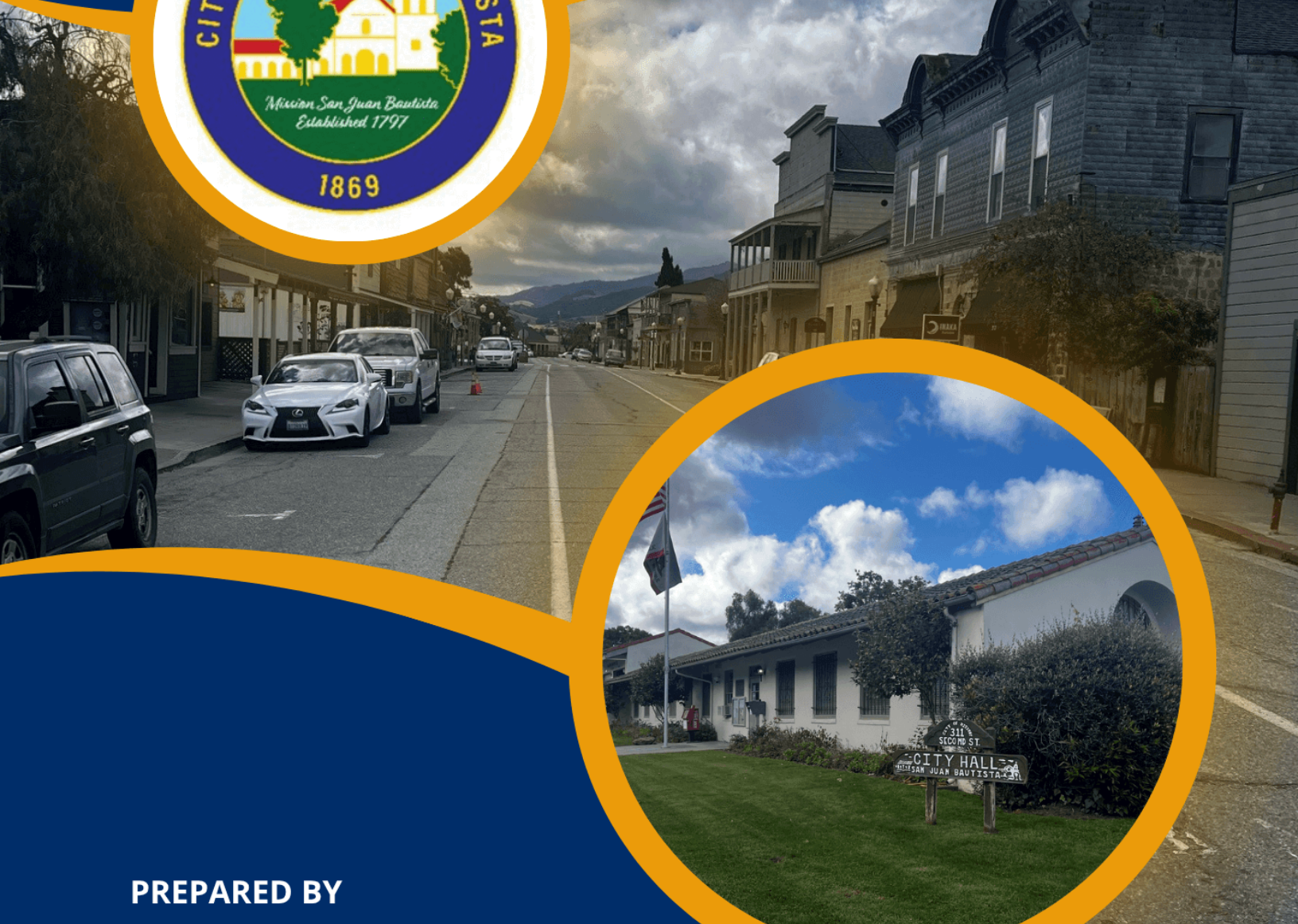


# PROPOSED DRAFT BUDGET FY 26/27



PREPARED BY



# TABLE OF CONTENTS

---

<b>Introduction</b> .....	<b>3</b>
Organizational Structure .....	5
CITY OF SAN JUAN BAUTISTA PROFILE .....	6
VISION STATEMENT .....	7
City Officials .....	8
<b>Executive Summary</b> .....	<b>9</b>
Strategic Plan .....	10
Priorities and Issues .....	12
Personnel Changes .....	15
<b>General Fund</b> .....	<b>17</b>
<b>Community Development</b> .....	<b>24</b>
<b>Water Enterprise</b> .....	<b>27</b>
<b>Sewer Enterprise</b> .....	<b>30</b>
<b>COPS</b> .....	<b>34</b>
<b>Gas Tax</b> .....	<b>36</b>
<b>Valle Vista Lighting Dist.</b> .....	<b>38</b>
<b>CFD Z1 Copperleaf</b> .....	<b>41</b>
<b>CFD Z2 Rancho Vista</b> .....	<b>43</b>
<b>Parking &amp; Restroom Fund</b> .....	<b>45</b>
<b>City Council (Dept. 10)</b> .....	<b>47</b>
<b>City Attorney (Dept. 11)</b> .....	<b>50</b>
<b>City Manager (Dept. 12)</b> .....	<b>53</b>
<b>Administration Svc. (Dept. 13)</b> .....	<b>56</b>
<b>City Treasurer (Dept. 14)</b> .....	<b>60</b>
<b>Finance (Dept. 15)</b> .....	<b>63</b>
<b>Engineering (Dept. 19)</b> .....	<b>67</b>
<b>Public Works</b> .....	<b>70</b>
PW Streets (Dept. 40) .....	74
PW Building and Grounds (Dept. 44) .....	76
<b>Community Services</b> .....	<b>78</b>
City Library (Dept. 16) .....	80
Parks and Rec. (Dept. 33) .....	83
<b>Public Safety</b> .....	<b>86</b>
Fire and EMS (Dept. 20) .....	89
Law Enforcement (Dept. 30) .....	91
Animal Control (Dept. 36) .....	94
<b>Community Dev. (Dept. 17, 18, 25)</b> .....	<b>97</b>
Planning (Dept. 17) .....	98
Building (Dept. 18) .....	101
Code Enforcement (Dept. 25) .....	104
<b>General Gov't (Dept. 45)</b> .....	<b>107</b>
<b>Capital Improvement Plan</b> .....	<b>110</b>
CAPITAL IMPROVEMENT BUDGET NARRATIVE (unmatched) .....	111



May 26, 2026

**Honorable Mayor and Members of the City Council**

City of San Juan Bautista  
311 Second Street  
San Juan Bautista, CA 95045

RE: TRANSMITTAL OF FY 2026–27 BUDGET

I am pleased to present the Proposed Budget for the City of San Juan Bautista for Fiscal Year 2026–27.

San Juan Bautista is a community defined by its history, character, and strong sense of place. Preserving that identity remains central to the City's vision. At the same time, we must recognize that change is occurring all around us—regionally, economically, and within our own organization. The decisions we make today will shape not only the next fiscal year, but the long-term sustainability of the City.

Historically, periodic CPI-based fee and rate adjustments were deferred or inconsistently implemented, resulting in compounding revenue shortfalls and increasing pressure on the General Fund. For many years, difficult financial and policy decisions were deferred. While often necessary at the time, those decisions have had cumulative impacts. Today, the City faces a series of structural challenges that require clear direction and deliberate action. These include a limited and largely stagnant revenue base, aging infrastructure systems requiring significant investment, increasing costs associated with fire protection and sewer service obligations, and a development environment constrained by long-standing policy decisions.

Policies related to the City's Sphere of Influence, growth limitations, and restrictions on formula retail continue to shape the City's economic trajectory. While these policies reflect important community values, they also carry long-term fiscal and operational implications that must be considered within a broader context. Decisions regarding growth, economic development, and land use are not isolated choices—they directly influence the City's ability to sustain infrastructure, maintain service levels, attract investment, and support the financial health of the organization. Deferred infrastructure investment increases long-term costs through accelerated deterioration, emergency repairs, and regulatory exposure. Future land use and development decisions should also consider whether proposed projects contribute positively to the City's long-term fiscal sustainability and infrastructure obligations.

The City has also begun taking measured steps toward strengthening its long-term revenue base through targeted economic development. In December 2025, the City approved a development agreement for a new fuel service and commercial project, and building permits have since been issued. Once operational, the project is anticipated to generate ongoing sales tax and transportation-related revenue that will help support infrastructure obligations, roadway maintenance, and broader municipal services.

This project reflects a broader policy consideration facing the City: how to preserve San Juan Bautista's historic identity while also ensuring long-term fiscal sustainability. Economic development decisions must be evaluated not only through the lens of community character, but also through their ability to support infrastructure, public services, and the City's overall financial health.

The FY 2026–27 budget reflects a turning point for the organization. Over the past two years, the City has taken important steps to stabilize operations, strengthen internal systems, and build organizational capacity. That work has positioned the City to move forward with greater clarity and discipline. This budget shifts from stabilization to focused implementation—prioritizing the actions necessary to address long-standing issues while maintaining the progress already achieved.

A central component of this effort is the City's Comprehensive User Fee Study, presented alongside this budget. This study confirms that many of the City's fees have not kept pace with the actual cost of providing services, resulting in ongoing subsidies from the General Fund. The City must continue moving toward defensible and sustainable cost recovery wherever legally permissible to avoid ongoing subsidies from the General Fund for discretionary services, development review, and specialized activities. Updating these fees is not about generating excess revenue—it is about aligning costs with services, improving transparency, and ensuring that the City's limited resources are used effectively and equitably. This includes evaluating future services, programs, and amenities based on both initial implementation costs and ongoing operational and maintenance obligations.

In addition, the City has taken steps to bring key functions, particularly within Community Development, in-house. This change allows staff to more directly identify inefficiencies, implement improvements, and respond in real time—something that is difficult to achieve when relying heavily on external consultants within a constrained budget environment. Strategically internalizing key functions where appropriate also improves accountability, reduces long-term dependency on outside consultants for routine operational functions, and improves cost predictability. This shift is critical to correcting processes that are not working and building a more responsive and accountable organization.

Looking ahead, FY 2026–27 establishes a more focused direction. Downtown San Juan Bautista will serve as a central area of emphasis, recognizing its role as both the economic and cultural heart of the community. Efforts will focus on revitalization, increasing activity, and enhancing tourism through targeted programming and special events. These actions are intended to generate new economic opportunity while reinforcing the City’s unique identity. These efforts must be implemented in a financially sustainable manner that balances revitalization goals with ongoing operational capacity and maintenance responsibilities.

At the same time, the City must remain disciplined. With limited financial flexibility, maintaining balance will require careful prioritization, cost control, and a willingness to make difficult decisions. Not all desired projects, programs, or community initiatives can be advanced simultaneously. Prioritization must remain grounded in fiscal sustainability, operational capacity, and long-term community benefit.

Policy choices—whether related to service levels, infrastructure investment, economic development, or growth management—must be evaluated not only for their immediate impact, but for their long-term consequences. Future programs, beautification efforts, and community amenities should include identified funding sources and ongoing maintenance plans before implementation. Each decision carries ripple effects that influence the City’s financial position, service capacity, and overall trajectory.

The City must also confront the long-term sustainability of its workforce. Employee retention remains a growing challenge, particularly as the City competes with surrounding agencies that offer more comprehensive compensation and retirement benefits. The absence of a retirement program continues to be a significant barrier to retaining experienced staff and attracting qualified professionals. As the organization continues to stabilize and mature, the Council will need to consider how the City can remain competitive while maintaining fiscal responsibility. Persistent understaffing and turnover can also result in operational inefficiencies, institutional knowledge loss, increased consultant reliance, delayed project delivery, and heightened organizational risk.

The FY 2026–27 budget reflects these realities. It is both a continuation of the progress made and a recognition that additional work lies ahead. It is grounded in fiscal responsibility, focused on strategic outcomes, and aligned with the long-term sustainability of the City. Maintaining adequate reserves and contingency funding remains critical to protecting the City against economic uncertainty, infrastructure emergencies, and unforeseen operational costs.

The decisions made during this budget cycle will shape the City’s operational and financial trajectory for years to come, making continued fiscal discipline and long-term planning essential. Long-term sustainability requires balancing preservation with strategic investment and economic resiliency.

On behalf of City staff, I would like to thank the City Council for its continued leadership and engagement. We look forward to working together to navigate these challenges and position San Juan Bautista for a stable, resilient, and sustainable future.

Respectfully submitted,



Ashley Collick  
City Manager

**Contact Info**

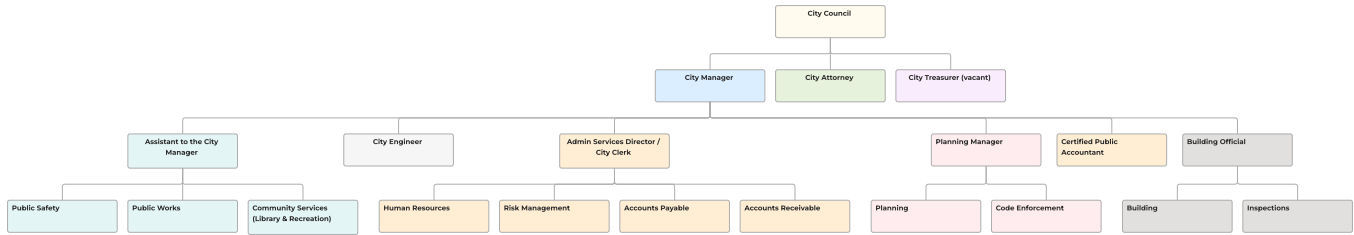
831-453-8995 ext 1420 

citymanager@san-juan-bautista.ca.us 

www.san-juan-bautista.ca.us 

# ORGANIZATION CHART FISCAL YEAR 2026-7

## City of San Juan Bautista Organization Chart



# City of San Juan Bautista Profile

## History and Geography

The City of San Juan Bautista, known as the "City of History," is located in the fertile San Juan Valley in San Benito County, California. Surrounded by the Gabilan Mountains and Flint Hills, the city's setting reflects both its natural beauty and historic significance. Originally inhabited by the Mutsun people of the Ohlone Nation, the area became a prominent Spanish colonial site with the founding of Mission San Juan Bautista in 1797, the 15th mission established in California.

San Juan Bautista is home to California's only original Spanish-era plaza and is situated along the San Andreas Fault, a feature that has influenced both its historic development and modern planning efforts. Incorporated in 1869, the city continues to preserve its historic character while accommodating thoughtful growth.

With a population of approximately 2,200 residents, San Juan Bautista maintains a small-town atmosphere and strong sense of community. Its population has remained relatively stable, contributing to a high level of local engagement and stewardship.

The city experiences a Mediterranean climate, with warm, dry summers and mild, wet winters. Temperatures typically range from the mid-50s °F in winter to the high 80s °F in summer, with most rainfall occurring between November and March. This climate supports the surrounding agricultural region and contributes to a vibrant schedule of community events and tourism throughout the year.

## City Governance

San Juan Bautista operates as a General Law city under the Council-Manager form of government, establishing a clear separation between legislative authority and administrative responsibility. The City Council serves as the governing body and is composed of five elected members serving staggered four-year terms. Each year, the Council selects a Mayor and Mayor Pro Tempore from among its members to provide leadership and represent the City.

The City Council is responsible for adopting ordinances, approving the annual budget, setting policy direction, and establishing strategic priorities for the community. The City Manager, appointed by the Council, serves as Chief Executive Officer and is responsible for implementing Council policies, overseeing daily operations, and managing City staff and services.

City Council meetings are held in accordance with state law and are open to the public, ensuring transparency and opportunities for community participation. Boards, commissions, and committees provide advisory support and specialized expertise.

This governance structure balances elected leadership with professional administration, promoting accountability, efficiency, and responsiveness to the community.

## City Services

San Juan Bautista provides essential services that support the health, safety, and well-being of its residents:

- **Water and Sewer:** The city manages its own water and wastewater services, and is actively engaged in infrastructure upgrades in partnership with regional entities such as the Hollister Wastewater Treatment Plant.
- **Public Works:** Responsible for the maintenance of public streets, parks, and city-owned facilities, Public Works ensures the city remains functional and visually appealing.
- **Public Safety:** Law enforcement services are contracted through the San Benito County Sheriff's Office. Fire protection is coordinated through CalFire and the Hollister Fire Department, offering reliable emergency response and fire prevention services.
- **Planning and Community Development:** The Planning Department handles land use, building permits, zoning, and historic preservation, supporting sustainable growth and development while safeguarding the city's cultural assets.
- **Library and Community Programs:** The city supports public library services, youth and senior programs, and a variety of community events that foster civic pride and connection.

Through these services, San Juan Bautista maintains its commitment to honoring its past while proactively planning for the future.

## Administration and Management

San Juan Bautista operates under the Council-Manager form of government. The City Council appoints the City Manager, who in turn appoints City staff and oversees the City's daily operations. This structure balances elected leadership with professional administration, supporting efficient and responsive governance.

The City Manager serves as the Chief Executive Officer of the organization, responsible for implementing City Council policies, managing day-to-day operations, and guiding long-term planning.

Boards, commissions, and committees support both the City Council and staff in carrying out public service and policy implementation. These advisory bodies provide valuable community input, regulatory oversight, and specialized expertise, contributing to an inclusive and participatory governance model.

# Principles



## Our Mission

The City strives to provide exceptional service to the community by fostering a sustainable economy while preserving its uniqueness through collaboration, honesty, and resourcefulness.



## Our Vision

San Juan Bautista is a vibrant, thriving community that strives to tell its complete history and cultural heritage while honoring the needs of its residents and businesses.



# City Officials

## City Council

Leslie Q. Jordan, Mayor

E.J. Sabathia, Mayor Pro-Tem

Jose Aranda

Scott Freels

Jackie Morris - Lopez

## City Attorney

Jon Giffen

## City Manager

Ashley Collick

Assistant to the City Manager .....	Roy Morales
Administrative Services Director (City Clerk, HR).....	Elizabeth Soto
Finance Director .....	Wendy Cumming, CPA
Police Services .....	San Benito County Sheriff's Department
Planning.....	Arielle Goodspeed
Fire Protection Services .....	City of Hollister Fire Department
Library Services .....	Rochelle Eagen
Recreation Services .....	Jasmine Parker
Public Works .....	Nicholas Bryan
Building Official.....	Dan Paolini
Code Enforcement .....	Luis Salazar

# Executive Summary



# Strategic Plan Overview & FY 2026–27 Focus

In 2024, the City of San Juan Bautista adopted a Five-Year Strategic Plan to guide service delivery, financial management, and organizational development through FY 2028. The plan is organized around four core focus areas: open and responsive government, reliable infrastructure and public services, a strong downtown and community vitality, and a healthy and effective organization.

Since adoption, the City has made steady progress implementing this framework. The initial phase focused on stabilizing operations—addressing staffing capacity, improving internal systems, and establishing clearer organizational structure. This was followed by a period of strengthening, during which the City advanced financial controls, secured infrastructure funding, expanded in-house expertise, and improved service delivery systems.

As a result of these efforts, the organization is operating with greater consistency, capacity, and accountability than in prior years. With this foundation in place, the City is entering the next phase of the Strategic Plan: focused implementation.

## Progress to Date

Over the past two years, the City has achieved measurable progress across all strategic focus areas, including:

- **Organizational Strengthening:** Restructured the organization, expanded in-house planning capacity, and advanced department-level procedures and training
- **Financial Management:** Implemented purchasing controls, improved budget alignment processes, and strengthened fiscal oversight
- **Infrastructure & Capital Planning:** Secured major funding, advanced water and wastewater projects, and completed key planning efforts
- **Community & Economic Vitality:** Expanded community programming, supported local businesses, and increased state and federal funding

These efforts have positioned the City to move beyond internal stabilization and toward visible, community-facing outcomes.

## FY 2026–27 Strategic Focus

FY 2026–27 represents a transition from building organizational capacity to applying that capacity in targeted, high-impact areas. Based on progress to date and community input, the City will prioritize focused implementation efforts that deliver visible results and support long-term sustainability.

A central area of focus will be **Downtown San Juan Bautista**, recognized as both the economic and cultural heart of the community. While the City benefits from strong visitor activity near the Mission and State Park, this activity does not consistently extend throughout the broader downtown corridor. Addressing this gap presents a key opportunity to support local businesses, enhance the visitor experience, and strengthen economic vitality.

To support this effort, the City will explore participation in the Urban Land Institute (ULI) Technical Assistance Panel (TAP) program as an initial step in evaluating downtown conditions, identifying opportunities, and developing phased, actionable strategies.

In addition to this focused initiative, the City will continue to advance core strategic priorities, including:



- Maintaining strong financial management and operational discipline
- Advancing critical infrastructure and capital projects
- Strengthening organizational systems and staff capacity
- Supporting community programming and engagement

With foundational systems in place and organizational capacity strengthened, the City is well-positioned to move forward with a more focused and intentional approach to implementation. FY 2026–27 builds on the progress achieved to date and represents a shift toward delivering visible, community-centered outcomes that align with the City's long-term vision.

# Priorities & Key Issues

## Summary

The City of San Juan Bautista enters FY 2026–27 with a stronger operational foundation following two years of focused stabilization and organizational strengthening. The FY 2025–26 budget was implemented as intended—supporting structural balance, advancing critical infrastructure, and improving internal systems.

City operations over the past year have been characterized by execution rather than expansion, with sustained emphasis on capital delivery, regulatory compliance, public safety coordination, and regional partnerships.

While this progress has improved consistency and capacity, the City continues to operate within a constrained financial environment. Limited General Fund resources, increasing service demands, and long-term cost pressures—particularly in public safety—require continued strategic prioritization and careful fiscal management.

## Key Issues

### Public Safety Cost Pressures

Public safety services remain the City's most significant long-term financial obligation. Mid-year analysis confirms that these services continue to be the primary cost driver and will require ongoing policy direction regarding service levels, regional coordination, and funding strategies.

Future decisions related to fire service delivery models and law enforcement coverage will have a direct impact on the City's long-term fiscal sustainability.

### Limited Revenue Capacity

The City's General Fund remains modest in scale, with limited flexibility to absorb new costs or service expansions. While revenues are generally performing as expected, the mid-year review confirms a **narrow margin for unplanned expenditures**.

Maintaining service levels and advancing strategic priorities will require:

- Careful expenditure control
- Evaluation of new revenue opportunities
- Continued alignment between service expectations and available resources

### Cost Recovery & Community Development

Mid-year findings identified structural gaps in cost recovery, particularly within Community Development services. Current fee structures do not fully reflect the cost of service delivery—especially where contractor-based services are

required.

A comprehensive fee study is underway, with anticipated updates to:

- Align fees with actual service costs
- Reduce reliance on contracted services
- Improve long-term financial sustainability

## Capital Delivery as an Ongoing Condition

Capital improvement and infrastructure delivery are no longer one-time efforts but an ongoing component of City operations. The City continues to advance water, wastewater, and facility projects while managing compliance with state and regional requirements.

This sustained workload reinforces the need to:

- Align project sequencing with staffing capacity
- Maintain funding strategies for long-term infrastructure needs
- Balance capital delivery with core service demands

## Downtown Economic Activity

While San Juan Bautista benefits from strong visitor activity near the Mission and State Park, this activity does not consistently extend throughout the broader downtown corridor.

Key challenges include:

- Limited retail and dining diversity
- Reduced activity during evenings and weekdays
- Limited connectivity between key visitor destinations and local businesses

Addressing these conditions represents a significant opportunity to strengthen the local economy and enhance the overall visitor experience.

## FY 2026–27 Strategic Priorities

FY 2026–27 represents a transition from organizational strengthening to focused implementation. With improved internal capacity and stronger operational systems, the City is positioned to advance targeted, high-impact initiatives.

Key priorities include:

- **Downtown Focus:** Initiate a structured evaluation of the downtown corridor, including exploration of the Urban Land Institute (ULI) Technical Assistance Panel (TAP) program
- **Infrastructure Delivery:** Continue advancing major water, sewer, and capital improvement projects
- **Fiscal Sustainability:** Maintain strong financial controls and advance cost recovery strategies, including fee adjustments
- **Organizational Implementation:** Continue institutionalizing procedures, staffing structures, and service delivery systems

- **Community Vitality:** Support programs, events, and partnerships that enhance quality of life and community engagement

## Financial Context

The City's financial position remains stable but constrained. The adopted FY 2025–26 budget has performed in line with expectations, with no material deviations identified at the citywide level.

Mid-year adjustments reflect modest revenue increases and targeted expenditure updates, while enterprise funds continue to support critical infrastructure investments.

At the same time, the City faces ongoing structural challenges, including:

- Limited discretionary revenue
- Cost recovery gaps in certain service areas
- Long-term public safety funding pressures

Addressing these challenges will require a combination of policy direction, financial planning, and strategic investment.

## Looking Ahead

The FY 2025–26 mid-year review serves as a transition point between implementation and forward-looking policy decisions. As the City enters FY 2026–27, early and deliberate Council direction will be critical in aligning service levels, capital investments, and financial resources with long-term community goals.

With a stronger operational foundation now in place, the City is well-positioned to move forward with a more focused, strategic approach—delivering visible outcomes while maintaining fiscal discipline and long-term sustainability.

# Staffing & Organizational Development

## Overview

The City's staffing strategy reflects a transition from stabilization to long-term organizational strengthening. Over the past two fiscal years, targeted personnel adjustments have improved internal capacity, reduced reliance on contracted services, and aligned staffing levels with service demands and available resources.

These changes support the City's Strategic Plan by internalizing core functions, improving operational efficiency, and maintaining long-term fiscal sustainability.

## Key Staffing Changes

### Planning Manager

The former Senior Planner position was elevated to Planning Manager, establishing in-house leadership for planning, building, and historic preservation functions. This transition strengthens oversight, improves coordination, and reduces reliance on contracted services.

- Provides leadership across planning and development functions
- Improves service delivery and internal coordination
- Reduces dependence on external consultants

### Building Official

The addition of a Building Official establishes in-house oversight of building inspections and code compliance functions. This position significantly reduces reliance on contracted inspection services while improving consistency and accountability.

- Provides direct oversight of inspections and compliance
- Supports regulatory requirements and service delivery
- Trains and supports Code Enforcement staff to expand internal capacity

### Code Enforcement Support (Expanded Role)

The Code Enforcement Officer role continues to evolve to support inspection coordination and compliance efforts in coordination with the Building Official.

- Improves responsiveness to compliance issues

- Supports internal inspection functions
- Reduces reliance on outside services

## Administrative Support (Deferred)

An Administrative Assistant position was proposed to support contract management, grant tracking, and interdepartmental coordination. While this position remains authorized, it was not filled during the FY 2025–26 budget process in order to maintain structural balance within a constrained General Fund environment.

- Reflects prioritization of core service delivery over administrative expansion
- Maintains flexibility for future implementation as resources allow
- Reinforces the City's commitment to fiscal discipline

## Recreation Staffing Adjustment

Recreation staffing was adjusted from full-time to part-time to better align with program demand and available funding. This change maintains core programming while ensuring fiscal sustainability.

- Aligns staffing with current service levels
- Maintains community programming in a cost-effective manner
- Supports flexible program delivery

## Strategic Impact

These staffing adjustments reflect a balanced approach to organizational development—expanding capacity in critical areas while aligning resources with service demands. Key outcomes include:

- **Internalizing Core Services:** Reducing reliance on consultants for planning, inspection, and administrative functions
- **Improving Service Delivery:** Enhancing responsiveness, coordination, and consistency across departments
- **Right-Sizing the Organization:** Aligning staffing levels with operational needs and financial capacity
- **Enhancing Fiscal Sustainability:** Improving cost control and long-term budget predictability

## Looking Ahead

As the City enters FY 2026–27, the focus shifts from establishing positions to optimizing performance. Continued efforts will center on refining workflows, completing standard operating procedures, and ensuring that staffing resources are aligned with both operational demands and strategic priorities.

**GENERAL FUND (FUND 100)**

The General Fund serves as the City’s primary operating fund and supports essential municipal services, including administration, public safety, parks, streets, planning, code enforcement, and community programs. As the City’s most flexible funding source, the General Fund is central to maintaining day-to-day operations and responding to evolving community needs.

The City continues to operate within a constrained fiscal environment characterized by modest and relatively stagnant revenue growth, increasing operational costs, and limited discretionary funding capacity. While local tax revenues have remained generally stable, the City’s small revenue base leaves limited flexibility to absorb significant cost increases, infrastructure obligations, or unforeseen operational demands.

Over the past two fiscal years, the City has focused on stabilizing operations, strengthening internal systems, and building organizational capacity. Investments in staffing, infrastructure planning, financial controls, and operational improvements have helped improve service delivery and organizational accountability while positioning the City for more focused long-term implementation efforts.

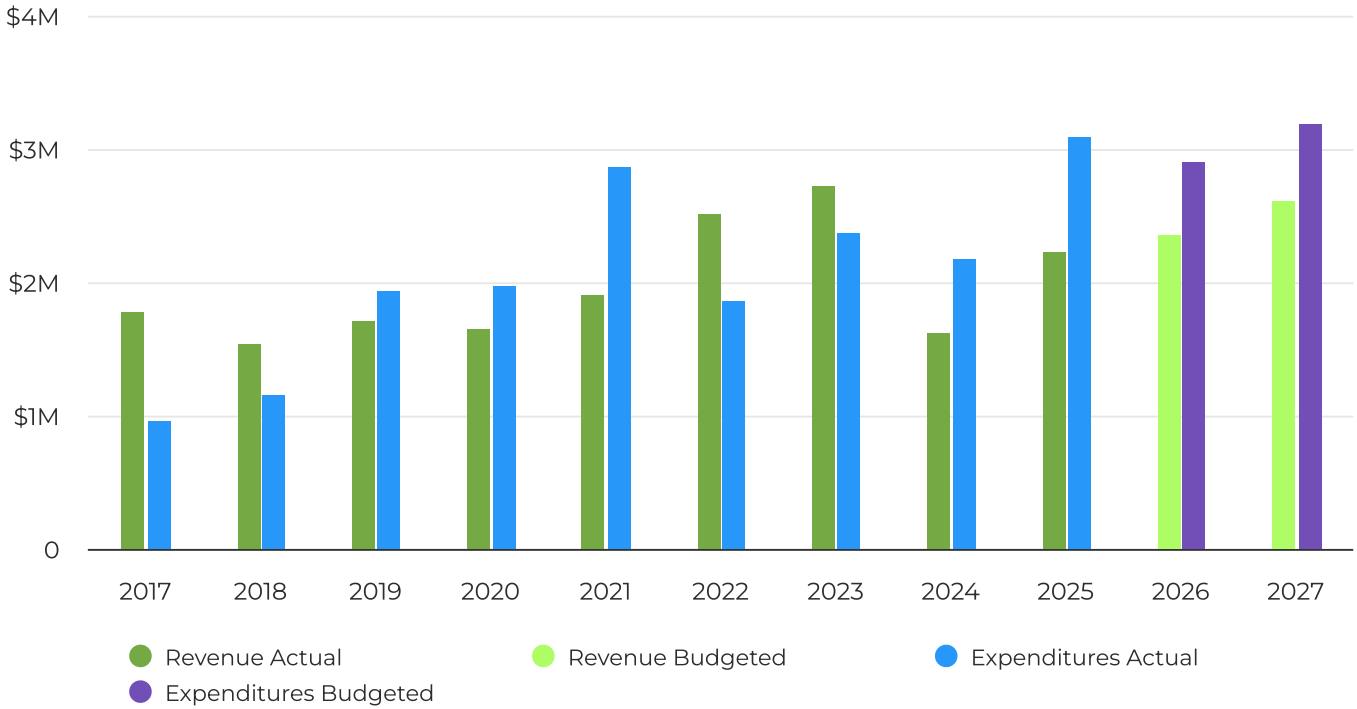
At the same time, the General Fund continues to face several structural challenges, including increasing public safety costs, aging infrastructure, deferred maintenance obligations, and limited development-driven revenue growth. In response, the City has prioritized cost control, operational efficiency, and long-term financial planning while working to reduce reliance on outside consultants and improve internal service delivery capacity.

The FY 2026–27 budget also reflects broader efforts to improve fiscal sustainability through updated fee structures, strategic economic development initiatives, and ongoing evaluation of service delivery models. These efforts are intended to strengthen long-term financial resilience while preserving core municipal services and maintaining the operational progress achieved in recent years.

Because the General Fund operates with limited reserve capacity, maintaining structural balance and adequate contingency funding remains a critical priority. The City will continue emphasizing disciplined budgeting, careful prioritization of expenditures, and strategic investment in projects and services that support long-term community benefit and organizational sustainability.

## Summary

### Revenues vs Expenditures Summary



## Comprehensive Fund Summary

### Comprehensive Fund Summary

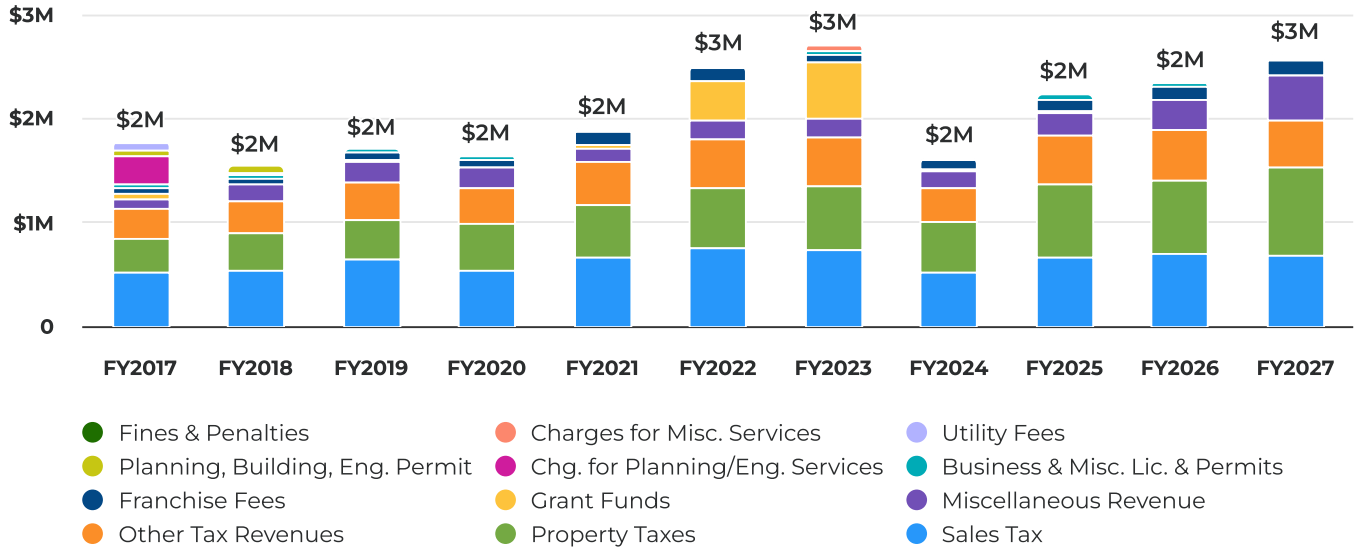
Category	FY 2026 FY26 Budget	FY 2027 FY26/27 Draft 6.12	FY 2026 FY25/26 vs 8 vs. FY 2027 FY26/27 Draft 6.12 (\$ Change)
<b>Beginning Fund Balance</b>	-	-	-
<b>Revenues</b>			
Sales Tax	\$700,000	\$675,000	-\$25,000
Property Taxes	\$702,000	\$846,000	\$144,000
Other Tax Revenues	\$481,500	\$452,000	-\$29,500
Franchise Fees	\$128,000	\$141,000	\$13,000
Planning, Building, Eng. Permit	-	\$15,000	\$15,000
Chg. for Planning/Eng. Services	-	\$15,450	\$15,450
Business & Misc. Lic. & Permits	\$35,200	\$29,050	-\$6,150
Fines & Penalties	\$2,125	\$1,050	-\$1,075
Charges for Misc. Services	\$400	\$900	\$500
Miscellaneous Revenue	\$300,300	\$436,500	\$136,200
<b>Total Revenues</b>	<b>\$2,349,525</b>	<b>\$2,611,950</b>	<b>\$262,425</b>
<b>Expenditures</b>			
Wages & Benefits	\$1,166,945	\$1,093,168	-\$73,777
Other Personnel Expenses	\$42,600	\$52,250	\$9,650
Contractual and Other Services	\$1,038,740	\$1,452,030	\$413,290
General & Admin. Expenses	\$128,150	\$210,227	\$82,077
Utilities	\$62,500	\$65,320	\$2,820
Materials & Parts	\$25,550	\$54,992	\$29,442
Maintenance & Repair Services	\$44,900	\$50,524	\$5,624
Capital Outlay	\$100,000	\$200,000	\$100,000



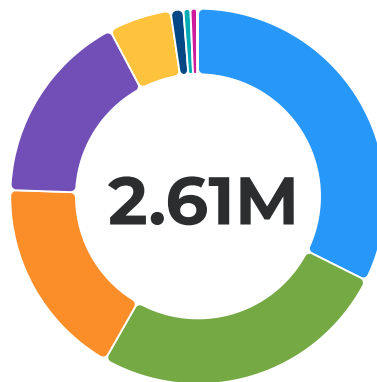
Category	FY 2026 FY26 Budget	FY 2027 FY26/27 Draft 6.12	FY 2026 FY25/26 vs 8 vs. FY 2027 FY26/27 Draft 6.12 (\$ Change)
Fund Transfer	\$286,000	-	-\$286,000
<b>Total Expenditures</b>	<b>\$2,895,385</b>	<b>\$3,178,511</b>	<b>\$283,126</b>
<b>Total Revenues Less Expenditures</b>	<b>-\$545,860</b>	<b>-\$566,561</b>	<b>-\$20,701</b>
<b>Ending Fund Balance</b>	<b>-\$545,860</b>	<b>-\$566,561</b>	<b>-\$20,701</b>

## Revenues by Object

Historical Revenue by Object



FY27 Revenues by Object



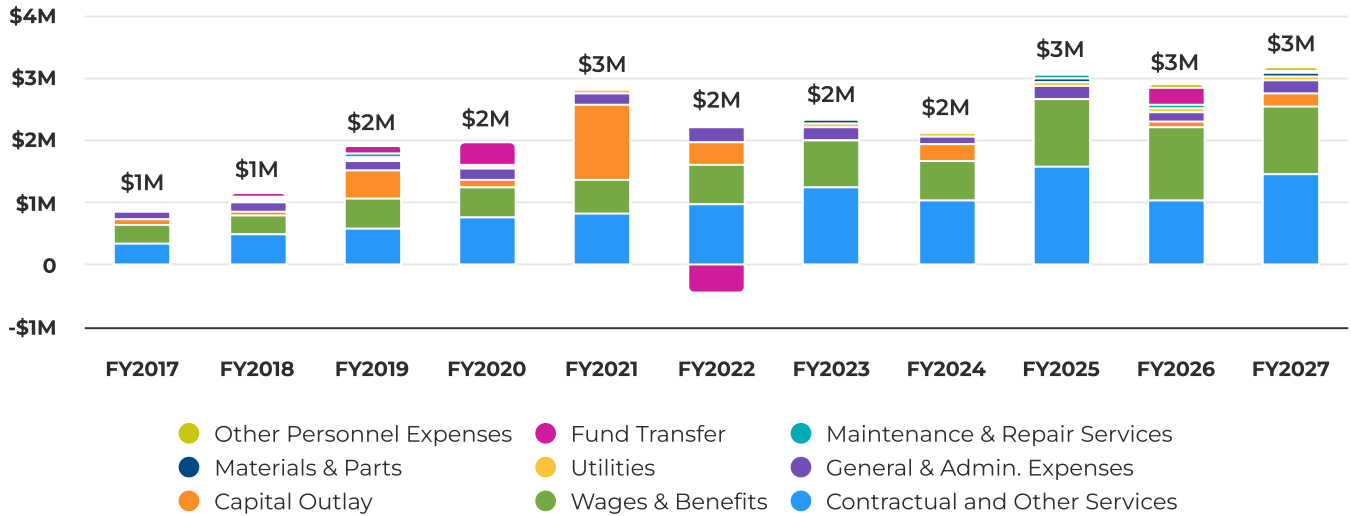
● Property Taxes	<b>\$846,000</b>	32.39%
● Sales Tax	<b>\$675,000</b>	25.84%
● Other Tax Revenues	<b>\$452,000</b>	17.31%
● Miscellaneous Revenue	<b>\$436,500</b>	16.71%
● Franchise Fees	<b>\$141,000</b>	5.40%
● Business & Misc. Lic. & Permits	<b>\$29,050</b>	1.11%
● Chg. for Planning/Eng. Services	<b>\$15,450</b>	0.59%
● Planning, Building, Eng. Permit	<b>\$15,000</b>	0.57%
● Fines & Penalties	<b>\$1,050</b>	0.04%
● Charges for Misc. Services	<b>\$900</b>	0.03%

### Revenues by Object

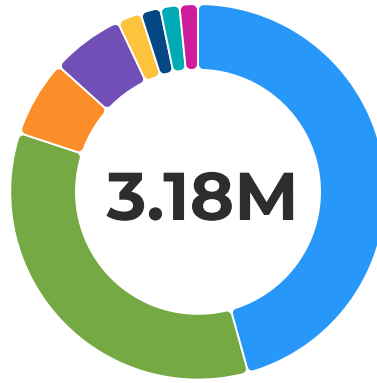
Category	FY 2026 Actual	FY 2027 Budgeted
Sales Tax	\$312,973.72	\$675,000.00
Property Taxes	\$445,884.56	\$846,000.00
Other Tax Revenues	\$227,066.48	\$452,000.00
Franchise Fees	\$58,823.66	\$141,000.00
Planning, Building, Eng. Permit	\$4,491.16	\$15,000.00
Chg. for Planning/Eng. Services	\$0.18	\$15,450.00
Business & Misc. Lic. & Permits	\$21,807.48	\$29,050.00
Fines & Penalties		\$1,050.00
Grant Funds	\$46,603.62	
Charges for Misc. Services	\$542.25	\$900.00
Miscellaneous Revenue	\$159,859.88	\$436,500.00
<b>Total Revenues</b>	<b>\$1,278,052.99</b>	<b>\$2,611,950.00</b>

### Expenditures by Object

Historical Expenditures by Object



### FY27 Expenditures by Object



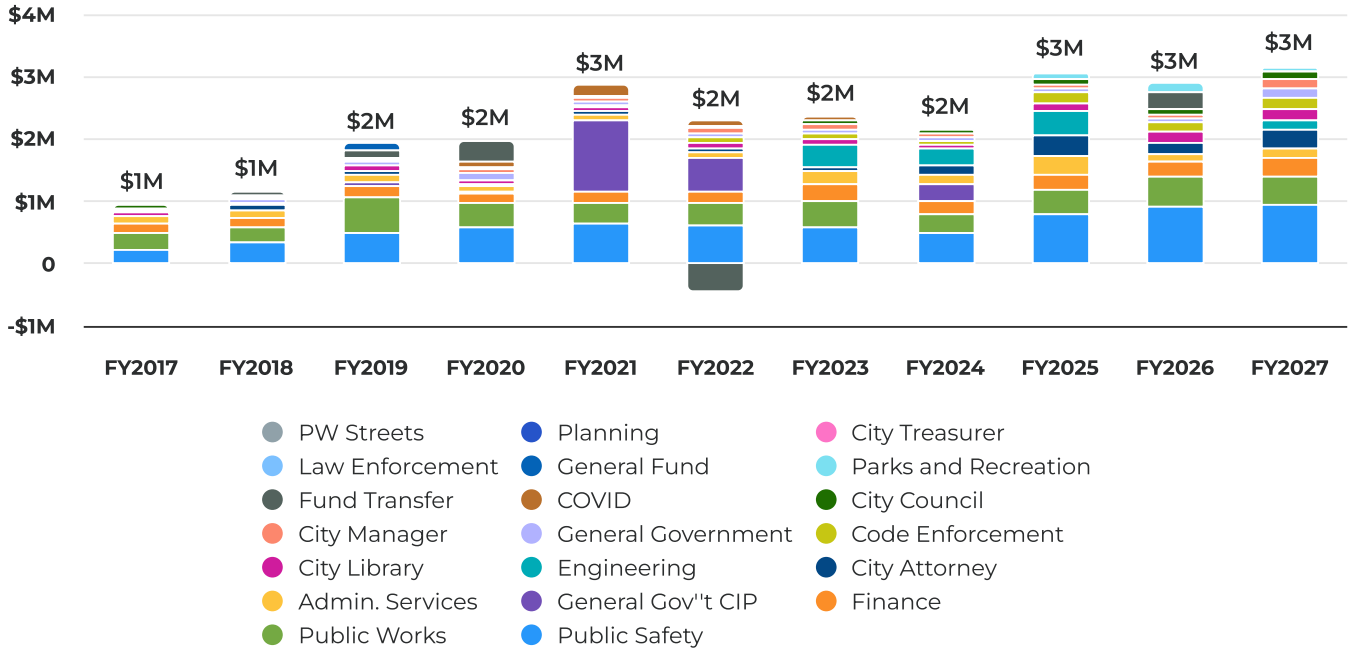
● Contractual and Other Services	<b>\$1,452,030</b>	45.68%
● Wages & Benefits	<b>\$1,093,168</b>	34.39%
● General & Admin. Expenses	<b>\$210,227</b>	6.61%
● Capital Outlay	<b>\$200,000</b>	6.29%
● Utilities	<b>\$65,320</b>	2.06%
● Materials & Parts	<b>\$54,992</b>	1.73%
● Other Personnel Expenses	<b>\$52,250</b>	1.64%
● Maintenance & Repair Services	<b>\$50,524</b>	1.59%

### Expenditures by Object

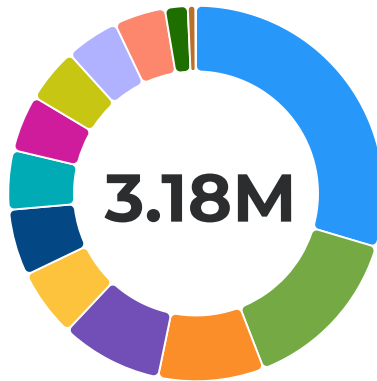
Category	FY 2026 Actual	FY 2027 Budgeted
Wages & Benefits	\$581,473.85	\$1,093,168.00
Other Personnel Expenses	\$13,513.17	\$52,250.00
Contractual and Other Services	\$686,344.21	\$1,452,030.00
General & Admin. Expenses	\$75,408.43	\$210,227.20
Utilities	\$34,152.82	\$65,320.00
Materials & Parts	\$15,762.43	\$54,992.00
Maintenance & Repair Services	\$46,622.63	\$50,524.00
Capital Outlay		\$200,000.00
<b>Total Expenditures</b>	<b>\$1,453,277.54</b>	<b>\$3,178,511.20</b>

# Expenditures by Department

### Historical Expenditures by Department



### FY27 Expenditures by Department



Public Safety	\$940,768	29.6%
Public Works	\$461,726	14.5%
City Attorney	\$290,000	9.1%
Finance	\$278,275	8.8%
City Library	\$186,537	5.9%
Code Enforcement	\$182,275	5.7%
Admin. Services	\$162,577	5.1%
Engineering	\$154,300	4.9%
General Government	\$149,372	4.7%
City Council	\$147,426	4.6%
City Manager	\$140,534	4.4%
Parks and Recreation	\$62,445	2.0%
Law Enforcement	\$21,076	0.7%
City Treasurer	\$1,200	0.0%

## Expenditures by Department

Category	FY 2027 Budgeted	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 FY27 Budget (\$ Change)
City Council	\$147,426	\$72,584	\$74,843
City Attorney	\$290,000	\$185,000	\$105,000
City Manager	\$140,534	\$83,310	\$57,424
Admin. Services	\$162,577	\$140,480	-\$12,903
City Treasurer	\$1,200	\$1,450	-\$250
Finance	\$278,275	\$239,429	\$38,846
City Library	\$186,537	\$167,936	\$45,784
Engineering	\$154,300	-	-
Public Safety	\$940,768	\$904,192	\$66,095
Code Enforcement	\$182,275	\$162,363	-\$47,639
Parks and Recreation	\$62,445	\$134,292	-\$48,244
Public Works	\$461,726	\$477,349	\$38,829
General Government	\$149,372	\$41,000	\$108,372
Fund Transfer	-	\$286,000	-\$286,000
Law Enforcement	\$21,076	-	\$27,443
<b>Total Expenditures</b>	<b>\$3,178,511</b>	<b>\$2,895,385</b>	<b>\$167,600</b>

**COMMUNITY DEVELOPMENT (FUND 200)**

Community Development revenues are projected to remain modest and largely dependent on permit activity, development applications, and other market-driven services. Because these revenues fluctuate based on economic conditions and development demand, the fund continues to face structural volatility and limited predictability.

The Community Development Fund plays a critical role in supporting planning, building, code enforcement, engineering coordination, and historic preservation activities. Over the past year, the City has taken steps to internalize key development functions in order to improve responsiveness, strengthen accountability, and reduce long-term reliance on outside consultants for routine operational services.

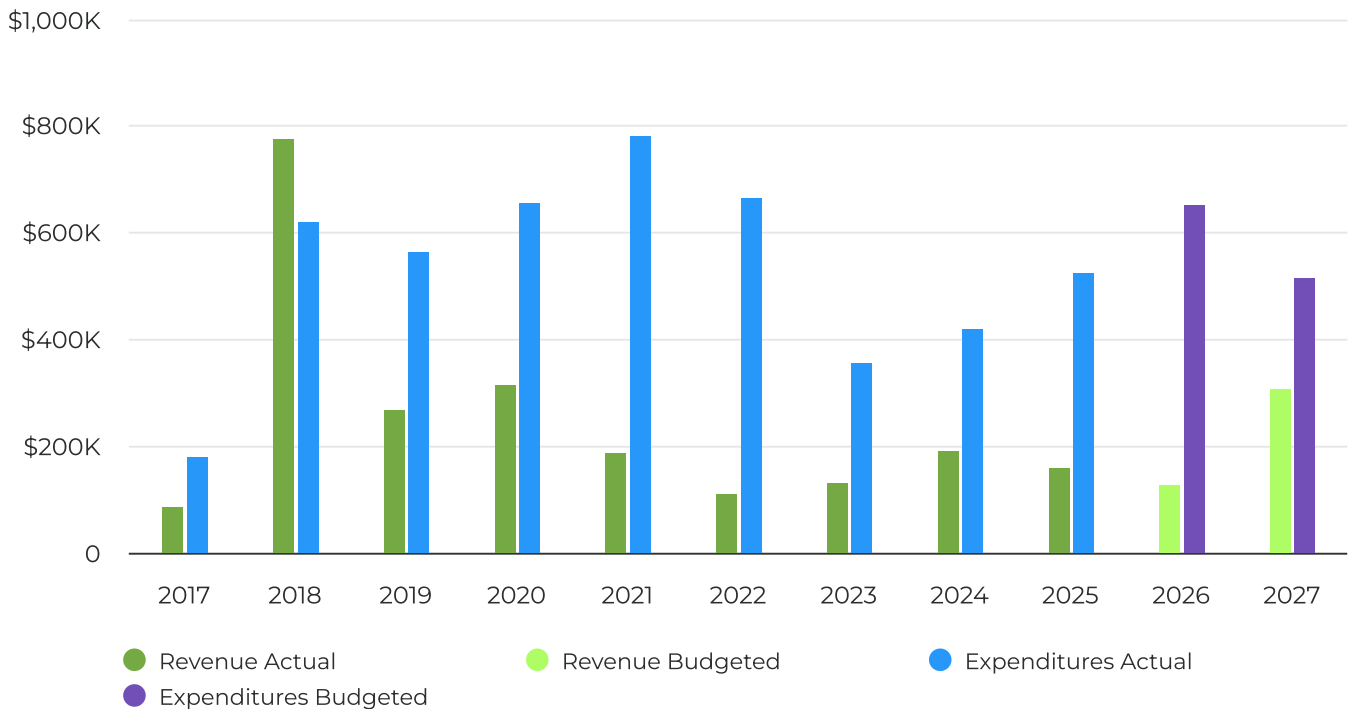
This transition reflects a broader organizational effort to identify inefficiencies, streamline processes, and improve service delivery while operating within limited financial resources. Bringing core functions in-house also allows the City to more directly evaluate development procedures, implement operational improvements, and respond more quickly to changing needs and policy direction.

At the same time, the fund continues to face ongoing cost recovery challenges. Many development-related fees have not been comprehensively updated in over a decade and do not fully reflect the actual cost of providing services. To address this issue, the City completed a Comprehensive User Fee Study and is advancing updated fee schedules as part of the FY 2026–27 budget process. In addition, the City will continue evaluating development impact fees and related policies to ensure legal compliance, financial sustainability, and alignment with current regulatory requirements.

Maintaining responsive development services while minimizing General Fund subsidy remains a key long-term objective of the Community Development Fund.

**Summary**

**Revenues vs Expenditures Summary**



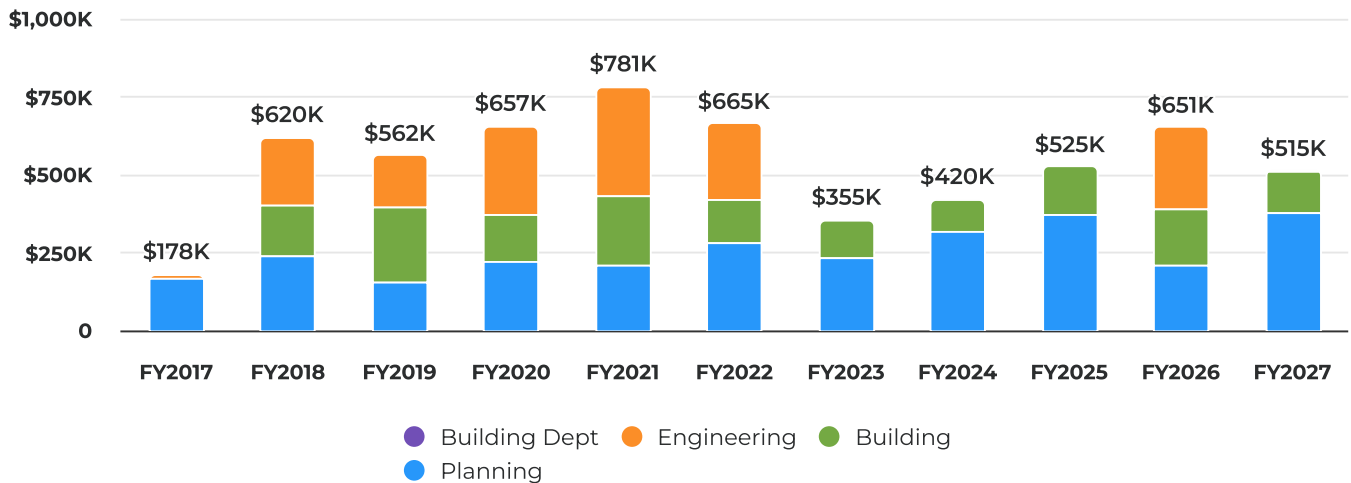
# Comprehensive Fund Summary

## Comprehensive Fund Summary

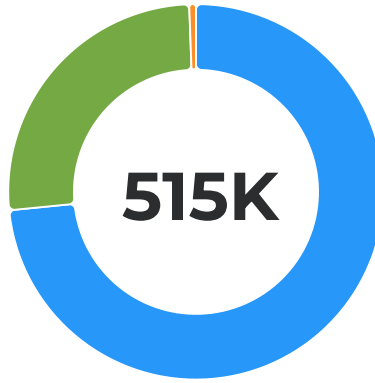
Category	FY 2026 FY26 Budget	FY 2027 FY26/27 Draft 6.12	FY 2026 FY25/26 vs 8 vs. FY 2027 FY26/27 Draft 6.12 (\$ Change)
<b>Revenues</b>			
Planning, Building, Eng. Permit	\$33,000	\$67,450	\$41,450
Chg. for Planning/Eng. Services	\$99,050	\$119,100	\$20,050
Business & Misc. Lic. & Permits	-	\$18,400	\$18,400
Fines & Penalties	-	\$500	\$500
Miscellaneous Revenue	-	\$100,290	\$100,290
<b>Total Revenues</b>	<b>\$132,050</b>	<b>\$305,740</b>	<b>\$180,690</b>
<b>Expenditures</b>			
Wages & Benefits	\$315,387	\$417,952	\$102,565
Other Personnel Expenses	\$7,000	\$14,075	\$7,075
Contractual and Other Services	\$305,550	\$48,500	-\$257,050
General & Admin. Expenses	\$21,050	\$24,900	\$3,850
Utilities	\$2,500	\$4,000	\$1,500
Materials & Parts	-	\$1,200	\$1,200
Maintenance & Repair Services	-	\$4,155	\$4,155
<b>Total Expenditures</b>	<b>\$651,487</b>	<b>\$514,782</b>	<b>-\$136,705</b>
<b>Total Revenues Less Expenditures</b>	<b>-\$519,437</b>	<b>-\$209,042</b>	<b>\$317,395</b>

## Expenditures by Department

Historical Expenditures by Department



### FY27 Expenditures by Department



● Planning	<b>\$377,980</b>	73.4%
● Building	<b>\$133,802</b>	26.0%
● Building Dept	<b>\$3,000</b>	0.6%

### Expenditures by Department

Category	FY 2027 Budgeted	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 FY27 Budget (\$ Change)
Planning	\$377,980	\$205,791	\$191,233
Building	\$133,802	\$181,196	\$82,284
Engineering	-	\$264,500	-
Building Dept	\$3,000	-	\$5,100
<b>Total Expenditures</b>	<b>\$514,782</b>	<b>\$651,487</b>	<b>\$278,617</b>

**WATER ENTERPRISE FUND (Fund 810)**

The Water Enterprise Fund remains a critical component of the City’s long-term infrastructure and resource sustainability strategy. Revenues generated through water service charges support system operations, regulatory compliance, maintenance activities, capital improvements, and long-term water system reliability.

Over the past several years, the City has focused on positioning the water system for long-term sustainability through infrastructure planning, reserve management, and regional coordination efforts. A central priority remains the advancement of the regional water importation project in partnership with the San Benito County Water District.

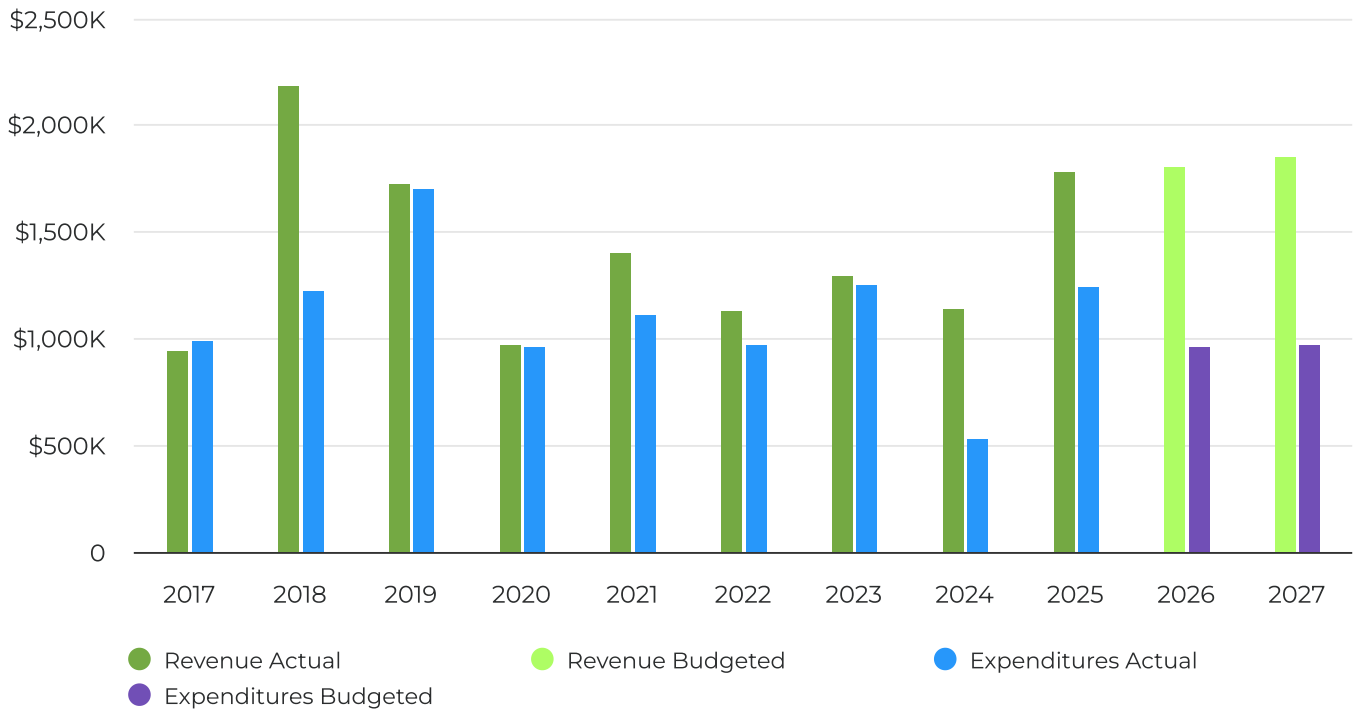
This project is intended to provide access to treated surface water from the West Hills Water Treatment Plant, reducing long-term reliance on groundwater sources and improving overall system resiliency and water quality. The project also represents an important long-term investment in environmental sustainability and regulatory preparedness as statewide water supply and groundwater management requirements continue to evolve.

Previous water rate adjustments were implemented to begin preparing the system for anticipated operational and capital costs associated with future infrastructure improvements. These efforts were intended to establish greater financial stability within the utility system while minimizing future impacts to ratepayers.

As the City continues planning for future water infrastructure obligations, maintaining adequate reserves and long-term financial sustainability within the Water Enterprise Fund will remain essential. Ongoing efforts will focus on system reliability, regulatory compliance, infrastructure investment, and responsible utility management while balancing affordability considerations for the community.

**Summary**

**Revenues vs Expenditures Summary**



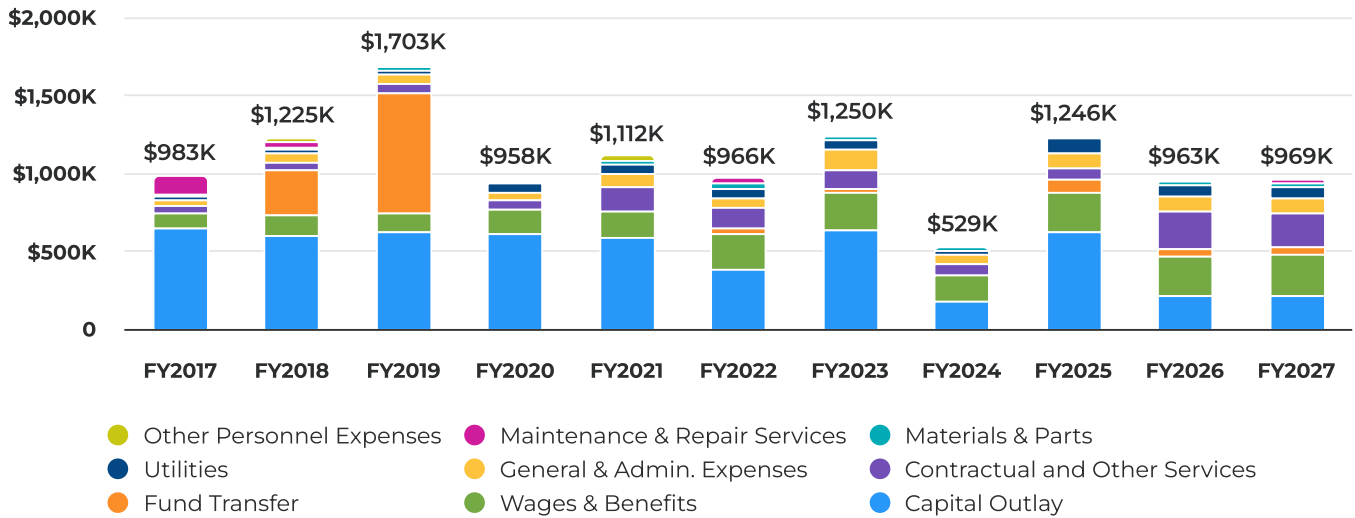
# Comprehensive Fund Summary

## Comprehensive Fund Summary

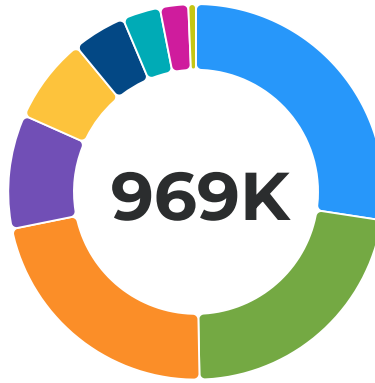
Category	FY 2027 FY27 Budget	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 FY27 Budget (\$ Change)
<b>Revenues</b>			
Utility Fees	\$1,835,000	\$1,766,000	\$69,000
Miscellaneous Revenue	\$10,000	\$35,000	-\$25,000
<b>Total Revenues</b>	<b>\$1,845,000</b>	<b>\$1,801,000</b>	<b>\$44,000</b>
<b>Expenditures</b>			
Wages & Benefits	\$274,165	\$249,943	\$24,222
Other Personnel Expenses	\$6,325	\$5,700	\$625
Contractual and Other Services	\$164,855	\$245,570	-\$80,715
General & Admin. Expenses	\$95,355	\$96,475	-\$1,120
Utilities	\$71,500	\$71,500	-
Materials & Parts	\$31,750	\$29,250	\$2,500
Maintenance & Repair Services	\$23,592	\$5,500	\$18,092
Capital Outlay	\$214,251	\$214,251	-
Fund Transfer	\$44,607	\$44,607	-
<b>Total Expenditures</b>	<b>\$926,400</b>	<b>\$962,796</b>	<b>-\$36,396</b>
<b>Total Revenues Less Expenditures</b>	<b>\$918,600</b>	<b>\$838,204</b>	<b>\$80,396</b>

## Expenditures by Object

Historical Expenditures by Object



### FY27 Expenditures by Object



● Wages & Benefits	<b>\$265,718</b>	27.42%
● Contractual and Other Services	<b>\$216,005</b>	22.29%
● Capital Outlay	<b>\$214,251</b>	22.11%
● General & Admin. Expenses	<b>\$95,355</b>	9.84%
● Utilities	<b>\$71,500</b>	7.38%
● Fund Transfer	<b>\$44,607</b>	4.60%
● Materials & Parts	<b>\$31,750</b>	3.28%
● Maintenance & Repair Services	<b>\$23,592</b>	2.43%
● Other Personnel Expenses	<b>\$6,325</b>	0.65%

### Expenditures by Object

Category	FY 2026 Actual	FY 2027 Budgeted
Wages & Benefits	\$109,531.40	\$265,718.00
Other Personnel Expenses	\$400.00	\$6,325.00
Contractual and Other Services	\$65,777.08	\$216,005.00
General & Admin. Expenses	\$47,765.22	\$95,355.00
Utilities	\$34,170.84	\$71,500.00
Materials & Parts	\$17,212.92	\$31,750.00
Maintenance & Repair Services	\$2,514.99	\$23,592.00
Capital Outlay	\$291,458.44	\$214,251.00
Fund Transfer		\$44,607.00
<b>Total Expenditures</b>	<b>\$568,830.89</b>	<b>\$969,103.00</b>

**SEWER ENTERPRISE (FUND 820)**

The Sewer Enterprise Fund remains a central component of the City's long-term infrastructure and environmental compliance strategy. Revenues generated through monthly user charges support wastewater collection, system maintenance, regulatory compliance, debt obligations, and long-term infrastructure sustainability.

FY 2026–27 marks a significant milestone for the City's wastewater system. On March 17, 2026, the City formally accepted completion of the San Juan Bautista Sanitary Sewer Force Main to Hollister Project, one of the largest and most consequential infrastructure projects in the City's history.

The project permanently transitioned wastewater treatment operations from the City's former wastewater treatment facility to the City of Hollister regional treatment system. This regionalization effort was undertaken to address long-standing regulatory compliance challenges, improve operational reliability, and establish a more sustainable long-term wastewater management system.

The completed project included:

Construction of a new wastewater pump station

Installation of a sanitary sewer force main pipeline to Hollister

Electrical, SCADA, and control system improvements

Rehabilitation of storage and influent infrastructure

Conversion of the former wastewater treatment facility to emergency standby storage operations

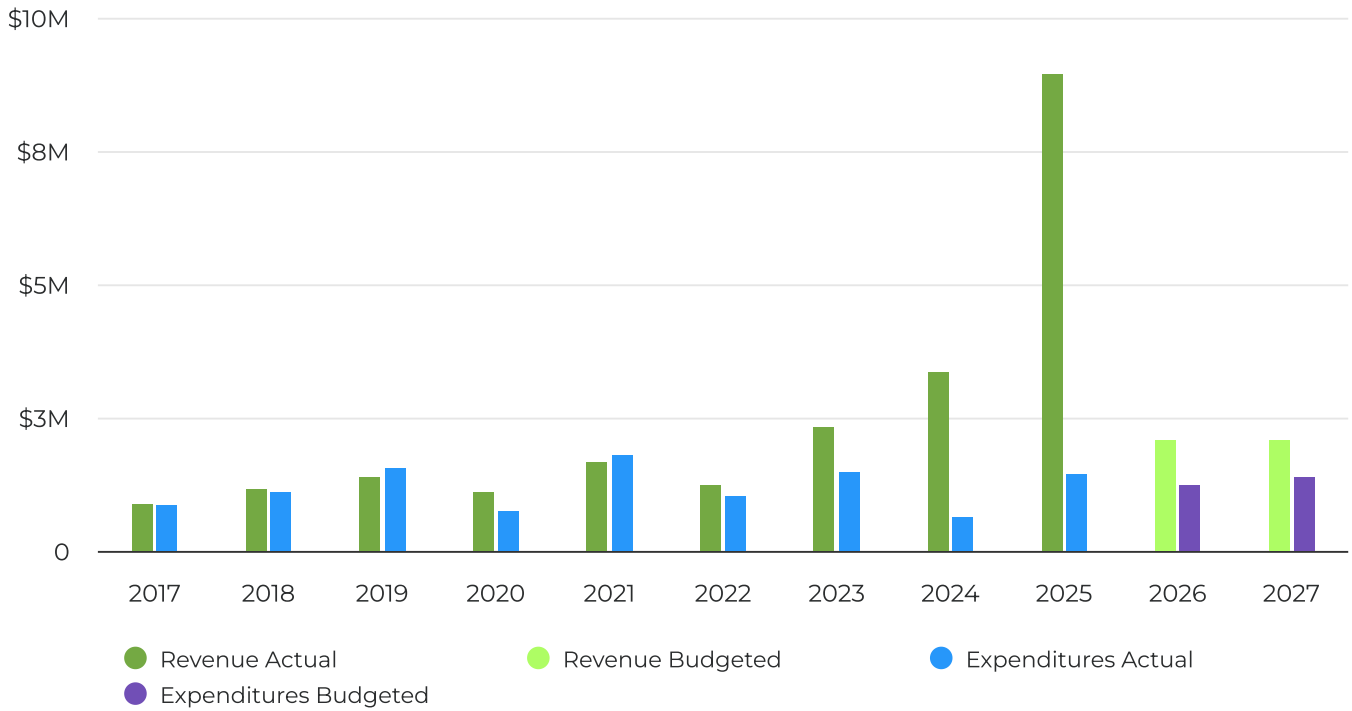
The force main system became operational in June 2025 and has remained fully operational following successful startup and demonstration testing. The project achieved the City's primary regulatory objective by permanently eliminating wastewater discharge operations at the former treatment plant and improving long-term environmental compliance.

This multi-year infrastructure investment was funded through a combination of USDA financing, state and federal grants, regional contributions, and local funding sources, significantly reducing the burden on local ratepayers while allowing the City to complete a transformational infrastructure improvement project.

With major construction activities now complete, the Sewer Enterprise Fund will transition from project delivery toward long-term operations, maintenance, reserve stabilization, and debt service management. Ongoing efforts will focus on maintaining system reliability, supporting regulatory compliance, and responsibly managing the City's long-term wastewater infrastructure obligations.

## Summary

### Revenues vs Expenditures Summary



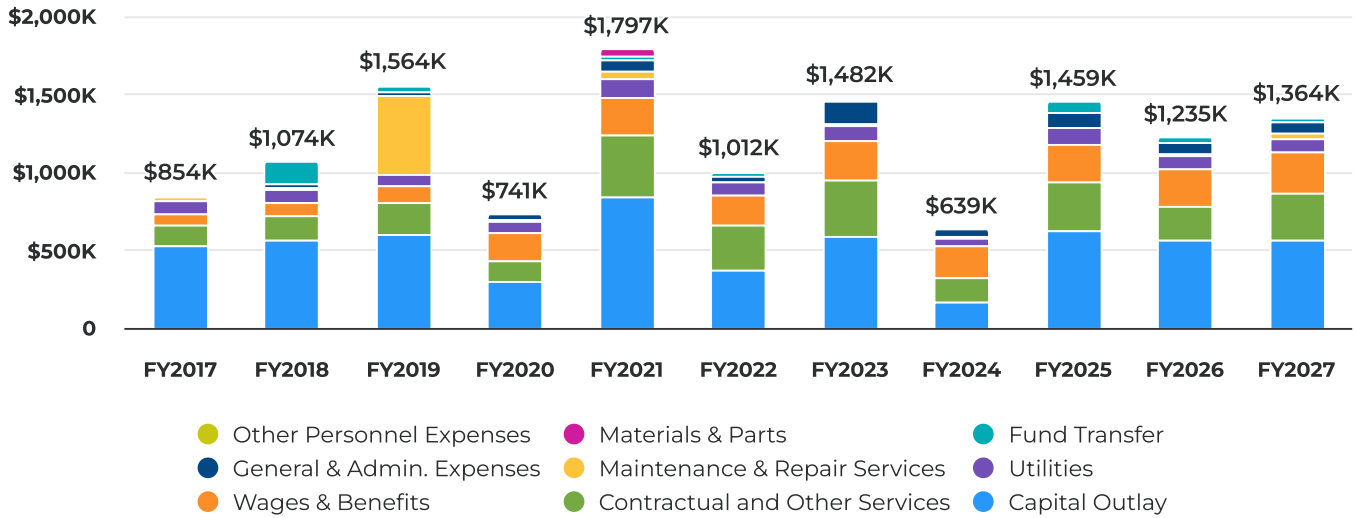
## Comprehensive Fund Summary

### Comprehensive Fund Summary

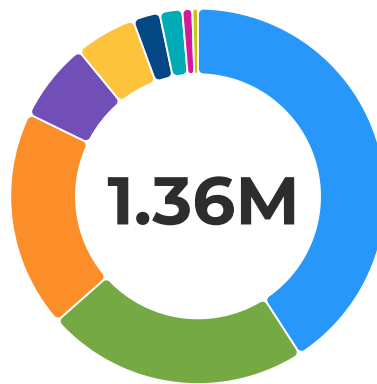
Category	FY 2027 FY27 Budget	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 FY27 Budget (\$ Change)
<b>Revenues</b>			
Utility Fees	\$2,085,000	\$2,030,000	\$55,000
Miscellaneous Revenue	\$10,000	\$35,000	-\$25,000
<b>Total Revenues</b>	<b>\$2,095,000</b>	<b>\$2,065,000</b>	<b>\$30,000</b>
<b>Expenditures</b>			
Wages & Benefits	\$258,247	\$235,646	\$22,601
Other Personnel Expenses	\$6,625	\$6,100	\$525
Contractual and Other Services	\$262,000	\$220,300	\$41,700
General & Admin. Expenses	\$72,355	\$70,200	\$2,155
Utilities	\$93,500	\$93,500	-
Materials & Parts	\$11,700	\$10,200	\$1,500
Maintenance & Repair Services	\$26,592	\$9,750	\$16,842
Capital Outlay	\$557,168	\$557,168	-
Fund Transfer	\$31,710	\$31,710	-
<b>Total Expenditures</b>	<b>\$1,319,897</b>	<b>\$1,234,574</b>	<b>\$85,323</b>
<b>Total Revenues Less Expenditures</b>	<b>\$775,103</b>	<b>\$830,426</b>	<b>-\$55,323</b>

# Expenditures by Object

Historical Expenditures by Object



FY27 Expenditures by Object



Object Category	Amount	Percentage
Capital Outlay	\$557,168	40.86%
Contractual and Other Services	\$308,150	22.60%
Wages & Benefits	\$255,712	18.75%
Utilities	\$93,500	6.86%
General & Admin. Expenses	\$72,355	5.31%
Fund Transfer	\$31,710	2.33%
Maintenance & Repair Services	\$26,592	1.95%
Materials & Parts	\$11,700	0.86%
Other Personnel Expenses	\$6,625	0.49%

## Expenditures by Object

Category	FY 2026 Actual	FY 2027 Budgeted
Wages & Benefits	\$103,928.86	\$255,712.00
Other Personnel Expenses		\$6,625.00
Contractual and Other Services	\$464,397.53	\$308,150.00
General & Admin. Expenses	\$45,398.96	\$72,355.00
Utilities	\$54,316.56	\$93,500.00
Materials & Parts	\$2,908.89	\$11,700.00
Maintenance & Repair Services	\$247.87	\$26,592.00



Sewer Enterprise

---

Category	FY 2026 Actual	FY 2027 Budgeted
Capital Outlay	\$378,185.39	\$557,168.00
Fund Transfer		\$31,710.00
<b>Total Expenditures</b>	<b>\$1,049,384.06</b>	<b>\$1,363,512.00</b>



**COMMUNITY ORIENTED POLICING SERVICES (COPS) (FUND 415)**

The Community Oriented Policing Services (COPS) Fund provides supplemental federal funding intended to support local law enforcement and community policing efforts. These funds are used to offset public safety expenditures associated with the City's contract for law enforcement services with the San Benito County Sheriff's Office.

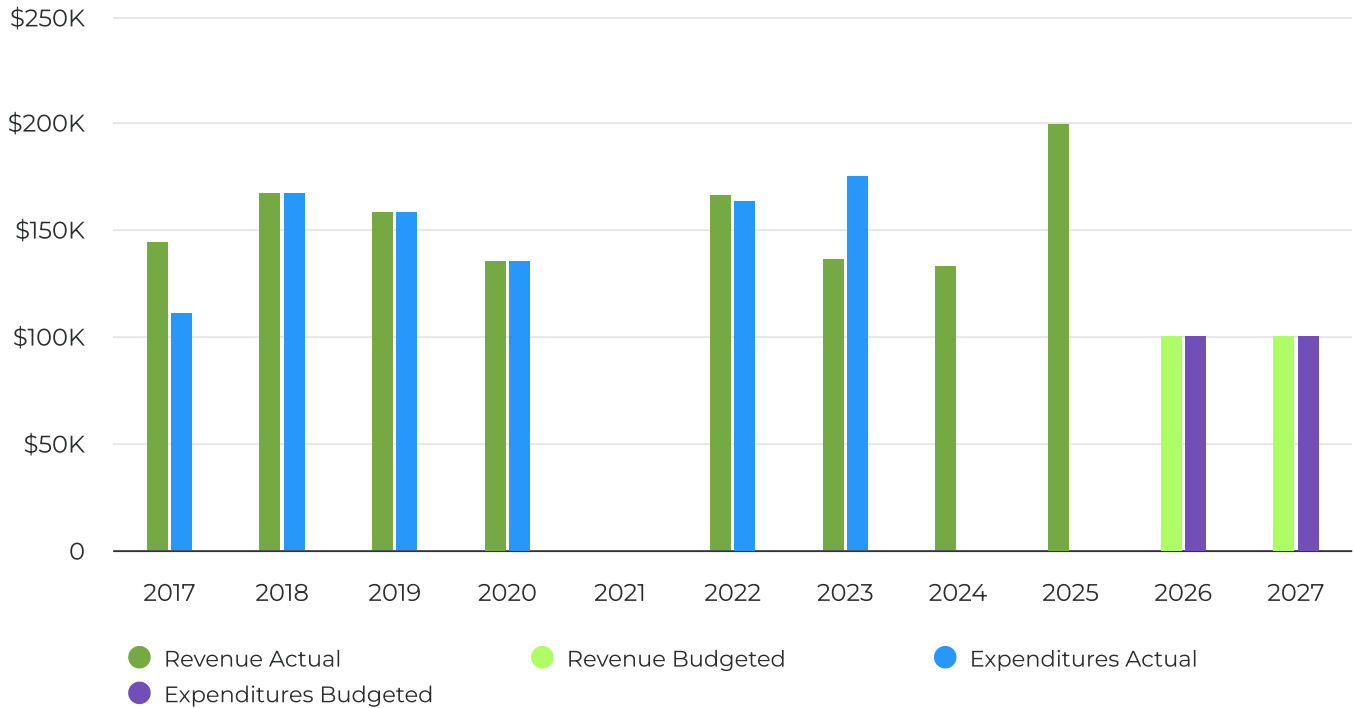
For a small city with limited discretionary revenue, the COPS Fund plays an important role in supporting baseline public safety operations while helping reduce pressure on the General Fund. The availability of these funds assists the City in maintaining service levels and operational flexibility within an increasingly constrained fiscal environment.

Public safety services continue to represent one of the City's most significant long-term financial obligations. As service demands, contractual costs, and regional public safety conditions continue to evolve, maintaining sustainable funding sources for law enforcement services remains a critical policy and budget consideration.

The City will continue to manage COPS funding strategically to support community safety priorities while balancing broader fiscal sustainability goals and long-term operational needs.

## Summary

### Revenues vs Expenditures Summary



## Comprehensive Fund Summary

### Comprehensive Fund Summary

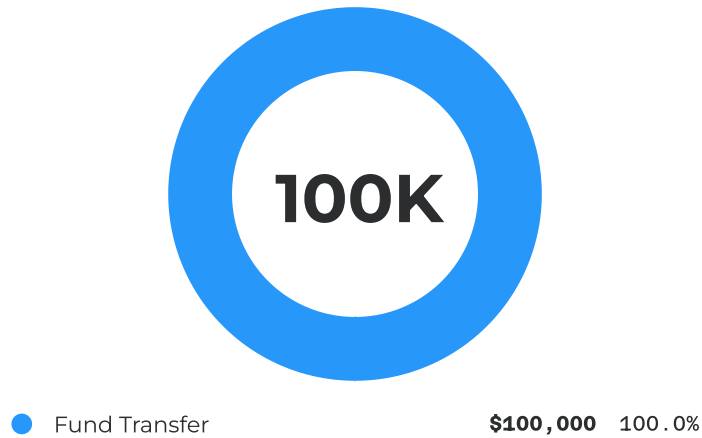
Category	FY 2027 Budget	FY26 Budget	FY 2026 Budget vs. FY 2027 Budget (\$ Change)
<b>Revenues</b>			
Other Tax Revenues	\$100,000	\$100,000	-



Category	FY 2027 FY27 Budget	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 FY27 Budget (\$ Change)
<b>Total Revenues</b>	\$100,000	\$100,000	-
<b>Expenditures</b>			
Fund Transfer	\$100,000	\$100,000	-
<b>Total Expenditures</b>	\$100,000	\$100,000	-
<b>Total Revenues Less Expenditures</b>	-	-	-

## Expenditures by Department

FY27 Expenditures by Department



**GAS TAX (FUND 450)**

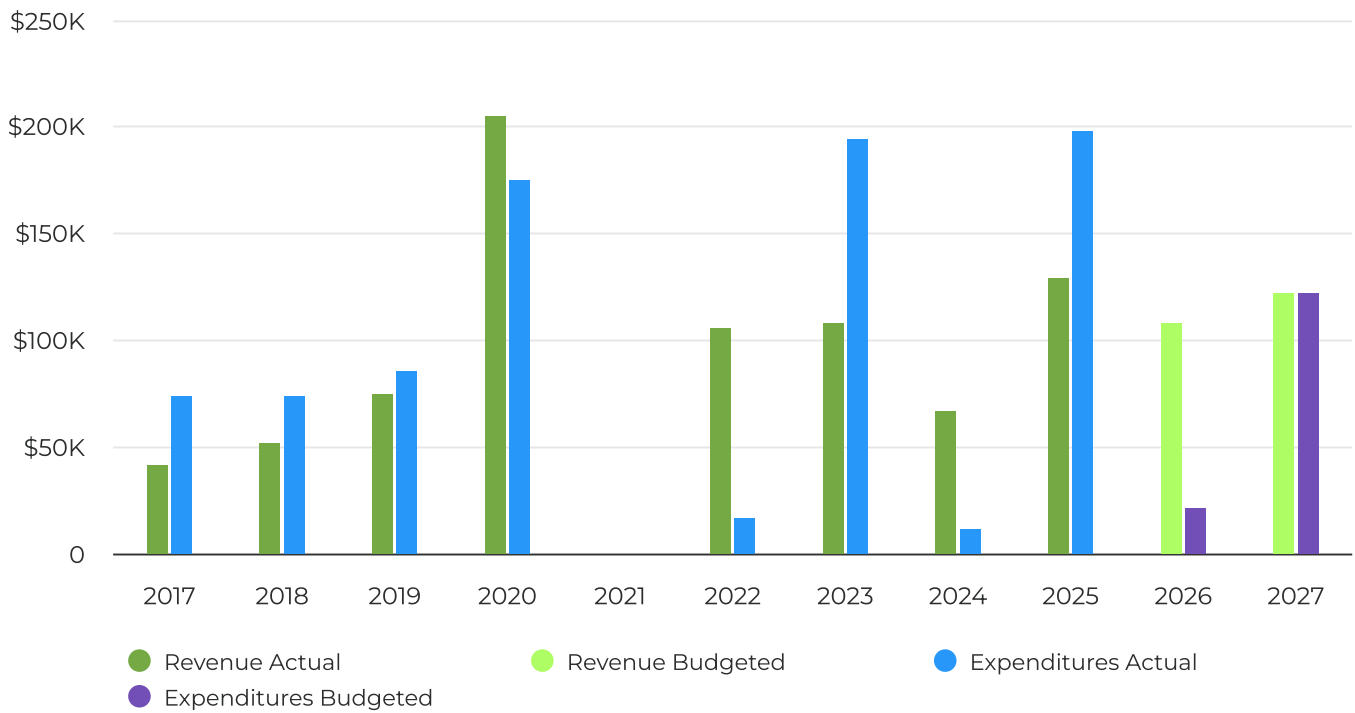
The City receives Gas Tax funds through a per-capita distribution by the State of California. These funds, derived from gasoline sales, are designated for street and road maintenance. As fuel efficiency and electric vehicle adoption increase, gas tax revenues have declined. To address this, the State passed SB1, which provides supplemental funding to cities for road infrastructure maintenance and repair.

For FY 2025–26, the Gas Tax Fund begins with a projected balance of \$96,949. Revenues are projected at \$110,933, while expenditures are projected at \$24,000. The City has planned a transfer of \$85,000 to support eligible capital projects or maintenance activities.

These funds are pooled with Measure G and other road-dedicated sources to fund street-related capital improvements, such as the City’s slurry seal program and sidewalk repairs identified in the FY 2025–26 Capital Improvement Plan.

## Summary

### Revenues vs Expenditures Summary



## Comprehensive Fund Summary

### Comprehensive Fund Summary

Category	FY 2027 FY27 Budget	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 FY27 Budget (\$ Change)
<b>Revenues</b>			
Other Tax Revenues	\$122,750	\$108,000	\$14,750
<b>Total Revenues</b>	<b>\$122,750</b>	<b>\$108,000</b>	<b>\$14,750</b>
<b>Expenditures</b>			



Category	FY 2027 FY27 Budget	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 FY27 Budget (\$ Change)
Utilities	\$18,500	\$19,000	-\$500
Maintenance & Repair Services	\$2,000	\$2,000	-
Fund Transfer	\$102,250	-	\$102,250
<b>Total Expenditures</b>	<b>\$122,750</b>	<b>\$21,000</b>	<b>\$101,750</b>
<b>Total Revenues Less Expenditures</b>	-	<b>\$87,000</b>	<b>-\$87,000</b>

**VALLE VISTA LANDSCAPE AND LIGHTING DISTRICT (FUND 430)**

The Valle Vista Landscaping and Lighting District continues to provide funding for the maintenance of neighborhood common-area improvements within the assessment district. Revenues are generated through property owner assessments and are restricted to district-related maintenance and operational activities, including landscaping, lighting, trails, park areas, and other shared improvements.

The district remains financially stable and continues to operate with a limited and predictable service footprint. Annual assessments are adjusted in accordance with authorized inflationary provisions and are administered consistent with Proposition 218 requirements.

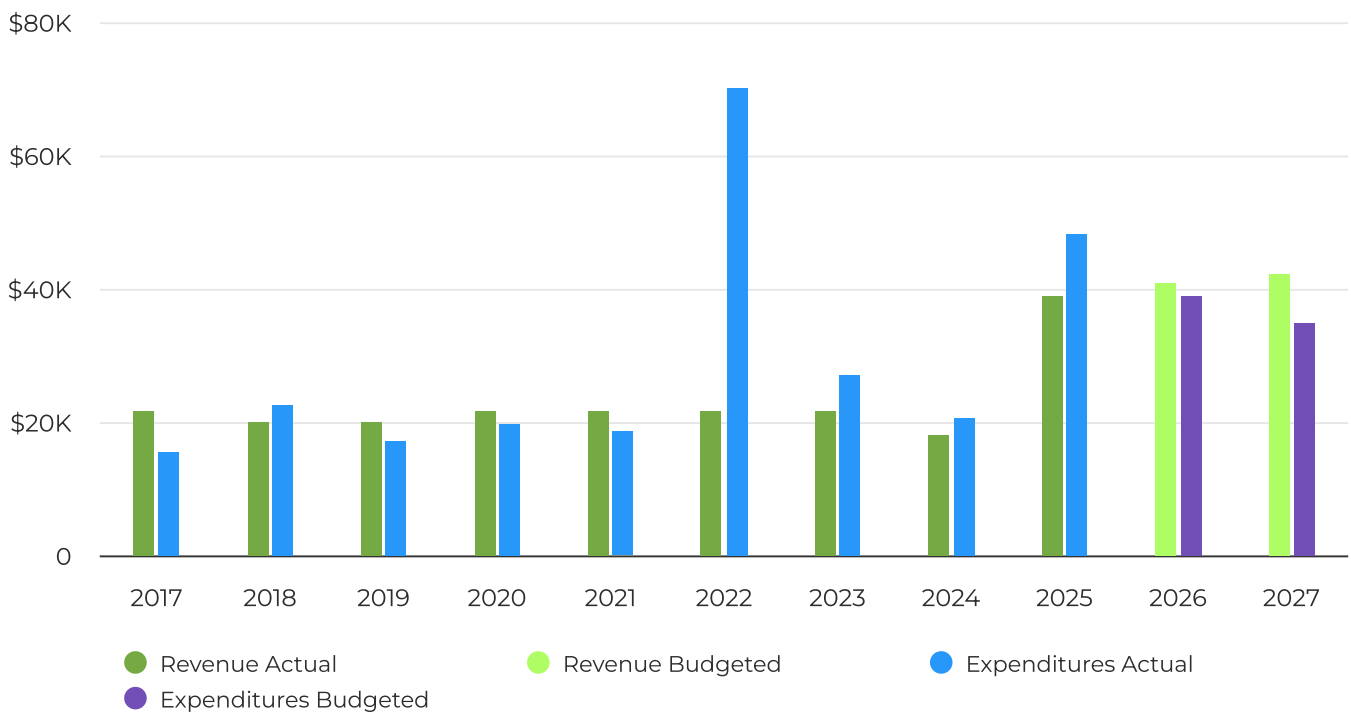
Operational expenditures primarily support ongoing maintenance obligations necessary to preserve neighborhood infrastructure and common areas. At this time, no major capital expansion projects are programmed within the district.

During the annual district meeting regarding assessment fees, residents expressed interest in exploring a future sidewalk improvement program within the neighborhood. In response, the City Engineer will work with residents and the City Council to evaluate potential improvement options, associated costs, and long-term maintenance considerations.

The City will continue to monitor maintenance needs, reserve levels, and long-term operational sustainability to ensure the district remains adequately funded and capable of supporting required services and infrastructure upkeep.

**Summary**

**Revenues vs Expenditures Summary**

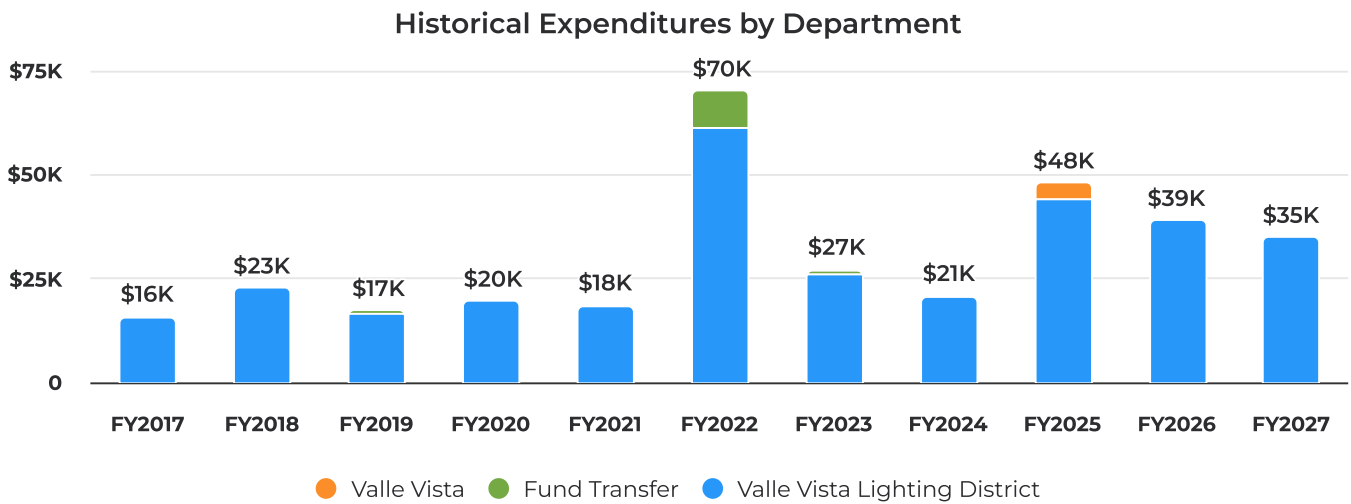


# Comprehensive Fund Summary

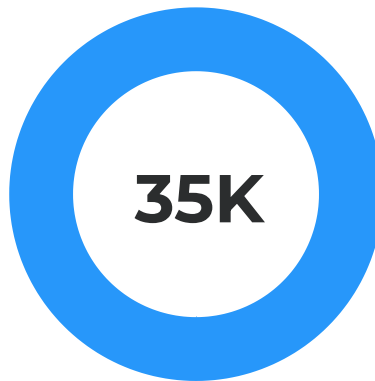
## Comprehensive Fund Summary

Category	FY 2027 Budget	FY 2026 Budget	FY 2026 Budget vs. FY 2027 Budget (\$ Change)
<b>Revenues</b>			
Other Tax Revenues	\$42,264	\$40,716	\$1,548
<b>Total Revenues</b>	<b>\$42,264</b>	<b>\$40,716</b>	<b>\$1,548</b>
<b>Expenditures</b>			
Wages & Benefits	\$5,688	\$1,939	\$3,749
Contractual and Other Services	\$26,100	\$33,860	-\$7,760
Utilities	\$3,208	\$3,166	\$42
<b>Total Expenditures</b>	<b>\$34,996</b>	<b>\$38,965</b>	<b>-\$3,969</b>
<b>Total Revenues Less Expenditures</b>	<b>\$7,268</b>	<b>\$1,751</b>	<b>\$5,517</b>

## Expenditures by Department



### FY27 Expenditures by Department



● Valle Vista Lighting District      **\$34,996** 100.0%

### Expenditures by Department

Category	FY 2027 Budgeted	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 FY27 Budget (\$ Change)
Valle Vista Lighting District	\$34,996	\$38,965	-\$3,969
<b>Total Expenditures</b>	<b>\$34,996</b>	<b>\$38,965</b>	<b>-\$3,969</b>

**COPPERLEAF COMMUNITY FACILITIES DISTRICT (CFD)(FUND 400)**

The Copperleaf Community Facilities District (CFD) continues to provide dedicated funding for the maintenance of neighborhood-specific infrastructure and enhanced service levels within the district. Revenues are generated through annual homeowner assessments, which are reviewed periodically and adjusted when necessary to address inflationary impacts and ongoing maintenance obligations.

District funds support services and improvements beyond standard municipal responsibilities, including landscaping, park maintenance, street trees, sidewalks, lighting, and other common-area infrastructure. These services help preserve neighborhood appearance, functionality, and long-term asset condition.

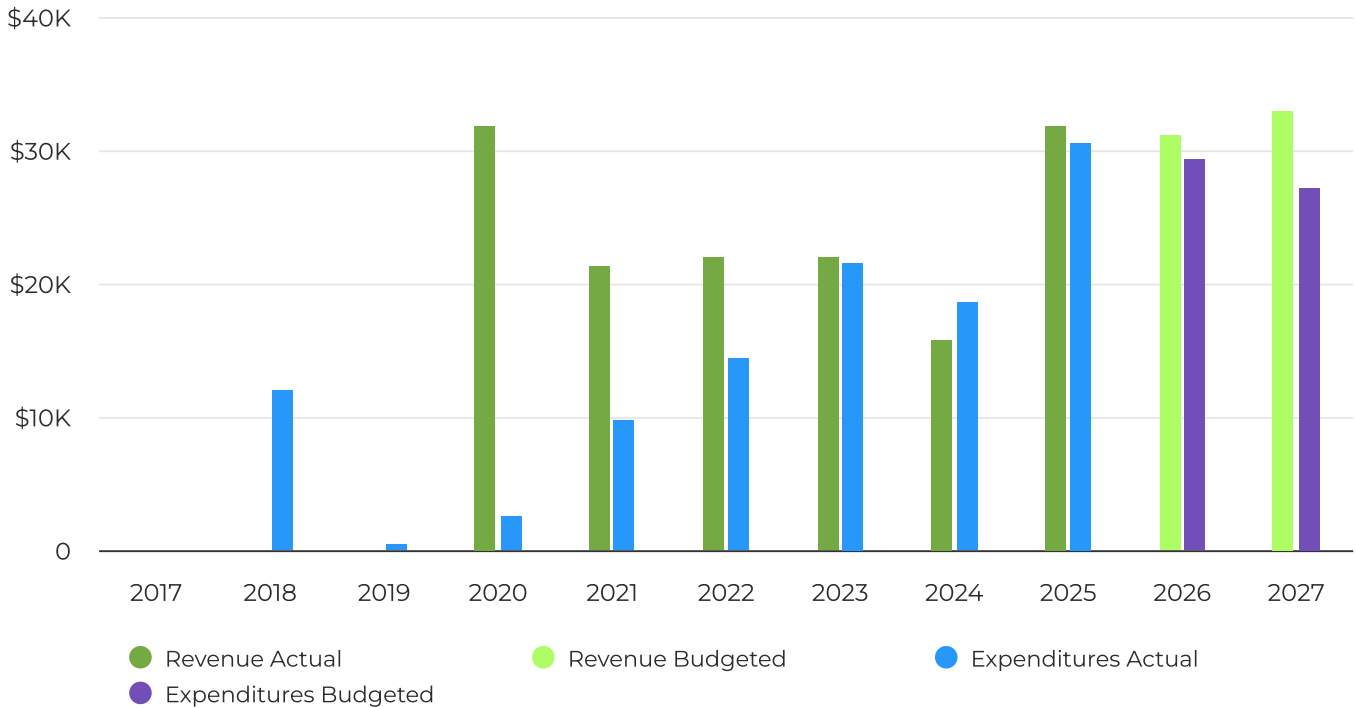
The district remains financially stable, supported by predictable assessment revenues and ongoing reserve planning. A multi-year landscaping agreement continues to provide cost stability and assist with long-term budget forecasting.

As maintenance costs continue to increase, the City will continue evaluating the long-term adequacy of assessment levels to ensure the district can sustainably meet future operational and infrastructure needs. City staff are planning a neighborhood meeting to review the financial status of the district, discuss future maintenance priorities, and evaluate whether a cost-of-living adjustment to assessments should be considered in future fiscal years.

The City will continue to monitor reserve levels, operational costs, and infrastructure conditions to ensure the district remains financially sustainable and capable of maintaining service expectations over the long term.

**Summary**

**Revenues vs Expenditures Summary**



# Comprehensive Fund Summary

## Comprehensive Fund Summary

Category	FY 2027 FY27 Budget	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 FY27 Budget (\$ Change)
<b>Revenues</b>			
Other Tax Revenues	\$32,895	\$31,071	\$1,824
<b>Total Revenues</b>	<b>\$32,895</b>	<b>\$31,071</b>	<b>\$1,824</b>
<b>Expenditures</b>			
Wages & Benefits	\$5,688	\$4,880	\$808
Contractual and Other Services	\$19,260	\$22,296	-\$3,036
Utilities	\$905	\$854	\$51
Maintenance & Repair Services	\$1,322	\$1,248	\$74
<b>Total Expenditures</b>	<b>\$27,175</b>	<b>\$29,278</b>	<b>-\$2,103</b>
<b>Total Revenues Less Expenditures</b>	<b>\$5,720</b>	<b>\$1,793</b>	<b>\$3,927</b>



**RANCHO VISTA COMMUNITY FACILITIES DISTRICT (CFD)(FUND 410)**

The Rancho Vista Community Facilities District (CFD) provides dedicated funding for the maintenance of neighborhood-specific infrastructure and common-area improvements within the Rancho Vista subdivision. Revenues are generated through annual homeowner assessments, which are reviewed annually and may be adjusted for inflationary increases in accordance with district requirements. Any significant changes to assessment levels remain subject to property owner approval.

District funds are restricted to the maintenance of improvements and services above standard municipal responsibilities, including parks, trails, benches, retention basins, sidewalks, street trees, streetlights, and common-area landscaping. These improvements contribute to the long-term appearance, functionality, and quality of life within the neighborhood.

The City currently coordinates landscape maintenance services for the district through a contracted provider under a multi-year agreement, supporting operational consistency and cost predictability. Landscaping and maintenance activities continue to represent the district's primary ongoing expenditure.

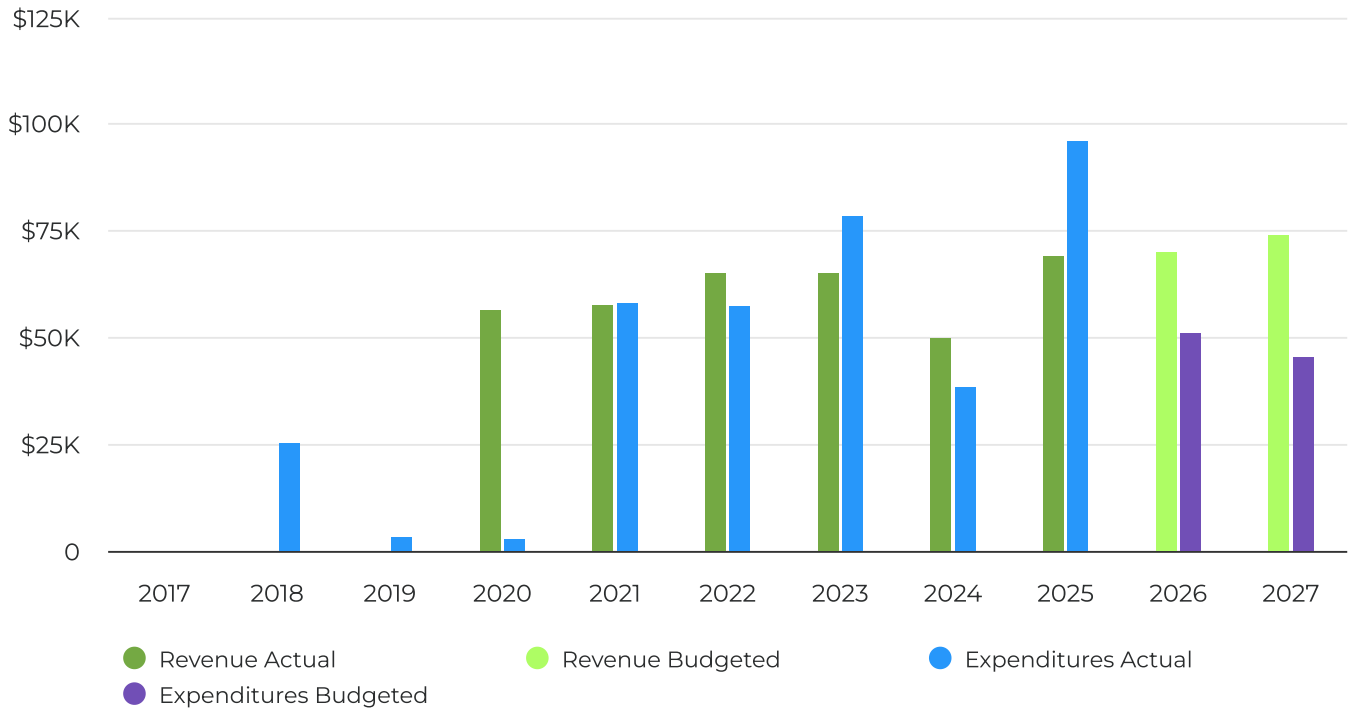
While the City has agreed to maintain the improvements within the district, formal acceptance of certain infrastructure improvements remains pending. The City will continue coordinating with the developer and City Engineer to complete inspections and confirm compliance with applicable construction and engineering standards prior to formal acceptance and commencement of warranty periods.

As operational and maintenance costs continue to rise, the City will continue evaluating the long-term adequacy of assessment revenues to ensure the district remains financially sustainable. Staff plan to meet with residents prior to the next fiscal year to review the district's financial status, discuss maintenance priorities, and evaluate a proposed cost-of-living adjustment to assessments.

The City will continue monitoring reserve levels, infrastructure conditions, and ongoing maintenance obligations to ensure the district remains capable of supporting long-term service and infrastructure needs.

## Summary

### Revenues vs Expenditures Summary



## Comprehensive Fund Summary

### Comprehensive Fund Summary

Category	FY 2027 FY27 Budget	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 FY27 Budget (\$ Change)
<b>Revenues</b>			
Other Tax Revenues	\$74,120	\$70,043	\$4,077
<b>Total Revenues</b>	<b>\$74,120</b>	<b>\$70,043</b>	<b>\$4,077</b>
<b>Expenditures</b>			
Wages & Benefits	\$5,688	\$5,479	\$209
Contractual and Other Services	\$26,160	\$33,569	-\$7,409
General & Admin. Expenses	\$7,687	\$6,694	\$993
Utilities	\$2,676	\$2,527	\$149
Maintenance & Repair Services	\$3,042	\$2,874	\$168
<b>Total Expenditures</b>	<b>\$45,253</b>	<b>\$51,143</b>	<b>-\$5,890</b>
<b>Total Revenues Less Expenditures</b>	<b>\$28,867</b>	<b>\$18,900</b>	<b>\$9,967</b>

**PARKING AND RESTROOM FUND (FUND 425)**

The Parking and Restroom Fund supports visitor-serving infrastructure and amenities intended to enhance tourism, accessibility, and the overall public experience within San Juan Bautista. Funding is derived from a dedicated allocation of the City’s Transient Occupancy Tax (TOT), ensuring that tourism-related revenues are reinvested into facilities and improvements that support residents and visitors alike.

Fund resources are intended to support eligible capital improvements and maintenance activities associated with public restrooms, parking infrastructure, and other visitor-oriented amenities throughout the City. Previous investments have included the installation of public restroom facilities at Verutti Park and related improvements that support community events, tourism activity, and downtown visitation.

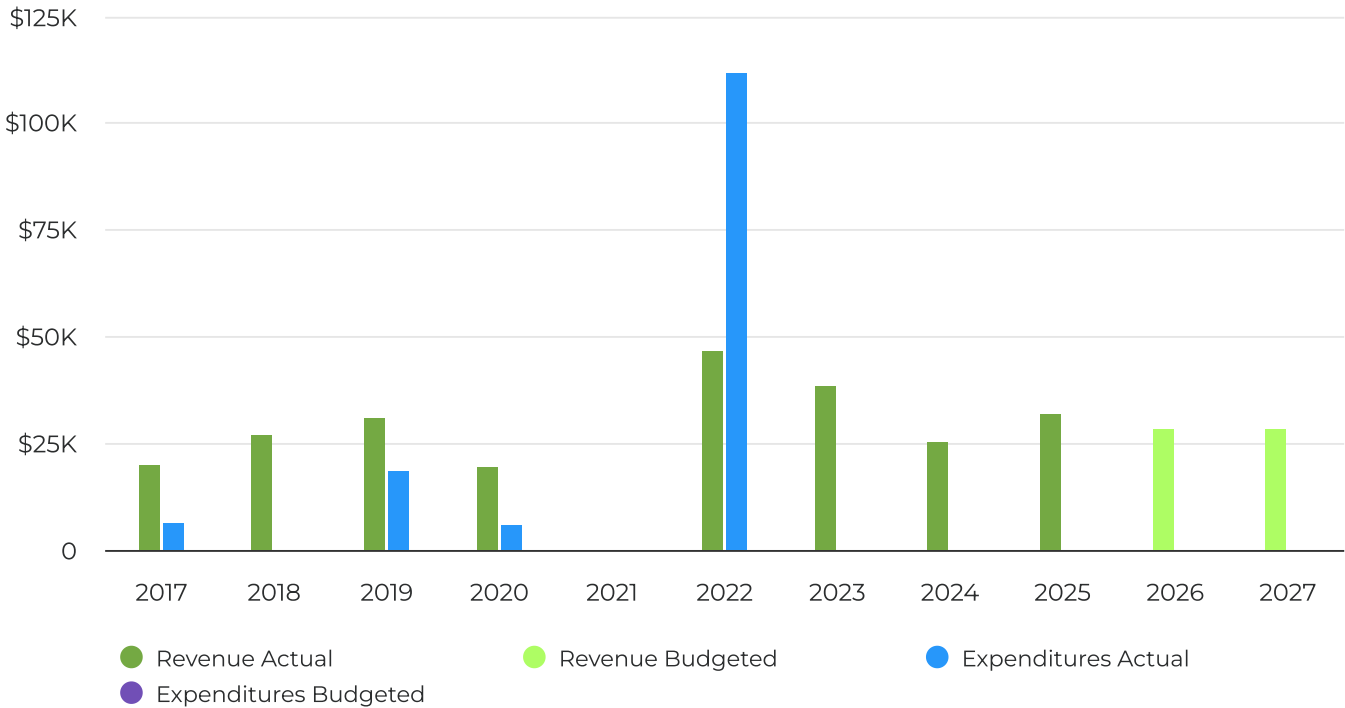
As tourism and community activity continue to grow, maintaining clean, accessible, and reliable public facilities remains an important operational and economic development priority. Future expenditures may include restroom improvements, parking-related infrastructure, accessibility upgrades, wayfinding, and other projects intended to improve the visitor experience and support downtown activity.

The City will continue evaluating long-term strategies to support parking management and visitor-serving infrastructure, including the potential implementation of paid parking or other revenue-generating programs that could provide additional dedicated funding for ongoing maintenance and future capital improvements.

This fund remains an important tool in supporting tourism, downtown activity, and the long-term maintenance of public amenities that contribute to the City’s economic vitality and historic character.

**Summary**

**Revenues vs Expenditures Summary**



# Comprehensive Fund Summary

## Comprehensive Fund Summary

Category	FY 2027 FY27 Budget	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 FY27 Budget (\$ Change)
<b>Revenues</b>			
Other Tax Revenues	\$28,000	\$28,000	-
<b>Total Revenues</b>	<b>\$28,000</b>	<b>\$28,000</b>	<b>-</b>
<b>Expenditures</b>			
<b>Total Expenditures</b>	-	-	-
<b>Total Revenues Less Expenditures</b>	<b>\$28,000</b>	<b>\$28,000</b>	<b>-</b>

**CITY COUNCIL (Dept. 10)**

**Department Overview**

The City Council is a five-member legislative body responsible for establishing policies, setting priorities, and guiding the City's strategic direction.

**Organizational Structure and Staffing**

The Council consists of five elected members supported by City staff for legislative, administrative, and operational functions.

**Core Services / Functions**

Policy development and governance

Strategic oversight and direction

Budget adoption and fiscal oversight

Community engagement and representation

Regional coordination

**FY 2025/26 Highlights**

Continued implementation of Strategic Plan initiatives

Strengthened organizational systems and financial controls

Advanced capital and infrastructure projects

**FY 2026/27 Budget Outlook**

The budget maintains stable funding for Council operations, including training, memberships, and administrative support.

**FY 2026/27 Priorities**

Provide policy direction on capital projects

Guide fiscal sustainability efforts

Advance downtown planning initiatives

Promote transparency and public engagement

**Strategic Plan Alignment**

Transparent and Responsive Government

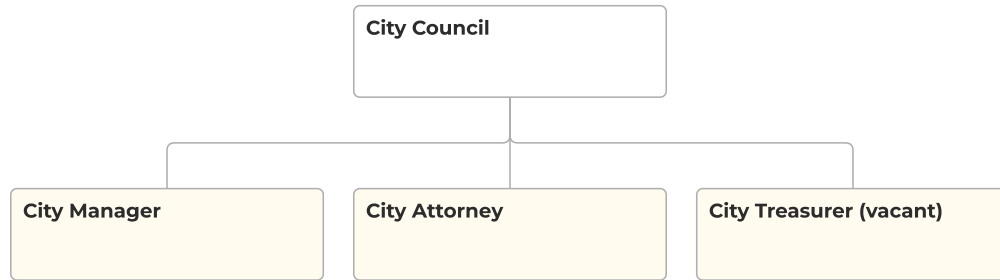
Organizational Capacity and Professionalization

Infrastructure Investment and Modernization

Economic Development and Community Vitality

# City Council Organizational Chart

Chart Title



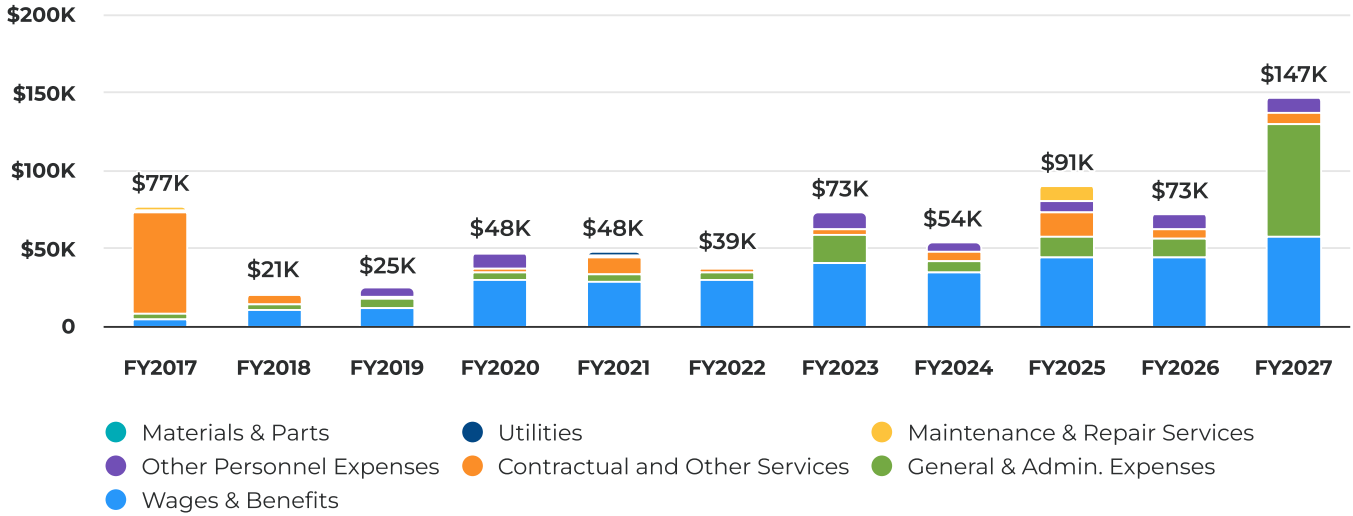
## Expenditure Summary

Historical Expenditures Across Department

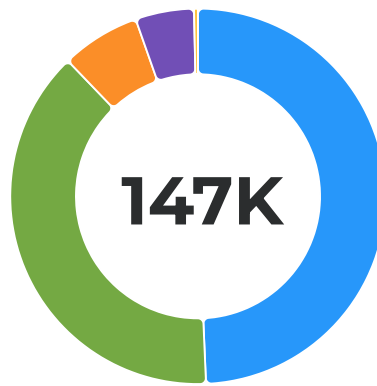


# Expenditures by Object

### Historical Expenditures by Object



### FY27 Expenditures by Object



General & Admin. Expenses	\$72,720	49.33%
Wages & Benefits	\$56,756	38.50%
Other Personnel Expenses	\$10,000	6.78%
Contractual and Other Services	\$7,450	5.05%
Utilities	\$500	0.34%

## Expenditures by Object

Category	FY 2027	FY27 Budget	FY 2026	FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 FY27 Budget (\$ Change)
Wages & Benefits		\$56,756		\$44,334	\$12,422
Other Personnel Expenses		\$10,000		\$10,000	-
Contractual and Other Services		\$7,450		\$6,450	\$1,000
General & Admin. Expenses		\$72,721		\$11,300	\$61,421
Utilities		\$500		\$500	-
<b>Total Expenditures</b>		<b>\$147,427</b>		<b>\$72,584</b>	<b>\$74,843</b>



## **CITY ATTORNEY (Dept. 11)**

### **Department Overview**

The City Attorney provides legal services through a contracted law firm specializing in municipal law. Services include advising the City Council and staff, reviewing contracts, and ensuring compliance with applicable laws.

### **Organizational Structure and Staffing**

Legal services are provided through a contract with outside counsel, offering expertise in municipal law, land use, contracts, and litigation.

### **Core Services / Functions**

Legal advice and counsel

Contract and ordinance review

Litigation and risk management

Code enforcement legal support

Regulatory compliance

### **FY 2025/26 Highlights**

Provided legal support for development agreements

Assisted with public safety and intergovernmental agreements

Supported code enforcement and compliance efforts

Reviewed contracts and policy initiatives

### **FY 2026/27 Budget Outlook**

The budget reflects continued reliance on contract legal services, with costs varying based on litigation, development activity, and policy initiatives.

### **FY 2026/27 Priorities**

Support Strategic Plan initiatives

Provide legal guidance on development and infrastructure projects

Maintain compliance with legal requirements

Conduct phased Municipal Code review

### **Strategic Plan Alignment**

Transparent and Responsive Government

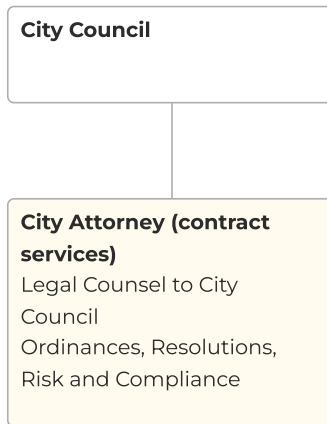
Economic Development and Historic Preservation

Organizational Capacity and Professionalization



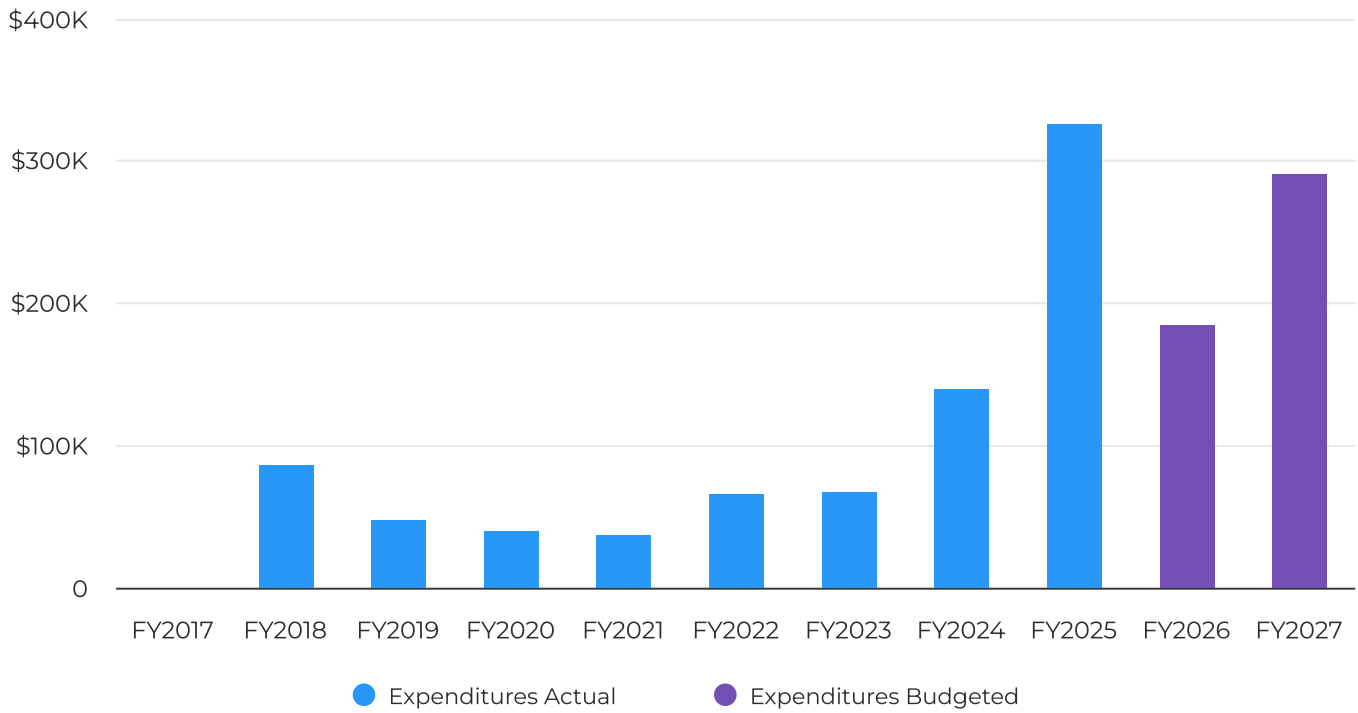
# City Attorney Organization Chart

**Chart Title**



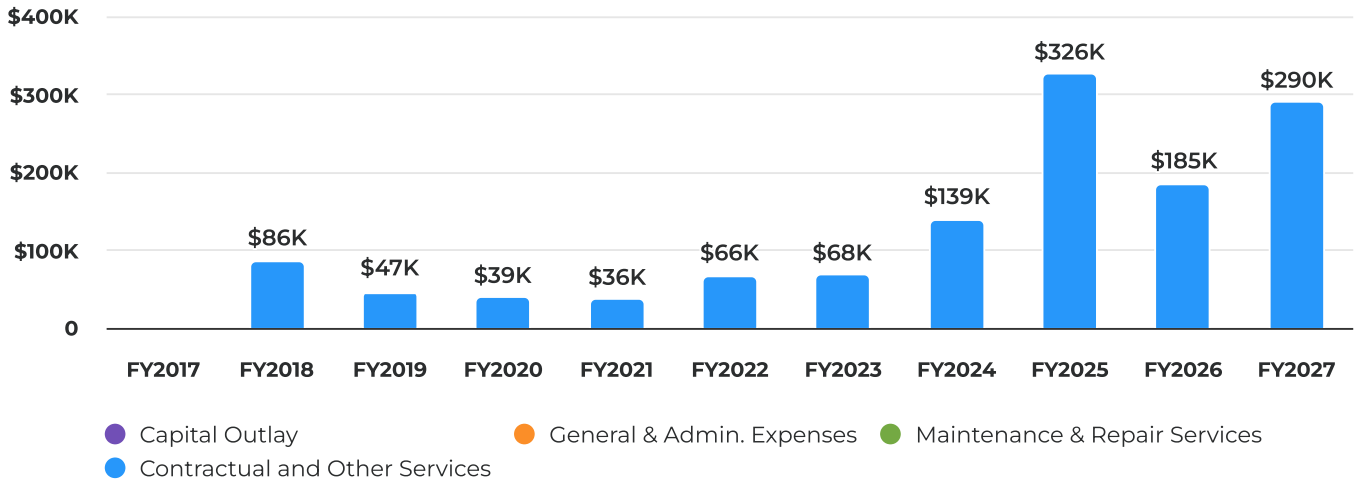
## Expenditure Summary

**Historical Expenditures Across Department**

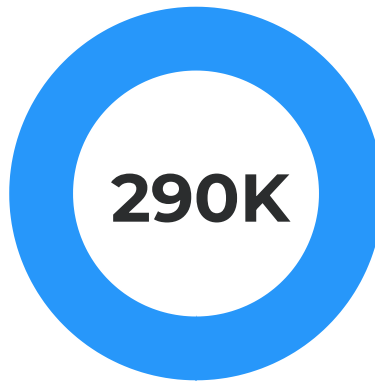


# Expenditures by Object

Historical Expenditures by Object



FY27 Expenditures by Object



● Contractual and Other Services **\$290,000** 100.00%

## Expenditures by Object

Category	FY 2027 Budgeted	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 Budgeted (\$ Change)
Contractual and Other Services	\$290,000.00	\$185,000.00	\$105,000.00
<b>Total Expenditures</b>	<b>\$290,000.00</b>	<b>\$185,000.00</b>	<b>\$105,000.00</b>

## **CITY MANAGER (Dept. 12)**

### **Department Overview**

The City Manager's Office provides executive leadership and is responsible for the administration of all City operations. The department ensures implementation of City Council policies, coordination across departments, and delivery of municipal services.

### **Organizational Structure and Staffing**

The City Manager oversees all City operations. The Assistant to the City Manager supports daily operations and oversees Public Works, Library, and Recreation. The Planning Manager leads Community Development functions.

### **Core Services / Functions**

Executive leadership and organizational oversight

Strategic planning and performance management

Budget development and fiscal coordination

Capital improvement and infrastructure planning

Intergovernmental coordination and partnerships

### **FY 2025/26 Highlights**

Advanced implementation of the City's Strategic Plan

Secured major federal financing for wastewater infrastructure

Led capital improvement planning and budget alignment

Improved organizational structure and staffing efficiency

### **FY 2026/27 Budget Outlook**

The budget reflects a transition from organizational stabilization to focused implementation of strategic priorities, including infrastructure investment, economic development, and operational efficiency.

### **FY 2026/27 Priorities**

Advance downtown economic development strategies

Implement major infrastructure projects

Strengthen fiscal sustainability and revenue strategies

Improve internal processes and organizational efficiency

Expand grant funding opportunities

### **Strategic Plan Alignment**

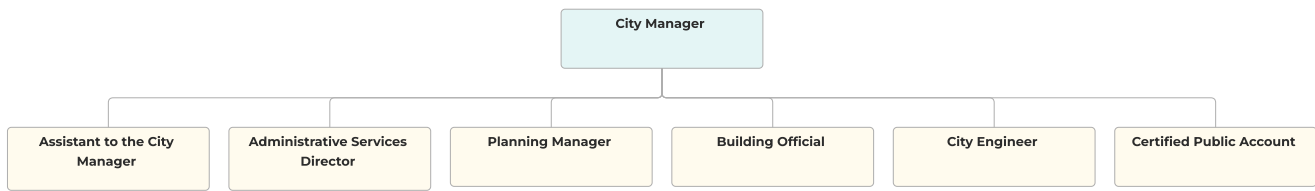
Organizational Capacity and Professionalization

Infrastructure Investment and Modernization

**Outlook**

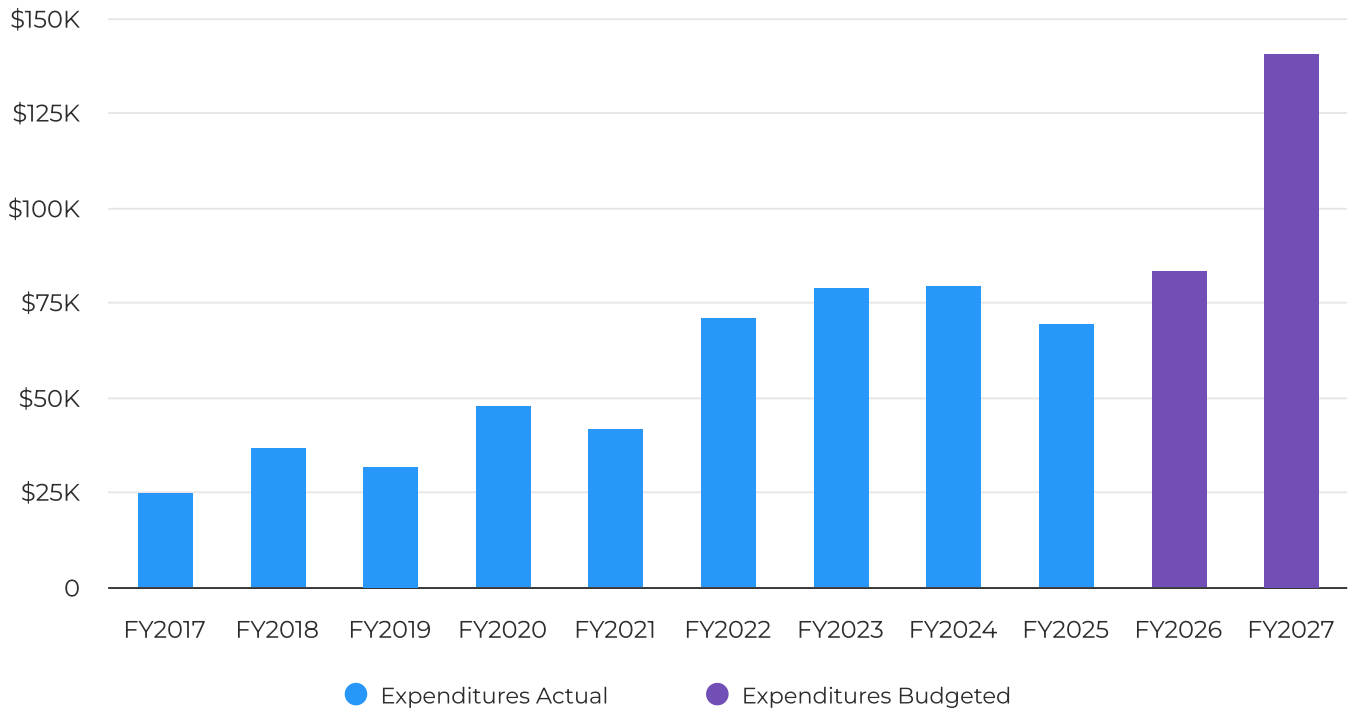
The City Manager’s Office will continue focusing on high-impact initiatives that improve service delivery, strengthen financial sustainability, and support long-term community outcomes.

**City Manager Organizational Chart**



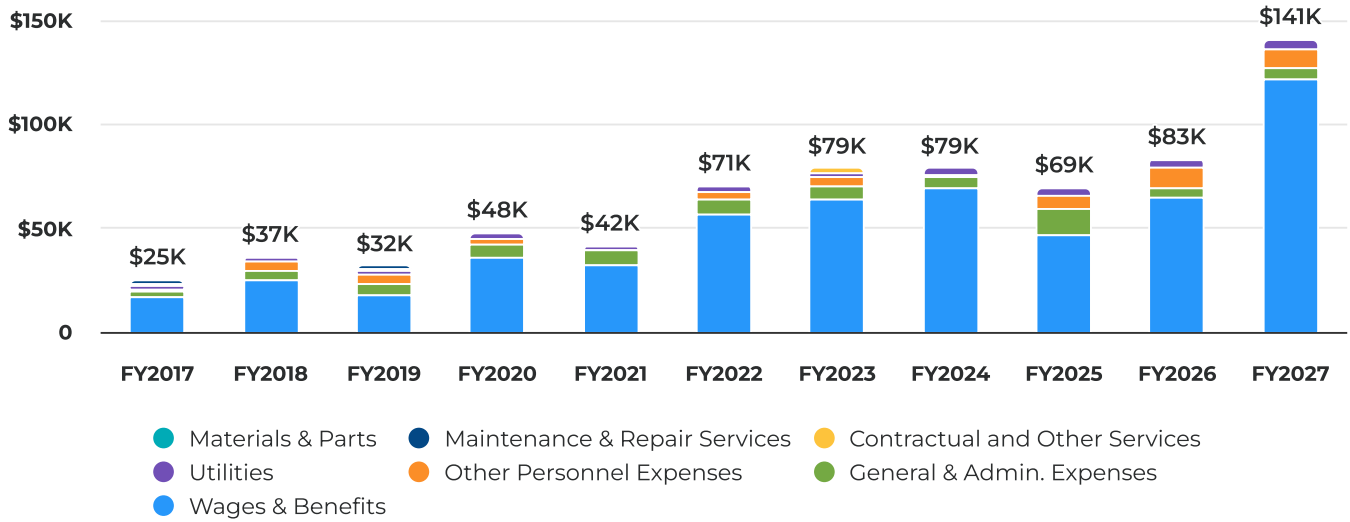
**Expenditure Summary**

**Historical Expenditures Across Department**

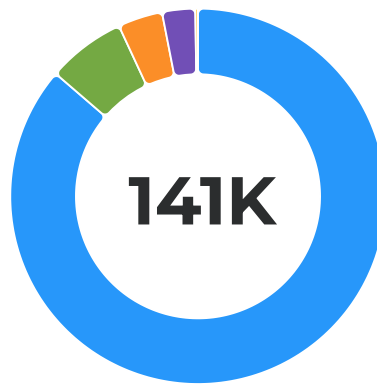


# Expenditures by Object

Historical Expenditures by Object



FY27 Expenditures by Object



Wages & Benefits	\$121,309	86.32%
Other Personnel Expenses	\$9,500	6.76%
General & Admin. Expenses	\$5,400	3.84%
Utilities	\$4,000	2.85%
Contractual and Other Services	\$325	0.23%

## Expenditures by Object

Category	FY 2027 Budgeted	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 Budgeted (\$ Change)
Wages & Benefits	\$121,309.00	\$64,335.00	\$56,974.00
Other Personnel Expenses	\$9,500.00	\$9,500.00	\$0.00
Contractual and Other Services	\$325.00	\$575.00	-\$250.00
General & Admin. Expenses	\$5,400.00	\$4,900.00	\$500.00
Utilities	\$4,000.00	\$4,000.00	\$0.00
<b>Total Expenditures</b>	<b>\$140,534.00</b>	<b>\$83,310.00</b>	<b>\$57,224.00</b>



## **Administrative Services Department (Dept. 13)**

### **Department Overview**

The Administrative Services Department provides centralized support services essential to the efficient and compliant operation of all City departments. Core service areas include Human Resources, City Clerk functions, Information Technology coordination, and oversight of key vendor contracts. The Department supports organizational effectiveness, regulatory compliance, transparency, and continuity of operations.

### **Organizational Structure and Staffing**

The Department is led by the Administrative Services Director, who also serves as the City Clerk. This role provides integrated oversight of administrative and legislative functions. The Department works in close coordination with the Finance Department to support payroll, accounts payable, revenue processing, and budget administration.

### **Core Services / Functions**

City Clerk and legislative support services

Human Resources administration and risk management

Information Technology coordination and vendor oversight

Records management and Public Records Act compliance

Administrative and operational support to City departments

### **FY 2025/26 Highlights**

Continued coordination of Citywide administrative and legislative functions

Ongoing support for financial operations in collaboration with Finance

Advancement of records management and compliance processes

Strengthened coordination of IT services and vendor contracts

### **FY 2026/27 Budget Outlook**

The FY 2026/27 budget reflects continued investment in organizational efficiency, technology, and standardized processes. The Department will focus on improving access to information, enhancing compliance, and supporting Citywide operational needs through centralized administrative services.

### **FY 2026/27 Priorities**

Expand records digitization and document management practices

Improve agenda management and legislative processes

Enhance website accessibility and compliance

Standardize Citywide documents and templates

Strengthen Human Resources programs and policy implementation

Improve payroll tracking and cost allocation methods

**Strategic Plan Alignment**

Organizational Capacity and Professionalization

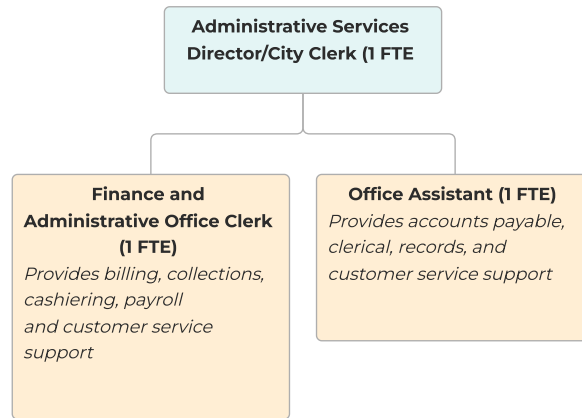
Transparent and Responsive Government

Economic Development

**Outlook**

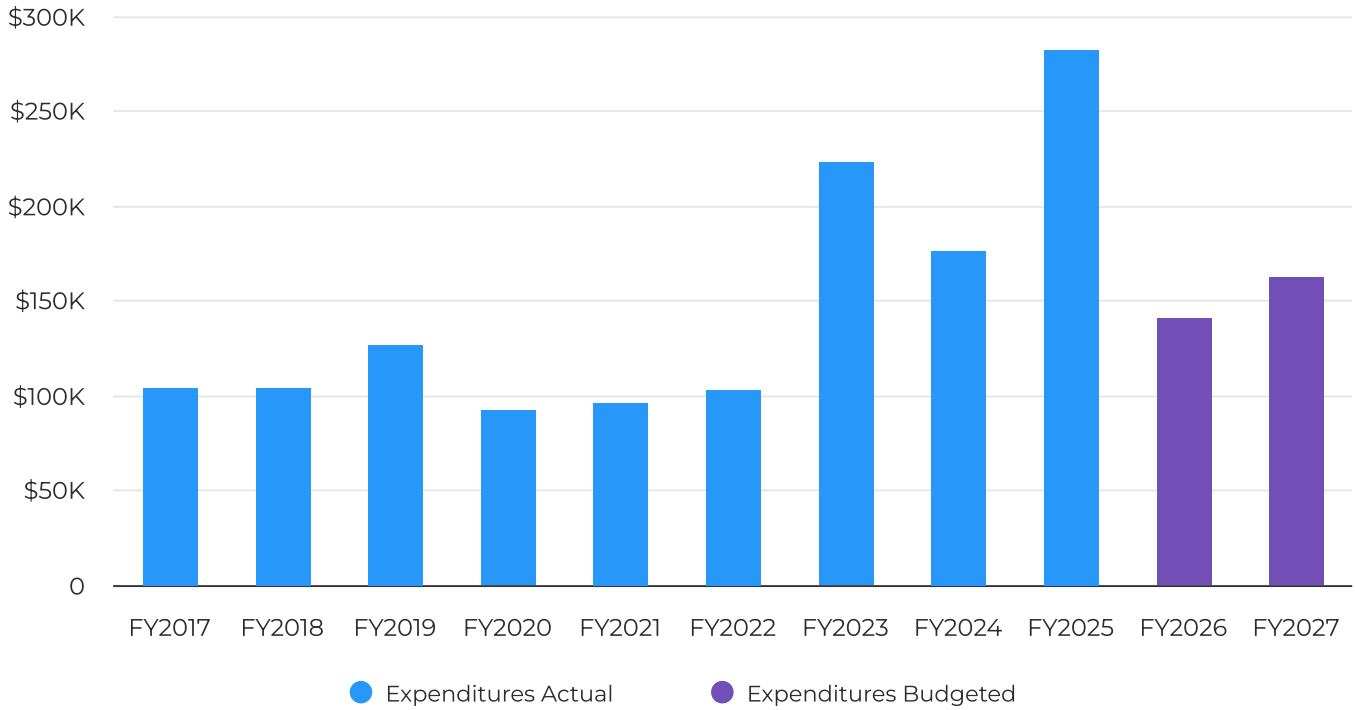
The Department will continue to focus on modernization, standardization, and improved service delivery through technology and coordinated administrative support.

**Administrative Services Organizational Chart**



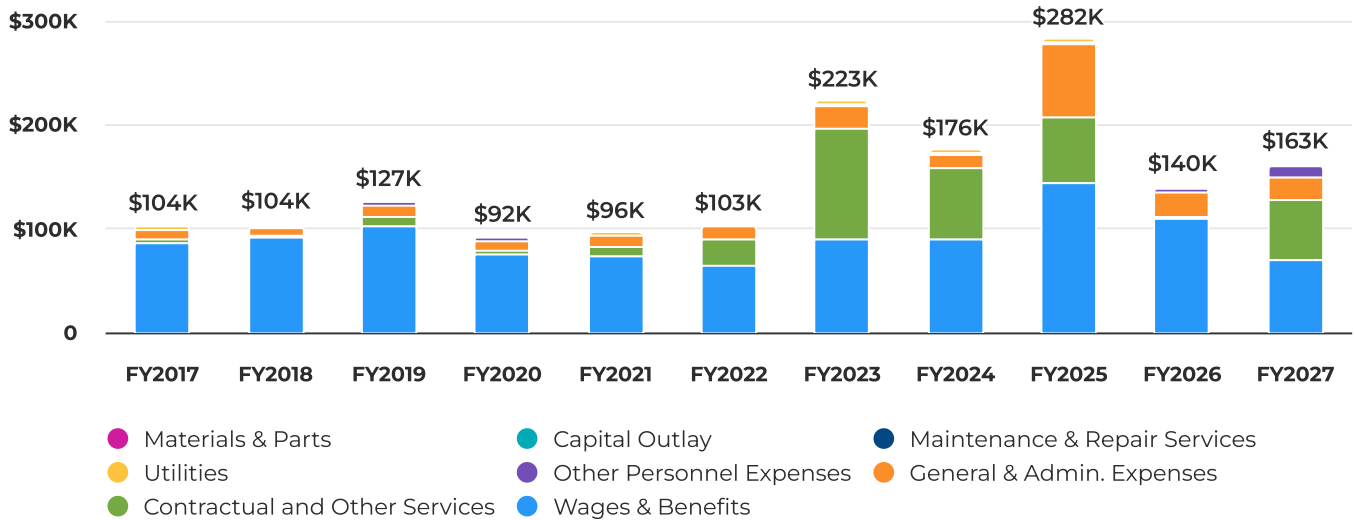
# Expenditure Summary

## Historical Expenditures Across Department

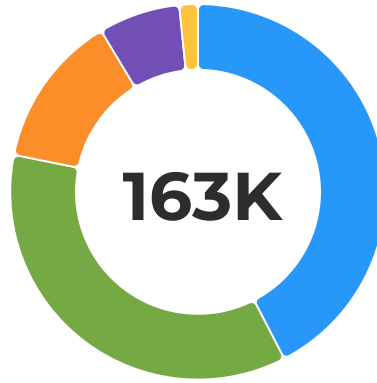


# Expenditures by Object

## Historical Expenditures by Object



### FY27 Expenditures by Object



● Wages & Benefits	<b>\$68,952</b>	42.41%
● Contractual and Other Services	<b>\$58,125</b>	35.75%
● General & Admin. Expenses	<b>\$21,500</b>	13.22%
● Other Personnel Expenses	<b>\$11,400</b>	7.01%
● Utilities	<b>\$2,600</b>	1.60%

### Expenditures by Object

Category	FY 2027 Budgeted	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 Budgeted (\$ Change)
Wages & Benefits	\$68,952.00	\$109,930.00	-\$40,978.00
Other Personnel Expenses	\$11,400.00	\$3,100.00	\$8,300.00
Contractual and Other Services	\$58,125.00	\$450.00	\$57,675.00
General & Admin. Expenses	\$21,500.00	\$24,400.00	-\$2,900.00
Utilities	\$2,600.00	\$2,600.00	
<b>Total Expenditures</b>	<b>\$162,577.00</b>	<b>\$140,480.00</b>	<b>\$22,097.00</b>

**City Treasurer (Dept. 14)**

The City Treasurer is an appointed position responsible for advising on treasury and investment activities. Although the position is currently vacant, the City continues to allocate a portion of administrative overhead to this department in anticipation of future appointment and to maintain compliance with budget accounting practices.

**FY 2025/26 Budget Outlook**

The budget maintains a placeholder for general government cost allocations and a modest training allowance. No direct personnel expenditures are anticipated while the position remains unfilled. Strategic oversight functions previously associated with the City Treasurer are expected to be incorporated into the proposed Budget and Finance Committee, which will include participation from the Mayor, City Manager, and designated staff.

**Planned Priorities**

Establishment of the Budget and Finance Committee to assume key fiscal review responsibilities.

Maintain compliance with investment policy reporting and fiscal transparency obligations.

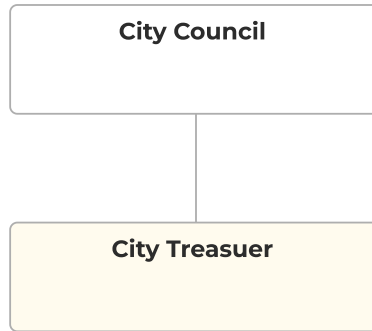
Evaluate whether to recruit for or restructure the Treasurer role based on administrative needs and governance efficiency.

**Strategic Plan Alignment**

Transparent and Responsive Government

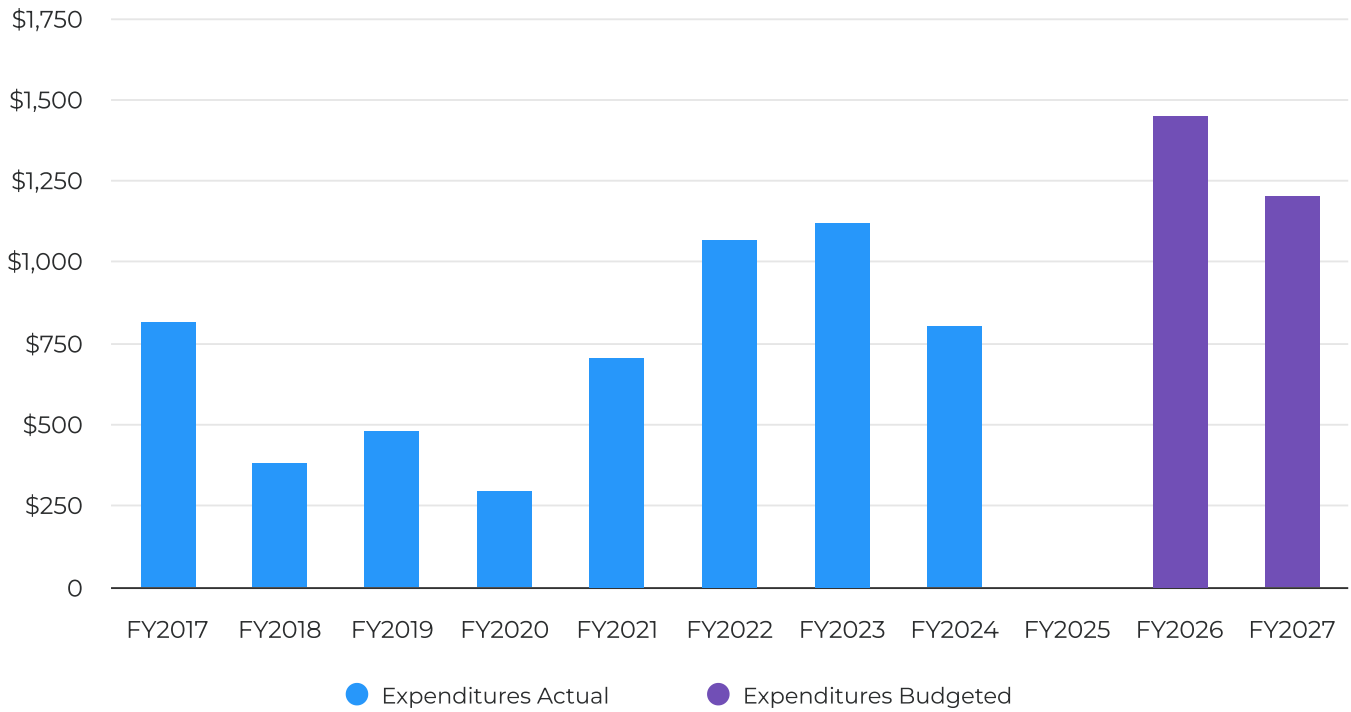
Organizational Capacity

**City Treasurer Organizational Chart**



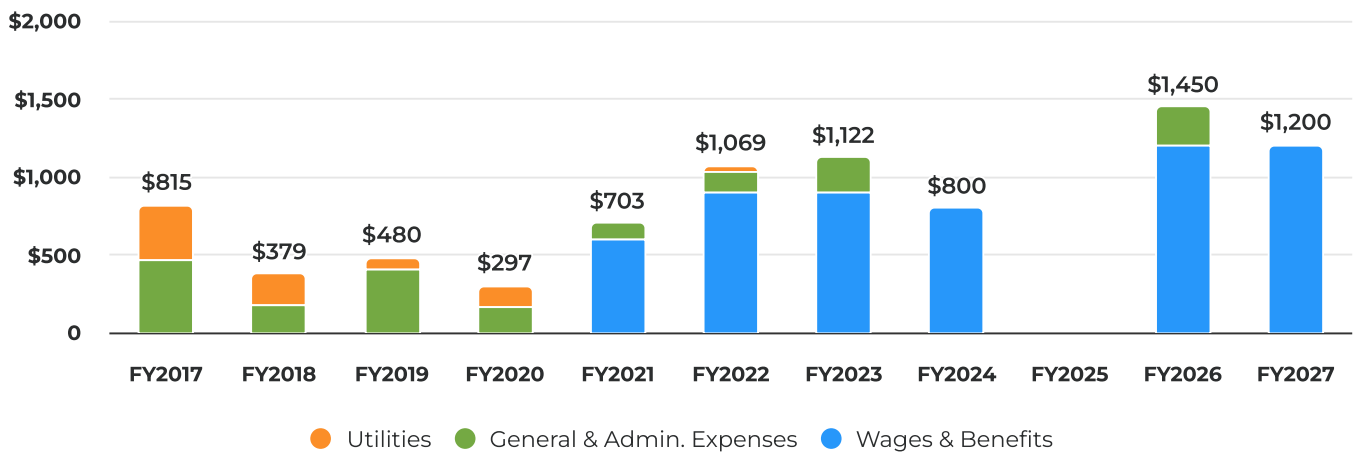
## Expenditure Summary

### Historical Expenditures Across Department



## Expenditures by Object

### Historical Expenditures by Object



### FY27 Expenditures by Object



● Wages & Benefits **\$1,200** 100.00%

### Expenditures by Object

Category	FY 2027 Budgeted	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 Budgeted (\$ Change)
Wages & Benefits	\$1,200.00	\$1,200.00	
General & Admin. Expenses		\$250.00	-\$250.00
<b>Total Expenditures</b>	<b>\$1,200.00</b>	<b>\$1,450.00</b>	<b>-\$250.00</b>

## **Finance Department (Dept. 15)**

### **Department Overview**

The Finance Department manages the City's core fiscal operations, including budget development, financial reporting, and oversight. In coordination with Administrative Services, the Department ensures accurate financial management, transparency, and compliance with regulatory requirements.

### **Organizational Structure and Staffing**

The Department is anchored by the City Accountant and supported through coordination with Administrative Services, which oversees payroll, accounts payable, and revenue processing functions.

### **Core Services / Functions**

Budget development and financial planning

Financial reporting and audit coordination

Accounts payable and revenue management

Utility billing and financial system administration

Policy development and fiscal controls

### **FY 2025/26 Highlights**

Completed FY 2024/25 audit with full compliance

Improved financial reporting through MIP system enhancements

Reorganized Chart of Accounts for better tracking

Implemented updated financial and administrative policies

Strengthened revenue collection through utility account review

Established formal Purchase Order policy

### **FY 2026/27 Budget Outlook**

The FY 2026/27 budget includes continued investment in staffing, financial systems, and process improvements to support increasing demands for reporting, compliance, and long-term financial planning.

### **FY 2026/27 Priorities**

Expand use of MIP for forecasting and fund tracking

Improve capital project financial coordination

Enhance staff financial training and documentation

Implement improved budgeting workflows in ClearGov

Modernize utility billing system (MuniBilling SaaS)

Develop formal collections policy

**Strategic Plan Alignment**

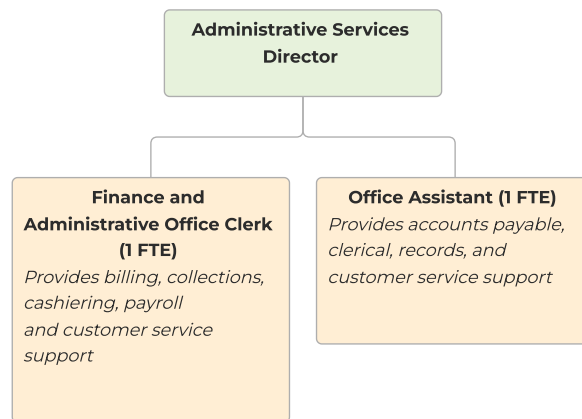
Organizational Capacity and Professionalization

Transparent and Responsive Government

**Outlook**

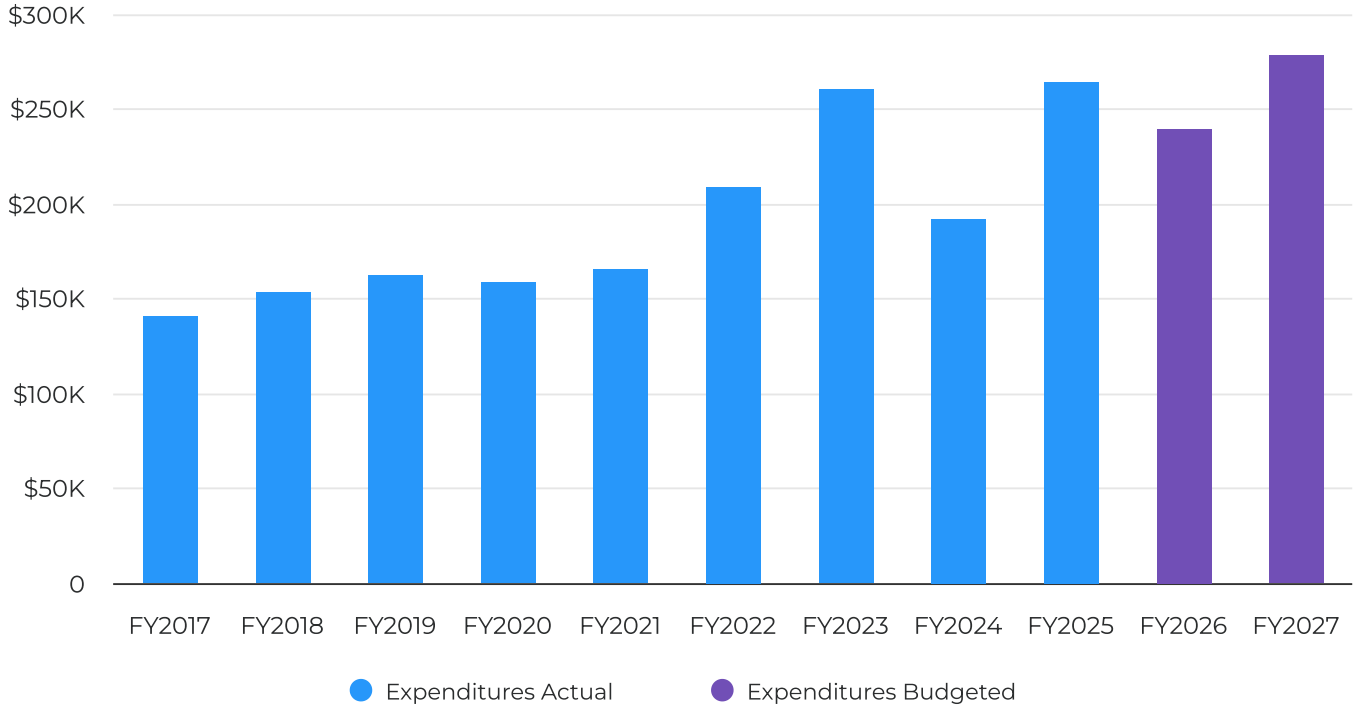
The Department will continue to strengthen financial systems, improve transparency, and support long-term fiscal sustainability.

**Finance Department Organizational Chart**



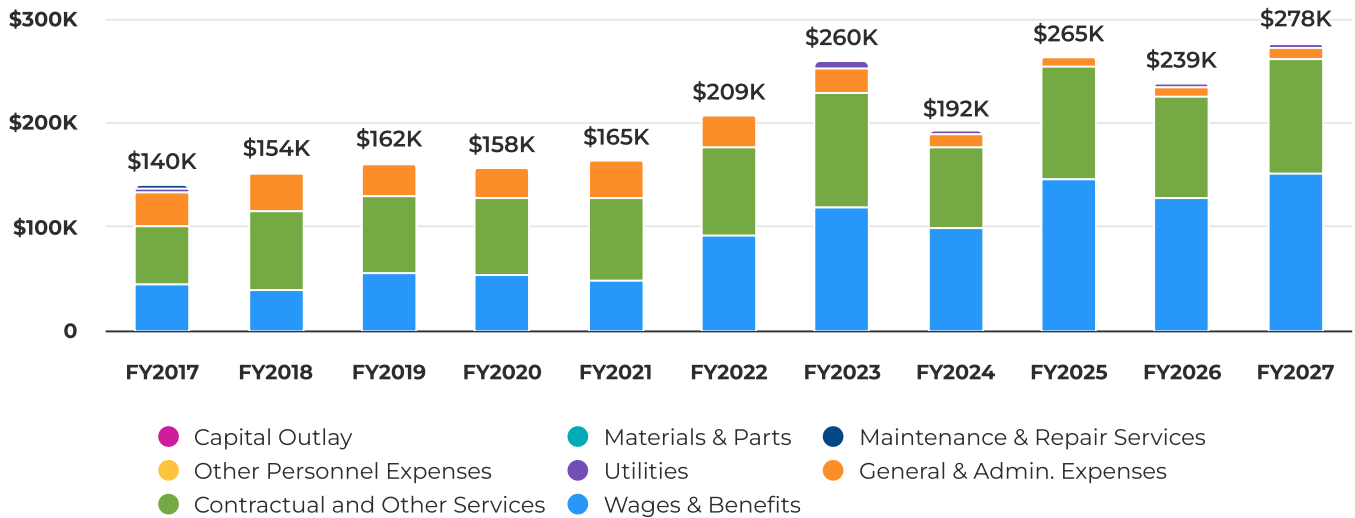
# Expenditure Summary

## Historical Expenditures Across Department

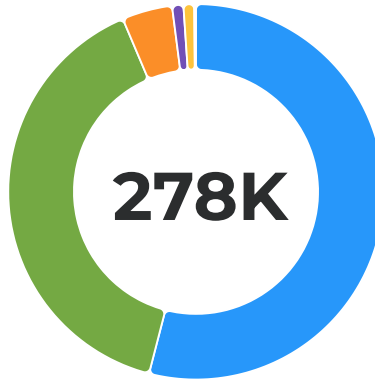


# Expenditures by Object

## Historical Expenditures by Object



### FY27 Expenditures by Object



● Wages & Benefits	<b>\$150,372</b>	54.04%
● Contractual and Other Services	<b>\$110,150</b>	39.58%
● General & Admin. Expenses	<b>\$12,050</b>	4.33%
● Utilities	<b>\$2,700</b>	0.97%
● Other Personnel Expenses	<b>\$2,600</b>	0.93%
● Materials & Parts	<b>\$403</b>	0.14%

### Expenditures by Object

Category	FY 2027 Budgeted	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 Budgeted (\$ Change)
Wages & Benefits	\$150,372.00	\$127,804.00	\$22,568.00
Other Personnel Expenses	\$2,600.00	\$2,100.00	\$500.00
Contractual and Other Services	\$110,150.00	\$97,075.00	\$13,075.00
General & Admin. Expenses	\$12,050.00	\$9,750.00	\$2,300.00
Utilities	\$2,700.00	\$2,700.00	
Materials & Parts	\$403.00		\$403.00
<b>Total Expenditures</b>	<b>\$278,275.00</b>	<b>\$239,429.00</b>	<b>\$38,846.00</b>

## **Engineering (Dept. 19)**

### **Department Overview**

The Engineering Department provides technical oversight for infrastructure planning, capital projects, and development review, supporting City operations and long-term infrastructure needs.

### **Organizational Structure and Staffing**

Engineering services are provided through a contract with MNS Engineers (aka BKF Engineering), working in coordination with Community Development and Public Works.

### **Core Services / Functions**

Capital improvement planning and project management

Development review and infrastructure coordination

Utility and drainage system oversight

Grant-funded project support

Technical support for City departments

### **FY 2025/26 Highlights**

Continued coordination on capital improvement projects

Supported development review and permitting

Assisted with grant-funded infrastructure projects

Participated in Citywide fee study

### **FY 2026/27 Budget Outlook**

The budget continues reliance on contracted engineering services to provide flexibility and specialized expertise while supporting capital project delivery.

### **FY 2026/27 Priorities**

Advance capital improvement projects

Support development-related infrastructure review

Coordinate grant-funded project implementation

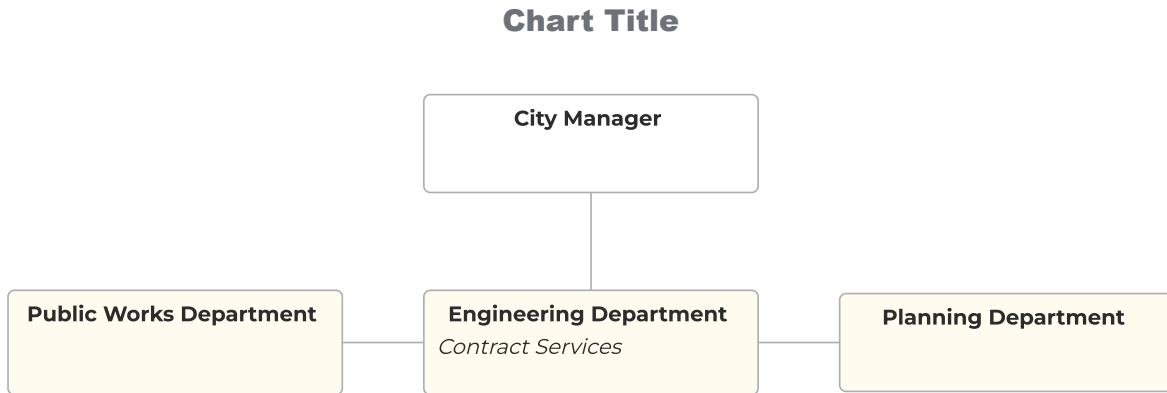
Improve project delivery and interdepartmental coordination

### **Strategic Plan Alignment**

Infrastructure Investment and Modernization

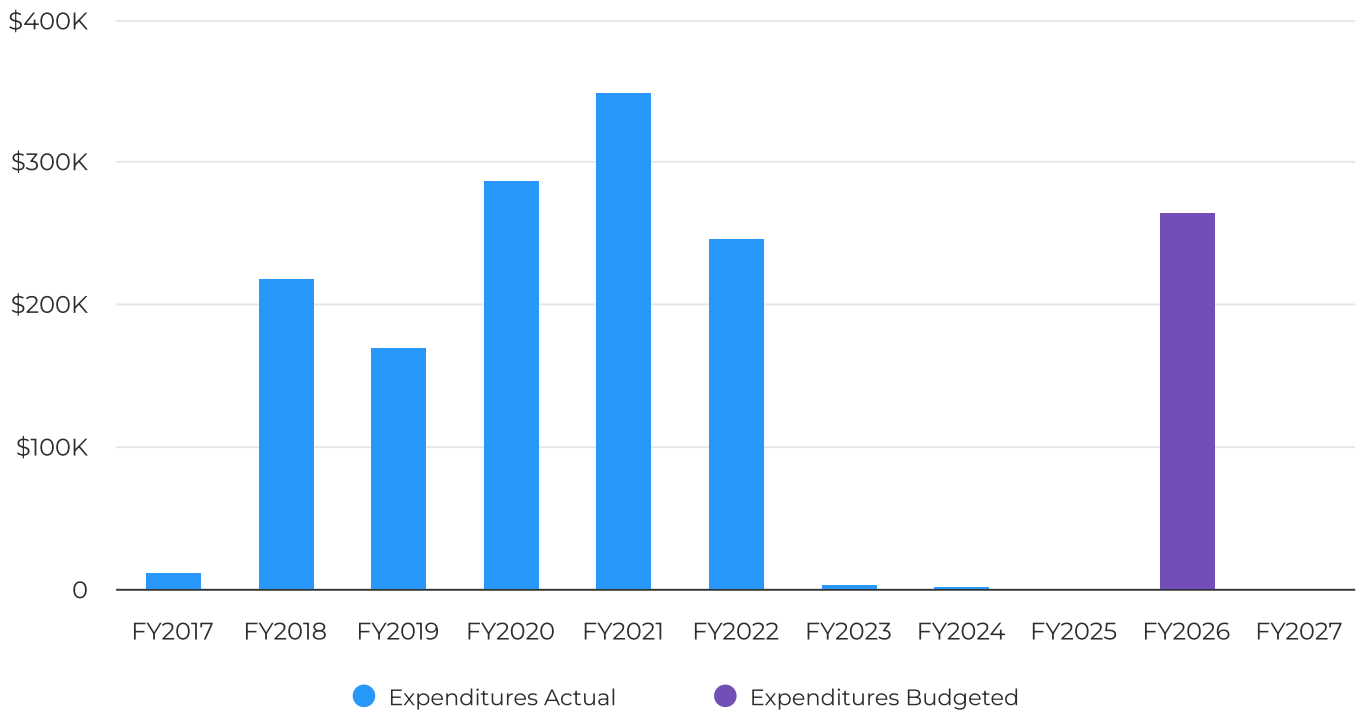
Organizational Capacity and Professionalization

Transparent and Responsive Government



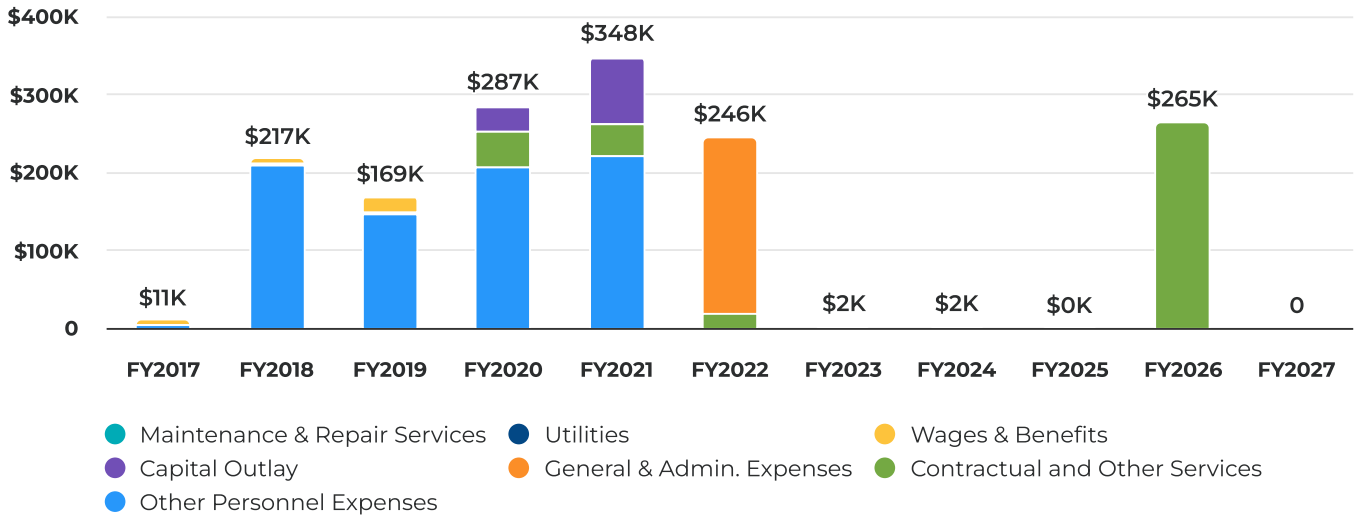
## Expenditure Summary

**Historical Expenditures Across Department**



# Expenditures by Object

Historical Expenditures by Object



FY27 Expenditures by Object



**No data available**

## Expenditures by Object

Category	FY 2027 Budgeted	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 Budgeted (\$ Change)
Contractual and Other Services		\$263,000.00	-\$263,000.00
General & Admin. Expenses		\$1,500.00	-\$1,500.00
<b>Total Expenditures</b>		<b>\$264,500.00</b>	<b>-\$264,500.00</b>

# Public Works

## Department Overview

The Public Works Department maintains the City's critical infrastructure, including streets, parks, water and sewer systems, storm drains, and public facilities. The team delivers responsive daily operations while supporting major capital improvements that shape San Juan Bautista's future.

## FY 2024/25 Accomplishments

- Successfully filled a full-time maintenance worker position and hired a provisional full-time maintenance staffer, with the goal of converting this role into a permanent appointment.
- Provided vital support to the Sewer Force Main to Hollister project—one of the City's largest infrastructure initiatives.
- Maintained daily operations across utilities, facilities, and public spaces, ensuring service continuity and quality.
- Collaborated closely with the Deputy City Engineer from MNS Engineers, enhancing project coordination and delivery.

## FY 2025/26 Budget Outlook

The FY 25/26 budget reflects staffing stabilization following prior vacancies. Operational leadership now reports to the Assistant to the City Manager, facilitating greater alignment with other community-serving departments such as Recreation, Library, and Public Safety. The department continues to rely on both in-house and contract engineering expertise.

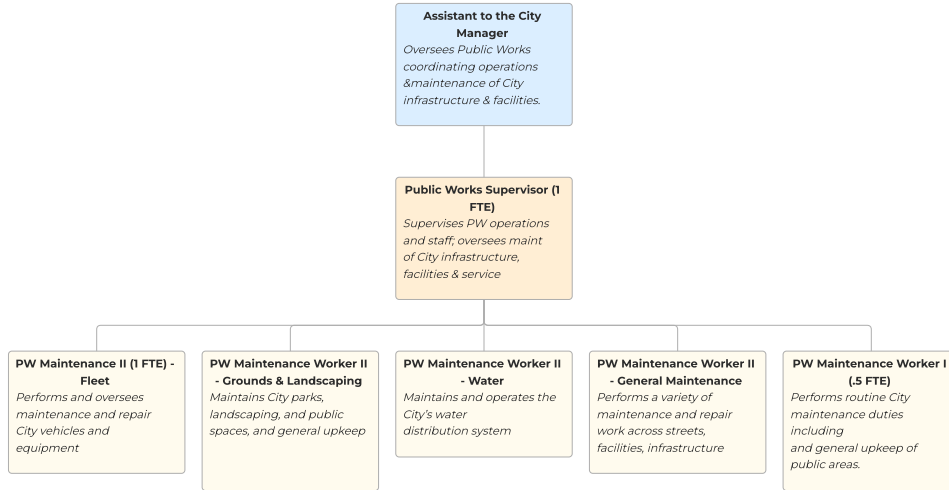
## Planned Priorities

- Support implementation of the Storm Water Master Plan and sidewalk/ADA upgrades.
- Advance infrastructure modernization with targeted projects: lift station upgrades, street improvements, and facility maintenance.
- Coordinate with the City Engineer to complete the Sewer Force Main and initiate water import system improvements.
- Enhance preventive maintenance, asset management, and service responsiveness.

## Strategic Plan Alignment

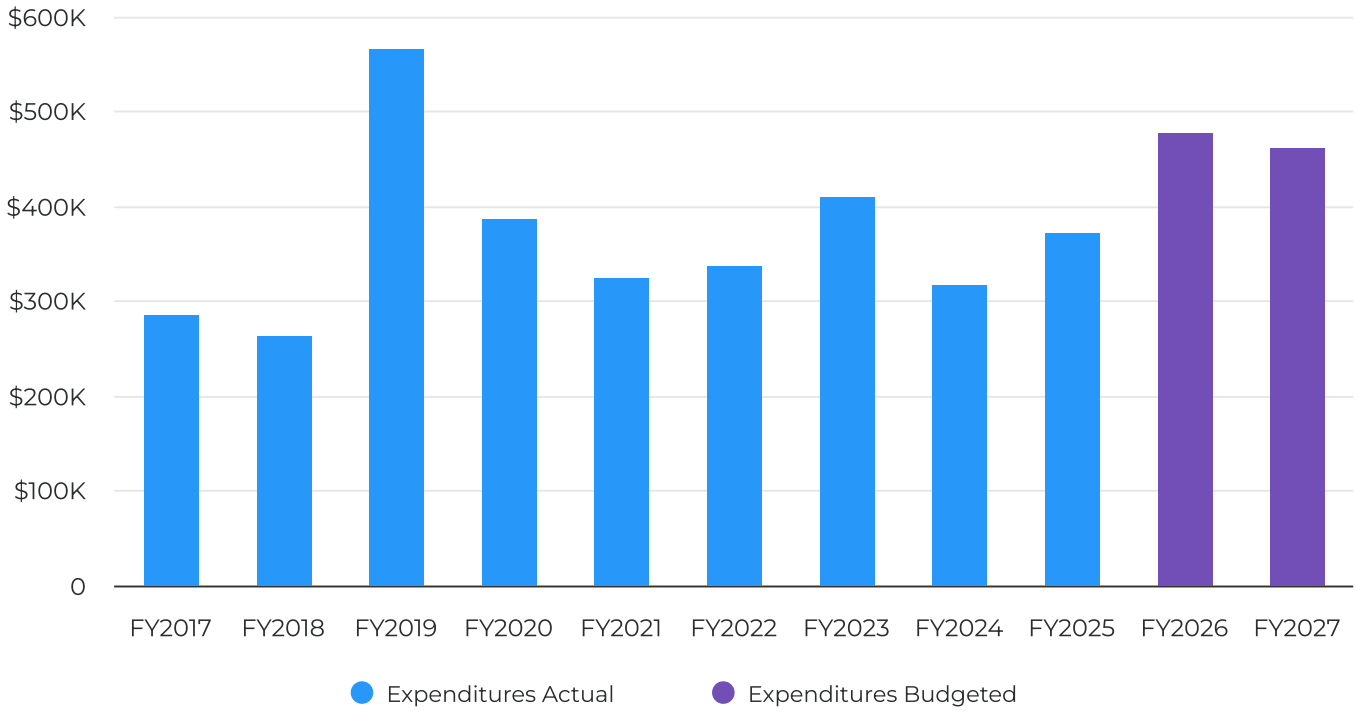
- Infrastructure Investment and Modernization
- Transparent and Responsive Government
- Organizational Capacity and Service Professionalization

## Public Works Department

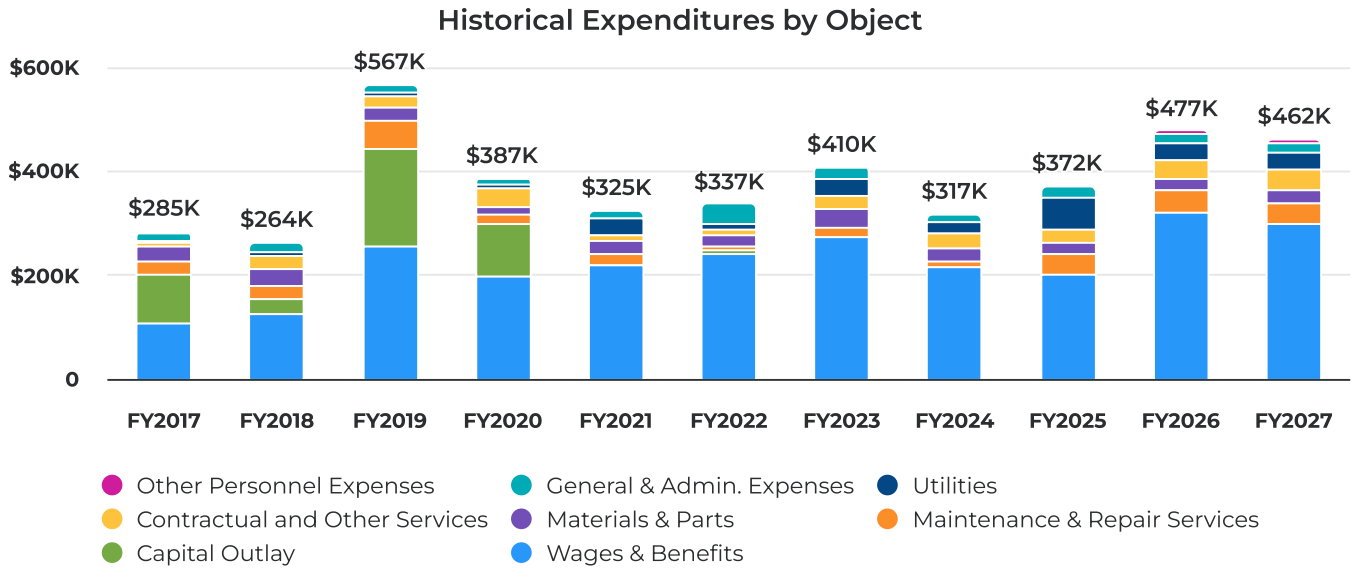


## Expenditure Summary

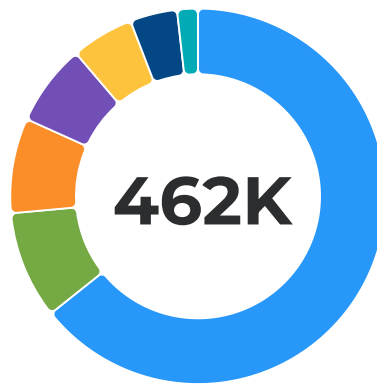
### Historical Expenditures Across Department



# Expenditures by Object



### FY27 Expenditures by Object



● Wages & Benefits	<b>\$296,856</b>	64.29%
● Maintenance & Repair Services	<b>\$42,802</b>	9.27%
● Contractual and Other Services	<b>\$37,768</b>	8.18%
● Utilities	<b>\$32,400</b>	7.02%
● Materials & Parts	<b>\$24,900</b>	5.39%
● General & Admin. Expenses	<b>\$18,750</b>	4.06%
● Other Personnel Expenses	<b>\$8,250</b>	1.79%

### Expenditures by Object

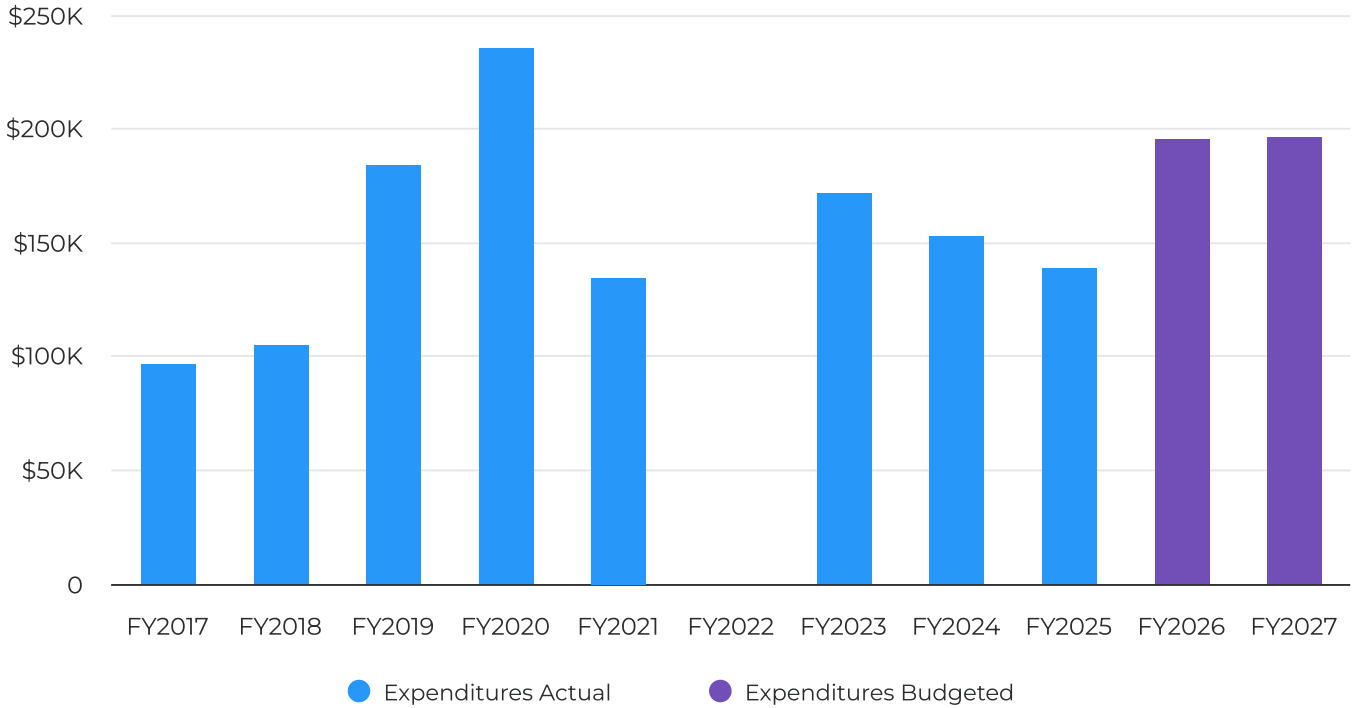
Category	FY 2027 Budgeted	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 Budgeted (\$ Change)
Wages & Benefits	\$296,856.00	\$320,974.00	-\$24,118.00
Other Personnel Expenses	\$8,250.00	\$7,400.00	\$850.00
Contractual and Other Services	\$37,768.00	\$34,600.00	\$3,168.00
General & Admin. Expenses	\$18,750.00	\$17,925.00	\$825.00
Utilities	\$32,400.00	\$32,400.00	
Materials & Parts	\$24,900.00	\$22,150.00	\$2,750.00
Maintenance & Repair Services	\$42,802.00	\$41,900.00	\$902.00

Category	FY 2027 Budgeted	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 Budgeted (\$ Change)
<b>Total Expenditures</b>	<b>\$461,726.00</b>	<b>\$477,349.00</b>	<b>-\$15,623.00</b>

**Public Works Streets (Dept. 40)**

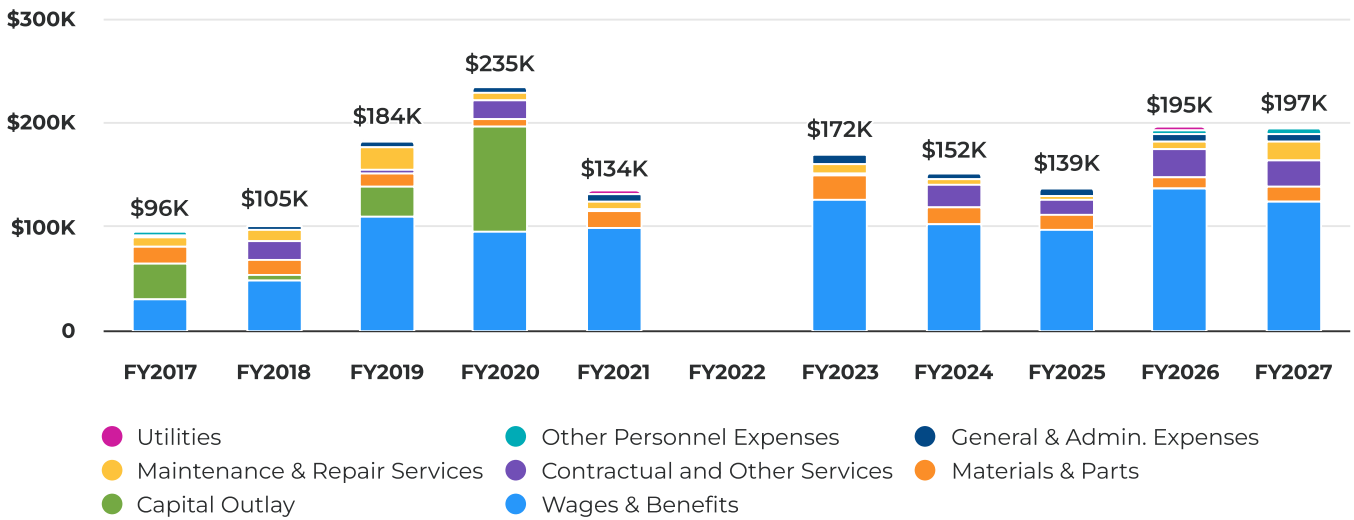
# Expenditure Summary

### Historical Expenditures Across Division

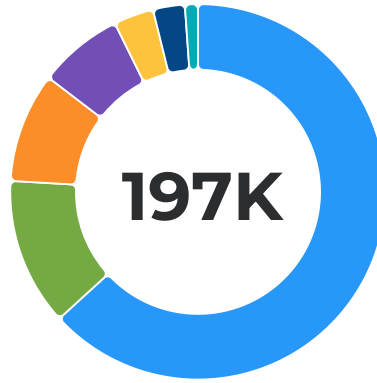


# Expenditures by Object

### Historical Expenditures by Object



### FY27 Expenditures by Object



● Wages & Benefits	<b>\$124,259</b>	63.21%
● Contractual and Other Services	<b>\$25,000</b>	12.72%
● Maintenance & Repair Services	<b>\$18,583</b>	9.45%
● Materials & Parts	<b>\$14,400</b>	7.33%
● General & Admin. Expenses	<b>\$6,750</b>	3.43%
● Other Personnel Expenses	<b>\$5,375</b>	2.73%
● Utilities	<b>\$2,200</b>	1.12%

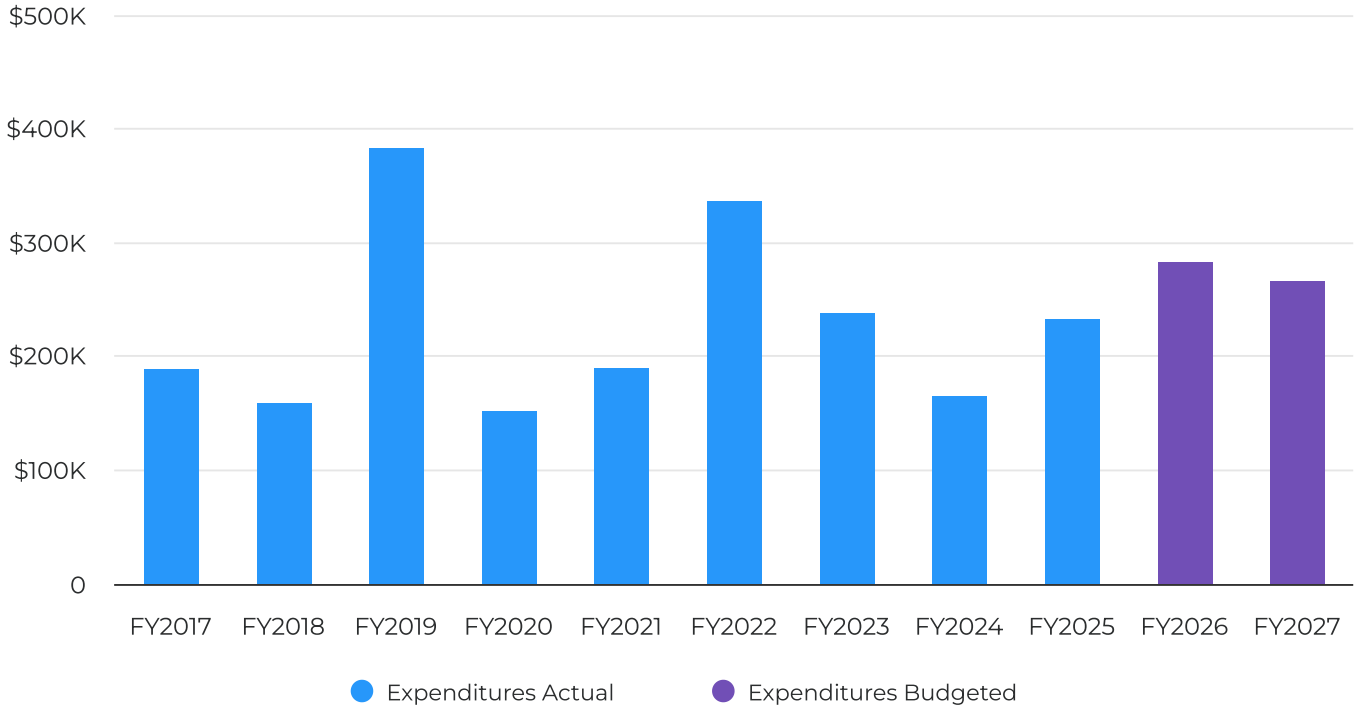
### Expenditures by Object

Category	FY 2026 Actual	FY 2027 Budgeted
Wages & Benefits	\$62,606.45	\$124,259.00
Other Personnel Expenses	\$1,352.26	\$5,375.00
Contractual and Other Services	\$3,645.80	\$25,000.00
General & Admin. Expenses	\$3,913.33	\$6,750.00
Utilities	\$1,104.27	\$2,200.00
Materials & Parts	\$4,787.25	\$14,400.00
Maintenance & Repair Services	\$4,376.42	\$18,583.00
<b>Total Expenditures</b>	<b>\$81,785.78</b>	<b>\$196,567.00</b>

**Public Works Buildings and Grounds (Dept. 44)**

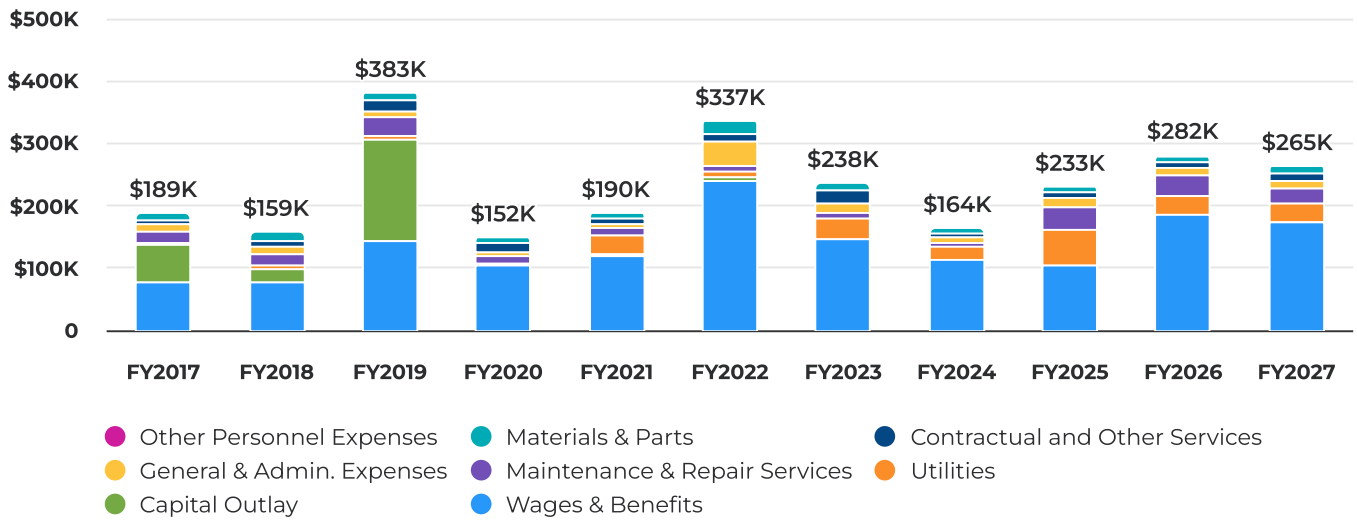
# Expenditure Summary

## Historical Expenditures Across Division

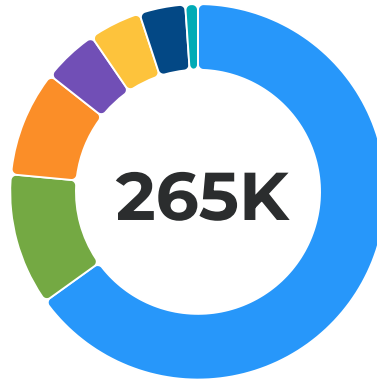


# Expenditures by Object

## Historical Expenditures by Object



### FY27 Expenditures by Object



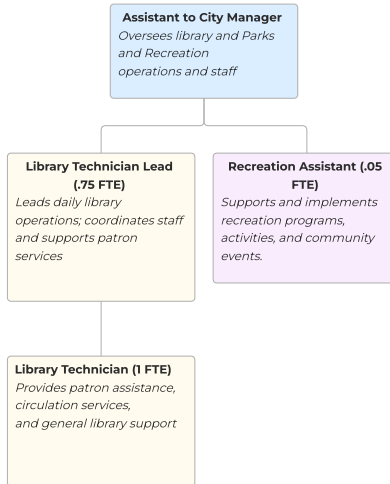
● Wages & Benefits	<b>\$172,597</b>	65.09%
● Utilities	<b>\$30,200</b>	11.39%
● Maintenance & Repair Services	<b>\$24,219</b>	9.13%
● Contractual and Other Services	<b>\$12,768</b>	4.82%
● General & Admin. Expenses	<b>\$12,000</b>	4.53%
● Materials & Parts	<b>\$10,500</b>	3.96%
● Other Personnel Expenses	<b>\$2,875</b>	1.08%

### Expenditures by Object

Category	FY 2026 Actual	FY 2027 Budgeted
Wages & Benefits	\$86,797.57	\$172,597.00
Other Personnel Expenses	\$150.00	\$2,875.00
Contractual and Other Services	\$4,261.74	\$12,768.00
General & Admin. Expenses	\$12,637.03	\$12,000.00
Utilities	\$23,843.01	\$30,200.00
Materials & Parts	\$2,247.41	\$10,500.00
Maintenance & Repair Services	\$41,698.34	\$24,219.00
<b>Total Expenditures</b>	<b>\$171,635.10</b>	<b>\$265,159.00</b>

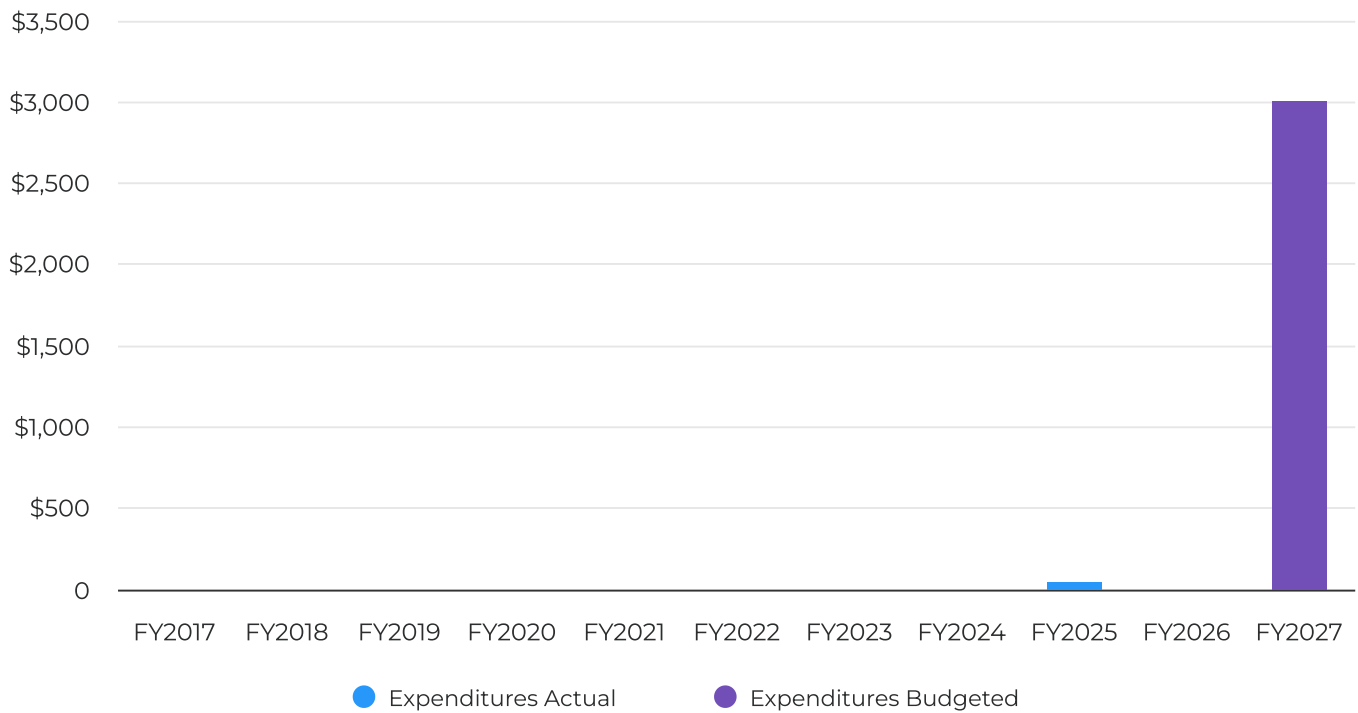
# Community Services

## Community Services Department



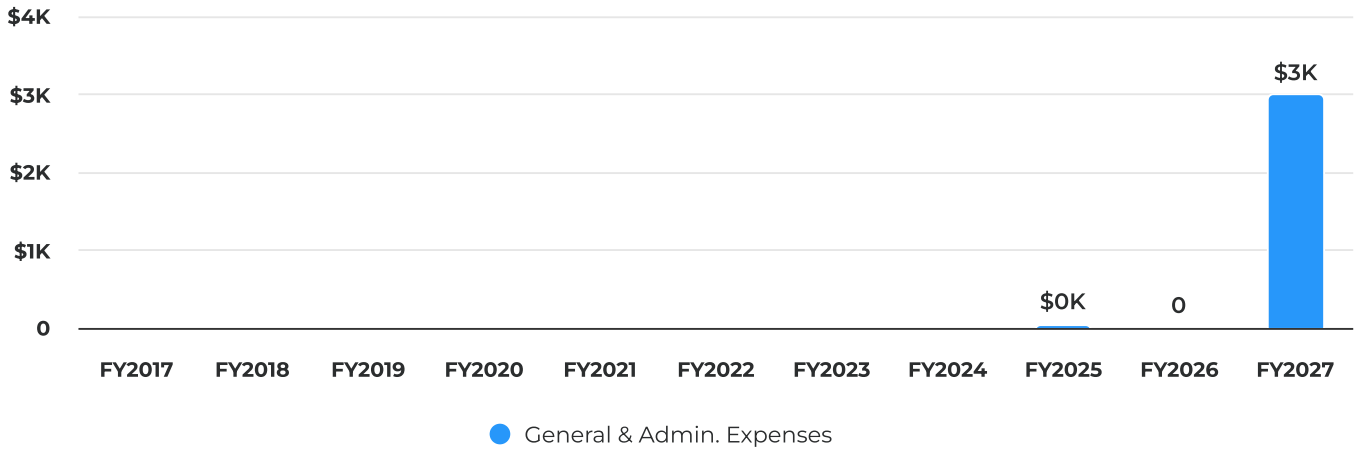
## Expenditure Summary

### Historical Expenditures Across Division

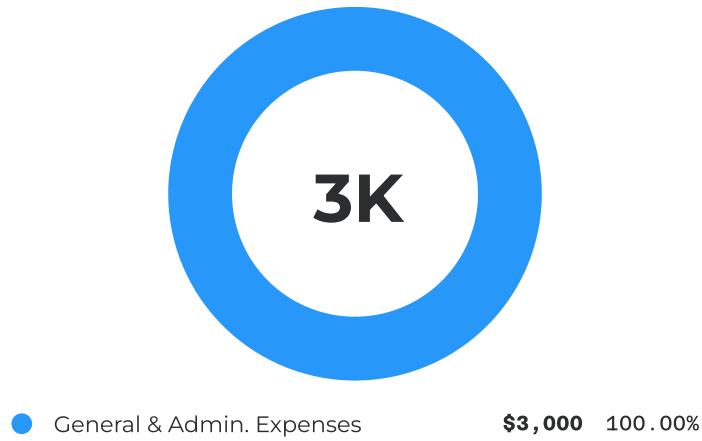


## Expenditures by Object

Historical Expenditures by Object



FY27 Expenditures by Object



### Expenditures by Object

Category	FY 2026 Actual	FY 2027 Budgeted
General & Admin. Expenses	\$118.93	\$3,000.00
<b>Total Expenditures</b>	<b>\$118.93</b>	<b>\$3,000.00</b>

## **City Library (Dept. 16)**

### **Department Overview**

The San Juan Bautista City Library continues to serve as a central hub for community learning, engagement, and connection. Open six days a week, the Library operates year-round with modified hours during Daylight Saving Time (March through October: Monday–Friday 11 AM–6 PM, Saturday 11 AM–2 PM; and closing at 5 PM during the winter season). The Library is fully staffed by dedicated part-time personnel who demonstrate exceptional commitment to the City's educational and cultural mission.

### **FY 2024/25 Accomplishments**

Hosted a wide range of events including Town Halls, community meetings, and library programs in partnership with nonprofits and local businesses.

Maintained consistent operating hours and provided continuity of service despite staff transitions.

Strengthened its role as a community anchor through programs hosted both within the Library and at Carl Martin Luck Memorial Park.

### **FY 2025/26 Budget Outlook**

The FY 25/26 budget reflects the City's ongoing commitment to maintaining six-day service and improving resiliency in Library operations.

### **Departmental Transition**

Under the direction of the City Manager, the City is developing a transition plan to integrate the Recreation and Library departments into a single, unified Community Services Department. This structural shift will enhance collaboration, streamline staffing, and improve service delivery to the public.

### **Planned Priorities**

Expand programming in partnership with local organizations.

Explore grant funding to support technology and facility upgrades.

Plan for a future review of Library Services and space utilization.

### **Strategic Plan Alignment**

Recreation and Community Vitality

Organizational Capacity and Professionalization

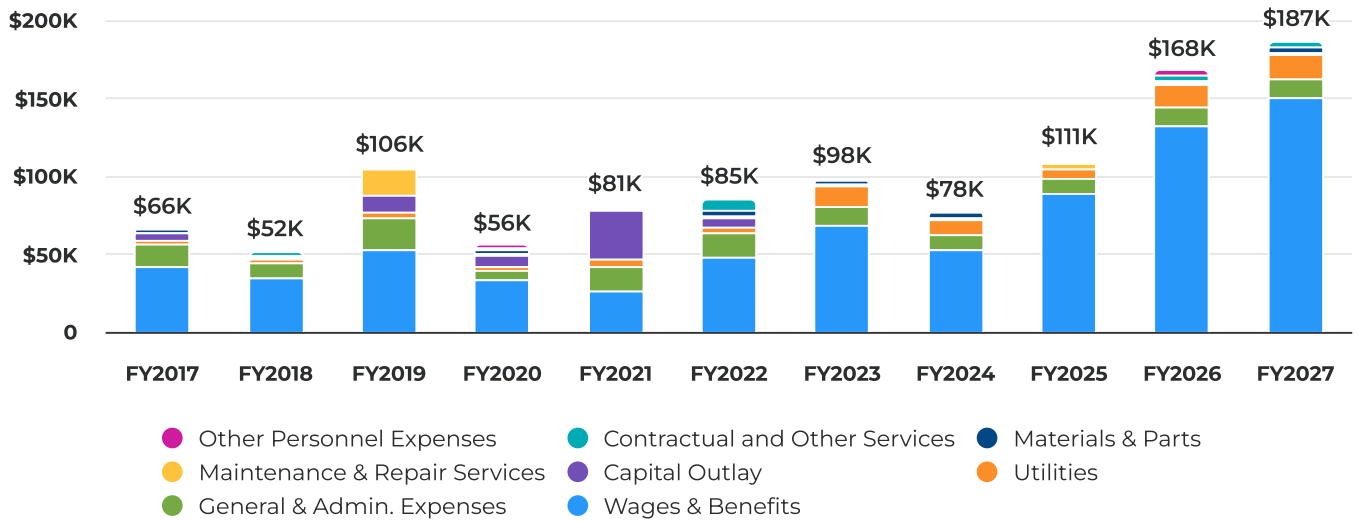
## **Expenditure Summary**

### **Historical Expenditures Across Division**

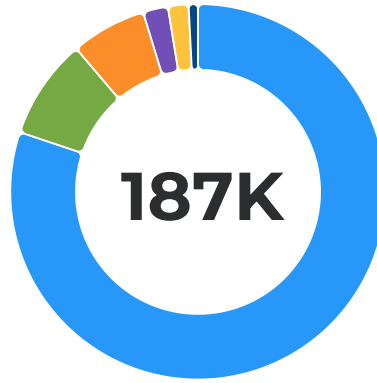


## Expenditures by Object

Historical Expenditures by Object



### FY27 Expenditures by Object



● Wages & Benefits	<b>\$149,492</b>	80.14%
● Utilities	<b>\$16,120</b>	8.64%
● General & Admin. Expenses	<b>\$12,125</b>	6.50%
● Contractual and Other Services	<b>\$4,000</b>	2.14%
● Materials & Parts	<b>\$3,300</b>	1.77%
● Maintenance & Repair Services	<b>\$1,500</b>	0.80%

### Expenditures by Object

Category	FY 2026 Actual	FY 2027 Budgeted
Wages & Benefits	\$45,437.36	\$149,492.00
Contractual and Other Services	\$1,345.57	\$4,000.00
General & Admin. Expenses	\$3,217.43	\$12,125.00
Utilities	\$3,518.00	\$16,120.00
Materials & Parts	\$291.58	\$3,300.00
Maintenance & Repair Services	\$496.00	\$1,500.00
<b>Total Expenditures</b>	<b>\$54,305.94</b>	<b>\$186,537.00</b>

## **Parks and Recreation (Dept. 33)**

### **Department Overview**

The Recreation Department continues to play a vital role in enhancing community engagement, wellness, and quality of life for residents of all ages. Through a diverse range of programming and successful community events, the department has become a valued resource, particularly for youth and seniors.

### **FY 2025/26 Budget Outlook**

In FY 2024/25, the part-time Recreation Assistant position transitioned into a full-time Recreation Coordinator role. The FY 2025/26 budget continues to support this position, enabling the department to:

Expand recreational offerings and city-hosted events

Oversee the \$30,000 nonprofit support fund, which facilitates grants to organizations that serve local residents

Deepen engagement with volunteers and civic partners

### **Departmental Transition**

Under the direction of the City Manager, the City is developing a transition plan to integrate the Recreation and Library departments into a single, unified Community Services Department. This structural shift will enhance collaboration, streamline staffing, and improve service delivery to the public.

### **Strategic Plan Alignment**

Community Vitality: Providing equitable access to high-quality programs and amenities

Transparent and Responsive Government: Enhancing coordination and maximizing community benefit

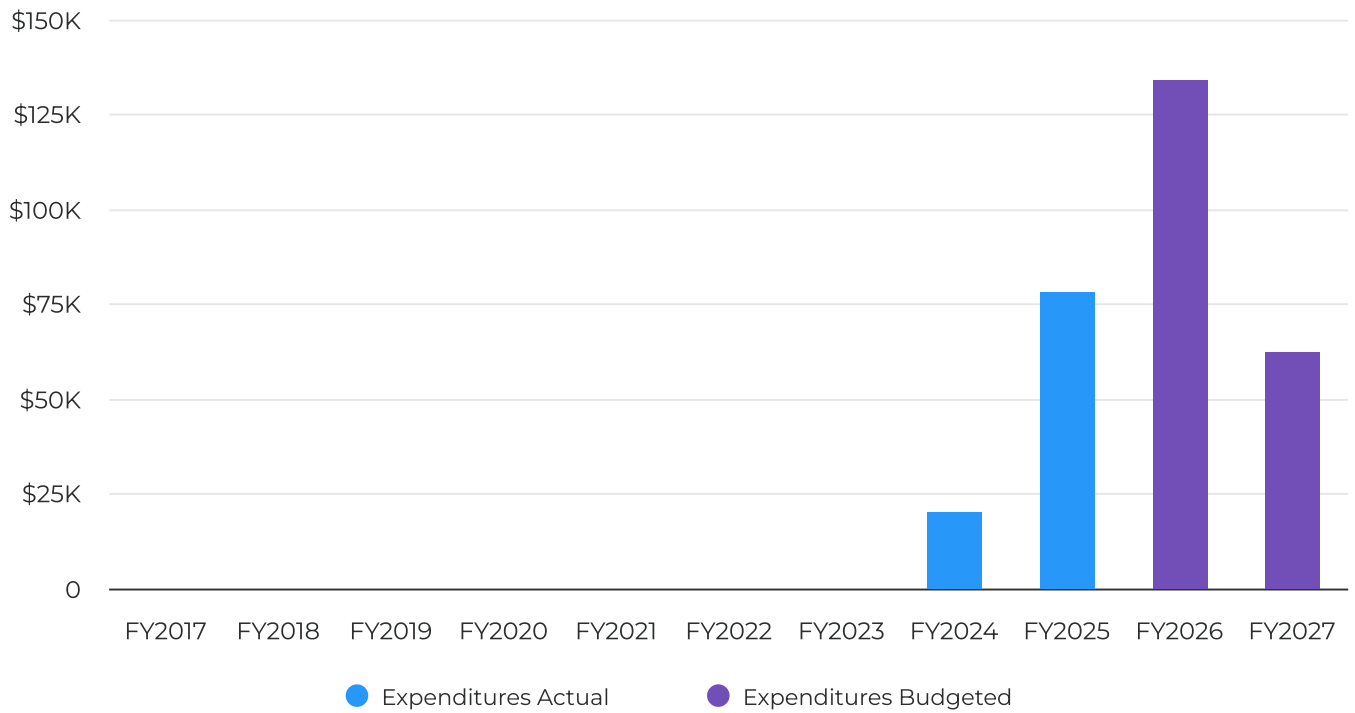
Organizational Capacity: Advancing professionalization and efficient service models

### **Outlook**

With full-time staffing secured and a departmental merger on the horizon, the Recreation program is poised for expanded impact in FY 2025/26. The City aims to build a more integrated model of community services that unifies library and recreation under a common vision for public benefit.

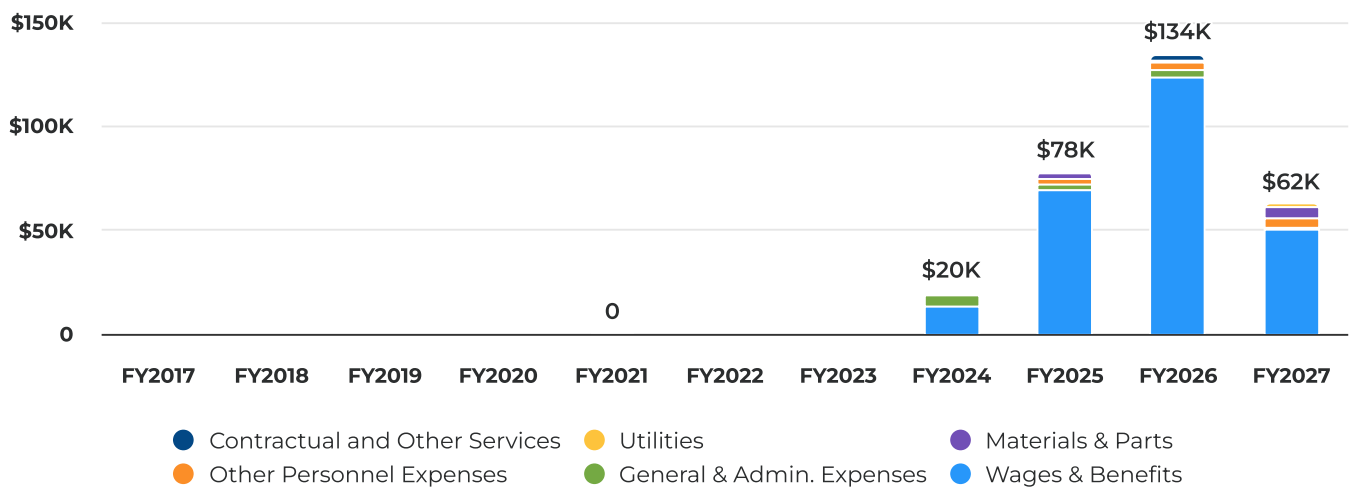
## **Expenditure Summary**

### **Historical Expenditures Across Division**

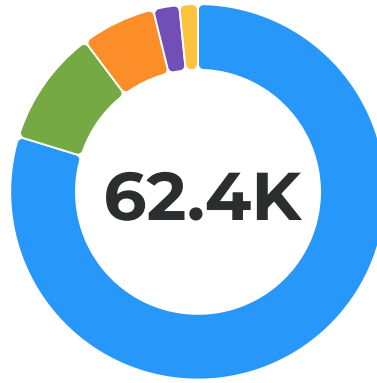


## Expenditures by Object

Historical Expenditures by Object



### FY27 Expenditures by Object



● Wages & Benefits	<b>\$49,795</b>	79.74%
● Materials & Parts	<b>\$6,250</b>	10.01%
● Other Personnel Expenses	<b>\$4,000</b>	6.41%
● General & Admin. Expenses	<b>\$1,400</b>	2.24%
● Utilities	<b>\$1,000</b>	1.60%

### Expenditures by Object

Category	FY 2026 Actual	FY 2027 Budgeted
Wages & Benefits	\$51,880.50	\$49,795.00
Other Personnel Expenses		\$4,000.00
General & Admin. Expenses	\$2,262.68	\$1,400.00
Utilities	\$564.76	\$1,000.00
Materials & Parts		\$6,250.00
<b>Total Expenditures</b>	<b>\$54,707.94</b>	<b>\$62,445.00</b>

**Public Safety**

**Department Overview**

Public Safety services are delivered through contracts with regional partners for fire protection, emergency medical services, and law enforcement.

**Organizational Structure and Staffing**

Services are provided through contracts with the City of Hollister (Fire/EMS) and San Benito County Sheriff's Office (Law Enforcement), with City oversight provided by the Assistant to the City Manager.

**Core Services / Functions**

Fire protection and emergency medical services

Law enforcement services

Contract oversight and service coordination

Emergency preparedness and response planning

Public safety infrastructure and technology

**FY 2025/26 Highlights**

Extended Fire Services Agreement through 2029

Continued coordination with Sheriff's Office

Expanded use of public safety technology tools

Participated in regional fire service planning efforts

**FY 2026/27 Budget Outlook**

The budget reflects continued contract service costs and long-term planning for service delivery, infrastructure, and equipment replacement.

**FY 2026/27 Priorities**

Maintain oversight of public safety contracts

Participate in regional fire district feasibility study

Evaluate long-term service delivery models

Invest in safety technology and infrastructure

**Strategic Plan Alignment**

Transparent and Responsive Government

Infrastructure Investment and Modernization

Organizational Capacity and Professionalization

Community Vitality



**Outlook**

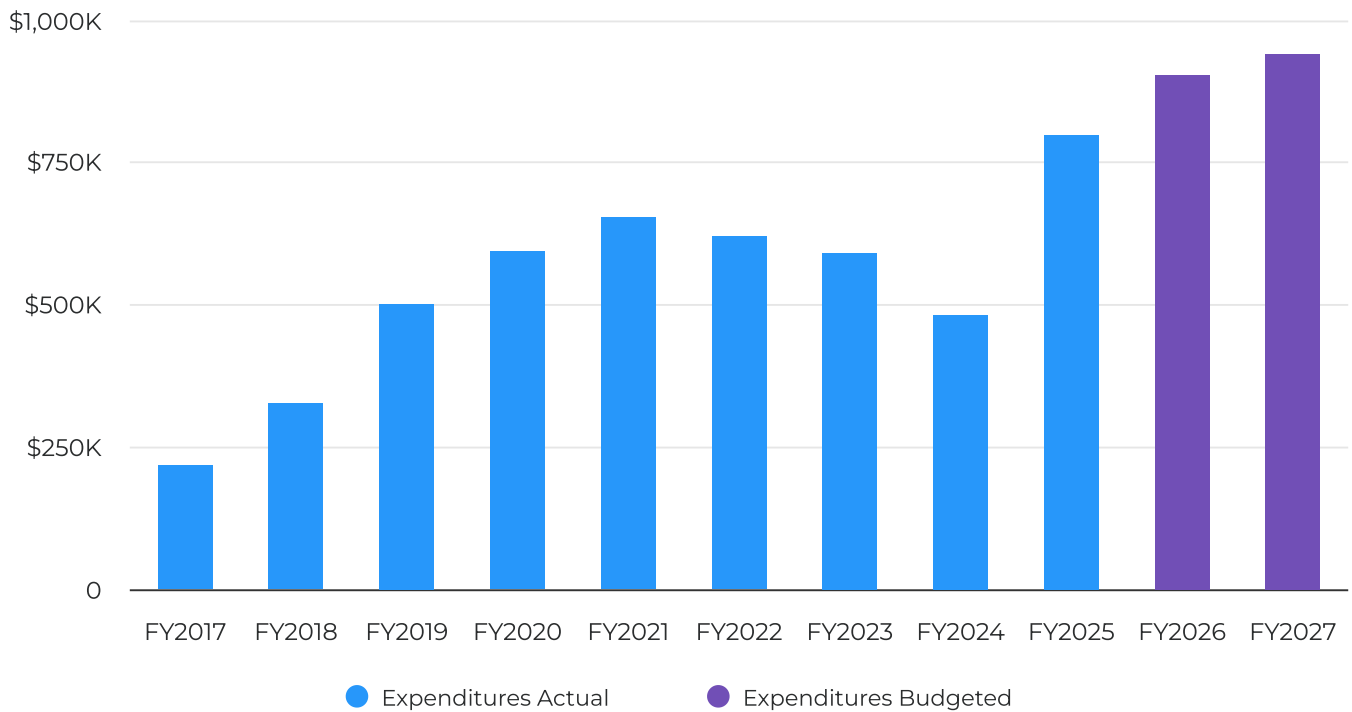
The City will maintain service stability while evaluating long-term governance and delivery options through regional collaboration.

**Chart Title**



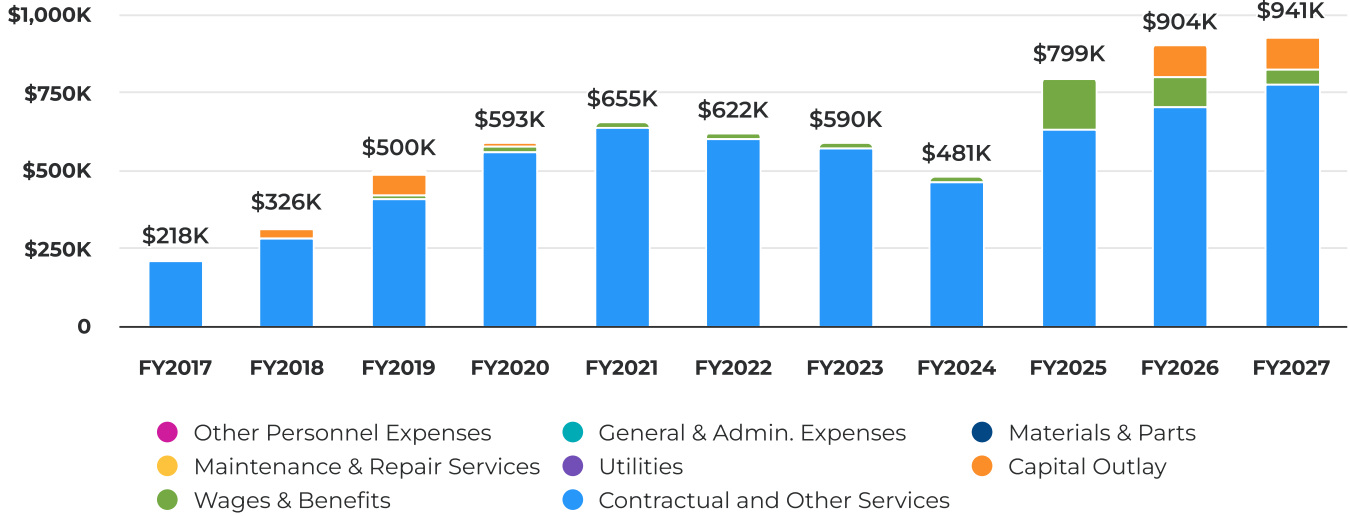
**Expenditure Summary**

**Historical Expenditures Across Department**

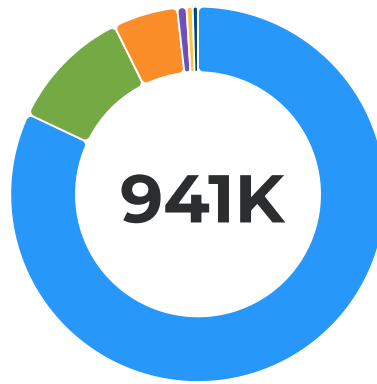


# Expenditures by Object

Historical Expenditures by Object



FY27 Expenditures by Object



Contractual and Other Services	\$771,612	82.02%
Capital Outlay	\$100,000	10.63%
Wages & Benefits	\$52,456	5.58%
Materials & Parts	\$7,500	0.80%
Utilities	\$5,000	0.53%
General & Admin. Expenses	\$4,200	0.45%

## Expenditures by Object

Category	FY 2027 Budgeted	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 Budgeted (\$ Change)
Wages & Benefits	\$52,456.00	\$96,252.00	-\$43,796.00
Contractual and Other Services	\$771,612.00	\$704,290.00	\$67,322.00
General & Admin. Expenses	\$4,200.00		\$4,200.00
Utilities	\$5,000.00	\$3,500.00	\$1,500.00
Materials & Parts	\$7,500.00	\$150.00	\$7,350.00
Capital Outlay	\$100,000.00	\$100,000.00	
<b>Total Expenditures</b>	<b>\$940,768.00</b>	<b>\$904,192.00</b>	<b>\$36,576.00</b>



**Fire and EMS (Dept. 20)**

**Department Overview**

Fire and emergency medical services are provided through a contract with the City of Hollister, ensuring reliable emergency response.

**Organizational Structure and Staffing**

Operations are managed by the City of Hollister, with the City maintaining ownership of facilities and apparatus.

**Core Services / Functions**

Fire suppression and emergency response

Emergency medical services

Fire station and apparatus maintenance

Regional coordination and planning

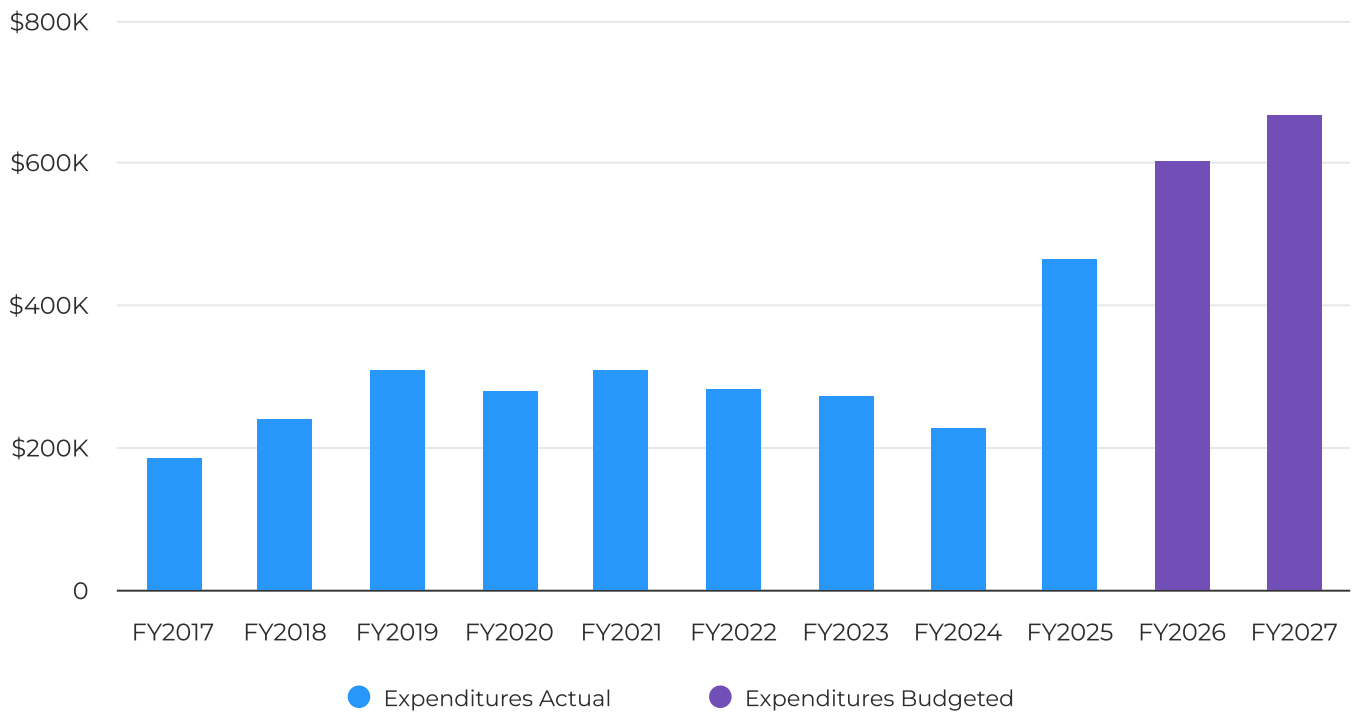
**FY 2025/26 Highlights**

Extended Fire Services Agreement through 2029

Participated in regional fire district feasibility study

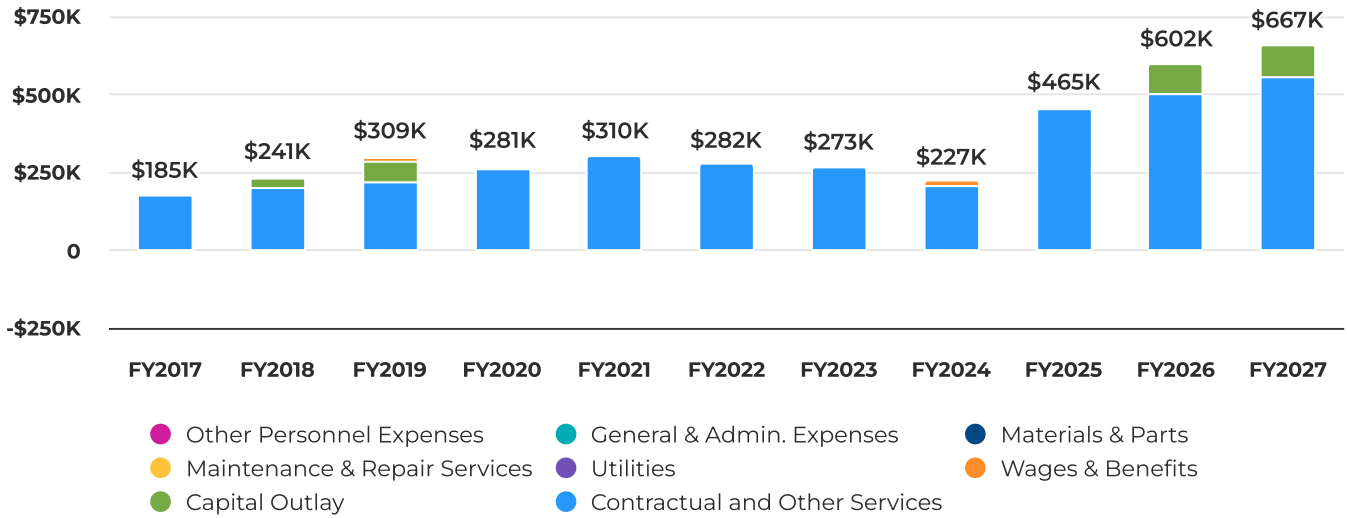
## Expenditure Summary

**Historical Expenditures Across Division**

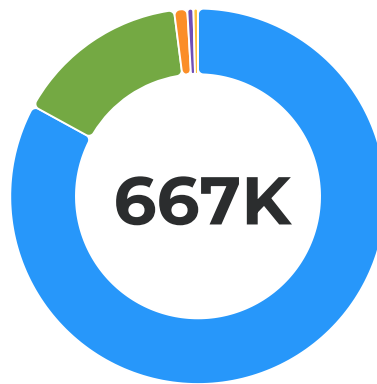


# Expenditures by Object

Historical Expenditures by Object



FY27 Expenditures by Object



Contractual and Other Services	\$553,862	82.98%
Capital Outlay	\$100,000	14.98%
Materials & Parts	\$7,500	1.12%
Utilities	\$3,500	0.52%
General & Admin. Expenses	\$2,600	0.39%

## Expenditures by Object

Category	FY 2026 Actual	FY 2027 Budgeted
Wages & Benefits	\$1,125.53	
Contractual and Other Services	\$243,996.07	\$553,862.00
General & Admin. Expenses		\$2,600.00
Utilities	\$1,503.24	\$3,500.00
Materials & Parts		\$7,500.00
Capital Outlay		\$100,000.00
<b>Total Expenditures</b>	<b>\$246,624.84</b>	<b>\$667,462.00</b>

## **Law Enforcement (Dept. 30)**

### **Department Overview**

Law enforcement services are provided through a contract with the San Benito County Sheriff's Office, with City oversight of service levels and performance.

### **Organizational Structure and Staffing**

The City is served by one full-time Sheriff's Deputy, with oversight provided by the Assistant to the City Manager.

### **Core Services / Functions**

Patrol and law enforcement services

Crime prevention and investigation

Contract oversight and coordination

Emergency response and public safety support

Technology-based policing tools

### **FY 2025/26 Highlights**

Maintained contract service with one deputy

Expanded use of Flock camera system

Continued coordination with Sheriff's Office leadership

### **FY 2026/27 Budget Outlook**

The budget reflects continued contract services with limited expansion capacity due to staffing constraints.

### **FY 2026/27 Priorities**

Maintain contract service levels

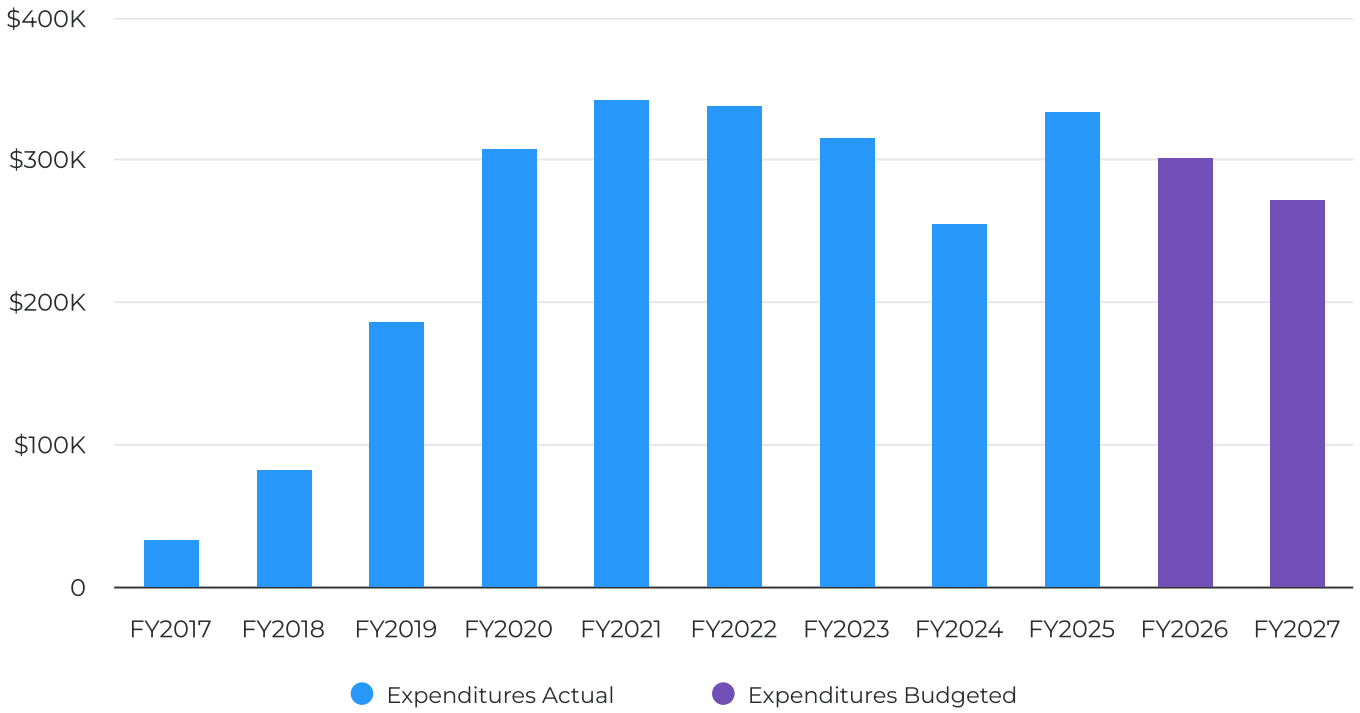
Evaluate and update law enforcement contract

Expand use of public safety technology

Coordinate emergency preparedness efforts

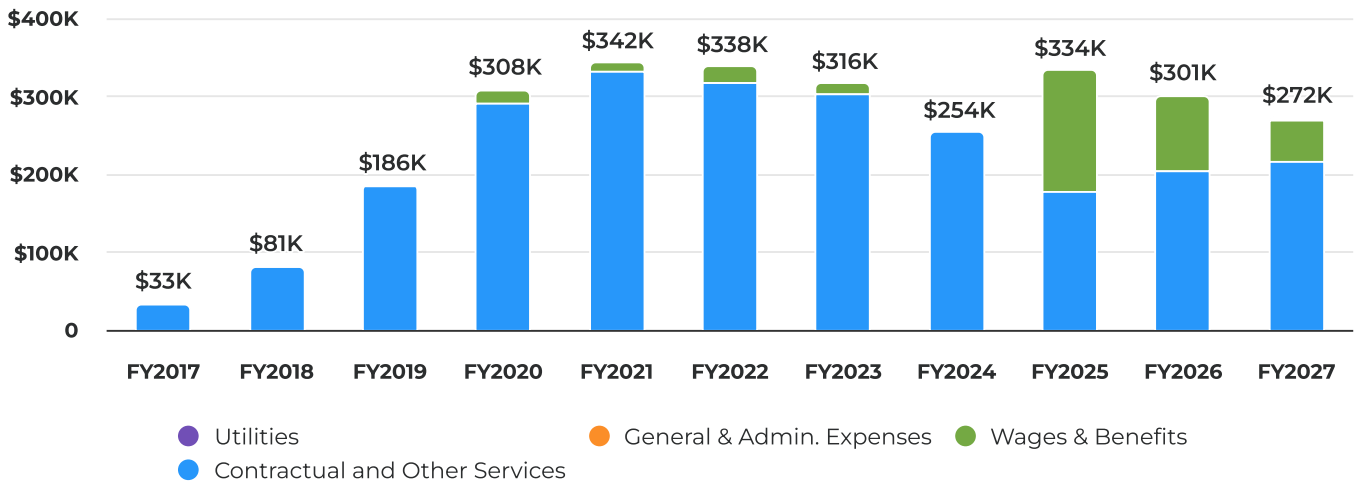
## **Expenditure Summary**

### **Historical Expenditures Across Division**

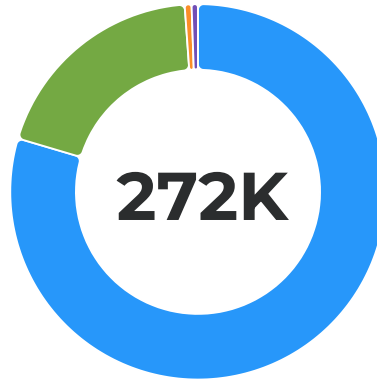


## Expenditures by Object

Historical Expenditures by Object



### FY27 Expenditures by Object



● Contractual and Other Services	<b>\$216,750</b>	79.60%
● Wages & Benefits	<b>\$52,456</b>	19.26%
● General & Admin. Expenses	<b>\$1,600</b>	0.59%
● Utilities	<b>\$1,500</b>	0.55%

### Expenditures by Object

Category	FY 2026 Actual	FY 2027 Budgeted
Wages & Benefits	\$73,500.94	\$52,456.00
Contractual and Other Services	\$92,924.00	\$216,750.00
General & Admin. Expenses	\$535.40	\$1,600.00
Utilities	\$360.57	\$1,500.00
<b>Total Expenditures</b>	<b>\$167,320.91</b>	<b>\$272,306.00</b>

## **Animal Control (Dept. 36)**

### **Overview**

The City of San Juan Bautista does not currently operate a dedicated animal control program. Animal-related service requests, including stray animals and welfare concerns, are addressed on a limited basis through the City's Code Enforcement and community safety functions.

While this approach provides a basic level of response, the City recognizes the need for a more structured and sustainable model to address animal control services.

### **Current Conditions**

Animal control services remain limited in scope due to staffing and resource constraints. The City does not maintain a formal program or dedicated facility for animal intake, holding, or transport.

As a result:

Response capabilities are constrained

Long-term care and placement options are limited

Reliance on informal or case-by-case solutions persists

### **FY 2026–27 Focus**

The City is actively exploring regional partnerships to establish a more reliable and cost-effective approach to animal control services. Efforts are focused on:

Evaluating opportunities to partner with neighboring jurisdictions

Identifying service models that balance cost with community needs

Exploring shared or contracted service options

In addition, the City continues to assess small-scale infrastructure improvements, such as temporary holding capabilities, to support emergency response and coordination with regional providers.

### **Strategic Alignment**

Efforts to improve animal control services support broader City priorities, including:

**Responsive Government:** Addressing community service needs through improved coordination and service delivery

**Organizational Capacity:** Identifying efficient service models within a constrained resource environment

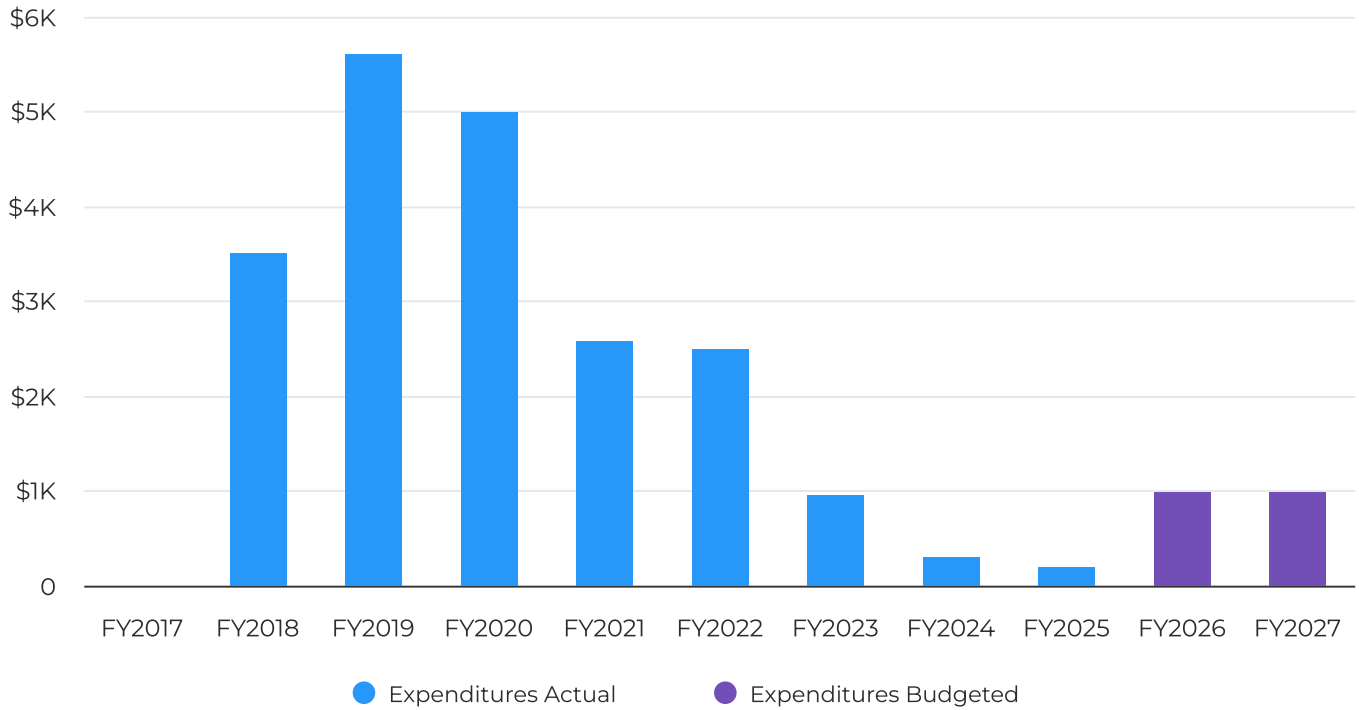
**Community Vitality:** Promoting public safety and humane treatment of animals

### **Outlook**

While a full-service animal control program is not currently in place, the City is taking a measured and strategic approach to expanding service capacity. Through regional collaboration and incremental improvements, San Juan Bautista is working toward a more consistent, responsive, and financially sustainable model for animal control services.

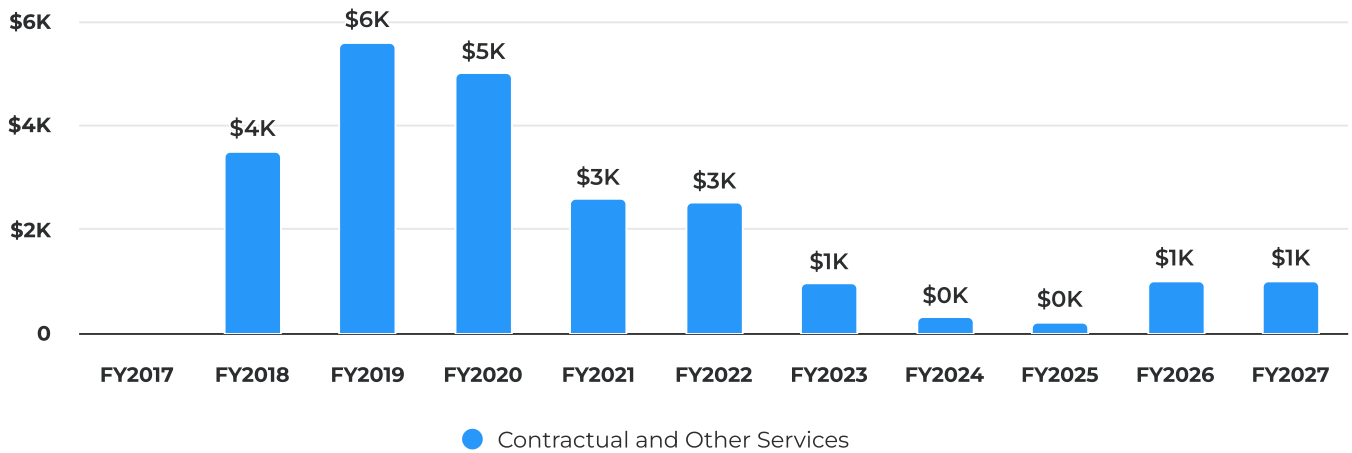
## Expenditure Summary

### Historical Expenditures Across Division

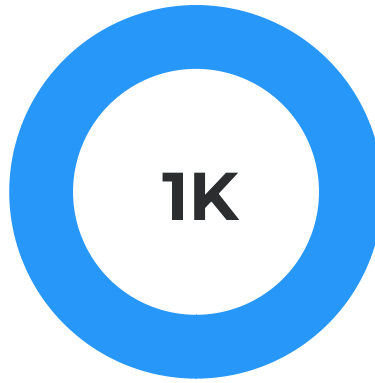


## Expenditures by Object

### Historical Expenditures by Object



### FY27 Expenditures by Object



● Contractual and Other Services **\$1,000** 100.00%

#### Expenditures by Object

Category	FY 2026 Actual	FY 2027 Budgeted
Contractual and Other Services		\$1,000.00
<b>Total Expenditures</b>		<b>\$1,000.00</b>

# Community Dev. (Dept. 17, 18, 25)

## Expenditure Summary

## **Planning Department (Dept. 17)**

### **Department Overview**

The Planning Department is primarily funded by the Community Development Fund, sustained through development application fees, entitlement reviews, and targeted grants. When necessary, this fund is supplemented by General Fund transfers to ensure continuity of service and strategic advancement.

### **FY 2025/26 Highlights**

In FY 2024/25, the City filled a new Associate Planner position to stabilize planning functions, reduce contractor reliance, and support both current and long-range planning efforts.

In FY 2025/26, the City plans to hire a Senior Planner to assume broader leadership responsibilities in the areas of historic preservation, zoning reform, and state compliance, further reducing the scope and cost of contract planning services.

### **Major Initiatives**

**Urban Growth/Sphere of Influence Planning:** Advancing a targeted General Plan Amendment with a focus on infill development, infrastructure readiness, and growth forecasting.

**Historic Preservation Oversight:** With new staff capacity, the City will enhance support to the Historic Resources Board and implement updated guidelines and review processes.

**Third Street Master Plan:** Completing the design phase of this streetscape and economic revitalization effort, funded in part through external transportation and capital grants.

**Housing Element Implementation:** Execution of housing programs and regulatory updates tied to the City's recently certified Housing Element.

**Zoning & Code Updates:** Continued work to update the City's zoning and ADU ordinances, and to streamline application processing.

### **Staffing Strategy**

The addition of the Associate Planner in FY 2024/25 has provided dedicated staffing for Planning Commission and development review.

The Senior Planner position proposed for FY 2025/26 will assume strategic leadership and manage key planning projects, providing supervision over consultants and internal integration across departments.

### **Strategic Plan Alignment**

*Economic Development & Historic Preservation:* Focused oversight of downtown development and design standards

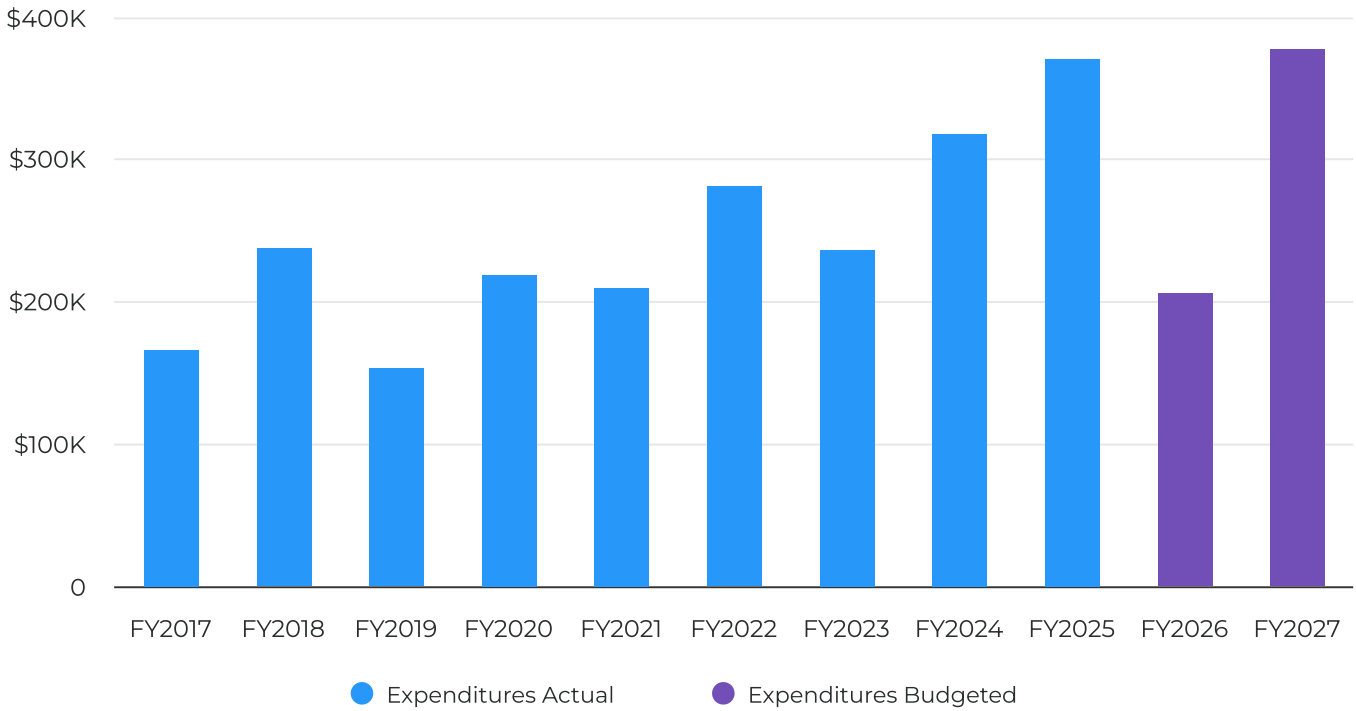
*Infrastructure Modernization:* Zoning and land use planning integrated with capital improvements

*Organizational Capacity:* Internal staffing reduces contract costs and strengthens institutional knowledge

*Transparent & Responsive Government:* Supports inclusive planning processes, public hearings, and state-mandated reporting

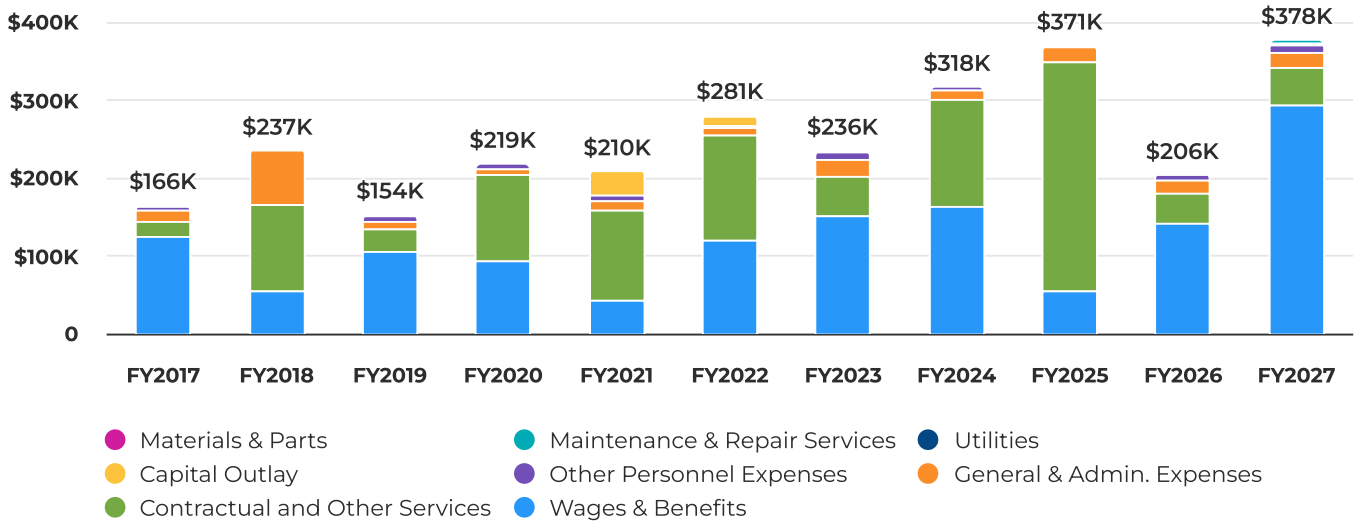
# Expenditure Summary

## Historical Expenditures Across Department

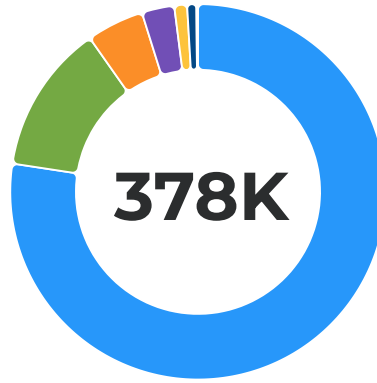


# Expenditures by Object

## Historical Expenditures by Object



### FY27 Expenditures by Object



● Wages & Benefits	<b>\$292,600</b>	77.41%
● Contractual and Other Services	<b>\$48,500</b>	12.83%
● General & Admin. Expenses	<b>\$18,600</b>	4.92%
● Other Personnel Expenses	<b>\$10,625</b>	2.81%
● Maintenance & Repair Services	<b>\$4,155</b>	1.10%
● Utilities	<b>\$3,000</b>	0.79%
● Materials & Parts	<b>\$500</b>	0.13%

### Expenditures by Object

Category	FY 2027 Budgeted	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 Budgeted (\$ Change)
Wages & Benefits	\$292,600.00	\$141,791.00	\$150,809.00
Other Personnel Expenses	\$10,625.00	\$7,000.00	\$3,625.00
Contractual and Other Services	\$48,500.00	\$37,450.00	\$11,050.00
General & Admin. Expenses	\$18,600.00	\$17,050.00	\$1,550.00
Utilities	\$3,000.00	\$2,500.00	\$500.00
Materials & Parts	\$500.00		\$500.00
Maintenance & Repair Services	\$4,155.00		\$4,155.00
<b>Total Expenditures</b>	<b>\$377,980.00</b>	<b>\$205,791.00</b>	<b>\$172,189.00</b>

## **Building (Dept. 18)**

### **Department Overview**

The Building Department provides oversight for all building permit activity, including application intake, plan review coordination, inspections, and permit issuance. Services are primarily delivered through the City's contract with 4Leaf, but beginning in FY 2025/26, the City will begin phasing in minor inspections in-house as part of an effort to expand the Code Enforcement Officer's role and reduce contract service costs.

### **FY 2025/26 Highlights**

Development activity is expected to increase in FY 2025/26, including the start of at least one major residential subdivision and multiple infill housing projects.

The City will reduce reliance on 4Leaf by transitioning select inspection duties to internal staff, leveraging cross-training within the Public Safety division.

The iWorQ permitting system remains a valuable tool, ensuring real-time tracking, deadline management, and seamless collaboration across departments.

### **Operational Shifts**

The Code Enforcement Officer's expanded role will include support for basic construction inspections, enhancing responsiveness and cost-effectiveness.

Contracted support from 4Leaf will continue for complex plan checks and specialized inspections, while the permit technician remains stationed at City Hall to ensure continuity in processing and customer service.

### **Budget Considerations**

The budget reflects cost savings from a reduced scope of contracted services, while supporting investment in internal staff development and interdepartmental coordination.

Fees generated from permits and plan reviews continue to provide a sustainable funding source, with the goal of keeping General Fund subsidy to a minimum.

### **Strategic Plan Alignment**

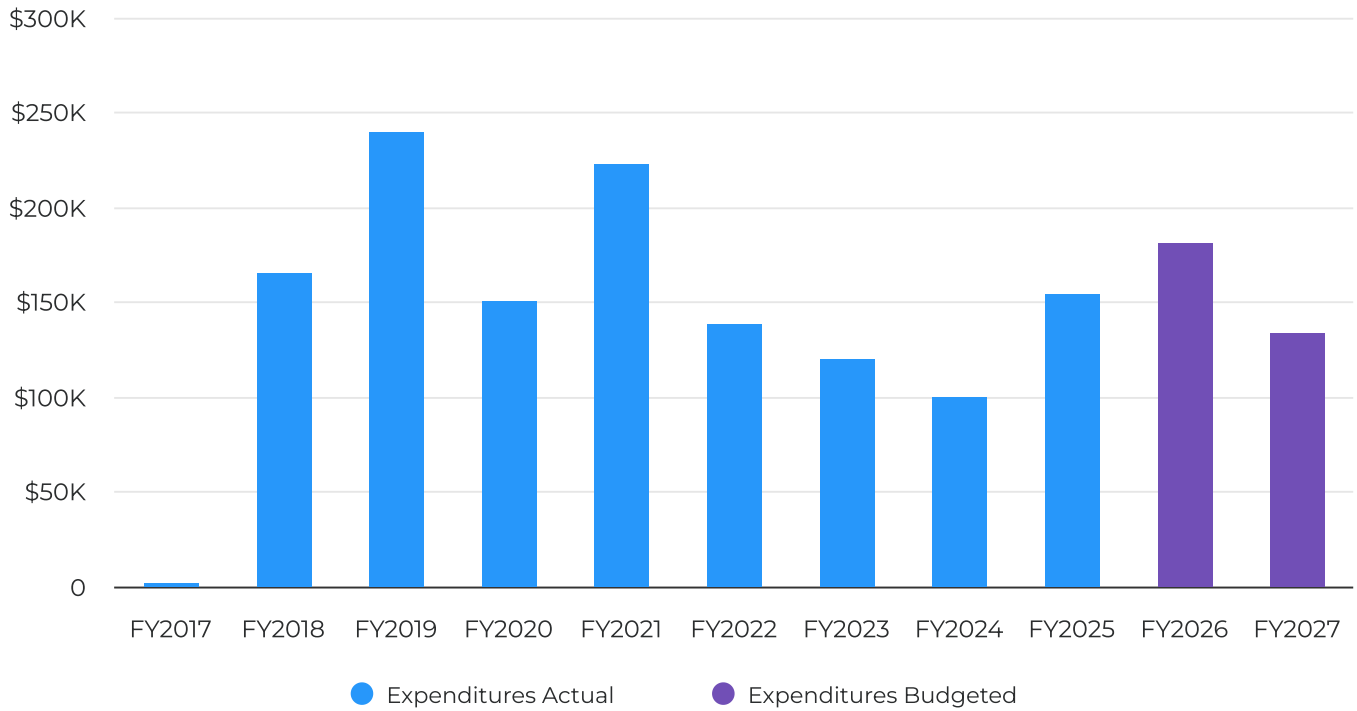
*Organizational Capacity and Service Professionalization:* Builds internal capability and reduces contractor dependence

*Infrastructure Modernization:* Ensures projects meet health, safety, and environmental standards

*Economic Development:* Facilitates efficient development approvals and supports business and housing growth

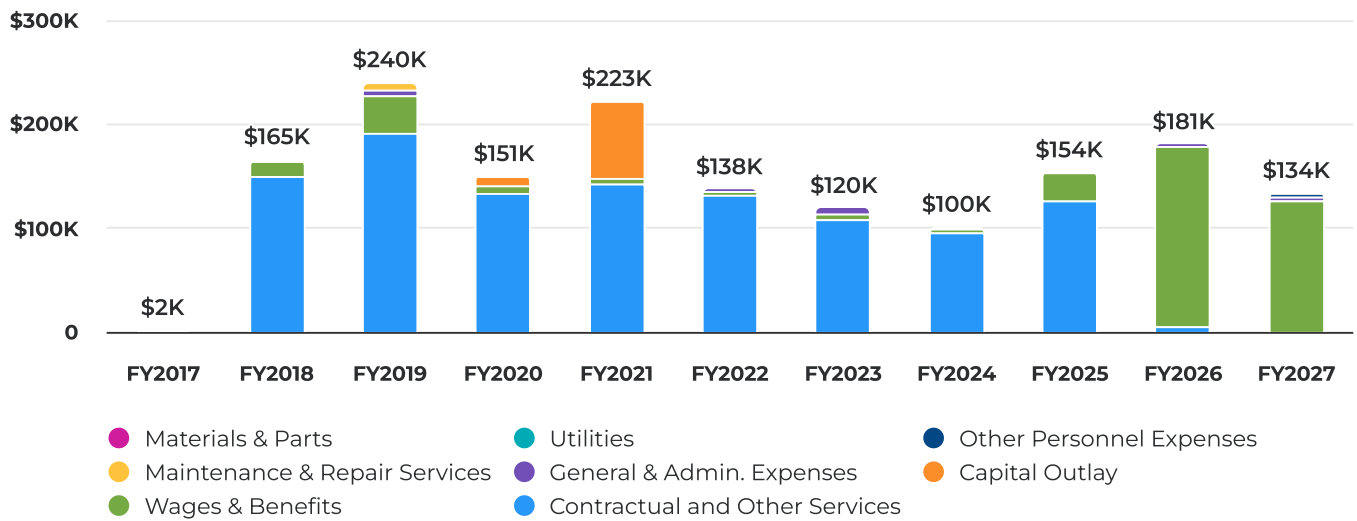
## **Expenditure Summary**

### **Historical Expenditures Across Department**

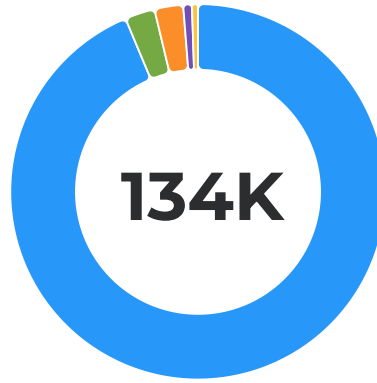


## Expenditures by Object

Historical Expenditures by Object



### FY27 Expenditures by Object



● Wages & Benefits	<b>\$125,352</b>	93.68%
● Other Personnel Expenses	<b>\$3,450</b>	2.58%
● General & Admin. Expenses	<b>\$3,300</b>	2.47%
● Utilities	<b>\$1,000</b>	0.75%
● Materials & Parts	<b>\$700</b>	0.52%

### Expenditures by Object

Category	FY 2027 Budgeted	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 Budgeted (\$ Change)
Wages & Benefits	\$125,352.00	\$173,596.00	-\$48,244.00
Other Personnel Expenses	\$3,450.00		\$3,450.00
Contractual and Other Services		\$5,100.00	-\$5,100.00
General & Admin. Expenses	\$3,300.00	\$2,500.00	\$800.00
Utilities	\$1,000.00		\$1,000.00
Materials & Parts	\$700.00		\$700.00
<b>Total Expenditures</b>	<b>\$133,802.00</b>	<b>\$181,196.00</b>	<b>-\$47,394.00</b>

## **Code Enforcement (Dept. 25)**

### **Department Overview**

The Code Enforcement Department is responsible for ensuring compliance with the City's Municipal Code, with a focus on health, safety, nuisance abatement, and zoning enforcement. This department plays a vital role in protecting property values, enhancing community aesthetics, and promoting quality of life in San Juan Bautista.

### **FY 2025/26 Budget Outlook**

This fiscal year, the City has continued to realign and professionalize its code enforcement function under the broader umbrella of Public Safety services. The Code and

Community Safety Liaison role replaces the previous "Community Safety Officer" title, with no budget impact but a clearer, service-oriented title that emphasizes education and community engagement. The position works closely with Planning, Building, and Public Works to ensure consistent interpretation and enforcement of local ordinances and zoning regulations.

### **Key priorities for the upcoming fiscal year include:**

- Strengthening coordination with Planning and Historic Preservation to improve enforcement in the Historic District
- Continuing proactive enforcement strategies to address illegal dumping, property maintenance, and signage violations
- Improving data tracking and reporting of code cases for better transparency and performance management

### **Strategic Plan Alignment**

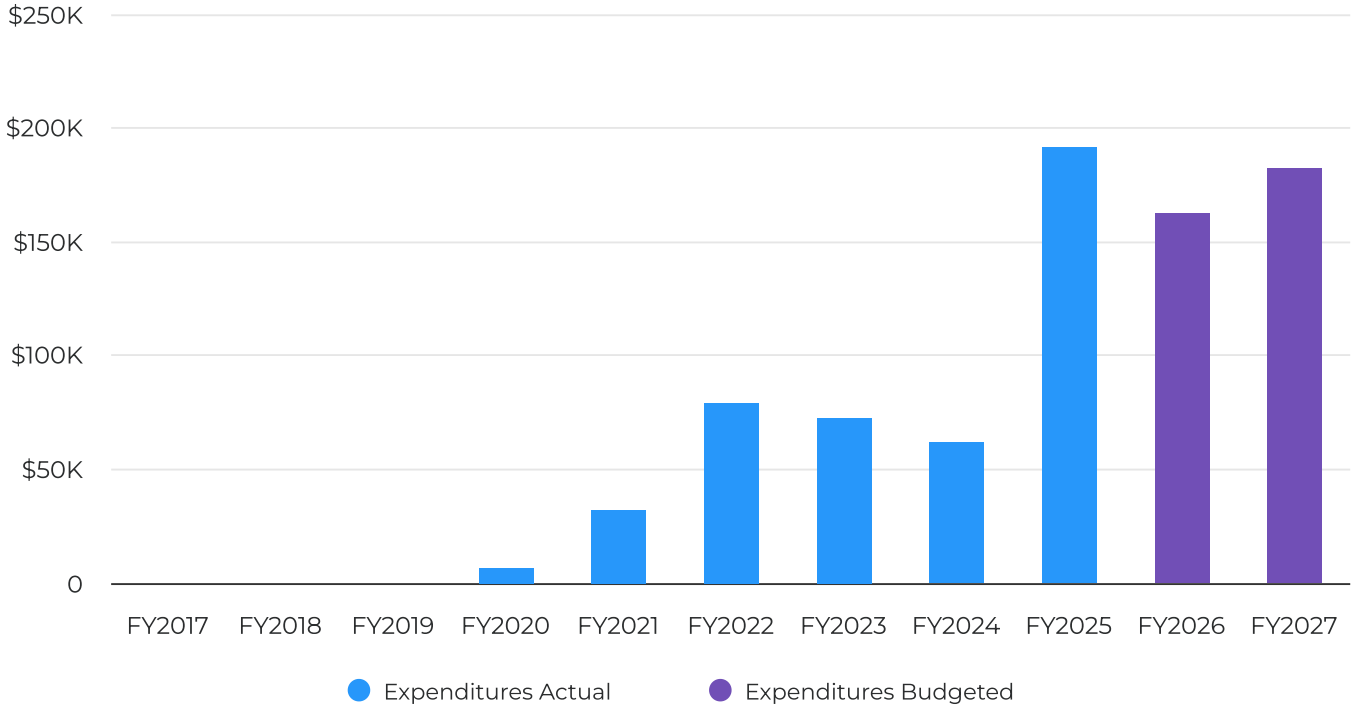
- Transparent and Responsive Government: Focus on communication, visibility, and responsiveness to community concerns
- Organizational Capacity and Professionalization: Reclassification of the role reflects the City's commitment to service excellence
- Economic Development and Historic Preservation: Active enforcement in historic and commercial areas supports business investment and preservation goals

### **Outlook**

As community expectations and regulations evolve, the City is investing in building a code enforcement program that is equitable, proactive, and integrated with long-range planning. Continued interdepartmental collaboration and enhanced public communication are central to these efforts.

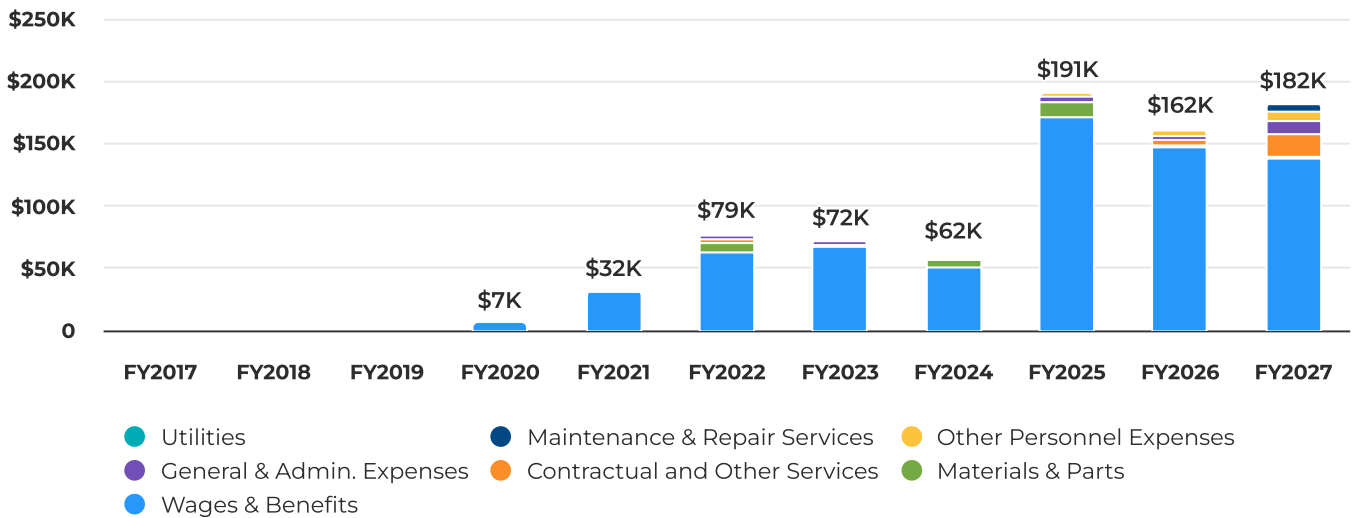
# Expenditure Summary

## Historical Expenditures Across Department

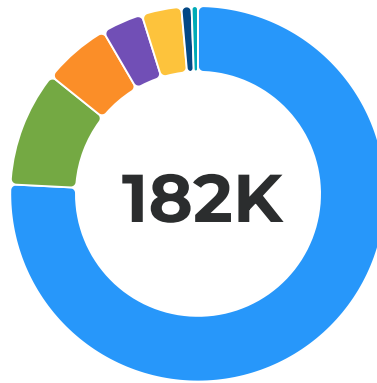


# Expenditures by Object

## Historical Expenditures by Object



## FY27 Expenditures by Object



● Wages & Benefits	<b>\$138,168</b>	75.80%
● Contractual and Other Services	<b>\$18,175</b>	9.97%
● General & Admin. Expenses	<b>\$10,610</b>	5.82%
● Other Personnel Expenses	<b>\$6,500</b>	3.57%
● Maintenance & Repair Services	<b>\$6,222</b>	3.41%
● Materials & Parts	<b>\$1,600</b>	0.88%
● Utilities	<b>\$1,000</b>	0.55%

## Expenditures by Object

Category	FY 2027 Budgeted	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 Budgeted (\$ Change)
Wages & Benefits	\$138,168.00	\$146,538.00	-\$8,370.00
Other Personnel Expenses	\$6,500.00	\$4,500.00	\$2,000.00
Contractual and Other Services	\$18,175.00	\$4,100.00	\$14,075.00
General & Admin. Expenses	\$10,610.00	\$3,625.00	\$6,985.00
Utilities	\$1,000.00	\$1,000.00	
Materials & Parts	\$1,600.00	\$1,600.00	
Maintenance & Repair Services	\$6,222.00	\$1,000.00	\$5,222.00
<b>Total Expenditures</b>	<b>\$182,275.00</b>	<b>\$162,363.00</b>	<b>\$19,912.00</b>

## **General Government (Dept. 45)**

### **Department Overview**

The General Government Department serves as a flexible funding category for citywide expenditures that do not align with a specific operational department. The department supports a range of activities that promote regional collaboration, civic engagement, and preservation of the City's cultural and historic identity.

### **Organizational Structure and Staffing**

The department does not include dedicated staff and functions as a centralized funding mechanism to support Citywide initiatives, partnerships, and administrative needs across departments.

### **Core Services / Functions**

Intergovernmental coordination and regional partnerships

Support for advisory bodies and volunteer engagement

Community programs and cultural event funding

Public communication and civic engagement efforts

Flexible funding for Citywide initiatives and pilot programs

### **FY 2025/26 Highlights**

Supported community events and nonprofit partnerships

Maintained funding for advisory bodies and civic participation

Advanced early-stage civic engagement and pilot initiatives

Continued support for tourism and historic preservation efforts

### **FY 2026/27 Budget Outlook**

The FY 2026/27 budget maintains the department's role as a flexible funding source while supporting essential memberships, community programs, and advisory body functions. The department will play an increased role in supporting regional infrastructure coordination, including administrative support for grant compliance, interagency collaboration, and public communication.

### **FY 2026/27 Priorities**

Support regional infrastructure initiatives and grant coordination

Maintain intergovernmental partnerships and advocacy efforts

Expand community engagement and communication tools

Support cultural programming and tourism-related activities

Provide flexible funding for emerging City priorities

### **Strategic Plan Alignment**

Community Vitality

Transparent and Responsive Government

Economic Development and Historic Preservation

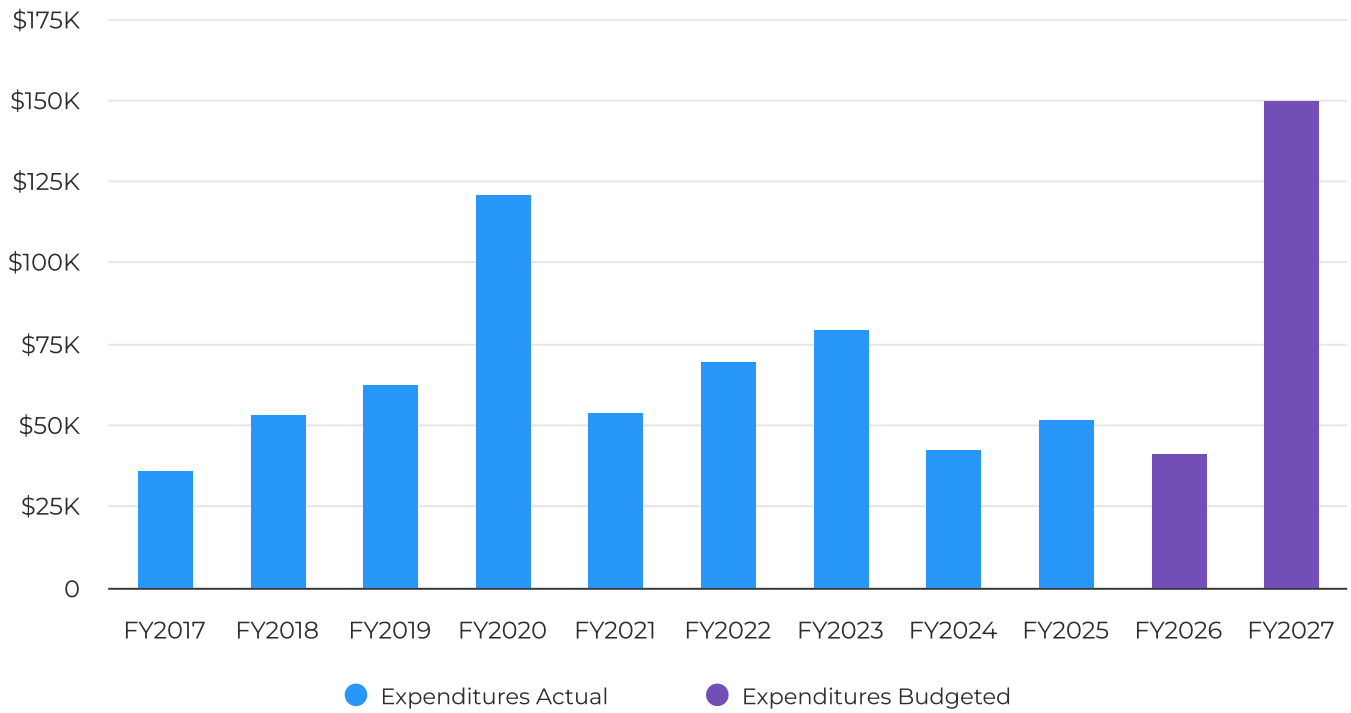
Organizational Capacity and Professionalization

**Outlook**

The department will continue to provide flexible support for Citywide initiatives while adapting to emerging priorities and regional coordination needs.

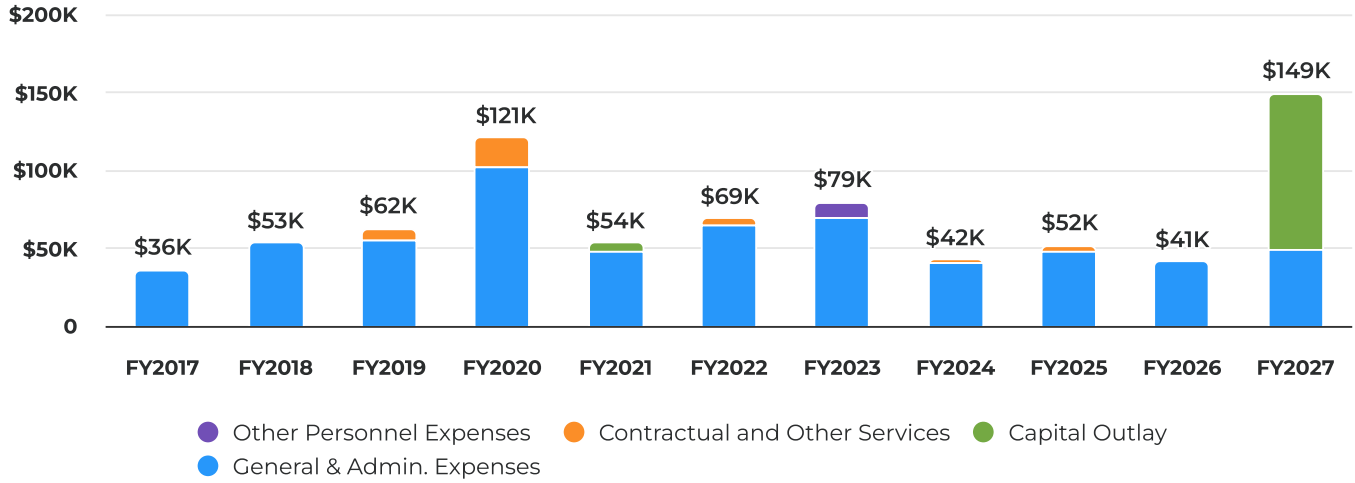
## Expenditure Summary

**Historical Expenditures Across Department**

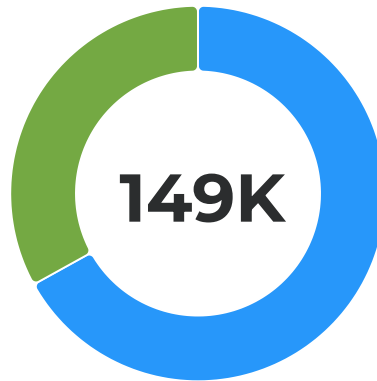


# Expenditures by Object

Historical Expenditures by Object



FY27 Expenditures by Object



<span style="color: blue;">●</span> Capital Outlay	<b>\$100,000</b> 66.95%
<span style="color: green;">●</span> General & Admin. Expenses	<b>\$49,372</b> 33.05%

## Expenditures by Object

Category	FY 2027 Budgeted	FY 2026 FY26 Budget	FY 2026 FY26 Budget vs. FY 2027 Budgeted (\$ Change)
General & Admin. Expenses	\$49,371.80	\$41,000.00	\$8,371.80
Capital Outlay	\$100,000.00		\$100,000.00
<b>Total Expenditures</b>	<b>\$149,371.80</b>	<b>\$41,000.00</b>	<b>\$108,371.80</b>



# CAPITAL IMPROVEMENT PLAN (CIP)

## FY 2026–2027 Budget Narrative

### Department Overview

The Capital Improvement Plan (CIP) provides a multi-year framework for planning, funding, and implementing infrastructure and capital projects throughout the City of San Juan Bautista. Developed in coordination with MNS Engineers, the CIP identifies priority investments in transportation, utilities, parks, public facilities, equipment, and long-range planning initiatives to support public safety, regulatory compliance, operational reliability, and community quality of life.

The program is funded through a combination of grants, development impact fees, enterprise revenues, General Fund allocations, external financing, and developer contributions. The FY 2026–27 CIP reflects the City's continued commitment to infrastructure investment and long-term financial sustainability.

### Organization & Project Management

Capital projects are coordinated through City Administration and Public Works with engineering, environmental, and technical support provided by consultants, contractors, and regional agency partners. Due to the City's limited staffing structure, successful implementation of the CIP relies heavily on grant administration, project coordination, and contracted professional services.

### Core Services / Functions

- Capital project planning and implementation
- Infrastructure rehabilitation and replacement
- Transportation and utility system improvements
- Parks and public facility improvements
- Grant funding coordination and administration
- Fleet and equipment replacement planning
- Long-range infrastructure and regulatory planning

### FY 2025/26 Highlights

#### Street Projects

- Continued implementation of the Pavement Management Program (PMP), including slurry seal and roadway rehabilitation projects on various streets
- Advanced sidewalk repair and ADA accessibility improvements in coordination with pavement projects
- Continued design efforts for the Third Street Improvement Project and multimodal enhancements
- Advanced planning for the Second Street Safety Improvement Project with Historic Resources Board coordination
- Continued development of the Hwy 156 Right Turn Lane project at The Alameda through developer-funded improvements
- Evaluated future gateway and wayfinding signage improvements at City entrances

#### Utility Projects

- Continued construction of the Sewer Force Main to Hollister, the City's long-term regional wastewater compliance solution
- Advanced Imported Water Design planning efforts in coordination with regional water partners



- Continued improvements to Rancho Vista and Diaz lift stations
- Planned installation of transfer switches, telemetry SCADA upgrades, and emergency utility infrastructure improvements
- Continued evaluation of the Microvi nitrate treatment system and additional clean water initiatives
- Planned permanent emergency generator improvements to strengthen system resiliency

## Parks Projects

- Continued design and planning for Luck Park Historical Improvements
- Advanced Abbe Park Ball Field lighting improvements to comply with Dark Sky standards
- Deferred Track and Field partnership contributions pending school modernization efforts
- Planned replacement of park tables and benches to improve public amenities

## Community Facilities Projects

- Evaluated City Hall facility improvements and modernization needs
- Planned emergency generator improvements serving City Hall and Fire Station facilities
- Continued review of temporary animal control shelter options
- Evaluated restoration and repair projects for community facilities, including Community Hall improvements and vandalism repairs

## Equipment Projects

- Continued implementation of the Fleet Electrification and Replacement Program
- Included funding for Fire Engine downpayment and long-term apparatus replacement planning
- Evaluated future replacement needs for the City street sweeper fleet

## Studies & Special Initiatives

- Continued the Impact Fee Nexus Study and Traffic Impact Fee Mitigation Study
- Advanced work related to the Storm Water Master Plan and CIP Program
- Continued planning efforts associated with Urban Growth and Sphere of Influence discussions
- Supported implementation activities associated with the Housing Element

## FY 2026/27 Budget Outlook

The FY 2026–27 CIP continues to prioritize infrastructure reliability, regulatory compliance, transportation safety, and long-term asset management. Major utility and transportation investments remain central to the City's capital strategy, while grant funding and regional partnerships continue to play an essential role in project implementation.

As several large infrastructure projects near completion, the City's focus is shifting toward long-term maintenance planning, resiliency improvements, facility rehabilitation, and strategic equipment replacement. Rising construction costs, grant competitiveness, and debt management will continue to influence future project scheduling and funding strategies.

## FY 2026/27 Priorities

- Complete the Sewer Force Main regionalization project
- Advance imported water infrastructure planning and design
- Continue Pavement Management Program implementation
- Advance Third Street and Second Street transportation safety improvements
- Maintain utility system reliability and emergency preparedness

- Continue public facility rehabilitation and fleet replacement planning
- Complete ongoing infrastructure planning and development fee studies

## Strategic Plan Alignment

The Capital Improvement Plan supports the City's strategic priorities related to infrastructure investment, fiscal sustainability, public safety, environmental stewardship, and quality public services. Planned investments in streets, utilities, parks, facilities, and equipment support long-term operational resilience and community development goals.

## Outlook

The City's CIP remains focused on balancing immediate infrastructure needs with long-term financial sustainability. Continued investment in critical systems, regional partnerships, grant funding opportunities, and strategic planning efforts will position the City to maintain reliable public infrastructure while supporting future community growth and service expectations.

### [Capital Improvement Budget Work Sheets](#)