA/GSP</b>						
335-124-522400-0000	Consultants - Professional	-	-	20,000	20,000	-
335-124-560750-0000	Project Admin - Direct	203	-	5,000	5,000	-
<b>128 - Valley Glen Instrumentation Upgrades</b>						
335-128-520400-0000	Advertising/Publications	-	-	500	500	-
335-128-560150-0000	Construction	-	-	34,000	34,000	-
335-128-560750-0000	Project Admin - Direct	-	-	1,000	1,000	-

**City of Dixon Budget FY 2022-23**  
**FUND 335 - WATER CAPITAL PROJECTS REHAB FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
<b>130 - Industrial Well Replacement</b>						
335-130-520400-0000	Advertising/Publications	-	-	50	50	-
335-130-560250-0000	Design/Plans/Specs	-	-	250,000	250,000	-
335-130-560750-0000	Project Admin - Direct	-	-	2,500	2,500	-
<b>131 - Cross-Connection Program</b>						
335-131-522400-0000	Consultants - Non-Professional	-	3,200	45,500	45,500	-
335-131-560150-0000	Construction	-	11,170	3,830	3,830	-
335-131-560750-0000	Project Admin - Direct	-	158	841	841	-
<b>134 - Arc Flash Study &amp; Labeling</b>						
335-134-522400-0000	Consultants - Non-Professional	-	28,520	-	-	-
<b>143 - Watson Ranch Tank Rehab</b>						
335-143-522400-0000	Consultants - Professional	-	-	150,000	150,000	-
335-143-560150-0000	Construction	6,800	-	-	-	-
335-143-560750-0000	Project Admin - Direct	-	-	5,000	5,000	-
<b>146 - Fitzgerald VFD/ Instrumentation Upgrades</b>						
335-146-560150-0000	Construction	-	73,841	-	-	-
<b>147 - Urban Water Management Plan</b>						
335-147-522400-0000	Consultants - Professional	-	-	111,000	90,000	-
335-147-560750-0000	Project Admin - Direct	-	-	4,000	4,000	-
<b>149 - Watson Ranch Site Improvements</b>						
335-149-560150-0000	Construction	6,977	31,204	43,775	43,775	-
335-149-560750-0000	Project Admin - Direct	-	-	1,000	1,000	-
<b>150 - Fitzgerald Booster Pump Add (Developer Reimb)</b>						
335-150-520400-0000	Advertising/Publications	-	-	500	500	-
335-150-522400-0000	Consultants - Professional	-	-	25,000	2,500	-
335-150-560150-0000	Construction	-	-	185,000	185,000	-
335-150-560750-0000	Project Admin - Direct	-	-	12,500	12,500	-
<b>152 - Fitzgerald Tank Rehab</b>						
335-152-520400-0000	Advertising/Publications	588	-	500	500	-
335-152-522400-0000	Consultants - Professional	-	-	19,370	19,370	-
335-152-560150-0000	Construction	5,050	630	-	-	-
335-152-560750-0000	Project Admin - Direct	-	-	1,000	1,000	-
<b>159 - Storage Tank Management Plan</b>						
335-152-520400-0000	Advertising/Publications	588	-	-	-	-
335-159-522400-0000	Consultants - Professional	-	-	50,000	50,000	-
335-152-560150-0000	Construction	5,050	630	-	-	-
335-159-560750-0000	Project Admin - Direct	-	-	2,000	-	-
<b>160 - Parklane Tank #1 Rehab</b>						
335-160-520400-0000	Advertising/Publications	-	-	500	500	-
335-160-522400-0000	Consultants - Professional	-	-	75,000	75,000	-
335-152-560150-0000	Construction	5,050	630	-	-	-
335-160-560750-0000	Project Admin - Direct	-	-	2,000	2,000	-

**City of Dixon Budget FY 2022-23**  
**FUND 335 - WATER CAPITAL PROJECTS REHAB FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
<b>161 - Parklane Tank #2 Rehab</b>						
335-161-520400-0000	Advertising/Publications	-	-	500	500	-
335-161-522400-0000	Consultants - Professional	-	-	75,000	75,000	-
335-152-560150-0000	Construction	5,050	630	-	-	-
335-161-560750-0000	Project Admin - Direct	-	-	2,000	2,000	-
		212,769	458,974	2,664,912	2,615,511	92,891
<hr/>						
	<b>FUND REVENUE</b>	<b>169,952</b>	<b>436,364</b>	<b>2,629,691</b>	<b>2,629,691</b>	<b>92,891</b>
	<b>FUND EXPENDITURES</b>	<b>212,769</b>	<b>458,974</b>	<b>2,664,912</b>	<b>2,615,511</b>	<b>92,891</b>

**City of Dixon Budget FY 2022-23**  
**FUND 336 - WATER OPEB RESERVE**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
336-000-461600-0000	Interest Earned	1,191	1,509	691	126	384
336-000-470100-0000	Unrealized Gain on Investments	1,239	1,060	-	-	-
336-000-491331-0000	Transfer from Water O&M	97,973	-	-	-	30,515
		100,404	2,570	691	126	30,899
<b>FUND REVENUE</b>		<b>100,404</b>	<b>2,570</b>	<b>691</b>	<b>126</b>	<b>30,899</b>
<b>FUND EXPENDITURES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# City of Dixon Budget FY 2022-23

## FUND 350 - TRANSIT

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
350-000-414300-0000	TDA - Operating	774,994	526,642	789,234	789,234	376,566
350-000-414400-0000	TDA - Capital	99,740	284,828	-	-	-
350-000-414600-0000	Transit Grant - FTA 5311 (Op)	221,788	258,647	225,311	225,311	597,084
350-000-414650-0000	Transit Grant - FTA 5311 (Cap)	72,793	-	-	-	278,188
350-000-414700-0000	Prop 1B - Capital	(191)	(560)	-	-	-
350-000-436800-0000	Transit - Passenger Fares	96,977	38,059	75,000	75,000	75,000
350-000-460610-0000	CARES Act Revenue	-	305,302	-	-	-
350-000-460620-0000	CRRSAA Funding	-	-	-	-	100,000
350-000-461600-0000	Interest Earned	3,221	457	514	-	-
350-000-461800-0000	Miscellaneous Income	5,133	-	-	-	-
350-000-462600-0000	Sale of Property	-	3,500	-	-	-
350-000-470100-0000	Unrealized Gain GASB 31	(261)	-	-	-	-
		1,274,195	1,416,875	1,090,059	1,089,545	1,426,838
350-300-511000-0000	Salaries/Wages	361,331	387,747	409,619	321,213	394,932
350-300-511000-0264	Salaries/Wages - COVID 19	-	-	-	3,640	-
350-300-511020-0000	Comp Paid	2,687	791	-	1,657	-
350-300-511100-0000	Salaries/Wages PT	4,523	4,928	15,149	19,205	15,600
350-300-511200-0000	Overtime	11,572	32	3,500	-	3,500
350-300-511900-0000	Separation Pay	3,837	-	-	3,697	-
350-300-512100-0000	Medicare	5,953	5,922	7,360	6,305	7,523
350-300-512200-0000	Retirement	74,181	90,951	91,387	91,670	88,216.82
350-300-512200-0264	Paid Sick Leave- COVID 19	108	1,220	-	1,575	-
350-300-512201-0000	Pension Expense - Misc	49,956	90,352	-	-	-
350-300-512210-0000	Retirement - PARS	-	-	197	115	203
350-300-512300-0000	Disability Insurance	1,484	1,738	1,918	1,675	1,591
350-300-512400-0000	Health Insurance	76,294	78,428	79,322	79,842	104,904
350-300-512401-0000	Retiree Health	15,514	1,716	1,716	13,388	1,806
350-300-512402-0000	OPEB Expense	(1,423)	56,381	-	-	-
350-300-512420-0000	Dental Insurance	1,132	2,076	1,822	1,777	2,061
350-300-512430-0000	Vision Insurance	575	1,054	923	902	1,044
350-300-512600-0000	Worker's Comp Insurance	44,419	52,239	45,186	50,187	50,658
350-300-520400-0000	Advertising/Publications	172	75	2,000	1,000	1,000
350-300-521000-0000	Bldg/Site Maintenance	3,259	581	1,500	1,500	1,500
350-300-521800-0000	Communications	7,210	3,203	4,500	4,500	4,500
350-300-521800-0209	Communications-Emp Stipend	675	900	900	900	900
350-300-521901-0000	Credit Card Processing Fees	106	1	100	300	300
350-300-522400-0000	Consultants - Professional	36,713	10,811	35,490	20,000	35,500
350-300-522600-0000	Contract Svcs - Non Prof	618	48	650	650	650
350-300-523200-0000	Contract Svcs - Audit	2,510	2,510	2,510	2,510	2,510
350-300-524000-0000	DMV Physicals & Exams	1,226	1,020	600	600	600
350-300-524200-0000	Dues/Subscriptions	535	587	560	560	560
350-300-527800-0000	Insurance - Liability	37,797	40,863	47,500	39,924	40,000
350-300-528400-0000	Insurance - Vehicles	708	792	1,075	1,075	1,075
350-300-529600-0000	Legal Services	975	273	5,000	5,000	5,000
350-300-530200-0000	Meetings/Seminars	-	-	100	100	100
350-300-531000-0000	Mileage Reimbursement	27	71	60	85	100
350-300-531400-0000	Office Equip Maint/Rental	207	1,942	3,120	3,120	3,120
350-300-531600-0000	Office Supplies	4,638	3,517	3,500	3,500	3,500
350-300-532400-0000	Physical/Psych Exams	52	94	150	150	150
350-300-534500-0000	Administrative Fees	695	-	1,000	1,000	1,000
350-300-535600-0000	Special Supplies	4,502	1,545	2,100	2,100	2,100
350-300-535750-0000	Training	-	-	1,500	1,500	1,500
350-300-535900-0000	Uniforms	547	1,712	2,453	2,453	2,000
350-300-536000-0000	Utilities	8,757	9,278	8,000	8,000	8,000
350-300-537500-0000	Vehicle Fuel	45,208	34,161	52,500	52,500	52,500
350-300-538000-0000	Vehicle Parts/Maintenance	65,826	33,935	54,000	54,000	54,000
350-300-550700-0000	Depreciation	78,605	148,079	-	-	-

# **City of Dixon Budget FY 2022-23**

## **FUND 350 - TRANSIT**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
350-300-560400-0000	Capital Outlay	-	0	50,000	50,000	278,188
350-300-560750-0000	Project Admin - Direct	30,114	8,635	40,000	40,000	40,000
350-300-591100-0000	Transfer to General Fund	221,787	182,516	171,064	171,064	108,899
350-300-591351-0000	Transfer to Transit OPEB	261,261	-	-	-	-
		1,466,876	1,262,723	1,150,031	1,064,941	1,321,291
<b>FUND REVENUE</b>		<b>1,274,195</b>	<b>1,416,875</b>	<b>1,090,059</b>	<b>1,089,545</b>	<b>1,426,838</b>
<b>FUND EXPENDITURES</b>		<b>1,466,876</b>	<b>1,262,723</b>	<b>1,150,031</b>	<b>1,064,941</b>	<b>1,321,291</b>



**City of Dixon Budget FY 2022-23**  
**FUND 350 - TRANSIT**  
**OPERATING EXPENSES SUMMARY**

Account Code	2022		2023		Brief Detail Description
	Budget	Estimated	Budget		
520400	2,000	1,000	1,000		Promotion and advertising
521000	1,500	1,500	1,500		HVAC maintenance & misc. building repairs
521800	4,500	4,500	4,500		Office phones; Internet
521800-0209	900	900	900		Cell Phone Stipend for Transit Supervisor - \$75/month (phone & data)
521901	100	300	300		Credit Card Processing Fees
522400	35,490	20,000	35,500		Misc. consultant services; Michael's Transportation to backfill/support transit drivers; <b>Micro-transit SAAS Dispatch</b>
522600	650	650	650		Pest control
523200	2,510	2,510	2,510		Audit of Transit program; Single Audit
524000	600	600	600		Paratransit vehicle drivers license and GPPV renewal
524200	560	560	560		Dues - CalACT joint purchasing pool for buses & other resources
527800	47,500	39,924	40,000		Liability and vehicle physical damage coverage through the California Transit Insurance Pool (CalTIP).
528400	1,075	1,075	1,075		Vehicle Insurance
529600	5,000	5,000	5,000		Legal Fees
530200	100	100	100		Staff Meetings
531000	60	85	100		Mileage for work related travel by the Transit staff
531400	3,120	3,120	3,120		Quench (Ice Machine) Billed Quarterly Total for year \$719; RingCentral Phone Rental \$2,400
531600	3,500	3,500	3,500		General office supplies
532400	150	150	150		Physical/Psych Exams
534500	1,000	1,000	1,000		Administrative Fees for credit card acceptance
535600	2,100	2,100	2,100		Readi-Ride ticket book printing \$600; Other supplies as needed \$1,500
535750	1,500	1,500	1,500		Staff training
535900	2,453	2,453	2,000		Uniforms
536000	8,000	8,000	8,000		Water and PG&E for Transit Office
537500	52,500	52,500	52,500		Fuel for Readi-Ride vehicles
538000	54,000	54,000	54,000		Vehicle Maintenance
560400	50,000	50,000	278,188		Capital Outlay - see detail on Capital Equipment page
560750	40,000	40,000	40,000		Project Admin - Direct
591100	171,064	171,064	108,899		Transfer to General Fund per Cost Allocation Plan
<b>Total</b>	<b>491,932</b>	<b>468,091</b>	<b>649,252</b>		

***CITY OF DIXON***  
**CAPITAL EQUIPMENT (not included in Capital Project Funds)**  
**350 - TRANSIT**

(N)ew or (R)eplacement	Category*	Item Description	Cost per Unit	Quantity	Total
R	V	Passenger Transit Bus	94,000	2.0	188,000
R	B	Procure/install a transformer at the Transit Building to allow for future electrification of fleet	90,188	1.0	90,188
				<b>Total</b>	<b>278,188</b>

CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23

FUND 350  
TRANSIT

Title	FTE	Full Time Equiv. Pay 511000	Temp Pay 511100	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>											
Transit Supervisor	1.00	94,154	-	6,788	14,424	229	116	1,574	359	10,905	128,549
Senior Transit Driver	1.00	52,160	-	3,761	14,617	229	116	968	207	6,269	78,327
Transit Driver/Dispatcher	1.00	46,061	-	3,441	14,617	229	116	880	188	5,697	71,229
Transit Driver/Dispatcher	1.00	38,630	-	2,886	18,743	229	116	832	162	4,922	66,520
Transit Driver/Dispatcher	1.00	46,061	-	3,441	7,225	229	116	773	188	5,697	63,730
Transit Driver/Dispatcher	1.00	41,168	-	3,075	7,225	229	116	702	168	5,092	57,775
Transit Driver/Dispatcher	0.75	34,546	-	3,441	5,419	229	116	579	141	4,273	48,744
Transit Dispatcher	0.60	21,076	-	2,624	11,246	229	116	469	89	2,685	38,534
Transit Dispatcher	0.60	21,076	-	2,624	11,246	229	116	469	89	2,685	38,534
Subtotal:	8	394,932	0	32,081	104,762	2,061	1,044	7,246	1,591	48,225	591,942
<b>Temporary Personnel:</b>											
	Hours										
Transit Driver I	960	-	15,600	203	-	-	-	226	-	1,987	18,016
Subtotal:	960	-	15,600	203	-	-	-	226	-	1,987	18,016
<b>Other payroll costs:</b>											
PERS Health Administration		-	-	-	142	-	-	-	-	-	142
Retirement Health Benefit		-	-	-	1,806	-	-	-	-	-	1,806
PERS Retirement UAL		-	-	56,136	-	-	-	-	-	-	56,136
Overtime		3,500	-	-	-	-	-	51	-	446	3,997
Subtotal:		3,500	-	56,136	1,948	-	-	51	-	446	62,081
<b>GRAND TOTAL:</b>	<b>7.95</b>	<b>398,432</b>	<b>15,600</b>	<b>88,420</b>	<b>106,710</b>	<b>2,061</b>	<b>1,044</b>	<b>7,523</b>	<b>1,591</b>	<b>50,658</b>	<b>672,039</b>

**City of Dixon Budget FY 2022-23**  
**FUND 351 - TRANSIT OPEB RESERVE**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
351-000-461600-0000	Interest Earned	3,177	4,024	1,842	317	988
351-000-470100-0000	Unrealized Gain on Investments	3,304	(2,828)	-	-	-
351-000-491350-0000	Transfer from Transit O&M	261,261	-	-	-	-
		267,742	1,197	1,842	317	988
<b>FUND REVENUE</b>		<b>267,742</b>	<b>1,197</b>	<b>1,842</b>	<b>317</b>	<b>988</b>
<b>FUND EXPENDITURES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



## Grant Funds

There are a number of grants received by the City that are designated for special purposes.

### **Fund 501 ARPA**

The ARPA Fund 501 was established in FY 2022 to track the American Rescue Plan Act of 2021 (ARPA) revenues received from the federal government under the Coronavirus State and Local Fiscal Recovery Funds program. This fund is managed by the Finance Department.

### **Fund 525 Home Loan Grant Fund**

The Home Loan Fund 525 exists to account for HCD HOME grant funds used to fund first time homebuyer loans and the related program income. This fund was created in FY 2008 to separate out these types of loans from other loans. Program income is estimated very conservatively because all loans have been deferred and therefore payoffs are only received when the borrower refinances or sells the property.

This fund is managed jointly by Economic Development/Grants Manager and the Finance Department. Economic Development is responsible for the program, compliance, loan administration, and the Finance Department responsible for loan accounting.

## **Fund 550 Used Oil Grant Fund**

Each year the City is awarded a grant from the State for used oil and filter collection, recycling, and the cost of education on the hazards of improper disposal of used oil and filters. Appropriations are made to cover the cost of used oil and filter collection and to educate the public on the hazards of improper disposal of used oil and filters. In past years, this grant was managed by the Engineering Department. However, going forward, Solano County will manage this grant on behalf of the City.



## **Fund 560 Police Grants Fund**

The Police Grants fund is used to account for special police expenditures, which are funded by a State grant. This includes half the cost of a full-time Police Sergeant, as well as operational supplies such as tactical vests, firing range equipment, portable radios and safety equipment.



### **Fund 570 CDBG Fund**

The CDBG (Community Development Block Grant) Fund exists to account for grant funds, which are used to make loans to businesses to promote the City's economic development goals, create jobs, assists with infrastructure improvements, program income and private investment dollars, as well as the related program income.

Expenditures consist of loan disbursements and administration costs. This fund is managed jointly by Economic Development/Grants Manager and the Finance Department, with Economic Development being responsible for the program and compliance and the Finance Department responsible for loan administration and accounting. Currently there are four active loans.

### **Fund 572 CDBG Housing Rehabilitation Grant Fund**

The CDBG Rehabilitation Fund exists to account for grant funds, which are used to make housing rehabilitation loans to owner-occupied housing units in order to improve the City's low and moderate income housing units. This fund is managed jointly by Economic Development/Grants Manager and the Finance Department. This fund is not included in the Budget Overview – Grant Funds due to zero fund balance and zero activity.

### **Fund 573 CDBG Coronavirus Relief Grant Fund**

The CDBG – Coronavirus Aid, Relief, and Economic Security Act funds were awarded to provide forgivable loans as a form of assistance to small businesses. This fund is managed by Economic Development with the loan accounting performed by the Finance Department.

### **Fund 574 CDBG Planning Grant Fund**

This planning grant was awarded for the design of La Esperanza Park. This fund is managed by Economic Development and Engineering.

**CITY OF DIXON**  
**BUDGET OVERVIEW**  
**GRANT FUNDS**

	ARPA 501	HOME FTHB LOAN PROGRAM 525	CDBG Home Rehab Loan 526	USED OIL GRANT 550	POLICE GRANT 560	CDBG 570	CDBG COVID Relief 573	CDBG Planning GRANT 574	Total
<b>FY 2022 SUMMARY OF ESTIMATED RESOURCES &amp; EXPENDITURES</b>									
<b>BEGINNING FUND BALANCE</b>	-	146,180	760	1,817	159,992	86,817	(407)	-	<b>395,160</b>
<b>July-2021</b>									
REVENUE	2,475,701	637	-	10	155,252	2,136	366,879	150,000	<b>3,150,615</b>
TRANSFERS	-	-	-	-	-	-	77,075	-	<b>77,075</b>
REVENUE & TRANSFERS	2,475,701	637	-	10	155,252	2,136	443,954	150,000	<b>3,227,690</b>
EXPENDITURES	1,758,246	6,900	-	2,620	219,878	78,075	415,954	150,000	<b>2,631,673</b>
<b>ESTIMATED ENDING FUND BALANCE</b>	717,455	139,917	760	(793)	95,367	10,878	27,593	-	<b>991,176</b>
<b>FY 2023 SUMMARY OF PROPOSED RESOURCES &amp; APPROPRIATIONS</b>									
<b>ESTIMATED BEGINNING FUND BALANCE</b>	717,455	139,917	760	(793)	95,367	10,878	27,593	-	<b>991,176</b>
<b>July-2022</b>									
REVENUES	2,475,701	948	-	-	160,724	2,532	-	-	<b>2,639,905</b>
TRANSFERS	-	-	-	-	-	-	-	-	<b>-</b>
REVENUE & TRANSFERS	2,475,701	948	-	-	160,724	2,532	-	-	<b>2,639,905</b>
AVAILABLE RESOURCES	3,193,156	140,865	760	(793)	256,091	13,410	27,593	-	<b>3,631,081</b>
APPROPRIATIONS	892,692	11,800	-	-	255,657	1,000	-	-	<b>1,161,149</b>
<b>ESTIMATED ENDING FUND BALANCE</b>	2,300,464	129,065	760	(793)	434	12,410	27,593	-	<b>2,469,932</b>



**City of Dixon Budget FY 2022-23**  
**FUND 501 - AMERICAN RESCUE PLAN ACT 2021**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
501-000-461000-0000	Grant Revenue - ARPA	-	-	(2,475,701)	(2,475,701)	(2,475,701)
501-000-461600-0000	Interest Earned	-	-	-	-	-
525-000-470100-0000	Unrealized Gain on Investments	-	-	-	-	-
		-	-	(2,475,701)	(2,475,701)	(2,475,701)
501-000-591100-0000	Transfer to General Fund	-	-	79,893	79,893	892,692
Fire Station 82 Design						
501-101-522400-0000	Professional Services	-	-	80,000	80,000	-
501-101-560200-0000	Contingency	-	-	50,000	50,000	-
501-101-560250-0000	Design/Plans/Specs	-	-	318,353	318,353	-
501-101-560750-0000	Project Admin	-	-	10,000	10,000	-
<b>Enterprise Resource Program (ERP Implementation)</b>						
501-102-560400-0000	Capital Outlay	-	-	600,000	600,000	-
<b>Fire Apparatus</b>						
501-103-560400-0000	Capital Outlay	-	-	560,000	560,000	-
<b>Wireless Radio Project</b>						
501-104-560400-0000	Capital Outlay	-	-	60,000	60,000	-
		-	-	1,758,246	1,758,246	892,692
<hr/>						
<b>FUND REVENUE</b>		-	-	(2,475,701)	(2,475,701)	(2,475,701)
<b>FUND EXPENDITURES</b>		-	-	1,758,246	1,758,246	892,692

**City of Dixon Budget FY 2022-23**  
**FUND 525 - HOME Loan**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
525-000-460705-0000	Loan Proceeds	-	35,417	-	-	-
525-000-460800-0000	Interest Earnings on Loans	30,446	38,256	-	-	-
525-000-461600-0000	Interest Earned	1,135	1,360	553	637	948
525-000-470100-0000	Unrealized Gain on Investments	383	(483)	-	-	-
525-000-491100-0000	Transfer from General Fund	-	6,200	-	-	-
		31,964	80,749	553	637	948
525-525-520100-1300	Administration - Heritage Comm	650	2,520	2,300	2,300	2,600
525-525-520100-1301	Administration - Valley Glen	650	2,520	2,300	2,300	2,600
525-525-520100-1302	Admin-Heritage Commons 2	650	2,520	2,300	2,300	2,600
525-525-529600-0000	Legal Services	-	3,724	4,000	-	4,000
		1,950	11,285	10,900	6,900	11,800
<b>FUND REVENUE</b>		<b>31,964</b>	<b>80,749</b>	<b>553</b>	<b>637</b>	<b>948</b>
<b>FUND EXPENDITURES</b>		<b>1,950</b>	<b>11,285</b>	<b>10,900</b>	<b>6,900</b>	<b>11,800</b>

**City of Dixon Budget FY 2022-23**  
**FUND 526 - CDBG Home Rehab Loan**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
526-000-460705-0000	Loan Proceeds	-	-	-	-	-
526-000-460800-0000	Interest Earnings on Loans	-	-	-	-	-
526-000-461600-0000	Interest Earned	3,435	2,118	1,223	-	-
526-000-470100-0000	Unrealized Gain on Investments	1,149	(1,878)	-	-	-
		4,584	240	1,223	-	-
526-500-520100-0000	Administration	-	-	-	-	-
526-500-522400-0000	Consultants - Professional	-	-	-	-	-
526-000-591573-1509	Transfer to CDBG CV1	-	145,973	-	-	-
		-	145,973	-	-	-
<b>FUND REVENUE</b>		<b>4,584</b>	<b>240</b>	<b>1,223</b>	<b>-</b>	<b>-</b>
<b>FUND EXPENDITURES</b>		<b>-</b>	<b>145,973</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Dixon Budget FY 2022-23**  
**FUND 550 - USED OIL GRANT FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
550-000-461200-0000	Grant - Used Oil Recycle	5,440	-	-	-	-
550-000-461600-0000	Interest Earned	0	60	-	5	-
550-000-470100-0000	Unrealized Gain GASB 31	(9)	5	-	5	-
		5,431	64	-	10	-
550-500-521600-0000	Collection Facilities	1,158	2,401	2,882	-	-
550-500-533400-0000	Public Education	449	-	4,019	2,519	-
550-500-560750-0000	Project Admin - Direct	-	127	-	101	-
		1,606	2,528	6,901	2,620	-
<b>FUND REVENUE</b>		<b>5,431</b>	<b>64</b>	<b>-</b>	<b>10</b>	<b>-</b>
<b>FUND EXPENDITURES</b>		<b>1,606</b>	<b>2,528</b>	<b>6,901</b>	<b>2,620</b>	<b>-</b>

**City of Dixon Budget FY 2022-23**  
**FUND 560 - POLICE GRANTS FUND**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
560-000-460900-0000	Grant Funds - Police Other	155,948	156,727	140,000	155,000	160,000
560-000-461600-0000	Interest Earned	4,622	1,995	609	252	724
560-000-470100-0000	Unrealized Gain GASB 31	601	(2,045)	-	-	-
		161,171	156,676	140,609	155,252	160,724
560-500-511000-0000	Salaries/Wages	63,299	54,680	60,966	62,096	67,831
560-500-511020-0000	Comp Paid	274	3,405	-	1,214	-
560-500-511200-0000	Overtime	843	-	-	9	-
560-500-511500-0000	Physical Fitness	275	420	-	571	570
560-500-512100-0000	Medicare	905	801	1,013	837	1,119
560-500-512200-0000	Retirement	7,813	8,255	9,057	8,630	8,592
560-500-512300-0000	Disability Insurance	-	215	273	237	255
560-500-512400-0000	Health Insurance	9,878	8,783	8,930	9,416	9,372
560-500-512420-0000	Dental Insurance	124	105	115	102	115
560-500-512430-0000	Vision Insurance	63	53	58	52	58
560-500-512600-0000	Worker's Comp Insurance	2,002	2,849	2,309	2,816	2,745
560-500-521000-0000	Bldg/Site Maintenance	8,942	15,945	5,000	5,000	15,000
560-500-521800-0000	Communications	10,746	-	20,000	18,000	25,000
560-500-522400-0000	Consultants-Professional	66,251	-	-	-	30,000
560-500-526800-0000	Firing Range Supplies	14,216	-	10,000	10,000	15,000
560-500-531600-0000	Office Supplies	5,937	-	-	-	10,000
560-500-531650-0000	Office/Software Maintenance	11,148	2,608	5,000	5,000	15,000
560-500-535600-0000	Special Supplies	46,800	5,439	31,398	31,398	45,000
560-500-535750-0000	Training	2,000	-	2,000	2,000	5,000
560-500-535900-0000	Uniforms	10,573	-	2,000	2,000	5,000
560-500-560400-0000	Capital Outlay	22,819	-	30,500	60,500	-
		284,909	103,557	188,619	219,878	255,657
<b>FUND REVENUE</b>		<b>161,171</b>	<b>156,676</b>	<b>140,609</b>	<b>155,252</b>	<b>160,724</b>
<b>FUND EXPENDITURES</b>		<b>284,909</b>	<b>103,557</b>	<b>188,619</b>	<b>219,878</b>	<b>255,657</b>

**City of Dixon Budget FY 2022-23**  
**FUND 560 - POLICE GRANTS FUND**  
**OPERATING EXPENSES SUMMARY SHEET**

Account Code	2022		2023 Budget	Brief Detail Description
	Adopted	Estimated		
521000	5,000	5,000	15,000	Bld Site Maintenance for misc repairs around the station
521800	20,000	18,000	25,000	Communications - replacement of console radio in station; additional handheld and car units for possible Fleet expansion
522400	-	-	30,000	Consultant services (contract internal investigations; management communications consultant)
526800	10,000	10,000	15,000	Firing Range Project - outfitting of new range trailer (desks, chairs, etc.); ammunition cost increases;
531600	-	-	10,000	Office Supplies
531650	5,000	5,000	15,000	Software/Software Subscriptions
535600	31,398	31,398	45,000	Special Supplies
535750	2,000	2,000	5,000	Training
535900	2,000	2,000	5,000	Uniforms
560400	30,500	60,500	-	Capital Outlay - see detail on Capital Equipment page
<b>Total</b>	<b>105,898</b>	<b>133,898</b>	<b>165,000</b>	

CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23

FUND 560  
POLICE GRANTS

Title	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>										
Police Sergeant**	0.50	67,831	8,592	9,372	115	58	1,119	255	2,745	90,087
Subtotal:	0.50	67,831	8,592	9,372	115	58	1,119	255	2,745	90,087
Other special pays:										
PERS Health Administration		-	-	-	-	-	-	-	-	-
Retirement Health Benefit		-	-	-	-	-	-	-	0	-
PERS Retirement UAL		-	-	-	-	-	-	-	-	-
Subtotal:		-	-	-	-	-	-	-	-	-
<b>GRAND TOTAL:</b>	<b>0.50</b>	<b>67,831</b>	<b>8,592</b>	<b>9,372</b>	<b>115</b>	<b>58</b>	<b>1,119</b>	<b>255</b>	<b>2,745</b>	<b>90,087</b>

\*\*Police Sergeant split 50% General Fund and 50% Police Grants.

**City of Dixon Budget FY 2022-23**  
**FUND 570 - CDBG (Community Development Block Grant) FUND**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
570-000-460700-0000	Loan Principal	18,439	18,364	-	-	-
570-000-460800-0000	Interest Earnings on Loans	(2,919)	2,272	-	2,136	2,200
570-000-461600-0000	Interest Earned	2,876	2,009	831	-	332
570-000-470100-0000	Unrealized Gain GASB 31	1,110	(1,603)	-	-	-
		19,505	21,043	831	2,136	2,532
570-100-523200-0000	Contract Svcs - Audit	500	1,000	1,000	1,000	1,000
570-000-591573-1509	Transfer to CDBG CV1	-	61,379	-	77,075	-
		500	62,379	1,000	78,075	1,000
<b>FUND REVENUE</b>		<b>19,505</b>	<b>21,043</b>	<b>831</b>	<b>2,136</b>	<b>2,532</b>
<b>FUND EXPENDITURES</b>		<b>500</b>	<b>62,379</b>	<b>1,000</b>	<b>78,075</b>	<b>1,000</b>



**City of Dixon Budget FY 2022-23**  
**FUND 573 - CDBG CORONAVIRUS RELIEF GRANT FUND**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
573-000-461110-0000	Grant - Federal	-	71,710	25,006	366,879	-
573-000-491526-1509	Transfer from CDBG Home Rehab	-	145,973	-	-	-
573-000-491570-1509	Transfer from CDBG	-	61,379	-	77,075	-
		-	279,062	25,006	443,954	-
573-000-522400-1509	Consultants - CV1	-	20,063	14,937	14,937	-
573-000-522400-1510	Consultants - CV2	-	-	12,000	12,000	-
573-000-529600-1510	Legal Services - CV2	-	68	-	-	-
573-000-529800-1509	Loans - CV1	-	254,000	-	-	-
573-000-529800-1510	Loans - CV2	-	-	-	369,017	-
573-000-560750-1509	Project Admin - CV1	-	5,270	11,285	20,000	-
		-	279,401	38,222	415,954	-
<b>FUND REVENUE</b>		-	<b>279,062</b>	<b>25,006</b>	<b>443,954</b>	-
<b>FUND EXPENDITURES</b>		-	<b>279,401</b>	<b>38,222</b>	<b>415,954</b>	-

**City of Dixon Budget FY 2022-23**  
**FUND 574 - CDBG PLANNING GRANT FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
574-000-461110-0000	Grant - Federal	-	-	150,000	150,000	-
		-	-	150,000	150,000	-
	<b>101-La Esperanza Park</b>					
574-101-522400-0000	Consultants - Professional	-	-	145,000	145,000	-
574-101-560750-0000	Project Admin-Direct	-	-	5,000	5,000	-
		-	-	150,000	150,000	-
<b>FUND REVENUE</b>		-	-	<b>150,000</b>	<b>150,000</b>	-
<b>FUND EXPENDITURES</b>		-	-	<b>150,000</b>	<b>150,000</b>	-



## Special Revenue Funds

Special Revenue Funds are funded by revenues designated for a specific type of expenditure. These include the Gas Tax, Road Maintenance & Rehabilitation, Traffic Safety, Certified Access Specialist (CASp), and Asset Forfeiture Funds.

### **Fund 530 Gas Tax Fund**

All gas taxes are placed in this fund to be used for transportation purposes, such as road maintenance and street lighting. Expenditures consist of transfers to the General Fund to cover the cost of Public Works and Engineering staff time and expenses for traffic control measures, such as barricades, stop signs, beacons, street light energy and repairs, minor pavement and concrete work, and maintenance of landscaping within the public right-of-way.

This budget includes an employee (shared with Fund 651) to assist City crews to perform small sidewalk and pavement dig out repairs. A transfer to the Transit Capital Project fund continues in 2022-23 to repay an interfund loan for West B Undercrossing. This fund is managed by the City Engineering, Public Works, and Finance departments.

### **Fund 531 RMRA (Road Maintenance and Rehabilitation Account) Fund**

The RMRA fund was created in FY 2018 to track SB1 Road Repair and Accountability Act of 2017 revenues received from the state for local street maintenance and rehabilitation needs. Allocation is on a per capita basis. The law requires that each city

annually submit a list of projects to the California Transportation Commission to remain eligible for apportionments. This fund is managed by the City Engineering and Finance departments.

#### **Fund 540 Traffic Safety Fund**

The Traffic Safety Fund accounts for revenue from motor vehicle fines and forfeitures. Appropriations are made to cover the cost to maintain traffic signals by a contractor, signage and striping improvements recommended by the Transportation Advisory Commission and approved by the Council, as well as to reimburse the General Fund for a small amount of overhead per the cost allocation plan. This fund is managed by the Public Works and Finance departments.

#### **Fund 545 CASp Fund**

The Certified Access Specialist Fund was created to segregate these revenues and expenditures. These amounts previously were recorded in a General Fund liability account. With the adoption of AB1379, a separate fund is required. This fund is managed by the Community Development and Finance departments.

#### **Fund 561 Asset Forfeiture Fund**

Revenues in the Asset Forfeiture Fund consist entirely of the proceeds of asset forfeitures resulting from Police activity. Appropriations are made for special Police activities. This fund is managed by the Police Department. There has been no activity in terms of revenue or appropriations for the fiscal year.

**CITY OF DIXON**  
**BUDGET OVERVIEW**  
**SPECIAL REVENUE FUNDS**

	<b>GAS TAX 530</b>	<b>RMRA 531</b>	<b>TRAFFIC SAFETY 540</b>	<b>CASp 545</b>	<b>ASSET FORFEITURE *561</b>	<b>Total</b>
<b>FY 2022 SUMMARY OF ESTIMATED RESOURCES &amp; EXPENDITURES</b>						
<b>BEGINNING FUND BALANCE</b>	172,918	405,528	18,325	18,394	3,377	<b>618,543</b>
<b>July 21</b>						
REVENUE	518,127	419,068	35,010	5,890	-	<b>978,095</b>
TRANSFERS	-	-	-	-	-	<b>-</b>
REVENUE & TRANSFERS	518,127	419,068	35,010	5,890	-	<b>978,095</b>
EXPENDITURES	476,077	1,157,958	34,217	9,700	-	<b>1,677,952</b>
<b>ESTIMATED ENDING FUND BALANCE</b>	214,969	(333,362)	19,118	14,584	3,377	<b>(81,313)</b>
<b>FY 2023 SUMMARY OF PROPOSED RESOURCES &amp; APPROPRIATIONS</b>						
<b>ESTIMATED BEGINNING FUND BALANCE</b>	214,969	(333,362)	19,118	14,584	3,377	<b>(81,313)</b>
<b>July 22</b>						
REVENUES	600,825	461,984	26,085	4,000	-	<b>1,092,894</b>
TRANSFERS	-	-	-	-	-	<b>-</b>
REVENUE AND TRANSFERS	600,825	461,984	26,085	4,000	-	<b>1,092,894</b>
AVAILABLE RESOURCES	815,794	128,622	45,203	18,584	3,377	<b>1,011,581</b>
APPROPRIATIONS	554,469	32,913	35,639	4,500	-	<b>627,521</b>
<b>ESTIMATED ENDING FUND BALANCE</b>	261,324	95,709	9,564	14,084	3,377	<b>384,059</b>

\* No budgetary activity, shown for fund balance purposes only

**City of Dixon Budget FY 2022-23**  
**FUND 530 - GAS TAX FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
530-000-412000-0000	Gas Tax - Sec 2103	136,487	133,248	174,858	174,858	198,920
530-000-412100-0000	Gas Tax - Sec 2105	100,971	101,750	113,938	113,938	130,308
530-000-412200-0000	Gas Tax - Sec 2106	70,470	71,351	78,656	78,656	88,727
530-000-412300-0000	Gas Tax - Sec 2107	127,495	137,686	144,995	144,995	178,022
530-000-412400-0000	Gas Tax - Sec 2107.5	4,000	4,000	4,000	4,000	4,000
530-000-414600-0000	Traffic Congestion Relief	22,253	-	-	-	-
530-000-461600-0000	Interest Earned	6,218	2,843	1,680	1,680	848
530-000-470100-0000	Unrealized Gain GASB 31	574	(2,877)	-	-	-
		468,467	448,001	518,127	518,127	600,825
<b>102 - Sidewalk Rehab</b>						
530-102-560150-0000	Construction	-	-	20,000	20,000	10,000
530-102-560750-0000	Project Admin - Direct	16	-	2,000	2,000	1,000
<b>500 - Gas Tax Administration</b>						
530-500-511000-0000	Salaries/Wages	21,898	24,156	24,437	26,003	94,154
530-500-511020-0000	Comp Paid	-	-	-	994	-
530-500-511200-0000	Overtime	-	156	500	9	500
530-500-511300-0000	Standby Pay	-	2,760	1,500	-	1,500
530-500-512100-0000	Medicare	365	445	436	461	1,603
530-500-512200-0000	Retirement	1,741	2,144	1,977	2,062	10,443
530-500-512400-0000	Health Insurance	3,304	5,003	8,930	9,346	14,437
530-500-512420-0000	Dental Insurance	62	115	115	98	229
530-500-512430-0000	Vision Insurance	32	58	58	50	116
530-500-512600-0000	Worker's Comp	2,292	3,234	2,344	3,697	10,974
530-500-513200-0000	Disability Insurance	48	101	120	-	359
530-500-522200-0000	Congestion Management	11,779	9,721	11,619	11,619	12,000
530-500-522400-0000	Consultants - Professional	10,553	-	4,500	4,500	4,500
530-500-530000-0000	Maintenance	11,756	6,042	30,000	30,000	30,000
530-500-560150-0000	Construction	4,781	-	20,000	20,000	20,000
530-500-560750-0000	Project Admin - Direct	-	-	4,381	4,381	5,000
530-500-591100-0000	Transfer to General Fund	272,194	237,108	270,715	270,715	311,625
530-500-591450-0000	Transfer to Storm Drain CIP	-	34,493	-	-	-
530-500-591470-0000	Transfer to Transit CIP (470)	74,857	-	71,488	71,488	26,000
		649,433	325,536	475,120	477,424	554,440
<b>FUND REVENUE</b>		<b>468,467</b>	<b>448,001</b>	<b>518,127</b>	<b>518,127</b>	<b>600,825</b>
<b>FUND EXPENDITURES</b>		<b>649,433</b>	<b>325,536</b>	<b>475,120</b>	<b>477,424</b>	<b>554,440</b>

# City of Dixon Budget FY 2022-23

## 530 - GAS TAX FUND

### OPERATING EXPENSES SUMMARY

Account Code	2022		2023		Brief Detail Description
	Budget	Estimated	Budget		
102-560150	20,000	20,000	10,000		Construction - Sidewalk Rehab (\$2,500 max per property)
102-560750	2,000	2,000	1,000		Project Admin - Direct
500-522200	11,619	11,619	12,000		Congestion Mgt. (Solano Transportation Authority annual payment)
500-522400	4,500	4,500	4,500		PTAP pavement management local funding requirement
500-530000	30,000	30,000	30,000		Maintenance - misc. pothole and crack sealing repairs
500-560150	20,000	20,000	20,000		Construction - City Sidewalk Rehab
500-560750	4,381	4,381	5,000		Project Admin - Direct
500-591100	270,715	270,715	311,625		To General Fund: Annual transfer plus Cost Allocation
500-591470	71,488	71,488	26,000		Transfer to Transit CIP - West B St. Interfund loan repayment
<b>Total</b>	<b>434,703</b>	<b>434,703</b>	<b>420,125</b>		

CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23

FUND 530  
GAS TAX

Title	FTE	Full Time Equiv. Pay 511,000	PERS Retirement 512,200	Health Insurance 512,400	Dental Insurance 512,420	Vision Insurance 512,430	Soc Sec/ Medicare 512,100	Disability Insurance 512,300	Workers' Comp 512,600	Total Employee
<b>PERMANENT PERSONNEL</b>										
Maintenance Worker II	0.50	28,297	2,114	9,372	115	58	546	119	3,882	44,503
Subtotal:	0.50	28,297	2,114	9,372	115	58	546	119	3,882	44,503
Other payroll costs:										
PERS Health Administration	-	-	-	13	-	-	-	-	-	13
Retirement Health Benefit	-	-	-	-	-	-	-	-	-	-
PERS Retirement UAL	-	-	3,655	-	-	-	-	-	-	3,655
Overtime	-	500	-	-	-	-	7	-	69	576
Stand-by pay	-	1,500	-	-	-	-	22	-	-	1,522
Subtotal:	-	2,000	3,655	13	-	-	29	-	69	5,766
<b>GRAND TOTAL:</b>	<b>0.50</b>	<b>30,297</b>	<b>5,769</b>	<b>9,385</b>	<b>115</b>	<b>58</b>	<b>575</b>	<b>119</b>	<b>3,951</b>	<b>50,269</b>

Note: Fulltime position split with Fund 651



**City of Dixon Budget FY 2022-23**  
**FUND 531 - ROAD MAINTENANCE & REHABILITATION (RMRA)**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
531-000-412500-0000	Road Maint & Rehab Taxes	315,161	366,541	386,868	418,330	460,384
531-000-461600-0000	Interest Earned	12,490	8,963	2,940	738	1,600
531-000-470100-0000	Unrealized Gain GASB 31	7,804	(9,970)	-	-	-
531-323-491530-0000	Transfer from Gas Tax	233,754	-	-	-	-
531-324-461800-0000	Miscellaneous Income	245,214	-	-	-	-
		<b>814,423</b>	<b>365,535</b>	<b>389,808</b>	<b>419,068</b>	<b>461,984</b>
531-000-591100-0000	Transfer to General Fund	-	1,640	5,751	5,751	11,413
	<b>323 - Pavement Rehab Projects</b>					
531-323-522400-0000	Consultants - Professional	805	6,250	108,080	108,080	500
531-323-560150-0000	Construction	337,991	-	560,747	585,050	-
531-323-560250-0000	Design/Plans/Specs	-	-	28,594	28,594	-
531-323-560750-0000	Project Admin-Direct	-	-	10,049	10,049	-
	<b>324 - 2020 Pavement Rehab Projects</b>					
531-324-520400-0000	Advertising/Publications	539	-	785	-	-
531-324-522400-0000	Consultants - Professional	35,430	61,355	48,215	2,000	10,000
531-324-560150-0000	Construction	-	812,120	8,479	36,972	10,000
531-324-560750-0000	Project Admin-Direct	1,754	4,244	6,141	345	1,000
		<b>376,519</b>	<b>885,610</b>	<b>776,841</b>	<b>776,841</b>	<b>32,913</b>
<b>FUND REVENUE</b>		<b>814,423</b>	<b>365,535</b>	<b>389,808</b>	<b>419,068</b>	<b>461,984</b>
<b>FUND EXPENDITURES</b>		<b>376,519</b>	<b>885,610</b>	<b>776,841</b>	<b>776,841</b>	<b>32,913</b>

# ***City of Dixon Budget FY 2022-23***

## **FUND 540 - TRAFFIC SAFETY FUND**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
540-000-429500-0000	Motor Vehicle Fines	35,326	38,641	35,000	35,000	26,000
540-000-461600-0000	Interest Earned	323	400	143	10	85
540-000-470100-0000	Unrealized Gain GASB 31	255	(195)	-	-	-
		35,904	38,846	35,143	35,010	26,085
540-500-522600-0000	Contract Serv - Non Prof	13,872	18,775	17,000	27,000	17,000
540-500-535700-0000	Traffic Control Supplies	3,887	17,466	15,000	5,000	15,000
540-500-591100-0000	Transfer to General Fund	4,122	2,291	2,217	2,217	3,639
		21,880	38,532	34,217	34,217	35,639
<b>FUND REVENUE</b>		<b>35,904</b>	<b>38,846</b>	<b>35,143</b>	<b>35,010</b>	<b>26,085</b>
<b>FUND EXPENDITURES</b>		<b>21,880</b>	<b>38,532</b>	<b>34,217</b>	<b>34,217</b>	<b>35,639</b>

**City of Dixon Budget FY 2022-23**  
**FUND 545 - CASp CERTIFICATION AND TRAINING FUND**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
545-000-421400-0000	CASp Fees	4,066	4,192	5,800	5,800	4,000
545-000-461600-0000	Interest Earned	284	236	90	90	75
		4,350	4,428	5,890	5,890	4,075
545-000-522400-0000	Consultants Professional	-	-	4,000	4,000	-
545-000-535750-0000	Training	-	-	4,200	4,200	4,500
545-000-560750-0000	Project Admin-Direct	-	-	1,500	1,500	-
		-	-	9,700	9,700	4,500
<b>FUND REVENUE</b>		<b>4,350</b>	<b>4,428</b>	<b>5,890</b>	<b>5,890</b>	<b>4,075</b>
<b>FUND EXPENDITURES</b>		<b>-</b>	<b>-</b>	<b>9,700</b>	<b>9,700</b>	<b>4,500</b>



## Capital Improvement Project Funds

Capital Improvement Project Funds account for financial resources used for the acquisition or construction of major capital facilities and/or infrastructure other than those financed by an Enterprise Fund or Special Assessment Fund.

The City of Dixon's Capital Improvement Project ("CIP") funds are summarized below:

### **Fund 400 Unrestricted CIP**

Fund 400 accounts for the revenue and expenses budgeted for capital projects relating to administrative infrastructure.

### **Fund 401 Pardi Market**

Fund 401 was established in FY 2017 in order to track construction expenditures associated with the Pardi Market Plaza project with funding provided by the General Fund. This fund is managed by the Engineering/Utilities Department.

### **Fund 404 Community Development CIP**

Fund 404 is an unrestricted fund designated for Capital Improvement Projects, which has been on the books of the City since the 1970's. The fund represents one-time monies, which can be used for any purpose, capital or non-capital. The Finance department manages this fund. There has been no activity in terms of revenue or appropriations for the fiscal year.

### **Fund 410 Fire CIP**

Fund 410 accounts for development impact fees collected to fund fire infrastructure. FY 2022 reflects increased revenue from the Parklane and Homestead subdivisions.

### **Fund 420 Police CIP**

Fund 420 accounts for development impact fees collected for the capital projects relating to police infrastructure. FY 2023 includes a project to design the second story expansion of the Police Department Building.

### **Fund 430 City Facilities CIP**

Fund 430 accounts for development impact fees collected to fund expansion of City Administrative Facilities. This fund is managed by the Finance Department.

### **Fund 440 Public Works Facilities CIP**

Fund 440 accounts for development impact fees collected to fund public works facilities. The MSC Improvement / Master Plan will continue to be developed in FY 2023. This fund is managed by the Public Works Department.

### **Fund 450 Storm Drainage Facilities CIP**

Fund 450 accounts for development impact fees collected to fund expansion of the City's drainage facilities. The City is faced with challenges obtaining funding to cover the cost of interfund loans to fund facilities. The facilities were constructed with interfund loans. Interest will continue to be added to the principal of the \$1,275,000 loan made to fund Pond C. Completion of the AB1600 fee (i.e. Storm Drain Impact Fee) will be completed through an agreement with the Dixon Regional Watershed Joint Powers Authority. The Storm Drain Master Plan will be completed when sufficient funding is available. Staff will continue to research funding opportunities. This fund is managed by the Engineering/Utilities Department.

### **Fund 460 Transportation Facilities CIP**

Fund 460 accounts for grants, fees, transfers from other funds and development impact fees collected to fund streets and transportation infrastructure. Projects include various interchange and corridor studies, evaluation of various street signals and traffic model, and completing the Streets Master Plan. This fund is managed by the Engineering/Utilities Department.

### **Fund 461 Parkway Blvd. Overcrossing**

Fund 461 was established with the adoption of the FY 2018 Budget to allow better tracking of the Parkway Blvd. Overcrossing project that was established in FY 2003. This project is funded by grant funds and developer fees. Right-of-way acquisition for the western Embankment was completed during FY 2020. This fund is managed by the Engineering/Utilities Department.

### **Fund 469 Northeast Quad Infrastructure**

The Northeast Quad Infrastructure Fund is used to account for landowner deposits to cover the cost of infrastructure installation in the northeast quadrant of the City including, but not limited to, water, storm drain, and streets. Each landowner is contributing a proportional share to the fund based on parcel size. Fund 469 was established in FY 2019. This fund is managed by the Engineering/Utilities Department.

### **Fund 470 Transit Facilities CIP**

Fund 470 accounts for grants received to fund transit facilities and bus replacements. This fund is managed by the Public Works Department.

### **Fund 480 Recreation & Parks CIP**

Fund 480 accounts for development impact fees collected to fund expansion of recreation and parks facilities. The FY 2023 budget includes a Parks Master Plan update, and initial phases of the Southwest Community Park/Community Center/Aquatics Center. This fund is managed by the Public Works Department.

### **Fund 481 Parks CIP**

Fund 481 accounts for park in lieu fees. The FY 2023 budget includes reconstruction of the Hall Park Tennis Courts, and initial phases of the Pat Granucci Aquatic Facility Renovation. Funds are held for the future purchase of park land needed to meet the General Plan Policy of 5.0 acres per thousand population. This fund is managed by the Public Works Department.

### **Fund 490 Agricultural Land Mitigation CIP**

Fund 490 accounts for development impact fees collected to fund greenbelts. No revenues are anticipated this year and there are no proposed appropriations. This fund is managed by the Finance Department.

### **Fund 491 Parklane Construction**

Fund 491 was established in FY 2016 for tracking the construction expenditures associated with Parklane Community Facilities District. This fund is managed by the Finance Department with technical review/assistance from the Engineering/Utilities Department.

### **Fund 492 Valley Glen II Construction**

This fund tracks the construction expenditures associated with the Valley Glen II Community Facilities District. The recently issued 2019 Debt series includes construction activity in this Improvement Fund. One draw down has been requested. This fund is managed by Finance with technical review/assistance from Engineering/Utilities Department.

### **Fund 493 Homestead Construction**

This fund tracks the construction expenditures associated with the Homestead Community Facilities District. The recently issued 2020 Debt series includes construction activity in this Improvement Fund. This fund is managed by Finance with technical review/assistance from Engineering/Utilities Department.

**CITY OF DIXON**  
**BUDGET OVERVIEW - CAPITAL**  
**IMPROVEMENT PROJECT FUNDS**

	<b>CIP 400</b>	<b>Pardi Market 401</b>	<b>Comm Dev 404<sup>1</sup></b>	<b>Fire 410</b>
<b>FY 2022 SUMMARY OF ESTIMATED RESOURCES &amp; EXPENDITURES</b>				
<b>BEGINNING FUND BALANCE</b>	544,159	91,717	191	1,351,630
<b>July 21</b>				
REVENUE	-	583	-	437,744
TRANSFERS	1,212,758	1,345,875	-	-
REVENUE & TRANSFERS	1,212,758	1,346,458	-	437,744
EXPENDITURES	1,735,410	1,346,795	-	47,702
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>21,507</b>	<b>91,380</b>	<b>191</b>	<b>1,741,672</b>
<b>FY 2023 SUMMARY OF PROPOSED RESOURCES &amp; APPROPRIATIONS</b>				
<b>ESTIMATED BEGINNING FUND BALANCE</b>	21,507	91,380.13	191	1,741,672
<b>July 22</b>				
REVENUES	904	-	-	261,718
TRANSFERS	450,000	-	-	-
REVENUE & TRANSFERS	450,904	-	-	261,718
AVAILABLE RESOURCES	472,411	91,380	191	2,003,390
APPROPRIATIONS	450,000	-	-	6,315
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>22,411</b>	<b>91,380</b>	<b>191</b>	<b>1,997,075</b>

<sup>1</sup> Due to zero budgetary activity, this fund is represented in the summary for fund balance information only.

**CITY OF DIXON**  
**BUDGET OVERVIEW - CAPITAL IMPROVEMENT**  
**PROJECT FUNDS**

	Police 420	City Facilities 430	Storm Drainage 450 <sup>2</sup>	Trans- portation 460 <sup>3</sup>
<b><i>FY 2022 SUMMARY OF ESTIMATED RESOURCES &amp; EXPENDITURES</i></b>				
<b>BEGINNING FUND BALANCE</b>	575,282	1,429,650	(16,797)	6,853,057
<b>July 21</b>				
REVENUE	174,435	343,436	2,090,277	2,238,970
TRANSFERS	-	-	-	-
REVENUE & TRANSFERS	174,435	343,436	2,090,277	2,238,970
 EXPENDITURES	 4,113	 485,284	 352,232	 2,176,748
 <b>ESTIMATED ENDING FUND BALANCE</b>	 <b>745,604</b>	 <b>1,287,802</b>	 <b>1,721,248</b>	 <b>6,915,279</b>
<b><i>FY 2023 SUMMARY OF PROPOSED RESOURCES &amp; APPROPRIATIONS</i></b>				
<b>ESTIMATED BEGINNING FUND BALANCE</b>	745,604	1,287,802	1,721,248	6,915,279
<b>July 22</b>				
REVENUES	104,401	206,198	978,085	1,691,794
TRANSFERS	-	-	-	-
REVENUE & TRANSFERS	104,401	206,198	978,085	1,691,794
 AVAILABLE RESOURCES	 850,005	 1,494,000	 2,699,333	 8,607,073
 APPROPRIATIONS	 156,047	 8,542	 363,680	 583,544
 <b>ESTIMATED ENDING FUND BALANCE</b>	 <b>693,958</b>	 <b>1,485,458</b>	 <b>2,335,653</b>	 <b>8,023,529</b>

<sup>3</sup> Fund balance has \$712,070 due from other funds (450 & 470);  
beginning Fund Balance-net of interfund receivables



**CITY OF DIXON**  
**BUDGET OVERVIEW - CAPITAL**  
**IMPROVEMENT PROJECT FUNDS**

	Parkway Blvd. Over- xing 461	NEQ Infrastructure 469	Transit 470	Recreation CIP 480	Parks CIP 481
<b><i>FY 2022 SUMMARY OF ESTIMATED RESOURCES &amp; EXPENDITURES</i></b>					
<b>BEGINNING FUND BALANCE</b>	3,075,246	235,044	(88,832)	5,043,793	2,386,599
<b>July 21</b>					
REVENUE	1,348,237		12,014	3,385,517	1,124,996
TRANSFERS	-	-	71,488	-	-
REVENUE & TRANSFERS	1,348,237	-	83,502	3,385,517	1,124,996
EXPENDITURES	3,459,017	-	-	2,142,853	569,098
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>964,466</b>	<b>235,044</b>	<b>(5,329)</b>	<b>6,286,457</b>	<b>2,942,497</b>
<b><i>FY 2023 SUMMARY OF PROPOSED RESOURCES &amp; APPROPRIATIONS</i></b>					
<b>ESTIMATED BEGINNING FUND BALANCE</b>	964,466	235,044	(5,329)	6,286,457	2,942,497
<b>July 22</b>					
REVENUES	766,857	-	12,040	2,010,334	8,795
TRANSFERS	-		26,000	-	-
REVENUE & TRANSFERS	766,857	-	38,040	2,010,334	8,795
AVAILABLE RESOURCES	1,731,323	235,044	32,711	8,296,791	2,951,292
APPROPRIATIONS	3,319,204	-	-	6,135	217,521
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>(1,587,881)</b>	<b>235,044</b>	<b>32,711</b>	<b>8,290,656</b>	<b>2,733,771</b>

**CITY OF DIXON**  
**BUDGET OVERVIEW - CAPITAL IMPROVEMENT PROJECT FUNDS**

	Ag. Land Mitigation 490	CFD 2013-1 (Parklane) Const. 491	CFD 2015-1 (VG II) Const. 492	CFD 2019-1 (Homestead) Const. 493	Total
<b>FY 2022 SUMMARY OF ESTIMATED RESOURCES &amp; EXPENDITURES</b>					
<b>BEGINNING FUND BALANCE</b>	408,576	8,281,595	108,798	-	<b>30,279,707</b>
<b>July 21</b>					
REVENUE	-	-	-	4,528,542	<b>15,684,751</b>
TRANSFERS		-	-	-	<b>2,630,121</b>
REVENUE & TRANSFERS	-	-	-	4,528,542	<b>18,314,872</b>
EXPENDITURES	-	8,281,595	108,798	4,528,542	<b>25,238,187</b>
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>408,576</b>	<b>(0)</b>	<b>(0)</b>	<b>-</b>	<b>23,356,392</b>
<b>FY 2023 SUMMARY OF PROPOSED RESOURCES &amp; APPROPRIATIONS</b>					
<b>ESTIMATED BEGINNING FUND BALANCE</b>	408,576	(0)	(0)	-	<b>23,356,392</b>
<b>July 22</b>					
REVENUES	-				<b>6,041,126</b>
TRANSFERS	-				<b>476,000</b>
REVENUE & TRANSFERS	-	-	-	-	<b>6,517,126</b>
AVAILABLE RESOURCES	408,576	(0)	(0)	-	<b>29,873,518</b>
APPROPRIATIONS	-				<b>5,110,988</b>
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>408,576</b>	<b>(0)</b>	<b>(0)</b>	<b>-</b>	<b>24,762,530</b>

**City of Dixon Budget FY 2022-23**  
**FUND 400 - CAPITAL PROJECTS (UNRESTRICTED) FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
400-000-461600-0000	Interest Earned	11,471	9,174	4,844	-	904
400-000-470100-0000	Unrealized Gain on Investments	3,457	(2,544)	-	-	-
400-000-491100-0000	Transfer from General Fund	9,933	165,417	441,801	441,801	-
400-000-491107-0000	Transfer from Public Benefit	-	-	550,609	550,609	-
400-000-491109-0000	Transfer from Flexible Grant Fee	-	-	220,348	220,348	450,000
400-000-491281-0000	Transfer from DPFA Bonds	522,652	-	-	-	-
		547,513	172,048	1,217,602	1,212,758	450,904
<b>100 - Administration</b>						
400-100-529600-0000	Legal Services	145	-	-	-	-
400-100-560600-0000	Master Plan Update	176	-	21,475	-	-
400-100-560750-0000	Project Admin - Direct	1,275	1,527	-	-	-
400-100-591401-0000	Transfer to Pardi Market	-	50,000	522,652	522,652	-
<b>103 - Police Range Facility</b>						
400-103-522400-0000	Consultants - Professional	-	-	19,598	19,598	-
400-103-560150-0000	Construction	-	-	469,469	469,469	-
400-103-560750-0000	Project Admin - Direct	-	-	61,542	61,542	-
<b>104 - Fire Station Reroof &amp; HVAC</b>						
400-104-560150-0000	Construction	-	-	595,000	595,000	-
400-104-560750-0000	Project Admin - Direct	-	-	5,000	5,000	-
<b>105 - Police Station Reroof</b>						
400-105-560150-0000	Construction	-	-	-	-	445,000
400-105-560750-0000	Project Admin - Direct	-	-	-	-	5,000
<b>308 - Council Chambers AV Upgrade</b>						
400-308-520400-0000	Advertising/Publications	293	-	707	707	-
400-308-522400-0000	Consultants - Professional	9,640	19,675	53,967	53,967	-
400-308-560150-0000	Construction	-	145,742	-	-	-
400-308-560750-0000	Project Admin - Direct	-	-	7,475	7,475	-
		11,528	216,944	1,756,885	1,735,410	450,000
<b>FUND REVENUE</b>		<b>547,513</b>	<b>172,048</b>	<b>1,217,602</b>	<b>1,212,758</b>	<b>450,904</b>
<b>FUND EXPENDITURES</b>		<b>11,528</b>	<b>216,944</b>	<b>1,756,885</b>	<b>1,735,410</b>	<b>450,000</b>

**City of Dixon Budget FY 2022-23**  
**FUND 401 - PARDI MARKET PLAZA**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
401-000-461600-0000	Interest Earned	(27)	590	583	583	-
401-000-491100-0000	Transfer from General Fund	1,216,100	629,282	122,019	122,019	-
401-000-491109-0000	Transfer from Flexible Grant Fee	-	-	701,204	701,204	-
401-000-491400-0000	Transfer from Capital Projects	-	50,000	522,652	522,652	-
		1,216,073	679,871	1,346,458	1,346,458	-
401-000-520400-0000	Advertising/Publications	-	924	-	-	-
401-000-522400-0000	Consultants-Professional	154,518	89,203	75,392	75,392	-
401-000-529600-0000	Legal Services	17,153	3,093	-	-	-
401-000-536000-0000	Utilities	-	2,695	55	55	-
401-000-560150-0000	Construction	949,889	409,595	1,198,756	1,198,756	-
401-000-560250-0000	Design/Plans/Specs	76,383	74,450	72,400	72,400	-
401-000-560750-0000	Project Admin - Direct	18,158	8,168	192	192	-
		1,216,100	588,127	1,346,795	1,346,795	-
<b>FUND REVENUE</b>		<b>1,216,073</b>	<b>679,871</b>	<b>1,346,458</b>	<b>1,346,458</b>	<b>-</b>
<b>FUND EXPENDITURES</b>		<b>1,216,100</b>	<b>588,127</b>	<b>1,346,795</b>	<b>1,346,795</b>	<b>-</b>

## **City of Dixon Budget FY 2022-23**

### **FUND 410 - FIRE CAPITAL FUND**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
410-000-425200-0000	Development Fees - Fire	176,089	603,064	435,571	256,218
410-000-461600-0000	Interest Earned	23,062	16,494	2,173	5,500
410-000-470100-0000	Unrealized Gain GASB 31	10,600	(10,893)	-	-
		209,750	608,665	437,744	261,718
410-100-591100-0000	Transfer to General Fund	3,005	2,984	2,718	6,315
410-101-591275-0000	Transfer to Lease Financing	137,279	161,431	-	-
		140,284	164,415	2,718	6,315
410-106-522400-0000	Consultants - Professional	-	146	44,984	-
		-	146	44,984	-
<b>FUND REVENUE</b>		<b>209,750</b>	<b>608,665</b>	<b>437,744</b>	<b>261,718</b>
<b>FUND EXPENDITURES</b>		<b>140,284</b>	<b>164,560</b>	<b>47,702</b>	<b>6,315</b>

## **City of Dixon Budget FY 2022-23**

### **FUND 420 - POLICE CAPITAL FUND**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
420-000-425300-0000	Development Fees - Police	71,764	239,538	173,530	102,077
420-000-461600-0000	Interest Earned	10,333	7,153	905	2,324
420-000-470100-0000	Unrealized Gain GASB 31	4,697	(4,928)	-	-
		86,793	241,762	174,435	104,401
420-100-591100-0000	Transfer to General Fund	2,941	2,744	2,592	6,047
420-100-591275-0000	Transfer to Lease Financing	54,911	69,743	-	-
		57,852	72,487	2,592	6,047
420-103-522400-0000	Consultants - Professional	-	146	1,521	150,000
		-	146	1,521	150,000
<b>FUND REVENUE</b>		<b>86,793</b>	<b>241,762</b>	<b>174,435</b>	<b>104,401</b>
<b>FUND EXPENDITURES</b>		<b>57,852</b>	<b>72,633</b>	<b>4,113</b>	<b>156,047</b>

**City of Dixon Budget FY 2022-23**  
**FUND 430 - CITY FACILITIES FUND**

Account	Description	2020 Actual	2021 Actual	2022 Estimated	2023 Budget
430-000-425100-0000	Development Fees - Comm Fac	130,706	470,653	340,894	200,526
430-000-461600-0000	Interest Earned	15,363	18,163	2,542	5,672
430-000-470100-0000	Unrealized Gain GASB 31	7,203	(12,831)	-	-
430-100-491440-0000	Transfer from PW Facilities CIP	-	434,787	-	-
		153,272	910,772	343,436	206,198
430-100-591100-0000	Transfer to General Fund	3,168	5,735	4,598	8,542
430-100-591275-0000	Transfer to Lease Financing	82,367	91,686	-	-
	<b>109-City Hall Expansion Study</b>				
430-109-522400-0000	Consultants-Professional	-	146	1,520	-
	<b>113-MSD Improvement/Master Plan</b>				
430-113-560150-0000	Construction	-	-	374,166	-
430-113-560250-0000	Design/Plans/Specs	-	-	75,000	-
430-113-560750-0000	Project Admin - Direct	-	-	30,000	-
		85,535	97,567	485,284	8,542
<b>FUND REVENUE</b>		<b>153,272</b>	<b>910,772</b>	<b>343,436</b>	<b>206,198</b>
<b>FUND EXPENDITURES</b>		<b>85,535</b>	<b>97,567</b>	<b>485,284</b>	<b>8,542</b>

**City of Dixon Budget FY 2022-23**  
**FUND 450 - STORM DRAINAGE CIP FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
450-000-425700-0000	Development Fees - Storm Drain	156,005	813,638	180,000	1,951,836	965,516
450-000-461120-0000	Grant Funds - State	114,603	104,500	133,145	133,145	5,833
450-000-461600-0000	Interest Earned	901	6,112	929	5,296	6,736
450-000-470100-0000	Unrealized Gain GASB 31	1,123	(347)	-	-	-
450-000-491530-0000	Transfer from Gas Tax	-	34,493	-	-	-
		272,632	958,395	314,074	2,090,277	978,085
<b>100-Administration</b>						
450-100-591100-0000	Transfer to General Fund	-	-	3,837	3,837	6,347
<b>104-Pond C</b>						
450-104-522600-0000	Contr Servs-Non Professional	100,494	105,615	132,288	132,288	5,833
450-104-550750-0000	Interfund Interest	23,145	8,718	160,000	160,000	500
450-104-560150-0000	Construction	-	-	-	-	-
450-104-560750-0000	Project Admin - Direct	801	142	1,107	1,107	-
<b>107 - NE Quad Drainage Study</b>						
450-107-529600-0000	Legal Fees	-	-	10,000	10,000	-
450-107-560100-0000	Appraisals	-	8,000	-	-	-
<b>118 - First St. &amp; Chestnut Storm Drain Improvements</b>						
450-118-560150-0000	Construction	-	-	45,000	45,000	-
<b>119 - Storm Drain Master Plan Update &amp; Hydraulic Model</b>						
450-119-520400-0000	Advertising/Publications	-	-	-	-	500
450-119-522400-0000	Consultants - Professional	-	-	-	-	275,000
450-119-560750-0000	Project Admin - Direct	-	-	-	-	20,000
<b>120 - Valley Glen Pump Station Building</b>						
450-120-520400-0000	Advertising/Publications	-	-	-	-	500
450-120-522400-0000	Consultants - Professional	-	-	-	-	40,000
450-120-560750-0000	Project Admin - Direct	-	-	-	-	15,000
		124,440	122,474	352,232	352,232	363,680
<b>FUND REVENUE</b>		<b>272,632</b>	<b>958,395</b>	<b>314,074</b>	<b>2,090,277</b>	<b>978,085</b>
<b>FUND EXPENDITURES</b>		<b>124,440</b>	<b>122,474</b>	<b>352,232</b>	<b>352,232</b>	<b>363,680</b>

**City of Dixon Budget FY 2022-23**  
**FUND 460 - TRANSPORTATION CIP FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
460-000-414270-0000	STA-Transportation Impact Fees	-	8,788	34,340	-	-
460-000-414300-0000	TDA	-	-	13,446	-	-
460-000-425800-0000	Development Fees - T/ortation	79,692	2,565,042	600,000	1,956,641	1,660,650
460-000-429400-0000	Mitigation Fees	104,722	105,346	132,172	-	-
460-000-429400-2456	Mitigation - Homestead P2V5	-	30,087	-	-	-
460-000-429400-2457	Mitigation - Homestead P2V6	-	32,212	-	-	-
460-000-429400-2458	Mitigation - Homestead P2V7	-	25,662	-	-	-
460-000-429400-2459	Mitigation - Homestead P2V8	-	36,376	-	-	-
460-000-461000-0000	Grant Revenue	64	149,229	249,999	249,999	-
460-000-461110-0000	Grant Funds - Street - Fed	100,000	-	-	-	-
460-000-461120-0000	Grant Funds - Street - State	362,037	-	20,000	20,000	-
460-000-461600-0000	Interest Earned	128,455	103,707	281,888	12,330	31,144
460-000-461700-0000	Lease Revenue	12,000	-	-	-	-
460-000-470100-0000	Unrealized Gain GASB 31	36,000	(50,886)	-	-	-
460-000-491461-0000	Transfer from Parkway Blvd	163,222	69,200	-	-	-
		986,191	3,074,764	1,331,845	2,238,970	1,691,794
	<b>100-Administration</b>					
460-100-591100-0000	Transfer to General Fund	24,021	10,696	15,599	15,599	30,044
	<b>200-Transport. Impact Fee Study</b>					
460-200-520400-0000	Advertising/Publications	-	-	-	-	500
460-200-522400-0000	Consultants - Professional	-	35,261	143,943	143,943	10,000
460-200-560750-0000	Project Admin - Direct	-	586	9,413	9,413	-
	<b>201-West A Street Interchange Study</b>					
460-201-520400-0000	Advertising/Publications	-	-	-	-	500
460-201-522400-0000	Consultants - Professional	-	-	330,000	330,000	-
460-201-560750-0000	Project Admin - Direct	-	-	10,000	10,000	-
	<b>202-Pedrick Road Interchange Study</b>					
460-202-520400-0000	Advertising/Publications	-	-	-	-	500
460-202-522400-0000	Consultants - Professional	-	-	340,000	340,000	-
460-202-560750-0000	Project Admin - Direct	-	-	10,000	10,000	-
	<b>206-Street Master Plan &amp; Traffic Model</b>					
460-206-520400-0000	Advertising/Publications	-	-	62	62	-
460-206-522400-0000	Consultants - Professional	-	50,746	203,365	203,365	-
460-206-560750-0000	Project Admin - Direct	-	1,293	23,934	23,934	-
	<b>208- North First Street Interchange Study</b>					
460-208-520400-0000	Advertising/Publications	-	-	-	-	500
460-208-522400-0000	Consultants - Professional	-	-	-	-	340,000
460-208-560750-0000	Project Admin - Direct	-	-	-	-	10,000
	<b>209-Vaughn Road Realignment Study</b>					
460-209-520400-0000	Advertising/Publications	-	-	-	-	500
460-209-522400-0000	Consultants - Professional	-	-	50,000	50,000	130,000
460-209-560750-0000	Project Admin - Direct	-	-	10,000	10,000	-
	<b>322-SR2S (Safe Routes to Schools)</b>					
460-322-560750-0000	Project Admin - Direct	64	-	-	-	-



**City of Dixon Budget FY 2022-23**  
**FUND 460 - TRANSPORTATION CIP FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
<b>325-5-Year Subdivision Slurry Projects</b>						
460-325-560150-0000	Construction	-	-	200,000	200,000	-
460-325-560750-0000	Project Admin - Direct	-	-	20,000	20,000	-
<b>416-First Street &amp; Chestnut Signal</b>						
460-416-560150-0000	Construction	-	-	235,000	235,000	-
460-416-560750-0000	Project Admin - Direct	-	158	4,841	4,841	-
<b>417-First Street &amp; Valley Glen Signal</b>						
460-417-560150-0000	Construction	-	-	235,000	235,000	-
460-417-560750-0000	Project Admin - Direct	-	-	5,000	5,000	-
<b>419-No First St RR Xing Impv</b>						
460-419-560150-0000	Construction	317,764	623	66,536	66,536	-
460-419-560250-0000	Design/Plans/Specs	13,332	659	4,367	4,367	-
460-419-560750-0000	Project Admin - Direct	14,043	401	9,688	9,688	-
<b>420-Vaca-Dixon Bikeway Ph6</b>						
460-420-522400-0000	Consultants - Professional	-	235	-	-	-
460-420-560150-0000	Construction	-	490,000	10,765	-	-
460-420-560750-0000	Project Admin - Direct	64	546	2,681	-	-
<b>421-So First St. Corridor Study</b>						
460-421-520400-0000	Advertising/Publications	-	143	-	-	-
<b>422-Railroad Safety Corridor Study</b>						
460-422-520400-0000	Advertising/Publications	-	-	62	-	-
460-422-522400-0000	Consultants - Professional	-	108,441	30,638	-	-
460-422-560750-0000	Project Admin - Direct	-	1,298	3,640	-	-
<b>503 Pedestrian Crossing Improvements</b>						
460-503-520400-0000	Advertising/Publications	-	-	-	-	500
460-503-522400-0000	Consultants - Professional	-	-	23,000	23,000	20,000
460-503-560150-0000	Construction	-	-	225,000	225,000	-
460-503-560750-0000	Project Admin - Direct	-	-	2,000	2,000	-
<b>506-Speed Zone Survey</b>						
460-506-520400-0000	Advertising/Publications	-	-	-	-	500
460-506-522400-0000	Consultants - Professional	-	-	-	-	35,000
460-506-560750-0000	Project Admin - Direct	-	-	-	-	5,000
		369,289	701,087	2,224,534	2,176,748	583,544
<b>FUND REVENUE</b>		<b>986,191</b>	<b>3,074,764</b>	<b>1,331,845</b>	<b>2,238,970</b>	<b>1,691,794</b>
<b>FUND EXPENDITURES</b>		<b>369,289</b>	<b>701,087</b>	<b>2,224,534</b>	<b>2,176,748</b>	<b>583,544</b>

**City of Dixon Budget FY 2022-23**  
**FUND 461 - PARKWAY BOULEVARD OVERCROSSING**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
461-000-414270-0000	STA-Transportation Impact Fees	-	-	30,000	-	-
461-000-425409-0000	Developer Contributions	460,242	1,744,982	1,100,000	1,343,654	754,350
461-000-461600-0000	Interest Earned	47,881	39,428	20,160	4,583	12,507
		508,123	1,784,410	1,150,160	1,348,237	766,857
461-601-522400-0000	Consultants - Professional	-	4,648	96,292	96,292	785,600
461-601-529600-0000	Legal Services	12,707	102	20,374	20,374	20,000
461-601-560150-0000	Construction	-	-	2,759,080	2,759,080	740,920
461-601-560250-0000	Design/Plans/Specs	38,384	271,971	555,061	555,061	1,687,684
461-601-560550-0000	Land Acquisition	317,188	-	-	-	50,000
461-601-560750-0000	Project Admin - Direct	1,525	6,789	28,210	28,210	35,000
		369,805	283,510	3,459,017	3,459,017	3,319,204
<b>FUND REVENUE</b>		<b>508,123</b>	<b>1,784,410</b>	<b>1,150,160</b>	<b>1,348,237</b>	<b>766,857</b>
<b>FUND EXPENDITURES</b>		<b>369,805</b>	<b>283,510</b>	<b>3,459,017</b>	<b>3,459,017</b>	<b>3,319,204</b>

**City of Dixon Budget FY 2022-23**  
**FUND 469 - NEQ Infrastructure Fund**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
469-000-425800-2569	Development Fees - Valley Star	-	50,000	-	-	-
469-000-425800-2596	Development Fees - Scannell	-	182,626	-	1,688,014	12,507
469-000-461600-0000	Interest Earned	-	2,418	-	144	-
		-	235,044	-	1,688,158	12,507
469-100-591100-0000	Transfer to General Fund	-	-	-	-	791
<b>FUND REVENUE</b>		-	<b>235,044</b>	-	<b>1,688,158</b>	<b>12,507</b>
<b>FUND EXPENDITURES</b>		-	-	-	-	<b>791</b>

**City of Dixon Budget FY 2022-23**  
**FUND 470 - TRANSIT CIP**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
470-000-461600-0000	Interest Earned	-	25	-	14	40
470-000-461700-0000	Lease Revenue	-	14,295	12,000	12,000	12,000
470-000-470100-0000	Unrealized Gain GASB 31	-	9	-	-	-
470-000-491530-0000	Transfer from Gas Tax	74,857	70,868	71,488	71,488	26,000
		74,857	85,197	83,488	83,502	38,040
<b>100-Administration</b>						
470-100-550750-0000	Interfund Interest	5,657	1,668	71,488	71,488	26,000
470-100-591100-0000	Transfer to General Fund	-	-	-	-	1,342
<b>102 - B Street Undercrossing</b>						
470-102-526000-0000	Equipment Maintenance	1,607	-	-	-	-
470-102-560650-0000	Miscellaneous	-	6,009	12,000	-	12,000
<b>105 - Market Lane Park &amp; Ride Parking Lot</b>						
470-105-560150-0000	Construction	-	-	45,000	-	-
470-105-560750-0000	Project Admin - Direct	-	-	5,000	-	-
		7,264	7,677	133,488	71,488	39,342
<b>FUND REVENUE</b>		<b>74,857</b>	<b>85,197</b>	<b>83,488</b>	<b>83,502</b>	<b>38,040</b>
<b>FUND EXPENDITURES</b>		<b>7,264</b>	<b>7,677</b>	<b>133,488</b>	<b>71,488</b>	<b>39,342</b>

**City of Dixon Budget FY 2022-23**  
**FUND 480 - RECREATION & PARKS CIP FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
480-000-425500-0000	Development Fees - Recreation	1,058,437	3,237,514	3,000,000	3,198,750	1,989,006
480-000-425510-0000	Development Fees - Parks	85,854	-	-	-	-
480-000-461120-0000	State Grant Funds	-	-	177,592	177,592	-
480-000-461600-0000	Interest Earned	55,359	51,207	15,565	9,175	21,328
480-000-470100-0000	Unrealized Gain GASB 31	(1,511)	(17,854)	-	-	-
480-000-491481-0000	Transfer from Parks CIP	1,583,296	-	-	-	-
		2,781,435	3,270,867	3,193,157	3,385,517	2,010,334
<b>100-Administration</b>						
480-000-560150-0000	Construction	10,163	-	-	-	-
480-100-591100-0000	Transfer to General Fund	13,641	13,645	42,703	42,703	6,135
<b>131-Hall Park Phase III &amp; IV</b>						
480-131-522400-0000	Consultants - Professional	173,611	-	10,000	10,000	-
480-131-529600-0000	Legal Services	134	-	-	-	-
480-131-560150-0000	Construction	4,081,931	-	-	-	-
480-131-560250-0000	Design/Plans/Specs	75,830	-	110,000	110,000	-
480-131-560750-0000	Project Admin - Direct	2,168	106	-	-	-
<b>133- Southwest Community Park/Community Center/Aquatic Center</b>						
480-133-560250-0000	Design/Plans/Specs	-	-	1,430,000	1,430,000	-
480-133-560750-0000	Project Admin - Direct	-	-	80,000	80,000	-
<b>141 - Northwest Park Playground Structure Improvements</b>						
480-141-560150-0000	Construction	-	-	216,990	216,990	-
480-141-560750-0000	Project Admin - Direct	-	-	5,000	5,000	-
<b>142-Northwest Park Dog Park</b>						
480-142-560250-0000	Design/Plans/Specs	-	-	17,094	17,094	-
480-142-560750-0000	Project Admin - Direct	-	-	5,000	5,000	-
<b>143- Northwest Playground Replacement</b>						
480-143-560150-0000	Construction	-	23,934	166,066	166,066	-
<b>144-Parks Master Plan Update</b>						
480-144-522400-0000	Consultants - Professional	-	-	50,000	50,000	-
480-144-560750-0000	Project Admin-Direct	-	-	10,000	10,000	-
		4,357,479	37,684	2,142,853	2,142,853	6,135
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<b>FUND REVENUE</b>		<b>2,781,435</b>	<b>3,270,867</b>	<b>3,193,157</b>	<b>3,385,517</b>	<b>2,010,334</b>
<b>FUND EXPENDITURES</b>		<b>4,357,479</b>	<b>37,684</b>	<b>2,142,853</b>	<b>2,142,853</b>	<b>6,135</b>

**City of Dixon Budget FY 2022-23**  
**FUND 481 - PARKS CIP FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
481-000-433000-0000	Park-in-Lieu Fees	149,698	1,779,906	1,122,231	1,122,231	-
481-000-461600-0000	Interest Earned	19,684	15,795	5,635	2,765	8,795
481-000-470100-0000	Unrealized Gain GASB 31	(5,038)	(6,795)	-	-	-
		164,344	1,788,907	1,127,866	1,124,996	8,795
<b>100-Administration</b>						
481-000-560400-0000	Capital Outlay	-	40,575	-	-	-
481-100-591100-0000	Transfer to General Fund	4,303	2,383	2,098	2,098	2,521
481-100-591480-0000	Transfer to Parks CIP	1,583,296	-	-	-	-
<b>142-Hall Park Tennis Court Reconstruction</b>						
481-142-522400-0000	Consultants - Professional	-	-	500,000	500,000	-
481-142-560150-0000	Construction	(2,489)	-	-	-	-
481-142-560750-0000	Project Admin - Direct	-	-	15,000	15,000	-
<b>144- Pat Granucci Aquatic Facility Renovation (locker/restroom)</b>						
481-144-560150-0000	Construction	-	-	40,000	40,000	200,000
481-144-560250-0000	Design/Plans/Specs	-	-	10,000	10,000	10,000
481-144-560750-0000	Project Admin - Direct	-	-	2,000	2,000	5,000
		1,585,110	42,958	569,098	569,098	217,521
<hr/>						
<b>FUND REVENUE</b>		<b>164,344</b>	<b>1,788,907</b>	<b>1,127,866</b>	<b>1,124,996</b>	<b>8,795</b>
<b>FUND EXPENDITURES</b>		<b>1,585,110</b>	<b>42,958</b>	<b>569,098</b>	<b>569,098</b>	<b>217,521</b>

**City of Dixon Budget FY 2022-23**  
**FUND 490 - AGRICULTURE LAND MITIGATION**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
490-000-429400-0000	Mitigation Fees	47,002	286,729	-	-	-
490-000-461600-0000	Interest Earned	2,169	4,821	1,609	1,609	-
490-000-470100-0000	Unrealized Gain GASB 31	1,225	(988)	-	-	-
		50,396	290,562	1,609	1,609	-
<b>FUND REVENUE</b>		<b>50,396</b>	<b>290,562</b>	<b>1,609</b>	<b>1,609</b>	<b>-</b>
<b>FUND EXPENDITURES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Dixon Budget FY 2022-23**  
**FUND 491 - CFD 2013-1 PARKLANE CONSTRUCTION**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
491-000-461600-0000	Interest Earned	39,880	2,935	3,663	3,663	-
491-000-470100-0000	Unrealized Gain on Investments	-	-	-	-	-
491-000-491725-0000	Transfer Fr Parklane CFD Debt	10,673,271	-	-	-	-
		10,713,151	2,935	3,663	3,663	-
491-000-532800-0000	Postage	-	-	-	-	-
491-000-560150-0000	Construction	-	2,453,066	8,278,659	8,278,659	-
491-000-560750-0000	Project Admin - Direct	-	-	-	-	-
491-000-591725-0000	Tsfr to CFD Parklane Debt	(18,574)	-	-	-	-
		(18,574)	-	-	-	-
<b>FUND REVENUE</b>		<b>10,713,151</b>	<b>2,935</b>	<b>3,663</b>	<b>3,663</b>	<b>-</b>
<b>FUND EXPENDITURES</b>		<b>(18,574)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Dixon Budget FY 2022-23**  
**FUND 492 - CFD 2015-1 VALLEY GLEN II CONSTRUCTION**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
492-000-461600-0000	Interest Earned	13,632	29	11	11	-
		13,632	29	11	11	-
492-000-560150-0000	Construction	1,196,449	-	108,396	108,396	-
		1,196,449	-	108,396	108,396	-
<b>FUND REVENUE</b>		<b>13,632</b>	<b>29</b>	<b>11</b>	<b>11</b>	<b>-</b>
<b>FUND EXPENDITURES</b>		<b>1,196,449</b>	<b>-</b>	<b>108,396</b>	<b>108,396</b>	<b>-</b>

**City of Dixon Budget FY 2022-23**  
**FUND 493 - CFD 2019-1 HOMESTEAD CONSTRUCTION**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
493-000-491728-0000	Trsfr fr Homestead 2019-1 Debt	-	13,965,556	-	-	-
		-	13,965,556	-	-	-
493-000-560150-0000	Construction	-	13,965,556	-	-	-
		-	13,965,556	-	-	-
<b>FUND REVENUE</b>		<b>-</b>	<b>13,965,556</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND EXPENDITURES</b>		<b>-</b>	<b>13,965,556</b>	<b>-</b>	<b>-</b>	<b>-</b>





Special Assessments,  
Community Facilities  
and  
Landscaping & Lighting  
Maintenance  
Districts

## **Special Assessment, Community Facilities Districts and Landscape & Lighting Maintenance District Funds**

There are funds for one Special Assessment Districts, five Community Facilities Districts (CFDs) and a Landscape & Lighting Maintenance District, which are funded by either a special assessment or a special tax, placed annually on the county tax rolls. The funds are jointly managed by the Engineering/Utilities, Public Works and Finance Departments.

### **Fund 600 Landscaping and Lighting Maintenance District**

The Dixon Landscaping and Lighting Maintenance District was established in 1988 and is managed by the Engineering and Public Works Departments. The annual Engineer's Report identifies the 10 zones within the LLMD, each of which is assessed a different amount on the property tax roll. The amount assessed to the properties within each zone is fixed without an escalator with the exception of Zone 10 (Valley Glen). Zone 10 increases with the Consumer Price Index (CPI). The lack of a CPI factor in the other zones results in decreased levels of service and the need for additional General Fund supplements. Improvements maintained by the District include street lighting, landscaping, irrigation, and repairs (e.g., graffiti abatement). The City's General Fund contributes to the LLMD Fund for a proportionate part of the shared areas and for funding shortages.

### **Fund 651 Valley Glen CFD – 2003-1**

Via Resolution 03-210, the Dixon City Council established the Valley Glen Community Facilities District No. 2003-01. This reserve fund is for operations, maintenance, and improvements of the municipal storm drainage facilities, including the pump station, Pond A, Lateral One, and the associated conveyance infrastructure.

### **Fund 655 Pond C / Lateral-2 CFD**

This reserve fund is for the operations, maintenance, and improvements of drainage Pond C.

### **Fund 720 North First Street Assessment District**

The North First Street Assessment District accounted for the proceeds of Special Assessments collected on the property tax roll. This fund is not included in the Budget Overview – Grant Funds due to zero fund balance and zero activity. This debt was retired in FY 2020.

### **Fund 725 CFD 2013-1 Parklane**

Fund 725 replaces Fund 660. Auditors requested Fund 660 be replaced by Fund 725 and Fund 491 for better tracking. This CFD was established by Resolution No. 13-134, adopted on October 8, 2013, for the maintenance of public street lighting and landscapes, open space and pedestrian facilities within the Parklane subdivision. Beginning in FY 2016, the authorized special tax levy began for homes for which building permits had been issued by June 30, 2015. Assessments are estimated based on a levy authorized by the City Council for Community Facilities District 2013-1 (Parklane) and includes an

annual assessment escalation based upon a regional index. Expenditures consist of labor for maintenance provided by Public Works staff, contract labor, and the necessary materials.

#### **Fund 726 CFD 2015-1 Valley Glen II**

This CFD was established by Resolution No. 15-038, adopted on March 24, 2015, for the maintenance of public street lighting and landscapes, open space and pedestrian facilities within the Valley Glen Phase 2 subdivision. Beginning in FY 2016, the authorized special tax levy began for homes for which building permits had been issued by June 30, 2015. Assessments are estimated based on a levy authorized by the City Council for Community Facilities District 2015-1 (Valley Glen II) and includes an annual assessment escalation based upon a regional index. Expenditures consist of labor for maintenance provided by Public Works staff, contract labor, and the necessary materials.

#### **Fund 727 2019 CFD 2015-1 Valley Glen II Debt Service**

The City of Dixon has issued bonds to fund a series of public improvements within the District via Resolution 19-043 adopted March 12, 2019. This fund is not included in the Budget Overview – Grant Funds due to zero fund balance and zero activity. This fund was consolidated with Fund 726 in FY 2020.

#### **Fund 728 CFD 2019-1 Homestead**

This CFD was established by Resolution No. 19-161, adopted on September 3, 2019 for the maintenance of public street lighting and landscapes, open space and pedestrian facilities within the Homestead subdivision. Beginning in FY 2022, the authorized special tax levy will begin for homes for which building permits have been issued by June 30, 2021. Assessments are estimated based on a levy authorized by the City Council for Community Facilities District 2019-1 (Homestead) and includes an annual assessment escalation based upon a regional index. Expenditures consist of labor for maintenance provided by Public Works staff, contract labor, and the necessary materials.

**CITY OF DIXON**  
**BUDGET OVERVIEW**  
**LIGHTING & LANDSCAPING**  
**DISTRICTS (L&L)**  
**AND COMMUNITY FACILITIES**

	L & L ZONES 600	VALLEY GLEN CFD 651	CFD POND C / LATERAL TWO 655	CFD Homestead Landscaping 657
<b>FY 2022 SUMMARY OF ESTIMATED RESOURCES &amp; EXPENDITURES</b>				
<b>BEGINNING FUND BALANCE</b>	72,724	595,552	213,837	-
<b>July 21</b>				
REVENUE	172,761	202,652	80,402	
TRANSFERS	217,440	-	-	
REVENUE & TRANSFERS	390,201	202,652	80,402	-
 EXPENDITURES	 382,999	 335,043	 92,031	
 <b>ESTIMATED ENDING FUND BALANCE</b>	 79,926	 463,161	 202,208	 -
<b>FY 2023 SUMMARY OF PROPOSED RESOURCES &amp; APPROPRIATIONS</b>				
<b>ESTIMATED BEGINNING FUND BALANCE</b>	79,926	463,161	202,208	-
<b>July 22</b>				
REVENUES	175,897	208,181	81,574	293,010
TRANSFERS	227,154	-	-	-
REVENUE & TRANSFERS	403,051	208,181	81,574	293,010
 AVAILABLE RESOURCES	 482,976	 671,342	 283,782	 293,010
 APPROPRIATIONS	 395,447	 316,016	 96,443	 231,530
 <b>ESTIMATED ENDING FUND BALANCE</b>	 87,529	 355,326	 187,339	 61,480

**CITY OF DIXON**  
**BUDGET OVERVIEW**  
**LIGHTING & LANDSCAPING DISTRICTS**  
**(L&L)**  
**AND COMMUNITY FACILITIES DISTRICTS**

	CFD 2013-1 PARKLANE 725	CFD 2015-1 VG II 726	CFD 2019-1 HOMESTEAD 728	Total
<b>FY 2022 SUMMARY OF ESTIMATED RESOURCES &amp; EXPENDITURES</b>				
<b>BEGINNING FUND BALANCE</b>	693,676	352,446	(25)	<b>1,928,211</b>
<b>July 21</b>				
REVENUE	1,018,325	593,052	1,140,664	<b>3,207,856</b>
TRANSFERS	-	-	-	<b>217,440</b>
REVENUE & TRANSFERS	1,018,325	593,052	1,140,664	<b>3,425,296</b>
 EXPENDITURES	 996,382	 493,937	 857,948	 <b>3,158,340</b>
 <b>ESTIMATED ENDING FUND BALANCE</b>	 715,619	 451,561	 282,692	 <b>2,195,167</b>
<b>FY 2023 SUMMARY OF PROPOSED RESOURCES &amp; APPROPRIATIONS</b>				
<b>ESTIMATED BEGINNING FUND BALANCE</b>	715,619	451,561	282,692	<b>2,195,167</b>
<b>July 22</b>				
REVENUES	1,039,396	605,154	1,140,664	<b>3,543,876</b>
TRANSFERS	-	-	-	<b>227,154</b>
REVENUE & TRANSFERS	1,039,396	605,154	1,140,664	<b>3,771,030</b>
 AVAILABLE RESOURCES	 1,755,015	 1,056,715	 1,423,356	 <b>5,966,197</b>
 APPROPRIATIONS	 1,015,373	 511,051	 737,807	 <b>3,303,667</b>
 <b>ESTIMATED ENDING FUND BALANCE</b>	 739,642	 545,664	 685,549	 <b>2,662,530</b>

**City of Dixon Budget FY 2022-23**  
**FUND 600 - LIGHTING & LANDSCAPING DISTRICTS FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
600-000-401900-0000	Assessments	168,220	170,330	-	-	-
600-000-401900-0601	Assessments-Dickson Estates	-	-	2,155	2,155	2,155
600-000-401900-0602	Assessments-Pitt & A	-	-	19,201	19,201	18,993
600-000-401900-0603	Assessments-Stratford	-	-	2,780	2,780	2,683
600-000-401900-0604	Assessments-Regency/Lin 1	-	-	8,555	8,555	8,529
600-000-401900-0605	Assessments-SR 113 Medians	-	-	6,108	6,108	6,801
600-000-401900-0606	Assessments-Co Fair/Collier	-	-	3,461	3,461	3,461
600-000-401900-0607	Assessments-N Linc/Lin 2	-	-	38,858	38,858	38,843
600-000-401900-0608	Assessments-La Esperanza	-	-	3,164	3,164	3,164
600-000-401900-0609	Assessments-Evans/BikePath	-	-	13,500	13,500	13,500
600-000-401900-0610	Assessments-Valley Glen	-	-	74,581	74,581	77,496
600-000-461600-0000	Interest Earned	(84)	348	398	398	271
600-000-470100-0000	Unrealized Gain GASB 31	(365)	-	-	-	-
600-000-491100-0000	Transfer from General Fund	187,568	194,720	-	-	-
600-000-491100-0601	Transfer from GF-Dickson Estates	-	-	5,406	5,406	5,474
600-000-491100-0602	Transfer from GF-Pitt & A	-	-	48,419	48,547	52,049
600-000-491100-0603	Transfer from GF-Stratford	-	-	5,308	5,392	5,563
600-000-491100-0604	Transfer from GF-Regency/Lin 1	-	-	29,651	29,651	30,872
600-000-491100-0605	Transfer from GF-SR 113 Medians	-	-	14,032	14,032	15,487
600-000-491100-0606	Transfer from GF-Co Fair/Collier	-	-	13,532	13,532	14,127
600-000-491100-0607	Transfer from GF-N Linc/Lin 2	-	-	78,098	78,098	79,943
600-000-491100-0608	Transfer from GF-La Esperanza	-	-	14,542	14,542	14,940
600-000-491100-0609	Transfer from GF-Evans/BikePath	-	-	8,240	8,240	8,699
600-000-491100-0610	Transfer from GF-Valley Glen	-	-	-	-	-
		355,339	365,398	389,989	390,201	403,051
600-600-520400-0000	Advertising	101	182	1,000	1,000	1,000
600-600-521400-0000	Chemicals	-	2,995	-	-	-
600-600-521400-0601	Chemicals-Dickson Estates	-	-	80	80	80
600-600-521400-0602	Chemicals-Pitt & A	2,351	-	530	530	530
600-600-521400-0603	Chemicals-Stratford	-	-	5	5	5
600-600-521400-0604	Chemicals-Regency/Lin 1	-	-	400	400	400
600-600-521400-0605	Chemicals-SR 113 Medians	-	-	45	45	45
600-600-521400-0606	Chemicals-Co Fair/Collier	-	-	275	275	275
600-600-521400-0607	Chemicals-N Linc/Lin 2	-	-	1,715	1,715	1,715
600-600-521400-0608	Chemicals-La Esperanza	-	-	150	150	150
600-600-521400-0609	Chemicals-Evans/BikePath	-	-	300	300	300
600-600-521400-0610	Chemicals-Valley Glen	-	-	400	400	400
600-600-521800-0000	Communications	92	123	100	100	100
600-600-522400-0000	Consultants - Professional	-	29,803	10,000	10,000	10,000
600-600-522600-0000	Contr Servs - Non Professional	2,500	-	1,561	1,561	1,561
600-600-522600-0601	Contr Svc-Non Prof-Dickson Es	-	-	480	480	536
600-600-522600-0602	Contr Svc-Non Prof-Pitt & A	928	2,109	3,250	3,250	6,203
600-600-522600-0603	Contr Svc-Non Prof-Stratford	823	46	-	-	207
600-600-522600-0604	Contr Sv-Non Prof-Regency/Lin1	2,321	487	4,100	4,100	5,093
600-600-522600-0605	Contr Svc-Non Prof-SR 113 Med	495	4,254	315	315	1,498
600-600-522600-0606	Contr Sv-Non Prof-Co Fair/Coll	181	627	1,905	1,905	2,389
600-600-522600-0607	Contr Svc-Non Prof-N Linc/Lin2	8,098	1,123	11,000	11,000	12,500
600-600-522600-0608	Contr Sv-Non Prof-La Esperanza	-	-	2,300	2,300	2,624
600-600-522600-0609	Contr Sv-Non Prof-Evans/Bike P	454	-	1,800	1,800	2,173

**City of Dixon Budget FY 2022-23**  
**FUND 600 - LIGHTING & LANDSCAPING DISTRICTS FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
600-600-522600-0610	Contr Svc-Non Prof-Valley Glen	15,272	7,096	3,858	3,858	5,785
600-600-523800-0000	County Charges	1,682	1,703	-	-	-
600-600-523800-0601	County Chgs-Dickson Estates	-	-	37	37	37
600-600-523800-0602	County Chgs-Pitt & A	-	-	245	245	245
600-600-523800-0603	County Chgs-Stratford	-	-	1	1	1
600-600-523800-0604	County Chgs-Regency/Lin 1	-	-	156	156	156
600-600-523800-0605	County Chgs-SR 113 Medians	-	-	24	24	24
600-600-523800-0606	County Chgs-Co Fair/Collier	-	-	146	146	146
600-600-523800-0607	County Chgs-N Linc/Lin 2	-	-	697	697	697
600-600-523800-0608	County Chgs-La Esperanza	-	-	174	174	174
600-600-523800-0609	County Chgs-Evans/Bike Path	-	-	139	139	139
600-600-523800-0610	County Chgs-Valley Glen	-	-	181	181	181
600-600-525800-0602	Equipment Rental-Pitt & A	-	-	225	225	225
600-600-525800-0603	Equipment Rental-Stratford	-	-	1	1	1
600-600-525800-0604	Equipment Rental-Regency/Lin 1	-	612	140	140	140
600-600-525800-0605	Equipment Rental-SR 113 Medians	-	-	19	19	19
600-600-525800-0606	Equipment Rental-Co Fair/Collier	-	-	120	120	120
600-600-525800-0607	Equipment Rental-N Linc/Lin 2	-	-	600	600	600
600-600-525800-0608	Equipment Rental-La Esperanza	-	-	130	130	130
600-600-525800-0609	Equipment Rental-Evans/Bike Path	-	-	115	115	115
600-600-525800-0610	Equipment Rental-Valley Glen	-	-	150	150	150
600-600-526000-0000	Equip Repairs/Maintenance	40	158	-	-	-
600-600-526000-0601	Equip Repairs/Maint-Dickson Es	-	-	40	40	40
600-600-526000-0602	Equip Repairs/Maint-Pitt & A	830	26	275	403	403
600-600-526000-0603	Equip Repair/Maint-Stratford	146	-	2	86	86
600-600-526000-0604	Equip Repr/Maint-Regency/Lin1	-	510	177	177	177
600-600-526000-0605	Equip Repairs/Maint-SR 113 Med	-	-	26	26	26
600-600-526000-0606	Equip Repr/Maint-Co Fair/Coll	-	-	161	161	161
600-600-526000-0607	Equip Repair/Maint-N Linc/Lin2	-	568	773	773	773
600-600-526000-0608	Equip Reprs/Maint-La Esperanza	-	-	193	193	193
600-600-526000-0609	Equip Repr/Maint-Evans/Bike Pa	-	-	153	153	153
600-600-526000-0610	Equip Repair/Maint-Valley Glen	30	595	200	200	200
600-600-529600-0000	Legal Services	628	-	-	-	-
600-600-531650-0000	Office/Software Maintenance	1,740	1,740	1,740	1,740	1,740
600-600-533200-0000	Property Taxes	41	41	42	42	42
600-600-533200-0610	Property Taxes-Valley Glen	-	-	140	140	140
600-600-535600-0000	Special Supplies	2,123	1,511	-	-	-
600-600-535600-0601	Spec Supplies-Dickson Estates	3	-	150	150	150
600-600-535600-0602	Spec Supplies-Pitt & A	3,485	780	3,000	3,000	3,000
600-600-535600-0603	Spec Supplies-Stratford	-	-	100	100	100
600-600-535600-0604	Spec Supplies-Regency/Lin1	184	715	500	500	500
600-600-535600-0605	Spec Supplies-SR Medians	77	132	1,100	1,100	1,100
600-600-535600-0606	Spec Supplies-Co Fair/Collier	-	-	250	250	250
600-600-535600-0607	Spec Supplies-N Linc/Lin 2	533	2,793	2,500	2,500	2,500
600-600-535600-0608	Spec Supplies-La Esperanza	-	-	200	200	200
600-600-535600-0609	Spec Supplies-Evans/Bike Path	-	-	200	200	200
600-600-535600-0610	Spec Supplies-Valley Glen	306	625	11,845	11,845	2,000
600-600-535900-0000	Uniforms	714	714	800	800	800
600-600-536000-0601	Utilities-Dickson Estates	900	1,102	938	938	938
600-600-536000-0602	Utilities-Pitt & A	11,920	18,435	10,738	10,738	10,738

**City of Dixon Budget FY 2022-23**  
**FUND 600 - LIGHTING & LANDSCAPING DISTRICTS FUND**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
600-600-536000-0603	Utilities-Stratford	5,000	4,735	4,548	4,548	4,548
600-600-536000-0604	Utilities-Regency/Lin 1	7,090	9,482	6,893	6,893	6,893
600-600-536000-0605	Utilities-SR 113 Medians	10,140	9,404	9,848	9,848	9,848
600-600-536000-0606	Utilities-Co Fair/Collier	2,720	2,692	2,628	2,628	2,628
600-600-536000-0607	Utilities-N Linc/Lin 2	8,250	12,761	8,123	8,123	8,123
600-600-536000-0608	Utilities-La Esperanza	3,666	2,070	3,101	3,101	3,101
600-600-536000-0609	Utilities-Evans/Bike Path	4,003	4,309	4,049	4,049	4,049
600-600-536000-0610	Utilities-Valley Glen	18,730	18,727	17,012	17,012	17,012
600-600-537500-0000	Vehicle Fuel	1,686	2,094	2,000	2,000	2,000
600-600-538000-0000	Vehicle Parts/Maintenance	806	919	1,800	1,800	1,800
600-600-539000-0601	Water-Dickson Estates	1,157	998	878	878	878
600-600-539000-0602	Water-Pitt & A	28,444	27,376	34,399	34,399	34,399
600-600-539000-0603	Water-Stratford	433	345	422	422	422
600-600-539000-0604	Water-Regency/Lin 1	10,660	13,090	14,882	14,882	14,882
600-600-539000-0605	Water-SR 113 Medians	3,266	3,244	3,435	3,435	3,435
600-600-539000-0606	Water-Co Fair/Collier	1,716	983	1,550	1,550	1,550
600-600-539000-0607	Water-N Linc/Lin 2	25,660	51,990	53,590	53,590	53,590
600-600-539000-0609	Water-Evans/Bike Path	4,809	3,391	5,145	5,145	5,145
600-600-539000-0610	Water-Valley Glen	16,210	20,781	21,270	21,270	21,270
600-600-560750-0000	Project Admin-Direct	5,290	6,075	-	-	-
600-600-560750-0601	Proj Admin-Dickson Estates	444	707	2,000	2,000	2,000
600-600-560750-0602	Proj Admin-Pitt & A	18,067	17,899	12,000	12,000	12,000
600-600-560750-0603	Proj Admin-Stratford	-	175	50	50	50
600-600-560750-0604	Proj Admin-Regency/Lin 1	2,819	871	8,000	8,000	8,000
600-600-560750-0605	Proj Admin-SR 113 Medians	1,010	1,696	2,370	2,370	2,370
600-600-560750-0606	Proj Admin-Co Fair/Collier	4,065	96	7,000	7,000	7,000
600-600-560750-0607	Proj Admin-N Linc/Lin 2	32,738	29,331	35,000	35,000	35,000
600-600-560750-0608	Proj Admin-La Esperanza	334	2,716	8,500	8,500	8,500
600-600-560750-0609	Proj Admin-Evans/Bike Path	3,045	970	6,880	6,880	6,880
600-600-560750-0610	Proj Admin-Valley Glen	11,121	11,445	8,200	8,200	8,200
600-600-591100-0000	Transfer to General Fund	17,575	16,257	12,102	12,102	24,394
		309,952	359,233	382,787	382,999	395,447
<b>FUND REVENUE</b>		<b>355,339</b>	<b>365,398</b>	<b>389,989</b>	<b>390,201</b>	<b>403,051</b>
<b>FUND EXPENDITURES</b>		<b>309,952</b>	<b>359,233</b>	<b>382,787</b>	<b>382,999</b>	<b>395,447</b>



**City of Dixon Budget FY 2022-23**  
**FUND 600 - LIGHTING AND LANDSCAPING DISTRICTS**  
**OPERATING EXPENSES SUMMARY SHEET**

Account Code	2022		2023	Brief Detail Description
	Budget	Estimated	Budget	
520400	1,000	1,000	1,000	Advertising
521400-0601	80	80	80	Chemicals-Dickson Estates
521400-0602	530	530	530	Chemicals-Pitt & A
521400-0603	5	5	5	Chemicals-Stratford
521400-0604	400	400	400	Chemicals-Regency/Lin 1
521400-0605	45	45	45	Chemicals-SR 113 Medians
521400-0606	275	275	275	Chemicals-Co Fair/Collier
521400-0607	1,715	1,715	1,715	Chemicals-N Linc/Lin 2
521400-0608	150	150	150	Chemicals-La Esperanza
521400-0609	300	300	300	Chemicals-Evans/BikePath
521400-0610	400	400	400	Chemicals-Valley Glen
521800	100	100	100	Communications
522400	10,000	10,000	10,000	L&L District Study
522600	1,561	1,561	1,561	Contract Services - Non Professional, including Street Light repairs
522600-0601	480	480	536	Contr Svc-Non Prof-Dickson Estates, <b>L &amp; L District Engineers Report-\$56</b>
522600-0602	3,250	3,250	6,203	Contr Svc-Non Prof-Pitt & A, <b>L &amp; L District Engineers Report-\$2,953</b>
522600-0603	-	-	207	Contr Svc-Non Prof-Stratford, <b>L &amp; L District Engineers Report-\$207</b>
522600-0604	4,100	4,100	5,093	Contr Svc-Non Prof-Regency/Lin1, <b>L &amp; L District Engineers Report-\$993</b>
522600-0605	315	315	1,498	Contr Svc-Non Prof-SR 113 Med, <b>L &amp; L District Engineers Report-\$1183</b>
522600-0606	1,905	1,905	2,389	Contr Svc-Non Prof-Co Fair/Coll, <b>L &amp; L District Engineers Report-\$484</b>
522600-0607	11,000	11,000	12,500	Contr Svc-Non Prof-N Linc/Lin2, <b>L &amp; L District Engineers Report-\$1,500</b>
522600-0608	2,300	2,300	2,624	Contr Svc-Non Prof-La Esperanza, <b>L &amp; L District Engineers Report-\$324</b>
522600-0609	1,800	1,800	2,173	Contr Svc-Non Prof-Evans/Bike P, <b>L &amp; L District Engineers Report-\$373</b>
522600-0610	3,858	3,858	5,785	Contr Svc-Non Prof-Valley Glen, <b>L &amp; L District Engineers Report-\$1,928</b>
523800-0601	37	37	37	County Chgs-Dickson Estates
523800-0602	245	245	245	County Chgs-Pitt & A
523800-0603	1	1	1	County Chgs-Stratford
523800-0604	156	156	156	County Chgs-Regency/Lin 1
523800-0605	24	24	24	County Chgs-SR 113 Medians
523800-0606	146	146	146	County Chgs-Co Fair/Collier
523800-0607	697	697	697	County Chgs-N Linc/Lin 2
523800-0608	174	174	174	County Chgs-La Esperanza
523800-0609	139	139	139	County Chgs-Evans/Bike Path
523800-0610	181	181	181	County Chgs-Valley Glen
525800-0602	225	225	225	Equipment Rental-Pitt & A
525800-0603	1	1	1	Equipment Rental-Stratford
525800-0604	140	140	140	Equipment Rental-Regency/Lin 1
525800-0605	19	19	19	Equipment Rental-SR 113 Medians
525800-0606	120	120	120	Equipment Rental-Co Fair/Collier

**City of Dixon Budget FY 2022-23**  
**FUND 600 - LIGHTING AND LANDSCAPING DISTRICTS**  
**OPERATING EXPENSES SUMMARY SHEET**

Account Code	2022		2023	Brief Detail Description
	Budget	Estimated	Budget	
525800-0607	600	600	600	Equipment Rental-N Linc/Lin 2
525800-0608	130	130	130	Equipment Rental-La Esperanza
525800-0609	115	115	115	Equipment Rental-Evans/Bike Path
525800-0610	150	150	150	Equipment Rental-Valley Glen
526000-0601	40	40	40	Equip Repairs/Maint-Dickson Estates
526000-0602	275	403	403	Equip Repairs/Maint-Pitt & A
526000-0603	2	86	86	Equip Repair/Maint-Stratford
526000-0604	177	177	177	Equip Repr/Maint-Regency/Lin1
526000-0605	26	26	26	Equip Repairs/Maint-SR 113 Med
526000-0606	161	161	161	Equip Repr/Maint-Co Fair/Coll
526000-0607	773	773	773	Equip Repair/Maint-N Linc/Lin2
526000-0608	193	193	193	Equip Reprs/Maint-La Esperanza
526000-0609	153	153	153	Equip Repr/Maint-Evans/Bike Pa
526000-0610	200	200	200	Equip Repair/Maint-Valley Glen
533200	42	42	42	Property taxes for Market Lane Park & Ride Lot (L&L only)
533200-0610	140	140	140	Property tax Valley Glen
535600-0601	150	150	150	Spec Supplies-Dickson Estates
535600-0602	3,000	3,000	3,000	Spec Supplies-Pitt & A
535600-0603	100	100	100	Spec Supplies-Stratford
535600-0604	500	500	500	Spec Supplies-Regency/Lin1
535600-0605	1,100	1,100	1,100	Spec Supplies-SR Medians
535600-0606	250	250	250	Spec Supplies-Co Fair/Collier
535600-0607	2,500	2,500	2,500	Spec Supplies-N Linc/Lin 2
535600-0608	200	200	200	Spec Supplies-La Esperanza
535600-0609	200	200	200	Spec Supplies-Evans/Bike Path
535600-0610	11,845	11,845	2,000	Spec Supplies-Valley Glen
535900	800	800	800	Uniforms
536000-0601	938	938	938	Utilities-Dickson Estates
536000-0602	10,738	10,738	10,738	Utilities-Pitt & A
536000-0603	4,548	4,548	4,548	Utilities-Stratford
536000-0604	6,893	6,893	6,893	Utilities-Regency/Lin 1
536000-0605	9,848	9,848	9,848	Utilities-SR 113 Medians
536000-0606	2,628	2,628	2,628	Utilities-Co Fair/Collier
536000-0607	8,123	8,123	8,123	Utilities-N Linc/Lin 2
536000-0608	3,101	3,101	3,101	Utilities-La Esperanza
536000-0609	4,049	4,049	4,049	Utilities-Evans/Bike Path
536000-0610	17,012	17,012	17,012	Utilities-Valley Glen
537500	2,000	2,000	2,000	Vehicle fuel
538000	1,800	1,800	1,800	Vehicle maintenance
539000-0601	878	878	878	Water-Dickson Estates
539000-0602	34,399	34,399	34,399	Water-Pitt & A
539000-0603	422	422	422	Water-Stratford
539000-0604	14,882	14,882	14,882	Water-Regency/Lin 1
539000-0605	3,435	3,435	3,435	Water-SR 113 Medians
539000-0606	1,550	1,550	1,550	Water-Co Fair/Collier
539000-0607	53,590	53,590	53,590	Water-N Linc/Lin 2
539000-0609	5,145	5,145	5,145	Water-Evans/Bike Path
539000-0610	21,270	21,270	21,270	Water-Valley Glen
560750-0601	2,000	2,000	2,000	Proj Admin-Dickson Estates

**City of Dixon Budget FY 2022-23**  
**FUND 600 - LIGHTING AND LANDSCAPING DISTRICTS**  
**OPERATING EXPENSES SUMMARY SHEET**

Account Code	2022		2023	Brief Detail Description
	Budget	Estimated	Budget	
560750-0602	12,000	12,000	12,000	Proj Admin-Pitt & A
560750-0603	50	50	50	Proj Admin-Stratford
560750-0604	8,000	8,000	8,000	Proj Admin-Regency/Lin 1
560750-0605	2,370	2,370	2,370	Proj Admin-SR 113 Medians
560750-0606	7,000	7,000	7,000	Proj Admin-Co Fair/Collier
560750-0607	35,000	35,000	35,000	Proj Admin-N Linc/Lin 2
560750-0608	8,500	8,500	8,500	Proj Admin-La Esperanza
560750-0609	6,880	6,880	6,880	Proj Admin-Evans/Bike Path
560750-0610	8,200	8,200	8,200	Proj Admin-Valley Glen
591100	12,102	12,102	24,394	Transfer to GF (Cost Allocation)
<b>Total</b>	<b>382,787</b>	<b>382,999</b>	<b>395,447</b>	

**City of Dixon Budget FY 2022-23**  
**FUND 651 CFD 2003-1 VALLEY GLEN**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
651-000-401900-0000	Assessments	145,078	161,026	150,000	202,106	206,148
651-000-461600-0000	Interest Earned	18,372	8,870	7,500	546	2,033
651-000-470100-0000	Unrealized Gain GASB 31	4,647	(9,794)	-	-	-
		168,097	160,102	157,500	202,652	208,181
<b>100-Administration</b>						
651-100-511000-0000	Salaries/Wages	21,899	24,158	24,437	26,004	28,297
651-100-511020-0000	Comp Paid	-	-	-	994	-
651-100-511200-0000	Overtime	-	156	500	9	500
651-100-511300-0000	Standby Pay	-	2,760	1,500	-	1,500
651-100-512100-0000	Medicare	365	445	436	460	575
651-100-512200-0000	Retirement	1,741	2,145	1,977	2,062	5,769
651-100-512300-0000	Disability Insurance	58	101	120	471	119
651-100-512400-0000	Health Insurance	3,304	5,003	9,000	8,725	9,385
651-100-512420-0000	Dental Insurance	62	115	115	94	115
651-100-512430-0000	Vision Insurance	32	58	58	186	58
651-100-512600-0000	Worker's Comp Insurance	2,292	3,234	2,344	3,691	3,951
651-100-560750-0000	Project Admin - Direct	773	-	-	-	-
<b>610-Pump Station</b>						
651-610-520100-0000	Administration	3,286	5,782	7,500	7,500	7,500
651-610-521800-0000	Communications	-	-	2,610	2,610	3,000
651-610-522400-0000	Contr Servs - Professional				5,000	55,000
651-610-522600-0000	Contr Servs - Non Professional	33,500	2,823	35,000	35,000	35,000
651-610-523800-0000	County Charges	1,451	1,610	1,600	1,600	1,600
651-610-525800-0000	Equipment Rental	232	-	1,400	1,400	1,400
651-610-526000-0000	Equip Repairs/Maintenance	8,986	2,503	79,600	79,600	20,000
651-610-529610-0000	Legal Services	1,512	-	-	-	-
651-610-531900-0000	Permits/Licenses/Fees	11,102	15,612	15,000	15,000	16,000
651-610-535600-0000	Special Supplies	291	209	300	800	1,000
651-610-536000-0000	Utilities	9,257	14,693	11,390	11,390	15,000
651-610-537500-0000	Fuel	-	-	200	200	200
651-610-539000-0000	Water	1,413	966	1,300	1,300	1,300
651-610-560400-0000	Capital Outlay	-	59,075	49,483	49,483	-
651-610-560750-0000	Project Admin - Direct	13,237	3,027	500	500	500
651-610-591100-0000	Transfer to General Fund	19,318	13,092	17,987	17,987	20,701
<b>620-Pond A</b>						
651-620-522600-0000	Contr Servs - Non Professional	40,982	23,930	6,250	6,250	65,000
651-620-526000-0000	Equip Repairs/Maintenance	1,747	1,426	3,000	3,000	3,000
651-620-531900-0000	Permits/Licenses/Fees	3,614	5,917	8,000	8,000	8,000
651-620-535600-0000	Special Supplies	1,209	12,851	1,500	2,500	9,500
651-620-539000-0000	Water	1,510	1,514	2,000	2,000	2,000
651-620-560400-0000	Capital Outlay	45,827	41,432	30,602	30,602	-
651-620-560750-0000	Project Admin - Direct	2,865	6,087	5,000	5,000	5,000

**City of Dixon Budget FY 2022-23**  
**FUND 651 CFD 2003-1 VALLEY GLEN**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
	<b>630-Lateral One</b>					
651-630-535600-0000	Special Supplies	11,045	-	-	-	500
651-630-536000-0000	Utilities	72	46	100	100	-
651-630-560400-0000	Capital Outlay	124,053	2,711	10,000	10,000	10,000
		367,037	253,482	330,809	339,518	331,470
<b>FUND REVENUE</b>		<b>168,097</b>	<b>160,102</b>	<b>157,500</b>	<b>202,652</b>	<b>208,181</b>
<b>FUND EXPENDITURES</b>		<b>367,037</b>	<b>253,482</b>	<b>330,809</b>	<b>339,518</b>	<b>331,470</b>

# City of Dixon Budget FY 2022-23

## FUND 651 - VALLEY GLEN CFD OPERATING EXPENSES SUMMARY

Account Code	2022		2023		Brief Detail Description
	Budget	Estimated	Budget		
<b>610 - Pump Station</b>					
610-520100	7,500	7,500	7,500		Administration - Goodwin Consulting Valley Glen CFD Tax admin
610-521800	2,610	2,610	3,000		Internet and Telephone
610-522400	-	5,000	55,000		<b>Pump station building build-out design</b>
610-522600	35,000	35,000	35,000		Annual sampling of pump oil required by AQMD, Annual servicing of panels, generator, storm water pumps, trash rack, pump stimulator, Annual SCADA maintenance, Electrical maintenance;
610-523800	1,600	1,600	1,600		County Charges
610-525800	1,400	1,400	1,400		Equipment Rental - port-a-potty
610-526000	79,600	79,600	20,000		Equip Repairs/Maintenance
610-531900	15,000	15,000	16,000		Dixon (RCD) Resource Conservation District-Ditch Maintenance \$3,775; Dixon Regional Watershed JPA \$2,480; Solano County Water Agency \$2,736
610-535600	300	800	1,000		Special Supplies - lift station parts, cleaning supplies, and misc. site service needs
610-536000	11,390	11,390	15,000		Utilities - PG&E
610-537500	200	200	200		Fuel
610-539000	1,300	1,300	1,300		Water
610-560400	49,483	49,483	-		Capital Outlay - mini-split system installation
610-560750	500	500	500		Project Admin-Direct
610-591100	17,987	17,987	20,701		Transfer to General Fund (Cost Allocation)
<b>620 - Pond A</b>					
620-522600	6,250	6,250	65,000		Contract services - Levee roadway repairs, storm water quality sampling, educational outreach, <b>new electric gate install (\$8,000), dam and levee repairs (\$50,000)</b>
620-526000	3,000	3,000	3,000		Equip Repairs/Maintenance - Porta Potty Rental
620-531900	8,000	8,000	8,000		Permits/Licenses/Fees - DWR, Regional JPA, SCWA- Department of Water Resources (Customer 3102-Detention Pond A) \$3,614
620-535600	1,500	2,500	9,500		Special Supplies - chemicals, signs, bank repairs, fence repairs, <b>gravel (\$3,500)</b> , small tools, <b>Wall-mount Mini Split (\$3,500)</b>
620-539000	2,000	2,000	2,000		Water
620-560400	30,602	30,602	-		Capital Outlay
620-560750	5,000	5,000	5,000		Project Admin - Direct

# ***City of Dixon Budget FY 2022-23***

## **FUND 651 - VALLEY GLEN CFD OPERATING EXPENSES SUMMARY**

<b>Account Code</b>	<b>2022</b>		<b>2023</b>	<b>Brief Detail Description</b>
	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>	
<b>630 - Lateral One</b>				
630-535600	-	-	500	Special Supplies - gravel install on road at outfall
630-536000	100	100	-	Utilities
630-560400	10,000	10,000	10,000	Capital Outlay - carry over security camera funds
<b>Total</b>	<b>290,322</b>	<b>296,822</b>	<b>281,201</b>	

**CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23**

**FUND 651  
CFD 2003-1 Valley Glen**

Title	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>										
Maintenance Worker II	0.50	28,297	2,114	9,372	115	58	546	119	3,882	44,503
Subtotal:	0.50	28,297	2,114	9,372	115	58	546	119	3,882	44,503
Other payroll costs:										
PERS Health Administration		-	-	13	-	-	-	-	-	13
Retirement Health Benefit			-	-						-
PERS Retirement UAL		-	3,655	-	-	-	-	-	-	3,655
Overtime		500	-	-	-	-	7	-	69	576
Stand-by pay		1,500	-	-	-	-	22	-	-	1,522
Subtotal:		2,000	3,655	13	-	-	29	-	69	5,766
<b>GRAND TOTAL:</b>	<b>0.50</b>	<b>30,297</b>	<b>5,769</b>	<b>9,385</b>	<b>115</b>	<b>58</b>	<b>575</b>	<b>119</b>	<b>3,951</b>	<b>50,269</b>

Note: Maintenance Worker I position shared with Fund 530



**City of Dixon Budget FY 2022-23**  
**FUND 655 CFD POND C LATERAL TWO**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
655-000-401900-0000	Assessments	77,102	80,695	80,000	80,000	80,000
655-000-461600-0000	Interest Earned	4,992	2,871	1,140	1,140	1,574
655-000-470100-0000	Unrealized Gain GASB 31	2,005	(3,026)	-	-	-
		84,099	80,540	81,140	81,140	81,574
<b>601 - Pond C</b>						
655-601-522600-0000	Contr Servs - Non Professional	-	-	500	500	500
655-601-523800-0000	County Charges	771	807	1,500	1,500	1,500
655-601-531900-0000	Permits/Licenses/Fees	1,151	1,228	1,600	1,600	1,900
655-601-535600-0000	Special Supplies	-	-	250	1,250	1,250
655-601-560400-0000	Capital Outlay	-	-	5,750	5,678	-
655-601-560750-0000	Project Admin - Direct	291	1,266	-	-	-
655-601-591100-0000	Transfer to General Fund	5,745	2,686	4,003	4,003	7,793
<b>602 - Lateral Two</b>						
655-602-522600-0000	Contr Servs - Non Professional	-	-	500	500	500
655-602-535600-0000	Special Supplies	2,282	-	-	-	1,000
655-602-560750-0000	Project Admin - Direct	49	-	-	-	-
<b>603 - Parklane Lighting &amp; Landscaping</b>						
655-603-522600-0000	Contr Servs - Non Professional	8,908	31,420	35,000	35,000	35,000
655-603-536000-0000	Utilities	6,717	6,062	7,000	7,000	7,000
655-603-539000-0000	Water	39,589	37,389	35,000	35,000	40,000
655-603-560750-0000	Project Admin - Direct	-	437	-	-	-
		65,503	81,295	91,103	92,031	96,443
<b>FUND REVENUE</b>		<b>84,099</b>	<b>80,540</b>	<b>81,140</b>	<b>81,140</b>	<b>81,574</b>
<b>FUND EXPENDITURES</b>		<b>65,503</b>	<b>81,295</b>	<b>91,103</b>	<b>92,031</b>	<b>96,443</b>

**City of Dixon Budget FY 2022-23**  
**FUND 655 CFD POND C / LATERAL TWO**  
**OPERATING EXPENSES SUMMARY**

Account Code	2022		2023		Brief Detail Description
	Budget	Estimated	Budget		
601 - Pond C					
601-522600	500	500	500		Storm water sampling lab services
601-523800	1,500	1,500	1,500		County Charges
601-531900	1,600	1,600	1,900		Dixon (RCD) Resource Conservation District-Ditch Maintenance \$25,166.16 (154 80%; 651-610 15%; 655-601 5%; By contract 305-300 approx \$606.);
601-535600	250	1,250	1,250		Special Supplies - Chemicals
601-560400	5,750	5,678	-		Capital Outlay - see detail on Capital Equipment page
601-591100	4,003	4,003	7,793		Transfer to General Fund (Cost Allocation)
602 - Lateral Two					
602-522600	500	500	500		Storm water sampling lab services
602-535600	-	-	1,000		Special Supplies - fencing repair, signs, landscaping
603 - Parklane Lighting & Landscaping					
603-522600	35,000	35,000	35,000		Contract Services Non-Professional
603-536000	7,000	7,000	7,000		Utilities
603-539000	35,000	35,000	40,000		Water
Total	91,103	92,031	96,443		

**City of Dixon Budget FY 2022-23**  
**FUND 657 HOMESTEAD LANDSCAPING**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
657-000-401900-0000	Assessments	-	-	-	-	293,010
657-000-461600-0000	Interest Earned	-	-	-	-	-
		-	-	-	-	293,010
657-000-511000-0000	Salaries/Wages	-	-	-	-	53,899
657-000-512100-0000	Medicare	-	-	-	-	1,053
657-000-512200-0000	Retirement	-	-	-	-	10,989
657-000-512300-0000	Disability Insurance	-	-	-	-	226
657-000-512400-0000	Health Insurance	-	-	-	-	18,756
657-000-512420-0000	Dental Insurance	-	-	-	-	229
657-000-512430-0000	Vision Insurance	-	-	-	-	116
657-000-512600-0000	Worker's Comp Insurance	-	-	-	-	7,395
657-000-521400-0000	Chemicals	-	-	-	-	1,000
657-000-522400-0000	Contract Svcs- Professional	-	-	-	-	12,750
657-000-522600-0000	Contract Svcs-Non Professional	-	-	-	-	20,000
657-000-523800-0000	County Charges	-	-	-	2,929	2,930
657-000-529600-0000	Legal Services	-	-	-	1,060	-
657-000-535600-0000	Special Supplies	-	-	-	-	36,780
657-000-536000-0000	Utilities	-	-	-	-	8,000
657-000-539000-0000	Water	-	-	-	-	20,000
657-000-560750-0000	Project Admin - Direct	-	-	-	-	8,000
		-	-	-	3,989	202,123
<b>FUND REVENUE</b>		-	-	-	-	<b>293,010</b>
<b>FUND EXPENDITURES</b>		-	-	-	<b>3,989</b>	<b>202,123</b>

**City of Dixon Budget FY 2022-23**  
**FUND 657 - HOMESTEAD LANDSCAPING**  
**OPERATING EXPENSES SUMMARY**

Account Code	2022		2023	Brief Detail Description
	Budget	Estimated	Budget	
521400	-	-	1,000	Chemicals
522400	-	-	12,750	Professional Contract Services
522600	-	-	20,000	Streetlight repairs & maintenance
523800	-	2,929	2,930	1% Assessment
529600	-	1,060	-	
535600	-	-	36,780	Landcspe materials, irrigations parts
536000	-	-	8,000	
539000	-	-	20,000	Water
560750	-	-	8,000	Project Admininistration
<b>Total</b>	-	<b>3,989</b>	<b>109,460</b>	

**CITY OF DIXON  
PAYROLL SUMMARY  
FY 2022-23**

**FUND 657  
Homestead CFD**

Title	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Dental Insurance 512420	Vision Insurance 512430	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
<b>PERMANENT EMPLOYEES:</b>										
Maintenance Worker II	1.00	53,899	4,026	18,743	229	116	1,053	226	7,395	85,687
Subtotal:	1.00	53,899	4,026	18,743	229	116	1,053	226	7,395	85,687
Other payroll costs:										
PERS Health Administration		-	-	13	-	-	-	-	-	13
Retirement Health Benefit		-	-	-	-	-	-	-	-	-
PERS Retirement UAL		-	6,963	-	-	-	-	-	-	6,963
Overtime		-	-	-	-	-	-	-	-	-
Stand-by pay		-	-	-	-	-	-	-	-	-
Subtotal:		-	6,963	13	-	-	-	-	-	6,976
<b>GRAND TOTAL:</b>	<b>1.00</b>	<b>53,899</b>	<b>10,989</b>	<b>18,756</b>	<b>229</b>	<b>116</b>	<b>1,053</b>	<b>226</b>	<b>7,395</b>	<b>92,663</b>

**City of Dixon Budget FY 2022-23**  
**FUND 725 CFD 2013-1 (PARKLANE)**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
725-000-401900-0000	Assessments	487,913	991,508	992,000	992,000	1,038,692
725-000-460300-0000	OFS-Bond Proceeds	12,140,534	-	-	-	-
725-000-461600-0000	Interest Earned	18,399	6,337	1,371	1,371	704
725-000-470100-0000	Unrealized Gain on Investments	3,282	(3,925)	-	-	-
725-000-491491-0000	Trans from CFD Parklane Const	(18,574)	-	-	-	-
		12,631,553	993,920	993,371	993,371	1,039,396
725-000-520100-0000	Administration	4,998	12,861	11,400	11,400	11,970
725-000-523800-0000	County Charges	4,879	9,915	9,920	9,920	10,387
725-000-527000-0000	Fiscal Agent Expense	1,625	4,405	4,500	4,500	4,725
725-000-550150-0000	Cost of Issuance	300,373	-	-	-	-
725-000-550300-0000	Bond Interest	436,828	1,088,361	815,576	815,576	810,438
725-000-550400-0000	Bond Redemption	60,000	65,000	145,000	145,000	165,000
725-000-591100-0000	Transfer to General Fund	-	6,237	9,722	9,722	33,408
725-000-591491-0000	Transfer to Parklane CFD Const	10,673,271	-	-	-	-
		11,481,973	1,186,779	996,118	996,118	1,035,928
<b>FUND REVENUE</b>		<b>12,631,553</b>	<b>993,920</b>	<b>993,371</b>	<b>993,371</b>	<b>1,039,396</b>
<b>FUND EXPENDITURES</b>		<b>11,481,973</b>	<b>1,186,779</b>	<b>996,118</b>	<b>996,118</b>	<b>1,035,928</b>

**City of Dixon Budget FY 2022-23**  
**FUND 726 CFD 2015-1 (VALLEY GLEN II)**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
726-000-401900-0000	Assessments	492,412	501,460	511,332	593,052	604,914
726-000-460300-0000	OFS - Bond Proceeds	-	-	-	-	-
726-000-461600-0000	Interest Earned	13,477	3,153	1,683	-	240
726-000-470100-0000	Unrealized Gain on Investments	3,865	(4,297)	-	-	-
		509,753	500,317	513,015	593,052	605,154
726-000-520100-0000	Administration	5,884	13,500	8,300	8,300	8,466
726-000-523800-0000	County Charges	-	192	5,113	5,931	6,049
726-000-527000-0000	Fiscal Agent Expense	5,455	5,175	5,300	-	-
726-000-550300-0000	Bond Interest	362,327	516,379	386,170	386,170	383,320
726-000-550400-0000	Bond Redemption	40,000	80,000	90,000	90,000	105,000
726-000-560750-0000	Project Admin-Direct	69	-	-	-	-
726-000-591100-0000	Transfer to General Fund	-	3,536	3,536	3,536	9,249
		413,735	618,782	498,419	493,937	512,084
<b>FUND REVENUE</b>		<b>509,753</b>	<b>500,317</b>	<b>513,015</b>	<b>593,052</b>	<b>605,154</b>
<b>FUND EXPENDITURES</b>		<b>413,735</b>	<b>618,782</b>	<b>498,419</b>	<b>493,937</b>	<b>512,084</b>

**City of Dixon Budget FY 2022-23**  
**FUND 728 CFD 2019-1 (HOMESTEAD )**

Account	Description	2020 Actual	2021 Actual	2022 Budget	2022 Estimated	2023 Budget
728-000-401900-0000	Assessments	-	-	295,000	1,140,664	1,140,664
728-000-460300-0000	OFS - Bond Proceeds	-	1,193,016	-	-	-
728-000-461600-0000	Interest Earned	-	162	113	-	-
		-	1,193,179	295,113	1,140,664	1,140,664
728-000-520100-0000	Administration	-	-	19,000	19,000	38,000
728-000-523800-0000	County Charges	-	-	6,200	11,407	11,407
728-000-527000-0000	Fiscal Agent Expense	-	-	2,950	2,950	5,900
728-000-550150-0000	Cost of Issuance	-	425,975	-	234,191	-
728-000-550300-0000	Bond Interest	-	294,873	590,400	590,400	587,500
728-000-550400-0000	Bond Redemption	-	-	-	-	95,000
728-000-591100-0000	Transfer to General Fund	-	-	-	-	6,804
728-000-591493-0000	Transfer to Homestead 2019-1 Construction	-	13,965,556	-	-	-
		-	14,686,404	618,550	857,948	744,611
<b>FUND REVENUE</b>		-	1,193,179	295,113	1,140,664	1,140,664
<b>FUND EXPENDITURES</b>		-	14,686,404	618,550	857,948	744,611





## Debt Service

### **DPFA (Dixon Public Financing Authority)**

The DPFA (Dixon Public Financing Authority) is a legally separate entity, which is a joint powers authority formed on October 24, 1979 between the City of Dixon and the former Dixon Redevelopment Agency. Although it is a component unit of the City of Dixon, it is a legally separate entity. The City Council serves as the Board of Directors, with the Mayor serving as Chair. City staff hold corresponding roles for the authority (City Manager is the Executive Director, City Clerk is the Secretary, City Attorney is authority's counsel, etc.). The only purpose of the authority is to serve as a conduit for debt issued by the City. These funds are managed by the Finance Department. There is no active debt in these funds at the beginning of fiscal year 2022.

### **Lease Financing Fund 275**

These lease revenue bonds were paid in full during fiscal year 2021. The City of Dixon issued lease revenue bonds to finance a series of projects over the years including Dixon City Hall, the Police Department and the Fire Station. It was determined that economies of scale could be achieved by packaging the three existing lease revenue bonds into a single refunding issue. Staff established the Lease Financing Fund 275 in 2012 to account for this refinancing.

**DPFA Reassessment Revenue Bond Fund 281**

These revenue bonds were paid in full during fiscal year 2020. Fund 281 was used to pay the 2013 refunded Assessment District Debt. The North First Street Assessment District collected assessments to pay debt service on the revenue bonds. The interest and principal payments on the North First Street Assessment District bonds were the sole security for the payment of the Reassessment Revenue Bonds, Series 2013.

These bonds were a limited obligation of the City of Dixon with the collection and transfer of assessments from the property owners in the assessment district to the fiscal agent of the Revenue bonds for payment of the debt service as the only responsibility. The City initiated judicial foreclosure against any delinquent property owners on behalf of the district.

This fund is not included in the Budget Overview – Debt Service Funds due to zero fund balance and zero activity. This debt was retired in FY 2020.



## Successor Agency Funds

On January 10, 2012, the City Council affirmed the City of Dixon as the “Successor Agency of the City of Dixon”. As of February 1, 2012, all redevelopment agencies in California were dissolved and no longer exist as public bodies. As a successor agency, the City will be responsible for winding down the affairs of the former Dixon Redevelopment Agency pursuant to state law. Under Community Redevelopment Law, successor agencies are given the authority, rights, powers, duties and obligations previously vested with the former Redevelopment Agency.

Assets of the former redevelopment agency including properties, leases, contracts, buildings, and equipment are transferred as of February 1, 2012 to the control of the Successor Agency. The law provides that actions of the Successor Agency will be monitored by a seven member Oversight Board.

The key Successor Agency responsibilities include the preparation of a Recognized Obligation Payment Schedule (ROPS) for each six month period of each fiscal year identifying the source of payment; the enforcement of all former redevelopment agency rights for the benefit of the taxing entities and to expeditiously dispose of assets and properties of the former redevelopment agency as directed by the Oversight Board. The Successor Agency received approval for a Last and Final ROPS with remaining bond obligations set to be paid in full by the end of FY 2025.

Assembly Bill (AB 1484) made several substantive changes to the prior legislation dissolving California redevelopment agencies, more commonly referred to as Assembly

Bill x 1 26 (ABX1 26). Some of the changes that had an impact on the Successor Agency budget are as follows:

1. AB 1484 required the Successor Agency to remit a residual balance to the Solano County Auditor-Controller by July 12, 2012 for the initial ROPS period in the amount of \$495,330.66; and
2. The Successor Agency hired a licensed accountant to perform a “Due Diligence Review” of all housing and non-housing redevelopment agency and successor agency financial activities that transpired between January 1, 2011 and June 30, 2012.

As noted at the California Department of Finance website, under ABx1 26 and AB1484, successor agencies are directed to dispose of former redevelopment agency properties. Procedures are prescribed for properties with a governmental purpose and a non-governmental purpose.

#### **Fund 740 Redevelopment Obligation Retirement Fund**

The Successor Agency created the Redevelopment Retirement Trust Fund in its Treasury. Fund 740 – the RDA Obligation Retirement Fund has been created to comply with this provision. The Successor Agency received approval for a Last and Final ROPS with remaining bond obligations set to be paid in full by the end of FY 2025.

#### **Fund 527 Low and Moderate Income Housing Asset Fund**

AB X1 26 also required cities and counties that created a redevelopment agency to determine whether they wished to retain the housing assets and functions of their agency or transfer them to another public entity. On January 24, 2012, the City Council adopted Resolution No. 12-018 electing to retain the housing assets and functions. The Housing Successor Agency assets will be maintained in this fund.

## **Redevelopment Agency (Dissolved February 1, 2012)**

AB X1 26 and AB X1 27 are two bills that were enacted on June 29, 2011 as part of the State of California ("State") budget for fiscal year 2011-12. On July 18, 2011, the California Redevelopment Association (the "CRA") and the League of California Cities filed a petition with the California Supreme Court (the "Court"), requesting the Court to review the constitutionality of AB X1 26 and AB X1 27 (*California Redevelopment Association, et al., v. Matosantos, et al.* (Case No. S194861)) (the "CRA Lawsuit").

On December 29, 2011, the Court issued its opinion in the CRA Lawsuit. The Court largely upheld ABX1 26, which provides for the wind-down and dissolution of redevelopment agencies, and invalidated in its entirety ABX1 27, which provides for an alternative voluntary redevelopment program. As a result of the decision, all California redevelopment agencies, including the Agency, were dissolved as of February 1, 2012.

The descriptions of the previous Agency funds are provided for historical reference.

### **Fund 510 Redevelopment Fund**

Tax increment was the primary funding source for the Redevelopment Agency. Tax Increment is created from the growth in property taxes after the agency is formed.

The primary purpose of the Agency is to prepare and carry out plans for improvement, rehabilitation and redevelopment of blighted areas within the City. There had been one project area within Dixon, which encompassed about one fourth of the City.

### **Fund 520 Low and Moderate Income Housing Fund**

Section 333346 subdivision (c) of the California Health and Safety Code required the Agency project areas to deposit 20% of allocated tax increment revenues into a Low and Moderate Income Housing Fund. The 20% set aside funds first time homebuyer and rehabilitation loans and grants to increase the supply of low and moderate income housing.

**CITY OF DIXON**  
**BUDGET OVERVIEW**  
**SUCCESSOR AGENCY FUNDS**

	HOUSING SUCCESSOR AGENCY 527	RDA OBLIGATION RETIREMENT 740*	Total
<b><i>FY 2022 SUMMARY OF ESTIMATED RESOURCES &amp; EXPENDITURES</i></b>			
<b>BEGINNING FUND BALANCE</b>	195,440	179,065	<b>374,506</b>
<b>July 21</b>			
REVENUE	1,088	300,736	<b>301,824</b>
TRANSFERS	21,053	-	<b>21,053</b>
REVENUE & TRANSFERS	22,141	300,736	<b>322,877</b>
 EXPENDITURES	 -	 318,712	 <b>318,712</b>
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>217,581</b>	<b>161,089</b>	<b>378,671</b>
<b><i>FY 2023 SUMMARY OF PROPOSED RESOURCES &amp; APPROPRIATIONS</i></b>			
<b>ESTIMATED BEGINNING FUND BALANCE</b>	<b>217,581</b>	<b>161,089</b>	<b>378,671</b>
<b>July 22</b>			
REVENUES	302	296,963	<b>297,265</b>
TRANSFERS	-	-	<b>-</b>
REVENUE & TRANSFERS	302	296,963	<b>297,265</b>
 AVAILABLE RESOURCES	 217,883	 458,052	 <b>675,936</b>
 APPROPRIATIONS	 -	 296,963	 <b>296,963</b>
<b>ESTIMATED ENDING FUND BALANCE</b>	<b>217,883</b>	<b>161,089</b>	<b>378,973</b>

\*Fund 740 is calculated with working capital rather than fund balance because it is a Private-Purpose Trust fund.

**City of Dixon Budget FY 2022-23**  
**FUND 527 - HOUSING SUCCESSOR AGENCY**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
527-000-460700-0000	Loan Principal	-	21,504	-	-	-
527-000-460800-0000	Interest Earned on Loans	-	1,064	-	-	-
527-000-461600-0000	Interest Earned	3,670	2,682	1,088	1,088	302
527-000-470100-0000	Unrealized Gain GASB 31	1,558	(2,171)	-	-	-
527-000-491100-0000	Transfer from General Fund	29,600	-	-	-	-
527-000-491740-0000	Transfer from Successor Agency	-	-	21,053	21,053	-
		34,828	23,079	22,141	22,141	302
<b>FUND REVENUE</b>		<b>34,828</b>	<b>23,079</b>	<b>22,141</b>	<b>22,141</b>	<b>302</b>
<b>FUND EXPENDITURES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Dixon Budget FY 2022-23**  
**FUND 740 - RDA RETIREMENT OBLIGATION FUND**

<b>Account</b>	<b>Description</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
740-000-401200-0000	Secured Property Taxes	371,369	297,583	297,659	297,659	293,877
740-000-460800-0000	Interest Earnings on Loans	377	-	-	-	-
740-000-460800-0045	Int Earnings on Bud's Loan	758	601	-	2,909	2,909
740-000-461600-0000	Interest Earned	2,513	936	168	168	177
740-000-461600-0210	Interest Earned	-	(10)	-	-	-
740-000-470100-0000	Unrealized Gain GASB 31	376	(1,919)	-	-	-
		<b>375,393</b>	<b>297,192</b>	<b>297,827</b>	<b>300,736</b>	<b>296,963</b>
740-000-523200-0000	Contract Serv - Audit	3,000	3,000	3,000	3,000	3,000
740-000-527000-0000	Fiscal Agent Expense	3,105	2,720	3,490	3,490	3,490
740-000-529600-0000	Legal Services	-	4,633	1,000	1,000	1,585
740-000-531000-0000	Mileage Reimbursement	24	24	25	25	-
740-000-531600-0000	Office Supplies	-	-	883	883	-
740-000-550300-0000	Bond Interest	26,436	21,278	17,761	17,761	12,388
740-000-550400-0000	Bond Redemption	-	-	270,000	270,000	275,000
740-000-560750-0000	Project Admin - Direct	3,716	2,845	1,500	1,500	1,500
740-000-591527-0000	Transfer to Low & Mod Income	-	-	21,053	21,053	-
		<b>36,281</b>	<b>34,501</b>	<b>318,712</b>	<b>318,712</b>	<b>296,963</b>
<b>FUND REVENUE</b>		<b>375,393</b>	<b>297,192</b>	<b>297,827</b>	<b>300,736</b>	<b>296,963</b>
<b>FUND EXPENDITURES</b>		<b>36,281</b>	<b>34,501</b>	<b>318,712</b>	<b>318,712</b>	<b>296,963</b>



# Appendix Section



Cost Allocation & Transfers

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Glossary / Acronyms List

**CITY OF DIXON BUDGET FY 2022-23**  
**Transfers Summary**

TRANSFERS IN		TRANSFERS OUT		FY 2023	
Account	Description	Account	Description	Proposed	Purpose
100-000-491103-0000	Transfer from Recreation	103-179-591100-0000	Transfer to General Fund	973	Cost Allocation
100-000-491107-0000	Transfer from Public Benefit	107-000-591100-0000	Transfer to General Fund	676,109	Public Safety Operational Supplement
100-000-491107-0000	Transfer from Public Benefit	107-000-591100-0000	Transfer to General Fund	6,109	Cost Allocation
100-000-491305-0000	Transfer from Sewer O & M	305-300-591100-0000	Transfer to General Fund	294,031	Cost Allocation
100-000-491310-0000	Transfer from Sewer Impvmt (310)	310-100-591100-0000	Transfer to General Fund	18,164	Cost Allocation
100-000-491315-0000	Transfer from Sewer Rehab (315)	315-100-591100-0000	Transfer to General Fund	2,412	Cost Allocation
100-000-491316-0000	Transfer from Sewer Mixed (316)	316-100-591100-0000	Transfer to General Fund	9,029	Cost Allocation
100-000-491331-0000	Transfer from Water O&M (331)	331-000-591100-0000	Transfer to General Fund	233,872	Cost Allocation
100-000-491334-0000	Transfer from Water Capital (334)	334-000-591100-0000	Transfer to General Fund	2,756	Cost Allocation
100-000-491335-0000	Transfer from Water Rehab	335-100-591100-0000	Transfer to General Fund	13,641	Cost Allocation
100-000-491350-0000	Transfer from Transit O & M	350-300-591100-0000	Transfer to General Fund	108,899	Cost Allocation
100-000-491410-0000	Transfer from Fire CIP	410-100-591100-0000	Transfer to General Fund	6,315	Cost Allocation
100-000-491420-0000	Transfer from Police CIP	420-100-591100-0000	Transfer to General Fund	6,047	Cost Allocation
100-000-491430-0000	Transfer from City Facilities	430-100-591100-0000	Transfer to General Fund	8,542	Cost Allocation
100-000-491450-0000	Transfer from Storm Drainage	450-100-591100-0000	Transfer to General Fund	6,347	Cost Allocation
100-000-491460-0000	Transfer from Transportation	460-100-591100-0000	Transfer to General Fund	30,044	Cost Allocation
100-000-491469-0000	Transfer from NEQ Infrastructure Fund	469-100-591100-0000	Transfer to General Fund	791	Cost Allocation
100-000-491470-0000	Transfer from Transit CIP	470-100-591100-0000	Transfer to General Fund	1,342	Cost Allocation
100-000-491480-0000	Transfer from Recreation CIP	480-100-591100-0000	Transfer to General Fund	6,135	Cost Allocation
100-000-491481-0000	Transfer from Capital Projects	481-100-591100-0000	Transfer to General Fund	2,521	Cost Allocation
100-000-491501-0000	Transfrom from ARPA	501-000-591100-0000	Transfer to General Fund	892,692	Grant Expenditures
100-000-491530-0000	Transfer from Gas Tax	530-500-591100-0000	Transfer to General Fund	299,989	Street Maintenance
100-000-491530-0000	Transfer from Gas Tax	530-500-591100-0000	Transfer to General Fund	11,636	Cost Allocation
100-000-491531-0000	Transfer from RMRA	531-000-591100-0000	Transfer to General Fund	11,413	Cost Allocation
100-000-491540-0000	Transfer from Traffic Safety	540-500-591100-0000	Transfer to General Fund	3,639	Cost Allocation
100-000-491600-0000	Transfer from L&L	600-600-591100-0000	Transfer to General Fund	24,394	Cost Allocation
100-000-491651-0000	Transfer from Valley Glen CFD	651-610-591100-0000	Transfer to General Fund	20,701	Cost Allocation
100-000-491655-0000	Transfer from CFD	655-601-591100-0000	Transfer to General Fund	7,793	Cost Allocation
100-000-491725-0000	Transfer from Parklane CFD	725-000-591100-0000	Transfer to General Fund	33,408	Cost Allocation
100-000-491726-0000	Transfer from Valley Glen II CFD	726-000-591100-0000	Transfer to General Fund	9,249	Cost Allocation
100-000-491728-0000	Transfer from Homestead CFD DS	728-000-591100-0000	Transfer to General Fund	6,804	Cost Allocation
103-000-491100-0000	Transfer from General Fund	100-000-591103-0000	Transfer to Recreation	2,770	Operations Supplement
303-000-491305-0000	Transfer from Sewer O&M	305-000-591303-0000	Transfer to Sewer Ops Reserve	150,000	Reserve Set-Aside

**CITY OF DIXON BUDGET FY 2022-23**  
**Transfers Summary**

TRANSFERS IN		TRANSFERS OUT		FY 2023	
Account	Description	Account	Description	Proposed	Purpose
307-000-491305-0000	Transfer from Sewer O&M	305-300-591307-0000	Transfer to Sewer Equip Replace	50,000	Equipment Replacement Set-Aside
309-000-491305-0000	Transfer from Sewer O&M	305-000-591309-0000	Transfer to SRF Debt Service	1,033,044	Debt Service
309-000-491310-0000	Transfer from Sewer CIP (310)	310-000-591309-0000	Transfer to SRF Debt Service	688,695	Debt Service
315-000-491305-0000	Transfer from Sewer O&M	305-300-591315-0000	Transfer To Sewer Rehab Projs	159,912	Wastewater Rehab Projects
316-000-491305-0000	Transfer from Sewer O&M (305)	305-300-591316-0000	Transfer to Sewer Mixed (316)	1,117,273	Water Capital Projects
316-000-491310-0000	Transfer from Sewer CIP (310)	310-100-591316-0000	Transfer to Sewer Mixed (316)	374,756	Water Capital Projects
335-000-491331-0000	Transfer from Water O&M	331-000-591335-0000	Transfer to Water Cap Proj - Rehab	92,891	Water Capital Projects
336-000-491331-0000	Transfer from Water O&M	331-000-591336-0000	Transfer to Water OPEB	30,515	Reserve Funding
400-000-491109-0000	Transfer from Flexible Grant Fee	109-000-591400-0000	Transfer to Capital Projs	450,000	Capital Outlay
470-000-491530-0000	Transfer from Gas Tax	530-500-591470-0000	Transfer to Transit CIP (470)	26,000	Interfund Loan Repayment
600-000-491100-0000	Transfer from General Fund	100-000-591600-0000	Transfer to L&L	227,154	Fund Balance/ General Fund Support
840-000-491100-0000	Transfer from General Fund	100-000-591840-0000	Transfer to PERS Stabilization	75,000	Reserve Set-Aside
841-000-491100-0000	Transfer from General Fund	100-000-591841-0000	Transfer to OPEB Reserve	250,000	Reserve Set-Aside
				<b>7,483,807</b>	



## Glossary

# **Glossary of Budget Terms**

## **Accounting System**

The total set of records and procedures which are used to record, classify and report information on the financial status and operations of an entity.

## **Accrual Basis of Accounting**

The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether or not cash disbursements are made at that time).

## **Appropriation**

An authorization made by the City Council of the City of Dixon which permits officials to incur obligations against and make expenditures of governmental resources. Appropriations are usually made for fixed amounts and typically are granted for a one-year period.

## **Assessment District**

A defined area of land that will be benefited by the acquisition, construction, or maintenance of a public improvement.

## **Assessed Valuation**

The appraised valuation less any exemptions on real estate or other property by the County of Solano as a basis for levying property taxes.

## **Audit**

A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to:

- Ascertain whether financial statements fairly present financial position as a result of operations
- Test whether transactions have been legally performed
- Identify areas for possible improvements in accounting practices and procedures
- Ascertain whether transactions have been recorded accurately and consistently
- Ascertain the stewardship of officials responsible for governmental resources

## **Base Budget**

Under traditional budgeting, the base budget is that amount that is required, at a minimum, to provide resources for the operations of the organization. Each year, approved amounts are added to the base budget.

## **Beginning Balance**

Unencumbered resources available in a fund from the prior fiscal year after payment of prior fiscal year expenditures.

## **Bond**

Capital raised by issuing a written promise to pay a specified sum of money, called the face value or principal amount, with interest at predetermined intervals.

**Budget**

A plan of financial operation embodying an estimate of proposed expenditures for a given time (usually a fiscal year) and the proposed means of financing them (revenue estimates). This term is sometimes used to describe the officially approved expenditure level under which the City of Dixon and its departments operate. The budget must be approved by the City Council prior to the beginning of the fiscal year.

**Budget Calendar**

The schedule of key dates or milestones that the City of Dixon follows in the preparation and adoption of the Budget.

**Budget Document**

The official written statement prepared by the Finance Department and supporting departments and staff that presents the proposed budget to the City Council.

**Budget Message/Transmittal Letter**

A general discussion of the proposed budget presented in writing as part of the budget document. The budget message explains the principal budget issues against the background of financial experience in recent year and presents recommendations by the City Manager.

**Budgetary Control**

The management of the City of Dixon in accordance with the approved budget for the purposes of keeping expenditures within the limitation of the available appropriations and available revenues.

**Capital Assets**

Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

**Capital Budget**

A plan of proposed capital expenditures and the means of financing them.

**Capital Improvement Projects**

A plan for capital expenditures to be incurred each year over a fixed period of several years setting forth each capital project, identifying the expected beginning and ending date for each project, the amount to be expended each year and the method of financing those expenditures.

**Capital Outlay**

Expenditures for the acquisition of capital assets.

**Capital Projects**

Projects that purchase or construct capital assets. This could include the purchase of land or the construction of a facility.

**Cash Basis**

The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

**Contingency**

Resources set aside to be used at the discretion of the City Council to fund emergency or extraordinary items.

**Cost**

The amount of money or other consideration exchanged for property, services or expenses.

**Debt Service**

The expense of retiring such debts as loans and bond issues. It includes principal and interest payment and the administrative costs for paying agents registrars, and escrow agents.

**Deficit**

The excess of expenditures over revenues during an accounting period, or in the case of enterprise funds, the excess of expense over income during an accounting period.

**Department**

An organizational unit comprised of divisions or functions. It is the basic unit of service responsibility encompassing a broad mandate of related activities.

**Depreciation**

That portion of the cost of a capital asset that is charged as an expense during a particular period.

**Development Impact Fees**

Fees placed on the development of land or condition required for the approval of a development project. Fees must be expended on those projects for which the fees were collected.

**Division**

A major section of a department indicating management responsibility for a group of related operations within that department.

**Encumbrance**

A commitment of funds against an appropriation, it may be in the form of a purchase order or contract; until such time as the goods or services are received, the commitment is referred to as an encumbrance.

**Enterprise Fund**

A type of fund established for the total cost of those governmental facilities and services that are operated in a manner similar to private enterprise. The programs are entirely or predominately self-supporting. The City enterprise funds include the Wastewater, Transit, and Water Funds. This type of fund is also known as a Proprietary Fund.

**Expenditure**

Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered, whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purchases are made.

**Expenses**

Decreases in net total assets. Expenses represent the total cost of operations during a period, regardless of the timing of related expenses.

**Fees**

Charges for services that are based upon the cost of providing the service.

**Fiscal Year**

A twelve-month period of time to which a budget applies. The City of Dixon's fiscal year is July 1-June 30.

**Full Faith and Credit**

A pledge of the general taxing power of a government to repay debt obligations. (Usually used in reference to bonds.)

**Full-Time Equivalent (FTE)**

A measure of effective authorized positions, indicating the percentage of time a position or group of positions is funded. It is calculated by equating 2,080 hours of work per year with the full-time equivalent of one position. One position would have an FTE of 1.0, while an FTE of .50 indicates the position is half-time.

**Fund**

An independent fiscal and accounting entity with a self balancing set of accounts, used to record all financial transactions related to the specific purpose for which the fund was created.

**Fund Balance**

The difference between fund assets and fund liabilities.

**Gas Tax**

A tax on fuel used to propel a motor vehicle or aircraft. Its use is restricted to planning, construction, improvement, maintenance and operation of public streets and highways or public mass transit guide ways.

**General Fund**

The governmental accounting fund supported by property taxes, licenses and permits, service charges, and other general revenues to provide for operating services.

**General Obligation Bonds**

Bonds backed by the full faith and credit of the City that may be used for various purposes and repaid by the regular revenue raising powers (generally taxes and/or other general revenues) of the City.

**Goal**

A statement that describes the purpose toward which an endeavor is directed, such as a target or target area.

**Grant**

Contributions or gifts of cash or other assets from another governmental entity or foundation to be used or expended for a specific purpose, activity or facility. An example is the Community Development Block Grant provided by the federal government.

**Interfund Transfers**

Money transferred from one fund to another such as from a fund receiving revenue to the fund through which the expenditures are to be made.

**Internal Service Fund**

Funds used to account for the financing of goods or services provided by one department of an agency to other departments of the agency on a cost reimbursement basis.



**Levy**

The total amount of taxes, special assessments, or charges imposed by a government.

**Material, Supplies and Services**

Expenditures for items that are normally consumed within a fiscal year.

**Memorandum of Understanding (MOU)**

The result of labor negotiations between the City of Dixon and its various bargaining units.

**Motor Vehicle License Fee (VLF)**

Based on the market value of a vehicle, VLF is a fee for the privilege of operating a vehicle on public streets. A portion of the fee is returned to cities by the State and its use by a city is unrestricted.

**Objective**

A defined method to accomplish and establish goals.

**Operating Budget**

Annual appropriation of funds for ongoing program costs, including salaries and benefits, services and supplies. This is the primary means by which most of the financing, acquisition, spending and service delivery of the city are controlled.

**Ordinance**

A formal legislative enactment by the City Council. It has the full force and effect of law within the City boundaries.

**Other Post-Employment Benefits (OPEB)**

Benefits an employer offers to retirees as compensation for past services. Cost is financed on a “pay-as-you-go” basis as funds have not been set-aside to advance fund. OPEB typically refers to health care benefits.

**Pavement Management Technical Assistance Program (P-TAP)**

Provides jurisdictions with assistance and expertise in implementing and maintaining a Pavement Management System (PMS) and in engineering design for pavement rehabilitation projects.

**Public Employees' Retirement System (PERS)**

The retirement system administered by the State of California, to which all permanent City employees belong.

**Reserve**

An account used to indicate that a portion of a fund's balance is restricted for a specific purpose and is therefore, not available for general appropriation.

**Resolution**

A special order of the City Council that has a lower legal standing than an ordinance.

**Resources**

Total dollars available for appropriations, including revenues, fund transfers, and beginning fund balances.

**Retained Earnings**

The excess of an enterprise fund's assets over its liabilities. A negative retained earnings is sometimes called a deficit.

**Revenue**

Funds that a city receives as income. Revenues include such items as taxes, licenses, user fees, service charges, fines and penalties and grants.

**Revenue Estimate**

A formal estimate of how much revenue will be earned from a specific revenue source for some future period, usually a future fiscal year.

**Salaries and Benefits**

A budget category that generally accounts for full-time and temporary employees, overtime and all employee benefits, such as medical and dental insurance and retirement contributions.

**Special Assessment**

A compulsory levy imposed on certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

**Stipend**

A fixed sum of money paid for a specific purpose.

**Successor Agency**

Effective February 2, 2012, former activities of the Dixon Redevelopment Agency transferred to the Successor Agency due to the dissolution of redevelopment.

**Surplus**

Excess total current resources over total current requirements.

**Tax Base**

The total property valuations on which the City of Dixon receives property taxes.

**Tax Increment Financing**

A tax incentive designed to attract business investment by dedicating to the project area the new property tax revenues generated by redevelopment. The increase in revenues (increment) is used to finance development related costs in the project area.

**Transfers In and Transfers Out**

The movement of revenue out of one fund to another. The recipient fund uses the money to cover the cost of services provided, or to cover the cost of a contract between two funds.

**Warrant**

An order drawn by a locality's officers directing the treasurer of the locality to pay a specified amount to the bearer, either after the current or some future date.

**Working Capital**

Net liquid assets computed by deducting current liabilities from current assets.

## ACRONYMS LIST

ABAG	Association of Bay Area Governments
ACA	Affordable Care Act
AD	Assessment District
ADA	Americans with Disabilities Act
AFG	Assistance to Firefighters Grant
AICP	American Institute of Certified Planners
ALS	Advanced Life Support
APA	American Planning Association
AQMD	Air Quality Management District
ARPA	American Rescue Plan Act
ATOD	Alcohol, Tobacco and Other Drug
AED	Automated External Defibrillator
AV	Audio-visual
CACEO	California Association of Clerks and Elections Officials
CAD	Computer Aided Design
CAJPA	California Association of Joint Powers Authorities
CALBO	California Building Officials
CALED	California Association for Local Economic Development
CALPELRA	California Public Employers Labor Relations Association
CASp	Certified Access Specialist
CASQA	California Stormwater Quality Association
CCAC	City Clerks Association of California
CCMF	California City Manager Foundation
CCTV	Closed Circuit Television
CDBG	Community Development Block Grant
CDF	California Department of Forestry
CDO	Cease and Desist Order
CEQA	California Environmental Quality Act
CFD	Community Facilities District
CHRP	COPS Hiring Recovery Program
CIP	Capital Improvement Program
CLETS	California Law Enforcement Telecommunication System
COP	Certificate of Participation
COPS	Citizen's Option for Public Safety
CPI	Consumer Price Index

# ACRONYMS LIST

CPR	Cardiopulmonary Resuscitation
CRWQCB	California Regional Water Quality Control Board
CSMFO	California Society of Municipal Finance Officers
CSO	Community Services Officer
CUPA	Certified Unified Program Agencies
CWEA	California Water Environmental Association
DDBA	Downtown Dixon Business Association
DDW	Division of Drinking Water
DFFA	Dixon Firefighters Association
DFPD	Dixon Fire Protection District
DMCS	Dixon Montessori Charter School
DMV	Department of Motor Vehicles
DPOA	Dixon Police Officers Association
DRCD	Dixon Resource Conservation District
DRWJPA	Dixon Regional Watershed Joint Powers Authority
DSMA	Dixon Senior Managers Association
DSWA	Dixon Solano Water Authority
DUSD	Dixon Unified School District
DWR	Department of Water Resources
DYB	Dixon Youth Basketball
ED	Economic Development
EDC	Economic Development Corporation
EEO	Equal Employment Opportunity
EMS	Emergency Medical Service
EOC	Emergency Operations Center
ERAF	Education Revenue Augmentation Funds
ERC	Employment Relations Consortium
EVOC	Emergency Vehicle Operations Course
FBR	Field Based Reporting
FEMA	Federal Emergency Management Agency
FLSA	Fair Labor Standards Act
FOG	Fat, Oil, and Grease
FROG	Fat, Root, Oil, and Grease
FTA	Federal Transit Administration
FTE	Full-time Equivalent

# ACRONYMS LIST

FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Government Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
GPAC	General Plan Advisory Committee
GPS	Global Positioning System
GSA	Groundwater Sustainability Agency
HCD	CA Dept. of Housing and Community Development
HR	Human Resources
HVAC	Heating Ventilation and Air Conditioning
ICC	International Code Council
IIMC	International Institute of Municipal Clerks
ILEMS	Integrated Law Enforcement Management System
IPMA	International Public Management Association
ISA	Installment Sales Agreement
IT	Information Technology
JPA	Joint Powers Agreement
L&L	Lighting and Landscaping
LAFCO	Local Agency Formation Commission
LCW	Liebert Cassidy Whitmore
LED	Light-emitting Diode
LLMD	Landscaping & Lighting Maintenance Assessment District
LMIHF	Low and Moderate Income Housing Fund
LOCC	League of California Cities
MDC	Mobile Data Computer
MISAC	Municipal Information Systems Association of California
MOU	Memorandum of Understanding
MSC	Municipal Service Center
MTC	Metropolitan Transportation Commission
NCCSIF	Northern California Cities Self Insurance Fund
NFSAD	North First Street Assessment District
NPDES	National Pollutant Discharge Elimination System
O & M	Operations and Maintenance
OBAG	One Bay Area Grant

# ACRONYMS LIST

OFS	Other Financing Sources
OPEB	Other Post-Employment Benefits
OTS	Office of Traffic Safety
PARMA	Public Agency Risk Managers Association
PARS	Public Agency Retirement System
PEPRA	Public Employees' Pension Reform Act of 2013
PERS	Public Employees' Retirement System
POST	Peace Officers Standards and Training
PPE	Personal Protective Equipment
PT	Part-Time
PTAF	Property Tax Administrative Fees
P-TAP	Pavement Management Technical Assistance Program
PTSD	Post-Traumatic Stress Disorder
PUC	Public Utilities Commission
PW	Public Works
RAFC	Regional Armed Forces Committee
RDA	Redevelopment Agency
RFP	Request for Proposal
RFQ	Request for Qualifications
RMS	Records Management System
S/MUC	Senior Multi-Use Center
SAFER	Staffing for Adequate Fire & Emergency Response
SB	Senate Bill
SCADA	Supervisory Control and Data Acquisition
SCBA	Self-Contained Breathing Apparatus
SCWA	Solano County Water Authority
SR2S	Safe Routes to School
SRCD	Solano Resource Conservation District
SRF	State Revolving Fund
SRTP	Short Range Transit Plan
SSMP	Sewer System Master Plan
STA	Solano Transportation Authority
STEM	Science, Technology, Engineering & Math
SWMP	Storm Water Management Plan
SWRCB	State Water Resources Control Board

## ACRONYMS LIST

TAB	Tax Allocation Bond
TCC	Travis Community Consortium
TDA	Transit Development Act
TOT	Transient Occupancy Tax
UGST	Underground Storage Tank
UPRR	Union Pacific Rail Road
URVI	Uniform Response to Violent Incidents
USA	Underground Service Alerts
USAR	Urban Search and Rescue
USDA	United States Department of Agriculture
UTV	Utility Terrain Vehicle
VFA	Volunteer Fire Assistance
VLF	Vehicle License Fee
VLP	Vehicle Lease Program
VMT	Vehicle Miles Traveled
VOIP	Voice Over Internet Protocol
WC	Workers Compensation
WDR	Waste Discharge Requirements
WWTF	Wastewater Treatment Facility
WWTP	Wastewater Treatment Plant
YSAQMD	Yolo Solano Air Quality Management District



End of Budget Document