

# CITY OF ROHNERT PARK

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A P P R O V E D                      B U D G E T

2003-04

for Operations

as

Submitted to the

CITY COUNCIL

by

Carl Eric Leivo  
City Manager

June 24, 2003

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# CITY OF ROHNERT PARK

2003-04 Budget

## BUDGET CALENDAR

February 6, 2003	Budget packets sent to departments
Feb 7 - March 15	Preparation of departmental budgets
February 25 <sup>th</sup>	Council study session on service levels
March 16 <sup>th</sup>	Departments present budget requests
March 17 - March 31	Budget conferences with departments
May 13	Duplicate proposed budget and present to City Council
May 14 - June 10	City Council budget conferences
May 14 - June 10	Public consideration of the budget
June 24	City Council adopts budget

# CITY OF ROHNERT PARK

## CITY OFFICIALS

**City Council:** Armando Flores, Mayor

Greg Nordin, Vice-Mayor

Vicki Vidak-Martinez

Jake Mackenzie

Amie Spradlin

### **City Staff:**

City Manager

Carl Eric Leivo

Assistant City Manager

Steve Donley

City Attorney

Betsy Strauss

Finance Director/City Treasurer

Sandy Lipitz

Director of Public Safety

Tom Bullard

### **Advisory Commissions or Committees:**

Rohnert Park Association for the Arts

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

Housing Financing Authority

## CITY OF ROHNERT PARK

### TO THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL:

The 2003-04 fiscal-year budget for City operations is herein presented. The last few years have been financially challenging. In order to balance the budget, the City made staff reductions, service level reductions, used reserves and sold surplus properties. With a growing deficit projected for 2003-04, the City was faced with difficult decisions. Included in the proposed budget is an additional 11% reduction in staff, restructuring of existing debt, leasing (rather than purchasing) of major capital equipment and the performance of some contractual services in-house at a projected cost savings. Also included in the proposed budget is the sale of surplus properties for an estimated \$7.1 million, the proceeds of which are used to replenish to reserves.

The 2003-04 budget sets an ending General Fund Reserve at approximately (10%) of net general fund expenditures.

The 2003-04 budget is balanced as follows:

<b>Revenue:</b>		
Revenue from Operations	\$20,282,645	
Revenue from the sale of property	7,100,000	
<b>Total Revenue</b>	27,382,645	
Transfer from Other Funds	1,378,300	
Transfer from/(to) Reserves	(6,202,591)	
<b>Total Sources of Cash</b>	\$22,558,354	
<b>Expenditures:</b>		
Expenditures	\$26,109,074	
Reimbursements	(3,550,720)	
<b>Total Expenditures &amp; Reimbursements</b>	\$22,558,354	

The following table shows the budget measures that were taken to eliminate the deficit:

<b>Expenditures Before Budget Measures :</b>		<b>\$25,829,354</b>
<b>Budget Measures:</b>		
Reduction in Staff	\$2,131,000	
Debt Restructuring	305,000	
Lease Fire Engine	255,000	
Patrol Vehicles paid by Traffic Safety Fund	180,000	
Contract out Network Svcs	100,000	
Sale of Property	300,000	
<b>Total Budget Measures</b>		<b><u>\$3,271,000</u></b>
<b>2003-04 Budgeted Expenditures:</b>		<b><u><u>\$22,558,354</u></u></b>

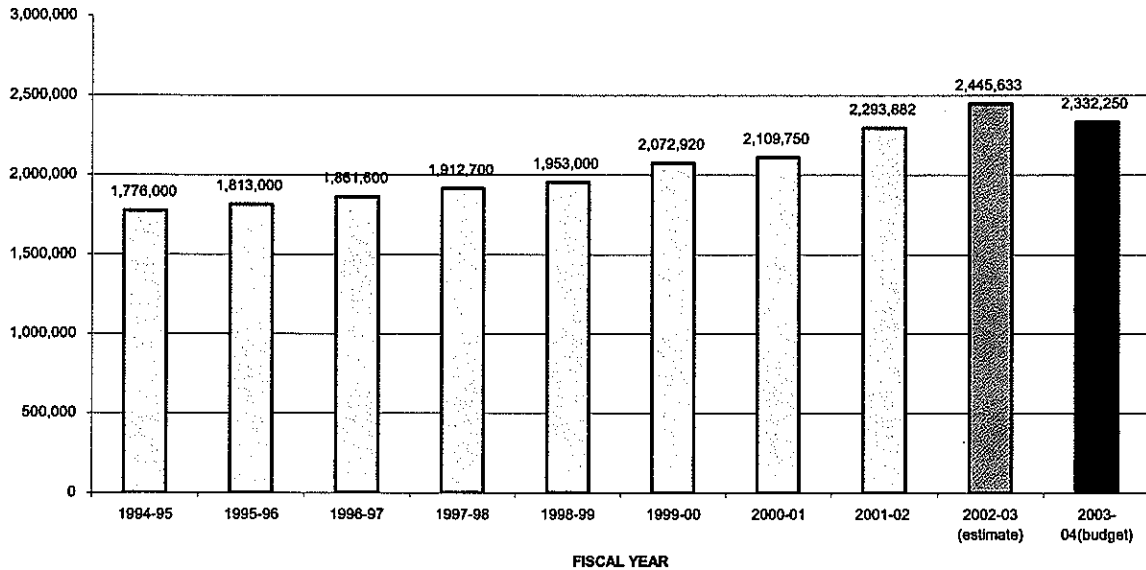
## 1. REVENUES

Projection of revenues has been completed on a conservative basis and assumes that local economic conditions will be slightly improved from the post-September 11<sup>th</sup> level for 2003-04. Some revenue generators, such as property tax and motor vehicle license fees continue to grow steadily. Sales tax is also projected to increase with the opening of new stores and restaurants, as well as a full year of taxable sales from the recently opened Costco store. Thus, revenues are budgeted to increase by five percent.

### 1.0 Property Taxes

Under the procedure, which resulted from the passage of Proposition 13, the City no longer sets a specific property tax rate. Property tax revenue is distributed to all the County's public agencies pursuant to State law. During the past ten years the funds derived from this source of revenue were as follows:

## ANNUAL PROPERTY TAX



For fiscal years after 1987-88, property tax receipts are net of allocation to the Community Development Commission of the City of Rohnert Park.

For fiscal year 1992-93 and subsequent fiscal years, property tax receipts are net of a 9% reduction, which has been shifted to the state.

For 1993-94, the State took an additional 15% of property taxes. In addition, the City received one-time revenue of \$327,000 due to the County of Sonoma adopting the "Teeter Plan" for allocating property taxes.

The property tax revenue projection for fiscal year 2003-04 is \$2,332,250, which is 6%, or \$127K, higher than the budget for 2002-03 based on projections received from the County. Property tax estimated for 2002-03 is \$2,445,633; therefore, the proposed budget is a conservative estimate and assumes that assessed values will stay constant.

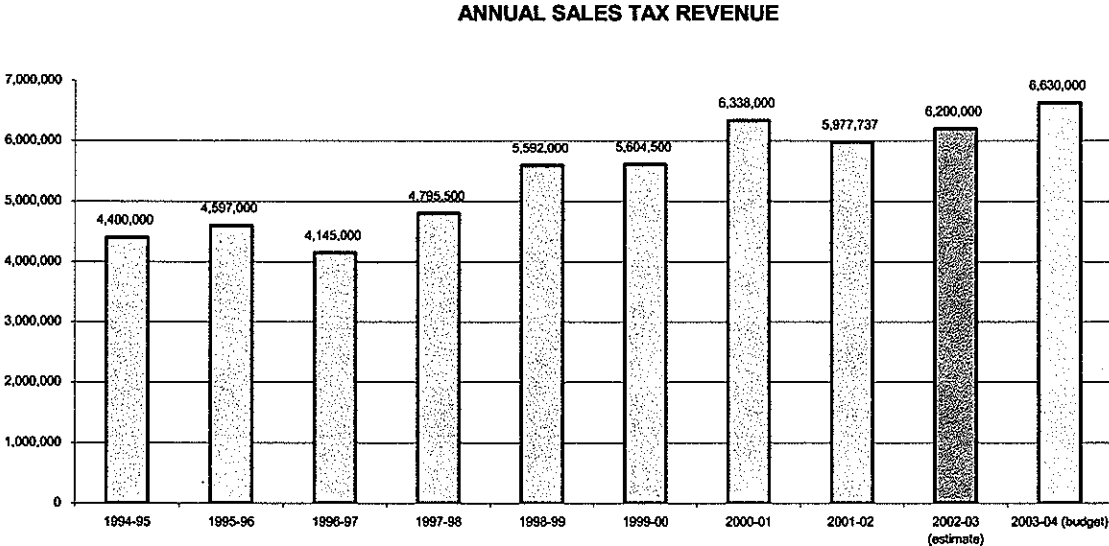
## 2.0 Sales Tax

The anticipated sales and use tax for 2003-04 of \$6,630,000 is \$280,000 more than was budgeted last year. The estimated sales tax revenue for 2002-03 is \$6.2M, which is slightly less than budget. The reason for the variance is that economic conditions did not improve over the year as forecasted and there was a three-month time lag on the receipt of sales tax generated by the new Costco store. The increase for 2003-04 is based on a full year of Costco sales, additional sales tax from new business and a forecasted 2% growth rate.

The projected 2003-04 sales tax was calculated as follows:

2002-03 Estimated Sales Tax Revenue	\$6,200,000
(+) Estimated 2% net growth in existing sales tax	120,000
(+) Projected sales tax from new business	50,000
(+) Projected additional sales tax from Costco	<u>260,000</u>
2003-04 Budgeted Sales Tax Revenue	<u><u>\$6,630,000</u></u>

During the past ten years the growth in sales tax revenue has been as follows:



Note: There was a one-time accounting change in 1998-99, which added \$474,000 in sales tax to that fiscal year.

**2.1 Transient Occupancy Tax**

Receipts from Transient Occupancy Tax continue to be an important source of revenue for the City. The City receives a fixed percentage of all 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. During 2002-03 the City is estimated to receive \$1,315,000 from this source, which is slightly below the budget of \$1,350,000. The Transient Occupancy Tax projection for 2003-04 is \$1,500,000, which includes an additional \$150,000 generated from the 1% increase in tax rate. This revenue is based on the existing number of hotel/motel rooms; at this time,



there are no new hotel/motel projects being proposed. This conservative estimate takes into consideration the downturn in the tourism industry from 2001 that has yet to rebound, as well as the increased competition from the new Petaluma Sheraton Hotel and Santa Rosa Convention Center.

## **2.2 Franchise Fees**

**2.2.1 Pacific Gas & Electric Franchise:** Fees are projected at \$320,000 for the fiscal year 2003-04. The actual franchise fees paid in 2002-03 were \$335,796, or \$35,796 higher than budget, due to the higher energy bills resulting from the energy crisis. In general, Rohnert Park receives 1% of the gross gas revenues and 1% of the gross electric revenues as its franchise fee. PG&E will be renegotiating their franchise agreement with individual cities to reflect the recent deregulation. The League of California Cities is working with PG&E to establish the terms and language of this agreement on behalf of all cities.

**2.2.2 Cable Television Franchise:** The City of Rohnert Park has a non-exclusive franchise agreement with Comcast Cable Company. For the fiscal year 2003-04 projected franchise fee revenues are \$270,000. This is a \$5,000 decrease from the prior year budget based on actual fees received. The City receives 5% of all cable gross revenues as its franchise fee.

## **2.3 Licenses and Permits**

### **2.3.1 Business Licenses**

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.

For fiscal year 2003-04, we have estimated \$495,000. This is an increase of \$10,000 over the prior year budget based on estimated actual revenue of \$507,620.

### **2.3.2 Building Permit Fees**

The 2003-04 budgeted revenues of \$248,000 are based on estimated residential units and some commercial and industrial development within the City. This includes the balance infill on residential and commercial projects.

## 2.4 Interest and Rents

**2.4.1 Investment Earnings** - A major source of revenues continues to be earnings from the investment of idle funds. The receipts for the fiscal year 2002-03 are estimated at \$927,879, which is \$272,121 under budget. Since the beginning of 2001, interest rates have been on a steady decline, going from an average portfolio yield of 6.3% in January 2001 to 4% in February 2003. This reduction equates to a drop in investment earnings by about \$750,000 annually. The 2003-04 budget is \$1,000,000, which conservatively reflects today's investment market. Included in this revenue is the principal and interest of \$276,840 on the refinanced loan between the City and Redevelopment Agency as mentioned below. The city deposits about 30% of its portfolio at the current time with the State of California LAIF. LAIF's current rate is 1.7%, about 1% below prior year. A large portion of the City's investment portfolio is also invested in certificates of deposits (CD's), which are currently earning an average rate of almost 5.5%.

**2.4.2 CDC Loan** - In 1989 & 1990, the City and Community Development Commission entered into three (3) loan agreements for the construction of the Performing Arts Center. All loans provided for 15-year paybacks of principal and interest. As part of the 1999 Certificate of Participation (COP's) issue (to build new City Hall), these loans were renegotiated and combined into one loan and the term of repayment was extended to match the 25-year repayment schedule for the City Hall COP's. In 2000, the loan agreement was amended to reflect a prepayment of \$785,000.

For 2003-04, the Community Development Commission will pay to the City's General Fund as follows (for construction of the Performing Arts Center):

Principal	\$45,000 (to Misc. Reserve)
Interest	<u>231,840</u> (to Interest Income)
Total CDC funds to GF in 2003-04	<u><u>\$276,840</u></u>
The outstanding debt as of 6/30/03 is \$2,531,000.	

In addition, the CDC currently pays the City \$70,000 per year for the city owned land occupied by the Performing Arts Center that was a CDC project. The CDC also pays an additional \$140,000 for the land on which the Community Center and Sports Center are located. These facilities were pledged as collateral as part of the 1999 COP issue.

### 2.4.3 Golf Course Lease Agreement

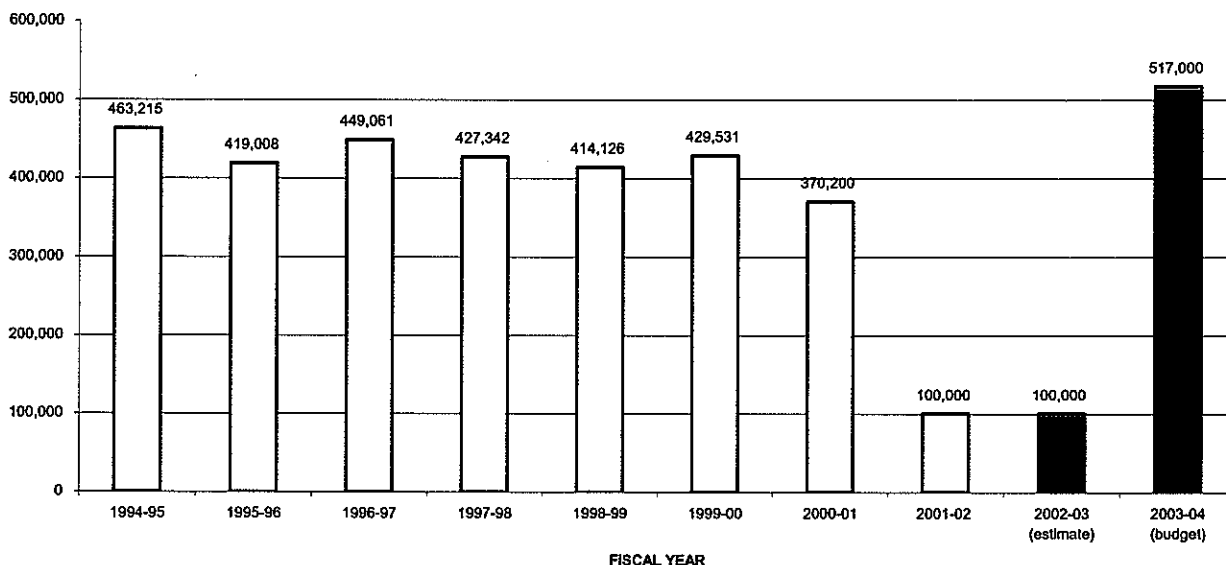
Rohnert Park entered into a new lease agreement with CourseCo to operate the City's two 18-hole golf courses. The lease term is 20 years with an optional 10-year extension. The lease also provides for an interim period of two years during course

renovation. The annual base rent during the interim period was \$200,000. In accordance with the lease agreement, the interim rent for the first two years may be reduced by a maximum of \$100,000 per year to offset the losses of the operator during renovation. For the fiscal year 2001-02, this occurred and Coursco did not make rent payments for six months in 2002-03 to recoup \$100,000 of the net operating loss. The golf course operations for 2002-03 reflect a similar net operating loss, which will be deducted from rent payments in 2003-04. The projected revenue for 2003-04 is \$517,000 and assumes that the newly renovated courses will attract the golfers back for full play and achieve the round-of-golf projection.

The structure of the lease provides for a minimum annual lease payment of \$350,000 after the interim period, as well as 12.5% of golf receipts and 4% of food/beverage/merchandise sales. The base rent and percentages increase every five years, with a maximum of \$500,000 rent, 20% of golf receipts and 6% of food/beverage/merchandise sales.

During the past ten years, the City has received revenues (lease payments) for the two golf courses as follows:

**ANNUAL GOLF REVENUE**



As Council is aware, the resident golf rates in Rohnert Park are lower than any other courses in Northern California. Our residents pay between \$9.50 and \$24.00 depending on the course and the day of the week.

Refer to budget page 28 for more detail.

## **2.5 Revenues From Other Agencies**

**State Motor Vehicle In-Lieu Taxes** - Under current law, cities are guaranteed to receive subventions from the State of California from Motor Vehicle License Fees (in-lieu tax). For fiscal year 2003-04 Rohnert Park's total motor vehicle "in-lieu" fees are budgeted at \$2,400,000, which is an increase of \$200,000 over the prior year budget. The actual revenue for 2002-03 is projected at \$2,487,515 and is an increase of \$287,515 over budget.

A few years ago, the State enacted a 66.67% decrease in this tax. Also enacted was a "backfill" to local agencies for the revenue loss (all VLF revenue goes to local agencies). This tax decrease was made because of the large 1997-98 State surplus. The City received the "backfill" revenues in 2002-03. Because of the current State budget crisis, this backfill has been a topic of discussion. The Governor's proposed budget anticipates reinstatement of the VLF. If this occurs, there will be about a three-month time lag to reinstate the VLF; however, the State has said that it will continue to make the cities and counties whole during those months. The 2003-04 budget assumes no reduction in VLF. For our City, the backfill amounts to about \$1.6 million, or about 6% of the budget.

The Governor's May revised budget removed the reimbursement of booking fees, which amounts to about \$105,000 annually to our City. Considering the State's serious financial condition, this cut is likely to remain in the adopted budget and therefore is not included in the 2003-04 budget.

In the prior year, the State cut the reimbursement of the City's contribution to the Educational Revenue Augmentation Fund (ERAF) due to their financial condition. This loss in revenue impacted the City's budget in 2003-03 by \$100,000. For 2002-03, the total ERAF shift amounted to about \$780,000. Because of the State's financial crisis, it is not anticipated that these funds will be reinstated. However, it is assumed that no additional property tax shift will occur in 2003-04.

The State budget for 2002-03 postponed the payment of all state mandated reimbursement claims indefinitely until the State's budget problems are resolved. For 2002-03, this represented about \$75,000. The May 2003 revised budget extends the postponement; therefore, the 2003-04 budget does not reflect any revenue from this source. The budget does assume the continued receipt of P.O.S.T. reimbursements for Public Safety training, vehicle abatement revenue, the COPs grant allocation, and the technology grant allocation.

## **2.6 Revenues from Charges for Current Services**

In the past, the City received about \$136,500 from the Cotati-Rohnert Park Unified School District as reimbursement for the field maintenance service provided by the City for the school grounds located within our City. In 2003, the School District decided to discontinue the contract with the City.

## 2.7 Recreation Income

Recreation revenues are budgeted to decrease by 12% in 2003-04 based on the projected current-year revenue. Revenues for 2002-03 are expected to fall about \$170,000 short of budget due to a combination of factors. As the economy entered into a recession, consumer spending declined. Recreation revenues have a direct relationship to discretionary income, which is severely impacted in a tough economy. Sports and Fitness Center memberships dropped significantly, as did facility rentals at the Community Center, Senior Center, and other recreation buildings. The largest decline in revenue occurred in the Summer Camps and After-School Programs. Fees were increased in 2003 in an effort to raise additional revenue, but the revenue projections were overly optimistic. Revenues were modified downward in the 2003-04 budget to reflect the current economic climate.

The Recreation Department operations and subsidies for 2003-04 are as follows:

	<u>Sports Center</u>	<u>Contract Classes</u>	<u>Recreation Programs</u>	<u>Comm Centers Rentals</u>	<u>Senior Center/Van</u>	<u>Pools</u>	<u>Totals</u>
Revenues	\$446,400	\$165,000	\$322,016	\$87,000	\$52,261	\$218,500	\$1,291,177
Expenditures	<u>377,241</u>	<u>70,000</u>	<u>432,707</u>	<u>158,100</u>	<u>241,567</u>	<u>294,080</u>	<u>1,573,695</u>
Profit or (Loss) Before Administration allocation	\$69,159	\$95,000	(\$110,691)	(\$71,100)	(\$189,306)	(\$75,580)	(\$282,518)
Allocation of Recreation Administration	<u>33,498</u>	<u>36,543</u>	<u>112,675</u>	<u>24,362</u>	<u>30,453</u>	<u>45,680</u>	<u>283,211</u>
City Subsidy After Administration allocation	<u>\$35,661</u>	<u>\$58,457</u>	<u>(\$223,366)</u>	<u>(\$95,462)</u>	<u>(\$219,759)</u>	<u>(\$121,260)</u>	<u>(\$565,729)</u>

## 2.8 Miscellaneous Income/Donations

The 2003-04 budget of \$7,100,000 includes one-time revenue from the sale of surplus properties. \$6.8 million of the proceeds will be set-aside in special reserves. See page 12 for detail. The preliminary estimate of proceeds from the sale of properties is as follows:

Wine Center	\$2,100,000
Stadium Lands	2,000,000 (partial payment)
SW Blvd. Fire Station	2,000,000
(2) Vacant Parcels	<u>1,000,000</u>
Total	<u>\$7,100,000</u>

### 3. EXPENDITURES

#### 3.1 Employee Services

Pursuant to negotiated Memorandums of Agreement with employee bargaining groups, this budget provides the following:

<u>Bargaining unit</u>	<u>2003-04 Adjustment</u>	<u>Expiration date</u>
RPPOA	6.0% increase	MOU expires 6/30/04
Dispatchers	6.0% increase	MOU expires 6/30/04

All of the other bargaining units' contracts expire June 30, 2003 and these units are currently in negotiations with the City. For budgeting purposes only, we have included a 3% salary increase for all units, including management and confidential.

Due to the City's financial condition, it was necessary to reduce staff to have a balanced budget. The City undertook this endeavor in the latter part of the 2002-03 fiscal year by offering the Golden Handshake to all eligible employees, with the exception of Public Safety sworn personnel that are considered essential staff. The City also eliminated positions through attrition and layoffs, for a total reduction of 30.25 positions. The one-time cost of the "Golden Handshake" and severance package is estimated at \$597,855, which will be paid from the General Fund Endowment Reserve.

The following positions are eliminated in the 2003-04 budget :

Purchasing Manager	Planning Director
Human Resource Director	Management Analyst
Fire Commander	PS Records Supervisor
YFS Secretary	Asst Civil Engineer
Building Official	Building Dept Secretary
Public Works Manager	PW Admin Asst (.5)
Senior Equipment Mechanic	PW Supervisor (3)
Maintenance Worker II (2)	Recreation Director
Recreation Services Manager	Recreation Specialist
PAC Director	PAC Technical Director
Housing Manager	City Manager Admin Asst.
City Manager P/T Secretary	CSO (Crime Prevention)
School Resource Officer	Electrician
Maintenance Helper	

The proposed budget includes six new employees: (5) Public Safety Officers and (1) Animal Shelter Technician. An analysis was performed on Public Safety overtime, which showed that for every new officer hired, there is an equivalent reduction in overtime. Since continuous overtime takes a physical toll on the officer, the City chose to

add five additional positions. In regard to the Animal Shelter Technician position, the City recently signed an agreement with the City of Sebastopol to provide animal shelter services. The City also provides animal shelter services for the City of Cotati. The additional revenue generated by these contracts will provide the funds to upgrade a part-time worker to full-time status and staff hours necessary to handle both contracts. The City also received a sizable animal shelter donation in May 2003, some of which will be used to offset the additional staff costs.

### **3.2 Supplies & Other Operating Expenditures**

Expenditures in this area have been carefully scrutinized and have decreased from last year's budget by \$123,043. This decrease is attributable to an overall reduction in travel and training, reduction in computer leases and hardware support, reduction in recruitment expense, reduction in building rent by moving the Building Department back to City Hall and street light contract savings by performing the work in-house. Once again, this budget postpones non-routine facility maintenance of the buildings, parks, pools, tennis courts, etc.

Some Public Safety departmental expenditures increased in 2003-04. The new CAD/RMS project will be fully implemented during 2003-04 and has an on-going support/maintenance cost of \$250,000. Also, the animal shelter received a large donation in 2002-03 and has scheduled about \$92,500 in facility upgrades. Refer to budget pages 21 - 26 for details.

### **3.3 Capital Outlay**

Expenditures in this area have increased from the 2002-03 budget by \$313,200. The majority of the increase is related to the purchase of five new patrol vehicles and one fire engine for the Public Safety Department. Many of the police vehicles are now over ten years old and need to be replaced for safety purposes and high maintenance costs. These vehicles will be paid from the Traffic Safety Fund. The fire engine will be lease financed over a 10-year period. Refer to budget pages 46 – 47 for a complete itemization.

## **4. RESERVE CHANGES**

Items of particular interest in this area are:

- A. Reserve for Capital Improvements and Infrastructure Maintenance - The City customarily sets aside 10% of actual revenues from Secured Property Taxes, Transient Occupancy Taxes, and Sales Taxes in order to provide for maintenance of the City's infrastructure and capital improvements. This year, the budget proposes to set aside \$0 into this reserve. The amount that would have been set-aside (\$1,027,225) will be used to balance the general fund. In order to balance the General Fund, the City has not been able to

make this transfer since 1998. In addition, prior year draws on this reserve have depleted the balance to \$0. The 2003-04 budget, however, does take a portion of the funds received from the sale of surplus property (\$2,510,446) to fund the reserve for capital improvements and infrastructure maintenance.

- B. The 2003-04 budget provides for an \$800,000 contribution from the sale of surplus properties to the Retired Employees' Medical Insurance Reserve in anticipation of the larger premium costs that will eventually be incurred in this expense category. The projected balance at the end of 2003-04 is \$2,867,500. In 1999, the City hired a consultant to perform an actuarial study on the retired health care obligation. Per the study, the City's current unfunded liability is approximately \$6.0 million. Each year, the City transfers the equivalent of 14.5% of medical premiums for regular employees to provide for medical insurance premiums for future retirees from the Self Insured Losses Reserve. However, due to the depletion of this reserve to cover rising premiums over the last few years, there was not a sufficient balance to make a contribution to the Retired Employees' Medical Insurance Reserve. The actual retiree benefit expense of \$625,968 will be paid directly from the General Fund.
- C. The 2003-04 budget includes \$45,000 principal repayment from the renegotiated loan due from the Community Development Commission to the City's General Fund for the construction of the Performing Arts Center (refer to pages 4 and 5 of this memo). This principal payment will be deposited into the Miscellaneous Reserve. The projected balance at the end of 2003-04 is \$160,000. The Miscellaneous Reserve is generally used for capital replacement items.
- D. The Reserve for Self-Insured losses will be contributing 25% of insurance premiums and deductible billings to the General Fund. The City continues to receive refunds from REMIF due to favorable claims experience in prior years. However, the premiums for Worker's Comp, Property and Liability have been gradually increasing over the last few years. In order to bring the balance for both the property/liability and workers comp reserves up to an amount equivalent to one-year's premiums plus deductibles, \$950,000 will be transferred from the sale of surplus properties to this reserve, leaving an estimated balance at the end of 2003-04 of \$1,233,021.
- E. There are two items under the Reserve for Retirement Costs: one line item for Miscellaneous employees and one for Safety employees. These funds were placed in reserve due to the existence of "Surplus Funds" in the City's account with PERS. In addition, because of surplus funds, the City's PERS rates are reduced significantly in 2003-04, with a 7% offset to the Miscellaneous rate and a 3% offset to the Safety rate. This reduction is temporary, as the recent economic downturn has dramatically affected the PERS investment rate of return. In the past few years, PERs has experienced a negative rate of return, which is expected to continue for the next three to four years. As in 2003-04, these losses will be passed on to the

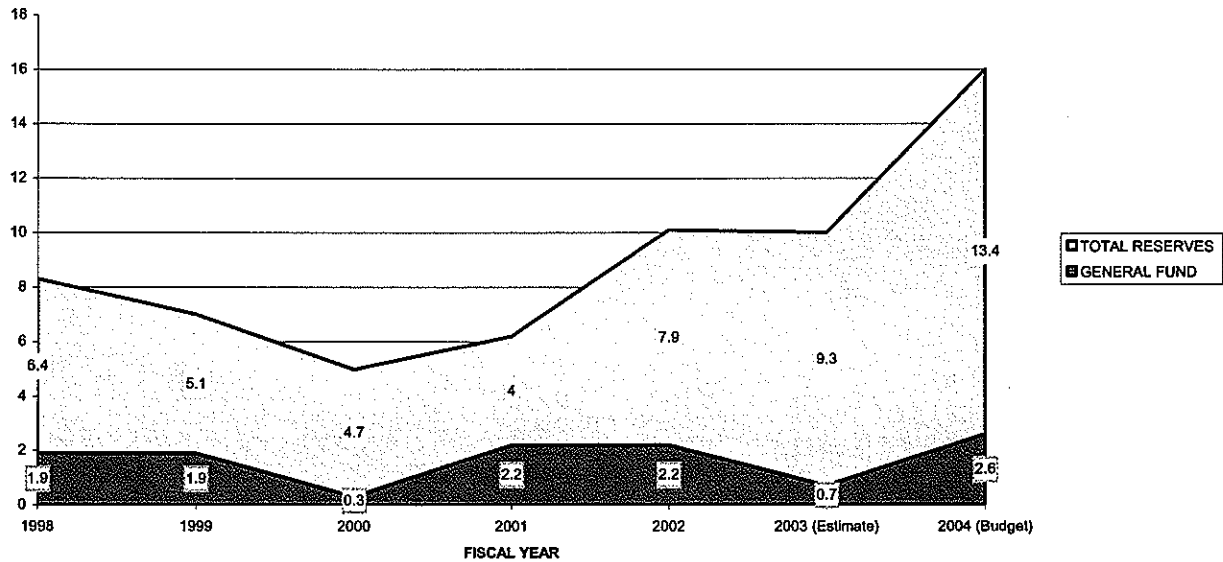


participating agencies and rates will continue to rise dramatically. For 2003-04, the PERs rate increase equated to about \$400,000. Miscellaneous employees participate in the 2% at 55 Plan while Safety employees participate in the 2% at 50 Plan effective 7/1/98. The balance in the Miscellaneous and Safety reserves at the end of 2002-03 is \$697,922 and \$267,525 respectively.

- F. The General Fund Reserve is anticipated to be 3% of operating expenditures at the end of fiscal year 2002-03. A few years ago, the City Council adopted a policy to maintain a 10% reserve balance. Thus an additional \$1.9 million is being transferred to the reserve from the sale of surplus properties for an estimated ending balance of \$2.6 million.
- G. Last year, the City established a new reserve, General Fund Endowment Reserve with the balance of the proceeds from the sale of City-owned lands for the Costco facility. This reserve is to fund on-going operations through interest earnings. The principal is to remain intact. During 2002-03, an additional \$1.3 million was added to the reserve through the sale of the Vision Center. For the 2003-04 budget, \$597,855 will be transferred to the General Fund to cover the one-time expenses of staff reductions. The estimated balance at the end of 2003-04 is \$3,983,261.
- H. A new reserve called Capital Replacement Reserve was established in 2001-02 to fund future capital outlay requirements. A start-up amount of \$785,000 was transferred to this reserve from the General Fund. For the 2002-03 budget, \$200,000 will be transferred to the General Fund for the purchase of capital items. The City's goal is to fund this reserve annually by an amount equivalent to the General Fund depreciation expense and designate this reserve as the source of funding for all future replacement capital. Thus, the annual depreciation expense of \$640,000 will be transferred from the sale of surplus properties to the Capital Replacement Reserve in 2003-04. After the transfer year, the reserve will have a balance of \$1,225,000.

The entire City's history of reserve balances are shown below in this graph:

## RESERVE BALANCES



### 5. SPECIAL FUNDS

Outlined on separate sheets in the budget are the various special funds of the City. These funds will be discussed in detail with the City Council during budget work sessions.

### 6. IN CLOSING

I would like to thank the City employees for their commitment and support in helping make those tough choices in the budgeting process, taking into consideration the limited resources. The overall goal was to focus on the City Council's goals and to maintain the level of services needed to sustain a superior quality of life for Rohnert Park's citizens.

Due to a continued depressed economy, 2002-03 has been a very difficult financial year. All indications are that the economic recovery will be slow, thus the revenues for 2003-04 are conservative. Even with the significant reduction in staff, expenditures are projected to rise in the area of salary and benefits due to increases in health insurance, worker's comp premiums and PERs retirement costs.

The City was faced, in recent years, with an increasing gap between revenues and expenditures. The City chose to use reserves and the sale of surplus properties to fill this gap the past two years. The City has decided not to continue this practice of using one-time revenues to pay for ongoing operations. Instead, the City made a difficult decision to reduce the workforce and restructure the organization to maintain the existing level of service. The City is working proactively to increase long-term revenues. In addition, staff is working diligently on the new specific plan areas to implement the City's General Plan.

I would like to acknowledge all City Commissions, City Committees, volunteer auxiliaries, and various volunteer citizens who have worked so hard this past year for the betterment of our City. Credit is also given to all City employees for providing efficient service with fewer employees per capita than most cities. My sincere thanks to all City employees for their dedicated service. A special acknowledgement goes to the Finance Director, Sandy Lipitz and her staff, thank you for a job well done.

Respectfully submitted,

Carl Eric Leivo  
City Manager

**CITY OF ROHNERT PARK**  
**2003-2004 BUDGET**  
**POSITIONS & PAY RANGES OR RATES AS OF JULY 1, 2003**

<b>ACCOUNT NUMBER.</b>	<b>DEPT.</b>	<b>POSITION</b>	<b>RANGE</b>	<b>MONTHLY SALARY</b>
1100	City Council	Councilmember	N/R	\$400.00
1200	City Manager	City Manager	N/R	\$8,854-\$10,763
		Assistant City Mgr.	100M	\$7,207-\$8,759
		Admin. Asst. to the City Manager	80CF	\$4,490-\$5,459
		Deputy City Clerk	76CF	\$3,975-\$4,832
		Administrative Assistant P/T	Hourly	Up to \$30/hr.
		Meeting Minutes Transcriber P/T	Hourly	Up to \$25/hr.
		Secretary P/T Temp.	Hourly	Up to \$18/hr.
		Office Asst. P/T Temp.	Hourly	Up to \$14/hr.
		Clerical P/T	Hourly	Up to \$12/hr.
		Admin. Intern	Hourly	Up to \$20/hr.
1300	Finance	Finance Dir./City Treasurer	98M	\$6,943-\$8,440
		Finance Services Manager	92X	\$5,726-\$6,960
		Accountant/Auditor	87X	\$5,196-\$6,316
		Senior Account Clerk-Utilities	78X	\$4,160-\$5,056
		Payroll Specialist	76CF	\$3,975-\$4,832
		Purchasing Specialist	75X	\$3,877-\$4,713
		Utility Service Specialist	75X	\$3,877-\$4,713
		Utility Service Representative	72X	\$3,593-\$4,368
		Accounting Specialist II	70X	\$3,422-\$4,160
		Customer Service Representative	66X	\$3,104-\$3,773
		Acct. Clerk P/T Temp.	Hourly	Up to \$14/hr.
		Clerical P/T	Hourly	Up to \$12/hr.
1310	Information Services	Information Systems Mgr.	90X	\$5,572-\$6,774
		Info. Systems Tech. I/II	74X/78X	\$3,773-\$5,056
1500	Legal Services	City Attorney	N/R	\$9,225
1600	Planning	Senior Planner	92X	\$5,726-\$6,960
		Associate Planner	87X	\$5,196-\$6,316
		Community Development Assistant	72X	\$3,593-\$4,368

Positions & Pay Ranges or Rates as of July 1, 2003, Cont'd

<b>ACCOUNT NUMBER</b>	<b>DEPT.</b>	<b>POSITION</b>	<b>RANGE</b>	<b>MONTHLY SALARY</b>
1700	Human Resources	HR Assistant	74CF	\$3,786-\$4,602
		Secretary II, Reg. P/T	72CF	\$20.80-\$25.29/hr.
1710	Rent Control	Housing & Redevel. Project Mgr.	87X	\$5,196-\$6,316
		Housing Services Assistant	72X	\$3,593-\$4,368
1720	Internal Audit	Management Analyst	87X	\$5,196-\$6,316
1900	Non-Departmental	Secretary I	68X	\$3,259-\$3,962
		Office Assistant I P/T	Hrly.	Up to \$14/hour
2100	Public Safety	Director of Public Safety	103M	\$7,894-\$9,595
		Public Safety Div. Commander	95M	\$6,625-\$8,052
		Public Safety Lt.	93M	\$6,013-\$7,309
		Public Safety Sergeant	89S	\$5,384.38-\$6,534.38
		Public Safety Officer	84S	\$4,792.38-\$5,816.38
		P.S. Communications Supervisor	83XD	\$4,890.32-\$5,936.32
		Fire Inspector	83X	\$4,713-\$5,729
		Evidence Specialist	80X	\$4,381-\$5,326
		Property Technician	79X	\$4,275-\$5,196
		Public Safety Officer Trainee	81S	\$4,037
		Admin. Asst. to the Dir. of P.S.	74CF	\$3,786-\$4,602
		Animal Shelter Supervisor	74X	\$3,773-\$4,586
		Public Safety Dispatcher	68XD	\$3,686.32-\$4,473.32
		Community Services Officer	69S-CSO	\$3,348-\$4,061
		Secretary I	68X	\$3,259-\$3,962
		Public Safety Records Clerk	64X	\$2,956-\$3,593
		Animal Health Technician	63X	\$2,893-\$3,518
		Secretary I Reg. P/T	68X	\$18.26-\$22.19/hr
		Office Asst. II Reg. P/T	64X	\$18.80-\$22.86/hr.
		Animal Shelter Assistant P/T	Hourly	Up to \$12/hr.
Animal Shelter Vol. Coordinator	Hourly	Up to \$14/hr.		
Office Asst. P/T Temp.	Hourly	Up to \$14/hr.		
2800	Youth & Family Services	Youth Service Specialist	86X	\$5,054-\$6,144
		P/T Clinical Supervisor	Hrly	Up to \$30/hr.

Positions & Pay Ranges or Rates as of July 1, 2003 Cont'd

<b>ACCOUNT NUMBER</b>	<b>DEPT.</b>	<b>POSITION</b>	<b>RANGE</b>	<b>MONTHLY SALARY</b>
3100	Engineering	Civil Engineer	92X	\$5,726-\$6,960
		Assistant Civil Engineer	85X	\$4,949-\$6,015
		Public Works Inspector	83X	\$4,713-\$5,729
		Engineering Technician II	78X	\$4,160-\$5,056
		Community Development Asst.	72X	\$3,593-\$4,368
		Clerical P/T	Hrly	Up to \$12/hr.
3200	Building	Building Inspector	85X	\$4,949-\$6,015
		Bldg. Inspector P/T	Hourly	Up to \$40/hr.
		Bldg. Insp. Aide P/T	Hourly	Up to \$10/hr.
		Construction Inspector P/T	Hourly	Up to \$40/hr.
3300	Public Works	Public Works Services Supervisor	90 W	\$
		Water System Supervisor	83W	\$4,775-\$5,804
		Maintenance Supervisor	79W	\$4,331-\$5,265
		Equipment Mechanic	79W	\$4,331-\$5,265
		Electrician	78W	\$4,224-\$5,134
		Arborist	76W	\$3,928-\$4,773
		Maint. Worker II	74W	\$3,844-\$4,672
		Maint. Worker I/Painter	70W	\$3,482-\$4,233
		Maint. Worker I	70W	\$3,482-\$4,233
		Water Monitoring Tech.	70X	\$3,422-\$4,160
		Secretary II	72X	\$3,593-\$4,368
		Maintenance Helper	52W	\$2,187-\$2,659
		P.W. Admin. Asst. Reg P/T	79X	\$24.66-\$29.98/hr.
		Laborer P/T (Youth)	Hourly	Up to \$8/hr.
Seasonal Maintenance Assistant	Hourly	Up to \$12/hr.		
5200	Parks & Rec.	Recreation Services Mgr.	83X	\$4,713-\$5,729
		Secretary II	72X	\$3,593-\$4,368
		Rec. Specialist-Senior Programs	75X	\$3,877-\$4,713
		Rec. Specialist-Sports Programs	75X	\$3,877-\$4,713
		Secretary I	68X	\$3,259-\$3,962
		Senior Programs Coordinator	66X	\$3,104-\$3,773

Positions & Pay Ranges or Rates as of July 1, 2003, Cont'd

<b>ACCOUNT NUMBER</b>	<b>DEPT.</b>	<b>POSITION</b>	<b>RANGE</b>	<b>MONTHLY SALARY</b>
		Recreation Coordinator	59X	\$11.37-\$13.82/hr.
		Senior Pool Manager	59X	\$11.37-\$13.82/hr.
		Pool Manager	53X	\$10.31-\$12.53/hr.
		Clerical P/T	Hourly	Up to \$12/hr.
		Senior Lifeguard	45X	\$9.13-\$11.10/hr.
		Sports Center Coordinator	45X	\$9.13-\$11.10/hr.
		Senior Rec. Leader	43X	\$8.49-\$10.32/hr.
		Instructor Lifeguard II (LGI)	41X	\$8.22-\$9.99/hr.
		Instructor/Lifeguard I (WSI)	40X	\$8.09-\$9.83/hr.
		Lifeguard/Cashier	38X	\$7.70-\$9.36/hr.
		Scorekeeper	37X	\$7.50-\$9.12/hr.
		Recreation Leader II	37X	\$7.50-\$9.12/hr.
		Facility Attendant II	37X	\$7.50-\$9.12/hr.
		Facility Attendant I	34X	\$7.00-\$8.51/hr.
		Recreation Leader I	34X	\$7.00-\$8.51/hr.
		Pool Cashier	33X	\$6.75-\$8.20/hr.
		Instructor	Hrly	Up to \$40/hour
6210	Theatre	Managing Dir. of the PAC	92X	\$5,726-\$6,960
		Performing Arts Specialist	70X	\$3,422-\$4,160
		Office Assistant II	64X	\$2,956-\$3,593
		Theatre Technician P/T	Hourly	Up to \$12/hr.
		Group Sales Coordinator P/T	Hourly	Up to \$10/hr.
		Arts Center House Mgr. P/T	Hourly	Up to \$12/hr.
		Arts Center Admin. Asst. P/T	Hourly	Up to \$10/hr.
		Assistant Box Office Mgr. P/T	Hourly	Up to \$12/hr.
		Box Office Assistant P/T	Hourly	Up to \$10/hr.
		Marketing Assistant P/T	Hourly	Up to \$18/hr.

City of Rohnert Park  
 2003-04 Budget  
**Regular Full-time or Permanent Part-Time Employees**  
**Actual Funded Positions**

DEPT NO/ DEPARTMENT =====	7/1/00 =====	2000-01 =====	2001-02 =====	2002-03 =====	2003-04 =====	6/30/04 =====
1200 City Manager/Clerk	6.00	0.00	0.25	0.00	(2.25)	4.00
1300 Finance	13.00	(1.00)	0.00	(1.00)	(1.00)	10.00
1310 Data Processing	2.00	0.00	0.00	0.00	0.00	2.00
1600 Planning	3.00	0.00	0.00	0.00	(1.00)	2.00
1700 Personnel	2.50	0.00	0.00	0.00	(1.00)	1.50
1710 Rent Control	0.50	0.00	0.25	0.00	(0.50)	0.25
1720 Internal Audit	1.00	0.00	0.00	0.00	(1.00)	0.00
1900 Non-Departmental	1.00	0.00	0.00	0.00	0.00	1.00
2100 Public Safety Personnel	95.50	1.00	0.00	0.00	1.00	97.50
2400 Animal Shelter	1.00	0.00	0.00	0.00	1.00	2.00
2800 Youth & Family Services	3.75	0.00	0.00	(0.75)	(2.00)	1.00
3100 Engineering	4.00	0.00	0.00	0.00	(1.00)	3.00
3200 Inspection	4.00	0.00	0.00	0.00	(2.00)	2.00
3300 Public Works General	28.00	0.00	0.00	(0.50)	(4.50)	23.00
4001 Park Maintenance	9.00	0.00	0.00	0.00	(2.00)	7.00
5200 Recreation Administration	6.00	0.00	0.00	0.00	(3.00)	3.00
5501 Senior Center	2.00	0.00	0.00	0.00	0.00	2.00
5810 Sports Center	2.00	0.00	0.00	0.00	0.00	2.00
6210 Performing Arts Center	4.00	0.00	0.00	0.00	(1.00)	3.00
Total City	188.25 =====	0.00 =====	0.50 =====	(2.25) =====	(20.25) =====	166.25 =====
Additions		1.00	0.50	0.00	10.00	
Reductions		(1.00)	0.00	(2.25)	(30.25)	
Net Personnel Change		0.00 =====	0.50 =====	(2.25) =====	(20.25) =====	



City of Rohnert Park  
2003-04 Budget  
Regular Full-time or Permanent Part-Time Employees  
Authorized Positions

<u>DEPT NO/ DEPARTMENT</u>	<u>6/30/03</u>	<u>Reclass</u>	<u>Add</u>	<u>Delete</u>	<u>6/30/04</u>
<u>1200 CITY MANAGER/CLERK</u>					
City Manager	1.00				1.00
Assistant City Manager	1.00				1.00
Administrative Assistant (note b)	1.00			1.00	0.00
Administrative Asst. to the CM	1.00				1.00
Secretary I	0.75			0.75	0.00
Secretary II	1.00				1.00
Rent Control/Housing Spec. (Note a)	0.50			0.50	0.00
Total	<u>6.25</u>	<u>0.00</u>	<u>0.00</u>	<u>2.25</u>	<u>4.00</u>
<u>1300 FINANCE</u>					
General:					
Finance Director/City Treasurer	1.00				1.00
Financial Service Manager	1.00				1.00
Accountant/Auditor	1.00				1.00
Payroll:					
Payroll Specialist	1.00				1.00
Utility Billing & Collection:					
Senior Account Clerk	1.00				1.00
Utility Service Representative	1.00				1.00
Accts Payable/Licenses/Other:					
Accounting Specialist II	3.00				3.00
Purchasing:					
Purchasing Manager	1.00			1.00	0.00
Purchasing Specialist	1.00				1.00
Total	<u>11.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>10.00</u>
<u>1310 Information Systems</u>					
Information Systems Manager	1.00				1.00
IS Technician	1.00				1.00
Total	<u>2.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>
<u>1600 PLANNING</u>					
Planning & Community Dev. Director	1.00			1.00	0.00
Senior Planner	0.00	1.00			1.00
Associate Planner	1.00	(1.00)			0.00
Secretary II/Comm. Dev. Asst.	1.00				1.00
Total	<u>3.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>2.00</u>

1700 HUMAN RESOURCE

Human Resource Manager	1.00			1.00	0.00
Human Resource Assistant	1.00				1.00
Secretary II	0.50				0.50
Total	<u>2.50</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.50</u>

1710 RENT CONTROL

Rent Control/Housing Spec. (Note a)	0.50			0.50	0.00
Secretary I	0.25				0.25
Total	<u>0.75</u>	<u>0.00</u>	<u>0.00</u>	<u>0.50</u>	<u>0.25</u>

1720 ADMINISTRATIVE SERVICES

Management Analyst	1.00			1.00	0.00
Total	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>0.00</u>

1900 NON-DEPARTMENTAL

Secretary I	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
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2100 PUBLIC SAFETY

Director	1.00				1.00
Division Commanders (Captains)	2.00			1.00	1.00
Supervisors (Lieutenants)	4.00				4.00
Sergeants	10.00				10.00
PS Officers (Notes c,d, e & f)	51.00		5.00	1.00	55.00
Fire Inspector	1.00				1.00
Community Service Officers	5.00			1.00	4.00
Evidence & Property Specialist	1.00				1.00
Administrative Asst. to Director	1.00				1.00
Secretary I - Main Station	1.00				1.00
Secretary I - Main Station-P.T.	1.00				1.00
Public Safety Records Supervisor	1.00			1.00	0.00
Communications Supervisor	1.00				1.00
Public Safety Dispatcher	12.00				12.00
Office Asst. II - Main Station	2.00				2.00
Office Asst. II - Main St. P.T.	0.50				0.50
Property Technician	1.00				1.00
Public Safety Records Clerk	1.00				1.00
Total	<u>96.50</u>	<u>0.00</u>	<u>5.00</u>	<u>4.00</u>	<u>97.50</u>

2400 ANIMAL SHELTER

Animal Shelter Supervisor	1.00				1.00
Animal Shelter Technician	0.00		1.00		1.00
Total	<u>1.00</u>	<u>0.00</u>	<u>1.00</u>	<u>0.00</u>	<u>2.00</u>

2800 YOUTH & FAMILIES SERVICES

School Resource Officer	1.00			1.00	0.00
Community Resource Specialist	1.00				1.00
Secretary II - Northern Station	1.00			1.00	0.00
Total	<u>3.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>	<u>1.00</u>

3100 ENGINEERING

City Engineer	1.00	(1.00)			0.00
Civil Engineer	0.00	1.00			1.00
Assistant Civil Engineer	1.00			1.00	0.00
Public Works Inspector	1.00				1.00
Engineering Technician II	1.00				1.00
Total	<u>4.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>3.00</u>

3200 INSPECTION

Building Official	1.00			1.00	0.00
Building Inspector	2.00				2.00
Secretary II	1.00			1.00	0.00
Total	<u>4.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>	<u>2.00</u>

3300 PUBLIC WORKS/GENERAL

Public Works Manager	1.00			1.00	0.00
Public Works Adm. Assistant	0.50			0.50	0.00
Water System Supervisor	1.00				1.00
Senior Equipment Mechanic	1.00			1.00	0.00
Equipment Mechanic	1.00				1.00
Maintenance Supervisor	3.00			2.00	1.00
Maintenance Worker II	6.00				6.00
Electrician	1.00			1.00	0.00
Maintenance Worker I	5.00				5.00
Water Monitoring Technician	1.00				1.00
Secretary I	1.00	(1.00)			0.00
Secretary II	0.00	1.00			1.00
Maintenance Helper	1.00			1.00	0.00
Maintenance Worker II (Water Fund)	4.00			1.00	3.00
Maintenance Worker I (Water Fund)	0.00		3.00		3.00
Maintenance Worker II (Water Fund)	1.00				1.00
Total General	<u>27.50</u>	<u>0.00</u>	<u>3.00</u>	<u>7.50</u>	<u>23.00</u>

Parks Maintenance:

Maint. Worker III (Supervisor)	1.00			1.00	0.00
Arborist	1.00				1.00
Maintenance Worker II	3.00			1.00	2.00
Maintenance Worker I	3.00				3.00
Maintenance Helper	1.00				1.00
Total Parks Maintenance	<u>9.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>	<u>7.00</u>

Total Public Works	<u>36.50</u>	<u>0.00</u>	<u>3.00</u>	<u>9.50</u>	<u>30.00</u>
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5200 RECREATION ADMIN.

Recreation Director	1.00			1.00	0.00
Recreation Services Manager	2.00			1.00	1.00
Recreation Specialist	1.00			1.00	0.00
Secretary II	1.00				1.00
Secretary I	1.00				1.00
Total	<u>6.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3.00</u>	<u>3.00</u>

5501 CODDING CENTER (SENIOR CENTER)

Recreation Specialist	1.00				1.00
Senior Programs Coordinator	1.00				1.00
Total Senior Center	<u>2.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>

5810 SPORTS CENTER

Recreation Specialist	1.00				1.00
Office Assistant II	1.00				1.00
Total	<u>2.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>

Total Recreation

<u>10.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3.00</u>	<u>7.00</u>
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6210 PERFORMING ARTS CENTER

Director	1.00			1.00	0.00
Business Operations Manager	1.00	(1.00)			0.00
Managing Director of the PAC	0.00	1.00			1.00
Technical Director	1.00			1.00	0.00
Performing Arts Specialist	0.00		1.00		1.00
Office Assistant II	1.00				1.00
Total	<u>4.00</u>	<u>0.00</u>	<u>1.00</u>	<u>2.00</u>	<u>3.00</u>
TOTAL ALL	<u>186.50</u>	<u>0.00</u>	<u>10.00</u>	<u>30.25</u>	<u>166.25</u>

- (a) Position to be funded by CDC Housing
- (b) Position is authorized, but not filled
- (c) 1997-98 employees funded (partially) by:
  - Crime Bill - 3 PSO's
  - COPS Fast - 1 PSO
- (d) MAGNET officer (1) funded by AB 3229
- (e) (5) PSO positions added to reduce overtime
- (f) (5) PSO Trainees authorized to replace PSO vacancies

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CITY OF ROHNERT PARK  
2003-04 Budget

**OTHER CASH FUNDS**  
(not shown elsewhere unless specified)

Cash Balances - Est. June 30, 2003

General Fund Refundable Deposits		\$267,711
Water Utility Fund		3,170,923
Sewer Utility Fund		756,146
Garbage Utility Fund		0
Garbage Set-Aside Fund		20,000
Garbage Rate Stabilization Fund		442,157
Garbage Diversion/Education Fund		175,770
Utility Fund Refundable Deposits		120,142
Development Improvement Fund (see p. 42)		
Per Acre For Development Fee	\$773,847	
Special Water Connection Fee	848,772	
Water/Wastewater Conservation Fee	78,701	1,701,320
	-----	
Sewer Service Connection Fee Fund	3,315,622	
Water/Wastewater Conservation Fee	78,701	3,394,323
(see page 43)	-----	
Improvement Project Fund		(500,000)
LLEBG Funds		3,757
SLESF (AB 3229/COPS) Fund		58,677
Fire Benefit Assessment Fund		0
Mobile Home Rent Appeals Board Fund		46,274
Annexation Fees		59,296
Vehicle Abatement Funds		64,147
Copeland Creek Drainage Fund		62,933
Petty Cash Accounts		4,000
Reserves		
General Fund Reserve	\$718,239	
Special Reserves	9,257,740	9,975,979
	-----	
Dental Self-Insurance Fund		0
P.A.C. Endowment Fund		1,254,220
		-----
Sub-Total Operating Funds		21,077,775
Assessment District Reserve Funds		855,127
Deferred Compensation Fund - Employees		12,670,242
Cash with Fiscal Agent (Municipal Leasing)		92,744
Special Enforcement Unit-South		9,875
		-----
Sub-Total Restricted Funds		13,627,988
		-----
TOTAL OTHER CASH FUNDS		\$34,705,763
		=====

**CITY OF ROHNERT PARK  
PROJECTED RESERVES  
FY 2003-04**

	6/30/02 Balance	Additions (Deletions)		Est 6/30/03 Balance	Additions (Deletions)		Est 6/30/04 Balance
General Fund Reserve	\$2,203,508	(1,485,269)	(1)	\$718,239 (3% of net GF expenditures)	1,900,000	(2)	2,618,239 (10% of net GF expenditures)
Special Reserves:							
General Fund Endowment Reserve	3,246,116	1,335,000	(3)	4,581,116	(597,855)	(4)	3,983,261
Infrastructure Reserve	0	0		0	2,510,446	(13)	2,510,446
Capital Replacement Reserve	785,000	(200,000)	(5)	585,000	640,000	(6)	1,225,000
Self Insured Losses:							
Property & Liability	73,885	174,131 (106,804)	(7) (8)	141,212	50,000 (127,300) 450,000	(7) (8) (10)	513,912
Worker's Compensation	793,497	(141,688) (250,000)	(8) (9)	401,809	(182,700) 500,000	(8) (10)	719,109
Retired Employee Health Ins.	1,517,500	250,000 300,000	(9) (11)	2,067,500	800,000	(11)	2,867,500
Active Employee Health Ins.	0			0			
Reserve for Housing Programs	177,399			177,399			177,399
Miscellaneous Reserve (From CDC Theatre (P.A.C.)Pmts)	73,000	42,000	(12)	115,000	45,000	(12)	160,000
Reserve for Dev. of Addit. Recreation Facilities	163,257	(10,000)		153,257			153,257
Reserve for Purchase of Video Equipment	70,000			70,000			70,000
Reserve for Retirement Costs Miscellaneous	697,922			697,922			697,922
Safety	267,525			267,525			267,525
Total Special Reserves	<u>\$7,865,101</u>	<u>\$1,392,639</u>		<u>\$9,257,740</u>	<u>\$4,087,591</u>		<u>\$13,345,331</u>
<b>TOTAL ALL RESERVES</b>	<u><u>\$10,068,609</u></u>	<u><u>(\$92,630)</u></u>		<u><u>\$9,975,979</u></u>	<u><u>\$5,987,591</u></u>		<u><u>\$15,963,570</u></u>

**Notes:**

- (1) Transfer to General Fund to balance budget
- (2) Transfer to General Fund Reserve from sale of properties
- (3) Proceeds from sale of Vision Center
- (4) Cost of Golden Handshake and severance package
- (5) Capital Equipment purchased in 2002-03
- (6) Transfer from General Fund to fund reserve balance equal to annual depreciation expense
- (7) Estimated refund from REMIF
- (8) Transfer to General Fund to pay for self-insured losses (25% of premiums & deductible billings)
- (9) An amount equal to 14.5% of total health insurance, dental & eye care costs
- (10) Transfer from General Fund to fund reserve balance equal to one-year's expense
- (11) Transfer from General Fund to bring reserve closer to actuarial requirement
- (12) Yearly principal payment from CDC for Theatre (PAC) loan
- (13) Transfer from General Fund to fund reserve for future infrastructure improvements

CITY OF ROHNERT PARK  
 2003-04 Budget  
**RESERVE FOR CAPITAL IMPROVEMENTS AND  
 INFRASTRUCTURE REPAIR & MAINTENANCE**

Balance - July 1, 2003		\$0
Source of funds:		
10% of the following General Fund Revenues:		
1. Secured Property Tax	\$214,225	
2. Transient Occupancy Tax	150,000	
3. Sales Tax	663,000	
	-----	
Subtotal		\$1,027,225
Transfer from General Fund		2,510,446
		-----
Total Available Funds		\$3,537,671
Use of Funds:		
Transfer to General Fund (2003-04 revenue-see above)		(\$1,027,225)
		-----
Estimated Uncommitted Balance		\$2,510,446
		=====



CITY OF ROHNERT PARK  
2003-04 Budget  
General Fund

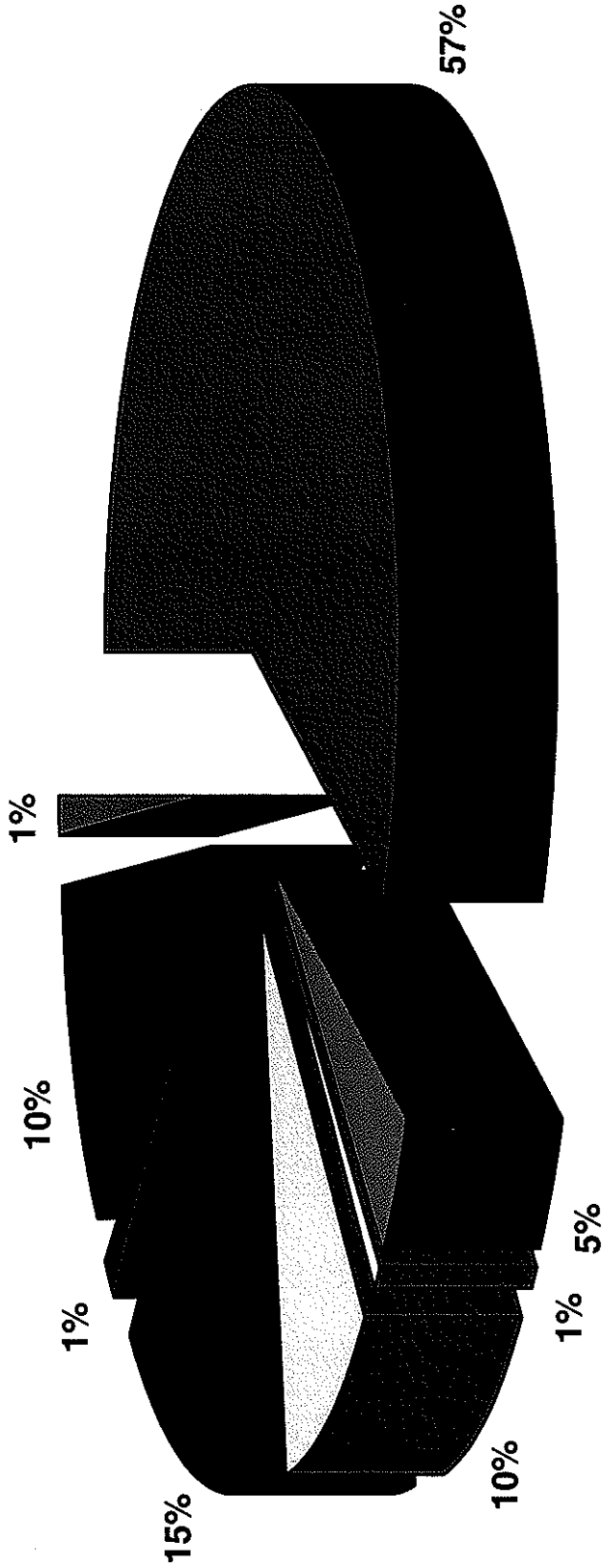
	Approved Budget
<b>GENERAL FUND CASH BAL 7/1/03</b>	\$0
<b>REVENUES:</b>	
Property Taxes	2,332,250
Taxes (Other Than Property)	9,257,600
Licenses and Permits	918,000
Fines	188,000
Interest and Rents	1,939,718
From Other Agencies	3,038,000
Charges for Current Services	2,410,277
Miscellaneous	7,298,800
Sub-total	\$27,382,645
<b>REVENUE ADJUSTMENTS:</b>	
Trans to Infrastructure Reserve	0
Tran to Res. For Dev of Addit Comm. Fac	0
<b>NET REVENUE</b>	<b>\$27,382,645</b>
<b>OTHER SOURCES/(USES) OF CASH:</b>	
From Gas Tax Fund	300,000
From Reserve for Self-Insured Losses	310,000
From Rent Appeals Board Fund	48,300
From Traffic Safety Fund	180,000
From Measure M Funds	420,000
From SLESF (AB 3229) Fund	100,000
From LLEBG Fund	20,000
From GF Endowment Reserve	597,855
To Retired Employee Medical Reserve	(800,000)
To General Fund Reserve	(1,900,000)
To Infrastructure Reserve	(2,510,446)
To Capital Replacement Reserve	(640,000)
To Self Insured Losses	(950,000)
<b>TOTAL NET SOURCES OF CASH</b>	<b>\$22,558,354</b>
<b>EXPENDITURES:</b>	
General Government	6,189,776
Public Safety	13,221,584
Public Works & Inspection	2,722,845
Parks and Recreation	2,892,014
Other	1,082,855
Sub-total	\$26,109,074
Exp. Charged To Water Operation	(1,437,600)
Exp. Charged To Sewer Operation	(958,400)
Exp. Charged to Community Dev. Commission/Housing	(443,000)
Exp. Charged to Community Dev. Commission/Projects	(536,000)
Exp. Charged to RP Housing Financing Auth.	(1,300)
Exp. Charged to Refuse Enterprise Fund	(174,420)
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>\$22,558,354</b>
<b>GENERAL FUND CASH BAL 6/30/04 - EST</b>	<b>(\$0)</b>

CITY OF ROHNERT PARK  
2003-2004 Budget  
**GENERAL FUND REVENUES**

REVENUES	Budget 2002-03	Est. Actual 6/30/2003	Budget 2003-04	% INCR/ (DECR)
Property Taxes				
Property Taxes-Secured	\$2,020,000	\$2,291,796	\$2,142,250	6%
Property Taxes-Unsecured	135,000	129,414	140,000	4%
H.O.P.T.R.	50,000	24,423	50,000	0%
<b>Total Property Taxes</b>	<b>\$2,205,000</b>	<b>\$2,445,633</b>	<b>\$2,332,250</b>	<b>6%</b>
Other Taxes				
Real Property Transfer Tax	\$120,000	\$323,046	\$150,000	25%
Sales and Use Tax	6,350,000	6,200,000	6,630,000	4%
Transient Occupancy Tax	1,350,000	1,315,486	1,500,000	11%
Franchises				
P.G. & E.	300,000	335,796	320,000	7%
Century Cable TV	275,000	271,402	270,000	-2%
Refuse Franchise Fee	355,215	338,602	387,600	9%
<b>Total Other Taxes</b>	<b>\$8,750,215</b>	<b>\$8,784,332</b>	<b>\$9,257,600</b>	<b>6%</b>
Licenses and Permits				
Business Licenses	\$485,000	\$507,620	\$495,000	2%
Animal Licenses	55,000	45,644	50,000	-9%
Building Permits	225,000	223,216	248,000	10%
Plan Check Fees	80,000	145,726	125,000	56%
<b>Total License &amp; Permits</b>	<b>\$845,000</b>	<b>\$922,206</b>	<b>\$918,000</b>	<b>9%</b>
Fines, Forfeits & Penalties				
Vehicle Code Fines	\$100,000	\$102,338	\$90,000	-10%
Parking Fines	70,000	54,380	70,000	0%
Impound Fees	20,000	14,695	18,000	-10%
Other Court Fines	15,000	6,538	10,000	-33%
<b>Total Fines, Forfeits &amp; Pen.</b>	<b>\$205,000</b>	<b>\$177,951</b>	<b>\$188,000</b>	<b>-8%</b>
Rev from Use of Money & Property				
Investment Earnings	\$1,200,000	\$927,879	\$1,000,000	-17%
Rent: Golf Courses	200,000	33,333	517,000	159%
Rent Other: Ch 22, Stadium	33,000	25,475	33,672	2%
Rent: Billboard Land Lease	10,000	14,862	10,847	8%
Rent: Land N. of Big 4 Rents	3,200	2,882	4,937	54%
Lease: Main Station Cell Towers	15,500	15,281	16,646	7%
CDC Land Leases	210,000	210,000	210,000	0%
Rent: Royal Coach Chevron	7,800	10,785	5,808	-26%
YMCA Bldg Lease	600	525	300	-50%
Rent: Alternative Ed. School	2,500	2,467	2,652	6%
Lease: Wine Center	45,000	19,808	0	-100%
Lease: Wellness Center	98,000	102,118	137,856	41%
<b>Total Rev Use of Money &amp; Prop.</b>	<b>\$1,825,600</b>	<b>\$1,365,415</b>	<b>\$1,939,718</b>	<b>6%</b>

REVENUES	Revised Budget 2002-03	Actual 6/30/2003	Budget 2003-04	% INCR/ (DECR)
Rev from Other Agencies				
State Motor Veh In Lieu	\$2,200,000	\$2,487,515	\$2,400,000	9%
Off High Motor Vehicle Lic.	1,000	1,041	1,000	0%
Public Safety Augment. Fund	190,000	197,946	200,000	5%
Grants: General Fund	150,000	143,319	112,000	-25%
Misc. Other Rev. (booking fees)	105,000	110,266	0	-100%
P.O.S.T. Reimbursements	45,000	40,339	40,000	-11%
SB 90 Mand Costs Reimb.	75,000	(9,001)	0	-100%
Lease Purchase Revenue	0	0	285,000	0%
<b>Total Rev Other Agencies</b>	<b>\$2,766,000</b>	<b>\$2,971,425</b>	<b>\$3,038,000</b>	<b>10%</b>
Charges for Current Services				
Zoning & Subdivision Fees	\$28,000	\$63,781	\$50,000	79%
General Plan Maintenance Fee	40,000	31,329	36,000	-10%
Plan Review Fee (Fire)	20,000	0	0	100%
Sale of Maps, Etc.	1,300	1,146	1,200	-8%
Special Public Safety Serv.	45,000	28,373	35,000	-22%
Fire Company Inspection Fee	50,000	26,372	35,000	-30%
Vehicle Abatement Revenue	70,000	49,176	55,000	-21%
Animal Shelter Fees	45,000	45,438	60,000	33%
Engineering Fees	10,000	89,900	20,000	100%
Weed Abatement	2,000	0	2,000	0%
<b>Sub-Total Chgs. For Curr Svc.</b>	<b>311,300</b>	<b>335,515</b>	<b>294,200</b>	<b>-5%</b>
Recreation Related Income				
Sports Center	504,500	467,000	446,400	-12%
Swimming Pools	210,000	186,570	218,500	4%
Special Contract Classes	164,000	154,751	165,000	1%
Teen Center	600	5,132	0	-100%
R.P. Comm Cntr Rentals	98,500	89,831	87,000	-12%
Burton Ave Center Rentals	21,000	15,662	17,000	-19%
Benecia Youth Center	0	0	0	0%
Ladybug Rec Building	1,000	274	1,000	0%
Recreation Programs	425,800	330,475	322,016	-24%
Senior Center	55,175	63,482	52,261	-5%
<b>Total Recreation Income</b>	<b>\$1,480,575</b>	<b>\$1,313,177</b>	<b>\$1,309,177</b>	<b>-12%</b>
Performing Arts Center	655,300	500,333	805,300	23%
Assessment District Admin.	0	1,320	0	0%
Library Landscape Maint.	1,600	2,163	1,600	0%
School Grounds Maintenance	136,500	100,386	0	-100%
Recreation Grants	30,000	43,845	0	0%
<b>Total Charges Current Services</b>	<b>\$2,615,275</b>	<b>\$2,296,739</b>	<b>\$2,410,277</b>	<b>-8%</b>
Miscellaneous Income/Donations	\$88,000	\$155,781	\$198,800	126%
Sale of land/buildings	\$1,000,000	\$1,346,373	\$7,100,000	610%
<b>Total General Fund Revenues</b>	<b>\$20,300,090</b>	<b>\$20,465,855</b>	<b>\$27,382,645</b>	<b>35%</b>
Total excluding Sale of land/bldgs and Recreation Grants	<u>\$19,270,090</u>	<u>\$19,075,637</u>	<u>\$20,282,645</u>	<u>5%</u>

# REVENUES BY MAJOR CATEGORY



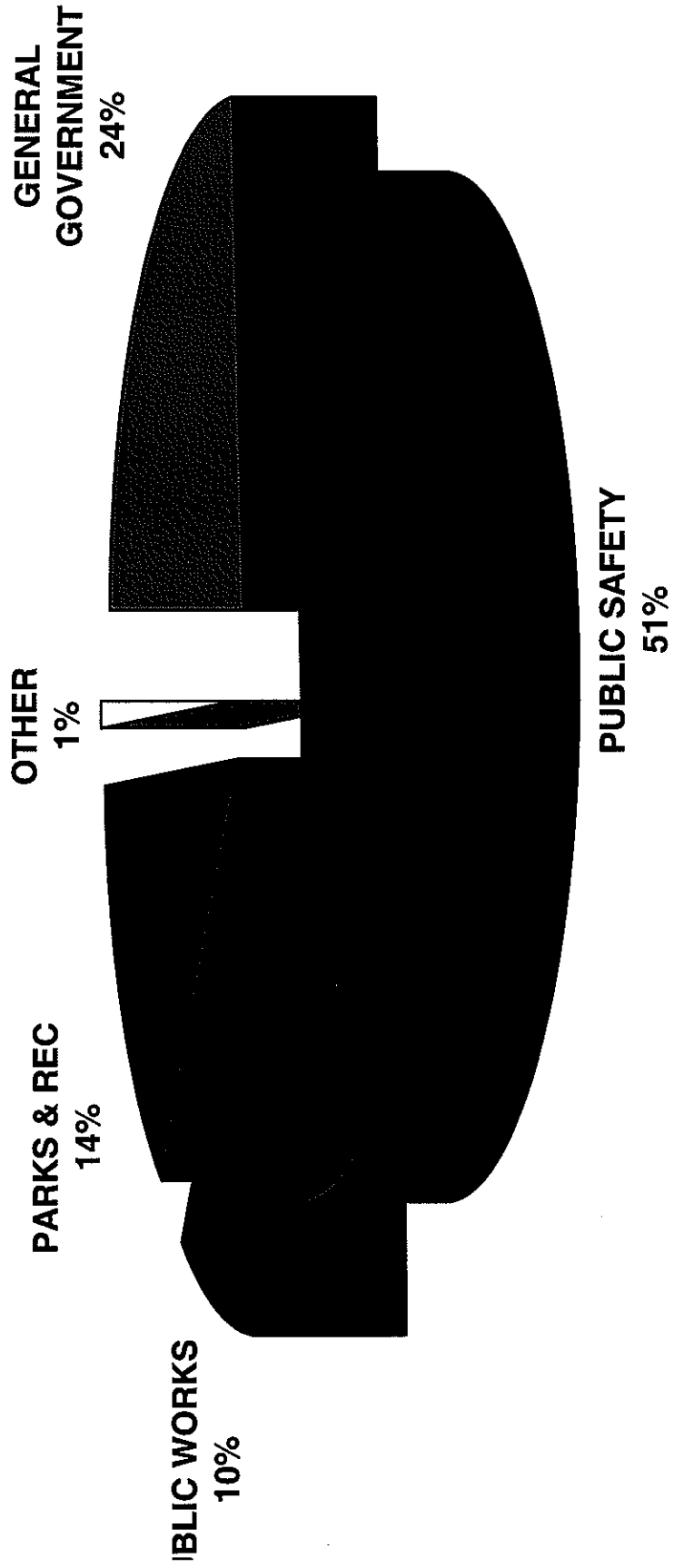
■ TAXES	■ LICENSES & PERMITS
□ FINES	□ INTEREST & RENTS
■ REVENUE FROM OTHER AGENCIES	■ CHARGES FOR SERVICES
■ RECREATION INCOME	■ OTHER INCOME

CITY OF ROHNERT PARK  
2003-2004 BUDGET  
GENERAL FUND EXPENDITURES

CATEGORY/DEPT.	2002-03 BUDGET	2003-04 BUDGET	\$ INCREASE (DECREASE)	% CHANGE
<b>GENERAL GOVERNMENT</b>				
City Council	\$93,441	\$94,039	\$598	0.64%
City Manager	524,330	485,674	(38,656)	(7.37%)
Finance & Accounting	1,003,714	933,740	(69,974)	(6.97%)
Information Systems	454,307	381,946	(72,362)	(15.93%)
Legal Services	169,014	169,486	471	0.28%
Planning Dept. & Comm.	363,876	283,431	(80,444)	(22.11%)
Personnel	383,154	196,206	(186,948)	(48.79%)
Rent Appeals Board	56,142	50,884	(5,258)	(9.37%)
Administrative Services	99,358	0	(99,358)	(100.00%)
City Office Building	547,180	439,820	(107,360)	(19.62%)
City Office Annex	73,700	72,700	(1,000)	(1.36%)
General Gov't-Non Dept.	1,516,849	2,175,565	658,717	43.43%
Retired Empl. Benefits	376,229	625,968	249,739	66.38%
General Gov't-Non Dept.(T/O)	909,597	280,317	(629,280)	(69.18%)
<b>TOTAL GENERAL GOVERNMENT</b>	<u>\$6,570,891</u>	<u>\$6,189,776</u>	<u>(\$381,115)</u>	<u>(5.80%)</u>
<b>PUBLIC SAFETY</b>				
Police/Fire Personnel	\$10,066,138	\$10,837,777	\$771,638	7.67%
Police Protection	766,985	930,476	163,491	21.32%
Fire Protection	232,500	517,100	284,600	122.41%
Animal Control	261,827	315,640	53,814	20.55%
Animal Shelter	54,410	130,400	75,990	139.66%
Public Safety Bldg. SW	3,400	13,400	10,000	294.12%
Public Safety Bldg. Main	314,000	312,959	(1,041)	(0.33%)
Public Safety Bldg. North	20,300	22,700	2,400	11.82%
Public Safety Bldg. South	9,100	11,900	2,800	30.77%
Civil Preparedness/Haz Mat	31,550	16,800	(14,750)	(46.75%)
Youth & Family Services	336,103	112,432	(223,671)	(66.55%)
<b>TOTAL PUBLIC SAFETY</b>	<u>\$12,096,313</u>	<u>\$13,221,584</u>	<u>\$1,125,271</u>	<u>9.30%</u>
<b>PUBLIC WORKS</b>				
City Engineer	\$419,818	\$348,995	(\$70,824)	(16.87%)
Building	422,770	273,442	(149,328)	(35.32%)
General	1,873,753	1,428,408	(445,344)	(23.77%)
Maint. of Trees/ Parkways	150,700	150,700	0	0.00%
Maintenance of Streets	99,600	88,000	(11,600)	(11.65%)
Street Lighting	276,600	231,100	(45,500)	(16.45%)
Traffic Signals	90,000	100,000	10,000	11.11%
Storm Drains & Drainage	200	100,200	100,000	50000.00%
Weed Abatement	2,000	2,000	0	0.00%
<b>TOTAL PUBLIC WORKS</b>	<u>\$3,335,441</u>	<u>\$2,722,845</u>	<u>(\$612,596)</u>	<u>(18.37%)</u>

CATEGORY/DEPT.	2002-03 BUDGET	2003-04 BUDGET	\$ INCREASE (DECREASE)	% CHANGE
<b>PARKS &amp; RECREATION</b>				
Park Maintenance	\$719,474	\$585,298	(\$134,175)	(18.65%)
Alicia Park	30,700	26,700	(4,000)	(13.03%)
Benecia Park	33,500	32,000	(1,500)	(4.48%)
Caterpillar Park	6,200	5,200	(1,000)	(16.13%)
Colegio Park Area	17,400	17,400	0	0.00%
Dorotea Park	21,900	21,900	0	0.00%
Eagle Park	28,100	28,100	0	0.00%
Golis Park	27,500	27,500	0	0.00%
Honeybee Park	22,400	22,400	0	0.00%
Ladybug Park Area	16,000	16,500	500	3.13%
Sunrise Park	43,500	43,500	0	0.00%
Magnolia Park	51,300	51,300	0	0.00%
Roberts Lake Park	19,500	19,500	0	0.00%
Rainbow Park	12,100	12,100	0	0.00%
Recreation Commission	975	1,045	70	7.18%
Recreation Admin.	544,042	304,526	(239,515)	(44.03%)
Contract Classes	90,500	70,000	(20,500)	(22.65%)
Recreation Programs	366,084	432,707	66,622	18.20%
Senior Citizen Center	255,717	237,067	(18,649)	(7.29%)
Senior Citizen Mini-Bus	5,000	4,500	(500)	(10.00%)
R.P. Community Stadium	20,700	6,000	(14,700)	(71.01%)
Alicia Pool	47,800	50,300	2,500	5.23%
Benecia Pool	41,850	49,400	7,550	18.04%
Ladybug Pool	38,200	37,600	(600)	(1.57%)
Honeybee Pool	97,200	114,280	17,080	17.57%
Magnolia Pool	49,800	42,500	(7,300)	(14.66%)
Sports Center	408,830	377,241	(31,590)	(7.73%)
Comm. Center Compl. Gr.	45,000	44,000	(1,000)	(2.22%)
Teen Center	3,000	0	(3,000)	(100.00%)
R.P. Community Center	166,600	158,100	(8,500)	(5.10%)
Burton Ave. Rec. Center	33,550	28,550	(5,000)	(14.90%)
Benecia Youth Center	0	1,000	1,000	#DIV/0!
Ladybug Rec. Bldg.	21,400	16,900	(4,500)	(21.03%)
Scout Hut	900	900	0	0.00%
Library	3,400	3,500	100	2.94%
School Grounds Maint.	108,900	2,500	(106,400)	(97.70%)
<b>TOTAL PARKS AND RECREATION</b>	<b>\$3,399,022</b>	<b>\$2,892,014</b>	<b>(\$507,008)</b>	<b>(14.92%)</b>
<b>OTHER</b>				
Golf Course General	\$0	\$0	\$0	#DIV/0!
RP Association for the Arts	0	0	0	#DIV/0!
Performing Arts Center	781,749	852,855	71,106	9.10%
Booking Fees/County	160,000	160,000	0	0.00%
Prop Tax Admin Fee/County	50,000	50,000	0	0.00%
Sexual Assault Examinations	15,000	20,000	5,000	33.33%
Non-routine Facility Maint	30,000	0	(30,000)	(100.00%)
<b>TOTAL OTHER</b>	<b>\$1,036,749</b>	<b>\$1,082,855</b>	<b>\$46,106</b>	<b>4.45%</b>
<b>TOTAL ALL DEPARTMENTS</b>	<b>\$26,438,416</b>	<b>\$26,109,074</b>	<b>(\$329,342)</b>	<b>(1.25%)</b>
<b>TOTAL W/O NON-RTN FAC. MAINT.</b>	<b>\$26,408,416</b>	<b>\$26,109,074</b>	<b>(299,342)</b>	<b>(1.13%)</b>

# EXPENDITURES BY CATEGORY



**2003-2004 Budget  
Notes to Expenditure Statements**

<p>a. A/P and payroll checks, business licenses, animal license forms utility forms, journal paper and other special supplies</p> <p>b. Utility bill printing/mailling contract</p> <p>c. Magnetic tape, printer ribbons, &amp; other misc computer supplies, general network operating expense</p> <p>d. T-1 Data Lines</p> <p>e. Hardware Maintenance Software Licensing</p> <p>f. Professional legal services</p> <p>g. Consultation for General Plan/Zoning ordinance updates</p> <p>h. Planning Dept. travel &amp; mtgs Planning Comm. travel &amp; mtgs Total</p> <p>i. Alcohol/Drug testing program (mandated) &amp; misc. contract svcs</p> <p>j. Contract with firm for employee labor concerns</p> <p>k. 6210 General \$0 6220 Police 20,000 6240 Auxiliary Fire 0 6250 Dispatchers 2,000 6260 Animal Control 3,000 6270 Fingerprints 5,000 Total \$30,000</p> <p>l. Professional legal services</p> <p>m. General maintenance</p> <p>n. Lease payments/1999 COBs</p> <p>o. General maintenance</p> <p>p. Employee Termination Cost: Vacation Payoff Admin Leave Payoff</p> <p>q. Golden Handshake Cost:</p> <p>r. Worker's Comp. (REMIF) Self-Insured Losses-WCI</p>	<p>s. ABAG \$6,500 Nat. League of Cities 3,100 League of California Cities 12,000 LAFCO 9,000 Other 630</p> <p>t. Professional services</p> <p>u. Annual City audit-incl. FDA, Single Audit, CDC</p> <p>v. 6410 REMIF (incl prop, auto) \$449,211 6420 Self-insured losses 60,000</p> <p>w. Employee service awards and Commission appreciation affairs \$15,000 REMIF and other 5,000</p> <p>x. Community promotion &amp; support Refer to page 45 for itemization</p> <p>y. Non-smoking allowance(4510) \$23,675 Residency Allowance(4511) 76,980 Total \$100,655</p> <p>z. PERS (Employee-4901) \$855,078 PERS (Employee-4902) 1,023,500 Deferred compensation(4903) 22,906 Total \$1,901,484</p> <p>aa. Life ins/salary contin.(4930) \$71,901 Long Term Disability 55,602 Health (Current employees/492X) 1,696,216 Dental care(4924) 145,450 Eye care(4923) 344,880 Medicare(4925) 150,169 Mgmt Medical (4961 &amp; 4970) 32,000 Other 8,500 Total \$2,504,718</p> <p>ab. Non-departmental benefits as follows: Retired employees medical ins. \$427,328 Retired employees mgt medical 26,700 Retired employees eye care 41,400 Retired employees dental 99,360 Mgt. employee life ins. 22,680 State unemployment insurance 6,000 Counseling 500 Immunizations 2,000 Total \$625,968</p>
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CITY OF ROHNERT PARK  
2003-2004 Budget  
General Government Expenditures

	Total General Govt.	City Council	City Manager/ Clerk	Finance & Acct.	Data Proc.	Legal Services	Plng. Dept. & Comm.	Personnel	Rent Appeals Board	City Admin. Bldg.	City Hall Annex	General Govt. Non-Dept.	Non-Dept. Employee Benefits	Non-Dept. Equipment Leases
Employee Services														
4101 Regular Salaries	\$1,663,970	\$24,000	\$367,991	\$636,740	\$146,219	\$102,625	\$168,033	\$112,653	\$29,392	\$15,000	\$10,000	\$76,317	\$100,655 y	1930
4110 Longevity Pay	45,294		\$3,882	\$26,964	\$5,442	\$3,509		\$5,497					1910	
4201 Part-Time Payroll	10,150								150					
4401 Overtime Salaries	3,000		3,000											
451X Residency/Non-Smoker Allow.	100,655													
4520 Other Salaries	85,343													
4800 Training and Education	31,000		1,000		5,000									
4801 Retirement and Deferred Com.	2,413,996													
492X Health and Medical Coverage	2,504,718													
4950 Worker's Compensation Ins.	738,786													
49XX Alloc. of Employee Benefits	(3,391,274)	58,239	95,401	188,806	40,185	12,361	37,829	28,356	7,992				(3,880,889)	
	\$4,205,638	\$82,239	\$471,274	\$852,510	\$206,846	\$114,986	\$209,371	\$146,506	\$37,534	\$0	\$0	\$1,458,404	\$625,968 ab	\$0
Supplies and Other Expenditures														
5100 Office Supplies	\$26,000													
5130 Postage	35,000													
5140 Books, Pamphlets & Period.	5,800		500		200	4,000	600	300		\$15,000	\$10,000			
5210 Special Dept. Supplies	33,925				8,000 c		7,800			20,000	14,000			
5220 Heat, Light and Power	30,000								50	100	300	200		
523X Telephone	59,260		300		31,600 d		360			15,000	15,000	12,000		
5240 Advertising & Publications	19,700						9,500		200	11,000	16,000			
5260 Dues and Subscriptions	37,810		2,200	2,030	300		1,300	250				10,000		
5270 Vehicles Gas & Oil	2,600		2,000									31,230 s		
5272 Auto Allowance/Mileage	11,800		3,600	4,600			3,600					600		
5310 Facility Maint/Routine	17,000									12,000 m	5,000 o			
5313 Facility Maint/Non-Routine	3,000										3,000			
5320 Vehicle Repairs & Maint.	2,500		1,000											
5330,5340 Office Equipment Maint.	118,645				52,000 e			500		12,000	9,400	1,500		
6101 Contractual Services	110,800				10,000		23,000	8,000 i	9,000	3,000		15,420		
6110 Professional Services	89,000	1,000		36,800 b		50,000 f	23,000 g	10,000 j	1,000 k			20,000		
6120 Audit Fees	65,000											5,000 t		
62XX Recruitment	30,000							30,000 x				65,000 u		
6310 Equipment Leases	65,000				65,000									
6315 Rent/Lease/Taxes	0													
64XX Insurance & Surety Bonds	509,211													
6600 Travel and Meetings	44,500		4,500	2,400	2,000	500	4,500 h	500	100			509,211 v		
6710 Community Promotion	25,000	10,000										20,000 w		
6910 Miscellaneous Other Charges	4,150	300	300				400	150	1,000			25,000 x		
6930 Election Expense	0											2,000		
TOTAL	\$1,345,701	\$11,800	\$14,400	\$80,830	\$169,100	\$54,500	\$74,060	\$49,700	\$13,350	\$88,100	\$72,700	\$717,161	\$0	\$0
Other Expenditures														
9XXX Capital Outlay Detail on	\$6,400			\$400	\$6,000			\$0	\$0					
210-7100 page 53 et sequentia	350,407									140,000 n				210,407
210-7200 Lease Debt Int. Pmts. (pg.26)	281,630									211,720 n				69,910
TOTAL	\$638,437	\$0	\$0	\$400	\$6,000	\$0	\$0	\$0	\$0	\$351,720	\$0	\$0	\$0	\$280,317
TOTAL EXPENDITURES	\$6,189,776	\$94,039	\$485,674	\$933,740	\$381,946	\$169,486	\$283,431	\$196,206	\$50,884	\$439,820	\$72,700	\$2,175,565	\$625,968	\$280,317

2003-2004 Budget  
Notes to Expenditure Statements

- a. Other salaries \$15,000  
 Fire services overtime (4121) \$125,000  
 Court time (4130) 40,000  
 Uniform Allowance (4520) 16,560  
 FTO/CTO Pay (4124) 22,409
- b. Holiday Pay \$300,000  
 Educational Stipend \$36,453
- c. Special police & fire training held every week.  
 Also, P.O.S.T. reimbursable classes (\$57,000) are included here.
- d. Ammunition, safety equipment, film & radio supplies, weapon related eq., badges & ticket books, recording tapes, flares & miscellaneous items
- e. City provides uniforms to officers required to wear them
- f. Equipment repair and maintenance \$15,000
- g. Annual maint. LiveScan & printer \$17,635  
 CLETS system, CA I.D., Blood Dra \$70,000  
 Imaging contract 2,500  
 CAD/RMS on-going support/mainten: 168,791
- h. Police sketches, central pathology, polygraph, misc.
- i. Neighborhood watch signs, sticker & other promotional literature, film & video rentals.
- j. Narcotics enforcement buy money
- k. Rescue equipment, flashlights, ladders, axes, hoses, masks, etc.
- l. Turn out gear, replacements and wildland fire turnout gear
- m. Contracts for automatic defibrillator, linens and extinguisher maint.
- n. Volunteer stipends and CSFA dues for volunteers
- o. Ongoing routine supplies and facility maintenance

- p. Renovate cat isolation room \$15,000  
 Replace flooring 30,000  
 Two shade structures 7,000  
 Enclose puppy visiting room 2,500  
 Enclose dog room "b" 2,000  
 Screening in dog room 8,000  
 Paint exterior of building 8,000  
 Install intercom system 5,000  
 Landscaping 5,000  
 Other miscellaneous facility maintenar. 10,000
- q. Ongoing routine supplies and facility \$93,500
- r. Misc. main station building maintenar \$10,000
- s. Tint windows \$20,000  
 Unanticipated facility maintenance 7,250
- t. Ongoing routine supplies and facility \$5,000
- u. Ongoing routine supplies and facility \$5,000
- v. Annual OES contract with County of Sc \$3,000

CITY OF ROHNERT PARK  
2003-2004 Budget  
Public Safety Expenditures

	Total Public Safety	Police/Fire Personnel	Police Protection	Fire Protection	Animal Control	Animal Shelter	Public Safety Central	Public Safety Main	Public Safety North	Public Safety South	Emerg. Prep./ Haz Mat	Youth & Family Services
Employee Services												
4101 Regular Salaries-Sworn & CSO	\$6,253,736	2,100	2,200	2,300	2,400	2,410	2,500	2,510	2,600	2,610	2,700	2,800
4102 Salaries-Dispatchers	715,426	\$6,024,038			\$153,758							\$75,940
4110 Longevity Pay	237,090	715,426										4,556
412X Fire Engineers, Capt. & EMT Pay	86,535	232,534										500
41XX Other Salaries	203,969	86,535			25,550						6,000	2,500
42XX Part-Time Salaries	28,050	2,000			1,500							14,386
4401 Overtime Salaries	651,500	650,000			1,500							
45XX Other Salaries	336,453	336,453										
4800 Training and Education	136,500		88,500	38,000	1,500							
4961 Counseling	0											
49XX Allocation of Employee Benefits	2,635,791	2,586,822			34,582							
TOTAL	\$11,285,049	\$10,837,777	\$88,500	\$38,000	\$216,890	\$0	\$0	\$0	\$0	\$0	\$6,000	\$97,882
Supplies and Other Expenditures												
5100 Office Supplies	\$28,500		\$24,000	11,000	\$4,000							\$500
5125 First Aid Supplies	11,000											
5130 Postage	7,000		7,000									
5140 Books, Pamphlets & Periodicals	6,750		4,000	1,500	500							750
521X Special Departmental Supplies	160,450		75,300	28,600	49,750	20,000	100,000	10,000		3,000	6,300	500
5220 Heat, Light & Power	133,000					2,500	94,000	2,800		1,100		
523X Telephone	100,800				2,000		400					
5240 Advertising and Publications	3,100		100									1,000
5250 Uniform Expense	67,000		42,000	25,000							1,500	100
5260 Dues and Subscriptions	7,850		4,250	2,000								
5270 Vehicle Supplies (Gas & Oil)	89,000		71,000	18,000								
5310 Facility Maintenance/Routine	118,159											
5313 Facility Maintenance/Non-Routine	134,750											
5320 Vehicle Repairs & Maint.	81,000		50,000	30,000	1,000	14,550	3,000	5,000	5,000	5,000		4,000
5330 Special Dept. Equip. (R&M)	27,200		15,000	12,000		92,500	10,000	2,500	2,500	2,500		1,500
5340 Office Equip. Supplies & Maint.	38,000		34,000		2,500							200
5350 Small Tools	0											2,500
5370 Equipment Rental	0											
6101 Contractual Services	309,426		258,926	35,500							3,000	
6103 Spay/Neuter Expense	15,000				12,000							
6110 Professional Services	21,000		10,000		11,000							
6310 Equipment Leases	600							600				
6315 Rent/Lease/Taxes	4,000											
6600 Travel and Meetings	15,500		11,500	2,500								
6710 Community Promotion	4,500		2,000	1,500								1,500
6910 Miscellaneous Other Charges	24,500		4,000	20,000								500
TOTAL	\$1,409,085	\$0	\$613,076	\$187,600	\$97,750	\$129,550	\$13,400	\$312,459	\$20,300	\$11,600	\$10,800	\$12,550
Other Expenditures												
9XXX Capital Outlay Detail on	\$527,450		\$228,900	\$291,500	\$1,000	\$850	\$0	\$500	\$2,400	\$300	\$0	\$2,000
210-7100 Lease Debt Prin. Pmts. (pg. 26)	0											
210-7200 Lease Debt Int. Pmts. (pg. 26)	0											
TOTAL	\$527,450	\$0	\$228,900	\$291,500	\$1,000	\$850	\$0	\$500	\$2,400	\$300	\$0	\$2,000
TOTAL EXPENDITURES	\$13,221,584	\$10,837,777	\$930,476	\$517,100	\$315,640	\$130,400	\$13,400	\$312,959	\$22,700	\$11,900	\$16,800	\$112,432

2003-2004 Budget  
Notes to Expenditure Statements

a.	Blueprints and miscellaneous supplies		
b.	Various contractual services		
c.	Imaging project (permanent records)		
d.	Outside plan reviews		
e.	<ul style="list-style-type: none"> <li>Boot allowance as provided for in S.E.I.U. memorandum of agreement.</li> </ul>		
f.	Routine maintenance and sup.	\$14,000	
g.	<ul style="list-style-type: none"> <li>Radio maint. contract \$1,700</li> <li>Trailers, compressors, etc 2,300</li> </ul>		
	Total	\$4,000	
h.	Fertilizers, sprinkler & plumbing parts		
i.	Routine maintenance and supplies		
j.	Landscape maintenance		
k.	<ul style="list-style-type: none"> <li>Asphalt \$10,000</li> <li>Signs 5,000</li> <li>Reflective markers 1,200</li> <li>Traffic marking tape 20,000</li> <li>Other 3,800</li> </ul>		
	Total	\$40,000	
	<ul style="list-style-type: none"> <li>1. Traffic striping \$10,000</li> <li>    Curb, gutter, sidewalk : 30,000</li> <li>    Overlays, bike paths 5,000</li> </ul>		
	Total	\$45,000	
	<ul style="list-style-type: none"> <li>m. Contract to maintain and service traffic signals in City.</li> </ul>		

CITY OF ROHNERT PARK  
2003-2004 Budget  
Public Works Expenditures

	Total Public Works	Engi- neering	Building	Public Works General	Lndscp. Trees & Parkways	Maint. of Streets & Bikeways	Street Lighting	Traffic Signal Maint.	Storm Drains & Ditches	Weed Abatement
Employee Services		3100	3200	3300	3410	3420	3600	3700	3910	3920
Regular Payroll	\$1,317,445	\$239,313	\$160,717	\$917,415						
Longevity Pay	55,802	0	270	55,532						
Stand-By Pay	25,000			25,000						
Part-Time Payroll	5,000		5,000							
Overtime Salaries	0									
Other Salaries	0									
Training & Education	12,000	500	6,500	4,000	1,000					
Alloc. of Employee Benefits	387,148	69,882	35,105	282,161						
<b>TOTAL</b>	<b>\$1,802,395</b>	<b>\$309,695</b>	<b>\$207,592</b>	<b>\$1,284,108</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Supplies and Other Exp.			\$200	\$2,000						
Office Supplies	\$2,200			400						
Postage	400			300						
Books, Pamphlets, Periodicals	1,900	100	1,500							
Bank Charges	350		350							
Special Dept. Supplies	64,200	2,000 a	3,000	8,000	8,000 h	40,000 k	2,000	20,000	200	1,000
Heat, Light and Power	150,500			2,500	8,000		120,000			
Telephone	14,300	1,300	1,000	12,000						
Clothing Allowance	7,350		350	7,000 e						
Dues and Subscriptions	3,450	2,000	750	500	200					
Vehicle Oper., Suppl., Gas & Oil	42,400	200	2,200	40,000						
Auto Allowance/Mileage	2,000	2,000								
Facility Maint./Routine	20,000			14,000 f	6,000 i					
Facility Maint./Non-Routine	100,000			0					100,000	
Hazardous Material Disposal	6,000			6,000						
Vehicle Repair & Maint.	32,250	1,500	750	30,000						
Spec. Dept. Equip. (R&M)	5,700			4,000 g	200					
Office Equipment (R&M)	2,000			2,000						
Small Tools	5,900			4,600	300					
Equipment Rental	4,000			1,500	1,500					
Contractual Services	322,000	20,000 b	10,000 c	8,000	125,000 j	45,000 l	34,000	80,000 m		
Professional Services	55,000	10,000	45,000 d							
Equipment Leases				1,000	500					
Travel and Meetings	2,950	200	750	500						
Misc. Other Charges	500									
<b>TOTAL</b>	<b>\$845,350</b>	<b>\$39,300</b>	<b>\$65,850</b>	<b>\$144,300</b>	<b>\$149,700</b>	<b>\$88,000</b>	<b>\$156,000</b>	<b>\$100,000</b>	<b>\$100,200</b>	<b>\$2,000</b>
Other Expenditures				\$0	\$0					
Capital Outlay-Detail on										
page 53 et sequentia	\$0									
Lease Debt Prin. Pmts (pg. 26)	75,100						75,100			
Lease Debt Int. Pmts. (pg. 26)	0									
<b>TOTAL</b>	<b>\$75,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL EXPENDITURES</b>	<b>\$2,722,845</b>	<b>\$348,995</b>	<b>\$273,442</b>	<b>\$1,428,408</b>	<b>\$150,700</b>	<b>\$88,000</b>	<b>\$231,100</b>	<b>\$100,000</b>	<b>\$100,200</b>	<b>\$2,000</b>

2003-2004 Budget  
Notes to Expenditure Statements

a. 5214 Sports supplies			
Basketball	\$400		
Volleyball	900		
Softball	9,700		
Awards	2,000		
Rental equipment	500		
Sub-total	-----		
	\$13,500		\$21,000
5216 Publicity			7,000
Brochures & ads	10,000		9,000
Total	-----		6,000
	\$23,500		11,000
	=====		-----
			\$54,000
b. Pro shop purchases	\$4,000		
c. Janitorial contract	\$17,000		
Cleaning supplies	6,000		
Repair supplies	4,000		
Floor refinish	13,000		
Misc. repairs	5000		
	-----		
	\$45,000		\$7,000
	=====		2,000
			2,000
d. Contract pmt. to instruct.	\$17,000		
Other	1,000		
e. Chemicals for fountain			
f. Landscape contract for Community Center Complex grounds			
g. Janitorial service			
Heating/air conditioning maint., pest control			
M/U floor products, paper/cleaning supplies			
Floor repairs/replacements			
Other maintenance			
Total			
h. Janitorial service			
Heating/AC maint., pest control			
Paper/cleaning supplies			
i. Ongoing facility maintenance and supplies			
j. Ongoing facility maintenance and supplies			
k. Ongoing facility maintenance and supplies			

CITY OF ROHNERT PARK  
2003-2004 Budget  
Parks and Recreation Expenditures

	Total	Recreation Commission	Sports-Center	Comm. Center Grounds	Community Center	Burton Ave. Rec. Center	Benecla Rec. Center	Ladybug Rec. Bldg.	Scout Hut	Library
Employee Services										
4101 Regular Salaries	\$119,978	5100	5810	5815	5830	5840	5850	5860	5870	6300
4110 Longevity Pay	4,660		\$119,978							
4120 Fire Engineer Pay	0		4,660							
4201 Part-Time Payroll	0									
42XX Part-Time Payroll	60,500		47,000		13,500					
4401 Overtime Pay	0									
4501 Holiday Pay	0									
4800 Training and Education	0									
49xx Employee Benefits Allocation	23,903		23,803	100						
TOTAL	\$209,041	\$0	\$195,441	\$0	\$13,600	\$0	\$0	\$0	\$0	\$0
Supplies and Other Services										
5100 Office Supplies	\$7,300		\$7,300							
5210 Special Departmental Supplies	9,250	250	3,500	4,000 e	1,500					
521X Recreation Dept supplies	23,500		23,500 a							
5220 Heat, Light and Power	160,000		55,000	15,000	70,000	10,000		10,000		
523X Telephone	12,950		4,500		7,000	550		900		
5251 Clothing Allowance	0									
5260 Dues and Subscriptions	175	175								
5270 Vehicle Operating Supplies	0									
528X Concession Purchases	4,000		4,000 b							
5310 Facility Maint./Routine	120,900		45,000 c	3,000	54,000 g	11,000 h		6,000 i	900 j	1,000 k
5313 Facility Maint./Non-Routine	13,000				12,000					
5330 Special Dept. Equip. (R&M)	0		2,000							
5340 Office Equip. (R&M)	2,000									
5350 Small Tools	0									
5370 Equipment Rental	0									
6101 Cont. Svcs.(incl. Indsp. maint.)	49,500		18,000 d	22,000 f		7,000				2,500
6110 Professional Services	19,000		19,000							
6310 Equipment Leases	0									
6600 Travel and Meetings	620	620								
6910 Miscellaneous Other Charges	0									
TOTAL	\$422,195	\$1,045	\$181,800	\$44,000	\$144,500	\$28,550	\$1,000	\$16,900	\$900	\$3,500
Other Expenditures										
9XXX Capital Outlay Detail on										
page 53 et sequentia	\$0		\$0		\$0	\$0	\$0	\$0	\$0	\$0
210-7100 Lease Debt Prin. Pmts. (pg. 26)	0									
210-7200 Lease Debt Int. Pmts. (pg. 26)	0									
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$631,236	\$1,045	\$377,241	\$44,000	\$158,100	\$28,550	\$1,000	\$16,900	\$900	\$3,500

CITY OF ROHNERT PARK  
2003-2004 Budget  
Parks and Recreation Expenditures

Page 2 of 3

	Total	Park Maint.	Alicia Park	Benecia Park	Caterpillar Park	Colegio Vista Park	Dorotea Park	Eagle Park	Golis Park	Honeybee Park	Ladybug Park	Sunrise Park	Magnolia Park	Roberts Lake Park	Rainbow Park	
		4001	4010	4011	4012	4013	4014	4015	4016	4017	4018	4019	4020	4021	4022	
Employee Services																
4101 Regular Salaries	\$364,241	\$364,241														
4110 Longevity Pay	11,513	11,513														
4201 Part-Time Payroll	48,000	48,000														
4401 Overtime	1,000	1,000														
4512 Educational Stipend	2,820	2,820														
4800 Training & Education	500	500														
49xx Employee Benefits Allocation	125,224	125,224														
<b>TOTAL</b>	<b>\$563,298</b>	<b>\$563,298</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>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Supplies and Other Services																
5100 Office Supplies and Expense	\$0	\$0														
5140 Books/Pamphlets/Periodicals	0	0														
5210 Special Departmental Supplies	54,500	15,000	4,000	3,500	800	3,000	2,000	3,900	5,000	2,400	2,000	6,000	4,500	1,500	900	
5220 Heat, Light and Power	41,100	500	6,000	1,500	200	1,000	1,500	3,000	5,000	3,600	500	6,500	10,000	1,000	800	
5230 Telephone	2,200	800	700			600			100							
5280 Dues and Subscriptions	200	200														
5270 Vehicle Operating Supplies & Exp.	0	0														
5310 Facility Maint./Routine	30,900	2,500	4,000	2,000		1,800	1,400	800	2,200	2,000	1,000	1,000	1,800	10,000	400	
5313 Facility Maint./Non-Routine	0	0														
5330 Special Dept. Equip. (R&M)	1,500	1,500														
5350 Small Tools	1,500	1,500														
5370 Equipment Rental	0	0														
6101 Cont. Svcs (Incl. Indsp. maint.)	224,200	10,000	12,000	25,000	4,200	11,000	17,000	20,400	15,200	14,400	13,000	30,000	35,000	7,000	10,000	
6310 Rent, Leases and Taxes	0	0														
6600 Travel and Meetings	0	0														
6910 Miscellaneous Other Charges	0	0														
<b>TOTAL</b>	<b>\$356,100</b>	<b>\$32,000</b>	<b>\$26,700</b>	<b>\$32,000</b>	<b>\$5,200</b>	<b>\$17,400</b>	<b>\$21,900</b>	<b>\$28,100</b>	<b>\$27,500</b>	<b>\$22,400</b>	<b>\$16,500</b>	<b>\$43,500</b>	<b>\$51,300</b>	<b>\$19,500</b>	<b>\$12,100</b>	
Other Expenditures																
9XXX Capital Outlay Detail on																
page 53 et sequentia	\$0	\$0														
210-710X Lease Debt Prin. Pmts. (pg. 26)	0	0														
210-720X Lease Debt Int. Pmts. (pg. 26)	0	0														
<b>TOTAL</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>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$909,398</b>	<b>\$585,298</b>	<b>\$26,700</b>	<b>\$32,000</b>	<b>\$5,200</b>	<b>\$17,400</b>	<b>\$21,900</b>	<b>\$28,100</b>	<b>\$27,500</b>	<b>\$22,400</b>	<b>\$16,500</b>	<b>\$43,500</b>	<b>\$51,300</b>	<b>\$19,500</b>	<b>\$12,100</b>	



2003-2004 Budget  
Notes to Expenditure Statements

a. Special contract classes			
Adult programs	\$3,000		\$4,500
Youth programs	24,000		6,000
Pre-school programs	43,000		9,000
	<u>\$70,000</u>		<u>1,400</u>
			1,000
			3,000
			<u>\$32,900</u>
b. Special programs			
BARC Summer Camp	\$25,350		\$4,000
Ladybug Summer Camp	27,750		3,500
Day Trippers Summer Camp	15,500		5,000
All Around Summer Camp	17,500		8,000
Road Runner Summer Camp	14,000		2,000
Sports Summer Camp	8,400		200
Holiday/Spring Camp	6,500		2,000
BARC After-School Program	20,000		2,000
Ladybug After-School Program	20,000		2,000
Community Center After-School Program	20,000		2,000
Teen Activities	15,000		3,000
Ceramics Studio	17,820		4,500
Special Events	1,500		5,000
Rancho Feliz After-School Program	7,300		8,000
Recreation Coordinator	20,000		2,000
	<u>\$236,620</u>		<u>\$26,000</u>
			500
			3,000
			<u>\$26,000</u>
c. Special recreation supplies			
5212 Camps:			incl in 4101
BARC Summer Camp	\$4,000		9,000
Ladybug Summer Camp	4,500		15,000
Day Trippers Summer Camp	3,000		19,000
All Around Summer Camp	7,000		7,000
Road Runner Summer Camp	5,000		500
Sports Summer Camp	1,500		5,000
Holiday/Spring Camp	3,000		5,000
BARC After-School Program	3,500		\$55,500
Ladybug After-School Program	5,000		\$4,000
Community Center After-School Program	4,500		3,000
Teen Activities	15,000		6,000
Ceramics Studio	2,400		7,000
5216 Publicity	28,000		2,000
5217 Special events	3,000		500
5218 Community garden	500		2,500
5227 Youth Crafts Faire	1,800		2,500
	<u>\$91,700</u>		<u>\$25,000</u>
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			\$4,000

CITY OF ROHNERT PARK  
2003-2004 Budget  
Parks and Recreation Expenditures  
Support Activities

Page 3 of 3	Total Parks and Rec. Pages 1-3	Total Support Activities	Recreation Admin.	Contract Classes	Recreation Programs	Codding Senior Center	Senior Citizen Mini-Bus	RP Corn. Stadium	Alicia Pool	Benecia Pool	Ladybug Pool	Honeybee Pool	Magnolia Pool	School Grounds
Employee Services	\$920,277	\$436,058	\$206,541	\$300	\$87,080	\$501	\$502	\$600	\$710	\$720	\$730	\$740	\$750	3430
Regular Payroll	36,791	20,618	15,200		236,620	\$122,437			32,900	24,700	26,000	55,500	25,000	
Longevity Pay	247,120	164,100	0		0	5,418						\$20,000		
Part-Time Payroll (Spec.Prgms.)	272,600	0	0		0	10,500								
Part-Time Payroll	1,000	0	0		0									
Overtime Payroll	2,820	0	0		0									
Holiday Pay	0	0	0		0									
Other Salaries	1,000	500	500		0									
Training and Education	247,811	98,684	47,540		8,577	36,287			1,000	500	600	3,680	500	
Allocation of Employee Benefits														
TOTAL	\$1,728,419	\$967,080	\$269,781	\$0	\$332,277	\$174,642	\$0	\$0	\$33,900	\$25,200	\$26,600	\$79,180	\$25,500	\$0
Supplies and Other Services	\$15,800	\$6,500	\$6,000			\$2,500								
Office Supplies	3,500	3,500	3,500											
Postage	250	250	250											
Books, Pamphlets & Periodicals	99,050	35,300	3,300		91,700	1,000			6,000	6,000	5,000	8,000	6,000	
Spec. Dept. Supplies	122,200	98,700	0			7,000			13,000	13,000	2,000	18,000	6,000	2,500
Recreation Department Supplies	269,100	68,000	0			20,000		1,000	600	800	800	1,000	500	
Heat, Light, Power	23,550	6,400	200			4,300								
Telephone	300	300	300											
Advertising & Publications	1,745	1,370	1,245			125								
Uniforms	9,400	9,400	4,700											
Dues and Subscriptions	16,500	12,500			2,200									
Vehicle Oper. Suppl. (Gas & Oil)	183,800	32,000							2,000	2,000	2,000	4,000	2,000	
Concession Purchases	14,000	1,000				22,000			2,500	2,000	2,000	3,000	2,000	
Facility Maintenance/Routine	4,530	4,530			3,030									
Facility Maintenance/Non-Routine	2,300	800												
Vehicle Repairs & Maint.	12,800	10,800	9,500			1,000			100	100	100	100	500	
Spec. Dept. Equip. (R&M)	1,500	0	0											
Office Equipment (R&M)	0	0	0											
Small Tools	354,200	80,500				3,500		5,000						
Equipment Rental	20,500	1,500												
Contractual Services	2,000	2,000		70,000	2,000									
Professional Services	3,070	2,450	2,000		1,500									
Equipment Leases	0	0	0											
Travel and Meetings	2,000	2,000	2,000			1,000								
Community Promotion	0	0	0											
Misc. Other Charges	0	0	0											
TOTAL	\$1,162,295	\$384,000	\$34,445	\$70,000	\$100,430	\$62,425	\$4,500	\$6,000	\$16,400	\$24,200	\$11,000	\$35,100	\$17,000	\$2,500
Other Expenditures														
Capital Outlay-Detail on	\$300	\$300	\$300											
page 53 et sequentia	0	0	0											
Lease Debt Prin. Pmts. (pg. 26)	0	0	0											
Lease Debt Int. Pmts. (pg. 26)	0	0	0											
TOTAL	\$300	\$300	\$300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$2,892,014	\$1,351,380	\$304,526	\$70,000	\$432,707	\$237,067	\$4,500	\$6,000	\$50,300	\$49,400	\$37,600	\$114,280	\$42,500	\$2,500

CITY OF ROHNERT PARK  
 2003-04 Budget  
 Summary of Lease Payments  
 Department 1930

Original Dept.	Description	Principal	7200 Interest	Total	Fiscal Year of Final Maturity Date
1900	Fiber Optic Network				2003-04
2510	Network wiring & Equipment				2003-04
5810	Nautilus Equipment		678	24,768	2003-04
	Subtotal	24,090			
1900	Teleworks/website (MEL)				2024-25
2200	Police Cars (MEL)				2024-25
2200	CAD/RMS System (MEL)				2024-25
3300	Vehicles (MEL)				2024-25
5815	Lift (MEL)				2024-25
	Subtotal	25,000	27,257	52,257	
2200	PS Vehicles				2005-06
3300	PW Manager Vehicle				2005-06
	Subtotal	60,064	7,986	68,050	
2000-13	Energy Savings Improvements	35,214	9,367	44,581	2006-07
TBD	Finance System	37,539	10,372	47,911	2008-09
2300	Fire Truck	28,500	14,250	42,750	2013-14
	Subtotal	101,253	34,000	135,253	
	Grand Total	\$210,407	\$69,910	\$280,317	

CITY OF ROHNERT PARK  
2003-04  
Budget

Golf Courses

Willows Course (South Course-Old Rohnert Park Municipal Golf Course)  
Redwoods Course (North Course-New Mountain Shadows Golf Course)

The City has an agreement with CourseCo under which said firm leases both of the City's golf courses commencing May 30, 2001. The lease is for a 20 year term with an optional extension of 10 years. There is an interim term of 2 years for construction. The payment terms are as follows:

	Base Rent	Percentage From Golf Receipts	Percentage From Food/Bev/Merch
Interim Period	\$200,000	0%	0%
Years 1-5	\$350,000	12.5%	4%
Years 6-10	\$400,000	13.5%	5%
Years 11-15	\$450,000	15.0%	6%
Years 16-20	\$500,000*	20.0%	6%
Years 21-30	\$500,000*	20.0%	6%

\* or the greater of 70% of the average of the rent paid for the previous 3 years

For the first 10 years, CourseCo will deposit into a trust account 3% of gross annual revenues for future capital improvements to the courses. For years 11-30, CourseCo will deposit 2% into the trust account. The City of Rohnert Park is not required to deposit into the capital improvement fund.

CourseCo shall make a capital contribution of \$2.25M for the improvements designated in the required work for both the north and south courses. The City of Rohnert Park shall contribute \$1M of its redevelopment agency funds to assist in the capital improvements of the north and south courses. If additional funds are needed for improvements, the City of Rohnert Park and CourseCo agree to split, on a 50/50 basis, the cost and/or debt service of an additional \$1M.

The City of Rohnert Park agreed to hold the losses in the Interim Period to a minimum by offsetting losses up to \$100,000 of its Interim Base Rent. CourseCo agreed to reduce its management fee from 5% to 3% during the Interim Period to help offset any losses. The City agreed to extend the Interim Period, not to exceed 12 months. The City also agreed to accept the Percentage Rent or Base Rent, whichever is greater, not to be less than \$200,000 during the Interim Extension Period.

2003-04 GOLF COURSES RECAP

Revenue:	
Rent from CourseCo-Lease	\$517,000
	-----
TOTAL	\$517,000
	=====

CITY OF ROHNERT PARK  
2003-2004 Budget  
SPORTS CENTER-DEPARTMENT 5810

	BUDGET 2003-2004
<b>REVENUES:</b>	
SALE OF RESIDENT CARDS	\$20,000
ADULT SPORTS	45,000
MSM GYM FEES	3,000
MEMBERSHIPS	270,000
OPEN GYM	22,500
EQUIPMENT RENTALS	1,000
FACILITY RENTALS	25,000
PRO SHOP SALES	3,000
CONTRACT CLASSES	35,000
SPORTS LEAGUES	17,700
DROP-IN CHILD CARE	200
VENDING MACHINE INCOME	1,000
OTHER BUILDING REVENUE	3,000
	-----
<b>TOTAL REVENUES</b>	<b>\$446,400</b>
<b>EXPENDITURES:</b>	
<b>Employee Services:</b>	
SALARIES-FT EMPLOYEES	\$119,978
LONGEVITY PAY	4,660
PART-TIME LABOR	47,000
EMPLOYEE BENEFITS	23,803
	-----
<b>Sub-total employee services</b>	<b>195,441</b>
<b>Supplies &amp; other expenditures:</b>	
OFFICE SUPPLIES	7,300
SPEC DEPT SUPPLIES	3,500
SPORTS SUPPLIES (incl.\$3,400 for publicity)	23,500
HEAT/LIGHT/POWER	55,000
TELEPHONE	4,500
FACILITY R & M/ROUTINE	45,000
FACILITY R & M/NON-ROUTINE	0
OFFICE EQUIP R & M	2,000
CONTRACTUAL SERVICES (incl. classes)	18,000
PROFESSIONAL SERVICES	19,000
EQUIPMENT LEASE	0
PRO SHOP PURCHASES	4,000
	-----
<b>Sub-total supplies &amp; other expenditures</b>	<b>181,800</b>
 Capital outlay detail on pages 46-47 et sequentia	  0
	-----
<b>TOTAL EXPENDITURES</b>	<b>\$377,241</b>
	-----
<b>NET INCOME/(CITY SUBSIDY)</b>	<b>\$69,159</b>
	=====

CITY OF ROHNERT PARK  
 2003-2004 Budget  
 CODDING SENIOR CENTER-DEPARTMENT 5501  
 SENIOR CENTER VAN-DEPARTMENT 5502

	BUDGET 2003-2004
<b>REVENUES:</b>	
RENT	\$12,000
FEDERAL GRANT	8,161
CONTRACT CLASSES	4,500
EXCURSIONS	4,000
SPECIAL ACTIVITIES	16,000
DONATIONS	2,500
SENIOR VAN	2,200
MISCELLANEOUS	2,900
<b>TOTAL REVENUES</b>	<b>\$52,261</b>
<b>EXPENDITURES:</b>	
<b>Employee Services:</b>	
SALARIES-FT EMPLOYEES	\$122,437
LONGEVITY PAY	5,418
PART-TIME PAYROLL	10,500
EMPLOYEE BENEFITS	36,287
<b>Sub-total employee services</b>	<b>174,642</b>
<b>Supplies &amp; other expenditures:</b>	
OFFICE SUPPLIES	2,500
POSTAGE	0
BOOKS/PAMPHLETS/PERIODICALS	0
SPEC DEPT SUPPLIES	1,000
EXCURSIONS/SPECIAL EVENTS	7,000
ADVERTISING/PUBLICATIONS	0
DUES & SUBSCRIPTIONS	125
HEAT/LIGHT/POWER	20,000
TELEPHONE	4,800
VEHICLE GAS & OIL	2,500
VEHICLE REPAIR & MAINT.	1,500
FACILITY R & M/ROUTINE	22,000
FACILITY R & M/NON-ROUTINE	0
OFFICE EQUIP R & M	1,000
CONTRACTUAL SERVICES	3,500
TRAVEL & MEETINGS	1,000
<b>Sub-total supplies &amp; other expenditures</b>	<b>66,925</b>
Capital outlay detail on pages 46-47 et sequentia	0
<b>TOTAL EXPENDITURES</b>	<b>\$241,567</b>
<b>NET CITY SUBSIDY</b>	<b>(\$189,306)</b>

CITY OF ROBERT PARK  
 2003-2004 Budget  
 Recreation Department

	Sports Center	Recreation Commission	Contract Classes	Recreation Programs	Recreation Comm Rentals	Burt Ave. Rec Center	Lady Bug Rec Bldg	Senior Center/Van	A Pool	B Pool	L Pool	H Pool	M Pool	Totals
Revenues	\$446,400	\$0	\$165,000	\$322,016	\$87,000	\$17,000	\$1,000	\$52,261	\$35,800	\$41,400	\$22,200	\$90,300	\$28,800	\$1,309,177
Expenditures	377,241	1,045	70,000	432,707	158,100	28,550	16,900	241,567	50,300	49,400	37,600	114,280	42,500	1,620,189
Profit or (Loss) Before Administration allocat	\$69,159	(\$1,045)	\$95,000	(\$110,691)	(\$71,100)	(\$11,550)	(\$15,900)	(\$189,306)	(\$14,500)	(\$8,000)	(\$15,400)	(\$23,980)	(\$13,700)	(\$311,012)
Allocation of Recreation Administration	33,498	12,181	36,543	112,675	24,362	3,045	3,045	30,453	9,136	9,136	9,136	9,136	9,136	301,481
City Subsidy After Administration allocat	\$35,662	(\$13,226)	\$58,457	(\$223,365)	(\$95,462)	(\$14,595)	(\$18,945)	(\$219,759)	(\$23,636)	(\$17,136)	(\$24,536)	(\$33,116)	(\$22,836)	(\$612,493)

CITY OF ROHNERT PARK  
2003-2004 Budget  
PERFORMING ARTS CENTER

	TOTAL BUDGET 2003-04	Admin	Productions/ Programming	Arts/Ed	Rentals
<b>REVENUES:</b>					
Admissions	\$245,000				
Fundraising	16,000	16,000	\$233,000	\$12,000	
Facility Rentals	135,500				135,500
Concessions	17,000	17,000			
Sign Income	300,000				
Interest Earned	70,000	70,000			
Miscellaneous	21,800	21,800			
<b>TOTAL REVENUES</b>	<b>\$805,300</b>	<b>\$124,800</b>	<b>\$233,000</b>	<b>\$12,000</b>	<b>\$135,500</b>
<b>EXPENDITURES:</b>					
Salaries-FT Employees	\$214,606	\$214,606			
Longevity Pay	3,893	3,893			
Part Time Labor	100,000	100,000			
Training & Education	500	500			
Employee Benefits	56,256	56,256			
<b>Sub-total employee services</b>	<b>\$375,255</b>	<b>\$375,255</b>	<b>\$0</b>		<b>\$0</b>
<b>Supplies &amp; other expenditures:</b>					
Box Office Supplies	\$2,500	\$2,500			
Office Supplies	2,000	2,000			
Bank Charges	8,000	8,000			
Postage	8,000	8,000			
Spec Dept Supplies	3,500	2,000	1,500		
Heat/Light/Power	38,200	34,000			
Telephone	8,800	7,800			
Advertising/Publications	50,000	15,000	35,000		
Vehicle Gas & Oil	1,000	1,000			
Concessions	7,000	7,000			
Facility R & M/Routine	26,500	26,500			
Facility R & M/Non-Routine	0	0			
Vehicle R & M	600	600			
Spec Dept Equip R & M	21,000	15,000			1,500
Office Equipment R & M	2,000	2,000			
Contractual Services	156,000	10,000	76,000		
Equipment Leases	0				
Travel & Meetings	2,000	2,000			
Programming	138,000	0	132,000	6,000	
Promotions/FOH	1,500	1,500			
Fundraising	1,000	1,000			
<b>Sub-total supplies &amp; other exp.</b>	<b>\$477,600</b>	<b>\$145,900</b>	<b>\$244,500</b>	<b>\$6,000</b>	<b>\$1,500</b>
<b>TOTAL EXPENDITURES</b>	<b>\$852,855</b>	<b>\$521,155</b>	<b>\$244,500</b>	<b>\$6,000</b>	<b>\$1,500</b>
<b>CITY SUBSIDY</b>	<b>(\$47,555)</b>	<b>(\$396,355)</b>	<b>(\$11,500)</b>	<b>\$6,000</b>	<b>\$134,000</b>



CITY OF ROHNERT PARK  
 2003-04 Budget  
 Water Service Rates as of August 1, 2003

Existing	Proposed New Rates
<b>Residential:</b>	
Single Family - \$28.35/Month (flat rate)	\$10.55/Month Service Charge + \$1.75/1,00 gallons
Mobile Homes - \$12,30/Month/ (flat rate)	\$158.81/Mo. Service Charge + \$1.75/1,000 gallons
<b>Commercial:</b>	
\$2.65/1,000 gallons (meter rate)	Service Charge Based on Meter Size as follows:
	¾" or 1":     \$10.55
	1 ½":        \$18.36
	2":          \$27.72
	3":          \$51.13
	4":          \$80.78
	6":          \$158.81
	8":          \$252.44
	+ \$1.75/1,000 gallons

Notes to Water Operations

(a)	6110 Water Monitoring Program	\$ 60,000
	State Health Department Fee	15,000
	SCWA Water Conservation Program	155,601
	Water Engineering Services	44,200
		-----
	Total	\$274,801
		=====
(b)	Water Model	\$ 60,450
	Residential Water Meter System	160,000
	Other preservation projects	200,000
		-----
		\$420,450
		=====

CITY OF ROHNERT PARK  
2003-04 Budget  
WATER OPERATION  
DEPARTMENT 7100

	BUDGET 2003-04
<b>ANTICIPATED REVENUE</b>	
Residential (SFD)	\$2,589,143
Commercial	1,712,089
SCWA Conservation Program	155,601
Other	2,000
<b>Total Revenue</b>	<b>\$4,458,833</b>
 <b>ANTICIPATED EXPENDITURES</b>	
4101 Full-Time Salaries	\$345,745
4XXX Employee benefits	101,418
4800 Training & Education	4,000
5100 Office Supplies	500
5130 Postage	3,000
5140 Books/Pamphlets/Periodicals	500
5210 Sp. Dept Supplies	45,000
5220 Heat, Light & Power	556,152
5230 Telephone	1,500
5260 Dues & Subscriptions	1,000
5310 Facilities R&M	15,000
5314 Hazardous Materials Disposal	3,000
5330 Spec. Dept. Equipment R&M	255,000
5350 Small Tools	4,000
5370 Equipment Rental	8,000
6101 Aqueduct Water	775,025
6110 Professional Services	274,801 (a)
6600 Travel & Meetings	1,200
6910 Miscellaneous	1,200
6920 Bad Debt Expense	5,000
<b>Total Operating Expenditures</b>	<b>\$2,401,041</b>
Depreciation Expense	400,000
General Fund Recharge	1,451,400
Preservation Capital Projects	420,450 (b)
Capital Outlay	0
<b>TOTAL EXPENDITURES</b>	<b>\$4,672,891</b>
 Excess Expenditures Over Revenues	 (\$214,058)
 Depreciation Added Back	 400,000
<b>(INCREASE) IN CASH BALANCE</b>	<b>\$185,942</b>
Before Transfer In	
 Transfer In (from Development Improvement Fund)	 0
 <b>INCREASE IN CASH BALANCE</b>	 <b>\$185,942</b>

CITY OF ROHNERT PARK  
 2002-03 Budget  
 Sewer Service Rates as of August 1, 2003 for Commercial Accounts  
 And June 1, 2004 for Single Family Residences

Existing Rates	Proposed Rates
Single Family Residence: \$36.50/Month	\$1.03 Monthly Service Charge + \$5.70/1,000 gallons
Multi-family Residence: \$24.50/Dwelling Unit	\$1.03 Monthly Service Charge + \$5.70/1,000 gallons
Mobile Home Park: \$16.56/Dwelling Unit	\$1.03 Monthly Service Charge + \$5.70/1,000 gallons
<b>Commercial:</b>	
Restaurant - \$8.35/1,000 gallons	\$1.03 Monthly Service Charge + \$9.95/1,000 gallons
All Other - \$4.85/1,000 gallons	\$1.03 Monthly Service Charge + \$7.65/1,000 gallons
Industrial - \$4.85/1,000 gallons	\$1.03 Monthly Service Charge + \$7.24/1,000 gallons

Notes to Sewer Operations

(a) Repair manholes	\$100,000
Routine facility maintenance	<u>5,000</u>
	<u>\$105,000</u>
(b) Flow meter service	\$ 3,500
Service standby generator	3,000
Service electronic controls	3,500
Pump repairs	4,000
Hydroflusher & rodder repair & Maint.	<u>4,000</u>
	<u>\$ 18,000</u>
(c) Toilet Rebate Program	<u>\$ 40,000</u>
(d) Capital Preservation Projects:	
Infiltration Reduction Program	\$ 20,000
Digital Sewer Line Base Map	20,000
Variable Frequency Drives	130,000
City Sewer Model	140,000
Parallel Sewer Interceptor	150,000
Other Preservation Projects	<u>370,000</u>
	<u>\$830,000</u>
(e) Capital Outlay	
Replace Vac Con	\$250,000
Miscellaneous Sewer Equipment	<u>50,000</u>
	<u>\$300,000</u>

CITY OF ROHNERT PARK  
2003-04 Budget  
**SEWER OPERATION**  
DEPARTMENT 7200

		<u>BUDGET</u> <u>2003-04</u>	
<b>ANTICIPATED REVENUE</b>			
	Residential (SFD)	\$2,801,802	
	Commercial	4,417,192	
	Sonoma State University	474,860	
	School District	89,559	
	<b>Total Revenue</b>	<u>\$7,783,413</u>	
<b>ANTICIPATED EXPENDITURES</b>			
4101	Full-Time Salaries	\$65,021	
4XXX	Employee Benefits	15,402	
4800	Training & Education	5,000	
5210	Sp. Dept Supplies	7,100	
5220	Heat, Light & Power	80,000	
5230	Telephone	1,500	
5251	Clothing Allowance	1,400	
5260	Dues & Subscriptions	800	
5310	Facilities R&M	105,000	(a)
5314	Hazardous Materials Disposal	400	
5330	Spec. Dept. Equipment R&M	18,000	(b)
5350	Small Tools	2,000	
6101	Contractual Services	40,000	
6110	Professional Services	40,000	(c)
6600	Travel & Meetings	1,000	
6910	Miscellaneous	500	
6920	Bad Debt Expense	10,000	
		<u>\$393,123</u>	
	<b>Total Operating Expenditures</b>		
	Depreciation Expense	350,000	
	General Fund Recharge	967,600	
5360	Laguna Plant O & M	3,859,268	
	Capitalization costs	2,637,029	
	Preservation Projects	830,000	(d)
	Capital Outlay	300,000	(e)
	<b>TOTAL EXPENDITURES</b>	<u>\$9,337,020</u>	
	Excess Expenditures Over Revenues	(\$1,553,607)	
	Depreciation Added Back	350,000	
	(DECREASE) IN CASH BALANCE	<u>(\$1,203,607)</u>	
	Before Transfer In		
	Transfer In (from Sewer Conn. Fee Fund)	<u>1,000,000</u>	
	<b>DECREASE IN CASH BALANCE</b>	<u><u>(\$203,607)</u></u>	

CITY OF ROHNERT PARK  
2003-04 Budget

**Refuse Collection Rates as of September 1, 2002**

**Residential:**

- \$18.68/Month (flat rate) for 95 gallon automated containers
- \$11.95/Month (flat rate) for 68 gallon automated containers
- \$ 8.25/Month (flat rate) for 32 gallon automated containers
- \$ 4.50/Month (flat rate) for 20 gallon automated containers
- \$18.68/Month (flat rate) for additional 95 gal. automated containers

All residences have a 95 gallon yard waste container and a 95 gallon mixed recycling container in addition to a garbage container of 20,32,68 or 95 gallons.

**Commercial and Multi-Family Units:**

1. Commercial establishments and multi-family units or complexes container charges are per month and per additional container:

- 95 gallon - \$18.68
- 68 gallon - \$11.95
- 32 gallon - \$ 8.25
- 20 gallon - \$ 7.00

2. The City sanitation officer may require the use of bins, furnished by the contract agent, for any commercial establishment or multi-family complex. When bins are used, the following monthly rates shall be charged:

Size of Bin	# of Collections	Rate
1 yard	1 per week	38.15
	2 per week	38.91
	3 per week	39.68
	4 per week	40.44
	5 per week	41.20
	6 per week	41.97
1-1/2 yards	1 per week	57.23
	2 per week	116.74
	3 per week	178.56
	4 per week	242.64
	5 per week	309.00
	6 per week	377.73
2 yards	1 per week	76.30
	2 per week	155.65
	3 per week	238.06
	4 per week	323.51
	5 per week	412.02
	6 per week	503.64
3 yards	1 per week	114.45
	2 per week	233.48
	3 per week	357.08
4 yards	1 per week	152.60
	2 per week	311.30
6 yards	1 per week	228.90
	2 per week	466.96

CITY OF ROHNERT PARK  
 2003-04 Budget  
 REFUSE OPERATION  
 DEPARTMENT 7300

	BUDGET 2003-04
<b>ANTICIPATED REVENUE</b>	
Residential	\$1,056,000
Commercial	2,820,000
Penalties	30,000
<b>Total Revenues</b>	<b>\$3,906,000</b>
<b>ANTICIPATED EXPENDITURES</b>	
Payments to franchise operator:	\$2,959,779
Waste diversion/public education	\$105,000
Community Clean-up	11,000
Bad debt expense	7,000
<b>Total Operating Expense</b>	<b>\$3,082,779</b>
Transfer to General Fund Penalty Income	30,000
Transfer to General Fund for Contract Administration 1.00%	38,760
Transfer to General Fund for Refuse Franchise Fee 10.00%	387,600
Transfer to General Fund for Billing Reimbursement 3.50%	135,660
Transfer to Utility Diversion/Education Reserve Fund 2.50%	96,900
Transfer In From Utility Diversion/Education Reserve Fund	(116,000)
Balance Retained in Refuse Rate Stabilization Fund	250,301
<b>Total Expenditures &amp; Transfers</b>	<b>\$3,906,000</b>

CITY OF ROHNERT PARK  
2003-2004 Budget

COMPUTATION OF GENERAL FUND  
ALLOCATION TO UTILITY FUND

	2003-2004 Budget	Estimated % Applied to Utility Operations	Amount
	-----	-----	-----
General Government:			
City Council	\$94,039	5%	\$4,702
City Manager	485,674	15%	72,851
Finance & Accounting	933,740	50%	466,870
Information Services	381,946	25%	95,486
Legal Services	169,486	10%	16,949
Planning	283,431	5%	14,172
Personnel	196,206	15%	29,431
Administrative Support	0	10%	0
City Offices Building	439,820	20%	87,964
City Offices Annex	72,700	50%	36,350
Non-Departmental	2,175,565	32%	696,181
Non-Departmental Benefits	625,968	32%	200,310
			-----
Sub-total General Gov't.			\$1,721,265
Public Works:			
Engineering	348,995	50%	174,497
Public Works - General	1,428,408	35%	499,943
			-----
Total			\$2,395,706 **
			=====

\*\* Used \$2,396,000 divided as follows:

	Percent	Total Dollars	Monthly Recharge
Water	60%	\$1,437,600	\$119,800
Sewer	40%	958,400	79,867
	-----	-----	-----
	100%	\$2,396,000	\$199,667
	=====	=====	=====

CITY OF ROHNERT PARK  
2003-04 Budget  
CAPITAL OUTLAY FUND

Use or Area	Balance 6/30/2003	2003-04 Anticipated Revenue	2003-04 Est. total Available
<b>Recreation Facilities:</b>			
Neighborhoods A & B	(\$31,937)	47,530	\$15,593
Colegio Vista (C)	7,760	0	7,760
Dorotea Park (D)	0	0	0
Eagle Park (E)	0	0	0
Ladybug Park (L)	0	0	0
Mt. Shadows/Coleman Vllly (H)	50,020	0	50,020
Rohnert Foothills	0	100,395	100,395
Sunrise Park (S)	7,195	0	7,195
Golis Park (G)	1,510	755	2,265
R Section	175	0	175
Area S. of E. Cotati Ave. (M)	0	11,425	11,425
Area W. of Highway 101	1,744	112,520	114,264
Other Community Facilites:	(27,263)		431,672
From Residential Devel.		311,400	
From Commercial Devel.		147,535	
Open Space - New Construction	49,096	173,000	222,096
<b>Total</b>	<b>\$58,300</b>	<b>\$904,560</b>	<b>\$962,860</b>

**Notes:**

1. Typical fees on developments and allocations (eff. 3/26/98)

	Total Fees	Recreation Facilities	Other Comm Facilities	Open Space
a. Single family homes:				
with one bedroom	\$1,050	\$350	\$450	\$250
with two bedrooms	1,285	585	450	250
with three or more bedrooms	1,455	755	450	250
b. Duplexes, apartments, condos				
with one bedroom	870	170	450	250
with two bedrooms	925	225	450	250
with three bedrooms	1,185	485	450	250
with four or more bedrooms	1,340	640	450	250
c. Adult only mobile home parks				
with one bedroom	630	---	450	180
with two bedrooms	750	50	450	250
with three or more bedrooms	870	170	450	250
d. Mobile home parks with children				
with one bedroom	750	50	450	250
with two bedrooms	870	170	450	250
with three or more bedrooms	925	225	450	250

2. Commercial and industrial development pay \$.42 per square foot of structure. All of these funds are earmarked for community facilities.

3. Anticipated revenue is based on expected development which is subject to considerable fluctuation.



CITY OF ROHNERT PARK  
2003-04 Budget  
Capital Outlay Fund

**Projects in Progress, Anticipated, or for Consideration:**

Some of the listed projects have been or may be approved for funding from other sources such as T.D.A., General Fund, Community Development Commission, grants, etc.

NOTE: All capital projects are identified in the 5-Year Capital Improvement Program Budget.

**Bencia Pool**

Filter System

**Burton Avenue Rec Center**

Upgrade

**Sunrise Park**

Soccer Field Renovation

New Playground Equipment

**Benecia Park**

Basketball Court

**Ciello & Caterpillar Parks**

New Playground Equipment

**Civic Center Mini Park**

Upgrade

**Colegio Vista Park**

New Playground Equipment

**Ladybug Park**

New Playground Equipment

**Community Center**

Beam Replacement

Community Center Improvements

Gazebo

Campus Painting

Multi-Use Floor

**Sports Center**

New Fitness Equipment

Air Conditioning System

New Roof

Indoor Swimming Pool

**Senior Center**

Expansion

**Performing Arts Center**

Re-roof PAC

**Public Works**

Refurbish Corp Yard

**Community Facilities**

Dog Park

Skateboard Park

West Side Public Safety Station

City Hall

Electronic Sign Board

Community Fields Park

CITY OF ROHNERT PARK  
2003-04 Budget

MAJOR THOROUGHFARE DISTRICT  
Traffic Signals Fund

Estimated Balance Available June 30, 2003	\$889,874
Anticipated 2002-03 receipts from construction:	
Based on 2 single family dwellings	2,170
Based on 690 multi-family home dwellings	748,650
Based on 10 acres of commercial development	<u>54,200</u>
Total Funds Available	1,694,894
Estimated Expenditures:	
	<u>0</u>
Total Estimated Expenditures	0
Anticipated Balance on June 30, 2004	<u>\$1,694,894</u>

Notes:

1. Fees charged by the city for "traffic signals" are:
  - a. The sum of \$1,085 per unit for each single family home, duplex, apt. or condominium constructed.
  - b. The sum of \$5,420 per acre for property zoned for commercial or industrial use.
  - c. The sum of \$830 per unit for mobile home parks, adult or family.
2. The City has a master plan for which intersections will eventually be signalized. Said plan was approved by the City Council on April 23, 1979(Res. No. 79-84) and is available for review in the City Engineer's office.

CITY OF ROHNERT PARK  
2003-04 Budget

Consolidated Streets and Roads Budget

	TEA-21	Traffic Signals	TFCA	Tax Fund	Gas Fund	Traffic Congestion Relief	Totals
<b>Funds Available:</b>							
Est. Balance 6/30/03, Designated Funds	\$0	\$889,874	\$0	\$780,608		\$0	\$1,670,482
Anticipated Revenues:							
2003-04 Revenues	230,000	805,020	250,000	821,000			2,106,020
Interest Earnings				30,000			30,000
<b>Total Funds Available</b>	<u>\$230,000</u>	<u>\$1,694,894</u>	<u>\$250,000</u>	<u>\$1,631,608</u>		<u>\$0</u>	<u>\$3,806,502</u>
<b>Proposed Uses of Funds:</b>							
a. To General Fund for Street Maintenance & Engineering							
Interest				(\$30,000)			(\$30,000)
2107				(300,000)			(300,000)
2107.5				(6,000)			(6,000)
<b>Total Transfers to General Fund</b>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>(\$336,000)</u>		<u>\$0</u>	<u>(\$336,000)</u>
b. Streets & Road Projects							
1. City share of Sonoma County Trans. Authority Admin.				(7,000)			(7,000)
2. RPX Interchange Phase II				(500,000)			(500,000)
3. Hinebaugh Creek Culvert Extension			(250,000)				(250,000)
4. Commerce Blvd. Bike Path	(230,000)						(230,000)
<b>Total Streets &amp; Roads Projects</b>	<u>(\$230,000)</u>	<u>\$0</u>	<u>(\$250,000)</u>	<u>(\$507,000)</u>		<u>\$0</u>	<u>(\$987,000)</u>
<b>Total Uses 2003-04</b>	<u>(\$230,000)</u>	<u>\$0</u>	<u>(\$250,000)</u>	<u>(\$843,000)</u>		<u>\$0</u>	<u>(\$1,323,000)</u>
<b>Est 6/30/04 balance</b>	<u>\$0</u>	<u>\$1,694,894</u>	<u>\$0</u>	<u>\$788,608</u>		<u>\$0</u>	<u>\$2,483,502</u>

CITY OF ROHNERT PARK  
2003-04 Budget  
Gas Tax Fund Budget

	<u>2107</u>	<u>2107.5</u>	<u>2106</u>	<u>2105</u>	<u>SB 140</u>	<u>Totals</u>
<b>Funds Available:</b>						
Balance 6/30/03, Gas Tax Funds	\$213,000	\$0	\$246,000	\$293,000	\$28,608	\$780,608
Anticipated Revenues:						
2003-04 Apportionments	350,000	6,000	200,000	265,000		821,000
Interest Earnings	30,000					30,000
<b>Total Funds Available</b>	<u>\$593,000</u>	<u>\$6,000</u>	<u>\$446,000</u>	<u>\$558,000</u>	<u>\$28,608</u>	<u>\$1,631,608</u>
<b>Proposed Uses of Funds:</b>						
a. To General Fund for Street Maintenance & Engineering	(\$30,000)					(\$30,000)
Interest	(300,000)					(300,000)
2107		(6,000)				(6,000)
2107.5						
<b>Total Transfers to General Fund</b>	<u>(\$330,000)</u>	<u>(\$6,000)</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>(\$336,000)</u>
b. Streets & Road Projects						
1. City share of Sonoma County Trans. Authority Admin.	(100,000)		(200,000)	(7,000)		(7,000)
2. RPX Interchange, Phase III				(200,000)		(500,000)
<b>Total Streets &amp; Roads Projects</b>	<u>(\$100,000)</u>	<u>\$0</u>	<u>(\$200,000)</u>	<u>(\$207,000)</u>	<u>\$0</u>	<u>(\$507,000)</u>
<b>Total Uses 2003-04</b>	<u>(\$430,000)</u>	<u>(\$6,000)</u>	<u>(\$200,000)</u>	<u>(\$207,000)</u>	<u>\$0</u>	<u>(\$843,000)</u>
Est 6/30/04 balance	\$163,000	\$0	\$246,000	\$351,000	\$28,608	\$788,608

CITY OF ROHNERT PARK  
 2003-04 Budget  
 Development Improvement Fund  
 and Special Water Connection Fees

Balance - June 30, 2003		\$1,701,320
<b>Anticipated 2003-2004 Receipts:</b>		
Per Acre For Development Fees	106,290	
Special Water Connection Fees	397,970	
Water/Wastewater Conservation Fee	<u>120,575</u>	
<b>Total Anticipated Receipts</b>		<u>624,835</u>
<b>Total Anticipated Available</b>		\$2,326,155
 <b>Possible Uses (Further Discussion/Council Approval required):</b>		
Amount to be transferred to the Water Operating Fund to pay for capital expansion projects as follows:		
SCWA Aqueduct Capital and Debt Cost	213,973	
Water Model	60,450	
New Booster Pumps, Tanks 1,2 &3	10,000	
Golf Course Drive Waterline	130,000	
Other Unanticipated Expansion Projects	<u>300,000</u>	
		714,423
<b>Additional Financing Required</b>		<u>0</u>
<b>Anticipated Balance at June 30, 2004</b>		<u><u>\$1,611,732</u></u>

CITY OF ROHNERT PARK  
2003-04 Budget

**Special Sewer Service Connection Fee**

Balance - June 30, 2003	\$3,394,323 (1)
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**Anticipated 2003-04 Receipts:**

Fees from Development	3,978,406
Water/Wastewater Conservation Fee	120,575
Repayment of Loan to General Fund (Street Lights purchase from PG&E)	75,100
	_____

Total Anticipated Available	\$7,568,404
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**Anticipated Uses:**

Amount to be transferred to Sewer Operating Fund  
to pay for a portion of the Santa Rosa Subregional  
System debt service and capital expansion projects as follows:

Laguna Plant Expansion Debt	798,612	
Parallel Sewer Interceptor Debt	50,000	
Sewer Basin Closure	100,000	
	_____	948,612

Amount to be transferred to Sewer Operating Fund to pay for Capital Preservation projects	1,000,000
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Total Anticipated Uses	\$1,948,612
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Anticipated Balance at June 30, 2004	\$5,619,792
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**Notes:**

- (1) Cash balance does not include \$300,400 (6/00 balance) loaned to other funds the purchase of the city's street light system from PG&E in 1993-94. This budget provides for year 9 (of 10) repayment at \$75,100 per year.

CITY OF ROHNERT PARK  
2003-04 Budget  
Capital Project Summary

	Capital Outlay Fund	Infrastructure Reserve	Development Impr. Fund	Sewer Connect Fee Fund	Water Oper Fund	Sewer Oper Fund	Tr. Signals Fund	Gas Tax Fund	Traffic Congestion Relief Fund	ISTEA Funds	IFCA	Total Project
Cash balance 6/30/03	\$58,300	\$0	\$1,701,320	\$3,394,323	\$0	\$0	\$889,874	\$780,608	\$0	\$0	\$0	\$6,824,425
2003-04 estimated revenue	904,560	1,027,225	624,835	4,174,081	420,450	830,000	805,020	851,000	0	230,000	250,000	10,117,171
Sub-total available funds	962,860	1,027,225	2,326,155	7,568,404	420,450	830,000	1,694,894	1,631,608	0	230,000	250,000	16,941,596
<b>Uses of funds:</b>												
To General Fund		1,027,225						336,000				1,363,225
SCWA Aqueduct Capital Cost			213,973									213,973
Water Model			60,450									60,450
New Booster Pumps			10,000									10,000
Golf Course Dr Waterline			130,000									130,000
Other Expansion Projects			300,000									300,000
Laguna Plant Expansion Debt				798,612								798,612
Parallel Sewer Interceptor Debt				50,000								50,000
Sewer Basin Closure				100,000								100,000
Residential Water Meter Proj.					160,000							160,000
Water Model					60,450							60,450
Other Preservation Projects					200,000							200,000
Infiltration Reduction Program						20,000						20,000
Digital Sewer Line Base Map						20,000						20,000
Variable Frequency Drives						130,000						130,000
City Sewer Model						140,000						140,000
Parallel Sewer Interceptor Debt						150,000						150,000
Other Preservation Projects						370,000						370,000
So. Co. Trans. Authority Exp.								7,000				7,000
RPX Interchange Phase III								500,000				500,000
Hinebaugh Creek Culvert Ext.											250,000	250,000
Commerce Blvd. Bike Path										230,000		230,000
Dog Park	16,000											16,000
Play Equipment-Ladybug	44,900											44,900
Skateboard Park	20,000											20,000
Re-roof PAC	40,000											40,000
Sub-total possible uses	120,900	1,027,225	714,423	948,612	420,450	830,000	0	843,000	0	230,000	250,000	5,384,610
Cash balance 6/30/04	\$841,960	\$0	\$1,611,732	\$6,619,792	\$0	\$0	\$1,694,894	\$786,608	\$0	\$0	\$0	\$11,556,986

CITY OF ROHNERT PARK  
2003-04  
Community Promotion and Social Services Detail  
1900-6710

Item Description	Amount Requested	Amount Proposed	Amount Approved
<b>Community Promotion:</b>			
Maps and Miscellaneous Printing	\$1,000	\$1,000	\$0
Sister Cities Relations Committee	0	0	0
California Junior Miss	0	0	0
Founders Day Event	0	0	0
Youth of the Year Program	0	0	0
Rancho Cotate Awards Program	0	0	0
Various sports teams	0	1,000	0
Sonoma County Dixiejazz Festival	0	0	0
Crossing guards (school district)	15,000	15,000	0
Christmas Toy Distribution Program	0	0	0
Associaton for the Arts	0	0	0
Retirement Events	3,000	3,000	0
Community Events	5,000	5,000	0
<b>Sub-total Community Promotion</b>	<b>\$24,000</b>	<b>\$25,000</b>	<b>\$0</b>
<b>Social Service Programs:</b>			
Family Education Center	\$0	\$0	\$0
YWCA Battered Women Shelter	0	0	0
Catholic Charities Family Support Center	0	0	0
So. Co. Assoc. for Youth Dev.	0	0	0
Boys and Girls Club	0	0	0
Face to Face	0	0	0
<b>Sub-total Social Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Community Promotion and Social Services</b>	<b>\$24,000</b>	<b>\$25,000</b>	<b>\$0</b>



CITY OF ROHNERT PARK  
 2003-04 Budget  
 Recap of Operating Capital Expenditures and Equipment

GENERAL GOVERNMENT

1300 Finance

9700 Furniture & Fixtures  
 Chair

400

1310 Information Systems

9800 Other  
 Server

6,000

Total General Government

6,400

PUBLIC SAFETY

2200 Police Protection

9510 Equipment

Color VCR and Monitor 3,000  
 Stop-Sticks 3,500  
 Multimedia TV for training room 5,000

11,500

9530 Communications Equipment

Digital Voice Logger 25,000  
 (5) Motorola HT1000 port. radio: 4,250  
 Racked radios 2,000

31,250

9610 Vehicles

(5) Patrol Vehicles (funded through TSF) 180,000

9800 Other

(3) Glock 40 Cal Handguns 1,150  
 (5) Colt AR15 Shorty Rifles 5,000

6,150

228,900

2300 Fire Protection

9510 Equipment

Miscellaneous Equipment 500

9530 Communications Equipment

(3) Sprecra Mobil Radios 6,000

9610 Vehicles

Fire Engine (to be lease financed) 285,000

291,500

2400	<u>Animal Control</u>			
	9510	Equipment		
		Thermostats for Cat Rooms		1,000
2410	<u>Animal Shelter</u>			
	9700	Furniture & Fixtures		
		Counter w/cupboards for Surgery Room		850
2510	<u>Main Station</u>			
	9700	Furniture & Fixtures		
		Chair		500
2600	<u>Northern Station</u>			
	9700	Furniture & Fixtures		
		(8) Mattresses for Replacement		2,400
2610	<u>Southern Station</u>			
	9510	Equipment		
		Scanner/Color Copier Printer		300
2800	<u>Youth &amp; Family Services</u>			
	9510	Equipment		
		Miscellaneous Equipment	1,000	
	9520	Office Equipment		
		Miscellaneous Office Equipment	1,000	2,000
			<hr/>	
	<b>Total Public Safety</b>			<hr/> <hr/> <b>527,450</b>
 <b><u>PARKS AND RECREATION</u></b>				
5200	<u>Recreation Administration</u>			
	9510	Equipment		
		Miscellaneous Equipment		300
			<hr/>	
	<b>Total Parks &amp; Recreation</b>			<hr/> <hr/> <b>300</b>
	<b>Total Capital Expenditures</b>			<hr/> <hr/> <b>534,150</b>