

# *City of Rohnert Park, California*



# Approved Budget 2014-2015

*"We Care for Our Residents by Working Together to Build a Better  
Community for Today and Tomorrow"*



*1962 - 2014*



# **CITY OF ROHNERT PARK**

## **ADOPTED OPERATING BUDGET**

### **FISCAL YEAR 2014-15**

Submitted to the  
CITY COUNCIL

by

Darrin Jenkins  
City Manager

**June 10, 2014**

# CITY OFFICIALS

## City Council:

Joseph T. Callinan, Mayor

Amy O. Ahanotu, Vice-Mayor

Gina Belforte

Jake Mackenzie

Pam Stafford

## City Staff:

City Manager.....	Darrin Jenkins
Assistant City Manager.....	Don Schwartz
City Attorney .....	Michelle Marchetta Kenyon Burke, Williams & Sorensen, LLP
Finance Director.....	Vacant
Director of Public Safety.....	Brian Masterson
Director of Development Services .....	Marilyn Ponton
Director of Public Works and Community Services.....	John McArthur
City Clerk .....	JoAnne Buerger

## Advisory Commissions or Committees:

- Parks & Recreation Commission
- Planning Commission
- Mobile Home Parks Rent Appeals Board
- Senior Citizens Advisory Commission
- Sister City(s) Relations Committee
- Bicycle Advisory Committee
- Cultural Arts Commission

# Table of Contents

---

	<u>Page Number</u>
<b>Introduction</b>	
Budget Message from the City Manager .....	i - xi
Meet the City Council .....	xii
Organizational Chart .....	xiii
Our Vision, Mission, Values and Goals .....	xiv - xxiii
<b>General Fund</b>	
General Fund Summary .....	1
General Fund - Operating .....	2
General Fund - Program Budget .....	3
General Fund Transfers .....	4
General Fund Revenue Detail .....	5-6
General Fund Expenditures Detail .....	7
Budget in Brief .....	8-9
Key Revenue Assumptions and Expenditure .....	10-14
<b>Information Technology Fund</b>	
Organization Chart .....	15
Budget Summary .....	16
Budget Detail .....	17-20
Service Model .....	21-22
<b>Fleet Services Fund</b>	
Fleet Services Budget Summary .....	23
Fleet Services Budget Detail .....	24-28
<b>Water Fund</b>	
Budget Summary .....	29
Budget Detail .....	30-41
<b>Sewer Fund</b>	
Budget Summary .....	42
Budget Detail .....	43-52
<b>Special Revenue Fund</b>	
Budget Summary .....	53-54
<b>Capital Improvement Plan (CIP)</b>	
CIP Budget Summary .....	55-59
CIP Project Data Sheet .....	60-119
<b>Administration</b>	
City Council Organization Chart .....	120
City Council Budget Summary .....	121
City Council Budget Detail .....	122-123
City Manager's Office Organization Chart .....	124
City Manager's Office Budget Summary .....	125
City Manager's Office Budget Detail .....	126-129
City Manager's Office Service Model .....	130-133
Economic Development Organization Chart .....	134
Economic Development Budget Summary .....	135
Economic Development Budget Detail .....	136-137
Economic Development Service Model .....	138-139
<b>Administration Program Budget</b>	
Casino Mitigation Budget Summary .....	140
Casino Mitigation Budget Detail .....	141-153

# Table of Contents

---

Wilfred JEPa Maintenance Budget Summary	154
Wilfred JEPa Maintenance Budget Detail	155-156
<b>Human Resources</b>	
Organization Chart	157
Budget Summary	158
Budget Detail	159-161
Service Model	162-163
<b>Finance</b>	
Organization Chart	164
Budget Summary	165
Budget Detail	166-168
Service Model	169-170
<b>Development Services/Program Budget</b>	
Organization Chart	171
Budget Summary	172
Budget Detail	173-183
Program Budget	184-193
Service Model	194-196
<b>Public Safety/Program Budget</b>	
Organization Chart	197
Budget Summary	198
Budget Detail	199-216
Program Budget	217-233
Service Model	234-237
<b>Animal Services</b>	
Organization Chart	238
Budget Summary	239
Budget Detail	240-243
Service Model	244-245
<b>Public Works</b>	
Organization Chart	246
Budget Summary	247
Budget Detail	248-268
Service Model	269-271
<b>Community Services</b>	
Organization Chart	272
Budget Summary	273
Budget Detail	274-314
Service Model	315-316
<b>Performing Arts Center</b>	
Organization Chart	317
Budget Summary	318
Budget Detail	319-325
Program Budget	326-340
Service Model	341-342
<b>Other General Government</b>	
Other General Government Summary	343
Other General Government Budget Detail	344-348
Successor Agency - General	349-350
Successor Agency - Housing	351-352

# Table of Contents

---

## **Financial and Statistical Tables**

FTE Staffing Summary	353
Authorized Positions by Department	354-361
FTE Staffing Chart	362
Cost of Pension & Health-Chart	363-364
Appropriations Limit Worksheet	365

## **Policies and Objectives**

Budget & Fiscal Policies	366-373
Description of Funds	374
Fund Structure and Basis of Budgeting	375

## **Glossary**

Financial and Budget Terms	376-377
Budget Adoption Resolutions	378-380

THE OFFICE OF THE CITY MANAGER



City of Rohnert Park. 130 Avram Avenue . Rohnert Park, CA 94928 . [707] 588-2226 . Fax: [707] 792-1876

**TO:** Honorable Mayor and City Council  
**FROM:** Darrin Jenkins, City Manager  
**DATE:** June 10<sup>th</sup>, 2014  
**RE:** Introduction to FY14-15 Adopted Budget

---

## **INTRODUCTION**

My staff and I are pleased to present a budget that is the culmination of many hours of preparation. The budget is the primary policy document adopted by the City Council each year. It describes the City's goals and details how resources are allocated to achieve these goals. In addition, the budget serves as the annual financial plan, an operational guide and a communication tool.

The FY14-15 general fund budget was prepared under the conservative fiscal policies adopted by the City Council in May 2011 and June 2012. Revenue estimates show increases in resources, and FY13-14 financial results are expected to add to fund balance for the third year in a row. The City continues to hold the line on expenditures while confronting the employment liabilities that built up over many prior years.

In preparing departmental budgets for the new fiscal year, department directors were instructed to once again analyze their department expenditures for potential savings.

Each department went through a detailed budget review with Finance staff, and a City Manager review that focused on strategic plan linkage and priority goals and accomplishments.

With appreciation to the City staff that provides excellent customer service under pressing fiscal conditions, I am proposing a general fund budget that is "balanced," with revenues greater than expenditures, for the first time in many years. We have achieved "budgetary solvency," however, unfunded liabilities continue to grow and present significant challenges to long-term financial solvency.

The budget incorporates the City Council direction provided during the three budget workshops and includes additional information received since April, 2014.

## **BUDGET HIGHLIGHTS FOR 2014-15**

The City Council has been clear in its direction to provide a balanced budget. After years of working toward that goal, the City of Rohnert Park is presenting a budget that will add to its general fund balance this year.

The FY14-15 proposed general fund budget includes anticipated revenues of \$26.4 million, and operating transfers in of \$5.6 million, to provide total resources of \$32.0<sup>1</sup> million, an increase of 5.0% over the prior year. FY14-15 proposed general fund expenditures total \$31.7 million, a 1.97% increase from the prior year's amended budget. The expected addition to fund balance is \$310,000.

## **FINANCIAL OVERVIEW**

### **GENERAL FUND REVENUES:**

The dynamics of revenue growth are similar to what was reported by the Finance Department during the FY13-14 mid-year financial update. The local economy is showing signs of a recovery, and sales tax growth is increasing 4.09%, over FY13/14 amended budget.

Revenue growth is led by increased sales taxes, transient occupancy taxes, and franchise fees. Rental income from a cell tower land lease increased in FY13-14 and is continued for FY14-15. Overall growth in anticipated revenue totals \$823,560, a 3.2% increase from the FY13-14 amended budget.

We are particularly thankful for the Rohnert Park citizens' support of Measure E sales tax revenues, continued by their support of Measure A, with expected receipts totaling \$3.6 million dollars, and providing approximately 14% of the general fund support.

Transient occupancy tax growth from FY13-14 is continued at a similar level for FY14-15, with only a modest increase included in the proposed budget. Franchise fee for FY14-15 revenue is increased \$245,000, to reflect favorable receipts from a contract with Rohnert Park Disposal.

The FY14-15 general fund financing sources are displayed in the following pie chart, to reflect the relative percentage of total general fund support supplied by each revenue category.

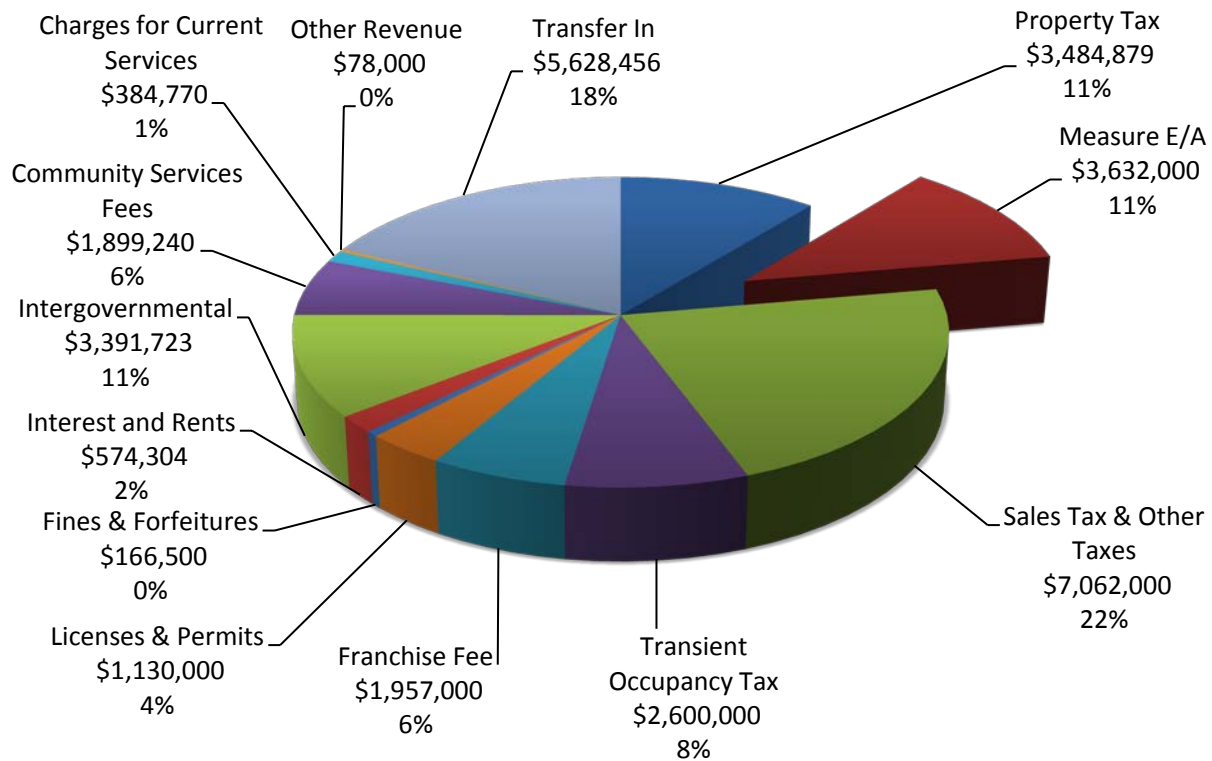
---

<sup>1</sup> Total resources of \$32.0 million are prior to making transfers out of \$0.6 million.



**Chart 1: FY 14-15 General Fund Sources**

**Revenues = \$26,360,416; Transfers in = \$5,628,456 and Total sources = \$31,988,872<sup>2</sup>**



**GENERAL FUND EXPENDITURES:**

Once again, each department director was instructed to prepare operating budgets in a manner that would not increase general fund net cost (department-specific revenue less expenditures). Departments provided line-item justification for each account. Departments held the line with expenditures, turning in requested budgets reflecting operating expenditures that are “flat” in comparison to the prior year’s amended budget. Expenditures are generally either at the prior year level or are increased in response to revenue-driven activity.

Expenditures that departments must incorporate into their budgets, but do not have control over, include costs for retirement system contributions (PERS), medical premiums and workers’ compensation premiums.

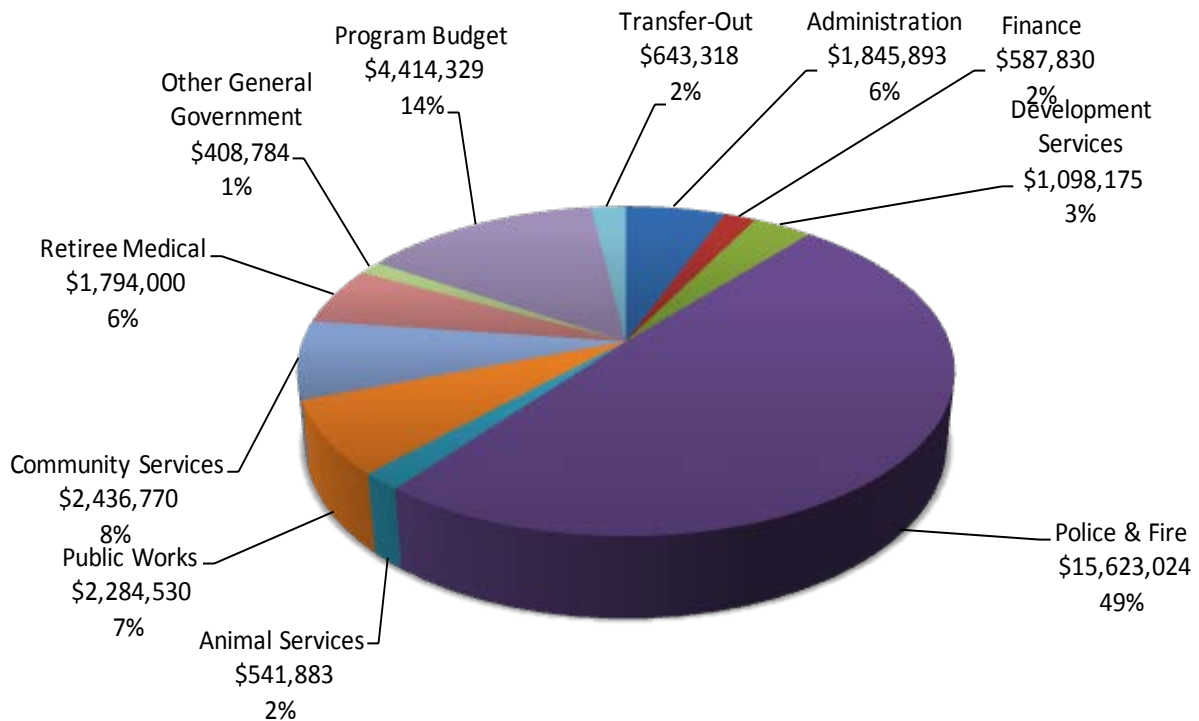
The proposed budget was prepared before final rates were set by the City’s insurance carrier, and assumed increases of 5 to 10% were used for medical expenditures, workers’ compensation, and property and liability premiums. Overall, differences

<sup>2</sup> Total sources of \$32.0 million are prior to making transfers out of \$0.6 million.

between budgeted and final amounts for insurance costs are considered minimal in relation to the overall budget.

The FY14-15 general fund financing uses are displayed in the following pie chart, to reflect the relative percentage of general fund spending by category:

**Chart 2: FY 14-15 General Fund Financing Uses**  
**Expenditures = \$31,035,218; Transfers out = \$643,318;**  
**Total financing uses = \$31,678,536.**



## ALL FUNDS BUDGET:

The FY14-15 all-funds proposed budget includes \$98.1 million in expenditures for the general fund, special revenue, capital projects, enterprise, and internal services funds.

The following table provides a summary of the proposed budget's expenditures by fund type and a comparison to the prior year.

**Table 1: All-Funds Budget Comparison to Prior Year**

Summary Fund Type Expenditures	FY 2013/14	FY 2013/14	FY 2014/15	Change from
	Adopted	Amended	Adopted	FY2014 Amended
General Fund - Operating	\$ 25,856,199	\$ 26,751,195	\$ 27,264,207	\$ 513,012
General Fund - Program Budget	2,684,862	4,314,936	4,414,329	99,393
Special Revenue Fund	4,055,295	4,055,295	20,671,915	16,616,620
Capital Project	25,618,163	13,079,301	19,569,629	6,490,328
Enterprise	21,544,712	21,544,712	24,810,043	3,265,331
Internal Service	1,015,670	1,015,670	1,360,212	344,542
Total	80,774,901	70,761,109	98,090,335	27,329,226

Increases in special revenue fund activity reflects a change to a more controlled accounting methodology that involves making appropriations from special revenue funds to support general fund reimbursements, rather than using "special cash" labels in the general fund for state-mandated programs, like abandoned vehicle abatement.

Changes in expenditures for capital projects and enterprise funds reflect the level of support needed for planned capital items and construction schedules.

## LONG-TERM UNFUNDED LIABILITIES:

The funding for long-term employment liabilities for retiree health care costs and CalPERS retirement continues to be a concern.

### **Retiree Health Care:**

The unfunded retiree health care costs totaled \$46,643,000, at June 2013, based on a liability of \$49,130,000 less trust fund deposits of \$2,487,000. The last actuarial valuation was completed in October 2013; and the next bi-annual valuation is due October 2015.

Full funding of the annual required contribution (ARC) requires \$3,842,000; with \$679,000 covering this year's costs and \$3,163,000 going toward paying down the unfunded liability over 24 years.

The FY14-15 proposed general fund budget includes “pay-go” appropriations of \$1,794,000 for retiree health care. After the general fund is reimbursed from the water and sewer funds, the general fund’s net “pay-go” costs are \$1,544,000.

The general fund budget also includes a \$300,000 transfer to a pre-funding trust; and the water and sewer funds also include transfers for pre-funding of \$73,000 and \$48,000, respectively.

Taking the annual required contribution minus the pay-go and pre-funding we find a retiree medical funding shortfall of \$1,998,000 for FY14-15. That is to say, the City is underfunding its retiree medical obligations by \$2 million in FY 14-15, despite contributing \$1.8 million toward this obligation in the coming year. See the table below for a summary.

**Table 2: Retiree Medical Funding – General Fund Only**

Annual Required Contribution	(\$3,842,000)
Cash Payments “pay-go”	\$1,544,000
<u>Trust Contributions “pre-funding”</u>	<u>\$ 300,000</u>
Funding Shortfall FY14-15	(\$1,998,000)

**Actuarial assumptions used to calculate the \$46.6 million liability and required funding levels assume a phase-in to full funding beginning FY16-17. That means the FY14-15 contribution of \$1.8 million (pay-go plus pre-funding) needs to grow to \$3.0 million per year by 2020 or the \$46.6 million grows even larger. This represents a significant challenge for the City’s future financial solvency.**

The City contributes to the CalPERS prefunding program, known as the California Employer’s Retiree Benefit Trust (CERBT). The pre-funding program provides earnings on deposits to help fund future retiree health costs. The CERBT investment program is expected to earn approximately 6.5% over the long-term, but the investment returns are not guaranteed and are subject to losses like other equity market investments.

For FY14-15, the proposed budget includes an ongoing \$300,000 per year general fund contribution. For FY13-14, the City made the scheduled \$300,000 contribution; and also proposes to make an additional \$620,000 contribution funded by enterprise funds’ reimbursements owed to the general fund for retiree medical cash payments.

“Gains and losses” in actuarial valuations significantly change the long-term liability measure, and include such items as medical inflation changes, longevity, and investment returns. While changing assumptions may frustrate efforts to “once and for all fully fund” actuarial liabilities, we know that making investments today against future committed costs is the prudent choice.

### **CalPERS Retirement:**

The City uses the California Public Employee Retirement System (CalPERS) to manage employee pensions. The FY14-15 CalPERS required contribution rates are increased to 51% and 26% for the Tier 1 Public Safety and Miscellaneous retirement programs. That means for every one dollar paid to a public safety employee, the City must pay 51 cents to CalPERS for that employee's retirement. FY13-14 contribution rates were 48% and 24% for the same programs.

**Future years' rates are expected to reach 63% and 34% for Tier 1 Public Safety and Miscellaneous, with a five-year phase-in starting in FY 15-16. The increase is based on CalPERS' changes in demographic assumptions and funding methods announced in a March 10, 2014 letter to CalPERS member agencies. These planned increases represent a significant threat to the City's continued financial solvency.**

The latest actuarial valuation reported a liability for retirement benefits of \$151 million; and actuarial assets of \$117 million; with an unfunded liability of \$34 million. Amortization (paying off the debt) of the liability makes up 30% of the 51% employer contribution for Tier 1 Public Safety; and 15% of the 26% Miscellaneous rate.<sup>3</sup>

The market value of assets was \$19 million less than the reported "actuarial value" of assets, due to actual investment performance lagging behind actuarially assumed market performance. On a market value basis, the unfunded liability increases to \$53 million. If CalPERS's assumed rate of return of 7.5% is used along with a 24 year amortization period (same as retiree health care), an annual amortization for the \$53 million liability can be calculated and it is \$4.8 million per year. Currently, our CalPERS contributions towards amortization of unfunded liabilities account for \$2.9 million of the City's \$5.0 million total payment in FY14-15. **Difference between the \$4.8 million amortization of the \$53 million market value liability and the \$2.9 million contribution toward that liability yields an apparent shortfall of \$1.9 million per year. This shortfall will need to be made up by future increased payments. This represents a significant threat to the City's continued financial solvency.**

**Table 3: Retirement Funding – All Funds (millions)<sup>4</sup>**

Estimated Amortization of Market Liability	(\$4.8)
<u>Contributions toward Unfunded Liability</u>	<u>\$2.9</u>
Funding Shortfall FY14-15	(\$1.9)

<sup>3</sup> The valuation measured assets and liabilities as of June 30, 2012, and the study was completed in October 2013.

<sup>4</sup> CalPERS does not differentiate between general fund employees and water and sewer enterprise employees. A rough estimate of general fund employees as a percentage of the whole is 80% or \$1.5 million.

### Deferred Maintenance:

In 2011, staff conducted an assessment of the City's unfunded liabilities. One aspect of the evaluation was a determination of the annual shortfall in funding for buildings, streets and drains, parks, and recreation. The total annual shortfall for those general fund functions was \$6.1 million. The information is summarized in the table below.

**Table 4: City Facility Annual Shortfall – General Fund Only**

Buildings	(\$1.6)
Streets & Storm Drains	(\$4.0)
<u>Parks &amp; Recreation</u>	<u>(\$0.5)</u>
Funding Shortfall FY14-15	(\$6.1)

### “ALL-IN BUDGET”

When we combine the proposed general fund budget and the unfunded liability shortfalls, an “all-in budget” can be shown to more accurately reflect the City's true resource needs. This is an emerging practice in local government budgeting, at the leading edge of openness and transparency in municipal finance. The table below presents an “all-in budget” for FY 14-15.

**Table 5: “All-In” General Fund Budget (Millions)**

Proposed Sources (Revenues)	\$32.0
<u>Proposed Uses (Expenditures)</u>	<u>(\$31.7)</u>
Net Operating	\$ 0.3
Unfunded Liabilities:	
Retiree Health Care	(\$ 2.0)
Retirement Amortization	(\$ 1.5) <sup>4</sup>
City Facility	(\$ 6.1)
<u>Unfunded Liabilities Subtotal</u>	<u>(\$ 9.6)</u>
All-In General Fund Budget Shortfall	(\$ 9.3)

### “FISCAL SOLVENCY”

We have identified four areas of fiscal solvency:

1. Cash Solvency, representing the City's ability to fund operations from current revenues, without resorting to borrowing funds. Until recently, the City's cash solvency was at risk, but fiscal discipline and a modestly-improved economy, along with the voters' support of Measures E and A, has allowed the City's situation to improve. **Achieved**

2. Budgetary Solvency, representing an operating budget in which revenues equal or exceed expenses. The City budgets have had a deficit for approximately ten years, but for FY 14-15 the budget is balanced. However, with the increasing need to fund existing liabilities, and the expected slower growth in revenue compared to costs, it will be a challenge to maintain Budgetary Solvency from year to year. **Achieved**
3. Long-term Financial Solvency, representing long-term sustainability that includes the ability to sufficiently fund operating and capital expenses while maintaining an appropriate level of reserves. The City's extensive unfunded liabilities and slow growth in revenues compared to expenses create major challenges. **Unachieved**
4. Service-Level Solvency, or the ability to maintain or increase the level of services to the residents and businesses of Rohnert Park while remaining financially sustainable, is the ultimate goal of fiscal management. **Unachieved**

Thus, while the City has made substantial progress in recent years to achieve Cash and Budgetary Solvency, it faces major long-term challenges to achieve Financial and Service-Level Solvency.

### **RESERVES:**

Reserves are an important tool to provide stability in times of economic crisis, emergencies, and to provide smooth transitions to lower or increased service levels. The City has strong reserve policies specifying a number of individual reserve categories. As reflected in the "Budget Policy Reserve Category" chart displayed below, the FY14-15 proposed budget is expected to add to general fund balance, and the recommendation is to assign the amount to the "General Fund Reserve" category. We also recommend that the expected FY 13-14 addition to fund balance be placed in the General Fund Reserve category.

**Table 6: General Fund Reserves**

<b>General Fund - Budget Policy Reserve Categories (1)</b>	<b>Actual June 30, 2013</b>	<b>FY 13-14 Projected (2)</b>	<b>FY 14-15 Adopted (3)</b>
A) General Fund Reserve (10% expenditures)	\$ 1,100,959	\$ 2,420,959	\$ 2,731,295
B) Contingency Reserve (5% expenditures)	-		
C) Vehicle and equipment replacement	-		
D) Infrastructure	616,000	616,000	616,000
E) Self-insured Losses	1,320,444	1,320,444	1,320,444
F) Retired Employee Medical (4)	2,900,000	2,900,000	2,900,000
G) General Fund Endowment	554,660	554,660	554,660
H) PERS Retirement Reserve, 25% of annual cost	-		
<b>Total General Fund Reserve Balances</b>	<b>\$ 6,492,063</b>	<b>\$ 7,812,063</b>	<b>\$ 8,122,399</b>

Notes:

- 1) Excludes "unspendable" and "restricted" categories.
- 2a) FY13-14 adds to fund balance - stadium land proceeds \$ 320,000
- 2b) Assumes FY 13-14 adds to fund balance; and assignment to general reserve: \$ 1,000,000
- 3) Assumes FY 14-15 budget adds to fund balance; and assignment to general reserve: \$ 310,336
- 4) The CalPERS CERBT trust deposits of \$2,487,000 at 6/30/13 are excluded from fund balance, as they are held by CalPERS, not the general fund.

The General Fund Reserve category is the primary category recommended for additions to fund balance until the 10% of general fund expenditures goal is met. The goal is \$3.0 million, based on \$30 million in general fund expenditures. After the general reserve is funded, the next recommended assignment category is the Contingency Reserve, with a goal of 5% of general fund operating expenditures, or \$1.5 million.

Reserve balance goals and categories should be reviewed each budget year, and will be analyzed throughout FY14-15, because additions to retiree health care prefunding, retirement rate stabilization, and infrastructure need change over time.

A best practice is to have the governing body confirm their intention to maintain, use or increase reserve balances at each year's budget consideration. Prior years' adopted budgets made use of reserves implicit, by budgeting expenditures in excess of revenues; but did not specify which reserve categories were "used" to finance the deficit (e.g. the FY13-14 budget included a \$1.4 million deficit, but did not specify an explicit decrease in any reserve category). Staff recommends a transition to a more explicit use of addition to or use of general fund balance.

To provide clarity, the Finance Department recommends that the City Council approve assigned reserve categories, during the budget process, as they have the exclusive authority to maintain, increase or decrease reserves as part of that year's spending plan. The Finance Department also recommends the City Council provides the City



Manager with the authority to assign balances upon closing of the books for a fiscal year, while maintaining the exclusive authority to use balances at the City Council level.

### **CONCLUSION**

This proposed budget is a reflection of the City of Rohnert Park's commitment to meet our fiscal challenges head on, while maintaining appropriately responsive service levels. Modest revenue growth over the past two fiscal years, and continued increases to fund balance allow the City to make progress toward restoring reserves to required levels to meet the challenges imposed by the promises of the past.

Flat to modest growth in positions and continued conservative budgeting allow the City to maintain responsive services at a reasonable cost. I personally thank the City Council, Department Heads, and especially the City employees for their continued support of successful operations at a sustainable level of funding.

I would like to acknowledge the efforts of the Ana Kwong, Accounting Supervisor, and all the Department Heads and key staff who worked to prepare this budget. Ana Kwong was especially helpful in guiding the City's team throughout the budget development process.

Respectfully submitted,

A handwritten signature in cursive script that reads "Darrin Jenkins".

Darrin Jenkins  
City Manager

## MEET THE CITY COUNCIL

---



**Joseph T. Callinan, Mayor**  
Term Expires: December 2016



**Amy O. Ahanotu, Vice Mayor**  
Term Expires: December 2014



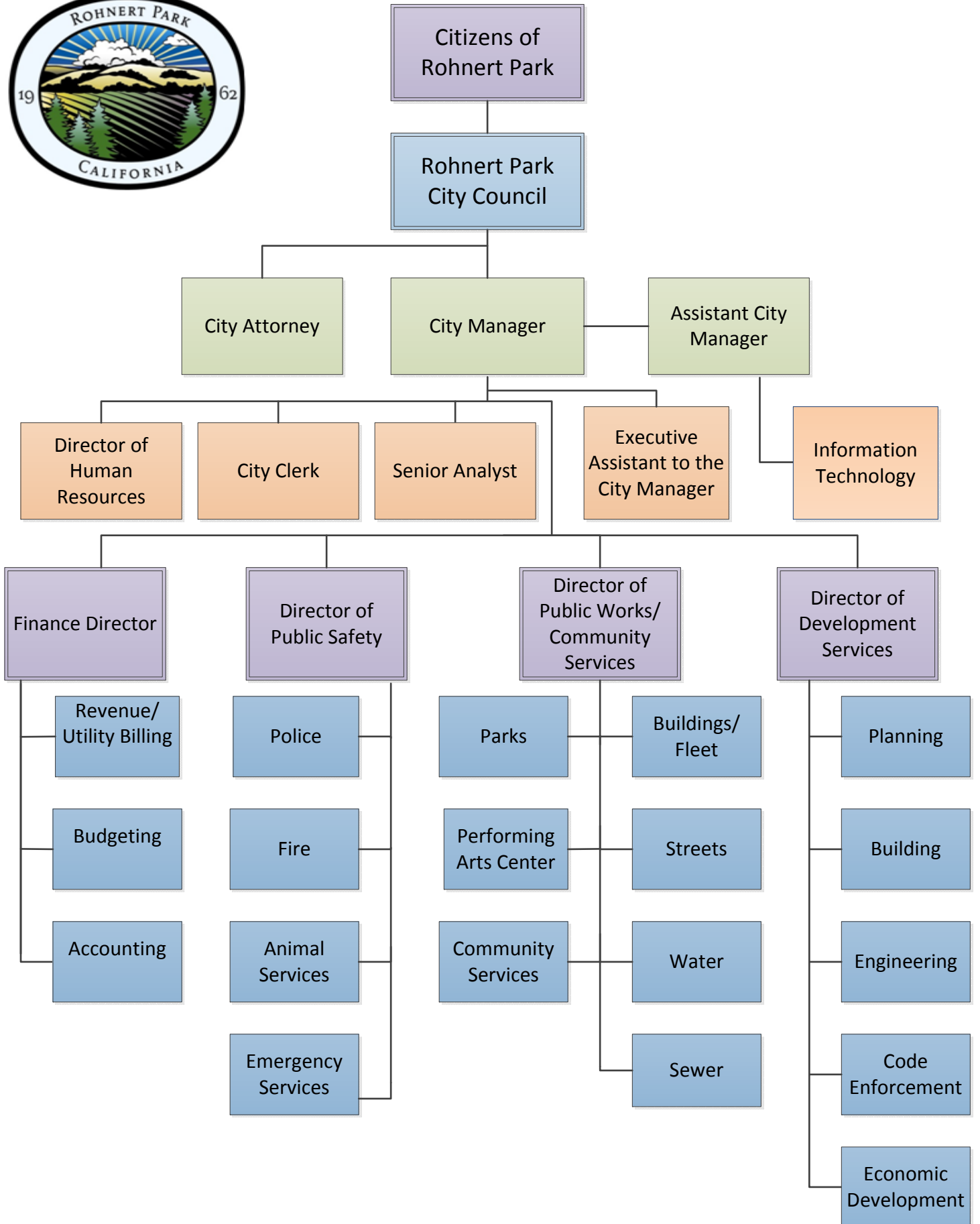
**Gina Belforte, Council Member**  
Term Expires: December 2016



**Jake Mackenzie, Council Member**  
Term Expires: December 2016



**Pam Stafford, Council Member**  
Term Expires: December 2014



## City of Rohnert Park Strategic Plan

The City of Rohnert Park is committed to achieving a shared vision for the organization and its community. The vision, mission and values below are the result of a thoughtful and inclusive process designed to set the City on a course that meets the challenges of today and tomorrow. A glossary of terms is provided in Attachment B.

### OUR VISION

*Rohnert Park is a thriving, family-friendly community that is a safe, enjoyable place to live work and play.*



The City's *vision* sets the focus for the future. It is a statement of where the organization is going.

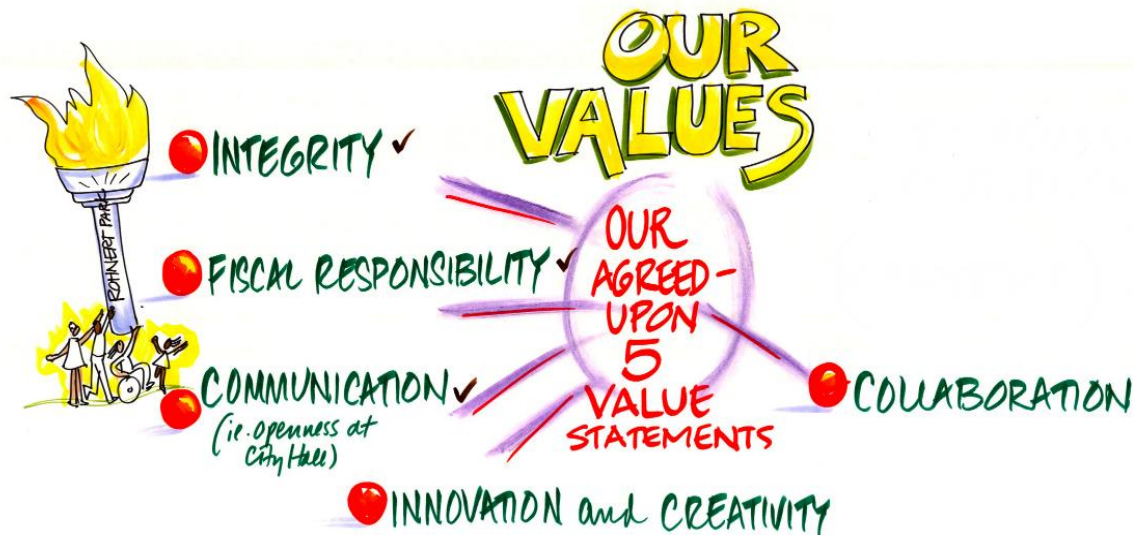
## OUR MISSION

*We care for our residents by working together to build a better community for today and tomorrow.*



The City's *mission* is a statement of the purpose of the organization. It fundamentally defines what the organization stands for and what it will do.

## OUR VALUES



Each of these organizational values has associated behaviors that can be demonstrated throughout the organization. The behaviors that were identified by executive staff and the City Council are listed below.

### **Value: Integrity**

- Adheres to individual and organizational professional standards in the conduct of the organization's business
- Fulfills commitments and keeps promises that are made
- Does the right thing even when no one is looking
- Creates and sustains an atmosphere that fosters a culture of openness, inclusion, compassion and trust

### **Value: Fiscal Responsibility**

- Is transparent in disclosing financial transactions and their implications
- Utilizes multi-year forecasts to quantify future financial impacts of decisions
- Exercises fiscal discipline to live within means and ensure future financial sustainability
- Makes fact-based financial decisions consistent with organizational values at all levels
- Develops and implements strategies to address unfunded liabilities
- Follows best practice policies for budget and financial management
- Utilizes all resources efficiently and effectively
- Maximizes opportunities to increase productivity and achieve high quality results

### **Value: Communication**

- Engages in open, honest communication
- Actively seeks citizen participation; strives to keep the public informed and educated about community issues
- Listens to other perspectives with an open mind and a sincere desire to understand

### **Value: Innovation and Creativity**

- Solves problems creatively and is open to new ideas
- Creates new ways of moving the organization forward to achieve its mission
- Fosters new and creative thinking and solutions
- Effectively utilizes emerging technology
- Takes calculated risks and treats mistakes as learning and growth opportunities

### **Value: Collaboration**

- Takes the initiative to ensure that objectives are met and volunteers to help others for the good of the organization
- Engages team members to work collaboratively towards a common vision
- Recognizes, values and leverages each person's strengths

- Seeks “win-win” strategies; is willing to compromise if necessary
- Inspires results and effective teamwork
- Sets the example; mentors others to be successful

## **GOALS AND STRATEGIES**

As a result of interviews, focus groups, surveys and the staff workshop, four potential goals were identified, each of which has several strategies. During the November 5 workshop, the City Council reviewed, revised and confirmed the four goals, which are graphically presented in Attachment A.

- **Goals** are multi-year in nature. The timeframe for achieving goals is typically five to ten years. The Rohnert Park City Council indicated that goals with a timeframe of three to five years may be more appropriate in today’s dynamic environment.
- **Strategies** are the means to achieve the goals. The timeframe for implementing strategies can span several years as specific programs and projects are undertaken.

### **2014 Update**

During senior staff work sessions the goals and strategies were reviewed. No changes to the goals were proposed. The strategies were evaluated to determine which ones represented ongoing best practices—those were moved to a new element “Our Best Practices.” Strategies with specific action items associated with them are shown below and the tasks are shown in the “Action Plan” element of the strategic plan. There was also some consolidation of strategies for efficiency. Staff believes the strategies and action plan tasks are the most dynamic and evolving aspects of the strategic plan with goals, values, mission and vision being increasingly more enduring. The 2014 Update also includes a new element “Our Accomplishments” where we celebrate our achievements as a direct result of the City’s Strategic Plan. These are listed by year of the accomplishment.

**GOAL A: Practice participative leadership at all levels.**

*Strategies*

- Communicate with the community and team members in identifying priorities and possibilities.
- Implement organization development practices.

**GOAL B: Achieve and maintain financial stability.**

*Strategies*

- Implement the economic development program.
- Prepare current and future financial condition assessment.
- Establish financial policies, procedures and systems that represent best practices.
- Identify new and innovative ways to increase revenues.

**GOAL C: Ensure the effective delivery of public services.**

*Strategies*

- Deliver the highest quality services in the most cost-efficient manner
- Emphasize high quality customer service.
- Improve accountability and continuous improvement through performance measurement and managing for results.
- Integrate technology into operations.

**GOAL D: Continue to develop a vibrant community.**

*Strategies*

- Support implementation of major planned developments.
- Improve transportation and infrastructure.
- Integrate State Farm/SMART train/City Center plans into a Priority Development Area.
- Implement mandated programs.



## **OUR ACCOMPLISHMENTS**

### **2012**

- Rohnert Park 50th Anniversary Celebration
- Green Music Center opened
- Golf Course Drive Undercrossing opened
- US 101 High Occupancy Vehicle Lanes opened
- Paved East Cotati Avenue and Arlen Drive
- Bike path reconstruction and pedestrian safety improvement project
- Water pipe replacement project
- Sewer pipe lining project
- Rancho Verde/Rohnert Park Expressway traffic signal installed
- Co-created Local Leaders Academy of Sonoma County
- Distracted Driving Campaign
- Casino Joint Powers Agreements for Sewer and Wilfred Widening Project
- Bicycle Safety Rodeo
- Arts and Music Festival

### **2013**

- Voters passed Measure A – a local sales tax extension
- Mitigated impacts of casino opening
- Widened Wilfred Avenue/Golf Course Drive West
- Repaved Redwood, Labath, Business Park, Rohnert Park Expressway
- Coordinated traffic signals Rohnert Park Expressway and Golf Course Drive
- Improved entrances to city
- Completed Public Safety Main Station roof replacement and exterior recoating project
- Installed and adopted policy for use of freeway message center
- Established Gold Ridge Recreation Center
- Grant Funding received:
  - Law Enforcement Compliance
  - Develop Sexual Assault Training
  - Problem premise alcohol checks, special event alcohol compliance, prevention/education for alcohol establishments
  - Motorcycle Traffic Officer salary and equipment
  - DUI Checkpoint and saturation patrol
- Implemented golf course performance measures
- Implemented Public Safety On Line Reporting for Citizens (CCR)
- Installed way finding signs throughout the City
- Created National Night Out event and Senior Center Crafts Faire

- Implemented paperless agenda packets
- Started performance measurement in all departments
- Sewer Capital Project Program - 1st Phase of 2 year Adrian Drive sewer replacement
- Sports Center - new cardio equipment
- Implemented online building permits and new permit software.

## ***Our Best Practices***

As a result of the City of Rohnert Park's Strategic Plan process, best practices continue to be discovered and implemented. The following best practices have been established, and will continue in operation unless a better practice is discovered.

### **GOAL A: Practice participative leadership at all levels.**

Continue to:

- Engage the public in setting the annual budget priorities
- Attend and participate in Chamber of Commerce events
- Engage volunteers and establishing workshops to help with specific projects
- Improve communication to provide transparency and a well-informed community
- Inform the public about financial realities and choices facing the City and community, and participate in ongoing meetings with community groups
- Provide periodic financial updates via newsletters, blog, etc.
- Provide the Community Services Newsletters to our elementary schools
- Monitor and update the City's various website to incorporate new information and technology
- Promote enhanced and improved communication among staff and with the public, including the promotion of training programs to assist with this practice.
- Continue to distribute the community newsletters, City Manager updates, and other media channels to internal staff and the community, as appropriate
- Plan for, communicate, and mitigate long-term impacts of major developments
- Provide a balanced mix of essential and discretionary services
- Monitor and evaluate core services to ensure the best provision of core and discretionary services
- Make short-term decisions with a long term perspective
- Include analysis of long-term implications of decisions and recommendations on staff reports

- Implement organization development practices, including succession planning and workforce development
- Assess current practices as it relates to succession planning and workforce development, determine financial investments to implement, and develop tools and training to meet future needs
- Align the organizational culture to demonstrate our values
- Educate and refresh employees about the City's values, and the behaviors that support them. Reinforce them through training, orientations, and evaluation and recruitment processes
- Evaluate and monitor department goals and results

### **GOAL B: Achieve and maintain financial stability.**

Continue to:

- Enhance economic development by implementing the economic development program
- Prioritize elements of the economic development program, identify financial resources to support its implementation, and monitor its performance
- Clarify current and projected future financial condition; prepare a cash contingency plan
- Update and utilize the financial forecast model
- Update and utilize the Capital Improvement Program
- Ensure policies, procedures and systems represent best practices in financial management, such as the use of cost allocation plans and time card systems
- Identify financial best practices, compare to our current practices, and keep existing or incorporate better practices into our best practices
- Develop and implementation of warehouse operations and cost allocation systems
- Ensure that we live within our means by adopting a comprehensive set of budget principles to provide a meaningful and easy to understand framework for maintaining financial discipline
- Update budget principles, and evaluate budget decisions against adopted budget principles
- Monitor expenditures and use of overtime
- Evaluate the financial impact of new infrastructure and replacement of old infrastructure, and develop funding sources to address the life-cycle costs
- Follow through with the fiscal recovery plan
- Explore the creation of new revenue sources
- Develop partnerships to achieve economies of scale through shared services

### **GOAL C: Ensure the effective delivery of public services.**

Continue to:

- Deliver the highest quality services in the most cost-efficient manner
- Assess service delivery options, establish service level expectations
- Analyze the cost of providing a service internally, compared to hiring an external provider
- Emphasize high quality customer service
- Identify and provide customer service training opportunities and use of “secret shoppers” to evaluate their experience with city staff
- Improve accountability and continuous improvement through performance measurement and managing for results
- Monitor department performance measures
- Keep updated and utilize the performance management system, so that it includes meaningful measures to monitor and evaluate results
- Train managers on the use of performance measures to manage programs and services
- Report on these measures quarterly
- Integrate technology into operations
- Identify opportunities to leverage technology and other resources to maximize efficiency
- Maintain the Public Safety On-line Reporting for citizens (CCR-City Crime Report)
- Implement and maintain permit/project tracking software
- Provide training to staff on new technologies and ways to use it
- Evaluate paperless opportunities

### **GOAL D: Continue to develop a vibrant community.**

Continue to:

- Support implementation of major planned developments
- Monitor the impact of the Northwest Specific Plan
- Assess, monitor, and mitigate impacts of the Graton Casino project
- Update and maintain traffic, streetlight, and storm drain standards
- Assess needs, resources, and capacity to anticipated development volumes and fee credits
- Explore zoning flexibility options to foster economic development
- Process and implement specific plans in the pipeline, and additional plans as they are submitted
- Improve transportation and infrastructure
- Update capital needs assessments
- Implement and monitor the roads and Complete Streets Program

- Monitor change orders, to limit their frequency and fiscal impacts
- Incorporate the State Farm/SMART train/City Center plans into a Priority Development Area
- Assist the developers of the State Farm facility
- Consider health effects of development decisions - ensure new development includes access to parks, open space, and/or pedestrian and bicycle facilities
- Communicate and work together with Cotati Rohnert Park Unified School District and Sonoma State University recognizing education supports economic vitality
- Expand programs that bring people together
- Engage community partners to identify opportunities for such programs
- Support and organize community events, including:
  - Founder's Day
  - Running with the Pack
  - Bicycle Rodeo
  - Special Olympics
    - Torch Run and Tip a Cop
  - National Night Out

# GENERAL FUND

	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$INC/(DEC) FROM AMENDED
<b>REVENUE</b>				
Property Taxes	\$ 2,996,980	\$ 3,198,599	\$ 3,384,879	\$ 186,280
Real Property Transfer	126,804	130,000	100,000	(30,000)
Sales & Use Tax	6,266,363	6,847,889	7,062,000	214,111
Measure E/A	3,289,496	3,470,500	3,632,000	161,500
Transient Occupancy Tax	2,202,885	2,530,000	2,600,000	70,000
Franchise Fees	1,682,427	1,712,000	1,957,000	245,000
Licenses and Permits	1,161,004	1,062,125	1,130,000	67,875
Fines & Forfeitures	200,266	161,200	166,500	5,300
Interest and Rents	337,801	344,988	574,304	229,316
Intergovernmental & Grants	3,134,389	3,705,265	3,391,723	(313,542)
Charges for Current Services	653,114	636,120	384,770	(251,350)
Community Services Fees	1,519,666	1,647,540	1,899,240	251,700
Other Income	1,395,347	90,630	78,000	(12,630)
<b>TOTAL REVENUE</b>	<b>\$ 24,966,540</b>	<b>\$ 25,536,856</b>	<b>\$ 26,360,416</b>	<b>823,560</b>
<b>EXPENSE</b>				
Administration	\$ 1,582,520	\$ 1,883,975	\$ 1,845,893	\$ (38,082)
Finance	482,200	571,773	587,830	16,057
Information Technology	662,420	-	-	(a) -
Development Services	788,683	1,036,220	1,098,175	61,955
Rent Appeals Board	74,228	-	-	(c) -
Public Safety - Police & Fire	13,781,812	15,567,919	15,623,024	55,105
Animal Services	431,222	451,108	541,883	90,775
Public Works	2,046,812	2,145,341	2,284,530	(b) 139,189
Community Services	2,223,016	2,476,114	2,436,770	(39,344)
Retiree Medical	1,509,135	1,600,000	1,794,000	194,000
Other General Government	500,733	326,594	408,784	82,190
Program Budget	-	(d) 4,314,936	4,414,329	99,393
<b>TOTAL EXPENSE</b>	<b>\$ 24,082,781</b>	<b>\$ 30,373,980</b>	<b>\$ 31,035,218</b>	<b>\$ 661,238</b>
Transfer In from Other Funds	\$ 1,038,718	\$ 4,925,807	\$ 5,628,456	\$ 702,649
Transfer Out to Other Funds	(563,589)	(692,151)	(643,318)	48,833
<b>TOTAL TRANSFERS</b>	<b>\$ 475,129</b>	<b>\$ 4,233,656</b>	<b>\$ 4,985,138</b>	<b>\$ 751,482</b>
<b>NET BUDGET RESULT</b>	<b>\$ 1,358,888</b>	<b>\$ (603,468)</b>	<b>\$ 310,336</b>	<b>\$ 913,804</b>
Addition/(Uses) of Operating Reserve	\$ 1,358,888	\$ (603,468)	\$ 310,336	
<b>TOTAL BUDGETARY BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

Internal Service Funds: \*

(a) Information Technology Budget	789,864	898,002	108,138
(b) Fleet Budget	225,806	462,210	236,404

(c) Budget in separate fund

(d) New Program Budget in FY13/14

\* Allocated across departments

## GENERAL FUND - OPERATING

	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$INC/(DEC) FROM AMENDED
<b>REVENUE</b>				
Property Taxes	\$ 2,996,980	\$ 3,198,599	\$ 3,384,879	\$ 186,280
Real Property Transfer	126,804	130,000	100,000	(30,000)
Sales & Use Tax	6,266,363	6,847,889	7,062,000	214,111
Measure E/A	3,289,496	3,470,500	3,632,000	161,500
Transient Occupancy Tax	2,202,885	2,530,000	2,600,000	70,000
Franchise Fees	1,682,427	1,712,000	1,957,000	245,000
Licenses and Permits	1,161,004	1,062,125	1,130,000	67,875
Fines & Forfeitures	200,266	161,200	166,500	5,300
Interest and Rents	337,801	344,988	574,304	229,316
Intergovernmental	3,134,389	3,031,136	3,032,000	864
Charges for Current Services	653,114	636,120	384,770	(251,350)
Community Services Fees	1,519,666	1,647,540	1,563,000	(84,540)
Other Income	1,395,347	90,630	78,000	(12,630)
<b>TOTAL REVENUE</b>	<b>\$ 24,966,540</b>	<b>\$ 24,862,727</b>	<b>\$ 25,664,453</b>	<b>801,726</b>
<b>EXPENSE</b>				
Administration	\$ 1,582,520	\$ 1,883,975	\$ 1,845,893	\$ (38,082)
Finance	482,200	571,773	587,830	16,057
Information Technology	662,420	-	-	-
Development Services	788,683	1,036,220	1,098,175	61,955
Rent Appeals Board	74,228	-	-	-
Public Safety - Police & Fire	13,781,812	15,567,919	15,623,024	55,105
Animal Services	431,222	451,108	541,883	90,775
Public Works	2,046,812	2,145,341	2,284,530	139,189
Community Services	2,223,016	2,476,114	2,436,770	(39,344)
Retiree Medical	1,509,135	1,600,000	1,794,000	194,000
Other General Government	500,733	326,594	408,784	82,190
<b>TOTAL EXPENSE</b>	<b>\$ 24,082,781</b>	<b>\$ 26,059,044</b>	<b>\$ 26,620,889</b>	<b>\$ 561,845</b>
Transfer In from Other Funds	\$ 1,038,718	\$ 1,285,000	\$ 1,957,250	\$ 672,250
Transfer Out to Other Funds	(563,589)	(692,151)	(643,318)	48,833
<b>TOTAL TRANSFERS</b>	<b>\$ 475,129</b>	<b>\$ 592,849</b>	<b>\$ 1,313,932</b>	<b>\$ 721,083</b>
<b>NET BUDGET RESULT</b>	<b>\$ 1,358,888</b>	<b>\$ (603,468)</b>	<b>\$ 357,496</b>	<b>\$ 960,964</b>
Addition/(Uses) of Operating Reserve	\$ 1,358,888	\$ (603,468)	\$ 357,496	
<b>TOTAL BUDGETARY BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
Internal Service Funds: *				
(a) Information Technology Budget		789,864	898,002	108,138
(b) Fleet Budget		225,806	462,210	236,404

\* Allocated across departments

## GENERAL FUND - PROGRAM BUDGET

	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$INC/(DEC) FROM AMENDED
<b>PROGRAM REVENUE</b>				
Intergovernmental Grants:				
Central RP PDA		\$ 245,550	\$ 238,665	\$ (6,885)
Greenhouse Gas Reduction Program		18,196	18,381	185
Office of Traffic Safety - PT13351		32,410	-	(32,410)
Office of Traffic Safety - PT14109		249,495	52,825	(196,670)
Office of Traffic Safety - PT14351		37,478	9,852	(27,626)
Office of Traffic Safety - PT1356		40,000	-	(40,000)
Sonoma County DHS		40,000	40,000	-
Sonoma County RBS Trainer		11,000	-	(11,000)
Production/Concession Income		-	336,240	336,240
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ 674,129</b>	<b>\$ 695,963</b>	<b>21,834</b>
<b>PROGRAM EXPENSES</b>				
Casino Mitigation - General	\$ -	\$ 2,664,000	\$ 2,863,619	\$ 199,619
Casino Mitigation - S.E.A	-	500,000	500,000	-
Casino Mitigation - JEPA Maintenance	-	288,214	139,079	(149,135)
Economic Development	-	-	111,150	111,150
Central RP PDA	-	325,550	312,665	(12,885)
Housing Element	-	45,000	43,017	(1,983)
Greenhouse Gas Reduction Program	-	18,196	18,381	185
Safe TREC - Sobriety Check Point	-	32,410	-	(32,410)
Selective Traffic Enforcement Program - PT14109	-	249,495	52,825	(196,670)
Sobriety Check Point Grant SC - PT14351	-	37,478	9,852	(27,626)
Selective Traffic Enforcement Program - PT1356	-	40,000	-	(40,000)
Sonoma County Dept of Health Services	-	40,000	40,000	-
Responsible Beverage Service Trainer	-	11,000	-	(11,000)
Alcohol Beverage Service Ordinance	-	31,093	32,455	1,362
Tri-Cities Coalition Training Program	-	-	19,036	19,036
Performing Arts Center Programs	-	32,500	272,250	239,750
<b>TOTAL PROGRAM EXPENSE</b>	<b>\$ -</b>	<b>\$ 4,314,936</b>	<b>\$ 4,414,329</b>	<b>\$ 99,393</b>
Transfer In from Other Funds		3,640,807	3,671,206	\$ 30,399
Transfer Out to Other Funds		-	-	-
<b>TOTAL TRANSFERS</b>	<b>\$ -</b>	<b>\$ 3,640,807</b>	<b>\$ 3,671,206</b>	<b>\$ 30,399</b>
<b>NET BUDGET RESULT</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (47,160)</b>	<b>\$ (47,160)</b>
Addition(Uses) of Reserve	\$ -	\$ -	\$ (47,160)	
<b>TOTAL BUDGETARY BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	



## GENERAL FUND - TRANSFERS

	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$INC/(DEC) 2013-14 AMENDED
<b>OTHER SOURCES (USES):</b>			
<b>Transfer in</b>			
From Gas Tax Fund	500,000	530,000	30,000
From Vehicle Abatement Fund (Community Services Officer)	15,000	109,000	94,000
From Refuse Fund (Code Enforcement Officer)	10,000	-	(10,000)
From Water Fund (Reimbursement of Retiree Medical Cost)	-	159,000	159,000
From Sewer Fund (Reimbursement of Retiree Medical Cost)	-	91,000	91,000
From Measure M Fire Assessment Fund	500,000	570,000	70,000
From Spay/Neuter Fee	-	61,000	61,000
From Animal Shelter Donations Fee	-	17,250	17,250
From Supplemental Law Enforcement Services Fund	-	100,000	100,000
From General Plan Maintenance Fee	145,000	127,017	(17,983)
From Casino Mitigation Fund	3,452,214	3,502,698	50,484
From Traffic Safety Fund	240,000	310,000	70,000
From Alcohol Beverage Service Ordinance (ABSO)	31,093	32,455	1,362
From Tri-Cities Coalition Training Program	-	19,036	19,036
From PAC Endowment Fund	32,500	-	(32,500)
<b>Subtotal Transfer in</b>	4,925,807	5,628,456	702,649
<b>Transfer out</b>			
To Debt Service	(343,318)	(343,318)	-
To OPEB Trust Fund	(300,000)	(300,000)	-
<b>Subtotal Transfer out</b>	(643,318)	(643,318)	-
<b>TOTAL TRANSFERS</b>	4,282,489	4,985,138	702,649

# GENERAL FUND REVENUES

REVENUES	ACCOUNT	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE (DECREASE)	% INCR/ (DECR)
<b>Taxes</b>						
Property Taxes	3010-3030	\$ 2,996,980	\$ 3,198,599	\$ 3,384,879	\$ 186,280	5.8%
Real Property Transfer Tax	3110	126,804	130,000	100,000	(30,000)	-23.1%
Sales and Use Tax	3120/3122	6,266,363	6,847,889	7,062,000	214,111	3.1%
Measure E/A	3123	3,289,496	3,470,500	3,632,000	161,500	4.7%
Transient Occupancy Tax	3130	2,202,885	2,530,000	2,600,000	70,000	2.8%
P.G & E.	3140	358,081	370,000	358,000	(12,000)	-3.2%
Comcast Cable TV	3141	549,381	542,000	549,000	7,000	1.3%
Refuse Franchise Fee	3142	774,965	800,000	1,050,000	250,000	31.3%
<b>Total Taxes</b>		<b>16,564,954</b>	<b>17,888,988</b>	<b>18,735,879</b>	<b>846,891</b>	<b>4.7%</b>
<b>Licenses and Permits</b>						
Business Licenses	3210-15	\$ 464,466	\$ 455,000	\$ 495,000	\$ 40,000	8.8%
Animal Licenses	3220	45,526	44,625	45,000	375	0.8%
Building Permits	3230	231,423	220,500	235,000	14,500	6.6%
Plan Check Fees	3235-50	419,588	342,000	355,000	13,000	3.8%
<b>Total Licenses &amp; Permits</b>		<b>1,161,004</b>	<b>1,062,125</b>	<b>1,130,000</b>	<b>67,875</b>	<b>6.4%</b>
<b>Fines, Forfeits &amp; Penalties</b>						
Vehicle Code Fines	3310	\$ 132,330	\$ 95,000	\$ 100,000	5,000	5.3%
Parking Fines	3311	50,048	50,000	50,000	-	0.0%
Impound Fees	3313	13,022	12,000	12,000	-	0.0%
Other Court Fines	3320	4,866	4,200	4,500	300	7.1%
<b>Total Fines, Forfeits &amp; Pen.</b>		<b>200,266</b>	<b>161,200</b>	<b>166,500</b>	<b>5,300</b>	<b>3.3%</b>
<b>Interest &amp; Rents</b>						
Investment Earnings	3410	\$ 2,445	\$ 50,000	\$ 5,000	\$ (45,000)	-90.0%
Rent: Golf Courses	3420	76,955	50,000	69,992	19,992	40.0%
Rent: Billboard Land Lease	3450	7,241	-	7,000	7,000	
Rent: Land N. of Big 4 Rents	3451	4,457	4,452	4,704	252	5.7%
Lease: Main Station Cell Towers	3457	210,903	200,000	267,000	67,000	33.5%
Rent: Digital Lease	3445	-	-	180,000	180,000	
Rent: Royal Coach Chevron	3453	9,865	9,864	9,864	-	0.0%
Rent: OADS Annex	3455	20,586	25,332	25,332	-	0.0%
Rent: Alternative Ed. School	3460	5,350	5,340	5,412	72	1.3%
<b>Total Interest &amp; Rents</b>		<b>337,801</b>	<b>344,988</b>	<b>574,304</b>	<b>229,316</b>	<b>66.5%</b>
<b>Intergovernmental &amp; Grants</b>						
State Motor Veh In Lieu	3511	\$ 22,247	\$ 22,250	\$ -	\$ (22,250)	-100.0%
Property Tax in-lieu of VLF	3510	2,607,875	2,729,406	2,757,000	27,594	1.0%
Public Safety Augment. Fund	3534	220,151	202,500	220,000	17,500	8.6%
Grants: General Fund	3536-70	221,430	714,129	364,723	(349,406)	-48.9%
P.O.S.T. Reimbursements	3582	62,686	36,980	50,000	13,020	35.2%
<b>Total Intergovernmental &amp; Grants</b>		<b>3,134,389</b>	<b>3,705,265</b>	<b>3,391,723</b>	<b>(313,542)</b>	<b>-8.5%</b>
<b>Charges for Current Services</b>						
Zoning & Subdivision Fees	3610	\$ 107,433	\$ 70,000	\$ 90,000	\$ 20,000	28.6%
General Plan Maintenance Fee	3615	11,500	53,550	-	(53,550)	-100.0%
Plan Review Fee	3617	14,195	14,000	14,000	-	0.0%
Sale of Maps, Etc.	3651-52	464	1,000	200	(800)	-80.0%
Special Public Safety Serv.	3630	25,097	25,000	25,000	-	0.0%
Vehicle Abatement Revenue	3634	105,812	97,000	-	(97,000)	-100.0%
Animal Shelter Fees	3631	110,328	70,000	70,000	-	0.0%
Alcohol Education Fee	3639	41,428	-	-	-	
Engineering Fees	3640	228,487	297,200	177,200	(120,000)	-40.4%
Library Landscape Maint.	3655	8,370	8,370	8,370	-	0.0%
<b>Total Charges for Current Services</b>		<b>653,114</b>	<b>636,120</b>	<b>384,770</b>	<b>(251,350)</b>	<b>-39.5%</b>
<b>Recreation Related Income</b>						
Sports Center	5810	\$ 452,240	\$ 494,300	\$ 536,200	\$ 41,900	8.5%
Swimming Pools	5720-5750	159,579	162,600	198,100	35,500	21.8%
Community Events	5150	48,494	51,500	37,000	(14,500)	-28.2%
R.P. Comm Cntr Rentals	5830-5860	330,778	361,540	395,200	33,660	9.3%
Senior Center	5501	74,447	71,000	74,500	3,500	4.9%
Gold Ridge	5400	50,400	100,000	112,300	12,300	100.0%
<b>Total Recreation Income</b>		<b>1,115,938</b>	<b>1,240,940</b>	<b>1,353,300</b>	<b>112,360</b>	<b>9.1%</b>

## GENERAL FUND REVENUES

REVENUES	ACCOUNT	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE (DECREASE)	% INCR/ (DECR)
Performing Arts Center	6210	\$ 403,728	\$ 406,600	\$ 545,940	\$ 139,340	34.3%
<b>Total Community Services</b>		<b>1,519,666</b>	<b>1,647,540</b>	<b>1,899,240</b>	<b>251,700</b>	<b>15.3%</b>
Other Income/Donations	3930-40	\$ 1,395,347	\$ 90,630	\$ 78,000	(12,630)	-13.9%
<b>Subtotal General Fund Revenue</b>		<b>\$ 24,966,540</b>	<b>\$ 25,536,856</b>	<b>\$ 26,360,416</b>	<b>\$ 1,074,910</b>	<b>4.2%</b>
Transfer-In from Other Funds		\$ 1,038,718	\$ 4,925,807	\$ 5,628,456	702,649	14.3%
<b>Total General Fund Revenue</b>		<b>\$ 26,005,258</b>	<b>\$ 30,462,663</b>	<b>\$ 31,988,872</b>	1,526,209	5.0%

# GENERAL FUND EXPENDITURES

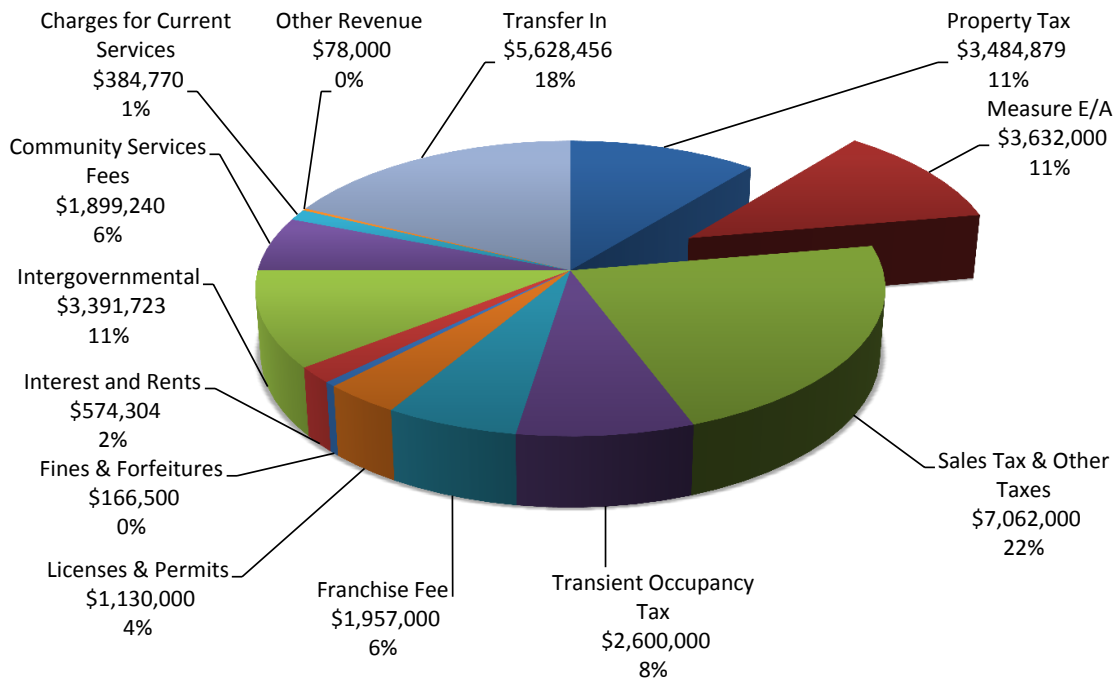
CATEGORY/DEPT.	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE (DECREASE)	% CHANGE
<b>GENERAL GOVERNMENT</b>					
City Council	\$ 74,429	\$ 110,516	\$ 130,016	\$ 19,500	17.6%
City Administration	581,275	993,309	884,850	(108,459)	-10.9%
Finance & Accounting	482,200	571,773	587,830	16,057	2.8%
Information Systems	662,420	-	-	a)	-
Legal Services	579,695	425,150	425,150	-	0.0%
Development Services	788,683	1,036,220	1,098,175	61,955	6.0%
Human Resource	347,121	355,000	405,877	50,877	14.3%
Rent Appeals Board	74,228	-	-	a)	-
City Office Building	202,482	188,094	226,229	38,135	20.3%
City Office Annex	19,994	19,500	21,500	2,000	10.3%
General Gov't-Non Dept.	278,257	119,000	161,055	42,055	35.3%
Retired Empl. Benefits	1,509,135	1,900,000	2,094,000	194,000	10.2%
General Gov't-Non Dept.(T/O)	563,589	392,151	343,318	(48,833)	-12.5%
Program Budgets	-	4,282,436	4,142,079	(140,357)	-3.3%
<b>TOTAL GENERAL GOVERNMENT</b>	<b>6,163,508</b>	<b>10,393,149</b>	<b>10,520,079</b>	<b>126,930</b>	<b>1.2%</b>
<b>PUBLIC SAFETY</b>					
Police/Fire Personnel	\$ 11,468,491	\$12,225,915	\$12,338,230	\$ 112,315	0.9%
Police Protection	1,922,904	2,450,450	2,484,207	33,757	1.4%
Fire Protection	140,562	632,590	530,522	(102,068)	-16.1%
Animal Shelter	431,222	451,108	541,883	90,775	20.1%
Public Safety Bldg. Main	200,042	220,280	225,549	5,269	2.4%
Public Safety Bldg. North	18,903	21,461	22,870	1,409	6.6%
Public Safety Bldg. South	11,517	12,223	18,646	6,423	52.5%
Civil Preparedness/Haz Mat	1,393	5,000	3,000	(2,000)	-40.0%
Sexual Assault Examinations	18,000	-	-	-	0.0%
Booking Fees/County	-	-	-	-	0.0%
<b>TOTAL PUBLIC SAFETY</b>	<b>14,213,034</b>	<b>16,019,027</b>	<b>16,164,907</b>	<b>145,880</b>	<b>0.9%</b>
<b>PUBLIC WORKS/PARKS</b>					
General	\$ 321,796	\$ 252,971	\$ 272,905	\$ 19,934	7.9%
Maintenance of Streets & Bikeways	842,416	997,646	1,065,239	67,593	6.8%
Storm Drains & Drainage	78,731	101,127	151,717	50,590	50.0%
Park Maintenance	803,869	793,597	794,669	1,072	0.1%
<b>TOTAL PUBLIC WORKS/PARKS</b>	<b>2,046,812</b>	<b>2,145,341</b>	<b>2,284,530</b>	<b>139,189</b>	<b>6.5%</b>
<b>RECREATION</b>					
Recreation Commission	\$ 13,407	\$ 58,907	\$ 62,749	\$ 3,842	6.5%
Community Events	95,743	77,992	82,745	4,753	6.1%
Senior Citizen Center	171,744	201,130	219,197	18,067	9.0%
Swimming Pools	326,903	392,081	426,865	34,784	8.9%
Sports Center	415,785	496,134	536,200	40,066	8.1%
R.P. Community Centers	475,511	671,346	650,683	(20,663)	-3.1%
Golf Course	6,800	15,465	17,013	1,548	100.0%
Performing Arts Center	717,123	595,559	713,568	118,009	19.8%
<b>TOTAL RECREATION</b>	<b>2,223,016</b>	<b>2,508,614</b>	<b>2,709,020</b>	<b>200,406</b>	<b>8.0%</b>
<b>TOTAL ALL DEPARTMENTS</b>	<b>24,646,370</b>	<b>31,066,131</b>	<b>31,678,536</b>	<b>612,405</b>	<b>2.0%</b>

a) Move to new fund

# 2014/15 General Fund Revenue Budget in Brief

## Where does the City's Money Come From?

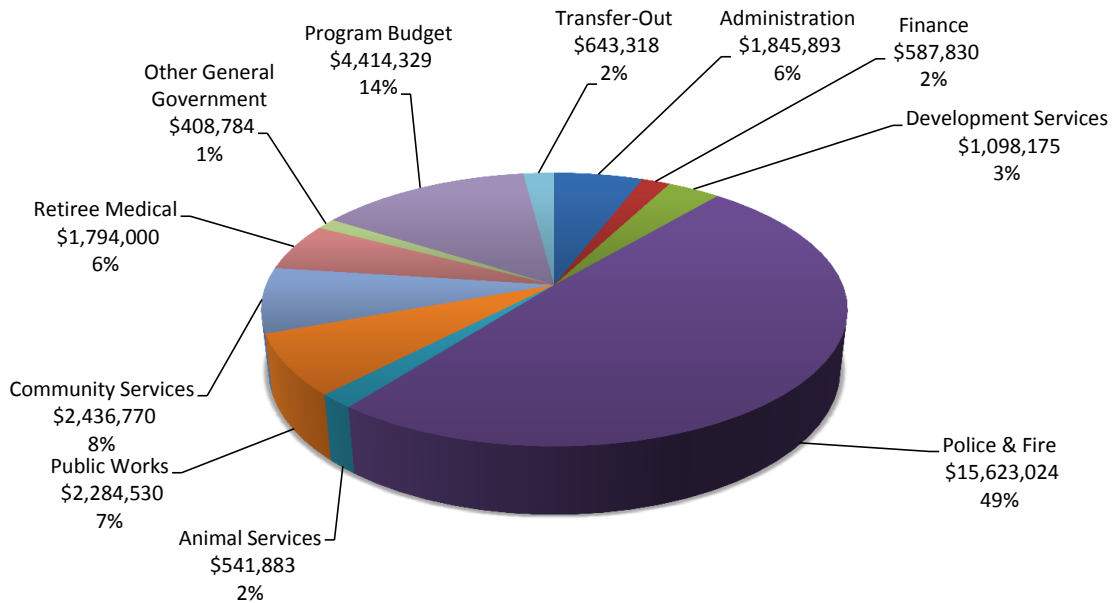
Revenue Summary	2013/14 Amended Budget	2014/15 Adopted Budget	Increase (Decrease)	% Change
Property Tax	\$ 3,328,599	\$ 3,484,879	\$ 156,280	4.7%
Measure E/A	\$ 3,470,500	\$ 3,632,000	\$ 161,500	4.7%
Sales Tax & Other Taxes	\$ 6,847,889	\$ 7,062,000	\$ 214,111	3.1%
Transient Occupancy Tax	\$ 2,530,000	\$ 2,600,000	\$ 70,000	2.8%
Franchise Fee	\$ 1,712,000	\$ 1,957,000	\$ 245,000	14.3%
Licenses & Permits	\$ 1,062,125	\$ 1,130,000	\$ 67,875	6.4%
Fines & Forfeitures	\$ 161,200	\$ 166,500	\$ 5,300	3.3%
Interest and Rents	\$ 344,988	\$ 574,304	\$ 229,316	66.5%
Intergovernmental	\$ 3,705,265	\$ 3,391,723	\$ (313,542)	-8.5%
Community Services Fees	\$ 1,647,540	\$ 1,899,240	\$ 251,700	15.3%
Charges for Current Services	\$ 636,120	\$ 384,770	\$ (251,350)	-39.5%
Other Revenue	\$ 90,630	\$ 78,000	\$ (12,630)	-13.9%
Transfer In	\$ 4,925,807	\$ 5,628,456	\$ 702,649	14.3%
<b>TOTAL REVENUES</b>	<b>\$ 30,462,663</b>	<b>\$ 31,988,872</b>	<b>\$ 1,526,209</b>	<b>5.0%</b>



# 2014/15 General Fund Expenditures Budget in Brief

## How does the City Spend the Money It Receives?

Expenditures by Department	2013/14 Amended Budget	2014/15 Adopted Budget	Increase (Decrease)	% Change
Administration	\$ 1,883,975	\$ 1,845,893	\$ (38,082)	-2.0%
Finance	\$ 571,773	\$ 587,830	\$ 16,057	2.8%
Development Services	\$ 1,036,220	\$ 1,098,175	\$ 61,955	6.0%
Police & Fire	\$ 15,567,919	\$ 15,623,024	\$ 55,105	0.4%
Animal Services	\$ 451,108	\$ 541,883	\$ 90,775	20.1%
Public Works	\$ 2,145,341	\$ 2,284,530	\$ 139,189	6.5%
Community Services	\$ 2,476,114	\$ 2,436,770	\$ (39,344)	-1.6%
Retiree Medical	\$ 1,600,000	\$ 1,794,000	\$ 194,000	12.1%
Other General Government	\$ 326,594	\$ 408,784	\$ 82,190	25.2%
Program Budget	\$ 4,314,936	\$ 4,414,329	\$ 99,393	2.3%
Transfer-Out	\$ 692,151	\$ 643,318	\$ (48,833)	-7.1%
<b>TOTAL EXPENDITURES</b>	<b>\$ 31,066,131</b>	<b>\$ 31,678,536</b>	<b>\$ 612,405</b>	<b>2.0%</b>
<b>Internal Service Funds *</b>				
Informational Technology	\$ 789,864	\$ 898,002	\$ 108,138	13.7%
Fleet Services	\$ 225,806	\$ 462,210	\$ 236,404	104.7%
* Allocated across departments				



# KEY REVENUE ASSUMPTIONS

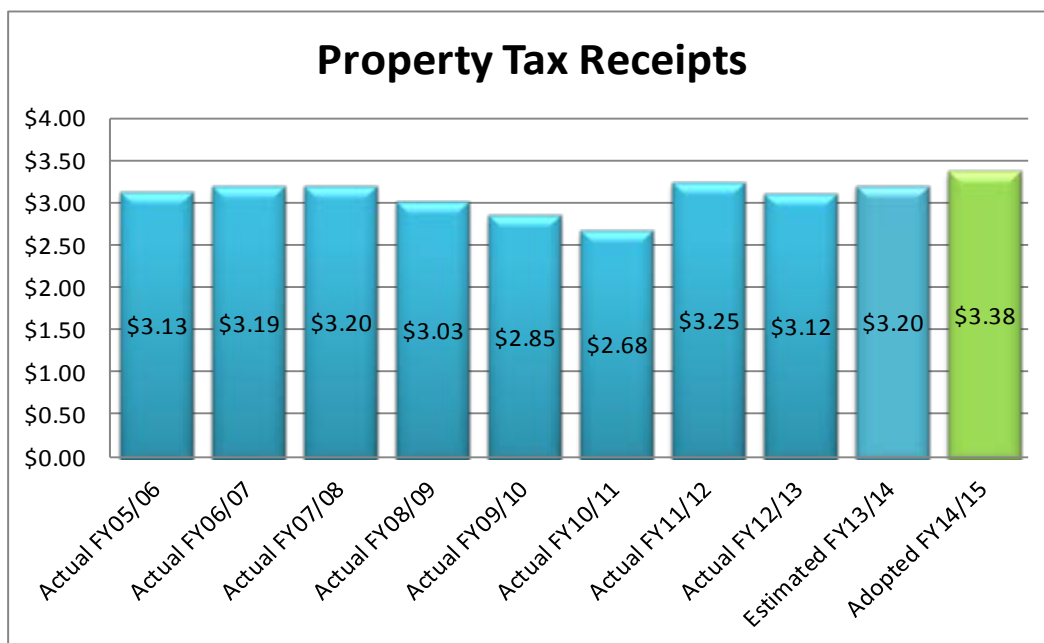
## OVERVIEW

General Fund revenues are the essential support for City services such as maintenance of parks, facilities and infrastructure, public safety, and general services.

Over the last two fiscal years key revenues, primarily sales tax and transient occupancy tax (TOT) have provided fiscal stability to the City's general fund. However, these revenues fluctuate quickly with changes in the economy, as reflected in the graphs for sales taxes and TOT. Property taxes have changes over the years, as the State of California imposed changes in property tax distribution methods, and dissolved a major tax recipient, the former Community Development Corporation, commonly known as "RDA dissolution."

## PROPERTY TAX

The County of Sonoma Auditor-Controller distributes property tax revenue to recipient jurisdictions, including the City of Rohnert Park, pursuant to the State of California Revenue and Taxation Code. During the past ten years the funds distributed to the City of Rohnert Park follow:



The projected year-end property tax revenue for FY 2013/14 is \$3.20M, which is 2.6% above prior year actual. Projection for FY 2014/15 is at 5.6% growth based on relatively flat expected assessed value (AV) growth of 1%, and an increase in residual distributions from the dissolution of the City's former Community Development Commission.

The AV growth is generally limited by a 2% Proposition 13 ceiling, or inflation, whichever is less. For FY 14-15, the inflation cap of .5% applies to the base, and the 1%

## **KEY REVENUE ASSUMPTIONS**

---

growth in total AV takes into account mid-year transactions that generate re-assessment at current market prices.

“Proposition 8 adjustments” reduced assessed value in response to declines in properties’ market values, and were significant between 2008 and 2012. This budget does not anticipate further “Prop 8” adjustments, as real property values appear to have stabilized.

### **SALES TAX**

The City of Rohnert Park receives both a general sales tax and a ½ cent added tax known as “Measure E,” that was approved by the voters. Combined, these sales taxes provide approximately 35% of all general fund resources. The Measure E sales tax provides more general fund revenue than property tax collections.

The FY 14/15 total sales tax estimate is \$10,700,000, an increase of \$430,000 or 4.1% over the FY 13/14 amended budget amount. Sales taxes by category, both general and the Measure E special tax, are discussed below.

The Measure E special tax was approved by the voters in 2010, and was originally slated to expire after five years. The voters removed the five-year sunset provision by passing Measure A on the November 2013 ballot with a 67.3% “yes” vote.

The general sales tax receipts for FY 2013/14 are estimated to be \$6,848,000, which is \$582,000 higher than the prior year’s collection, reflecting 7.9% growth.

The FY 14/15 adopted budget anticipates general sales tax revenue of \$7,062,000, representing a \$214,000, or 3.1% increase over the FY 13-14 estimate. The revenue estimate is based on the “most likely” scenario developed by the sales tax consulting service.

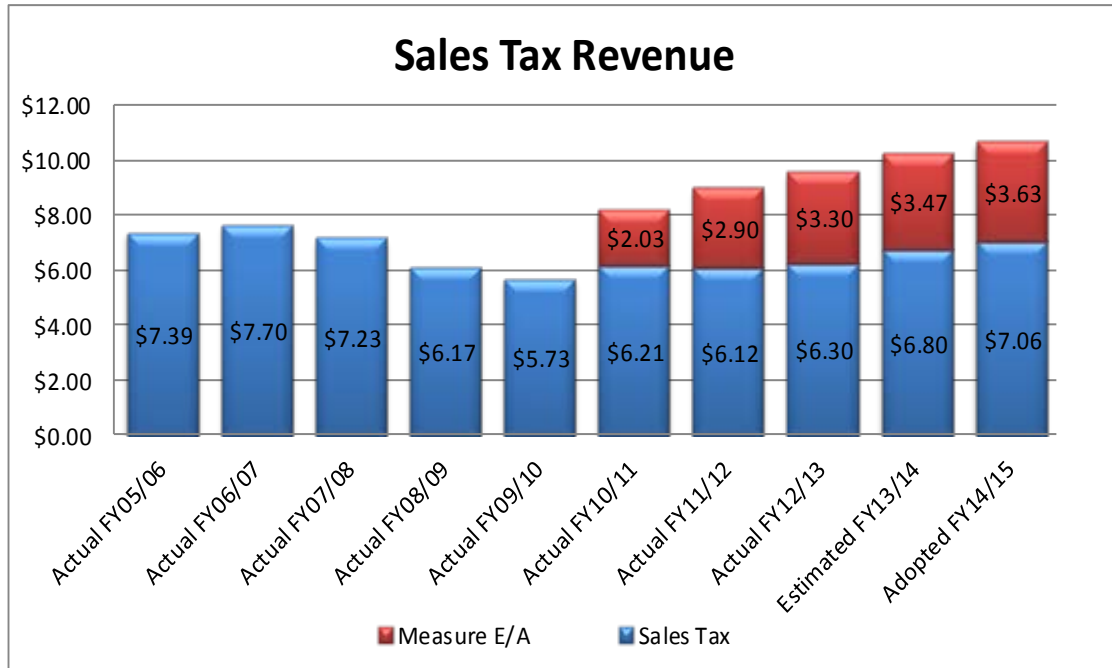
Measure E sales tax estimated for FY 13-14 is \$3,470,500, a \$181,000 or 5.2% increase over actual collections for FY 12-13.

The FY 14/15 adopted budget anticipates Measure E sales tax revenue of \$3,632,000, an increase of \$161,500 or 4.7% over the FY 13-14 estimate.

The following chart depicts the 10-year history for sales tax revenues, with a separate color used to designate the special tax approved by Rohnert Park citizens:



# KEY REVENUE ASSUMPTIONS



## TRANSIENT OCCUPANCY TAX

Receipts from Transient Occupancy Tax (TOT) continue to be an important source of revenue for the City. The City receives a fixed percentage of hotel/motel room rentals in Rohnert Park. On the November 2002 ballot, the City validated the existing TOT rate of 11% (per Proposition 62) and also increased the rate to 12% effective January 1, 2003.

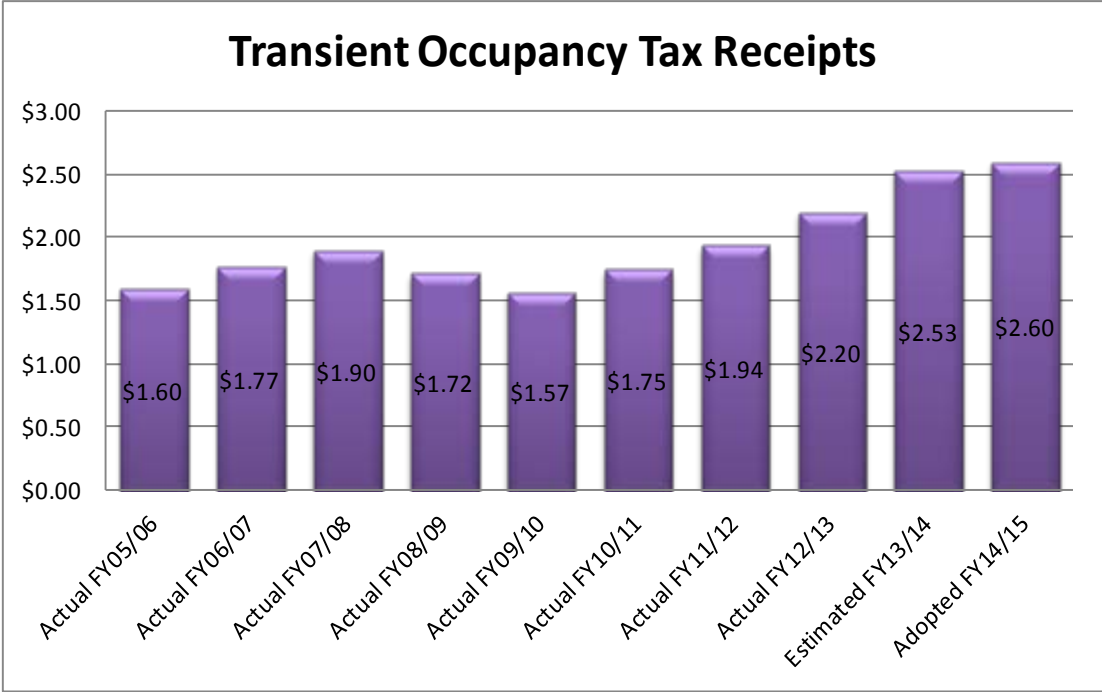
The City is projecting TOT receipts of \$2,530,000 million for FY 13-14, an increase of \$327,000 above the FY 12-13 actual collections.

The FY 14-15 budget incorporates a \$2,600,000 estimate for TOT, holding the growth relatively flat in comparison to the two prior years. The reason for the conservative growth estimate is the fact that an unknown amount of the recent growth was caused by the construction and opening of the Graton casino.

An additional 2% fee is assessed on occupancy, which is used by the Sonoma County Tourism Bureau to promote tourism in the County of Sonoma. Also, the City continues to use resources of the Sonoma County Tourism Bureau to help promote Rohnert Park. These efforts help increase occupancy rates for Rohnert Park establishments.

The following chart depicts the 10-year history of Transient Occupancy Tax (TOT) collections:

# KEY REVENUE ASSUMPTIONS



## FRANCHISE FEES

Franchise fees are applied to refuse, cable television and electric utility operations, and have become an important part of the City’s revenue structure. Combined collections for all franchises are expected to be \$1,957,000 for FY 14/15, and comprise 6% of total general fund financing sources.

**Pacific Gas & Electric Franchise:** Estimated fees for both FY 14/15 and FY2013/14 are \$358,000, the same level that was collected in FY 12/13, and \$12,000 less than budgeted for FY 13/14. PG&E pays the City late in the fiscal year, after the proposed budget is developed, so the City uses conservative estimates. Rohnert Park receives 1% of the gross gas revenues and 1% of the gross electric revenues as its franchise fee.

**Cable Television Franchise:** The City of Rohnert Park has a non-exclusive franchise agreement with Comcast Cable Company. Franchise fee revenue is estimated to come in \$542,000, which is \$7,000 less than budgeted for FY 13/14. The revenue is estimated at \$549,000 for FY 14/15. The City receives 5% of all cable gross revenues as its franchise fee.

**Refuse Franchise:** The City of Rohnert Park has an exclusive franchise agreement with Rohnert Park Disposal for providing refuse hauling service. The current contract, which expires June 30, 2025, provides for a 17% franchise fee on refuse gross revenues and 8.5% for road impact fee. In FY2013/14, franchise fee revenue is estimated at \$1,050,000, about \$250,000 higher than budgeted. The budget for FY 2014/15 is \$1,050,000 based on current receipts.

# **KEY REVENUE ASSUMPTIONS**

---

## **LICENSES & PERMITS**

Business license taxes are collected on retail, professional, semi-professional, general contractors, sub-contractors, wholesalers, and other classifications of businesses including residential rental property. Generally, business license taxes in Rohnert Park are based on a flat fee per the number of employees. The rates were last increased in January 1991 and validated per Proposition 62 on the November 2002 ballot.

Building permit fees are also included in this revenue category. This service provides permit processing and quality control and inspection services.

For FY 14/15 total licenses and permits, inclusive of plan check fees and building permits, is estimated at \$1,130,000, an increase of \$67,875 or 6% over FY 13/14 amended budget.

## **INTEREST & RENTS**

Interest on the City's investment earnings portfolio was at one-time a major source of revenues; however, the average portfolio yield has been on a steady decline since 2007.

The City's uses the State-run Local Agency Investment Fund (LAIF) as the primary deposit. LAIF follows the same investment priorities as the City: 1) Security of Principle; 2) Liquidity; and, 3) Return on Investment.

Expected interest earnings accruing to the general fund are estimated at \$5,000.

The "rent" revenue is more significant than the interest earning, and covers items like the golf course, a digital billboard, cell tower land leases, and other items. Total anticipated revenue included in the FY 14/15 budget for rents is \$569,304.

## **INTERGOVERNMENTAL & GRANTS**

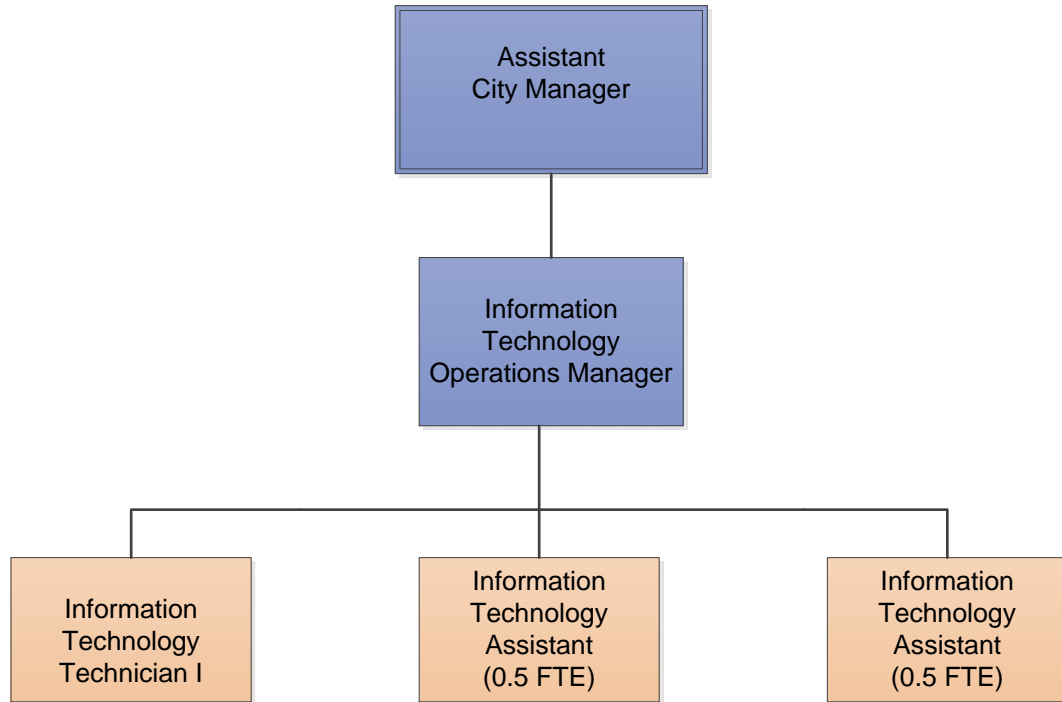
"Property Tax In Lieu of VLF" is the most significant revenue account in this category, and represents a reduction in the state-mandated shift of money to state-financed schools in exchange for vehicle license fee revenues that cities used to receive. This convoluted system of trade-offs is the result of a series of State of California budget maneuvers that are now derisively known as the "flip" and the "swap."

The revenue account rises and falls with local assessed value, and the projection is that it will grow in proportion to the basic property tax account.

For FY 14/15 the budgeted amount is \$2,757,000.



# Information Technology Department Organizational Chart



## INFORMATION TECHNOLOGY

	2012-13 ACTUAL	2013-14 ADOPTED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>REVENUE</b>				
Service Fees	\$ 662,420	\$ 714,864	\$ 783,002	\$ 68,138
Interest Income	717	-	-	
Transfer from Other Funds	-	75,000	115,000	40,000
<b>TOTAL REVENUE</b>	<b>\$ 663,137</b>	<b>\$ 789,864</b>	<b>\$ 898,002</b>	<b>\$ 108,138</b>
<b>EXPENSE</b>				
Compensation	\$ 207,072	\$ 211,533	\$ 220,631	\$ 9,098
Part-Time Salaries	34,180	38,000	42,500	4,500
Training	480	550	550	-
Insurance	10,991	13,775	16,255	2,480
Service Fee	-	2,121	4,546	2,425
Special Department	14,134	12,000	12,000	-
Communications	99,622	105,120	103,120	(2,000)
Dues & Subscriptions	160	1,100	2,200	1,100
Vehicle Gas & Oil	1,072	1,500	-	(1,500)
Equipment Maintenance/Rental	265,880	302,165	313,000	10,835
Professional Services	28,041	26,200	66,200	40,000
Recruitment	91	-	-	-
Travel & Meetings	699	800	2,000	1,200
Capital Outlay *	-	75,000	115,000	40,000
<b>TOTAL EXPENSE</b>	<b>\$ 662,420</b>	<b>\$ 789,864</b>	<b>\$ 898,002</b>	<b>\$ 108,138</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>\$ 717</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\*One time purchase paid by DIVCA (PEG) fee

## Information Technology Budget Analysis

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
610-0000-400-4101	Information Technology /Salaries	\$141,229	\$139,961	\$146,838	\$146,844	\$6,883	4.92%	
610-0000-400-4201	Information Technology /Part-Time Sal	\$34,180	\$38,000	\$34,738	\$42,500	\$4,500	11.84%	See item#1
610-0000-400-4520	Information Technology/Other Payroll-	\$0	\$796	\$2,824	\$835	\$39	4.90%	
610-0000-400-4800	Information Technology/Training & Edu	\$480	\$550	\$0	\$550	\$0	0.00%	See item#2
610-0000-400-4901	Information Technology /Pers/Employer	\$34,422	\$36,955	\$35,834	\$37,519	\$564	1.53%	
610-0000-400-4902	Information Technology /Pers/Employee	\$0	\$0	\$0	\$0	\$0		
610-0000-400-4908	Information Technology/RHS	\$938	\$975	\$900	\$975	\$0	0.00%	
610-0000-400-4920	Information Technology /Health Ins/Bl	\$23,281	\$26,851	\$25,740	\$28,310	\$1,459	5.43%	
610-0000-400-4921	Information Technology /Medical Insur	\$0	\$0	\$0	\$0	\$0		
610-0000-400-4923	Information Technology /Eye Care	\$447	\$449	\$426	\$449	\$0	0.00%	
610-0000-400-4924	Information Technology /Dental Care	\$2,857	\$2,188	\$2,477	\$2,188	\$0	0.00%	
610-0000-400-4925	Information Technology /Medicare	\$2,528	\$2,041	\$2,674	\$2,142	\$101	4.95%	
610-0000-400-4930	Information Technology /Life Ins/Sala	\$306	\$254	\$277	\$254	\$0	0.00%	
610-0000-400-4931	Information Technology / LTD	\$715	\$714	\$749	\$749	\$35	4.90%	
610-0000-400-4932	Information Technology/STD	\$349	\$349	\$366	\$366	\$17	4.87%	
610-0000-400-4933	Information Technology/EAP	\$0	\$0	\$103	\$0	\$0		
610-0000-400-4934	Information Technology/EDD	\$0	\$0	\$686	\$0	\$0		
610-0000-400-5210	Information Technology /Spec. Departm	\$14,134	\$12,000	\$31,993	\$12,000	\$0	0.00%	See item#3
610-0000-400-5230	Information Technology /Telephone	\$95,741	\$102,000	\$74,519	\$100,000	-\$2,000	-1.96%	See item#4
610-0000-400-5231	Information Technology/Cellular Phone	\$3,881	\$3,120	\$1,244	\$3,120	\$0	0.00%	See item#5
610-0000-400-5260	Information Technology /Dues & Subscr	\$160	\$1,100	\$320	\$2,200	\$1,100	100.00%	See item#6
610-0000-400-5270	Information Technology/Vehicle Gas & Oil	\$776	\$1,500	\$566	\$0	-\$1,500	-100.00%	See item#7
610-0000-400-5320	Information Technology/Vehicle Repairs	\$296	\$0	\$202	\$0	\$0		
610-0000-400-5330	Information Technology /Software Main	\$166,632	\$149,800	\$159,109	\$164,000	\$14,200	9.48%	See item#8
610-0000-400-5340	Information Technology /Hardware Main	\$40,097	\$82,365	\$38,644	\$75,000	-\$7,365	-8.94%	See item#9
610-0000-400-6101	Information Technology /Contractual S	\$28,041	\$26,200	\$26,584	\$66,200	\$40,000	152.67%	See item#10
610-0000-400-6130	Information Technology /Data Processi	\$0	\$0	\$0	\$0	\$0		
610-0000-400-6210	Information Technology/I.T/Recruitment	\$91	\$0	\$0	\$0	\$0		
610-0000-400-6310	Information Technology/Equipment Leas	\$59,151	\$70,000	\$81,165	\$74,000	\$4,000	5.71%	See item#11
610-0000-400-6422	Information Technology /Workers' Comp	\$5,498	\$6,959	\$6,826	\$9,184	\$2,225	31.97%	
610-0000-400-6423	Information Technology/Liability/Prop Ins	\$5,493	\$6,816	\$5,038	\$7,071	\$255	3.74%	
610-0000-400-6424	Information Technology/Service Fees	\$0	\$2,121	\$2,124	\$4,546	\$2,425	114.33%	See item#12
610-0000-400-6600	Information Technology /Travels & Mee	\$699	\$800	\$0	\$2,000	\$1,200	150.00%	See item#13
610-0000-400-8100	Information Technology /Transfer Out	\$0	\$0	\$0	\$0	\$0		
610-0000-400-9300	Information Technology /C/O-Improvement	\$0	\$0	\$45,893	\$0	\$0		
610-0000-400-9520	Information Technology /C/O-Office Eq	\$0	\$75,000	\$0	\$115,000	\$40,000	53.33%	See item#14
610-0000-400-9800	Information Technology /C/O-Other	\$0	\$0	\$0	\$0	\$0		
	<b>Total</b>	<b>\$662,420</b>	<b>\$789,864</b>	<b>\$728,857</b>	<b>\$898,002</b>	<b>\$108,138</b>	<b>13.69%</b>	

# Budget Detail

## Information Technology Budget Justification

Item	Account	Description	Cost	FY14/15 Adopted Budget	FY12/13 Amended Budget
1	610-0000-400-4201	Information Technology /Part-Time Sal 1 employee - 1000 hours x \$21.25 per hour= \$21,250 1 employee - 1000 hours x \$21.25 per hour= \$21,250	21,250 21,250	42,500	38,000
2	610-0000-400-4800	Information Technology/Training & Edu (2) employees online training - Microsoft, Cisco, VMWare 275/per employee/year	550	550	550
3	610-0000-400-5210	Information Technology /Spec. Departm (5) UPS Batteries & Supplies (20) Monitors Speciality Cables for devices Software cost & Emergency Printers	4,000 4,000 2,000 2,000	12,000	12,000
4	610-0000-400-5230	Information Technology /Telephone Fiber connectivity Phone lines & T1 Circuits (Telco) Internet Access (Increase band-width)	70,000 10,000 20,000	100,000	102,000
5	610-0000-400-5231	Information Technology/Cellular Phone (3) smart phones (2) data devices	2,160 960	3,120	3,120
6	610-0000-400-5260	Information Technology /Dues & Subscr MISAC (Municipal Information Systems Assc Calif) \$1,000 Info Tech Subscription \$1,200	1,000 1,200	2,200	1,100

# Budget Detail

## Information Technology Budget Justification

Item	Account	Description	Cost	FY14/15 Adopted Budget	FY12/13 Amended Budget
7	610-0000-400-5270	Vehicle Gas & Oil (2) vehicles fuel (built into Fleet Fund)	-	-	1,500
8	610-0000-400-5330	Information Technology /Software Main Microsoft Server and Workstation software licensing/maintenance. McAfee Alerts Spam Filter Very effective Redcondor Antivirus software Adobe Professional Maintenance agreements Springbrook Finance Software Upgrade and Maintenance Software needed for development service and finance (MetroScan) Software needed to maintain city server fleet (VM Ware) Remote Desktop Control and Network Monitoring software	50,000 3,000 6,000 6,000 4,000 62,800 6,000 12,000 14,200	164,000	149,800
9	610-0000-400-5340	Information Technology /Hardware Main Router and Switch maintenance Firewall/ Security Device Upgrade (Technology Project) UPS Maintenance	38,000 35,000 2,000	75,000	82,365
10	610-0000-400-6101	Information Technology /Contractual S Web site and GIS Hosting Granicus Reach Rohert Park Website Upgrade Website Redesign PEG Channel CMC (Council Meeting Broadcasters)	7,000 8,400 4,800 19,000 15,000 12,000	66,200	26,200
11	610-0000-400-6310	Information Technology/Equipment Lease Workstation and server leases	74,000	74,000	70,000



# Budget Detail

## Information Technology Budget Justification

Item	Account	Description	Cost	FY14/15 Adopted Budget	FY12/13 Amended Budget
12	610-0000-400-6424	Information Systems/Service Fees		4,546	2,121
		Preventive Maintenance	2,106		
		Repairs Cost	2,440		
13	610-0000-400-6600	Information Technology /Travels & Mee		2,000	800
		MISAC Conference	1,000		
		Intergraph Conference	1,000		
14	610-0000-400-9610	Information Technology /C/O-Other		115,000	75,000
		Switches	30,000		
		Access Control Security	20,000		
		I.T Server Room Keylock Entry	15,000		
		New Broadcast Equipment	50,000		
<b>Total</b>				<b>661,116</b>	<b>489,556</b>

# INFORMATION TECHNOLOGY DEPARTMENT

## DEPARTMENT SERVICES MODEL

### MANDATED

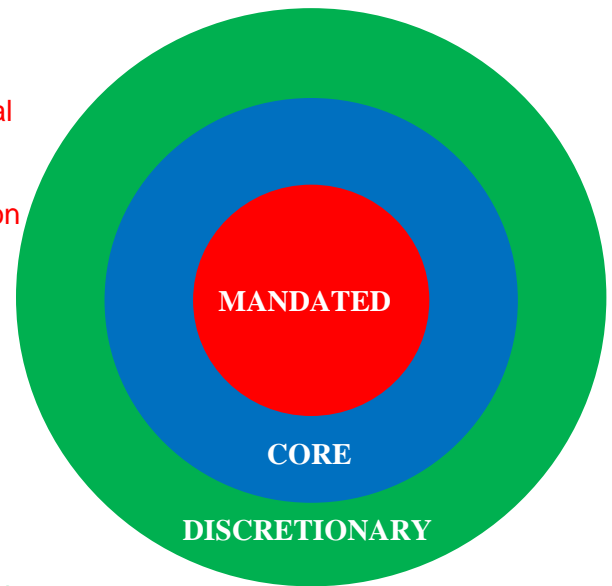
- Ensure that City complies with State, Federal and Local Laws regarding the Privacy, Security and reliability of its data.
- Ensure data systems meet the Cities Records Retention policy and Electronic Media Use Policy

### CORE

- Maintain City Network Infrastructure
- Maintain Phone Network
- Maintain all City Computers and Servers
- Maintain Applications(Email, Springbrook etc)
- Control all Technology Costs and Purchases

### DISCRETIONARY

- Run Public, Educational, Governmental (PEG) Channel
- Participate in Southern California Patient Safety Collaborative (CPSC) Meetings for Public Safety
- Assist in maintaining Supervisory Control and Data Acquisition (SCADA) System
- Review of contractual agreements
- Feasibility Studies
- Assist departments with hosted services
- Employee intranet



## ALTERNATIVE SERVICES DELIVERY OPTIONS

- Contract out or partner with another agency or firm
  - The cities current model for IT is very cost effective and could be used elsewhere.
  - We outsource areas where it is cost effective or for needed expertise.
- Hire consultants
  - They are usually expensive; we only hire consultants when we cannot provide the service.
- Use part-time staff or unpaid interns
  - We use part- time staff.
  - Continue to simplify the delivery method to reduce the need of part timers.

## REVENUE OR COST REDUCTION OPPORTUNITIES

- Consider offering IT services to non-profits and smaller agencies.
- Perform feasibility and cost-benefit studies on existing and potential services
- Review all current contracts.

## **MAJOR ACCOMPLISHMENTS COMPLETED IN FISCAL YEAR 2013/2014**

- ✓ **Successfully completed of the new Land Management application (TRAKit)**
  - The system was totally operational by December 2013.
  - Staff will spend the first year fine tuning the operation and their workflow to accommodate the new features. (Online Permitting, Remote Access for Inspectors, etc.)
- ✓ **Signed new agreement with provider**
  - Increase network connectivity while not increasing any cost to the city. 50 percent cost reduction. 125 percent speed increase.
- ✓ Developed sound solution for Council Chambers and deployed in January 2014. Used DIVCA funds so there was no impact on the General Fund.
- ✓ Selected new network security device in May of 2014.
- ✓ Smoothly transitioned to Microsoft Office 2010 and Windows 7
  - Beta testing Windows 8
- ✓ Responded to over 1600 help-desk ticket requests
  - Handled 80% of city employees requests within 48 hours.

## **MAJOR GOALS FOR FISCAL YEAR 2014/2015**

**GOAL 1: Finish city firewall and security devices**

**GOAL 2: Upgrade all Public Safety software**

**GOAL 3: Refresh Public Safety servers and storage**

**GOAL 4: Perform website upgrade and refresh**

**GOAL 5: Create a new disaster recovery plan and/or a new backup strategy**

- Ascertain from each department how long they could go without their data and how much they could afford to lose and develop a plan to meet these needs.

**GOAL 6: Continue to deploy effective video surveillance network**

**GOAL 7: Comply with new state regulations on securing all servers rooms**

## **KEY PERFORMANCE MEASUREMENTS**

Respond to all help desk requests within 24 hours.

Keep all servers up 98 percent of the time.

## FLEET SERVICES

	2012-13 ACTUAL	2013-14 ADOPTED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE (DECREASE)
<b>REVENUE</b>				
Service Fees	\$ -	\$ 225,806	\$ 462,210	\$ 236,404
Transfer from Other Funds	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ 225,806</b>	<b>\$ 462,210</b>	<b>\$ 236,404</b>
<b>EXPENSE</b>				
Compensation	\$ -	\$ 122,859	\$ 128,948	\$ 6,089
Training	-	4,600	4,600	-
Insurance	-	14,930	8,367	(6,563)
Services Fees	-	13,702	14,460	758
Supplies	-	350	350	-
Special Department	-	39,650	500	(39,150)
Small Tools	-	2,520	2,480	(40)
Clothing/Uniform Allowance	-	450	1,560	1,110
Utilities	-	4,125	4,125	-
Communications	-	4,360	4,360	-
Vehicles Gas & Oil	-	2,800	2,800	-
Vehicles Repairs	-	-	274,680	274,680
Facility Maintenance	-	11,500	11,500	-
Contractual Services	-	3,960	3,480	(480)
<b>TOTAL EXPENSE</b>	<b>\$ -</b>	<b>\$ 225,806</b>	<b>\$ 462,210</b>	<b>\$ 236,404</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Public Works - Fleet  
Budget Analysis**

Account Number	Description	2013 Actuals	2014 Adopted	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
630-0000-400-4101	Fleet/Salaries	\$0.00	\$77,724.00	\$79,492.46	\$83,482.00	\$5,758.00	7.41%	See Item#1
630-0000-400-4110	Fleet/Longevity	\$0.00	\$2,387.00	\$2,558.56	\$2,559.00	\$172.00	7.21%	
630-0000-400-4512	Fleet/Education Stipend	\$0.00	\$1,892.00	\$2,756.86	\$2,734.00	\$842.00	44.50%	
630-0000-400-4800	Fleet/Training & Education	\$0.00	\$4,600.00	\$0.00	\$4,600.00	\$0.00	0.00%	See Item#2
630-0000-400-4901	Fleet/Pers/Employer	\$0.00	\$21,652.00	\$20,697.64	\$22,682.00	\$1,030.00	4.76%	
630-0000-400-4908	Fleet/RHS	\$0.00	\$0.00	\$59.98	\$0.00	\$0.00		
630-0000-400-4920	Fleet/Health Ins/Blue Cross	\$0.00	\$15,974.00	\$0.00	\$14,066.00	-\$1,908.00	-11.94%	
630-0000-400-4921	Fleet/Medical Ins	\$0.00	\$0.00	\$12,612.06	\$0.00	\$0.00		
630-0000-400-4923	Fleet/Eye Care	\$0.00	\$280.00	\$558.88	\$280.00	\$0.00	0.00%	
630-0000-400-4924	Fleet/Dental Care	\$0.00	\$1,368.00	\$1,506.74	\$1,368.00	\$0.00	0.00%	
630-0000-400-4925	Fleet/Medicare	\$0.00	\$800.00	\$874.40	\$869.00	\$69.00	8.63%	
630-0000-400-4930	Fleet/Life Ins/Sala	\$0.00	\$159.00	\$167.26	\$159.00	\$0.00	0.00%	
630-0000-400-4931	Fleet/LTD	\$0.00	\$418.00	\$432.82	\$453.00	\$35.00	8.37%	
630-0000-400-4932	Fleet/STD	\$0.00	\$205.00	\$211.20	\$221.00	\$16.00	7.80%	
630-0000-400-4933	Fleet/EAP	\$0.00	\$0.00	\$64.24	\$75.00	\$75.00		
630-0000-400-5100	Fleet/Office Supplies	\$0.00	\$250.00	\$596.70	\$250.00	\$0.00	0.00%	See Item#3
630-0000-400-5130	Fleet/Postage & Shipping	\$0.00	\$100.00	\$0.00	\$100.00	\$0.00	0.00%	See Item#4
630-0000-400-5210	Fleet/Spec.Dept.	\$0.00	\$39,650.00	\$48,491.92	\$500.00	-\$39,150.00	-98.74%	See Item#5
630-0000-400-5220	Fleet/Heat/Light/Power	\$0.00	\$4,125.00	\$0.00	\$4,125.00	\$0.00	0.00%	See Item#6
630-0000-400-5230	Fleet/Telephone	\$0.00	\$3,100.00	\$0.00	\$3,100.00	\$0.00	0.00%	See Item#7
630-0000-400-5231	Fleet/Cell Phone	\$0.00	\$1,260.00	\$337.68	\$1,260.00	\$0.00	0.00%	See Item#8
630-0000-400-5251	Fleet/Clothing Allowance	\$0.00	\$450.00	\$1,074.50	\$1,560.00	\$1,110.00	246.67%	See Item#9
630-0000-400-5270	Fleet/Vehicle Gas & Oil	\$0.00	\$2,800.00	\$0.00	\$2,800.00	\$0.00	0.00%	See Item#10
630-0000-400-5310	Fleet/Bldg/Facility Maint	\$0.00	\$4,000.00	\$1,201.54	\$4,000.00	\$0.00	0.00%	See Item#11
630-0000-400-5314	Fleet/Haz Mat Disposal	\$0.00	\$7,500.00	\$3,425.58	\$7,500.00	\$0.00	0.00%	See Item#12
630-0000-400-5320	Fleet/Vehicle Repair & Maint	\$0.00	\$0.00	\$0.00	\$272,180.00	\$272,180.00		See Item#13
630-0000-400-5330	Fleet/Software License & Maint	\$0.00	\$2,500.00	\$708.12	\$2,500.00	\$0.00	0.00%	See Item#14
630-0000-400-5350	Fleet/Small Tools	\$0.00	\$2,520.00	\$2,350.62	\$2,480.00	-\$40.00	-1.59%	See Item#15
630-0000-400-6101	Fleet/Contractual Services	\$0.00	\$1,460.00	\$354.20	\$3,480.00	\$2,020.00	138.36%	See Item#16
630-0000-400-6210	Fleet/Recruitment	\$0.00	\$0.00	\$92.00	\$0.00	\$0.00		
630-0000-400-6422	Fleet/Workers Comp	\$0.00	\$0.00	\$0.00	\$3,897.00	\$3,897.00		See Item#17
630-0000-400-6423	Fleet/Liability & Prop Ins	\$0.00	\$14,930.00	\$504.00	\$4,470.00	-\$10,460.00	-70.06%	See Item#18
630-0000-400-6424	Fleet Services/Service Fees	\$0.00	\$13,702.00	\$10,128.00	\$14,460.00	\$758.00	5.53%	See Item#19
630-0000-400-6550	Fleet/V&E Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
630-0000-400-6600	Fleet/Travel & Meals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	<b>Total</b>	<b>\$0.00</b>	<b>\$225,806.00</b>	<b>\$191,257.96</b>	<b>\$462,210.00</b>	<b>\$236,404.00</b>	<b>104.69%</b>	

**Budget Detail**  
**Fleet Services Budget Justification**

Item	Account	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	630-0000-400-4101	Fleet Services/F/T Salaries		83,482	77,724
2	630-0000-400-4800	Fleet Services/Training & Education		4,600	4,600
		BIT Inspection & Reports - heavy duty vehicles <i>(state mandated)</i>	800		
		Class B License Testing & Licensing	300		
		Snap-on Tool Software Update Training (annual)	1,000		
		All Data System Training (annual)	1,000		
		Lift Platform Training & Records Keeping	1,500		
3	630-0000-400-5100	Fleet Services/Office Supplies		250	250
4	630-0000-400-5130	Fleet Services/Postage		100	100
5	630-0000-400-5210	Fleet Services /Special Department Equipment		500	39,650
		Personal Protective Equipment (PPE) - UV eye protection, earplugs, ear muffs, dust masks, welding helmets and gloves, work gloves, safety hats, shop aprons			
6	630-0000-400-5220	Fleet Services/Heat/Light/Power		4,125	4,125
		Electricity & gas supplied to the Shop - 75% of Corp. Yard power usage			
7	630-0000-400-5230	Fleet Services/Telephone		3,100	3,100

**Budget Detail**  
**Fleet Services Budget Justification**

Item	Account	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
		\$2,400 for T-1 Connection & \$700 for 2 backup lines <i>(required for network connection)</i>			
8	630-0000-400-5231	Fleet Services/Cell Phone 2 employees utilizing personal phones		1,260	1,260
9	630-0000-400-5251	Fleet Services/Clothing Allowance (2 employees) Boots Jackets (1 employee) Uniform Services	600 150 810	1,560	450
10	630-0000-400-5270	Fleet Services/Vehicle Gas & Oil P-9 - Dodge Ram 1500 P-24 - Ford F-150		2,800	2,800
11	630-0000-400-5310	Fleet Services/Bldg/Facility Maintenance Shop Building Repairs		4,000	4,000
12	630-0000-400-5314	Fleet Services/Hazardous Materials Solvents, waste oil, waste fuel filters, coolant, fuel, brake fluid, tires, grease sweep, rags, waste batteries <i>(fluids/filters billed as lump-sum item)</i>		7,500	7,500
13	630-XXXX-400-5320	Fleet Services/Vehicle Repair & Maintenance 510 - Sewer Enterprise Fund 511 - Water Enterprise Fund 610 - Information Systems 630 - Fleet Services Fund 1600 - Development Services 2200 - Police	22,311 42,663 2,440 1,793 1,665 71,599	272,180	-

**Budget Detail**  
**Fleet Services Budget Justification**

Item	Account	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
		2300 - Fire	88,048		
		2310 - Animal Shelter	940		
		3300 - General Services	2,572		
		3420 - Streets	11,408		
		4001 - Parks/Landscape	22,404		
		5501 - Senior Center	1,679		
		5810 - Sports Center	720		
		5830 - Community Center	720		
		6210 - Performing Arts Center	720		
		P300 - Wilfred JEPA	500		
14	630-0000-400-5330	Fleet Services/Equipment Maintenance		2,500	2,500
		FuelMaster (software, maintenance & license); various diagnostic equipment software updates			
15	630-0000-400-5350	Fleet Services/Small Tools		2,480	2,480
		Mechanics' Hand Tools & Testing Equipment	1,430		
		Specialty Tools (relay) - for new vehicles	500		
		Pneumatic & Electric Tool Accessories	250		
		Lifting Tools	300		
16	630-0000-400-6101	Fleet Services/Contractual Services		3,480	1,460
		Heavy-Duty Truck Tire Services (tire installation & repairs)	600		
		Smog Services - gas (bi-annual)	1,800		
		Smog Services - diesel (annual)	600		
		Towing Services (approximately 8 vehicles/year)	480		
17	630-0000-400-6422	Fleet Services/Workers Comp		3,897	



***Budget Detail***

**Fleet Services Budget Justification**

<b>Item</b>	<b>Account</b>	<b>Description</b>	<b>Cost</b>	<b>FY14/15 Adopted Budget</b>	<b>FY13/14 Amended Budget</b>
18	630-0000-400-6423	Fleet Services /Liability/Property		4,470	14,930
		REMIF Insurance for Fleet Services Shop			
19	630-0000-400-6424	Fleet Services/Services Fees		14,460	14,460
		Information Technologies Services - 2 workstations	11,263		
		Fleet Services Fees	3,197		

# WATER FUND

	2012-13 ACTUAL	2013-14 ADOPTED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b><u>OPERATING REVENUE</u></b>				
Charges for Services	\$ 6,699,626	\$ 6,562,506	\$ 6,562,506	\$ -
Other Income	649,629	650	15,000	14,350
Interest Earnings	25,676	29,000	27,500	(1,500)
<b>TOTAL REVENUE</b>	<b>\$ 7,374,931</b>	<b>\$ 6,592,156</b>	<b>\$ 6,605,006</b>	<b>\$ 12,850</b>
<b><u>OPERATING EXPENSES</u></b>				
Administration	\$ 120,390	\$ 86,953	\$ 111,973	\$ 25,020
Human Resources	-	44,992	45,116	124
Finance	296,863	336,262	336,784	522
Development Services	80,312	28,865	44,675	15,810
Public Works	1,116,948	1,348,703	1,394,757	46,054
Other Services & Supplies	465,672	579,607	610,441	30,834
Utilities	198,547	260,000	310,000	50,000
Sonoma County Water Agency	2,659,179	2,100,000	2,052,103	(47,897)
Contractual/Professional Services	127,844	376,644	422,252	45,608
Bad Debt Expense	31,562	25,000	25,000	-
Capital Outlay	-	133,000	340,000	207,000
Debt Service	467,951	469,401	470,180	779
Transfer to Retiree Medical Trust Fund	112,000	145,000	73,000	(72,000)
Reimbursement of Retiree Medical	-	-	159,000	159,000
Transfer to Vehicle/Equipt Replacement Fund	52,000	16,253	73,298	57,045
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ 5,729,267</b>	<b>\$ 5,950,680</b>	<b>\$ 6,468,579</b>	<b>\$ 517,899</b>
<b><u>NON-OPERATING EXPENSES</u></b>				
Depreciation Expense	567,128	780,000	780,000	-
Transfer to Capital Projects Fund	832,816	1,199,581	1,481,737	282,156
<b>TOTAL NON-OPERATING EXPENSE</b>	<b>\$ 1,399,944</b>	<b>\$ 1,979,581</b>	<b>\$ 2,261,737</b>	<b>282,156</b>
<b>NET BUDGET RESULT</b>	<b>\$ 245,720</b>	<b>\$ (1,338,105)</b>	<b>\$ (2,125,310)</b>	<b>\$ (505,049)</b>
Addition/(Use) of Reserves	\$ 245,720	\$ (1,338,105)	\$ (2,125,310)	
<b>TOTAL BUDGETARY BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

## Water Enterprise Budget Analysis

Account Number	Description	2013 Actuals	2014 Adopted	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
511-0000-400-5100	Water Entr. /Office Supplie	\$1,002.35	\$1,500.00	\$1,002.00	\$1,500.00	\$0.00	0.00%	See Item#5
511-0000-400-5130	Water Entr. /Postage	\$272.72	\$2,000.00	\$236.48	\$2,000.00	\$0.00	0.00%	See Item#6
511-0000-400-5210	Water Entr. /Spec. Departm	\$36,954.04	\$31,663.00	\$53,591.64	\$28,650.00	-\$3,013.00	-9.52%	See Item#7
511-0000-400-5211	Water Entr. Ent/Distrib SystemRepair	\$74,014.27	\$78,581.00	\$104,484.58	\$90,900.00	\$12,319.00	15.68%	See Item#8
511-0000-400-5220	Water Entr. /Heat/Light/Po	\$198,546.71	\$260,000.00	\$315,601.32	\$310,000.00	\$50,000.00	19.23%	See Item#9
511-0000-400-5230	Water Entr. /Telephone	\$351.76	\$760.00	\$296.96	\$760.00	\$0.00	0.00%	See Item#10
511-0000-400-5231	Water Entr./Cell Phone	\$5,865.05	\$3,060.00	\$2,052.54	\$5,410.92	\$2,350.92	76.83%	See Item#11
511-0000-400-5251	Water Entr./Clothing Allowance	\$6,898.55	\$3,900.00	\$4,326.74	\$7,295.40	\$3,395.40	87.06%	See Item#12
511-0000-400-5260	Water Entr. /Dues & Subscr	\$0.00	\$5,250.00	\$7,073.32	\$5,250.00	\$0.00	0.00%	See Item#13
511-0000-400-5270	Water Entr. /VEHICLE GAS & OIL	\$41,077.76	\$48,000.00	\$51,128.16	\$53,000.00	\$5,000.00	10.42%	See Item#14
511-0000-400-5310	Water Entr. /Bldg/Facilty	\$20,736.88	\$30,533.00	\$18,708.12	\$30,000.00	-\$533.00	-1.75%	See Item#16
511-0000-400-5311	Water Entr. /Cross Conn Co	\$1,481.89	\$10,400.00	\$9,103.16	\$3,000.00	-\$7,400.00	-71.15%	See Item#17
511-0000-400-5314	Water Entr. /Haz Materials	\$2,029.30	\$3,000.00	\$1,000.36	\$3,000.00	\$0.00	0.00%	See Item#18
511-0000-400-5317	Water Entr. /Water Entr. Meter Re	\$4,998.77	\$10,000.00	\$229.46	\$10,000.00	\$0.00	0.00%	See Item#19
511-0000-400-5320	Water Entr./Vehicle Repairs	\$15,134.53	\$46,000.00	\$35,383.04	\$0.00	-\$46,000.00	-100.00%	See Item#20
511-0000-400-5330	Water Entr. /Spec Dept Equ	\$86,406.44	\$79,649.00	\$56,118.96	\$77,000.00	-\$2,649.00	-3.33%	See Item#21
511-0000-400-5340	Water Entr. /Office Equipme	\$596.31	\$0.00	\$151.88	\$0.00	\$0.00		
511-0000-400-5350	Water Entr. /Small Tools	\$11,320.26	\$11,242.00	\$13,710.32	\$11,200.00	-\$42.00	-0.37%	See Item#22
511-0000-400-5370	Water Entr. /Equipment Ren	\$5,593.67	\$4,400.00	\$6,679.64	\$5,040.00	\$640.00	14.55%	See Item#23
511-0000-400-6101	Water Entr. /Contractual Svs	\$2,650,223.30	\$2,141,400.00	\$2,387,538.26	\$2,095,503.00	-\$45,897.00	-2.14%	See Item#24
511-0000-400-6105	Water Entr. / Conservation Measures	\$8,955.68	\$11,344.00	\$5,894.30	\$11,344.00	\$0.00	0.00%	See Item#25
511-0000-400-6110	Water Entr. /Professional	\$127,843.71	\$323,900.00	\$127,070.06	\$378,852.00	\$54,952.00	16.97%	See Item#26
511-0000-400-6310	Water Entr. /Rent/Lease/Ta	\$4,428.17	\$4,160.00	\$8,164.14	\$7,644.00	\$3,484.00	83.75%	See Item#27
511-0000-400-6420	Water Entr./ Vandalism Loss	\$3,662.51	\$25,000.00	\$907.88	\$25,000.00	\$0.00	0.00%	See Item#28
511-0000-400-6422	Water Entr. /Workers' Comp	\$47,918.40	\$35,826.00	\$35,826.12	\$49,373.00	\$13,547.00	37.81%	See Item#29
511-0000-400-6423	Water Entr. /Liability/Prop	\$76,161.29	\$86,569.00	\$37,388.04	\$80,856.00	-\$5,713.00	-6.60%	See Item#30
511-0000-400-6424	Water Entr. /Services Fees	\$0.00	\$58,115.00	\$58,116.00	\$102,218.00	\$44,103.00	75.89%	See Item#31
511-0000-400-6500	Water Entr./Depreciation Expense	\$567,128.26	\$780,000.00	\$260,000.00	\$780,000.00	\$0.00	0.00%	
511-0000-400-6550	Water Entr./V&E Replacement	\$0.00	\$16,253.00	\$0.00	\$73,298.00	\$57,045.00	350.98%	See Item#32
511-0000-400-6600	Water Entr. /Travels & Mee	\$238.61	\$0.00	\$105.28	\$0.00	\$0.00		
511-0000-400-6920	Water Entr. /Bad Debts	\$31,561.77	\$25,000.00	\$25,624.94	\$25,000.00	\$0.00	0.00%	
511-0000-400-8100	Water Entr. /Transfer Out	\$1,464,766.78	\$1,813,982.00	\$1,141,257.58	\$2,183,917.00	\$369,935.00	20.39%	See Item#33
511-0000-400-9510	Water Entr. /C/O-Equipment	\$0.00	\$0.00	\$17,190.70	\$147,000.00	\$147,000.00		See Item#34
511-0000-400-9610	Water Entr. /C/O-Vehicles/	\$0.00	\$133,000.00	\$30,462.68	\$193,000.00	\$60,000.00	45.11%	See Item#35
511-1200-400-4101	Water Entr. /F/T Salaries	\$86,402.00	\$62,805.00	\$52,969.20	\$77,863.00	\$15,058.00	23.98%	
511-1200-400-4511	Water Entr. /Residency Allo	\$341.40	\$216.00	\$189.00	\$216.00	\$0.00	0.00%	
511-1200-400-4520	Water Entr. /Other Payroll-	\$200.00	\$755.00	\$2,601.70	\$910.00	\$155.00	20.53%	
511-1200-400-4901	Water Entr. Ent / PERS / Employer	\$22,943.00	\$16,583.00	\$12,926.90	\$19,894.00	\$3,311.00	19.97%	
511-1200-400-4905	Water Entr. Ent/Alt Benefits	\$0.00	\$630.00	\$630.06	\$630.00	\$0.00	0.00%	
511-1200-400-4908	Water Entr. / RHS	\$0.00	\$0.00	\$224.92	\$0.00	\$0.00		

## Water Enterprise Budget Analysis

Account Number	Description	2013 Actuals	2014 Adopted	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
511-1200-400-4920	Water Entr. /Health Ins/Blu	\$6,437.00	\$3,194.00	\$2,539.70	\$7,465.00	\$4,271.00	133.72%	
511-1200-400-4923	Water Entr. /Eye Care	\$153.00	\$101.00	\$81.52	\$135.00	\$34.00	33.66%	
511-1200-400-4924	Water Entr. /Dental Care	\$744.00	\$492.00	\$474.42	\$656.00	\$164.00	33.33%	
511-1200-400-4925	Water Entr. /Medicare	\$1,272.00	\$925.00	\$846.34	\$1,146.00	\$221.00	23.89%	
511-1200-400-4930	Water Entr. /Life Ins/Salar	\$500.00	\$750.00	\$103.76	\$769.00	\$19.00	2.53%	
511-1200-400-4931	Water Entr. Entr / LTD	\$441.00	\$320.00	\$270.58	\$397.00	\$77.00	24.06%	
511-1200-400-4932	Water Entr./STD	\$216.00	\$157.00	\$131.22	\$194.00	\$37.00	23.57%	
511-1200-400-4933	Water Entr. / EAP	\$0.00	\$25.00	\$23.10	\$30.00	\$5.00	20.00%	
511-1200-400-5272	Water Entr. Entr/ Auto Allowance	\$0.00	\$0.00	\$1,840.02	\$1,668.00	\$1,668.00		See Item#15
511-1300-400-4101	Water Entr. /F/T Salaries	\$189,590.00	\$205,993.00	\$174,569.74	\$210,322.00	\$4,329.00	2.10%	
511-1300-400-4110	Water Entr. /Longevity	\$4,061.00	\$4,227.00	\$4,260.86	\$4,260.00	\$33.00	0.78%	
511-1300-400-4201	Water Entr. /Part-Time Sal	\$4,234.00	\$24,859.00	\$7,095.24	\$25,400.00	\$541.00	2.18%	See Item#1
511-1300-400-4401	Water Entr. /Overtime Salar	\$0.00	\$0.00	\$1,186.14	\$0.00	\$0.00		
511-1300-400-4520	Water Entr. /Other Payroll-	\$658.00	\$677.00	\$18,448.30	\$1,073.00	\$396.00	58.49%	
511-1300-400-4901	Water Entr. / PERS / Employer	\$51,422.00	\$55,506.00	\$43,639.40	\$54,826.00	-\$680.00	-1.23%	
511-1300-400-4905	Water Entr. /Alt Benefits	\$3,423.00	\$2,478.00	\$2,263.50	\$4,368.00	\$1,890.00	76.27%	
511-1300-400-4908	Water Entr. / RHS	\$0.00	\$0.00	\$1,202.38	\$0.00	\$0.00		
511-1300-400-4920	Water Entr. /Health Ins/Blu	\$22,987.00	\$33,398.00	\$22,434.52	\$23,783.00	-\$9,615.00	-28.79%	
511-1300-400-4923	Water Entr. /Eye Care	\$584.00	\$635.00	\$467.00	\$635.00	\$0.00	0.00%	
511-1300-400-4924	Water Entr. /Dental Care	\$2,850.00	\$3,096.00	\$3,137.74	\$3,096.00	\$0.00	0.00%	
511-1300-400-4925	Water Entr. /Medicare	\$2,817.00	\$3,060.00	\$3,083.76	\$3,127.00	\$67.00	2.19%	
511-1300-400-4930	Water Entr. /Life Ins/Salar	\$619.00	\$527.00	\$498.58	\$527.00	\$0.00	0.00%	
511-1300-400-4931	Water Entr. Entr / LTD	\$988.00	\$1,072.00	\$912.48	\$1,094.00	\$22.00	2.05%	
511-1300-400-4932	Water Entr./STD	\$473.00	\$524.00	\$447.10	\$535.00	\$11.00	2.10%	
511-1300-400-4933	Water Entr. / EAP	\$0.00	\$210.00	\$196.84	\$230.00	\$20.00	9.52%	
511-1300-400-4934	Water Entr. / EDD	\$0.00	\$0.00	\$922.00	\$0.00	\$0.00		
511-1300-400-5272	Water Entr.- Auto Allowance	\$0.00	\$0.00	\$2,757.90	\$3,508.00	\$3,508.00		See Item#15
511-1300-400-6210	Water Entr./Recruitment Cost	\$0.00	\$0.00	\$449.00	\$0.00	\$0.00		
511-1600-400-4101	Water Entr. /F/T Salaries	\$54,270.00	\$18,051.00	\$17,472.96	\$28,839.00	\$10,788.00	59.76%	
511-1600-400-4201	Water Entr. /Part-Time Sal	\$3,325.00	\$3,750.00	\$2,257.40	\$3,750.00	\$0.00	0.00%	See Item#1
511-1600-400-4401	Water Entr. /Overtime Salar	\$0.00	\$0.00	\$357.52	\$0.00	\$0.00		
511-1600-400-4520	Water Entr. /Other Payroll-	\$103.00	\$103.00	\$0.00	\$263.00	\$160.00	155.34%	
511-1600-400-4901	Water Entr / PERS / Employer	\$14,388.00	\$4,766.00	\$4,264.06	\$7,368.00	\$2,602.00	54.60%	
511-1600-400-4905	Water Entr/Alt Benefits	\$882.00	\$756.00	\$708.58	\$462.00	-\$294.00	-38.89%	
511-1600-400-4908	Water Entr. / RHS	\$0.00	\$0.00	\$8.66	\$0.00	\$0.00		
511-1600-400-4920	Water Entr. /Health Ins/Blu	\$7,693.00	\$435.00	\$394.06	\$2,450.00	\$2,015.00	463.22%	
511-1600-400-4923	Water Entr. /Eye Care	\$170.00	\$54.00	\$48.22	\$65.00	\$11.00	20.37%	
511-1600-400-4924	Water Entr. /Dental Care	\$832.00	\$263.00	\$281.86	\$317.00	\$54.00	20.53%	
511-1600-400-4925	Water Entr. /Medicare	\$791.00	\$263.00	\$301.32	\$423.00	\$160.00	60.84%	
511-1600-400-4930	Water Entr. /Life Ins/Salar	\$575.00	\$274.00	\$38.94	\$280.00	\$6.00	2.19%	

## Water Enterprise Budget Analysis

Account Number	Description	2013 Actuals	2014 Adopted	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
511-1600-400-4931	Water Entr. Entr / LTD	\$276.00	\$92.00	\$88.96	\$147.00	\$55.00	59.78%	
511-1600-400-4932	Water Entr./STD	\$135.00	\$45.00	\$43.24	\$72.00	\$27.00	60.00%	
511-1600-400-4933	Water Entr. / EAP	\$0.00	\$13.00	\$12.34	\$19.00	\$6.00	46.15%	
511-1600-400-4934	Water Entr. / EDD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
511-1600-400-5272	Water Entr. - Auto Allowance	\$0.00	\$0.00	\$221.04	\$220.00	\$220.00		See Item#15
511-1700-400-4101	Water Entr. /F/T Salaries	\$0.00	\$29,702.00	\$7,951.06	\$29,702.00	\$0.00	0.00%	
511-1700-400-4110	Water Entr. /Longevity	\$0.00	\$1,211.00	\$330.04	\$1,211.00	\$0.00	0.00%	
511-1700-400-4511	Water Entr. /Residency Allo	\$0.00	\$34.00	\$34.08	\$34.00	\$0.00	0.00%	
511-1700-400-4520	Water Entr. /Other Payroll-	\$0.00	\$181.00	\$0.00	\$188.00	\$7.00	3.87%	
511-1700-400-4901	Water Entr / PERS / Employer	\$0.00	\$8,162.00	\$2,021.48	\$7,898.00	-\$264.00	-3.23%	
511-1700-400-4905	Water Entr/Alt Benefits	\$0.00	\$399.00	\$25.00	\$0.00	-\$399.00	-100.00%	
511-1700-400-4920	Water Entr. /Health Ins/Blu	\$0.00	\$4,046.00	\$1,724.28	\$4,823.00	\$777.00	19.20%	
511-1700-400-4923	Water Entr. /Eye Care	\$0.00	\$85.00	\$28.86	\$85.00	\$0.00	0.00%	
511-1700-400-4924	Water Entr. /Dental Care	\$0.00	\$416.00	\$167.36	\$416.00	\$0.00	0.00%	
511-1700-400-4925	Water Entr. /Medicare	\$0.00	\$452.00	\$120.24	\$453.00	\$1.00	0.22%	
511-1700-400-4930	Water Entr. /Life Ins/Salar	\$0.00	\$48.00	\$31.70	\$48.00	\$0.00	0.00%	
511-1700-400-4931	Water Entr. Entr / LTD	\$0.00	\$158.00	\$42.08	\$158.00	\$0.00	0.00%	
511-1700-400-4932	Water Entr./STD	\$0.00	\$77.00	\$20.38	\$77.00	\$0.00	0.00%	
511-1700-400-4933	Water Entr. / EAP	\$0.00	\$21.00	\$19.80	\$23.00	\$2.00	9.52%	
511-1700-400-6210	Water Entr./Recruitment	\$0.00	\$0.00	\$162.68	\$0.00	\$0.00		
511-3300-400-4101	Water Entr. /F/T Salaries	\$719,502.57	\$806,916.00	\$828,884.70	\$849,893.00	\$42,977.00	5.33%	
511-3300-400-4110	Water Entr. /Longevity	\$16,261.56	\$18,137.00	\$19,520.80	\$20,127.00	\$1,990.00	10.97%	
511-3300-400-4124	Water Entr./FTO/CTO	\$771.34	\$771.00	\$737.34	\$771.00	\$0.00	0.00%	
511-3300-400-4150	Water Entr. /Stand-By Weeke	\$4,084.31	\$5,000.00	\$3,042.00	\$0.00	-\$5,000.00	-100.00%	
511-3300-400-4151	Water Entr. /Stand-By Weeknight	\$7,606.38	\$10,000.00	\$10,068.56	\$0.00	-\$10,000.00	-100.00%	
511-3300-400-4201	Water Entr. /Part-Time Sal	\$3,500.34	\$6,650.00	\$0.00	\$10,400.00	\$3,750.00	56.39%	See Item#1
511-3300-400-4401	Water Entr. /Overtime Salar	\$13,926.36	\$18,338.00	\$15,394.14	\$18,000.00	-\$338.00	-1.84%	See Item#2
511-3300-400-4501	Water Entr./Holiday Pay	\$1,086.89	\$1,001.00	\$1,368.68	\$1,001.00	\$0.00	0.00%	
511-3300-400-4512	Water Entr./Educational Stipend	\$26,688.37	\$22,052.00	\$30,100.88	\$27,409.00	\$5,357.00	24.29%	
511-3300-400-4520	Water Entr. /Other Payroll-	\$800.80	\$994.00	\$2,075.68	\$656.00	-\$338.00	-34.00%	
511-3300-400-4800	Water Entr. /Training & Ed	\$4,966.00	\$2,800.00	\$1,988.00	\$5,000.00	\$2,200.00	78.57%	See Item#3
511-3300-400-4801	Water Entr. / Safety Program	\$5,000.00	\$7,800.00	\$3,908.12	\$18,560.00	\$10,760.00	137.95%	See Item#4
511-3300-400-4901	Water Entr. / PERS / Employer	\$180,796.71	\$224,137.00	\$214,589.90	\$229,746.00	\$5,609.00	2.50%	
511-3300-400-4905	Water Entr./Alt Benefits	\$4,628.02	\$3,990.00	\$3,990.24	\$3,990.00	\$0.00	0.00%	
511-3300-400-4908	Water Entr. / RHS	\$6,590.61	\$6,000.00	\$5,189.90	\$0.00	-\$6,000.00	-100.00%	
511-3300-400-4920	Water Entr. /Health Ins/Blu	\$111,840.53	\$162,112.00	\$147,209.16	\$158,580.00	-\$3,532.00	-2.18%	
511-3300-400-4923	Water Entr. /Eye Care	\$3,524.81	\$4,584.00	\$2,790.40	\$4,254.00	-\$330.00	-7.20%	
511-3300-400-4924	Water Entr. /Dental Care	\$12,890.07	\$15,045.00	\$15,996.58	\$14,169.00	-\$876.00	-5.82%	
511-3300-400-4925	Water Entr. /Medicare	\$11,559.25	\$12,213.00	\$13,111.58	\$12,929.00	\$716.00	5.86%	
511-3300-400-4930	Water Entr. /Life Ins/Salar	\$1,063.91	\$1,789.00	\$1,881.88	\$1,694.00	-\$95.00	-5.31%	

**Water Enterprise  
Budget Analysis**

Account Number	Description	2013 Actuals	2014 Adopted	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
511-3300-400-4931	Water Entr. Entr / LTD	\$5,451.01	\$4,239.00	\$4,393.88	\$4,495.00	\$256.00	6.04%	
511-3300-400-4932	Water Entr./STD	\$2,705.63	\$2,117.00	\$2,189.06	\$2,243.00	\$126.00	5.95%	
511-3300-400-4933	Water Entr. / EAP	\$0.00	\$752.00	\$706.64	\$795.00	\$43.00	5.72%	
511-3300-400-4934	Water Entr. / EDD	\$0.00	\$3,680.00	\$0.00	\$3,680.00	\$0.00	0.00%	
511-3300-400-5231	Water Entr. - Cell Phone	\$0.00	\$0.00	\$330.24	\$0.00	\$0.00		
511-3300-400-5272	Water Entr.- Auto Allowance	\$0.00	\$7,586.00	\$1,546.56	\$6,365.00	-\$1,221.00	-16.10%	See Item#15
511-3300-400-6210	Water Entr./Recruitment	\$0.00	\$0.00	\$754.00	\$0.00	\$0.00		
	<b>Total</b>	<b>\$7,129,210.61</b>	<b>\$7,930,262.00</b>	<b>\$6,551,196.70</b>	<b>\$8,730,316.32</b>	<b>\$800,054.32</b>	<b>10.09%</b>	

# Budget Detail

## Water Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
1	511-xxxx-400-4201	Water Enterprise/Part-Time Salary		39,550.00	35,259.00
		Development Services Staff	3,750.00		
		Finance Staff	25,400.00		
		Public Works Staff	10,400.00		
2	511-3300-400-4401	Water Enterprise/Overtime Salary		18,000.00	18,338.00
3	511-3300-400-4800	Water Enterprise/Training & Education		5,000.00	2,800.00
		Sacramento State University Water Programs Courses	300.00		
		Water Ops School Training (State exam prep)	800.00		
		Wine Country Water Works Association (Training & Trade Show)	600.00		
		Programmable Logic Controller (PLC) & Supervisory Control and Data Acquisition (SCADA) (Training for Instrumentation Technician)	3,300.00		
4	511-3300-400-4801	Water Enterprise/Safety Program		18,560.00	7,800.00
		Forklift Refresher Training (every 3 years)	1,500.00		
		Asbestos Handling Training (every 3 years)	1,500.00		
		First Aid/CPR Training (every 3 years)	1,360.00		
		Defensive Driving Training	1,200.00		
		Loader Backhoe Instruction	1,500.00		
		Confined Space Hands On Training	1,500.00		
		My Safety Officer (Public Works Safety Program)	10,000.00		
5	511-0000-400-5100	Water Enterprise/Office Supplies		1,500.00	1,500.00

# Budget Detail

## Water Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
6	511-0000-400-5130	Water Enterprise/Postage		2,000.00	2,000.00
7	511-0000-400-5210	Water Enterprise/Department Supplies		28,650.00	31,663.00
		Safety Supplies	4,600.00		
		Water Quality Testing Supplies	950.00		
		Janitorial, Disinfecting & Cleaning Supplies	2,500.00		
		Landscape Supplies (irrigation, rock, plants, rakes, shovels)	2,400.00		
		Herbicide	4,800.00		
		Well & Tank Supplies (pipe fittings, bolts, hoses, gauges, pipe insulation, etc.)	12,300.00		
		Finance Front Counter Receipt Printer	700.00		
		Rain Gear	400.00		
8	511-0000-400-5211	Water Enterprise/Distribution System Repairs		90,900.00	78,581.00
		Asphalt	16,000.00		
		Concrete	37,000.00		
		Base Rock	3,800.00		
		Sand	3,600.00		
		Distribution Repair Parts (fittings, pipes, bolts, gaskets, etc.)	28,000.00		
		Meter Boxes & Lids	2,500.00		
9	511-0000-400-5220	Water Enterprise/Heat/Light/Power		310,000.00	260,000.00
		Increased electrical costs in FY 2014/15 (Anticipate producing more well water to relieve SCWA demands (April- September) in consideration of the upcoming drought year)			



# Budget Detail

## Water Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
10	511-0000-400-5230	Water Enterprise/Telephone		760.00	760.00
11	511-0000-400-5231	Water Enterprise/Cell Phone		5,410.92	3,060.00
12	511-0000-400-5251	Water Enterprise/Clothing Allowance		7,295.40	3,900.00
		Boots	3,900.00		
		Shirts	1,460.00		
		Jackets	300.00		
		Uniform Services	1,635.40		
13	511-0000-400-5260	Water Enterprise/Dues and Subscriptions		5,250.00	5,250.00
		California Department of Public Health (CDPH) Operator Renewal Fees	800.00		
		Bay Area Air Quality annual permit fee for emergency generators	1,600.00		
		Certified Unified Program Agency (CUPA) annual hazardous materials fees	2,525.00		
		Underground Service Alert Annual Fees	325.00		
14	511-0000-400-5270	Water Enterprise /Vehicle Gas & Oil		53,000.00	48,000.00
15	511-0000-400-5272	Water Enterprise/Auto Allowance		11,761.00	11,486.00
		Administration Management Staff	1,668.00		
		Finance Management Staff	3,508.00		
		Development Services Management Staff	220.00		

# Budget Detail

## Water Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
		Public Works Management Staff	6,365.00		
16	511-0000-400-5310	Water Enterprise/Bldg/Facility		30,000.00	30,533.00
		Well & Tank Building Repair Materials (routine maintenance)	13,000.00		
		Security Fence Improvements	17,000.00		
17	511-0000-400-5311	Water Enterprise/Cross Connection Control		3,000.00	10,400.00
		Backflow Assembly Replacements & New Installations			
18	511-0000-400-5314	Water Enterprise/Hazardous Materials		3,000.00	3,000.00
19	511-0000-400-5317	Water Enterprise/Water Meter Repairs		10,000.00	10,000.00
20	511-0000-400-5320	Water Enterprise/Vehicle Repair		-	46,000.00
		Moved to 630-3300-400-5320 - \$39,000			
21	511-0000-400-5330	Water Enterprise/Spec Dept Equipment		77,000.00	79,649.00
		Well & Tank Equipment (fans, pressure sustaining valves, air compressors)	22,000.00		
		Well & Tank Equipment Repair Parts (chlorinators, pumps & motors, electrical panel upgrades & repairs)	39,000.00		
		Well & Tank Flow Meters (repairs, calibrations)	16,000.00		
22	511-0000-400-5350	Water Enterprise/Small Tools		11,200.00	11,242.00

# Budget Detail

## Water Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
		Small Hand Tools	3,500.00		
		Gas Powered Tools (chainsaws, hedge trimmers, compactors)	2,900.00		
		Electrical Testing Equipment (for Instrumentation Technician)	4,800.00		
23	511-0000-400-5370	Water Enterprise/Equipment Rentals		5,040.00	4,400.00
		Annual equipment rental costs incurred when City equipment is out of service for repair. (Backhoe or Dump Truck)	3,500.00		
		Public Works Copy Machine	640.00		
		Trench Plate Rentals	900.00		
24	511-0000-400-6101	Water Enterprise/Contractual Services		2,095,503.00	2,141,400.00
		Purchased water from the Sonoma County Water Agency (Includes anticipated rate increase of 3.6% and an increase in well water production, April-September)	2,052,103.00		
		Hydrant Tesing - New quality mandates	1,800.00		
		SoCo Reprographics	21,200.00		
		Bank Analysis Service Fees	2,200.00		
		Applied Merchant Web E-Sol Bank Fee	8,000.00		
		Finance Services Credit Card Fees	8,800.00		
		Sympro (Investment software) Annual Maintanance	1,400.00		
25	511-0000-400-6105	Water Enterprise/Water Conservation Measures		11,344.00	11,344.00
		Toilet & washing machine rebates, pamphlets, hose nozzles, shower heads	10,000.00		
		California Urban Water Conservation Counsel (CUWCC) (Annually)	1,344.00		

# Budget Detail

## Water Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
26	511-0000-400-6110	Water Enterprise/Professional Services		378,852.00	323,900.00
		Water Quality Control Laboratory Costs	86,000.00		
		California Department of Public Health fees	9,600.00		
		Consumer Confidence Report	7,000.00		
		SCADA Maintenance	10,000.00		
		Engineering & Legal Services	100,000.00		
		Ground Water Level Monitoring (PES) (Engineering)	12,000.00		
		USGS/SCWA Ground Water Study (Engineering)	30,000.00		
		Itron Maintenance Contract (water meters)	2,500.00		
		SCADA Wonderware Software Support	9,000.00		
		Emergency Water Leak & Fire Hydrant Repairs	45,000.00		
		Rate Model Study	50,000.00		
		XC2 Backflow Management Agreement	2,500.00		
		Annual water storage tank generator maintenance (3)	3,252.00		
		Backflow Assembly Testing and Repairs	12,000.00		
27	511-0000-400-6310	Water Enterprise/Rent/Lease/Tax		7,644.00	4,160.00
		Supervisory Control and Data Acquisition (SCADA)	2,000.00		
		Building Alarm System	4,884.00		
		Public Works Copy Machine	760.00		
28	511-0000-400-6420	Water Enterprise/Vandalism (Losses)		25,000.00	25,000.00
29	511-0000-400-6422	Water Enterprise/Workers' Comp		49,373.00	35,826.00

# Budget Detail

## Water Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
30	511-0000-400-6423	Water Enterprise/Liability/Property		80,856.00	86,569.00
31	511-0000-400-6424	Water Enterprise/Service Fees		102,218.00	58,115.00
		IS Service Fees	42,001.00		
		Fleet Services Fees (includes repair costs - formerly in 5320)	60,217.00		
32	511-0000-400-6550	Water Enterprise/Vehicle & Equipment Replacement		73,298.00	16,253.00
		2004 VacCon Truck (T-5)	40,507.00		
		2011 Trailer (TL-25)	364.00		
		2011 Dump Truck (T-3 )	8,983.00		
		2012 Pickup Truck (P-31)	3,635.00		
		2012 Pickup Truck (P-32)	3,635.00		
		2013 Backhoe (TR-7)	12,091.00		
		2013 Pickup Truck (P-34)	4,083.00		
33	511-0000-400-8100	Water Enterprise/Transfer Out		2,183,917.00	1,813,982.00
		Adrian Drive Water System Replacement - Ph. 2	951,187.00		
		Water Meter Installation	260,000.00		
		Well & Tank Site Electrical, Building & Grounds Upgrade	100,000.00		
		Water Service Laterals Along East Side Trunk Sewer	100,000.00		
		Tank #5 Painting	70,550.00		
		Retiree Medical Transfer to Trust	73,000.00		
		Reimbursement of Retiree Medical	159,000.00		
		2002C Revenue Bonds	150,416.00		
		2005A Revenue Bonds	319,764.00		

# Budget Detail

## Water Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
34	511-0000-400-9510	Water Enterprise/C/O-Equipment		147,000.00	-
		Well Chlorinator Replacement	147,000.00		
35	511-0000-400-9610	Water Enterprise/C/O-Vehicles		193,000.00	133,000.00
		1/2 Ton Truck (replacing 1997 meter technician truck)	25,000.00		
		1/2 Ton Truck (replacing 1997 meter technician truck)	25,000.00		
		3/4 Ton Utility Truck (replacing 1997 utility truck)	38,000.00		
		Asphalt Truck with Rear Hopper (replacing 1991 truck)	105,000.00		

# SEWER FUND

	2012-13 ACTUAL	2013-14 ADOPTED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>OPERATING REVENUE</b>				
Service Charges:				
Residential	\$ 4,756,446	\$ 4,631,000	\$ 5,325,449	\$ 694,449
Commercial/Multifamily	6,468,699	6,603,077	7,076,783	473,706
Sonoma State University	702,647	650,000	714,000	64,000
Canon Manor	112,230	85,000	112,000	27,000
Casino	-	540,000	996,000	456,000
Other Income	18,278	-	15,000	15,000
Interest Earnings	30,175	27,500	27,500	-
Transfer In	956,560	1,077,874	1,465,454	387,580
<b>TOTAL REVENUE</b>	<b>\$ 13,045,036</b>	<b>\$ 13,614,451</b>	<b>\$ 15,732,186</b>	<b>\$ 2,117,735</b>
<b>OPERATING EXPENSES</b>				
Administration	\$ 116,864	\$ 86,953	\$ 112,803	\$ 25,850
Human Resources	-	44,992	44,760	(232)
Finance	295,346	338,456	339,857	1,401
Development Services	45,672	24,420	42,536	18,116
Public Works	696,177	754,367	885,142	130,775
Other Services and Supplies	341,350	431,764	382,251	(49,513)
Utilities	64,551	75,000	75,000	-
Subregional System Expense	8,401,421	8,820,350	9,098,049	277,699
Contractual/Professional Services	116,093	222,100	177,800	(44,300)
Bad Debt Expense	41,872	25,000	40,000	15,000
Capital Outlay	392,680	-	135,000	135,000
Debt Service	812,386	812,386	816,518	4,132
Transfer to Retiree Medical Trust Fund	68,000	118,000	48,000	(70,000)
Reimbursement of Retiree Medical	-	-	91,000	91,000
Transfer to Vehicle/Equipt Replacement Fund	45,500	14,316	55,031	40,715
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ 11,437,911</b>	<b>\$ 11,768,104</b>	<b>\$ 12,343,747</b>	<b>\$ 575,643</b>
<b>NON-OPERATING EXPENSES</b>				
Depreciation Expense	1,056,956	1,120,340	1,120,340	-
Transfer to Capital Projects Fund	44,120	726,007	2,615,640	(a) 1,889,633
<b>TOTAL NON-OPERATING EXPENSE</b>	<b>\$ 1,101,076</b>	<b>\$ 1,846,347</b>	<b>\$ 3,735,980</b>	<b>1,889,633</b>
<b>NET BUDGET RESULT</b>	<b>\$ 1,607,124</b>	<b>\$ -</b>	<b>\$ (347,541)</b>	<b>\$ 1,542,092</b>
Addition/(Use) of Fund Balance	\$ 1,607,124	\$ -	\$ (347,541)	
<b>TOTAL BUDGETARY BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

# Sewer Enterprise

## Budget Analysis

Account Number	Description	2013 Actuals	2014 Adopted	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
510-0000-400-5100	Sewer Entr./Office Supplies	\$2,273	\$1,700	\$3,773	\$1,700	\$0	0.00%	See Item#5
510-0000-400-5130	Sewer Entr. /Postage	\$3	\$20	\$0	\$20	\$0	0.00%	See Item#6
510-0000-400-5210	Sewer Entr./Spec. Departmental Supp	\$16,260	\$17,313	\$17,172	\$16,200	-\$1,113	-6.43%	See Item#7
510-0000-400-5211	Sewer Entr./Collect SystemRepair	\$14,226	\$31,441	\$13,684	\$27,440	-\$4,001	-12.73%	See Item#8
510-0000-400-5220	Sewer Entr. /Heat/Light/Po	\$71,528	\$75,000	\$63,405	\$75,000	\$0	0.00%	See Item#9
510-0000-400-5230	Sewer Entr. /Telephone	\$4,009	\$4,100	\$3,170	\$3,500	-\$600	-14.63%	See Item#10
510-0000-400-5231	Sewer Entr./Cell Phone	\$4,102	\$2,820	\$2,846	\$3,023	\$203	7.21%	See Item#11
510-0000-400-5251	Sewer Entr. /Clothing Allow	\$4,117	\$2,100	\$3,358	\$3,725	\$1,625	77.38%	See Item#12
510-0000-400-5260	Sewer Entr. /Dues & Subscr	\$0	\$8,019	\$7,809	\$8,647	\$628	7.83%	See Item#13
510-0000-400-5270	Sewer Entr./Vehicle Gas & Oil	\$20,155	\$18,910	\$20,425	\$24,000	\$5,090	26.92%	See Item#14
510-0000-400-5272	Sewer Entr/Auto Allowance	\$8,445	\$1,300	\$0	\$0	-\$1,300	-100.00%	
510-0000-400-5310	Sewer Entr. /Bldg/Facilty	\$69,878	\$107,374	\$137,400	\$97,000	-\$10,374	-9.66%	See Item#16
510-0000-400-5320	Sewer Entr. /Vehicle Repair	\$15,442	\$20,000	\$16,507	\$0	-\$20,000	-100.00%	See Item#17
510-0000-400-5330	Sewer Entr. /Spec Dept Equ	\$37,695	\$57,000	\$10,189	\$55,840	-\$1,160	-2.04%	See Item#18
510-0000-400-5350	Sewer Entr. /Small Tools	\$3,427	\$3,418	\$1,911	\$6,700	\$3,282	96.02%	See Item#19
510-0000-400-5360	Sewer Entr. /Laguna Plant/	\$8,401,421	\$8,820,350	\$8,820,350	\$9,098,049	\$277,699	3.15%	See Item#20
510-0000-400-5370	Sewer Entr/Equipment Rental	\$1,952	\$2,300	\$435	\$2,200	-\$100	-4.35%	See Item#21
510-0000-400-6101	Sewer Entr/Contractual Svs	\$99,146	\$162,100	\$85,872	\$117,800	-\$44,300	-27.33%	See Item#22
510-0000-400-6105	Sewer Entr./Water Conservation Measures	\$7,087	\$10,000	\$5,894	\$10,000	\$0	0.00%	See Item#23
510-0000-400-6110	Sewer Entr. /Professional	\$9,861	\$50,000	\$10,909	\$50,000	\$0	0.00%	See Item#24
510-0000-400-6310	Sewer Entr. /Equipment Leas	\$534	\$5,200	\$1,532	\$5,244	\$44	0.85%	See Item#25
510-0000-400-6420	Sewer Entr./Vandalism (Losses)	\$3,222	\$5,000	\$3,000	\$5,000	\$0	0.00%	See Item#26
510-0000-400-6422	Sewer Entr. /Workers' Comp	\$25,935	\$21,739	\$21,971	\$35,638	\$13,899	63.94%	See Item#27
510-0000-400-6423	Sewer Entr. /Liability/Property	\$102,700	\$80,008	\$71,365	\$23,780	-\$56,228	-70.28%	See Item#28
510-0000-400-6424	Sewer Entr. /Services Fees	\$0	\$42,002	\$42,000	\$62,594	\$20,592	49.03%	See Item#29
510-0000-400-6500	Sewer Entr./ Depreciation Expense	\$1,056,956	\$1,120,340	\$1,120,340	\$1,120,340	\$0	0.00%	See Item#30
510-0000-400-6550	Sewer Entr./V&E Replacement	\$45,500	\$14,316	\$14,316	\$55,031	\$40,715	284.40%	See Item#31
510-0000-400-6920	Sewer Entr./Bad Debts	\$41,872	\$25,000	\$34,716	\$40,000	\$15,000	60.00%	
510-0000-400-8100	Sewer Entr./Transfer Out	\$924,505	\$1,656,393	\$1,387,101	\$3,571,158	\$1,914,765	115.60%	See Item#32
510-0000-400-9510	Sewer Entr./Capital Outlay Equipment	\$0	\$0	\$65,083	\$0	\$0		
510-0000-400-9610	Sewer Entr./Capital Outlay Vehicles	\$392,680	\$0	\$78,609	\$135,000	\$135,000		See Item#33
510-1200-400-4101	Sewer Entr. /F/T Salaries	\$83,861	\$62,805	\$52,973	\$77,861	\$15,056	23.97%	
510-1200-400-4511	Sewer Entr. /Residency Allo	\$335	\$216	\$189	\$216	\$0	0.00%	
510-1200-400-4520	Sewer Entr. /Other Payroll-	\$780	\$755	\$2,602	\$910	\$155	20.53%	
510-1200-400-4901	Sewer Entr / PERS / Employer	\$22,268	\$16,583	\$12,927	\$19,893	\$3,310	19.96%	
510-1200-400-4905	Sewer Entr./Alt Benefits	\$0	\$630	\$630	\$630	\$0	0.00%	
510-1200-400-4908	Sewer Entr. RHS	\$0	\$0	\$225	\$0	\$0		
510-1200-400-4920	Sewer Entr. /Health Ins/Blu	\$6,247	\$3,194	\$2,540	\$7,465	\$4,271	133.72%	
510-1200-400-4923	Sewer Entr. /Eye Care	\$148	\$101	\$82	\$135	\$34	33.66%	



# Sewer Enterprise

## Budget Analysis

Account Number	Description	2013 Actuals	2014 Adopted	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
510-1200-400-4924	Sewer Entr. /Dental Care	\$722	\$492	\$475	\$656	\$164	33.33%	
510-1200-400-4925	Sewer Entr. /Medicare	\$1,234	\$925	\$846	\$1,146	\$221	23.89%	
510-1200-400-4930	Sewer Entr. /Life Ins/Salar	\$500	\$750	\$104	\$769	\$19	2.53%	
510-1200-400-4931	Sewer Entr / LTD	\$428	\$320	\$270	\$397	\$77	24.06%	
510-1200-400-4932	Sewer Entr./STD	\$209	\$157	\$132	\$194	\$37	23.57%	
510-1200-400-4933	Sewer Entr. /EAP	\$0	\$25	\$23	\$30	\$5	20.00%	
510-1200-400-5272	Sewer Entr/Auto Allowance	\$0	\$0	\$1,840	\$2,501	\$2,501		See Item#15
510-1300-400-4101	Sewer Entr. /F/T Salaries	\$183,648	\$207,523	\$152,404	\$211,883	\$4,360	2.10%	
510-1300-400-4110	Sewer Entr. /Longevity	\$4,061	\$4,227	\$4,261	\$4,260	\$33	0.78%	
510-1300-400-4201	Sewer Entr. /Part-Time Sal	\$7,734	\$24,859	\$7,095	\$25,400	\$541	2.18%	See Item#1
510-1300-400-4520	Sewer Entr. /Other Payroll-	\$450	\$673	\$17,946	\$1,068	\$395	58.69%	
510-1300-400-4901	Sewer Entr / PERS / Employer	\$45,495	\$55,910	\$38,233	\$55,225	-\$685	-1.23%	
510-1300-400-4905	Sewer Entr./Alt Benefits	\$3,031	\$2,646	\$2,458	\$4,536	\$1,890	71.43%	
510-1300-400-4908	Sewer Entr. RHS	\$0	\$0	\$904	\$900	\$900		
510-1300-400-4920	Sewer Entr. /Health Ins/Blu	\$17,043	\$33,398	\$5,112	\$23,783	-\$9,615	-28.79%	
510-1300-400-4921	Sewer Entr. /Medical Insura	\$0	\$0	\$12,365	\$0	\$0		
510-1300-400-4923	Sewer Entr. /Eye Care	\$481	\$644	\$479	\$644	\$0	0.00%	
510-1300-400-4924	Sewer Entr. /Dental Care	\$2,347	\$3,140	\$2,789	\$3,140	\$0	0.00%	
510-1300-400-4925	Sewer Entr. /Medicare	\$2,494	\$3,081	\$2,737	\$3,150	\$69	2.24%	
510-1300-400-4930	Sewer Entr. /Life Ins/Salar	\$563	\$535	\$459	\$535	\$0	0.00%	
510-1300-400-4931	Sewer Entr / LTD	\$427	\$1,080	\$799	\$1,102	\$22	2.04%	
510-1300-400-4932	Sewer Entr./STD	\$0	\$528	\$391	\$539	\$11	2.08%	
510-1300-400-4933	Sewer Entr./EAP	\$0	\$212	\$199	\$232	\$20	9.43%	
510-1300-400-4934	Sewer Entr./EDD	\$0	\$0	\$922	\$0	\$0		
510-1300-400-5272	Sewer Entr./ Auto Allowance	\$0	\$0	\$2,740	\$3,460	\$3,460		See Item#15
510-1300-400-6210	Sewer Entr./Recruitment Cost	\$0	\$0	\$440	\$0	\$0		
510-1600-400-4101	Sewer Entr. /F/T Salaries	\$31,128	\$14,764	\$14,547	\$27,195	\$12,431	84.20%	
510-1600-400-4201	Sewer Entr. /Part-Time Sal	\$0	\$3,750	\$2,258	\$3,750	\$0	0.00%	See Item#1
510-1600-400-4401	Sewer Entr. /Overtime Salar	\$0	\$0	\$161	\$0	\$0		
510-1600-400-4520	Sewer Entr. /Other Payroll-	\$100	\$103	\$0	\$263	\$160	155.34%	
510-1600-400-4901	Sewer Entr / PERS / Employer	\$8,584	\$3,898	\$3,550	\$6,948	\$3,050	78.25%	
510-1600-400-4905	Sewer Entr./Alt Benefits	\$672	\$504	\$482	\$336	-\$168	-33.33%	
510-1600-400-4908	Sewer Entr. RHS	\$0	\$0	\$9	\$0	\$0		
510-1600-400-4920	Sewer Entr. /Health Ins/Blu	\$2,057	\$546	\$501	\$2,567	\$2,021	370.15%	
510-1600-400-4923	Sewer Entr. /Eye Care	\$70	\$43	\$39	\$61	\$18	41.86%	
510-1600-400-4924	Sewer Entr. /Dental Care	\$339	\$208	\$227	\$295	\$87	41.83%	
510-1600-400-4925	Sewer Entr. /Medicare	\$473	\$214	\$256	\$399	\$185	86.45%	
510-1600-400-4930	Sewer Entr. /Life Ins/Salar	\$518	\$268	\$33	\$278	\$10	3.73%	
510-1600-400-4931	Sewer Entr / LTD	\$165	\$75	\$73	\$139	\$64	85.33%	

# Sewer Enterprise

## Budget Analysis

Account Number	Description	2013 Actuals	2014 Adopted	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
510-1600-400-4932	Sewer Entr./STD	\$81	\$37	\$37	\$68	\$31	83.78%	
510-1600-400-4933	Sewer Entr. /EAP	\$0	\$10	\$10	\$17	\$7	70.00%	
510-1600-400-5272	Sewer Entr./ Auto Allowance	\$0	\$0	\$221	\$220	\$220		See Item#15
510-1700-400-4101	Sewer Entr./F/T Salaries	\$0	\$29,702	\$7,951	\$29,702	\$0	0.00%	
510-1700-400-4110	Sewer Entr /Longevity	\$0	\$1,211	\$331	\$1,211	\$0	0.00%	
510-1700-400-4511	Sewer Entr. /Residency Allo	\$0	\$34	\$34	\$34	\$0	0.00%	
510-1700-400-4520	Sewer Entr. /Other Payroll-	\$0	\$181	\$0	\$181	\$0	0.00%	
510-1700-400-4901	Sewer Entr. / PERS / Employer	\$0	\$8,162	\$2,021	\$7,898	-\$264	-3.23%	
510-1700-400-4905	Sewer Entr./Alt Benefits	\$0	\$399	\$0	\$210	-\$189	-47.37%	
510-1700-400-4906	Sewer Entr. /Alt Ben Prog/D	\$0	\$0	\$25	\$0	\$0		
510-1700-400-4920	Sewer Entr. /Health Ins/Blu	\$0	\$4,046	\$748	\$4,265	\$219	5.41%	
510-1700-400-4921	Sewer Entr. /Medical Insura	\$0	\$0	\$976	\$0	\$0		
510-1700-400-4923	Sewer Entr. /Eye Care	\$0	\$85	\$29	\$85	\$0	0.00%	
510-1700-400-4924	Sewer Entr. /Dental Care	\$0	\$416	\$168	\$416	\$0	0.00%	
510-1700-400-4925	Sewer Entr. /Medicare	\$0	\$452	\$121	\$452	\$0	0.00%	
510-1700-400-4930	Sewer Entr. /Life Ins/Salar	\$0	\$48	\$31	\$48	\$0	0.00%	
510-1700-400-4931	Sewer Entr. / LTD	\$0	\$158	\$42	\$158	\$0	0.00%	
510-1700-400-4932	Sewer Entr./STD	\$0	\$77	\$21	\$77	\$0	0.00%	
510-1700-400-4933	Sewer Entr. / EAP	\$0	\$21	\$20	\$23	\$2	9.52%	
510-1700-400-6210	Sewer Entr./Recruitment	\$0	\$0	\$163	\$0	\$0		
510-3300-400-4101	Sewer Entr. /F/T Salaries	\$448,865	\$457,664	\$483,129	\$543,403	\$85,739	18.73%	
510-3300-400-4110	Sewer Entr. /Longevity	\$6,947	\$8,001	\$8,399	\$9,001	\$1,000	12.50%	
510-3300-400-4124	Sewer Entr./FTO/CTO	\$770	\$771	\$735	\$771	\$0	0.00%	
510-3300-400-4150	Sewer Entr. /Stand-By Weeke	\$6,497	\$9,000	\$7,488	\$0	-\$9,000	-100.00%	
510-3300-400-4151	Sewer Entr. /Stand-By Weekn	\$8,631	\$9,000	\$8,130	\$0	-\$9,000	-100.00%	
510-3300-400-4201	Sewer Entr. /Part-Time Sal	\$0	\$0	\$0	\$3,750	\$3,750		See Item#1
510-3300-400-4401	Sewer Entr. /Overtime Salar	\$22,075	\$18,000	\$19,480	\$19,000	\$1,000	5.56%	See Item#2
510-3300-400-4501	Sewer Entr./Holiday Pay	\$1,087	\$1,001	\$1,369	\$1,001	\$0	0.00%	
510-3300-400-4512	Sewer Entr/Educational Stipend	\$17,083	\$12,350	\$12,938	\$15,329	\$2,979	24.12%	
510-3300-400-4520	Sewer Entr. /Other Payroll-	\$218	\$784	\$1,600	\$574	-\$210	-26.79%	
510-3300-400-4800	Sewer Entr. /Training & Ed	\$1,251	\$1,200	\$450	\$3,300	\$2,100	175.00%	See Item#3
510-3300-400-4801	Sewer Entr / Safety Program	\$5,000	\$5,100	\$10,790	\$18,560	\$13,460	263.92%	See Item#4
510-3300-400-4901	Sewer Entr / PERS / Employer	\$114,040	\$126,683	\$123,582	\$145,509	\$18,826	14.86%	
510-3300-400-4905	Sewer Entr/Alt Benefits	\$197	\$210	\$0	\$210	\$0	0.00%	
510-3300-400-4906	Sewer Entr. /Alt Ben Prog/D	\$1,316	\$0	\$209	\$0	\$0		
510-3300-400-4908	Sewer Entr. RHS	\$2,067	\$1,000	\$2,080	\$2,000	\$1,000	100.00%	
510-3300-400-4920	Sewer Entr. /Health Ins/Blu	\$67,707	\$81,986	\$72,799	\$93,188	\$11,202	13.66%	
510-3300-400-4923	Sewer Entr. /Eye Care	\$1,504	\$2,042	\$1,411	\$2,338	\$296	14.50%	
510-3300-400-4924	Sewer Entr. /Dental Care	\$7,717	\$7,769	\$8,374	\$8,480	\$711	9.15%	

**Sewer Enterprise  
Budget Analysis**

Account Number	Description	2013 Actuals	2014 Adopted	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
510-3300-400-4925	Sewer Entr. /Medicare	\$7,735	\$6,913	\$7,862	\$8,207	\$1,294	18.72%	
510-3300-400-4930	Sewer Entr. /Life Ins/Salar	\$258	\$951	\$1,035	\$1,027	\$76	7.99%	
510-3300-400-4931	Sewer Entr / LTD	\$2,788	\$2,356	\$2,473	\$2,814	\$458	19.44%	
510-3300-400-4932	Sewer Entr./STD	\$1,614	\$1,197	\$1,253	\$1,420	\$223	18.63%	
510-3300-400-4933	Sewer Entr. /EAP	\$0	\$389	\$365	\$459	\$70	17.99%	
510-3300-400-5272	Sewer Entr. - Auto Allowance	\$0	\$0	\$1,767	\$4,801	\$4,801		See Item#15
510-3300-400-6210	Sewer Entr./Recruitment	\$0	\$0	\$585	\$0	\$0		
	<b>Total</b>	<b>\$12,538,987</b>	<b>\$13,614,451</b>	<b>\$13,207,117</b>	<b>\$16,079,727</b>	<b>\$2,465,276</b>	<b>18.11%</b>	

# Budget Detail

## Sewer Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
1	510-xxxx-400-4201	Sewer Enterprise/Part-Time Salary		32,900	28,609
		Development Services Staff	3,750		
		Finance Staff	25,400		
		Public Works Staff	3,750		
2	510-3300-400-4401	Sewer Enterprise/Overtime Salaries		19,000	18,000
3	510-3300-400-4800	Sewer Enterprise/Training & Education		3,300	1,200
		Programmable Logic Controller (PLC) & Supervisory Control and Data Acquisition (SCADA) (Training for Instrumentation Technician)	3,300		
4	510-0000-400-4801	Sewer Enterprise/Safety Program		18,560	5,100
		Forklift Refresher Training (every 3 years)	1,500		
		Asbestos Handling Training (every 3 years)	1,500		
		First Aid/CPR Training (every 3 years)	1,360		
		Defensive Driving Training	1,200		
		Loader Backhoe Instruction	1,500		
		Confined Space Hands On Training	1,500		
		My Safety Officer (Public Works Safety Program)	10,000		
5	510-0000-400-5100	Sewer Enterprise/Office Supplies		1,700	1,700
6	510-0000-400-5130	Sewer Enterprise/Postage		20	20
7	510-0000-400-5210	Sewer Enterprise/Department Supplies		16,200	17,313

# Budget Detail

## Sewer Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
		Safety Supplies	4,545		
		Shop, Janitorial, Disinfecting & Cleaning Supplies	4,680		
		Landscape & Herbicide Supplies	4,825		
		Paint Supplies	1,800		
		Rain Gear	350		
8	510-0000-400-5211	Sewer Enterprise/Collection System Repair		27,440	31,441
		Manhole Repairs (replacing manhole lids and cone repairs)	20,000		
		Backfill & Paving Supplies (around sewer manholes)	7,440		
9	510-0000-400-5220	Sewer Enterprise/Heat/Light/Power		75,000	75,000
10	510-0000-400-5230	Sewer Enterprise/Telephone		3,500	4,100
11	510-0000-400-5231	Sewer Enterprise/Cell Phone		3,023	2,820
12	510-0000-400-5251	Sewer Enterprise/Clothing Allowance		3,725	2,100
		Boots	2,100		
		Shirts	660		
		Jackets	150		
		Uniform Services	815		
13	510-0000-400-5260	Sewer Enterprise/Dues & Subscriptions		8,647	8,019
		California Water Environment Association Operator Renewal (annual fees)	1,350		
		Bay Area Air Quality annual backup tank & well generator (annual fees)	1,600		

# Budget Detail

## Sewer Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
		Certified Unified Program Agency (CUPA) annual hazardous materials (annual fees)	2,125		
		State Water Resources Control Board (collection system permit fee)	1,600		
		Class B License Medical Exams (Human Resources)	628		
		California Urban Water Conservation Counsel (annual fee)	1,344		
14	510-0000-400-5270	Sewer Enterprise/Vehicle Gas & Oil		24,000	18,910
15	510-xxxx-400-5272	Sewer Enterprise/Auto Allowance		10,982	1,300
		Administration Management Staff	2,501		
		Finance Management Staff	3,460		
		Development Services Management Staff	220		
		Public Works Management Staff	4,801		
16	510-0000-400-5310	Sewer Enterprise/Bldg/Facility Repair, Maintenance		97,000	107,374
		Roof Replacement Pump Station 2 (201 J. Rogers Lane)	41,000		
		Roof Replacement Shop (201 J. Rogers Lane)	42,000		
		Grinder and Equipment Lift System	14,000		
17	510-0000-400-5320	Sewer Enterprise/Vehicle Repair, Maintenance		-	20,000
		Moved to Fleet Services Fund (630-XXXX-400-5320)			
18	510-0000-400-5330	Sewer Enterprise/Special Department Equipment		55,840	57,000
		Grinder Maintenance & Repair	35,000		
		Pump & Motor (replace bearings and wear rings)	10,000		
		Finance Front-Counter Receipt Printer	840		

# Budget Detail

## Sewer Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
		Other Equipment Repairs (Blowers, hydraulic power packs, bearings, and drivelines)	10,000		
19	510-0000-400-5350	Sewer Enterprise/Small Tools		6,700	3,418
		Hand Tools	2,100		
		Underground Utilities Locator	4,600		
20	510-0000-400-5360	Sewer Enterprise/Santa Rosa Laguna Plant		9,098,049	8,820,350
		City of Santa Rosa (O&M Allocation)	5,231,984		
		City of Santa Rosa (Debt Service Allocation)	3,866,065		
21	510-0000-400-5370	Sewer Enterprise/Equipment Rental		2,200	2,300
		Excavation equipment for manhole and lid replacements			
22	510-0000-400-6101	Sewer Enterprise/Contractual Services		117,800	162,100
		Collection System Repairs	35,000		
		Flow Meter Calibrations	2,000		
		Generator Maintenance	4,400		
		Thermo/Infra-red Imaging (testing for hot spots in electrical panels and variable frequency drive units)	14,000		
		SoCo Reprographics	31,800		
		Bank Analysis Service Fees	3,300		
		Applied Merchant Web E-Sol Bank Fee	12,000		
		Finance Services Credit Card Fees	13,200		
		Sympro (Investment software) Annual Maintanance	2,100		
23	510-0000-400-6105	Sewer Enterprise/Conservation Measures		10,000	10,000
		Toilet & washing machine rebates, pamphlets, hose nozzles, shower heads			

# Budget Detail

## Sewer Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
24	510-0000-400-6110	Sewer Enterprise/Professional Services		50,000	50,000
		Engineering & Legal Services			
25	510-0000-400-6310	Sewer Enterprise/Equipment Lease		5,244	5,200
		Supervisory Control and Data Acquisition (SCADA)	2,000		
		Public Works Copy Machine	760		
		Building Alarm System	1,044		
		Welding Gas Tanks Annual Lease	1,440		
26	510-0000-400-6420	Sewer Enterprise/Vandalism (Losses)		5,000	5,000
27	510-0000-400-6422	Sewer Enterprise/Workers' Comp.		35,638	21,739
28	510-0000-400-6423	Sewer Enterprise/Liability/Property		23,780	80,008
29	510-0000-400-6424	Sewer Enterprise/Services Fees		62,594	42,002
		I.T. Services Fees	29,203		
		Fleet Services Fees (includes repair costs - formerly in 5320)	33,391		
30	510-0000-400-6500	Sewer Enterprise/Depreciation		1,120,340	1,120,340
		Annual depreciation	1,120,340		
31	510-0000-400-6550	Sewer Enterprise/Vehicle & Equipment Replacement		55,031	14,316
		2012 Harbon Unit (T-12)	11,246		
		2012 Trailer w/8" Pump (TL-22)	2,077		
		2012 Trailer w/Welder (TL-23)	993		
		2014 VacCon Truck (T-13)	40,715		



# Budget Detail

## Sewer Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
32	510-0000-400-8100	Sewer Enterprise/Transfer Out		3,571,158	1,656,393
		Interceptor Outfall Rehabilitation	650,000		
		Adrian Drive Sewer System Replacement - Phase II	1,201,186		
		Rehabilitation of Sewer Pipe Under Highway 101 to Pump Station	100,000		
		Sewer Pipe Lining Project	100,000		
		Gunnite Concrete Sewer Pond	30,000		
		Eastside Trunk Sewer	534,454		
		Retiree Medical Transfer to Trust	48,000		
		Reimbursement of Retiree Medical	91,000		
		2005 Sewer COPs Debt - Interest	255,759		
		2005 Sewer COPs Debt - Principal & Interest	560,759		
33	510-0000-400-9610	Sewer Enterprise/C/O-Vehicles		135,000	-
		3/4 Ton Utility (replacing 1999 utility truck)	40,000		
		3/4 Ton Utility Truck (replacing 1998 utility truck)	40,000		
		Utility Vehicle (replacing 1997 utility vehicle)	35,000		
		Closed Circuit Television (tractor crawler and camera head replacement)	20,000		

**SPECIAL REVENUE FUNDS  
2014-15 ADOPTED BUDGET**

	State Gasoline Tax	Alcohol Beverage Ordinance Svs	Abandoned Vehicle Abatement	Traffic Safety Fund	General Plan Maintenance Fee	Spay Neuter Fee	Refuse Road Impact Fund	Measure M Traffic	Prop 1B	Traffic Signals Fee	Capital Outlay Fee
<b>REVENUES</b>											
Measure M assessments	\$ -			\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	1,091,390		120,000	-		-	-	260,429	-	-	-
Interest and rentals	5,000		1,000	-	700	-	500	2,000	-	5,000	1,050
Licenses, permits and fees	-	31,050	-	197,000	175,000	19,140	379,286	-	-	-	-
Donations	-	-	-	-	-	-	-	-	-	-	-
<b>Total revenues</b>	<b>1,096,390</b>	<b>31,050</b>	<b>121,000</b>	<b>197,000</b>	<b>175,700</b>	<b>19,140</b>	<b>379,786</b>	<b>262,429</b>	<b>-</b>	<b>5,000</b>	<b>1,050</b>
<b>EXPENDITURES</b>											
Current:											
General government	46,000	-	-	-	-	-	-	-	-	-	-
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>1,050,390</b>	<b>31,050</b>	<b>121,000</b>	<b>197,000</b>	<b>175,700</b>	<b>19,140</b>	<b>379,786</b>	<b>262,429</b>	<b>-</b>	<b>5,000</b>	<b>1,050</b>
<b>OTHER FINANCING SOURCES (USES)</b>											
Transfers in	-	-	-	-	-	-	-	-	-	-	33,517
Transfers out	(1,778,212)	(32,455)	(109,000)	(310,000)	(127,017)	(61,000)	(400,000)	(310,735)	-	-	(219,000)
<b>Total other financing sources (uses)</b>	<b>(1,778,212)</b>	<b>(32,455)</b>	<b>(109,000)</b>	<b>(310,000)</b>	<b>(127,017)</b>	<b>(61,000)</b>	<b>(400,000)</b>	<b>(310,735)</b>	<b>-</b>	<b>-</b>	<b>(185,483)</b>
<b>NET CHANGE IN FUND BALANCES</b>	<b>(727,822)</b>	<b>(1,405)</b>	<b>12,000</b>	<b>(113,000)</b>	<b>48,683</b>	<b>(41,860)</b>	<b>(20,214)</b>	<b>(48,306)</b>	<b>-</b>	<b>5,000</b>	<b>(184,433)</b>
<b>FUND BALANCE BEGINNING OF THE YEAR</b>	<b>1,817,492</b>	<b>78,826</b>	<b>300,155</b>	<b>365,855</b>	<b>139,344</b>	<b>123,114</b>	<b>159,656</b>	<b>305,560</b>	<b>42</b>	<b>1,260,045</b>	<b>219,877</b>
<b>FUND BALANCE END OF YEAR</b>	<b>\$ 1,089,670</b>	<b>\$ 77,421</b>	<b>\$ 312,155</b>	<b>\$ 252,855</b>	<b>\$ 188,027</b>	<b>\$ 81,254</b>	<b>\$ 139,442</b>	<b>\$ 257,254</b>	<b>\$ 42</b>	<b>\$ 1,265,045</b>	<b>\$ 35,444</b>

(continued)

**SPECIAL REVENUE FUNDS  
2014-15 ADOPTED BUDGET (CONTINUED)**

	Public Facility Finance Fee	Supplemental Law Enforcement Services	DIVCA PEG Fee	Traffic Congestion Relief (AB2928)	Graton Mitigation	Special Enforcement Activity	JEPA Mtn	Graton Traffic Impacts	Measure M Fire Benefit Assessment	Mobile Home Rent Appeals Board	Copeland Creek Drainage Facility	Total
<b>REVENUES</b>												
Measure M assessments	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ 550,087	\$ -	\$ -	\$ 550,087
Intergovernmental	-	100,000	-	-	-			-	-	-	-	1,571,819
Interest and rentals	5,000	-	598	-	5,000		500	-	-	-	-	26,348
Licenses, permits and fees	1,610,000	-	132,837	-	-		-	-	-	89,000	-	2,633,313
Donations	-	-	-	-	7,544,000	500,000	295,690	-	-	-	-	8,339,690
<b>Total revenues</b>	<b>1,615,000</b>	<b>100,000</b>	<b>133,435</b>	<b>-</b>	<b>7,549,000</b>	<b>500,000</b>	<b>296,190</b>	<b>-</b>	<b>550,087</b>	<b>89,000</b>	<b>-</b>	<b>13,121,257</b>
<b>EXPENDITURES</b>												
Current:												
General government	-	-	-	-	-			-	-	36,683	-	82,683
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>1,615,000</b>	<b>100,000</b>	<b>133,435</b>	<b>-</b>	<b>7,549,000</b>	<b>500,000</b>	<b>296,190</b>	<b>-</b>	<b>550,087</b>	<b>52,317</b>	<b>-</b>	<b>13,038,574</b>
<b>OTHER FINANCING SOURCES (USES)</b>												
Transfers in	-	-	-	-	-			-	-	-	-	33,517
Transfers out	(12,918,547)	(100,000)	(115,000)	(35,568)	(2,863,619)	(500,000)	(139,079)	-	(570,000)	-	-	(20,589,232)
<b>Total other financing sources (uses)</b>	<b>(12,918,547)</b>	<b>(100,000)</b>	<b>(115,000)</b>	<b>(35,568)</b>	<b>(2,863,619)</b>	<b>(500,000)</b>	<b>(139,079)</b>	<b>-</b>	<b>(570,000)</b>	<b>-</b>	<b>-</b>	<b>(20,555,715)</b>
<b>NET CHANGE IN FUND BALANCES</b>	<b>(11,303,547)</b>	<b>-</b>	<b>18,435</b>	<b>(35,568)</b>	<b>4,685,381</b>	<b>-</b>	<b>157,111</b>	<b>-</b>	<b>(19,913)</b>	<b>52,317</b>	<b>-</b>	<b>(7,517,141)</b>
<b>FUND BALANCE BEGINNING OF THE YEAR</b>	<b>13,083,115</b>	<b>-</b>	<b>222,138</b>	<b>247,292</b>	<b>2,604,735</b>	<b>-</b>	<b>-</b>	<b>(4,921)</b>	<b>31,894</b>	<b>10,471</b>	<b>54,537</b>	<b>21,019,227</b>
<b>FUND BALANCE END OF YEAR</b>	<b>\$ 1,779,568</b>	<b>\$ -</b>	<b>\$ 240,573</b>	<b>\$ 211,724</b>	<b>\$ 7,290,116</b>	<b>\$ -</b>	<b>\$ 157,111</b>	<b>\$ (4,921)</b>	<b>\$ 11,981</b>	<b>\$ 62,788</b>	<b>\$ 54,537</b>	<b>\$ 13,502,086</b>

**FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM BUDGET (FY 2014-15 through 2018-19)  
FUNDED PROJECTS**

CIP #	Project #	Project Title	Funding Source	Project manager	Project Costs through FY 13-14 (Estimated / Actual)	ESTIMATED PROJECT COSTS					5-year Total (FY 2014-15 through FY 2018-19)	TOTAL PROJECT ESTIMATED COST (Des. & Const.)
						2014-15	2015-16	2016-17	2017-18	2018-19		
<b>CITY FACILITIES</b>												
OF-01	2004-13	Westside Public Safety Station	Public Facilities Fee, Amended MOU with Federated Indians of Graton Rancheria	TBD	16,834	0	5,230,002	0	0	0	\$5,230,002	\$5,246,836
OF-33		Southside Fire Station	Public Facilities Fee	TBD	0	0	3,640,300	0	0	0	\$3,640,300	\$3,640,300
OF-39	2006-04	Copeland Creek Detention Basin & Steelhead Refugia	Public Facilities Fee, Copeland Creek Drainage Fund, Prop. 84 Implementation Grant (SCWA is grantee)	P. Barnes	1,010,182	0	2,441,069	0	0	0	\$2,441,069	\$3,451,251
OF-50		Northeast Drainage Basin	Public Facilities Fee	TBD	0	0	0	0	3,897,500	0	\$3,897,500	\$3,897,500
OF-55		Public Safety Main HVAC Replacement	2007R TAB Funds, FIGR MOU Supplemental	J. McArthur	0	86,659	528,000	0	0	0	\$614,659	\$614,659
OF-56		Library Parking Lot Paving and Landscaping	2007R TAB Funds, FIGR MOU Supplemental	J. McArthur	0	38,554	234,900	0	0	0	\$273,454	\$273,454
<b>Total City Facilities</b>					<b>\$1,027,016</b>	<b>\$125,213</b>	<b>\$8,433,971</b>	<b>\$3,640,300</b>	<b>\$0</b>	<b>\$3,897,500</b>	<b>\$16,096,984</b>	<b>\$17,124,000</b>
<b>PARKS AND RECREATION</b>												
PR-49	2007-19	Trail to Crane Creek Regional Park	Open Space District matching grant	P. Barnes	909	0	709,090	0	0	0	\$709,090	\$709,999
PR-65	2013-05	Sports Center Locker Rooms Retrofit/Rebuild	2007R TAB Funds, FIGR MOU Supplemental, Capital Outlay Fund	J. McArthur	9,645	78,584	478,800	0	0	0	\$557,384	\$567,029
PR-69		Tennis Courts Rehabilitation	Capital Outlay Fund	J. McArthur	0	219,000	0	0	0	0	\$219,000	\$219,000
PR-70		Community Center Roof Replacement	2007R TAB Funds, FIGR MOU Supplemental	J. McArthur	0	39,292	239,400	0	0	0	\$278,692	\$278,692
PR-71		Benecia Pool Renovation or Spray Park Conversion	2007R TAB Funds, FIGR MOU Supplemental	J. McArthur	0	83,823	510,720	0	0	0	\$594,543	\$594,543
PR-73		Performing Arts Center HVAC Replacement	2007R TAB Funds, FIGR MOU Supplemental	J. McArthur	0	75,827	462,000	0	0	0	\$537,827	\$537,827
PR-75		Senior Center Roof Replacment	2007R TAB Funds, FIGR MOU Supplemental	J. McArthur	0	38,406	234,000	0	0	0	\$272,406	\$272,406
PR-76		Alicia, Benecia and Ladybug Park Restrooms Renovation	2007R TAB Funds, FIGR MOU Supplemental	J. McArthur	0	16,577	101,000	0	0	0	\$117,577	\$117,577

\*\* NOTE: For detailed breakdown of project preconstruction / construction costs for each project, refer to the individual Project Data Sheet.

**FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM BUDGET (FY 2014-15 through 2018-19)  
FUNDED PROJECTS**

CIP #	Project #	Project Title	Funding Source	Project manager	Project Costs through FY 13-14 (Estimated / Actual)	ESTIMATED PROJECT COSTS					5-year Total (FY 2014-15 through FY 2018-19)	TOTAL PROJECT ESTIMATED COST (Des. & Const.)
						2014-15	2015-16	2016-17	2017-18	2018-19		
PR-77		Senior Center Restroom Renovation	2007R TAB Funds, FIGR MOU Supplemental	J. McArthur	0	17,923	109,200	0	0	0	\$127,123	\$127,123
PR-78		Performing Arts Center Roof Replacement	2007R TAB Funds, FIGR MOU Supplemental	J. McArthur	0	209,558	1,276,800	0	0	0	\$1,486,358	\$1,486,358
PR-79		Community Center Parking Lot Overlay	2007R TAB Funds, FIGR MOU Supplemental	J. McArthur	0	214,797	1,308,720	0	0	0	\$1,523,517	\$1,523,517
<b>Total Parks and Recreation Projects</b>					<b>\$10,554</b>	<b>\$993,787</b>	<b>\$5,429,730</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,423,517</b>	<b>\$6,434,071</b>
<b>TRANSPORTATION PROJECTS</b>												
TR-26	2014-01	Snyder Lane Widening - Southwest to Med Cntr Dr	Public Facilities Fee, Gas Tax	TBD	53,199	1,809,472	1,809,472	0	0	0	\$3,618,944	\$3,672,143
TR-27		Snyder Lane Widening - LJMS to Med Cntr Drive	Public Facilities Fee, Gas Tax	TBD	0	0	0	0	1,726,751		\$1,726,751	\$1,726,751
TR-28		Snyder Lane Widening - G Section to LJMS	Public Facilities Fee, Gas Tax	TBD	0	0	0	0	7,125,236		\$7,125,236	\$7,125,236
TR-29	2005-10	Rohnert Park Expressway Widening - East	Public Facilities Fee (Developer-constructed/advanced)	TBD	35,045	0	854,223	8,991,918	0	0	\$9,846,141	\$9,881,186
TR-30	2012-15	Dowdell Avenue (375' N to 750' S of Wilfred Ave)	Public Facilities Fee (Developer-constructed/advanced)	P. Barnes	10,000	10,000	1,614,095	0	0	0	\$1,624,095	\$1,624,095
TR-31	2012-08	Dowdell Avenue Widening (750' S of Wilfred Ave to Business Park Dr)	Public Facilities Fee	P. Barnes	285	0	0	0	2,260,262	0	\$2,260,262	\$2,260,547
TR-32b	2011-11	Dowdell Avenue Construction (Business Park Dr to 850' S)	Public Facilities Fee (Developer-constructed/advanced)	P. Barnes	68,069	10,000	1,174,310	0	0	0	\$1,184,310	\$1,252,379
TR-35		Keiser Avenue Improvements	Public Facilities Fee	TBD	0	0	0	0	7,242,430		\$7,242,430	\$7,242,430
TR-79	2010-08	Copeland Creek Bike Path Reconstruction	Gas Tax, Traffic Congestion Fund, Measure M, Federal	P. Barnes	963,215	0	0	0	0	0	\$0	\$963,215
TR-80a	2011-08	Rancho Verde Traffic Signal	Traffic Signalization Fund	R. Pedroncelli	392,301	0	0	0	0	0	\$0	\$392,301
TR-81	2012-01	2013-14 Various Streets Preventive Maintenance	Measure M, Gas Tax, Transportation Fund for Clean Air, Refuse Road Impact Fund	P. Barnes	1,072,480	832,000	0	0	0	0	\$832,000	\$1,904,480

\*\* NOTE: For detailed breakdown of project preconstruction / construction costs for each project, refer to the individual Project Data Sheet.

**FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM BUDGET (FY 2014-15 through 2018-19)  
FUNDED PROJECTS**

CIP #	Project #	Project Title	Funding Source	Project manager	Project Costs through FY 13-14 (Estimated / Actual)	ESTIMATED PROJECT COSTS					5-year Total (FY 2014-15 through FY 2018-19)	TOTAL PROJECT ESTIMATED COST (Des. & Const.)
						2014-15	2015-16	2016-17	2017-18	2018-19		
TR-83		Intersection Improvements - Commerce Blvd. @ State Farm Drive	Public Facilities Fee	TBD	0	0	0	0	0	516,567	\$516,567	\$516,567
TR-84		Intersection Improvements - Commerce Blvd. @ Southwest Blvd.	Public Facilities Fee	TBD	0	0	0	0	0	521,839	\$521,839	\$521,839
TR-87		Intersection Improvements - US 101 NB ramps @ Golf Course/Commerce	Public Facilities Fee	TBD	0	0	0	173,000	0	0	\$173,000	\$173,000
TR-88		Intersection Improvements - US 101 SB ramps @ Wilfred/Redwood	Public Facilities Fee	TBD	0	0	0	173,000	0	0	\$173,000	\$173,000
TR-93	2013-03	2014 Sidewalk Access Ramps ADA Upgrade	Community Development Block Grant (CDBG), Gas Tax, Measure M	R. Pedroncelli	1,590	191,713	0	0	0	0	\$191,713	\$193,303
TR-94	2013-04	RPX Sidewalk Ramps ADA Upgrade	Community Development Block Grant (CDBG), Gas Tax, Measure M	P. Barnes	72,983	5,000	0	0	0	0	\$5,000	\$77,983
TR-95	2013-01	Rohnert Park Expressway Rehabilitation	Federal (One Bay Area Grant), Gas Tax, Federated Indians of Graton Rancheria (FIGR)	P. Barnes	350,764	1,200,000	1,102,400	0	0	0	\$2,302,400	\$2,653,164
TR-96	2013-02	Street Smart Rohnert Park	Federal (One Bay Area Grant), Measure M	P. Barnes	1,000	55,735	123,085	638,978	0	0	\$817,798	\$818,798
TR-97		2017-18 Various Street Maintenance	Gas Tax, Measure M, Refuse Road Impact Fund	P. Barnes	0	0	370,000	370,000	1,000,000	1,000,000	\$2,740,000	\$2,740,000
TR-98	C100	Traffic Signals Coordination and Improvements - RPX and Golf Course Drive	Federated Indians of Graton Rancheria MOU (FIGR MOU)	R. Pedroncelli	178,176	100,000	0	0	0	0	\$100,000	\$278,176
<b>Total Transportation Projects</b>					<b>\$3,199,107</b>	<b>\$4,213,920</b>	<b>\$7,047,585</b>	<b>\$10,000,896</b>	<b>\$3,779,262</b>	<b>\$18,132,823</b>	<b>\$43,174,486</b>	<b>\$46,363,593</b>
<b>WATER SYSTEM</b>												
WA-04	2004-08	Water Main Improvement Project	Public Facilities Fee (Developer-advanced), Gas Tax	P. Barnes	182,639	2,336,693	0	0	0	0	\$2,336,693	\$2,519,332
WA-20	2005-03	Recycled Water System Expansion	Public Facilities Fee	TBD	0	0	50,000	600,000	0	0	\$650,000	\$650,000

57

\*\* NOTE: For detailed breakdown of project preconstruction / construction costs for each project, refer to the individual Project Data Sheet.

**FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM BUDGET (FY 2014-15 through 2018-19)  
FUNDED PROJECTS**

CIP #	Project #	Project Title	Funding Source	Project manager	Project Costs through FY 13-14 (Estimated / Actual)	ESTIMATED PROJECT COSTS					5-year Total (FY 2014-15 through FY 2018-19)	TOTAL PROJECT ESTIMATED COST (Des. & Const.)
						2014-15	2015-16	2016-17	2017-18	2018-19		
WA-26	2006-09	Water Storage Tank #8	Developer-funded	TBD	38,890	0	0	4,561,110	0	0	\$4,561,110	\$4,600,000
WA-27		Commerce Water Line Replacement	Water Utility - Operations Fund	TBD	0	0	0	0	0	340,000	\$340,000	\$340,000
WA-28	2011-03	2011 Water Meter Installation Project	Water Meter Replacement Fund	M. Bracewell	59,040	260,000	0	0	0	0	\$260,000	\$319,040
WA-31	2012-13	Well Rehabilitation Program	Water Utility - Operations Fund	M. Bracewell	100,000	0	0	0	100,000	100,000	\$200,000	\$300,000
WA-32		Dry Barrel Fire Hydrant and Hydrant Valve Replacement	Water Utility - Operations Fund	P. Barnes	0	0	0	180,000	180,000	0	\$360,000	\$360,000
WA-33	2012-10	Well and Tank Site Electrical, Building and Grounds Upgrades	Water Utility - Operations Fund	M. Bracewell	3,144	100,000	0	0	100,000	100,000	\$300,000	\$303,144
WA-34		Water Service Laterals along Eastside Trunk Sewer route	Water Utility - Operations Fund	P. Barnes	0	100,000	0	0	0	0	\$100,000	\$100,000
WA-36	2012-04	Adrian Drive Water System Replacement - Phase 2	Water Utility - Operations Fund	P. Barnes	1,806,542	951,187	0	0	0	0	\$951,187	\$2,757,729
WA-40		Water Leak Services Project	Water Utility - Operations Fund	TBD	0	0	150,000	800,000	0	0	\$950,000	\$950,000
WA-41		Santa Barbara / Bobbie / Boris Water System Replacement	Water Utility - Operations Fund	TBD	0	0	0	289,000	1,989,000	0	\$2,278,000	\$2,278,000
WA-42		Tank #5 Painting	Water Utility - Operations Fund	TBD	0	70,550	485,550	0	0	0	\$556,100	\$556,100
<b>Total Water Projects</b>					<b>\$2,190,255</b>	<b>\$3,818,430</b>	<b>\$685,550</b>	<b>\$6,250,110</b>	<b>\$2,369,000</b>	<b>\$720,000</b>	<b>\$13,843,090</b>	<b>\$16,033,345</b>
<b>WASTEWATER SYSTEM</b>												
WW-08	2011-04	2 Interceptor Outfall Rehabilitation - Ph.	CSCDA 2005A Sewer Revenue Bond, Public Facilities Fee, Sewer Utility - Operations Fund	P. Barnes	928,203	650,000	0	5,568,335	0	0	\$6,218,335	\$7,146,538
WW-11	2007-02	Eastside Trunk Sewer - Phase 2 (Main and South Reach)	Public Facilities Fee (Developer advanced), Canon Manor Fee	P. Barnes	3,857,042	6,934,475	0	0	0	0	\$6,934,475	\$10,791,517

\*\* NOTE: For detailed breakdown of project preconstruction / construction costs for each project, refer to the individual Project Data Sheet.

**FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM BUDGET (FY 2014-15 through 2018-19)  
FUNDED PROJECTS**

CIP #	Project #	Project Title	Funding Source	Project manager	Project Costs through FY 13-14 (Estimated / Actual)	ESTIMATED PROJECT COSTS					5-year Total (FY 2014-15 through FY 2018-19)	TOTAL PROJECT ESTIMATED COST (Des. & Const.)
						2014-15	2015-16	2016-17	2017-18	2018-19		
WW-17	2014-01	Eastside Trunk Sewer - Phase 3 (North Reach)	Public Facilities Fee (Developer advanced)	P. Barnes	377,944	1,402,618	1,025,174	0	0	0	\$2,427,792	\$2,805,736
WW-21		Replacement of Sewer Pipe Under Hwy 101	Sewer Utility - Operations Fund	W. Naumann	0	100,000	300,000	0	0	0	\$400,000	\$1,500,000
WW-23	2012-04	Adrian Drive Sewer System Replacement - Phase 2	2005 Sewer Revenue Bond, Sewer Utility - Operations Fund	P. Barnes	1,489,180	1,201,186	0	0	0	0	\$1,201,186	\$2,690,366
WW-24		Sewer Pipe Lining Project	Sewer Utility - Operations Fund	TBD	0	100,000	750,000	0	0	0	\$850,000	\$850,000
WW-25		Gunitite Sewer Pond	Sewer Utility - Operations Fund	TBD	0	30,000	250,000	0	0	0	\$280,000	\$280,000
WW-26		Santa Barbara / Bobbie / Boris Sewer System Replacement	Sewer Utility - Operations Fund	TBD	0	0	0	289,000	1,989,000	0	\$2,278,000	\$2,278,000
WW-27		Claussen Overcrossing Pipe Lining	Sewer Utility - Operations Fund	TBD	0	0	0	100,000	0	300,000	\$400,000	\$400,000
<b>Total Wastewater System Projects</b>					<b>\$6,652,369</b>	<b>\$10,418,279</b>	<b>\$2,325,174</b>	<b>\$5,857,335</b>	<b>\$2,089,000</b>	<b>\$300,000</b>	<b>\$20,989,788</b>	<b>\$28,742,157</b>
<b>TOTAL ALL PROJECTS</b>					<b>\$13,079,301</b>	<b>\$19,569,629</b>	<b>\$23,922,010</b>	<b>\$25,748,641</b>	<b>\$8,237,262</b>	<b>\$23,050,323</b>	<b>\$100,527,865</b>	<b>\$114,697,166</b>

59

\*\* NOTE: For detailed breakdown of project preconstruction / construction costs for each project, refer to the individual Project Data Sheet.



# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Westside Public Safety Station	<b>Category</b> Other Facilities	<b>Project No.</b> 2004-13	<b>CIP No.</b> OF-01
<b>Description</b> Construction of three-bay station with dormitory space for four to six firefighters, to be located west of Highway 101 within the limits of the Stadium Lands Planned Development.	<b>Project Location</b> West area of city		
<b>Justification</b> This station is necessary to meet the five-minute response time criteria established by industry standards and Insurance Service Office, Inc.	<b>"Project Owner" Department</b> Public Safety	<b>Implementing Project Manager</b> TBD	<b>In implementing department's work plan?</b> <input type="checkbox"/>
	<b>Project Status:</b> Not in current work plan.		
	<b>FundingSources:</b> Public Facilities Fee, Amended MOU with Federated Indians of Graton Rancheria (FIGR)		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$5,246,836		<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$16,834	\$0	\$1,795,002	\$0	\$0	\$0	\$1,811,836	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$2,130,000	\$0	\$0	\$0	\$2,130,000	\$0
Inspection / CM	\$0	\$0	\$560,000	\$0	\$0	\$0	\$560,000	\$0
Contingency	\$0	\$0	\$745,000	\$0	\$0	\$0	\$745,000	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$16,834</b>	<b>\$0</b>	<b>\$5,230,002</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,246,836</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
Amended FIGR MOU (Fund 176)	\$16,834	\$0	\$3,435,000	\$0	\$0	\$0	\$3,451,834	\$0
PFFP	\$0	\$0	\$1,795,002	\$0	\$0	\$0	\$1,795,002	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$16,834</b>	<b>\$0</b>	<b>\$5,230,002</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,246,836</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted 3/23/2001	Date last revised 05/05/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Current year funding is committed <input checked="" type="checkbox"/>	Mechanism Reso.No. 2013-099 CIP approval	Project Acct. #: 310-0413-400-9901	Date Assigned:
Printed Tuesday, June 03, 2014 4:37:43 PM								

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Southside Fire Station

### Category

Other Facilities

### Project No.

### CIP No.

OF-33

### Description

Construction of three-bay fire station located east of Highway 101 within the Sonoma Mountain Village Planned Development. The facility will include storage and office areas.

### Project Location

TBD

### "Project Owner" Department

Public Safety

### Implementing Project Manager

TBD

In implementing department's work plan?

### Project Status:

Not in current work plan

### Justification

This proposed facility replaces the Station 4 (Maurice Avenue Station) Expansion project proposed in the original Public Facilities Financing Plan. The increased land uses associated with the Sonoma Mountain Village Planned Development make an expansion of Station 4 -- located in a modified residential dwelling -- a less practical and viable public safety facility for the anticipated needs in the area.

### FundingSources:

Public Facilities Fee

### TOTAL PROJECT COST (Design and Construction)

\$3,640,300

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$364,026	\$0	\$0	\$364,026	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$2,002,183	\$0	\$0	\$2,002,183	\$0
Inspection / CM	\$0	\$0	\$0	\$546,039	\$0	\$0	\$546,039	\$0
Contingency	\$0	\$0	\$0	\$728,052	\$0	\$0	\$728,052	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,640,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,640,300</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
PFFP	\$0	\$0	\$0	\$3,640,300	\$0	\$0	\$3,640,300	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,640,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,640,300</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: <input type="text"/>
4/10/2006	05/05/2014			Current year funding is committed <input type="checkbox"/>	Date Assigned: <input type="text"/>
				Mechanism <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:43 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Copeland Creek Detention Basin & Steelhead Refugia

### Category

Other Facilities

### Project No.

2006-04

### CIP No.

OF-39

### Description

Construction of an approximately 65-75 acre-foot regional detention facility to reduce the 100-year flow in Copeland Creek

### Project Location

Along Copeland Creek, east of Petaluma Hill Road

### "Project Owner"

Department  
Development Services

### Implementing Project Manager

P. Barnes

In implementing department's work plan?

### Project Status:

Sonoma County Water Agency is conducting preliminary design

### Justification

This project was identified in the Storm Drain Master Plan to minimize flooding in Copeland Creek downstream from Petaluma Hill Road. The ponds will also provide temporary refuge for migrating steelhead during a large storm events, sediment detention, as well as potential groundwater aquifer recharge.

### FundingSources:

Public Facilities Fee, Copeland Creek Drainage Fund, Prop. 84 Implementation Grant (SCWA is grantee)

### TOTAL PROJECT COST (Design and Construction)

\$3,451,251

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$1,010,182	\$0	\$30,338	\$0	\$0	\$0	\$1,040,520	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$2,410,731	\$0	\$0	\$0	\$2,410,731	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$1,010,182</b>	<b>\$0</b>	<b>\$2,441,069</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,451,251</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Public Facilities Fee	\$0	\$0	\$2,410,731	\$0	\$0	\$0	\$2,410,731	\$0
Copeland Creek Drainage Fund	\$10,182	\$0	\$30,338	\$0	\$0	\$0	\$40,520	\$0
Prop. 84 grant	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$1,000,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$1,010,182</b>	<b>\$0</b>	<b>\$2,441,069</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,451,251</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted 5/11/2007	Date last revised 05/05/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: 310-0604-400-9901
				Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Tuesday, June 03, 2014 4:37:43 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Northeast Drainage Basin	<b>Category</b> Other Facilities	<b>Project No.</b>	<b>CIP No.</b> OF-50
<b>Description</b> Construction of upstream detention basin on the Hinebaugh Creek system.	<b>Project Location</b> TBD		
	<b>"Project Owner" Department</b> Development Services	<b>Implementing Project Manager</b> TBD	<b>In implementing department's work plan?</b> <input type="checkbox"/>
<b>Justification</b> Stormwater flow from new development will result in the need for more capacity in the drainage system. An upstream detention basins on the Hinebaugh Creek system is recommended to reduce peak flow throughout the City's drainage system and provide capacity for new development.	<b>Project Status:</b> Not in current work plan		
	<b>FundingSources:</b> Public Facilities Fee		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$3,897,500		<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$389,650	\$389,650	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$0	\$0	\$2,143,725	\$2,143,725	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$584,625	\$584,625	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$779,500	\$584,625	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$0	\$0	\$0	\$0	\$3,897,500	\$3,897,500	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
PFFP	\$0	\$0	\$0	\$0	\$0	\$3,897,500	\$3,897,500	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$0	\$0	\$0	\$0	\$3,897,500	\$3,897,500	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted 3/28/2011	Date last revised 05/05/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:43 PM
--	---------------------------------	--	--	--	--	-----------	---------------------------------------	-------------------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Public Safety Main HVAC Replacement	<b>Category</b> Other Facilities	<b>Project No.</b>	<b>CIP No.</b> OF-55
<b>Description</b> Replacement of heating / ventilation / air conditioning (HVAC) system at the Public Safety Main Building (500 City Center Drive).	<b>Project Location</b> Public Safety Main Building (500 City Center Drive)		
<b>Justification</b> The HVAC system at the Public Safety Main building is in critical need of replacement. The chiller has lost one of its two vital compressors and the control system is no longer functioning. This system must be replaced within the next year. Additional benefits of replacing the essential Public Safety HVAC system include reduced energy consumption and lower power costs due to the newer equipment being much more energy efficient.	<b>"Project Owner" Department</b> Public Works/Comm Svc	<b>Implementing Project Manager</b> J. McArthur	<b>In implementing department's work plan?</b> <input type="checkbox"/>
	<b>Project Status:</b> Project scoping, building permits		
<b>FundingSources:</b> 2007R TAB Funds, FIGR MOU Supplemental			
<b>TOTAL PROJECT COST (Design and Construction)</b> \$614,659		<b>Amount unfunded</b> \$0	

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$86,659	\$0	\$0	\$0	\$0	\$86,659	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$528,000	\$0	\$0	\$0	\$528,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$0</b>	<b>\$86,659</b>	<b>\$528,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$614,659</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
2007R TAB Funds	\$0	\$0	\$528,000	\$0	\$0	\$0	\$528,000	\$0
FIGR MOU	\$0	\$86,659	\$0	\$0	\$0	\$0	\$86,659	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$0</b>	<b>\$86,659</b>	<b>\$528,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$614,659</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted 4/9/2014	Date last revised 05/27/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:43 PM
---------------------------------------	---------------------------------	--	---------------------------------------	--	--	-----------	---------------------------------------	-------------------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Library Parking Lot Paving and Landscaping	<b>Category</b> Other Facilities	<b>Project No.</b>	<b>CIP No.</b> OF-56
<b>Description</b> Paving overlay and installation of irrigation piping to the parking lot islands	<b>Project Location</b> Community Library / City Center Plaza area		
<b>Justification</b> The parking lot is due for a regular maintenance overlay in order to preserve this asset. The installation of irrigation to the parking lot islands would allow for trees and other landscaping features to be installed. The landscaping would enhance the parking lot's use as a venue for community events such as the Farmers Market, as well as reduce the "heat island" effect that is caused by unshaded pavement.	<b>"Project Owner" Department</b> Public Works/Comm Svc	<b>Implementing Project Manager</b> J. McArthur	<b>In implementing department's work plan?</b> <input type="checkbox"/>
	<b>Project Status:</b> Project scoping		
<b>FundingSources:</b> 2007R TAB Funds, FIGR MOU Supplemental			
<b>TOTAL PROJECT COST (Design and Construction)</b>		<b>Amount unfunded</b>	
\$273,454		\$0	

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$38,554	\$0	\$0	\$0	\$0	\$38,554	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$234,900	\$0	\$0	\$0	\$234,900	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$38,554	\$234,900	\$0	\$0	\$0	\$273,454	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
2007R TAB Funds	\$0	\$0	\$234,900	\$0	\$0	\$0	\$234,900	\$0
FIGR MOU	\$0	\$38,554	\$0	\$0	\$0	\$0	\$38,554	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$38,554	\$234,900	\$0	\$0	\$0	\$273,454	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted 4/9/2014	Date last revised 05/27/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:43 PM
---------------------------------------	---------------------------------	--	---------------------------------------	--	--	-----------	---------------------------------------	-------------------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Trail to Crane Creek Regional Park

### Category

Parks and Recreation

### Project No.

2007-19

### CIP No.

PR-49

### Description

Construction of multi-use trail connecting service road to Tank No. 8 (future water tank serving University District) east of Petaluma Hill Road to Crane Creek Regional Park. This trail is part of a multi-phased project connecting the Copeland Creek Bike Path at its terminus in Sonoma State University to the regional park.

### Project Location

East of Petaluma Hill Road

### "Project Owner" Department

Development Services

### Implementing Project Manager

P. Barnes

### In implementing department's work plan?

### Project Status:

Considering land acquisition / dedication alternatives

### Justification

The trail is shown in regional master plans for parks and open space. The City worked with Brookfield Homes to secure a dedication of trail easement on its property for the construction of a trail connecting the urbanized area of Rohnert Park and its citizens to nearby open space resources.

### FundingSources:

Open Space District matching grant

### TOTAL PROJECT COST (Design and Construction)

\$710,000

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$909	\$0	\$0	\$0	\$0	\$0	\$909	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$709,091	\$0	\$0	\$0	\$709,091	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$909</b>	<b>\$0</b>	<b>\$709,091</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$710,000</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Open Space Grant	\$0	\$0	\$710,000	\$0	\$0	\$0	\$710,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$710,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$710,000</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$909</b>	<b>\$0</b>	<b>(\$909)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-0719-400-9901
6/29/2007	05/05/2014			Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Tuesday, June 03, 2014 4:37:43 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Sports Center Locker Room Rehabilitation

### Category

Parks and Recreation

### Project No.

2013-05

### CIP No.

PR-65

### Description

Rehabilitation of locker rooms and spa/sauna area including shower room repairs and fixture replacements, locker replacement, and replacement of spa areas with steam room.

### Project Location

Callinan Sports Center

### "Project Owner" Department

Public Wks & Comm Svc

### Implementing Project Manager

J. McArthur

In implementing department's work plan?

### Project Status:

Project scoping, preliminary design

### Justification

Repair and upgrade of the locker rooms and conversion of the spa into a sauna is needed to modernize this area, as well as maintain safe and sanitary conditions in this City recreation facility.

### FundingSources:

2007R TAB Funds, FIGR MOU Supplemental, Capital Outlay

### TOTAL PROJECT COST (Design and Construction)

\$567,029

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$9,645	\$78,584	\$0	\$0	\$0	\$0	\$88,229	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$478,800	\$0	\$0	\$0	\$478,800	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$9,645</b>	<b>\$78,584</b>	<b>\$478,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$567,029</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Capital Outlay Fund	\$9,645	\$0	\$0	\$0	\$0	\$0	\$9,645	\$0
2007R TAB Funds	\$0	\$0	\$478,800	\$0	\$0	\$0	\$478,800	\$0
FIGR MOU	\$0	\$78,584	\$0	\$0	\$0	\$0	\$78,584	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$9,645</b>	<b>\$78,584</b>	<b>\$478,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$567,029</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: <input type="text"/>
4/5/2013	05/27/2014			Current year funding is committed <input type="checkbox"/>	Date Assigned: <input type="text"/>
Mechanism <input type="text"/>				Printed Tuesday, June 03, 2014 4:37:43 PM	



# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Magnolia Park Tennis Courts Reconstruction	<b>Category</b> Parks and Recreation	<b>Project No.</b>	<b>CIP No.</b> PR-69
<b>Description</b> Rehabilitation / reconstruction of tennis courts at Magnolia Park	<b>Project Location</b> Magnolia Park		
	<b>"Project Owner" Department</b> Public Works/ Comm Svc	<b>Implementing Project Manager</b> John McArthur	<b>In implementing department's work plan?</b> <input checked="" type="checkbox"/>
<b>Justification</b> The tennis courts at Magnolia Park have deteriorated, including what appears to be significant areas of subgrade failure.	<b>Project Status:</b> Project scoping.		
	<b>FundingSources:</b> Capital Outlay Fund		
<b>TOTAL PROJECT COST (Design and Construction)</b>		<b>Amount unfunded</b>	
\$219,000		\$0	

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$219,000	\$0	\$0	\$0	\$0	\$219,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$219,000	\$0	\$0	\$0	\$0	\$219,000	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
Capital Outlay Fund	\$0	\$219,000	\$0	\$0	\$0	\$0	\$219,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$219,000	\$0	\$0	\$0	\$0	\$219,000	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted 5/26/2013	Date last revised 05/05/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:43 PM
--	---------------------------------	--	---------------------------------------	---	--	-----------	---------------------------------------	-------------------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Community Center Roof Replacement	<b>Category</b> Parks and Recreation	<b>Project No.</b>	<b>CIP No.</b> PR-70
<b>Description</b> Replacement of Community Center roof	<b>Project Location</b> Rohnert Park Community Center (5401 Snyder Lane)		
<b>Justification</b> The Community Center roof must be fully replaced within the next two years. If the roof is not replaced, the building will be subject to extensive water intrusion damage leading to very expensive repairs and perhaps eventual closure of the building. A portion of the Community Center roof has already been replaced with Phase I of the roof replacement project completed in the fall of 2013. Phase II would complete the entire community center roof replacement.	<b>"Project Owner" Department</b> Public Works/Comm Svc	<b>Implementing Project Manager</b> J. McArthur	<b>In implementing department's work plan?</b> <input type="checkbox"/>
	<b>Project Status:</b> Project scoping		
<b>FundingSources:</b> 2007R TAB Funds, FIGR MOU Supplemental			
<b>TOTAL PROJECT COST (Design and Construction)</b>		<b>Amount unfunded</b>	
\$278,692		\$0	

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$39,292	\$0	\$0	\$0	\$0	\$39,292	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$239,400	\$0	\$0	\$0	\$239,400	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$0</b>	<b>\$39,292</b>	<b>\$239,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$278,692</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
2007R TAB Funds	\$0	\$0	\$239,400	\$0	\$0	\$0	\$239,400	\$0
FIGR MOU	\$0	\$39,292	\$0	\$0	\$0	\$0	\$39,292	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$0</b>	<b>\$39,292</b>	<b>\$239,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$278,692</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted 4/9/2014	Date last revised 05/27/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:43 PM
---------------------------------------	---------------------------------	--	---------------------------------------	--	--	-----------	---------------------------------------	-------------------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Benecia Pool Renovation or Spray Park Conversion

### Category

Parks and Recreation

### Project No.

### CIP No.

PR-71

### Description

Pool renovation would include resurfacing, ADA compliance upgrades, deck and diving board replacement. Spray park conversion would include

### Project Location

Benecia Pool (7469 Bernice Ave)

### "Project Owner" Department

Public Works/Comm Svc

### Implementing Project Manager

J. McArthur

In implementing department's work plan?

### Project Status:

Project scoping

### Justification

B-Pool is in need of significant renovation including resurfacing, ADA compliance upgrades, as well as deck and diving board replacement. The renovation work will need to be completed within the next year in order to keep the pool open to the public. An alternative would be to convert the facility to a spray park at a cost comparable to the needed repairs and upgrades of the pool. Spray parks require no heating or lifeguards; decrease energy, maintenance and staffing costs; and would add a facility proven to be very popular in other communities.

### FundingSources:

2007R TAB Funds, FIGR MOU Supplemental

### TOTAL PROJECT COST (Design and Construction)

\$594,543

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$83,823	\$0	\$0	\$0	\$0	\$83,823	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$510,720	\$0	\$0	\$0	\$510,720	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$0</b>	<b>\$83,823</b>	<b>\$510,720</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$594,543</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
2007R TAB Funds	\$0	\$0	\$510,720	\$0	\$0	\$0	\$510,720	\$0
FIGR MOU	\$0	\$83,823	\$0	\$0	\$0	\$0	\$83,823	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$0</b>	<b>\$83,823</b>	<b>\$510,720</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$594,543</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: <input type="text"/>
4/9/2014	05/27/2014			Current year funding is committed <input type="checkbox"/>	Date Assigned: <input type="text"/>
Mechanism <input type="text"/>				Printed Tuesday, June 03, 2014 4:37:43 PM	

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Performing Arts Center HVAC Replacement

### Category

Parks and Recreation

### Project No.

### CIP No.

PR-73

### Description

Replacement of 4 of 9 air conditioning units at Performing Arts Center

### Project Location

Spreckels Performing Arts Center (5409 Snyder Lane)

### "Project Owner" Department

Public Works/Comm Svc

### Implementing Project Manager

J. McArthur

In implementing department's work plan?

### Project Status:

Project scoping

### FundingSources:

2007R TAB Funds, FIGR MOU Supplemental

### Justification

The nine individual air conditioning units at the Performing Arts Center are very near the end of their service life. The units are currently functioning, however, due to the age of the units, repair/replacement parts are increasingly difficult to find. Replacing these units incrementally over the next five to ten years would improve overall system reliability, reduce energy costs from newer, efficient units, and the replaced units could be used as spare parts for the other units should they fail before eventual replacement.

### TOTAL PROJECT COST (Design and Construction)

\$537,827

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$75,827	\$0	\$0	\$0	\$0	\$75,827	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$462,000	\$0	\$0	\$0	\$462,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$0</b>	<b>\$75,827</b>	<b>\$462,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$537,827</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
2007R TAB Funds	\$0	\$0	\$462,000	\$0	\$0	\$0	\$462,000	\$0
FIGR MOU	\$0	\$75,827	\$0	\$0	\$0	\$0	\$75,827	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$0</b>	<b>\$75,827</b>	<b>\$462,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$537,827</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: <input type="text"/>
4/9/2014	05/27/2014			Current year funding is committed <input type="checkbox"/>	Date Assigned: <input type="text"/>
Mechanism <input type="text"/>				Printed Tuesday, June 03, 2014 4:37:43 PM	

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Senior Center Roof Replacement	<b>Category</b> Parks and Recreation	<b>Project No.</b>	<b>CIP No.</b> PR-75
<b>Description</b> Replacement of roof at Senior Center	<b>Project Location</b> Senior Center (6800 Hunter Drive)		
<b>Justification</b> The Senior Center roof must be replaced within three to five years to avoid extensive damage to the building from water intrusion.	<b>"Project Owner" Department</b> Public Works/Comm Svc	<b>Implementing Project Manager</b> J. McArthur	<b>In implementing department's work plan?</b> <input type="checkbox"/>
	<b>Project Status:</b> Project scoping		
<b>FundingSources:</b> 2007R TAB Funds, FIGR MOU Supplemental		<b>TOTAL PROJECT COST (Design and Construction)</b>	
		\$272,406	<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$38,406	\$0	\$0	\$0	\$0	\$38,406	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$234,000	\$0	\$0	\$0	\$234,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$38,406	\$234,000	\$0	\$0	\$0	\$272,406	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
2007R TAB Funds	\$0	\$0	\$234,000	\$0	\$0	\$0	\$234,000	\$0
FIGR MOU	\$0	\$38,406	\$0	\$0	\$0	\$0	\$38,406	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$38,406	\$234,000	\$0	\$0	\$0	\$272,406	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted 4/9/2014	Date last revised 05/27/2014	Unfunded/Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:44 PM
---------------------------------------	---------------------------------	---	---------------------------------------	--	--	-----------	---------------------------------------	-------------------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Alicia, Benecia, and Ladybug Parks Restroom Renovations

### Category

Parks and Recreation

### Project No.

### CIP No.

PR-76

### Description

Replacement of restroom fixtures and privacy stalls with commercial grade, vandalism-resistant materials; installation of security features including auto-locking doors with intrusion alarm capability, motion-sensing exterior lighting and video surveillance

### Project Location

Alicia Park, Benecia Park, Ladybug Park

### "Project Owner" Department

Public Works/Comm Svc

### Implementing Project Manager

J. McArthur

In implementing department's work plan?

### Project Status:

Project scoping

### FundingSources:

2007R TAB Funds, FIGR MOU Supplemental

### Justification

These park restrooms have been closed for over three years. Restroom service is currently provided with porta-potties. Previously, when the restrooms were open to the public, they were frequently vandalized resulting in costly repairs. Most vandalism incidents occurred after normal hours, typically at night when the park is closed. Adding certain security features to the restroom facilities could curtail vandalism incidents.

### TOTAL PROJECT COST (Design and Construction)

\$117,577

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$16,577	\$0	\$0	\$0	\$0	\$16,577	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$101,000	\$0	\$0	\$0	\$101,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$0</b>	<b>\$16,577</b>	<b>\$101,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$117,577</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
2007R TAB Funds	\$0	\$0	\$101,000	\$0	\$0	\$0	\$101,000	\$0
FIGR MOU	\$0	\$16,577	\$0	\$0	\$0	\$0	\$16,577	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$0</b>	<b>\$16,577</b>	<b>\$101,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$117,577</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: <input type="text"/>
4/9/2014	05/27/2014			Current year funding is committed <input type="checkbox"/>	Date Assigned: <input type="text"/>
Mechanism <input type="text"/>				Printed Tuesday, June 03, 2014 4:37:44 PM	

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Senior Center Restroom Renovation

### Category

Parks and Recreation

### Project No.

### CIP No.

PR-77

### Description

Repair of dry rot; installation of new vanities and fixtures; floor cover replacement; lighting and ADA upgrades.

### Project Location

Senior Center (6400 Hunter Drive)

### "Project Owner" Department

Public Works/Comm Svc

### Implementing Project Manager

J. McArthur

In implementing department's work plan?

### Project Status:

Project scoping

### Justification

Both the men's and the women's restrooms are in need of significant renovation. This project consists of repairing dry rot, new vanities and fixtures, floor cover replacement, lighting upgrades, and ADA upgrades.

### FundingSources:

2007R TAB Funds, FIGR MOU Supplemental

### TOTAL PROJECT COST (Design and Construction)

\$127,123

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$17,923	\$0	\$0	\$0	\$0	\$17,923	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$109,200	\$0	\$0	\$0	\$109,200	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$0</b>	<b>\$17,923</b>	<b>\$109,200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$127,123</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
2007R TAB Funds	\$0	\$0	\$109,200	\$0	\$0	\$0	\$109,200	\$0
FIGR MOU	\$0	\$17,923	\$0	\$0	\$0	\$0	\$17,923	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$0</b>	<b>\$17,923</b>	<b>\$109,200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$127,123</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: <input type="text"/>
4/9/2014	05/27/2014			Current year funding is committed <input type="checkbox"/>	Date Assigned: <input type="text"/>
Mechanism <input type="text"/>				Printed Tuesday, June 03, 2014 4:37:44 PM	

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Performing Arts Center Roof Replacement	<b>Category</b> Parks and Recreation	<b>Project No.</b> 	<b>CIP No.</b> PR-78
<b>Description</b> Replacement of wood shingle roof at Performing Arts Center with standing seam metal roof	<b>Project Location</b> Spreckels Performing Arts Center (5407 Snyder Lane)		
	<b>"Project Owner" Department</b> Public Works/Comm Svc	<b>Implementing Project Manager</b> J. McArthur	<b>In implementing department's work plan?</b> <input type="checkbox"/>
<b>Justification</b> The Performing Arts Center Roof must be replaced within the next three to five years. The project cost estimate is based upon replacing the current wood shingle roof with a standing seam metal roof similar to the Sports Center Roof.	<b>Project Status:</b> Project scoping		
	<b>FundingSources:</b> 2007R TAB Funds, FIGR MOU Supplemental		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$1,486,358		<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$209,558	\$0	\$0	\$0	\$0	\$209,558	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$1,276,800	\$0	\$0	\$0	\$1,276,800	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$209,558	\$1,276,800	\$0	\$0	\$0	\$1,486,358	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
2007R TAB Funds	\$0	\$0	\$1,276,800	\$0	\$0	\$0	\$1,276,800	\$0
FIGR MOU	\$0	\$209,558	\$0	\$0	\$0	\$0	\$209,558	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$209,558	\$1,276,800	\$0	\$0	\$0	\$1,486,358	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted 3/1/2002	Date last revised 05/27/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism <input type="text"/>	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:44 PM
---------------------------------------	---------------------------------	--	---------------------------------------	--	--	--------------------------------	---------------------------------------	-------------------------------------	---



# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Community Center Parking Lot Overlay

### Category

Parks and Recreation

### Project No.

### CIP No.

PR-79

### Description

Paving overlay and restriping of Rohnert Park Community Center Complex parking lot.

### Project Location

### "Project Owner" Department

Public Works/Comm Svc

### Implementing Project Manager

J. McArthur

In implementing department's work plan?

### Project Status:

### Justification

The pavement throughout the Community Center parking lot is aged and in need of rehabilitation work. The pavement should receive an overlay within the next three to five years to avoid extensive failure. Postponing this work too far into the future may require more extensive repairs or even complete reconstruction resulting in much higher costs.

### FundingSources:

2007R TAB Funds, FIGR MOU Supplemental

TOTAL PROJECT COST (Design and Construction)	Amount unfunded
\$1,523,517	\$0

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$214,797	\$0	\$0	\$0	\$0	\$214,797	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$1,308,720	\$0	\$0	\$0	\$1,308,720	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$0</b>	<b>\$214,797</b>	<b>\$1,308,720</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,523,517</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
2007R TAB Funds	\$0	\$0	\$1,308,720	\$0	\$0	\$0	\$1,308,720	\$0
FIGR MOU	\$0	\$214,797	\$0	\$0	\$0	\$0	\$214,797	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$0</b>	<b>\$214,797</b>	<b>\$1,308,720</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,523,517</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: <input type="text"/>
4/9/2014	05/27/2014			Current year funding is committed <input type="checkbox"/>	Date Assigned: <input type="text"/>
Mechanism <input type="text"/>				Printed Tuesday, June 03, 2014 4:37:44 PM	

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Snyder Lane Widening - Southwest Blvd. to Medical Center Drive

### Category

Transportation

### Project No.

2014-01

### CIP No.

TR-26

### Description

Widening of Snyder Lane between Medical Center Drive and Southwest Boulevard to include four travel lanes, Class II bike lane on both sides, bridge at Copeland Creek, sidewalks, landscaping, and traffic control device / improvement at Rohnert Park Expressway. (Formerly "Snyder Lane Widening, Ph. 1, Proj. No. 2007-03. Combined with Eastside Trunk Sewer Ph. 3.)

### Project Location

Snyder Lane (Southwest Blvd. to Medical Center Drive)

### "Project Owner" Department

Development Services

### Implementing Project Manager

P. Barnes

### In implementing department's work plan?



### Project Status:

Design review with Eastside Trunk Sewer Ph.3. Const in 2015.

### Justification

According to the General Plan, project specific EIRs and the City's recent review of traffic capacity needs, this widening project is necessary to increase capacity to serve planned new development.

### FundingSources:

Public Facilities Fee, Measure M

### TOTAL PROJECT COST (Design and Construction)

\$3,672,143

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$53,199	\$186,042	\$0	\$0	\$0	\$0	\$239,241	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$1,623,430	\$1,809,472	\$0	\$0	\$0	\$3,432,902	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$53,199</b>	<b>\$1,809,472</b>	<b>\$1,809,472</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,672,143</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
PFF (roadway)	\$53,199	\$2,416,919	\$892,225	\$0	\$0	\$0	\$3,362,343	\$0
Gas Tax (2105, 2106)	\$0	\$309,800	\$0	\$0	\$0	\$0	\$309,800	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$53,199</b>	<b>\$2,726,719</b>	<b>\$892,225</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,672,143</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>(\$917,247)</b>	<b>\$917,247</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-0703-400-9901
2/9/2004	06/02/2014			Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Tuesday, June 03, 2014 4:37:44 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Snyder Lane Widening - Middle School to Medical Center Drive

### Category

Transportation

### Project No.

### CIP No.

TR-27

### Description

Widening of Snyder Lane between Lawrence Jones Middle School and Medical Center Drive, including four travel lanes, Class II bike lane on both sides, bridge crossing at Hinebaugh Creek, sidewalks and landscaping.

### Project Location

Snyder Lane (Lawrence Jones MS to Medical Center Drive)

### "Project Owner"

#### Department

Development Services

### Implementing

#### Project Manager

TBD

### In implementing

#### department's

#### work plan?

### Project Status:

Not in current work plan

### Justification

According to the General Plan, project specific EIRs and the City's recent review of traffic capacity needs, this widening project is necessary to increase capacity to serve planned new development.

### FundingSources:

Public Facilities Fee, Gas Tax

### TOTAL PROJECT COST (Design and Construction)

\$1,726,751

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$119,086	\$119,086	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$0	\$0	\$1,190,863	\$1,190,863	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$178,629	\$178,629	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$238,173	\$178,629	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,726,751</b>	<b>\$1,726,751</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
PFF (roadway)	\$0	\$0	\$0	\$0	\$0	\$772,511	\$772,511	\$0
PFF (med/front)	\$0	\$0	\$0	\$0	\$0	\$334,250	\$334,250	\$0
PFF (bridge)	\$0	\$0	\$0	\$0	\$0	\$502,789	\$502,789	\$0
Gas Tax (2106)	\$0	\$0	\$0	\$0	\$0	\$117,200	\$117,200	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,726,751</b>	<b>\$1,726,751</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date  
originally  
submitted

3/24/2005

Date  
last  
revised

05/05/2014

Unfunded/  
Underfunded

PFFP  
project

Current year funding source is identified

Current year funding is committed

Mechanism

Project Acct. #:

Date Assigned:

Printed Tuesday, June 03, 2014 4:37:44 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Snyder Lane Widening - G Section to Middle School

### Category

Transportation

### Project No.

### CIP No.

TR-28

### Description

Widening of Snyder Lane between southside of "G" section and Lawrence Jones Middle School, to include four travel lanes, bridges at Five Creek and Crane Creek, Class II bike lanes on both sides, sidewalks and landscaping.

### Project Location

Snyder Lane (approx. Moura Lane to Lawrence Jones MS)

### "Project Owner" Department

Development Services

### Implementing Project Manager

TBD

In implementing department's work plan?

### Project Status:

Not in current work plan

### Justification

According to the General Plan, project specific EIRs and the City's recent review of traffic capacity needs, this widening project is necessary to increase capacity to serve planned new development.

### FundingSources:

Public Facilities Fee, Gas Tax

### TOTAL PROJECT COST (Design and Construction)

\$7,125,236

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$491,396	\$491,396	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$0	\$0	\$4,913,956	\$4,913,956	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$737,093	\$737,093	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$982,791	\$737,093	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,125,236</b>	<b>\$7,125,236</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
PFF (roadway)	\$0	\$0	\$0	\$0	\$0	\$3,065,962	\$3,065,962	\$0
PFF (med/front)	\$0	\$0	\$0	\$0	\$0	\$2,578,071	\$2,578,071	\$0
PFF (bridge @ Five)	\$0	\$0	\$0	\$0	\$0	\$503,502	\$503,502	\$0
PFF (bridge @ Crane)	\$0	\$0	\$0	\$0	\$0	\$503,502	\$503,502	\$0
Gas Tax ("Prop 42 Swap")	\$0	\$0	\$0	\$0	\$0	\$474,200	\$474,200	\$0
<b>Total Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,125,236</b>	<b>\$7,125,236</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: <input type="text"/>
3/24/2005	05/05/2014			Current year funding is committed <input type="checkbox"/>	Date Assigned: <input type="text"/>
				Mechanism <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:44 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Rohnert Park Expressway Widening - East

### Category

Transportation

### Project No.

2005-10

### CIP No.

TR-29

### Description

Widening of Rohnert Park Expressway between Snyder Lane and Petaluma Hill Road, including four travel lanes, Class II bike lane on both sides, sidewalks and landscaping. This project includes traffic signal devices / improvements at Petaluma Hill Road. "Other" project expense includes environmental mitigation.

### Project Location

Rohnert Park Expressway

### "Project Owner" Department

Development Services

### Implementing Project Manager

TBD

### In implementing department's work plan?

### Project Status:

Pre-design by developer in progress.

### FundingSources:

Public Facilities Fee (Developer constructed/advanced)

### Justification

According to the General Plan, project specific EIRs and the City's recent review of traffic capacity needs, this widening project is necessary to increase capacity to serve planned new development.

### TOTAL PROJECT COST (Design and Construction)

\$9,881,186

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$35,045	\$0	\$631,023	\$0	\$0	\$0	\$666,068	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$6,660,680	\$0	\$0	\$6,660,680	\$0
Inspection / CM	\$0	\$0	\$0	\$999,102	\$0	\$0	\$999,102	\$0
Contingency	\$0	\$0	\$0	\$1,332,136	\$0	\$0	\$1,332,136	\$0
Other Expenses	\$0	\$0	\$223,200	\$0	\$0	\$0	\$223,200	\$0
<b>Total Design/ Construction</b>	<b>\$35,045</b>	<b>\$0</b>	<b>\$854,223</b>	<b>\$8,991,918</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,881,186</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
PFF (roadway)	\$0	\$631,023	\$4,027,395	\$0	\$0	\$0	\$4,658,418	\$0
PFF (med/frontage)	\$0	\$0	\$4,736,232	\$0	\$0	\$0	\$4,736,232	\$0
PFF (Sig @ PHR)	\$0	\$0	\$263,336	\$0	\$0	\$0	\$263,336	\$0
PFF (environmental)	\$0	\$223,200	\$0	\$0	\$0	\$0	\$223,200	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$0</b>	<b>\$854,223</b>	<b>\$9,026,963</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,881,186</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$35,045</b>	<b>(\$854,223)</b>	<b>(\$8,172,740)</b>	<b>\$8,991,918</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-0510-400-9901
2/9/2004	05/05/2014			Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Tuesday, June 03, 2014 4:37:44 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Dowdell Avenue (375' N to 750' S of Wilfred Ave)	<b>Category</b> Transportation	<b>Project No.</b> 2012-15	<b>CIP No.</b> TR-30
<b>Description</b> Reconstruction of Dowdell between 375' north of Wilfred Ave. to 750' south of Wilfred Ave, including two travel lanes, Class II bike lane on both sides, sidewalks and landscaping. Costs below include median and front mitigation.	<b>Project Location</b> Dowdell Avenue (375' N to 750S' of Wilfred Avenue)		
	<b>"Project Owner" Department</b> Development Services	<b>Implementing Project Manager</b> P. Barnes	<b>In implementing department's work plan?</b> <input checked="" type="checkbox"/>
<b>Justification</b> According to the General Plan, project specific EIRs and the City's recent review of traffic capacity needs, this widening project is necessary to increase capacity to serve planned new development.	<b>Project Status:</b> Not in current work plan		
	<b>FundingSources:</b> Public Facilities Fee (Developer constructed/advanced)		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$1,624,095		<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$1,614,095	\$0	\$0	\$0	\$1,614,095	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$10,000	\$1,614,095	\$0	\$0	\$0	\$1,624,095	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
PFF	\$40,000	\$10,000	\$1,574,095	\$0	\$0	\$0	\$1,624,095	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$40,000	\$10,000	\$1,574,095	\$0	\$0	\$0	\$1,624,095	\$0
<b>GAP FUNDING NEEDED</b>	(\$40,000)	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0

Date originally submitted 2/9/2004	Date last revised 06/03/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: 310-1215-400-9901	Date Assigned: 7/23/2012
Printed Tuesday, June 03, 2014 4:37:44 PM								

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Dowdell Avenue Widening (750' S of Wilfred Ave to Business Park Dr)

### Category

Transportation

### Project No.

2012-08

### CIP No.

TR-31

### Description

Reconstruction and widening of Dowdell Avenue between 750' S of Wilfred Ave to Business Park Drive and includes four travel lanes, a Class II bike lane on both sides, sidewalks and landscaping.

### Project Location

Dowdell Avenue

### "Project Owner" Department

Development Services

### Implementing Project Manager

P. Barnes

### In implementing department's work plan?

### Project Status:

Not in current work plan

### Justification

Dowdell Avenue extension is required to mitigate the impacts of new development. Project specific EIRs and the City's Traffic Operations Consistency Study demonstrate the need for this improvements as cumulative development builds out in the City.

### FundingSources:

Public Facilities Fee (Developer constructed/advanced)

### TOTAL PROJECT COST (Design and Construction)

\$2,260,547

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$285	\$0	\$0	\$0	\$153,308	\$0	\$153,593	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$0	\$1,535,382	\$0	\$1,535,382	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$244,960	\$0	\$244,960	\$0
Contingency	\$0	\$0	\$0	\$0	\$326,612	\$0	\$244,960	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$285</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,260,262</b>	<b>\$0</b>	<b>\$2,260,547</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
PFF (roadway)	\$10,000	\$0	\$0	\$0	\$825,898	\$0	\$835,898	\$0
PFF (med/front)	\$0	\$0	\$0	\$0	\$837,862	\$0	\$837,862	\$0
PFF (utilities)	\$0	\$0	\$0	\$0	\$466,788	\$0	\$466,788	\$0
PFF (environmental)	\$0	\$0	\$0	\$0	\$120,000	\$0	\$120,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,250,547</b>	<b>\$0</b>	<b>\$2,260,547</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>(\$9,715)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,715</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted 2/9/2004	Date last revised 06/03/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: 310-1208-400-9901	Date Assigned: 7/23/2012
Printed Tuesday, June 03, 2014 4:37:44 PM								

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Dowdell Avenue Construction (Business Park Dr to 850' S)	<b>Category</b> Transportation	<b>Project No.</b> 2011-11	<b>CIP No.</b> TR-32b
<b>Description</b> Construction of new segment of Dowdell Avenue between Business Park Drive to 850' south of Business Park Drive, to include two travel lanes, center turn lane/median, Class II bike lane on both sides, sidewalks and landscaping.	<b>Project Location</b> Dowdell Avenue (Business Park Dr. to 850' S of Business Pk Dr)		
<b>Justification</b> According to the General Plan, project specific EIRs and the City's recent review of traffic capacity needs, this widening project is necessary to increase capacity to serve planned new development.	<b>"Project Owner" Department</b> Development Services	<b>Implementing Project Manager</b> P. Barnes	<b>In implementing department's work plan?</b> <input checked="" type="checkbox"/>
	<b>Project Status:</b> Resource agency consultation. Developer will construct.		
<b>FundingSources:</b> Public Facilities Fee (Developer constructed/advanced)			
<b>TOTAL PROJECT COST (Design and Construction)</b>		<b>Amount unfunded</b>	
\$1,252,379		\$0	

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$68,069	\$10,000	\$0	\$0	\$0	\$0	\$78,069	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$1,174,310	\$0	\$0	\$0	\$1,174,310	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$68,069	\$10,000	\$1,174,310	\$0	\$0	\$0	\$1,252,379	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
PFF	\$68,069	\$10,000	\$1,174,310	\$0	\$0	\$0	\$1,252,379	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$68,069	\$10,000	\$1,174,310	\$0	\$0	\$0	\$1,252,379	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted 10/27/2011	Date last revised 05/05/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Current year funding is committed <input checked="" type="checkbox"/>	Mechanism Agreement with developer	Project Acct. #: 310-1111-400-9901	Date Assigned: 7/23/2012	Printed Tuesday, June 03, 2014 4:37:44 PM
---	---------------------------------	--	--	---	---	---------------------------------------	------------------------------------	--------------------------	---



# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Keiser Avenue Improvements	<b>Category</b> Transportation	<b>Project No.</b>	<b>CIP No.</b> TR-35
<b>Description</b> Reconstruction and improvement of Keiser Avenue between Snyder Lane and Petaluma Hill Road, including two travel lanes, a Class II bike lane on both sides, 2 traffic signals (Petaluma Hill Rd and Snyder Ln), sidewalks and landscaping.	<b>Project Location</b> Keiser Avenue		
<b>Justification</b> Keiser Avenue is an annexed county roadway that need to be completely reconstructed to meet City standards and to mitigate the impacts of planned development. This roadway was annexed to provide for new development in accordance with the City's General Plan.	<b>"Project Owner" Department</b> Development Services	<b>Implementing Project Manager</b> TBD	<b>In implementing department's work plan?</b> <input type="checkbox"/>
	<b>Project Status:</b> Not in current work plan		
	<b>FundingSources:</b> Public Facilities Fee		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$7,242,430		<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$499,478	\$499,478	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$0	\$0	\$4,994,779	\$4,994,779	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$749,217	\$749,217	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$998,956	\$749,217	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$0	\$0	\$0	\$0	\$7,242,430	\$7,242,430	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
PFFP (roadway)	\$0	\$0	\$0	\$0	\$0	\$2,338,278	\$2,338,278	\$0
PFFP (med/front)	\$0	\$0	\$0	\$0	\$0	\$2,783,052	\$2,783,052	\$0
PFFP (sig @ PHR)	\$0	\$0	\$0	\$0	\$0	\$1,317,900	\$1,317,900	\$0
PFFP (sig @ Snyder)	\$0	\$0	\$0	\$0	\$0	\$803,200	\$803,200	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$0	\$0	\$0	\$0	\$7,242,430	\$7,242,430	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted 5/21/2004	Date last revised 05/05/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:44 PM
--	---------------------------------	--	--	--	--	-----------	---------------------------------------	-------------------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Copeland Creek Bike Path Reconstruction

### Category

Parks and Recreation

### Project No.

2010-08

### CIP No.

TR-79

### Description

Reconstruction of deteriorated sections of Copeland Creek Bike Path between Commerce Blvd. and Seed Farm Drive, and Snyder Lane and Sonoma State University.

### Project Location

Various sections of path between Commerce Blvd. and SSU

### "Project Owner" Department

Development Svcs

### Implementing Project Manager

P. Barnes

### In implementing department's work plan?

### Project Status:

Closeout in progress

### FundingSources:

Gas Tax, Measure M, Federal (Transportation Enhancement Program), Traffic Congestion Fund

### Justification

The City regularly receives request from citizens, SSU students and staff, and CRPUSD students and staff to fix the most deteriorated sections of the Copeland Creek Bike Path. In some locations, the pavement has deteriorated such that repairs like crack sealing, patching and even overlays will provide little to no remedy. Reconstructing the path will restore usefulness and safe conditions to the most well-traveled, east-west recreation and alternative transportation facility in Rohnert Park.

### TOTAL PROJECT COST (Design and Construction)

\$963,215

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$220,591	\$0	\$0	\$0	\$0	\$0	\$220,591	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$637,396	\$0	\$0	\$0	\$0	\$0	\$637,396	\$0
Inspection / CM	\$105,228	\$0	\$0	\$0	\$0	\$0	\$105,228	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$963,215</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$963,215</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Federal	\$614,000	\$0	\$0	\$0	\$0	\$0	\$614,000	\$0
Gas Tax	\$260,875	\$0	\$0	\$0	\$0	\$0	\$260,875	\$0
Measure M	\$52,772	\$0	\$0	\$0	\$0	\$0	\$52,772	\$0
Traffic Congestion Fund	\$35,568	\$0	\$0	\$0	\$0	\$0	\$35,568	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$963,215</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$963,215</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted 2/28/2010	Date last revised 05/27/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: 310-1008-400-9901
				Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Tuesday, June 03, 2014 4:37:44 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Rancho Verde Traffic Signal	<b>Category</b> Transportation	<b>Project No.</b> 2011-08	<b>CIP No.</b> TR-80a
<b>Description</b> Traffic signal installation at intersection of Rancho Verde Mobile Home Park at Rohnert Park Expressway.		<b>Project Location</b> Rohnert Park Expressway at entrance of Rancho Verde MHP	
<b>Justification</b> 1 of several projects address pedestrian safety throughout the City.		<b>"Project Owner" Department</b> Development Services	<b>Implementing Project Manager</b> R. Pedroncelli
		<b>In implementing department's work plan?</b> <input type="checkbox"/>	
<b>Project Status:</b> Completed.			
<b>FundingSources:</b> Traffic Signalization Fund			
<b>TOTAL PROJECT COST (Design and Construction)</b>		<b>Amount unfunded</b>	
\$392,301		\$0	

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$40,500	\$0	\$0	\$0	\$0	\$0	\$40,500	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$230,594	\$0	\$0	\$0	\$0	\$0	\$230,594	\$0
Inspection / CM	\$75,390	\$0	\$0	\$0	\$0	\$0	\$75,390	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$45,817	\$0	\$0	\$0	\$0	\$0	\$45,817	\$0
<b>Total Design/ Construction</b>	<b>\$392,301</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$392,301</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
Traffic Signalization Fund	\$392,301	\$0	\$0	\$0	\$0	\$0	\$392,301	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$392,301</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$392,301</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted 3/22/2011	Date last revised 05/27/2014	Unfunded/Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: 310-1108-400-9901	Date Assigned:
							Printed Tuesday, June 03, 2014 4:37:44 PM	

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

2013-14 Various Streets Preventive Maintenance

### Category

Transportation

### Project No.

2012-01

### CIP No.

TR-81

### Description

2-year project of ditches and crack seal in Summer 2013 and slurry seal in Spring/Summer 2014 of select roads in accordance with Pavement Management Program.

### Project Location

Various streets citywide.

### "Project Owner" Department

Development Services

### Implementing Project Manager

P. Barnes

### In implementing department's work plan?

### Project Status:

Slurry seal phase in progress in Spring/Summer 2014

### FundingSources:

Measure M, Gas Tax, Transportation Fund for Clean Air (TFCA), Refuse Road Impact Fund

### Justification

MTC uses preventive maintenance performance to inform the allocation of regional funds for local street and road maintenance. The 2010 update of Rohnert Park's Pavement Management Program calculated that 9% of the City's annual streets maintenance budget should be for preventive maintenance, i.e. pavement management treatment on streets with PCI or 70 or above. This project helps to fulfill this goal, as well as extend the life of streets by 5-7 years.

### TOTAL PROJECT COST (Design and Construction)

\$1,904,480

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$1,072,480	\$832,000	\$0	\$0	\$0	\$0	\$1,904,480	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$1,072,480</b>	<b>\$832,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,904,480</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Measure M	\$212,480	\$200,000	\$0	\$0	\$0	\$0	\$412,480	\$0
Gas Tax ("Prop. 42 swap")	\$500,000	\$461,000	\$0	\$0	\$0	\$0	\$961,000	\$0
Refuse Road Impact Fund	\$0	\$400,000	\$0	\$0	\$0	\$0	\$400,000	\$0
TFCA	\$60,000	\$71,000	\$0	\$0	\$0	\$0	\$131,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$772,480</b>	<b>\$1,132,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,904,480</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$300,000</b>	<b>(\$300,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Current year funding is committed <input checked="" type="checkbox"/>	Mechanism	Project Acct. #:	310-1201-400-9901
4/21/2011	05/11/2014					Reso.No. 2013-099 CIP approval	Date Assigned:	
							Printed	Tuesday, June 03, 2014 4:37:44 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Intersection Improvements - Commerce Blvd. @ State Farm Drive	<b>Category</b> Transportation	<b>Project No.</b>	<b>CIP No.</b> TR-83
<b>Description</b> Add new signal at intersection of Commerce Boulevard and State Farm Drive	<b>Project Location</b> Commerce Blvd @ State Farm Drive		
	<b>"Project Owner" Department</b> Development Services	<b>Implementing Project Manager</b> TBD	<b>In implementing department's work plan?</b> <input type="checkbox"/>
<b>Justification</b> Intersection improvements are necessary to provide roadway capacity for new development built in accordance with the City's General Plan.	<b>Project Status:</b> Not in current work plan.		
	<b>FundingSources:</b> Public Facilities Fee		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$516,567		<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$35,625	\$35,625	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$0	\$0	\$356,253	\$356,253	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$53,438	\$53,438	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$71,251	\$53,438	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$0	\$0	\$0	\$0	\$516,567	\$516,567	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15					FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19			
PFFP	\$0	\$0	\$0	\$0	\$0	\$516,567	\$516,567	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Total Sources</b>	\$0	\$0	\$0	\$0	\$0	\$516,567	\$516,567	\$0	
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

Date originally submitted 4/14/2011	Date last revised 05/05/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:44 PM
--	---------------------------------	--	--	--	--	-----------	---------------------------------------	-------------------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Intersection Improvements - Commerce Blvd @ Southwest Blvd	<b>Category</b> Transportation	<b>Project No.</b>	<b>CIP No.</b> TR-84
<b>Description</b> Add new signal.	<b>Project Location</b> Commerce Blvd @ Southwest Blvd		
	<b>"Project Owner" Department</b> Development Services	<b>Implementing Project Manager</b> TBD	<b>In implementing department's work plan?</b> <input type="checkbox"/>
	<b>Project Status:</b> Not in current work plan.		
<b>Justification</b> Intersection improvements are necessary to provide roadway capacity for new development built in accordance with the City's General Plan.	<b>FundingSources:</b> Public Facilities Fee		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$521,839		<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$35,989	\$35,989	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$0	\$0	\$359,889	\$359,889	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$53,983	\$53,983	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$71,978	\$53,983	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$0	\$0	\$0	\$0	\$521,839	\$521,839	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
PFFP	\$0	\$0	\$0	\$0	\$521,839	\$0	\$521,839	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$0	\$0	\$0	\$521,839	\$0	\$521,839	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	(\$521,839)	\$521,839	\$0	\$0

Date originally submitted 4/14/2011	Date last revised 05/05/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:44 PM
--	---------------------------------	--	--	--	--	-----------	---------------------------------------	-------------------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Intersection Improvements - US 101 NB ramps @ Golf Course/Commerc

### Category

Transportation

### Project No.

### CIP No.

TR-87

### Description

Restripe nouthbound through lane to shared through/right/left.

### Project Location

US 101 NB @ Golf Course / Commerce

### "Project Owner" Department

Development Services

### Implementing Project Manager

TBD

### In implementing department's work plan?

### Project Status:

Not in current work plan.

### Justification

Intersection improvements are necessary to provide roadway capacity for new development built in accordance with the City's General Plan.

### FundingSources:

Public Facilities Fee

### TOTAL PROJECT COST (Design and Construction)

\$173,000

### Amount unfunded

\$0

### DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$0	\$173,000	\$0	\$173,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$173,000</b>	<b>\$0</b>	<b>\$173,000</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
PFFP	\$0	\$0	\$0	\$0	\$173,000	\$0	\$173,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$173,000</b>	<b>\$0</b>	<b>\$173,000</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted 4/14/2011	Date last revised 05/05/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: Date Assigned:
Printed Tuesday, June 03, 2014 4:37:44 PM							

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Intersection Improvements - US 101 SB ramps @ Wilfred/Redwood	<b>Category</b> Transportation	<b>Project No.</b>	<b>CIP No.</b> TR-88
<b>Description</b> Restripe southbound through lane to shared through/right/left.	<b>Project Location</b> US 101 SB ramps @ Wilfred/Redwood		
<b>Justification</b> Intersection improvements are necessary to provide roadway capacity for new development built in accordance with the City's General Plan.	<b>"Project Owner" Department</b> Development Services	<b>Implementing Project Manager</b> TBD	<b>In implementing department's work plan?</b> <input type="checkbox"/>
	<b>Project Status:</b> Not in current work plan.		
	<b>FundingSources:</b> Public Facilities Fee		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$173,000		<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$0	\$173,000	\$0	\$173,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$0	\$0	\$0	\$173,000	\$0	\$173,000	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15					FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19				
PFFP	\$0	\$0	\$0	\$0	\$0	\$173,000	\$0	\$173,000	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Total Sources</b>	\$0	\$0	\$0	\$0	\$0	\$173,000	\$0	\$173,000	\$0	
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

Date originally submitted 4/14/2011	Date last revised 05/22/2012	Unfunded/Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:44 PM
--	---------------------------------	---	--	--	--	-----------	---------------------------------------	-------------------------------------	---



# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> 2014 Sidewalk Access Ramps ADA Upgrade	<b>Category</b> Transportation	<b>Project No.</b> 2013-03	<b>CIP No.</b> TR-93
<b>Description</b> Upgrade of sidewalk ramps to current standards of accessibility to comply with the Americans with Disabilities Act (ADA). This project is also known as "Phase 3" of a phased ADA ramp upgrade program.		<b>Project Location</b> Southwest Blvd., Seed Farm Dr., Snyder Ln., E. Cotati Ave.	
<b>Justification</b> Compliance with the Americans with Disabilities Act.		<b>"Project Owner" Department</b> Development Services	<b>Implementing Project Manager</b> R. Pedroncelli
		<b>In implementing department's work plan?</b> <input checked="" type="checkbox"/>	
		<b>Project Status:</b> Construction in summer 2014.	
		<b>FundingSources:</b> Community Development Block Grant (CDBG), Measure M	
		<b>TOTAL PROJECT COST (Design and Construction)</b> \$193,303	<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$1,590	\$0	\$0	\$0	\$0	\$0	\$1,590	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$191,713	\$0	\$0	\$0	\$0	\$191,713	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$1,590</b>	<b>\$191,713</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$193,303</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
CDBG	\$74,581	\$0	\$0	\$0	\$0	\$0	\$74,581	\$0
Gas Tax (2105, 2106, 2107)	\$24,000	\$94,722	\$0	\$0	\$0	\$0	\$118,722	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$98,581</b>	<b>\$94,722</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$193,303</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>(\$96,991)</b>	<b>\$96,991</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted 5/4/2013	Date last revised 05/11/2014	Unfunded/Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Current year funding is committed <input checked="" type="checkbox"/>	Mechanism Reso.No. 2013-099 CIP approval	Project Acct. #: 310-1303-400-9901	Date Assigned:
							Printed Tuesday, June 03, 2014 4:37:44 PM	

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

RPX Sidewalk Ramps ADA Upgrade

### Category

Transportation

### Project No.

2013-04

### CIP No.

TR-94

### Description

Upgrade of pedestrian ramps on Rohnert Park Expressway between State Farm Drive and Snyder Lane to meet ADA compliance standards.

### Project Location

Rohnert Park Expressway between State Farm and Snyder

### "Project Owner" Department

Development Services

### Implementing Project Manager

R. Pedroncelli

### In implementing department's work plan?

### Project Status:

Construction in summer 2014.

### Justification

Pedestrian ramp upgrades are needed to improve accessibility to community facilities in the vicinity of Rohnert Park Expressway between State Farm Drive and Snyder Lane, including the Community Center Complex, Library, and Plaza, as well as to nearby services, shopping and schools.

### FundingSources:

Community Development Block Grant (CDBG), Gas Tax

### TOTAL PROJECT COST (Design and Construction)

\$77,983

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$17,659	\$0	\$0	\$0	\$0	\$0	\$17,659	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$46,000	\$0	\$0	\$0	\$0	\$0	\$46,000	\$0
Inspection / CM	\$9,324	\$5,000	\$0	\$0	\$0	\$0	\$14,324	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$72,983</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$77,983</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
CDBG	\$65,983	\$0	\$0	\$0	\$0	\$0	\$65,983	\$0
Gas Tax (2107)	\$7,000	\$5,000	\$0	\$0	\$0	\$0	\$12,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$72,983</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$77,983</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Current year funding is committed <input checked="" type="checkbox"/>	Mechanism	Project Acct. #:	310-1304-400-9901
4/29/2013	05/27/2014					Reso.No. 2013-099 CIP approval	Date Assigned:	
							Printed	Tuesday, June 03, 2014 4:37:44 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Rohnert Park Expressway Rehabilitation

### Category

Transportation

### Project No.

2013-01

### CIP No.

TR-95

### Description

Pavement rehabilitation of Rohnert Park Expressway from State Farm Drive to Snyder Lane. The rehabilitation will consist of digouts and an overlay. Existing lane configuration, including existing Class 2 bike lanes, will be maintained. (Note: Project name in MTC's FMS database is "Rehabilitation of Various Streets in Rohnert Park".)

### Project Location

Rohnert Park Expressway - State Farm Dr. to Snyder Lane

### "Project Owner" Department

Development Services

### Implementing Project Manager

P. Barnes

In implementing department's work plan?

### Project Status:

Environmental clearance, design. Construction in summer 2015

### Justification

The project will maintain this major arterial in Rohnert Park which connects the newly-expanded Highway 101 corridor to the Central Rohnert Park PDA, surrounding Communities of Concern in Rohnert Park, the new SMART Rail station, and Sonoma State University.

### FundingSources:

Federal (One Bay Area Grant), Gas Tax, Federated Indians of Graton Rancheria (FIGR)

### TOTAL PROJECT COST (Design and Construction)

\$2,653,164

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$350,764	\$119,398	\$0	\$0	\$0	\$0	\$470,162	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$900,000	\$1,102,400	\$0	\$0	\$0	\$2,002,400	\$0
Inspection / CM	\$0	\$180,602	\$0	\$0	\$0	\$0	\$180,602	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$350,764</b>	<b>\$1,200,000</b>	<b>\$1,102,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,653,164</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Federal	\$0	\$0	\$1,102,400	\$0	\$0	\$0	\$1,102,400	\$0
Gas Tax (Prop. 42 swap)	\$350,764	\$0	\$0	\$0	\$0	\$0	\$350,764	\$0
FIGR	\$0	\$1,200,000	\$0	\$0	\$0	\$0	\$1,200,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$350,764</b>	<b>\$1,200,000</b>	<b>\$1,102,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,653,164</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: 310-1301-400-9901
3/29/2013	05/05/2014			Current year funding is committed <input checked="" type="checkbox"/>	Date Assigned: 7/19/2013
				Mechanism: Reso.No. 2013-099 CIP approval	Printed Tuesday, June 03, 2014 4:37:44 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Street Smart Rohnert Park

### Category

Transportation

### Project No.

2013-02

### CIP No.

TR-96

### Description

Pedestrian and bicycle improvements within and serving the Central Rohnert Park Priority Development Area (PDA). May include but are not limited to: enhanced street crossings; wayfinding and signage; lighting upgrades, specifically to LED; and street furniture.

### Project Location

Various locations

### "Project Owner" Department

Development Services

### Implementing Project Manager

P. Barnes

In implementing department's work plan?

### Project Status:

Project scoping.

### Justification

Improvements will enhance safety and convenience for pedestrians and bicyclists traveling within and to the Priority Development Area.

### FundingSources:

Federal (One Bay Area Grant), Measure M

### TOTAL PROJECT COST (Design and Construction)

\$817,798

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$10,000	\$55,735	\$55,735	\$0	\$0	\$0	\$121,470	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$57,350	\$500,000	\$0	\$0	\$557,350	\$0
Inspection / CM	\$0	\$0	\$0	\$83,603	\$0	\$0	\$83,603	\$0
Contingency	\$0	\$0	\$0	\$55,375	\$0	\$0	\$55,375	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$10,000</b>	<b>\$55,735</b>	<b>\$113,085</b>	<b>\$638,978</b>	<b>\$0</b>	<b>\$0</b>	<b>\$817,798</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Federal	\$0	\$0	\$0	\$500,000	\$0	\$0	\$500,000	\$0
Measure M	\$10,000	\$55,735	\$113,085	\$138,978	\$0	\$0	\$317,798	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$10,000</b>	<b>\$55,735</b>	<b>\$113,085</b>	<b>\$638,978</b>	<b>\$0</b>	<b>\$0</b>	<b>\$817,798</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Current year funding is committed <input checked="" type="checkbox"/>	Mechanism	Project Acct. #:	Date Assigned:	Printed
3/29/2013	05/05/2014			Reso.No. 2013-099 CIP approval	310-1302-400-9901	7/19/2013	Tuesday, June 03, 2014 4:37:44 PM		

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> 2017-18 Various Streets Maintenance	<b>Category</b> Transportation	<b>Project No.</b>	<b>CIP No.</b> TR-97
<b>Description</b> 2-year project of ditches and crack seal in Summer 2017 and slurry seal in Spring/Summer 2018 of select roads per the Pavement Management Program.	<b>Project Location</b> Various streets citywide		
	<b>"Project Owner" Department</b> Development Services	<b>Implementing Project Manager</b> P. Barnes	<b>In implementing department's work plan?</b> <input type="checkbox"/>
<b>Justification</b> MTC uses preventive maintenance performance to inform the allocation of regional funds for local street and road maintenance. The 2010 update of Rohnert Park's Pavement Management Program calculated that 9% of the City's annual streets maintenance budget should be for preventive maintenance, i.e. pavement management treatment on streets with PCI or 70 or above. This project helps to fulfill this goal, as well as extend the life of streets by 5-7 years.	<b>Project Status:</b> Not in current work plan.		
	<b>FundingSources:</b> Measure M, Refuse Road Impact Fund		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$2,740,000		<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$370,000	\$370,000	\$1,000,000	\$1,000,000	\$2,740,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$0	\$370,000	\$370,000	\$1,000,000	\$1,000,000	\$2,740,000	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
Measure M	\$0	\$0	\$0	\$0	\$400,000	\$300,000	\$700,000	\$0
Refuse Road Impact Fund	\$0	\$0	\$370,000	\$370,000	\$600,000	\$700,000	\$2,040,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$0	\$370,000	\$370,000	\$1,000,000	\$1,000,000	\$2,740,000	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted 3/26/2013	Date last revised 05/05/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: <input type="text"/>
				Current year funding is committed <input type="checkbox"/>	Date Assigned: <input type="text"/>
				Mechanism <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:44 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Traffic Signal Coordination and Improvements - RPX & Golf Course Dr.

### Category

Transportation

### Project No.

C100-6101

### CIP No.

TR-98

### Description

Coordination of traffic signals along Rohnert Park Expressway and Golf Course Drive and follow-on improvements along project streets and affected side streets

### Project Location

Rohnert Park Expressway, Golf Course Drive

### "Project Owner" Department

Development Svcs

### Implementing Project Manager

R. Pedroncelli

In implementing department's work plan?

### Project Status:

Initial implementation complete.

### Justification

Traffic signal coordination is identified as one mitigating measure to address traffic impacts from the casino Graton Rancheria Casino and Resort.

### FundingSources:

FIGR MOU

### TOTAL PROJECT COST (Design and Construction)

\$278,176

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$178,176	\$100,000	\$0	\$0	\$0	\$0	\$278,176	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$178,176</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$278,176</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
FIGR MOU	\$178,176	\$100,000	\$0	\$0	\$0	\$0	\$278,176	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$178,176</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$278,176</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: 001- 100-400-6101
5/30/2014	06/02/2014			Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Tuesday, June 03, 2014 4:37:44 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Water Main Improvement Project

### Category

Water Systems

### Project No.

2004-08

### CIP No.

WA-04

### Description

Construction of 1.6 miles of water distribution pipelines from 8" to 16" in diameter. Includes pressure regulating stations to regulate transmission system pressure down to distribution system pressure. (Also called "Eastside Water System Improvements" in Public Facilities Finance Plan.) Includes ADA ramp upgrade and sidewalk work within project limits to be funded by Gas Tax.

### Project Location

Various streets

### "Project Owner" Department

Development Services

### Implementing Project Manager

P. Barnes

### In implementing department's work plan?



### Project Status:

Design and design review in progress.

### FundingSources:

Public Facilities Fee (developer advanced for construction)

### Justification

The water system improvements are all intended to provide adequate service for new development. While new development will place day-to-day demands on the water system associated with new water uses, the primary design factor that contributes the need for and sizing of the improvements is Fire Flow. The water system improvements are intended to allow the whole water system to deliver a design fire flow of 3,000 gallons per minute (GPM).

### TOTAL PROJECT COST (Design and Construction)

\$2,519,332

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$182,639	\$66,008	\$0	\$0	\$0	\$0	\$248,647	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$1,771,670	\$0	\$0	\$0	\$0	\$1,771,670	\$0
Inspection / CM	\$0	\$291,588	\$0	\$0	\$0	\$0	\$291,588	\$0
Contingency	\$0	\$207,427	\$0	\$0	\$0	\$0	\$207,427	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$182,639</b>	<b>\$2,336,693</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,519,332</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
PFFP	\$2,331,411	\$0	\$0	\$0	\$0	\$0	\$2,331,411	\$0
Water Utility - Operations	\$132,921	\$0	\$0	\$0	\$0	\$0	\$132,921	\$0
Gas Tax	\$0	\$55,000	\$0	\$0	\$0	\$0	\$55,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$2,464,332</b>	<b>\$55,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,519,332</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>(\$2,281,693)</b>	<b>\$2,281,693</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: 540-0408-400-9902
3/23/2001	06/02/2014	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism Reso.No. 2013-099 CIP approval	Printed Tuesday, June 03, 2014 4:37:44 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Recycled Water System Expansion	<b>Category</b> Water Systems	<b>Project No.</b> 2005-03	<b>CIP No.</b> WA-20
<b>Description</b> Expansion of recycled water system including transmission, storage and site retrofits in accordance with the updated City of Santa Rosa Incremental Recycled Water Master Plan (IRWMP).	<b>Project Location</b> TBD		
<b>Justification</b> Project will serve new development's recycled water needs and implement cost effective recycled water projects to avoid water system expansion.	<b>"Project Owner" Department</b> Development Services	<b>Implementing Project Manager</b> TBD	<b>In implementing department's work plan?</b> <input type="checkbox"/>
	<b>Project Status:</b> Not in current work plan		
	<b>FundingSources:</b> Public Facilities Fee		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$650,000		<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$600,000	\$0	\$0	\$600,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$0	\$50,000	\$600,000	\$0	\$0	\$650,000	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
Public Facilities Fee	\$0	\$0	\$50,000	\$600,000	\$0	\$0	\$650,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$0	\$50,000	\$600,000	\$0	\$0	\$650,000	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted 3/22/2004	Date last revised 05/23/2012	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: 540-0503-400-9902	Date Assigned:
							Printed Tuesday, June 03, 2014 4:37:45 PM	



# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Water Storage Tank #8

### Category

Water Systems

### Project No.

2006-09

### CIP No.

WA-26

### Description

Construction of water storage tank located east of Petaluma Hill Road to include water tank, 12-inch and 16-inch water transmission mains, a 16-inch recycled water main, and an access road.

### Project Location

East of Petaluma Hill Road

### "Project Owner" Department

Development Services

### Implementing Project Manager

P. Barnes

In implementing department's work plan?

### Project Status:

In design (by developer). Not in current work plan.

### Justification

Water tank will provide potable water storage for future development in University District Specific Plan area, as well as supplement existing water distribution capacity.

### FundingSources:

Developer

### TOTAL PROJECT COST (Design and Construction)

\$4,600,000

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$38,890	\$0	\$0	\$0	\$0	\$0	\$38,890	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$4,561,110	\$0	\$0	\$4,561,110	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$38,890</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,561,110</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,600,000</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Developer	\$38,890	\$0	\$0	\$4,561,110	\$0	\$0	\$4,600,000	\$4,561,110
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$38,890</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,561,110</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,600,000</b>	<b>\$4,561,110</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$4,561,110)</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: <input type="text"/>
7/1/2006	05/05/2014			Current year funding is committed <input type="checkbox"/>	Date Assigned: <input type="text"/>
Mechanism <input type="text"/>				Printed Tuesday, June 03, 2014 4:37:45 PM	

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Commerce Water Line Replacement	<b>Category</b> Water Systems	<b>Project No.</b>	<b>CIP No.</b> WA-27				
<b>Description</b> Water line upgrade along Commerce Boulevard from Utility Court to Golf Course Drive and along Golf Course Drive from Commerce Boulevard to Roberts Lake Road	<b>Project Location</b> Commerce Boulevard						
	<b>"Project Owner" Department</b> Public Wks / Comm Svcs	<b>Implementing Project Manager</b> TBD	<b>In implementing department's work plan?</b> <input type="checkbox"/>				
	<b>Project Status:</b> Not in current work plan.						
	<b>FundingSources:</b> Water Utility - Operations Fund						
<b>Justification</b> The existing water lines in this area are undersized or non-existent.	<table border="1"> <tr> <td><b>TOTAL PROJECT COST (Design and Construction)</b></td> <td><b>Amount unfunded</b></td> </tr> <tr> <td>\$340,000</td> <td>\$0</td> </tr> </table>			<b>TOTAL PROJECT COST (Design and Construction)</b>	<b>Amount unfunded</b>	\$340,000	\$0
<b>TOTAL PROJECT COST (Design and Construction)</b>	<b>Amount unfunded</b>						
\$340,000	\$0						

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$0	\$0	\$340,000	\$340,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$0	\$0	\$0	\$0	\$340,000	\$340,000	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
Water Utility - Operations	\$0	\$0	\$0	\$0	\$340,000	\$0	\$340,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$0	\$0	\$0	\$340,000	\$0	\$340,000	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	(\$340,000)	\$340,000	\$0	\$0

Date originally submitted 3/23/2001	Date last revised 04/08/2013	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:45 PM
--	---------------------------------	--	---------------------------------------	--	--	-----------	---------------------------------------	-------------------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> 2011 Water Meter Installation Project	<b>Category</b> Water Systems	<b>Project No.</b> 2011-03	<b>CIP No.</b> WA-28
<b>Description</b> Installation of meters on un-metered City properties and backflows where needed. Separate school and park irrigation water where shared.	<b>Project Location</b> Citywide		
	<b>"Project Owner" Department</b> Public Wks / Comm Svcs	<b>Implementing Project Manager</b> M. Bracewell	<b>In implementing department's work plan?</b> <input checked="" type="checkbox"/>
	<b>Project Status:</b> Design in progress.		
<b>Justification</b> City is currently paying for irrigating some school properties since only one meter is on-site. Separating the flows will give the City ability to know how to charge water usage to school district.	<b>FundingSources:</b> Water Meter Replacement Fund		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$319,040		<b>Amount unfunded</b> (\$98,298)

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$59,040	\$260,000	\$0	\$0	\$0	\$0	\$319,040	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$59,040	\$260,000	\$0	\$0	\$0	\$0	\$319,040	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
Water Meter Replacement Fund	\$138,890	\$260,000	\$0	\$0	\$0	\$0	\$398,890	\$0
Water Utility - Operations	\$18,448	\$0	\$0	\$0	\$0	\$0	\$18,448	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$157,338	\$260,000	\$0	\$0	\$0	\$0	\$417,338	\$0
<b>GAP FUNDING NEEDED</b>	(\$98,298)	\$0	\$0	\$0	\$0	\$0	(\$98,298)	\$0

Date originally submitted 4/8/2011	Date last revised 05/05/2014	Unfunded/Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Current year funding is committed <input checked="" type="checkbox"/>	Project Acct. #: 540-1103-400-9902
				Mechanism: Reso.No. 2013-099 CIP approval	Date Assigned:	Printed Tuesday, June 03, 2014 4:37:45 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Well Rehabilitation Program	<b>Category</b> Water Systems	<b>Project No.</b> 2012-13	<b>CIP No.</b> WA-31
<b>Description</b> Annual well rehabilitations, including casing, pumps, meters, chlorinators, and other appurtances.	<b>Project Location</b> Citywide		
<b>Justification</b> This project is part of water system maintenance and the replacement of aging City assets.	<b>"Project Owner" Department</b> Public Wks / Comm Svcs	<b>Implementing Project Manager</b> M. Bracewell	<b>In implementing department's work plan?</b> <input checked="" type="checkbox"/>
	<b>Project Status:</b> Project scoping.		
	<b>FundingSources:</b> Water Utility - Operations Fund		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$400,000		<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$100,000	\$0	\$0	\$0	\$100,000	\$100,000	\$300,000	\$100,000
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$300,000</b>	<b>\$100,000</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
Water Utility - Operations	\$100,000	\$0	\$0	\$100,000	\$100,000	\$0	\$300,000	\$100,000
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$100,000</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$100,000)</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted 4/9/2011	Date last revised 05/05/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism Reso.No. 2013-099 CIP approval	Project Acct. #: 540-1213-400-9902	Date Assigned: 7/23/2012	Printed Tuesday, June 03, 2014 4:37:45 PM
---------------------------------------	---------------------------------	--	---------------------------------------	--	--	---	------------------------------------	--------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Dry Barrel Fire Hydrant and Hydrant Valve Replacement	<b>Category</b> Water Systems	<b>Project No.</b>	<b>CIP No.</b> WA-32
<b>Description</b> Replacement of fire hydrants and valves. (Completed as part of water/sewer replacement projects.)	<b>Project Location</b> Citywide		
	<b>"Project Owner" Department</b> Public Wks / Comm Svcs	<b>Implementing Project Manager</b> P. Barnes	<b>In implementing department's work plan?</b> <input checked="" type="checkbox"/>
<b>Justification</b> Gradual replacement of City's aging fire protection system.	<b>Project Status:</b> Completed as part of water/sewer replacement projects.		
	<b>FundingSources:</b> Water Utility - Operations Fund		
<b>TOTAL PROJECT COST (Design and Construction)</b> \$360,000		<b>Amount unfunded</b> \$0	

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$0	\$180,000	\$180,000	\$360,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$0	\$0	\$0	\$180,000	\$180,000	\$360,000	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
Water Utility - Operations	\$0	\$0	\$0	\$0	\$180,000	\$180,000	\$360,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$0	\$0	\$0	\$180,000	\$180,000	\$360,000	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted 4/9/2011	Date last revised 05/11/2013	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:45 PM
---------------------------------------	---------------------------------	--	---------------------------------------	---	--	-----------	---------------------------------------	-------------------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Well and Tank Site Electrical, Building and Grounds Upgrades

### Category

Water Systems

### Project No.

2012-10

### CIP No.

WA-33

### Description

Upgrades of electrical systems at water wells and tanks. Repair various well sites (approx. 30) building roofing, siding, and doors and locks. Some sites will need repair to the site paving, fences and gates. Install barb wire where needed.

### Project Location

Citywide

### "Project Owner" Department

Public Wks / Comm Svcs

### Implementing Project Manager

M. Bracewell

### In implementing department's work plan?



### Project Status:

Project scoping.

### FundingSources:

Water Utility - Operations Fund

### TOTAL PROJECT COST (Design and Construction)

\$303,144

### Amount unfunded

(\$96,856)

### Justification

Improve reliability of electrical systems to result in improved operational controls, well monitoring, regulation of water pressure, control of pump energy usage, and optimization of well water usage.

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$3,144	\$100,000	\$0	\$0	\$100,000	\$100,000	\$303,144	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$3,144</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$303,144</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Water Utility - Operations	\$100,000	\$100,000	\$0	\$0	\$100,000	\$100,000	\$400,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$400,000</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>(\$96,856)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$96,856)</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Current year funding is committed <input checked="" type="checkbox"/>	Mechanism	Project Acct. #:	540-1210-400-9902
4/7/2011	05/11/2013					Reso.No. 2013-099 CIP approval	Date Assigned:	7/23/2012
							Printed	Tuesday, June 03, 2014 4:37:45 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Water Service Laterals along Eastside Trunk Sewer route	<b>Category</b> Water Systems	<b>Project No.</b>	<b>CIP No.</b> WA-34
<b>Description</b> Replacement of water services laterals along the Eastside Trunk Sewer route.	<b>Project Location</b> Avram, Santa Alicia, Southwest, Snyder		
	<b>"Project Owner" Department</b> Public Wks / Comm Svcs	<b>Implementing Project Manager</b> TBD	<b>In implementing department's work plan?</b> <input checked="" type="checkbox"/>
<b>Justification</b> Since the streets will be opened up already to install the trunk sewer line, replacement of the aging water infrastructure at the same time should be considered to reduce impacts to the street from multiple trenching, and to possibly reduce overall construction costs by adding this to a concurrent and co-located project.	<b>Project Status:</b> Under construction with Eastside Trunk Sewer Ph. 2		
	<b>FundingSources:</b> Water Utility - Operations Fund		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$100,000		<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
Water Utility - Operations	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted 4/7/2011	Date last revised 04/06/2013	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:45 PM
---------------------------------------	---------------------------------	--	---------------------------------------	---	--	-----------	---------------------------------------	-------------------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Adrian Drive Water System Replacement - Phase 2

### Category

Water Systems

### Project No.

2012-04

### CIP No.

WA-36

### Description

Replacement of water lines on Adrian Drive between Santa Barbara Drive and East Cotati Avenue. This project is concurrent with Adrian Drive Sewer Replacement Phase 2 (sewer main and lower lateral replacement) and is part of the ongoing Water Pipeline Replacement program (WA-37). Design occurred with Phase 1.

### Project Location

Adrian Drive, between Santa Barbara Dr. and E. Cotati Ave.

### "Project Owner" Department

Development Svcs

### Implementing Project Manager

P. Barnes

In implementing department's work plan?

### Project Status:

Under construction summer/fall 2014.

### Justification

When a sewer replacement project is undertaken, replacement of water lines ideally takes place concurrently while the street is opened up. This is one of the oldest sections of town ("A" Section) and water system rehabilitation should be undertaken as the water assets reach their useful life expectancy.

### FundingSources:

Water Utility - Operations Fund

**TOTAL PROJECT COST (Design and Construction)**

\$2,757,729

**Amount unfunded**

\$0

### DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$317,062	\$0	\$0	\$0	\$0	\$0	\$317,062	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$1,489,480	\$878,528	\$0	\$0	\$0	\$0	\$2,368,008	\$0
Inspection / CM	\$0	\$72,659	\$0	\$0	\$0	\$0	\$72,659	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$1,806,542</b>	<b>\$951,187</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,757,729</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Water Utility - Operations	\$806,961	\$951,187	\$0	\$0	\$0	\$0	\$1,758,148	\$0
Water CIP Reserve	\$999,581	\$0	\$0	\$0	\$0	\$0	\$999,581	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$1,806,542</b>	<b>\$951,187</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,757,729</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Current year funding is committed <input checked="" type="checkbox"/>	Mechanism	Project Acct. #: 540-1204-400-9902
5/4/2013	06/02/2014					Reso.No. 2013-099 CIP approval	Date Assigned:
							Printed Tuesday, June 03, 2014 4:37:45 PM



# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Water Services Leak Project	<b>Category</b> Water Systems	<b>Project No.</b>	<b>CIP No.</b> WA-40
<b>Description</b> Identification of and repair/replacement of failing water services	<b>Project Location</b> Citywide		
<b>Justification</b> Maintenance of aging water system.	<b>"Project Owner" Department</b> Public Works / Comm Sv	<b>Implementing Project Manager</b> TBD	<b>In implementing department's work plan?</b> <input type="checkbox"/>
	<b>Project Status:</b> Project scoping.		
	<b>FundingSources:</b> Water Utility / Operations Fund		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$950,000		<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$150,000	\$800,000	\$0	\$0	\$950,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$0	\$150,000	\$800,000	\$0	\$0	\$950,000	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
Water Utility - Operations	\$0	\$0	\$150,000	\$800,000	\$0	\$0	\$950,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$0	\$150,000	\$800,000	\$0	\$0	\$950,000	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: <input type="text"/>
				Current year funding is committed <input type="checkbox"/>	Date Assigned: <input type="text"/>
				Mechanism <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:45 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Santa Barbara/Bobbie/Boris Water Sys Replacment	<b>Category</b> Water Systems	<b>Project No.</b>	<b>CIP No.</b> WA-41
<b>Description</b> Replacement of water lines in the "B Section" neighborhood. This project is concurrent with the Santa Barbara / Bobbie / Boris Sewer System Replacement.	<b>Project Location</b> Santa Barbara Drive, Bobbie Way, Boris Drive		
	<b>"Project Owner" Department</b> Development Svcs	<b>Implementing Project Manager</b> P. Barnes	<b>In implementing department's work plan?</b> <input type="checkbox"/>
<b>Justification</b> When a sewer replacement project is undertaken, replacement of water lines ideally takes place concurrently while the street is opened up. This is one of the older sections of town ("B" Section) and water system rehabilitation should be undertaken as the water assets reach their useful life expectancy.	<b>Project Status:</b> Not in current work plan		
	<b>FundingSources:</b> Water Utility - Operations Fund		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$2,278,000		<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$289,000	\$1,989,000	\$0	\$2,278,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$0	\$0	\$289,000	\$1,989,000	\$0	\$2,278,000	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
Water Utility - Operations	\$0	\$0	\$0	\$289,000	\$1,989,000	\$0	\$2,278,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$0	\$0	\$289,000	\$1,989,000	\$0	\$2,278,000	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted 4/10/2014	Date last revised 04/10/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:45 PM
--	---------------------------------	--	---------------------------------------	--	--	-----------	---------------------------------------	-------------------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Tank #5 Painting	<b>Category</b> Water Systems	<b>Project No.</b>	<b>CIP No.</b> WA-42
<b>Description</b> Recoating of interior of steel water tank.			
<b>Project Location</b> Tank #5 (between Snyder Lane and Crane Creek)			
<b>"Project Owner" Department</b> Development Svcs		<b>Implementing Project Manager</b> P. Barnes	<b>In implementing department's work plan?</b> <input checked="" type="checkbox"/>
<b>Project Status:</b> Design in Fall 2014, bid and construction in Winter 2014/2015			
<b>Justification</b> Over the last several years the City has begun recoating the interior and exterior of our potable water tanks. The interior of Tank #5 is the next recoating project. Regular maintenance painting is required to preserve the steel tanks.			
<b>FundingSources:</b> Water Utility - Operations Fund			
<b>TOTAL PROJECT COST (Design and Construction)</b>		<b>Amount unfunded</b>	
\$556,100		\$0	

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$70,550	\$0	\$0	\$0	\$0	\$70,550	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$485,550	\$0	\$0	\$0	\$485,550	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$70,550	\$485,550	\$0	\$0	\$0	\$556,100	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
Water Utility - Operations	\$0	\$70,550	\$485,550	\$0	\$0	\$0	\$556,100	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$70,550	\$485,550	\$0	\$0	\$0	\$556,100	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted 4/10/2014	Date last revised 04/10/2014	Unfunded/Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:45 PM
--	---------------------------------	---	---------------------------------------	--	--	-----------	---------------------------------------	-------------------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Interceptor Outfall Rehabilitation - Ph. 2

### Category

Wastewater Systems

### Project No.

2011-04

### CIP No.

WW-08

### Description

Rehabilitation of 30 year old sewer pipeline between Rohnert Park and Santa Rosa Subregional Sewerage Plant. Includes improvements to pump station. (Also called "Interceptor Outfall - Phase 2" in PFFP.) Two projects have been completed; this rehabilitation of 2,200 feet of line between the City pump station and the Laguna Wastewater Treatment Facility is in progress.

### Project Location

West of Rohnert Park to Subregional Treatment Plant

### "Project Owner" Department

Development Services

### Implementing Project Manager

P. Barnes

### In implementing department's work plan?



### Project Status:

Design in progress.

### FundingSources:

Public Facilities Fee / Sewer Capacity Fee, Sewer Utility - Operations Fund, 2005A CSCDA Water/Wastewater Bond

### Justification

New parallel sewer pipeline was designed to be used in conjunction with rehabilitated old pipeline.

### TOTAL PROJECT COST (Design and Construction)

\$7,146,538

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$135,920	\$0	\$0	\$0	\$0	\$0	\$135,920	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$588,664	\$650,000	\$0	\$5,568,335	\$0	\$0	\$6,806,999	\$0
Inspection / CM	\$79,825	\$0	\$0	\$0	\$0	\$0	\$79,825	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$123,794	\$0	\$0	\$0	\$0	\$0	\$123,794	\$0
<b>Total Design/ Construction</b>	<b>\$928,203</b>	<b>\$650,000</b>	<b>\$0</b>	<b>\$5,568,335</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,146,538</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
PFFP	\$102,295	\$0	\$0	\$1,739,566	\$0	\$0	\$1,841,861	\$0
Sewer Utility - Operations	\$0	\$650,000	\$0	\$3,828,769	\$0	\$0	\$4,478,769	\$0
2005A CSCDA Bond	\$293,293	\$0	\$0	\$0	\$0	\$0	\$293,293	\$0
2005A CSCDA Bond	\$532,615	\$0	\$0	\$0	\$0	\$0	\$532,615	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$928,203</b>	<b>\$650,000</b>	<b>\$0</b>	<b>\$5,568,335</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,146,538</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Current year funding is committed <input checked="" type="checkbox"/>	Mechanism	Project Acct. #:	540-1104-400-9902
3/3/2006	06/03/2014					CIP approval: Reso. 2012-67	Date Assigned:	
							Printed	Tuesday, June 03, 2014 4:37:45 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Eastside Trunk Sewer - Phase 2 (Main Reach and South Reach)	<b>Category</b> Wastewater Systems	<b>Project No.</b> 2007-02	<b>CIP No.</b> WW-11
<b>Description</b> Construction of wastewater main varying from 12-48 " in diameter. Phase 2 route starts at connection to Phase 1 at Avram Ave., and routes through Santa Alicia Ave., along Southwest Blvd to the intersection at Snyder Lane.	<b>Project Location</b> Avram Ave, Santa Alicia Ave., Southwest, Snyder Lane		
<b>Justification</b> Provide capacity for new development in the Specific Plan and Planned Development areas east of Highway 101, including new connections in the Canon Manor subdivision and some existing development east of Highway 101	<b>"Project Owner" Department</b> Development Services	<b>Implementing Project Manager</b> P. Barnes	<b>In implementing department's work plan?</b> <input checked="" type="checkbox"/>
	<b>Project Status:</b> Construction in progress.		
<b>FundingSources:</b> Public Facilities Fee / Developer advance, Canon Manor Fee			
<b>TOTAL PROJECT COST (Design and Construction)</b> \$10,791,517		<b>Amount unfunded</b> \$0	

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$224,774	\$0	\$0	\$0	\$0	\$0	\$224,774	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$3,430,338	\$6,934,475	\$0	\$0	\$0	\$0	\$10,364,813	\$0
Inspection / CM	\$201,930	\$0	\$0	\$0	\$0	\$0	\$201,930	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$3,857,042</b>	<b>\$6,934,475</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,791,517</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15					FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19			
PFFP	\$3,890,414	\$6,474,399	\$0	\$0	\$0	\$0	\$10,364,813	\$0	
Canon Manor Fees	\$426,704	\$0	\$0	\$0	\$0	\$0	\$426,704	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Total Sources</b>	<b>\$4,317,118</b>	<b>\$6,474,399</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,791,517</b>	<b>\$0</b>	
<b>GAP FUNDING NEEDED</b>	<b>(\$460,076)</b>	<b>\$460,076</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

Date originally submitted 5/20/2008	Date last revised 05/05/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Current year funding is committed <input checked="" type="checkbox"/>	Mechanism	Project Acct. #: 540-0702-400-9902	Date Assigned:
Printed Tuesday, June 03, 2014 4:37:45 PM								

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Eastside Trunk Sewer - Phase 3

### Category

Wastewater Systems

### Project No.

2014-01

### CIP No.

WW-17

### Description

Phase 3 of the Eastside Trunk Sewer extends from Snyder Lane @ Southwest Boulevard to Snyder Lane @ Rohnert Park Expressway. Phase 3 includes approximately 2,000 feet of 24-inch diameter gravity sewer. Snyder Lane Widening - Southwest Blvd. to Medical Center Drive (CIP# TR-26, original City Proj. No. 2007-03) is being built with this project, but costs are shown separately.

### Project Location

Snyder Lane from Southwest Blvd. to Rohnert Park Expwy.

### "Project Owner" Department

Development Services

### Implementing Project Manager

P. Barnes

### In implementing department's work plan?

### Project Status:

Design. Construction in Summer 2015 with Snyder Lane Widening

### FundingSources:

Public Facilities Fee (Developer constructed/advanced)

### Justification

Provide capacity for new development in the Specific Plan and Planned Development areas east of Highway 101, including new connections in the Canon Manor subdivision and some existing development east of Highway 101

### TOTAL PROJECT COST (Design and Construction)

\$2,805,236

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$377,444	\$0	\$0	\$0	\$0	\$0	\$377,444	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$968,596	\$1,025,174	\$0	\$0	\$0	\$1,993,770	\$0
Inspection / CM	\$0	\$311,022	\$0	\$0	\$0	\$0	\$311,022	\$0
Contingency	\$0	\$123,000	\$0	\$0	\$0	\$0	\$123,000	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$377,444</b>	<b>\$1,402,618</b>	<b>\$1,025,174</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,805,236</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
PFFP	\$377,444	\$1,402,618	\$1,025,174	\$0	\$0	\$0	\$2,805,236	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$377,444</b>	<b>\$1,402,618</b>	<b>\$1,025,174</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,805,236</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input checked="" type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 540-1401-400-9902
3/29/2011	06/03/2014			Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Tuesday, June 03, 2014 4:37:45 PM

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Rehabilitation of Sewer Pipe Under Hwy 101	<b>Category</b> Wastewater Systems	<b>Project No.</b>	<b>CIP No.</b> WW-21
<b>Description</b> This project will evaluate and rehabilitate -- probably by lining -- the College Trunk Sewer line where it crosses Highway 101. This will reduce the opportunity for infiltration and extend the service life of the pipe.	<b>Project Location</b> Sewer pipe crossing at Hwy 101 approx. 300' S. of State Farm Dr		
<b>Justification</b> This project will reduce the opportunity for infiltration and extend the service life of the pipe.	<b>"Project Owner" Department</b> Public Works / Comm Sv	<b>Implementing Project Manager</b> TBD	<b>In implementing department's work plan?</b> <input type="checkbox"/>
	<b>Project Status:</b> Project scoping. Engineering study & prelim. Design in Fall 2014.		
	<b>FundingSources:</b> Sewer Utility - Operations Fund		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$400,000		<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$300,000	\$0	\$0	\$0	\$300,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$100,000	\$300,000	\$0	\$0	\$0	\$400,000	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
Sewer Utility - Operations	\$0	\$100,000	\$300,000	\$0	\$0	\$0	\$400,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$100,000	\$300,000	\$0	\$0	\$0	\$400,000	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted 4/10/2014	Date last revised 04/10/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:45 PM
--	---------------------------------	--	---------------------------------------	--	--	-----------	---------------------------------------	-------------------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Adrian Drive Sewer System Replacement - Phase 2

### Category

Wastewater Systems

### Project No.

2012-04

### CIP No.

WW-23

### Description

Replace collection system main and lower laterals on Adrian Drive between Santa Barbara Drive and East Cotati Avenue. This project is concurrent with Adrian Drive Water System Replacement - Phase 2 (CIP# WA-36) . Design was accomplished in Phase 1.

### Project Location

Adrian Dr. between Santa Barbara Dr. and E. Cotati Ave.

### "Project Owner"

Department  
Development Svcs

### Implementing Project Manager

P. Barnes

In implementing department's work plan?

### Project Status:

Designed. Value engineering in Winter 2013/14. Bid in early 2014.

### FundingSources:

2005 Sewer Revenue Bond, Sewer Utility Operations Fund

### Justification

This is one of the oldest areas of Rohnert Park and experiences high inflow & infiltration of groundwater and stormwater. This extra water leaking into the sewer system increases the City's sewer treatment costs. This project would begin replacing the sewer collection system infrastructure (which has reached its useful life expectancy), as well as reduce sewer treatment costs.

### TOTAL PROJECT COST (Design and Construction)

\$2,690,366

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$1,489,180	\$1,201,186	\$0	\$0	\$0	\$0	\$2,690,366	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$1,489,180</b>	<b>\$1,201,186</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,690,366</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
2005 Sewer Revenue Bond	\$881,720	\$0	\$0	\$0	\$0	\$0	\$881,720	\$0
Sewer Utility - Operations	\$607,460	\$1,201,186	\$0	\$0	\$0	\$0	\$1,808,646	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$1,489,180</b>	<b>\$1,201,186</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,690,366</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted 5/4/2013	Date last revised 06/03/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input checked="" type="checkbox"/>	Current year funding is committed <input checked="" type="checkbox"/>	Mechanism Reso.No. 2013-099 CIP approval	Project Acct. #: 540-1204-400-9902	Date Assigned:
Printed Tuesday, June 03, 2014 4:37:45 PM								



# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

### ProjectName

Sewer Pipe Lining Project

### Category

Wastewater Systems

### Project No.

### CIP No.

WW-24

### Description

Lining of sewer pipe at priority locations, including manhole and cone replacement to accommodate large slip-lining if necessary. One priority project will rehabilitate portions of the College Trunk Sewer, especially along creeks,

### Project Location

To be determined

### "Project Owner" Department

Development Svcs

### Implementing Project Manager

P. Barnes

### In implementing department's work plan?

### Project Status:

Not in current work plan.

### Justification

The City's Sewer System Management Plan calls for the management and protection of sewer infrastructure assets. Pipe lining will reduce the opportunity for infiltration and to extend the service life of the pipe.

### FundingSources:

Sewer Utility - Operations Fund

### TOTAL PROJECT COST (Design and Construction)

\$850,000

### Amount unfunded

\$0

## DESIGN/CONSTRUCTION COSTS

	Est./actual expenses FY 2013-14 *	DESIGN/CONSTRUCTION COSTS					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$750,000	\$0	\$0	\$0	\$750,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$750,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$850,000</b>	<b>\$0</b>

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

## FUNDING SOURCES

	Funding through FY 2013-14	FUNDING SOURCES					Funding through FY 2019	Funding beyond 5-year CIP period
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Sewer Utility - Operations	\$0	\$100,000	\$750,000	\$0	\$0	\$0	\$850,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$750,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$850,000</b>	<b>\$0</b>
<b>GAP FUNDING NEEDED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date originally submitted	Date last revised	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: <input type="text"/>
4/8/2013	05/05/2014			Current year funding is committed <input type="checkbox"/>	Date Assigned: <input type="text"/>
Mechanism <input type="text"/>				Printed Tuesday, June 03, 2014 4:37:45 PM	

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Gunitite Sewer Pond	<b>Category</b> Wastewater Systems	<b>Project No.</b>	<b>CIP No.</b> WW-25
<b>Description</b> Rehabilitation of existing emergency sewer overflow pond with new gunitite lining.	<b>Project Location</b> J. Rogers Lane, at City sewer pump station		
	<b>"Project Owner" Department</b> Public Works/Comm Svc	<b>Implementing Project Manager</b> TBD	<b>In implementing department's work plan?</b> <input type="checkbox"/>
<b>Justification</b> The rehabilitated sewer pond would provide additional overflow capacity to the sewer collection system in emergency situations.	<b>Project Status:</b> Engineering study in Fall 2014.		
	<b>FundingSources:</b> Sewer Utility - Operations Fund		
	<b>TOTAL PROJECT COST (Design and Construction)</b>		<b>Amount unfunded</b>
	\$280,000		\$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$30,000	\$250,000	\$0	\$0	\$0	\$280,000	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
Sewer Utility - Operations	\$0	\$30,000	\$250,000	\$0	\$0	\$0	\$280,000	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Total Sources</b>	\$0	\$30,000	\$250,000	\$0	\$0	\$0	\$280,000	
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

Date originally submitted 4/10/2014	Date last revised 04/10/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:45 PM
--	---------------------------------	--	---------------------------------------	--	--	-----------	---------------------------------------	-------------------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Santa Barbara/Bobbie/Boris Sewer System Replacement	<b>Category</b> Wastewater Systems	<b>Project No.</b>	<b>CIP No.</b> WW-26
<b>Description</b> Replacement of sewer main and lower laterals in the "B Section" neighborhood. This project is concurrent with the Santa Barbara / Bobbie / Boris Water System Replacement.	<b>Project Location</b> Santa Barbara Dr., Bobbie Way, Boris Avenue		
<b>Justification</b> This is one of the oldest areas of Rohnert Park and experiences high inflow & infiltration of groundwater and stormwater. This extra water leaking into the sewer system increases the City's sewer treatment costs. This project would begin replacing the sewer collection system infrastructure (which has reached its useful life expectancy), as well as reduce sewer treatment costs.	<b>"Project Owner" Department</b> Development Svcs	<b>Implementing Project Manager</b> TBD	<b>In implementing department's work plan?</b> <input type="checkbox"/>
	<b>Project Status:</b> Not in current work plan		
	<b>FundingSources:</b> Sewer Utility - Operations Fund		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$2,278,000		<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$289,000	\$1,989,000	\$0	\$2,278,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$0	\$0	\$289,000	\$1,989,000	\$0	\$2,278,000	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
Sewer Utility - Operations	\$0	\$0	\$0	\$289,000	\$1,989,000	\$0	\$2,278,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$0	\$0	\$289,000	\$1,989,000	\$0	\$2,278,000	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted 4/10/2014	Date last revised 04/10/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:45 PM
--	---------------------------------	--	---------------------------------------	--	--	-----------	---------------------------------------	-------------------------------------	---

# Project Data Sheet

## 5-Year Capital Improvement Program FY 14-15 to FY 18-19

<b>ProjectName</b> Claussen Overcrossing Pipe Lining	<b>Category</b> Wastewater Systems	<b>Project No.</b>	<b>CIP No.</b> WW-27
<b>Description</b> Lining of sewer pipe in vicinity of Claussen Overcrossing (aka Rohnert Park Expressway Overcrossing)	<b>Project Location</b> Rohnert Park Expressway Overcrossing		
<b>Justification</b> Reduce maintenance costs and prevent pipe failure at this section of pipe, which has developed a "belly" due to pressure on pipe.	<b>"Project Owner" Department</b> Public Works / Comm Sv	<b>Implementing Project Manager</b> TBD	<b>In implementing department's work plan?</b> <input type="checkbox"/>
	<b>Project Status:</b> Not in current work plan		
	<b>FundingSources:</b> Sewer Utility - Operations Fund		
	<b>TOTAL PROJECT COST (Design and Construction)</b> \$400,000		<b>Amount unfunded</b> \$0

	Est./actual expenses FY 2013-14 *	<b>DESIGN/CONSTRUCTION COSTS</b>					Project costs through FY 2019	Costs after 5-yr. CIP period <input type="checkbox"/>
		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19		
Environmental/ Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$0	\$100,000	\$300,000	\$400,000	\$0
Inspection / CM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Design/ Construction</b>	\$0	\$0	\$0	\$0	\$100,000	\$300,000	\$400,000	\$0

\* Expenses may be shown as aggregated in project phase line item for convenience. Also may include encumbrances.

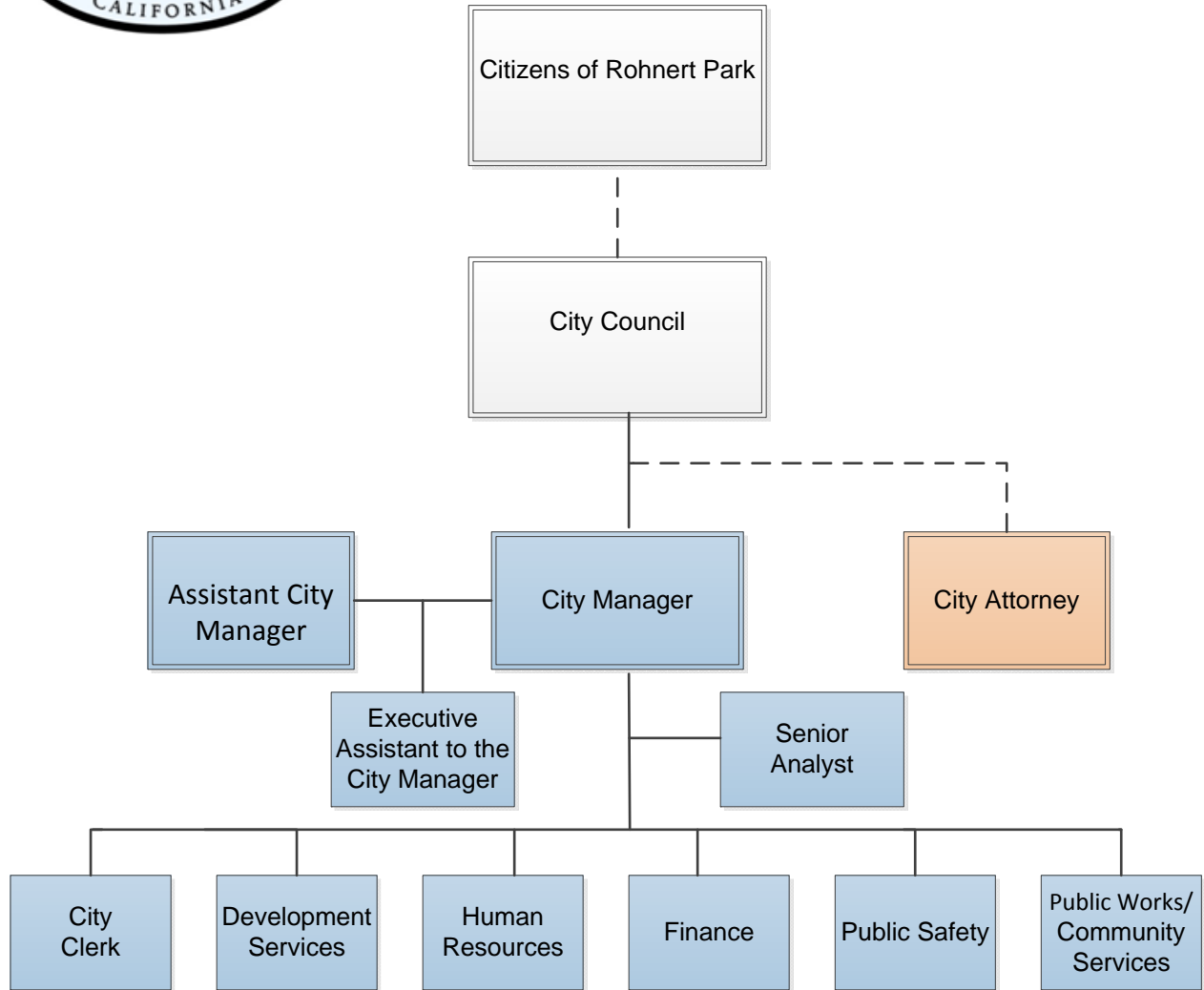
### FUNDING SOURCES

	Funding through FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Funding through FY 2019	Funding beyond 5-year CIP period
Sewer Utility - Operations	\$0	\$0	\$0	\$0	\$100,000	\$300,000	\$400,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sources</b>	\$0	\$0	\$0	\$0	\$100,000	\$300,000	\$400,000	\$0
<b>GAP FUNDING NEEDED</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted 4/10/2014	Date last revised 04/10/2014	Unfunded/ Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Mechanism	Project Acct. #: <input type="text"/>	Date Assigned: <input type="text"/>	Printed Tuesday, June 03, 2014 4:37:45 PM
--	---------------------------------	--	---------------------------------------	--	--	-----------	---------------------------------------	-------------------------------------	---



# City of Rohnert Park Organizational Chart



## ADMINISTRATION - City Council

FUNDING SOURCES	FUNDING SOURCES 2014-15
General Fund	\$ 130,016
<b>TOTAL REVENUE</b>	<b>130,016</b>

EXPENSE	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ 67,189	\$ 76,706	\$ 76,176	\$ (530)
<b>Insurance</b>				
Workers' Compensation	1,898	1,058	1,096	38
Liability/Property	774	562	795	233
<b>Services Fees</b>	-	3,763	1,745	(2,018)
<b>Supplies</b>	57	250	150	(100)
<b>Dues &amp; Subscriptions</b>	-	22,277	44,154	21,877
<b>Travel &amp; Meetings</b>	4,511	5,900	5,900	-
<b>TOTAL EXPENSE</b>	<b>\$ 74,429</b>	<b>\$ 110,516</b>	<b>\$ 130,016</b>	<b>\$ 19,500</b>

## City Council Budget Analysis

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-1100-400-4101	City Council /Salaries	\$24,670	\$24,670	\$24,670	\$24,670	\$0	0.00%	
001-1100-400-4901	City Council /Pers/Employer	\$6,058	\$6,514	\$6,020	\$6,303	-\$211	-3.24%	
001-1100-400-4905	City Council/Alt Ben Prog/D	\$5,425	\$16,800	\$4,200	\$16,800	\$0	0.00%	
001-1100-400-4906	City Council/Alt Ben Prog/	\$12,600	\$0	\$12,600	\$0	\$0		
001-1100-400-4908	City Council /RHS Plan	\$4,688	\$5,700	\$4,500	\$4,500	-\$1,200	-21.05%	
001-1100-400-4920	City Council /Health Ins/BI	\$10,538	\$15,734	\$15,081	\$16,589	\$855	5.43%	
001-1100-400-4921	City Council /Medical Insur	-\$806	\$0	\$0	\$0	\$0		
001-1100-400-4923	City Council /Eye Care	\$614	\$1,121	\$638	\$1,121	\$0	0.00%	
001-1100-400-4924	City Council /Dental Care	\$3,045	\$5,471	\$3,716	\$5,471	\$0	0.00%	
001-1100-400-4925	City Council /Medicare	\$358	\$360	\$358	\$360	\$0	0.00%	
001-1100-400-4932	City Council/STD	\$0	\$62	\$0	\$62	\$0	0.00%	
001-1100-400-4933	City Council/EAP	\$0	\$274	\$257	\$300	\$26	9.49%	
001-1100-400-5210	City Council /Dept Supplies	\$57	\$250	\$65	\$150	-\$100	-40.00%	See Item#1
001-1100-400-5260	City Council /Dues & Subscr	\$0	\$22,277	\$24,000	\$44,154	\$21,877	98.20%	See Item#2
001-1100-400-6422	City Council /Workers' Comp	\$1,898	\$1,058	\$1,058	\$1,096	\$38	3.59%	
001-1100-400-6423	City Council /Liability/Prop	\$774	\$562	\$562	\$795	\$233	41.46%	
001-1100-400-6424	City Council/Services Fees	\$0	\$3,763	\$3,768	\$1,745	-\$2,018	-53.63%	
001-1100-400-6600	City Council /Travels & Mee	\$25	\$0	\$0	\$0	\$0		
001-1100-400-6601	Travel & Meetings-Legislative	\$461	\$0	\$0	\$0	\$0		
001-1100-400-6602	T&E - City Representation	\$1,056	\$900	\$900	\$900	\$0	0.00%	See Item#3
001-1100-400-6606	City Council-T&M-Stafford	\$95	\$1,000	\$500	\$1,000	\$0	0.00%	See Item#3
001-1100-400-6611	Travel/Mtgs-Mackenzie	\$2,324	\$1,000	\$1,000	\$1,000	\$0	0.00%	See Item#3
001-1100-400-6612	City Council/Travel-Belforte	\$292	\$1,000	\$500	\$1,000	\$0	0.00%	See Item#3
001-1100-400-6613	City Council/Travel-Callinan	\$82	\$1,000	\$500	\$1,000	\$0	0.00%	See Item#3
001-1100-400-6614	City Council/Travel-Ahanotu	\$176	\$1,000	\$500	\$1,000	\$0	0.00%	See Item#3
	Total	\$74,429	\$110,516	\$105,393	\$130,016	\$19,500	17.64%	

# Budget Detail

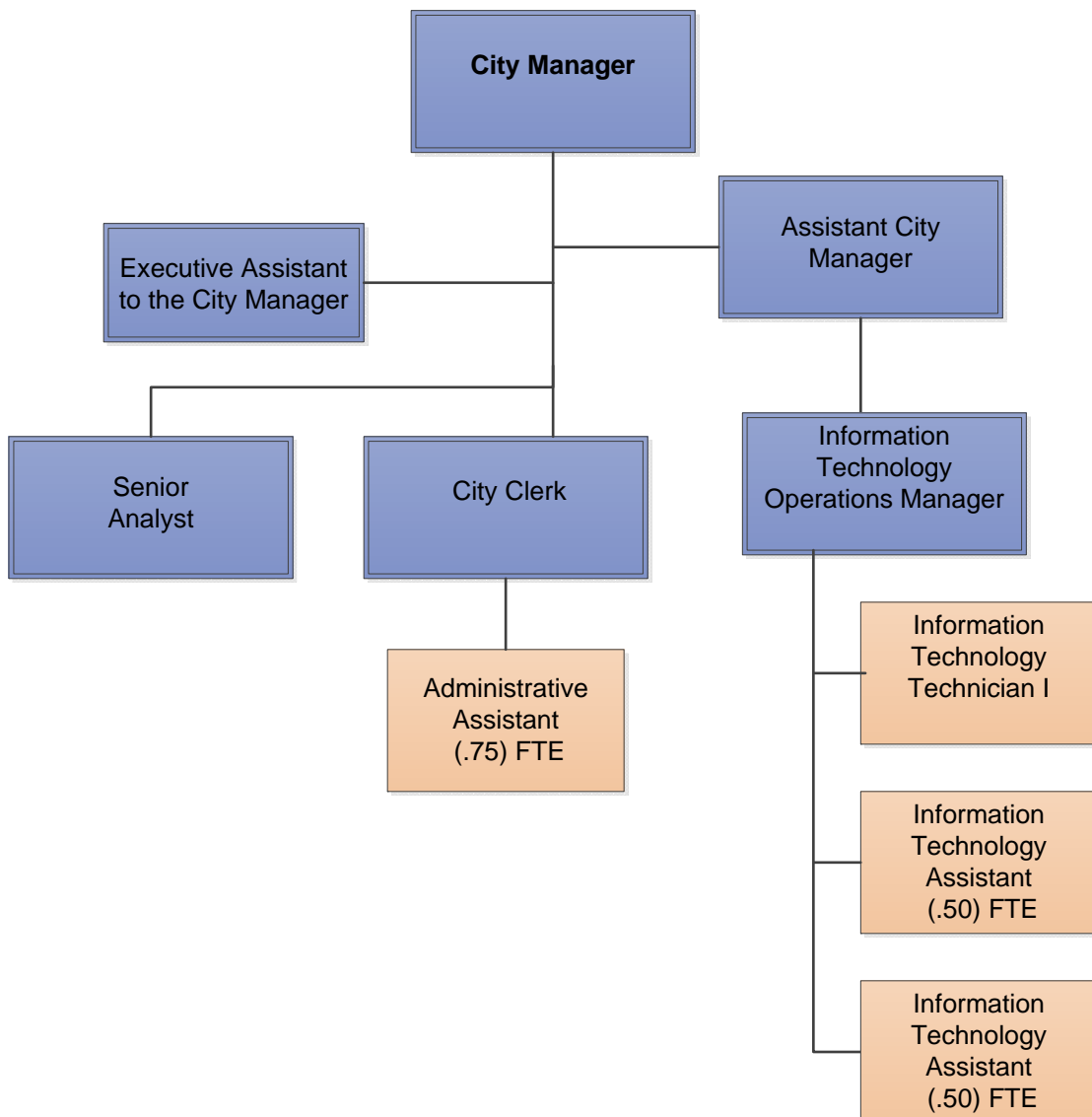
## City Council Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	001-1100-400-5210	City Council/Spec. Depart Various supplies for year-end	150	150	250
2	001-1100-400-5260	City Council /Dues & Subscr Local Government Commission Association of Bay Area Governments (ABAG) League of California Cities LAFCO	600 8,054 14,500 21,000	44,154	22,277
3	001-1100-400-66xx	City Council /Travels & Meetings City Representation Ahanotu Belforte Callinan Mackenzie Stafford	900 1,000 1,000 1,000 1,000 1,000	5,900	5,900
<b>Total</b>				<b>50,204</b>	<b>28,427</b>





## City Manager's Office Organizational Chart



## \* ADMINISTRATION - City Manager's Office

FUNDING SOURCES	FUNDING SOURCES 2014-15
General Fund	\$ 1,310,000
<b>TOTAL REVENUE</b>	<b>1,310,000</b>

EXPENSE	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ 429,017	\$ 674,216	\$ 575,748	\$ (98,468)
Training	633	1,900	2,850	950
Cost Reimbursement	(35,153)	(40,000)	-	40,000
<b>Insurance</b>				
Workers' Compensation	12,682	18,028	14,819	(3,209)
Liability/Property	5,909	4,920	4,178	(742)
<b>Services Fees</b>	-	34,879	34,207	(672)
<b>Election Expense</b>	252	95,000	56,000	(39,000)
<b>Supplies</b>				
Office Supplies	1,606	2,230	2,250	20
Special Departmental	103,907	16,600	7,900	(8,700)
<b>Communications</b>	1,807	2,450	2,400	(50)
<b>Dues &amp; Subscriptions</b>	3,754	3,065	4,775	1,710
<b>Advertising</b>	10,655	4,750	-	(4,750)
<b>Vehicle</b>				
Fuel/Auto Allowance	7,863	17,256	9,727	(7,529)
<b>Contractual/Professional</b>	30,003	114,375	56,395	(57,980)
<b>Legal</b>	579,696	425,150	425,150	-
<b>Recruitment</b>	-	-	-	-
<b>Travel &amp; Meetings</b>	8,283	7,900	6,100	(1,800)
<b>Other Expenses/Community Prom</b>	59	-	7,500	7,500
<b>Contingency</b>	-	35,740	100,000	64,260
<b>TOTAL EXPENSE</b>	<b>\$ 1,160,972</b>	<b>\$ 1,418,459</b>	<b>\$ 1,310,000</b>	<b>\$ (108,460)</b>

\* Administration includes: City Manager (1200) & Legal (1500)

**City Manager's Office  
Budget Analysis**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-1200-400-4101	City Manager /Salaries	\$193,091	\$393,361	\$347,107	\$408,370	\$15,009	3.82%	
001-1200-400-4201	City Manager /Part-Time Sal	\$32,693	\$3,700	\$0	\$0	-\$3,700	-100.00%	
001-1200-400-4511	City Manager /Residency All	\$287	\$1,008	\$882	\$1,008	\$0	0.00%	
001-1200-400-4512	City Manager/Education Stipend	\$1,200	\$1,200	\$1,200	\$0	-\$1,200	-100.00%	
001-1200-400-4520	City Manager /Other Payroll	\$0	\$3,523	\$12,141	\$4,247	\$724	20.55%	
001-1200-400-4800	City Manager /Training & Edu	\$633	\$1,900	\$720	\$2,850	\$950	50.00%	See Item#1
001-1200-400-4901	City Manager /Pers/Employer	\$46,591	\$104,180	\$85,001	\$104,338	\$158	0.15%	
001-1200-400-4906	City Manager /Alt Ben Prog/D	\$2,828	\$6,090	\$6,056	\$6,090	\$0	0.00%	
001-1200-400-4908	City Manager/RHS	\$1,049	\$1,950	\$1,725	\$1,950	\$0	0.00%	
001-1200-400-4920	City Manager /Health Ins/BI	\$1,635	\$20,463	\$2,487	\$34,836	\$14,373	70.24%	
001-1200-400-4921	City Manager /Medical Insur	\$6,264	\$0	\$14,695	\$0	\$0		
001-1200-400-4923	City Manager /Eye Care	\$407	\$863	\$593	\$796	-\$67	-7.76%	
001-1200-400-4924	City Manager /Dental Care	\$2,021	\$4,213	\$3,452	\$3,884	-\$329	-7.81%	
001-1200-400-4925	City Manager /Medicare	\$3,370	\$5,786	\$5,415	\$5,998	\$212	3.66%	
001-1200-400-4926	City Manager/Hearing Aid	\$0	\$0	\$5,440	\$0	\$0		
001-1200-400-4930	City Manager /Life Ins/Sala	\$486	\$972	\$794	\$934	-\$38	-3.91%	
001-1200-400-4931	City Manager / LTD	\$968	\$2,012	\$1,776	\$2,083	\$71	3.53%	
001-1200-400-4932	City Manager/Short Term Disb	\$473	\$984	\$868	\$1,019	\$35	3.56%	
001-1200-400-4933	City Manager/EAP	\$0	\$211	\$198	\$195	-\$16	-7.58%	
001-1200-400-4999	City Manager/Cost Reimbursement	-\$35,153	-\$40,000	-\$40,000	\$0	\$40,000	-100.00%	
001-1200-400-5100	City Manager /Office Supplie	\$0	\$0	\$0	\$2,250	\$2,250		See Item#2
001-1200-400-5110	City Manager /Paper Supplie	\$0	\$750	\$911	\$0	-\$750	-100.00%	
001-1200-400-5140	City Manager /Books/Pamphle	\$1,352	\$0	\$0	\$0	\$0		
001-1200-400-5210	City Manager/Spec. Depart	\$103,180	\$16,600	\$4,430	\$7,900	-\$8,700	-52.41%	See Item#3
001-1200-400-5222	City Manager/Contingency	\$0	\$35,740	\$5,576	\$100,000	\$64,260	179.80%	
001-1200-400-5231	City Manager /Cellular Phone	\$1,002	\$1,700	\$470	\$2,400	\$700	41.18%	See Item#4
001-1200-400-5240	City Manager - Advertising	\$0	\$0	\$0	\$0	\$0		
001-1200-400-5260	City Manager /Dues & Subscr	\$2,404	\$1,995	\$116	\$4,775	\$2,780	139.35%	See Item#5
001-1200-400-5272	City Manager /Auto Allowanc	\$3,536	\$12,936	\$8,588	\$9,727	-\$3,209	-24.81%	See Item#6
001-1200-400-5340	City Manager /Office Equipm	\$727	\$0	\$0	\$0	\$0		
001-1200-400-6101	City Manager /Contractual Se	\$25,728	\$114,375	\$148,004	\$56,395	-\$57,980	-50.69%	See Item#7
001-1200-400-6310	City Manager /Rent/Lease/Tax	\$0	\$0	\$0	\$0	\$0		
001-1200-400-6422	City Manager /Workers' Comp	\$12,682	\$14,003	\$14,003	\$14,819	\$816	5.83%	
001-1200-400-6423	City Manager /Liability/Prop	\$5,909	\$4,088	\$4,088	\$4,178	\$90	2.21%	
001-1200-400-6424	City Manager/Services Fees	\$0	\$29,746	\$29,748	\$34,207	\$4,461	15.00%	
001-1200-400-6600	City Manager /Travels & Mee	\$7,443	\$6,000	\$4,312	\$6,100	\$100	1.67%	See Item#8
001-1200-400-6710	City Manager /Community Prom	\$0	\$0	\$0	\$7,500	\$7,500		See Item#9
001-1200-400-6930	City Manager/Election Expense	\$252	\$95,000	\$85,000	\$56,000	-\$39,000	-41.05%	
	<b>Total</b>	<b>\$423,058</b>	<b>\$845,349</b>	<b>\$755,796</b>	<b>\$884,850</b>	<b>\$39,501</b>	<b>4.67%</b>	

**City Attorney's Office**  
**Budget Analysis**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change
001-1500-400-5130	Legal / Postage	\$412	\$150	\$45	\$150	\$0	0.00%
001-1500-400-6110	Legal Services /Professional	\$579,284	\$425,000	\$425,000	\$425,000	\$0	0.00%
	<b>Total</b>	<b>\$579,696</b>	<b>\$425,150</b>	<b>\$425,045</b>	<b>\$425,150</b>	<b>\$0</b>	<b>0.00%</b>

# Budget Detail

## City Manager's Office Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	001-1200-400-4800	City Manager/Training CM & ACM League of California Cities New Laws and Elections or CCAC Conference ICMA Training	1,100 850 900	2,850	1,900
2	001-1200-400-5100/5110	City Manager/Office Supplies Toner cartridges, calendar, business cards, file boxes Supplies for resolutions, minutes, ordinance, notary	1,500 750	2,250	750
3	001-1200-400-5210	City Manager/Spec. Depart Record Retention shelving and moving	7,900	7,900	16,600
4	001-1200-400-5231	City Manager /Cellular Phone CM Cell phone service ACM Cell phone service	1,200 1,200	2,400	1,700
5	001-1200-400-5260	City Manager /Dues & Subscr National Notary Association Membership Errors and Omission Insurance IIMC - Membership Due City Clerk Assoc of Calif California City Management Foundation (CCMF) International City Manager Association (ICMA) Chamber of Commerce	60 40 270 185 400 1,320 2,500	4,775	1,995
6	001-1200-400-5272	City Manager /Auto Allowance CM car allowance ACM car allowance City Clerk car allowance	3,343 3,192 3,192	9,727	12,936

# Budget Detail

## City Manager's Office Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
7	001-1200-400-6101	City Manager /Contractual Svs Municipal Code Publishing Thomson Reuters - Code of Regulations Financial advisor/fee & actuarial study	6,000 395 50,000	56,395	114,375
8	001-xxxx-400-6600	City Manager /Travels & Meetings CM Group Monthly Meeting Noon Times Luncheon - RP Chambers IEDC/CALED Training SoCo Econ development board events Cal Ed Annual Conference Trade shows/business showcases (2) per year Mileage Regional meetings	100 900 550 300 500 250 1,500 2,000	6,100	7,900
9	001-1200-400-6710	City Manager/Community Promotional Reimbursement for City business activities Hosting activities/events/city representation Annual Thanksgiving donation Founders Day/Newsletter printing	3,400 2,100 500 1,500	7,500	-
<b>Total</b>				<b>87,297</b>	<b>155,506</b>

# CITY ADMINISTRATION

## DIVISION SERVICES MODEL

### CITY MANAGER & ASSISTANT CITY MANAGER

#### ◆ MANDATED

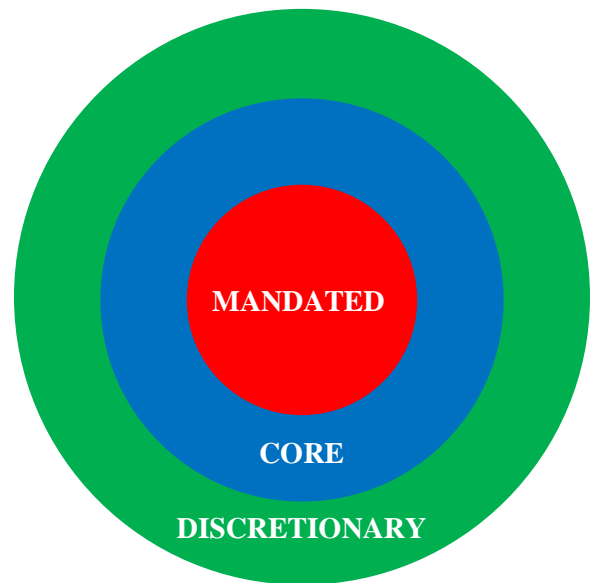
- Serve as administrative head of the City under the direction and control of the City Council
- Implement all policy decisions and directives of the City Council
- Enforce all laws and ordinances of the City
- Ensure all franchises, contracts, permits and privileges granted by the city council are faithfully observed
- Appoint and oversee all executive management positions
- Oversee all operations of the City

#### ◆ CORE

- Coordinate the preparation of agenda for City Council meetings
- In consultation with City Council, develop City's annual budget
- Oversees preparation of City's long term capital improvement plans and financing strategy
- Develop and manage programs to assure economic development and financial vitality of the City
- Represent City Council with employees, community groups, individual members of the public, and other governmental agencies
- Manage all aspects of City's personnel function
- Oversee negotiation and management of service contracts and leasing agreements
- Serve as City's representative on a variety of boards and commissions
- Evaluate City operations to maximize delivery of City services
- Implement long-term Strategic Plan

#### ◆ DISCRETIONARY

- City Manager & Assistant City Manager are not performing discretionary functions



### MAJOR TASKS COMPLETED IN FISCAL YEAR 2013/2014

- ✓ Successfully extended Measure A tax measure
- ✓ Successfully managed the opening of Graton Casino
- ✓ Implemented and updated long-term Strategic Plan
- ✓ Hired a Director of Human Resources
- ✓ Hired an Assistant City Manager
- ✓ Enhanced communication with community
- ✓ Developed Economic Development framework

## **MAJOR GOALS FOR FISCAL YEAR 2014/15**

### **GOAL 1: Develop Long-Term Fiscal Recovery Plan**

The City Manager will continue to work in conjunction with the Finance Department on developing a long-term recovery plan, fiscal policies, identifying cost-saving measures to reduce/address the structural deficit, and establishing a financial plan to manage unfunded liabilities.

### **GOAL 2: Continue to manage costs & emphasize high quality customer service**

### **GOAL 3: Train managers on the use of performance measures to manage programs and services**

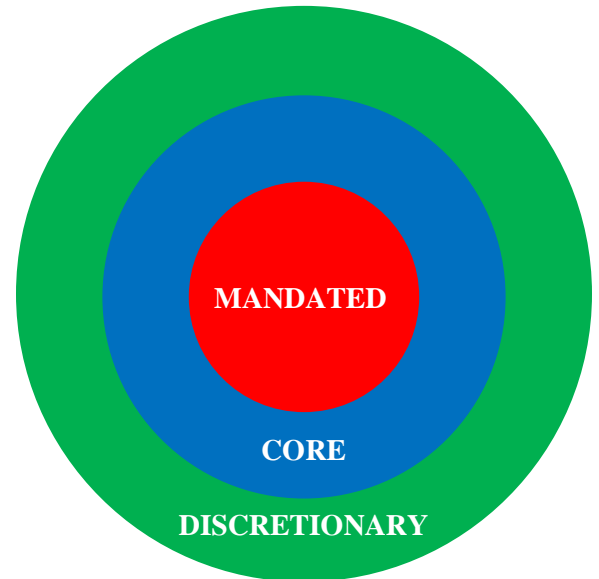
The Assistant City Manager will work with relevant staff to create a system to improve accountability and continuous improvement among City departments/divisions.



# CITY CLERK

## MANDATED

- Serve as Clerk of the City Council and Secretary to the Successor Agency to the Community Development Commission, Rohnert Park Financing Authority, Rohnert Park District, and Rohnert Park Civic Commission
- Record and maintain proceedings of City Council meetings
- Attest, index, and file resolutions, ordinances, minutes, and contracts
- Post and publish legal notices
- Administer Oaths of Office
- Act as local elections official
- Act as custodian of city records and provide certification of copies
- Serve as filing officer and filing official under the Political Reform Act (FPPC filing official/City filing officer)
- Maintain Local Appointments List and conduct recruitment in accordance with the Maddy Act (City boards, committees, and commissions)
- Serve as Secretary to the City of Rohnert Park Foundation
- Accept tort claims, subpoenas, and other legal documents for service
- Process Protests and Appeals to City Council and City Manager and set hearings (i.e. administrative citation; Planning Commission, City Manager, and City Engineer decisions; Prop 218)
- Vehicles for Hire – process hearing of application and certificates of convenience and necessity and transfer of vehicles



## CORE

- Assist City Manager with preparation and posting of agendas in compliance with the Ralph M. Brown Act
- Prepare Council Chamber and coordinate presentations for meetings
- Develop and maintain records management program
- Notarize city documents
- Respond to staff and citizen inquiries
- Coordinate and log responses to requests for public records under Public Records Act
- Maintain and distribute updates to the Municipal Code
- Open competitive bids
- Provide administrative support to City Attorney's Office

## DISCRETIONARY

- Oversee and maintain city website
- Serve as public information officer
- Process film permit applications

## ALTERNATIVE SERVICES DELIVERY OPTIONS

- Reorganize administrative support by bringing back full time Administrative Assistant and part-time Administrative Assistant
- Utilize a vendor to operate archive records management center
- Utilize interns to develop and maintain electronic recordkeeping and document imaging systems
- Utilize volunteers to perform routine clerical duties

## MAJOR TASKS COMPLETED IN FISCAL YEAR 2013/2014

- ✓ Processed a special election for sales tax ballot measure.
- ✓ Records Management: Archived Records Program – secured storage, created a tracking system, and processed over 600 boxes for destruction. Document Management System: 32,000 pages of records were scanned into the system.
- ✓ Implemented administrative citation appeal process.

## **MAJOR GOALS FOR FISCAL YEAR 2014/2015**

**Goal 1:      Records Management: Record Retention Program**

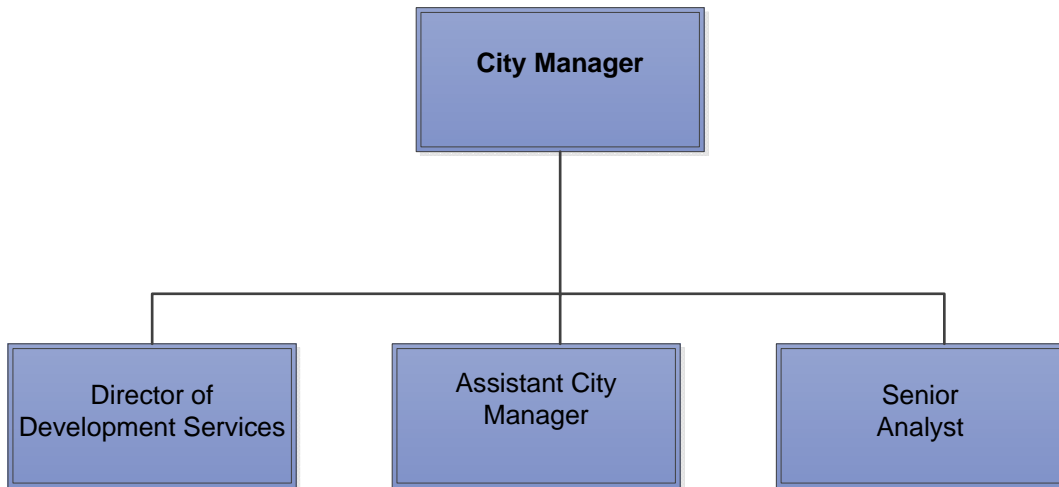
The City Clerk's Office will complete the development of an archived records program including updating the records retention schedule and streamlining the archiving and destruction processes.

**Goal 2:      Master Communications Plan**

The City Clerk's Office will assist with developing a plan documenting the City's practices regarding will include internal and external communication.



## Economic Development Organizational Chart



## ECONOMIC DEVELOPMENT

<b>FUNDING SOURCES</b>		<b>FUNDING SOURCES 2014-15</b>	
General Fund		\$ 111,150	
TOTAL REVENUE		<u>\$ 111,150</u>	

<b>EXPENSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 AMENDED BUDGET</b>	<b>2014-15 ADOPTED BUDGET</b>	<b>\$ INCREASE/ (DECREASE)</b>
<b>Compensation</b>				
Salary and Benefits	\$ -	\$ -	\$ -	\$ -
Training	-	-	2,000	2,000
<b>Supplies</b>				
Office Supplies	-	-	3,000	3,000
Special Departmental	-	-	5,000	5,000
<b>Contractual/Professional</b>	-	-	60,000	60,000
<b>Advertising</b>	-	-	30,000	30,000
<b>Travel &amp; Meetings</b>	-	-	9,500	9,500
<b>Other Expenses</b>	-	-	1,650	1,650
 TOTAL EXPENSE	 <u>\$ -</u>	 <u>\$ -</u>	 <u>\$ 111,150</u>	 <u>\$ 111,150</u>
RESULTING GAIN (LOSS)			-	

**Program Budget**  
**Economic Development**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-P103-400-4800	Econ Dev/Training and Education	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00		
001-P103-400-5110	Econ Dev/Paper Supplies	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00		
001-P103-400-5210	Econ Dev/Special Dept Supplies	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00		See Item#1
001-P103-400-5240	Econ Dev/Advertising	\$0.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00		See Item#2
001-P103-400-5260	Econ Dev/Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$1,650.00	\$1,650.00		See Item#3
001-P103-400-6101	Econ Dev/Contractual Services	\$0.00	\$0.00	\$0.00	\$60,000.00	\$60,000.00		See Item#4
001-P103-400-6600	Econ Dev/Travels and Meetings	\$0.00	\$0.00	\$0.00	\$9,500.00	\$9,500.00		See Item#5
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$111,150.00</b>	<b>\$111,150.00</b>		

# Budget Detail

## Budget Justification - Economic Development

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	001-P103-400-5210	Econ Dev/Special Dept Supplies		5,000	-
		presentation booth for attendance at conferences and other such functions	5,000		
2	001-P103-400-5240	Econ Dev/Advertising		30,000	-
		For producing and procuring radio advertisements in regional market	20,000		
		For producing/placing advertisements in print media, trade magazines, business journals	10,000		
3	001-P103-400-5260	Econ Dev/Dues and Subscriptions		1,650	-
		CALED Membership - Agency Member - Director of Development Services	465		
		CALED Membership - Associate Member - City Manager	80		
		CALED Membership - Associate Member - Assistant City Manager	80		
		North Bay Business Journal	65		
		Loopnet commercial real estate listings	860		
		ICSC public membership (1)	100		
4	001-P103-400-6101	Econ Dev/Contractual Services		60,000	-
		Creation/maintenance of a dedicated economic development marketing website	40,000		
		Advertising specialist contract to assist in marketing message/development	20,000		
5	001-P103-400-6600	Econ Dev/Travels and Meetings		9,500	-
		(2) CALED Conference	3,000		
		Meetings with various regional groups focusing on regional economic development and marketing efforts	1,500		
		Other Conference Sponsorships	5,000		
		CA Assoc. Boutique & Breakfast Inns Conference "InnSpire"			

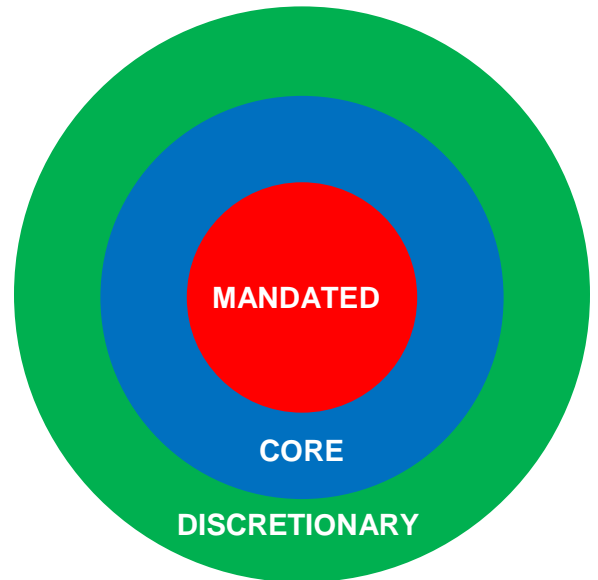
# ECONOMIC DEVELOPMENT

## ◆ MANDATED

- Achieve objectives of the Economic Development Framework, as authorized by City Council

## ◆ CORE

- Emphasize economic development in all City programs
- Business Retention and Expansion/Outreach: Arrange meetings with existing businesses and assist them in finding capital, managing their business, expanding their markets and creating jobs.
- Business Retention and Expansion/Capital: Facilitate access of local businesses to sources of financing. Ensure continued access to capital and other resources by working with state and local agencies, traditional and non-traditional lending institutions and regional partners
- Business Attraction/Marketing the City: Develop/maintain marketing web site and business welcome tool kit.
- Business Attraction/Connecting Businesses with Sites: Recruit businesses for specific sites, and assist businesses in finding appropriate sites.
- Tourism/Regional Marketing: Maintain strong presence in regional tourism marketing efforts in collaboration with Sonoma County Tourism. Promote Rohnert Park as a desired destination point for visitors to Sonoma County by showcasing our community's special qualities and amenities at various venues and through a variety of resources
- Tourism/Community and Tourism Events: Attract and market tourist and community-focused events.
- Tourism/Additional Venues: Encourage development of additional venues attractive to tourists, such as restaurants and spa hotels.
- Work cooperatively with Chamber, Sonoma Mountain Business Cluster, Sonoma State University, Sonoma County Economic Development Board, BEST (Building Economic Success Together), other cities, Workforce Investment Board, Small Business Development Center, SCORE and others to provide valuable resources to businesses.



## MAJOR TASKS COMPLETED IN FY 2013/14

- ✓ City Council approved Economic Development Framework.
- ✓ Staff formed robust cross-functional Economic Development Team.
- ✓ Initiated business retention with regular visits.
- ✓ Initiated business attraction with targeted marketing.
- ✓ Increased visibility in business community.

## MAJOR GOALS FOR FISCAL YEAR 2014/15

- Goal 1: Expand Business Retention, including site visits to primary sales tax generators as well as smaller businesses**
- Goal 2: Expand Business Attraction through new website, business welcome tool kit, and targeted outreach**
- Goal 3: Increase collaboration with regional efforts, including Sonoma County Tourism, other cities' economic development teams, and Sonoma County BEST**
- Goal 4: Monitor workforce development efforts and participate as appropriate**
- Goal 5: Leverage opportunities to showcase Rohnert Park**

**Goal 6:      Continuously build economic development toolkit and other resources**

**Goal 7:      Measure progress and deliver updates to City Council**

**KEY PERFORMANCE MEASUREMENTS**

- Site visits to businesses
- Referrals to business resources
- Referrals that resulted in acceptance
- Participation in key business events
- Use of City website (traffic, etc.) focused on economic development



## Casino Mitigation Program Budget

FUNDING SOURCES	FUNDING SOURCES 2013-14	FUNDING SOURCES 2014-15
FIGR Casino Mitigation MOU	\$ 3,164,000	\$ 8,044,000
TOTAL REVENUE	<u>3,164,000</u>	<u>\$ 8,044,000</u>

EXPENSE	2012-13 ACTUAL	2013-14 ADOPTED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ -	\$ 1,113,749	\$ 585,574	\$ (528,175)
Training	-	20,000	5,500	(14,500)
<b>Insurance</b>				
Workers' Compensation	-	591	15,946	15,355
Liability/Property	-	-	17,087	17,087
<b>Services Fees</b>	-	-	17,103	17,103
<b>Supplies</b>				
Office Supplies	-	4,100	5,150	1,050
Special Departmental	-	50,000	22,500	(27,500)
<b>Contingency</b>	-	154,160	130,509	(23,651)
<b>Contractual/Professional</b>				
Legal Services		160,000	85,000	(75,000)
Other Outside Experts *		332,000	220,000	(112,000)
<b>Travel &amp; Meetings</b>	-	5,000	2,750	(2,250)
<b>Other Expense</b>	-	67,000	21,500	(45,500)
<b>Capital Outlay</b>	-	-	35,000	35,000
<b>Transfer-Out</b>	-	1,257,400	2,200,000	942,600
TOTAL EXPENSE	<u>\$ -</u>	<u>\$ 3,164,000</u>	<u>\$ 3,363,619</u>	<u>\$ 199,619</u>
NET BUDGET RESULT		-	4,680,381	
Addition to Reserve			<u>\$ 4,680,381</u>	
TOTAL BUDGETARY BALANCE			\$ -	

\* Planning Consultants \$35K; California Conservation Corp. \$60K, Gambling Problem Grant \$125K

**Program Budget**  
**Supplemental Recurring Contribution - Casino Mitigation**

<b>Account Number</b>	<b>Description</b>	<b>2013 Actuals</b>	<b>2014 Amended</b>	<b>2014 Estimated</b>	<b>2015 Adopted</b>	<b>\$ Change</b>	<b>Comments</b>
001-C100-400-8100	SRC/Transfer Out	\$0.00	\$0.00	\$0.00	\$900,000.00	\$900,000.00	See Item #1
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$900,000.00</b>	<b>\$900,000.00</b>	

# Budget Detail

## Budget Justification - Supplemental Recurring Contribution

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
1	001-C100-400-8100	SRC/Transfer Out		900,000.00	-
		Capitla improvement projects throughout the City	900,000		

**Program Budget**  
**Special Enforcement Activity - Casino Mitigation**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-C101-400-4101	SEA/Salaries	\$0.00	\$171,876.00	\$189,876.00	\$171,876.00	\$0.00	0.00%	See Item#1
001-C101-400-4102	SEA/Shift Diff	\$0.00	\$1,428.00	\$1,428.00	\$1,428.00	\$0.00	0.00%	
001-C101-400-4110	SEA/Longevity	\$0.00	\$15,998.00	\$15,998.00	\$0.00	-\$15,998.00	-100.00%	
001-C101-400-4120	SEA/Fire Engineer	\$0.00	\$4,297.00	\$4,297.00	\$4,297.00	\$0.00	0.00%	
001-C101-400-4125	SEA/Fire Captain	\$0.00	\$3,703.00	\$3,703.00	\$3,703.00	\$0.00	0.00%	
001-C101-400-4126	SEA/Emt Pay	\$0.00	\$1,586.00	\$1,586.00	\$3,438.00	\$1,852.00	116.77%	
001-C101-400-4127	SEA/ P.O.S.T.	\$0.00	\$13,883.00	\$13,883.00	\$13,883.00	\$0.00	0.00%	
001-C101-400-4128	SEA/Uniform Allowa	\$0.00	\$480.00	\$480.00	\$480.00	\$0.00	0.00%	
001-C101-400-4129	SEA/ Detective Pay	\$0.00	\$3,965.00	\$3,965.00	\$0.00	-\$3,965.00	-100.00%	
001-C101-400-4132	SEA/Motorcycle Stipd	\$0.00	\$0.00	\$0.00	\$5,156.00	\$5,156.00		
001-C101-400-4133	SEA/Fire Svs Stipend	\$0.00	\$1,851.00	\$1,851.00	\$0.00	-\$1,851.00	-100.00%	
001-C101-400-4136	SEA/Master Officer	\$0.00	\$3,965.00	\$3,965.00	\$3,965.00	\$0.00	0.00%	
001-C101-400-4401	SEA/OT	\$0.00	\$0.00	\$4,000.00	\$5,000.00	\$5,000.00		See Item#2
001-C101-400-4501	SEA/Holiday Pay	\$0.00	\$13,904.00	\$13,904.00	\$13,137.00	-\$767.00	-5.52%	
001-C101-400-4512	SEA/Education Stipend	\$0.00	\$0.00	\$0.00	\$2,592.00	\$2,592.00		
001-C101-400-4801	Casino SEA/Training	\$0.00	\$7,500.00	\$7,500.00	\$5,000.00	-\$2,500.00	-33.33%	
001-C101-400-4901	SEA/Pers/Employer	\$0.00	\$112,888.00	\$112,888.00	\$114,926.00	\$2,038.00	1.81%	
001-C101-400-4920	SEA/Health Ins/Bl	\$0.00	\$31,469.00	\$31,469.00	\$33,178.00	\$1,709.00	5.43%	
001-C101-400-4923	SEA/Eye Care	\$0.00	\$579.00	\$579.00	\$579.00	\$0.00	0.00%	
001-C101-400-4924	SEA/Dental Care	\$0.00	\$2,188.00	\$2,188.00	\$2,188.00	\$0.00	0.00%	
001-C101-400-4925	SEA/Medicare	\$0.00	\$3,435.00	\$3,435.00	\$3,248.00	-\$187.00	-5.44%	
001-C101-400-4930	SEA/Life Ins/Sala	\$0.00	\$254.00	\$254.00	\$254.00	\$0.00	0.00%	
001-C101-400-4932	SEA/STD	\$0.00	\$591.00	\$591.00	\$559.00	-\$32.00	-5.41%	
001-C101-400-4933	SEA/EAP	\$0.00	\$0.00	\$0.00	\$165.00	\$165.00		
001-C101-400-5100	SEA/Supplies	\$0.00	\$0.00	\$50.00	\$150.00	\$150.00		See Item#3
001-C101-400-5210	SEA/Special Dpt	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00		See Item#4
001-C101-400-5222	SEA/Contingency	\$0.00	\$54,160.00	\$0.00	\$30,509.00	-\$23,651.00	-43.67%	See Item#5
001-C101-400-5250	SEA/Uniforms	\$0.00	\$0.00	\$150.00	\$2,000.00	\$2,000.00		See Item#6
001-C101-400-5320	SEA/Vehicle Repairs	\$0.00	\$0.00	\$1,500.00	\$3,000.00	\$3,000.00		See Item#7
001-C101-400-5330	SEA/Spec Dept Equip	\$0.00	\$0.00	\$150.00	\$0.00	\$0.00		
001-C101-400-6101	SEA/Contractual Svs	\$0.00	\$50,000.00	\$50,000.00	\$0.00	-\$50,000.00	-100.00%	
001-C101-400-6110	SEA/Professional Svs	\$0.00	\$0.00	\$4,500.00	\$5,000.00	\$5,000.00		See Item#8
001-C101-400-6422	SEA/Workers' Comp	\$0.00	\$0.00	\$0.00	\$10,522.00	\$10,522.00		
001-C101-400-6423	SEA/Liab/Prop	\$0.00	\$0.00	\$0.00	\$4,865.00	\$4,865.00		
001-C101-400-6424	SEA - Service Fee	\$0.00	\$0.00	\$0.00	\$11,402.00	\$11,402.00		

**Program Budget**  
**Special Enforcement Activity - Casino Mitigation**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-C101-400-6550	SEA/Vehicle Rplc	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00		See Item#9
001-C101-400-6600	SEA/Travels & Meetings	\$0.00	\$0.00	\$1,000.00	\$2,000.00	\$2,000.00		See Item#10
001-C101-400-9610	SEA/C/O Vehicles	\$0.00	\$0.00	\$0.00	\$35,000.00	\$35,000.00		See Item#11
	<b>Total</b>	<b>\$0.00</b>	<b>\$500,000.00</b>	<b>\$475,190.00</b>	<b>\$500,000.00</b>	<b>\$0.00</b>	<b>0.00%</b>	

# Budget Detail

## Budget Justification - Special Enforcement Activity

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
1	001-C101-400-4101	Salaries		171,876	171,876
		Traffic Sergeant	92,568		
		Traffic Safety Officer	79,308		
2	001-C101-400-4401	Over-Time		5,000	-
		Overtime for dedicated officers	5,000		
3	001-C101-400-5100	Supplies		150	-
		General office supplies	150		
4	001-C101-400-5210	Special Departmental Supplies		2,500	-
		For purchase of special departmental supplies throughout the year	2,500		
5	001-C101-400-5222	Contingency		30,509	54,160
		For incidental expenses not foreseen due to limited impact data for projections	30,509		
6	001-C101-400-5250	Uniforms		2,000	-
		To fund the costs of uniforms for dedicated positions	2,000		
7	001-C101-400-5320	Vehicle Repairs		3,000	-
		Routine maintenance and incidental repairs to motorcycle units	3,000		
8	001-C101-400-6110	Professional Services		5,000	-
		Legal costs associated with potential legal review	5,000		
9	001-C101-400-6550	SEA/Vehicle Rplc		4,000	-
		Allocation of funds for future vehicle replacement	4,000		

## Budget Detail

### Budget Justification - Special Enforcement Activity

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
10	001-C101-400-6600	Travels/Meetings		2,000	-
		Traffic Sergeant - Travel and Meetings	1,000		
		Traffic Safety Officer - Travel and Meetings	1,000		
11	001-C101-400-9610	SEA/C/O Vehicles		35,000	-
		Purchase of a replacement motorcycle unit for dedicated officer	35,000		

## Program Budget

### Recurring Public Services Contribution - Casino Mitigation

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-C102-400-4101	RPSC/Salaries	\$0.00	\$157,862.00	\$157,862.00	\$117,484.00	-\$40,378.00	-25.58%	See Item#1
001-C102-400-4201	RPSC/Part-Time Salaries	\$0.00	\$10,000.00	\$10,000.00	\$26,600.00	\$16,600.00	166.00%	See Item#2
001-C102-400-4401	RPSC/OT	\$0.00	\$502,000.00	\$502,000.00	\$5,000.00	-\$497,000.00	-99.00%	
001-C102-400-4512	RPSC/Education Stipend	\$0.00	\$0.00	\$0.00	\$763.00	\$763.00		
001-C102-400-4520	RPSC/Other Payroll	\$0.00	\$852.00	\$852.00	\$1,137.00	\$285.00	33.45%	
001-C102-400-4801	RPSC/Training	\$0.00	\$12,500.00	\$12,500.00	\$500.00	-\$12,000.00	-96.00%	
001-C102-400-4901	RPSC/Pers/Employer	\$0.00	\$29,059.00	\$29,059.00	\$30,212.00	\$1,153.00	3.97%	
001-C102-400-4908	RPSC/RHSA	\$0.00	\$0.00	\$0.00	\$900.00	\$900.00		
001-C102-400-4920	RPSC/Health Ins/Bl	\$0.00	\$21,241.00	\$21,241.00	\$14,891.00	-\$6,350.00	-29.90%	
001-C102-400-4923	RPSC/Eye Care	\$0.00	\$303.00	\$303.00	\$285.00	-\$18.00	-5.94%	
001-C102-400-4924	RPSC/Dental Care	\$0.00	\$1,477.00	\$1,477.00	\$1,390.00	-\$87.00	-5.89%	
001-C102-400-4925	RPSC/Medicare	\$0.00	\$1,608.00	\$1,608.00	\$1,732.00	\$124.00	7.71%	
001-C102-400-4930	RPSC/Life Ins/Sala	\$0.00	\$171.00	\$171.00	\$162.00	-\$9.00	-5.26%	
001-C102-400-4931	RPSC/LTD	\$0.00	\$561.00	\$561.00	\$604.00	\$43.00	7.66%	
001-C102-400-4932	RPSC/STD	\$0.00	\$275.00	\$275.00	\$295.00	\$20.00	7.27%	
001-C102-400-4933	RPSC/EAP	\$0.00	\$0.00	\$0.00	\$67.00	\$67.00		
001-C102-400-5100	RPSC/Supplies	\$0.00	\$4,100.00	\$4,100.00	\$5,000.00	\$900.00	21.95%	See Item#3
001-C102-400-5130	RPSC/Postage	\$0.00	\$4,000.00	\$4,000.00	\$0.00	-\$4,000.00	-100.00%	
001-C102-400-5140	RPSC/Books/Pamphlets	\$0.00	\$8,000.00	\$8,000.00	\$2,500.00	-\$5,500.00	-68.75%	
001-C102-400-5210	RPSC/Special Dpt	\$0.00	\$50,000.00	\$50,000.00	\$20,000.00	-\$30,000.00	-60.00%	See Item#4
001-C102-400-5220	RPSC/Utilities	\$0.00	\$5,000.00	\$5,000.00	\$0.00	-\$5,000.00	-100.00%	
001-C102-400-5222	RPSC/Contingency	\$0.00	\$100,000.00	\$100,000.00	\$100,000.00	\$0.00	0.00%	See Item#5
001-C102-400-5240	RPSC/Advertising	\$0.00	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	0.00%	
001-C102-400-5330	RPSC/Equipment	\$0.00	\$40,000.00	\$40,000.00	\$0.00	-\$40,000.00	-100.00%	
001-C102-400-6101	RPSC/Contractual Svs	\$0.00	\$282,000.00	\$282,000.00	\$95,000.00	-\$187,000.00	-66.31%	See Item#6
001-C102-400-6110	RPSC/Professional Svs	\$0.00	\$160,000.00	\$160,000.00	\$80,000.00	-\$80,000.00	-50.00%	See Item#7
001-C102-400-6422	RPSC/Workers' Comp	\$0.00	\$591.00	\$591.00	\$5,424.00	\$4,833.00	817.77%	
001-C102-400-6423	RPSC/Liab/Prop	\$0.00	\$0.00	\$0.00	\$12,222.00	\$12,222.00		
001-C102-400-6424	RPSC/Service Fee	\$0.00	\$0.00	\$0.00	\$5,701.00	\$5,701.00		
001-C102-400-6600	RPSC/Travels & Meetings	\$0.00	\$5,000.00	\$5,000.00	\$750.00	-\$4,250.00	-85.00%	
001-C102-400-8100	RPSC/Transfer Out	\$0.00	\$1,257,400.00	\$1,257,400.00	\$1,300,000.00	\$42,600.00	3.39%	See Item#8
	<b>Total</b>	<b>\$0.00</b>	<b>\$2,664,000.00</b>	<b>\$2,664,000.00</b>	<b>\$1,838,619.00</b>	<b>-\$825,381.00</b>	<b>-30.98%</b>	



# Budget Detail

## Budget Justification - Recurring Public Services Contribution

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
1	001-C102-400-4101	SRC/Salaries		117,484.00	157,862.00
		Senior Analyst	92,484		
		Non-dedicated staff time	25,000		
2	001-C102-400-4201	SRC/Part-Time Salaries		26,600.00	10,000.00
		1,000 hour part-time employees (x2) for litter removal and maintenance on roadways and public facilities in the area near the casino	26,600		
3	001-C102-400-5100	SRC/Supplies		5,000.00	4,100.00
		General supplies	5,000		
4	001-C102-400-5210	SRC/Special Dpt		20,000.00	50,000.00
		Improvement of 2 City entrances (RPX at Petaluma Hill Rd. and Valley House Dr.	6,000		
		Restoration of Business Park Drive marquee and landscape	14,000		
5	001-C102-400-5222	SRC/Contingency		100,000.00	100,000.00
		For incidental expenses not foreseen due to limited impact data for projections and additional mitigation operations to be determined	100,000		
6	001-C102-400-6101	SRC/Contractual Svs		95,000.00	282,000.00
		Planning consultants	35,000		
		California Conservation Corps. litter removal services	60,000		

# Budget Detail

## Budget Justification - Recurring Public Services Contribution

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
7	001-C102-400-6110	SRC/Professional Svs		80,000.00	160,000.00
		City Attorney - zoning issues and legal review relating to casino	80,000		
8	001-C102-400-8100	SRC/Transfer Out		1,300,000.00	1,257,400.00
		Contribution to street improvements - RPX from State Farm to Snyder	1,200,000		
		Closing work on signal coordination, re-striping, traffic counts and adjustments	100,000		

***Program Budget***

**Problem Gambling Recurring Contribution - Casino Mitigation**

<b>Account Number</b>	<b>Description</b>	<b>2013 Actuals</b>	<b>2014 Amended</b>	<b>2014 Estimated</b>	<b>2015 Adopted</b>	<b>\$ Change</b>	<b>Comments</b>
001-C103-400-6101	PGRC/Contractual Svs	\$0.00	\$0.00	\$0.00	\$125,000.00	\$125,000.00	See Item#1
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$125,000.00</b>		

## Budget Detail

### Budget Justification - Problem Gambling Recurring Contribution

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
1	001-C103-400-6101	PGRC/Contractual Svs		125,000.00	-
		Grant to organization dedicated to treating problem and pathological gambling disorders per mitigation MOU	125,000		

**Program Budget**  
**Waterway Recurring Contribution - Casino Mitigation**

<b>Account Number</b>	<b>Description</b>	<b>2013 Actuals</b>	<b>2014 Amended</b>	<b>2014 Estimated</b>	<b>2015 Adopted</b>	<b>\$ Change</b>	<b>Comments</b>
001-C104-400-xxxx	WRC/Reserve	\$0.00	\$0.00	\$0.00	\$50,000.00	\$50,000.00	See Item#1
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$50,000.00</b>		

## Budget Detail

### Budget Justification - Waterway Recurring Contribution

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
1	N/A	WRC/Reserve		50,000.00	-
		Keeping funds received in reserve to combine with ongoing contributions for projects to mitigate impacts on waterways in the future, per FIGR MOU	50,000		

## Wilfred JEPA Maintenance

FUNDING SOURCES	FUNDING SOURCES		FUNDING SOURCES	
	2013-14		2014-15	
Wilfred JEPA	\$	288,214	\$	295,690
Transfer-In		-		-
<b>TOTAL REVENUE</b>		<u>288,214</u>		<u>\$ 295,690</u>

EXPENSE	2012-13 ACTUAL	2013-14 ADOPTED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ -	\$ 69,768	\$ 72,680	\$ 2,912
Training	-	-	-	-
<b>Insurance</b>				
Workers' Compensation	-	-	2,542	2,542
Liability/Property	-	-	2,999	2,999
<b>Services Fees</b>	-	-	1,558	1,558
<b>Supplies</b>				
Office Supplies	-	-	-	-
Special Departmental	-	12,946	14,700	1,754
<b>Utilities</b>		5,556	3,000	(2,556)
<b>Vehicle Maintenance</b>	-	390	400	10
<b>Contingency</b>	-	196,396	-	(196,396)
<b>Contractual/Professional</b>	-	3,158	3,200	42
<b>Travel &amp; Meetings</b>	-	-	-	-
<b>Other Expense</b>	-	-	-	-
<b>Transfer Out</b>	-	-	-	
<b>Capital Outlay</b>	-	-	38,000	38,000
<b>TOTAL EXPENSE</b>	<u>\$ -</u>	<u>\$ 288,214</u>	<u>\$ 139,079</u>	<u>\$ (149,135)</u>
<b>NET BUDGET RESULT</b>		-	156,611	
Addition to Reserve			<u>\$ 156,611</u>	
<b>TOTAL BUDGETARY BALANCE</b>			\$ -	

## Public Works

### Program Budget Analysis - Wilfred JEPA Maintenance

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-P300-400-4101	JEPA Mtn/Salaries	\$0.00	\$39,744.00	\$38,109.28	\$35,914.00	-\$3,830.00	-9.64%	See Item#1
001-P300-400-4110	JEPA/Longevity	\$0.00	\$0.00	\$0.00	\$383.00	\$383.00		
001-P300-400-4201	JEPA Mtn/PT Salaries	\$0.00	\$6,810.00	\$0.00	\$19,950.00	\$13,140.00	192.95%	See Item#2
001-P300-400-4401	JEPA Mtn/Overtime	\$0.00	\$675.00	\$43.78	\$750.00	\$75.00	11.11%	
001-P300-400-4512	JEPA/Education Stipend	\$0.00	\$0.00	\$0.00	\$1,071.00	\$1,071.00		
001-P300-400-4901	JEPA Mtn/Pers/Employer	\$0.00	\$10,494.00	\$9,300.26	\$9,548.00	-\$946.00	-9.01%	
001-P300-400-4908	JEPA Mtn /RHS	\$0.00	\$0.00	\$900.00	\$900.00	\$900.00		
001-P300-400-4920	JEPA Mtn/Health Ins/BI	\$0.00	\$10,227.00	\$0.00	\$1,609.00	-\$8,618.00	-84.27%	
001-P300-400-4921	JEPS Mtn /Medical Ins	\$0.00	\$0.00	\$5,351.52	\$0.00	\$0.00		
001-P300-400-4923	JEPA Mtn/Eye Care	\$0.00	\$146.00	\$213.08	\$385.00	\$239.00	163.70%	
001-P300-400-4924	JEPA Mtn/Dental Care	\$0.00	\$711.00	\$1,240.36	\$1,149.00	\$438.00	61.60%	
001-P300-400-4925	JEPA Mtn/Medicare	\$0.00	\$576.00	\$552.38	\$541.00	-\$35.00	-6.08%	
001-P300-400-4930	JEPA Mtn/Life Ins/Sala	\$0.00	\$83.00	\$230.90	\$133.00	\$50.00	60.24%	
001-P300-400-4931	JEPA Mtn/ LTD	\$0.00	\$203.00	\$131.52	\$191.00	-\$12.00	-5.91%	
001-P300-400-4932	JEPA Mtn/STD	\$0.00	\$99.00	\$64.22	\$93.00	-\$6.00	-6.06%	
001-P300-400-4933	JEPA Mtn/EAP	\$0.00	\$0.00	\$0.00	\$63.00	\$63.00		
001-P300-400-5210	JEPA Mtn/Spec Dept Supplies	\$0.00	\$12,946.00	\$0.00	\$14,700.00	\$1,754.00	13.55%	See Item#3
001-P300-400-5220	JEPA Mtn/Utilities	\$0.00	\$5,556.00	\$0.00	\$3,000.00	-\$2,556.00	-46.00%	
001-P300-400-5222	JEPA Mtn/Contingency	\$0.00	\$196,396.00	\$0.00	\$0.00	-\$196,396.00	-100.00%	
001-P300-400-5270	JEPA Mtn/Gas & Oil	\$0.00	\$390.00	\$0.00	\$400.00	\$10.00	2.56%	
001-P300-400-6101	JEPA Mtn/Contractual Services	\$0.00	\$3,158.00	\$0.00	\$3,200.00	\$42.00	1.33%	See Item#4
001-P300-400-6422	JEAP Mtn/Workers' Comp	\$0.00	\$0.00	\$0.00	\$2,542.33	\$2,542.33		
001-P300-400-6423	JEPA Mtn/Liab/Prop	\$0.00	\$0.00	\$0.00	\$2,998.67	\$2,998.67		
001-P300-400-6424	JEPA Mtn/Service Fees	\$0.00	\$0.00	\$0.00	\$1,558.00	\$1,558.00		
001-P300-400-6550	JEPA Mtn/Vehicle Rplc	\$0.00	\$0.00	\$0.00	\$38,000.00	\$38,000.00		See Item#5
	<b>Total</b>	<b>\$0.00</b>	<b>\$288,214.00</b>	<b>\$56,137.30</b>	<b>\$139,079.00</b>	<b>-\$149,135.00</b>	<b>-51.74%</b>	



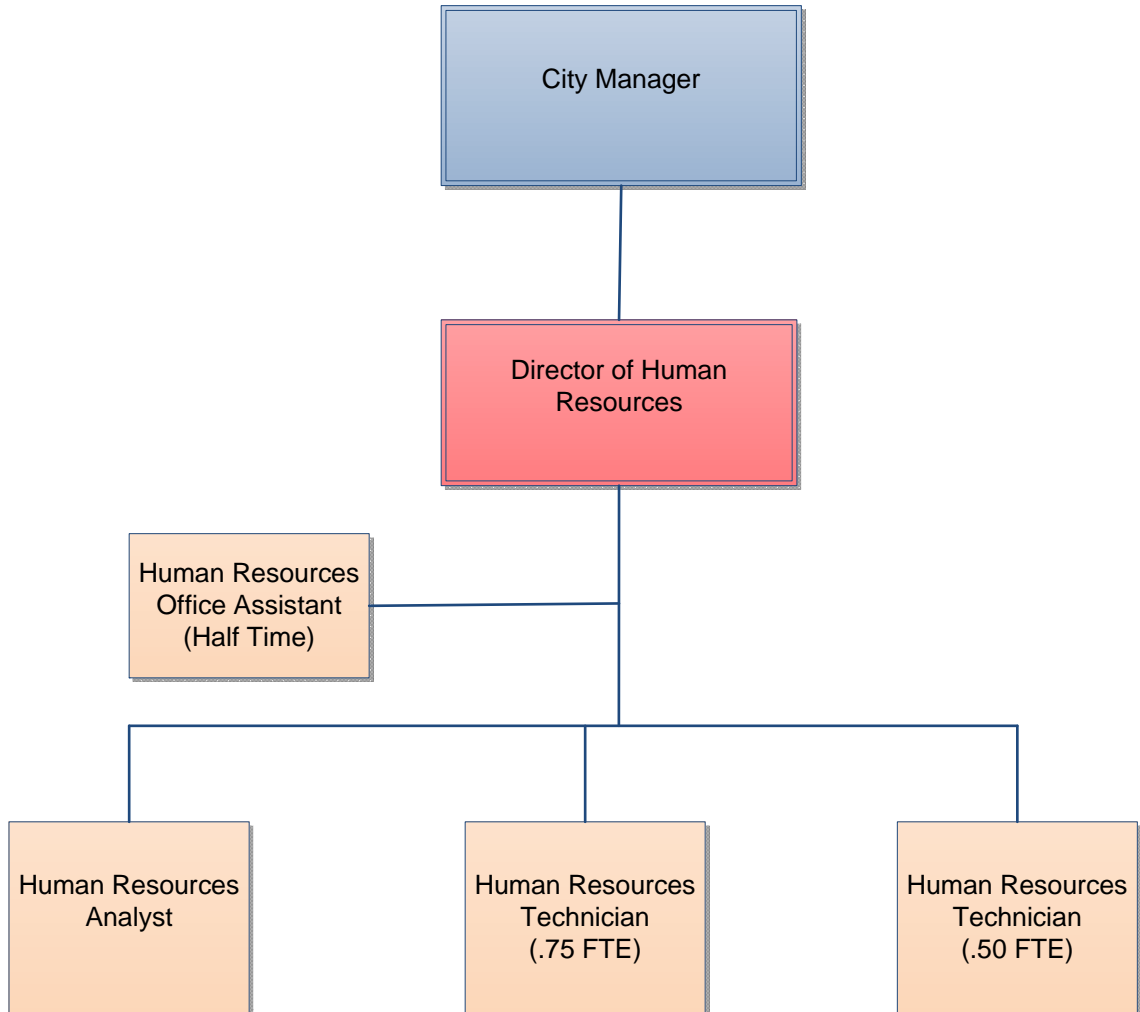
## Budget Detail

### Program Budget Justification - Wilfred JEPA

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
1	001-P300-400-4101	JEPA Mtn/Salaries		35,914	39,744
		Portion of supervisor salary (5%)	4,030		
		1 Maintenance Worker Trainee	31,884		
2	001-P300-400-4201	JEPA Mtn/PT Salaries		19,950	6,810
		Part-time salaries for additional laborers on weed clearing and general maintenance	19,950		
3	001-P300-400-5210	JEPA Mtn/Spec Dept Supplies		14,700	12,946
		Landscape materials / irrigation parts and plant replacement	1,000		
		Garbage bags	100		
		Herbicide	5,000		
		Replacement LED Cobra Head	300		
		Replacement street light pole	7,000		
		Graffiti abatement paint	500		
		Uniform, jacket, and phone	800		
4	001-P300-400-6101	JEPA Mtn/Contractual Services		3,200	3,158
		Traffic signal maintenance contract	3,200		
5	001-P300-400-6550	JEPA Mtn/Vehicle Rplc		38,000	-
		Purchase of a 3/4 ton utility truck	38,000		



# Human Resources Organizational Chart



## ADMINISTRATION - Human Resources

FUNDING SOURCES	FUNDING SOURCES 2014-15
General Fund	\$ 405,877
<b>TOTAL REVENUE</b>	<b>\$ 405,877</b>

EXPENSE	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ 254,311	\$ 250,502	\$ 351,924	\$ 101,422
Training	171	800	1,750	950
PW Recharge	-	-	-	-
<b>Insurance</b>				
Workers' Compensation	6,105	7,981	8,264	283
Liability/Property	2,883	2,319	2,788	469
<b>Services Fees</b>	-	25,663	28,506	2,843
<b>Supplies</b>	50	1,110	250	(860)
<b>Communications</b>	-	500	1,000	500
<b>Dues &amp; Subscriptions</b>	-	-	425	425
<b>Advertising/Publications</b>	395	400	400	-
<b>Vehicle</b>				
Fuel/Auto Allowance	-	1,825	4,320	2,495
<b>Contractual/Professional</b>	83,083	60,000	5,000	(55,000)
<b>Recruitment</b>	123	3,900	500	(3,400)
<b>Travel &amp; Meetings</b>	-	-	750	750
<b>TOTAL EXPENSE</b>	<b>\$ 347,121</b>	<b>\$ 355,000</b>	<b>\$ 405,877</b>	<b>\$ 50,877</b>

## Human Resources Budget Analysis

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-1700-400-4101	Human Resources /Salaries	\$158,176	\$224,576	\$87,469	\$240,576	\$16,000	7.12%	
001-1700-400-4110	Human Resources /Longevity	\$11,094	\$9,111	\$2,943	\$2,730	-\$6,381	-70.04%	
001-1700-400-4201	Human Resources /Part-Time Sal	\$17,062	\$45,000	\$46,283	\$0	-\$45,000	-100.00%	See Item#1
001-1700-400-4511	Human Resources /Residency All	\$360	\$202	\$292	\$202	\$0	0.00%	
001-1700-400-4520	Human Resources /Other Payroll	\$0	\$1,542	\$40,594	\$1,542	\$0	0.00%	
001-1700-400-4800	Human Resources /Training & Ed	\$171	\$800	\$100	\$1,750	\$950	118.75%	See Item#2
001-1700-400-4901	Human Resources /Pers/Employer	\$41,563	\$61,703	\$22,066	\$62,165	\$462	0.75%	
001-1700-400-4905	Human Resources /Alt Ben Prog/D	\$0	\$0	\$0	\$0	\$0		
001-1700-400-4906	Human Resources /Alt Ben Prog/D	\$3,150	\$2,352	\$213	\$0	-\$2,352	-100.00%	
001-1700-400-4920	Human Resources /Health Ins/BI	\$9,019	\$30,561	\$6,379	\$35,506	\$4,945	16.18%	
001-1700-400-4921	Human Resources /Medical Insur	\$6,505	\$0	\$8,324	\$0	\$0		
001-1700-400-4923	Human Resources /Eye Care	\$485	\$615	\$246	\$615	\$0	0.00%	
001-1700-400-4924	Human Resources /Dental Care	\$2,386	\$2,998	\$1,430	\$2,998	\$0	0.00%	
001-1700-400-4925	Human Resources /Medicare	\$2,707	\$3,414	\$2,575	\$3,321	-\$93	-2.72%	
001-1700-400-4930	Human Resources /Life Ins/Sala	\$520	\$348	\$281	\$348	\$0	0.00%	
001-1700-400-4931	Human Resources / LTD	\$863	\$1,192	\$367	\$1,159	-\$33	-2.77%	
001-1700-400-4932	Human Resources/STD	\$421	\$583	\$179	\$567	-\$16	-2.74%	
001-1700-400-4933	Human Resources/EAP	\$0	\$178	\$167	\$195	\$17	9.55%	
001-1700-400-4985	Human Resources/Salary Adjustment	\$0	-\$133,873	\$0	\$0	\$133,873	-100.00%	
001-1700-400-5140	Human Resources /Books/Pamphle	\$0	\$0	\$0	\$0	\$0		
001-1700-400-5210	Human Resources/Spec Dept Supplies	\$50	\$1,110	\$150	\$250	-\$860	-77.48%	See Item#3
001-1700-400-5231	Human Resources/Cell Phones	\$0	\$500	\$500	\$1,000	\$500	100.00%	See Item#4
001-1700-400-5240	Human Resources/Adverstising/Publication	\$395	\$400	\$0	\$400	\$0	0.00%	See Item#5
001-1700-400-5260	Human Resources /Dues & Subscr	\$0	\$0	\$0	\$425	\$425		See Item#6
001-1700-400-5272	Human Resources /Auto Allowanc	\$0	\$1,825	\$0	\$4,320	\$2,495	136.71%	See Item#7
001-1700-400-6101	Human Resources /Contractual S	\$83,083	\$60,000	\$56,090	\$5,000	-\$55,000	-91.67%	See Item#8
001-1700-400-6210	Human Resources /Recruitment/G	\$0	\$3,900	\$1,387	\$500	-\$3,400	-87.18%	See Item#9
001-1700-400-6270	Human Resources /Recruitment/F	\$123	\$0	\$128	\$0	\$0		
001-1700-400-6422	Human Resources/Workers' Comp	\$6,105	\$7,981	\$7,980	\$8,264	\$283	3.55%	
001-1700-400-6423	Human Resources/Liability/Prop	\$2,883	\$2,319	\$2,319	\$2,788	\$469	20.22%	
001-1700-400-6424	Human Resources/Service Fees	\$0	\$25,663	\$25,668	\$28,506	\$2,843	11.08%	
001-1700-400-6600	Human Resources /Travels & Mee	\$0	\$0	\$0	\$750	\$750		See Item#10
	<b>Total</b>	<b>\$347,121</b>	<b>\$355,000</b>	<b>\$314,133</b>	<b>\$405,877</b>	<b>\$50,877</b>	<b>14.33%</b>	

**Budget Detail**  
**Human Resources Budget Justification**

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	001-1700-400-4201	Personnel /Part-Time Sal Part time HR support	-	-	45,000
2	001-1700-400-4800	Human Resources/Training CALPELRA/NPELRA Trainings Continuing HR Education	1,250 500	1,750	800
3	001-1700-400-5210	Spec Department Supplies Office set up supplies	250	250	500
4	001-1700-400-5231	Cell phone Management cell phone cost	1,000	1,000	500
5	001-1700-400-5240	Human Resources/Adverstising/Publication HR Reference Materials	400	400	400
6	001-1700-400-5260	Pers'L & Purch /Dues & Subscr CAPELRA/NPELRA Dues	425	425	-
7	001-1700-400-5270	Human Resources /Auto Allowance Management car allowance	4,320	4,320	1,825
8	001-1700-400-6101	Human Resources/Contractual Services		5,000	60,000

## Budget Detail

### Human Resources Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
		Extra Help	5,000		
9	001-1700-400-6210	Pers'L & Purch /Recruitment/G Pre-employment recruitment costs	500	500	3,900
10	001-1700-400-6600	Pers'L & Purch /Travels & Mee CAPELRA Conference	750	750	-
<b>Total</b>				<b>14,395</b>	<b>112,925</b>

# HUMAN RESOURCES

## ◆ MANDATED

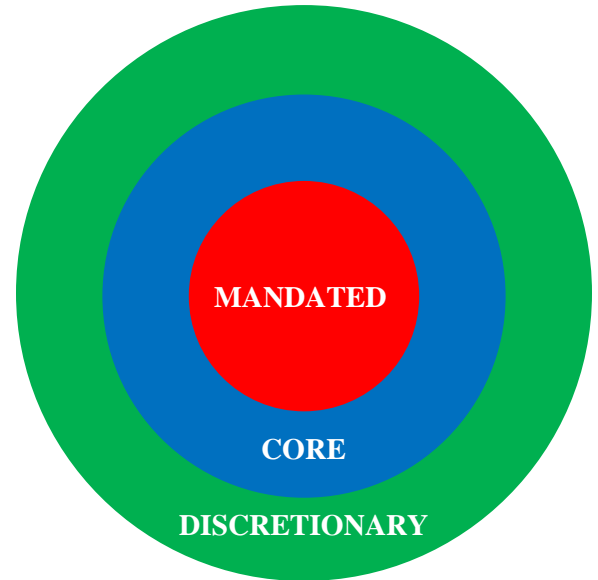
- Ensure compliance with federal and state-mandated requirements
- Administer City's labor and employee relations program
- Administer employee medical leaves
- Administer compensation and benefits
- Administer hiring processes

## ◆ CORE

- Design and conduct recruitment and selection procedures
- Provide notice to employees of medical leave and benefits rights under law
- Resolve return to work, risk management, and safety issues with supervisors and managers
- Coordinate with oversight and benefit administration organizations
- Design and maintain classification and compensation structures
- Provide direction to payroll staff
- Coordinate the provision of mandatory supervisory training, and of non-mandatory supervisory and managerial training related to legal compliance in employment practices
- Confer with and coach employees at all levels to identify and resolve workplace concerns
- Conduct formal investigations into alleged violations of employee rights, report findings, recommend and implement resolutions
- Coordinate activities and communications related to formal grievance or discipline processing
- Compile and maintain official personnel records for all employees
- Maintain, update and disseminate employment-related City policies and procedures
- Administer and maintain records for health and safety programs

## ◆ DISCRETIONARY

- Administer fringe benefits programs for employees
- General risk management policy formulation, training and medical exam notification
- Act as the City's California Public Employees' Retirement System elections official
- Perform a variety of HR and compensation administration services for Redwood Empire Municipal Insurance Fund (REMIF)



## ALTERNATIVE SERVICES DELIVERY OPTIONS

- Contract with a third-party administrator for fringe benefits administration
- Outsource recruitment and selection processes to consultants on an individual, as-needed basis
- Outsource classification and compensation structure studies to consultants on an individual, as-needed basis
- Contract for Family Medical Leave Act and California Family Rights Act leave administration services
- Outsource personnel investigations to consultants on an as-needed basis

## MAJOR TASKS COMPLETED IN FY 2013/14

- Recruited key leadership positions including Assistant City Manager, Finance Director and Human Resources Director
- Initiated assessment of cost containment strategies for retiree medical
- Identified areas for process improvements in HR workflow
- Adjusted salary ranges to comply with minimum wage law effective July 1, 2014

## **MAJOR GOALS FOR FISCAL YEAR 2014/15**

### **Goal 1: Implement the 2014-15 Affordable Care Act (ACA) Provisions**

Human Resources will perform an initial work force analysis and work with City staff to manage resources in compliance with the ACA employer mandates and will partner with Finance to ensure all reporting requirements are met.

### **Goal 2: Update and Amend the Employer-Employee Organization Relations Resolution**

Human Resources will work with recognized employee organizations and unrepresented employees to amend the City's Employer-Employee Organization Relations Resolution (EERR) to comply with AB 646 regarding a new mandatory impasse process and other current legal mandates.

### **Goal 3: Assess Succession Planning and Work Force Development**

Human Resources will work with City staff to assess current practices related to succession planning and work force development to identify gaps and training resources needed to facilitate employee productivity and development.

### **Goal 4: Establish Recruitment Process**

Human Resources will work with City staff to develop and implement a process for efficient recruitment with clearly defined roles, responsibilities and timelines.

### **Goal 5: Develop Cost Containment Strategies for Retiree Medical Liability**

Human Resources will work with Finance to identify potential strategies to contain the escalating present cost and future unfunded liabilities associated with retiree health and welfare benefits.

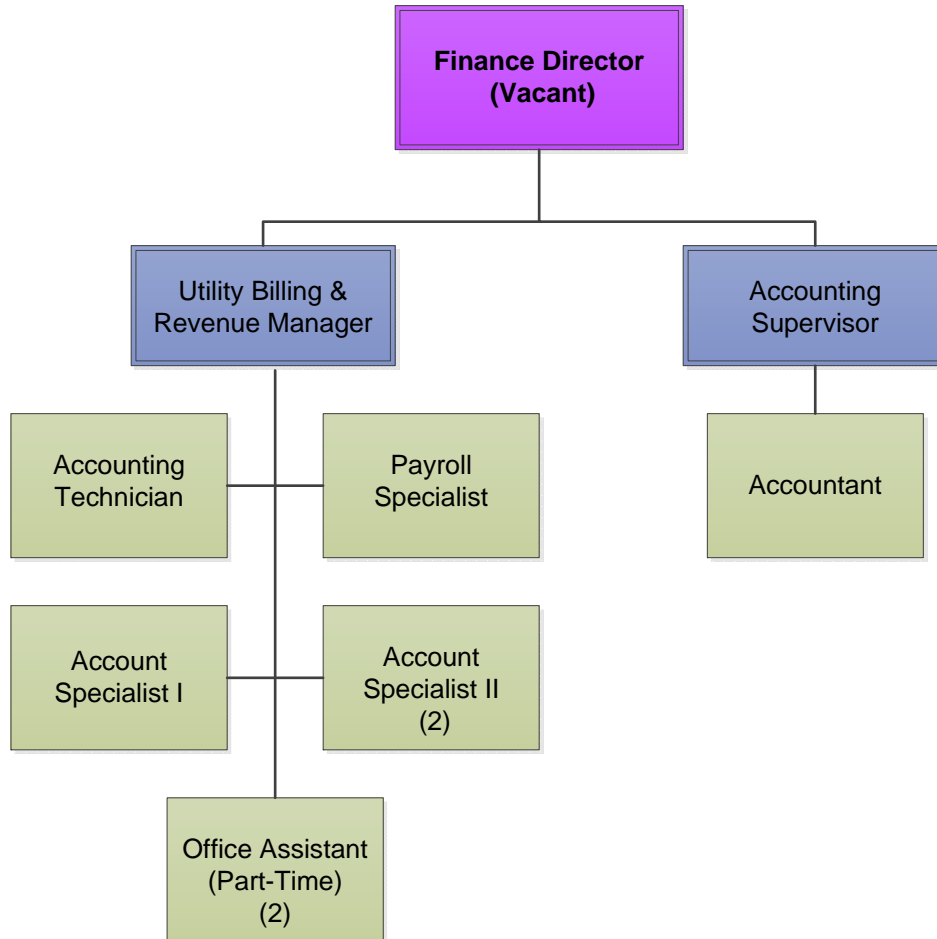
## **KEY PERFORMANCE MEASUREMENTS**

- Number of activities which ensure policies are current and legally compliant
- Numbers of activities which provide direct advice and guidance to supervisor/managers
- Completed staffing activity (i.e., recruitments, hiring/separation transactions)
- Completed classification activity (i.e., job description preparation and updates)
- Customer satisfaction via survey





# Finance Department Organizational Chart



## FINANCE

FUNDING SOURCES	FUNDING SOURCES 2014-15
Business Licenses	\$ 495,000
Rents	52,312
General Fund	40,518
<b>TOTAL REVENUE</b>	<b>587,830</b>

EXPENSE	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ 389,495	\$ 415,105	\$ 453,958	\$ 38,853
Training	687	2,190	4,075	1,885
<b>Insurance</b>				
Workers' Compensation	24,614	28,434	12,339	(16,095)
Liability/Property	11,695	11,869	4,546	(7,323)
<b>Services Fees</b>	-	66,060	68,065	2,005
<b>Supplies</b>				
Postage	55	100	100	-
Special Departmental	3,891	5,620	6,670	1,050
<b>Communications</b>	1,212	1,200	1,200	-
<b>Dues &amp; Subscriptions</b>	1,260	745	745	-
<b>Vehicle Allowance</b>	2,113	2,500	2,512	12
<b>Equipment</b>	354	250	300	50
<b>Contractual/Professional</b>	44,642	35,200	29,120	(6,080)
<b>Recruitment</b>	979	1,500	1,500	-
<b>Travel &amp; Meetings</b>	1,201	1,000	2,700	1,700
<b>TOTAL EXPENSE</b>	<b>\$ 482,200</b>	<b>\$ 571,773</b>	<b>\$ 587,830</b>	<b>\$ 16,057</b>

## Finance Budget Analysis

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-1300-400-4101	Finance /Salaries	\$254,822.85	\$290,025.00	\$267,859.36	\$303,257.00	\$13,232.00	4.56%	
001-1300-400-4110	Finance /Longevity	\$9,917.25	\$7,218.00	\$7,485.46	\$7,486.00	\$268.00	3.71%	
001-1300-400-4201	Finance /Part-Time Sal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-1300-400-4401	Finance /Overtime Sala	\$0.00	\$0.00	\$575.59	\$0.00	\$0.00		
001-1300-400-4520	Finance /Other Payroll	\$9,743.61	\$835.00	\$8,522.36	\$872.00	\$37.00	4.43%	
001-1300-400-4800	Finance /Training & Edu	\$687.21	\$2,190.00	\$2,190.00	\$4,075.00	\$1,885.00	86.07%	See Item#1
001-1300-400-4901	Finance /Pers/Employer	\$65,012.25	\$78,484.00	\$67,192.44	\$79,395.00	\$911.00	1.16%	
001-1300-400-4906	Finance /Alt Ben Prog/D	\$3,520.97	\$3,276.00	\$2,566.18	\$3,696.00	\$420.00	12.82%	
001-1300-400-4908	Finance /RHS Plan	\$2,348.25	\$2,830.00	\$2,216.70	\$2,500.00	-\$330.00	-11.66%	
001-1300-400-4920	Finance /Health Ins/Bl	\$7,337.57	\$54,462.00	\$9,918.74	\$43,230.00	-\$11,232.00	-20.62%	
001-1300-400-4921	Finance /Medical Insur	\$24,543.72	\$0.00	\$29,038.60	\$0.00	\$0.00		
001-1300-400-4923	Finance /Eye Care	\$859.87	\$964.00	\$780.02	\$964.00	\$0.00	0.00%	
001-1300-400-4924	Finance /Dental Care	\$4,467.93	\$4,705.00	\$4,947.56	\$4,705.00	\$0.00	0.00%	
001-1300-400-4925	Finance /Medicare	\$4,207.95	\$4,320.00	\$4,322.56	\$4,519.00	\$199.00	4.61%	
001-1300-400-4930	Finance /Life Ins/Sala	\$716.25	\$716.00	\$650.08	\$716.00	\$0.00	0.00%	
001-1300-400-4931	Finance /LTD	\$1,338.57	\$1,516.00	\$1,403.42	\$1,585.00	\$69.00	4.55%	
001-1300-400-4932	Finance /Short Term Disability	\$658.39	\$741.00	\$683.22	\$775.00	\$34.00	4.59%	
001-1300-400-4933	Finance/EAP	\$0.00	\$213.00	\$220.94	\$258.00	\$45.00	21.13%	
001-1300-400-4985	Finance/Salary Adjustment	\$0.00	-\$35,200.00	-\$35,200.00	\$0.00	\$35,200.00	-100.00%	
001-1300-400-5120	Finance /Non-Paper Sup	\$31.56	\$0.00	\$0.00	\$0.00	\$0.00		
001-1300-400-5130	Finance /Postage	\$54.81	\$100.00	\$0.00	\$100.00	\$0.00	0.00%	See Item#2
001-1300-400-5140	Finance /Books/Pamphle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-1300-400-5210	Finance /Spec. Departm	\$3,859.88	\$5,620.00	\$5,620.00	\$6,670.00	\$1,050.00	18.68%	See Item#3
001-1300-400-5231	Finance /Cellular Phone	\$1,212.17	\$1,200.00	\$324.72	\$1,200.00	\$0.00	0.00%	See Item#4
001-1300-400-5260	Finance /Dues & Subscr	\$1,260.00	\$745.00	\$755.00	\$745.00	\$0.00	0.00%	See Item#5
001-1300-400-5272	Finance /Auto Allowanc	\$2,113.23	\$2,500.00	\$1,866.86	\$2,512.00	\$12.00	0.48%	See Item#6
001-1300-400-5330	Finance /Spec Dept Equ	\$354.40	\$250.00	\$0.00	\$300.00	\$50.00	20.00%	See Item#7
001-1300-400-6101	Finance /Contractual S	\$44,642.10	\$35,200.00	\$35,185.00	\$29,120.00	-\$6,080.00	-17.27%	See Item#8
001-1300-400-6210	Finance/Recruitment	\$979.00	\$1,500.00	\$900.00	\$1,500.00	\$0.00	0.00%	See Item#9
001-1300-400-6422	Finance/Workers' Comp	\$24,614.34	\$28,434.00	\$28,210.68	\$12,339.00	-\$16,095.00	-56.60%	See Item#10
001-1300-400-6423	Finance/Liability/Prop	\$11,695.22	\$11,869.00	\$11,869.00	\$4,546.00	-\$7,323.00	-61.70%	See Item#11
001-1300-400-6424	Finance/Services Fee	\$0.00	\$66,060.00	\$66,060.00	\$68,065.00	\$2,005.00	3.04%	See Item#12
001-1300-400-6600	Finance /Travels & Mee	\$1,200.69	\$1,000.00	\$1,500.00	\$2,700.00	\$1,700.00	170.00%	See Item#13
	<b>Total</b>	<b>\$482,200.04</b>	<b>\$571,773.00</b>	<b>\$527,664.49</b>	<b>\$587,830.00</b>	<b>\$16,057.00</b>	<b>2.81%</b>	

# Budget Detail

## Finance Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	001-1300-400-4800	Training CSMFO - Online Financial Forum CSMFO - Online training classes GFOA - on line webinar Real Project Management Annual GFOA Conference Annual Springbrook Conference Registration	100.00 350.00 500.00 500.00 1,500.00 1,125.00	4,075.00	2,190.00
2	001-1300-400-5130	Finance /Postage FedEx services to SCO, DOF, VTD, Union Bank		100.00	100.00
3	001-1300-400-5210	Finance /Spec. Departm Tax forms, payroll/payables checks, finance forms, envelopes Print & Copy - annual budget books Print CAFR Covers and Tabs Payroll Special Envelopes #10 window GFOA CAFR Award Application Fee Secretary of State - annual fees for non profits	2,200.00 2,600.00 350.00 800.00 600.00 120.00	6,670.00	5,620.00
4	001-1300-400-5231	Finance /Cellular Phone AT&T Mobile - Finance Director - \$100/mo (voice/data)	1,200.00	1,200.00	1,200.00
5	001-1300-400-5260	Finance /Dues & Subscr Costco Membership GFOA - Director & Accounting Supervisor CSMFO - Director & Accounting Supervisor California Association of Public Procurement - Purchasing Agent	50.00 345.00 220.00 130.00	745.00	745.00

# Budget Detail

## Finance Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
6	001-1300-400-5272	Finance /Auto Allowanc Management staff vehicle allowance	2,512.00	2,512.00	2,500.00
7	001-1300-400-5330	Finance /Spec Dept Equ Calculators	300.00	300.00	250.00
8	001-1300-400-6101	Finance /Contractual Services Extra Help	29,120.00	29,120.00	35,200.00
9	001-1300-400-6610	Finance /Recruitment Recruitment Cost	1,500.00	1,500.00	1,500.00
10	001-1300-400-6422	Finance/Workers' Comp REMIF Insurance Allocation	12,339.00	12,339.00	28,434.00
11	001-1300-400-6423	Finance/Liability/Prop REMIF Insurance Allocation	4,546.00	4,546.00	11,869.00
12	001-1300-400-6424	Information Technologies Services	68,065.00	68,065.00	66,060.00
13	001-1300-400-6600	Finance /Travels & Meetings Meeting - Noon Times Reimbursement for City business activities Annual Springbrook Conference Accommodation	100.00 500.00 2,100.00	2,700.00	1,000.00
<b>Grand Total</b>				<b>\$133,872.00</b>	<b>\$156,668.00</b>

# FINANCE DEPARTMENT

## DEPARTMENT SERVICES MODEL

### MANDATED

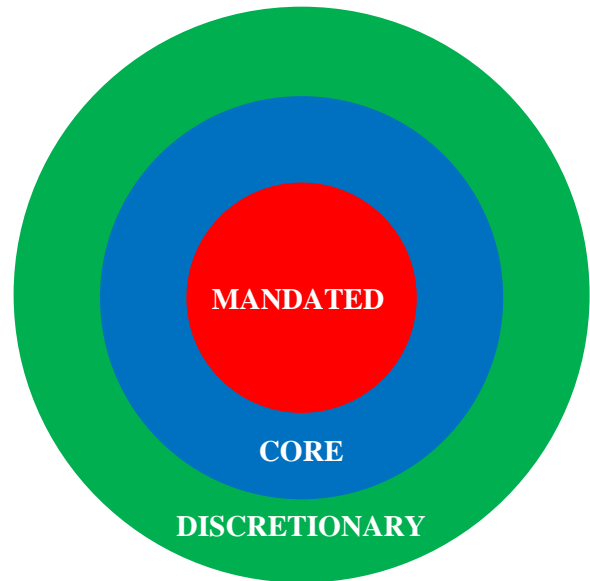
- Prepare Annual City Budget
- Prepare Audited Financial Reports
- Respond to Public Records Requests
- Prepare Federal, State & County Reports
- Prepare Bi-weekly Payroll
- Administer Bond Requirements
- Administer Animal & Business Licensing

### CORE

- Administer Utility Billing Operation
- Process Accounts Payable/Receivable
- Process Cash Receipts
- Perform Treasury Management
- Administer Purchasing Function
- Perform Financial Analysis

### DISCRETIONARY

- Perform Internal/External Audits
- Write Grant Applications
- Review Contractual and Lease Agreements
- Perform Feasibility and Cost-Benefit Studies



## REVENUE OPPORTUNITIES

- Review animal license fee compliance
- Review business license fee compliance
- Audit or review leased assets and franchise contracts

## MAJOR ACCOMPLISHMENTS COMPLETED IN FISCAL YEAR 2013/2014

### In support of the strategic plan objective for financial stability:

- ✓ Updated the ten-year revenue and expenditure forecast and produced a general fund 10-year financial history
- ✓ Selected a Financial Advisor to assist the City in debt refinancing opportunities, and implementation of a developer credits program and management of Community Facilities District
- ✓ Completed phase one of the City's first formal cost allocation plan
- ✓ Selected consultant, in conjunction with Public Works, to conduct water rate study
- ✓ Reviewed and recommended fiscal policies for budget amendments
- ✓ Developed and implemented FY 2013/14 city-wide program budgets
- ✓ Filed mandated cost claims
- ✓ 25% of Finance Staff Graduated from the Local Leadership Academy, and 50% of staff has now been through the Academy over the three-year period
- ✓ Selected new external auditor to gain a fresh look at the City's control procedures
- ✓ Supported "M section parking program" by and implementing a fee structure and collections

## **MAJOR GOALS FOR FISCAL YEAR 2014/2015**

The primary goals of the finance department forward the strategic plan's objective of financial stability.

**GOAL 1: Update the ten-year revenue and expenditure forecast**

**GOAL 2: Review debt re-financing opportunities with the Financial Advisor**

**GOAL 3: Prepare the CAFR and annual reports**

- Attend training on GFOA best practices
- Produce reports in a timely manner, within nationally recognized peer group standards

**GOAL 4: Continue to improve the City's annual budget**

- Review "best practices" that make the most sense for the City, and prioritize and implement key improvements

**GOAL 5: Set up separate funds for the capital enterprise accounts**

- Move Water accounts to new capital fund

**GOAL 6: Develop a Water Rate Model**

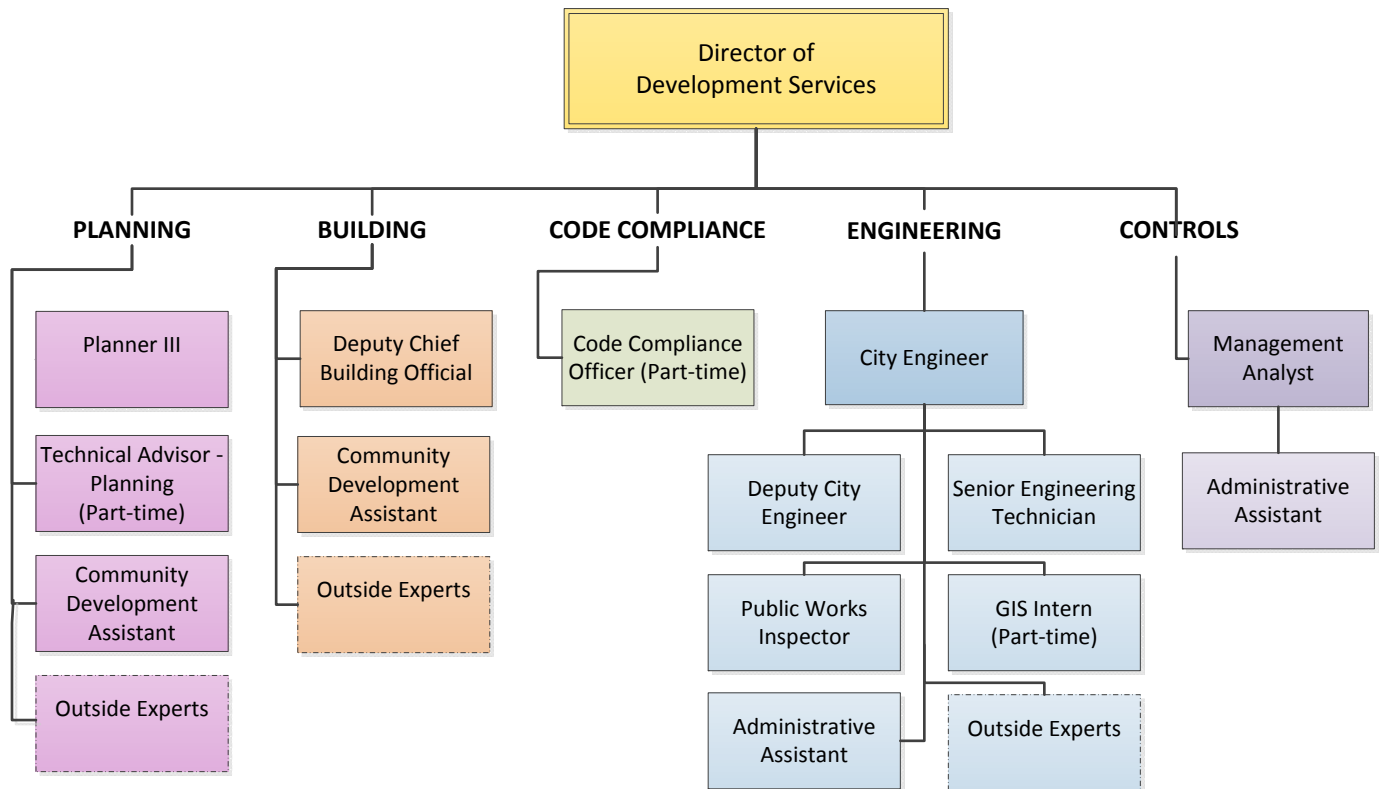
- Assist and support Public Works with rate study process

## **PERFORMANCE MEASUREMENTS**

- Unqualified opinion on annual financial statements
- Percentage of staff indicating an understanding of internal controls, such as time reporting and purchasing policies
- Percentage of accurate tax reporting forms (W-2s and 1099s)
- Utility billing collection rates and number of shut offs
- Percentage of revenues subject to audit or review
- Public records act requests fulfilled
- Number of reviews and audits conducted
- Timely publication of required reports:
  - State Controller's report
  - Street Report
  - Recognized Obligation Payments (ROPS)
  - Continuing Disclosures for all bonds
  - Single Audit
  - Special Districts
  - Proposition 172
  - Proposition 4



# Development Services Organizational Chart





## DEVELOPMENT SERVICES

FUNDING SOURCES	FUNDING SOURCES 2014-15
Building Permits	\$ 235,000
Plan Check Fees	105,000
Zoning & Subdivision Fees	90,000
Main Station Cell Towers	197,000
Planning Cost Recovery Fees	25,700
Engineering Permit Fees	110,000
Engineering Cost Recovery Fees	41,500
Home Occupancy Planning Clearance	14,000
Transfer In (GP Mtn Fee)	10,000
General Fund	<u>269,975</u>
 TOTAL REVENUE	 \$ 1,098,175

EXPENSE	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ 1,145,948	\$ 1,202,663	\$ 1,335,100	\$ 132,437
Overtime/Stand By Pay	8,665	19,465	11,763	(7,702)
Training	2,766	4,585	6,270	1,685
Project Reimbursement	(561,713)	(450,000)	(580,000)	(130,000)
<b>Insurance</b>				-
Workers' Compensation	32,310	41,255	38,228	(3,027)
Liability/Property	7,948	6,475	10,579	4,104
<b>Services Fees</b>	-	82,061	112,352	30,291
<b>Supplies</b>				-
Office Supplies	262	3,965	2,226	(1,739)
Bank Charges	264	2,660	2,660	-
Special Departmental Equipment	98,202	28,346	42,600	14,254
Clothing/Uniform Allowance	-	500	500	-
<b>Utilities</b>	-	-	-	-
<b>Communications</b>	4,796	4,285	3,651	(634)
<b>Dues &amp; Subscriptions</b>	985	1,100	2,515	1,415
<b>Advertising</b>	1,681	1,260	1,260	-
<b>Vehicle</b>				-
Fuel/Auto Allowance	13,600	13,120	18,091	4,971
Maintenance	679	800	880	80
<b>Equipment Maintenance/Rental</b>	2,208	2,500	2,500	-
<b>Contractual/Professional</b>	29,533	68,920	83,500	14,580
<b>Recruitment</b>	295	700	700	-
<b>Travel &amp; Meetings</b>	256	1,560	2,800	1,240
<b>Capital Outlay</b>	-	-	-	-
 TOTAL EXPENSE	 <u>\$ 788,683</u>	 <u>\$ 1,036,220</u>	 <u>\$ 1,098,175</u>	 <u>\$ 61,955</u>

## Development Services Budget Analysis

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Changes	% Changes	Comments
001-1600-400-4101	Dev Svs /Salaries	\$769,756	\$764,637	\$742,682	\$888,175	\$123,538	16%	See Detail - Item 1
001-1600-400-4201	Dev Svs /Part-Time Sal	\$77,981	\$86,660	\$78,135	\$80,010	-\$6,650	-8%	See Detail - Item 2
001-1600-400-4401	Dev Svs /Overtime Sala	\$8,665	\$19,465	\$16,268	\$11,763	-\$7,702	-40%	See Detail - Item 3
001-1600-400-4511	Dev Svs /Residency All	\$686	\$641	\$60	\$547	-\$94	-15%	
001-1600-400-4512	Dev Svs /Educational Stipend	\$0	\$0	\$500	\$450	\$450		
001-1600-400-4520	Dev Svs /Other Payroll	\$1,959	\$3,139	\$0	\$4,309	\$1,170	37%	
001-1600-400-4800	Dev Svs /Training & Edu	\$2,766	\$4,585	\$2,615	\$6,270	\$1,685	37%	See Detail - Item 4
001-1600-400-4901	Dev Svs /Pers/Employer	\$189,723	\$201,895	\$181,305	\$227,043	\$25,148	12%	
001-1600-400-4902	Dev Svs /Pers/Employee	\$1,669	\$0	\$0	\$0	\$0		
001-1600-400-4905	Dev Svs /Alt Ben Prog/D	\$10,086	\$15,456	\$7,011	\$15,918	\$462	3%	
001-1600-400-4906	Dev Svs /Alt Ben Prog/D	\$5,455	\$0	\$7,253	\$0	\$0		
001-1600-400-4908	Dev Svs /RHS	\$2,794	\$2,925	\$2,921	\$2,925	\$0	0%	
001-1600-400-4920	Dev Svs /Health Ins/BI	\$27,619	\$68,801	\$35,356	\$79,516	\$10,715	16%	
001-1600-400-4921	Dev Svs /Medical Insur	\$24,370	\$0	\$24,128	\$0	\$0		
001-1600-400-4923	Dev Svs /Eye Care	\$2,204	\$2,234	\$2,037	\$2,377	\$143	6%	
001-1600-400-4924	Dev Svs /Dental Care	\$10,911	\$10,898	\$11,854	\$11,598	\$700	6%	
001-1600-400-4925	Dev Svs /Medicare	\$12,910	\$11,141	\$12,552	\$12,956	\$1,815	16%	
001-1600-400-4930	Dev Svs /Life Ins/Sala	\$1,973	\$1,485	\$1,756	\$1,449	-\$36	-2%	
001-1600-400-4931	Dev Svs / LTD	\$3,932	\$3,900	\$3,790	\$4,532	\$632	16%	
001-1600-400-4932	Dev Svs /STD	\$1,921	\$1,907	\$1,849	\$2,216	\$309	16%	
001-1600-400-4933	Dev Svs /EAP	\$0	\$578	\$543	\$713	\$135	23%	
001-1600-400-4934	Dev Svs /EDD	\$0	\$366	\$0	\$366	\$0	0%	
001-1600-400-4985	Dev Svs /Salary Adjustment	\$0	\$26,000	\$0	\$0	-\$26,000	-100%	
001-1600-400-4999	Dev Svs /Development Services	-\$561,713	-\$450,000	-\$452,772	-\$580,000	-\$130,000	29%	See Detail - Item 5
001-1600-400-5100	Dev Svcs /Office Supplies	\$232	\$1,465	\$224	\$1,626	\$161	11%	See Detail - Item 6
001-1600-400-5130	Dev Svs /Postage	\$30	\$100	\$34	\$100	\$0	0%	
001-1600-400-5140	Dev Svs /Books/Pamphlets	\$0	\$2,400	\$3,221	\$500	-\$1,900	-79%	
001-1600-400-5150	Dev Svs /Bank Charges	\$264	\$2,660	\$726	\$2,660	\$0	0%	See Detail - Item 7
001-1600-400-5210	Dev Svs /Spec. Depart	\$98,202	\$28,346	\$160,356	\$42,600	\$14,254	50%	See Detail - Item 8
001-1600-400-5231	Dev Svs /Cell Phone	\$4,796	\$4,285	\$3,343	\$3,651	-\$634	-15%	See Detail - Item 9
001-1600-400-5240	Dev Svs/Advertising/Promo	\$1,681	\$1,260	\$616	\$1,260	\$0	0%	See Detail - Item 10
001-1600-400-5251	Dev Svs /Clothing Allowance	\$0	\$500	\$82	\$500	\$0	0%	
001-1600-400-5260	Dev Svs /Dues & Subscr	\$985	\$1,100	\$1,050	\$2,515	\$1,415	129%	See Detail - Item 11
001-1600-400-5270	Dev Svs /Gas & Oil	\$3,598	\$4,000	\$3,289	\$4,000	\$0	0%	
001-1600-400-5272	Dev Svs /Auto Allowanc	\$10,002	\$9,120	\$8,395	\$14,091	\$4,971	55%	See Detail - Item 12
001-1600-400-5320	Dev Svs /Vehicle Repair	\$679	\$800	\$396	\$880	\$80	10%	
001-1600-400-6101	Dev Svs /Contractual Services	\$29,533	\$68,920	\$92,429	\$83,500	\$14,580	21%	See Detail - Item 13
001-1600-400-6210	Dev Svs / Recruitment	\$295	\$700	\$0	\$700	\$0	0%	See Detail - Item 14
001-1600-400-6310	Dev Svs /Rent/Lease/Tax	\$2,208	\$2,500	\$0	\$2,500	\$0	0%	
001-1600-400-6422	Dev Svs /Workers Comp	\$32,310	\$41,255	\$41,238	\$38,228	-\$3,027	-7%	
001-1600-400-6423	Dev Svs/Liab & Property Ins	\$7,948	\$6,475	\$6,482	\$10,579	\$4,104	63%	
001-1600-400-6424	Dev Svs/Services Fees	\$0	\$82,061	\$82,068	\$112,352	\$30,291	37%	See Detail - Item 15
001-1600-400-6600	Dev Svs /Travel & Meals	\$256	\$1,560	\$3,117	\$2,800	\$1,240	79%	See Detail - Item 16
	<b>Total</b>	<b>\$788,683</b>	<b>\$1,036,220</b>	<b>\$1,086,910</b>	<b>\$1,098,175</b>	<b>\$61,955</b>	<b>6%</b>	

## Budget Detail

### Development Services Budget Justification

Item	Account	Description & Justification	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	001-1600-400-4101	Full Time Salaries This line item includes the following departmental staffing changes:  <ul style="list-style-type: none"> <li>(a) Addition of Development Services Director position and elimination of Development Services Manager position</li> <li>(b) Addition of City Engineer position</li> </ul> <u>Notes:</u> (a) Reso. No. 2013-171 approved the establishment of the position of Director of Development Services and authorized related necessary actions for appropriation and recruitment. (b) Reso. No. 2014-002 approved allocation of the position of City Engineer.		888,175.00	742,681.98
2	001-1600-400-4201	Part Time Salaries PT Code Compliance Officer PT Technical Advisor - Planning PT Technical - GIS	29,760.00 42,750.00 7,500.00	80,010.00	78,135.00
<p>PT Code Compliance: Code enforcement is one of the most visible services that the City currently provides to the community. The program over the past 3 years has been operating with demonstrable success; it is important to maintain the program's presence with adequate staffing.</p> <p>PT Technical Advisor - Planning: The incumbent in this position provides services in current planning, in particular, through permitting and application processes related to administering the Zoning Code.</p> <p>PT Technical Advisor: The incumbent in this position provides provide administrative analyst - level and high-level administrative support services to assist staff during peak workload times so that development and infrastructure projects are kept on track for delivery deadlines.</p> <p>PT Technical Advisor - GIS: This position is for 1/2 of a 1000-hour position. (The other half is budgeted in Public Works &amp; Community Services budget.) The position is needed to maintain existing water, sewer, storm drain system, and street maps and GIS layers, and create new ones as needed. The cost of this part-time position is far less than the consultant GIS technicians.</p>					
3	001-1600-400-4401	Overtime		11,763.38	19,465.00

## Budget Detail

### Development Services Budget Justification

Item	Account	Description & Justification	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
		(a) Deputy Chief Building Official - after hours callout, fire (10 hrs.)	567.90		
		(b) Public Works Inspector - after hours callout, inspections (120 hrs.)	6,489.00		
		(c) Community Development Asst. - Planning Comm. Mtgs (40 hrs.)	1,731.60		
		(d) Community Development Asst. - City Council Mtgs (5 hrs.)	216.45		
		(e) Community Development Asst. - project/inspector support (20 hrs.)	865.80		
		(f) Sr. Engineering Tech - project & field support, after hours mtgs. (50 hrs.)	1,892.63		

(a) Provision of mandated life & safety code services after business hours, for example, inspection of structures after fires or other disasters.

(b) Public Works Inspector provides the same life/safety code inspections as described in Note (a). This position also conducts construction inspections outside of regular business hours (i.e. weekends, night and early morning) to capital projects that must be constructed off-hours in order to minimize impact to citizens and businesses, to meet project timelines often constricted by weather or other restrictions (e.g. environmental, biological resources, school schedules), or to enable development projects to proceed (e.g. streets built to provide access to new businesses.)

(c), (d) Overtime for the Community Development Assistant is for City Council and Planning Commission meetings, which are regularly scheduled after office hours. The provision of an overtime option allows regular staff to be paid for evening meetings, even on the workdays when staff works a full day of regular counter service.

(e) Overtime for the Community Development Assistant is for additional support to capital projects during peak workload, particularly in the construction season.

(f) The overtime hours for the Sr. Engineering Technician are for additional projects or development support, attending City Council meetings to answer questions on staff items for which he is the primary source, and also to attend other meetings citizen committees to provide information/expertise (e.g. Bicycle Advisory Committee) or conduct public outreach meetings. The Sr. Engineering Technician will be working on street paving and bike/pedestrian projects (2013 Various Streets Maintenance, 2014 Curb Ramps) which tend to require a higher level of public outreach.

4	001-1600-400-4800	Training and Education		6,270.00	4,585.00
		(a) Building continuing education units (CEU) for certification	500.00		
		(b) Combination Building Inspector recertification	100.00		

## Budget Detail

### Development Services Budget Justification

Item	Account	Description & Justification	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
		(c) ICC Permit Technician – Recertification	300.00		
		(d) ICC Deputy Chief Building Official - Recertification	75.00		
		(e) CESSWI / CPSEC application & exam fees for QSP certification prerequisite	275.00		
		(f) CESSWI / CPSEC training (16 hours)	300.00		
		(g) QSP renewal certification - exam fee	125.00		
		(h) REACO – monthly mtgs (12 x \$25 per meeting)	300.00		
		(i) CACEO membership	75.00		
		(j) ASCE monthly meetings (6 x \$20 per meeting)	120.00		
		(k) Water, Sewer, Storm water technical training (certs, new standards)	200.00		
		(l) TRAKiT system administrator training (2)	1,500.00		
		(m) TRAKiT report writing training (1)	800.00		
		(n) TRAKiT user conference	1,600.00		

Continuing education and training are necessary for staff to keep up-to-date on the latest legal and statutory developments; technology; and trends in planning, building and engineering, in order to provide the public the most competent services possible. In the case of certification renewals, certain ones are mandated in order to provide services.

#### Notes:

(a) Deputy Chief Building Official and Public Works Inspector (dual certified as Building Inspector) require Continuing Education Units for certification.

(b) Public Works Inspector requires recertification as Combination Building Inspector in order to continue providing necessary building inspection services coverage.

(c) International Code Council (ICC) Permit Technician - Recertification: Provide required training for permit tech to maintain certification.

(d) International Code Council (ICC) Building Official Recertification: Provide required training for Deputy Chief Building Official to maintain certification

(e), (f) Certified Erosion, Sediment and Stormwater Inspector (CESSWI) certification, prerequisite for Qualified Stormwater Practitioner (see Note (g) below). May be substituted by Certified Professional in Sediment Erosion Control (CPSEC), which is similar cost. This certification is needed by Public Works Inspector.

## Budget Detail

### Development Services Budget Justification

Item	Account	Description & Justification	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
		(g) Qualified Stormwater Practitioner (QSP) certification which is required to inspect and/or implement stormwater plans and practices in accordance with Construction General Permit.			
		(h) Redwood Empire Association of Code Officials (REACO) monthly meetings of North Bay Building Officials providing training for current codes			
		(i) California Association of Code Enforcement Officers (CACEO) provides up to date on topical issues i.e hoarding.			
		(j) American Society of Civil Engineers (ASCE) - provides training on local and current issues for civil engineers			
		(k) Training on topics such as implementation of Low Impact Development plan review and inspections; water and sewer standards, or other training for certifications			
		(l) TRAKiT System Administrator Training: System Administrator training needed to keep current with how to administer the "back-end" of TRAKiT, the recently-installed permit and land development tracking software.			
		(m) TRAKiT Report Writing training: Needed to keep skills current on developing/editing forms, writing/editing reports, and editing export files for TRAKiT.			
		(n) TRAKiT User Conference: Annual user conference to share implementation and administration strategies, solutions and best practices with other public agencies using TRAKiT.			
5	001-1600-400-4999	Staff labor offset (Capital projects, major development)	(580,000.00)	(580,000.00)	(450,000.00)

\$580,000 in project labor "offset" to the departmental operations budget is projected. This includes work performed for capital projects and specific plans/planned developments.

The addition of the position of City Engineer to the department is expected to result in reinstating some of the labor offset that was shifted to other departments in the City from reorganization.

Work on the following capital projects and major developments are expected to generate staff labor recharge in FY 2014-15:

"310" projects

- Snyder Lane and Bridge Widening Project (Proj. 2007-03)
- Dowdell Avenue Construction (Proj. 2011-11)
- 2013 Various Streets Preventive Maintenance (Proj. 2012-01)

**Budget Detail**

Development Services Budget Justification

Item	Account	Description & Justification	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
		2014 Sidewalk Ramps ADA Upgrade (Proj. 2013-03)			
		RPX Sidewalk Access Ramps (Proj. 2013-04)			
		RPX Rehabilitation (Proj. 2013-01)			
		Street Smart Rohnert Park (Proj. 2013-02)			
		Battery Backup for Traffic Signals			
		Wooden Pole Street Lights Replacement			
		Westside Public Safety Facility (Proj. 2004-13)			
		"540" projects			
		Adrian Water & Sewer Rehabilitation			
		Water Main Improvements (Rohnert Park Expressway line)			
		Eastside Trunk Sewer **			
		Water service laterals along Eastside Trunk Sewer *			
		Interceptor Outfall Phase III			
		Gunite Concrete Wastewater Surge Pond			
		Tank 5 Interior Painting			
		Water Leak Services Project			
		Tank 5 Interior Painting			
		* Projects contingent on availability of water funding			
		** Project contingent on developer-generated funding			
		Major development: University District, Northeast Specific Plan, Northwest Specific Plan, Southeast Specific Plan, Sonoma Mountain Village			
6	001-1600-400-5100	Office Supplies		1,626.00	1,465.00
		Credit card reader	60.00		
		Project folders	200.00		
		5" legal-sized accordian folders	45.00		
		5" letter-sized accordian folders	45.00		
		Cardstock for jobsite cards	300.00		
		Universal labeling machine & tape	250.00		
		Envelopes - Window	175.00		
		Envelopes - City return address	175.00		
		Inspection Log Book	40.00		

## Budget Detail

### Development Services Budget Justification

Item	Account	Description & Justification	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
		2 - HP 02 Black Ink Cartridge (C8721WN)	22.00		
		2 - HP 02 Color Cartridges	60.00		
		Business cards - City Engineer	35.00		
		Business cards - Director of Development Services or other	35.00		
		2 - Pack Retractable Highlighters, Assorted Colors, Pack Of 8	24.00		
		Flash drive 8GB	32.00		
		Telephone headset (1)	100.00		
		Telephone message pads (5)	28.00		
<p>Because of the shift toward allocating costs to departments that originate them, the Office Supplies line item budget is shown with supplies, materials and office equipment that are considered special to the department and not included on the "standard" office supply purchase list.</p>					
7	001-1600-400-5150	Bank Charges		2,660.00	2,660.00
		Authorize.net (credit card authorization and fraud protection, \$36/month)	360.00		
		Authorize.net transaction processing	500.00		
		Exchange Bank merchant processing fee (\$150/month)	1,800.00		
8	001-1600-400-5210	Special Departmental		42,600.00	28,346.00
		TRAKiT permit software annual maintenance	15,000.00		
		TRAKiT permit software - credit card swiper customization	5,000.00		
		TRAKiT permit software - annual maintenance for credit card swiper	1,000.00		
		TRAKiT additional licenses (4)	8,000.00		
		TRAKiT additional licenses (4) annual maintenance fee	1,600.00		
		Document scanning	500.00		
		6 monitors for plan reviewers	1,800.00		
		GIS software - single seat maintenance/renewal	250.00		
		AutoCAD software (1 lite, 1 civil 3D)- annual renewal *	1,250.00		
		GO code enforcement - annual maintenance/renewal **	3,000.00		
		Code enforcement abatement **	2,500.00		
		Desk chairs (3) for City Engineer, Director of Development Services, Planner III	2,700.00		

Notes:

Permitting software system technology upgrades and related costs: These costs are related to implementing



## Budget Detail

### Development Services Budget Justification

Item	Account	Description & Justification	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
		the full efficiencies that can be realized with the new permitting software system, including decreasing customer wait time at the counter with credit card swiper processing; continuing to digitally archive permit documents; and maintaining GIS and AutoCAD software so that the most current GIS layers can be maintained as much as possible in-house.			
		Code enforcement related costs: These costs are related to implementing the Code Enforcement Program, including maintenance for the GovOutreach software, which tracks cases and provides efficient outreach and response capabilities for Code staff and abatement / clean-up services, should the City need to follow-through on abatement. The latter in particular allows the Code Enforcement to move assertively on the more egregious code violations, include dangerous or hazardous conditions that affect the health and safety of neighboring homes or businesses. Costs incurred by the City for abatement would be recovered from the code violator.			
9	001-1600-400-5231	Cellular Phones		3,650.90	4,285.00
		Development Services Director smart phone data plan	528.00		
		City Engineer - cell phone, voice only (no text or data)	264.00		
		Deputy City Engineer - smart phone, voice & data only	746.90		
		Dep. Chief Building Official - cell phone, voice only (no text or data)	264.00		
		Dep. Chief Building Official - tablet data plan	440.00		
		Public Works Inspector - cell phone, voice only (no text or data)	264.00		
		Public Works Inspector - tablet data plan	440.00		
		Code Compliance Officer - cell phone, voice only (no text or data)	264.00		
		Code Compliance Officer - tablet data plan	440.00		

The Department has determined that the employees listed above require cell phones for legitimate City business and to improve the Department's effectiveness and efficiency. Cell phones enable Development Services staff to provide better, responsive customer service; respond more quickly to business matters and emergencies; and augment the safety of employees and the general public. Tablets provide access to the City's citizen request, code enforcement tracking, and permitting and project tracking software system.

The work of the City Engineer, Deputy Chief Building Official, Public Works Inspector, and Code Compliance Officer requires them to be away from the office. Having a cell phone allows these employees to access other City employees, their supervisors/managers, and project contractors or consultants. The tablet allows staff in the field to access calendars, e-mail and documents such as plans and permits so that project decisions can be made quickly and efficiently, as well as the City's citizen request system, further increasing efficiencies across departments. Tablets also are needed to access the permitting software system for inspections schedules and permit documents and to result the inspections while in the field.

## Budget Detail

### Development Services Budget Justification

Item	Account	Description & Justification	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
10	001-1600-400-5240	Public notification, advertising Public hearing notices (3 x \$420)	1,260.00	1,260.00	1,260.00
<p>Costs for public hearing notices for City activities or that are non-reimbursable (i.e. not paid by an applicant for a permit or entitlement) are included here. Some notices must be run twice within a certain time period per State law.</p>					
11	001-1600-400-5260	Dues and Subscriptions		2,515.00	1,100.00
		(a) International Code Council (ICC) - City membership	150.00		
		(b) CALBO (CA Assoc. of Building Officials)	225.00		
		(c) REACO (Redwood Empire Assoc. Code Officials)	75.00		
		(d) AICP/APA (Director of Development Services, Planner III)	1,240.00		
		(e) ASCE (American Society of Civil Engineers) - annual (2)	500.00		
		(f) Professional Engineer license renewal (2)	250.00		
		(g) CACEO certification renewal	75.00		
<p><u>Notes:</u></p> <p>(a) ICC agency membership dues. Allows for small discount of code books ( either hard copy or online)</p> <p>(b) CALBO agency membership dues.</p> <p>(c) REACO membership dues</p> <p>(d) APA (American Planning Association) and AICP (American Institute of Certified Planners) dues : Registration for professional planner, provides training, updates legislative issues and current information for the profession</p> <p>(e) ASCE (Association of Civil Engineers) - professional registrations for Deputy City Engineer and City Engineer</p> <p>(f) Professional Engineer license renewals from California Board of Professional Engineers, Land Surveyors and Geologists for City Engineer and Deputy City Engineer</p> <p>(g) CACEO (California Association of Code Enforcement Officials) - renewal certification for Code Enforcement Officer</p>					
12	001-1600-400-5272	Auto allowance		14,091.00	9,120.00

**Budget Detail**

Development Services Budget Justification

Item	Account	Description & Justification	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
		3 positions x \$4,697/year	14,091.00		

Auto allowance for 3 positions: Director of Development Services, City Engineer, Deputy City Engineer

13	001-1600-400-6101	Contractual Services		83,500.00	68,920.00
		Building plan check	70,000.00		
		City of Santa Rosa GIS services	2,000.00		
		CEQA Consultant, air quality studies (on infill) ***	3,500.00		
		Traffic studies ***, ****	8,000.00		

Consultant services are needed to supplement existing staff to provide timely response to applications during times of peak development activity, and provide expertise not found in-house (e.g. traffic consultant).

Note: MOST OF THE EXPENSES ABOVE ARE REIMBURSIBLE FROM APPLICANTS OR FUNDED FROM RESTRICTED FUNDS AS FOLLOWS:

- \*\*\* Project applicants: Studies are required to complete CEQA determinations for development applications. City contracts for the independent study and is reimbursed by the project applicant.
- \*\*\*\* Traffic Safety Fund: From time to time residents express concerns about certain intersections or other transportation matters. In interests of safety traffic studies are undertaken to resolve the matter.

14	001-1600-400-6210	Recruitment		700.00	700.00
		City Engineer recruitment	700.00		

Recruitment costs include advertising, LiveScan, background check, and medical exam (basic exam with drug test), which are costs typically passed on to the departments in accordance with allocating costs to the department requiring recruitment services.

15	001-1600-400-6424	Internal Services		112,352.00	82,061.00
		I.T Service Fees	106,926.00		
		Fleet Service Fees	5,426.00		

**Budget Detail**

Development Services Budget Justification

Item	Account	Description & Justification	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
		Fleet Usage includes the following 3 vehicles			
		Ford Explorer - Daily use by Dep Chief Building Inspector			
		Ford Explorer- Daily use by Public Works Inspector/Building Inspector			
		Ford Escape - 3 Day/week use by Code Compliance officer			
		These positions require daily field inspections, call-outs to accidents, fire, board- ups, infrastructure and building inspections. Over 80% of the work required by these positions is in the field and requires transportation.			
16	001-1600-400-6600	Travel and Meals		2,800.00	700.00
		TRAKiT User Conference - Meals, lodging, travel (2)	2,300.00		
		Parking for off-site meetings	200.00		
		Tolls for off-site meetings/trainings	100.00		
		Meals for off-site meetings/trainings	200.00		

## Central Rohnert Park Priority Development Area Plan

FUNDING SOURCES	FUNDING SOURCES 2014-15			
Grants			\$ 238,665	
GP Maintenance Fee			74,000	
TOTAL REVENUE			312,665	

EXPENSE	2012-13 ACTUAL	2013-14 ADOPTED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ -	\$ 44,002	\$ 45,620	\$ 1,618
Training	-	-	-	-
<b>Supplies</b>				
Postage	-	2,911	597	(2,314)
Special Departmental	-	3,177	1,978	(1,199)
<b>Advertising</b>	-	2,220	800	(1,420)
<b>Dues &amp; Subscriptions</b>	-	-	-	-
<b>Contingency</b>	-	2,500	2,500	-
<b>Contractual/Professional</b>	-	267,950	260,520	(7,430)
<b>Travel &amp; Meetings</b>	-	2,790	650	(2,140)
TOTAL EXPENSE	\$ -	\$ 325,550	\$ 312,665	\$ (12,885)
RESULTING GAIN (LOSS)			-	

**Program Budget**  
**Central Rohnert Park Priority Development Area Plan**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-P100-400-4101	PDA/Salaries	\$0.00	\$30,770.00	\$30,770.00	\$32,591.00	\$1,821.00	5.92%	See Item#1
001-P100-400-4511	PDA/Residency All	\$0.00	\$43.00	\$43.00	\$43.00	\$0.00	0.00%	
001-P100-400-4512	PDA/Education Stipend	\$0.00	\$0.00	\$0.00	\$96.00	\$96.00		
001-P100-400-4520	PDA /Other Payroll	\$0.00	\$98.00	\$98.00	\$106.00	\$8.00	8.16%	
001-P100-400-4901	PDA /Pers/Employer	\$0.00	\$8,125.00	\$8,125.00	\$8,352.00	\$227.00	2.79%	
001-P100-400-4905	PDA /Alt Ben Prog/D	\$0.00	\$42.00	\$42.00	\$42.00	\$0.00	0.00%	
001-P100-400-4906	PDA/Alt Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-P100-400-4908	PDA /RHS Plan	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-P100-400-4920	PDA /Health Ins/BI	\$0.00	\$3,685.00	\$3,685.00	\$3,107.00	-\$578.00	-15.69%	
001-P100-400-4921	PDA /Kaiser	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-P100-400-4923	PDA /Eye Care	\$0.00	\$85.00	\$85.00	\$85.00	\$0.00	0.00%	
001-P100-400-4924	PDA /Dental Care	\$0.00	\$416.00	\$416.00	\$416.00	\$0.00	0.00%	
001-P100-400-4925	PDA /Medicare	\$0.00	\$448.00	\$448.00	\$477.00	\$29.00	6.47%	
001-P100-400-4930	PDA /Life Ins/Sala	\$0.00	\$56.00	\$56.00	\$56.00	\$0.00	0.00%	
001-P100-400-4931	PDA / LTD	\$0.00	\$157.00	\$157.00	\$167.00	\$10.00	6.37%	
001-P100-400-4932	PDA /STD	\$0.00	\$77.00	\$77.00	\$82.00	\$5.00	6.49%	
001-P100-400-5100	PDA/Supplies	\$0.00	\$833.00	\$829.00	\$175.00	-\$658.00	-78.99%	See Item#2
001-P100-400-5130	PDA/Postage	\$0.00	\$2,911.00	\$2,400.00	\$597.00	-\$2,314.00	-79.49%	See Item#3
001-P100-400-5140	PDA/Books/Pamphlets	\$0.00	\$2,344.00	\$2,344.00	\$1,803.00	-\$541.00	-23.08%	See Item#4
001-P100-400-5222	PDA/Contingency	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	0.00%	See Item#5
001-P100-400-5240	PDA/Advertising	\$0.00	\$2,220.00	\$2,220.00	\$800.00	-\$1,420.00	-63.96%	See Item#6
001-P100-400-6101	PDA/Contractual Services	\$0.00	\$267,950.00	\$192,929.00	\$260,520.00	-\$7,430.00	-2.77%	See Item#7
001-P100-400-6600	PDA/Travel & Meetings	\$0.00	\$2,790.00	\$2,790.00	\$650.00	-\$2,140.00	-76.70%	See Item#8
	<b>Total</b>	<b>\$0.00</b>	<b>\$325,550.00</b>	<b>\$250,014.00</b>	<b>\$312,665.00</b>	<b>-\$12,885.00</b>	<b>-3.96%</b>	

# Budget Detail

## Budget Justification - Central Rohnert Park Priority Development Area Plan

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
1	001-P100-400-4xxx	Overtime Salaries		45,620.00	44,002.00
		Community Development Assistant	11,762		
		Administrative Assistant	823		
		Senior Planner	20,853		
		Development Services Director	11,043		
		Management Analyst	1,139		
2	001-P100-400-5100	Office Supplies		175.00	833.00
		Mailing envelopes	175		
3	001-P100-400-5130	Postage		597.00	2,911.00
		Mailer D - Workshop or other announcement (postcard)	512		
		Package delivery of materials to consultants or agencies	85		
4	001-P100-400-5140	Books/Pamphlets		1,803.00	2,344.00
		Workshop materials			
		Large format printing & mounting	1,305		
		Large format printing (not mounted)	400		
		Handouts (for 13 meetings in "Events" below)	72		
		Flyers for posting (public sites, comm. & break rooms, etc.)	26		
5	001-P100-400-5222	Contingency		2,500.00	2,500.00
		Additional outreach, stakeholder meetings, AECOM additional tasks	2,500		
6	001-P100-400-5240	Advertising		800.00	2,220.00
		Display ads (PD, 1 ad/2 days each public workshop)	800		

## Budget Detail

### Budget Justification - Central Rohnert Park Priority Development Area Plan

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
7	001-P100-400-6101	Contractual Services		260,520.00	267,950.00
		AECOM (PDA plan consultants)	239,320		
		Legal consultation/review	20,000		
		Translation services (written materials)	1,200		
8	001-P100-400-6600	Travels/Meetings		650.00	2,790.00
		Public workshops (1)	250		
		2nd language interpretation at meetings	400		



## Housing Element

<b>FUNDING SOURCES</b>	<b>FUNDING SOURCES 2014-15</b>
Grants	\$ -
GP Maintenance Fee	43,017
<b>TOTAL REVENUE</b>	<b>43,017</b>

<b>EXPENSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 ADOPTED BUDGET</b>	<b>2014-15 ADOPTED BUDGET</b>	<b>\$ INCREASE/ (DECREASE)</b>
<b>Compensation</b>				
Salary and Benefits	\$ -	\$ 7,972	\$ 8,255	\$ 283
Training	-	-	-	-
<b>Supplies</b>				
Postage	-	147	147	-
Special Departmental	-	271	245	(26)
<b>Advertising</b>	-	1,280	1,280	-
<b>Dues &amp; Subscriptions</b>	-	-	-	-
<b>Contingency</b>	-	-	-	-
<b>Contractual/Professional</b>	-	34,050	32,150	(1,900)
<b>Travel &amp; Meetings</b>	-	1,280	940	(340)
<b>TOTAL EXPENSE</b>	<b>\$ -</b>	<b>\$ 45,000</b>	<b>\$ 43,017</b>	<b>\$ (1,983)</b>
<b>RESULTING GAIN (LOSS)</b>			-	

**Program Budget**  
**Housing Element**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-P101-400-4101	Housing Element/Salaries	\$0.00	\$5,572.00	\$4,192.70	\$5,898.00	\$326.00	5.85%	See Item#1
001-P101-400-4511	Housing Element/Residency All	\$0.00	\$7.00	\$0.00	\$7.00	\$0.00	0.00%	
001-P101-400-4512	Housing Element/Educational	\$0.00	\$0.00	\$0.00	\$18.00	\$18.00		
001-P101-400-4520	Housing Element /Other Payroll	\$0.00	\$15.00	\$0.00	\$16.00	\$1.00	6.67%	
001-P101-400-4901	Housing Element /Pers/Employer	\$0.00	\$1,471.00	\$1,023.16	\$1,512.00	\$41.00	2.79%	
001-P101-400-4905	Housing Element/Alt Ben Prog/D	\$0.00	\$42.00	\$0.00	\$42.00	\$0.00	0.00%	
001-P101-400-4908	Housing Element /RHS Plan	\$0.00	\$0.00	\$47.78	\$0.00	\$0.00		
001-P101-400-4920	Housing Element /Health Ins/BI	\$0.00	\$639.00	\$461.28	\$528.00	-\$111.00	-17.37%	
001-P101-400-4921	Housing Element /Medical Insur	\$0.00	\$0.00	\$26.66	\$0.00	\$0.00		
001-P101-400-4923	Housing Element /Eye Care	\$0.00	\$16.00	\$9.20	\$16.00	\$0.00	0.00%	
001-P101-400-4924	Housing Element /Dental Care	\$0.00	\$77.00	\$53.44	\$77.00	\$0.00	0.00%	
001-P101-400-4925	Housing Element /Medicare	\$0.00	\$81.00	\$61.70	\$86.00	\$5.00	6.17%	
001-P101-400-4930	Housing Element /Life Ins/Sala	\$0.00	\$10.00	\$7.36	\$10.00	\$0.00	0.00%	
001-P101-400-4931	Housing Element / LTD	\$0.00	\$28.00	\$21.38	\$30.00	\$2.00	7.14%	
001-P101-400-4932	Housing Element /STD	\$0.00	\$14.00	\$10.46	\$15.00	\$1.00	7.14%	
001-P101-400-5100	Housing Element/Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-P101-400-5130	Housing Element/Postage	\$0.00	\$147.00	\$0.00	\$147.00	\$0.00	0.00%	See Item #2
001-P101-400-5140	Housing Elemen/Books/Pamphlets	\$0.00	\$271.00	\$0.00	\$245.00	-\$26.00	-9.59%	See Item #3
001-P101-400-5222	Housing Element/Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-P101-400-5240	Housing Element/Advertising	\$0.00	\$1,280.00	\$0.00	\$1,280.00	\$0.00	0.00%	See Item #4
001-P101-400-6101	Housing E/Contractual Services	\$0.00	\$34,050.00	\$0.00	\$32,150.00	-\$1,900.00	-5.58%	See Item #5
001-P101-400-6600	Housing Elem/Travel & Meetings	\$0.00	\$1,280.00	\$0.00	\$940.00	-\$340.00	-26.56%	See Item #6
	<b>Total</b>	<b>\$0.00</b>	<b>\$45,000.00</b>	<b>\$5,915.12</b>	<b>\$43,017.00</b>	<b>-\$1,983.00</b>	<b>-4.41%</b>	

# Budget Detail

## Budget Justification - Housing Element

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
1	001-P100-400-4xxx	Salaries and Benefits		8,255.00	7,972.00
		Development Services Director	1,842		
		Planner III	3,910		
		Community Development Assistant	1,680		
		Administrative Assistant	823		
2	001-P100-400-5130	Postage		147.00	147.00
		Mailer - workshop announcements (postcard to stakeholders)	66		
		Circulation of review copies to agencies	81		
3	001-P100-400-5140	Books/Pamphlets		245.00	271.00
		Workshop materials			
		Large format printing (4 sheets, un-mounted)	200		
		Mailer printing	25		
		Handouts for public information meetings	20		
4	001-P100-400-5240	Advertising		1,480.00	1,280.00
		Display ads (PD, 1 ad/2 days for 2 public workshops/meetings)	1,480		
5	001-P100-400-6101	Contractual Services		32,150.00	34,050.00
		Housing Element consultant (encumbered in FY 2013-14, expected rollover)	20,950		
		Legal consultation/review	10,000		
		Translation services (written materials)	1,200		
6	001-P100-400-6600	Travels/Meetings		940.00	1,280.00
		Public workshops (2)	140		
		2nd language interpretation at meetings (2)	800		

## Greenhouse Gas Reduction Program (GRIP)

FUNDING SOURCES	FUNDING SOURCES 2014-15
Grants	\$ 18,381
<b>TOTAL REVENUE</b>	<b>18,381</b>

EXPENSE	2012-13 ACTUAL	2013-14 ADOPTED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ -	\$ 18,196	\$ 18,381	\$ 185
Training	-	-	-	-
<b>Supplies</b>				
Postage	-	-	-	-
Special Departmental	-	-	-	-
<b>Advertising</b>	-	-	-	-
<b>Dues &amp; Subscriptions</b>	-	-	-	-
<b>Contingency</b>	-	-	-	-
<b>Contractual/Professional</b>	-	-	-	-
<b>Travel &amp; Meetings</b>	-	-	-	-
<b>TOTAL EXPENSE</b>	<b>\$ -</b>	<b>\$ 18,196</b>	<b>\$ 18,381</b>	<b>\$ 185</b>
<b>RESULTING GAIN (LOSS)</b>			-	

**Program Budget**  
**Greenhouse Gas Reducation Program**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-P102-400-4101	GRIP/Salaries	\$0.00	\$13,167.00	\$1,359.80	\$13,159.00	-\$8.00	-0.06%	See Item#1
001-P102-400-4511	GRIP/Residency All	\$0.00	\$29.00	\$0.00	\$22.00	-\$7.00	-24.14%	
001-P102-400-4512	GRIP/Educational Stipend	\$0.00	\$0.00	\$0.00	\$36.00	\$36.00		
001-P102-400-4520	GRIP /Other Payroll	\$0.00	\$106.00	\$0.00	\$49.00	-\$57.00	-53.77%	
001-P102-400-4901	GRIP /Pers/Employer	\$0.00	\$3,476.00	\$331.82	\$3,371.00	-\$105.00	-3.02%	
001-P102-400-4905	GRIP /Alt Ben Prog/D	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-P102-400-4906	GRIP /Alt Ben Prog	\$0.00	\$0.00	\$2.18	\$0.00	\$0.00		
001-P102-400-4920	GRIP /Health Ins/BI	\$0.00	\$889.00	\$0.00	\$1,231.00	\$342.00	38.47%	
001-P102-400-4921	GRIP /Kaiser	\$0.00	\$0.00	\$53.98	\$0.00	\$0.00		
001-P102-400-4923	GRIP /Eye Care	\$0.00	\$36.00	\$2.44	\$34.00	-\$2.00	-5.56%	
001-P102-400-4924	GRIP /Dental Care	\$0.00	\$175.00	\$14.22	\$164.00	-\$11.00	-6.29%	
001-P102-400-4925	GRIP /Medicare	\$0.00	\$193.00	\$19.70	\$192.00	-\$1.00	-0.52%	
001-P102-400-4930	GRIP /Life Ins/Sala	\$0.00	\$25.00	\$2.56	\$23.00	-\$2.00	-8.00%	
001-P102-400-4931	GRIP / LTD	\$0.00	\$67.00	\$6.94	\$67.00	\$0.00	0.00%	
001-P102-400-4932	GRIP /STD	\$0.00	\$33.00	\$3.38	\$33.00	\$0.00	0.00%	
	<b>Total</b>	<b>\$0.00</b>	<b>\$18,196.00</b>	<b>\$1,797.02</b>	<b>\$18,381.00</b>	<b>\$185.00</b>	<b>1.02%</b>	

# Budget Detail

## Budget Justification - Greenhouse Gas Reduction Program

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
1	001-P102-400-4xxx	Salaries and Benefits		18,381.00	18,196.00
		Development Services Director (75 hrs., 4% allocation)	5,521		
		Planner III (115 hrs., 6% allocation)	7,820		
		Community Development Assistant (115 hrs., 6% allocation)	5,040		

# DEVELOPMENT SERVICES

## DEPARTMENT SERVICES MODEL

### ◆ MANDATED

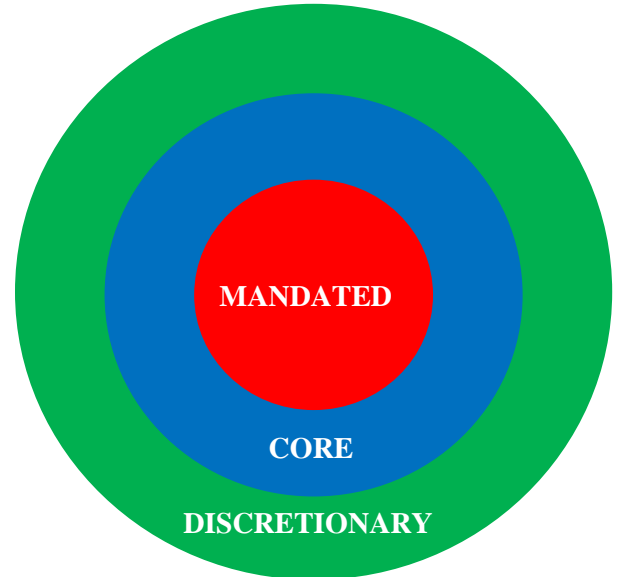
- Comply with state and federal laws
- Ensure safe buildings
- Build safe and usable streets
- Keep water and sewer systems working
- Move traffic and people safely
- Ensure adequate water supply
- Ensure adequate sewer treatment
- Prevent future flooding

### ◆ CORE

- Create and maintain attractive neighborhoods
- Assist in the creation of economically vibrant development
- Protect property rights & enhance property values
- Keep city financially viable
- Respond to community
- Bring amenities to benefit citizens and businesses
- Customer service

### ◆ DISCRETIONARY

- Extra assistance to help with incomplete permit applications
- Extra research and response to informal developer inquiries
- Response to public inquiries and requests beyond core and mandated services
- Other regional coordination and partnerships



## ALTERNATIVE SERVICES DELIVERY OPTIONS

- ◆ In-house Delivery
- ◆ Outside professional delivery
- ◆ Other Municipality Delivery

## REVENUE OPPORTUNITIES

- ◆ Code Compliance
- ◆ Deliver capital projects from water, sewer, roads funding and grants – in house if possible

## MAJOR TASKS COMPLETED IN FISCAL YEAR 2013/2014

- ✓ **Completed major transportation infrastructure projects to provide safe, efficient access to emerging development on Rohnert Park's west side (FY 2013-14 – Goal 1)**, including the widening of Wilfred Avenue, pavement and striping improvements on Labath Avenue, Business Park Drive, the Rohnert Park Expressway Overcrossing; and new signals and traffic signal coordination.
- ✓ **Implemented elements of Casino Mitigation Plan** including land use amendments, moratoriums, updated sign ordinance, sewer force main construction
- ✓ **Accomplished major milestones for Specific Plans and Planned Development areas**, including the processing of University District Specific Plan land use amendments (FY 2013-14 –Goal 2), Northwest

Specific Plan draft specific plan and draft EIR (FY 2013-14 –Goal 3), and kicking-off Central Rohnert Park Priority Development Area Plan process (FY 2013-14 – Goal 8)

- ✓ **Implemented TRAKiT, the new permit system**, for better management and tracking of the development process across departments, for online access from the field, and to set the stage for online permitting (FY 2013-14 – Goal 9)
- ✓ **Built major sewer projects** like the Eastside Trunk Sewer that help usher in new development, and also preserve the existing system like the Adrian Drive Sewer and Water Project (FY 2013-14 – Goal 10)
- ✓ **Processed Wilfred/Dowdell Specific Plan** including permits for Oxford Suites and McDonalds (FY 2013-14 – Goal 5), and Development Area Plan for the Wilfred/Dowdell Specific Plan South (FY 2013-14 – Goal 6)
- ✓ **Processed and implemented initial projects in Stadium Lands**, including:
  - Acquisition of Dowdell Ave Extension right of way, south of Business Park Drive; resource agency permitting
  - Processing of permits for Fiori Estates
  - Land use amendments that enable development of Bellwether Properties and building of the Westside Fire Station
- ✓ **Adopted 2013 California Building Codes**
- ✓ **Converted select conditional use permits to staff level review and approval**

## **MAJOR TASKS IN PROGRESS FROM FISCAL YEAR 2013/2014**

- Process Northwest Specific Plan
- Implement Wilfred Dowdell Specific Plan - North and South Villages
- Complete Traffic Signals Standards
- Complete preservation of 14 lane-miles of streets in 2013 Various Streets Project
- Update Water Capacity Charge
- Implement new Phase 1 Municipal Stormwater Permit in accordance with approved Implementation Plan
- Continued implementation of TRAKiT permit and land development management system, including online permits

## **MAJOR GOALS FOR FISCAL YEAR 2014/2015**

**GOAL 1: Process Northwest Specific Plan and EIR**

**GOAL 2: Complete construction of Eastside Trunk Sewer- Phase 2 and start construction of Eastside Trunk Sewer Phase-Phase 3 and Snyder Lane Widening projects**

**GOAL 3: Construct Rohnert Park Expressway Water Transmission Main**

**GOAL 4: Adopt Housing Element**

**GOAL 5: Implement the Wilfred Dowdell Specific Plan – North Village and South Village at developers’ discretion**

**GOAL 6: Approve infrastructure for University District and Southeast Specific Plan at developers’ discretion**

**GOAL 7: Process Central Rohnert Park Priority Development Area Plan**



- GOAL 8: Process Rohnert Crossings at developer’s discretion**
- GOAL 9: Implement Stadium Lands Master Plan at developer’s discretion**
- Dowdell Extension to Business Park Drive
- GOAL 10: Undertake \$1 million of Sewer Construction Projects**
- Replace aging sewer collection system
- GOAL 11: Undertake \$1 million in Water Construction Projects**
- Preserve and replace aging water distribution system
- GOAL 12: Undertake \$1.2 million in Streets Projects**
- Preserve streets
  - Include speed control/traffic calming as appropriate
- GOAL 12: Implementation of New Municipal Stormwater Permit**

## **PERFORMANCE MEASUREMENTS**

Building permitting:

Total building inspections

Total residential building permits issued

Total building permits issued

Commercial tenant improvements – 1st review turnaround

Right-of-way permitting:

Days from complete encroachment permit application to permit issuance (administrative permits)

Planning permitting:

Days from application to internal/external review (Completeness check)

Days from complete application to land use decision (Administrative Permits)

Code compliance:

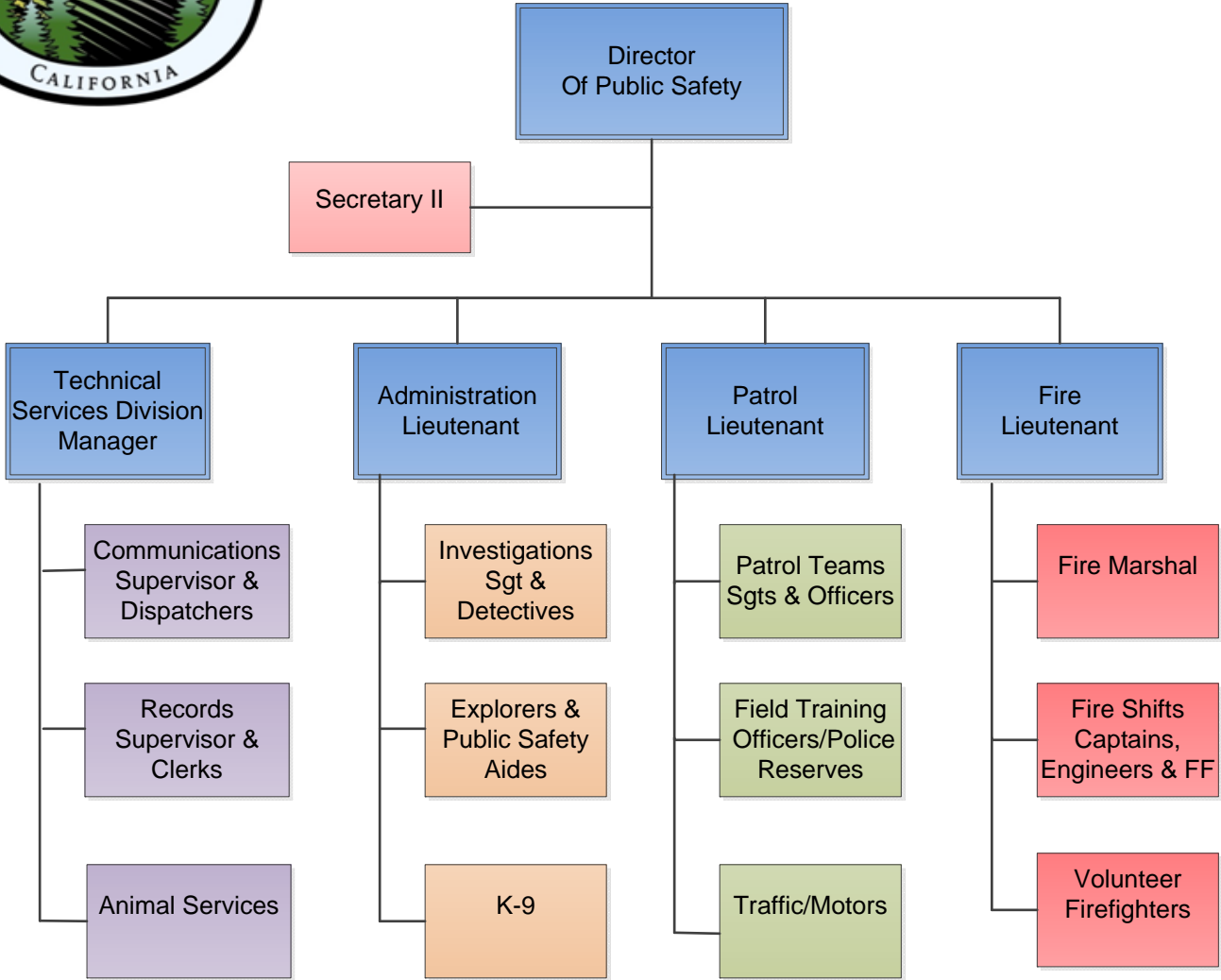
Days from code compliance request to first inspection

Days from

Capital project delivery:

10% contract change order rate

# Rohnert Park Department of Public Safety Organizational Chart



## PUBLIC SAFETY - POLICE & FIRE

FUNDING SOURCES	FUNDING SOURCES 2014-15
Plan Check Fees	\$ 250,000
Fines & Forfeitures	166,500
State & Federal Grants	5,000
P.O.S.T Reimbursement	50,000
Public Safety Services	245,000
Other Income/Donations	80,000
Transfer-In	1,089,000
General Fund	13,737,524
<b>TOTAL REVENUE</b>	<b>\$ 15,623,024</b>

EXPENSE	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ 10,671,393	\$ 11,361,283	\$ 11,551,265	\$ 189,982
Overtime/Stand By Pay	793,254	860,000	782,500	(77,500)
Training	61,434	162,030	183,900	21,870
Cost Reimbursement	(480)	-	-	-
<b>Insurance</b>				
Workers' Compensation	368,039	384,523	371,351	(13,172)
Liability/Property	200,283	171,084	179,402	8,318
<b>Services Fees</b>	-	444,272	584,929	140,657
<b>Supplies</b>				
Office Supplies	19,703	27,750	26,500	(1,250)
Special Departmental Suppl/Equipt	67,296	96,310	91,762	(4,548)
Small Tools	376	500	500	-
Clothing/Uniform Allowance	32,303	113,600	57,500	(56,100)
<b>Utilities</b>	111,501	117,000	117,000	-
<b>Communications</b>	39,819	39,900	45,200	5,300
<b>Dues &amp; Subscriptions</b>	3,430	3,770	3,760	(10)
<b>Advertising</b>	500	1,000	1,000	-
<b>Vehicle</b>				
Fuel/Auto Allowance	171,497	174,632	174,465	(167)
Maintenance	139,970	130,000	-	(130,000)
<b>Equipment</b>				
Maintenance	82,086	93,350	98,275	4,925
Rental	192,777	181,980	182,655	675
<b>Facility Maintenance</b>	64,523	81,500	89,100	7,600
<b>Contractual/Professional</b>	387,097	440,300	432,100	(8,200)
<b>Recruitment</b>	27,469	48,700	41,000	(7,700)
<b>Travel &amp; Meetings</b>	3,578	5,000	5,000	-
<b>Community Promotion &amp; Others</b>	1,147	6,150	6,500	350
<b>Other Expenses</b>	14,293	-	-	-
<b>Vehicle Replacement</b>	-	13,285	121,360	108,075
<b>Capital Outlay</b>	328,524	610,000	476,000	(134,000)
<b>TOTAL EXPENSE</b>	<b>\$ 13,781,812</b>	<b>\$ 15,567,919</b>	<b>\$ 15,623,024</b>	<b>\$ 55,105</b>

**Public Safety  
Budget Analysis**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-2100-400-4101	P/S Personnel /Salaries	\$5,625,765.04	\$5,862,735.00	\$5,327,682.34	\$5,939,374.00	\$76,639.00	1.31%	
001-2100-400-4102	P/S Personnel/Shift Diff	\$16.30	\$69,972.00	\$0.00	\$0.00	-\$69,972.00	-100.00%	
001-2100-400-4110	P/S Personnel /Longevity	\$97,456.24	\$94,367.00	\$71,973.76	\$61,274.00	-\$33,093.00	-35.07%	
001-2100-400-4120	P/S Personnel /Fire Engineer	\$52,529.07	\$54,953.00	\$48,720.70	\$52,644.00	-\$2,309.00	-4.20%	
001-2100-400-4121	P/S Personnel /Fire Compensa	\$108,790.99	\$135,000.00	\$91,120.16	\$120,500.00	-\$14,500.00	-10.74%	
001-2100-400-4124	P/S Personnel/FTO-CTO	\$30,080.30	\$31,181.00	\$27,769.34	\$33,833.00	\$2,652.00	8.51%	
001-2100-400-4125	P/S Personnel /Fire Captain	\$53,528.73	\$80,244.00	\$53,104.92	\$56,635.00	-\$23,609.00	-29.42%	
001-2100-400-4126	P/S Personnel /Emt Pay	\$28,593.08	\$38,187.00	\$24,054.68	\$30,912.00	-\$7,275.00	-19.05%	
001-2100-400-4127	PS Personnel / P.O.S.T.	\$270,931.56	\$266,600.00	\$244,326.24	\$252,610.00	-\$13,990.00	-5.25%	
001-2100-400-4128	P/S Personnel /Uniform Allowa	\$12,075.00	\$12,960.00	\$11,060.00	\$12,480.00	-\$480.00	-3.70%	
001-2100-400-4129	PS Personnel / Detective Pay	\$17,664.73	\$20,490.00	\$16,503.40	\$16,203.00	-\$4,287.00	-20.92%	
001-2100-400-4130	P/S Personnel /Court Time	\$46,897.22	\$50,000.00	\$32,001.50	\$50,000.00	\$0.00	0.00%	
001-2100-400-4131	P/S Personnel /Acting Watch	\$1,239.39	\$1,000.00	\$2,151.40	\$7,000.00	\$6,000.00	600.00%	
001-2100-400-4132	P/S Personnel/Motorcycle Stipd	\$4,088.16	\$4,758.00	\$4,026.82	\$2,379.00	-\$2,379.00	-50.00%	
001-2100-400-4133	P/S Personnel/Fire Svs Stipend	\$13,752.13	\$17,659.00	\$12,573.98	\$15,703.00	-\$1,956.00	-11.08%	
001-2100-400-4134	P/S Personnel/Canine Handler	\$1,557.55	\$4,453.00	\$2,846.32	\$2,186.00	-\$2,267.00	-50.91%	
001-2100-400-4135	P/S Personnel/Field Evidence	\$4,132.23	\$4,241.00	\$4,218.84	\$4,241.00	\$0.00	0.00%	
001-2100-400-4136	P/S Personnel/Master Officer Stipend	\$67,621.33	\$61,839.00	\$55,411.46	\$58,195.00	-\$3,644.00	-5.89%	
001-2100-400-4201	P/S Personnel /Part-Time Sal	\$79,233.35	\$170,007.00	\$116,549.52	\$262,297.00	\$92,290.00	54.29%	
001-2100-400-4401	P/S Personnel /Overtime Sala	\$793,253.62	\$860,000.00	\$914,115.90	\$782,500.00	-\$77,500.00	-9.01%	
001-2100-400-4501	P/S Personnel /Holiday Pay	\$315,011.39	\$327,903.00	\$370,490.16	\$311,655.00	-\$16,248.00	-4.96%	
001-2100-400-4511	P/S Personnel /Residency All	\$690.00	\$720.00	\$720.00	\$720.00	\$0.00	0.00%	
001-2100-400-4512	P/S Personnel /Educational St	\$58,000.10	\$68,582.00	\$58,682.76	\$76,675.00	\$8,093.00	11.80%	
001-2100-400-4513	P/S Personnel/In-District	\$7,200.00	\$7,200.00	\$6,450.00	\$5,400.00	-\$1,800.00	-25.00%	
001-2100-400-4520	P/S Personnel /Other Payroll	\$106,134.94	\$7,550.00	\$182,461.96	\$21,881.00	\$14,331.00	189.81%	
001-2100-400-4901	P/S Personnel /Pers/Employer	\$2,664,685.27	\$2,888,148.00	\$2,603,138.88	\$2,884,291.00	-\$3,857.00	-0.13%	
001-2100-400-4902	P/S Personnel /Pers/Employee	\$1,010.14	\$0.00	\$0.00	\$0.00	\$0.00		
001-2100-400-4905	P/S Personnel /Alt Ben Prog/D	\$12,645.48	\$33,600.00	\$12,371.38	\$25,200.00	-\$8,400.00	-25.00%	
001-2100-400-4906	P/S Personnel /Alt Ben Prog/D	\$22,813.20	\$0.00	\$19,094.36	\$0.00	\$0.00		
001-2100-400-4908	P/S Personnel /RHS Plan	\$14,850.00	\$10,725.00	\$17,558.70	\$18,000.00	\$7,275.00	67.83%	
001-2100-400-4920	P/S Personnel /Health Ins/Bl	\$163,632.98	\$893,784.00	\$139,246.20	\$972,403.00	\$78,619.00	8.80%	
001-2100-400-4921	P/S Personnel /Medical Insur	\$552,506.12	\$0.00	\$645,452.08	\$0.00	\$0.00		
001-2100-400-4923	P/S Personnel /Eye Care	\$17,221.28	\$20,304.00	\$15,196.26	\$19,445.00	-\$859.00	-4.23%	
001-2100-400-4924	P/S Personnel /Dental Care	\$77,933.47	\$81,515.00	\$83,745.24	\$80,147.00	-\$1,368.00	-1.68%	
001-2100-400-4925	P/S Personnel /Medicare	\$109,775.13	\$101,924.00	\$110,632.56	\$97,422.00	-\$4,502.00	-4.42%	
001-2100-400-4930	P/S Personnel /Life Ins/Sala	\$11,471.87	\$10,077.00	\$10,157.70	\$9,668.00	-\$409.00	-4.06%	
001-2100-400-4931	P/S Personnel /LTD	\$3,639.83	\$4,118.00	\$3,812.38	\$3,349.00	-\$769.00	-18.67%	
001-2100-400-4932	P/S Personnel/STD	\$16,219.32	\$17,203.00	\$15,440.00	\$16,322.00	-\$881.00	-5.12%	
001-2100-400-4933	P/S Personnel/EAP	\$0.00	\$4,254.00	\$3,995.68	\$4,883.00	\$629.00	14.79%	
001-2100-400-4934	P/S Personnel/EDD	\$0.00	\$3,030.00	\$0.00	\$25,338.00	\$22,308.00	736.24%	
001-2100-400-4985	P/S Personnel/Salary Adjustment	\$0.00	-\$100,000.00	\$0.00	\$0.00	\$100,000.00	-100.00%	mid-year adjustment due to vacancy
001-2100-400-4999	P/S Personnel/Labor Recharge	-\$480.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-2100-400-5272	P/S Personnel/Auto Allowance	\$4,327.33	\$4,632.00	\$4,464.40	\$4,465.00	-\$167.00	-3.61%	
001-2200-400-4800	Police /Training & Ed	\$31,050.34	\$46,250.00	\$46,250.00	\$80,750.00	\$34,500.00	74.59%	See Item#1
001-2200-400-4801	Police /Training/Ed. -	\$22,840.29	\$72,780.00	\$72,780.00	\$65,800.00	-\$6,980.00	-9.59%	See Item#2

**Public Safety  
Budget Analysis**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-2200-400-5100	Police /Office Supplie	\$11,757.53	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	0.00%	See Item#3
001-2200-400-5130	Police /Postage	\$4,551.42	\$4,000.00	\$4,000.00	\$5,000.00	\$1,000.00	25.00%	See Item#4
001-2200-400-5140	Police /Books/Pamphle	\$566.38	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	0.00%	See Item#5
001-2200-400-5210	Police /Spec. Departm	\$12,511.04	\$18,500.00	\$18,500.00	\$14,740.00	-\$3,760.00	-20.32%	See Item#6
001-2200-400-5211	Police/I.D.	\$2,512.50	\$5,000.00	\$5,000.00	\$4,000.00	-\$1,000.00	-20.00%	See Item#7
001-2200-400-5212	Police/Armory	\$42,171.75	\$55,060.00	\$55,060.00	\$55,722.00	\$662.00	1.20%	See Item#8
001-2200-400-5230	Police /Telephone	\$1,355.11	\$0.00	\$0.00	\$0.00	\$0.00		
001-2200-400-5231	Police / Cell Phone	\$15,346.67	\$18,000.00	\$18,000.00	\$18,000.00	\$0.00	0.00%	See Item#9
001-2200-400-5240	Police /Advertising/P	\$500.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%	See Item#10
001-2200-400-5250	Police /Uniforms	\$39,447.16	\$106,600.00	\$106,600.00	\$50,500.00	-\$56,100.00	-52.63%	See Item#11
001-2200-400-5260	Police /Dues & Subscr	\$2,625.00	\$2,760.00	\$2,760.00	\$2,760.00	\$0.00	0.00%	See Item#12
001-2200-400-5270	Police /Gas & Oil	\$136,693.62	\$130,000.00	\$130,000.00	\$125,000.00	-\$5,000.00	-3.85%	See Item#13
001-2200-400-5310	Police / Facility Maintenance	\$146.64	\$0.00	\$0.00	\$0.00	\$0.00		
001-2200-400-5320	Police /Vehicle Repai	\$97,256.70	\$50,000.00	\$50,000.00	\$0.00	-\$50,000.00	-100.00%	
001-2200-400-5330	Police /Spec Dept Equ	\$52,683.66	\$27,100.00	\$27,100.00	\$35,500.00	\$8,400.00	31.00%	See Item#15
001-2200-400-5350	Police /Small Tools	\$51.16	\$0.00	\$0.00	\$0.00	\$0.00		
001-2200-400-6101	Police /Contractual S	\$350,706.59	\$388,700.00	\$388,700.00	\$351,700.00	-\$37,000.00	-9.52%	See Item#16
001-2200-400-6102	Police/S.A Exams	\$18,000.00	\$21,600.00	\$21,600.00	\$21,600.00	\$0.00	0.00%	See Item#17
001-2200-400-6110	Police /Professional	\$510.00	\$500.00	\$500.00	\$500.00	\$0.00	0.00%	See Item#18
001-2200-400-6210	Police/Recruitment/Hiring Gen	\$24,545.25	\$27,700.00	\$27,700.00	\$20,000.00	-\$7,700.00	-27.80%	See Item#19
001-2200-400-6310	Police /Equipment Leas	\$192,777.02	\$181,980.00	\$230,813.00	\$77,560.00	-\$104,420.00	-57.38%	See Item#20
001-2200-400-6422	Police /Workers' Comp	\$368,038.53	\$384,523.00	\$384,523.00	\$371,351.00	-\$13,172.00	-3.43%	See Item#21
001-2200-400-6423	Police /Liability/Property	\$165,607.04	\$133,520.00	\$133,520.00	\$144,637.00	\$11,117.00	8.33%	See Item#22
001-2200-400-6424	Police/Service Fees	\$0.00	\$430,442.00	\$430,442.00	\$486,349.00	\$55,907.00	12.99%	See Item#23
001-2200-400-6550	Police/V&E Replacement	\$0.00	\$13,285.00	\$13,285.00	\$85,238.00	\$71,953.00	541.61%	See Item#24
001-2200-400-6600	Police /Travels & Mee	\$3,577.76	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	0.00%	See Item#25
001-2200-400-6710	Police /Community Pro	\$255.66	\$4,650.00	\$4,650.00	\$5,000.00	\$350.00	7.53%	See Item#26
001-2200-400-6910	Police /Other Expenses	\$3,186.33	\$0.00	\$0.00	\$0.00	\$0.00		
001-2200-400-6911	ABC reimbursements expenses	\$11,106.96	\$0.00	\$0.00	\$0.00	\$0.00		
001-2200-400-9510	Police /C/O-Equipment	\$22,830.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-2200-400-9530	Police /C/O-Communica	\$0.00	\$70,000.00	\$70,000.00	\$100,000.00	\$30,000.00	42.86%	See Item#27
001-2200-400-9610	Police /C/O-Vehicles/	\$305,693.79	\$240,000.00	\$240,000.00	\$345,000.00	\$105,000.00	43.75%	See Item#28
001-2300-400-4800	Fire /Training & Ed	\$7,543.25	\$43,000.00	\$43,000.00	\$37,350.00	-\$5,650.00	-13.14%	See Item#29
001-2300-400-5100	Fire /Office Supplie	\$371.50	\$2,750.00	\$2,750.00	\$2,500.00	-\$250.00	-9.09%	See Item#30
001-2300-400-5125	Fire /First Aid Supp	\$574.86	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	0.00%	See Item#31
001-2300-400-5130	Fire/Postage	\$171.56	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%	See Item#32
001-2300-400-5140	Fire /Books/Pamphle	\$1,710.02	\$3,500.00	\$3,500.00	\$1,500.00	-\$2,000.00	-57.14%	See Item#33
001-2300-400-5210	Fire /Spec. Departm	\$8,478.45	\$12,750.00	\$12,750.00	\$11,300.00	-\$1,450.00	-11.37%	See Item#34
001-2300-400-5231	Fire / Cell Phone	\$3,439.16	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	0.00%	See Item#35
001-2300-400-5250	Fire /Uniforms	-\$7,144.26	\$7,000.00	\$7,000.00	\$7,000.00	\$0.00	0.00%	See Item#36
001-2300-400-5260	Fire /Dues & Subscr	\$805.00	\$1,010.00	\$1,010.00	\$1,000.00	-\$10.00	-0.99%	See Item#37
001-2300-400-5270	Fire /Gas & Oil	\$30,476.44	\$40,000.00	\$40,000.00	\$45,000.00	\$5,000.00	12.50%	See Item#38
001-2300-400-5320	Fire /Vehicle Repai	\$42,713.60	\$80,000.00	\$80,000.00	\$0.00	-\$80,000.00	-100.00%	See Item#39
001-2300-400-5330	Fire /Spec Dept Equ	\$29,055.88	\$66,250.00	\$66,250.00	\$62,775.00	-\$3,475.00	-5.25%	See Item#40
001-2300-400-5340	Fire /Office Equipm	\$346.38	\$0.00	\$0.00	\$0.00	\$0.00		

**Public Safety  
Budget Analysis**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-2300-400-5350	Fire /Small Tools	\$324.74	\$500.00	\$500.00	\$500.00	\$0.00	0.00%	See Item#41
001-2300-400-6101	Fire /Contractual S	\$17,880.48	\$29,500.00	\$29,500.00	\$58,300.00	\$28,800.00	97.63%	See Item#42
001-2300-400-6210	Fire/Recruitment/Hiring/VAF	\$2,924.00	\$21,000.00	\$21,000.00	\$21,000.00	\$0.00	0.00%	See Item#43
001-2300-400-6310	Fire/ Equipment Lease	\$0.00	\$0.00	\$0.00	\$105,095.00	\$105,095.00		See Item#44
001-2300-400-6424	Fire/Service Fee	\$0.00	\$13,830.00	\$13,830.00	\$98,580.00	\$84,750.00	612.80%	See Item#45
001-2300-400-6550	Fire/V&E Replacement	\$0.00	\$0.00	\$0.00	\$36,122.00	\$36,122.00		See Item#46
001-2300-400-6600	Fire/Travels & Meetings	\$891.01	\$500.00	\$500.00	\$500.00	\$0.00	0.00%	See Item#47
001-2300-400-6710	Fire /Community Promotion	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%	See Item#48
001-2300-400-9530	Fire / C/O Equipment	\$0.00	\$0.00	\$0.00	\$31,000.00	\$31,000.00		See Item#49
001-2300-400-9610	Fire /C/O-Vehicles	\$0.00	\$300,000.00	\$300,000.00	\$0.00	-\$300,000.00	-100.00%	
001-2510-400-5210	PS Main Station/Spec. Departme	\$35.82	\$0.00	\$0.00	\$0.00	\$0.00		
001-2510-400-5220	PS Main Station/Heat/Light/Po	\$98,795.09	\$105,000.00	\$105,000.00	\$105,000.00	\$0.00	0.00%	See Item#50
001-2510-400-5230	PS Main Station/Telephone	\$15,839.59	\$14,000.00	\$14,000.00	\$14,000.00	\$0.00	0.00%	See Item#51
001-2510-400-5310	PS Main Station/Bldg/Facility/Routine	\$40,688.19	\$35,000.00	\$35,000.00	\$42,600.00	\$7,600.00	21.71%	See Item#52
001-2510-400-5313	PS Main Station/Bldg/Facility/Non-Rout	\$15,807.72	\$35,000.00	\$35,000.00	\$35,000.00	\$0.00	0.00%	See Item#53
001-2510-400-6423	PS Main Station /Liability/Pro	\$28,875.21	\$31,280.00	\$31,280.00	\$28,949.00	-\$2,331.00	-7.45%	See Item#54
001-2600-400-5210	P/S Bldg-North /Spec. Departm	\$20.19	\$0.00	\$0.00	\$1,500.00	\$1,500.00		See Item#55
001-2600-400-5220	P/S Bldg-North /Heat/Light/Po	\$9,726.66	\$9,000.00	\$9,000.00	\$9,000.00	\$0.00	0.00%	See Item#56
001-2600-400-5230	P/S Bldg-North /Telephone	\$2,260.85	\$1,900.00	\$1,900.00	\$2,000.00	\$100.00	5.26%	See Item#57
001-2600-400-5310	P/S Bldg-North /Bldg/Facility	\$3,692.26	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	0.00%	See Item#58
001-2600-400-5313	P/S Bldg-North /Fac Maint/Non-	\$838.83	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	0.00%	See Item#59
001-2600-400-6423	P/S Bldg-North /Liability/Prop	\$2,363.73	\$2,561.00	\$2,561.00	\$2,370.00	-\$191.00	-7.46%	See Item#60
001-2610-400-5210	P/S Bldg-South /Spec. Departme	\$173.57	\$0.00	\$0.00	\$1,500.00	\$1,500.00		See Item#61
001-2610-400-5220	P/S Bldg-South /Heat/Light/Po	\$2,979.41	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	0.00%	See Item#62
001-2610-400-5230	P/S Bldg-South /Telephone	\$1,577.43	\$2,000.00	\$2,000.00	\$7,200.00	\$5,200.00	260.00%	See Item#63
001-2610-400-5310	P/S Bldg-South /Bldg/Facility	\$1,828.74	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00%	See Item#64
001-2610-400-5313	P/S Bldg-South /Fac Maint/Non-	\$1,520.99	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	0.00%	See Item#65
001-2610-400-6423	P/S Bldg-South /Liability/Prop	\$3,436.90	\$3,723.00	\$3,723.00	\$3,446.00	-\$277.00	-7.44%	See Item#66
001-2700-400-5210	Civil Defense /Spec. Departm	\$1,392.81	\$5,000.00	\$5,000.00	\$3,000.00	-\$2,000.00	-40.00%	See Item#67
<b>Total</b>		<b>\$13,781,811.83</b>	<b>\$15,567,919.00</b>	<b>\$14,754,158.98</b>	<b>\$15,623,024.00</b>	<b>\$55,105.00</b>	<b>0.35%</b>	

# Budget Detail

## Public Safety Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
1	001-2200-400-4800	Police /Training & Ed–non-POST reimb		80,750	46,250
		Educational Reimbursement per MOA's	42,000		
		CAL – Chief's Conference	800		
		CAPE – Property/Evidence	1,500		
		IPS – Intergraph	5,000		
		CCUG (CLETS Computerized Users Group)	500		
		Sonoma County Chief's/REMIF	300		
		CLEARs Conference (Records)	1,500		
		Cal-NENA (currently reimbursable through CETNA (9-1-1 funds)	3,000		
		Asset Forfeiture Update Training	1,100		
		Asset Forfeiture Training	700		
		National Gang Conference	3,000		
		WCUG (West Coast Users Group)	2,000		
		Dispatch Training - People First Leadership Course	2,400		
		POST Dispatcher Academy	1,500		
		CLETS Train the Trainer	200		
		Social Media course	500		
		ARIDE	300		
		SFST (Field Sobriety Training)	300		
		Driver Awareness Instructor Course	2,200		
		Driver Instructor Course	3,200		
		First Aid/CPR Instructor's Course	1,300		
		AR-15 Armorer Course	3,100		
		Disaster Mitigation Course	550		
		Disaster Planning Course	900		
		Disaster Recovery Course	400		
		Simunitions Instructor Course	2,300		
		Media Relations	200		

# Budget Detail

## Public Safety Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
2	001-2200-400-4801	Police /Training/Ed. – POST reimb		65,800	72,780
		Communication Training Officer course	1,200		
		Communication Training Officer update course	2,400		
		FTO Manager's Course	800		
		FTO Update	400		
		Basic Traffic Investigation	9,500		
		Training Administrator's Course	500		
		Lidar/Radar Training and Cert	200		
		Interview and Interrogation Schools	5,200		
		POST Supervisory Course	1,300		
		ICI Investigation Course (Basic)	3,400		
		ICI Investigation Course (Homicide)	3,400		
		ICI Investigation Course (Robbery)	1,200		
		ICI Investigation Course (Sexual Assault)	1,200		
		OIS - Officer Involved Shooting Course	3,000		
		Crime Scene Investigation Course	3,000		
		Internal Affairs	1,900		
		FTO update -	3,600		
		DRE - Drug Recognition Expert	1,900		
		POST Training Manager Workshop	500		
		POST Supervisor Leadership Institute (SLI)	7,500		
		DT Impact Weapon Instructor	3,500		
		DT Impact Instructor Recert	500		
		DT Weaponless DT Refresher Course	3,000		
		Taser Instructor Course	2,100		
		Taser Instructor Recert Course	400		
		Basic Firearms Instructor	2,100		
		Basic Rifle Instructor	2,100		
3	001-2200-400-5100	Police /Office Supplies		10,000	10,000



# Budget Detail

## Public Safety Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		Dangerous Animal, FI Cards, Envelopes, Plain&Window Request for Absence, Warning Stickers, EPO's (English and Spanish), Admin Cites, Notice to Appear Citations, Public Nuisance forms,party response forms	2,500		
		Regular Stock Papers	3,000		
		Toner, Printer Cartridges, Plot Printer supplies	2,500		
		Misc office supplies-pens, correction tape, file folders, labels, binders, envelopes	2,000		
4	001-2200-400-5130	Police /Postage		5,000	4,000
		overall reduction - incl billing, fed-ex, certified mails, UPS and other mailings	5,000		
5	001-2200-400-5140	Police /Books/Pamphlets		1,500	1,500
		Supervisors required reading for development - reading materials for promotional & employee development opportunities, vehicle and penal codes	1,500		
6	001-2200-400-5210	Police /Special Department		14,740	19,327
		Defensive Tactic (DT) training supplies	1,500		
		K-9 supplies, E Collar Triatronics Classic, and vet bills	1,000		
		Badges, keys, business cards, digital recorders, cameras, ID printers supplies, locks, lamination supplies, batteries, badges, business cards, ,memory cards, keys	2,500		
		Special Investigations -	2,900		
		dept events swearing in and awards ceremony	2,500		
		buy money	1,000		
		ID card system supplies	440		
		Vehicle tows	600		

# Budget Detail

## Public Safety Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		Reserve stipends	-		
		text msg/cell phone record retrievals	800		
		Evidence tows	1,500		
7	001-2200-400-5211	Police/I.D.		4,000	5,000
		Packaging materials for property/evidence, processing/collection supplies such as gun boxes, tape, plastic bags, lab supplies, GSR kits, NIK Meth kits, print pads, print powder, laser light for blood spatter, lab chemicals, gun and narcotic destructon run	4,000		
8	001-2200-400-5212	Police/Armory/Training		55,722	57,729
		Remington and Winchester	13,500		
		Munitions	400		
		Stingers (24)	750		
		O.C. rounds (36)	1,000		
		Sponge round training kit	1,200		
		Taser Cartridges	2,700		
		Range supplies and props	750		
		Weapon Repairs	500		
		Cleaning supplies	750		
		Holsters (14)	730		
		Blackhawk Strike Gen 4 Molle System 40mm pouch (16)	650		
		AR15 rifle parts	500		
		Glock model 22 and 23 parts	750		
		Training Per Diem	1,000		
		Range Fees	7,200		
		Range Master Vests (2)	400		
		Range Instructor Physicals - hearing & blood tests (7)	1,200		
		Tac Lights (12)	4,200		

# Budget Detail

## Public Safety Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		EoTech Sights (6)	2,500		
		Multi-use Munitions Case (1)	250		
		Lithium AA batteries	500		
		PPM Battery Pack/X26P Taser (14)	742		
		OC Spray (24)	250		
		TASERS (14)	13,300		
9	001-2200-400-5231	Police / Cell Phone		18,000	18,000
		15 cell phones and data plans assigned to supervisors, CSO's, detectives, and managers	18,000		
10	001-2200-400-5240	Police/Advertising		1,000	1,000
		Craig's List, Cal jobs, other publications			
11	001-2200-400-5250	Police /Uniforms		50,500	59,800
		Police and Professional Staff Uniforms - 17 ballistic vests for current employees whose vests will expire and for new hires including reserves	25,500		
		New and replacement (worn/damaged) for new/existing officers/reserves/PSA's/Records and other professional staff, firearm instructor special uniform equip	25,000		
12	001-2200-400-5260	Police /Dues & Subscription		2,760	2,760
		CPCA, Training Managers, Cal-NENA, CAPE, CPOA, LSP, PORAC,CNCA, CLEARs, IAPE, CCUG, Western States Canine, IACP Assoc.,Sonoma County Chiefs, CPOA, CESA, CSI, APCO			
13	001-2200-400-5270	Police /Gas & Oil		125,000	130,000
		Redwood Coast Petroleum			

# Budget Detail

## Public Safety Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		Chevron			
14	001-2200-400-5320	Police/Vehicle Repair Cost captures in Fleet Services		-	50,000
15	001-2200-400-5330	Police/Special Dept Equipment Radio equipment, 2nd channel, public works channel dept equipment - headsets, radio chargers, mics, Chairs - Dispatch (2) Intercom System - Integrated functionality w/phone Body Cameras for Patrol (5) Pneumatic Tube(s) or tread Radar/Lidar maintenance - mandated calibration	13,200 10,000 2,400 3,500 5,000 400 1,000	35,500	27,763
16	001-2200-400-6101	Police /Contractual Services CAD/RMS/MDC - Sonoma County Public Safety Consortium (SCPSC) Bio-hazard disposal, needles, syringes etc elevator maintenance also permit renewal blood draws Training Manager Software radio and infrastructure maintenance incl Pworks fingerprinting - incl employees ISD-IJS - Criminal Net, Information Justice System, CLETS K-9 training Trak Flyers Phone Interpretation services booking fees currently paid for by state - may incur jail access fees due to overage of 3 yr avg	300,000 1,500 5,000 4,000 1,000 17,000 11,000 8,000 2,000 700 1,500 -	351,700	388,700

# Budget Detail

## Public Safety Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
17	001-2200-400-6102	Sexual Assault Exams \$1800.00 per exam - estimated 1 per month		21,600	-
18	001-2200-400-6110	Police/Professional Polygraph, sketches, counseling		500	500
19	001-2200-400-6210	Police /Recruitment/Hiring - General  9 positions anticipated through Attrition and backfill - does not include DQ of applicants at various stages, outside evaluators hotel, food, assessment center supplies, hearing tests and other tests	20,000	20,000	27,700
20	001-2200-400-6310	Police - Equipment Lease Copiers rental Lease Revenue Refunding Bond Payment (GF portion 10%)	28,560 49,000	77,560	77,913
21	001-2200-400-6422	Police/Worker's Comp REMIF Worker's Compensation allocation	371,351	371,351	384,523
22	001-2200-400-6423	Police/Liability Property REMIF Insurance allocation	144,637	144,637	133,520
23	001-2200-400-6424	Police/Service Fees I.T Charges Fleet Charges	311,232 175,117	486,349	430,442
24	001-2200-400-6550	Police/V&E Replacement		85,238	13,285

# Budget Detail

## Public Safety Budget Justification

209

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		New - Police Interceptor Utility	5,560		
		New - Police Interceptor Utility	5,560		
		New - Police Interceptor Utility	5,560		
		New - Police Interceptor Utility	5,560		
		New - Police Interceptor Utility	5,560		
		New - Police Interceptor Utility	5,560		
		Unit 5 - Police Interceptor Utility	5,560		
		Unit 44 - Police Interceptor Utility	5,560		
		Unit 45 - Police Interceptor Utility	5,560		
		Unit 46 - Police Interceptor Utility	5,560		
		Unit 47 - Police Interceptor Utility	5,560		
		Unit 48 - Police Interceptor Utility	5,560		
		Unit 51 - Police Interceptor Utility	5,560		
		Unit 52 - Police Interceptor Utility	5,560		
		Unit M10 - R1200RTP	3,586		
		Unit M9 - R1200RTP	3,586		
		Unit TL-71 - Utility Trailer	226		
25	001-2200-400-6600	Police/Travels & Meetings various meetings, mileage, travel, bridge tolls		5,000	5,000
26	001-2200-400-6710	Police/Community Promotion Citizen's Academy, bicycle rodeo, other community outreach events, contribution to explorer competition sponsorship, explorer dues, insurance, PSA recognition day	5,000	5,000	4,650
27	001-2200-400-9530	Police - C/O Communications Dispatch Radio Consoles Digital Voice Recorder/Logger	70,000 30,000	100,000	70,000

# Budget Detail

## Public Safety Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
28	001-2200-400-9610	Police /C/O-Vehicles (7) police vehicles (1) Abandoned Vehicle truck	310,000 35,000	345,000	240,000
29	001-2300-400-4800	Fire/Training & Ed Fire Prevention 1 (8) Current/Incoming Capts/Eng - 40 hours Driver/Operator 1A (5) Driver/Operator 1B (5) CA Arson Investigators S-404 Fire Safety Officer (2) EMT skills refreshers/recertifications, Driver Operator Tests, Class B Physicals,DMV fees Chief Officer Courses Fire Officer Development Fire Instructor 1A and 1B (6) Ethics Course Regional Instructor Orientation (RIO) Course Fire Investigation Courses  Basic Intensive Fire Academy (3) includes physical and turn out gear Fire Show Conference and Expo Firefighter 1 and 2 curriculumm - in house	1,800 1,500 1,500 2,500 4,000 3,000 2,600 2,500 1,500 600 600 6,500  6,500 750 1,500	37,350	43,000
30	001-2300-400-5100	Fire/Office Supplies Administrative Citations, Invoices, Absence Forms, Service forms Paper Toner, Printer Cartridges, Plot Printer supplies  Misc office supplies-pens, correction tape, file folders, labels, envelopes, etc	500 500 500 1,000	2,500	2,750

# Budget Detail

## Public Safety Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
31	001-2300-400-5125	Fire/First Aid Supplies includes Police - all first aid and medical supplies - bandages, defib pads, sterile gloves, masks, etc		5,000	5,000
32	001-2300-400-5130	Fire/Postage separated out police incl fire/fire prev. - incl billing, fed-ex, UPS, other mailings		1,000	1,000
33	001-2300-400-5140	Fire/Books/Pamphlets now includes fire prevention - fire code books, ICC guidebooks		1,500	3,500
34	001-2300-400-5210	Fire/Special Department Replace damaged/destroyed equipment (e.g.burned fire hose) Monitors and sensors replacement Chemical Foam Class A&B department equipment/items that do not fit in specific account, ie., business cards	4,000 3,100 1,000 3,200	11,300	12,750
35	001-2300-400-5231	Fire / Cell Phone 3 cell phones and data plans assigned to supervisors, and Lt,	4,000	4,000	4,000
36	001-2300-400-5250	Fire/Uniforms fire t-shirts, boots, ball caps, sweatshirts - for replacement of worn and personnel rotation - going to charge BDU type uniforms to police since they're dual - turn out gear lettering, fire investigator uniforms for scene investigations (3,000)		7,000	7,000
37	001-2300-400-5260	Fire/Dues & Subscriptions		1,000	1,010



# Budget Detail

## Public Safety Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		Fire Chief's Assoc., Arson Investigator's, Fire Prevention Officer's, NFPA, Int'l Code Council			
38	001-2300-400-5270	Fire/Gas & Oil		45,000	40,000
39	001-2300-400-5320	Fire/Vehicle Repair includes public works - fleet maintenance costs			80,000
40	001-2300-400-5330	Fire/Spec Dept Equipment		62,775	66,250
		Fire Helmets (10) \$280 each	2,800		
		Turn-out boots (10 pair) \$375	3,750		
		turn-out pants (10 pair) \$900	9,000		
		turn-out coats (10) \$1200	12,000		
		Structural Gloves (15) \$75	1,125		
		Structural Goggles (10) \$50	500		
		tarps, battery packs, scanners, pagers, chainsaws, blades, sharpening, misc equipment that does not have a line item account	12,000		
		Streamlight Litebox Upgrade Kit (10) Improve brightness	800		
		Wildland Gear (top,bottom,shelter,gloves,webbing,harness (10)	7,000		
		IPAD for Fire Inspector includes data plan	1,300		
		Rescue Rope 1000 ft @ 1.50 per ft	1,500		
		Homaltro gear upgrade (2) outdated units to single CORE Technology	11,000		
41	001-2300-400-5350	Fire/Small Tools		500	500
		axes, hammers, pick axes, screwdrivers, bolt cutters, misc small tools			

# Budget Detail

## Public Safety Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
42	001-2300-400-6101	Fire /Contractual Services		58,300	29,500
		fire extinguishers recharge/check all bldgs and vehicles	2,000		
		Fire Assessment services	9,000		
		CUPA	1,800		
		Santa Rosa fire department training facility	1,000		
		Operational Emergency Services - countywide	2,000		
		Fire House Software renewal/support	3,500		
		Hazmat business permit	2,000		
		Fire shift scheduler/tracker/picker	1,500		
		Misc contractual obligations - i.e. fire alarm test	2,000		
		Ladder Recert	1,500		
		SCBA test kit	700		
		Auto Aid Agreement w/Rancho Adobe Fire	28,500		
		SCBA recert - includes repair costs	2,800		
43	001-2300-400-6210	Fire/Recruitment/Hiring/Volunteer Auxiliary Firefighter		21,000	21,000
		Recruitment and process 4 - 5 new VAF -- including DQ of some applicants, Physicals, DMV license fees	21,000		
44	001-2300-400-6310	Fire - Equipment Lease		105,095	104,067
		Master Lease for fire vehicles and equipment	105,095		
45	001-2300-400-6424	Fire/Services Fees		98,580	13,830
		Fleet Services	98,580		
46	001-2300-400-6550	Vehicle Replacement Fund		36,122	-

# Budget Detail

## Public Safety Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		new Type 1 Engine acquired Feb 2014	36,122		
47	001-2300-400-6600	Fire/Travels & Meetings various meetings, mileage, travel, bridge tolls	500	500	500
48	001-2300-400-6710	Fire/Community Promotion Holiday Safety tips - Christmas, 4th of July etc	1,000	1,000	1,000
49	001-2300-400-9530	Fire - C/O Equipment County Fire grant - 10% agency share if "hardship" not granted	31,000	31,000	
50	001-2510-400-5220	P/S Main Station /Heat/Light/Power PG&E Cost	105,000	105,000	105,000
51	001-2510-400-5230	P/S Main Station /Telephone Land line telephone cost	14,000	14,000	14,000
52	001-2510-400-5310	P/S Main Station /Bldg/Facility-routine Janitorial service Bay Area Quality Control - Diesel generator permit Santa Rosa Fire annual fire inspection 1st alarm ready key Hitmen pests services toilet paper, multi-fold towels, garbage bags, seat covers, bleach, hand soap, shredder bags, sponges, dish soap light bulbs, furnace filters, misc building repairs and maintenance costs	21,000 700 300 1,600 800 5,000 13,200	42,600	35,000
53	001-2510-400-5313	P/S Main Station/Bldg /Non-routine		35,000	35,000

# Budget Detail

## Public Safety Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		HVAC - on going problems, gates, generator, pneumatic tube, maintenance and load testing, generator testing, dispatch lineoleum	35,000		
54	001-2510-400-6423	P/S Main Station/Liability/Property		28,949	31,280
55	001-2600-400-5210	P/S Bldg-North /Spec. Department 2 recliners	1,500	1,500	-
56	001-2600-400-5220	P/S Bldg-North /Heat/Light/Power		9,000	9,000
57	001-2600-400-5230	P/S Bldg-North /Telephone		2,000	1,900
58	001-2600-400-5310	P/S Bldg-North/Bldg/Facility-Routine landscape materials, paper towels, cleaning supplies, light bulbs, misc supplies for routine building maintenance - furnace filters		4,000	4,000
59	001-2600-400-5313	P/S Bldg-North Bldg/Fac Maint/Non-Routine airduct cleaning, bay door repairs, misc non-routine repairs for Northern Station		4,000	4,000
60	001-2600-400-6423	P/S Bldg/North/Liability/Property New from Dept 1900		2,370	2,561
61	001-2610-400-5210	P/S Bldg-South /Spec. Department 2 recliners (1500)	1,500	1,500	-
62	001-2610-400-5220	P/S Bldg-South /Heat/Light/Power		3,000	3,000

# Budget Detail

## Public Safety Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
63	001-2610-400-5230	P/S Bldg-South /Telephone T-1 line for connectivity Comcast Connectivity	800 5,000 1,400	7,200	2,000
64	001-2610-400-5310	P/S Bldg-South /Bldg/Facility landscape materials, paper towels, cleaning supplies, light bulbs, misc supplies for routine building maintenance - furnace filters		2,000	2,000
65	001-2610-400-5313	P/S Bldg-South /Fac Maint/Non-Routine airduct cleaning, bay door repairs, misc non-routine repairs for Southern Station		1,500	1,500
66	001-2610-400-6423	P/S Bldg South/Liability/Property New from Dept 1900		3,446	3,723
67	001-2700-400-5210	Emergency Preparedness/Special Department rations, water, EOC supplies, table top exercise supplies		3,000	5,000
<b>Total</b>				<b>3,284,794</b>	<b>2,977,763</b>

## Alcohol Beverage Service Ordinance (ABSO)

FUNDING SOURCES	FUNDING SOURCES 2013-14	FUNDING SOURCES 2014-15
ABSO Fees	\$ 31,093	\$ 32,455
<b>TOTAL REVENUE</b>	<u>31,093</u>	<u>32,455</u>

EXPENSE	2012-13 ACTUAL	2013-14 ADOPTED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ -	\$ 28,294	\$ 29,648	\$ 1,354
Training	-	-	-	-
<b>Supplies</b>				
Postage	-	249	257	8
Special Departmental	-	2,550	2,550	-
<b>Communications</b>	-	-	-	-
<b>Dues &amp; Subscriptions</b>	-	-	-	-
<b>Equipment</b>	-	-	-	-
<b>Contractual/Professional</b>	-	-	-	-
<b>Travel &amp; Meetings</b>	-	-	-	-
<b>TOTAL EXPENSE</b>	<u>\$ -</u>	<u>\$ 31,093</u>	<u>\$ 32,455</u>	<u>\$ 1,362</u>
<b>RESULTING GAIN (LOSS)</b>		-	-	

**Department of Public Safety**  
**Program Budget Analysis - Alcohol Beverage Service Ordinance (ABSO)**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-P202-400-4402	Overtime Salaries	\$0.00	\$28,294.00	\$8,544.98	\$29,648.00	\$1,354.00	4.79%	See Item#1
001-P202-400-4905	Alt Ben	\$0.00	\$0.00	\$36.94	\$0.00	\$0.00		
001-P202-400-4908	ABSO /RHS Plan	\$0.00	\$0.00	\$6.08	\$0.00	\$0.00		
001-P202-400-4921	Kaiser Ins	\$0.00	\$0.00	\$461.94	\$0.00	\$0.00		
001-P202-400-4923	VSP	\$0.00	\$0.00	\$6.70	\$0.00	\$0.00		
001-P202-400-4924	Dental Ins	\$0.00	\$0.00	\$38.96	\$0.00	\$0.00		
001-P202-400-4925	Medicare	\$0.00	\$0.00	\$123.88	\$0.00	\$0.00		
001-P202-400-4930	Life Insurance	\$0.00	\$0.00	\$8.72	\$0.00	\$0.00		
001-P202-400-5100	Office Supplies	\$0.00	\$158.00	\$500.86	\$158.00	\$0.00	0.00%	See Item#2
001-P202-400-5130	ABSO Postage	\$0.00	\$249.00	\$0.00	\$257.20	\$8.20	3.29%	See Item#3
001-P202-400-5140	Books/Pamphlets	\$0.00	\$1,960.00	\$3,392.22	\$1,960.00	\$0.00	0.00%	See Item#4
001-P202-400-5210	Special Dept Supplies	\$0.00	\$0.00	\$0.00	\$432.00	\$432.00		See Item#5
001-P202-400-5330	Special Dept Equipment	\$0.00	\$432.00	\$262.02	\$0.00	-\$432.00	-100.00%	
	<b>Total</b>	<b>\$0.00</b>	<b>\$31,093.00</b>	<b>\$13,383.30</b>	<b>\$32,455.20</b>	<b>\$1,362.20</b>	<b>4.38%</b>	

# Budget Detail

## Program Budget Justification - Alcohol Beverage Service Ordinance (ABSO)

219

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
1	001-P202-400-4402	Overtime Salaries	Hour Amount	29,648.00	28,294.00
		Sergeant (5 hours) x 7 RBS training classes	35 \$3,010		
		Public Safety Officer (4 hours) x 7 RBS training classes	28 2,128		
		Sergeant (5 hours) x 3 Private on-site training classes	15 1,290		
		Public Safety Officer (4 hours) x 3 Private on-site training classes	12 912		
		Sergeant (6 hours) x 8 Compliance Check Inspections	48 3,936		
		Public Safety Officer (6 hours) x 8 Compliance Check Inspections	48 3,552		
		Sergeant (10 hours) x 4 Minor Decoy Operations	40 3,440		
		(2) Public Safety Officer (10 hours) x 4 Minor Decoy Operations	80 6,080		
		Administrative Duties (40 hours)	40 3,440		
		Administrative Assistant (60 hours)	60 1,860		
2	001-P202-400-5100	Office Supplies	Cost Qty	158.00	158.00
		Paper	0.02 2000		
		Printer Cartridge	50.50 1		
		Envelopes (Manilla and Letter)	0.15 450		
3	001-P202-400-5130	Postage	Cost Qty	257.20	249.00
		Mailer A -RBS Course Schedule February - June	\$0.49 80		
		Mailer B - Use Permit	1.50 80		
		Mailer C - Second Billing	0.49 70		
		Mailer D - Delinquet Notices	0.49 50		
		Mailer E - RBS Course Schedule July - January	0.49 80		
4	001-P202-400-5140	Books/Pamphlets	Cost Qty	1,960.00	1,960.00



# Budget Detail

## Program Budget Justification - Alcohol Beverage Service Ordinance (ABSO)

Item	Account/Vendor	Description	Cost		FY14/15 Adopted Budget	FY13/14 Adopted Budget
		Off-Sale Manual	0.10	6,000		
		On-Sale Manual	0.10	6,000		
		Summary of Laws Handout	0.10	3,600		
		Course Completion Cards	0.20	1,000		
		RBS Color Pamphlets	2.50	80		
5	001-P202-400-5210	Special Dept Supplies	Cost	Qty	432.00	432.00
		Post-it flip charts	30.00	5		
		Dry Erase Markers	19.00	5		
		Replacement Batteries for UV Lights	10.00	15		
		Certificate Paper for Use Permit	37.00	1		

## Sonoma County DHS Compliance Checks

FUNDING SOURCES	FUNDING SOURCES 2013-14	FUNDING SOURCES 2014-15
Sonoma County Grant	\$ 40,000	\$ 40,000
<b>TOTAL REVENUE</b>	<u>40,000</u>	<u>40,000</u>

EXPENSE	2012-13 ACTUAL	2013-14 ADOPTED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ -	\$ 37,800	\$ 37,800	\$ -
Training	-	-	-	-
<b>Supplies</b>				
Postage	-	-	-	-
Special Departmental	-	2,200	2,200	-
<b>Communications</b>	-	-	-	-
<b>Dues &amp; Subscriptions</b>	-	-	-	-
<b>Equipment</b>	-	-	-	-
<b>Contractual/Professional</b>	-	-	-	-
<b>Travel &amp; Meetings</b>	-	-	-	-
<b>TOTAL EXPENSE</b>	<u>\$ -</u>	<u>\$ 40,000</u>	<u>\$ 40,000</u>	<u>\$ -</u>
<b>RESULTING GAIN (LOSS)</b>		-	-	

**Department of Public Safety**

**Program Budget Analysis - Sonoma County Department of Health Services (DHS) Compliance Checks**

<b>Account Number</b>	<b>Description</b>	<b>2013 Actuals</b>	<b>2014 Amended</b>	<b>2014 Estimated</b>	<b>2015 Adopted</b>	<b>\$ Change</b>	<b>% Change</b>	<b>Comments</b>
001-P204-400-4402	Overtime Salaries	\$0.00	\$37,800.00	\$5,271.96	\$37,800.00	\$0.00	0.00%	See Item#1
001-P204-400-4908	Life Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-P204-400-4920	Health Ins/BL	\$0.00	\$0.00	\$983.96	\$0.00	\$0.00		
001-P204-400-4921	Kaiser	\$0.00	\$0.00	\$428.56	\$0.00	\$0.00		
001-P204-400-4923	VSP	\$0.00	\$0.00	\$8.46	\$0.00	\$0.00		
001-P204-400-4924	Dental	\$0.00	\$0.00	\$49.38	\$0.00	\$0.00		
001-P204-400-4925	Medicare	\$0.00	\$0.00	\$60.34	\$0.00	\$0.00		
001-P204-400-4930	Life Insurance	\$0.00	\$0.00	\$5.84	\$0.00	\$0.00		
001-P204-400-5140	Books/Pamphlets	\$0.00	\$2,200.00	\$1,955.94	\$2,200.00	\$0.00	0.00%	See Item#2
	<b>Total</b>	<b>\$0.00</b>	<b>\$40,000.00</b>	<b>\$8,764.44</b>	<b>\$40,000.00</b>	<b>\$0.00</b>	<b>0.00%</b>	

# Budget Detail

## Program Budget Justification - Sonoma County Department of Health Services (DHS) Compliance Checks

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
1	001-P204-400-4402	Overtime Salaries	Hour Amount	37,800.00	37,800.00
		IMPACT Inspections (Cotati PD & SSU) x 2 Officer (8 hours) x 3 operations	48 3,600		
		RBS Training x 2 Officer (5 hours) x 4 classes	40 3,000		
		S.A & Alcohol Consumption Course x 1 Officer (1.5 hours) x 16 trainings	24 1,800		
		Minor Decoy Operations (Fake ID Campaign)x 2 Officers (5 hours) x 10 Ops	100 7,500		
		Cops in Shops (Rohnert Park and Cotati) x 2 Officers (5 hours) x 10 Ops	100 7,500		
		Compliance Checks at Problem Premises x 2 Officers (5 hours) x 10 Ops	100 7,500		
		Compliance Checks at Special Events x 2 Officers (5 hours) x 4 Ops	40 3,000		
		Town Hall Meeting (Cotati) x 1 Officer (2 hours) x 1 Meeting	2 150		
		Administrative Costs	50 3,750		
2	001-P204-400-5140	Books/Pamphlets	Cost Qty.	2,200.00	2,200.00
		Sexual Assault and Alcohol Awareness Pamphlet	0.50 2,400		
		Alcohol Awareness Signs	10 100		

## Selective Traffic Enforcement Program PT-14109

FUNDING SOURCES	FUNDING SOURCES 2013-14	FUNDING SOURCES 2014-15
Federal Grant	249,495	52,825
<b>TOTAL REVENUE</b>	<u>249,495</u>	<u>52,825</u>

EXPENSE	2012-13 ACTUAL	2013-14 ADOPTED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ -	\$ 190,371	\$ 43,501	\$ (146,870)
Training	-	-	-	-
<b>Supplies</b>				
Postage	-	-	-	-
Special Departmental	-	-	-	-
<b>Communications</b>	-	-	-	-
<b>Dues &amp; Subscriptions</b>	-	-	-	-
<b>Equipment</b>	-	54,124	8,324	(45,800)
<b>Contractual/Professional</b>	-	-	-	-
<b>Travel &amp; Meetings</b>	-	5,000	1,000	(4,000)
<b>TOTAL EXPENSE</b>	<u>\$ -</u>	<u>\$ 249,495</u>	<u>\$ 52,825</u>	<u>\$ (196,670)</u>
<b>RESULTING GAIN (LOSS)</b>		-	-	

## Department of Public Safety

### Program Budget Analysis - Selective Traffic Enforcement Program PT-14109

Account Number	Description	2013 Actuals	2014 Adopted	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-P206-400-4101	STEP - Salaries	\$0.00	\$72,878.00	\$0.00	\$19,827.00	-\$53,051.00	-72.79%	
001-P206-400-4120	STEP - Fire Engineer	\$0.00	\$1,822.00	\$0.00	\$496.00	-\$1,326.00	-72.78%	
001-P206-400-4126	STEP - EMT Pay	\$0.00	\$1,458.00	\$0.00	\$397.00	-\$1,061.00	-72.77%	
001-P206-400-4127	STEP - POST Certificate	\$0.00	\$3,280.00	\$0.00	\$1,388.00	-\$1,892.00	-57.68%	
001-P206-400-4128	STEP - Uniform Allowance	\$0.00	\$240.00	\$0.00	\$240.00	\$0.00	0.00%	
001-P206-400-4132	STEP - Motorcycle Stipend	\$0.00	\$2,579.00	\$0.00	\$0.00	-\$2,579.00	-100.00%	
001-P206-400-4133	STEP - Fire Svs	\$0.00	\$1,458.00	\$0.00	\$397.00	-\$1,061.00	-72.77%	
001-P206-400-4135	STEP - Field Tech	\$0.00	\$0.00	\$0.00	\$991.00	\$991.00		
001-P206-400-4402	STEP - OT Salaries	\$0.00	\$41,595.00	\$0.00	\$0.00	-\$41,595.00	-100.00%	
001-P206-400-4501	STEP - Holiday Pay	\$0.00	\$3,898.00	\$0.00	\$1,149.00	-\$2,749.00	-70.52%	
001-P206-400-4512	STEP - Education Stipend	\$0.00	\$1,312.00	\$0.00	\$555.00	-\$757.00	-57.70%	
001-P206-400-4800	STEP/Training	\$0.00	\$0.00	\$1,120.00	\$0.00	\$0.00		
001-P206-400-4901	STEP - PERS Employer	\$0.00	\$41,139.00	\$0.00	\$13,055.00	-\$28,084.00	-68.27%	
001-P206-400-4920	STEP - Health Insurance	\$0.00	\$15,735.00	\$0.00	\$4,147.00	-\$11,588.00	-73.64%	
001-P206-400-4923	STEP - Eye Care	\$0.00	\$289.00	\$0.00	\$121.00	-\$168.00	-58.13%	
001-P206-400-4924	STEP - Dental Insurance	\$0.00	\$1,094.00	\$0.00	\$274.00	-\$820.00	-74.95%	
001-P206-400-4925	STEP - Medicare	\$0.00	\$1,252.00	\$0.00	\$369.00	-\$883.00	-70.53%	
001-P206-400-4930	STEP - Life Ins	\$0.00	\$127.00	\$0.00	\$32.00	-\$95.00	-74.80%	
001-P206-400-4932	STEP - STD Pay	\$0.00	\$215.00	\$0.00	\$63.00	-\$152.00	-70.70%	
001-P206-400-5330	STEP/Spec Dept Equip	\$0.00	\$0.00	\$8,563.08	\$8,324.00	\$8,324.00		See Item#1
001-P206-400-6600	STEP - Travel/Meetings	\$0.00	\$5,000.00	\$0.00	\$1,000.00	-\$4,000.00	-80.00%	See Item#2
001-P206-400-9510	STEP - c/o Equip	\$0.00	\$19,124.00	\$0.00	\$0.00	-\$19,124.00	-100.00%	
001-P206-400-9610	C/O Vehicles	\$0.00	\$35,000.00	\$68,510.80	\$0.00	-\$35,000.00	-100.00%	
	<b>Total</b>	<b>\$0.00</b>	<b>\$249,495.00</b>	<b>\$78,193.88</b>	<b>\$52,825.00</b>	<b>-\$196,670.00</b>	<b>-78.83%</b>	

# Budget Detail

## Program Budget Justification - Selective Traffic Enforcement Program PT-14109

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
1	001-P206-400-5330	Special Dept Equipment		\$8,324	-
		Traffic Collision Reconstruction System	1,795		
		Motorcycle Helmet	0		
		Desktop Computer	1,500		
		Motorcycle Video System	2,400		
		Digital Camera	2,629		
2	001-P206-400-6600	Travels & Meetings		\$1,000	5,000.00
		Lifesavers	\$1,000		

## Sobriety Check Point Grant SC-14351

FUNDING SOURCES	FUNDING SOURCES 2013-14	FUNDING SOURCES 2014-15
Grants	\$ 37,478	\$ 9,852
<b>TOTAL REVENUE</b>	<b>37,478</b>	<b>9,852</b>

EXPENSE	2012-13 ACTUAL	2013-14 ADOPTED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ -	\$ 28,188	\$ 7,047	\$ (21,141)
Training	-	-	-	-
<b>Supplies</b>				
Postage	-	-	-	-
Special Departmental	-	1,000	1,000	-
<b>Communications</b>	-	-	-	-
<b>Dues &amp; Subscriptions</b>	-	-	-	-
<b>Equipment</b>	-	8,290	1,805	(6,485)
<b>Contractual/Professional</b>	-	-	-	-
<b>Travel &amp; Meetings</b>	-	-	-	-
<b>TOTAL EXPENSE</b>	<b>\$ -</b>	<b>\$ 37,478</b>	<b>\$ 9,852</b>	<b>\$ (27,626)</b>
<b>RESULTING GAIN (LOSS)</b>		-	-	



**Department of Public Safety**  
**Program Budget Analysis - Sobriety Check Point Grant SC-14351**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-P207-400-4402	SC-14351 - OT Salaries	\$0.00	\$28,188.00	\$0.00	\$7,047.03	-\$21,140.97	-75.00%	See Item#1
001-P207-400-5140	SC-14351 - Printing/Pamphlets	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	0.00%	See Item#2
001-P207-400-5210	SC-14351 - Spec Dept Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-P207-400-5330	SC-14351/Spec Dept Equip	\$0.00	\$8,290.00	\$12,504.08	\$1,805.00	-\$6,485.00	-78.23%	See Item#3
	<b>Total</b>	<b>\$0.00</b>	<b>\$37,478.00</b>	<b>\$12,504.08</b>	<b>\$9,852.03</b>	<b>-\$27,625.97</b>	<b>-73.71%</b>	

# Budget Detail

## Proposed Budget Justification - Sobriety Check Point Grant SC-14351

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
1	001-P207-400-4402	Overtime Salaries	Hour Amount	7,047.03	28,188.00
		Sergeant (8 hours) x 2	16 1,331		
		Public Safety Officer (8 hours) x 8	64 4,914		
		Public Safety Dispatcher (8 hours) x2	16 802		
2	001-P207-400-5140	Books/Pamphlets	Cost Qty	1,000.00	1,000.00
		Custom DUI Pamphlets	0.20 5,000		
3	001-P207-400-5330	Special Dept Supplies	Qty	1,805.00	8,290.00
		Checkpoint Supplies	1805		

## Tri-Cities Coalition Training Program

<b>FUNDING SOURCES</b>	<b>FUNDING SOURCES 2013-14</b>
Transfer In	19,036
<b>TOTAL REVENUE</b>	<u><u>19,036</u></u>

<b>EXPENSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 ADOPTED BUDGET</b>	<b>2014-15 ADOPTED BUDGET</b>	<b>\$ INCREASE/ (DECREASE)</b>
<b>Compensation</b>				
Salary and Benefits	\$ -	\$ -	\$ 8,808	\$ 8,808
Training	-	-	-	-
<b>Supplies</b>				
Postage	-	-	118	118
Special Departmental	-	-	10,110	10,110
<b>Communications</b>	-	-	-	-
<b>Dues &amp; Subscriptions</b>	-	-	-	-
<b>Equipment</b>	-	-	-	-
<b>Contractual/Professional</b>	-	-	-	-
<b>Travel &amp; Meetings</b>	-	-	-	-
<b>TOTAL EXPENSE</b>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 19,036</u></u>	<u><u>\$ 19,036</u></u>
RESULTING GAIN (LOSS)			-	

**Department of Public Safety**  
**Budget Analysis - Tri-Cities Coalition Training Account**

<b>Account Number</b>	<b>Description</b>	<b>2013 Actuals</b>	<b>2014 Adopted</b>	<b>2014 Estimated</b>	<b>2015 Adopted</b>	<b>\$ Change</b>	<b>% Change</b>	<b>Comments</b>
001-P208-400-4402	Overtime Salaries	\$0.00	\$0.00	\$0.00	\$8,808.00	\$8,808.00		See Item#1
001-P208-400-5100	Office Supplies	\$0.00	\$0.00	\$0.00	\$290.00	\$290.00		See Item#2
001-P208-400-5130	Postage	\$0.00	\$0.00	\$0.00	\$117.60	\$117.60		See Item#3
001-P208-400-5140	Books/Pamphlets	\$0.00	\$0.00	\$0.00	\$4,680.00	\$4,680.00		See Item#4
001-P208-400-5210	Special Dept Supplies	\$0.00	\$0.00	\$0.00	\$5,140.00	\$5,140.00		See Item#5
001-P208-400-5330	Special Dept Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$19,035.60</b>	<b>\$19,035.60</b>		

# Budget Detail

## Program Budget Justification - Tri-Cities Coalition Training Account

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Adopted Budget
1	001-P208-400-4402	Overtime Salaries	Hour Amount	8,808.00	-
		Sergeant (5 hours) x 7 RBS training classes	35 \$3,010		
		Public Safety Officer (4 hours) x 7 RBS training classes	28 2,128		
		Sergeant (5 hours) x 5 Private on-site training classes	25 2,150		
		Public Safety Officer (4 hours) x 5 Private on-site training classes	20 1,520		
2	001-P208-400-5100	Office Supplies	Cost Qty	290.00	-
		Paper	0.02 2500		
		Printer Cartridge	50.00 3		
		Envelopes (Manilla and Letter)	0.15 600		
3	001-P208-400-5130	Postage	Cost Qty	117.60	-
		Mailer A -RBS Course Schedule February - June	0.49 120		
		Mailer E - RBS Course Schedule July - January	0.49 120		
4	001-P208-400-5140	Books/Pamphlets	Cost Qty	4,680.00	-
		Off-Sale Manual (Spanish)	0.10 10,000		
		Off-Sale Manual	0.10 6,000		
		On-Sale Manual (Spanish)	0.10 10,000		
		On-Sale Manual	0.10 6,000		
		Summary of Laws Handout	0.10 3,600		
		Summary of Laws Handout (Spanish)	0.10 7,200		
		Course Completion Cards	0.20 1,000		
		RBS Color Pamphlets	2.50 80		

## Budget Detail

### Program Budget Justification - Tri-Cities Coalition Training Account

Item	Account/Vendor	Description	Cost		FY14/15 Adopted Budget	FY13/14 Adopted Budget
5	001-P208-400-5210	Special Dept Supplies	Cost	Qty	5,140.00	-
		Post-it flip charts	30.00	10		
		Dry Erase Markers	19.00	10		
		Replacement Batteries for UV Lights	10.00	15		
		ID Pal ID checking device	125.00	15		
		ID Checking Magnifying Unit	25.00	25		
		Lap Top Computer	2,000.00	1		

# PUBLIC SAFETY - POLICE SERVICES

## DEPARTMENT SERVICES MODEL

### MANDATED

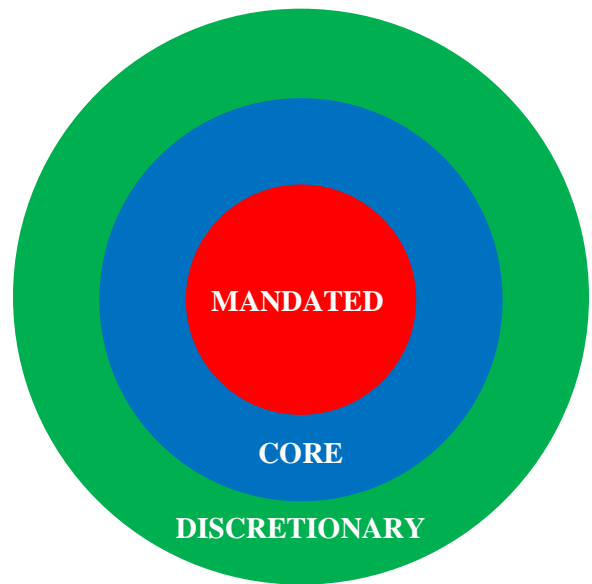
- Patrol Services
- Property/Evidence
- Records
- Dispatch
- POST Training-Reporting
- County Wide CAD-RMS-MDC

### CORE

- Investigations
- Community Service Officers
- Abandoned Vehicles/Neighborhood Blight
- Traffic/Motors
- K-9
- Volunteers-PSA
- Reserve Police Officers
- Animal Control

### DISCRETIONARY

- Explorers
- Citizens Academy
- Community Outreach Events/C-CORP, Bicycle Rodeo, Special Olympics



## ALTERNATIVE SERVICES DELIVERY OPTIONS

- Expand Citizen's Crime Reporting (CCR)

## REVENUE OPPORTUNITIES

- Review and Update Department Fee Schedules

## MAJOR ACCOMPLISHMENTS FOR FISCAL YEAR 2013/2014

- ✓ 2013 Part 1 Crimes are the Lowest in the Last Decade
- ✓ Creation of a Mitigation Plan that Facilitated a Smooth Opening of the Casino on November 5<sup>th</sup>
- ✓ Established a Full-Time Traffic Unit
- ✓ Implemented On Line Reporting for Citizens
- ✓ Grant Funding Opportunities Completed
  - Office of Traffic Safety
  - JAG
  - Homeland Security
  - ABC GAP

## MAJOR GOALS FOR FISCAL YEAR 2014/2015

**GOAL 1:** Continue to be Fiscally Responsible to Come in at or Under Budget

- GOAL 2:** Maintain Community Trust by Emphasizing Community Policing Efforts
- GOAL 3:** Major Intergraph Public Safety (IPS) Upgrade to the CAD, ILEADS, and MDC Applications Which will Enhance Our Dispatch of Police Calls for Services and Records Retrieval
- GOAL 4:** Major 9-1-1 Phone System and Base Radio Replacement/Upgrade
- GOAL 5:** Build a Succession Plan to Identify, Develop, and Support the Agency's Future Leaders

## **PERFORMANCE MEASUREMENTS**

### Annual Crime Reports

1. Part I Crimes
2. Other Crimes
3. Percent of Violent Crimes Cleared
4. Percent of Property Crimes Cleared

### Police Response

1. Calls for Service by Priority
2. Response Times by Priority

### Traffic Analysis

1. Total Vehicle Accidents
2. Injury Vehicle Accidents
3. Driving Under Influence Accidents
4. Driving Under the Influence Arrests
5. Other Accident Data

### Alcohol Beverage Service Ordinance (ABSO)

1. Responsible Beverage Service Trainings Given
2. Alcohol Premises Inspections
3. Decoy Operations – Percent of Businesses Visited
4. Fees Collected

### Communications Unit

1. Total Number of 9-1-1 Calls Answered
2. Average Answer Time for 9-1-1 lines
3. Total Number of Public Works Calls Answered/Handled
4. Total Number of Phone Calls Answered
5. Total Number of Citizen Crime Reports (CCR) Sent/On-line
6. Total Number of Animal Control Calls Handled

### Records Unit

1. Part 1 Crimes
2. Other Crimes
3. Total Number of Reports Processed
4. Total Number of Citations Processed
5. Total Number of Subpoenas Processed
6. Total Number of Public Records Act Requests Processed
7. Total Number of Background Checks for Employment Processed
8. Total Number of Vehicle Releases

### Property/Evidence Unit

1. Total Number of Property Items Accepted
2. Total Number of Property Items Disposition



# PUBLIC SAFETY - FIRE SERVICES

## DEPARTMENT SERVICES MODEL

### MANDATED

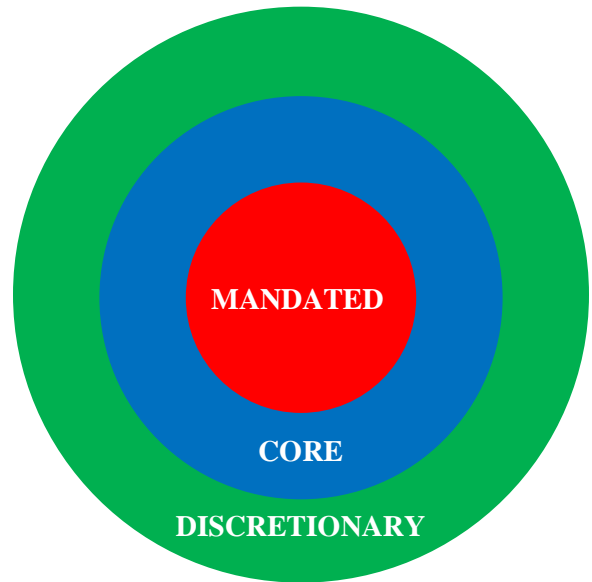
- Fire Response/Suppression
- Fire Prevention
- Training
- Dispatch
- Records
- Auto-Aid
- County Wide CAD-RMS

### CORE

- Emergency Medical Services
- Public Education
- Volunteer Firefighters
- Urban Search and Rescue Team (USAR)
- HAZ-MAT

### DISCRETIONARY

- Mutual Aid-Out of County Wild land Response



## ALTERNATIVE SERVICES DELIVERY OPTIONS

- Shared Services

## REVENUE OPPORTUNITIES

- Review and Update City Fee Schedules

## MAJOR ACCOMPLISHMENTS FOR FISCAL YEAR 2013/2014

- ✓ Transitioned to 2x4 Schedule to Align With Neighboring Fire Agencies
- ✓ Implemented Mandatory Captain Backfill at Station 2
- ✓ Enhanced Monthly Fire Training to Include Minimum Number of Hours for Fire Personnel to Complete on a Monthly Basis, Briefing and "Hands On" Training for Patrol Personnel, Quarterly Drills for All Personnel, and Monthly Inter-Agency Training
- ✓ Implemented Dry Hydrant, CO Monitoring, Engineer, and Patrol Response Standard Operating Procedures
- ✓ Selected a Fire Specific Training Manager and Training Committee as an Ancillary Assignment
- ✓ Received, Outfitted, and Implemented New Fire Apparatus

## MAJOR GOALS FOR FISCAL YEAR 2014/2015

- GOAL 1:** Major Intergraph Public Safety (IPS) Upgrade to the CAD, ILEADS, and MDC Applications Which will Enhance Our Dispatch of Fire/EMS Calls for Services and Records Retrieval

**GOAL 2:** Plan West Side Station (Station 3)

**GOAL 3:** Develop a Hazardous Exposure Reporting Program / Protocol

**GOAL 4:** Audit New Businesses for Compliance with Fire Code and Business Licenses

**GOAL 5:** Implementation of Technical Services Advisor – Fire Division, to Assist with Increase in Fire Inspections

## **PERFORMANCE MEASUREMENTS**

### End of Year Fire Report

1. Percentage of Commercial Buildings Inspected
2. Annual Business Fire Inspections
3. New and Permit Construction Inspections
4. Public Education Events
5. Number of Structure and Non-structure Fires
6. Fires Confined to Room of Origin
7. False Alarms
8. Estimated Fire Losses

### Emergency Medical Services

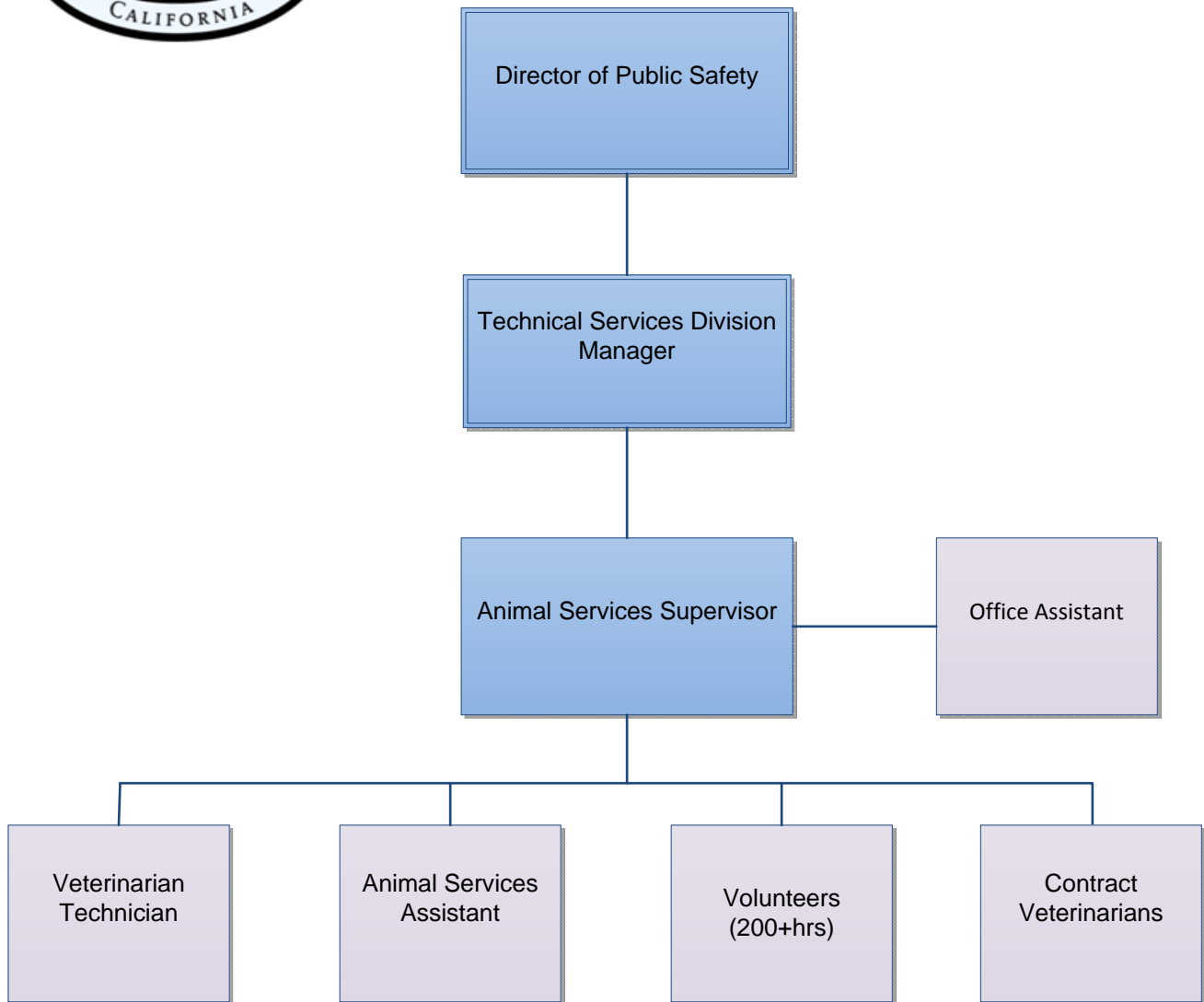
1. Emergency Calls per 1,000 Residents

### Fourth of July Stats

1. Citations
2. Illegal Fireworks Confiscated
3. Fire Works Related Calls for Service
4. Fires



# RPDPS – Animal Services Organizational Chart



## PUBLIC SAFETY - ANIMAL SERVICES

FUNDING SOURCES	FUNDING SOURCES 2014-15
Animal Licenses	\$ 45,000
Animal Shelter Fee	70,000
Animal Shelter Donation	8,000
Transfer-In	78,250
General Fund	340,633
<b>TOTAL REVENUE</b>	<b>\$ 541,883</b>

EXPENSE	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ 274,097	\$ 297,365	\$ 306,041	\$ 8,676
Overtime/Stand By Pay	-	-	-	-
Training	-	-	300	300
<b>Insurance</b>				
Workers' Compensation	7,120	9,204	9,561	357
Liability/Property	7,059	6,502	7,495	993
<b>Services Fees</b>	-	29,447	33,296	3,849
<b>Supplies</b>				
Office Supplies	1,375	1,700	1,900	200
Special Departmental Equipment	64,374	42,000	41,000	(1,000)
<b>Utilities</b>	17,599	15,000	15,000	-
<b>Communications</b>	1,035	1,100	1,100	-
<b>Dues &amp; Subscriptions</b>	-	-	-	-
<b>Advertising</b>	5,100	-	-	-
<b>Vehicle</b>	983	1,500	1,000	(500)
<b>Equipment</b>				
Maintenance	941	1,500	1,000	(500)
Rental	3,716	3,360	3,360	-
<b>Facility Maintenance</b>	13,417	15,000	30,330	15,330
<b>Contractual/Professional</b>	33,840	26,430	39,500	13,070
<b>Recruitment</b>	567	1,000	1,000	-
<b>Other Expense</b>	-	-	-	-
<b>Capital Outlay</b>	-	-	50,000	50,000
<b>TOTAL EXPENSE</b>	<b>\$ 431,222</b>	<b>\$ 451,108</b>	<b>\$ 541,883</b>	<b>\$ 90,775</b>

## Animal Shelter Budget Analysis

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-2400-400-4101	Animal Control /Salaries	\$155,094.36	\$157,214.00	\$158,924.64	\$165,061.00	\$7,847.00	4.99%	
001-2400-400-4201	Animal Control /Part-Time Sal	\$59,417.91	\$74,830.00	\$61,014.58	\$73,870.00	-\$960.00	-1.28%	See Item#1
001-2400-400-4512	Animal Control/Ed Stipend	\$600.00	\$600.00	\$600.00	\$600.00	\$0.00	0.00%	
001-2400-400-4520	Animal Control /Other Payroll	\$0.00	\$0.00	\$1,385.10	\$0.00	\$0.00		
001-2400-400-4800	Animal Control /Training & Edu	\$0.00	\$0.00	\$118.00	\$300.00	\$300.00		See Item#2
001-2400-400-4901	Animal Control /Pers/Employer	\$38,189.70	\$41,669.00	\$38,930.36	\$42,326.00	\$657.00	1.58%	
001-2400-400-4920	Animal Control /Health Ins/Bl	\$0.00	\$16,675.00	\$0.00	\$17,587.00	\$912.00	5.47%	
001-2400-400-4921	Animal Control /Medical Insur	\$13,893.69	\$0.00	\$15,987.24	\$0.00	\$0.00		
001-2400-400-4923	Animal Control /Eye Care	\$446.64	\$449.00	\$425.52	\$449.00	\$0.00	0.00%	
001-2400-400-4924	Animal Control /Dental Care	\$2,212.38	\$2,188.00	\$2,477.04	\$2,188.00	\$0.00	0.00%	
001-2400-400-4925	Animal Control /Medicare	\$3,087.89	\$2,289.00	\$3,222.32	\$2,402.00	\$113.00	4.94%	
001-2400-400-4930	Animal Control /Life Ins/Sala	\$300.62	\$254.00	\$275.80	\$254.00	\$0.00	0.00%	
001-2400-400-4931	Animal Control / LTD	\$573.47	\$574.00	\$600.36	\$602.00	\$28.00	4.88%	
001-2400-400-4932	Animal Shelter/STD	\$279.97	\$281.00	\$293.06	\$295.00	\$14.00	4.98%	
001-2400-400-4933	Animal Shelter/EAP	\$0.00	\$342.00	\$321.18	\$407.00	\$65.00	19.01%	
001-2400-400-4934	Animal Shelter/EDD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-2400-400-5100	Animal Control /Office Supplie	\$1,181.23	\$1,500.00	\$989.98	\$1,500.00	\$0.00	0.00%	See Item#3
001-2400-400-5130	Animal Services /Postage	\$194.24	\$200.00	\$152.14	\$400.00	\$200.00	100.00%	See Item#4
001-2400-400-5150	Animal Control/Bank CC Fees	\$1,459.67	\$1,500.00	\$1,378.88	\$1,500.00	\$0.00	0.00%	See Item#5
001-2400-400-5210	Animal Control /Spec. Departm	\$5,593.18	\$6,500.00	\$4,735.72	\$5,500.00	-\$1,000.00	-15.38%	See Item#6
001-2400-400-5211	Animal Control/Shelter Food	\$9,933.00	\$10,000.00	\$10,343.00	\$10,000.00	\$0.00	0.00%	See Item#7
001-2400-400-5212	Animal Control/Medications	\$47,388.10	\$24,000.00	\$30,218.68	\$24,000.00	\$0.00	0.00%	See Item#8
001-2400-400-5231	Animal Control/ Cell Phone	\$300.00	\$300.00	\$300.00	\$300.00	\$0.00	0.00%	See Item#9
001-2400-400-5240	Animal Control /Advertising/P	\$5,100.00	\$0.00	\$0.00	\$0.00	\$0.00		See Item#10
001-2400-400-5270	Animal Shelter/Gas & Oil	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	0.00%	See Item#11
001-2400-400-5310	Animal Control /Bldg/Facilty	\$150.94	\$0.00	\$0.00	\$0.00	\$0.00		
001-2400-400-5320	Animal Control /Vehicle Repai	\$40.00	\$500.00	\$0.00	\$0.00	-\$500.00	-100.00%	See Item#12
001-2400-400-5330	Animal Control/Spec Dept Equip	\$940.72	\$1,500.00	\$178.88	\$1,000.00	-\$500.00	-33.33%	See Item#13
001-2400-400-6101	Animal Control /Contractual S	\$28,834.85	\$26,430.00	\$28,012.92	\$28,500.00	\$2,070.00	7.83%	See Item#14
001-2400-400-6103	Animal Control /Spay/Neuter E	-\$3,950.00	\$0.00	\$18.00	\$0.00	\$0.00		
001-2400-400-6104	Spay/Neuter Voucher \$2	\$8,954.93	\$0.00	\$10,910.00	\$11,000.00	\$11,000.00		
001-2400-400-6210	Animal Services/Recruitment/Hi	\$567.00	\$1,000.00	\$984.00	\$1,000.00	\$0.00	0.00%	See Item#15
001-2400-400-6310	Animal Control / Eqpt Lease	\$3,716.25	\$3,360.00	\$3,346.88	\$3,360.00	\$0.00	0.00%	See Item#16
001-2400-400-6422	Animal Services /Workers' Comp	\$7,119.50	\$9,204.00	\$9,171.48	\$9,561.00	\$357.00	3.88%	
001-2400-400-6423	Animal Services /Liability/Pro	\$7,058.54	\$6,502.00	\$3,998.04	\$7,495.00	\$993.00	15.27%	
001-2400-400-6424	Animal Shelter/Service Fees	\$0.00	\$29,447.00	\$29,448.00	\$33,296.00	\$3,849.00	13.07%	See Item#17
001-2400-400-9610	Animal Control /C/O-Vehicles/	\$0.00	\$0.00	\$0.00	\$50,000.00	\$50,000.00		See Item#18
001-2410-400-5220	Animal Shelter /Heat/Light/Pow	\$17,598.78	\$15,000.00	\$16,899.84	\$15,000.00	\$0.00	0.00%	See Item#19
001-2410-400-5230	Animal Shelter /Telephone	\$735.36	\$800.00	\$682.18	\$800.00	\$0.00	0.00%	See Item#20
001-2410-400-5270	VEHICLE GAS & OIL	\$943.34	\$0.00	\$679.42	\$0.00	\$0.00		
001-2410-400-5310	Animal Shelter /Bldg/Facilty M	\$12,634.85	\$15,000.00	\$12,212.58	\$13,080.00	-\$1,920.00	-12.80%	See Item#21
001-2410-400-5313	Animal Shelter /Fac Maint/Non-	\$630.73	\$0.00	\$450.00	\$17,250.00	\$17,250.00		See Item#22
	<b>Total</b>	<b>\$431,221.84</b>	<b>\$451,108.00</b>	<b>\$449,685.82</b>	<b>\$541,883.00</b>	<b>\$90,775.00</b>	<b>20.12%</b>	

# Detail

## Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	001-2400-400-4201	Animal Services /Part-Time Salaries	73,870	73,870	74,830
2	001-2400-400-4800	Animal Services /Training & Education absorb 1900 - educational reimbursement as outlined in RPEA MOUs	300	300	-
3	001-2400-400-5100	Animal Services /Office Supplies includes paper, toner, printer cartridges, envelopes, forms, business cards, misc general office supplies	1,500	1,500	1,500
4	001-2400-400-5130	Animal Services/Postage incl billing, fed-ex, certified mails, UPS and other mailings	400	400	200
5	001-2400-400-5150	Animal Services/Bank CC Fees \$167/mo credit card fee	1,500	1,500	1,500
6	001-2400-400-5210	Animal Services/Special Department Baggies, garbage cans bleach, and other supplies baby food, volunteer supplies Cat Carriers Collars/leashes/sensation harnesses Microchips	100 2,200 400 800 1,000 1,000	5,500	6,500
7	001-2400-400-5211	Animal Services/Shelter Food dog and cat food	10,000	10,000	10,000
8	001-2400-400-5212	Animal Services/Medications vet bills from animal care center, lab work, oxygen, medications	24,000	24,000	24,000
		NOTE: ASL pays for special services			
9	001-2400-400-5231	Animal Services/ Cell Phone Mickey - \$25/mo stipend	300	300	300
10	001-2400-400-5240	Animal Services /Advertising/ Community Voice - Pet of the Week - \$100.00/wk ad	-	-	-
11	001-2400-400-5270	Animal Services - gas/oil		1,000	1,000

# Detail

## Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
			1,000		
12	001-2400-400-5320	Animal Services /Vehicle Repair moved to fleet services	-	-	500
13	001-2400-400-5330	Animal Services/Spec Dept Equip Wifi Router	1,000	1,000	1,500
14	001-2400-400-6101	Animal Services/Contractual Services vet services including surgeries and clinics cremation and animal disposal services Dr Leach DEA license Internet Extinguishers fire alarm monitoring Annual Fire Inspection	18,600 7,000 600 200 100 1,800 200	28,500	26,430
15	001-2400-400-6210	Animal Services/Recruitment/Hiring Hiring of 2.5 new ASA and replace turn-over	1,000	1,000	1,000
16	001-2400-400-6310	Animal Services/Equipment Lease Copiers Lease	3,360	3,360	3,360
17	001-2400-400-6424	Animal Shelter/Service Fees Information Technology costs Fleet Maintenance	30,250 3,046	33,296	29,447
18	001-2400-400-9610	Spay-Neuter/Adoption Van	50,000	50,000	-
19	001-2410-400-5220	Animal Services /Heat/Light/Power utility	15,000	15,000	15,000
20	001-2410-400-5230	Animal Services /Telephone \$66/mo	800	800	800
21	001-2410-400-5310	Animal Services/Bldg-Facility Maintenance Mats Safety supplies (mats, liners, trays, towels, soap, sanitizer) janitorial services	540 3,180 7,020	13,080	15,000

**Detail**

**Budget Justification**

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
		cleaning and misc routine building maintenance	2,340		
22	001-2410-400-5313	Animal Services/Bldg-Facility Non-Routine		17,250	-
		Thermostat in dog rooms	750		
		Cupboard - Kennel kitchen - under sink	500		
		Door knobs and handles	1,000		
		Replacement of Walls Puppy Visiting Room	5,000		
		Remodel Kitten Room	10,000		
<b>Total</b>				<b>281,656</b>	<b>212,867</b>



# PUBLIC SAFETY - ANIMAL SERVICES

## DEPARTMENT SERVICES MODEL

### MANDATED

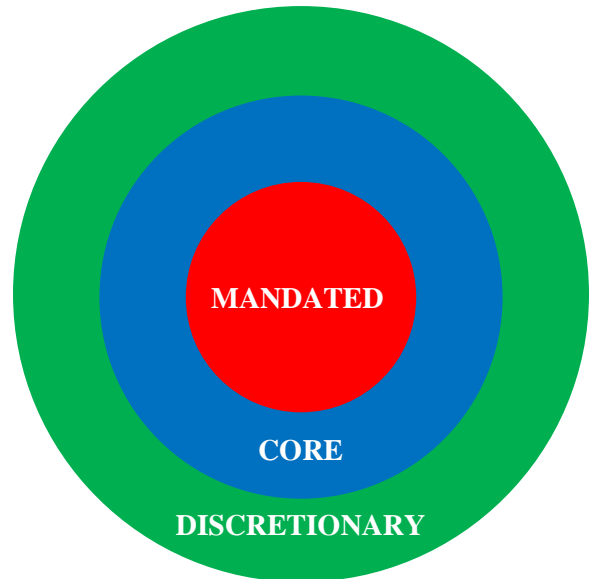
- Animal Control/Sick/Injured/Stray Dogs
- Animal Licensing

### CORE

- Animal Shelter Facility
- Low-cost Spay/Neuter
- Adoptions/Redemptions
- Veterinary Services

### DISCRETIONARY

- Foster Care Programs
- Micro-Chipping
- Summer Camps
- Community Marketing Programs/Events



## ALTERNATIVE SERVICES DELIVERY OPTIONS

- Shared Services

## REVENUE OPPORTUNITIES

- Update Fee Schedule

## MAJOR ACCOMPLISHMENTS FOR FISCAL YEAR 2013/2014

- ✓ Expanded Network of Rescue Groups and Foster Homes (Goal C-5)
- ✓ Participated in the Sonoma County Animal Partnership (Goal B-3)
- ✓ Expanded Adoption Outreach (Goal D-4)
- ✓ Conducted Fee Comparison with Other Shelters (Goal B-3)
- ✓ Expanded Community Connections/Educational Programs (Goal A-1)

## MAJOR GOALS FOR FISCAL YEAR 2014/2015

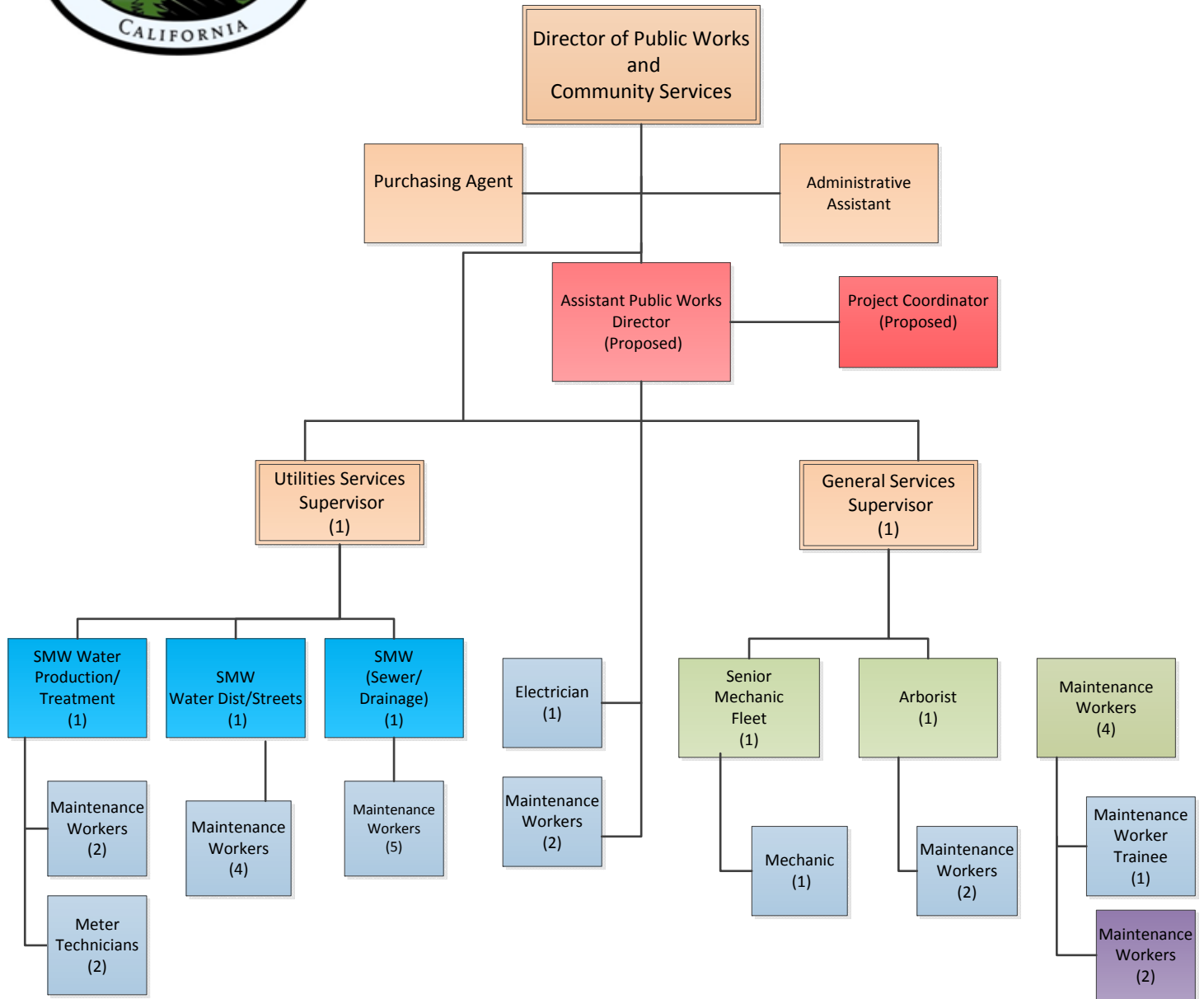
- Goal 1: Increase Facebook likes to 5,000/utilize our new website to its potential
- Goal 2: Conduct 3 wellness clinics this year (first is tentatively scheduled for June 14)
- Goal 3: Expand School programs – doing one school this Spring, adopt another one next school year
- Goal 4: Get volunteer base back up to 200 (down to about 155 since we cleaned up our database) with great, targeted volunteers
- Goal 5: Streamline process to effectively follow-up on license/spay-neuter/rabies warning citations

## PERFORMANCE MEASUREMENTS

- Total Number of Stray Animals In
- Total Number of Animals Surrendered by owner
- Total Number of Animals Transferred In
- Total Number of Animals In (other ways)
- Total Number of Animals Adopted
- Total Number of Animals Redeemed
- Total Number of Animals Transferred Out
- Total Number of Animals Out (other ways)
- Total Number of Animals Euthanized
- Total Number of Dogs Spayed
- Total Number of Dogs Neutered
- Total Number of Cats Spayed
- Total Number of Cats Neutered
- Total Number of Others Spayed/Neutered
- Total Number of Dogs – Fix It Clinic Surgeries
- Total Number of Cats – Fix It Clinic Surgeries
- Total Number of People in Programs
- Total Number of Volunteers



# Public Works Department Organizational Chart



■ Vacant

■ Two (2) General Services positions frozen (unfunded)

## PUBLIC WORKS

FUNDING SOURCES	FUNDING SOURCES 2014-15
Library Ground Maintenance	\$ 8,370
Transfer from Gas Tax Fund	530,000
General Fund	1,746,160
<b>TOTAL REVENUE</b>	<b>2,284,530</b>

EXPENSE	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ 1,199,327	\$ 1,178,365	\$ 1,263,748	\$ 85,383
Overtime/Stand By Pay	41,361	33,255	36,215	2,960
Training	4,737	2,450	3,950	1,500
Cost Reimbursement	(60,054)	(14,620)	-	14,620
<b>Insurance</b>				
Vandalism (Losses)	49,599	67,500	33,500	(34,000)
Workers' Compensation	60,845	49,748	63,449	13,701
Liability/Property	58,586	43,871	83,358	39,487
<b>Services Fees</b>	-	59,178	92,562	33,384
<b>Supplies</b>				
Office Supplies	581	1,475	1,275	(200)
Special Departmental Equipment	132,793	166,972	137,953	(29,019)
Small Tools	5,287	7,020	8,850	1,830
Clothing/Uniform Allowance	11,774	9,020	8,360	(660)
<b>Utilities</b>	260,609	238,000	238,000	-
<b>Communications</b>	9,216	4,828	8,077	3,249
<b>Dues &amp; Subscriptions</b>	-	2,175	2,175	-
<b>Vehicle</b>				
Fuel/Auto Allowance	42,272	38,890	38,486	(404)
Maintenance	30,250	29,600	-	(29,600)
<b>Equipment</b>				
Maintenance	985	2,830	1,800	(1,030)
Rental	8,199	12,640	11,040	(1,600)
<b>Facility Maintenance</b>	40,324	17,675	37,556	19,881
<b>Contractual/Professional</b>	116,298	152,570	159,298	6,728
<b>Recruitment</b>	866	-	1,000	1,000
<b>Travel &amp; Meetings</b>	133	-	-	-
<b>Vehicle Replacement</b>	-	364	3,878	3,514
<b>Other Expenses</b>	32,820	-	-	-
<b>Capital Outlay</b>	-	41,535	50,000	8,465
<b>TOTAL EXPENSE</b>	<b>\$ 2,046,809</b>	<b>\$ 2,145,341</b>	<b>\$ 2,284,530</b>	<b>\$ 139,189</b>

Note: Departments 3300 ,3420, 3910, 4001, 6300

## Public Works Budget Analysis

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	\$ Change	Comments
001-3300-400-4101	Publ Works Gen /Salaries	\$129,901.24	\$108,069.00	\$98,534.46	\$101,645.00	-\$6,424.00	-5.94%	See Item#1
001-3300-400-4110	Publ Works Gen /Longevity	\$3,776.03	\$4,378.00	\$4,304.64	\$4,351.00	-\$27.00	-0.62%	
001-3300-400-4150	Publ Works Gen /Stand-By Week	\$1,228.50	\$4,200.00	\$936.00	\$4,500.00	\$300.00	7.14%	See Item#2
001-3300-400-4151	PW Gen /Stand-By Weeknight	\$1,941.19	\$1,800.00	\$1,021.56	\$1,200.00	-\$600.00	-33.33%	See Item#3
001-3300-400-4401	Publ Works Gen /Overtime Sala	\$1,773.97	\$1,800.00	\$3,543.06	\$3,600.00	\$1,800.00	100.00%	See Item#4
001-3300-400-4512	Publ Works Gen /Educational St	\$3,645.48	\$3,380.00	\$3,107.34	\$3,246.00	-\$134.00	-3.96%	
001-3300-400-4520	Publ Works Gen /Other Payroll	\$532.69	\$32.00	\$70.22	\$0.00	-\$32.00	-100.00%	
001-3300-400-4800	Publ Works Gen /Training & Ed	\$3,306.73	\$1,000.00	\$0.00	\$1,500.00	\$500.00	50.00%	See Item#5
001-3300-400-4901	Publ Works Gen /Pers/Employer	\$33,679.54	\$30,584.00	\$25,854.80	\$27,911.00	-\$2,673.00	-8.74%	
001-3300-400-4905	Publ Works Gen /Alt Ben Prog/D	\$2,100.03	\$2,520.00	\$2,519.76	\$2,520.00	\$0.00	0.00%	
001-3300-400-4908	Publ Works Gen/RHS Plan	\$46.97	\$1,000.00	\$0.00	\$0.00	-\$1,000.00	-100.00%	
001-3300-400-4921	Publ Works Gen /Medical Insur	\$7,104.59	\$15,461.00	\$10,033.28	\$11,036.00	-\$4,425.00	-28.62%	
001-3300-400-4923	Publ Works Gen /Eye Care	\$2,249.40	\$832.00	\$2,119.08	\$636.00	-\$196.00	-23.56%	
001-3300-400-4924	Publ Works Gen /Dental Care	\$2,072.64	\$1,860.00	\$1,857.84	\$1,641.00	-\$219.00	-11.77%	
001-3300-400-4925	Publ Works Gen /Medicare	\$1,718.64	\$1,234.00	\$1,115.08	\$1,107.00	-\$127.00	-10.29%	
001-3300-400-4930	Publ Works Gen /Life Ins/Sala	\$290.57	\$216.00	\$214.56	\$191.00	-\$25.00	-11.57%	
001-3300-400-4931	Publ Works Gen / LTD	\$638.20	\$591.00	\$539.96	\$557.00	-\$34.00	-5.75%	
001-3300-400-4932	Publ Works Gen/ STD	\$311.46	\$289.00	\$264.54	\$272.00	-\$17.00	-5.88%	
001-3300-400-4933	General Services/EAP	\$0.00	\$161.00	\$87.36	\$90.00	-\$71.00	-44.10%	
001-3300-400-4999	Publ Works Gen /Public Works	-\$60,053.89	-\$14,620.00	\$0.00	\$0.00	\$14,620.00	-100.00%	
001-3300-400-5100	Publ Works Gen /Office Supplie	\$234.61	\$150.00	\$300.00	\$1,200.00	\$1,050.00	700.00%	See Item#6
001-3300-400-5130	Publ Works Gen /Postage	\$53.07	\$75.00	\$64.16	\$75.00	\$0.00	0.00%	See Item#7
001-3300-400-5210	Publ Works Gen /Spec. Departm	\$3,652.03	\$953.00	\$1,284.46	\$2,000.00	\$1,047.00	109.86%	See Item#8
001-3300-400-5220	Publ Works Gen /Heat/Light/Po	\$9,622.12	\$2,000.00	\$14,747.10	\$2,000.00	\$0.00	0.00%	See Item#9
001-3300-400-5230	Publ Works Gen /Telephone	\$1,814.50	\$1,900.00	\$1,590.74	\$1,900.00	\$0.00	0.00%	See Item#10
001-3300-400-5231	Publ Works Gen /Cellular Phone	\$2,278.79	\$1,212.00	\$975.00	\$1,823.00	\$611.00	50.41%	See Item#11
001-3300-400-5250	Publ Works Gen /Uniforms	\$5.20	\$0.00	\$0.00	\$0.00	\$0.00		
001-3300-400-5251	Publ Works Gen /Clothing Allo	\$4,407.71	\$2,150.00	\$4,273.72	\$1,740.00	-\$410.00	-19.07%	See Item#12
001-3300-400-5260	Publ Works Gen /Dues & Subscr	\$0.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	0.00%	See Item#13
001-3300-400-5270	Publ Works Gen /Gas & Oil	\$11,798.32	\$7,236.00	\$12,742.58	\$7,000.00	-\$236.00	-3.26%	See Item#14
001-3300-400-5272	Publ Works Gen/Auto Allowance	\$216.12	\$0.00	\$0.00	\$0.00	\$0.00		
001-3300-400-5310	Publ Works Gen /Bldg/Facilty	\$11,946.28	\$3,756.00	\$17,441.04	\$5,056.00	\$1,300.00	34.61%	See Item#15
001-3300-400-5311	Gold Ridge School Site	\$7,759.67	\$0.00	\$305.28	\$0.00	\$0.00		
001-3300-400-5315	Publ Works Gen /Fuel Tank Mai	\$15,939.14	\$1,000.00	\$5,675.00	\$21,000.00	\$20,000.00	2000.00%	See Item#16
001-3300-400-5320	Publ Works Gen /Vehicle Repai	\$6,916.45	\$1,400.00	\$2,647.88	\$0.00	-\$1,400.00	-100.00%	See Item#17
001-3300-400-5330	Publ Works Gen /Spec Dept Equ	\$0.00	\$1,000.00	\$520.22	\$1,800.00	\$800.00	80.00%	See Item#18
001-3300-400-5340	Publ Works Gen /Office Equipm	\$9.08	\$500.00	\$0.00	\$0.00	-\$500.00	-100.00%	See Item#19
001-3300-400-5350	Publ Works Gen /Small Tools	\$2,749.63	\$350.00	\$1,181.96	\$1,350.00	\$1,000.00	285.71%	See Item#20
001-3300-400-5370	Publ Works Gen /Equipment Ren	-\$218.98	\$0.00	\$0.00	\$0.00	\$0.00		
001-3300-400-6101	Publ Works Gen /Contractual S	\$2,140.89	\$20,000.00	\$2,295.46	\$0.00	-\$20,000.00	-100.00%	See Item#21
001-3300-400-6210	General Services/Recruitments	\$0.00	\$0.00	\$220.00	\$0.00	\$0.00		
001-3300-400-6310	Publ Works Gen /Rent/Lease/Ta	\$4,170.82	\$760.00	\$987.08	\$760.00	\$0.00	0.00%	See Item#22
001-3300-400-6422	Publ Works Gen /Workers' Comp	\$54,972.12	\$19,674.00	\$9,927.00	\$29,924.00	\$10,250.00	52.10%	See Item#23

**Public Works  
Budget Analysis**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	\$ Change	Comments
001-3300-400-6423	Publ Works Gen /Liability/Prop	\$44,743.75	\$3,628.00	\$4,920.60	\$6,409.00	\$2,781.00	76.65%	See Item#24
001-3300-400-6424	General Services/Services Fees	\$0.00	\$18,440.00	\$20,952.00	\$20,865.00	\$2,425.00	13.15%	See Item#25
001-3300-400-6600	Publ Works Gen /Travels & Mee	\$133.04	\$0.00	\$0.00	\$0.00	\$0.00		
001-3300-400-9510	Publ Works Gen /C/O-Equipment	\$0.00	\$0.00	\$5,073.34	\$0.00	\$0.00		
	<b>Total</b>	<b>\$321,608.34</b>	<b>\$252,971.00</b>	<b>\$264,248.16</b>	<b>\$272,905.00</b>	<b>\$19,934.00</b>	<b>7.88%</b>	

# Budget Detail

## General Services Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
1	001-3300-400-4101	Publ Works Gen/Salaries		101,645	98,855
2	001-3300-400-4150	Publ Works Gen/Stand-By Weekend Duty		4,500	4,200
3	001-3300-400-4151	Publ Works Gen/Stand-By Weeknight Duty		1,200	1,800
4	001-3300-400-4401	Publ Works Gen/Overtime Salary		3,600	1,800
5	001-3300-400-4800	Publ Works Gen/Training & Education		1,500	1,000
		Heating, Ventilation, and Air Conditioning (HVAC) Control System Training, Control Systems, and PLC training - registration, education, and certification fees			
6	001-3300-400-5100	Publ Works Gen/Office Supplies		1,200	150
		Previously distributed to 3300, 3420, 3910, 4001 - consolidated to 3300			
7	001-3300-400-5130	Publ Works Gen/Postage/FedEx		75	75
		Department postage and ground shipping costs			
8	001-3300-400-5210	Publ Works Gen/Special Department Supplies		2,000	953
		Building Janitorial Supplies	500		
		Building Maintenance Specialty Repair/Diagnostic Tools - Public Safety, Community Center, Senior Center, Animal Shelter, Burton Rec, Sports	1,000		
		Personal Protective Equipment (P.P.E.) - UV eye protection, ear protection, safety goggles, safety harnesses	500		
9	001-3300-400-5220	Publ Works Gen/Heat/Light/Power		2,000	2,000
		Corporation Yard Offices and Warehouse			

## Budget Detail

### General Services Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
10	001-3300-400-5230	Publ Works Gen/Telephone		1,900	1,900
		Fax line	300		
		Burglar and fire alarm systems communications (First Alarm)	1,600		
11	001-3300-400-5231	Publ Works Gen/Cellular Phone		1,823	780
		1 smart phone (w/texting); 2 standard cell phones (talk and text)			
12	001-3300-400-5251	Publ Works Gen/Clothing Allowance (3 employees)		1,740	1,100
		Boots (Buildings Division)	600		
		Jackets (Buildings Division)	150		
		Uniform Services	750		
		T-Shirts (11/employee)	240		
13	001-3300-400-5260	Publ Works Gen/Dues and Subscriptions		2,000	2,000
		Annual Bay Area Air Quality Mgmt. District Permit	1,200		
		Annual Certified Unified Program Agencies (CUPA)	800		
14	001-3300-400-5270	Publ Works Gen/Gas & Oil		7,000	7,236
15	001-3300-400-5310	Publ Works Gen/Bldg/Facility - Corporation Yard		5,056	3,756
		HVAC repairs and preventative maintenance (Corp. Yard)	1,800		
		Corp Yard Facility - General Repairs	700		
		Janitorial Services for Public Works Corp. Yard	2,556		
16	001-3300-400-5315	Publ Works Gen/Fuel Tank Maintenance		21,000	1,000
		Contract with GHD for UST soil monitoring - <b>NOTE: reimbursable by State (reconciled annually)</b>	20,000		
		Corp. Yard fuel tank	1,000		



# Budget Detail

## General Services Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
17	001-3300-400-5320	Publ Works Gen/Vehicle Repair & Maintenance Moved \$1,400 to Fleet Services Fees (3300-6424)		-	1,400
18	001-3300-400-5330	Publ Works Gen/Special Dept. Equipment		1,800	1,000
19	001-3300-400-5340	Publ Works Gen/Office Equipment		-	500
20	001-3300-400-5350	Publ Works Gen/Small Tools		1,350	350
		High powered, heavy-duty drill	350		
		Replacement power tools - roto hammers, cordless drills, skill saws	1,000		
21	001-3300-400-6101	Publ Works Gen/Contractual Services		-	20,000
		Moved UST soil monitoring contract with GHD to 5315	-		
		Moved Janitorial Services for Public Works Corp. Yard to 5310	-		
22	001-3300-400-6310	Publ Works Gen/Rent/Lease/Ta		760	760
23	001-3300-400-6422	Publ Works Gen/Workers' Comp. REMIF Workers' Comp.		29,924	19,252
24	001-3300-400-6423	Publ Works Gen/Liability/Property REMIF Liability		6,409	4,977
25	001-3300-400-6424	Publ Works Gen/Services Fees		20,865	18,440
		Fleet Services Fees	8,189		
		Information Technologies Services Fees	12,676		

**Public Works  
Budget Analysis**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	\$ Change	Comments
001-3420-400-4101	Streets & Bike /Salaries	\$270,689.05	\$308,115.00	\$305,331.04	\$326,719.00	\$18,604.00	6.04%	See Item#1
001-3420-400-4110	Streets & Bike /Longevity	\$8,821.03	\$8,857.00	\$9,312.06	\$9,681.00	\$824.00	9.30%	
001-3420-400-4150	Streets & Bike /Standby-Weeken	\$2,305.69	\$2,200.00	\$1,980.00	\$2,200.00	\$0.00	0.00%	See Item#2
001-3420-400-4151	Streets & Bike /Standby Weekni	\$4,417.77	\$3,200.00	\$4,871.60	\$4,800.00	\$1,600.00	50.00%	See Item#3
001-3420-400-4201	Streets & Bike /Part-time Sala	\$19,308.28	\$19,950.00	\$3,783.90	\$59,850.00	\$39,900.00	200.00%	See Item#4
001-3420-400-4401	Streets & Bike /Overtime Salar	\$8,913.04	\$4,615.00	\$7,702.20	\$4,615.00	\$0.00	0.00%	See Item#5
001-3420-400-4512	Streets & Bike /Educational St	\$6,495.39	\$4,100.00	\$4,973.04	\$5,116.00	\$1,016.00	24.78%	
001-3420-400-4520	Streets & Bike/Other Payroll	\$1,069.57	\$78.00	\$156.10	\$82.00	\$4.00	5.13%	
001-3420-400-4800	Streets & Bike / Training	\$75.00	\$850.00	\$219.90	\$850.00	\$0.00	0.00%	See Item#6
001-3420-400-4901	Streets & Bike/Pers/Employer	\$70,564.18	\$84,776.00	\$77,960.18	\$87,257.00	\$2,481.00	2.93%	
001-3420-400-4905	Streets & Bike /Alt Ben Prog/D	\$0.00	\$0.00	\$420.12	\$4,410.00	\$4,410.00		
001-3420-400-4906	Streets & Bike /Alt Ben Prog/D	\$4,199.81	\$4,410.00	\$3,989.36	\$0.00	-\$4,410.00	-100.00%	
001-3420-400-4908	Streets & Bike/RHS Plan	\$1,309.64	\$600.00	\$1,844.98	\$4,000.00	\$3,400.00	566.67%	
001-3420-400-4920	Streets & Bike /Health Ins/BL	\$990.84	\$47,922.00	\$1,065.72	\$53,359.00	\$5,437.00	11.35%	
001-3420-400-4921	Streets & Bike / Medical Insur	\$37,596.00	\$0.00	\$47,535.76	\$0.00	\$0.00		
001-3420-400-4923	Streets & Bike / Eye Care	\$1,059.36	\$2,794.00	\$1,084.92	\$2,955.00	\$161.00	5.76%	
001-3420-400-4924	Streets & Bike / Dental Care	\$5,186.66	\$5,580.00	\$6,192.22	\$5,635.00	\$55.00	0.99%	
001-3420-400-4925	Streets & Bike / Medicare	\$4,549.31	\$4,655.00	\$4,908.42	\$4,953.00	\$298.00	6.40%	
001-3420-400-4930	Streets & Bike /Life Ins/Salar	\$708.66	\$654.00	\$710.48	\$660.00	\$6.00	0.92%	
001-3420-400-4931	Streets & Bike / LTD	\$1,460.61	\$1,637.00	\$1,611.36	\$1,742.00	\$105.00	6.41%	
001-3420-400-4932	Streets & Bike/ STD	\$713.58	\$801.00	\$787.00	\$852.00	\$51.00	6.37%	
001-3420-400-4933	Streets/EAP	\$0.00	\$334.00	\$262.10	\$327.00	-\$7.00	-2.10%	
001-3420-400-4934	Streets/EDD	\$0.00	\$5,290.00	\$227.00	\$0.00	-\$5,290.00	-100.00%	
001-3420-400-5100	Streets / Office Supplies	\$293.12	\$600.00	\$914.62	\$0.00	-\$600.00	-100.00%	See Item#7
001-3420-400-5210	Streets & Bike /Spec. Departm	\$59,404.74	\$74,315.00	\$61,430.06	\$73,003.00	-\$1,312.00	-1.77%	See Item#8
001-3420-400-5211	Streets & Bike / Landscape Sup	\$0.00	\$0.00	\$642.24	\$0.00	\$0.00		
001-3420-400-5220	Streets & Bike /Heat/Light/Po	\$200,094.55	\$180,000.00	\$190,963.44	\$180,000.00	\$0.00	0.00%	See Item#9
001-3420-400-5231	Streets & Bikes/Cellular Phon	\$1,977.39	\$1,068.00	\$774.54	\$2,195.00	\$1,127.00	105.52%	See Item#10
001-3420-400-5251	Streets /Clothing Allow	\$3,380.44	\$3,310.00	\$4,048.94	\$3,370.00	\$60.00	1.81%	See Item#11
001-3420-400-5270	Streets /Gas & Oil	\$0.00	\$8,680.00	\$472.22	\$8,500.00	-\$180.00	-2.07%	See Item#12
001-3420-400-5272	Streets & Bike/Auto Allowance	\$0.00	\$210.00	\$221.04	\$210.00	\$0.00	0.00%	See Item#13
001-3420-400-5314	Steets / Haz Materials	\$3,482.04	\$5,345.00	\$3,198.70	\$5,000.00	-\$345.00	-6.45%	See Item#14
001-3420-400-5320	Streets/Vehicle Repair	\$0.00	\$9,700.00	\$926.54	\$0.00	-\$9,700.00	-100.00%	See Item#15
001-3420-400-5330	Streets & Bike /Spec Dept Equ	\$813.74	\$1,330.00	\$0.00	\$0.00	-\$1,330.00	-100.00%	See Item#16
001-3420-400-5350	Streets & Bike /Small Tools	\$1,404.89	\$2,765.00	\$4,292.24	\$1,500.00	-\$1,265.00	-45.75%	See Item#17
001-3420-400-5370	Streets & Bike /Equipment Rent	\$3,651.12	\$5,200.00	\$4,278.22	\$4,500.00	-\$700.00	-13.46%	See Item#18
001-3420-400-6101	Streets & Bike /Contractual S	\$77,565.49	\$71,948.00	\$30,721.74	\$74,000.00	\$2,052.00	2.85%	See Item#19
001-3420-400-6110	Streets & Bike /Professional	\$578.92	\$0.00	\$0.00	\$0.00	\$0.00		See Item#20
001-3420-400-6310	Streets/Rent/Leases	\$0.00	\$760.00	\$685.20	\$760.00	\$0.00	0.00%	See Item#21
001-3420-400-6420	Streets & Bike/Vandalism Loss	\$39,334.99	\$55,000.00	\$25,731.72	\$24,000.00	-\$31,000.00	-56.36%	See Item#22
001-3420-400-6422	Streets/Workers' Comp	\$0.00	\$9,737.00	\$9,736.80	\$14,169.00	\$4,432.00	45.52%	See Item#23
001-3420-400-6423	Streets/Liab/Prop	\$0.00	\$22,153.00	\$5,554.08	\$43,796.00	\$21,643.00	97.70%	See Item#24
001-3420-400-6424	Streets/Services Fees	\$0.00	\$15,808.00	\$15,804.00	\$24,809.00	\$9,001.00	56.94%	See Item#25

**Public Works  
Budget Analysis**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	\$ Change	Comments
001-3420-400-6550	Streets/V&E Replacement	\$0.00	\$364.00	\$0.00	\$364.00	\$0.00	0.00%	See Item#26
001-3420-400-9610	Streets & Bike /C/O-Vehicle	\$0.00	\$17,935.00	\$14,570.34	\$25,000.00	\$7,065.00	39.39%	See Item#27
	<b>Total</b>	<b>\$842,414.90</b>	<b>\$997,646.00</b>	<b>\$861,896.14</b>	<b>\$1,065,239.00</b>	<b>\$67,593.00</b>	<b>6.78%</b>	

# Budget Detail

## Streets Budget Justification

### (Road asphalt, pavement markings & raised markers, sidewalks, signs, & streetscape)

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
1	001-3420-400-4101	Streets & Bike/Salaries		326,719	308,115
2	001-3420-400-4150	Streets & Bike/Standby Weekend Duty		2,200	2,200
3	001-3420-400-4151	Streets & Bike/Standby Weeknight Duty		4,800	3,200
4	001-3420-400-4201	Streets & Bike/Part-time Salary		59,850	19,950
		Seasonal Maintenance Assistants (SMA's) (four and a half 1000-hour position's) - 4500 hours			
5	001-3420-400-4401	Streets & Bike/Overtime Salary		4,615	4,615
6	001-3420-400-4800	Streets & Bike/Training		850	850
		Mandated annual training costs for certified Arborist	300		
		Mandated annual training costs for herbicide applicator certification	550		
7	001-3420-400-5100	Streets/Office Supplies		-	600
		Consolidated and moved to 3300			
8	001-3420-400-5210	Streets & Bike/Special Department Supplies		73,003	67,315
		Fence Lumber - hardware & nails	2,000		
		Signage Supplies - street signs, street posts, anchors, and concrete	12,000		
		Street Maintenance Supplies - markers, street paint, delineators, and bots	4,700		
		Streetscape Tool Repair - chains, bars , blades, bearings, and guards	3,000		
		Streetscape Maintenance Supplies - sod, topsoil, irrigation, cobble, and bark	3,000		
		Personal Protective Equipment (P.P.E.) - vests, hard hats, safety goggles, UV eye protection, gloves	1,550		
		Street Light Maintenance Supplies - bulbs, photocells, cobra heads	30,000		

# Budget Detail

## Streets Budget Justification

### (Road asphalt, pavement markings & raised markers, sidewalks, signs, & streetscape)

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		Weed Abatement - herbicide	12,000		
		Concrete U-Cart (25 yard capacity)	1,500		
		Asphalt	1,500		
		Fire Extinguisher Annual Maintenance (for vehicles & equipment)	156		
		Absorbent	1,597		
		City Facility Holiday Decorations - replacements & purchases (Rohnert Park Expressway Holiday Tree Lights)	-		
9	001-3420-400-5220	Streets & Bike/Heat/Light/Power		180,000	180,000
		Traffic Signals & Conjoined Street Lights	10,000		
		Street Lights	169,000		
		Irrigation Controllers	1,000		
10	001-3420-400-5231	Streets & Bikes/Cellular Phone		2,195	420
		5 Standard Phones - talk and text			
11	001-3420-400-5251	Streets & Bike /Clothing Allowance (5 employees)		3,370	1,860
		Boots	1,500		
		Jackets	300		
		Uniform Services	970		
		T-Shirts (11/employee)	600		
12	001-3420-400-5270	Streets & Bike /Gas & Oil		8,500	8,680
13	001-3420-400-5272	Streets & Bike/Auto Allowance		210	210
14	001-3420-400-5314	Streets/Hazardous Materials		5,000	5,345
15	001-3420-400-5320	Streets & Bike /Vehicle Repair & Maintenance		-	9,700
		Moved \$9,700 to Fleet Services Fees (3420-6424)			

# Budget Detail

## Streets Budget Justification

### (Road asphalt, pavement markings & raised markers, sidewalks, signs, & streetscape)

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
16	001-3420-400-5330	Streets & Bike /Special Dept Equipment		-	1,330
17	001-3420-400-5350	Streets & Bike/Small Tools Harnesses, ropes and saddle (for Arborist) Landscape Tools - loppers, hedgers, chain saws, and pole saws		1,500	2,765
18	001-3420-400-5370	Streets & Bike/Equipment Rentals High Weed Skidster Mower (for mandated annual weed abatement) 2 - Hydraulic Lifts 80' - installation and removal of Rohnert Park Expressway holiday lights		4,500	5,200
19	001-3420-400-6101	Streets & Bike/Contractual Services Traffic Signal Maintenance (Seimens) 3 additional signals for 2014 Caltrans traffic signal light maintenance agreement OAD's Agreement - debris and trash clean-up	60,000 10,000 4,000	74,000	68,889
20	001-3420-400-6310	Streets & Bike/Rent/Lease/Ta Copy machine lease		760	760
21	001-3420-400-6420	Streets & Bike/Vandalism (Losses) Vandalism Repairs - signs, benches, irrigation parts Graffiti Paint Paint Removal Chemicals Street Light Replacements (damaged from traffic accidents)	2,500 4,000 500 17,000	24,000	25,000
22	001-3420-400-6422	Streets & Bike /Workers' Comp. REMIF Workers' Compensation		14,169	9,323
23	001-3420-400-6423	Streets & Bike/Liability/Property		43,796	24,306

**Budget Detail**

Streets Budget Justification

**(Road asphalt, pavement markings & raised markers, sidewalks, signs, & streetscape)**

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		REMIF Liability			
24	001-3420-400-6424	Streets & Bike/Services Fees		24,809	15,808
		Fleet Services Fees	17,677		
		Information Technologies Services Fees	7,132		
25	001-3420-400-6550	Park Maint/Vehicle & Equipment Replacement		364	364
		2011 Iron Eagle Trailer - TL-25			
26	001-3420-400-9510	Streets & Bike/C/O-Equipment		-	7,935
27	001-3420-400-9610	Streets & Bike/C/O-Vehicles		25,000	-
		3/4 Ton Pickup Truck	25,000		

**Public Works  
Budget Analysis**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	\$ Change	Comments
001-3910-400-4101	PW-Storm Drains /Salaries	\$23,391.80	\$41,413.00	\$43,523.10	\$58,248.00	\$16,835.00	40.65%	See Item#1
001-3910-400-4110	PW-Storm Drains /Longevity	\$288.84	\$1,200.00	\$1,307.68	\$1,325.00	\$125.00	10.42%	See Item#2
001-3910-400-4150	PW-Storm Drains /Stand-By Week	\$445.52	\$750.00	\$576.00	\$600.00	-\$150.00	-20.00%	See Item#3
001-3910-400-4151	PW-Storm Drains /Stand-By Wee	\$504.03	\$800.00	\$657.36	\$700.00	-\$100.00	-12.50%	See Item#4
001-3910-400-4401	PW-Storm Drains /Overtime Sala	\$1,505.23	\$845.00	\$2,048.84	\$1,000.00	\$155.00	18.34%	See Item#5
001-3910-400-4512	PW-Storm Drains /Educational S	\$708.10	\$884.00	\$1,012.24	\$1,023.00	\$139.00	15.72%	
001-3910-400-4520	PW-Storm Drains /Other Payroll	\$74.34	\$78.00	\$156.10	\$161.00	\$83.00	106.41%	
001-3910-400-4901	PW-Storm Drains /Pers/Employe	\$5,989.10	\$11,485.00	\$11,188.72	\$15,482.00	\$3,997.00	34.80%	
001-3910-400-4905	PW-Storm Drains /Alt Ben Prog/	\$0.00	\$210.00	\$0.00	\$210.00	\$0.00	0.00%	
001-3910-400-4906	PW-Storm Drains /Alt Ben Prog/	\$0.00	\$0.00	\$211.20	\$0.00	\$0.00		
001-3910-400-4908	PW-Storm Drains/RHS Plan	\$46.82	\$50.00	\$225.96	\$250.00	\$200.00	400.00%	
001-3910-400-4920	PW-Storm Drains /Health Ins/B	\$0.00	\$0.00	\$0.00	\$8,544.00	\$8,544.00		
001-3910-400-4921	PW-Storm Drains /Medical Insur	\$3,135.49	\$6,760.00	\$6,478.66	\$0.00	-\$6,760.00	-100.00%	
001-3910-400-4923	PW-Storm Drains /Eye Care	\$66.96	\$896.00	\$137.72	\$929.00	\$33.00	3.68%	
001-3910-400-4924	PW-Storm Drains /Dental Care	\$331.80	\$711.00	\$743.64	\$875.00	\$164.00	23.07%	
001-3910-400-4925	PW-Storm Drains /Medicare	\$396.64	\$631.00	\$720.28	\$882.00	\$251.00	39.78%	
001-3910-400-4930	PW-Storm Drains /Life Ins/Sala	\$55.91	\$89.00	\$99.12	\$108.00	\$19.00	21.35%	
001-3910-400-4931	PW-Storm Drains / LTD	\$124.62	\$222.00	\$232.40	\$309.00	\$87.00	39.19%	
001-3910-400-4932	PW-Storm Drains/STD	\$61.77	\$108.00	\$114.48	\$151.00	\$43.00	39.81%	
001-3910-400-4933	Storm Drains/EAP	\$0.00	\$90.00	\$33.40	\$51.00	-\$39.00	-43.33%	
001-3910-400-5100	Storm Drain/Office Supplie	\$0.00	\$150.00	\$109.92	\$0.00	-\$150.00	-100.00%	See Item#6
001-3910-400-5210	PW-Storm Drains /Spec. Depa	\$3,365.83	\$2,040.00	\$1,560.26	\$3,090.00	\$1,050.00	51.47%	See Item#7
001-3910-400-5231	Storm Drains/Cellular Phone	\$44.88	\$0.00	\$45.12	\$0.00	\$0.00		
001-3910-400-5272	Storm Drains/Auto Allowance	\$216.44	\$210.00	\$221.04	\$222.00	\$12.00	5.71%	See Item#8
001-3910-400-5370	Storm Drains/Equipment Rentals	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00		See Item#9
001-3910-400-6101	Storm Drains /Contractual S	\$155.68	\$26,500.00	\$92,337.84	\$51,176.00	\$24,676.00	93.12%	See Item#10
001-3910-400-6310	Storm Drains /Rent/Lease/Ta	\$0.00	\$760.00	\$685.20	\$760.00	\$0.00	0.00%	See Item#11
001-3910-400-6420	Storm Drains / Vandalism Loss	\$5,000.00	\$2,500.00	\$0.00	\$2,500.00	\$0.00	0.00%	See Item#12
001-3910-400-6422	Storm Drains/Workers' Comp	\$0.00	\$1,029.00	\$1,029.00	\$1,189.00	\$160.00	15.55%	See Item#13
001-3910-400-6423	Storm Drains/Liab/Prop	\$0.00	\$716.00	\$799.68	\$932.00	\$216.00	30.17%	See Item#14
001-3910-400-6550	Storm Drains/V&E Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-3910-400-6910	Storm DrainsMiscellaneous	\$32,820.38	\$0.00	\$0.00	\$0.00	\$0.00		
	<b>Total</b>	<b>\$78,730.18</b>	<b>\$101,127.00</b>	<b>\$166,254.96</b>	<b>\$151,717.00</b>	<b>\$50,590.00</b>	<b>50.03%</b>	



# Budget Detail

## Storm Drains Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	001-3910-400-4101	Storm Water/Salaries		58,248	41,413
2	001-3910-400-4110	Storm Water/Longevity		1,325	1,200
3	001-3910-400-4150	Storm Water/Stand-By Weekends		600	750
4	001-3910-400-4151	Storm Water/Stand-By Weeknights		700	800
5	001-3910-400-4401	Storm Water/Overtime Salaries		1,000	845
6	001-3910-400-5100	Storm Water/Office Supplies		0	150
		Consolidated and moved to 3300			
7	001-3910-400-5210	Storm Water/Special Department Supplies		3,090	2,040
		Concrete	645		
		Base Rock	137		
		Sand	300		
		Empty Sandbags	300		
		Mandated NPDES Permit compliance - printing for public outreach (\$300 for annual utility bill stuffer re stormwater ordinance; \$300 for targeted constituent outreach)	600		
		Postage for NPDES Permit compliance (Phase 1 co-permittees) - public notification and outreach	100		
		Storm Drain Labels - 'No Dumping to Creek' (100) - mandatory NPDES permit compliance	600		
		Metal Signs - 'No Dumping' (3) - mandatory NPDES permit compliance	300		
		USA paint (green)	108		
8	001-3910-400-5272	Storm Water/Auto Allowance		222	210
9	001-3910-400-5370	Storm Water/Equipment Rentals		1,000	0

# Budget Detail

## Storm Drains Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
10	001-3910-400-6101	Storm Water/Contractual Services		51,176	26,500
		Storm Drain Collection System Pipe and Outfall Cleaning & Repair (contract with SCWA)	1,000		
		Drop Inlet Replacements	4,500		
		NPDES Municipal Stormwater System Permit Fee (Annual Fee) (based on 2013-14 fee schedule)	19,820		
		Russian River Watershed (NPDES Annual Fee) (based on 2/10 version of Work Plan, for coordinated/shared stormwater permit compliance activities)	25,856		
11	001-3910-400-6310	Storm Water /Rent/Lease/Ta		760	760
		Public Works Copy Machine Lease			
12	001-3910-400-6420	Storms Drains/Vandalism (Losses)		2,500	2,500
13	001-3910-400-6422	Storms Drains/Workers' Comp.		1,189	985
14	001-3910-400-6423	Storms Drains/Liability/Property		932	1,002

## Public Works Budget Analysis

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-4001-400-4101	Park Maint /Salaries	\$323,241.23	\$244,124.00	\$239,935.92	\$231,732.00	-\$12,392.00	-5.08%	See Item#1
001-4001-400-4110	Park Maint /Longevity	\$10,520.53	\$7,166.00	\$7,660.84	\$7,099.00	-\$67.00	-0.93%	
001-4001-400-4150	Park Maint/Standby Weekends	\$3,976.13	\$2,900.00	\$900.00	\$3,000.00	\$100.00	3.45%	See Item#2
001-4001-400-4151	Park Maint/Standby Weeknight	\$3,103.56	\$3,000.00	\$1,271.34	\$3,000.00	\$0.00	0.00%	See Item#3
001-4001-400-4201	Park Maint /Part-Time Sal	\$50,201.95	\$53,200.00	\$66,347.06	\$79,800.00	\$26,600.00	50.00%	See Item#4
001-4001-400-4401	Park Maint /Overtime	\$11,246.60	\$7,145.00	\$9,176.00	\$7,000.00	-\$145.00	-2.03%	See Item#5
001-4001-400-4512	Park Maint /Educational St	\$4,931.67	\$1,755.00	\$3,987.60	\$4,032.00	\$2,277.00	129.74%	
001-4001-400-4520	Park Maint /Other Payroll	\$1,143.91	\$162.00	\$348.82	\$178.00	\$16.00	9.88%	
001-4001-400-4800	Park Maint /Training & Ed	\$1,355.00	\$600.00	\$0.00	\$1,600.00	\$1,000.00	166.67%	See Item#6
001-4001-400-4901	Park Maint /Pers/Employer	\$82,892.69	\$66,814.00	\$61,861.86	\$62,051.00	-\$4,763.00	-7.13%	
001-4001-400-4905	Park Maint /Alt Ben Prog/D	\$0.00	\$0.00	\$0.00	\$3,990.00	\$3,990.00		
001-4001-400-4906	Park Maint /Alt Ben Prog/D	\$4,200.00	\$3,990.00	\$3,989.22	\$0.00	-\$3,990.00	-100.00%	
001-4001-400-4908	Park Maint / RHS	\$3,111.31	\$4,000.00	\$2,384.30	\$2,500.00	-\$1,500.00	-37.50%	
001-4001-400-4920	Park Maint /Health Ins/BI	\$0.00	\$35,373.00	\$0.00	\$35,788.00	\$415.00	1.17%	
001-4001-400-4921	Park Maint /Medical Insur	\$44,864.99	\$0.00	\$36,301.96	\$0.00	\$0.00		
001-4001-400-4923	Park Maint /Eye Care	\$1,463.37	\$942.00	\$893.40	\$886.00	-\$56.00	-5.94%	
001-4001-400-4924	Park Maint /Dental Care	\$6,115.35	\$4,595.00	\$4,643.48	\$4,322.00	-\$273.00	-5.94%	
001-4001-400-4925	Park Maint /Medicare	\$5,788.60	\$3,533.00	\$4,638.32	\$3,377.00	-\$156.00	-4.42%	
001-4001-400-4930	Park Maint /Life Ins/Sala	\$857.05	\$539.00	\$587.32	\$508.00	-\$31.00	-5.75%	
001-4001-400-4931	Park Maint /LTD	\$1,702.24	\$1,291.00	\$1,253.16	\$1,239.00	-\$52.00	-4.03%	
001-4001-400-4932	Park Maint/ STD	\$830.56	\$631.00	\$611.10	\$606.00	-\$25.00	-3.96%	
001-4001-400-4933	Parks/EAP	\$0.00	\$233.00	\$218.42	\$261.00	\$28.00	12.02%	
001-4001-400-4934	Parks/EDD	\$0.00	\$14,030.00	\$6,560.30	\$14,030.00	\$0.00	0.00%	
001-4001-400-5100	Parks/Office Supplies	\$0.00	\$500.00	\$0.00	\$0.00	-\$500.00	-100.00%	See Item#7
001-4001-400-5210	Park Maint /Spec. Departm	\$66,370.71	\$89,664.00	\$36,057.82	\$59,860.00	-\$29,804.00	-33.24%	See Item#8
001-4001-400-5220	Park Maint /Heat/Light/Po	\$50,891.85	\$56,000.00	\$51,843.20	\$56,000.00	\$0.00	0.00%	See Item#9
001-4001-400-5231	Park Maint /Cellular Phone	\$3,100.78	\$648.00	\$275.72	\$2,159.00	\$1,511.00	233.18%	See Item#10
001-4001-400-5251	Park Maint /Clothing Allo	\$3,981.08	\$3,560.00	\$5,277.32	\$3,250.00	-\$310.00	-8.71%	See Item#11
001-4001-400-5260	Park Maint /Dues & Subscr	\$0.00	\$175.00	\$0.00	\$175.00	\$0.00	0.00%	See Item#12
001-4001-400-5270	Parks Maint/Vehicle Gas & Oil	\$29,825.04	\$22,344.00	\$34,117.82	\$22,344.00	\$0.00	0.00%	See Item#13
001-4001-400-5272	Park Maint /Auto Allow	\$216.44	\$210.00	\$221.04	\$210.00	\$0.00	0.00%	See Item#14
001-4001-400-5310	Park Maint /Bldg/Facilty M	\$1,081.45	\$2,500.00	\$3,141.02	\$3,000.00	\$500.00	20.00%	See Item#15
001-4001-400-5314	Parks/Haz Materials	\$0.00	\$1,500.00	\$0.00	\$0.00	-\$1,500.00	-100.00%	See Item#16
001-4001-400-5320	Park Maint/Vehicle Repair	\$23,333.26	\$18,500.00	\$26,785.62	\$0.00	-\$18,500.00	-100.00%	See Item#17
001-4001-400-5330	Park Maint /Spec Dept Equ	\$161.92	\$0.00	\$0.00	\$0.00	\$0.00		See Item#18
001-4001-400-5350	Park Maint /Small Tools	\$1,132.43	\$3,905.00	\$5,314.72	\$6,000.00	\$2,095.00	53.65%	See Item#19
001-4001-400-5370	Park Maint /Equipment Ren	\$595.84	\$4,400.00	\$1,089.92	\$2,500.00	-\$1,900.00	-43.18%	See Item#20
001-4001-400-6101	Park Maint /Contractual S	\$35,130.22	\$34,122.00	\$28,954.38	\$34,122.00	\$0.00	0.00%	See Item#21
001-4001-400-6210	Park Maint/Recruitment	\$866.00	\$0.00	\$2,974.00	\$1,000.00	\$1,000.00		
001-4001-400-6310	Parks/Equipment Leases	\$0.00	\$760.00	\$685.20	\$760.00	\$0.00	0.00%	See Item#22
001-4001-400-6420	Park Maint/Vandalism Loss	\$5,264.49	\$10,000.00	\$4,890.00	\$7,000.00	-\$3,000.00	-30.00%	See Item#23
001-4001-400-6422	Parks/Workers Comp	\$0.00	\$19,308.00	\$19,308.36	\$18,167.00	-\$1,141.00	-5.91%	See Item#24
001-4001-400-6423	Parks/Liab/Prop	\$0.00	\$6,580.00	\$10,276.08	\$22,232.00	\$15,652.00	237.87%	See Item#25

**Public Works  
Budget Analysis**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	\$ Change	Comments
001-4001-400-6424	Parks/Services Fees	\$0.00	\$24,930.00	\$24,936.00	\$46,888.00	\$21,958.00	88.08%	See Item#26
001-4001-400-6550	Park Maint/V&E Replacement	\$0.00	\$0.00	\$0.00	\$3,514.00	\$3,514.00		See Item#27
001-4001-400-9610	Park Maint /C/O-Vehicles/	\$0.00	\$21,100.00	\$42,150.00	\$25,000.00	\$3,900.00	18.48%	See Item#28
	<b>Total</b>	<b>\$783,498.25</b>	<b>\$776,729.00</b>	<b>\$751,868.64</b>	<b>\$781,180.00</b>	<b>\$4,451.00</b>	<b>0.57%</b>	

**Budget Detail**

Parks & Landscape Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
1	001-4001-400-4101	Park Maint/Salaries		231,732	244,124
2	001-4001-400-4150	Park Maint/Standby Weekend Duty		3,000	2,900
3	001-4001-400-4151	Park Maint/Standby Weeknight Duty		3,000	3,000
4	001-4001-400-4201	Park Maint/Part-Time Salaries		79,800	53,200
		Seasonal Maintenance Assistants (SMA's) (six 1000-hour positions) - 6000 hours			
5	001-4001-400-4401	Park Maint/Overtime		7,000	7,145
6	001-4001-400-4800	Park Maint/Training & Education		1,600	600
		Playground safety inspector training	1,000		
		California Parks & Recreation Society (CPRS) - 2014 Training & Symposium	600		
7	001-4001-400-5100	Park Maint/Office Supplies		-	500
		Consolidated and moved to 3300			
8	001-4001-400-5210	Park Maint/Special Department Supplies		59,860	89,664
		Playground Repair and Maintenance - fall material, swings, and hardware	7,000		
		Playground Equipment Replacement - merry-go-round, slides, and track ride	2,000		
		Park Landscape Materials - sod, top soil, bark, seed, and red dirt	5,000		
		Irrigation - PVC repair parts, valves, and controllers	10,000		
		Park Landscape Personal Protective Equipment (P.P.E.) - vests, safety goggles, UV eye protection, gloves, and ear protection	3,100		
		Lawn Mower Replacement Parts - blades, belts, and chutes	3,000		
		Park Supplies - garbage bags, tennis nets, basketball nets, and bathroom supplies for the re-opening of 3 restrooms	6,500		
		Fire Extinguisher Annual Maintenance	260		
		Park Lighting (athletic fields) - ballists, bulbs, and covers	7,000		
		Herbicide - weed killer concentrate	16,000		

**Budget Detail**

Parks & Landscape Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
9	001-4001-400-5220	Park Maint/Heat/Light/Power Park path lighting, bathrooms, sports facilities lighting, snack shacks, & irrigation controllers		56,000	56,000
10	001-4001-400-5231	Park Maint/Cellular Phone 5 Cell phones with Talk and Text		2,159	-
11	001-4001-400-5251	Park Maint/Clothing Allowance (4 employees) Boots City Identification Logo Shirts (full-time employees) City Identification Logo Shirts (part-time employees) Jackets Uniform Services	1,200 400 200 300 1,150	3,250	1,560
12	001-4001-400-5260	Park Maint/Dues & Subscriptions California Parks and Recreation Society (CPRS)		175	175
13	001-4001-400-5270	Parks Maint/Vehicle Gas & Oil		22,344	22,344
14	001-4001-400-5272	Park Maint/Auto Allowance		210	210
15	001-4001-400-5310	Park Maint/Bldg/Facility Maintenance Routine Repairs - plumbing, lighting, electrical including 3 restrooms		3,000	2,500
16	001-4001-400-5314	Park Maint/Hazardous Materials Disposal		-	1,500
17	001-4001-400-5320	Park Maint/Vehicle Repair Moved \$18,500 to Fleet Services Fees (4001-6424)		-	18,500
18	001-4001-400-5330	Park Maint/Special Department Equipment		-	-

# Budget Detail

## Parks & Landscape Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
19	001-4001-400-5350	Park Maint/Small Tools		6,000	3,905
		Park landscape replacement power tools - blowers, chain saws, and edgers	4,000		
		Parks landscape hand tools	2,000		
20	001-4001-400-5370	Park Maint/Equipment Rental		2,500	4,400
		80' knuckle boom (for athletic fields bulb replacements)			
21	001-4001-400-6101	Park Maint/Contractual Services		34,122	34,122
		OAD's Agreement - debris and trash clean-up			
22	001-4001-400-6310	Park Maint/Equipment Lease		760	760
23	001-4001-400-6420	Park Maint/Vandalism Loss		7,000	10,000
		Vandalism and graffiti paint & removal chemicals			
24	001-4001-400-6422	Park Maint/Workers' Comp.		18,167	18,487
		REMIF Workers' Comp. Allocation			
25	001-4001-400-6423	Park Maint /Liability/Property		22,232	9,210
		REMIF Liability Allocation			
26	001-4001-400-6424	Park Maint/Services Fees		46,888	24,930
		Fleet Services Fees	40,053		
		IT Services Fees	6,835		
27	001-4001-400-6550	Park Maint/Vehicle & Equipment Replacement		3,514	-
		Backhoe replacement			
28	001-4001-400-9610	Park Maint/Capital Outlay/Vehicles		25,000	-
		3/4 Ton Pickup Truck	25,000		

**Public Works  
Budget Analysis**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	\$ Change	Comments
001-6300-400-5310	Library /Bldg/Facilty	\$115.18	\$0.00	\$0.00	\$0.00	\$0.00		
001-6300-400-5313	Library /Fac Maint/Non-	\$0.00	\$3,574.00	\$0.00	\$3,500.00	-\$74.00	-2.07%	See Item#1
001-6300-400-6101	Library /Contractual S	\$727.22	\$0.00	\$309.62	\$0.00	\$0.00		
001-6300-400-6422	Library/Workers' Comp	\$5,872.38	\$0.00	\$0.00	\$0.00	\$0.00		
001-6300-400-6423	Library /Liability/Property	\$13,842.68	\$10,794.00	\$2,832.00	\$9,989.00	-\$805.00	-7.46%	See Item#2
001-6300-400-9300	Library /C/O-Improveme	\$0.00	\$2,500.00	\$0.00	\$0.00	-\$2,500.00	-100.00%	
<b>Total</b>		<b>\$20,557.46</b>	<b>\$16,868.00</b>	<b>\$3,141.62</b>	<b>\$13,489.00</b>	<b>-\$3,379.00</b>	<b>-20.03%</b>	



# Budget Detail

## Library & Landscape Budget Justification

Item	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
1	001-6300-400-5313	Library/Fac Maint/Non-Routine		3,500	3,574
		Landscape repair and replacement	1,000		
		Heating, Ventilation, and Air Conditioning (HVAC); Controls; and other equipment	2,500		
2	001-6300-400-6423	Library/Liability/Property		9,989	10,794
		REMIF Liability Allocation			
3	001-6300-400-9300	Library/C/O-Improvements		-	2,500
		Heating, Ventilation, and Air Conditioning (HVAC); Controls; and other equipment			

# PUBLIC WORKS

## DEPARTMENT SERVICES MODEL

### MANDATED

#### Water Utility Services

- Water Production
- Water Treatment
- Water Distribution
- Meter Service
- Quality Control
- Reporting & Records Management

#### Wastewater Utility Services

- Sewer System Management Plan (SSMP)
- Emergency Response/repair
- Reporting & Records Management

#### Drainage

- Storm Drain Management Plan
- Best Management Practices (BMP's)
- Storm drain system repair (emergency response)
- Phase II Storm Water Program

#### Streets

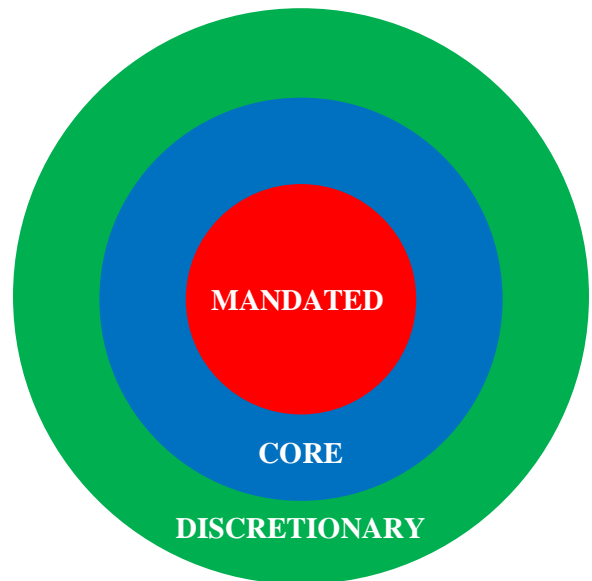
- Traffic Signals
- Street Lighting
- Sidewalks
- Asphalt
- Signage
- Striping
- Streetscape (including medians & trees)

#### Administration

- Customer service response/tracking/follow-up
- Cash handling
- Injury & Illness Prevention Program
- Records Management
- Warehouse
- Service agreements
- Expense allocation and tracking
- Purchasing

#### Buildings

- Preventative maintenance
- HVAC – maintenance & repair
- Electrical - repair
- Plumbing – repair
- Replacement/Improvement Projects



## **Parks/ Pools**

- Tree Maintenance
- Reclaimed Water Control
- Chemical Treatment
- Pool Safety
- Playground Maintenance & Inspections
- Pedestrian Bridges
- Herbicide Application

## **CORE**

### **Parks**

- Landscape
- Lighting
- Bike paths
- Irrigation
- Courts

### **Citywide**

- Graffiti Abatement
- Weed Abatement
- Vandalism Repair

## **DISCRETIONARY**

- Community Gardens
- Some Street/Curb Markings and Signage

## **MAJOR ACCOMPLISHMENTS COMPLETED IN FISCAL YEAR 2013/2014**

- ✓ Developed an agreement to replace and maintain garbage and recycling containers in City Parks
- ✓ Rebuilt Copeland Creek Pedestrian Bridge
- ✓ Extended holiday tree lights on Rohnert Park Expressway to the railroad tracks
- ✓ Received approval for PG&E On-Bill Financing Program for Public Safety HVAC and LED Streetlight Projects
- ✓ Completed major drainage channel clearing along Commerce Blvd.
- ✓ Restored City entryways (landscaping, signage)
- ✓ Installed new 101 Freeway sign and developed citywide policy
- ✓ Obtained a grant from the California Urban Forests Council to work with volunteer groups to plant trees. City was granted 25 trees
- ✓ Adopted and implemented Golf Course Performance Measures
- ✓ Completed Phase 2 of the Public Safety Main Building Leak Repair Project

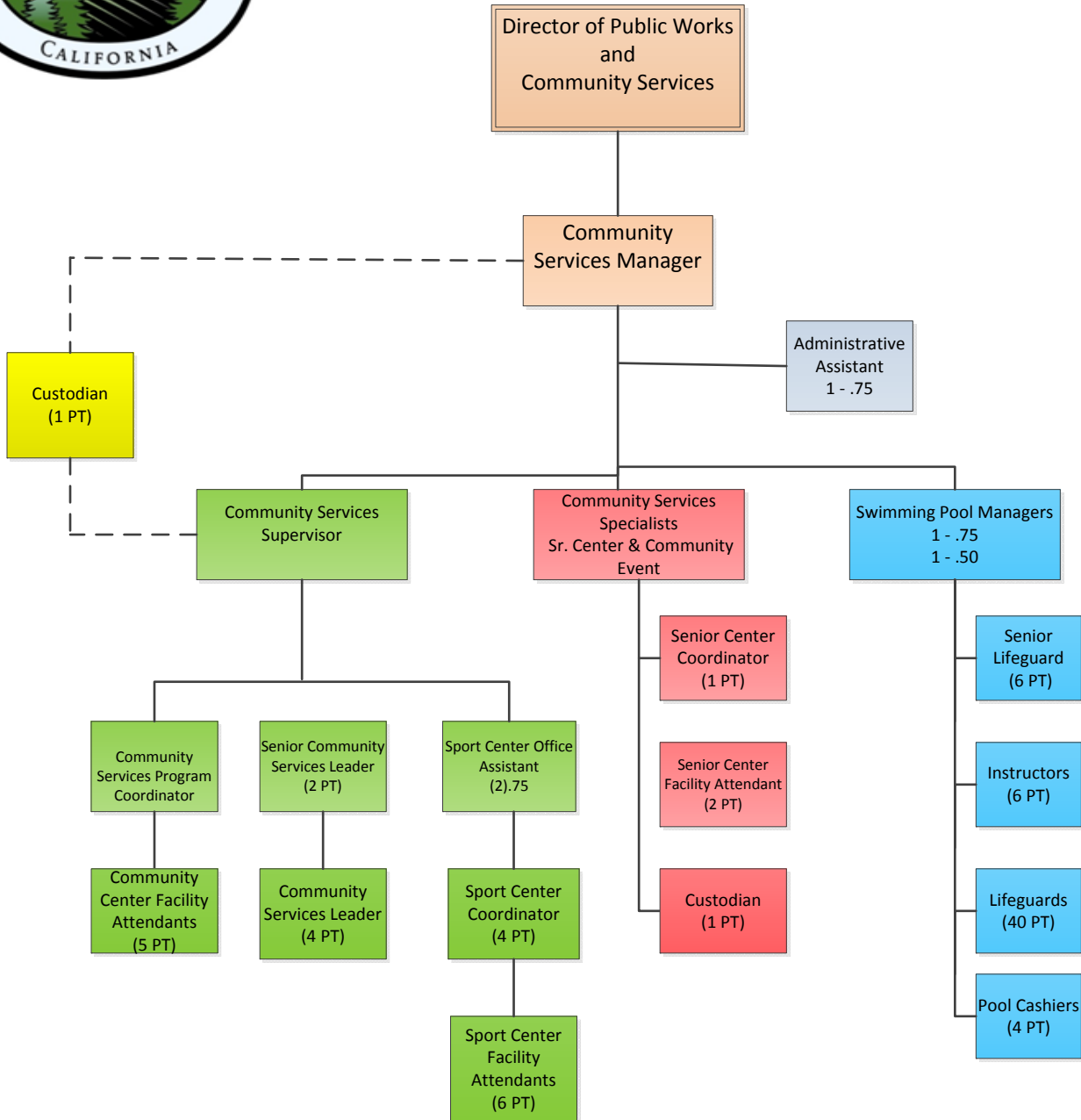
## **MAJOR GOALS FOR FISCAL YEAR 2014/2015**

- GOAL 1:** Draft and implement comprehensive water distribution system flushing and valve exercising program
- GOAL 2:** Replace PLC's and water controls at water sites
- GOAL 3:** Develop sewer collection smoke test program to reduce I&I
- GOAL 4:** Update citywide Purchasing Policy
- GOAL 5:** Develop policy and program for private development water metering
- GOAL 6:** Replace Community Center complex sign with new digital sign
- GOAL 7:** Phase 2 Storm Water Permit implementation
- GOAL 8:** Update ROPS, implement 2007-R Bond Projects
- GOAL 9:** Complete water rate study and implement new water rates
- GOAL 10:** Complete Department reorganization to improve operational efficiency

## **PERFORMANCE MEASUREMENTS**

- **Permit Compliance** – minimum violations per year
- **Safety** – minimize work hours lost per year from injury
- **Cost** – total annual cost per function per year
- **Customer Feedback** - service compliments v. complaints

# Community Services Department Organizational Chart



# COMMUNITY SERVICES DEPARTMENT

FUNDING SOURCES	FUNDING SOURCES	FUNDING SOURCES
	2013-14	2014-15
Community Events	\$ 51,500	\$ 37,000
Gold Ridge	100,000	112,300
Senior Center	71,000	74,500
Swimming Pools	162,600	198,100
Sports Center	494,300	536,200
Community Centers	361,000	395,200
General Fund	672,605	642,152
<b>TOTAL REVENUE</b>	<b>1,913,005</b>	<b>1,995,452</b>

EXPENSE	2012-13 ACTUAL	2013-14 ADMENDED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ 547,270	\$ 684,995	\$ 694,519	\$ 9,524
Overtime/Stand By Pay	6,730	4,000	16,500	12,500
Part-Time Salary	223,252	250,492	301,000	50,508
Cost Reimbursement	-	-	-	-
<b>Insurance</b>				
Vandalism (Losses)	-	2,400	2,400	-
Workers' Compensation	18,751	27,657	32,295	4,638
Liability/Property	44,577	55,915	53,441	(2,474)
<b>Services Fees</b>	-	69,155	71,589	2,434
<b>Supplies</b>				
Postage	67	500	500	-
Office Supplies	4,432	6,100	6,100	-
Special Departmental Equipment	29,131	28,280	29,205	925
<b>Utilities</b>	167,489	187,000	195,000	8,000
<b>Communications</b>	6,171	5,160	4,820	(340)
<b>Bank Charges</b>	10,035	9,465	9,465	-
<b>Dues &amp; Subscriptions</b>	690	650	750	100
<b>Advertising/Marketing</b>	30,952	27,980	33,200	5,220
<b>Concessions</b>	11,965	10,000	9,500	(500)
<b>Vehicle</b>				
Fuel/Auto Allowance	3,660	4,200	3,800	(400)
<b>Equipment</b>				
Maintenance	113	3,960	-	(3,960)
Rental	14,308	47,320	46,820	(500)
<b>Facility Maintenance</b>	129,375	189,456	147,900	(41,556)
<b>Contractual/Professional</b>	243,338	290,820	294,730	3,910
<b>Recruitment Costs</b>	1,263	2,200	1,600	(600)
<b>Travel &amp; Meetings</b>	996	300	1,800	1,500
<b>Vehicle Replacement</b>	2,590	-	-	-
<b>Capital Outlay</b>	8,861	5,000	38,517	33,517
<b>TOTAL EXPENSE</b>	<b>\$ 1,506,017</b>	<b>\$ 1,913,005</b>	<b>\$ 1,995,452</b>	<b>\$ 82,447</b>
<b>RESULTING GAIN (LOSS)</b>			-	

## Community Services Revenue Budget Analysis

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-5150-300-3835	Community Events Revenue	\$48,493.63	\$51,500.00	\$85,629.20	\$37,000.00	-\$14,500.00	-28.16%	See Item#1
001-5200-300-3829	Recreation Adm /Picnic Rental	\$605.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-5200-300-3930	Recreation Adm /Donations/Sch	-\$491.00	\$0.00	-\$1,257.00	\$0.00	\$0.00		
001-5400-300-3821	Gold Ridge/Contract Classes	\$29,892.00	\$86,000.00	\$73,760.00	\$92,500.00	\$6,500.00	7.56%	See Item#2
001-5400-300-3825	Gold Ridge/Rentals	\$0.00	\$14,000.00	\$7,800.00	\$19,800.00	\$5,800.00	41.43%	See Item#3
001-5400-300-3835	Rec. Programs /Spec Activite	\$3,160.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-5400-300-3839	Rec. Programs /Field Fees - Y	\$17,348.00	\$0.00	\$3,130.00	\$0.00	\$0.00		
001-5401-300-3837	BARC Summer Camp Revenue	\$12,389.00	\$0.00	\$152.00	\$0.00	\$0.00		
001-5501-300-3490	Senior Center /Rent/Royaltie	\$39,888.58	\$36,000.00	\$22,660.28	\$36,000.00	\$0.00	0.00%	See Item#4
001-5501-300-3656	Senior Center/Memberships	\$4,769.00	\$4,000.00	\$4,300.00	\$4,000.00	\$0.00	0.00%	See Item#5
001-5501-300-3821	Senior Center /Contract Clas	\$6,915.50	\$7,000.00	\$9,681.00	\$9,000.00	\$2,000.00	28.57%	See Item#6
001-5501-300-3833	Senior Center /Excursions	\$2,671.00	\$3,500.00	\$1,874.00	\$3,500.00	\$0.00	0.00%	See Item#7
001-5501-300-3835	Senior Center /Special Activ	\$2,750.84	\$4,000.00	\$7,768.00	\$4,500.00	\$500.00	12.50%	See Item#8
001-5501-300-3902	Senior Center /Subscriptions	\$4,047.00	\$4,000.00	\$1,200.00	\$4,000.00	\$0.00	0.00%	See Item#9
001-5501-300-3930	Senior Center /Donations	\$5,046.00	\$6,000.00	\$4,012.00	\$6,000.00	\$0.00	0.00%	See Item#10
001-5501-300-3940	Senior Center /Miscellaneous	\$8,359.00	\$6,500.00	\$14,020.00	\$7,500.00	\$1,000.00	15.38%	See Item#11
001-5720-300-3811	Benecia Pool /Admissions	\$13,611.40	\$14,000.00	\$16,200.40	\$15,000.00	\$1,000.00	7.14%	See Item#12
001-5720-300-3812	Benecia Pool /Concessions	\$4,324.34	\$5,000.00	\$5,111.40	\$5,000.00	\$0.00	0.00%	See Item#13
001-5720-300-3813	Benecia Pool /Rentals	\$2,670.00	\$3,000.00	\$4,740.00	\$3,000.00	\$0.00	0.00%	See Item#14
001-5720-300-3814	Benecia Pool /Lessons	\$14,944.00	\$13,000.00	\$14,822.50	\$15,500.00	\$2,500.00	19.23%	See Item#15
001-5720-300-3815	Benecia Pool /Pool Membersh	\$2,277.00	\$2,000.00	\$0.00	\$0.00	-\$2,000.00	-100.00%	See Item#16
001-5720-300-3816	Benecia Pool /Swim Team Rev	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-5740-300-3811	H Pool /Admissions	\$30,749.50	\$31,000.00	\$30,388.00	\$31,000.00	\$0.00	0.00%	See Item#17
001-5740-300-3812	H Pool /Concessions	\$3,771.01	\$4,500.00	\$4,700.80	\$4,500.00	\$0.00	0.00%	See Item#18
001-5740-300-3813	H Pool /Rentals	\$2,455.00	\$3,500.00	\$7,320.00	\$4,600.00	\$1,100.00	31.43%	See Item#19
001-5740-300-3814	H Pool /Lessons	\$60,810.75	\$60,000.00	\$70,570.00	\$75,000.00	\$15,000.00	25.00%	See Item#20
001-5740-300-3816	H Pool /Swim Team Rev	\$22,800.00	\$23,000.00	\$22,800.00	\$23,000.00	\$0.00	0.00%	See Item#21
001-5750-300-3811	Magnolia Pool /Admissions	\$1,039.50	\$2,100.00	\$4,269.00	\$10,000.00	\$7,900.00	376.19%	See Item#22
001-5750-300-3812	Magnolia Pool /Concessions	\$116.00	\$0.00	\$558.00	\$1,000.00	\$1,000.00		See Item#23
001-5750-300-3813	Magnolia Pool /Rentals	\$10.00	\$500.00	\$0.00	\$500.00	\$0.00	0.00%	See Item#24
001-5750-300-3814	Magnolia Pool /Lessons	\$0.00	\$1,000.00	\$0.00	\$10,000.00	\$9,000.00	900.00%	See Item#25
001-5810-300-3656	Sports Center /Sale Of Reside	\$1,470.00	\$3,000.00	-\$30.00	\$1,500.00	-\$1,500.00	-50.00%	See Item#26
001-5810-300-3812	Sports Center /Concessions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-5810-300-3821	Sports Center /Contract Serv	\$41,064.25	\$47,500.00	\$33,246.00	\$35,300.00	-\$12,200.00	-25.68%	See Item#27
001-5810-300-3826	Sports Center /Other Bldg Re	\$2,857.00	\$2,500.00	\$1,686.00	\$2,500.00	\$0.00	0.00%	See Item#28
001-5810-300-3831	Sports Center /Adult Sports	\$19,500.00	\$15,000.00	\$13,500.00	\$25,000.00	\$10,000.00	66.67%	See Item#29
001-5810-300-3837	Sports Center /Sports Camps	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-5810-300-3838	Sports Center /Msms Gym Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-5810-300-3840	Sports Center /Memberships	\$352,500.89	\$380,000.00	\$358,611.76	\$430,000.00	\$50,000.00	13.16%	See Item#30
001-5810-300-3843	Sports Center /Open Gym	\$14,561.66	\$19,000.00	\$15,748.00	\$16,500.00	-\$2,500.00	-13.16%	See Item#31

## Community Services Revenue Budget Analysis

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-5810-300-3844	Sports Center /Rentals	\$277.00	\$300.00	\$451.00	\$400.00	\$100.00	33.33%	See Item#32
001-5810-300-3845	Sports Center /Facility Rent	\$11,058.75	\$18,000.00	\$9,965.00	\$16,000.00	-\$2,000.00	-11.11%	See Item#33
001-5810-300-3846	Sports Center /Concession Sa	\$883.75	\$1,000.00	\$696.00	\$1,000.00	\$0.00	0.00%	See Item#34
001-5810-300-3847	Sports Center /Pro Shop Sale	\$7,286.19	\$7,000.00	\$7,229.80	\$7,000.00	\$0.00	0.00%	See Item#35
001-5810-300-3848	Sports Center /Drop-In Child	\$782.00	\$1,000.00	\$820.00	\$1,000.00	\$0.00	0.00%	See Item#36
001-5810-300-3849	Sports Center /Sports League	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-5830-300-3821	R.P. Comm Cntr/Contract Classe	\$162,059.45	\$170,000.00	\$156,612.00	\$190,000.00	\$20,000.00	11.76%	See Item#37
001-5830-300-3824	R.P. Comm. Cntr /Rp Community	\$99,616.84	\$95,000.00	\$94,124.76	\$100,000.00	\$5,000.00	5.26%	See Item#38
001-5830-300-3826	R.P. Comm. Cntr /Other Bldg Re	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-5830-300-3831	R.P. Comm. Cntr/Field Fees	\$14,505.75	\$40,000.00	\$30,035.50	\$36,200.00	-\$3,800.00	-9.50%	See Item#39
001-5840-300-3821	Burt Ave/Contract Classes	\$0.00	\$13,000.00	\$26,351.00	\$23,000.00	\$10,000.00	76.92%	See Item#40
001-5840-300-3825	Burt/Ave Recreation Center	\$32,590.00	\$34,000.00	\$38,740.00	\$36,000.00	\$2,000.00	5.88%	See Item#41
001-5860-300-3826	Ladybug Rec Bldg/Bldg Rental	\$9,615.00	\$9,000.00	\$9,440.00	\$10,000.00	\$1,000.00	11.11%	See Item#42
<b>Total</b>		<b>\$1,116,050.58</b>	<b>\$1,240,400.00</b>	<b>\$1,213,436.40</b>	<b>\$1,353,300.00</b>	<b>\$112,900.00</b>	<b>9.10%</b>	



# Budget Detail

## Community Services Revenue Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
<u>Community Events</u>					
1	001-5150-300-3835	Community Events Revenue		37,000	51,500
		Farmers Market Music Sponsorships	5,000		
		Farmers Market Fees	18,000		
		Holiday Arts & Crafts Faire/Pottery Sale	14,000		
<u>Gold Ridge</u>					
2	001-5400-300-3821	Goldridge/Contract Classes		92,500	86,000
		Revenue from Contract classes; Biggest Winner Challenge, National Academy of Athletics Camps, Cross Training			
3	001-5400-300-3825	Goldridge Rec Rental		19,800	14,000
		Rental revenue from private rentals; Table Tennis, CYO, 4C's Preschool			
<u>Senior Center</u>					
4	001-5501-300-3490	Senior Center/Rent/Royalty		36,000	36,000
		Ongoing Rental Revenue from regular user groups such as, FA Anonymous, AL-Anon, Church Group, Mac User Group, Tai Chi, Private Rental Revenue, birthdays, anniversaries, non-profit fundraisers, baptisms, Sweet Pea Gift Shoppe			
5	001-5501-300-3656	Senior Center/Memberships		4,000	4,000
		Senior Center membership sales			
6	001-5501-300-3821	Senior Center/Contract Classes		9,000	7,000
		Zumba Gold, Fun After 50, Bridge, Mah Jong, and various other exercise classes			

## Budget Detail

### Community Services Revenue Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
7	001-5501-300-3833	Senior Center/Excursions Excursions vary month to month around Sonoma county and the Bay Area, CA Academy of Sciences, De Young Museum, Culinary Institute Tours, Presidio Tour, SF Giants Games		3,500	3,500
8	001-5501-300-3835	Senior Center/Special Activities Summer BBQ, Musical Extravaganza, Summer and Holiday Concerts, Springtime Crafts Faire, Pancake breakfasts and Monthly themed luncheons		4,500	4,000
9	001-5501-300-3902	Senior Center Center/Subscriptions Ad space sold in SCAN		4,000	4,000
10	001-5501-300-3930	Senior Center/Donations Donations from Altamont for coffee service Tax Aid program donations	1,500 4,500	6,000	6,000
11	001-5501-300-3940	Senior Center/Miscellaneous Sun Shine Bus Van Sponsors Sun Shine Bus Ridership	3,500 4,000	7,500	6,500
<u>Benicia Pool</u>					
12	001-5720-300-3811	Benicia Pool/Admissions Admission fees paid to enter and use pool during lap swim and rec swim hours during the months of June through August		15,000	14,000
13	001-5720-300-3812	Benicia Pool/Concessions Revenue from snack shack.		5,000	5,000

## Budget Detail

### Community Services Revenue Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
14	001-5720-300-3813	Benicia Pool/Rentals Revenue from private birthday party rentals during the months of June through August.		3,000	3,000
15	001-5720-300-3814	Benicia Pool/Lessons Revenue from registration fees for swim lessons.		15,500	13,000
16	001-5720-300-3815	Benicia Pool/Pool Membersh Revenue from registration fees for family summer pool memberships.		-	2,000
<u>Honeybee Pool</u>					
17	001-5740-300-3811	H Pool /Admissions Admission fees paid to enter and use pool during lap swim and rec swim hours. H-Pool is open year round.		31,000	31,000
18	001-5740-300-3812	H Pool /Concessions Revenue from snack shack.		4,500	4,500
19	001-5740-300-3813	H Pool /Rentals Revenue from scuba and private party rentals during summer months and other rentals through out the year.		4,600	3,500
20	001-5740-300-3814	H Pool /Lessons Revenue from registration fees for swim lessons.		75,000	60,000
21	001-5740-300-3816	H Pool /Swim Team Rev Revenue from registration fees for swim lessons.		23,000	23,000

Magnolia Pool

## Budget Detail

### Community Services Revenue Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
22	001-5750-300-3811	M-Pool/Admissions Admission fees paid to enter and use pool during rec swim hours.		10,000	2,100
23	001-5750-300-3812	M-Pool/Concessions Revenue from snack shack.		1,000	-
24	001-5750-300-3813	M-Pool/Rentals Revenue from private party rentals during summer months.		500	500
25	001-5750-300-3814	M-Pool/Lessons Revenue from registration fees for swim lessons.		10,000	1,000
<u>Sports Center</u>					
26	001-5810-300-3656	Sports Center /Sale of Reside Revenue from sale of Resident Cards		1,500	3,000
27	001-5810-300-3821	Sports Center /Contract Serv Dancercise Boot Camp Aikido Personal Training & other classes	23,000 8,000 300 4,000	35,300	47,500
28	001-5810-300-3826	Sports Center /Other Bldg Re Special group drop-in fees at Sports Center		2,500	2,500
29	001-5810-300-3831	Sports Center /Adult Sports Registration fees from Adult Softball League & Adult Basketball League		25,000	15,000

## Budget Detail

### Community Services Revenue Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
30	001-5810-300-3840	Sports Center /Memberships Revenue from Sports Center Yearly and Monthly EFT memberships.		430,000	380,000
31	001-5810-300-3843	Sports Center /Open Gym Revenue from single use drop-in fees and drop-in open gym fees		16,500	19,000
32	001-5810-300-3844	Sports Center /Rentals Revenue from rental of sports equipment (rackets, racquet balls, volleyballs)		400	300
33	001-5810-300-3845	Sports Center /Facility Rent Rental revenue from local leagues such as CYO and Apache Futsal and other private rentals such as Martial Arts Tournaments, Gymnastics Tournaments, & other Basketball Tournaments.		16,000	18,000
34	001-5810-300-3846	Sports Center /Concession Sa Revenue from sale of sports drinks, water, power bars and other healthy snacks.		1,000	1,000
35	001-5810-300-3847	Sports Center /Pro Shop Sale Revenue from sale of sports related items such as boxing gloves, weight lifting gloves, towels and sports center gear such as shirts and sweatshirts.		7,000	7,000
36	001-5810-300-3848	Sports Center /Drop-In Child Drop-in child care revenue.		1,000	1,000

# Budget Detail

## Community Services Revenue Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
<u>Community Center</u>					
37	001-5830-300-3821	R.P. Comm Cntr/Contract Classes		190,000	170,000
		Revenue from contract classes at Community Center:			
		Tot Time	84,000		
		Zumba	5,000		
		Dancersize	11,500		
		Yoga	14,000		
		Belly Dance	12,500		
		Pottery Classes	7,000		
		Pottery Open Studio	14,000		
		Ballet	13,000		
		Gymnastics	11,000		
		Other classes	18,000		
38	001-5830-300-3824	R.P. Comm Cntr/Rp Community Center Rentals		100,000	95,000
		Based on historical values-facility rentals are almost full to capacity on weekends. Staff is continuously working to bring in more weekday/workshop/seminar/meeting type rentals to increase this number from year to year.			
39	001-5830-300-3831	R.P. Comm Cntr/Field Fees		36,200	40,000
		Reflects collected fees for fields, picnic areas, field lights:			
		Cal Ripken/Babe Ruth Baseball	8,000		
		Rohnert Park Girls Softball	5,000		
		Rohnert Park Warriors	400		
		Rancho Cotati LAX	1,200		
		Rohnert Park Youth Soccer	10,000		
		Other Adult Soccer, Softball, Baseball leagues	6,500		
		Other field rentals & tournaments	2,000		
		Picnic Area Rentals	3,100		

## Budget Detail

### Community Services Revenue Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
<u>Burton Avenue Recreation Center</u>					
40	001-5840-300-3821	Burt/Ave Rec Bldg/Contract Rev		23,000	13,000
		Revenue from Camp Burton, Friday Fun Day field trips & general recreation courses held at Burton year round.			
41	001-5840-300-3825	Burt/Ave Rec Cr/Burton Ave Re		36,000	34,000
		Rental revenue from private rentals such as birthday parties, weddings, anniversary parties and baptisms.			
<u>Ladybug Rec Building</u>					
42	001-5860-300-3826	Ladybug Rec Bldg/Bldg Rental		10,000	9,000
		Rental revenue from private groups renting facility.			

## Community Services Expenditures Budget Analysis

Account Number	Description	FY12/13 Actuals	FY13/14 Amended	FY13/14 Est Actuals	FY14/15 Adopted	\$ Change	% Change	Comments
001-5100-400-4101	Commission / Salaries	\$8,737.83	\$38,358.00	\$36,099.34	\$40,161.00	\$1,803.00	4.70%	See Item#1
001-5100-400-4110	Commission / Longevity	\$869.76	\$2,491.00	\$2,641.48	\$2,661.00	\$170.00	6.82%	
001-5100-400-4150	Commission- Standby Weekend	\$0.00	\$0.00	\$72.00	\$0.00	\$0.00		
001-5100-400-4151	Commission /Stand-By Weeknight	\$0.00	\$0.00	\$67.56	\$0.00	\$0.00		
001-5100-400-4401	Commission /Overtime	\$0.00	\$0.00	\$1,151.38	\$800.00	\$800.00		
001-5100-400-4512	Commission /Education Stipend	\$0.00	\$226.00	\$241.80	\$242.00	\$16.00	7.08%	
001-5100-400-4520	Commission / Other Sal	\$0.00	\$287.00	\$637.90	\$323.00	\$36.00	12.54%	
001-5100-400-4901	Commission /Pers Emplo	\$2,358.92	\$10,845.00	\$9,514.56	\$11,003.00	\$158.00	1.46%	
001-5100-400-4920	Commission / Health Ins	\$0.00	\$5,554.00	\$0.00	\$0.00	-\$5,554.00	-100.00%	
001-5100-400-4921	Commission /Medical Ins	\$1,219.25	\$0.00	\$5,323.10	\$5,856.00	\$5,856.00		
001-5100-400-4923	Commission /Eye Care	\$22.37	\$90.00	\$85.58	\$90.00	\$0.00	0.00%	
001-5100-400-4924	Commission /Dental Care	\$110.66	\$438.00	\$495.12	\$438.00	\$0.00	0.00%	
001-5100-400-4925	Commission / Medicare	\$0.00	\$249.00	\$229.74	\$262.00	\$13.00	5.22%	
001-5100-400-4930	Commission /Life Ins/Salary	\$15.07	\$57.00	\$66.24	\$57.00	\$0.00	0.00%	
001-5100-400-4931	Commission / LTD	\$49.10	\$191.00	\$198.06	\$202.00	\$11.00	5.76%	
001-5100-400-4932	Commission / STD	\$23.58	\$94.00	\$99.34	\$99.00	\$5.00	5.32%	
001-5100-400-4933	Commission /EAP	\$0.00	\$27.00	\$25.70	\$30.00	\$3.00	11.11%	
001-5100-400-5210	Commission /Spec. Departm	\$0.00	\$0.00	\$0.00	\$525.00	\$525.00		See Item#2
001-5100-400-5272	Commission - Auto Allowance	\$0.00	\$0.00	\$221.04	\$0.00	\$0.00		
<b>Total</b>		<b>\$13,406.54</b>	<b>\$58,907.00</b>	<b>\$57,169.94</b>	<b>\$62,749.00</b>	<b>\$3,842.00</b>	<b>6.52%</b>	



**Community Services**  
**Expenditures Budget Analysis**

Account Number	Description	FY12/13 Actuals	FY13/14 Amended	FY13/14 Est Actuals	FY14/15 Adopted	\$ Change	% Change	Comments
001-5150-400-4101	Community Event/FT Salaries	\$24,297.02	\$24,695.00	\$25,361.56	\$26,207.00	\$1,512.00	6.12%	See Item#3
001-5150-400-4110	Community Event/ Longevity	\$1,177.81	\$754.00	\$818.88	\$839.00	\$85.00	11.27%	
001-5150-400-4150	Community Event/Standby Wk Day	\$83.45	\$0.00	\$72.00	\$0.00	\$0.00		
001-5150-400-4151	Community Event/Standby Wknite	\$64.33	\$0.00	\$67.56	\$0.00	\$0.00		
001-5150-400-4201	Community Event PT Labor	\$273.23	\$500.00	\$1,361.68	\$500.00	\$0.00	0.00%	See Item#4
001-5150-400-4401	Community Event/Overtime Salar	\$754.87	\$0.00	\$1,416.66	\$800.00	\$800.00		
001-5150-400-4512	Community Event /Ed Stipend	\$237.00	\$226.00	\$241.80	\$242.00	\$16.00	7.08%	
001-5150-400-4520	Community Event / Other Sal	\$0.00	\$42.00	\$96.36	\$48.00	\$6.00	14.29%	
001-5150-400-4901	Community Event / Pers Employe	\$6,313.13	\$6,779.00	\$6,450.58	\$6,972.00	\$193.00	2.85%	
001-5150-400-4908	Community Event/ RHS	\$187.04	\$0.00	\$269.94	\$300.00	\$300.00		
001-5150-400-4920	Community Event / Health Ins	\$0.00	\$3,797.00	\$0.00	\$0.00	-\$3,797.00	-100.00%	
001-5150-400-4921	Community Event/Medical Insura	\$3,466.20	\$0.00	\$3,639.08	\$4,004.00	\$4,004.00		
001-5150-400-4923	Community Event/Eye Care	\$78.16	\$90.00	\$84.96	\$90.00	\$0.00	0.00%	
001-5150-400-4924	Community Event/Dental Care	\$387.27	\$438.00	\$495.28	\$438.00	\$0.00	0.00%	
001-5150-400-4925	Community Event / Medicare	\$250.68	\$303.00	\$352.54	\$323.00	\$20.00	6.60%	
001-5150-400-4930	Community Event/Life Ins/Salar	\$52.44	\$51.00	\$54.90	\$51.00	\$0.00	0.00%	
001-5150-400-4931	Community Event / LTD	\$130.50	\$131.00	\$134.86	\$139.00	\$8.00	6.11%	
001-5150-400-4932	Community Event/STD	\$63.58	\$64.00	\$65.78	\$68.00	\$4.00	6.25%	
001-5150-400-4933	Community Event /EAP	\$0.00	\$22.00	\$20.56	\$24.00	\$2.00	9.09%	
001-5150-400-5210	Community Event/Spec. Dep	\$8,537.39	\$7,300.00	-\$5,441.92	\$7,500.00	\$200.00	2.74%	See Item#5
001-5150-400-6101	Community Event.Contracts	\$49,388.96	\$32,800.00	\$50,887.28	\$34,200.00	\$1,400.00	4.27%	See Item#6
	<b>Total</b>	<b>\$95,743.06</b>	<b>\$77,992.00</b>	<b>\$86,450.34</b>	<b>\$82,745.00</b>	<b>\$4,753.00</b>	<b>6.09%</b>	

## Community Services Expenditures Budget Analysis

Account Number	Description	FY12/13 Actuals	FY13/14 Amended	FY13/14 Est Actuals	FY14/15 Adopted	\$ Change	% Change	Comments
001-5400-400-4101	Gold Ridge /F/T Salaries	\$0.00	\$35,115.00	\$34,259.12	\$27,064.00	-\$8,051.00	-22.93%	See Item#7
001-5400-400-4110	Gold Ridge/Longevity	\$0.00	\$1,376.00	\$1,508.02	\$1,163.00	-\$213.00	-15.48%	
001-5400-400-4150	Gold Ridge - Standby Weekend	\$0.00	\$0.00	\$342.00	\$0.00	\$0.00		
001-5400-400-4151	Gold Ridge /Stand-By Weeknights	\$0.00	\$0.00	\$337.58	\$0.00	\$0.00		
001-5400-400-4201	Goldridge /PT Salaries	\$1,969.77	\$6,800.00	\$2,333.76	\$0.00	-\$6,800.00	-100.00%	See Item#8
001-5400-400-4401	Gold Ridgerams/Overtime	\$0.00	\$0.00	\$3,581.52	\$2,000.00	\$2,000.00		
001-5400-400-4512	Goldridge /Education Stipend	\$0.00	\$821.00	\$941.20	\$707.00	-\$114.00	-13.89%	
001-5400-400-4520	Gold Ridgerams/Other Payroll	\$0.00	\$42.00	\$96.34	\$48.00	\$6.00	14.29%	
001-5400-400-4901	Gold Ridgerams/PERS Employer	\$0.00	\$9,852.00	\$8,957.34	\$7,393.00	-\$2,459.00	-24.96%	
001-5400-400-4905	Goldridge /Alt Benefits	\$0.00	\$210.00	\$0.00	\$210.00	\$0.00	0.00%	
001-5400-400-4906	Gold Ridge/Alt Benefit Prog	\$0.00	\$0.00	\$210.60	\$0.00	\$0.00		
001-5400-400-4908	Gold Ridgeramns /RHS Plan	\$0.00	\$0.00	\$224.52	\$0.00	\$0.00		
001-5400-400-4920	Gold Ridgerams/Health Insur-BC	\$0.00	\$5,926.00	\$0.00	\$0.00	-\$5,926.00	-100.00%	
001-5400-400-4921	Gold Ridge/Med Insurance	\$0.00	\$0.00	\$5,944.94	\$4,296.00	\$4,296.00		
001-5400-400-4923	Gold Ridge/Eye Care	\$0.00	\$273.00	\$117.04	\$240.00	-\$33.00	-12.09%	
001-5400-400-4924	Gold Ridgerams/Dental Care	\$0.00	\$602.00	\$681.02	\$438.00	-\$164.00	-27.24%	
001-5400-400-4925	Gold Ridge /Medicare	\$28.56	\$471.00	\$555.42	\$347.00	-\$124.00	-26.33%	
001-5400-400-4930	Gold Ridge/Life Insurance	\$0.00	\$70.00	\$75.76	\$51.00	-\$19.00	-27.14%	
001-5400-400-4931	Gold Ridge /LTD	\$0.00	\$190.00	\$187.82	\$148.00	-\$42.00	-22.11%	
001-5400-400-4932	Goldridge /STD	\$0.00	\$93.00	\$89.24	\$72.00	-\$21.00	-22.58%	
001-5400-400-4933	Goldridge /EAP	\$0.00	\$27.00	\$25.70	\$27.00	\$0.00	0.00%	
001-5400-400-4934	Goldridge /EDD	\$0.00	\$0.00	\$22.70	\$0.00	\$0.00		
001-5400-400-5210	Gold Ridge /Spec. Departm	\$0.00	\$1,000.00	\$721.86	\$0.00	-\$1,000.00	-100.00%	See Item#9
001-5400-400-5220	Goldridge /Heat/Light/Power	\$0.00	\$5,000.00	\$0.00	\$15,000.00	\$10,000.00	200.00%	See Item#10
001-5400-400-5310	Goldridge /Bldg/Facility	\$830.75	\$6,000.00	\$5,107.62	\$12,000.00	\$6,000.00	100.00%	See Item#11
001-5400-400-6101	Gold Ridge /Contractual S	\$21,771.80	\$74,000.00	\$56,476.68	\$74,000.00	\$0.00	0.00%	See Item#12
001-5400-400-6422	Gold Ridge/Workers' Comp	\$0.00	\$0.00	\$0.00	\$103.36	\$103.36		
001-5400-400-6423	Goldridge /Liab & Prop Ins	\$0.00	\$8,000.00	\$0.00	\$4,550.00	-\$3,450.00	-43.13%	See Item#13
<b>Total</b>		<b>\$24,600.88</b>	<b>\$155,868.00</b>	<b>\$122,797.80</b>	<b>\$149,857.36</b>	<b>-\$6,010.64</b>	<b>-3.86%</b>	

## Community Services Expenditures Budget Analysis

Account Number	Description	FY12/13 Actuals	FY13/14 Amended	FY13/14 Est Actuals	FY14/15 Adopted	\$ Change	% Change	Comments
001-5501-400-4101	Senior Center /Salaries	\$64,674.22	\$62,403.00	\$62,239.08	\$65,626.00	\$3,223.00	5.16%	See Item#14
001-5501-400-4110	Senior Center /Longevity	\$1,111.50	\$767.00	\$708.56	\$813.00	\$46.00	6.00%	
001-5501-400-4150	Senior Center/StandbyWeekend	\$118.50	\$0.00	\$72.00	\$0.00	\$0.00		
001-5501-400-4151	Senior Center/Standby Weeknig	\$147.00	\$0.00	\$90.08	\$0.00	\$0.00		
001-5501-400-4201	Senior Center PT Salaries	\$22,842.74	\$32,460.00	\$21,727.42	\$40,000.00	\$7,540.00	23.23%	See Item#15
001-5501-400-4220	Senior Center/Recreation Co	\$392.49	\$0.00	\$0.00	\$0.00	\$0.00		
001-5501-400-4401	Senior Center /Overtime Sala	\$190.97	\$300.00	\$1,782.04	\$1,200.00	\$900.00	300.00%	See Item#16
001-5501-400-4512	Senior Center / Educ Stipend	\$241.78	\$439.00	\$406.90	\$468.00	\$29.00	6.61%	
001-5501-400-4520	Senior Center/Other Sal	\$0.00	\$42.00	\$96.36	\$48.00	\$6.00	14.29%	
001-5501-400-4901	Senior Center /Pers/Employer	\$16,489.74	\$16,796.00	\$15,460.22	\$17,095.00	\$299.00	1.78%	
001-5501-400-4905	Senior Center/Alt Ben Prog/D	\$209.76	\$210.00	\$210.32	\$210.00	\$0.00	0.00%	
001-5501-400-4908	Senior Center/RHS	\$797.17	\$0.00	\$765.12	\$0.00	\$0.00		
001-5501-400-4920	Senior Center /Health Ins/Bl	\$0.00	\$6,623.00	\$0.00	\$0.00	-\$6,623.00	-100.00%	
001-5501-400-4921	Senior Center/ Kaiser	\$6,313.13	\$0.00	\$6,349.42	\$6,987.00	\$6,987.00		
001-5501-400-4923	Senior Center /Eye Care	\$234.49	\$385.00	\$223.46	\$385.00	\$0.00	0.00%	
001-5501-400-4924	Senior Center /Dental Care	\$1,161.34	\$1,149.00	\$1,300.68	\$1,149.00	\$0.00	0.00%	
001-5501-400-4925	Senior Center /Medicare	\$1,084.57	\$853.00	\$1,188.88	\$898.00	\$45.00	5.28%	
001-5501-400-4930	Senior Center /Life Ins/Sala	\$157.57	\$133.00	\$146.58	\$133.00	\$0.00	0.00%	
001-5501-400-4931	Senior Center / LTD	\$310.82	\$324.00	\$323.42	\$341.00	\$17.00	5.25%	
001-5501-400-4932	Senior Center/STD	\$153.24	\$159.00	\$155.62	\$167.00	\$8.00	5.03%	
001-5501-400-4933	Senior Center /EAP	\$0.00	\$57.00	\$53.96	\$63.00	\$6.00	10.53%	
001-5501-400-4934	Senior Center /EDD	\$0.00	\$0.00	\$182.00	\$0.00	\$0.00		
001-5501-400-5100	Senior Center /Office Supplie	\$912.49	\$1,000.00	\$85.48	\$1,000.00	\$0.00	0.00%	See Item#17
001-5501-400-5130	Senior Center /Postage	\$66.67	\$500.00	\$0.00	\$500.00	\$0.00	0.00%	See Item#18
001-5501-400-5150	Senior Center/Bank Charges	\$0.00	\$525.00	\$0.00	\$525.00	\$0.00	0.00%	See Item#19
001-5501-400-5210	Senior Center /Speci. Departm	-\$338.27	\$1,500.00	-\$840.14	\$1,500.00	\$0.00	0.00%	See Item#20
001-5501-400-5216	Senior Center/Publicity	\$4,295.75	\$500.00	\$1,000.00	\$780.00	\$280.00	56.00%	See Item#21
001-5501-400-5217	Senior Center /Special Event	\$547.59	\$700.00	\$792.54	\$700.00	\$0.00	0.00%	See Item#22
001-5501-400-5219	Senior Center /Excursions	\$2,168.07	\$2,500.00	\$874.80	\$2,500.00	\$0.00	0.00%	See Item#23
001-5501-400-5220	Senior Center /Heat/Light/Pow	\$21,042.85	\$23,000.00	\$19,654.48	\$23,000.00	\$0.00	0.00%	See Item#24
001-5501-400-5230	Senior Center /Telephone	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		See Item#25
001-5501-400-5231	Senior Center /Cellular Phone	\$0.00	\$240.00	\$149.12	\$240.00	\$0.00	0.00%	See Item#26
001-5501-400-5260	Senior Center /Dues & Subscri	\$220.00	\$200.00	\$110.00	\$200.00	\$0.00	0.00%	See Item#27
001-5501-400-5270	Senior Center / Gas & Oil	\$2,973.38	\$3,500.00	\$2,456.86	\$3,500.00	\$0.00	0.00%	See Item#28
001-5501-400-5310	Senior Center /Bldg/Facilty	\$5,885.77	\$8,000.00	\$6,323.08	\$9,000.00	\$1,000.00	12.50%	See Item#29
001-5501-400-5313	Senior Center /Fac Maint/Non-	\$0.00	\$600.00	\$170.00	\$0.00	-\$600.00	-100.00%	
001-5501-400-5320	Senior Center / Vehicle Repai	\$2,142.02	\$0.00	\$0.00	\$0.00	\$0.00		See Item#30
001-5501-400-6101	Senior Center /Contractual S	\$1,822.85	\$2,800.00	\$1,619.58	\$2,200.00	-\$600.00	-21.43%	See Item#31
001-5501-400-6210	Senior Center - Recruitment	\$364.00	\$200.00	\$407.00	\$100.00	-\$100.00	-50.00%	See Item#32
001-5501-400-6310	Senior Center /Rent/Lease/Tax	\$3,285.36	\$3,100.00	\$4,442.20	\$3,100.00	\$0.00	0.00%	See Item#33
001-5501-400-6422	Senior Center/Workers' Comp	\$2,609.26	\$3,316.00	\$3,316.32	\$4,563.22	\$1,247.22	37.61%	

**Community Services**  
**Expenditures Budget Analysis**

Account Number	Description	FY12/13 Actuals	FY13/14 Amended	FY13/14 Est Actuals	FY14/15 Adopted	\$ Change	% Change	Comments
001-5501-400-6423	Senior Center - Liabilty-Prop	\$6,447.16	\$6,302.00	\$2,788.92	\$6,554.26	\$252.26	4.00%	
001-5501-400-6424	Senior Center - IT Srvc Fee	\$0.00	\$19,547.00	\$19,548.00	\$22,152.00	\$2,605.00	13.33%	See Item#34
001-5501-400-6600	Senior Center /Travels & Mee	\$220.00	\$0.00	\$1,180.00	\$1,500.00	\$1,500.00		See Item#35
001-5502-400-5320	Mini Bus /Vehicle Repai	\$448.07	\$0.00	\$0.00	\$0.00	\$0.00		
	<b>Total</b>	<b>\$171,744.05</b>	<b>\$201,130.00</b>	<b>\$177,560.36</b>	<b>\$219,197.48</b>	<b>\$18,067.48</b>	<b>8.98%</b>	

## Community Services Expenditures Budget Analysis

Account Number	Description	FY12/13 Actuals	FY13/14 Amended	FY13/14 Est Actuals	FY14/15 Adopted	\$ Change	% Change	Comments
001-5710-400-6423	Alicia Pool /Liability/Proper	\$1,383.20	\$1,078.00	\$290.28	\$997.86	-\$80.14	-7.43%	
001-5720-400-4101	Benecia Pool/ FT Salaries	\$10,669.91	\$19,621.00	\$21,832.66	\$20,875.00	\$1,254.00	6.39%	See Item#36
001-5720-400-4110	Benecia Pool/Longevity	\$743.69	\$1,087.00	\$1,072.44	\$1,196.00	\$109.00	10.03%	
001-5720-400-4150	Benecia Pool/Standby Weekend	\$83.45	\$0.00	\$216.00	\$0.00	\$0.00		
001-5720-400-4151	Benecia Pool/Standby Weeknight	\$64.33	\$0.00	\$213.84	\$0.00	\$0.00		
001-5720-400-4201	Benecia Pool /Part-Time Sal	\$30,984.26	\$33,000.00	\$30,436.84	\$33,000.00	\$0.00	0.00%	See Item#37
001-5720-400-4401	Benecia Pool/Overtime	\$948.22	\$1,000.00	\$2,248.20	\$1,500.00	\$500.00	50.00%	See Item#38
001-5720-400-4512	Benecia Pool /Educ Stipend	\$237.00	\$795.00	\$783.70	\$845.00	\$50.00	6.29%	
001-5720-400-4520	Benecia Pool / Other Payroll	\$152.80	\$42.00	\$96.36	\$48.00	\$6.00	14.29%	
001-5720-400-4901	Benecia Pool/Pers Empl	\$2,860.68	\$5,678.00	\$5,224.22	\$5,855.00	\$177.00	3.12%	
001-5720-400-4908	Benecia Pool/ RHS	\$29.16	\$0.00	\$44.54	\$0.00	\$0.00		
001-5720-400-4920	Benecia Pool/Health	\$0.00	\$3,519.00	\$0.00	\$0.00	-\$3,519.00	-100.00%	
001-5720-400-4921	Benecia Pool/Med Ins	\$1,710.01	\$0.00	\$3,372.32	\$3,710.00	\$3,710.00		
001-5720-400-4923	Benecia Pool/Eye Care	\$38.42	\$227.00	\$63.78	\$227.00	\$0.00	0.00%	
001-5720-400-4924	Benecia Pool/Dental	\$189.31	\$328.00	\$371.52	\$328.00	\$0.00	0.00%	
001-5720-400-4925	Benecia Pool /Medicare	\$566.37	\$242.00	\$749.98	\$259.00	\$17.00	7.02%	
001-5720-400-4930	Benecia Pool/Life Ins	\$25.60	\$38.00	\$41.36	\$38.00	\$0.00	0.00%	
001-5720-400-4931	Benecia Pool/LTD	\$60.10	\$110.00	\$109.00	\$117.00	\$7.00	6.36%	
001-5720-400-4932	Benecia Pool/STD	\$29.36	\$54.00	\$53.66	\$57.00	\$3.00	5.56%	
001-5720-400-4933	Benecia Pool /EAP	\$0.00	\$16.00	\$15.42	\$18.00	\$2.00	12.50%	
001-5720-400-5150	Benecia Pool/Banc Charges	\$0.00	\$900.00	\$0.00	\$900.00	\$0.00	0.00%	See Item#39
001-5720-400-5210	Benecia Pool /Spec. Departm	\$1,395.07	\$1,000.00	\$280.00	\$600.00	-\$400.00	-40.00%	See Item#40
001-5720-400-5216	Benecia Pool/Publicity	\$1,600.00	\$1,400.00	\$2,800.00	\$2,080.00	\$680.00	48.57%	See Item#41
001-5720-400-5220	Benecia Pool /Heat/Light/Po	\$9,874.29	\$13,000.00	\$12,983.30	\$12,000.00	-\$1,000.00	-7.69%	See Item#42
001-5720-400-5230	Benecia Pool /Telephone	\$383.70	\$400.00	\$310.74	\$400.00	\$0.00	0.00%	See Item#43
001-5720-400-5280	Benecia Pool /Concession Pu	\$3,402.83	\$2,000.00	\$1,231.60	\$2,000.00	\$0.00	0.00%	See Item#44
001-5720-400-5310	Benecia Pool /Bldg/Facilty	\$8,148.91	\$13,500.00	\$14,185.82	\$13,500.00	\$0.00	0.00%	See Item#45
001-5720-400-6101	Benecia Pool /Contractual S	\$0.00	\$600.00	\$37.24	\$600.00	\$0.00	0.00%	See Item#46
001-5720-400-6210	Recruitment	\$37.50	\$500.00	\$0.00	\$200.00	-\$300.00	-60.00%	See Item#47
001-5720-400-6420	Benecia Pool /Self Ins Losses	\$0.00	\$500.00	\$0.00	\$500.00	\$0.00	0.00%	
001-5720-400-6422	Benecia Pool/Workers' Comp	\$1,472.04	\$1,683.00	\$1,683.24	\$2,230.85	\$547.85	32.55%	
001-5720-400-6423	Benecia Pool /Liability/Prope	\$2,087.15	\$2,262.00	\$1,063.92	\$2,314.42	\$52.42	2.32%	
001-5720-400-9510	Benecia Pool /C/O-Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		See Item#48
001-5730-400-6423	Ladybug Pool /Liability/Prope	\$1,460.39	\$1,139.00	\$302.04	\$1,054.34	-\$84.66	-7.43%	
001-5740-400-4101	H Pool /F/T Salaries	\$29,626.38	\$47,491.00	\$46,033.86	\$48,906.00	\$1,415.00	2.98%	See Item#49
001-5740-400-4110	H Pool/Longevity	\$743.69	\$1,087.00	\$1,072.44	\$1,196.00	\$109.00	10.03%	
001-5740-400-4150	H Pool /Standby Weekend	\$83.45	\$0.00	\$288.00	\$0.00	\$0.00		
001-5740-400-4151	H Pool /Standby Weeknight	\$64.33	\$0.00	\$270.14	\$0.00	\$0.00		
001-5740-400-4201	H Pool PT Salaries	\$83,052.97	\$79,000.00	\$87,516.92	\$89,000.00	\$10,000.00	12.66%	See Item#50
001-5740-400-4401	H Pool /Overtime Salar	\$2,950.42	\$1,000.00	\$8,749.32	\$6,000.00	\$5,000.00	500.00%	See Item#51
001-5740-400-4512	H Pool /Educational Stipend	\$237.00	\$980.00	\$978.66	\$1,039.00	\$59.00	6.02%	

## Community Services Expenditures Budget Analysis

Account Number	Description	FY12/13 Actuals	FY13/14 Amended	FY13/14 Est Actuals	FY14/15 Adopted	\$ Change	% Change	Comments
001-5740-400-4520	H Pool / Other Payroll	\$152.80	\$42.00	\$96.36	\$48.00	\$6.00	14.29%	
001-5740-400-4901	H Pool /Pers/Employer	\$7,270.15	\$13,086.00	\$11,736.06	\$13,067.00	-\$19.00	-0.15%	
001-5740-400-4908	H Pool / RHS	\$106.97	\$0.00	\$45.46	\$0.00	\$0.00		
001-5740-400-4920	H Pool/Health	\$0.00	\$4,075.00	\$0.00	\$0.00	-\$4,075.00	-100.00%	
001-5740-400-4921	H Pool/Med Ins	\$1,974.98	\$0.00	\$3,905.20	\$4,296.00	\$4,296.00		
001-5740-400-4923	H Pool/Vision	\$56.18	\$228.00	\$74.46	\$228.00	\$0.00	0.00%	
001-5740-400-4924	H Pool/Dental	\$277.64	\$383.00	\$433.04	\$383.00	\$0.00	0.00%	
001-5740-400-4925	H Pool /Medicare	\$1,625.36	\$648.00	\$2,028.48	\$668.00	\$20.00	3.09%	
001-5740-400-4930	H Pool/Life Ins	\$37.79	\$44.00	\$48.74	\$44.00	\$0.00	0.00%	
001-5740-400-4931	H Pool/LTD	\$74.86	\$126.00	\$126.04	\$134.00	\$8.00	6.35%	
001-5740-400-4932	H Pool /STD	\$36.92	\$62.00	\$60.42	\$66.00	\$4.00	6.45%	
001-5740-400-4933	H Pool / EAP	\$0.00	\$60.00	\$56.50	\$66.00	\$6.00	10.00%	
001-5740-400-5150	H Pool bank /charges	\$0.00	\$1,300.00	\$0.00	\$1,300.00	\$0.00	0.00%	See Item#52
001-5740-400-5210	H Pool /Spec. Departm	\$4,689.96	\$1,000.00	\$4,461.46	\$2,100.00	\$1,100.00	110.00%	See Item#53
001-5740-400-5216	H Pool/Publicity	\$1,600.00	\$1,400.00	\$2,800.00	\$2,600.00	\$1,200.00	85.71%	See Item#54
001-5740-400-5220	H Pool /Heat/Light/Po	\$37,056.50	\$38,000.00	\$21,451.78	\$38,000.00	\$0.00	0.00%	See Item#55
001-5740-400-5230	H Pool /Telephone	\$867.03	\$900.00	\$746.54	\$900.00	\$0.00	0.00%	See Item#56
001-5740-400-5280	H Pool /Concession Pu	\$3,140.71	\$3,000.00	\$987.64	\$3,000.00	\$0.00	0.00%	See Item#57
001-5740-400-5310	H Pool /Bldg/Facility	\$36,280.87	\$25,000.00	\$20,860.70	\$25,000.00	\$0.00	0.00%	See Item#58
001-5740-400-6101	H Pool /Contractual S	\$125.51	\$600.00	\$136.58	\$600.00	\$0.00	0.00%	See Item#59
001-5740-400-6210	Recruitment	\$294.50	\$500.00	\$0.00	\$300.00	-\$200.00	-40.00%	See Item#60
001-5740-400-6420	H Pool / Self Insured losses	\$0.00	\$500.00	\$0.00	\$500.00	\$0.00	0.00%	
001-5740-400-6422	H Pool/Workers' Comp	\$927.96	\$5,292.00	\$5,291.64	\$5,923.36	\$631.36	11.93%	
001-5740-400-6423	H Pool /Liability/Property	\$2,187.31	\$3,339.00	\$2,077.44	\$3,855.85	\$516.85	15.48%	
001-5740-400-6424	H Pool /Services Fees	\$0.00	\$6,130.00	\$6,132.00	\$6,442.00	\$312.00	5.09%	See Item#61
001-5740-400-9510	H Pool /C/O-Equipment	\$0.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00	0.00%	See Item#62
001-5750-400-4101	Magnolia Pool /F/T Salaries	\$1,386.98	\$3,082.00	\$3,192.38	\$3,243.00	\$161.00	5.22%	See Item#63
001-5750-400-4201	Magnolia Pool /PT Salaries	\$763.76	\$12,000.00	\$3,654.16	\$33,000.00	\$21,000.00	175.00%	See Item#64
001-5750-400-4401	Magnolia Pool /Overtime Salary	\$116.62	\$200.00	\$494.26	\$400.00	\$200.00	100.00%	
001-5750-400-4512	Magnolia Pool /Education Stip	\$0.00	\$185.00	\$195.00	\$195.00	\$10.00	5.41%	
001-5750-400-4520	Magnolia Pool/Other Payroll	\$152.80	\$0.00	\$0.00	\$0.00	\$0.00		
001-5750-400-4901	Magnolia Pool/Pers EmPLY	\$340.47	\$863.00	\$826.70	\$878.00	\$15.00	1.74%	
001-5750-400-4920	Magnolia Pool/Health	\$0.00	\$556.00	\$0.00	\$0.00	-\$556.00	-100.00%	
001-5750-400-4921	Magnolia Pool/Medical Ins	\$159.32	\$0.00	\$532.88	\$586.00	\$586.00		
001-5750-400-4923	Magnolia Pool/Eye Care	\$9.33	\$161.00	\$10.64	\$161.00	\$0.00	0.00%	
001-5750-400-4924	Magnolia Pool/Dental Care	\$45.58	\$55.00	\$62.04	\$55.00	\$0.00	0.00%	
001-5750-400-4925	Magnolia Pool /Medicare	\$35.20	\$47.00	\$111.06	\$50.00	\$3.00	6.38%	
001-5750-400-4930	Magnolia Pool /Life Ins/Salary	\$6.29	\$6.00	\$7.08	\$6.00	\$0.00	0.00%	
001-5750-400-4931	Magnolia Pool/LTD	\$7.29	\$17.00	\$17.22	\$18.00	\$1.00	5.88%	
001-5750-400-4932	Magnolia Pool/STD	\$3.63	\$8.00	\$8.44	\$9.00	\$1.00	12.50%	
001-5750-400-4933	Magnolia Pool /EAP	\$0.00	\$3.00	\$2.58	\$3.00	\$0.00	0.00%	

**Community Services**  
**Expenditures Budget Analysis**

Account Number	Description	FY12/13 Actuals	FY13/14 Amended	FY13/14 Est Actuals	FY14/15 Adopted	\$ Change	% Change	Comments
001-5750-400-5210	Magnolia Pool /Spec. Departme	\$1,036.07	\$1,800.00	-\$412.00	\$900.00	-\$900.00	-50.00%	See Item#65
001-5750-400-5220	Magnolia Pool /Heat/Light/Pow	\$7,409.35	\$14,000.00	\$7,828.64	\$9,000.00	-\$5,000.00	-35.71%	See Item#66
001-5750-400-5230	Magnolia Pool /Telephone	\$161.55	\$200.00	\$149.24	\$200.00	\$0.00	0.00%	
001-5750-400-5280	Magnolia Pool /Concession Pur	\$474.86	\$500.00	-\$362.54	\$500.00	\$0.00	0.00%	
001-5750-400-5310	Magnolia Pool /Fac Maintenanc	\$18,042.35	\$9,000.00	\$4,410.60	\$6,000.00	-\$3,000.00	-33.33%	See Item#67
001-5750-400-6420	Magnolia Pool /Self Ins Losses	\$0.00	\$500.00	\$0.00	\$500.00	\$0.00	0.00%	
001-5750-400-6422	M Pool/Workers' Comp	\$619.40	\$0.00	\$0.00	\$94.75	\$94.75		
001-5750-400-6423	Magnolia Pool /Liab & Prop Ins	\$0.00	\$2,906.00	\$810.84	\$2,953.95	\$47.95	1.65%	
<b>Total</b>		<b>\$326,950.84</b>	<b>\$392,081.00</b>	<b>\$352,119.12</b>	<b>\$426,865.38</b>	<b>\$34,784.38</b>	<b>8.87%</b>	

## Community Services Expenditures Budget Analysis

Account Number	Description	FY12/13 Actuals	FY13/14 Amended	FY13/14 Est Actuals	FY14/15 Adopted	\$ Change	% Change	Comments
001-5810-400-4101	Sports Center /Salaries	\$135,916.64	\$133,096.00	\$114,721.36	\$135,010.00	\$1,914.00	1.44%	See Item#68
001-5810-400-4110	Sports Center /Longevity	\$3,349.20	\$3,258.00	\$3,350.04	\$3,473.00	\$215.00	6.60%	
001-5810-400-4150	Sports Center/Standby Weeknite	\$83.45	\$0.00	\$144.00	\$0.00	\$0.00		
001-5810-400-4151	Sports Center/Standby Weeknigh	\$64.33	\$0.00	\$157.64	\$0.00	\$0.00		
001-5810-400-4201	Sports Center /Part-Time Sal	\$49,838.22	\$49,945.00	\$55,201.94	\$55,300.00	\$5,355.00	10.72%	See Item#69
001-5810-400-4220	Sports Center /Recreation Co	\$133.31	\$0.00	\$21.84	\$0.00	\$0.00		
001-5810-400-4224	Sports Center /Softball	\$497.81	\$0.00	\$0.00	\$0.00	\$0.00		
001-5810-400-4238	Sports Center /Miscellaneous	\$39.74	\$0.00	\$3.44	\$0.00	\$0.00		
001-5810-400-4401	Sports Center /Overtime Sala	\$769.87	\$500.00	\$1,973.72	\$1,500.00	\$1,000.00	200.00%	See Item#70
001-5810-400-4512	Sports Center /Education Stip	\$347.00	\$665.00	\$648.70	\$710.00	\$45.00	6.77%	
001-5810-400-4520	Sports Center /Other Payroll-	\$0.00	\$250.00	\$578.14	\$289.00	\$39.00	15.60%	
001-5810-400-4901	Sports Center /Pers/Employer	\$33,889.51	\$35,322.00	\$28,659.82	\$34,735.00	-\$587.00	-1.66%	
001-5810-400-4905	Sports Center /Alt Ben Prog/D	\$420.03	\$210.00	\$210.02	\$210.00	\$0.00	0.00%	
001-5810-400-4908	Sports Center /RHS	\$563.85	\$750.00	\$315.60	\$0.00	-\$750.00	-100.00%	
001-5810-400-4920	Sports Center /Health Ins/Bl	\$0.00	\$10,232.00	\$0.00	\$0.00	-\$10,232.00	-100.00%	
001-5810-400-4921	Sports Center /Medical Insur	\$9,913.51	\$0.00	\$9,806.88	\$10,788.00	\$10,788.00		
001-5810-400-4923	Sports Center /Eye Care	\$246.98	\$341.00	\$180.64	\$341.00	\$0.00	0.00%	
001-5810-400-4924	Sports Center /Dental Care	\$1,029.11	\$930.00	\$1,052.62	\$930.00	\$0.00	0.00%	
001-5810-400-4925	Sports Center /Medicare	\$2,278.75	\$1,569.00	\$2,118.90	\$1,582.00	\$13.00	0.83%	
001-5810-400-4930	Sports Center /Life Ins/Sala	\$164.16	\$108.00	\$118.78	\$108.00	\$0.00	0.00%	
001-5810-400-4931	Sports Center / LTD	\$379.33	\$335.00	\$342.92	\$353.00	\$18.00	5.37%	
001-5810-400-4932	Sports Center/STD	\$184.50	\$164.00	\$169.04	\$173.00	\$9.00	5.49%	
001-5810-400-4933	Sport Center /EAP	\$0.00	\$195.00	\$183.48	\$203.00	\$8.00	4.10%	
001-5810-400-4934	Sports Center /EDD	\$0.00	\$4,200.00	\$0.00	\$4,200.00	\$0.00	0.00%	
001-5810-400-5100	Sports Center /Office Supplie	\$1,532.59	\$3,000.00	\$979.84	\$3,000.00	\$0.00	0.00%	See Item#71
001-5810-400-5150	Sports Center /Bank Charges	\$0.00	\$1,800.00	\$0.00	\$1,800.00	\$0.00	0.00%	See Item#72
001-5810-400-5210	Sports Center /Spec. Departm	\$3,713.65	\$2,700.00	\$4,935.76	\$2,700.00	\$0.00	0.00%	See Item#73
001-5810-400-5214	Sports Center /Sports Suppli	\$2,878.79	\$3,500.00	\$5,942.54	\$4,400.00	\$900.00	25.71%	See Item#74
001-5810-400-5216	Sports Center /Publicity	\$6,489.20	\$7,600.00	\$4,716.28	\$8,200.00	\$600.00	7.89%	See Item#75
001-5810-400-5220	Sports Center /Heat/Light/Po	\$39,395.34	\$43,000.00	\$46,356.36	\$47,000.00	\$4,000.00	9.30%	See Item#76
001-5810-400-5230	Sports Center /Telephone	\$1,139.08	\$1,200.00	\$1,201.04	\$1,100.00	-\$100.00	-8.33%	See Item#77
001-5810-400-5231	Sports Center /Cellular Phone	\$215.27	\$780.00	\$406.00	\$780.00	\$0.00	0.00%	See Item#78
001-5810-400-5260	Sports Center/Dues & Subscr	\$0.00	\$150.00	\$340.00	\$200.00	\$50.00	33.33%	See Item#79
001-5810-400-5270	Sports Center/Gas & Oil	\$147.87	\$100.00	\$0.00	\$100.00	\$0.00	0.00%	
001-5810-400-5280	Sports Center /Concession Pu	\$3,519.78	\$3,000.00	\$3,388.10	\$3,000.00	\$0.00	0.00%	See Item#80
001-5810-400-5281	Sports Center /Pro Shop Purc	\$1,427.30	\$1,500.00	-\$498.48	\$1,000.00	-\$500.00	-33.33%	See Item#81
001-5810-400-5310	Sports Center /Bldg/Facilty	\$36,576.34	\$51,850.00	\$75,852.78	\$52,400.00	\$550.00	1.06%	See Item#82
001-5810-400-5330	Sports Center /Spec Dept Equi	\$112.50	\$0.00	\$0.00	\$0.00	\$0.00		
001-5810-400-6101	Sports Center /Contractual S	\$43,311.34	\$46,395.00	\$56,327.02	\$39,100.00	-\$7,295.00	-15.72%	See Item#83
001-5810-400-6110	Sports Center /Professional	\$6,051.00	\$4,900.00	\$11,291.20	\$7,400.00	\$2,500.00	51.02%	See Item#84
001-5810-400-6210	Recruitment	\$454.50	\$500.00	\$438.00	\$500.00	\$0.00	0.00%	See Item#85



**Community Services**  
**Expenditures Budget Analysis**

Account Number	Description	FY12/13 Actuals	FY13/14 Amended	FY13/14 Est Actuals	FY14/15 Adopted	\$ Change	% Change	Comments
001-5810-400-6310	Sports Center /Rent/Lease/Tax	\$4,034.62	\$36,720.00	\$32,487.38	\$36,220.00	-\$500.00	-1.36%	See Item#86
001-5810-400-6422	Sports Center/Workers' Comp	\$7,263.88	\$7,751.00	\$7,751.28	\$8,479.00	\$728.00	9.39%	
001-5810-400-6423	Sports Center /Liability/Prop	\$17,412.58	\$16,045.00	\$6,213.48	\$16,174.00	\$129.00	0.80%	
001-5810-400-6424	Sports Center /IT Services Fee	\$0.00	\$21,573.00	\$21,576.00	\$19,225.00	-\$2,348.00	-10.88%	See Item#87
001-5810-400-8100	Sports Center /Transfer Out	\$0.00	\$0.00	\$0.00	\$33,517.00	\$33,517.00		
	<b>Total</b>	<b>\$415,784.93</b>	<b>\$496,134.00</b>	<b>\$499,664.10</b>	<b>\$536,200.00</b>	<b>\$40,066.00</b>	<b>8.08%</b>	

## Community Services Expenditures Budget Analysis

Account Number	Description	FY12/13 Actuals	FY13/14 Amended	FY13/14 Est Actuals	FY14/15 Adopted	\$ Change	% Change	Comments
001-5401-400-4237	BARC Summer Camp/Staff	\$5,738.13	\$0.00	\$0.00	\$0.00	\$0.00		
001-5401-400-4401	BARC Summer Camp/Overtime Sal	\$53.63	\$0.00	\$0.00	\$0.00	\$0.00		
001-5401-400-4925	BARC Summer Camp / Medicare	\$83.99	\$0.00	\$0.00	\$0.00	\$0.00		
001-5401-400-5212	BARC SummerCamp/Supplies	\$623.96	\$0.00	\$31.38	\$0.00	\$0.00		
001-5830-400-4101	R.P. Comm. Cntr/FT Salaries	\$73,920.78	\$49,202.00	\$46,411.84	\$52,365.00	\$3,163.00	6.43%	See Item#88
001-5830-400-4110	R.P. Comm. Cntr/Longevity Pay	\$2,290.15	\$1,201.00	\$1,163.56	\$1,268.00	\$67.00	5.58%	
001-5830-400-4150	R.P. Comm. Cntr/Standby Weeken	\$201.95	\$0.00	\$72.00	\$0.00	\$0.00		
001-5830-400-4151	R.P. Comm. Cntr/Standby Weekni	\$211.33	\$0.00	\$90.08	\$0.00	\$0.00		
001-5830-400-4201	R.P. Comm. Cntr /Part-Time Sal	\$21,534.27	\$24,340.00	\$20,376.96	\$35,000.00	\$10,660.00	43.80%	See Item#89
001-5830-400-4401	R.P. Comm. Cntr/ Overtime	\$945.84	\$1,000.00	\$972.18	\$800.00	-\$200.00	-20.00%	
001-5830-400-4512	R.P. Comm. Cntr /Education Sti	\$533.78	\$439.00	\$406.90	\$468.00	\$29.00	6.61%	
001-5830-400-4520	R.P. Comm. Cntr / Other Payrol	\$74.34	\$83.00	\$192.72	\$96.00	\$13.00	15.66%	
001-5830-400-4901	R.P. Comm. Cntr/PERS Empl	\$18,894.16	\$12,568.00	\$11,710.06	\$12,994.00	\$426.00	3.39%	
001-5830-400-4905	R.P. Comm. Cntr/Alt Ben Prog/D	\$420.06	\$210.00	\$209.96	\$210.00	\$0.00	0.00%	
001-5830-400-4908	R.P. Comm. Cntr/ RHS	\$770.77	\$0.00	\$494.56	\$0.00	\$0.00		
001-5830-400-4920	R.P. Comm. Cntr/Medical	\$0.00	\$6,854.00	\$0.00	\$0.00	-\$6,854.00	-100.00%	
001-5830-400-4921	R.P. Comm. Ctr/Medical Ins	\$8,757.86	\$0.00	\$6,570.58	\$7,228.00	\$7,228.00		
001-5830-400-4923	R.P. Comm. Cntr/Eye Care	\$269.84	\$329.00	\$169.80	\$329.00	\$0.00	0.00%	
001-5830-400-4924	R.P. Comm. Cntr/Dental	\$1,227.78	\$875.00	\$990.58	\$875.00	\$0.00	0.00%	
001-5830-400-4925	R.P. Comm. Cntr /Medicare	\$1,123.92	\$598.00	\$862.52	\$639.00	\$41.00	6.86%	
001-5830-400-4930	R.P. Comm. Cntr/Life Insurance	\$190.52	\$102.00	\$110.98	\$102.00	\$0.00	0.00%	
001-5830-400-4931	R.P. Comm. Cntr/LTD	\$372.45	\$243.00	\$244.94	\$259.00	\$16.00	6.58%	
001-5830-400-4932	R.P. Comm. Cntr/STD	\$181.07	\$119.00	\$120.94	\$127.00	\$8.00	6.72%	
001-5830-400-4933	R.P. Comm. Cntr /EAP	\$0.00	\$62.00	\$58.08	\$56.00	-\$6.00	-9.68%	
001-5830-400-4934	R.P. Comm.Cntr /EDD	\$0.00	\$4,200.00	\$0.00	\$4,200.00	\$0.00	0.00%	
001-5830-400-5100	R.P. Comm. Ctr/ Office Supplie	\$703.60	\$600.00	\$562.86	\$600.00	\$0.00	0.00%	See Item#90
001-5830-400-5130	R.P. Com Ctr/Postage	\$659.43	\$1,500.00	\$291.10	\$1,500.00	\$0.00	0.00%	See Item#91
001-5830-400-5150	R.P. Comm Cntr/Bank Charges	\$10,035.49	\$4,940.00	\$9,954.96	\$4,940.00	\$0.00	0.00%	See Item#92
001-5830-400-5210	R.P. Comm. Cntr /Spec. Departm	\$5,969.16	\$6,500.00	\$5,036.32	\$6,100.00	-\$400.00	-6.15%	See Item#93
001-5830-400-5216	R.P. Comm Cntr/Publicity	\$14,251.66	\$13,880.00	\$27,160.64	\$16,340.00	\$2,460.00	17.72%	See Item#94
001-5830-400-5220	R.P. Comm. Cntr /Heat/Light/Po	\$41,856.03	\$44,000.00	\$27,975.94	\$44,000.00	\$0.00	0.00%	See Item#95
001-5830-400-5230	R.P. Comm. Cntr /Telephone	\$1,168.78	\$1,200.00	\$1,004.46	\$1,200.00	\$0.00	0.00%	See Item#96
001-5830-400-5231	R.P. Comm. Cntr/Cellular Phone	\$2,235.40	\$240.00	\$787.78	\$0.00	-\$240.00	-100.00%	See Item#97
001-5830-400-5260	R.P. Comm Cntr/Dues & Subscr	\$470.00	\$300.00	\$780.00	\$350.00	\$50.00	16.67%	See Item#98
001-5830-400-5270	R.P. Comm Ctr/Gas & Oil	\$247.11	\$600.00	-\$70.00	\$200.00	-\$400.00	-66.67%	See Item#99
001-5830-400-5272	R.P. Comm. Cntr/Auto Allowance	\$216.44	\$0.00	\$0.00	\$0.00	\$0.00		
001-5830-400-5310	R.P. Comm. Cntr /Bldg/Facilty	\$19,391.87	\$19,040.00	\$25,012.58	\$20,500.00	\$1,460.00	7.67%	See Item#100
001-5830-400-5313	R.P. Comm. Cntr/Fac Maint/Non-	\$0.00	\$49,586.00	\$99,172.00	\$0.00	-\$49,586.00	-100.00%	
001-5830-400-5320	R.P. Comm Ctr/ Vehicle Repair	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00		See Item#101
001-5830-400-5330	R.P. Comm. Cntr /Spec Dept Equ	\$0.00	\$3,960.00	\$0.00	\$0.00	-\$3,960.00	-100.00%	See Item#102
001-5830-400-6101	R.P. Comm. Cntr /Contractual S	\$116,794.66	\$124,825.00	\$113,141.98	\$134,230.00	\$9,405.00	7.53%	See Item#103

## Community Services Expenditures Budget Analysis

Account Number	Description	FY12/13 Actuals	FY13/14 Amended	FY13/14 Est Actuals	FY14/15 Adopted	\$ Change	% Change	Comments
001-5830-400-6210	Recruitment	\$112.50	\$500.00	\$321.00	\$500.00	\$0.00	0.00%	See Item#104
001-5830-400-6310	R.P. Comm. Cntr /Rent/Lease/Ta	\$6,988.22	\$7,500.00	\$7,126.98	\$7,500.00	\$0.00	0.00%	See Item#105
001-5830-400-6420	RP Comm Ctr/Vandalism Loss	\$0.00	\$0.00	\$0.00	\$400.00	\$400.00		
001-5830-400-6422	R.P Comm Ctr/Workers' Comp	\$4,255.88	\$8,885.00	\$6,913.92	\$9,539.17	\$654.17	7.36%	
001-5830-400-6423	R.P. Comm Ctr /Liability/Pro	\$9,820.54	\$11,673.00	\$4,866.96	\$11,720.78	\$47.78	0.41%	
001-5830-400-6424	R.P. Comm Cntr /IT Servics Fee	\$0.00	\$21,905.00	\$21,912.00	\$23,770.00	\$1,865.00	8.51%	See Item#106
001-5830-400-6600	R.P. Comm Ctr /Travels&Meet	\$776.00	\$300.00	\$0.00	\$300.00	\$0.00	0.00%	See Item#107
001-5830-400-9510	R.P. Comm. Cntr /C/O-Equipment	\$8,860.67	\$0.00	\$0.00	\$0.00	\$0.00		
001-5840-400-4101	Burt/Ave Rec Cr/FT Salares	\$16,101.05	\$20,181.00	\$18,602.86	\$21,588.00	\$1,407.00	6.97%	See Item#108
001-5840-400-4110	Burt/Ave Rec Cr/Longevity Pay	\$0.00	\$333.00	\$253.56	\$357.00	\$24.00	7.21%	
001-5840-400-4150	Burton Ave-Standby Weekend	\$0.00	\$0.00	\$72.00	\$0.00	\$0.00		
001-5840-400-4151	Burton /Stand-By Weeknight	\$0.00	\$0.00	\$89.58	\$0.00	\$0.00		
001-5840-400-4201	Burt/Ave PT Labor	\$5,206.00	\$11,347.00	\$15,854.12	\$14,000.00	\$2,653.00	23.38%	See Item#109
001-5840-400-4401	Burt/Ave Rec Cr/OT	\$0.00	\$0.00	\$653.82	\$400.00	\$400.00		
001-5840-400-4512	Burt Ave Rec Ctr /Educ Stipend	\$110.00	\$439.00	\$401.70	\$468.00	\$29.00	6.61%	
001-5840-400-4901	Burt/Ave Rec Cr/PERS Empl	\$3,979.84	\$5,203.00	\$4,699.42	\$5,408.00	\$205.00	3.94%	
001-5840-400-4905	Burt/Av Rec Cr/Alt Ben Prog/D	\$419.75	\$210.00	\$209.74	\$210.00	\$0.00	0.00%	
001-5840-400-4908	Burt/Ave Rec Cr/RHS	\$222.18	\$0.00	\$180.54	\$0.00	\$0.00		
001-5840-400-4920	Burt/Ave Rec Cr/Medical	\$0.00	\$2,501.00	\$0.00	\$0.00	-\$2,501.00	-100.00%	
001-5840-400-4921	Burt/Ave Rec Cr/Medical Ins	\$1,325.38	\$0.00	\$2,397.60	\$2,638.00	\$2,638.00		
001-5840-400-4923	Burt/Ave Rec Cr/Eye Care	\$73.90	\$228.00	\$74.82	\$228.00	\$0.00	0.00%	
001-5840-400-4924	Burt/Ave Rec Cr/Dental	\$364.96	\$383.00	\$433.32	\$383.00	\$0.00	0.00%	
001-5840-400-4925	Burt/Ave Rec Cr/Medicare	\$308.44	\$303.00	\$520.84	\$325.00	\$22.00	7.26%	
001-5840-400-4930	Burt/Ave Rec Cr/Life Insurance	\$49.47	\$44.00	\$48.88	\$44.00	\$0.00	0.00%	
001-5840-400-4931	Burt/Ave Rec Cr/LTD	\$82.90	\$101.00	\$98.52	\$108.00	\$7.00	6.93%	
001-5840-400-4932	Burt/Ave Rec Cr/STD	\$40.96	\$49.00	\$47.56	\$53.00	\$4.00	8.16%	
001-5840-400-4933	Burt Ave Rec Cr /EAP	\$0.00	\$22.00	\$20.56	\$24.00	\$2.00	9.09%	
001-5840-400-5210	Burt/Ave Rec Cr /Spec. Departm	\$1,249.21	\$1,980.00	\$2,299.18	\$2,880.00	\$900.00	45.45%	See Item#110
001-5840-400-5220	Burt/Ave Rec Cr /Heat/Light/Po	\$10,854.86	\$7,000.00	\$7,694.44	\$7,000.00	\$0.00	0.00%	See Item#111
001-5840-400-5310	Burt/Ave Rec Cr /Bldg/Facilty	\$2,057.00	\$4,880.00	\$3,859.96	\$7,500.00	\$2,620.00	53.69%	See Item#112
001-5840-400-6101	Burt/Ave Rec Cr /Contractual S	\$3,098.23	\$3,000.00	\$529.66	\$1,500.00	-\$1,500.00	-50.00%	See Item#113
001-5840-400-6420	Burt Ave Rec /Self Ins Losses	\$0.00	\$500.00	\$0.00	\$500.00	\$0.00	0.00%	
001-5840-400-6422	Burt Ave Rec Ctr/Workers' Comp	\$1,602.82	\$730.00	\$730.08	\$1,361.56	\$631.56	86.52%	
001-5840-400-6423	Burt/Ave Rec Cr /Liability/P	\$3,778.24	\$3,171.00	\$1,004.88	\$3,265.87	\$94.87	2.99%	
001-5850-400-5310	Benecia Rec Bld /Bldg/Facilty	\$1,946.64	\$500.00	\$578.84	\$500.00	\$0.00	0.00%	See Item#114
001-5850-400-6101	Ymca/Soccer Bld/Contractual Se	\$847.00	\$600.00	\$436.00	\$600.00	\$0.00	0.00%	See Item#115
001-5850-400-6420	Ymca/Soccer Bld /Self Ins Loss	\$0.00	\$200.00	\$0.00	\$0.00	-\$200.00	-100.00%	
001-5860-400-4101	Ladybug Rec Bldg /FT Salaries	\$9,297.10	\$16,116.00	\$14,533.30	\$17,109.00	\$993.00	6.16%	See Item#116
001-5860-400-4110	Ladybug Rec Bldg /Longevity Pa	\$0.00	\$333.00	\$253.56	\$357.00	\$24.00	7.21%	
001-5860-400-4150	Ladybug-Standby Weekend	\$0.00	\$0.00	\$72.00	\$0.00	\$0.00		
001-5860-400-4151	Ladybug/Stand-By Weeknight	\$0.00	\$0.00	\$90.08	\$0.00	\$0.00		

## Community Services Expenditures Budget Analysis

Account Number	Description	FY12/13 Actuals	FY13/14 Amended	FY13/14 Est Actuals	FY14/15 Adopted	\$ Change	% Change	Comments
001-5860-400-4201	Ladybug Rec Bldg/PT Labor	\$656.09	\$1,100.00	\$1,010.96	\$1,200.00	\$100.00	9.09%	See Item#117
001-5860-400-4401	Ladybug Overtime Salary	\$0.00	\$0.00	\$589.00	\$400.00	\$400.00		
001-5860-400-4512	Ladybug Rec Bldg /Educ Stipend	\$110.00	\$439.00	\$406.90	\$468.00	\$29.00	6.61%	
001-5860-400-4901	Ladybug Rec Bldg /PERS Employe	\$2,310.41	\$4,130.00	\$3,707.46	\$4,264.00	\$134.00	3.24%	
001-5860-400-4905	Ladybug Rec Bldg/Alt Ben Prog/	\$420.21	\$210.00	\$209.78	\$210.00	\$0.00	0.00%	
001-5860-400-4908	Ladybug Rec Bldg/RHS	\$46.97	\$0.00	\$90.90	\$0.00	\$0.00		
001-5860-400-4920	Ladybug Rec Bldg/Health	\$0.00	\$1,945.00	\$0.00	\$0.00	-\$1,945.00	-100.00%	
001-5860-400-4921	Ladybug Rec Bldg/Medical Insur	\$342.49	\$0.00	\$1,865.58	\$2,052.00	\$2,052.00		
001-5860-400-4923	Ladybug Rec Bldg/Vision	\$33.35	\$206.00	\$53.50	\$206.00	\$0.00	0.00%	
001-5860-400-4924	Ladybug Rec Bldg /Dental	\$166.05	\$274.00	\$309.74	\$274.00	\$0.00	0.00%	
001-5860-400-4925	Ladybug Rec Bldg /Medicare	\$145.48	\$244.00	\$244.88	\$260.00	\$16.00	6.56%	
001-5860-400-4930	Ladybug Rec Bldg/Life Insuranc	\$22.83	\$32.00	\$34.82	\$32.00	\$0.00	0.00%	
001-5860-400-4931	Ladybug Rec Bldg /LTD	\$48.08	\$80.00	\$77.64	\$85.00	\$5.00	6.25%	
001-5860-400-4932	Ladybug Rec Bldg/STD	\$23.14	\$39.00	\$37.46	\$42.00	\$3.00	7.69%	
001-5860-400-4933	Ladybug Rec Bldg /EAP	\$0.00	\$16.00	\$15.42	\$18.00	\$2.00	12.50%	
001-5860-400-5310	Ladybug Rec Bld /Bldg/Facilty	\$190.16	\$1,000.00	\$1,088.30	\$1,000.00	\$0.00	0.00%	See Item#118
001-5860-400-6101	Ladybug Rec/Contract Svcs	\$121.70	\$300.00	\$143.24	\$300.00	\$0.00	0.00%	See Item#119
001-5860-400-6420	Ladybug Rec /Self Ins Losses	\$0.00	\$200.00	\$0.00	\$0.00	-\$200.00	-100.00%	
001-5870-400-5310	Scout Hut /Bldg/Facilty	\$24.00	\$500.00	\$7.54	\$500.00	\$0.00	0.00%	See Item#120
001-6100-400-4101	Golf Course/FT Salares	\$4,370.15	\$10,253.00	\$10,454.68	\$10,848.00	\$595.00	5.80%	
001-6100-400-4110	Golf Course/Longevity Pay	\$434.10	\$320.00	\$349.62	\$383.00	\$63.00	19.69%	
001-6100-400-4150	Golf Course Standby Weekend	\$0.00	\$0.00	\$72.00	\$0.00	\$0.00		
001-6100-400-4151	Golf Course /Stand-By Weeknigh	\$0.00	\$0.00	\$66.84	\$0.00	\$0.00		
001-6100-400-4401	Golf Course/OT	\$0.00	\$0.00	\$1,076.22	\$700.00	\$700.00		
001-6100-400-4512	Golf Course /Educational Stip	\$0.00	\$226.00	\$241.76	\$242.00	\$16.00	7.08%	
001-6100-400-4520	Golf Course/Other Payroll	\$0.00	\$78.00	\$156.10	\$82.00	\$4.00	5.13%	
001-6100-400-4901	Golf Course/PERS Empl	\$1,179.65	\$2,851.00	\$2,695.36	\$2,931.00	\$80.00	2.81%	
001-6100-400-4908	Golf Course /RHS Plan	\$0.00	\$0.00	\$44.86	\$0.00	\$0.00		
001-6100-400-4920	Golf Course/Medical	\$0.00	\$1,343.00	\$0.00	\$0.00	-\$1,343.00	-100.00%	
001-6100-400-4921	Golf Course/Medical Ins	\$700.90	\$0.00	\$1,283.64	\$1,416.00	\$1,416.00		
001-6100-400-4923	Golf Course/Eye Care	\$11.11	\$22.00	\$21.26	\$22.00	\$0.00	0.00%	
001-6100-400-4924	Golf Course/Dental	\$55.36	\$109.00	\$123.76	\$109.00	\$0.00	0.00%	
001-6100-400-4925	Golf Course/Medicare	\$0.00	\$157.00	\$186.06	\$167.00	\$10.00	6.37%	
001-6100-400-4930	Golf Course/Life Insurance	\$7.59	\$19.00	\$22.88	\$19.00	\$0.00	0.00%	
001-6100-400-4931	Golf Course/LTD	\$24.44	\$55.00	\$56.50	\$59.00	\$4.00	7.27%	
001-6100-400-4932	Golf Course/STD	\$12.11	\$27.00	\$28.18	\$29.00	\$2.00	7.41%	
001-6100-400-4933	Golf Course /EAP	\$0.00	\$5.00	\$5.14	\$6.00	\$1.00	20.00%	
001-6100-400-5272	Golf-Auto Allowance	\$0.00	\$0.00	\$221.04	\$0.00	\$0.00		
001-6100-400-6101	Golf Course /Contract Services	\$5.24	\$0.00	\$12.40	\$0.00	\$0.00		
<b>Total</b>		<b>\$457,786.56</b>	<b>\$530,893.00</b>	<b>\$546,964.94</b>	<b>\$517,837.38</b>	<b>-\$13,055.62</b>	<b>-2.46%</b>	
<b>GRAND TOTAL</b>		<b>\$1,506,016.86</b>	<b>\$1,913,005.00</b>	<b>\$1,842,726.60</b>	<b>\$1,995,451.60</b>	<b>\$82,446.60</b>	<b>4.31%</b>	

# Budget Detail

## Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
<b><u>PARKS AND RECREATION COMMISSION</u></b>					
1	001-5100-400-4101	Commission/Salaries		40,161	38,358
2	001-5100-400-5210	Commission/Spec. Department Supplies		525	-
		Membership - Sister Cities International Committee	525		
		Combined Parks and Recreation, Cultural Arts, Sister Cities, and Senior Advisory Commission into a single budget item.			
<b><u>COMMUNITY EVENTS</u></b>					
3	001-5150-400-4101	Community Event/Salaries		26,207	24,695
4	001-5150-400-4201	Community Event/PT Labor		500	500
		Facility Attendant for events. 50 hours @ \$10/hr			
		Events include, Founders Day, Holiday Crafts Faire, Veterans Day, Health Faire and others.			
5	001-5150-400-5210	Community Event/Special Dept Supplies		7,500	7,300
		Publicity/banners/signs for special events, Farmers Market, Crafts Faire, Veterans Day, Health Faire	1,000		
		Food/Produce sales permits for Farmers Market	1,000		
		Awning rentals for Farmers Market Music (13 events)	3,500		
		Fire Inspections	1,500	to City	
		Concession supplies at Market: T-shirts, hats, bags (for resale)	500		
		Concession sales brings in approx. \$2000 in revenue			
6	001-5150-400-6101	Community Event/Contractual Services		34,200	32,800
		Farmers Market Manager	18,000		

# Budget Detail

## Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		Farmers Market-Party on the Plaza Bands & Sound equip.	13,000		
		Holiday Arts & Crafts Faire Pottery Sales 75% Commission to potters, (25% back to Pottery Studio, approx. \$950)	2,800		
		Music Licensing BMI, ASCAP, SESAC	400		
<b>GOLDRIDGE</b>					
7	001-5400-400-4101	Goldridge/Salaries		27,064	35,115
8	001-5400-400-4201	Goldridge PT Labor		-	6,800
		Camp is now contract based	-		
9	001-5400-400-5210	Goldridge Rec Cr/Spec. Department		-	1,000
		Camp is now contract based			
10	001-5400-400-5220	Goldridge Rec Cr/Heat/Light/Power		15,000	5,000
		Estimated costs based on historical values provided from school district.			
11	001-5400-400-5310	Goldridge Rec Cr/Bldg/Facility		12,000	6,000
		Painting/graffiti	600		
		Building Repairs	3,000		
		Lights & lift rental for replacements	1,100		
		Window replacement due to vadalism	300		
		Janitorial Supplies (toilet paper, paper towel, soap)	2,500		
		Janitorial Services, cleaning 1 time per week	3,700		
		Floor Strip & Wax 2x per year	800		
12	001-5400-400-6101	Goldridge Rec Cr/Contractual Services		74,000	74,000
		Contract Classes, % of class revenue goes to instructors			

# Budget Detail

## Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
13	001-5400-400-6423	Goldridge Rec Cr/Liab/Prop REMIF Insurance Allocation		4,550	8,000
<b>SENIOR CENTER</b>					
14	001-5501-400-4101	Senior Center/Salaries		65,626	62,403
15	001-5501-400-4201	Senior Center /PT Salaries		40,000	32,460
		Custodian 800 hrs.	9,600		
		Facility Attendant 550 hrs	4,900		
		Office Assistant 900 hrs.	11,500		
		Community Services PT Coordinator 1000 hrs	14,000		
		Difference due to increase of Office Assistant by 330 hours to provide coverage during hours Senior Center is open.			
16	001-5501-400-4401	Senior Center/Overtime Salaries		1,200	300
		Overtime Public Works			
17	001-5501-400-5100	Senior Center/Office Supplies		1,000	1,000
		Paper/printing for SCAN-12 publications per year	500		
		Pens, pencils, paper, disposables-based on historical values	500		
18	001-5501-400-5130	Senior Center/Postage		500	500
		Postage for mailing SCAN's, rental receipts, instructor contracts,and donor/sponsor thank you letters.			
19	001-5501-400-5150	Senior Center/Bank Charges		525	525
		6% of total of \$9500 total credit card processing fee's Dispersed throughout community services facilities. Credit card fee is 3% of transaction Bank charges were transferred from Dept 5200.			

## Budget Detail

### Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
20	001-5501-400-5210	Senior Center /Special Department Supplies Coffee, creamer, cups Cost recovered 100% by sponsorship from Altamont		1,500	1,500
21	001-5501-400-5216	Senior Center Publicity Share of Activity Guide (5 % share of Activity Guide) Guide is sent out 3 times a year		780	500
22	001-5501-400-5217	Senior Center Special Events Decorations-balloons, streamers, table cloths Food Events include: Summer BBQ, Musical Extravaganza, Summer and Holiday Choir Concerts, Spring time Crafts Fair, Pancake Breakfasts & monthly themed luncheons	200 500	700	700
23	001-5501-400-5219	Senior Center/Excursions Admission to various museums and exhibits for day trips. Day Trips Include: De Young Museum, California Academy of Sciences, Presidio Tour, SF Giants Game, SFMOMA, Union Square Holiday Trip, SRJC Culinary Institute Cost recovered through activity fees.		2,500	2,500
24	001-5501-400-5220	Senior Center Heat/Light/Power Based on historical average from springbrook.		23,000	23,000
25	001-5501-400-5230	Senior Center/Telephone VOIP telephone charged to 6424		-	-
26	001-5501-400-5231	Senior Center Cellular Phone		240	240



# Budget Detail

## Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		Basic voice phone for Sunshine Van @ \$20/mo The cellular expenses have been posted incorrectly.			
27	001-5501-400-5260	Senior Center /Dues Subscriptions		200	200
		CPRS Membership Dues for Specialist Professional development/receive discounts for trainings			
28	001-5501-400-5270	Senior Center / Gas & Oil		3,500	3,500
		Sunshine bus program			
29	001-5501-400-5310	Senior Center /Bldg Maint		9,000	8,000
		Cleaning/paper supplies	5,000		
		Building Repair Supplies (paint, repair parts, light bulbs)	1,500		
		Equipment repair supplies (HVAC, kitchen equipment)	1,500		
		Varies greatly. Based on historical costs.			
		Carpet cleaning contract 3x/year @ \$333	1,000		
		*Carpet Cleaning moved from 6101			
30	001-5501-400-5320	Senior Center / Vehicle Repair		-	-
		Moved to fleet 6424			
31	001-5501-400-6101	Senior Center Contractual Services		2,200	2,800
		15% share of Class software license (\$12,000 total)	1,800		
		Increase due to added POS system			
		Pest Control	400		
32	001-5501-400-6210	Senior Center/Recruitment		100	200
		Advertisements & Fingerprinting			
33	001-5501-400-6310	Senior Center /Rent/Lease/Tax		3,100	3,100

# Budget Detail

## Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		Copier Lease \$256 per month (new copier contract)			
34	001-5501-400-6424	Senior Center/I.T. Service Fees		22,152	19,547
		IT Fees	16,235		
		Fleet charges for 3 Sun Shine Vans \$4169 (moved from 5501-5320)	5,917		
35	001-5501-400-6600	Senior Center/ Travel & Meetings		1,500	-
		School Tuition	1,000		
		CPRS	500		
<b>BENICIA POOL</b>					
36	001-5720-400-4101	Benicia Pool/Salaries		20,875	19,621
37	001-5720-400-4201	Benicia Pool /PT Salaries		33,000	33,000
		15 PT employees. Based on previous year's totals. This may increase/decrease based on the weather. Cost recovered partially through admissions and lesson fees.			
38	001-5720-400-4401	OvertimeSalaries		1,500	1,000
		PW Overtime			
		Based on historical average			
39	001-5720-400-5150	Benicia Pool /Bank Charges		900	900
		9% of \$9500 total department credit card charges			
		Monthly posting made at finance. 9% of monthly total fees. Card processing fee is 3%.			
40	001-5720-400-5210	Benicia Pool /Special Dept. Supplies		600	1,000
		Staff uniforms-t-shirts, sweatshirts, tank tops (\$20x10 staff)	200		

# Budget Detail

## Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		Deck supplies (kickboards, pull buoys, exercise bands)	200		
		Teaching supplies (toys, certificates)	100		
		Office supplies (pencils, paper and other disposable items)	100		
41	001-5720-400-5216	Benicia Pool/Publicity		2,080	1,400
		Share of Activity Guide 6%			
42	001-5720-400-5220	Benicia Pool/Heat/Light/Po		12,000	13,000
		Projection based on historical data.			
43	001-5720-400-5230	Benicia Pool Telephone		400	400
44	001-5720-400-5280	Benicia Pool/Concession Purchases		2,000	2,000
		Candy, ice cream, chips for resale			
		Cost offset 100%+ by revenue			
45	001-5720-400-5310	Benicia Pool/Bldg/Facilty Maintenance		13,500	13,500
		Haz Mat permit/CUPA	1,700		
		Health permit for snack bar	500		
		Paper products	300		
		Chemicals (chlorine, CO2)	5,500		
		Repair parts (hoses, pumps, controllers)	4,000		
		Lanes line	1,500		
46	001-5720-400-6101	Benicia Pool/Contractual Services		600	600
		5% share of Class Software (\$12,000 total)			
47	001-5720-400-6210	Benicia Pool/Recruitment		200	500
		Craigslit Ads, fingerprinting, drug tests			

# Budget Detail

## Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
48	001-5720-400-9510	Benicia Pool C/O Equipment		-	-
<b>HONEYBEE POOL</b>					
49	001-5740-400-4101	H Pool/Salaries		48,906	47,491
50	001-5740-400-4201	H Pool PT Salaries	79,000	89,000	79,000
		20 PT Employees. Based on previous years totals. Staffing costs vary greatly due to changes in weather and lesson registrations. Increase due to additional SCUBA classes offset by revenue. 100% of Instructor is offset through swim lesson revenue. A portion of Lifeguards are offset through admission revenue.			
51	001-5740-400-4401	Overtime Salaries		6,000	1,000
		PW Overtime			
52	001-5740-400-5150	H Pool Bank charges		1,300	1,300
		14% of total (\$9500) Monthly posting made at finance. 14% of monthly total fees. Credit card processing fees are 3%.			
53	001-5740-400-5210	H Pool /Spec. Department Supplies		2,100	1,000
		Staff uniforms-t-shirts, sweatshirts, tank tops (\$20x20 staff)	300		
		Deck supplies (kick boards, buoys, h2o exercise equip)	200		
		Teaching supplies, Red Cross Certs (toys, certificates)	1,400		
		Office supplies (pencils, paper, disposables)	100		
		First Aid Supplies	100		
54	001-5740-400-5216	H Pool/Publicity		2,600	1,400
		Share of Activity Guide 6%			

# Budget Detail

## Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
55	001-5740-400-5220	H Pool /Heat/Light/Power		38,000	38,000
56	001-5740-400-5230	H Pool/Telephone		900	900
57	001-5740-400-5280	H Pool /Concession Purchases Candy, ice cream, chips for resale Cost offset 100%+ by revenue		3,000	3,000
58	001-5740-400-5310	H Pool /Bldg/Facilty Maintenance Haz Mat permit/CUPA Health permit for snack bar Paper supplies Chemicals (Chlorine, CO2) Repair parts (pipes, pumps, controllers, analyzer, probes)	1,500 500 1,200 13,000 8,800	25,000	25,000
59	001-5740-400-6101	H Pool /Contractual Services 5% share of Class Software (\$12,000 total)	600	600	600
60	001-5740-400-6210	H Pool/Recruitment Recruitment ads Fingerprinting, drug tests	100 200	300	500
61	001-5740-400-6424	H Pool /Services Fees I.T Services		6,442	6,130
62	001-5740-400-9510	Honeybee Pool CO Equipment Replace Pool Covers - Phase 2		5,000	5,000
<b>MAGNOLIA POOL</b>					
63	001-5750-400-4101	M-Pool /Salaries		3,243	3,082

# Budget Detail

## Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
64	001-5750-400-4201	M-Pool Part-time Salaries Lifeguards		33,000	12,000
65	001-5750-400-5210	M-Pool Special Department Supplies Staff uniforms-t-shirts, sweatshirts, tank tops Deck supplies (kick boards, buoys, h2o exercise equip) Teaching supplies, Red Cross Certs (toys, certificates) Office supplies (pencils, paper, disposables) First Aid Supplies	300 200 200 100 100	900	1,800
66	001-5750-400-5220	M-Pool Heal/Light/Power 3 month operation		9,000	9,000
67	001-5750-400-5310	M Pool /Facility Maintenance Chemicals Repair parts (pipes, pumps, controllers, analyzer, probes)	5,000 1,000	6,000	6,000
<b>SPORTS CENTER</b>					
68	001-5810-400-4101	Sports Center /Salaries		135,010	133,096
69	001-5810-400-4201	Sports Center/Part-Time Salaries Coordinators 3-4 for total of 2750 hrs Facility Attendants 10 for total of 1350 hrs 1 Clerical (from Community Center) 140 hrs Adult Softball Scorekeeper 200 hrs Adult basketball scorekeepers Custodian 300 hrs Difference in budget is due to transfer of custodian from 4101 last FY to 4201 this FY. Also minimum wage hike.	33,000 13,000 3,000 2,000 300 4,000	55,300	49,945

# Budget Detail

## Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
70	001-5810-400-4257	Sports Center /Overtime PW Overtime		1,500	500
71	001-5810-400-5100	Sports Center/Office Supplies Membership card supplies (membership cards, ink) Office supplies (pens, pencils, staples, tape, clips) Computer supplies (printer tape, printer & copier paper)	1,500 500 1,000	3,000	3,000
72	001-5810-400-5150	Sports Center/Bank Charges 19% of total (\$9500) Monthly posting made at finance. 19% of monthly total fees.		1,800	1,800
73	001-5810-400-5210	Sports Center/Spec. Depart supplies Staff uniforms-staff shirts Health dept permit Childcare supplies (toys, snacks) Fitness Supplies (physio balls, bands)	900 900 400 500	2,700	2,700
74	001-5810-400-5214	Sports Center/Sports Supplies Softballs 24dz@\$45/dz (cost recovered through league fees) ASA field owners insurance (recovered from league REG fees) ASA Adult softball team registration (recovered from league REG fees) Basketballs (\$40x15 basketballs) Racquetball rackets (\$20x10 rackets - recovered through rental fees)	2,000  1,100 500 600 200	4,400	3,500
75	001-5810-400-5216	Sports Center/Publicity		8,200	7,600

# Budget Detail

## Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		Share of Activity Guide 20%	5,200		
		Display ads (12 per year), mailings, e-mail blasts, social media ads, Google Ad Words	3,000		
76	001-5810-400-5220	Sports Center/Heat/Light/Power		47,000	43,000
		Electricity, gas	40,000		
		Cable TV/Internet charges	7,000		
		Projection based on past year. CATV new charges for cardio equipment			
77	001-5810-400-5230	Sports Center/Telephone		1,100	1,200
78	001-5810-400-5231	Sports Center Cellular Phone		780	780
		Smart phone w/data and text @ \$65/mo			
79	001-5810-400-5260	Sports Center / Dues & Subscr		200	150
		Community Services Manager CPRS Due			
80	001-5810-400-5280	Sports Center/Concession Purchases		3,000	3,000
		Soft drinks and energy bars for resale (offset 100%+ by revenue)			
81	001-5810-400-5281	Sports Center/Pro Shop Purchases		1,000	1,500
		Racquetballs, batteries, racquets, gloves, T-shirts for resale			
		Cost offset 100% by revenue			
82	001-5810-400-5310	Sports Center/Bldg/Facility Maintenance		52,400	51,850
		Screen/recoat gym and racquetball floors	8,000		
		Janitorial Contract (\$1200/mo)	14,400		



# Budget Detail

## Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		Cleaning/Paper Supplies	14,000		
		Disinfectant wipes for fitness room	7,000		
		HV supplies and repairs (filters, motors, pumps, controllers)	5,000		
		Building repair supplies (paint, lights, fixtures, pumps, controllers))	4,000		
83	001-5810-400-6101	Sports Center /Contractual Supplies		39,100	46,395
		Class software license/maintenance 40% of total cost	4,800		
		Pest Control	800		
		Carpet Cleaning 4x/yr	2,000		
		Childcare staff 3hrs/day	8,000		
		Contract Instructor Payments. These are typically 65% of gross.			
		Dancercise	15,000		
		Boot Camp	5,500		
		Aikido	200		
		Personal Training & other classes	2,400		
		Music licesing BMI, SESAC, ASCAP	400		
84	001-5810-400-6110	Sports Center /Professional Services		7,400	4,900
		Umpires for softball	4,900		
		Refs for Basketball	2,500		
		Varies by number of teams registered and number of games played.			
		This item is recovered 100% through league registration fees.			
85	001-5810-400-6210	Sports Center /Recruitment		500	500
		Recruitment ads, fingerprinting, medical screening			

## Budget Detail

### Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
86	001-5810-400-6310	Sports Center /Rent/Lease/Tax		36,220	36,720
		Cardio equipment lease \$2,853/month	34,300		
		Copier lease @ \$160/mo	1,920		
87	001-5810-400-6424	Sports Center /IT Services		19,225	21,573
		I.T internal charges & services	17,452		
		Fleet services for Malibu	1,773		
<b>COMMUNITY CENTER</b>					
88	001-5830-400-4101	R.P. Comm. Cntr/ Salaries		52,365	49,202
89	001-5830-400-4201	R.P. Comm. Cntr/Part-Time Salaries		35,000	24,340
		Office Assistant, Facility Attendant Weekday & Weekend, Custodian Increase due to transfer of custodian from 4101 and increase in minimum wage.			
90	001-5830-400-5100	R.P. Comm. Ctr/ Office Supplie		600	600
		Envelopes-mailing receipts and rental permits/confirmations	100		
		Forms/applications for picnic & facility rentals	125		
		Office supplies	375		
91	001-5830-400-5130	RP Com Ctr/Postage		1,500	1,500
		Mailing of Activity Guide to non-residents 3/per year	300		
		Annual building rental renewal notices	100		
		Mailing of receipts and rental contracts	600		
		Contract Instructor packets and contracts 3/per year	400		
		Forwarding mail (reclass mail from post office)	100		

## Budget Detail

### Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
92	001-5830-400-5150	R.P. Comm Cntr/Bank Charges		4,940	4,940
		52% of total \$9500 bank charges from transactions Monthly posting made at finance. 52% of monthly total fees.			
93	001-5830-400-5210	R.P. Comm Cntr/Spec. Department Supplies		6,100	6,500
		Pottery Studio clay and glazes	3,000		
		Pottery studio replacement parts	500		
		Pottery Studio tools, hand-building tools, tools for the wheel, brushes, buckets (recovered through course fees)	500		
		So Co. Health Permits (kitchen)	1,000		
		Kitchen Supplies-Dish service offered to renters for extra fee- Replacement costs covered through fees	400		
		Staff Uniforms-staff shirts, facility attendants (\$25x20 staff)	500		
		Business cards-2 full time staff	200		
94	001-5830-400-5216	R.P. Comm Cntr/Publicity		16,340	13,880
		Community Center share of Activity Guide 59%	15,340		
		Other promotion & marketing such as google ads, issue, constant contact	1,000		
95	001-5830-400-5220	R.P. Comm Cntr/Heat/Light/Power		44,000	44,000
96	001-5830-400-5230	Community Center Telephone		1,200	1,200
97	001-5830-400-5231	Community Center Cellular Phone		-	240
		remove camp phone	-		
98	001-5830-400-5260	R.P. Comm Cntr/Dues & Subscriptions		350	300
		CPRS membership dues for 2 employees Supervisor & Coordinator, membership dues			

# Budget Detail

## Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
99	001-5830-400-5270	R.P. Comm Cntr/Gas & Oil		200	600
		Gas for Van and Malibu, vehicles used driving to other buildings, fields, parks, city hall during work hours and or to special meetings around Sonoma County.			
100	001-5830-400-5310	R.P. Comm Cntr/Bldg/Facility Maintenance		20,500	19,040
		Building Repair Supplies (paint, repair parts, light bulbs)	4,000		
		Equipment repair supplies (HVAC, kitchen equipment)	2,000		
		Paper/cleaning supplies	9,000		
		Party/Event Clean-ups, 100% recovered through rental fees	5,500		
101	001-5830-400-5320	Comm Cntr Vehicle Repair/Maint		-	-
		Moved to fleet 6424			
102	001-5830-400-5330	R.P. Comm. Cntr/Spec Dept Equipment		-	3,960
		Class software license (moved to 6101)	-		
103	001-5830-400-6101	R.P. Comm. Cntr/Contractual Services		134,230	124,825
		Pest Control	900		
		Atrium landscape maintenance 4/year	1,800		
		Carpet Cleaning	1,000		
		Window cleaning	1,000		
		Lift Maintenance	880		
		Fire Alarm monitoring	700		
		Class software license (moved from 5330)	4,000		
		Music Licensing, BMI, SESAC, ASCAP	400		
		Tot Time (preschool)	54,600		
		Zumba	3,250		
		Dancercise	7,500		

# Budget Detail

## Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		Yoga	9,100		
		Bellydance	8,200		
		Pottery Classes	3,500		
		Pottery Open Studio	10,400		
		Ballet	8,450		
		Gymnastics	7,150		
		Other classes (hunter's training, teen programs, tennis, golf, fitness, cooking, music, plus 30 more.)	11,400		
		Contract Instructors are paid 65% of their class registration fees, city takes in 35% of the registration fees.			
104	001-5830-400-6210	R.P. Comm Cntr Rent/Recruitment		500	500
		recruitment ads, fingerprinting, medical screening			
105	001-5830-400-6310	R.P. Comm Cntr Rent/Lease/Tax		7,500	7,500
		Copier Contract-anticipated new contract. \$630/mo			
106	001-5830-400-6424	R.P. Comm Cntr Rent/IT Services Fee		23,770	21,905
		IT services charges	21,991		
		Fleet services for Astro Van	1,779		
107	001-5830-400-6600	R.P. Comm Cntr/Travel and Meetings		300	300
		CPRS Conference			
<b>BURTON AVENUE RECREATION CENTER</b>					
108	001-5840-400-4101	Burt/Ave Salaries		21,588	20,181
109	001-5840-400-4201	Burt/Ave PT Labor		14,000	11,347
		10% of clerical at Comm Center	1,600		
		Com Svcs Leaders Camp Burton	8,400		

# Budget Detail

## Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
		Sr, Comm Svcs Leader Camp Burton Camp is 100%+ direct cost-recovering.	4,000		
110	001-5840-400-5210	Burton Ave Special Dept Supplies		2,880	1,980
		Craft and sports supplies, Camp Burton (recovered in reg fee's)	180		
		Field Trips costs, Camp Burton (recovered by camp REG fees)	2,700		
		Camp is 100%+ direct cost-recovering.			
111	001-5840-400-5220	Burt/Ave Rec Cr/Heat/Light/Power		7,000	7,000
112	001-5840-400-5310	Burt/Ave Rec Cr/Bldg/Facility Maintenance		7,500	4,880
		Cleaning/paper supplies (toilet paper, soap, paper towels)	2,000		
		Building repairs (lighting, electrical, plumbing, vandalism)	1,000		
		Floor maintenance-Professional strip and wax 2/year	1,500		
		Party/Event Clean-ups (100% recovered through rental fees)	3,000		
113	001-5840-400-6101	Burt/Ave Rec Cr/Contractual Services		1,500	3,000
		Fire Alarm monitoring/maintenance	500		
		Pest Control	1,000		
<b><u>BENICIA RECREATION BUILDING (BOYS AND GIRLS CLUB)</u></b>					
114	001-5850-400-5310	Benicia Rec Bldg/Bldg/Facility Maintenance		500	500
		Repair parts			
115	001-5850-400-6101	YMCA/Soccer Bldg/Contractual Services		600	600
		Fire Alarm monitor/maintenance	300		
		Pest Control	300		
<b><u>LADYBUG RECREATION CENTER</u></b>					
116	001-5860-400-4101	Ladybug Rec Bldg/Salaries		17,109	16,116

## Budget Detail

### Community Services Expenditures Budget Justification

Item #	Account/Vendor	Description	Cost	FY 14/15 Adopted Budget	FY13/14 Amended Budget
117	001-5860-400-4201	Ladybug Rec Bldg/PT Labor		1,200	1,100
		Percentage of clerical at Community Center			
118	001-5860-400-5310	Ladybug Rec Bldg/Bldg/Facility Maintenance		1,000	1,000
		Repairs (lighting, vandalism, plumbing)	600		
		Cleaning/paper supplies (toilet paper, soap, paper towels)	400		
119	001-5860-400-6101	Ladybug Rec Bldg/Contract Services		300	300
		Pest Control			
<u>SCOUT HUT</u>					
120	001-5870-400-5310	Scout Hut /Bldg/Facility Maintenance		500	500
		Various repairs (lights, stove, HVAC)			

# COMMUNITY SERVICES

## DEPARTMENT SERVICES MODEL

### MANDATED

- Pool safety/water quality
- Risk assessment and avoidance
- ADA compliance

### CORE

#### Recreation Centers

- Sports Center
- Public Pools
- Community Center
- Senior Center
- Burton Avenue, Gold Ridge and Ladybug Recreation Centers

#### Recreation Programs

- Programs, Classes, and Services
- Community Events

#### Parks

- Athletic Amenities
- Programs/Services
- Court Rentals

#### Administration

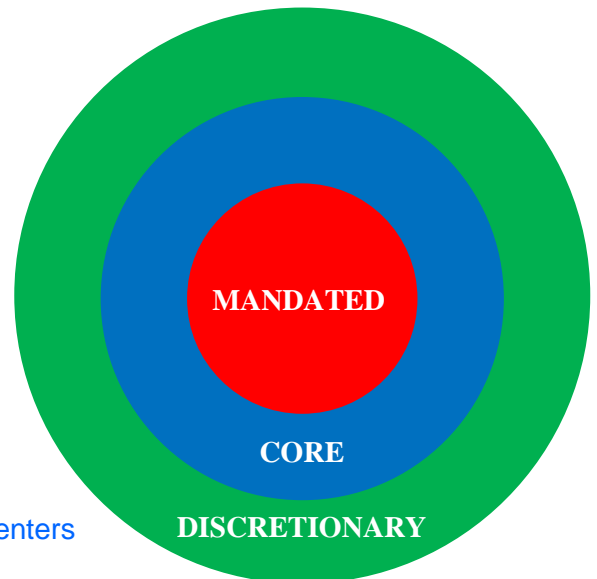
- Customer service
- Cash handling
- Records Management
- Service/contractual agreements
- Expense allocation and tracking
- Performance Monitoring
- Program management

### DISCRETIONARY

- Youth and Adult Sports and Programs (adult and youth softball, baseball, football, cheerleading, soccer, lacrosse, basketball, volleyball, swimming)
- Various Recreation Classes (fitness, music, dance, sports, martial arts, cooking, self-improvement)
- Senior Center Excursions

## NEW ALTERNATIVE SERVICES DELIVERY OPTIONS

- Volunteers, community groups, and non-profit organizations (currently utilize 150 to 200 volunteers)
- Private/Public Partnerships
- Intern programs





## **NEW REVENUE OPPORTUNITIES**

- Enhanced marketing and promotion
- New programs and events
- Utilization of Rohnert Park Foundation
- Developed Capital Replacement Program for Callinan Sports & Fitness Center improvements and equipment replacements
- Prepared a plan to offset the increased minimum wage including part-time salary, facility and program fee adjustments

## **MAJOR ACCOMPLISHMENTS COMPLETED IN FISCAL YEAR 2013/2014**

- ✓ Purchased and installed new cardio equipment at the Callinan Sports & Fitness Center
- ✓ Held First Annual Spring Crafts Faire to benefit the Senior Center
- ✓ Opened Gold Ridge Recreation Center as a viable contract program site and rental facility which is receiving significant income
- ✓ Expanded the adult softball league and created a successful adult basketball league
- ✓ Initiated successful "Silver Sneakers" program at the Sports Center
- ✓ Upgraded Class program, membership and facility scheduling software

## **MAJOR GOALS FOR FISCAL YEAR 2014/2015**

**GOAL 1:** Coordinate renovation of the Sports Center locker rooms

**GOAL 2:** Community Services funding campaign for RP Foundation. Solicit donations, living trusts, gift of personal property, securities and retirement assets

**GOAL 3:** Renew Joint Use Agreement with CRPUSD to provide additional facilities for community programs

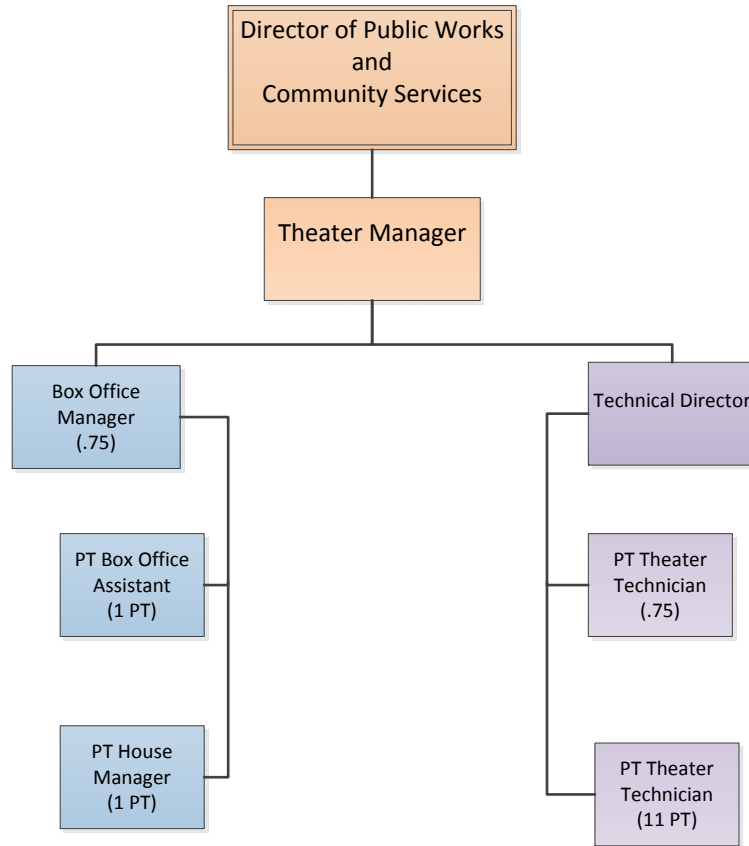
**GOAL 4:** New event - Senior Center Luau at the Community Center

## **PERFORMANCE MEASUREMENTS**

- **Cost Recovery** – revenue earned v. program cost (year-to-year change)
- **Customer Feedback** - comments from attendees and participants
- **Net Cost per visit** – annual calculation (year to year change)
- **Revenue per visit** – annual calculation (year to year change)



# Performing Arts Center Organizational Chart



## PERFORMING ARTS CENTER

FUNDING SOURCES	FUNDING SOURCES 2013-14	FUNDING SOURCES 2014-15
Admissions Fees	\$ 215,600	\$ 18,200
Concession Fees	16,000	11,500
Rental Fees	166,000	150,000
Interest Income	8,000	5,000
Others Income	1,000	25,000
Program Income	32,500	336,240
General Fund	156,459	167,628
<b>TOTAL REVENUE</b>	<b>\$ 595,559</b>	<b>713,568</b>

EXPENSE	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ 336,717	\$ 294,219	\$ 347,464	\$ 53,245
Overtime/Stand By Pay	-	-	-	-
Training	-	-	-	-
<b>Insurance</b>				
Workers' Compensation	13,468	10,094	12,580	2,486
Liability/Property	21,366	21,289	22,289	1,000
<b>Services Fees</b>	-	11,307	13,175	1,868
<b>Supplies</b>				
Office Supplies	5,769	7,300	13,500	6,200
Special Departmental Equipment	13,215	10,150	20,000	9,850
<b>Utilities</b>	63,145	42,000	50,000	8,000
<b>Communications</b>	2,233	800	1,400	600
<b>Dues &amp; Subscriptions</b>	-	310	310	-
<b>Advertising/Marketing</b>	34,513	17,100	25,000	7,900
<b>Concessions</b>	15,388	7,000	7,000	-
<b>Production Costs</b>	127,562	126,250	165,650	39,400
<b>Vehicle</b>				
Fuel/Auto Allowance	1,515	1,500	1,400	(100)
<b>Equipment</b>				
Maintenance	13,236	10,000	10,000	-
Rental	2,915	4,400	4,500	100
<b>Facility Maintenance</b>	41,344	31,340	18,500	(12,840)
<b>Contractual/Professional</b>	11,245	-	-	-
<b>Travel &amp; Meetings</b>	-	-	-	-
<b>Other Expense</b>	389	500	600	100
<b>Vehicle Replacement</b>	-	-	-	-
<b>Capital Outlay/Transfer Out</b>	13,102	-	200	200
<b>TOTAL EXPENSE</b>	<b>\$ 717,121</b>	<b>\$ 595,559</b>	<b>\$ 713,568</b>	<b>\$ 118,009</b>
<b>RESULTING GAIN (LOSS)</b>			<b>\$ -</b>	

## Performing Arts Center Revenue Analysis

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-6210-300-3850	Pac Rental /Rental Admissions	\$0.00	\$0.00	\$4,680.00	\$0.00	\$0.00		
001-6210-300-3860	Theatre /Theatre Admissions	\$0.00	\$171,600.00	\$161,000.00	\$0.00	-\$171,600.00	-100.00%	See Item#1
001-6210-300-3865	Pac/Box Office Fees/Misc	\$33,791.71	\$24,000.00	\$23,859.92	\$24,000.00	\$0.00	0.00%	See Item#2
001-6210-300-3890	Pac /Concessions	\$29.04	\$16,000.00	\$23,000.00	\$11,500.00	-\$4,500.00	-28.13%	See Item#3
001-6210-300-3930	Theatre /Donations/Gif	\$50.00	\$1,000.00	\$2,180.00	\$1,000.00	\$0.00	0.00%	See Item#4
001-6210-300-3940	Pac/Admin /Miscellaneous	\$8,857.52	\$0.00	\$0.00	\$0.00	\$0.00		See Item#5
001-6210-300-3990	Pac/Admin /Transfers In	\$6,505.09	\$8,000.00	\$6,000.00	\$5,000.00	-\$3,000.00	-37.50%	See Item#6
001-6211-300-3850	Pac/Pasco /Admissions	\$169,589.01	\$0.00	\$0.00	\$13,200.00	\$13,200.00		See Item#7
001-6211-300-3890	Pac/Pasco /Concessions	\$15,221.50	\$0.00	\$0.00	\$0.00	\$0.00		
001-6215-300-3850	Pac/Rental /Admissions	-\$20,477.56	\$20,000.00	\$20,000.00	\$5,000.00	-\$15,000.00	-75.00%	See Item#8
001-6215-300-3875	Pac/Rental /Rentals	\$155,153.69	\$166,000.00	\$166,000.00	\$150,000.00	-\$16,000.00	-9.64%	See Item#9
001-6215-300-3890	Pac/Rental /Concessions	\$12,907.25	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-300-3860	PAC Sign Revenue	\$28,604.90	\$0.00	\$0.00	\$0.00	\$0.00		
	<b>Total</b>	<b>\$410,232.15</b>	<b>\$406,600.00</b>	<b>\$406,719.92</b>	<b>\$209,700.00</b>	<b>-\$196,900.00</b>	<b>-48.43%</b>	

**Budget Detail**  
**PAC Justification**

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	001-6210-300-3860	Theatre/Theatre Admissions		-	171,600
			-		
2	001-6210-300-3865	Pac/Box Office Fees/Misc		24,000	24,000
		Fees collected from renters for Box Office ticketing services			
3	001-6210-300-3890	Pac/Concessions		11,500	16,000
		Food and beverage sales			
4	001-6210-300-3930	Theatre/Donations/Gifts		1,000	1,000
		Donation letter drive; RP Foundation Grant applications			
5	001-6210-300-3940	Pac/Admin/Miscellaneous		-	-
		Fees collected from renters for Box Office ticketing services			
6	001-6210-300-3990	Pac/Admin/Transfers In		5,000	8,000
		Interest income from Endowment fund	5,000		
		Transfer fund from Endowment Fund			
7	001-6211-300-3850	Pac/Pasco/Admissions		13,200	-
		Capital Improvement Fee			
8	001-6215-300-3850	Pac/Rental/Admissions		5,000	20,000
		Fees collected from renters to cover bank and credit card services			
9	001-6215-300-3875	Pac/Rental/Rentals		150,000	166,000
		Fees collected for rental of facility			

## Performing Arts Center Budget Analysis

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-6210-400-4101	Theatre / F/T Salaries	\$142,845.75	\$157,408.00	\$171,266.92	\$163,308.00	\$5,900.00	3.75%	See Item#1
001-6210-400-4110	Theatre /Longevity	\$338.70	\$0.00	\$0.00	\$0.00	\$0.00		
001-6210-400-4150	Theatre-Standby Weeknights	\$59.25	\$0.00	\$0.00	\$0.00	\$0.00		
001-6210-400-4151	Theatre/Stand-by Weekend	\$73.50	\$0.00	\$0.00	\$0.00	\$0.00		
001-6210-400-4201	Theatre /P/T Salar	\$86,347.11	\$56,750.00	\$78,215.62	\$58,000.00	\$1,250.00	2.20%	See Item#2
001-6210-400-4401	Theatre /Overtime Sal	\$425.44	\$0.00	\$803.46	\$0.00	\$0.00		
001-6210-400-4512	Theatre /Ed Stipend	\$93.08	\$0.00	\$0.00	\$0.00	\$0.00		
001-6210-400-4520	Theatre /Other Payroll	\$0.00	\$655.00	\$0.00	\$687.00	\$32.00	4.89%	See Item#3
001-6210-400-4901	Theatre /Pers/Employer	\$32,650.61	\$41,562.00	\$39,203.96	\$41,725.00	\$163.00	0.39%	
001-6210-400-4920	Theatre /Health Ins/Bl	\$0.00	\$31,469.00	\$0.00	\$28,310.00	-\$3,159.00	-10.04%	
001-6210-400-4921	Theatre /Medical Insur	\$20,394.32	\$0.00	\$26,476.72	\$0.00	\$0.00		
001-6210-400-4923	Theatre /Eye Care	\$368.58	\$449.00	\$425.52	\$449.00	\$0.00	0.00%	
001-6210-400-4924	Theatre /Dental Care	\$1,825.34	\$2,188.00	\$2,477.04	\$2,188.00	\$0.00	0.00%	
001-6210-400-4925	Theatre /Medicare	\$3,271.64	\$2,290.00	\$3,629.06	\$2,377.00	\$87.00	3.80%	
001-6210-400-4930	Theatre /Life Ins/Sala	\$247.40	\$254.00	\$276.96	\$254.00	\$0.00	0.00%	
001-6210-400-4931	Theatre / LTD	\$514.60	\$612.00	\$641.94	\$642.00	\$30.00	4.90%	
001-6210-400-4932	Theatre/STD	\$250.68	\$299.00	\$313.30	\$314.00	\$15.00	5.02%	
001-6210-400-4933	Theatre /EAP	\$0.00	\$192.00	\$179.88	\$210.00	\$18.00	9.38%	
001-6210-400-4934	Theatre /EDD	\$0.00	\$91.00	\$5,960.00	\$6,000.00	\$5,909.00	6493.41%	
001-6210-400-5100	Theatre /Office Supplie	\$1,757.79	\$1,750.00	\$2,641.04	\$1,700.00	-\$50.00	-2.86%	See Item#4
001-6210-400-5120	Theatre /Box Offic	\$0.00	\$1,650.00	\$3,622.14	\$2,500.00	\$850.00	51.52%	See Item#5
001-6210-400-5130	Pac /Postage	\$4,011.53	\$3,900.00	\$5,208.78	\$0.00	-\$3,900.00	-100.00%	See Item#6
001-6210-400-5150	Pac/Admin /Bank Charges	\$4,364.63	\$5,000.00	\$3,234.78	\$5,000.00	\$0.00	0.00%	See Item#7
001-6210-400-5210	Theatre /Spec. Departm	\$5,666.71	\$5,150.00	\$5,000.00	\$4,700.00	-\$450.00	-8.74%	See Item#8
001-6210-400-5220	Pac /Heat/Light/Po	\$56,269.79	\$42,000.00	\$55,392.90	\$30,000.00	-\$12,000.00	-28.57%	See Item#9
001-6210-400-5230	Pac /Telephone	\$531.36	\$800.00	\$1,251.66	\$1,400.00	\$600.00	75.00%	See Item#10
001-6210-400-5231	Pac/Admin /Cellular Phone	\$375.14	\$0.00	\$175.40	\$0.00	\$0.00		See Item#11
001-6210-400-5240	Pac /Marketing	\$34,513.00	\$17,100.00	\$16,500.00	\$1,000.00	-\$16,100.00	-94.15%	See Item#12
001-6210-400-5260	Pac /Dues & Subscr	\$0.00	\$310.00	\$0.00	\$310.00	\$0.00	0.00%	See Item#13
001-6210-400-5270	Pac /Gas & Oil	\$1,386.07	\$1,000.00	\$410.58	\$1,400.00	\$400.00	40.00%	See Item#14
001-6210-400-5280	Pac /Concessions	\$7,798.99	\$7,000.00	\$7,000.00	\$7,000.00	\$0.00	0.00%	See Item#15
001-6210-400-5310	Pac /Facility Repa	\$40,502.22	\$31,340.00	\$32,165.50	\$18,500.00	-\$12,840.00	-40.97%	See Item#16
001-6210-400-5313	Pac/Admin /Fac Maint/Non-	\$842.10	\$0.00	\$0.00	\$0.00	\$0.00		
001-6210-400-5320	Pac /Vehicle Repai	\$128.90	\$500.00	\$500.00	\$0.00	-\$500.00	-100.00%	
001-6210-400-5330	Pac /Equip Repair	\$11,222.46	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	0.00%	See Item#17
001-6210-400-5340	Pac /Off. Equipmen	\$95.19	\$0.00	\$0.00	\$0.00	\$0.00		
001-6210-400-6101	Pac /Contractual S	\$707.94	\$0.00	\$0.00	\$0.00	\$0.00		
001-6210-400-6210	Theatre/Recruitment	\$0.00	\$0.00	\$630.00	\$0.00	\$0.00		
001-6210-400-6310	Pac/Admin /Rent/Lease/Tax	\$2,914.55	\$4,400.00	\$4,325.58	\$4,500.00	\$100.00	2.27%	See Item#18
001-6210-400-6422	PAC/Workers' Comp	\$13,025.20	\$10,094.00	\$10,035.36	\$12,580.00	\$2,486.00	24.63%	See Item#19
001-6210-400-6423	Pac/Liability/Property	\$20,323.41	\$21,289.00	\$9,057.24	\$22,289.00	\$1,000.00	4.70%	See Item#20

**Performing Arts Center  
Budget Analysis**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-6210-400-6424	PAC /Services Fees	\$0.00	\$11,307.00	\$11,304.00	\$13,175.00	\$1,868.00	16.52%	See Item#21
001-6210-400-6712	Pac /Front House/P	\$19.35	\$500.00	\$0.00	\$600.00	\$100.00	20.00%	See Item#22
001-6210-400-6820	Pac /Production	\$0.00	\$126,250.00	\$96,000.00	\$0.00	-\$126,250.00	-100.00%	See Item#23
001-6210-400-9510	Pac /C/O Equipment	\$13,101.83	\$0.00	\$0.00	\$200.00	\$200.00		
001-6211-400-5100	Pac/Present. /Office Supplie	\$0.00	\$0.00	\$23.36	\$0.00	\$0.00		
001-6211-400-5210	Pac/Pasco /Spec. Departm	\$3,183.68	\$0.00	\$0.00	\$0.00	\$0.00		
001-6211-400-5330	Pac/Present. /Spec Dept Equ	\$301.20	\$0.00	\$0.00	\$0.00	\$0.00		
001-6211-400-6712	Pac/Pasco /Front Of Hous	\$369.78	\$0.00	\$401.80	\$0.00	\$0.00		
001-6211-400-6820	Pac/Pasco /Production	\$127,561.60	\$0.00	\$4,455.00	\$0.00	\$0.00		
001-6215-400-5280	Pac/Rental /Concession Pu	\$7,588.68	\$0.00	\$0.00	\$0.00	\$0.00		
001-6215-400-5330	Pac/Rental /Spec Dept Equ	\$840.57	\$0.00	\$0.00	\$0.00	\$0.00		
001-6215-400-6101	Pac/Rental /Contractual S	\$52.30	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-4101	PAC Sign/FT Salary	\$29,943.36	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-4110	PAC Sign/Longevity	\$661.45	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-4150	Standby - Weeknights	\$59.25	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-4151	PAC/City Event/Standby Week	\$152.82	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-4401	PAC Sign/Overtime Salaries	\$123.14	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-4512	PAC/City Events/Education Stip	\$301.39	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-4901	PAC Sign / PERS / Employer	\$7,597.32	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-4921	PAC Sign/Medical Insur-Kaiser	\$6,803.58	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-4923	Pac / Eye Care	\$111.50	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-4924	PAC Sign/Dental	\$553.02	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-4925	PAC Sign/Medicare	\$393.93	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-4930	PAC Sign/Life Insur	\$74.38	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-4931	PAC Sign/LTD	\$158.11	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-4932	PAC/City Events/STD	\$77.47	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-5220	Sign/Heat Light & Power	\$6,875.53	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-5230	Sign/Telephone	\$1,326.28	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-5330	Sign/Spec Dept Equip R&M	\$776.58	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-6101	Pac/City Events /Contractual S	\$10,484.59	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-6422	PAC/City Events/Workers' Comp	\$442.52	\$0.00	\$0.00	\$0.00	\$0.00		
001-6216-400-6423	Pac/City Events /Liability/Pro	\$1,043.08	\$0.00	\$0.00	\$0.00	\$0.00		
	<b>Total</b>	<b>\$717,121.27</b>	<b>\$595,559.00</b>	<b>\$609,205.50</b>	<b>\$441,318.00</b>	<b>-\$154,241.00</b>	<b>-25.90%</b>	

322

Department no longer exist

**Budget Detail**  
**PAC Justification**

Item	Account/Vendor	Description	Cost	FY 2014/15 Adopted Budget	FY13/14 Adopted Budget
1	001-6210-400-4101	PAC/Salaries 2 FTE Performing Arts Center Employees - 2014/15 2 x 1560 hr. employees @ \$12/hr		163,308	157,408
2	001-6210-400-4201	PAC/Part-time Salaries 12 x 1000 hr. employees	58,000	58,000	56,750
3	001-6210-400-4520	PAC/Other Payroll		687	655
4	001-6210-400-5100	PAC/Office Supplies Copy paper Copier & fax cartridges General office supplies	800 500 400	1,700	1,750
5	001-6210-400-5120	PAC/Box Office Supplies Thermal ticket stock Printed ticket envelopes	1,500 1,000	2,500	1,650
6	001-6210-400-5130	PAC/Postage Production Postcards - Program Budget		0	3,900
7	001-6210-400-5150	PAC/Bank Charges Credit card and bank fees		5,000	5,000
8	001-6210-400-5210	PAC/Special Department Supplies Theatrical equipment repair/replacement:		4,700	5,150



**Budget Detail**  
**PAC Justification**

Item	Account/Vendor	Description	Cost	FY 2014/15 Adopted Budget	FY13/14 Adopted Budget
		Lighting instrument repairs, bulb replacement, cable repair and replacement, stage hardware, tape	2,000		
		Microphone repair and replacement	1,700		
		Hand/Power tool replacements	500		
		Set construction materials	0		
		Rentals (specialty lighting & sound equipment)	500		
9	001-6210-400-5220	PAC/Heat/Light/Power		30,000	42,000
10	001-6210-400-5230	PAC/Telephone		1,400	800
11	001-6210-400-5231	PAC/Cellular Phone		0	-
12	001-6210-400-5240	PAC/Marketing		1,000	17,100
		Media Advertising ( <i>newspaper and online</i> )	500		
		Printed Materials (flyers, banners, postcards, posters)	500		
13	001-6210-400-5260	PAC/Dues & Subscriptions		310	310
		Theatre Bay Area - marketing tool			
14	001-6210-400-5270	PAC/Gas & Oil		1,400	1,000
		2001 Jeep Cherokee (C-7)			
15	001-6210-400-5280	PAC/Concessions		7,000	7,000
16	001-6210-400-5310	PAC/Facility Maintenance		18,500	31,340
		General building maintenance	1,500		

**Budget Detail**  
**PAC Justification**

Item	Account/Vendor	Description	Cost	FY 2014/15 Adopted Budget	FY13/14 Adopted Budget
		Paper products (toilet paper, towels, seat covers, trash can liners, etc.)	4,000		
		OADS Janitorial Contract	13,000		
17	001-6210-400-5330	PAC/Licensing Fees		10,000	10,000
		Ticketing system - Tickets.com license fees & support	8,000		
		Alcohol (ABC license), food	2,000		
18	001-6210-400-6310	PAC/Rent/Lease/Ta		4,500	4,400
		PAC copier lease			
19	001-6210-400-6422	PAC/Workers' Comp.		12,580	10,094
20	001-6210-400-6423	PAC/Liability/Property		22,289	21,289
21	001-6210-400-6424	PAC/Information Technologies Fund		13,175	11,307
		Information Technologies Fund	11,402		
		Vehicle Repairs Fund	1,773		
22	001-6210-400-6712	PAC/Front of House		600	500
		Table cloths, batteries, volunteer name tags, table decorations, hearing devices			
23	001-6210-400-6820	PAC/Productions		0	93,750
		Moved to Program Budget	0		

## PRODUCTIONS SUMMARY

FUNDING SOURCES	FUNDING SOURCES 2014-15
Ticket Sales	\$ 297,620
Concession	14,500
Other Service Charges	24,120
<b>TOTAL REVENUE</b>	<b>336,240</b>

EXPENSE	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ -	\$ 10,000	\$ 43,000	\$ 33,000
<b>Supplies</b>				
Postage	-	-	9,300	9,300
Special Departmental	-	3,500	10,300	6,800
<b>Utilities</b>	-	-	20,000	20,000
<b>Marketing</b>	-	6,000	24,000	18,000
<b>Production Cost</b>	-	13,000	165,650	152,650
<b>Transfer Out</b>	-	-	-	-
<b>TOTAL EXPENSE</b>	<b>\$ -</b>	<b>\$ 32,500</b>	<b>\$ 272,250</b>	<b>\$ 239,750</b>
<b>RESULTING GAIN (LOSS)</b>			<b>63,990</b>	

**Performing Arts Center  
Program Budget Analysis - OLIVER!**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-P600-300-3860	Theatre Admissions	\$0.00	\$0.00	\$0.00	\$49,680.00	\$49,680.00		
001-P600-300-3890	Concessions	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00		
001-P600-300-3865	Box Office Fees/Others	\$0.00	\$0.00	\$0.00	\$4,320.00	\$4,320.00		
001-P600-300-3990	Transfer In	\$0.00	\$32,500.00	\$32,500.00	\$0.00	-\$32,500.00	-100.00%	
	<b>Total</b>	<b>\$0.00</b>	<b>\$32,500.00</b>	<b>\$32,500.00</b>	<b>\$56,500.00</b>	<b>\$24,000.00</b>	<b>73.85%</b>	
001-P600-400-4201	Part-Time Salaries	\$0.00	\$10,000.00	\$10,000.00	\$0.00	-\$10,000.00	-100.00%	
001-P600-400-5130	Postage	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00		See Item#1
001-P600-400-5210	Special Dept Supplies	\$0.00	\$3,500.00	\$3,500.00	\$0.00	-\$3,500.00	-100.00%	
001-P600-400-5220	Heat/Light/Power	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00		See Item#2
001-P600-400-5240	Marketing	\$0.00	\$6,000.00	\$6,000.00	\$0.00	-\$6,000.00	-100.00%	
001-P600-400-6820	Production	\$0.00	\$13,000.00	\$13,000.00	\$26,500.00	\$13,500.00	103.85%	See Item#3
001-P600-400-8100	Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	<b>Total</b>	<b>\$0.00</b>	<b>\$32,500.00</b>	<b>\$32,500.00</b>	<b>\$31,000.00</b>	<b>-\$1,500.00</b>	<b>-4.62%</b>	

# Budget Detail

## Program Budget Justification - OLIVER!

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	001-P600-400-5130	Postage		1,500	-
		Production Postcards	1,500		
2	001-P600-400-5220	Heat/Light/Power		3,000	-
		Utility	3,000		
3	001-P600-400-6820	Production		26,500	13,000
		Musical Director	2,000		
		Choreographer	1,000		
		Costume Designer	1,000		
		Cast	7,500		
		Orchestra	9,000		
		Props & Set Dressing	500		
		Workshop Director	3,000		
		Workshop Choreographer	1,000		
		Workshop Music Director	1,500		

**Performing Arts Center**  
**Program Budget Analysis - BELL, BOOK & CANDLE**

<b>Account Number</b>	<b>Description</b>	<b>2013 Actuals</b>	<b>2014 Amended</b>	<b>2014 Estimated</b>	<b>2015 Adopted</b>	<b>\$ Change</b>	<b>% Change</b>	<b>Comments</b>
001-P601-300-3860	Theatre Admissions	\$0.00	\$0.00	\$0.00	\$23,920.00	\$23,920.00		
001-P601-300-3890	Concessions	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00		
001-P601-300-3865	Box Office Fees/Others	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00		
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$27,920.00</b>	<b>\$27,920.00</b>		
001-P601-400-4201	Part-Time Salaries	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00		See Item#1
001-P601-400-5130	Postage	\$0.00	\$0.00	\$0.00	\$1,300.00	\$1,300.00		See Item#2
001-P601-400-5210	Special Dept Supplies	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00		See Item#3
001-P601-400-5220	Heat/Light/Power	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00		See Item#4
001-P601-400-5240	Marketing	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00		See Item#5
001-P601-400-6820	Production	\$0.00	\$0.00	\$0.00	\$8,700.00	\$8,700.00		See Item#6
001-P601-400-8100	Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$21,500.00</b>	<b>\$21,500.00</b>		

# Budget Detail

## Program Budget Justification - BELL, BOOK & CANDLE

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	001-P601-400-4201	Part-Time Salaries		4,000.00	-
		PT Staffing	4,000.00		
2	001-P601-400-5130	Postage		1,300.00	-
		Production Postcards	1,300.00		
3	001-P601-400-5210	Special Dept Supplies		1,000.00	-
		Construction Materials	1,000.00		
4	001-P601-400-5220	Heat/Light/Power		2,500.00	-
		Utility	2,500.00		
5	001-P601-400-5240	Marketing		4,000.00	-
			4,000.00		
6	001-P601-400-6820	Production		8,700.00	-
		Royalties	1,200.00		
		Actor Fees	3,000.00		
		Director Fee	1,500.00		
		Costume Designer	1,000.00		
		Costumes	1,500.00		
		Props & Set Dressing	500.00		

**Performing Arts Center**  
**Program Budget Analysis - GUYS AND DOLLS**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-P602-300-3860	Theatre Admissions	\$0.00	\$0.00	\$0.00	\$55,200.00	\$55,200.00		
001-P602-300-3890	Concessions	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00		
001-P602-300-3865	Box Office Fees/Others	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00		
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$61,200.00</b>	<b>\$61,200.00</b>		
001-P602-400-4201	Part-Time Salaries	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00		See Item#1
001-P602-400-5130	Postage	\$0.00	\$0.00	\$0.00	\$1,300.00	\$1,300.00		See Item#2
001-P602-400-5210	Special Dept Supplies	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00		See Item#3
001-P602-400-5220	Heat/Light/Power	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00		See Item#4
001-P602-400-5240	Marketing	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00		See Item#5
001-P602-400-6820	Production	\$0.00	\$0.00	\$0.00	\$33,250.00	\$33,250.00		See Item#6
001-P602-400-8100	Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$53,550.00</b>	<b>\$53,550.00</b>		



# Budget Detail

## Program Budget Justification - GUYS & DOLLS

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	001-P602-400-4201	Part-Time Salaries		10,000.00	-
		PT Staffing	10,000.00		
2	001-P602-400-5130	Postage		1,300.00	-
		Production Postcards	1,300.00		
3	001-P602-400-5210	Special Dept Supplies		2,000.00	-
		Construction Materials	2,000.00		
4	001-P602-400-5220	Heat/Light/Power		3,000.00	-
		Utility	3,000.00		
5	001-P602-400-5240	Marketing		4,000.00	-
			4,000.00		
6	001-P602-400-6820	Production		33,250.00	-
		Royalties	9,200.00		
		Actor Fees	7,200.00		
		Orchestra	7,800.00		
		Musical Director Fee	2,000.00		
		Choreographer	1,250.00		
		Costume Designer	1,000.00		
		Costumes	4,000.00		
		Props & Set Dressing	800.00		

**Performing Arts Center**  
**Program Budget Analysis - SCROOGE**

<b>Account Number</b>	<b>Description</b>	<b>2013 Actuals</b>	<b>2014 Amended</b>	<b>2014 Estimated</b>	<b>2015 Adopted</b>	<b>\$ Change</b>	<b>% Change</b>	<b>Comments</b>
001-P603-300-3860	Theatre Admissions	\$0.00	\$0.00	\$0.00	\$27,600.00	\$27,600.00		
001-P603-300-3890	Concessions	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00		
001-P603-300-3865	Box Office Fees/Others	\$0.00	\$0.00	\$0.00	\$2,400.00	\$2,400.00		
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$32,000.00</b>	<b>\$32,000.00</b>		
001-P603-400-4201	Part-Time Salaries	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00		See Item#1
001-P603-400-5130	Postage	\$0.00	\$0.00	\$0.00	\$1,300.00	\$1,300.00		See Item#2
001-P603-400-5210	Special Dept Supplies	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00		See Item#3
001-P603-400-5220	Heat/Light/Power	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00		See Item#4
001-P603-400-5240	Marketing	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00		See Item#5
001-P603-400-6820	Production	\$0.00	\$0.00	\$0.00	\$18,100.00	\$18,100.00		See Item#6
001-P603-400-8100	Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$28,700.00</b>	<b>\$28,700.00</b>		

# Budget Detail

## Program Budget Justification - SCROOGE

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	001-P603-400-4201	Part-Time Salaries		2,000.00	-
		PT Staffing	2,000.00		
2	001-P603-400-5130	Postage		1,300.00	-
		Production Postcards	1,300.00		
3	001-P603-400-5210	Special Dept Supplies		300.00	-
		Construction Materials	300.00		
4	001-P603-400-5220	Heat/Light/Power		3,000.00	-
		Utility	3,000.00		
5	001-P603-400-5240	Marketing		4,000.00	-
			4,000.00		
6	001-P603-400-6820	Production		18,100.00	-
		Royalties	5,200.00		
		Actor Fees	4,600.00		
		Orchestra	3,600.00		
		Musical Director Fee	2,000.00		
		Choreographer	1,000.00		
		Costume Designer	1,000.00		
		Costumes	600.00		
		Props & Set Dressing	100.00		

**Performing Arts Center**  
**Program Budget Analysis - APPLAUSE**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-P604-300-3860	Theatre Admissions	\$0.00	\$0.00	\$0.00	\$55,200.00	\$55,200.00		
001-P604-300-3890	Concessions	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00		
001-P604-300-3865	Box Office Fees/Others	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00		
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$61,200.00</b>	<b>\$61,200.00</b>		
001-P604-400-4201	Part-Time Salaries	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00		See Item#1
001-P604-400-5130	Postage	\$0.00	\$0.00	\$0.00	\$1,300.00	\$1,300.00		See Item#2
001-P604-400-5210	Special Dept Supplies	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00		See Item#3
001-P604-400-5220	Heat/Light/Power	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00		See Item#4
001-P604-400-5240	Marketing	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00		See Item#5
001-P604-400-6820	Production	\$0.00	\$0.00	\$0.00	\$33,250.00	\$33,250.00		See Item#6
001-P604-400-8100	Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$53,550.00</b>	<b>\$53,550.00</b>		

# Budget Detail

## Program Budget Justification - APPLAUSE

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	001-P604-400-4201	Part-Time Salaries		10,000.00	-
		PT Staffing	10,000.00		
2	001-P604-400-5130	Postage		1,300.00	-
		Production Postcards	1,300.00		
3	001-P604-400-5210	Special Dept Supplies		2,000.00	-
		Construction Materials	2,000.00		
4	001-P604-400-5220	Heat/Light/Power		3,000.00	-
		Utility	3,000.00		
5	001-P604-400-5240	Marketing		4,000.00	-
			4,000.00		
6	001-P604-400-6820	Production		33,250.00	-
		Royalties	9,200.00		
		Actor Fees	7,200.00		
		Orchestra	7,800.00		
		Musical Director Fee	2,000.00		
		Choreographer	1,250.00		
		Costume Designer	1,000.00		
		Costumes	4,000.00		
		Props & Set Dressing	800.00		

**Performing Arts Center**  
**Program Budget Analysis - DEATHTRAP**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-P605-300-3860	Theatre Admissions	\$0.00	\$0.00	\$0.00	\$23,920.00	\$23,920.00		
001-P605-300-3890	Concessions	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00		
001-P605-300-3865	Box Office Fees/Others	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00		
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$27,920.00</b>	<b>\$27,920.00</b>		
001-P605-400-4201	Part-Time Salaries	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00		See Item#1
001-P605-400-5130	Postage	\$0.00	\$0.00	\$0.00	\$1,300.00	\$1,300.00		See Item#2
001-P605-400-5210	Special Dept Supplies	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00		See Item#3
001-P605-400-5220	Heat/Light/Power	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00		See Item#4
001-P605-400-5240	Marketing	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00		See Item#5
001-P605-400-6820	Production	\$0.00	\$0.00	\$0.00	\$9,200.00	\$9,200.00		See Item#6
001-P605-400-8100	Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$23,000.00</b>	<b>\$23,000.00</b>		

# Budget Detail

## Program Budget Justification - DEATHTRAP

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	001-P605-400-4201	Part-Time Salaries		4,000.00	-
		PT Staffing	4,000.00		
2	001-P605-400-5130	Postage		1,300.00	-
		Production Postcards	1,300.00		
3	001-P605-400-5210	Special Dept Supplies		2,000.00	-
		Construction Materials	2,000.00		
4	001-P605-400-5220	Heat/Light/Power		2,500.00	-
		Utility	2,500.00		
5	001-P605-400-5240	Marketing		4,000.00	-
			4,000.00		
6	001-P605-400-6820	Production		9,200.00	-
		Royalties	1,200.00		
		Actor Fees	3,000.00		
		Orchestra	-		
		Musical Director Fee	1,500.00		
		Choreographer	-		
		Costume Designer	1,000.00		
		Costumes	1,500.00		
		Props & Set Dressing	1,000.00		

**Performing Arts Center**  
**Program Budget Analysis - MARY POPPINS**

<b>Account Number</b>	<b>Description</b>	<b>2013 Actuals</b>	<b>2014 Amended</b>	<b>2014 Estimated</b>	<b>2015 Adopted</b>	<b>\$ Change</b>	<b>% Change</b>	<b>Comments</b>
001-P606-300-3860	Theatre Admissions	\$0.00	\$0.00	\$0.00	\$62,100.00	\$62,100.00		
001-P606-300-3890	Concessions	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00		
001-P606-300-3865	Box Office Fees/Others	\$0.00	\$0.00	\$0.00	\$5,400.00	\$5,400.00		
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$69,500.00</b>	<b>\$69,500.00</b>		
001-P606-400-4201	Part-Time Salaries	\$0.00	\$0.00	\$0.00	\$13,000.00	\$13,000.00		See Item#1
001-P606-400-5130	Postage	\$0.00	\$0.00	\$0.00	\$1,300.00	\$1,300.00		See Item#2
001-P606-400-5210	Special Dept Supplies	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00		See Item#3
001-P606-400-5220	Heat/Light/Power	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00		See Item#4
001-P606-400-5240	Marketing	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00		See Item#5
001-P606-400-6820	Production	\$0.00	\$0.00	\$0.00	\$36,650.00	\$36,650.00		See Item#6
001-P606-400-8100	Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$60,950.00</b>	<b>\$60,950.00</b>		



# Budget Detail

## Proposed Budget Justification - MARY POPPINS

340

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	001-P606-400-4201	Part-Time Salaries		13,000.00	-
		PT Staffing	13,000.00		
2	001-P606-400-5130	Postage		1,300.00	-
		Production Postcards	1,300.00		
3	001-P606-400-5210	Special Dept Supplies		3,000.00	-
		Construction Materials	3,000.00		
4	001-P606-400-5220	Heat/Light/Power		3,000.00	-
		Utility	3,000.00		
5	001-P606-400-5240	Marketing		4,000.00	-
			4,000.00		
6	001-P606-400-6820	Production		36,650.00	-
		Royalties	11,000.00		
		Actor Fees	7,200.00		
		Orchestra	8,000.00		
		Musical Director Fee	2,000.00		
		Choreographer	1,250.00		
		Costume Designer	1,000.00		
		Costumes	5,000.00		
		Props & Set Dressing	1,200.00		

# PERFORMING ARTS CENTER

## DEPARTMENT SERVICES MODEL

### MANDATED

- Facility maintenance
- Risk assessment & avoidance

### CORE

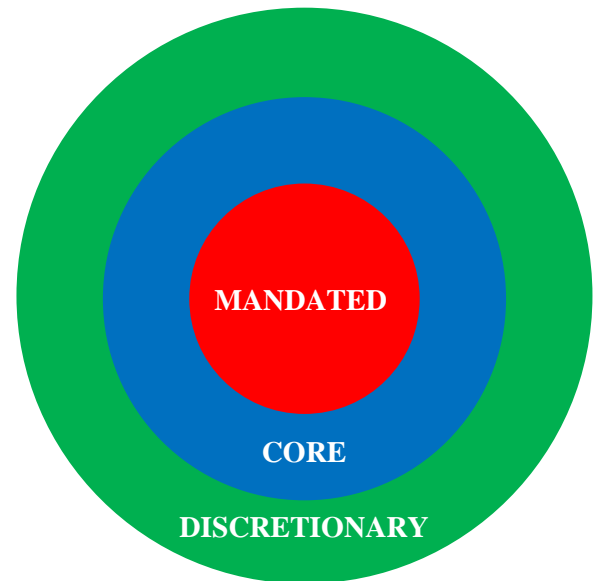
#### In-house Theatre Productions

#### Administration

- Customer service
- Cash handling
- Records Management
- Service/contractual agreements
- Expense allocation and tracking
- Program/production management
- Marketing
- Rentals

### DISCRETIONARY

- Office space rentals



## NEW REVENUE OPPORTUNITIES

- Develop more limited partnerships with arts groups in the North Bay
- Explore the possibilities of expanding concession services to the public
- New rental opportunities for small theater
- Utilization of Rohnert Park Foundation

## MAJOR ACCOMPLISHMENTS COMPLETED IN FISCAL YEAR 2013/2014

- ✓ Nominated for 12 San Francisco Bay Area Theater Critics Circle awards
- ✓ Performing Arts Center Staff produced five (5) successful theatrical productions
- ✓ Created a new revenue source - \$2 maintenance fee per ticket
- ✓ New method of funding PAC productions using unrestricted Endowment Funds
- ✓ Initiated the creation of a volunteer group called Friends of PAC for raising donations, selling program ads, and organizing a major yearly benefit

## MAJOR GOALS FOR FISCAL YEAR 2014/2015

- GOAL 1:** Introduce new naming rights campaign to generate income
- GOAL 2:** Seek large donors and grant opportunities through RP Foundation
- GOAL 3:** Increase attendance to all Spreckels' Produced Events
- GOAL 4:** Develop new revenue streams – scenery, costume and prop rental
- GOAL 5:** Coordinate fundraising through ad sales, grant applications and a yearly benefit

## **PERFORMANCE MEASUREMENTS**

- **Rental Occupancy** – days rented v. days available
- **Cost Recovery** – revenue earned v. program cost
- **Customer Feedback** - comments from attendees and participants
- **Attendance** – program participation
- **Cost** – Total department and facility cost

## OTHER GENERAL GOVERNMENT

FUNDING SOURCES	FUNDING SOURCES 2014-15
General Fund	\$ 2,846,102
<b>TOTAL REVENUE</b>	<u><u>2,846,102</u></u>

EXPENSE	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b>Compensation</b>				
Salary and Benefits	\$ 24,107	\$ 31,296	\$ 32,636	\$ 1,340
Training	-	-	-	-
<b>Insurance</b>				
Self-Insured	55,673	20,000	20,000	-
Liability/Property	24,032	26,034	24,094	(1,940)
<b>Audit Fees</b>	92,570	75,000	71,055	(3,945)
<b>Supplies</b>				
Postage	12,007	7,000	12,420	5,420
Special Departmental	1,907	10,400	11,000	600
<b>Utilities</b>	60,656	46,500	62,000	15,500
<b>Communication</b>	17,942	20,000	20,000	-
<b>Contractual/Professional</b>	129,914	26,604	72,604	46,000
<b>Facility Maintenance</b>	33,406	32,140	44,675	12,535
<b>Rental/Leases</b>	47,690	31,620	38,300	6,680
<b>Debt Service</b>	152,705	392,151	343,318	(48,833)
<b>Others Expenses</b>	831	-	-	-
<b>Retiree Medical</b>	1,509,137	1,900,000	2,094,000	194,000
<b>TOTAL EXPENSE</b>	<u><u>\$ 2,162,578</u></u>	<u><u>\$ 2,618,745</u></u>	<u><u>\$ 2,846,102</u></u>	<u><u>\$ 227,357</u></u>

Departments: City Hall (1800), City Hall Annex (1810), Non-Department (1900), Retiree Medical (1910)

## Other General Government Budget Analysis

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-1800-400-4101	City Hall /Salaries	\$9,784.26	\$18,993.00	\$18,993.00	\$20,302.00	\$1,309.00	6.89%	See Item#1
001-1800-400-4110	City Hall /Longevity	\$662.33	\$1,015.00	\$1,015.00	\$1,088.00	\$73.00	7.19%	
001-1800-400-4150	Standby - Weeknight	\$59.25	\$0.00	\$0.00	\$0.00	\$0.00		
001-1800-400-4151	City Hall/Stand-by Week	\$152.82	\$0.00	\$0.00	\$0.00	\$0.00		
001-1800-400-4401	City Hall/Overtime Salary	\$123.24	\$0.00	\$0.00	\$0.00	\$0.00		
001-1800-400-4512	City Hall /Educational St	\$358.13	\$617.00	\$617.00	\$659.00	\$42.00	6.81%	
001-1800-400-4901	City Hall /Pers/Emplo	\$2,661.74	\$5,446.00	\$5,446.00	\$5,634.00	\$188.00	3.45%	
001-1800-400-4905	City Hall /Alt Ben Pro	\$210.16	\$210.00	\$210.00	\$210.00	\$0.00	0.00%	
001-1800-400-4920	City Hall /Health Ins/	\$0.00	\$3,472.00	\$3,472.00	\$3,174.00	-\$298.00	-8.58%	
001-1800-400-4921	City Hall / Medical Insur	\$1,196.06	\$0.00	\$0.00	\$0.00	\$0.00		
001-1800-400-4923	City Hall /Eye Care	\$33.55	\$817.00	\$817.00	\$817.00	\$0.00	0.00%	
001-1800-400-4924	City Hall /Dental Car	\$165.96	\$328.00	\$328.00	\$328.00	\$0.00	0.00%	
001-1800-400-4925	City Hall /Medicare	\$102.71	\$188.00	\$188.00	\$201.00	\$13.00	6.91%	
001-1800-400-4930	City Hall /Life Ins/S	\$21.84	\$38.00	\$38.00	\$38.00	\$0.00	0.00%	
001-1800-400-4931	City Hall /LTD	\$54.71	\$105.00	\$105.00	\$112.00	\$7.00	6.67%	
001-1800-400-4932	City Hall /STD	\$27.21	\$51.00	\$51.00	\$55.00	\$4.00	7.84%	
001-1800-400-4933	City Hall /EAP	\$0.00	\$16.00	\$16.00	\$18.00	\$2.00	12.50%	
001-1800-400-5100	City Hall /Office Supplie	\$8,313.22	\$9,000.00	\$8,871.18	\$10,000.00	\$1,000.00	11.11%	See Item#2
001-1800-400-5130	City Hall /Postage	\$12,007.31	\$7,000.00	\$7,000.00	\$12,420.00	\$5,420.00	77.43%	See Item#3
001-1800-400-5210	City Hall /Spec. Departm	\$200.29	\$1,400.00	\$1,056.00	\$1,000.00	-\$400.00	-28.57%	See Item#4
001-1800-400-5220	City Hall /Heat/Light/Po	\$44,909.14	\$31,000.00	\$45,000.00	\$45,000.00	\$14,000.00	45.16%	See Item#5
001-1800-400-5230	City Hall /Telephone	\$17,941.58	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00	0.00%	See Item#6
001-1800-400-5310	City Hall /Bldg/Facilty	\$26,205.93	\$26,640.00	\$27,000.00	\$27,175.00	\$535.00	2.01%	See Item#7
001-1800-400-5313	City Hall /Fac Maint/Non-	\$2,953.48	\$1,500.00	\$1,500.00	\$13,000.00	\$11,500.00	766.67%	See Item#8
001-1800-400-6101	City Hall /Contractual S	\$2,615.62	\$2,604.00	\$2,604.00	\$2,604.00	\$0.00	0.00%	See Item#9
001-1800-400-6310	City Hall /Rent/Lease/Ta	\$47,690.27	\$31,620.00	\$45,540.00	\$38,300.00	\$6,680.00	21.13%	See Item#10
001-1800-400-6423	City Hall /Liability/Prop	\$24,032.15	\$26,034.00	\$26,034.00	\$24,094.00	-\$1,940.00	-7.45%	See Item#11
001-1800-400-8100	City Hall /Transfer Out	\$152,704.62	\$392,151.00	\$350,000.00	\$343,318.00	-\$48,833.00	-12.45%	See Item#12
	<b>Subtotal</b>	<b>\$355,187.58</b>	<b>\$580,245.00</b>	<b>\$565,901.18</b>	<b>\$569,547.00</b>	<b>-\$10,698.00</b>	<b>-1.84%</b>	
001-1810-400-5220	City Hall Annex /Heat/Light/Po	\$15,747.20	\$15,500.00	\$16,000.00	\$17,000.00	\$1,500.00	9.68%	See Item#13
001-1810-400-5310	City Hall Annex /Bldg/Facilty	\$4,186.77	\$4,000.00	\$4,200.00	\$4,500.00	\$500.00	12.50%	See Item#14
001-1810-400-5313	City Hall Annex/Fac Maint/Non-	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00		
	<b>Subtotal</b>	<b>\$19,993.97</b>	<b>\$19,500.00</b>	<b>\$20,200.00</b>	<b>\$21,500.00</b>	<b>\$2,000.00</b>	<b>10.26%</b>	
001-0000-400-4999	Interdept Salaries/Benefits	-\$124,675.32	\$0.00	\$0.00	\$0.00	\$0.00		
001-1900-400-4955	EAP Expense	\$8,493.38	\$0.00	\$0.00	\$0.00	\$0.00		Allocated to departments
001-1900-400-5210	Spec. Departm	-\$6,606.38	\$0.00	\$0.00	\$0.00	\$0.00		
001-1900-400-6101	Contractual Services	\$209,649.95	\$24,000.00	\$0.00	\$0.00	-\$24,000.00	-100.00%	GASB No 68 Actuarial Study
001-1900-400-6106	Cost Allocation Expense	\$4,478.43	\$0.00	\$0.00	\$20,000.00	\$20,000.00		Recycling batteries
001-1900-400-6120	Audit Fees	\$92,570.00	\$75,000.00	\$93,000.00	\$71,055.00	-\$3,945.00	-5.26%	Audit Contract
001-1900-400-6420	City Hall /Self Insured	\$55,673.00	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00	0.00%	YE IBNR liability
001-1900-400-9699	Cash Balancing Short/Long	-\$3,647.31	\$0.00	\$0.00	\$0.00	\$0.00		

**Other General Government  
Budget Analysis**

Account Number	Description	2013 Actuals	2014 Amended	2014 Estimated	2015 Adopted	\$ Change	% Change	Comments
001-6710-400-6101	Property Tax Admin Fee	\$42,324.00	\$0.00	\$0.00	\$50,000.00	\$50,000.00		
	<b>Subtotal</b>	<b>\$278,259.75</b>	<b>\$119,000.00</b>	<b>\$113,000.00</b>	<b>\$161,055.00</b>	<b>\$42,055.00</b>	<b>35.34%</b>	
001-1910-400-4920	Employee Benfits /Health Ins/BI	\$509,706.29	\$1,211,189.00	\$514,296.00	\$650,000.00	-\$561,189.00	-46.33%	
001-1910-400-4921	Employee Benfits /Medical Insur	\$459,339.40	\$0.00	\$460,000.00	\$550,000.00	\$550,000.00		
001-1910-400-4922	Employee Benfits /Medical Insur	\$270,851.21	\$0.00	\$346,594.00	\$339,000.00	\$339,000.00		
001-1910-400-4923	Employee Benfits /Eye Care	\$20,107.28	\$59,775.00	\$22,216.00	\$21,000.00	-\$38,775.00	-64.87%	
001-1910-400-4924	Employee Benfits /Dental Care	\$130,980.41	\$200,409.00	\$165,576.00	\$135,000.00	-\$65,409.00	-32.64%	
001-1910-400-4930	Employee Benfits /Life Ins/Sala	\$13,243.37	\$15,420.00	\$14,236.00	\$14,000.00	-\$1,420.00	-9.21%	
001-1910-400-4940	Employee Benfits /State Unemplo	\$21,311.00	\$43,707.00	\$0.00	\$0.00	-\$43,707.00	-100.00%	
001-1910-400-4970	Employee Benfits /Management Me	\$83,597.69	\$69,500.00	\$77,082.00	\$85,000.00	\$15,500.00	22.30%	
001-1910-400-6710	Employee Benfits /Community Pro	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-1910-400-8100	Employee Benfits /Transfer Out	\$0.00	\$300,000.00	\$0.00	\$300,000.00	\$0.00	0.00%	See Item#12
	<b>Subtotal</b>	<b>\$1,509,136.65</b>	<b>\$1,900,000.00</b>	<b>\$1,600,000.00</b>	<b>\$2,094,000.00</b>	<b>\$194,000.00</b>	<b>10.21%</b>	(a)
	<b>Grand Total</b>	<b>\$2,162,577.95</b>	<b>\$2,618,745.00</b>	<b>\$2,299,101.18</b>	<b>\$2,846,102.00</b>	<b>\$227,357.00</b>	<b>8.68%</b>	

(a) Amount was based on FY13/14 actuarial study

# Budget Detail

## Other General Government Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
1	001-1800-400-4101	City Hall /Salaries .30 FTE Public Works Employees - 2014/15 .30 FTE Public Works Employees - 2013/14		20,302.00	18,993.00
2	001-1800-400-5100	City Hall /Office Supplie Regularly office supplies stock items		10,000.00	9,000.00
3	001-1800-400-5130	City Hall /Postage Post office box annual renewal Refill Postage Machine	420.00 12,000.00	12,420.00	7,000.00
4	001-1800-400-5210	City Hall /Spec. Departm Toner Cartridge Copier Machine repairs Lamps, Filters	400.00 400.00 200.00	1,000.00	1,400.00
5	001-1800-400-5220	City Hall /Heat/Light/Po PG&E	45,000.00	45,000.00	31,000.00
6	001-1800-400-5230	City Hall /Telephone AT&T land lines	20,000.00	20,000.00	20,000.00
7	001-1800-400-5310	City Hall /Bldg/Facilty		27,175.00	26,640.00

# Budget Detail

## Other General Government Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
		Janitorial Service (CH)	10,000.00		
		Janitorial Supplies	2,000.00		
		Pest Control Maintenance	955.00		
		Alarm Services/Monitor	4,000.00		
		Elevator Repair/Services	2,500.00		
		Coffee Service	1,500.00		
		Shredding Services	720.00		
		Mats Services	1,500.00		
		Relocation and Fencing for Garbage Bins	-		
		Replace window tint on (4) lobby doors	-		
		One time City Hall Service Calls	4,000.00		
8	001-1800-400-5313	City Hall /Fac Maint/Non-		13,000.00	1,500.00
		Various City Hall Supplies (air/pleated filter, service calls for Chamber AV system, City Hall heater supplies, chamber equipment repair)	3,000.00		
		Reseal Building Envelop	10,000.00		
9	001-1800-400-6101	City Hall /Contractual S		2,604.00	2,604.00
		City Hall General outside Maintenance	2,604.00		
10	001-1800-400-6310	City Hall /Rent/Lease/Ta		38,300.00	31,620.00
		(5) copiers lease	35,500.00		
		Postage Machine Lease	2,800.00		
11	001-1800-400-6423	City Hall /Liability/Prop		24,094.00	26,034.00



# Budget Detail

## Other General Government Budget Justification

Item	Account/Vendor	Description	Cost	FY14/15 Adopted Budget	FY13/14 Amended Budget
		REMIF Property Allocation	24,094.00		
12	001-xxxx-400-8100	City Hall / Transfer out		643,318.00	692,151.00
		1999 COPS	343,318.00		
		Annual OPEB transfer to Trust	300,000.00		
13	001-1810-400-5220	City Hall Annex /Heat/Light/Po		17,000.00	15,500.00
		PG&E	17,000.00		
14	001-1810-400-5310	City Hall Annex /Bldg/Facilty		4,500.00	4,000.00
		Janitorial Services & General outside Maintenance	4,500.00		
<b>Grand Total</b>				<b>\$878,713.00</b>	<b>\$887,442.00</b>

# Successor Agency - General

	2012-13 ACTUAL	2013-14 ADOPTED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
<b><u>OPERATING REVENUE</u></b>				
Property Tax - RPTTF	\$ 5,381,261	\$ -	\$ 3,638,963	\$ 3,638,963
Interest Earnings	7,641	-	500	500
Interest Earnings from Bond	633	-	900	900
Other Financing Sources	10,676	-	250,000	250,000
<b>TOTAL REVENUE</b>	<b>\$ 5,400,211</b>	<b>\$ -</b>	<b>\$ 3,890,363</b>	<b>\$ 3,890,363</b>
<b><u>OPERATING EXPENSES</u></b>				
Salary and Benefits	\$ 124,675	\$ -	\$ 196,760	\$ 196,760
Utilities	-	-	-	-
Contractual Services	801,858	-	18,240	18,240
Professional Services	22,992	-	35,000	35,000
Bad Debt Expense	-	-	-	-
Other Expenses	-	-	-	-
Transfer out - Debt Service	3,098,043	-	3,638,963	3,638,963
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ 4,047,568</b>	<b>\$ -</b>	<b>\$ 3,888,963</b>	<b>\$ 3,888,963</b>
<b>TOTAL NON-OPERATING EXPENSE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>NET BUDGET RESULT</b>	<b>\$ 1,352,643</b>	<b>\$ -</b>	<b>\$ 1,400</b>	<b>\$ 1,400</b>
Addition/(Use) of Reserves	\$ 1,352,643	\$ -	\$ 1,400	
<b>TOTAL BUDGETARY BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

## Successor Agency - General Budget Analysis

Account Number	Description	2013 Actuals	2014 Adopted	2014 Estimated	2015 Adopted	\$ Change	Comments
912-0000-300-3009	RPTTF	\$5,381,261.00	\$0.00	\$2,506,614.00	\$3,638,963.00	\$3,638,963.00	
912-0000-300-3410	Interest F/Bonds	\$633.49	\$0.00	\$882.86	\$900.00	\$900.00	Interest earned from bond issues
912-0000-300-3412	Interest-From Increment	\$7,640.52	\$0.00	\$8,285.58	\$500.00	\$500.00	Interest earned from operating account
912-0000-300-3490	Rent/Royalties-Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
912-0000-300-3590	Proceeds From Bond Sale	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
912-0000-300-3592	Misc Rev from Other Agencies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
912-0000-300-3599	Other Financing Sources	\$0.00	\$0.00	\$0.00	\$250,000.00	\$250,000.00	Cost reimbursement - administrative
912-0000-300-3920	Sale of Real/Personal Property	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
912-0000-300-3930	Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
912-0000-300-3940	Miscellaneous Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
912-0000-300-3990	Transfers In	\$10,675.57	\$0.00	\$0.00	\$0.00	\$0.00	
	<b>Total</b>	<b>\$5,400,210.58</b>	<b>\$0.00</b>	<b>\$2,515,782.44</b>	<b>\$3,890,363.00</b>	<b>\$3,890,363.00</b>	
912-0000-400-4999	Interdept Salaries and Benefit	\$124,675.32	\$0.00	\$0.00	\$196,760.00	\$196,760.00	staffing cost
912-0000-400-5210	Spec. Departmental Supp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
912-0000-400-5220	Heat, Light & Power	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
912-0000-400-5221	Utilities-Water/Sewer Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
912-0000-400-5240	Advertising/Publication	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
912-0000-400-6101	Contractual Services	\$801,858.05	\$0.00	\$242,150.00	\$18,240.00	\$18,240.00	Annual disclosure and trustee fee
912-0000-400-6110	Professional Services	\$22,991.88	\$0.00	\$32,157.58	\$35,000.00	\$35,000.00	Legal cost
912-0000-400-8100	Transfer Out	\$3,098,042.81	\$0.00	\$2,191,730.32	\$3,638,963.00	\$3,638,963.00	debt service payments
	<b>Total</b>	<b>\$4,047,568.06</b>	<b>\$0.00</b>	<b>\$2,466,037.90</b>	<b>\$3,888,963.00</b>	<b>\$3,888,963.00</b>	

# Successor Agency - Housing

	2012-13 ACTUAL	2013-14 ADOPTED BUDGET	2014-15 ADOPTED BUDGET	\$ INCREASE/ (DECREASE)
Estimated Beginning Available Resources	\$ 1,821,452		\$ 150,000	\$ 150,000
<b><u>OPERATING REVENUE</u></b>				
Interest from Loan	\$ 1,901	\$ -	\$ 360	\$ 360
Interest Earnings	733	-	1,440	1,440
Housing Fee	3,185	-	1,500	1,500
Other Financing Sources	-	-	-	-
TOTAL REVENUE	<u>\$ 5,819</u>	<u>\$ -</u>	<u>\$ 3,300</u>	<u>\$ 3,300</u>
<b><u>OPERATING EXPENSES</u></b>				
Utilities	\$ -	\$ -	\$ 1,500	\$ 1,500
Contractual Services	1,068,416	-	71,500	71,500
Professional Services	-	-	7,000	7,000
Bad Debt Expense	132,065	-	40,000	40,000
Transfer out - Debt Service	555,790	-	-	-
TOTAL OPERATING EXPENSE	<u>\$ 1,756,271</u>	<u>\$ -</u>	<u>\$ 120,000</u>	<u>\$ 120,000</u>
NET BUDGET RESULT	<u>\$ 71,000</u>	<u>\$ -</u>	<u>\$ 33,300</u>	<u>\$ (116,700)</u>
Addition/(Use) of Reserves	\$ 71,000	\$ -	\$ 33,300	
TOTAL BUDGETARY BALANCE	\$ -	\$ -		

## Successor Agency - Housing Budget Analysis

Account Number	Description	2013 Actuals	2014 Adopted	2014 Estimated	2015 Adopted	\$ Change	Comments
911-0000-300-3410	Interest Income	\$732.78	\$0.00	\$1,402.52	\$1,440.00	\$1,440.00	2007H Bond Interest earned
911-0000-300-3413	Interest Income (Loans)	\$1,901.26	\$0.00	\$23,657.80	\$360.00	\$360.00	Riesgo Rehab loan interest earned
911-0000-300-3481	Innovative Housing Rents	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
911-0000-300-3560	Affordable Housing Linkage Fee	\$3,185.40	\$0.00	\$1,552.50	\$1,500.00	\$1,500.00	Affordable housing linkage fee
911-0000-300-3592	Misc Rev Fr Other Agencies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
911-0000-300-3599	Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
911-0000-300-3623	Mcc Application Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
911-0000-300-3920	Sale Of Real/Pers Prop	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
911-0000-300-3940	Other Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
911-0000-300-3990	Transfers In	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	<b>Total</b>	<b>\$5,819.44</b>	<b>\$0.00</b>	<b>\$26,612.82</b>	<b>\$3,300.00</b>	<b>\$3,300.00</b>	
911-0000-400-5210	Spec. Departmental Supp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
911-0000-400-5220	Heat, Light and Power	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
911-0000-400-5221	Utilities-Water/Sewer Service	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	
911-0000-400-6101	Contractual Services	\$1,068,416.11	\$0.00	\$21,390.00	\$71,500.00	\$71,500.00	Landscape/appraisal services
911-0000-400-6105	Contract Services-Vida Nueva	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
911-0000-400-6110	Professional Services	\$0.00	\$0.00	\$5,394.48	\$7,000.00	\$7,000.00	Legal Cost
911-0000-400-6600	Travels & Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
911-0000-400-6920	Bad Debts	\$132,065.15	\$0.00	\$24,050.50	\$40,000.00	\$40,000.00	
911-0000-400-8100	Transfer Out	\$555,790.10	\$0.00	\$0.00	\$0.00	\$0.00	2007H Bond Payments
	<b>Total</b>	<b>\$1,756,271.36</b>	<b>\$0.00</b>	<b>\$50,834.98</b>	<b>\$120,000.00</b>	<b>\$120,000.00</b>	

# FTE (Staffing) Summary

DEPARTMENT	2010-11	2011-12	2012-13	2013-14	2014-15
1200 City Manager/Clerk	5.85	6.00	2.41	3.85	3.55
1250 Economic Development	-	0.85	0.85	0.85	-
1300 Finance	9.75	11.00	4.75	4.30	3.50
610 Data Processing	2.00	2.00	2.00	2.75	2.75
1600 Development Services	11.00	11.00	11.08	11.17	11.73
1700 Human Resources	2.25	2.25	2.25	3.24	3.24
190 Rent Appeals Board	0.15	0.15	0.15	0.15	0.14
1800 City Hall Building	-	-	0.15	0.30	0.30
2100 Public Safety Personnel	80.75	73.25	77.75	79.97	81.35
2310 Fire Prevention	1.00	1.00	-	-	-
2400 Animal Services	2.00	2.00	3.50	6.79	6.79
3300 Public Works General	2.53	2.15	2.00	1.70	2.30
630 Fleet	-	-	-	1.25	1.25
3420 Streets	3.35	3.45	4.85	5.10	5.90 *
3600 Street Lighting	0.20	-	-	-	-
3700 Traffic Signals	0.05	-	-	-	-
3910 Storm Drains	0.25	0.35	0.30	0.65	0.80
4001 Park Maintenance	2.10	1.95	5.80	4.20	5.95 *
4002 Park Landscape	4.70	4.75	-	-	-
5100 Recreation Commission	0.15	0.15	0.10	0.50	0.50
5150 Community Events	0.13	0.40	0.45	0.40	0.42 *
5200 Recreation Administration	0.30	-	-	-	-
5400 Recreation Programs	0.05	-	-	0.55	0.40
5501 Senior Center	0.29	0.95	1.05	1.05	2.50 *
57XX Pools	0.26	0.50	1.20	1.45	7.05 *
5810 Sports Center	1.08	1.15	3.86	3.38	5.38 *
5830 Community Center	0.53	1.55	1.40	0.93	2.68 *
5840 Burton Ave Rec Center	0.08	0.25	0.25	0.40	0.91 *
5860 Ladybug Rec Center	0.03	0.10	0.15	0.30	0.34 *
6100 Golf Course	0.02	0.05	0.05	0.10	0.10
6210 Performing Arts Center	2.00	2.00	3.65	3.50	5.68 *
C100 Casino MOU	-	-	-	1.35	2.60 *
C101 Casino SEA	-	-	-	2.00	2.00
P1xx Development Services Programs	-	-	-	0.61	0.60
P206 OTS Grant - STEP	-	-	-	-	0.25
P300 Wilfred Maintenance JEP A	-	-	-	0.65	1.80 *
511 Water	14.20	15.00	18.35	19.01	18.31 *
510 Sewer	6.70	7.75	11.87	12.11	13.34 *
512 Refuse	-	-	0.15	-	-
Total Positions	<u>153.75</u>	<u>152.00</u>	<u>160.36</u>	<u>174.56</u>	<u>194.41</u>
Net Personnel Change	(10.25)	(1.75)	8.36	14.20	19.85

\* Increase in personnel is primarily due to the first-time inclusion of 18.54 seasonal employees in FY 14-15.

Detailed position classification and salary ranges by Department can be found on the City's website at:  
<http://www.rpcity.org/Modules/ShowDocument.aspx?documentid=1277>

# Authorized Positions

<u>DEPT NO/ DEPARTMENT</u>	<u>6/30/14</u>	<u>Reallocation</u>	<u>Add</u>	<u>Delete</u>	<u>6/30/15</u>
<u>1200 CITY MANAGER/CLERK</u>					
City Manager	0.70				0.70
Assistant City Manager	0.70				0.70
City Clerk	0.70				0.70
Administrative Assistant	0.75				0.75
Executive Assistant to the City Manager	1.00	(0.30)			0.70
Total	<u>3.85</u>	<u>(0.30)</u>	<u>0.00</u>	<u>0.00</u>	<u>3.55</u>
<u>1250 ECONOMIC DEVELOPMENT</u>					
Economic Development Manager	0.85			(0.85)	0.00
Total	<u>0.85</u>	<u>0.00</u>	<u>0.00</u>	<u>(0.85)</u>	<u>0.00</u>
<u>1300 FINANCE</u>					
Finance Director	0.33				0.33
Accounting Supervisor	0.33				0.33
Accountant	0.33				0.33
Payroll Specialist	0.90				0.90
Utility Billing & Revenue Manager	0.20				0.20
Accounting Specialist I	0.10				0.10
Accounting Technician	0.45				0.45
Accounting Specialist II	0.86				0.86
Purchasing Agent	0.80	(0.80)			0.00
Total	<u>4.30</u>	<u>(0.80)</u>	<u>0.00</u>	<u>0.00</u>	<u>3.50</u>
<u>610 INFORMATION TECHNOLOGY</u>					
Information Technology Manager	1.00				1.00
IS Technician I/II	1.00				1.00
Administrative Intern/Helpdesk	0.75				0.75
Total	<u>2.75</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.75</u>
<u>1600 DEVELOPMENT SERVICES</u>					
Director of Development Services	0.00	0.76			0.76
Development Services Manager	0.90	(0.90)			0.00
Community Development Assistant	0.78	0.99			1.77
Deputy Chief Building Inspector	1.00				1.00
City Engineer	0.00		0.80		0.80
Deputy City Engineer	0.90				0.90
Public Works Inspector	0.97				0.97
Sr. Engineering Tech	0.96				0.96
Management Analyst	0.83			(0.04)	0.79
Administrative Assistant	2.82	(0.92)			1.90
Planner III	0.00	0.75			0.75
Senior Planner	0.81	(0.81)			0.00
Code Compliance P/T (50%)	0.46				0.46
Technical Advisor P/T (50%)	0.50	(0.07)			0.43
GIS Intern	0.24				0.24
Total	<u>11.17</u>	<u>(0.20)</u>	<u>0.80</u>	<u>(0.04)</u>	<u>11.73</u>

# Authorized Positions

<u>DEPT NO/ DEPARTMENT</u>	<u>6/30/14</u>	<u>Reallocation</u>	<u>Add</u>	<u>Delete</u>	<u>6/30/15</u>
<u>1700 HUMAN RESOURCES</u>					
Human Resource Analyst	0.81				0.81
Human Resource Manager	0.81				0.81
HR Technician Reg. P/T (75%)	1.12				1.12
HR Technician Reg. P/T (50%)	0.50				0.50
Total	<u>3.24</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3.24</u>
<u>190 RENT APPEALS BOARD</u>					
Economic Development Manager	0.15			(0.15)	0.00
Director of Development Services	0.00		0.14		0.14
Total	<u>0.15</u>	<u>0.00</u>	<u>0.14</u>	<u>(0.15)</u>	<u>0.14</u>
<u>1800 CITY HALL BUILDING</u>					
Electrician	0.05				0.05
Maintenance Worker I/II	0.15				0.15
Senior Mechanic	0.10				0.10
Total	<u>0.30</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.30</u>
<u>2100 PUBLIC SAFETY</u>					
Director of Public Safety	1.00				1.00
Division Commanders (Captains)	0.00				0.00
Supervisors (Lieutenants)	3.00				3.00
Sergeants	10.00				10.00
Public Safety Officers	42.00			(0.25)	41.75
Community Services Officers	1.50		0.50		2.00
Technical Services Division Mgr	1.00				1.00
Fire Marshal	1.00				1.00
Secretary II to Director of Public Safety	1.00				1.00
Secretary I (Fire Division)	1.00				1.00
Communications Supervisor	1.00				1.00
Public Safety Dispatchers	9.50	(0.50)			9.00
Public Safety Dispatchers PT (1560)	0.75				0.75
Public Safety Dispatchers PT (1000)	1.34	0.66			2.00
Records Supervisor	1.00				1.00
Public Safety Records Clerk	1.00				1.00
Office Assistant II - Records	1.00				1.00
Office Assistant I - Records PT (1560)	0.75				0.75
Office Assistant I - PT (1000)	1.50				1.50
Technical Services Advisor	0.63	1.01		(0.04)	1.60
Total	<u>79.97</u>	<u>1.17</u>	<u>0.50</u>	<u>(0.29)</u>	<u>81.35</u>
<u>2400 ANIMAL SHELTER</u>					
Animal Shelter Supervisor	1.00				1.00
Animal Health Technician	1.00				1.00
Animal Shelter Assistant PT (1560)	1.50				1.50
Animal Shelter Assistant PT (1000)	2.50				2.50
Office Assistant PT (1000)	0.50				0.50



# Authorized Positions

<u>DEPT NO/ DEPARTMENT</u>	<u>6/30/14</u>	<u>Reallocation</u>	<u>Add</u>	<u>Delete</u>	<u>6/30/15</u>
Summer Camp Coordinator	0.15				0.15
Summer Camp Assistant	0.14				0.14
Total	<u>6.79</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6.79</u>
<b>Total Public Safety</b>					
	<b>86.76</b>	<b>1.17</b>	<b>0.50</b>	<b>(0.29)</b>	<b>88.14</b>
<u>3300 PUBLIC WORKS/GENERAL</u>					
Director of PW & Comm. Services	0.00				0.00
Sr. Equipment Mechanic	0.40				0.40
Purchasing Agent	0.00	0.80			0.80
Instrument Technician	0.20	(0.10)			0.10
Supervising Maintenance Worker	0.05	(0.05)			0.00
Maintenance Worker I/II	0.80				0.80
Electrician	0.20				0.20
Administrative Assistant	0.05	(0.05)			0.00
Total	<u>1.70</u>	<u>0.60</u>	<u>0.00</u>	<u>0.00</u>	<u>2.30</u>
<u>630 FLEET SERVICES</u>					
Senior Equipment Mechanic	0.35				0.35
Equipment Mechanic	0.80				0.80
Administrative Assistant	0.10				0.10
Total	<u>1.25</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.25</u>
<u>3420 PUBLIC WORKS/STREETS</u>					
Director of PW & Comm. Services	0.05				0.05
Assistant Director of Public Works	0.00		0.20		0.20
Sr. Equipment Mechanic	0.00				0.00
Arborist	0.55				0.55
Electrician	0.15				0.15
General Services Supervisor	0.15				0.15
Supervising Maintenance Worker	0.10				0.10
Maintenance Worker I/II	4.00	(0.35)			3.65
Maintenance Worker Trainee	0.10	0.20			0.30
Seasonal employees	0.00		0.75		0.75
Total	<u>5.10</u>	<u>(0.15)</u>	<u>0.95</u>	<u>0.00</u>	<u>5.90</u>
<u>3910 PUBLIC WORKS/STORM DRAINS</u>					
Director of PW & Comm. Services	0.05				0.05
Assistant Director of Public Works	0.00		0.05		0.05
General Services Supervisor	0.05				0.05
Management Analyst	0.00	0.10			0.10
Supervising Maintenance Worker	0.10				0.10
Maintenance Worker Trainee	0.05	(0.05)			0.00
Maintenance Worker I/II	0.40	0.05			0.45
Total	<u>0.65</u>	<u>0.10</u>	<u>0.05</u>	<u>0.00</u>	<u>0.80</u>
<u>4001 PUBLIC WORKS/PARKS</u>					
Director of PW & Comm. Services	0.05				0.05

# Authorized Positions

<u>DEPT NO/ DEPARTMENT</u>	<u>6/30/14</u>	<u>Reallocation</u>	<u>Add</u>	<u>Delete</u>	<u>6/30/15</u>
Assistant Director of Public Works	0.00		0.05		0.05
General Services Supervisor	0.25	(0.10)			0.15
Supervising Maintenance Worker	0.00				0.00
Maintenance Worker I/II	2.50	(0.20)			2.30
Maintenance Worker Trainee	0.45				0.45
Arborist	0.40				0.40
Electrician	0.05				0.05
Community Services Manager	0.10				0.10
Community Services Supervisor	0.25				0.25
Community Services Coordinator	0.15				0.15
Seasonal Employees	0.00		2.00		2.00
Total	<u>4.20</u>	<u>(0.30)</u>	<u>2.05</u>	<u>0.00</u>	<u>5.95</u>
<b>Total Public Works</b>					
	12.90	0.25	3.05	0.00	16.20
<u>5100 RECREATION COMMISSION</u>					
Director of PW & Comm. Services	0.05				0.05
Recreation Services Manager	0.25				0.25
Community Services Specialist	0.05				0.05
General Services Supervisor	0.05				0.05
Administrative Assistant	0.10				0.10
Total	<u>0.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.50</u>
<u>5150 COMMUNITY EVENTS/PROMOTION</u>					
Community Services Manager	0.05				0.05
Community Services Supervisor	0.10				0.10
Community Services Specialist	0.10				0.10
Community Services Coordinator	0.10				0.10
General Services Supervisor	0.05				0.05
Seasonal Employees	0.00		0.02		0.02
Total	<u>0.40</u>	<u>0.00</u>	<u>0.02</u>	<u>0.00</u>	<u>0.42</u>
<u>5400 GOLD RIDGE</u>					
Community Services Manager	0.05				0.05
Community Services Supervisor	0.05				0.05
Community Services Coordinator	0.05				0.05
General Services Supervisor	0.10	(0.05)			0.05
Maintenance Worker I/II	0.30	(0.10)			0.20
Total	<u>0.55</u>	<u>(0.15)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.40</u>
<u>5501 SENIOR CENTER</u>					
Community Services Manager	0.05				0.05
Community Services Specialist	0.85				0.85
Maintenance Worker I/II	0.05	0.05			0.10
Electrician	0.00	0.05			0.05
Senior Equipment Mechanic	0.10	(0.10)			0.00
Seasonal Employee	0.00		1.45		1.45

# Authorized Positions

<u>DEPT NO/ DEPARTMENT</u>	<u>6/30/14</u>	<u>Reallocation</u>	<u>Add</u>	<u>Delete</u>	<u>6/30/15</u>
Total	<u>1.05</u>	<u>0.00</u>	<u>1.45</u>	<u>0.00</u>	<u>2.50</u>
<u>57XX POOLS</u>					
Community Services Manager	0.10				0.10
Senior Pool Manager	0.75				0.75
Community Services Coordinator	0.10				0.10
General Services Supervisor	0.10				0.10
Electrician	0.10				0.10
Maintenance Worker I/II	0.30				0.30
Seasonal Employees	0.00		5.60		5.60
Total Pools	<u>1.45</u>	<u>0.00</u>	<u>5.60</u>	<u>0.00</u>	<u>7.05</u>
<u>5810 SPORTS CENTER</u>					
Community Services Manager	0.30				0.30
Community Services Supervisor	0.30				0.30
Community Services Coordinator	0.05				0.05
General Services Supervisor	0.05				0.05
Administrative Assistant	0.00	0.65			0.65
Electrician	0.05				0.05
Maintenance Worker I/II	0.10				0.10
Maintenance Worker Trainee	0.00				0.00
Recreation Assistant (PT)	2.40	(0.65)			1.75
Custodian (PT)	0.13				0.13
Seasonal Employees	0.00		2.00		2.00
Total	<u>3.38</u>	<u>0.00</u>	<u>2.00</u>	<u>0.00</u>	<u>5.38</u>
<u>5830 COMMUNITY CENTER</u>					
Director of PW & Comm. Services	0.00				0.00
Community Services Manager	0.10				0.10
Community Services Supervisor	0.20				0.20
Electrician	0.05				0.05
Maintenance Worker I/II	0.10				0.10
Community Services Coordinator	0.35				0.35
Custodian (PT)	0.13				0.13
Seasonal Employees	0.00		1.75		1.75
Total	<u>0.93</u>	<u>0.00</u>	<u>1.75</u>	<u>0.00</u>	<u>2.68</u>
<u>5840 BURTON AVENUE REC CENTER</u>					
Community Services Supervisor	0.05				0.05
Community Services Coordinator	0.15				0.15
Electrician	0.05				0.05
Custodian (PT)	0.05				0.05
Maintenance Worker I/II	0.10				0.10
Seasonal Employees	0.00		0.51		0.51
Total	<u>0.40</u>	<u>0.00</u>	<u>0.51</u>	<u>0.00</u>	<u>0.91</u>
<u>5860 LADYBUG REC CENTER</u>					
Community Services Supervisor	0.05				0.05

# Authorized Positions

<u>DEPT NO/ DEPARTMENT</u>	<u>6/30/14</u>	<u>Reallocation</u>	<u>Add</u>	<u>Delete</u>	<u>6/30/15</u>
Community Services Coordinator	0.05				0.05
Electrician	0.05				0.05
Custodian (PT)	0.05				0.05
Maintenance Worker I/II	0.10				0.10
Seasonal Employees			0.04		0.04
Total	<u>0.30</u>	<u>0.00</u>	<u>0.04</u>	<u>0.00</u>	<u>0.34</u>
<u>6100 GOLF COURSE</u>					
Director of PW & Comm. Services	0.05				0.05
General Services Supervisor	0.05				0.05
Total	<u>0.10</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.10</u>
<u>6210 PERFORMING ARTS CENTER</u>					
Performing Arts Center Manager	1.00				1.00
Technical Director	1.00				1.00
Box Office Manager	0.75				0.75
Theater Technician PT	0.75				0.75
Seasonal Employees	0.00		2.18		2.18
Total	<u>3.50</u>	<u>0.00</u>	<u>2.18</u>	<u>0.00</u>	<u>5.68</u>
<b>Total Community Services</b>					
	<b>12.56</b>	<b>(0.15)</b>	<b>13.55</b>	<b>0.00</b>	<b>25.96</b>
<b>Total Public Works/Community Services</b>					
	<b>25.46</b>	<b>0.10</b>	<b>16.60</b>	<b>0.00</b>	<b>42.16</b>
<u>511 WATER</u>					
City Manager	0.15				0.15
Assistant City Manager	0.15				0.15
Executive Assistant to the City Manager	0.00	0.15			0.15
City Clerk	0.15				0.15
Finance Director	0.34				0.34
Utility Billing/Revenue Manager	0.40				0.40
Accounting Supervisor	0.33				0.33
Accountant	0.34				0.34
Payroll Specialist	0.05				0.05
Accounting Technician	0.25				0.25
Account Specialist II	0.570				0.57
Account Specialist I	0.45				0.45
Purchasing Agent	0.10				0.10
Office Assistant (PT)	1.00				1.00
City Engineer	0.00		0.10		0.10
Deputy City Engineer	0.05				0.05
Public Works Inspector	0.02				0.02
Sr. Engineering Tech	0.03				0.03
Management Analyst	0.05				0.05
Administrative Assistant	0.49	(0.05)			0.44
GIS Intern	0.12				0.12
Human Resource Analyst	0.095				0.10
Human Resource Manager	0.095				0.10

# Authorized Positions

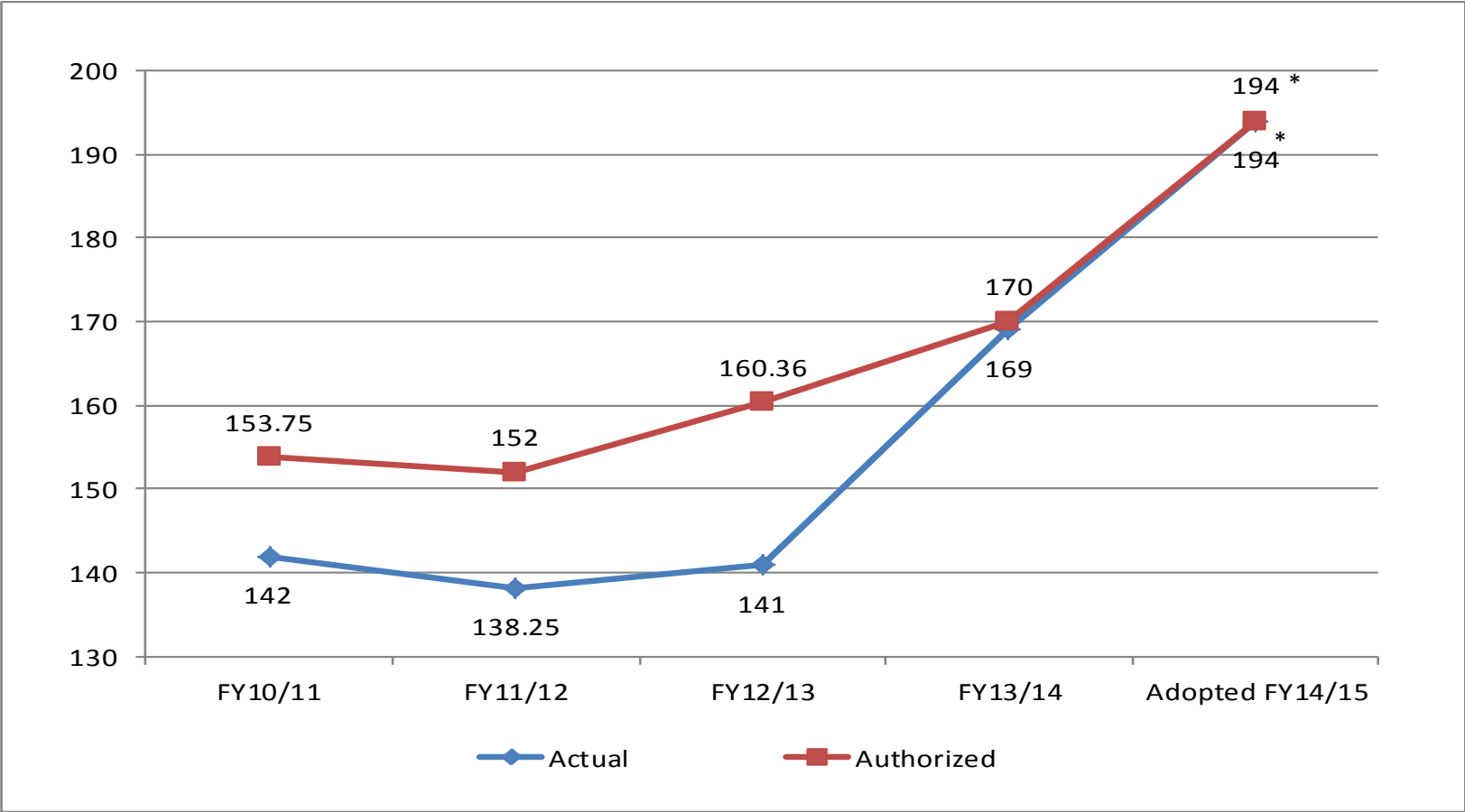
<u>DEPT NO/ DEPARTMENT</u>	<u>6/30/14</u>	<u>Reallocation</u>	<u>Add</u>	<u>Delete</u>	<u>6/30/15</u>
HR Technician Reg. P/T (75%)	0.095				0.10
HR Technician Reg. P/T (50%)	0.095				0.10
Director of PW & Comm. Services	0.35	0.05			0.40
Assistant Director of Public Works	0.00		0.35		0.35
Utilities Services Supervisor	0.45	0.05			0.50
General Services Supervisor	0.05	0.05			0.10
Supervising Maintenance Worker	1.80	0.00			1.80
Electrician	0.10				0.10
Maintenance Worker I/II	6.70	(0.60)			6.10
Maintenance Worker Trainee	0.20	(0.10)			0.10
Maintenance Helper	0.24	(0.24)			0.00
Administrative Analyst	0.70	(0.70)			0.00
Arborist	0.05				0.05
Public Safety Dispatcher	0.25				0.25
Senior Equipment Mechanic	0.10				0.10
Equipment Mechanic	0.10				0.10
Meter Technician	2.00				2.00
Instrument Tech	0.50	0.10			0.60
Seasonal Employees	0.00		0.14		0.14
Total Water Maintenance	<u>19.01</u>	<u>(1.29)</u>	<u>0.59</u>	<u>0.00</u>	<u>18.31</u>
 <u>510 SEWER</u>					
City Manager	0.15				0.15
Assistant City Manager	0.15				0.15
Executive Assistant to the City Manger	0.00	0.15			0.15
City Clerk	0.15				0.15
Finance Director	0.33				0.33
Utility Billing/Revenue Manager	0.40				0.40
Accounting Supervisor	0.34				0.34
Accountant	0.33				0.33
Payroll Specialist	0.05				0.05
Accounting Technician	0.30				0.30
Account Specialist II	0.570				0.57
Account Specialist I	0.45				0.45
Purchasing Agent	0.10				0.10
Office Assistant (PT)	1.00				1.00
City Engineer	0.00		0.10		0.10
Deputy City Engineer	0.05				0.05
Public Works Inspector	0.01				0.01
Sr. Engineering Tech	0.01				0.01
Management Analyst	0.05				0.05
Administrative Assistant	0.57	(0.03)			0.54
Community Development Assistant	0.00	0.01			0.01
GIS Intern	0.12				0.12
Human Resource Analyst	0.095				0.10
Human Resource Manager	0.095				0.10
HR Technician Reg. P/T (75%)	0.095				0.10
HR Technician Reg. P/T (50%)	0.095				0.10

# Authorized Positions

<u>DEPT NO/ DEPARTMENT</u>	<u>6/30/14</u>	<u>Reallocation</u>	<u>Add</u>	<u>Delete</u>	<u>6/30/15</u>
Director of PW & Comm. Services	0.40	(0.05)			0.35
Assistant Director of Public Works	0.00		0.35		0.35
Utilities Services Supervisor	0.55	(0.05)			0.50
General Services Supervisor	0.05	0.05			0.10
Supervising Maintenance Worker	1.00				1.00
Electrician	0.10				0.10
Maintenance Worker I/II	3.35	0.70			4.05
Maintenance Worker Trainee	0.20	(0.10)			0.10
Administrative Analyst	0.25	(0.25)			0.00
Public Safety Dispatcher	0.25				0.25
Instrument Tech	0.30				0.30
Senior Equipment Mechanic	0.05				0.05
Equipment Mechanic	0.10				0.10
Seasonal Employees	0.00		0.35		0.35
Total Sewer Maintenance	<u>12.11</u>	<u>0.43</u>	<u>0.80</u>	<u>0.00</u>	<u>13.34</u>
 <u>PROGRAM BUDGETS</u>					
Management Analysts	1.07	(0.06)			1.01
Public Safety Officers	1.00	0.25			1.25
Sergeant	1.00				1.00
Director of Development Services	0.11	(0.01)			0.10
Community Development Assistant	0.22				0.22
Administrative Assistants	0.02				0.02
General Services Supervisor	0.00	0.10			0.10
Planner III	0.19	0.06			0.25
Maintenance Worker II	1.00	0.55			1.55
Seasonal Employees	0.00		1.75		1.75
Total	<u>4.61</u>	<u>0.89</u>	<u>1.75</u>	<u>0.00</u>	<u>7.25</u>
<b>GRAND TOTAL</b>	<b>174.56</b>	<b>0.00</b>	<b>21.18 *</b>	<b>(1.33)</b>	<b>194.41</b>

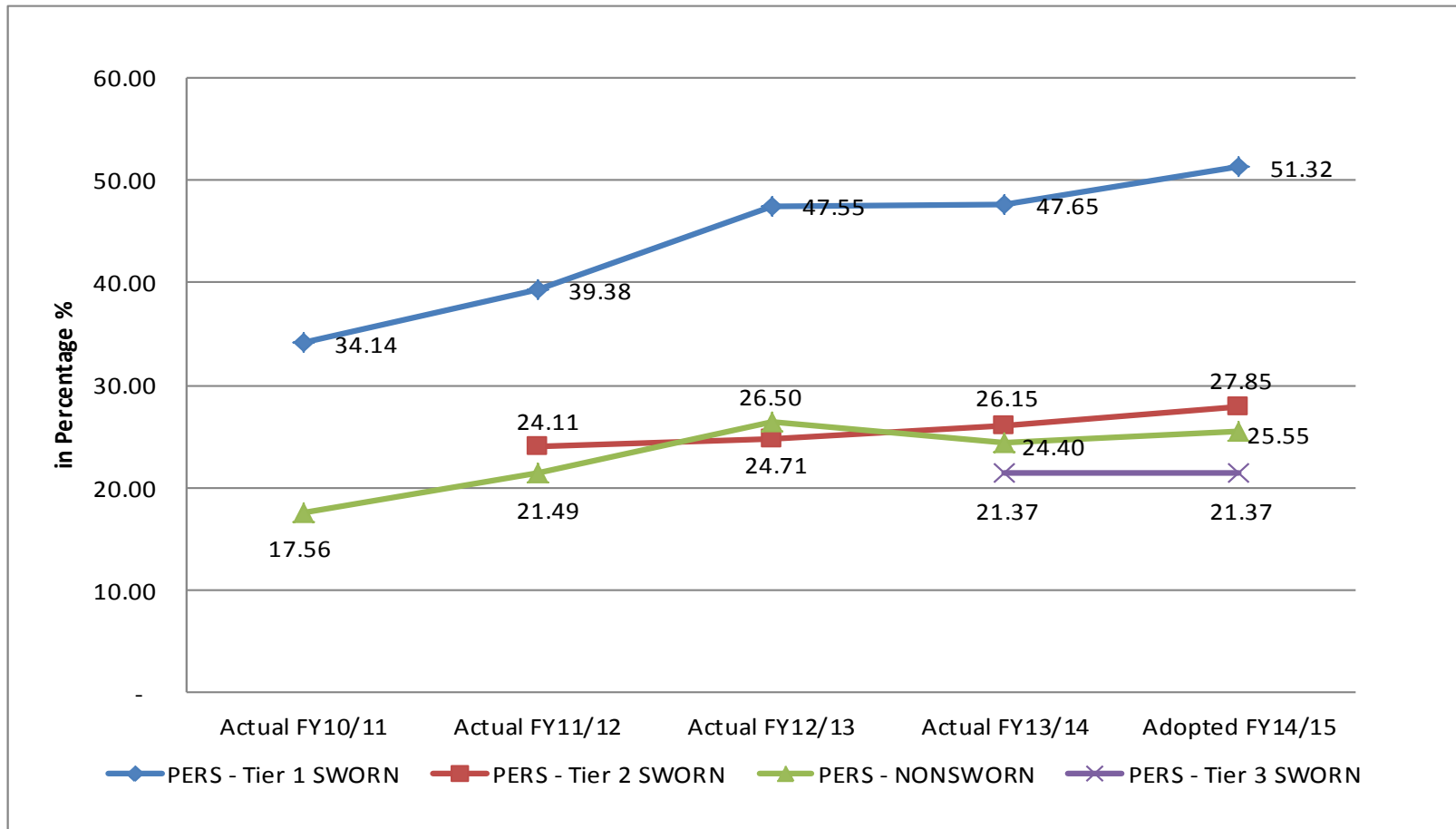
\* Increase in personnel is primarily due to the first-time inclusion of 18.54 seasonal employees in FY 14-15

# FTE (Staffing Graph)



\* Increase in personnel is primarily due to the first-time inclusion of 18.54 seasonal employees in FY 14-15

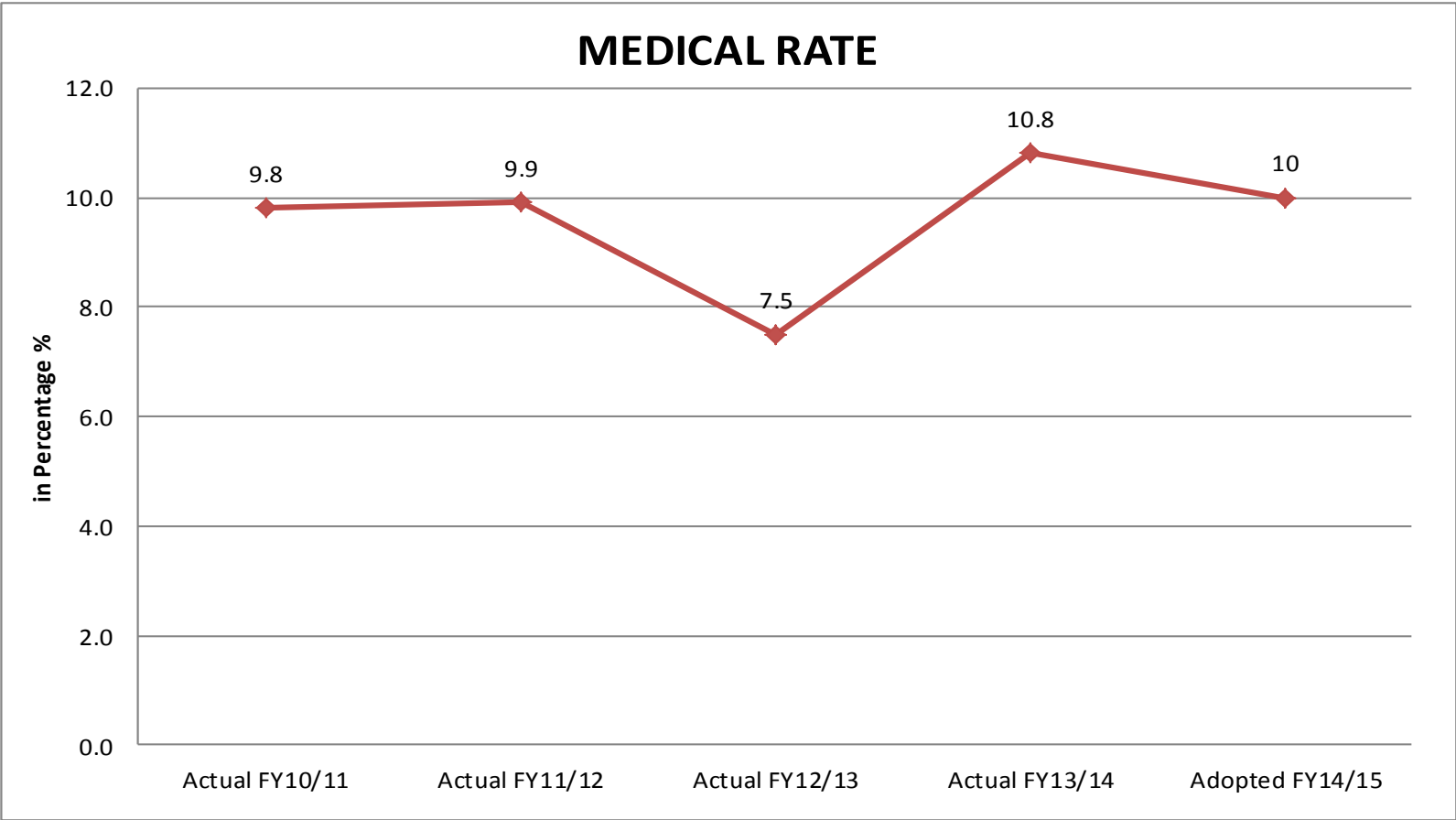
# PERS RATES GRAPH



Sources: PERS Actuarial Report



# MEDICAL RATES GRAPH



Sources: Medical rate from HR Department

## Appropriations Limit Worksheet For the Year Ending June 30, 2015

Appropriations limit for fiscal year ending June 30, 2014	\$ 44,808,082
Adjustment factors for the fiscal year ending June 30, 2014	
Inflation Factor	0.9977
Population Factor	1.0039
Adjustment Factor	<u>1.00159103</u>
Appropriations limit for fiscal year ending June 30, 2015	<u>\$ 44,879,373</u>

## **BUDGET AND FISCAL POLICIES**

---

### **RESERVES**

- A. The City shall maintain a General Fund Reserve balance of 10% of total operating expenditures. The purpose of this reserve is to adequately provide for:
  - 1. Economic uncertainties and financial hardships or downturns in the local or national economy.
  - 2. Cash flow requirements
  - 3. Future debt or capital obligations
  - 4. Legal requirements
- B. The City shall maintain a Contingency Reserve of 5% of total operating expenditures to provide adequate capital in the event of a local disaster or unanticipated fiscal crisis.
- C. The City shall maintain a Vehicle and Equipment Replacement Reserve with a minimum balance equivalent to the annual depreciation. The reserve will be funded annually as a charge to each department's operating budget.
- D. The City shall maintain an Infrastructure Reserve balance with a target balance equivalent to the annual depreciation of the existing infrastructure and a minimum balance of 100% of the first year Capital Improvement Plan funding requirements.
- E. The City shall maintain a Reserve for Self-Insured Losses equivalent to 50% of the annual premium plus the average deductible. All insurance refunds will be transferred back to this reserve.
- F. The City shall strive to maintain a reserve balance in the Retired Employee Medical Insurance Reserve sufficient to fund future retiree medical per the retiree medical actuarial study. The City shall pay for all retiree medical costs out of the annual operating budget as a "Pay-as-you go" until the reserve is fully funded.
- G. The City shall maintain a General Fund Endowment Reserve. The source of funding will be from one-time revenue and the use of this reserve is limited to one-time expenditures.
- H. The City shall strive to maintain a Retirement Reserve equivalent to 25% of the annual PERS retirement cost to offset fluctuations in PERS retirement rates.

## **CAPITAL FINANCING AND DEBT MANAGEMENT**

---

- A. The City will use debt financing only for one-time capital improvement projects. The project's useful life must exceed the term of the financing and the project revenues or source(s) of funding must be sufficient to meet the long-term debt obligation.
- B. Debt financing will not be used for any recurring operating or maintenance expenditures.

## **CAPITAL FINANCING AND DEBT MANAGEMENT (con't)**

---

- C. Capital improvements will be financed primarily through user fees, service charges, assessments, special taxes or developer agreements when the benefit is attributable to a specific user.
- D. The City will seek an investment grade rating of Baa/BBB or greater on all issuances.
- E. The City will maintain compliance with all bond covenants and arbitrage regulations.
- F. The City will provide full disclosure on all financial reports and Official Statements.
- G. The City will conduct periodic reviews of all outstanding debt to determine opportunities for refinancing that provide a net economic benefit.

## **FINANCIAL REPORTING AND BUDGET ADMINISTRATION**

---

- A. The City shall prepare an annual balanced budget based on the Council's goals and objectives.
- B. The Council shall formally review the City's fiscal condition and amend appropriations if necessary, six months after the beginning of each fiscal year.
- C. City staff will prepare annual financial statements in accordance with generally accepted accounting principles and will strive to meet the requirements of the GFOA's Award for Excellence in Financial Reporting program.
- D. The City will contract with an independent auditing firm to perform an annual audit of the City's finances. The City will strive to achieve an unqualified auditor's opinion.
- E. The City will issue audited financial statements within 180 days after the fiscal year-end.
- F. City staff will prepare monthly reports for the department managers and a formal quarterly report for the City Manager and City Council.

**CITY OF ROHNERT PARK**  
**CITY COUNCIL POLICY**



SUBJECT	POLICY NO.	RESO. NO.	EFF. DATE	PAGE
<b>FISCAL POLICY: USE OF RESTRICTED RESERVE FUNDS</b>	415.35	2011-56	6/28/2011	1 OF 1

**PURPOSE**

The City of Rohnert Park has established a number of Restricted Reserve Funds enabling carryover of funds from year to year, to help meet long-term financial goals. The below policy establishes criteria for use of these Funds, to help ensure consistency in fund allocation and long-term financial sustainability.

**POLICY**

Effective with the 2011-2012 fiscal year, the City shall establish the following Restricted Reserve Funds:

1. General Fund Reserve
2. Capital Vehicle Replacement
3. Facility Improvements
4. Capital Improvement Infrastructure

Restricted Reserve Funds may be accessed for purposes other than those for which they were established only under extraordinary circumstances, which include:

- Costs related to natural or human-made disasters;
- Costs associated with major and extended economic downturns;
- Needs resulting from significant reductions in State budget allocations; and
- Significant unexpected and unbudgeted operational costs that cannot be met with current General Fund allocations.

The City Manager will first evaluate the City's financial condition and circumstances indicating a possible need to access Restricted Reserve Funds, and make a recommendation to City Council. A four-fifths affirmative vote by City Council is then required prior to use of Restricted Reserve Funds for any purpose other than those for which they were established. Funds shall be replenished at the rate of 50% the following fiscal year and 50% the subsequent fiscal year, unless otherwise determined by City Council.

**CITY OF ROHNERT PARK**  
**CITY COUNCIL POLICY**



SUBJECT	POLICY NO.	RESO. NO.	EFF. DATE	PAGE
<b>FISCAL POLICY: USE OF RESTRICTED CAPITAL RESERVE FUNDS FOR INFRASTRUCTURE, FACILITIES AND EQUIPMENT, AND USE OF GENERAL FUND SURPLUS</b>	415.36	2011-56	6/28/2011	1 OF 2

**PURPOSE**

*Capital Reserve:* Restricted Capital Reserve Fund accounts can be established to accumulate resources for ongoing or future capital expenditures. Capital costs include, e.g., deferred maintenance, streets and landscaping, vehicles, and complex facility projects generally taking more than one fiscal year to complete and/or not part of the City's recurring operations and expenditures.

Reserve accounts help to ensure appropriate infrastructure is in place, costly equipment can be purchased and replaced, and facility construction and rehabilitation completed when needed. Through annual budgeting, capital costs can be managed according to a predetermined priority system that facilitates better planning and integration with the City's operating budget. Project interrelationships can be better recognized, and the timing of projects coordinated to minimize expenditures.

*General Fund Surplus:* The City at times realizes an operating (General Fund) surplus at fiscal year end, due to cost-cutting measures, revenue in excess of projections, and/or operational modifications. Inconsistent criteria have been applied regarding use of these surpluses.

**POLICY**

Restricted Capital Reserve Fund accounts may be established for either governmental or enterprise capital purposes; however, the purpose must be stated when the fund is created. Restricted Capital Reserve Fund accounts must originate through a City Council-adopted resolution or ordinance.

Capital projects identified for funding through Restricted Capital Reserve Fund accounts may be financed in whole or part by bond proceeds, notes, or other debt instruments as approved by the City Council, individually by project or through the annual budget process. Restricted Capital Reserve Fund accounts may also be funded through appropriations from any other fund, when consistent with limitations imposed by this and other applicable governmental fiscal policies and procedures, and the City's Municipal Code.

Budgets for projects or equipment identified for funding through Restricted Capital Reserve Fund accounts will be adopted one time, and should include all necessary expenditures. Projects and expenditures will be reviewed on an annual basis in conjunction with the City's regular budget

**CITY OF ROHNERT PARK**  
**CITY COUNCIL POLICY**



SUBJECT	POLICY NO.	RESO. NO.	EFF. DATE	PAGE
<b>FISCAL POLICY: USE OF RESTRICTED CAPITAL RESERVE FUNDS FOR INFRASTRUCTURE, FACILITIES AND EQUIPMENT, AND USE OF GENERAL FUND SURPLUS</b>	415.36	2011-56	6/28/2011	2 OF 2

process. At that time, new projects may be added, and projects determined to be less critical or unnecessary may be postponed or deleted, subject to City Council approval.

City Council may authorize use of Restricted Capital Reserve funds for a different purpose at a later date by amending the appropriate resolution or ordinance; however, the funds must still be used for capital purposes.

Transfers from a Restricted Capital Reserve Fund account must be authorized by the City Council through an ordinance or resolution. City Council authorizes a transfer only for a purpose specified in the original resolution or ordinance establishing the fund, or in an amendment to the original resolution or ordinance. The resolution or ordinance should authorize the withdrawal in the form of an appropriation from the reserve fund to another capital fund. Transfers to other funds are the only types of appropriations that may be made to a restricted capital reserve fund, and cannot exceed the amount of available funds in the reserve fund.

The cash balance of Restricted Capital Reserve Fund accounts may be deposited or invested as consistent with the City's Municipal Code and other applicable governmental fiscal policies and procedures.

If, at the close of any fiscal year, an operating (General Fund) surplus exceeds \$500,000, surplus funds are to be allocated as follows:

- 50% to the City's Contingency Fund
- 50% to the City's Restricted Reserve Funds, apportioned as indicated below
  - 20% General Fund
  - 10% Capital Replacement
  - 10% Facility Maintenance
  - 10% Infrastructure

General Fund surpluses below \$500,000 may be distributed to other City funds and accounts at the discretion of the City Manager, in accordance with other financial policies and procedures.

**CITY OF ROHNERT PARK**  
**CITY COUNCIL POLICY**



SUBJECT	POLICY NO.	RESO. NO.	EFF. DATE	PAGE
<b>FISCAL POLICY: VEHICLE REPLACEMENT</b>	415.37	2011-56	6/28/2011	1 OF 2

**PURPOSE**

The purpose of the Vehicle Replacement Policy is to establish a Vehicle Replacement Fund and criteria for a Vehicle Replacement Schedule, which will ensure vehicles are funded and replaced according to their anticipated lifecycle, reduce maintenance costs, and eliminate reliance on the operating budget and large cash outlays for vehicle purchases.

**DEFINITIONS**

**Depreciation:** means the decrease in value due to wear and tear, decay, decline in price, etc.

**Capital Replacement Fund:** means a plan for capital expenditures and the means of financing them, to be incurred each year over a fixed period of years, to meet capital needs arising from long-term work program.

**Fleet Manager:** means the staff person responsible for managing the repair, replacement and maintenance of the City's vehicle fleet and equipment inventory.

**Operating Fund:** means a programmatic, financial, and organizational plan for furthering the goals of the City Council through departments of the City, which does not include capital improvement projects.

**Straight-Line Depreciation:** means the depreciation of an asset by a fixed percentage of its original cost based on its estimated life

**Vehicle Depreciation Schedule:** means the programmatic plan used to calculate the replacement of City vehicles and equipment.

**POLICY**

The City of Rohnert Park's vehicle replacement and depreciation schedule is maintained by the Department of Public Works and specifically managed by the Director and Fleet Manager.

Vehicle Replacement criteria are determined by anticipated useful service life. Typically, this is based upon the type of vehicle and its usage. A vehicle will be replaced according to these established criteria unless the Department Head(s) and Fleet Manager determine that: 1) mechanical failure or vehicle damage warrants earlier replacement, or 2) the vehicle is still serviceable and may serve additional years beyond its original anticipated service life.

Funding for vehicle replacement shall be incrementally allocated from department operating funds to a restricted capital replacement fund – the Vehicle and Equipment Replacement Fund. Future vehicle replacements will be funded from the Vehicle Replacement Fund, which receives accumulated operating fund transfers based on the Vehicle Depreciation Schedule.



**CITY OF ROHNERT PARK**  
**CITY COUNCIL POLICY**



SUBJECT	POLICY NO.	RESO. NO.	EFF. DATE	PAGE
<b>FISCAL POLICY: VEHICLE REPLACEMENT</b>	415.37	2011-56	6/28/2011	2 OF 2

Funding will consist of an annual set-aside based upon a straight-line depreciation for each vehicle over the course of its lifecycle and budgeted as part of the annual budget development process.

Depreciation fees shall commence the same fiscal year of each new and replacement vehicle purchase. Depreciation expenses shall be expensed from the respective department operating budget and deposited into the Vehicle Replacement Fund. Depreciation expenses shall continue through the service life of the new vehicle and shall cease upon retirement of said vehicle.

**Calculating the Annual Set-aside**

The annual set-aside is calculated by determining the future value of a vehicle and using straight-line depreciation. This method determines the dollar amount that will be set aside each year throughout the vehicle's lifecycle.

For example, a Crown Victoria costing \$26,000 in 2003 has a useful life of 10 years. It is scheduled to be replaced in 2013 and is estimated to cost approximately \$35,000. The annual set-aside amount for this vehicle would be \$3,500. Funding will be allocated to the Vehicle Replacement Fund each year and will be used to purchase the new vehicle when it reaches the end of its lifecycle.

**Retired Vehicles**

All replaced vehicles shall be removed from the Vehicle Depreciation Schedule and removed from the active City Fleet. Retired Vehicles shall be disposed of through surplus sale by Resolution of the City Council of the City of Rohnert Park

**Surplus Property**

Funds received through the resale of any vehicle removed from City services will be deposited in the Vehicle Replacement Fund to help defray unanticipated new vehicle cost increases.

**CITY OF ROHNERT PARK**  
**CITY COUNCIL POLICY**



SUBJECT	POLICY NO.	RESO. NO.	EFF. DATE	PAGE
<b>FISCAL POLICY:</b> Appropriations Adjustments	415.38	2014-044	5/13/14	1 OF 1

**PURPOSE**

To define the level of budgetary control and appropriation transfer authorities for all entities under the direction of the Rohnert Park City Council. This policy describes the level of authority needed to amend the adopted budget.

**POLICY**

Transfers and revisions to the adopted budget may be made as follows:

The City Council approves:

1. All increases in appropriations within a department or fund.
2. All transfers of appropriations between funds, departments, or projects.
3. All decreases in appropriations, with the exception that the City Manager may direct Department Heads to suspend expenditures as needed to respond to emerging negative fiscal conditions.

The City Manager approves:

1. Transfers of appropriations between expenditure line items within departments, projects and program budgets up to \$100,000.
2. Transfers between operating divisions and program budgets within departments.
3. City Manager may direct Department Heads to suspend expenditures as needed to respond to emerging negative fiscal conditions.

Finance Department:

1. The Finance Department is responsible for providing forms and instructions for requesting appropriation adjustments and for analyzing, recommending, and recording approved requests into the City's budget system.
2. The Finance Department will ensure that the City's Comprehensive Annual Financial Report (CAFR) includes a comparison of actual expenditures against the final budget as amended and adjusted under the authorities of this policy.

## DESCRIPTION OF FUNDS

---

**General Fund:** Accounts for all financial resources traditionally associated with governments, which are not required to be accounted for in another fund. The General Fund has no legal restrictions. Revenues generated are used to support city services such as police, fire, streets, parks and recreation.

**Enterprise Funds:** Consist of Water, Sewer and Refuse Funds:

- The Water Fund accounts for water production to City residents, including, but not limited to operations, maintenance, financing and related debt service, and billing and collections.
- The Sewer Fund accounts for sewage disposal to City residents, including, but not limited to, operations, maintenance, financing and related debt service, and billing and collections.
- The Refuse Fund accounts for service performed by an independent contractor, which the City performs the billing and collections function.

**Internal Service Fund:** Accounts for the activities of centralized data processing services.

**Capital Projects Funds:** Accounts for resources used for the acquisition or construction of capital facilities and infrastructure.

**Special Revenue Funds:** Accounts for revenues derived from specific revenue sources. These funds are required by statute or ordinance to finance particular functions or activities of government.

**Community Development Commission Funds:** Consist of Capital Projects Fund, Housing Projects Fund and Debt Service Fund:

- The Capital Projects Fund accounts for redevelopment of designated areas within the approved project area of the City.
- Housing Project Fund accounts for 20% of tax increment revenues, which are designated by law to increase or improve low and moderate income housing in the designated areas within the approved project area of the City.
- Debt Service Fund accumulates monies for payment of Tax Allocation Bonds, Certificates of Participation and other indebtedness. Financing is provided by a specific annual property tax increment, as well as lease revenues received from the City.

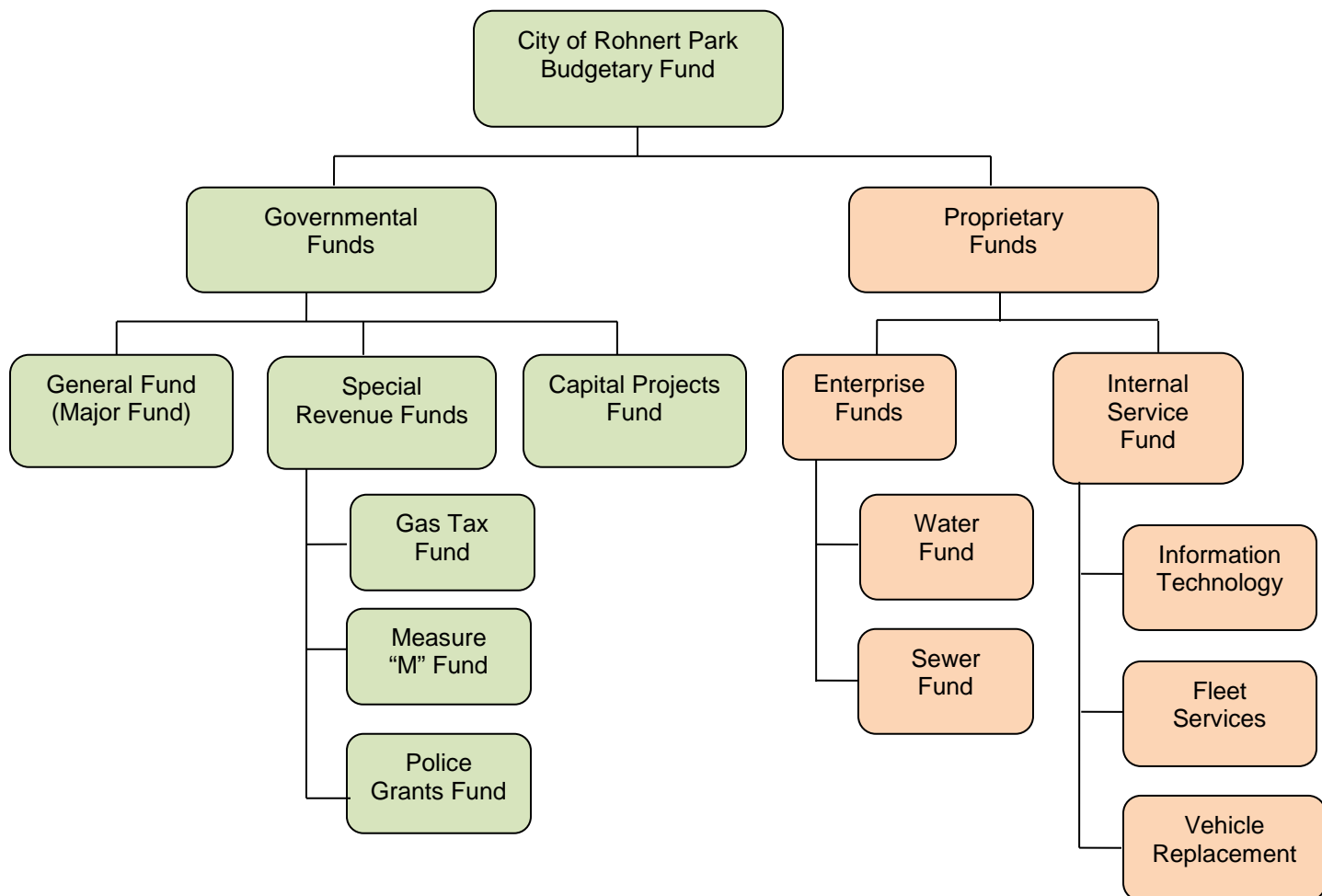
# FUND STRUCTURE AND BASIS OF BUDGETING

In accordance with generally accepted principles, the City’s financial reporting system is organized on a fund basis consisting of two major types – governmental and proprietary. The City’s various funds are structured to segregate and identify those financial transactions and resources associated with providing specific activities or programs in conformance with special regulations, restrictions, or limitations.

The basis of accounting used for purposes of financial reporting is in accordance with generally accepted accounting principles (GAAP). The bases for each of the funds are not necessarily the same as the basis used in preparing the budget document. The City of Rohnert Park used the modified accrual basis for budgeting. This basis is the method under which revenues and other financial resources are recognized when they become both “measurable” and available to finance expenditures of the current period. However, reconciling items are presented to convert the respective funds to the accounting basis used for financial reporting.

Budgets are prepared for each fund except the capital projects fund which adopt project-length projects and is effectively controlled at the project level.

Following is a discussion and a graphic presentation of the City’s fund structure for budgeting:



# FINANCIAL AND BUDGET TERMS

---

## **Adopted Budget**

Appropriations adopted by the City Council.

## **Adoption**

Formal action by the City Council, which sets the spending path for the fiscal year.

**Ad Valorem** – a tax based on the value of real estate or personal property. Property ad valorem taxes are the major source of revenue for state and municipal governments.

**Appropriation** – legal authorization given by the County Commission to make expenditures and incur obligations using County funds.

**Assessed Value** – the valuation of real property established by the Property Appraiser as a basis for levying taxes.

**Bond** – a special type of “loan” that provides funding for capital projects. Local governments are prohibited from borrowing funds to cover standard operating expenses.

## **Core Service**

Any service, program, activity or facility that provides value to the community and quality of life to the citizens’ of the City. This includes the maintenance current facilities and existing infrastructure.

## **Discretionary Service**

Services, activities, programs above and beyond mandated and core services that are self-sustained and /or partially subsidized by City funds.

**Debt Service Budget** –The debt service budget is money used to repay bond issues.

**Enterprise Fund** – the funding source for county agencies that are self-supporting, such as Port Everglades, Fort Lauderdale-Hollywood International Airport, Broward County’s resource recovery facilities and water and wastewater facilities.

**Fiscal Year** – the 12-month financial period in which funds are appropriated and accounted for by the County, which begins October 1 and ends September 30 of the following year. A fiscal year is identified by the year in which it ends.

**Fund** - monies set aside and accounted for separately in order to ensure that the monies are spent for a specific purpose.

**Fund Balance** - the balance remaining after accounting for all liabilities and revenue incurred during that year, plus the previous year’s fund balance. It is calculated at the end of each fiscal year.

# FINANCIAL AND BUDGET TERMS

---

## **Mandated Service**

Required by State, Federal, County law, health and safety code of California, contractual obligations, legal and tort liabilities.

## **MOU**

Memorandum of Understanding. A labor contract pursuant to state, law, the Meyers, Millias and Brown Act, between the City and a labor union or organized group of employees under which all conditions of employment are negotiated.

## **Operating Budget**

A plan of financial operations that provides a basis for the planning, controlling, and evaluating the operational portion of governmental activities. The operating budget supports ongoing services and programs.

**Performance Measure** – a means used for evaluating programs, for improving decision-making, and for communicating program accomplishments.

**Property Tax base** – total value of land and property upon which a taxing authority can levy taxes. The tax base is often different from the total property value in any area because some types of property, like schools and government facilities, are exempted from property taxes.

**RESOLUTION NO. 2014-059**

**RESOLUTION OF THE COUNCIL OF THE CITY OF ROHNERT PARK  
APPROVING AND ADOPTING THE OPERATING BUDGET  
FOR THE CITY OF ROHNERT PARK  
FOR FISCAL YEAR 2014-2015**

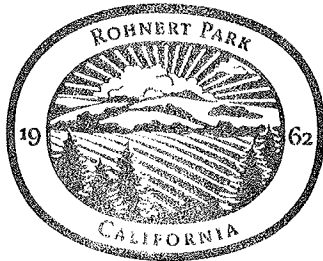
**WHEREAS**, the City Manager has heretofore prepared and submitted to the City Council a proposed operating budget for the City of Rohnert Park for the fiscal year 2014-2015; and


**WHEREAS**, on June 10<sup>th</sup>, 2014, the City Council has extensively considered the operating budget submitted by the City Manager.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Rohnert Park that the City of Rohnert Park Proposed Operating Budget for Fiscal Year 2014-2015, is hereby approved and adopted as the operating budget for the City of Rohnert Park for fiscal year 2014-2015.

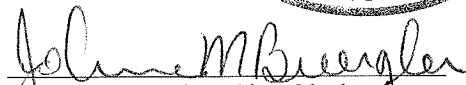
**DULY AND REGULARLY ADOPTED** this 10<sup>th</sup> day of June, 2014.

**CITY OF ROHNERT PARK**



  
Joseph T. Callinan, Mayor

**ATTEST:**

  
JoAnne Buergler, City Clerk

AHANOTU: AYE BELFORTE: AYE MACKENZIE: AYE CALLINAN: AYE STAFFORD: AYE  
AYES: ( 5 ) NOES: ( 0 ) ABSENT: ( 0 ) ABSTAIN: ( 0 )

**RESOLUTION NO. 2014-060**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK  
ADOPTING THE FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM (CIP) FOR  
FISCAL YEARS 2014-15 THROUGH 2018-19, APPROVING FISCAL YEAR 2014-15  
CIP PROJECTS, AND AUTHORIZING FUNDING APPROPRIATIONS  
ADJUSTMENTS FOR FISCAL YEAR 2013-14 CIP PROJECTS**

**WHEREAS**, the City's Capital Improvement Program Committee, made up of various City departments, has assembled a slate of proposed capital improvement projects and associated costs covering the period between Fiscal Year 2014-15 and Fiscal Year 2018-19; and

**WHEREAS**, the City of Rohnert Park's General Plan 2000 requires that a Capital Improvement Program be in place as a planning and budgeting tool for the improvement of City facilities and infrastructure, to be reviewed and updated annually; and

**WHEREAS**, this project is categorically exempt from the California Environmental Quality Act, pursuant to the California Code of Regulations Title 14, Chapter 3, Section 15306 (Class 6 – Information Collection); and

**WHEREAS**, City staff and the Rohnert Park Planning Commission have reviewed the Five-Year Capital Improvement Program for Fiscal Years 2014-15 through 2018-19 and recommend its adoption; and

**WHEREAS**, on May 13, 2014, the City Council reviewed the draft Five-Year Capital Improvement Program for Fiscal Years 2014-15 through 2018-19; and

**WHEREAS**, the City Council authorization is needed for funding appropriations for Fiscal Year 2014-15 CIP projects and for funding appropriation adjustments for Fiscal Year 2013-14 CIP projects; and

**WHEREAS**, on June 10, 2014, the City Council reviewed the Five-Year Capital Improvement Program for Fiscal Years 2014-15 through 2018-19, including recommended appropriations adjustments to Fiscal Year 2013-14 CIP projects.

**NOW, THEREFORE** the City Council of the City of Rohnert Park does hereby resolve, determine, find and order as follows:

**Section 1:** CIP Adoption. The City Council of the City of Rohnert Park does hereby authorize and adopt the Five-Year Capital Improvement Program for Fiscal Years 2014-15 through 2018-19 and approve projects for Fiscal Year 2014-15 as shown in *Exhibit A*.

**Section 2.** City Manager Authorization. City Manager is authorized to appropriate and encumber funds for the above-named projects for Fiscal Year 2014-15 as shown in *Exhibit A*, which is attached hereto and incorporated by this reference.



**Section 3: CIP Appropriations Adjustments.** The City Council does hereby authorize and adopt the proposed funding appropriations adjustments to the projects for Fiscal Year 2013-14 as shown in *Exhibit A*.

**Section 4. Authorized Signatures.** The Mayor, or presiding officer, is hereby authorized to affix his signature to this Resolution signifying its adoption and the City Clerk, or her duly appointed deputy, is directed to attest thereto.

**Section 5. Constitutionality.** If any action, subsection, sentence, clause or phrase of this Resolution or the fees levied by this Resolution shall be held invalid or unconstitutional by a court of competent jurisdiction, such invalidity shall not affect the validity of the remaining portions of this Resolution or the fees levied by this Resolution that can be given effect without the invalid provisions.

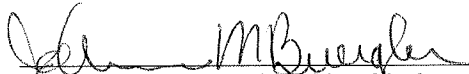
**PASSED, APPROVED AND ADOPTED** this date of 10<sup>th</sup> of June, 2014.



**CITY OF ROHNERT PARK**

  
\_\_\_\_\_  
Joseph T. Callinan, Mayor

**ATTEST:**

  
\_\_\_\_\_  
JoAnne M. Buerger, City Clerk

BELFORTE: A4E MACKENZIE: A4E STAFFORD: A4E AHANOTU: A4E CALLINAN: A4E  
AYES: ( 5 ) NOES: ( 0 ) ABSENT: ( 0 ) ABSTAIN: ( 0 )