

RESOLUTION NO. 2015-110

**RESOLUTION OF THE COUNCIL OF THE CITY OF ROHNERT PARK
APPROVING AND ADOPTING THE OPERATING BUDGET
FOR THE CITY OF ROHNERT PARK
FOR FISCAL YEAR 2015/16**

WHEREAS, the City Manager has heretofore prepared and submitted to the City Council a proposed operating budget for the City of Rohnert Park for the fiscal year 2015/16; and

WHEREAS, on June 9th, 2014, the City Council has extensively considered the operating budget submitted by the City Manager.


NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Rohnert Park that the City of Rohnert Park Proposed Operating Budget for Fiscal Year 2015/16, attached hereto as Exhibit A is hereby approved and adopted as the operating budget for the City of Rohnert Park for fiscal year 2015/16 with the following Modifications:

- A. Changes directed or approved by Council during the review of the budget;
- B. Changes made in accordance with the Appropriations Amendment Pilot Project (Resolution 2015-056);
- C. Adjustment of salary and benefit costs in accordance with applicable laws, ordinances, and resolutions of the Council and updated cost calculations regarding such salaries and benefits;
- D. Adjustment of interfund charges, indirect costs and other costs which are allocated to various accounts in accordance with City accounting practice and Cost Allocation Plan;
- E. Carryover of FY 2014/15 appropriations related to equipment purchases that were delayed;
- F. Inclusion of any FY 2014/15 capital projects which are to be carried forward into FY 2015/16 without appropriation of additional funds and exclusion of any other FY 2014/15 projects which are not to be carried forward into 2015/16;
- G. Incorporation of approved budget adjustments in FY 2014/15 which affect the FY 2015/16 budget, and which are not reflected in the budget document;
- H. The carry forward or adjustment of revenues and expenditures for grant-funded activities, in which the expenditures and the revenues must be "balanced"; and

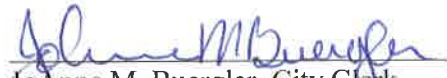
- I. Other administrative or accounting adjustments and corrections which are necessary and which are in accordance with the Council's direction and approval of the budget including the creation of capital project accounts for the purpose of administrative tracking and including, but not limited to substitutions/exchanges of non-General Fund funding sources.

DULY AND REGULARLY ADOPTED this 9th day of June, 2015.

CITY OF ROHNERT PARK


Amy O. Ahanotu, Mayor

ATTEST:

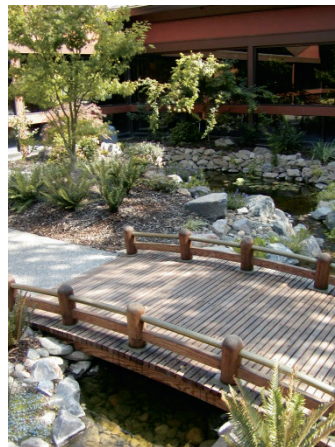

JoAnne M. Buergler, City Clerk

CALLINAN AIE MACKENZIE: AIE STAFFORD: AIE BELFORTE AIE AHANOTU: AIE
AYES: (5) NOES: (0) ABSENT: (0) ABSTAIN: (0)

City of Rohnert Park, California



Proposed Budget 2015-2016



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



Incorporated 1962

CITY OF ROHNERT PARK

PROPOSED OPERATING and CAPITAL IMPROVEMENT PLAN BUDGET

FISCAL YEAR 2015-16



Submitted to the

CITY COUNCIL

by

**Darrin Jenkins
City Manager**

June 9, 2015

CITY OFFICIALS

City Council:

Amy O. Ahanotu, Mayor
Gina Belforte, Vice-Mayor
Joseph T. Callinan
Jake Mackenzie
Pam Stafford

City Staff:

City Manager..... Darrin Jenkins
Assistant City Manager.....Don Schwartz
City AttorneyMichelle Marchetta Kenyon
Burke, Williams & Sorensen, LLP
Finance Director..... Betsy Howze
Director of Human Resources.....Victoria Perrault
Director of Public Safety..... Brian Masterson
Director of Development Services Marilyn Ponton
Director of Public Works and
Community Services.....John McArthur
City ClerkJoAnne Buergher

Advisory Commissions or Committees:

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

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THE OFFICE OF THE CITY MANAGER



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

TO: City Council
FROM: Darrin Jenkins, City Manager
DATE: June 9, 2015
RE: Proposed Fiscal Year 2015-16 Budget

INTRODUCTION

Each year the City Council sets our spending priorities through adoption of an annual budget. Staff assists in this regard by proposing a budget to the Council. The spending priorities manifest themselves in thousands of individual line items. This memo emphasizes some key additions and changes to better illuminate where we propose increases—in essence, presents our priorities.

Our single largest area of ongoing emphasis is our service providers. Through increased staffing and growing staffing related costs, we propose adding over \$2.5 million to our budget to support the incredible people that deliver services every day to our community. Our first priority is service to the community and supporting those providing the service.

For the second consecutive year, I am proposing a general fund budget that is balanced, with expenditures equal to revenues. We have achieved “budgetary solvency;” however, unfunded liabilities present significant challenges to long-term financial solvency and service level solvency.

PROCESS AND DIRECTION

This year we were challenged with bringing an entirely new budget staff up to speed. I want to recognize our gifted team of budgetary wizards: Betsy Howze, Elizabeth Smith, Bryce Atkins, and Andrei Bica. Each new to our City or in new roles, they worked many nights and weekends to completely transform our budget systems, moving them toward automation—making the systems work for them instead of doing manual work. They took on making numerous improvements because they value a quality product. The team was joined in the effort by the department directors and their key budget staff.

My direction to the department heads was to submit their department budget to maintain current service levels; then present their unmet needs. They requested \$4.3 million of

additional needs. The needs were grouped into 'on-going' costs, like adding a position, and 'one-time' costs like purchasing a vehicle. Some expenses were offset by revenues, enterprise funds, or special revenue funds, reducing their net impact on the general fund. Our proposal funds \$2.0 million on-going (\$0.5 million net general fund) and \$0.6 one-time (\$0.2 million net general fund).

I also agreed to bring to Council in June 2015, \$0.4 million of expenditures for additional needs this year if savings or additional revenue materialize by the end of FY14-15. These purchases are primarily for safety-related equipment: self-contained breathing apparatus for fire fighters, replacing a failing bucket lift truck for tree and street light maintenance, and replacing the main production mower for athletic fields. Following our policies, these purchases will be brought to Council for consideration if funding is available.

GENERAL FUND BUDGET HIGHLIGHTS FOR 2015-16

The City Council has been clear in its direction to provide a balanced budget. After years of working toward that goal, for the second consecutive year we are presenting a budget that does not reduce general fund balance.

The FY15-16 proposed general fund budget includes anticipated revenues and operating transfers-in of \$34.9 million. FY15-16 proposed general fund expenditures and transfers-out total \$34.9 million. The budget proposes to use \$616,000 of Infrastructure Reserve (assigned fund balance) to address deferred maintenance of the City's aging facilities. To meet the City's Reserve Policy requirement of 10% of operating expenses as an Operating Reserve and 5% as a Contingency Reserve, \$590,000 is required to be added to assigned fund balance (reserves). The overall budgeted addition to unassigned fund balance is zero.

ANALYSIS

The City is still emerging from the worst economic recession in a generation. City revenues tend to lag behind the general economy. Economic growth is steady although weak—First Quarter 2015 Gross Domestic Product growth was just 0.2% annualized. City revenues are increasing as are staff related costs such as CalPERS retirement and medical insurance contributions.

There are real and pressing needs to increase City staffing to improve safety, mitigate risks, and improve efficiency; the proposed budget addresses the needs. To reduce risks we are recommending additional staffing in Public Safety, Human Resources, Finance, City Clerk's Office, Development Services, Public Works, and Information Technology. The changes and reasons are described below.

Public

Safety: Most significantly, we recommend adding a special Public Safety unit dedicated to fighting crime. This three officer unit would target drugs, gangs, prostitution, transient issues, and parolee/probation issues related the State's release of many prisoners. The funding source of this unit is casino mitigation. We believe a dedicated unit focused on these important areas will improve safety in our community. *During the budget work-session City Council directed staff to add a full-time crime analyst position to this special crime fighting unit. This ensures the maximum effectiveness of the unit and other police assets. The proposed budget includes this change.*

Convert a part-time office assistant position to a full-time secretary to focus on training records. This ensures employees attend mandatory training and the City properly maintains records of that training.¹

Information

Technology: Increase hours of a part-time position to provide more day-to-day assistance and relieve the supervisor of these tasks. Supervisor will focus more on addressing security, reliability, and other issues identified in audit.

Finance: Add an accountant to address audit findings related to lack of internal controls and insufficient standards compliance. The position will also administer special revenue programs like community facilities tax districts, developer fees, and cost allocation plans. This position will be funded from the special revenue funds and cost allocation plan revenue.

Human

Resources: Convert a part-time temporary position to full-time to focus on employee recruitment, particularly in Public Safety. The City is behind in recruitment of officers. This is due in part to a lack of resources in recruiting.

City Clerk's

Office: Convert a part-time administrative position to full-time. The Clerk's Office has been inundated with records requests as the economy has improved. Also, government claims administration was transferred to the City Clerk's Office. Both of these areas often lead to lawsuits against the City so proper staffing is essential. The increased hours will help address those workload issues.

¹ Approved in March and April 2015.

Development

Services: Add a part-time administrative position to assist with construction and development projects. City construction project activity is the highest it has been in decades and expected to increase. Simultaneously, private development is progressing at the fastest pace in 20 years. The City is dealing with this primarily through contract providers. Additional administrative assistance is needed to keep projects moving. The risk in these projects stems from improper contracts or improper processing, both of which can result in lawsuits against the City.

Public

Works: Add an Environmental Compliance Specialist position. The State is continually adding new regulations to our City operations. Examples include the new storm water permit, Sewer System Management Plan, drinking water regulations, and recycled water permit requirements. We need to comply with the regulations and need staffing to do so. This position will help avoid lawsuits, fines, and enforcement actions. The position is funded by enterprise and special revenue funds.

In addition to mitigating risks and improving safety, there are a number of other staff additions to improve services to the community. These are described as follows:

Code

Compliance: Convert a part-time code compliance officer position to full-time. Earlier this year the Council agreed to convert the position. Increased hours will better manage the workload and keep our community looking great. The FY15-16 budget includes the increased costs.²

Vehicle

Abatement: Convert a part-time community services officer position to full-time. The City receives \$120,000 per year in restricted funds to remove abandoned vehicles and only spends \$40,000 per year on a part-time position. The full-time position will better utilize the funds received.

Economic

Development: To assist the Economic Development team the budget includes a part-time administrative position. This will ensure the Assistant City Manager is supported in the City's growing economic development program. The proposed funding for the economic development program is casino mitigation as the City needs an identity, financial base, and robust divers economy to best mitigate casino impacts.

² Approved February 2015.

Performing

Arts: During the budget work-session City Council directed staff to add a full-time position in the Performing Arts Center to help manage the administrative functions of running a regionally renowned venue.

Community

Services: During the budget work-session City Council directed staff to convert an existing Community Services Specialist position to Community Services Supervisor and add a Community Services Coordinator position at the Senior Center. These changes will provide greater oversight of the City's sports center, senior center, and aquatics programs.

Water: The water utility budget includes adds a maintenance worker to better manage the distribution and treatment systems used to provide safe drinking water to the public.

Landscaping: The Public Works budget converts five part-time maintenance worker positions into one full-time landscape maintenance worker. The limited term part-time positions were difficult to fill and, as a result, often left vacant. The full-time position should result in improved maintenance of the City's extensive landscaping resources.

In addition to the staffing increases listed above to reduce and mitigate risks and increase services to the public, we looked internally at the needs of our organization. A particular area of emphasis is our Information Technology function. The proposed budget increases funding for Information Technology by \$209,500. This includes increased hours for part-time staff mentioned above, improved physical security of the server room, replacement equipment for aging infrastructure, an IT risk assessment by an outside vendor, and increased training on critical software.

LONG-TERM UNFUNDED LIABILITIES:

The funding for long-term employment liabilities for retiree health care costs and CalPERS retirement continues to be a concern. Combined, the City owes \$77 million for pensions and retiree health care costs.

Retiree Health Care:

A preliminary valuation of the post-retirement health care program as of March 1, 2015 indicates an unfunded liability of \$28.7 million. The total liability is \$32.6 million. Trust fund assets are \$3.9 million. The last full actuarial valuation was completed in October 2013; and the next bi-annual valuation is due October 2015. The numbers presented here will be updated in the October 2015 valuation which will examine the program through June 30, 2015.

The general fund total liability is \$28.8 million with just \$1.4 million in assets yielding a funded ratio of 4.8%. In other words, the City has funded just 4.8% of its ultimate obligations for general fund related retiree medical costs.

The FY15-16 proposed general fund budget includes “pay-go” appropriations of \$1,734,000 for retiree health care. After the general fund is reimbursed from the water and sewer funds, the general fund’s net “pay-go” costs are \$1,484,000.

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

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

Taking the annual required contribution minus the pay-go and pre-funding, we find a retiree medical funding shortfall of \$0.5 million for FY15-16. That is to say, the City is underfunding its retiree medical obligations by \$0.5 million in FY15-16, despite contributing \$1.8 million toward this obligation in the coming year. See the table below for a summary.

Table 2: Retiree Medical Funding – General Fund Only (Millions)

Annual Required Contribution	(\$2.3)
Cash Payments “pay-go”	\$1.5
<u>Trust Contributions “pre-funding”</u>	<u>\$0.3</u>
Funding Shortfall FY15-16	(\$0.5)

Actuarial assumptions used to calculate the \$28.7 million liability and required funding levels assume a phase-in to full funding beginning FY16-17. That means the FY15-16 contribution of \$1.8 million (pay-go plus pre-funding) needs to grow to \$2.3 million per year by 2020 or the \$28.7 million grows even larger. This represents a slight challenge for the City’s future financial solvency.

CalPERS Retirement:

The City uses the California Public Employee Retirement System (CalPERS) to provide employee pensions. The FY15-16 CalPERS required contribution rates are increased to 60% and 27% for the Tier 1 Public Safety and Miscellaneous retirement programs respectively. That means for every one dollar paid to a public safety employee, the City

must pay 60 cents to CalPERS for that employee's retirement. FY13-14 contribution rates were 48% and 24% for the same programs.

Future years' rates are expected to reach 75% and 34% for Tier 1 Public Safety and Miscellaneous, with a five-year phase-in starting in FY15-16. The increase is based on CalPERS' changes in demographic assumptions and funding methods announced in a March 10, 2014 letter to CalPERS member agencies. These planned increases represent a significant threat to the City's continued financial solvency.

The latest actuarial valuation reported a liability for retirement benefits of \$158 million and market value of assets of \$110 million with an unfunded liability of \$48 million. Amortization (paying off the debt) of the liability makes up 39% of the 60% employer contribution for Tier 1 Public Safety; and 15.5% of the 27% Miscellaneous rate.³

If CalPERS's assumed rate of return of 7.5% is used along with a 23 year amortization period (same as retiree health care), the annual amortization for the \$48 million liability is \$4.5 million per year. Currently, our CalPERS contributions towards amortization of unfunded liabilities account for \$3.3 million of the City's \$5.4 million total payment in FY15-16. **The difference between the \$4.5 million amortization of the \$48 million market value liability and the \$3.3 million contribution toward that liability yields an apparent shortfall of \$1.2 million per year. This shortfall will need to be made up by future increased payments. This represents a significant threat to the City's continued financial solvency.**

Table 3: Retirement Funding – All Funds (millions)

Estimated Amortization of Market Liability	(\$4.5)
<u>Contributions toward Unfunded Liability</u>	<u>\$3.3</u>
Funding Shortfall FY15-16	(\$1.2) ⁴

Deferred Maintenance:

In 2011, staff conducted an assessment of the City's unfunded liabilities. One aspect of the evaluation was a determination of the annual shortfall in funding for buildings, streets and drains, parks, and recreation. The total annual shortfall for those general fund functions was \$6.1 million. This year's budget includes \$716,000 toward these issues. The information is summarized in the table below.

³ The valuation measured assets and liabilities as of June 30, 2013, and the study was completed in October 2014.

⁴ CalPERS does not differentiate between general fund employees and water and sewer enterprise employees. A rough estimate of general fund share as a percentage of the whole is 80% or \$1.0 million.

Table 4: City Facility Annual Shortfall – General Fund Only

Buildings	(\$1.6)
Streets & Storm Drains	(\$4.0)
Parks & Recreation	(\$0.5)
<u>Budgeted FY15-16</u>	<u>\$0.7</u>
Funding Shortfall FY15-16	(\$5.4)

Liability Funding:

This year's budget includes funding to address some of the City's long-term liabilities. Specifically, we propose to use \$5 million of repaid lost revenue to pay down the liabilities. This is accomplished by paying funds to CalPERS or putting funds into a retirement or retiree medical trust fund. These funds then become assets and reduce the City's net liabilities. This amount is shown as "Lost Revenue Toward Liabilities" in the "All-In" budget below.

"ALL-IN BUDGET"

When we combine the proposed general fund budget and the unfunded liability shortfalls, an "all-in budget" can be shown to more accurately reflect the City's true resource needs. This is an emerging practice in local government budgeting, at the leading edge of openness and transparency in municipal finance. The table below presents an "all-in budget" for FY15-16.

Table 5: "All-In" General Fund Budget (Millions)

Proposed Sources (Revenues)	\$34.9
<u>Proposed Uses (Expenditures)</u>	<u>(\$34.9)</u>
Net Operating	\$ 0.0
Unfunded Liabilities:	
Retiree Health Care	(\$0.5)
Retirement Amortization	(\$1.0)
City Facility	(\$5.4)
Lost Revenue Toward Liabilities	\$5.0
<u>Unfunded Liabilities Subtotal</u>	<u>(\$1.9)</u>
All-In General Fund Budget Shortfall	(\$1.9)

The "all-in" analysis shows, even with \$5 million in restored lost revenue from the Casino mitigation funds, the City's general fund is not funding its true long-term obligations and needs. It is short by \$1.9 million.

MUNICIPAL SOLVENCY

We have identified four areas of municipal solvency. We want to achieve all four levels to ensure the provision of service meets the community's needs now and in the future. The areas are described below.

1. Cash Solvency, representing the City's ability to fund operations from current revenues, without resorting to borrowing funds. Until recently, the City's cash solvency was at risk, but fiscal discipline and a modestly-improved economy, along with the voters' support of Measures E and A, has allowed the City's situation to improve. **Achieved**
2. Budgetary Solvency, representing an operating budget in which revenues equal or exceed expenses. The City budgets have had deficits for approximately ten years, but for the first time in FY14-15 and now again in FY15-16, the budget is balanced. However, with the increasing need to fund existing liabilities, and the expected slower growth in revenue compared to costs, it will be a challenge to maintain Budgetary Solvency from year to year. **Achieved**
3. Long-term Financial Solvency, representing long-term sustainability that includes the ability to sufficiently fund operating and capital expenses while maintaining an appropriate level of reserves. The City's extensive unfunded liabilities and slow growth in revenues compared to expenses create major challenges. **Unachieved**
4. Service-Level Solvency, or the ability to maintain or increase the level of services to the residents and businesses of Rohnert Park while remaining financially sustainable, is the ultimate goal of financial management. **Unachieved**

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

CONCLUSION

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

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

Respectfully submitted,

Darrin Jenkins
City Manager

MEET THE CITY COUNCIL



Amy O. Ahanotu, Mayor
Term Expires: December 2018



Gina Belforte, Vice Mayor
Term Expires: December 2016



Joseph T. Callinan, Councilmember
Term Expires: December 2016



Jake Mackenzie, Councilmember
Term Expires: December 2016



Pam Stafford, Councilmember
Term Expires: December 2018

FY 2015-16 GENERAL FUND PROPOSED BUDGET

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$INC/(DEC) FROM ADOPTED
REVENUE				
Property Taxes	\$ 3,875,521	\$ 3,384,879	\$ 3,290,000	\$ (94,879)
Real Property Transfer	131,308	100,000	114,500	14,500
Sales & Use Tax	10,541,059	10,694,000	11,039,300	345,300
Transient Occupancy Tax	2,814,059	2,600,000	2,900,000	300,000
Franchise Fees	1,981,803	1,957,000	1,990,000	33,000
Licenses and Permits	1,250,920	1,130,000	1,660,193	530,193
Fines & Forfeitures	45,600	166,500	51,200	(115,300)
Interest and Rents	597,472	574,304	547,754	(26,550)
Intergovernmental & Grants	3,410,019	3,391,723	3,518,265	126,542
Charges for Current Services	568,335	384,770	692,350	307,580
Community Services Fees	1,406,771	1,899,240	1,421,918	(477,322)
Donations & Miscellaneous	1,629,435	78,000	82,137	4,137
Cost Allocation Plan Revenue	-	-	1,807,223	1,807,223
TOTAL REVENUE	\$ 28,252,302	\$ 26,360,416	\$ 29,114,840	\$ 2,754,424
Transfer In from Other Funds	4,615,473	5,628,456	5,788,700	160,244
TOTAL SOURCES	\$ 32,867,775	\$ 31,988,872	\$ 34,903,540	\$ 2,914,668
EXPENDITURES				
Administration	\$ 1,861,442	\$ 1,845,893	\$ 2,087,677	\$ 241,784
Finance	559,858	587,830	1,671,293	1,083,463
Development Services	1,044,375	1,098,175	1,381,476	283,301
Public Safety - Police & Fire	14,178,057	15,623,024	15,260,693	(362,331)
Animal Services	452,175	541,883	501,367	(40,516)
Public Works	1,367,575	2,284,530	1,921,545	(362,985)
Community Services	2,748,518	2,436,770	2,071,900	(364,870)
Performing Arts Center	643,463	-	913,959	913,959
Retiree Medical	1,631,042	1,794,000	2,034,200	240,200
Other General Government	1,935,980	408,784	5,670,278	5,261,494
Program Budgets	1,916,228	4,414,329	301,788	(4,112,541)
SUB-TOTAL EXPENDITURES	\$ 28,338,713	\$ 31,035,218	\$ 33,816,176	\$ 2,780,958
Transfer Out to Other Funds	3,159,929	643,318	1,087,364	444,046
TOTAL EXPENDITURES	\$ 31,498,642	\$ 31,678,536	\$ 34,903,540	\$ 3,225,004
NET BUDGET RESULT	\$ 1,369,133	\$ 310,336	\$ -	\$ (310,336)
Use of Infrastructure Reserve	\$ -	\$ -	\$ 616,000	616,000
Less Required Addition To Reserves	-	-	590,105	590,105
TOTAL BUDGETARY BALANCE	\$ 1,369,133	\$ 310,336	\$ 25,895	\$ (284,441)

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GENERAL FUND KEY REVENUE ASSUMPTIONS

OVERVIEW

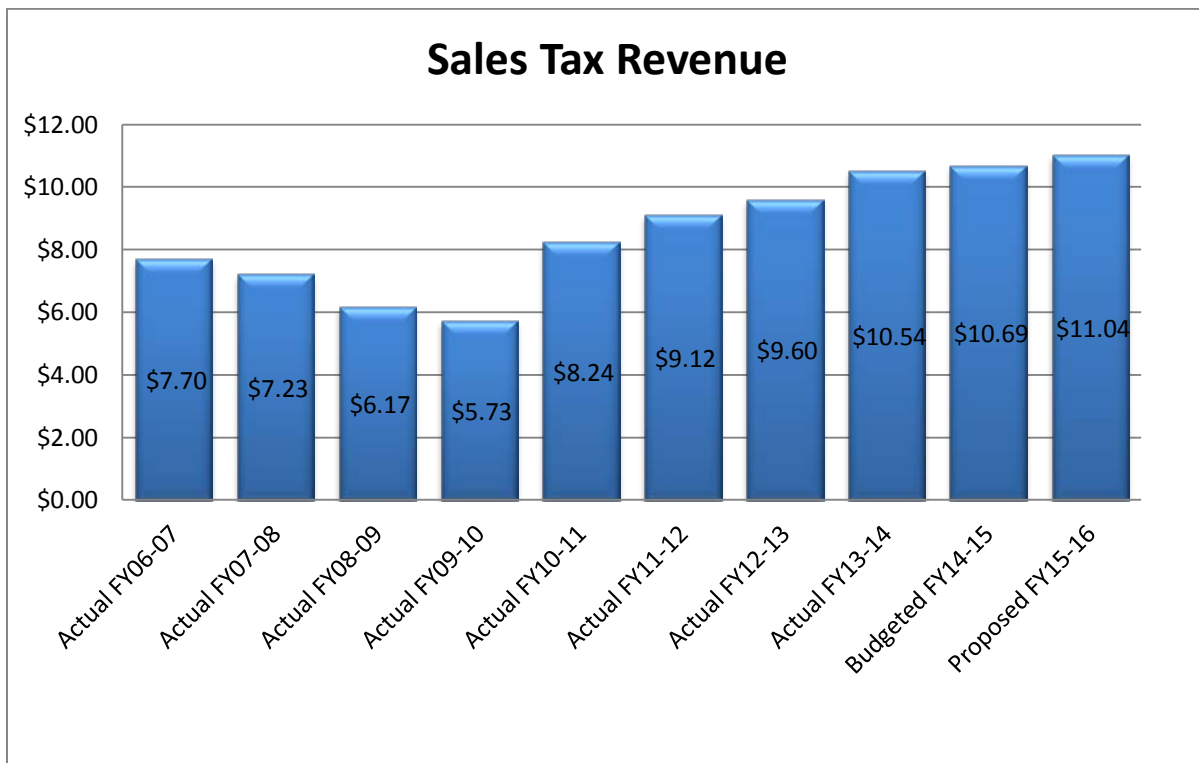
General Fund revenues provide essential funding for City services such as: maintenance of parks, facilities and infrastructure, public safety, and general services.

Since the recession, the City has seen a gradual recovery in base General Fund revenues. FY 15-16 revenues are estimated at \$29.1M, an increase of 10% over the FY14-15 budget of \$26.4M. Of the projected increase, \$1.8M is directly attributable to the implementation of the Cost Allocation Plan (CAP), whereby the General Fund recovers the full cost of centralized services provided to Enterprise and Internal Service Funds. Without implementation of the CAP, the estimated increase in General Fund revenues would be 3.4%.

SALES TAX

Sales Tax revenue is the City's largest revenue source, providing approximately 32% of General Fund revenue. Sales Tax revenue is projected to increase in FY 15-16 by approximately \$0.3M or 3.2%, for a total of \$11.0M. Revenue from sales tax has rebounded since the 2008 recession, due to an increase in overall retail sales as the economy recovers, and the passage of Measure E in 2010 adding a 0.5% increase in sales tax for a period of five years, and the subsequent passage of Measure A that shall not expire unless terminated by a unanimous vote of the City Council.

The following chart depicts the 10-year history for Sales Tax revenue, inclusive of Measure E and Measure A revenues.

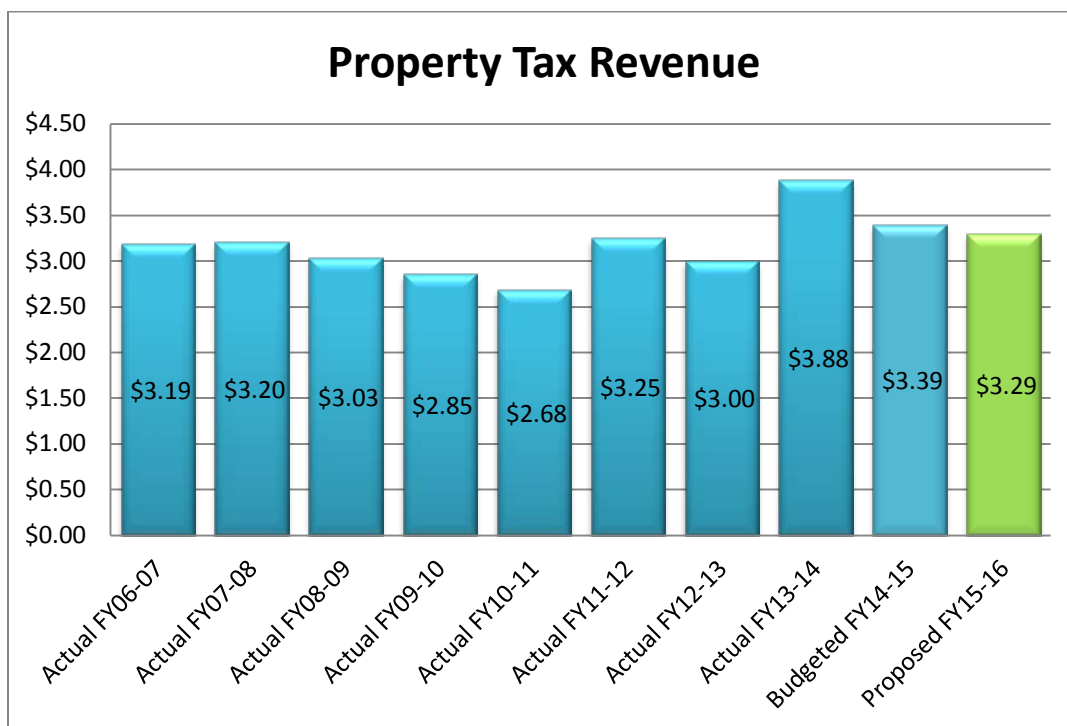


GENERAL FUND KEY REVENUE ASSUMPTIONS

PROPERTY TAX

Property Tax is the City's second largest revenue source, providing 9.5% of the General Fund revenue. Property Tax revenue is projected to decrease \$0.1M or 2.8%. This decrease is due to a projected decrease in Redevelopment Property Tax Trust Fund (RPTTF) revenue from \$0.5M in FY 14-15 to \$0.2M in FY 15-16. This reduction was made due to uncertainty surrounding dissolution due to recent proposals made by the Governor. If the impacts of RPTTF are excluded from the analysis, Property Tax revenue is anticipated to grow by 6% over FY 14-15.

The following chart depicts the 10-year history for Property Tax revenue. The increase in FY 13-14 is directly attributable to an unusually large RPTTF distribution from a true-up of the previous year's distribution. The residual RPTTF distribution began in FY 11-12.

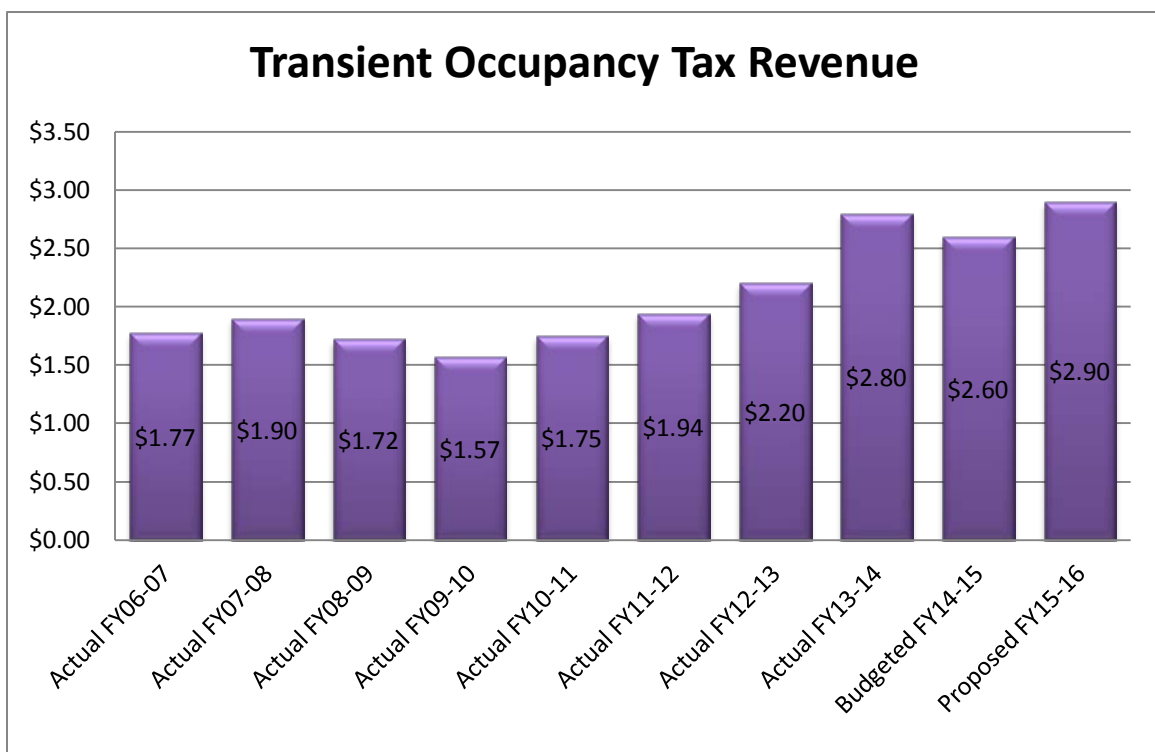


GENERAL FUND KEY REVENUE ASSUMPTIONS

TRANSIENT OCCUPANCY TAX

Transient Occupancy Tax (TOT) revenue is the City's third largest revenue source providing approximately 8.3% of General Fund revenue. FY 15-16 TOT revenue is projected at \$2.9M, an increase of 12%. Receipts from TOT continue to be an important source of revenue for the City. Tourism to Sonoma County continues to increase with occupancy rates and average daily hotel rates seeing their highest totals since the beginning of the economic downturn. This trend is expected to continue over the next few years.

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



FRANCHISE FEES

Franchise fees are paid to the City by Gas and Electric, Cable Television and Refuse operations for the use of public streets. Franchise Fee revenue is projected to increase 1.7% in FY 15-16 totaling approximately \$2M. Franchise Fee revenue provides approximately 5.7% of General Fund revenue.

The projected Franchise Fee revenue from Pacific Gas & Electric for FY 15-16 is approximately \$0.4M, 6% higher than the FY14-15. The City Franchise Fee received is 1% of the gross gas revenue and 1% of the gross electric revenue and is therefore subject to the fluctuations in energy rates and usage.

GENERAL FUND KEY REVENUE ASSUMPTIONS

The projected Franchise Fee revenue from Pacific Bell Telephone Company/AT&T California (AT&T) and Comcast Cable Communications Group is approximately \$0.6M, 2% higher than the FY 14-15 budget of approximately \$0.5M. Comcast Cable Communications Group and AT&T have entered into a State Video Service Franchise Agreement whereby the City receives Franchise Fee revenue of 5% of gross receipts per the California Public Utility Code Section 5840(q)(1). The fee is subject to fluctuations in cable rates and subscriptions.

The projected Franchise Fee revenue from Rohnert Park Disposal and Industrial Carting is approximately \$1.0M for FY 15-16, which is no change from the FY 14-15 budget. The City has exclusive franchise agreements with Rohnert Park Disposal and Industrial Carting for providing refuse hauling service. The current Rohnert Park Disposal contract provides for a 17% franchise fee based on refuse gross receipts. There is also an 8.5% Road Impact fee component of the calculation. The Road Impact Fee is reported in a Special Revenue Fund. The Industrial Carting contract provides a 10% Franchise Fee based on gross receipts.

LICENSES & PERMITS

The projected License and Permit revenue is \$1.7M for FY 15-16. This projection is 24% higher than the FY 14-15 budget due to the anticipated increase in building permit and building plan check fee revenues. Business license revenue is also included in this revenue category and is projected with no increase over the FY 14-15 budget. Business licenses are required for retail, professional, semi-professional, general contractors, sub-contractors, wholesalers, and other classifications of businesses including residential rental property.

INTEREST & RENTS

The majority of the City's cash is invested with the Sonoma County Investment Pool. This investment pool meets the City's investment policy and provides security of principal, and liquidity, while generating a better return on investment than the State run Local Agency Investment Fund.

Rental revenue is generated from various leases of City property such as the golf course, digital billboard, cell tower land leases, and other items. Total projected revenue for FY 15-16 is approximately \$0.5M which is 9% higher than the FY 14-15 budget due to escalator clauses in the various lease agreements.

INTERGOVERNMENTAL & GRANTS

This category represents funds received from federal, state, and other local governments in the form of grants, shared revenues and payments in lieu of taxes.

The most significant revenue account in this category is the Vehicle License Fee that was part of the Property Tax Swap of 2004. This revenue, replaces a revenue stream that was part of a state-mandated shift of monies for schools in exchange for these vehicle license fee revenues. This convoluted system of trade-offs is the result of a series of State of California budget maneuvers. The projected revenue is \$2.9M, a 5% increase over the FY14-15 budget of \$2.8M.

CITY COUNCIL

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
<u>SOURCES</u>				
Cost Allocation Plan Revenue	\$ -	\$ -	\$ 18,112	\$ 18,112
General Fund	103,993	130,016	115,343	(14,673)
TOTAL SOURCES	\$ 103,993	\$ 130,016	\$ 133,455	\$ 3,439
<u>EXPENDITURES</u>				
Salaries and Benefits	\$ 71,805	\$ 77,272	\$ 79,265	\$ 1,993
Operational Expense	27,858	50,204	51,287	1,083
Information Technology	3,768	1,745	2,180	435
Facilities	562	795	723	(72)
TOTAL EXPENDITURES	\$ 103,993	\$ 130,016	\$ 133,455	\$ 3,439
	\$ -	\$ -	\$ -	\$ -

City Council

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1100-300-3622	CC/ CAP Revenue	0	0	18,112	18,112	0.00%	
	341 CAP Revenue	0	0	18,112	18,112	0.00%	
001-1100-400-4101	City Council /Salaries	24,670	24,670	24,675	5	0.02%	
001-1100-400-4901	City Council /Pers/Employer	6,020	6,303	6,630	327	5.19%	
001-1100-400-4905	City Council/Alt Ben Prog/D	4,200	16,800	16,800	0	0.00%	
001-1100-400-4906	City Council/Alt Ben Prog/	12,600	0	0	0	0.00%	
001-1100-400-4908	City Council /RHS Plan	4,500	4,500	6,000	1,500	33.33%	
001-1100-400-4920	City Council /Health Ins/BI	14,275	16,589	16,476	(113)	-0.68%	
001-1100-400-4923	City Council /Eye Care	543	1,121	1,189	68	6.07%	
001-1100-400-4924	City Council /Dental Care	3,281	5,471	5,471	0	0.00%	
001-1100-400-4925	City Council /Medicare	358	360	360	0	0.00%	
001-1100-400-4932	City Council/STD	0	62	65	3	4.84%	
001-1100-400-4933	City Council/EAP	251	300	274	(26)	-8.67%	
001-1100-400-6422	City Council /Workers' Comp	1,106	1,096	1,325	229	20.89%	
	400 Salaries & Benefits	71,805	77,272	79,265	1,993	2.58%	
001-1100-400-5210	City Council /Dept Supplies	193	150	350	200	133.33%	
001-1100-400-5260	City Council /Dues & Subscr	23,935	44,154	45,037	883	2.00%	
001-1100-400-6601	City Representation Jul-Dec	182	0	450	450	0.00%	
001-1100-400-6602	City Representation Jan-June	321	900	450	(450)	-50.00%	1
001-1100-400-6606	City Council/ Exp Stafford	208	1,000	1,000	0	0.00%	1
001-1100-400-6611	City Council/ Exp - Mackenzie	2,312	1,000	1,000	0	0.00%	1
001-1100-400-6612	City Council/Exp Belforte	349	1,000	1,000	0	0.00%	1
001-1100-400-6613	City Council/Exp Callinan	160	1,000	1,000	0	0.00%	1
001-1100-400-6614	City Council/Exp Ahanotu	200	1,000	1,000	0	0.00%	1
	500 Operational Expense	27,858	50,204	51,287	1,083	2.16%	

City Council

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1100-400-6424	City Council -IT	3,768	1,745	2,180	435	24.93%	
	520 Information Technology	3,768	1,745	2,180	435	24.93%	
001-1100-400-6423	City Council /Liability/Prop	562	795	723	(72)	-9.06%	
	540 Facilities	562	795	723	(72)	-9.06%	
Revenue Total		0	0	18,112	18,112	0.00%	
Expense Total		103,993	130,016	133,455	3,439	2.65%	
Net Cost To General Fund		(103,993)	(130,016)	(115,343)	14,673	-11.29%	

Budget Detail
City Council Budget Justification

Item	Account/Vendor	Description	Cost	FY15-16 Proposed Budget	FY14-15 Adopted Budget
1	001-1100-400-66xx	City Council /Travel & Meetings		5,900	5,900
		City Representation Jun-Dec	450		
		City Representation Jan-Jun	450		
		Ahanotu	1,000		
		Belforte	1,000		
		Callinan	1,000		
		Mackenzie	1,000		
		Stafford	1,000		

CITY MANAGER'S OFFICE

DEPARTMENT SERVICES MODEL

MANDATED

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

CORE

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

DISCRETIONARY

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

MAJOR ACCOMPLISHMENTS COMPLETED IN FISCAL YEAR 2014-15

- ✓ Implemented and updated long-term Strategic Plan
- ✓ Enhanced communication with community
- ✓ Negotiated three-year labor agreements with all employee groups
- ✓ Hired Finance Director
- ✓ Successfully advocated for funding for the Rohnert Park Health Center and expansion of services
- ✓ Developed plan to address long-term preservation of capital assets
- ✓ Completed sales of some of the City's former redevelopment properties

MAJOR GOALS FOR FISCAL YEAR 2015-16

- GOAL 1: Increase capacity of City organization with improvements in technology, processes and policies and staff development
- GOAL 2: Complete and implement Economic Development Marketing plan to attract additional residents and visitors
- GOAL 3: Continue to manage costs and emphasize high quality customer service

CITY CLERK

DEPARTMENT SERVICES MODEL

MANDATED

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

CORE

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

DISCRETIONARY

- Oversee and maintain city website and social media tools

MAJOR ACCOMPLISHMENTS COMPLETED IN FISCAL YEAR 2014-15

- ✓ Records Management: Archived Records Program – completed the layout of the Records Center/Warehouse. Document Management System: All City Council Minutes and Resolutions scanned into the system (over 7,000 pages scanned this fiscal year).
- ✓ Master Communications Plan - Assisted with documenting the City's internal and external communication practices.
- ✓ Coordinated an update of the City Council Protocols.

MAJOR GOALS FOR FISCAL YEAR 2015-16

GOAL 1: Records Management: Record Retention Program

- Archived Records Program - update the records retention schedule and streamline the archiving and destruction processes.

GOAL 2: Disaster Preparedness

- Identify Vital Records that ensure the City continues to function. Prepare a "City Clerk in a Box" which consists of vital documents, forms, and supplies to make it possible for the City Clerk to perform his/her duties.

GOAL 3: Documentation of Clerk's Office Processes

ADMINISTRATION - City Manager's Office*

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Cost Allocation Plan	\$ -	\$ -	\$ 648,822	\$ 648,822
General Fund	1,313,834	1,310,000	756,212	(553,788)
TOTAL SOURCES	\$ 1,313,834	\$ 1,310,000	1,405,034	\$ 95,034
EXPENDITURES				
Salaries and Benefits	\$ 496,457	\$ 600,295	\$ 887,868	\$ 287,573
Operational Expense	105,023	187,525	33,100	(154,425)
Contractual/Professional Svc	677,976	481,395	431,405	(49,990)
Information Technology	29,748	34,207	48,264	14,057
Facilities	4,088	4,178	3,797	(381)
Utilities	542	2,400	600	(1,800)
TOTAL EXPENDITURES	\$ 1,313,834	\$ 1,310,000	\$ 1,405,034	\$ 95,034
	\$ -	\$ -	\$ -	\$ -

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

Administration - City Manager's Office

Account Number	Description	FY 13-14 Actual	FY 14-15	FY 15-16	\$ Change	% Change	See Item #
			Adopted Budget	Proposed Budget			
001-1200-300-3622	CM/ CAP Revenue	0	0	459,315	459,315		
	341 CAP Revenue	0	0	459,315	459,315		
001-1200-400-4101	City Manager /Salaries	349,609	408,370	571,376	163,006	39.92%	
001-1200-400-4401	City Manager /Overtime Sala	22	0	0	0		
001-1200-400-4511	City Manager /Residency All	693	1,009	720	(289)	-28.64%	
001-1200-400-4512	City Manager/Education Stipend	850	0	0	0		
001-1200-400-4520	City Manager /Other Payroll	21,391	4,247	23,187	18,940	445.96%	1
001-1200-400-4901	City Manager /Pers/Employer	85,554	104,338	153,416	49,078	47.04%	
001-1200-400-4904	City Manager /Def Comp/City	4,111	0	0	0		
001-1200-400-4906	City Manager /Alt Ben Prog/D	6,086	6,090	4,200	(1,890)	-31.03%	
001-1200-400-4908	City Manager/RHS	1,740	1,950	3,600	1,650	84.62%	
001-1200-400-4920	City Manager /Health Ins/BI	1,243	34,836	65,904	31,068	89.18%	
001-1200-400-4921	City Manager /Medical Insur	20,751	0	0	0		
001-1200-400-4923	City Manager /Eye Care	468	796	1,189	393	49.37%	
001-1200-400-4924	City Manager /Dental Care	2,939	3,884	5,471	1,587	40.86%	
001-1200-400-4925	City Manager /Medicare	5,586	5,998	8,634	2,636	43.95%	
001-1200-400-4926	City Manager/Hearing Aid	2,720	0	0	0		
001-1200-400-4930	City Manager /Life Ins/Sala	750	934	1,105	171	18.31%	
001-1200-400-4931	City Manager / LTD	1,787	2,083	2,917	834	40.04%	
001-1200-400-4932	City Manager/Short Term Disb	873	1,019	1,428	409	40.14%	
001-1200-400-4933	City Manager/EAP	193	195	274	79	40.51%	
001-1200-400-4999	City Mgr/Cost Reimbursement	(33,984)	0	0	0		
001-1200-400-5272	City Manager /Auto Allowanc	8,439	9,727	13,802	4,075	41.89%	
001-1200-400-6422	City Manager /Workers' Comp	14,636	14,819	30,645		0.00%	
	400 Salaries & Benefits	496,457	600,295	887,868	287,573	47.91%	
001-1200-400-4800	City Manager /Training & Edu	3,500	2,850	7,700	4,850	170.18%	2
001-1200-400-5100	City Manager/Office Supplies	0	2,250	2,250	0	0.00%	
001-1200-400-5110	City Manager /Paper Supplie	648	0	0	0		
001-1200-400-5210	City Manager/Spec. Depart	16,763	7,900	9,250	1,350	17.09%	3
001-1200-400-5222	City Manager/Contingency	4,654	100,000	0	(100,000)	-100.00%	
001-1200-400-5260	City Manager /Dues & Subscr	5,737	4,775	2,400	(2,375)	-49.74%	4
001-1200-400-6600	City Manager/Travel & Meetings	5,441	6,100	3,600	(2,500)	-40.98%	5
001-1200-400-6710	City Manager/Community Promo	0	7,500	7,500	0	0.00%	6

Administration - City Manager's Office

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1200-400-6930	City Manager/Election Expense	68,257	56,000	250		0.00%	
	500 Operational Expense	105,000	187,375	32,950	(154,425)	-82.41%	
001-1200-400-6101	City Manager /Contractual Se	80,365	56,395	6,405	(49,990)	-88.64%	7
001-1200-400-6210	City Manager/Recruitment	1,884	0	0			
	510 Contract/Profess Services	82,250	56,395	6,405	(49,990)	-88.64%	
001-1200-400-6424	City Manager - ITServices	29,748	34,207	48,264		0.00%	
	520 Information Technology	29,748	34,207	48,264	14,057	41.09%	
001-1200-400-6423	City Manager /Liability/Prop	4,088	4,178	3,797		0.00%	
	540 Facilities	4,088	4,178	3,797	(381)	-9.12%	
001-1200-400-5231	City Manager /Cellular Phone	542	2,400	600		0.00%	
	550 Utilities	542	2,400	600	(1,800)	-75.00%	
Revenue Total		0	0	459,315	459,315		
Expense Total		718,085	884,850	979,884	95,034	10.74%	
Net Cost To General Fund		(718,085)	(884,850)	(520,569)	364,281	-41.17%	

Administration - City Manager's Office - Legal

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1500-300-3622	Legal/CAP Rev	0	0	189,507	189,507		
	341 CAP Revenue	0	0	189,507	189,507		
001-1500-400-5130	Legal Dept / Postage	22	150	150	0	0.00%	
	500 Operational Expense	22	150	150	0	0.00%	
001-1500-400-6110	Legal Dept / Legal Fees	595,726	425,000	425,000	0	0.00%	
	510 Contract/Profess Services	595,726	425,000	425,000	0	0.00%	
Revenue Total		0	0	189,507	189,507		
Expense Total		595,748	425,150	425,150	0	0.00%	
Net Cost To General Fund		(595,748)	(425,150)	(235,643)	189,507	-44.57%	

Budget Detail**City Manager's Office Budget Justification**

Item	Account/Vendor	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
1	001-1200-400-4520	City Manager / Other Payroll 3% one-time payment per labor MOAs; Administrative Leave payoff	23,187	4,247
2	001-1200-400-4800	City Manager/Training CM & ACM League of California Cities New Laws and Elections or CCAC Conference ICMA Training	7,700	2,850
3	001-1200-400-5210	City Manager/Spec. Depart Record Retention shelving and moving	9,250	7,900
4	001-1200-400-5260	City Manger / Dues and Subscriptions National Notary Association Membership Errors and Omission Insurance IIMC - Membership Due City Clerk Assoc of Calif California City Management Foundation (CCMF) International City Manager Association (ICMA) Chamber of Commerce	2,400	4,775

Budget Detail**City Manager's Office Budget Justification**

Item	Account/Vendor	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
5	001-1200-400-6600	City Manager /Travel & Meetings CM Group Monthly Meeting Noon Times Luncheon - RP Chambers IEDC/CALED Training SoCo Econ development board events Cal Ed Annual Conference Trade shows/business showcases (2) per year Mileage Regional meetings	3,600	6,100
6	001-1200-400-6710	City Manager/Community Promotional Reimbursement for City business activities Hosting activities/events/city representation Annual Thanksgiving donation Founders Day/Newsletter printing	7,500	7,500
7	001-1200-400-6101	City Manager /Contractual Svs Municipal Code Publishing Thomson Reuters - Code of Regulations Fee Study	6,405	56,395

ECONOMIC DEVELOPMENT

DEPARTMENT SERVICES MODEL

CORE

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

MAJOR ACCOMPLISHMENTS COMPLETED IN FY 2014-15

- ✓ Initiated business retention with regular visits.
- ✓ Increased visibility in business community.
- ✓ Marketed Rohnert Park to hotel developers, with significant interest showing.
- ✓ Marketed and processing sales of former Community Development Commission Assets with Economic Development Potential in their future development.
- ✓ Received a commitment of \$500,000 in County funding for the completion of Rohnert Park Health Center, which will bring in 130 professional jobs to Rohnert Park.

MAJOR GOALS FOR FISCAL YEAR 2015-16

- GOAL 1: Continue business retention, including site visits to primary sales tax generators as well as smaller businesses
- GOAL 2: Complete marketing plan and begin to implement recommendations
- GOAL 3: Increase collaboration with regional efforts, including Sonoma County Tourism, other cities' economic development teams, and Sonoma County Building Economic Success Together
- GOAL 4: Monitor workforce development efforts and participate as appropriate
- GOAL 5: Leverage opportunities to showcase Rohnert Park
- GOAL 6: Measure progress and deliver updates to City Council
- GOAL 7: Continue to advocate for expansion of health and human services in Rohnert Park, including an additional \$600,000 to fully complete the Rohnert Park Health Center, as well as funding for other programs which will bring additional professionals into the community and increase local spending

ECONOMIC DEVELOPMENT

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
General Fund	\$ 88,449	\$ 111,150	\$ -	\$ (111,150)
TOTAL SOURCES	\$ 88,449	\$ 111,150	\$ -	\$ (111,150)
EXPENDITURES				
Salaries and Benefits	\$ 77,395	\$ -	\$ 44,776	\$ 44,776
Operational Expense	4,447	51,150	21,440	(29,710)
Contractual/Professional Svc	245	60,000	45,000	(15,000)
Information Technology	5,136	-	-	-
Vehicle Expenses	42	-	-	-
Facilities	832	-	-	-
Utilities	351	-	-	-
Reimbursement	-	-	(111,216)	(111,216)
TOTAL EXPENDITURES	\$ 88,449	\$ 111,150	\$ -	\$ (111,150)
	\$ -	\$ -	\$ -	\$ -

	FY 14-15	FY15-16	\$ INCREASE/ (DECREASE)
Informational Purposes Only:			
Economic Development Budget	\$ 111,150	\$ -	\$ (111,150)
Reimbursement from Special Revenue Funds	-	111,216	111,216
Total Resources Provided for Economic Development	\$ 111,150	\$ 111,216	\$ 66

Administration - Economic Development

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1250-400-4101	Econ Dev/Salaries	62,330	0	0	0		
001-1250-400-4201	Econ Dev/Part-Time Sal	360	0	30,030	30,030		
001-1250-400-4520	Econ Dev/Other Payroll	43,221	0	901	901		1
001-1250-400-4901	Econ Dev/Pers/Employer	15,211	0	8,064	8,064		
001-1250-400-4905	Econ Dev/ Alt Ben Prog	0	0	2,100	2,100		
001-1250-400-4908	Econ Dev/ RHSA	0	0	600	600		
001-1250-400-4921	Econ Dev/Medical Insur	5,321	0	0	0		
001-1250-400-4923	Econ Dev/Eye Care	106	0	119	119		
001-1250-400-4924	Econ Dev/Dental Care	618	0	548	548		
001-1250-400-4925	Econ Dev/Medicare	1,636	0	449	449		
001-1250-400-4930	Econ Dev/Life Ins/Sala	133	0	70	70		
001-1250-400-4931	Econ Dev/ LTD	318	0	154	154		
001-1250-400-4932	Econ Dev/STD	155	0	75	75		
001-1250-400-4933	Econ Dev/EAP	43	0	55	55		
001-1250-400-4934	Ec Dev /EDD	765	0	0	0		
001-1250-400-4999	ED/ Labor Reimb	(59,763)	0	0	0		
001-1250-400-5272	Econ Dev/Auto Allowanc	2,734	0	0	0		
001-1250-400-6422	Econ Dev/Workers' Comp	4,207	0	1,611	1,611		
	400 Salaries & Benefits	77,395	0	44,776	44,776		
001-1250-400-4800	Econ Dev/ Training & Eduction	0	2,000	2,450	450	22.50%	
001-1250-400-5110	Econ Dev/Paper Supplie	167	3,000	500	(2,500)	-83.33%	
001-1250-400-5140	Econ Dev/Books/Pamphle	355	0	0	0		
001-1250-400-5210	Econ Dev/ Special Dept Equip	0	5,000	500	(4,500)	-90.00%	
001-1250-400-5240	Econ Dev/Advertising	2,585	30,000	2,500	(27,500)	-91.67%	
001-1250-400-5260	Econ Dev/Dues & Subscr	569	1,650	3,990	2,340	141.82%	
001-1250-400-6600	Econ Dev/Travels & Mee	771	9,500	11,500	2,000	21.05%	
001-1250-400-6910	Econ Dev/Miscellaneous	0	0	0	0		
	500 Operational Expense	4,447	51,150	21,440	(29,710)	-58.08%	
001-1250-400-6101	Econ Dev/Contractual Se	245	60,000	45,000	(15,000)	-25.00%	
	510 Contract/Profess Services	245	60,000	45,000	(15,000)	-25.00%	
001-1250-400-6424	Econ Dev - IT Services	5,136	0	0	0		
	520 Information Technology	5,136	0	0	0		

Administration - Economic Development

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1250-400-5270	Econ Dev/Gas & Oil	42	0	0	0		
	530 Vehicle Expenses	42	0	0	0		
001-1250-400-6423	Econ Dev/Liab& Prop Ins	832	0	0	0		
	540 Facilities	832	0	0	0		
001-1250-400-5231	Econ Dev/Cellular Phone	351	0	0	0		
	550 Utilities	351	0	0	0		
001-1250-400-6983	Reimb Fr RPSC SRF	0	0	(111,216)	(111,216)		
	699 Reimb from Sp Rev Fd	0	0	(111,216)	(111,216)		
Revenue Total		0	0	0	0		
Expense Total		88,449	111,150	0	(111,150)	-100.00%	
Net Cost To General Fund		(88,449)	(111,150)	0	111,150	-100.00%	

Budget Detail

Economic Development Budget Justification

Item	Account/Vendor	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
1	001-1250-400-4520	Econ Dev /Other Payroll	901	-
		3% one-time payment per labor MOAs; Administrative Leave payoff		

Casino Mitigation Special Enforcement Activities General Fund Program

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Transfers In	\$ -	\$ -	\$ 135,000	\$ 135,000
TOTAL SOURCES	\$ -	\$ -	\$ 135,000	\$ 135,000
EXPENDITURES				
Salaries and Benefits	\$ 439,782	\$ 394,574	\$ 1,151,623	\$ 757,049
Operational Expense	4,832	42,159	210,658	168,499
Contractual/Professional Svc	41,625	5,000	2,500	(2,500)
Information Technology	-	11,402	13,914	2,512
Vehicle Expenses	1,939	3,000	3,000	-
Facilities	-	4,865	4,422	(443)
Capital Outlay	-	35,000	135,000	100,000
Reimbursement*	(488,178)	(500,000)	(1,397,061)	(897,061)
Transfer Out	-	4,000	10,944	6,944
TOTAL EXPENDITURES	\$ -	\$ -	\$ 135,000	\$ 135,000
Net Increase/(Decrease)	-	-	-	-

* FY 2014-15 Adopted Budget has been changed to reflect transfers in from Special Revenue funds as Reimbursements in accordance with GAAP for comparative purposes.

Casino Mitigation Special Enforcement Activities Program

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-C101-400-4101	SEA/Salaries	188,093	171,876	505,856	333,980	194.31%	1
001-C101-400-4102	SEA/Shift Diff	0	1,428	4,284	2,856	200.00%	
001-C101-400-4120	SEA/Fire Engineer	4,277	4,297	10,582	6,285	146.26%	
001-C101-400-4125	SEA/Fire Captain	7,909	3,703	7,408	3,705	100.05%	
001-C101-400-4126	SEA/Emt Pay	3,422	3,438	8,465	5,027	146.22%	
001-C101-400-4127	SEA/ P.O.S.T.	13,810	13,883	33,325	19,442	140.04%	
001-C101-400-4128	SEA/Uniform Allowa	480	480	1,200	720	150.00%	
001-C101-400-4132	SEA/Motorcycle Stipd	4,949	5,156	5,158	2	0.04%	
001-C101-400-4136	SEA/Master Officer	3,965	3,965	11,901	7,936	200.15%	
001-C101-400-4401	SEA/OT	52,428	5,000	5,000	0	0.00%	2
001-C101-400-4501	SEA/Holiday Pay	13,593	13,137	31,773	18,636	141.86%	
001-C101-400-4512	SEA/Education Stipend	2,569	2,592	5,186	2,594	100.08%	
001-C101-400-4520	SEA/Other Payroll	0	0	19,552	19,552		3
001-C101-400-4901	SEA/Pers/Employer	112,190	114,926	348,364	233,438	203.12%	
001-C101-400-4905	SEA/Alt Ben Prog/D	6	0	0	0		
001-C101-400-4906	SEA /Alt Ben Prog/D	14	0	0	0		
001-C101-400-4908	SEA/RHS Plan	58	0	4,800	4,800		
001-C101-400-4920	SEA/Health Ins/BI	12,667	33,178	98,856	65,678	197.96%	
001-C101-400-4921	SEA/Medical Insur	15,701	0	0	0		
001-C101-400-4923	SEA/Eye Care	402	579	1,752	1,173	202.59%	
001-C101-400-4924	SEA/Dental Care	2,342	2,188	6,565	4,377	200.05%	
001-C101-400-4925	SEA/Medicare	0	3,248	9,349	6,101	187.84%	
001-C101-400-4930	SEA/Life Ins/Sala	267	254	840	586	230.71%	
001-C101-400-4931	SEA/LTD	46	0	422	422		
001-C101-400-4932	SEA/STD	596	559	1,563	1,004	179.61%	
001-C101-400-4933	Casino SEA/EAP	0	165	329	164	99.39%	
001-C101-400-6422	Casino SEAWorkers' Comp	0	10,522	29,093	18,571	176.50%	
	400 Salaries & Benefits	439,782	394,574	1,151,623	757,049	191.86%	

Casino Mitigation Special Enforcement Activities Program

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-C101-400-4801	Casino SEA/Training	3,450	5,000	5,000	0	0.00%	
001-C101-400-5100	SEA/Supplies	10	150	15,150	15,000	10000.00%	4
001-C101-400-5210	SEA/Special Dpt	0	2,500	102,500	100,000	4000.00%	5
001-C101-400-5222	SEA/Contingency	307	30,509	84,008	53,499	175.35%	6
001-C101-400-5250	SEA/Uniforms	68	2,000	2,000	0	0.00%	
001-C101-400-5330	SEA/Spec Dept Equip	119	0	0	0		
001-C101-400-6600	SEA/Travels & Meetings	879	2,000	2,000	0	0.00%	7
	500 Operational Expense	4,832	42,159	210,658	168,499	399.68%	
001-C101-400-6101	SEA/Contractual Svs	37,148	0	0	0		
001-C101-400-6110	SEA/ Legal	4,477	5,000	2,500	(2,500)	-50.00%	8
001-C101-400-6210	SEA/Recruitment	0	0	0	0		
	510 Contract/Profess Services	41,625	5,000	2,500	(2,500)	-50.00%	
001-C101-400-6424	Casino SEA - IT Services	0	11,402	13,914	2,512	22.03%	
	520 Information Technology	0	11,402	13,914	2,512	22.03%	
001-C101-400-5320	SEA/Vehicle Repairs	1,939	3,000	3,000	0	0.00%	9
	530 Vehicle Expenses	1,939	3,000	3,000	0	0.00%	
001-C101-400-6423	Casino SEA/Liab/Prop	0	4,865	4,422	(443)	-9.11%	
	540 Facilities	0	4,865	4,422	(443)	-9.11%	
001-C101-400-9610	SEA/Vehicle	0	35,000	135,000	100,000	285.71%	
	620 Capital Outlay	0	35,000	135,000	100,000	285.71%	

Casino Mitigation Special Enforcement Activities Program

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-C101-400-6975	Reimb Fr SEA Sp Rev Fd 175	(488,178)	(500,000)	(517,791)	(17,791)		
001-C101-400-6983	Reimb fr SEA Fund 183	0	0	(879,270)	(879,270)		
001-C101-400-6986	Reimb fr CVC Fund 186	0	0	0	0		
	699 Reimb from Sp Rev Fd	(488,178)	(500,000)	(1,397,061)	(897,061)		
001-C101-300-3990	SEA/Transfer In	0	0	0	0		
001-C101-300-7186	Trans in fr Casino Veh Cont Fd	0	0	135,000	135,000		
	700 Transfers In	0	0	135,000	135,000		
001-C101-400-8620	Trans Out to Veh Rep Fd	0	4,000	10,944	6,944	173.60%	10
	800 Transfers Out	0	4,000	10,944	6,944	173.60%	
	Revenue Total	0	500,000	135,000	(365,000)	-73.00%	
	ExpenditureTotal	0	500,000	135,000	(365,000)	-73.00%	
	Net Increase/(Decrease)	0	0	0	0		

Budget Detail

Budget Justification - Casino Mitigation Special Enforcement Activities Program

Item	Account	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
1	001-C101-400-4101	Salaries SEU Sergeant Traffic Sergeant SEU Officers (2) Traffic Safety Officer Crime Analyst	505,856	171,876
2	001-C101-400-4401	Over-Time Overtime for dedicated officers	5,000	5,000
3	001-C101-400-4520	SEA/Other Payroll 3% one-time payment per labor MOAs	19,552	-
4	001-C101-400-5100	Supplies General office supplies	15,150	150
5	001-C101-400-5210	Special Departmental Supplies For purchase of special departmental supplies throughout the year for two units	102,500	2,500
6	001-C101-400-5222	Contingency For incidental expenses not foreseen due to limited impact data for projections	84,008	30,509

Budget Detail

Budget Justification - Casino Mitigation Special Enforcement Activities Program

Item	Account	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
7	001-C101-400-6600	Travel/Meetings	2,000	2,000
		Traffic Sergeant - Travel and Meetings		
		Traffic Safety Officer - Travel and Meetings		
8	001-C101-400-6110	Legal	2,500	5,000
		Legal costs associated with potential legal review		
9	001-C101-400-5320	Vehicle Repairs	3,000	3,000
		Routine maintenance and incidental repairs to motorcycle units		
10	001-C101-400-8620	SEA/Vehicle Replacement Fund	10,944	4,000
		Allocation of funds for future vehicle replacement		

Wilfred JEPA Maintenance Program

	2014-15		2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
	2013-14 ACTUAL	ADOPTED BUDGET		
SOURCES				
TOTAL SOURCES	\$ -	\$ -	\$ -	-
EXPENDITURES				
Salaries and Benefits	\$ 52,285	\$ 75,222	\$ 96,505	\$ 21,283
Operational Expense	4,943	14,700	14,700	-
Contractual/Professional Svc	71	3,200	3,200	-
Information Technology	-	-	-	-
Vehicle Expenses	278	1,958	2,115	157
Facilities	-	2,999	2,726	(273)
Utilities	-	3,000	3,000	-
Reimbursement	(57,577)	(139,079)	(126,404)	12,675
Transfer Out	-	38,000	4,158	(33,842)
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	-
Net Increase/(Decrease)	\$ -	\$ -	\$ -	-

Wilfred JEPA Maintenance Program

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-P300-400-4101	JEPA Mtn/Salaries	35,006	35,914	37,750	1,836	5.11%	1
001-P300-400-4110	JEPA Mtn/Longevity	1	383	386	3	0.78%	
001-P300-400-4150	JEPA Mtn/Standby Weekend	0	0	50	50		
001-P300-400-4151	JEPA Mtn/Standby-Weeknight	0	0	50	50		
001-P300-400-4201	JEPA Mtn/PT Salaries	0	19,950	19,950	0	0.00%	2
001-P300-400-4401	JEPA Mtn/Overtime	33	750	2,750	2,000	266.67%	
001-P300-400-4512	JEPA Mtn/Education Stipend	1	1,071	244	(827)	-77.22%	
001-P300-400-4520	JEPA Mtn /Other Payroll	0	0	1,147	1,147		3
001-P300-400-4901	JEPA Mtn/Pers/Employer	8,545	9,548	10,258	710	7.44%	
001-P300-400-4906	JEPA Mtn/Alt Benefit	0	0	210	210		
001-P300-400-4908	JEPA Mtn /RHS	900	900	1,200	300	33.33%	
001-P300-400-4920	JEPA Mtn/Health Ins/BI	0	1,609	16,476	14,867	923.99%	
001-P300-400-4921	JEPA Mtn /Medical Ins	5,365	0	0	0		
001-P300-400-4923	JEPA Mtn/Eye Care	213	385	408	23	5.97%	
001-P300-400-4924	JEPA Mtn/Dental Care	1,239	1,149	1,149	0	0.00%	
001-P300-400-4925	JEPA Mtn/Medicare	508	541	861	320	59.15%	
001-P300-400-4930	JEPA Mtn/Life Ins/Sala	254	133	147	14	10.53%	
001-P300-400-4931	JEPA Mtn/ LTD	147	191	195	4	2.09%	
001-P300-400-4932	JEPA Mtn/STD	72	93	96	3	3.23%	
001-P300-400-4933	JEPA Mtn/EAP	0	63	58	(5)	-7.94%	
001-P300-400-6422	JEAP Mtn/Workers' Comp	0	2,542	3,120	578	22.72%	
	400 Salaries & Benefits	52,285	75,222	96,505	21,283	28.29%	
001-P300-400-5210	JEPA Mtn/Spec Dept Supplies	4,936	14,700	14,700	0	0.00%	4
001-P300-400-5222	JEPA Mtn/Contingency	7	0	0	0		
	500 Operational Expense	4,943	14,700	14,700	0	0.00%	
001-P300-400-6101	JEPA Mtn/Contractual Services	0	3,200	3,200	0	0.00%	5
001-P300-400-6110	JEPA Mtn/Legal Services	71	0	0	0		
	510 Contract/Profess Services	71	3,200	3,200	0	0.00%	

Wilfred JEPA Maintenance Program

Account Number	Description	FY 13-14 Actual	FY 14-15	FY 15-16	\$ Change	% Change	See Item #
			Adopted Budget	Proposed Budget			
001-P300-400-5270	JEPA Mtn/Gas & Oil	278	400	400	0	0.00%	
001-P300-400-6426	JEPA Mtn/ Fleet Services	0	1,558	1,715	157	10.08%	
	530 Vehicle Expenses	278	1,958	2,115	157	8.02%	
001-P300-400-6423	JEPA Mtn/Liab/Prop	0	2,999	2,726	(273)	-9.09%	
	540 Facilities	0	2,999	2,726	(273)	-9.09%	
001-P300-400-5220	JEPA Mtn/Utilities	0	3,000	3,000	0	0.00%	
	550 Utilities	0	3,000	3,000	0	0.00%	
001-P300-400-6977	Reimb Fr Wilfrd JEPA Fund 177	(57,577)	(139,079)	(126,404)	12,675		6
	699 Reimb from Sp Rev Fd	(57,577)	(139,079)	(126,404)	12,675		
001-P300-400-8620	Transf Out to Veh Rep Fund	0	38,000	4,158	(33,842)	-89.06%	
	800 Transfers Out	0	38,000	4,158	(33,842)	-89.06%	
Revenue Total		0	0	0	0		
ExpenditureTotal		0	0	0	0		
Net Increase/(Decrease)		0	0	0	0		

Budget Detail

Program Budget Justification - Wilfred JEPA Maintenance Program

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
1	001-P300-400-4101	JEPA Mtn/Salaries	37,750	35,914
		Portion of supervisor salary		
		1 Maintenance Worker Trainee		
2	001-P300-400-4201	JEPA Mtn/PT Salaries	19,950	19,950
		Part-time salaries for additional laborers on weed clearing and general maintenance		
3	001-P300-400-4520	JEPA Mtn/Other Payroll	1,147	-
		3% one-time payment per labor MOAs		
4	001-P300-400-5210	JEPA Mtn/Spec Dept Supplies	14,700	14,700
		Landscape materials / irrigation parts and plant replacement		
		Garbage bags		
		Herbicide		
		Replacement LED Cobra Head		
		Replacement street light pole		
		Graffiti abatement paint		
		Uniform, jacket, and phone		

Budget Detail

Program Budget Justification - Wilfred JEPA Maintenance Program

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
5	001-P300-400-6101	JEPA Mtn/Contractual Services	3,200	3,200
		Traffic signal maintenance contract		
6	001-P300-400-6977	JEPA Mtn/Reimbursement	(126,404)	(139,079)
		Reimbursement from Fund 177 - Wilfred JEPA Special Revenue Fund		

Casino Mitigation Non-Recurring Contributions Special Revenue Funds

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
<u>SOURCES</u>				
Donations and Miscellaneous	\$ -	\$ -	\$ 2,285,000	\$ 2,285,000
TOTAL SOURCES	\$ -	\$ -	\$ 2,285,000	\$ 2,285,000
<u>EXPENDITURES</u>				
Transfer Out	\$ 17,338	\$ -	\$ 335,000	335,000
TOTAL EXPENDITURES	\$ 17,338	\$ -	\$ 335,000	\$ 335,000
Net Increase/(Decrease)	\$ (17,338)	\$ -	\$ 1,950,000	\$ 1,950,000

Public Safety Building Contribution

Account Number	Description	FY 13-14 Actual	FY 14-15	FY 15-16	\$ Change	% Change	See Item #
			Adopted Budget	Proposed Budget			
178-0000-300-3930	PSBC/ Contributions	0	0	1,875,000	1,875,000		
	370 Donations & Misc	0	0	1,875,000	1,875,000		
178-0000-400-8100	PSBC/ Transfers Out	17,338	0	0	0		
178-0000-400-8310	PSBC/ Trans Out to CIP Fund 310	0	0	200,000	200,000		1
	800 Transfers Out	17,338	0	200,000	200,000		
Revenue Total		0	0	1,875,000	1,875,000		
Expenditure Total		17,338	0	200,000	200,000		
Net Increase/(Decrease)		(17,338)	0	1,675,000	1,675,000		

Budget Detail

Budget Justification - Public Safety Building Contribution

			FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
Item	Account	Description		
1	178-0000-400-8310	PSBC/ Transfer Out to CIP Fund 310	200,000	-
		Reimbursement for a planning and engineering study on the future location of the Westside Public Safety Building		

City Vehicle Contribution

Account Number	Description	FY 14-15		FY 15-16	\$ Change	% Change	See Item #
		FY 13-14 Actual	Adopted Budget	Proposed Budget			
186-0000-300-3930	CVC/ Contributions	0	0	410,000	410,000		
	370 Donations & Misc	0	0	410,000	410,000		
186-C101-400-8001	CVC/ Trans Out to SEA for Veh	0	0	135,000	135,000		1
	800 Transfers Out	0	0	135,000	135,000		
Revenue Total		0	0	410,000	410,000		
ExpenditureTotal		0	0	135,000	135,000		
Net Increase/(Decrease)		0	0	275,000	275,000		

Budget Detail

Budget Justification - City Vehicle Contribution

			FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
Item	Account	Description		
1	186-C101-400-8001	CVC/ Transfer Out to SEA for Vehicles	135,000	0
		Transfer of funds to be used for purchasing vehicles for the Special Enforcement/COPS Unit		

Casino Mitigation Recurring Contributions Special Revenue Funds

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
<u>SOURCES</u>				
Intergovernmental	\$ 30,000	\$ -	\$ -	\$ -
Interest & Rentals	771	-	-	-
Donations & Miscellaneous	2,511,000	8,044,000	8,330,224	286,224
TOTAL SOURCES	\$ 2,541,771	\$ 8,044,000	\$ 8,330,224	\$ 286,224
<u>EXPENDITURES</u>				
Salaries and Benefits	\$ -	\$ -	\$ 319,126	\$ 319,126
Operational Expense	1,848,919	1,228,619	1,698,937	470,318
Contractual/Professional Svc	-	-	360,448	360,448
Information Technology	-	-	6,957	6,957
Facilities	-	-	12,222	12,222
Transfer Out	34,115	2,135,000	5,000,000	2,865,000
TOTAL EXPENDITURES	\$ 1,883,034	\$ 3,363,619	\$ 7,397,690	\$ 4,034,071
Net Increase/(Decrease)	\$ 658,737	\$ 4,680,381	\$ 932,534	\$ (3,747,847)

Law Enforcement Recurring Contribution

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
175-0000-300-3560	LERC/ County Revenue	30,000	0	0	0		
	320 Intergovernmental	30,000	0	0	0		
175-0000-300-3410	LERC/ Int Inc Alloc	337	0	0	0		
	330 Interest & rentals	337	0	0	0		
175-0000-300-3930	LERC/ Contributions	625,000	500,000	517,791	17,791	3.56%	
	370 Donations & Misc	625,000	500,000	517,791	17,791	3.56%	
					0		
175-c101-400-6999	LERC/ Reimb to C101	488,178	465,000	517,791	52,791	11.35%	1
	500 Operational Expense	488,178	465,000	517,791	52,791	11.35%	
					0		
175-0000-400-8100	LERC/ Transfer Out	0	35,000	0	(35,000)	-100.00%	
175-0000-400-8620	LERC/Transfer Out to Veh Rep Fd	0	0	0	0		
	800 Transfers Out	0	35,000	0	(35,000)	-100.00%	
Revenue Total		655,337	500,000	517,791	17,791	3.56%	
ExpenditureTotal		488,178	500,000	517,791	17,791	3.56%	
Net Increase/(Decrease)		167,159	0	0	0		

Budget Detail

Budget Justification - Law Enforcement Recurring Contribution

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
1	175-C101-400-6999	LERC/Reimb. to C101	517,791	465,000
		Reimbursement to Special Enforcement Activity Program Budget		

Problem Gambling Recurring Contribution

Account Number	Description	FY 13-14 Actual	FY 14-15	FY 15-16	\$ Change	% Change	See Item #
			Adopted Budget	Proposed Budget			
181-0000-300-3410	PGRC/ Int Inc Alloc	7	0	0	0		
	330 Interest & rentals	7	0	0	0		
181-0000-300-3930	PGRC/ Contributions	31,250	125,000	129,448	4,448	3.56%	
	370 Donations & Misc	31,250	125,000	129,448	4,448	3.56%	
181-C103-400-6999	PGRC/ Reimbursement	0	125,000	0	-125,000	-100.00%	
	500 Operational Expense	0	125,000	0	-125,000	-100.00%	
181-0000-400-6101	PGRC/ Contractual Services	0	0	129,448	129,448		1
	510 Contract/Profess Services	0	0	129,448	129,448		
Revenue Total		31,257	125,000	129,448	4,448	3.56%	
Expenditure Total		0	125,000	129,448	4,448	3.56%	
Net Increase/(Decrease)		31,257	0	0	0		

Budget Detail

Budget Justification - Problem Gambling Recurring Contribution

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
1	181-0000-400-6101	PGRC/ Contractual Services	129,448	-
		Grant to organization dedicated to treating problem and pathological gambling disorders per mitigation MOU		

Waterway Recurring Contribution

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
182-0000-300-3410	WRC/ Int Inc Alloc	2.87	0.00	0.00	0.00		
	330 Interest & rentals	2.87	0.00	0.00	0.00		
182-0000-300-3930	WRC/ Contributions	12,500.00	50,000.00	51,777.00	1,777.00	3.55%	
	370 Donations & Misc	12,500.00	50,000.00	51,777.00	1,777.00	3.55%	
182-0000-400-4101	WRC/ Salaries	0.00	0.00	7,514.00	7,514.00		
182-0000-400-4520	WRC/ Other Payroll	0.00	0.00	234.00	234.00		
182-0000-400-4901	WRC/ PERS ER	0.00	0.00	2,018.00	2,018.00		
182-0000-400-4908	WRC/ RHSA	0.00	0.00	120.00	120.00		
182-0000-400-4920	WRC/ Blue Cross	0.00	0.00	1,648.00	1,648.00		
182-0000-400-4923	WRC/ Eye Care	0.00	0.00	24.00	24.00		
182-0000-400-4924	WRC/ Dental Care	0.00	0.00	110.00	110.00		
182-0000-400-4925	WRC/ Medicare	0.00	0.00	113.00	113.00		
182-0000-400-4930	WRC/ Life Ins/Salaried	0.00	0.00	14.00	14.00		
182-0000-400-4931	WRC/ LTD	0.00	0.00	39.00	39.00		
182-0000-400-4932	WRC/ STD	0.00	0.00	19.00	19.00		
182-0000-400-4933	WRC/ EAP	0.00	0.00	6.00	6.00		
182-0000-400-6422	WRC/ Workers Comp	0.00	0.00	410.00	410.00		
	400 Salaries & Benefits	0.00	0.00	12,269.00	12,269.00		
182-0000-400-6101	WRC/ Contracted & Prof Svcs	0.00	0.00	41,000.00	41,000.00		1
	510 Contract/Profess Services	0.00	0.00	41,000.00	41,000.00		
Revenue Total		12,502.87	50,000.00	51,777.00	1,777.00	3.55%	
ExpenditureTotal		0.00	0.00	53,269.00	53,269.00		
Net Increase/(Decrease)		12,502.87	0.00	(1,492.00)	(1,492.00)		

Budget Detail

Budget Justification - Waterway Recurring Contribution

			FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
Item	Account	Description		
1	182-0000-400-6101	WRC/ Contract Services	\$ 41,000	\$ -
		Storm Drain Canal Clearing		

Recurring Public Services Contribution

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
183-0000-300-3410	RPSC/ Int Inc Alloc	137	0	0	0		
	330 Interest & rentals	137	0	0	0		
183-0000-300-3930	RPSC/ Contributions	592,250	2,369,000	2,453,295	84,295	3.56%	
	370 Donations & Misc	592,250	2,369,000	2,453,295	84,295	3.56%	
183-0000-400-4101	RPSC/ Salaries	0	0	175,946	175,946		1
183-0000-400-4110	RPSC/ Longevity	0	0	386	386		
183-0000-400-4150	RPSC/ Standby Weekend	0	0	500	500		
183-0000-400-4151	RPSC/ Standby Weeknight	0	0	500	500		
183-0000-400-4201	RPSC/ Part-Time Salaries	0	0	39,900	39,900		2
183-0000-400-4401	RPSC/ OT	0	0	5,000	5,000		
183-0000-400-4512	RPSC/ Educaton Stipend	0	0	1,683	1,683		
183-0000-400-4520	RPSC/ Other Payroll	0	0	5,233	5,233		3
183-0000-400-4901	RPSC/ Pers - Employer	0	0	38,403	38,403		
183-0000-400-4904	RPSC/ Def Comp	0	0	210	210		
183-0000-400-4908	RPSC/ RHSA Plan	0	0	1,861	1,861		
183-0000-400-4920	RPSC/ Med Ins Blue Cross	0	0	20,915	20,915		
183-0000-400-4923	RPSC/ Eye Care	0	0	495	495		
183-0000-400-4924	RPSC/ Dental Care	0	0	1,861	1,861		
183-0000-400-4925	RPSC/ Medicare Employer	0	0	2,731	2,731		
183-0000-400-4930	RPSC/ Life Ins	0	0	238	238		
183-0000-400-4931	RPSC/ LTD	0	0	731	731		
183-0000-400-4932	RPSC/ STD	0	0	358	358		
183-0000-400-4933	RPSC/ EAP	0	0	94	94		
183-0000-400-6422	RPSC/ Workers Comp	0	0	9,812	9,812		
	400 Salaries & Benefits	0	0	306,857	306,857		

Recurring Public Services Contribution

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
183-0000-400-4800	RPSC/ Training	0	0	500	500		
183-0000-400-5100	RPSC/ Supplies	0	0	5,000	5,000		
183-0000-400-5210	RPSC/ Special Dept Supplies	0	0	10,000	10,000		
183-0000-400-5222	RPSC/ Contingency	0	0	100,000	100,000		
183-0000-400-5240	RPSC/ Advertising	0	0	5,000	5,000		
183-0000-400-6600	RPSC/ Travel and Meetings	0	0	500	500		
183-1250-400-6999	RPSC/ Reimb 1250 Ec Dev	0	0	111,216	111,216		4
183-1600-400-6999	RPSC/ Reimb to 1600	0	0	69,660	69,660		5
183-c101-400-6999	RPSC/ Reimb to C101	0	0	879,270	879,270		6
183-C100-400-6999	RPSC/ Reimb to C100	0	638,619	0	(638,619)	-100.00%	
	500 Operational Expense	0	638,619	1,181,146	542,527	84.95%	
183-0000-400-6101	RPSC/ Contracted Services	0	0	115,000	115,000		7
183-0000-400-6110	RPSC/ Legal	0	0	75,000	75,000		
	510 Contract/Profess Services	0	0	190,000	190,000		
183-0000-400-6424	RPSC/ IT Services	0	0	6,957	6,957		
	520 Information Technology	0	0	6,957	6,957		
183-0000-400-6423	RPSC/ Insurance Liab & Prop	0	0	12,222	12,222		
	540 Facilities	0	0	12,222	12,222		
183-0000-400-8001	RPSC/ Transfer Out to GF	0	1,200,000	0	(1,200,000)	-100.00%	
	800 Transfers Out	0	1,200,000	0	(1,200,000)	-100.00%	
Revenue Total		592,387	2,369,000	2,453,295	84,295	3.56%	
ExpenditureTotal		0	1,838,619	1,697,182	(141,437)	-7.69%	
Net Increase/(Decrease)		592,387	530,381	756,113	225,732	42.56%	

Budget Detail

Budget Justification - Recurring Public Services Contribution

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
1	183-0000-400-4101	RPSC/ Salaries Senior Analyst Works) (Moved from Program Budget C102)	175,946	-
2	183-0000-400-4201	RPSC/ Part-Time Salaries 1,000 hour part-time employees (x2) for litter removal and maintenance on roadways and public facilities in the area near the casino 1,000 hours of part-time labor for creek clean-ups (Moved from Program Budget C102)	39,900	-
3	183-0000-400-4520	RPSC/ Other Payroll 3% one-time payment per labor MOAs Administrative Leave Payout (Moved from Program Budget C102)	5,233	-
4	183-1250-400-6999	RPSC/ Reimb to 1250 Reimbursement to cover Economic Development costs to offset impacts, and stabilize the local economy from future impacts, of the casino.	111,216	-
5	183-1600-400-6999	RPSC/ Reimb to 1600 Reimbursement to Development Services for personnel cost increases resulting for the full time Code Compliance Officer	69,660	-

Budget Detail

Budget Justification - Recurring Public Services Contribution

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
6	183-C101-400-6999	RPSC/ Reimb to C101 Reimbursement to Special Enforcement Activity Program Budget for Community Oriented Problem Solving (COPS) Unit	879,270	-
7	183-0000-400-6101	RPSC/ Contracted Services California Conservation Corps. litter removal services Traffic signal maintenance Traffic impact monitoring and mitigation (Moved from Program Budget C102)	115,000	-

Supplemental Recurring Contribution

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
184-0000-300-3410	SRC/ Int Inc Alloc	288	0	0	0		
	330 Interest & rentals	288	0	0	0		
184-0000-300-3930	SRC/ Contributions	1,250,000	5,000,000	5,177,913	177,913	3.56%	
	370 Donations & Misc	1,250,000	5,000,000	5,177,913	177,913	3.56%	
184-0000-400-8001	SRC/ Transfer Out to GF	0	900,000	5,000,000	4,100,000	455.56%	1
	800 Transfers Out	0	900,000	5,000,000	4,100,000	455.56%	
Revenue Total		1,250,288	5,000,000	5,177,913	177,913	3.56%	
Expenditure Total		0	900,000	5,000,000	4,100,000	455.56%	
Net Increase/(Decrease)		1,250,288	4,100,000	177,913	(3,922,087)	-95.66%	

Budget Detail

Budget Justification - Supplemental Recurring Contribution

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
1	184-0000-400-8001	SRC/ Transfer Out to General Fund	5,000,000	900,000
		Lost revenue mitigation payment for lost sales and property tax revenues related to the Northwest Specific Plan		

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FINANCE DEPARTMENT

DEPARTMENT SERVICES MODEL

MANDATED

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

CORE

- Ensure that internal controls are in place, regularly monitored for compliance, and are strong enough to protect the assets of the City
- Maintain the City's financial systems, and structure for accuracy and efficiency of reporting
- Administer and monitor the annual budget
- Prepare regular reports for Council on the financial condition of the City
- Ensure all financial transactions are made in accordance with GAAP
- Review new programs and contracts and identify fiscal impacts
- Prepare Long-Range Financial Plans
- Prepare Cost Allocation Plans
- Administer Utility Billing Operation and provide excellent customer service
- Process Accounts Payable/Receivable
- Process Cash Receipts
- Perform Treasury Management including monthly reconciliation bank statements
- Administer Purchasing Function
- Perform Financial Analysis
- Prepare regular reports for Council on the financial condition of the City

DISCRETIONARY

- Perform Internal/External Audits
- Perform Feasibility and Cost-Benefit Studies

REVENUE OPPORTUNITIES

- Review business and animal license fee compliance
- Audit or review leased assets and franchise contracts
- Continue to Develop Cost Allocation Plans City-wide and within in Departments so that the full cost of providing charges for services can be identified
- Review cost reimbursement agreements to ensure that administrative costs are included in the cost to provide service

- Monitor sales tax reports for accuracy

MAJOR ACCOMPLISHMENTS COMPLETED IN FISCAL YEAR 2014-15

- ✓ Began a review of the City's internal control structure
- ✓ Began a review of the financing structure of the City's accounts
- ✓ Reconfigured the FY 2014-15 Budget to align with the preparation of the financial statements
- ✓ Worked with the Department of Finance to have our Redevelopment Successor Agency Recognized Obligation Payment Schedules approved, and received our first City loan repayment
- ✓ Refunded the 1999 Certificates of Participation resulting in an annual savings of \$347,000
- ✓ Updated the ten-year revenue and expenditure forecast
- ✓ Worked with a consultant to prepare an updated Other Post Employment Benefit (OPEB) valuation to evaluate the effect of the negotiated labor agreements on the City's future OPEB liability
- ✓ Completed all mandated reporting on time
- ✓ Completed and implemented the City's first formal cost allocation plan (CAP)

MAJOR GOALS FOR FISCAL YEAR 2015-16

GOAL 1: Prepare the CAFR and other required annual reports

- Attend professional training
- Produce reports in a timely manner, within nationally recognized peer group standards

GOAL 2: Continue to improve the City's annual budget

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

GOAL 3: Continue to review the City's internal control structure

GOAL 4: Review and revise the City's chart of accounts

- Review accounting structure to improve accountability and transparency

GOAL 5: Evaluate the City's Financial System to determine if it is sufficient for the City's needs, if adding new modules would be sufficient or if the system should be replaced

GOAL 6: Update the ten-year revenue and expenditure forecast

- Review fiscal position and make recommendations for long-term fiscal health for the City

FINANCE

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Cost Allocation Plan Revenue	\$ -	\$ -	\$ 848,341	\$ 848,341
License, Permit Fees	481,880	495,000	496,000	1,000
Charges for Services	-	-	35,000	35,000
General Fund	74,276	103,307	291,952	188,645
TOTAL SOURCES	\$ 556,156	\$ 598,307	\$ 1,671,293	\$ 1,072,986
EXPENDITURES				
Salaries and Benefits*	\$ 435,260	\$ 479,286	\$ 1,416,594	\$ 937,308
Operational Expense	5,300	14,590	33,790	19,200
Contractual/ Professional Svc	41,365	30,620	163,548	132,928
Information Technology	66,060	68,065	89,571	21,506
Facilities	8,009	4,546	4,132	(414)
One-Time Expenditures	-	-	29,800	29,800
Utilities	162	1,200	-	(1,200)
Reimbursement	-	-	(66,142)	(66,142)
TOTAL EXPENDITURES	\$ 556,156	\$ 598,307	\$ 1,671,293	\$ 1,072,986
	\$ -	\$ -	\$ -	\$ -

* Increase due to implementation of Cost Allocation Plan

Informational Purposes Only:	FY 14-15	FY15-16	\$ INCREASE/ (DECREASE)
Finance Budget	\$ 598,307	\$ 1,671,293	\$ 1,072,986
Reimbursement from Special Revenue Funds	-	66,142	66,142
Total Resources Provided for Finance	\$ 598,307	\$ 1,737,435	\$ 1,139,128

Finance Department

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1300-300-3621	Finance/REMIF Chgs for Svc	0	0	35,000	35,000		
	340 Charges for Services	0	0	35,000	35,000		
001-1300-300-3622	Finance/ CAP Rev	0	0	848,341	848,341		
	341 CAP Revenue	0	0	848,341	848,341		
001-1300-300-3210	Business License Revenue	353,952	375,000	375,000	0	0.00%	
001-1300-300-3211	Bus Lic-Landlord-Rental Prop	123,867	120,000	120,000	0	0.00%	
001-1300-300-3215	Bus License Penalties	4,062	0	1,000	1,000		
	350 License, permits & fees	481,880	495,000	496,000	1,000	0.20%	
001-1300-400-4101	Finance /Salaries	272,893	303,257	876,980	573,723	189.19%	
001-1300-400-4110	Finance /Longevity	7,516	7,486	16,014	8,528	113.92%	
001-1300-400-4401	Finance /Overtime Sala	621	0	0	0		
001-1300-400-4520	Finance /Other Payroll	10,628	10,562	29,813	19,251	182.27%	1
001-1300-400-4901	Finance /Pers/Employer	68,478	79,395	239,775	160,380	202.00%	
001-1300-400-4905	Finance /Alt Ben Prog/D	476	0	0	0		
001-1300-400-4906	Finance /Alt Ben Prog/D	2,174	3,696	8,400	4,704	127.27%	
001-1300-400-4908	Finance /RHS Plan	2,178	3,287	9,600	6,313	192.06%	
001-1300-400-4920	Finance /Health Ins/BI	6,424	43,230	139,632	96,402	223.00%	
001-1300-400-4921	Finance /Medical Insur	29,767	0	0	0		
001-1300-400-4923	Finance /Eye Care	468	964	2,853	1,889	195.95%	
001-1300-400-4924	Finance /Dental Care	3,769	4,705	13,130	8,425	179.06%	
001-1300-400-4925	Finance /Medicare	4,298	4,519	13,387	8,868	196.24%	
001-1300-400-4930	Finance /Life Ins/Sala	656	716	1,950	1,234	172.35%	
001-1300-400-4931	Finance /LTD	1,429	1,585	4,559	2,974	187.63%	
001-1300-400-4932	Finance /Short Term Disability	696	775	2,935	2,160	278.71%	
001-1300-400-4933	Finance/EAP	216	258	657	399	154.65%	
001-1300-400-4999	Finance /Labor Reimb	(8,725)	0	0	0		
001-1300-400-5272	Finance /Auto Allowance	1,814	2,512	9,014	6,502	258.84%	
001-1300-400-6422	Finance/Workers' Comp	29,484	12,339	47,895	35,556	288.16%	
	400 Salaries & Benefits	435,260	479,286	1,416,594	937,308	195.56%	

Finance Department

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1300-400-4800	Finance /Training & Edu	120	4,075	10,075	6,000	147.24%	
001-1300-400-5130	Finance /Postage	40	100	100	0	0.00%	
001-1300-400-5150	Finance/ Bank Fees	0	0	12,000	12,000		
001-1300-400-5152	Cash Long (Short)	(3,701)	0	0	0		
001-1300-400-5210	Finance /Spec. Departm	7,385	6,670	6,670	0	0.00%	2
001-1300-400-5260	Finance /Dues & Subscr	755	745	1,375	630	84.56%	3
001-1300-400-5330	Finance /Spec Dept Equ	281	300	870	570	190.00%	4
001-1300-400-6600	Finance /Travel & Meetings	421	2,700	2,700	0	0.00%	5
	500 Operational Expense	5,300	14,590	33,790	19,200	131.60%	
001-1300-400-6101	Finance /Contractual S	40,083	29,120	162,748	133,628	458.89%	6
001-1300-400-6210	Finance/Recruitment	1,282	1,500	800	(700)	-46.67%	
	510 Contract/Profess Services	41,365	30,620	163,548	132,928	434.12%	
001-1300-400-6424	Finance - IT	66,060	68,065	89,571	21,506	31.60%	
	520 Information Technology	66,060	68,065	89,571	21,506	31.60%	
001-1300-400-6423	Finance/Liability/Prop	8,009	4,546	4,132	(414)	-9.11%	
	540 Facilities	8,009	4,546	4,132	(414)	-9.11%	
001-1300-400-5231	Finance /Cellular Phone	162	1,200	0	(1,200)	-100.00%	
	550 Utilities	162	1,200	0	(1,200)	-100.00%	
001-1300-400-5400	One-Time Expenditures	0	0	29,800	29,800		7
	610 Other Expenses	0	0	29,800	29,800		
001-1300-400-6964	Reimb fr 3% PFF Admin SRF	0	0	(66,142)	(66,142)		
	699 Reimb from Sp Rev Fd	0	0	(66,142)	(66,142)		
Revenue Total		481,880	495,000	1,379,341	884,341	178.65%	
Expenditure Total		556,156	598,307	1,671,293	1,072,986	179.34%	
Net Cost to General Fund		(74,276)	(103,307)	(291,952)	(188,645)	182.61%	

Budget Detail

Finance Budget Justification

Item	Account	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
1	001-1300-400-4520	Finance/ Other Payroll 3% one-time payment per labor MOAs, Administrative Leave payoff	29,813	10,562
2	001-1300-400-5210	Finance /Spec. Departm Tax forms, payroll/payables checks, finance forms, envelopes Print & Copy - annual budget books Print CAFR Covers and Tabs Payroll Special Envelopes #10 window GFOA CAFR Award Application Fee Secretary of State - annual fees for non profits GASB 68 PERS Fee Required for Audit	6,670	6,670
3	001-1300-400-5260	Finance /Dues & Subscriptions Costco Membership GFOA Professional Subscriptions ADDL NEEDS LIST CSMFO California Association of Public Procurement GASB Subscription	1,375	745
4	001-1300-400-5330	Finance /Spec Dept Equip Calculators, chairs, book cases, files	870	300
5	001-1300-400-6600	Finance /Travel & Meetings Meeting - Noon Times Reimbursement for City business activities Training Accommodations	2,700	2,700

Budget Detail

Finance Budget Justification

Item	Account	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
6	001-1300-400-6101	Finance /Contractual Services Financial Advisor Fee moved to Finance from CM. Financial Audit moved from non-Departmental Cost Allocation Plan for 12-13 and 13-14 c/b cy if enc Cost Allocation Plan for 14-15 actual and 15-16 budget Springbrook SQL Upgrade Muni Service Contract - Change in Classification to Expense Springbrook Budget Module	162,748	29,120
7	001-1300-400-5400	One-Time Expenditures First Year Costs for Accountant Springbrook SQL Upgrade Extra help Springbrook Budget Module Training	29,800	-

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HUMAN RESOURCES

DEPARTMENT SERVICES MODEL

MANDATED

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

CORE

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

DISCRETIONARY

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

MAJOR TASKS COMPLETED IN FY 2014-15

- ✓ Developed and implemented recruiting timeline for efficient recruitment with clearly defined roles, responsibilities and deadlines.
- ✓ Conducted three harassment prevention trainings for supervisors and managers.
- ✓ Reduced retiree medical costs \$85,000 annually by implementing new prescription drug program.
- ✓ Launched an employee development program called “Investing in Me”.
- ✓ Established Retiree Health Savings Plan and Retiree Health Reimbursement Account to implement the retiree medical buy out provision of 2014-2017 labor agreements.
- ✓ Updated and amended the Employer-Employee Organization Relations Resolution

MAJOR GOALS FOR FISCAL YEAR 2015-16

GOAL 1: Implement the 2014-15 Affordable Care Act (ACA) Provisions.

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

GOAL 2: Update Harassment Prevention Policy and Expand Training.

- Human Resources will update the City’s Harassment Policy and expand training to include all City Employees.

GOAL 3: Develop Cost Containment Strategies for Retiree Medical Liability.

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

GOAL 4: Update Personnel Rules and Regulations.

- Human Resources will work with a Joint Labor Management Committee to update and amend the City’s Personnel Rules and Regulations.

GOAL 5: Expand Human Resources Staff Cross Training.

- Human Resource staff will continue to cross train in all functional areas of HR to promote flexibility and improve customer service.

HUMAN RESOURCES

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Cost Allocation Plan Revenue	\$ -	\$ -	126,575	\$ 126,575
General Fund	355,166	405,877	422,613	16,736
TOTAL SOURCES	\$ 355,166	\$ 405,877	\$ 549,188	\$ 143,311
EXPENDITURES				
Salaries and Benefits*	\$ 275,582	\$ 364,508	\$ 501,793	\$ 137,285
Operational Expense	238	3,575	3,225	(350)
Contractual/Professional Svc	51,177	5,500	6,250	750
Information Technology	25,668	28,506	34,786	6,280
Facilities	2,319	2,788	2,534	(254)
Utilities	182	1,000	600	(400)
TOTAL EXPENDITURES	\$ 355,166	\$ 405,877	\$ 549,188	\$ 143,311
	\$ -	\$ -	\$ -	\$ -

* Increase due to implementation of Cost Allocation Plan

Human Resources

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1700-300-3622	HR/ CAP Rev	0	0	126,575	126,575		
	341 CAP Revenue	0	0	126,575	126,575		
001-1700-400-4101	HR /Salaries	142,742	240,576	281,970	41,394	17.21%	
001-1700-400-4110	HR /Longevity	2,973	2,730	3,876	1,146	41.98%	
001-1700-400-4201	HR /Part-Time Sal	38,205	0	29,848	29,848		
001-1700-400-4511	HR /Residency All	292	202	180	(22)	-10.89%	
001-1700-400-4520	HR /Other Payroll	21,801	1,542	11,496	9,954	645.53%	1
001-1700-400-4901	HR /Pers/Employer	35,573	62,165	84,767	22,602	36.36%	
001-1700-400-4906	HR /Alt Ben Prog/D	106	0	0	0		
001-1700-400-4908	HR/RHS Plan	525	0	3,300	3,300		
001-1700-400-4920	HR /Health Ins/BI	3,894	35,506	51,630	16,124	45.41%	
001-1700-400-4921	HR /Medical Insur	12,309	0	0	0		
001-1700-400-4923	HR /Eye Care	294	615	951	336	54.63%	
001-1700-400-4924	HR /Dental Care	1,862	2,998	4,377	1,379	46.00%	
001-1700-400-4925	HR /Medicare	3,110	3,321	4,748	1,427	42.97%	
001-1700-400-4930	HR /Life Ins/Sala	417	348	560	212	60.92%	
001-1700-400-4931	HR / LTD	635	1,159	1,613	454	39.17%	
001-1700-400-4932	HR /STD	310	567	790	223	39.33%	
001-1700-400-4933	HR /EAP	163	195	247	52	26.67%	
001-1700-400-5272	HR/Auto Allowanc	2,029	4,320	4,507	187	4.33%	
001-1700-400-6422	HR /Workers' Comp	8,341	8,264	16,933	8,669	104.90%	
	400 Salaries & Benefits	275,582	364,508	501,793	137,285	37.66%	
001-1700-400-4800	HR/Training & Ed	50	1,750	1,750	0	0.00%	2
001-1700-400-5210	HR - Spec Department Supplies	188	250	250	0	0.00%	
001-1700-400-5240	HR /Advertising & Publication	0	400	0	(400)	-100.00%	
001-1700-400-5260	HR /Dues & Subscr	0	425	825	400	94.12%	3
001-1700-400-6600	HR /Travel & Meetings	0	750	400	(350)	-46.67%	4
	500 Operational Expense	238	3,575	3,225	(350)	-9.79%	
001-1700-400-6101	HR /Contractual Svs	48,235	5,000	6,250	1,250	25.00%	5
001-1700-400-6210	HR/Recruitment/G	2,878	500	0	(500)	-100.00%	
001-1700-400-6270	HR /Recruitment/F	64	0	0	0		
	510 Contract/Profess Services	51,177	5,500	6,250	750	13.64%	

Human Resources

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1700-400-6424	HR - IT Services	25,668	28,506	34,786	6,280	22.03%	
	520 Information Technology	25,668	28,506	34,786	6,280	22.03%	
001-1700-400-6423	HR /Liability/Prop	2,319	2,788	2,534	(254)	-9.11%	
	540 Facilities	2,319	2,788	2,534	(254)	-9.11%	
001-1700-400-5231	HR /Cellular Phone	182	1,000	600	(400)	-40.00%	
	550 Utilities	182	1,000	600	(400)	-40.00%	
Revenue Total		0	0	126,575	126,575		
Expense Total		355,166	405,877	549,188	143,311	35.31%	
Net Cost To General Fund		(355,166)	(405,877)	(422,613)	(16,736)	4.12%	

Budget Detail

Human Resources Budget Justification

Item	Account/Vendor	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
1	001-1700-400-4520	HR/ Other Payroll 3% one-time payment per labor MOAs; Administrative Leave payoff	11,496	1,542
2	001-1700-400-4800	HR/ Training CALPELRA/NPELRA Trainings Continuing HR Education	1,750	1,750
3	001-1700-400-5260	HR/ Dues & Subscriptions CAPELRA/NPELRA Dues Liebert Cassidy Witmore Library	825	425
4	001-1700-400-6600	HR/ Travel & Meetings CAPELRA Conference	400	750
5	001-1700-400-6101	HR/ Contractual Services NEOGOV Annual Maintenance Fee	6,250	5,000

DEVELOPMENT SERVICES

DEPARTMENT SERVICES MODEL

MANDATED

- Comply with state and federal laws
- Ensure safe buildings
- Build safe and usable streets
- Keep water and sewer systems working
- Move traffic and people safely
- Ensure adequate water supply
- Ensure adequate sewer treatment
- Prevent future flooding

CORE

- Create and maintain attractive neighborhoods
- Assist in the creation of economically vibrant development
- Protect property rights & enhance property values
- Keep city financially viable
- Respond to community
- Bring amenities to benefit citizens and businesses
- Customer service

DISCRETIONARY

- Extra assistance to help with incomplete permit applications
- Extra research and response to informal developer inquiries
- Response to public inquiries and requests beyond core and mandated services
- Other regional coordination and partnerships

REVENUE OPPORTUNITIES

- Code Compliance
- Deliver capital projects from water, sewer, roads funding and grants – in house if possible

MAJOR ACCOMPLISHMENTS COMPLETED IN FISCAL YEAR 2014-15

- ✓ Accomplished major milestones for Specific Plans and Planned Development areas, including the processing of University District Specific Plan land use amendments (*FY 2013-14 –Goal 2*), approval and permitting of grading and offsite infrastructure plan for the University District Specific Plan Area, processing of the Northwest Specific Plan draft specific plan and draft EIR (*FY 2013-14 –Goal 3*), and kicking-off Central Rohnert Park Priority Development Area Plan process (*FY 2013-14 – Goal 8*)

- ✓ Completed the Eastside Trunk Sewer Phase II and the Rohnert Park Expressway Water Transmission Main to help usher in new development
- ✓ Preserved existing infrastructure with projects in our older neighborhoods like the Adrian Drive Sewer and Water Project (*FY 2013-14 – Goal 10*) and the 2013 Various Streets Project which preserved 14-lane miles of streets throughout the City
- ✓ Initiated construction of the Eastside Trunk Sewer/Snyder Lane Widening Project and coordinated with Public Works to include the Community Center Parking Lot Overlay Project within the scope of the construction project, improving the efficiency of capital project delivery
- ✓ Processed Wilfred/Dowdell Specific Plan, including permits for Oxford Suites and Amy's Kitchen (*FY 2013-14 – Goal 5*), and Development Area Plan for the Wilfred/Dowdell Specific Plan South (*FY 2013-14 – Goal 6*)
- ✓ Adopted 2015-2023 Housing Element
- ✓ Approved Community Facilities District for infrastructure financing, in partnership with the California Statewide Communities Development Authority and the University District Developer
- ✓ Approved Community Facilities District for service provision, infrastructure maintenance and upkeep for the Southeast Specific Plan Area
- ✓ Developed and Implemented a Temporary Urgency Water Conservation Ordinance in response to the State's Emergency Regulation
- ✓ Processed and implemented initial projects in Stadium Lands, including:
 - Dowdell Ave Extension from Martin Avenue to Business Park Drive (construction complete)
 - Carlson Court widening (construction underway)
 - Fiori Estates (construction underway)
 - The Reserve at Dowdell by Bellwether Properties (construction commencing)

MAJOR GOALS FOR FISCAL YEAR 2015-2016

- GOAL 1: Implement Northwest Specific Plan
- GOAL 2: Complete construction of the Eastside Trunk Sewer Phase 3/Snyder Lane Widening/Community Center Parking Lot Overlay Project with proactive outreach to assist the public in planning for construction related delays.
- GOAL 3: Construct Rohnert Park Expressway Rehabilitation Project (Commerce Boulevard to Snyder Lane) with proactive outreach to assist the public in planning for construction related delays
- GOAL 4: Process Central Rohnert Park Priority Development Area Plan
- GOAL 5: Process Rohnert Crossings at developer's discretion
- GOAL 6: Implement Stadium Lands Master Plan at developer's discretion
 - Carlson Court Widening

- GOAL 7: Complete transfer and permitting of the Rohnert Park Reuse System providing the City with local control over this piece of its water supply
- Secure coverage under the State’s General Recycled Water Order
 - Develop and Adopt local recycled water construction standards and users guide
 - Initiate and maintain relationships with recycled water users in Rohnert Park
- GOAL 8: Complete and approve the City’s 2015 Urban Water Management Plan including an update to the City’s Drought Contingency Plan that allows for flexible and efficient response to future water shortages
- GOAL 9: Complete design and begin construction of the 2015 Various Streets and Street Smart Rohnert Park Projects
- Preserve streets
 - Initiate pedestrian and bicycle improvements within the Central Rohnert Park Planned Development Area
 - Complete local improvements around the new SMART station and planned Multi-Use Pathway
- GOAL 10: Streamline Zoning Code- Specific Plan/ Planned Development review and adoption
- GOAL 11: Develop and formalize an “acquisition audit” process for developer-constructed infrastructure
- GOAL 12: Initiate an update to the City’s Public Facilities Finance Plan
- GOAL 13: Enhance coordination with SMART to prepare for the successful opening of the City’s station and the Multi-Use Pathway segment through Rohnert Park

DEVELOPMENT SERVICES

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Building Permits	\$ 315,072	\$ 235,000	\$ 403,193	\$ 168,193
Plan Check Fees	104,129	105,000	230,000	125,000
Zoning & Subdivision Fees	81,591	90,000	90,000	-
Cell Tower Rental Income	262,213	267,000	290,000	23,000
Planning Cost Recovery Fees	60,874	25,700	40,700	15,000
Engineering Permit Fees	300,332	110,000	125,000	15,000
Engineering Cost Recovery Fees	42,346	41,500	41,500	-
Home Occupancy Planning Clearance	16,065	14,000	16,000	2,000
Other Rental Income	21,611	21,568	21,896	
General Fund	(179,858)	178,407	123,187	(54,892)
TOTAL SOURCES	\$ 1,024,375	\$ 1,088,175	\$ 1,381,476	\$ 293,301
EXPENDITURES				
Salaries and Benefits	\$ 778,848	\$ 819,182	\$ 1,015,051	\$ 195,869
Operational Expense	17,000	63,331	66,717	3,386
Contractual/Professional Svc	77,545	84,200	210,100	125,900
Information Technology	82,068	112,352	136,963	24,611
Vehicle Expenses	3,121	4,880	11,039	6,159
Facilities	6,483	10,579	9,615	(964)
Utilities	3,609	3,651	3,651	-
Capital Outlay	75,700	-	-	-
One-Time Expenditures	-	-	18,000	18,000
Reimbursement*	(20,000)	(10,000)	(89,660)	(79,660)
TOTAL EXPENDITURES	\$ 1,024,375	\$ 1,088,175	\$ 1,381,476	\$ 293,301
	\$ -	\$ -	\$ -	\$ -

* FY 2014-15 Adopted Budget has been changed to reflect transfers in from GP Maintenance as Reimbursements in accordance with GAAP for comparative purposes.

Informational Purposes Only:	FY 2014-15	FY 2015-16	\$ INCREASE/ (DECREASE)
Development Services Budget	\$ 1,088,175	\$ 1,381,476	\$ 293,301
Reimbursement from Special Revenue Funds	84,000	266,585	182,585
Reimbursement from Grants	257,046	61,890	(195,156)
Total Resources Provided for Dev Services	\$ 1,429,221	\$ 1,709,951	\$ 280,730

Development Services

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1600-300-3450	Billboard/Land Rentals	7,011	7,000	7,000			
001-1600-300-3451	Rent-Land N. of Blg 4	4,736	4,704	4,700	(4)	-0.09%	
001-1600-300-3453	Rent-Chevrn & Iglesia Church	9,865	9,864	10,196	332	3.37%	
001-1600-300-3457	DS/ Cell Tower Income	262,213	267,000	290,000	23,000	8.61%	
	330 Interest & rentals	283,825	288,568	311,896	23,328	8.08%	
001-1600-300-3611	Cost Recovery - Planning	60,874	25,700	40,700	15,000	58.37%	
001-1600-300-3644	Cost Recovery - Engineering	42,346	41,500	41,500	0	0.00%	
	340 Charges for Services	103,220	67,200	82,200	15,000	22.32%	
001-1600-300-3230	DS/ Bldg Permit Fees	309,701	235,000	403,193	168,193	71.57%	
001-1600-300-3232	Strong Motion Category 1	5,175	0	0	0		
001-1600-300-3235	DS/ Building Plan Check Fees	104,129	105,000	230,000	125,000	119.05%	
001-1600-300-3610	DS/ Zoning & Subv Fees	81,591	90,000	90,000	0	0.00%	
001-1600-300-3617	DS/ Home Occupancy Clear	16,065	14,000	16,000	2,000	14.29%	
001-1600-300-3640	DS/ Eng. Permit Fees	300,332	110,000	125,000	15,000	13.64%	
001-1600-300-3238	DS/ Buliding Standards Spec Rev	196	0	0	0		
	350 License, permits & fees	817,189	554,000	864,193	310,193	55.99%	
001-1600-400-4101	Dev Svs /Salaries	769,894	888,175	989,144	100,969	11.37%	
001-1600-400-4201	Dev Svs /Part-Time Sal	79,820	80,010	45,616	(34,394)	-42.99%	
001-1600-400-4401	Dev Svs /Overtime Sala	12,115	11,763	11,493	(270)	-2.30%	
001-1600-400-4511	Dev Svs /Residency All	350	547	684	137	25.05%	
001-1600-400-4512	Dev Svs /Education Stipend	475	450	282	(168)	-37.33%	
001-1600-400-4520	Dev Svs /Other Payroll	24,373	4,309	34,619	30,310	703.41%	8
001-1600-400-4901	Dev Svs /Pers/Employer	188,147	227,043	275,902	48,859	21.52%	
001-1600-400-4905	Dev Svs /Alt Ben Prog/D	7,303	15,918	12,390	(3,528)	-22.16%	
001-1600-400-4906	Dev Svs /Alt Ben Prog/D	7,175	0	0	0		
001-1600-400-4908	Dev Svs /RHS	3,085	2,925	7,332	4,407	150.67%	
001-1600-400-4920	Dev Svs /Health Ins/BI	35,921	79,516	105,156	25,640	32.25%	
001-1600-400-4921	Dev Svs /Medical Insur	24,190	0	0	0		
001-1600-400-4923	Dev Svs /Eye Care	1,694	2,377	2,844	467	19.65%	
001-1600-400-4924	Dev Svs /Dental Care	10,632	11,598	13,087	1,489	12.84%	
001-1600-400-4925	Dev Svs /Medicare	13,255	12,956	15,528	2,572	19.85%	
001-1600-400-4930	Dev Svs /Life Ins/Sala	1,808	1,449	2,035	586	40.44%	
001-1600-400-4931	Dev Svs / LTD	3,932	4,532	5,052	520	11.47%	
001-1600-400-4932	Dev Svs /STD	1,918	2,216	2,475	259	11.69%	

Development Services

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1600-400-4933	Dev Svs /EAP	531	713	655	(58)	-8.13%	
001-1600-400-4934	Dev Svs /EDD	0	366	3,250	2,884	787.98%	
001-1600-400-4999	Dev Svs Capitalized Labor Reimb	(459,251)	(580,000)	(580,000)	0	0.00%	2
001-1600-400-5272	Dev Svs /Auto Allowanc	7,984	14,091	11,990	(2,101)	-14.91%	
001-1600-400-6422	Dev Svs /Workers Comp	43,498	38,228	55,517	17,289	45.23%	
	400 Salaries & Benefits	778,848	819,182	1,015,051	195,869	23.91%	
001-1600-400-4800	Dev Svs /Training & Edu	1,430	6,270	9,870	3,600	57.42%	1
001-1600-400-5100	Dev Svcs /Office Supplies	933	1,626	1,702	76	4.67%	
001-1600-400-5130	Dev Svs /Postage	17	100	100	0	0.00%	
001-1600-400-5140	Dev Svs /Books/Pamphlets	1,611	500	500	0	0.00%	
001-1600-400-5150	Dev Svs /Bank Charges	776	2,660	860	(1,800)	-67.67%	
001-1600-400-5210	Dev Svs /Spec. Depart	6,917	42,600	42,350	(250)	-0.59%	3
001-1600-400-5240	Dev Svs/Advertising/Promo	308	1,260	1,260	0	0.00%	4
001-1600-400-5251	Dev Svs /Clothing Allowance	280	500	500	0	0.00%	
001-1600-400-5260	Dev Svs /Dues & Subscr	1,990	2,515	4,275	1,760	69.98%	5
001-1600-400-6310	Dev Svs /Rent/Lease/Tax	1,105	2,500	2,500	0	0.00%	
001-1600-400-6600	Dev Svs /Travel & Meals	1,633	2,800	2,800	0	0.00%	7
	500 Operational Expense	17,000	63,331	66,717	3,386	5.35%	
001-1600-400-6101	Dev Svs /Contractual Services	76,324	83,500	208,500	125,000	149.70%	6
001-1600-400-6210	Dev Svs / Recruitment	1,222	700	1,600	900	128.57%	
	510 Contract/Profess Services	77,545	84,200	210,100	125,900	149.52%	
001-1600-400-6424	Dev Svs -IT Services	82,068	112,352	136,963	24,611	21.91%	
	520 Information Technology	82,068	112,352	136,963	24,611	21.91%	
001-1600-400-5270	Dev Svs /Gas & Oil	2,923	4,000	4,000	0	0.00%	
001-1600-400-5320	Dev Svs /Vehicle Repair	198	880	0	(880)	-100.00%	
001-1600-400-6426	DS - Fleet Services	0	0	7,039	7,039		
	530 Vehicle Expenses	3,121	4,880	11,039	6,159	126.21%	
001-1600-400-6423	Dev Svs/Liab & Property Ins	6,483	10,579	9,615	(964)	-9.11%	
	540 Facilities	6,483	10,579	9,615	(964)	-9.11%	
001-1600-400-5231	Dev Svs /Cell Phone	3,609	3,651	3,651	0	0.00%	
	550 Utilities	3,609	3,651	3,651	0	0.00%	

Development Services

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1600-400-5400	One-Time Expenditures	0	0	18,000	18,000		9
	610 Other Expenses	0	0	18,000	18,000		
001-1600-400-9510	DS/ Cap Equip over \$5,000	75,700	0	0	0		
	620 Capital Outlay	75,700	0	0	0		
001-1600-400-6902	Reimb fr Traffic Safety	0	0	(8,000)	(8,000)		
001-1600-400-6903	Reimb fr Gen Plan Main Fd 103	(20,000)	(10,000)	(6,000)	4,000		
001-1600-400-6931	DS/ Reimb fr Gas Tax SRF	0	0	(6,000)	(6,000)		
001-1600-400-6983	Reimb fr PSRC fund 183	0	0	(69,660)	(69,660)		
	699 Reimb from Sp Rev Fd	(20,000)	(10,000)	(89,660)	(79,660)		
Revenue Total		1,204,233	909,768	1,258,289	348,521	38.31%	
Expense Total		1,024,375	1,088,175	1,381,476	293,301	26.95%	
Net Cost To General Fund		179,858	(178,407)	(123,187)	55,220	-30.95%	

Budget Detail

Development Services Budget Justification

Item	Account	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
1	001-1600-400-4800	Training and Education Building continuing education units (CEU) for certification Combination Building Inspector recertification ICC Deputy Chief Building Official - Recertification CESSWI / CPSEC appli & exam fees for QSP cert prerequisite QSP renewal certification - exam fee REACO – monthly mtgs (12 x \$25 per meeting) CACEO membership ASCE monthly meetings (6 x \$20 per meeting) Water, Sewer, Storm water tech training (certs, new standards) TRAKiT system administrator training (1) TRAKiT report writing training (1) TRAKiT user conference Districts administration and training on related topics Planning CEUs	9,870	6,270

Budget Detail

Development Services Budget Justification

Item	Account	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
2	001-1600-400-4999	<p>Staff labor reimbursement (Capital projects, major development)</p> <p>\$580,000 in project labor "offset" to the departmental operations budget is projected. This includes work performed for capital projects and specific plans/planned developments.</p> <p>Work on the following capital projects and major developments are expected to generate staff labor reimbursement in FY 2015-16:</p> <p><u>Capital Projects:</u></p> <p>Eastside Trunk Sewer 3 and Snyder Lane Widening (Proj. 2014-01)</p> <p>2015-16 Various Streets Preventive Maintenance (Proj. 2014-04)</p> <p>2014 Sidewalk Ramps ADA Upgrade (Proj. 2013-03)</p> <p>RPX Rehabilitation (Proj. 2013-01)</p> <p>Street Smart Rohnert Park (Proj. 2013-02)</p> <p>Interceptor Outfall Phase III (Proj. 2011-04)</p> <p>Sewer Pipe Lining Project (Proj. 2014-03)</p> <p>Clausen and Highway 101 Sewer Main Rehab (Proj. 2015-10)</p> <p>Gunit Concrete Wastewater Surge Pond (WW-25)</p> <p>Tank Coating Project (WA-42)</p> <p>Recycled Water System Expansion (Proj. 2005-03)</p> <p>Water Leak Services Project (WA-40)</p> <p>Urban Water Management Plan update</p> <p><u>Major Development:</u></p> <p>University District, Northeast Specific Plan, Northwest Specific Plan, Southeast Specific Plan, Sonoma Mountain Village</p>	(580,000)	(580,000)

Budget Detail

Development Services Budget Justification

Item	Account	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
3	001-1600-400-5210	Special Department Supplies	42,350	42,600
		TRAKiT permit software annual maintenance TRAKiT permit software - customizations/fixes TRAKiT additional licenses (2) TRAKiT additional licenses (2) annual maintenance fee Document scanning 2 iPads or tablets for contract inspectors GIS software - single seat maintenance/renewal AutoCAD software (1 lite, 1 civil 3D)- annual renewal * GO code enforcement - annual maintenance/renewal ** Code enforcement abatement ** RS Means Cost Estimating online Adjustable height worksurface		
4	001-1600-400-5240	Public notification, advertising	1,260	1,260
		Public hearing notices (3 x \$420)		
5	001-1600-400-5260	Dues and Subscriptions	4,275	2,515
		International Code Council (ICC) - City membership CALBO (CA Assoc. of Building Officials) REACO (Redwood Empire Assoc. Code Officials) AICP/APA (Director of Development Services, Planner III) ASCE (American Society of Civil Engineers) - annual (2) Professional Engineer license renewal (2) CACEO certification renewal		

Budget Detail

Development Services Budget Justification

Item	Account	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
6	001-1600-400-6101	Contractual & Professional Services	208,500	83,500
		Building plan check (1)		
		Building inspection (2)		
		Contract Planning Technical Advisor ***		
		Complete Streets assessment of Transportation Element		
		ADA Transition Plan & Self Evaluation Certification (1)		
		Building code update preparation (1)		
		Legal costs (building code update, etc.)		
		Ergonomic evaluation services		
		City of Santa Rosa GIS services		
		CEQA Consultant, air quality studies (on infill) ***		
		Traffic studies, speed surveys ***, ****		
		Consultant Services - Building/ Inspection		
7	001-1600-400-6600	Travel and Meals	2,800	2,800
		TRAKiT User Conference - Meals, lodging, travel (2)		
		Parking for off-site meetings		
		Tolls for off-site meetings/trainings		
		Meals for off-site meetings/trainings		
8	001-1600-400-4520	Dev. Svs /Other Payroll	34,619	4,309
		3% one-time payment per labor MOAs; Administrative Leave payoff		
9	001-1600-400-5400	One-Time Expenditures	18,000	-
		Scanning Building Permit Files		

Central Rohnert Park Priority Development Area Plan

	2014-15		2015-16	\$ INCREASE/ (DECREASE)
	2013-14 ACTUAL	ADOPTED BUDGET	PROPOSED BUDGET	
<u>SOURCES</u>				
Grants	\$ -	\$ 238,665	\$ 209,335	\$ (29,330)
TOTAL SOURCES	\$ -	\$ 238,665	\$ 209,335	\$ (29,330)
<u>EXPENDITURES</u>				
Salaries and Benefits	\$ 17,628	\$ 45,620	\$ 28,125	\$ (17,495)
Operational Expense	3,214	6,525	8,225	1,700
Contractual/Professional Svc	137,868	260,520	191,200	(69,320)
Reimbursement*	-	(74,000)	(176,925)	(102,925)
TOTAL EXPENDITURES	\$ 158,710	\$ 238,665	\$ 50,625	\$ (188,040)
NET COST TO GENERAL FUND	\$ (158,710)	\$ -	\$ 158,710	\$ 158,710

* FY 2014-15 Adopted Budget has been changed to reflect transfers in from GP Maintenance as Reimbursements in accordance with GAAP for comparative purposes.

Central Rohnert Park Priority Development Area Plan

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-P100-300-3592	PDA Grants - MTC	0	238,665	209,335	(29,330)	-12.29%	
	320 Intergovernmental	0	238,665	209,335	(29,330)	-12.29%	
001-P100-400-4101	PDA/Salaries	12,613	32,591	18,408	(14,183)	-43.52%	
001-P100-400-4511	PDA/Residency All	0	43	22	(21)	-48.84%	
001-P100-400-4512	PDA/Education Stipend	0	96	90	(6)	-6.25%	
001-P100-400-4520	PDA /Other Payroll	0	106	606	500	471.70%	1
001-P100-400-4901	PDA /Pers/Employer	3,078	8,352	4,968	(3,384)	-40.52%	
001-P100-400-4905	PDA /Alt Ben Prog/D	0	42	42	0	0.00%	
001-P100-400-4906	PDA/Alt Benefits	23	0	0	0		
001-P100-400-4908	PDA /RHS Plan	117	0	216	216		
001-P100-400-4920	PDA /Health Ins/BI	1,082	3,107	1,923	(1,184)	-38.11%	
001-P100-400-4921	PDA /Kaiser	215	0	0	0		
001-P100-400-4923	PDA /Eye Care	29	85	46	(39)	-45.88%	
001-P100-400-4924	PDA /Dental Care	171	416	208	(208)	-50.00%	
001-P100-400-4925	PDA /Medicare	185	477	279	(198)	-41.51%	
001-P100-400-4930	PDA /Life Ins/Sala	20	56	32	(24)	-42.86%	
001-P100-400-4931	PDA / LTD	64	167	96	(71)	-42.51%	
001-P100-400-4932	PDA /STD	31	82	48	(34)	-41.46%	
001-P100-400-4933	PDA/ EAP	0	0	11	11		
001-P100-400-5272	PDA/ Auto Allowance	0	0	136	136		
001-P100-400-6422	PDA/ Workers Comp	0	0	994	994		
	400 Salaries & Benefits	17,628	45,620	28,125	(17,495)	-38.35%	
001-P100-400-5100	PDA/Supplies	0	175	175	0	0.00%	
001-P100-400-5130	PDA/Postage	755	597	597	0	0.00%	2
001-P100-400-5140	PDA/Books/Pamphlets	1,865	1,803	1,803	0	0.00%	3
001-P100-400-5222	PDA/Contingency	0	2,500	2,500	0	0.00%	4
001-P100-400-5240	PDA/Advertising	594	800	2,500	1,700	212.50%	
001-P100-400-6600	PDA/Travel & Meetings	0	650	650	0	0.00%	6
	500 Operational Expense	3,214	6,525	8,225	1,700	26.05%	

Central Rohnert Park Priority Development Area Plan

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-P100-400-6101	PDA/Contractual Services	137,868	260,520	191,200	(69,320)	-26.61%	5
	510 Contract/Profess Services	137,868	260,520	191,200	(69,320)	-26.61%	
001-P100-400-6903	Reimb from Gen Plan Main SRF	0	0	(176,925)	(176,925)		
	699 Reimb from Sp Rev Fd	0	0	(176,925)	(176,925)		
001-P100-300-3990	PDA/Transfers In	0	74,000	0	(74,000)	-100.00%	
	700 Transfers In	0	74,000	0	(74,000)	-100.00%	
Revenue Total		0	312,665	209,335	(103,330)	-33.05%	
Expense Total		158,710	312,665	50,625	(262,040)	-83.81%	
Net Cost To General Fund		(158,710)	0	158,710	158,710		

Budget Detail

Central Rohnert Park Priority Development Area Plan Budget Justification

Item	Account	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
1	001-P100-400-4520	PDA /Other Payroll	606	106
		3% one-time payment per labor MOAs		
		Administrative leave payoff amount		
2	001-P100-400-5130	Postage	597	597
		Postcard mailing - Workshop or other announcement		
		Package delivery of materials to agencies		
3	001-P100-400-5140	Books/Pamphlets	1,803	1,803
		Workshop materials		
		Large format printing & mounting		
		Large format printing (not mounted)		
		Handouts (for 13 meetings in "Events" below)		
		Workshop announcements or flyers for posting at public sites, etc.		
4	001-P100-400-5222	Contingency	2,500	2,500
		Additional outreach, stakeholder meetings, AECOM additional tasks		
5	001-P100-400-6101	Contractual Services	191,200	260,520
		AECOM (PDA plan consultants -- contract is encumbered, expected rollover)		
		Legal consultation/review		
		Translation services (written materials)		
6	001-P100-400-6600	Travel & Meetings	650	650
		Public workshops (1)		
		2nd language interpretation at meetings		

Greenhouse Gas Reduction Program (GRIP)

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
<u>SOURCES</u>				
Grants	\$ -	\$ 18,381	\$ 12,560	\$ (5,821)
TOTAL SOURCES	\$ -	\$ 18,381	\$ 12,560	\$ (5,821)
 <u>EXPENDITURES</u>				
Salaries and Benefits	\$ 1,295	\$ 18,381	\$ 11,265	\$ (7,116)
TOTAL EXPENDITURES	\$ 1,295	\$ 18,381	\$ 11,265	\$ (7,116)
 NET COST TO GENERAL FUND	\$ (1,295)	\$ -	\$ 1,295	\$ 1,295

Greenhouse Gas Reduction Program (GRIP)

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
001-P102-300-3592	GRIP/Grants - SoCo PRMD	0	18,381	12,560	-5,821	-31.67%	
	320 Intergovernmental	0	18,381	12,560	-5,821	-31.67%	
001-P102-400-4101	GRIP/Salaries	972	13,159	7,306	-5,853	-44.48%	
001-P102-400-4511	GRIP/Residency All	0	22	0	-22	-100.00%	
001-P102-400-4512	GRIP/Educational Stipend	0	36	48	12	33.33%	
001-P102-400-4520	GRIP /Other Payroll	0	49	221	172	351.02%	1
001-P102-400-4901	GRIP /Pers/Employer	237	3,371	1,975	-1,396	-41.41%	
001-P102-400-4906	GRIP /Alt Ben Prog	1	0	0	0		
001-P102-400-4908	GRIP/RHS	2	0	96	96		
001-P102-400-4920	GRIP /Health Ins/BI	22	1,231	933	-298	-24.21%	
001-P102-400-4921	GRIP /Kaiser	27	0	0	0		
001-P102-400-4923	GRIP /Eye Care	2	34	20	-14	-41.18%	
001-P102-400-4924	GRIP /Dental Care	10	164	88	-76	-46.34%	
001-P102-400-4925	GRIP /Medicare	14	192	110	-82	-42.71%	
001-P102-400-4930	GRIP /Life Ins/Sala	2	23	12	-11	-47.83%	
001-P102-400-4931	GRIP / LTD	5	67	38	-29	-43.28%	
001-P102-400-4932	GRIP /STD	2	33	19	-14	-42.42%	
001-P102-400-4933	GRIP/ EAP	0	0	5	5		
001-P102-400-6422	GRIP/ Workers Comp	0	0	394	394		
	400 Salaries & Benefits	1,295	18,381	11,265	-7,116	-38.71%	
Revenue Total		0	18,381	12,560	-5,821	-31.67%	
Expense Total		1,295	18,381	11,265	-7,116	-38.71%	
Net Cost To General Fund		-1,295	0	1,295	1,295		

Budget Detail

Greenhouse Gas Reduction (GRIP) Budget Justification

Item	Account	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
1	001-P102-400-4520	GRIP /Other Payroll	221	49
		3% one-time payment per labor MOAs; Administrative Leave payoff		

PUBLIC SAFETY - POLICE SERVICES

DEPARTMENT SERVICES MODEL

MANDATED

- Patrol Services
- Property/Evidence
- Records
- Dispatch
- POST Training-Reporting
- County Wide CAD-RMS-MDC

CORE

- Investigations
- Community Service Officers
- Abandoned Vehicles/Neighborhood Blight
- Traffic/Motors
- K-9
- Volunteers-PSA
- Reserve Police Officers
- Animal Control

DISCRETIONARY

- Explorers
- Citizens Academy
- Community Outreach Events/C-CORP, Bicycle Rodeo, Special Olympics

REVENUE OPPORTUNITIES

- Review and Update Department Fee Schedules

MAJOR ACCOMPLISHMENTS FOR FISCAL YEAR 2014-15

- ✓ 2014 Part 1 & Part II Crimes Continue To Be Very Low
- ✓ Stayed Within The Approved City Council Budget
- ✓ Continue To Build Community Trust By Emphasizing Community Policing Efforts
- ✓ All Public Safety Employees Worked On July 4th
- ✓ Held Our Second "National Night" Event In Partnership With Our Community
- ✓ Added A Second Tip-A-Cop Fundraiser For Special Olympics
- ✓ Received A Grant From Office Of Traffic Safety For \$120,000
- ✓ Completed 911 Phone System Upgrade
- ✓ Replaced Digital Recorder In Dispatch
- ✓ Expanded Use Of Social Media (Facebook and Nixle)

- ✓ Completed Upgrade To The CAD, ILEADS, And MDC Applications To Enhance Our Dispatch of Fire/EMS Calls For Services And Record Retrieval

MAJOR GOALS FOR FISCAL YEAR 2015-16

- GOAL 1: Continue To Fill All Vacant Positions For Both Sworn And Professional Staff
- GOAL 2: Maintain Community Trust By Emphasizing Community Policing Efforts
- GOAL 3: Replace And Upgrade Radio Consoles In The Communications Center

PUBLIC SAFETY - FIRE SERVICES

DEPARTMENT SERVICES MODEL

MANDATED

- Fire Response/Suppression
- Fire Prevention
- Training
- Dispatch
- Records
- Auto-Aid
- County Wide CAD-RMS

CORE

- Emergency Medical Services
- Public Education
- Volunteer Firefighters
- HAZ-MAT

DISCRETIONARY

- Mutual Aid-Out of County Wild Land Response

REVENUE OPPORTUNITIES

- Review and Update City Fee Schedules

MAJOR ACCOMPLISHMENTS FOR FISCAL YEAR 2014-15

- ✓ Conducted Two Training Sessions On Emergency Preparedness With City Of Cotati And Rancho Adobe Fire District
- ✓ Implemented Intensive In-House Engineer Academy
- ✓ Increased The Number Of Trained Engineers In The Fire Division By 5
- ✓ Hosted Major Drill For Department Personnel And Neighboring Agencies
- ✓ Completed ISO Audit

MAJOR GOALS FOR FISCAL YEAR 2015-16

GOAL 1: Develop Staffing Plan For Division Expansion

GOAL 2: Spec New Fire Apparatus

GOAL 3: Host Command And Hazardous Materials First Responder Operational Level Courses

GOAL 4: Implement PSO Lieutenant Position at Station 4

PUBLIC SAFETY

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Plan Check Fees	\$ 295,649	\$ 250,000	\$ 250,000	\$ -
Fines & Forfeitures	52,130	166,500	51,200	(115,300)
State & Federal Grants	46,933	5,000	-	(5,000)
P.O.S.T. Reimbursement	19,596	50,000	20,000	(30,000)
Public Safety Services	31,930	25,000	27,000	2,000
Prop 172 Augmentation	227,658	220,000	230,000	10,000
Donations and Miscellaneous	-	80,000	-	(80,000)
Transfers In	-	310,000	315,000	5,000
General Fund	12,973,435	13,737,524	14,580,740	843,216
TOTAL SOURCES	\$ 13,647,331	\$ 14,844,024	\$ 15,473,940	\$ 629,916
EXPENDITURES				
Salaries and Benefits	\$ 11,689,756	\$ 12,709,581	\$ 13,428,127	\$ 718,546
Operational Expense	371,785	657,352	497,205	(160,147)
Contractual/Professional Svc	391,568	473,100	502,800	29,700
Information Technology	444,288	584,929	380,062	(204,867)
Vehicle Expenses	232,387	170,000	436,282	266,282
Facilities	210,507	268,502	257,161	(11,341)
Utilities	149,398	162,200	159,100	(3,100)
Capital Outlay	553,700	476,000	415,000	(61,000)
Reimbursement *	(500,126)	(779,000)	(815,044)	(36,044)
Transfer Out	104,069	121,360	213,247	91,887
TOTAL EXPENDITURES	\$ 13,647,331	\$ 14,844,024	\$ 15,473,940	\$ 629,916
	\$ -	\$ -	\$ -	\$ -

* FY 2014-15 Adopted Budget has been changed to reflect transfers in from Special Revenue funds as Reimbursements in accordance with GAAP for comparative purposes.

Informational Purposes Only:	FY 2014-15	FY 2015-16	\$ INCREASE/ (DECREASE)
Public Safety Budget	\$ 14,844,024	\$ 15,473,940	\$ 629,916
Reimbursement From Special Revenue Funds	779,000	815,044	36,044
Casino Mitigation SEA GF Program	500,000	1,532,061	1,032,061
Total Resources Provided for Public Safety	\$ 16,123,024	\$ 17,821,045	\$ 1,698,021

Public Safety

Account Number	Description	FY 13-14 Actual	14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-2100-400-4101	P/S/Personnel Salaries	5,370,688	5,939,374	5,902,030	(37,344)		
001-2100-400-4102	P/S Personnel/Shift Diff	850	0	62,832	62,832	1.06%	
001-2100-400-4110	P/S Personnel /Longevity	65,841	61,274	54,512	(6,762)		
001-2100-400-4120	P/S Personnel /Fire Engineer	48,268	52,644	53,314	670		
001-2100-400-4121	P/S Personnel /Fire Compensa	87,675	120,500	95,000	(25,500)	-48.44%	
001-2100-400-4124	P/S Personnel/FTO-CTO	29,373	33,833	33,933	100	0.08%	
001-2100-400-4125	P/S Personnel /Fire Captain	53,212	56,635	54,746	(1,889)	-5.58%	
001-2100-400-4126	P/S Personnel /Emt Pay	23,760	30,912	24,969	(5,943)	-10.49%	
001-2100-400-4127	PS Personnel / P.O.S.T.	242,490	252,610	272,985	20,375	65.91%	
001-2100-400-4128	P/S Personnel /Uniform Allowa	11,300	12,480	12,960	480	0.19%	
001-2100-400-4129	PS Personnel / Detective Pay	16,516	16,203	16,531	328	2.63%	
001-2100-400-4130	P/S Personnel /Court Time	30,463	50,000	50,000	0	0.00%	
001-2100-400-4131	P/S Personnel /Acting Watch	1,374	7,000	7,000	0	0.00%	
001-2100-400-4132	P/S Personnel/Motorcycle Stipd	2,608	2,379	2,380	1	0.01%	
001-2100-400-4133	P/S Personnel/Fire Svs Stipend	13,734	15,703	16,444	741	31.15%	
001-2100-400-4134	P/S Personnel/Canine Handler	3,572	2,186	2,380	194	1.24%	
001-2100-400-4135	P/S Personnel/Field Evidence	4,466	4,241	4,244	3	0.14%	
001-2100-400-4136	PS/Master Officer Stipend	55,442	58,195	55,538	(2,657)	-62.65%	
001-2100-400-4201	P/S Personnel /Part-Time Sal	113,580	262,297	262,297	0	0.00%	
001-2100-400-4401	P/S Personnel /Overtime Sala	1,043,075	782,500	782,500	0	0.00%	
001-2100-400-4501	P/S Personnel /Holiday Pay	291,031	311,655	340,814	29,159	3.73%	
001-2100-400-4511	P/S Personnel /Residency All	720	720	720	0		
001-2100-400-4512	P/S Personnel /Educational St	58,005	76,675	75,391	(1,284)	-178.33%	
001-2100-400-4513	Public Safety/In-District	5,925	5,400	7,200	1,800	2.35%	
001-2100-400-4520	P/S Personnel /Other Payroll	108,092	21,881	235,923	214,042	3963.74%	1
001-2100-400-4901	P/S Personnel /Pers/Employer	2,543,834	2,884,291	3,296,463	412,172	1883.70%	
001-2100-400-4905	P/S Personnel /Alt Ben Prog/D	10,985	25,200	21,000	(4,200)	-0.15%	
001-2100-400-4906	P/S Personnel /Alt Ben Prog/D	17,990	0	0	0	0.00%	
001-2100-400-4907	P/S Personnel /Alt Ben Prog/P	0	0	0	0		
001-2100-400-4908	PS /RHS Plan	19,442	18,000	31,200	13,200		
001-2100-400-4920	P/S Personnel /Health Ins/BI	108,442	972,403	972,396	(7)	-0.04%	
001-2100-400-4921	P/S Personnel /Medical Insur	667,177	0	0	0	0.00%	
001-2100-400-4923	P/S Personnel /Eye Care	12,987	19,445	21,936	2,491		
001-2100-400-4924	P/S Personnel /Dental Care	74,418	80,147	83,157	3,010	15.48%	
001-2100-400-4925	P/S Personnel /Medicare	109,479	97,422	110,091	12,669	15.81%	
001-2100-400-4930	P/S Personnel /Life Ins/Sala	10,367	9,668	10,910	1,242	12.85%	
001-2100-400-4931	P/S Personnel /LTD	3,855	3,349	4,198	849	25.35%	
001-2100-400-4932	P/S Personnel/STD	15,321	16,322	17,473	1,151	7.05%	

Public Safety

Account Number	Description	FY 13-14 Actual	14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-2100-400-4933	P/S Personnel/EAP	3,906	4,883	4,159	(724)	-14.83%	
001-2100-400-4934	P/S Personnel/EDD	3,513	25,338	30,000	4,662	18.40%	
001-2100-400-5272	P/S Personnel/Auto Allowance	4,445	4,465	4,507	42	0.94%	
	400 Salaries & Benefits	11,288,221	12,338,230	13,034,133	695,903		
						0.00%	
001-2100-400-6901	Reimb from AVA Special Rev Fun	0	(109,000)	(97,044)	11,956	-10.97%	
	699 Reimb from Sp Rev Fd	0	(109,000)	(97,044)	11,956	-10.97%	
Revenue Total		0	0	0	0		
Expenditure Total		11,288,222	12,229,230	12,937,089	707,859	5.79%	
Net Cost to General Fund		(11,288,222)	(12,229,230)	(12,937,089)	(707,859)	5.79%	

Public Safety

Account Number	Description	FY 13-14 Actual	14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-2100-400-4933	P/S Personnel/EAP	3,906	4,883	4,159	(724)	-14.83%	
001-2100-400-4934	P/S Personnel/EDD	3,513	25,338	30,000	4,662	18.40%	
001-2100-400-5272	P/S Personnel/Auto Allowance	4,445	4,465	4,507	42	0.94%	
	400 Salaries & Benefits	11,288,221	12,338,230	13,034,133	695,903		
						0.00%	
001-2100-400-6901	Reimb from AVA Special Rev Fun	0	(109,000)	(97,044)	11,956	-10.97%	
	699 Reimb from Sp Rev Fd	0	(109,000)	(97,044)	11,956	-10.97%	
Revenue Total		0	0	0	0		
Expenditure Total		11,288,222	12,229,230	12,937,089	707,859	5.79%	
Net Cost to General Fund		(11,288,222)	(12,229,230)	(12,937,089)	(707,859)	5.79%	

Public Safety

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-2200-300-3534	PS/ Prop 172 PS Augmentation	227,658	220,000	230,000	10,000	4.55%	
001-2200-300-3541	PS- Fed Grant Revenue	46,933	5,000	0	(5,000)	-100.00%	
001-2200-300-3582	PS/ POST Reimbursement	19,596	50,000	20,000	(30,000)	-60.00%	
	320 Intergovernmental	294,187	275,000	250,000	(25,000)	-9.09%	
001-2200-300-3630	PS/ PS Services	31,930	25,000	27,000	2,000	8.00%	
	340 Charges for Services	31,930	25,000	27,000	2,000	8.00%	
001-2300-300-3237	Fire/ Plan Check Fire Inspectn	295,649	250,000	250,000	0	0.00%	
	350 License, permits & fees	295,649	250,000	250,000	0	0.00%	
001-2200-300-3311	PS/ Parking Fines	42,412	50,000	40,000	(10,000)	-20.00%	
	PS Traffice Safety Fines	0	102,000	0	(102,000)	-100.00%	
001-2200-300-3320	PS/ Other Court Fines	3,188	4,500	1,200	(3,300)	-73.33%	
001-2200-300-3980	PS DUI Cost Recovery	6,531	10,000	10,000	0	0.00%	
	360 Fines Forfeits & Penalties	52,130	166,500	51,200	(115,300)	-69.25%	
001-2200-300-3237	Cell Tower Rent	0	80,000	0	(80,000)	-100.00%	
	330 Interest & Rentals	0	80,000	0	(80,000)	-100.00%	
001-2200-400-6422	Police /Workers' Comp	401,534	371,351	393,994	22,643	6.10%	
	400 Salaries & Benefits	401,534	371,351	393,994	22,643	6.10%	
001-2200-400-4800	Police /Training & Ed	33,687	80,750	75,750	(5,000)	-6.19%	2
001-2200-400-4801	Police /Training/Ed. -	38,609	65,800	65,800	0	0.00%	3
001-2200-400-5100	Police /Office Supplie	8,054	10,000	10,000	0	0.00%	
001-2200-400-5130	Police /Postage	4,716	5,000	5,000	0	0.00%	
001-2200-400-5140	Police /Books/Pamphle	151	1,500	1,500	0	0.00%	
001-2200-400-5210	Police /Spec. Departm	21,857	14,740	14,740	0	0.00%	4
001-2200-400-5211	Police/I.D.	4,619	4,000	4,000	0	0.00%	5
001-2200-400-5212	Police/Armory	36,475	55,722	45,722	(10,000)	-17.95%	
001-2200-400-5240	Police /Advertising/P	71	1,000	1,000	0	0.00%	
001-2200-400-5250	Police /Uniforms	53,796	50,500	50,500	0	0.00%	
001-2200-400-5260	Police /Dues & Subscr	1,762	2,760	2,760	0	0.00%	6
001-2200-400-5330	Police /Spec Dept Equ	13,821	35,500	25,500	(10,000)	-28.17%	7
001-2200-400-6310	Police /Equipment Leas	40,384	77,560	31,086	(46,474)	-59.92%	
001-2200-400-6600	Police / Travel & Meetings	3,191	5,000	5,000	0	0.00%	

Public Safety

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-2200-400-6710	Police /Community Pro	6,947	5,000	5,000	0	0.00%	8
001-2300-400-4800	Fire /Training & Ed	22,438	37,350	37,350	0	0.00%	
001-2300-400-5100	Fire /Office Supplie	690	2,500	2,500	0	0.00%	
001-2300-400-5125	Fire /First Aid Supp	3,358	5,000	5,000	0	0.00%	
001-2300-400-5130	Fire/Postage	34	1,000	1,000	0	0.00%	
001-2300-400-5140	Fire /Books/Pamphle	3,018	1,500	1,500	0	0.00%	
001-2300-400-5210	Fire /Spec. Departm	7,008	11,300	12,750	1,450	12.83%	9
001-2300-400-5250	Fire /Uniforms	4,676	7,000	7,000	0	0.00%	
001-2300-400-5260	Fire /Dues & Subscr	970	1,000	1,000	0	0.00%	
001-2300-400-5330	Fire /Spec Dept Equ	57,827	62,775	77,247	14,472	23.05%	10
001-2300-400-5350	Fire /Small Tools	63	500	1,000	500	100.00%	
001-2300-400-6310	Fire /Equipment Leas	0	105,095	0	(105,095)	-100.00%	
001-2300-400-6600	Fire / Travel & Meetings	335	500	500	0	0.00%	
001-2300-400-6710	Fire /Community Prom	1,160	1,000	1,000	0	0.00%	
	500 Operational Expense	369,717	651,352	491,205	(160,147)	-24.59%	
001-2200-400-6101	Police /Contractual S	295,129	351,700	380,700	29,000	8.25%	11
001-2200-400-6102	Police/S.A Exams	14,400	21,600	21,600	0	0.00%	
001-2200-400-6110	Police /Professional	1,570	500	500	0	0.00%	
001-2200-400-6210	Police/Recruitment/Hiring Gen	29,212	20,000	20,000	0	0.00%	
001-2300-400-6101	Fire /Contractual S	50,961	58,300	59,000	700	1.20%	12
001-2300-400-6210	Fire/Recruitment/Hiring/VAF	296	21,000	21,000	0	0.00%	
	510 Contract/Profess Services	391,568	473,100	502,800	29,700	6.28%	
001-2200-400-6424	Police-IT Servcies	430,452	486,349	380,062	(106,287)	-21.85%	
001-2300-400-6424	Fire/ IT Servcies	13,836	98,580	0	(98,580)	-100.00%	
	520 Information Technology	444,288	584,929	380,062	(204,867)	-35.02%	
001-2200-400-5270	Police /Gas & Oil	136,589	125,000	125,000	0	0.00%	
001-2200-400-5320	Police /Vehicle Repai	46,729	0	0	0		
001-2200-400-6426	Police - Fleet Services	0	0	163,848	163,848		
001-2300-400-5270	Fire /Gas & Oil	25,664	45,000	45,000	0	0.00%	
001-2300-400-5320	Fire /Vehicle Repai	23,405	0	0	0		
001-2300-400-6426	Fire / Fleet Services	0	0	102,434	102,434		
	530 Vehicle Expenses	232,387	170,000	436,282	266,282	156.64%	

Public Safety

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-2200-400-6423	Police /Liability/Property	124,584	144,637	131,463	(13,174)	-9.11%	
	540 Facilities	124,584	144,637	131,463	(13,174)	-9.11%	
001-2200-400-5231	Police / Cell Phone	11,292	18,000	18,000	0	0.00%	
001-2300-400-5221	Fire/ Water	0	0	1,900	1,900		
001-2300-400-5231	Fire / Cell Phone	2,168	4,000	4,000	0	0.00%	
	550 Utilities	13,461	22,000	23,900	1,900	8.64%	
001-2200-400-9530	Police /C/O-Communica	0	100,000	100,000	0	0.00%	13
001-2200-400-9610	Police /C/O-Vehicles/	246,515	345,000	315,000	(30,000)	-8.70%	14
001-2300-400-9530	Fire /C/O-Communica	0	31,000	0	(31,000)	-100.00%	
001-2300-400-9610	Fire /C/O-Vehicles/	307,185	0	0	0		
	620 Capital Outlay	553,700	476,000	415,000	(61,000)	-12.82%	
001-2200-400-6911	Reimburse fr other funds	(126)	0	0	0		
001-2200-400-6972	Reimb Fr SLESF Fund 172	0	(100,000)	(100,000)	0		
001-2300-400-6980	Fire/Reimb fr Mes M Fire Asses	(500,000)	(570,000)	(618,000)	(48,000)	8.42%	
	699 Reimb from Sp Rev Fd	(500,126)	(670,000)	(718,000)	(48,000)	7.16%	
001-2200-300-7102	Trans In Fr Traff Sfty SRF	0	310,000	200,000	(110,000)		
001-2200-300-7105	Trans In Fr Fed Asset Forfeit	0	0	18,168	18,168		
001-2200-300-7106	Trans In Fr State Assets Forfe	0	0	96,832	96,832		
	700 Transfers In	0	310,000	315,000	5,000		
001-2200-400-8232	PS/Trans 10% LRRB to DS Fd 232	104,069	0	49,972	49,972		
001-2200-400-8620	PS/Trans Out to Veh Rep Fd	0	85,238	132,466	47,228	55.41%	
001-2300-400-8620	Transf Out to VRF	0	36,122	30,809	(5,313)	-14.71%	
	800 Transfers Out	104,069	121,360	213,247	91,887	75.71%	
Revenue Total		673,896	1,106,500	893,200	(213,300)	-19.28%	
Expenditure Total		2,135,182	2,344,729	2,269,953	(74,776)	-3.19%	
Net Cost to General Fund		(1,461,286)	(1,238,229)	(1,376,753)	(138,524)	11.19%	

Public Safety Main Station

Account Number	Description	FY 13-14 Actual	FY 14-15	FY 15-16	\$ Change	% Change	See Item #
			Adopted Budget	Proposed Budget			
001-2510-400-5310	Ps Main Station /Bldg/Facilty	30,169	42,600	42,600	0	0.00%	15
001-2510-400-5313	Ps Main Station/Fac Maint/Non-	6,734	35,000	35,000	0	0.00%	
001-2510-400-6423	PS Main Station /Liability/Pro	27,792	28,949	26,312	(2,637)	-9.11%	
	540 Facilities	64,695	106,549	103,912	(2,637)	-2.47%	
001-2510-400-5220	Ps Main Station /Heat/Light/Po	98,721	105,000	105,000	0	0.00%	
001-2510-400-5230	Ps Main Station /Telephone	18,565	14,000	14,000	0	0.00%	
	550 Utilities	117,287	119,000	119,000	0	0.00%	
Expenditure Total		181,982	225,549	222,912	(2,637)	-1.17%	
Net Cost to General Fund		(181,982)	(225,549)	(222,912)	2,637	-1.17%	

Public Safety North and South Buildings

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-2600-400-5210	P/S Bldg-North /Spec. Departm	0	1,500	1,500	0	0.00%	
001-2610-400-5210	P/S Bldg-South /Spec. Departme	(15)	1,500	1,500	0	0.00%	
	500 Operational Expense	(15)	3,000	3,000	0	0.00%	
001-2600-400-5310	P/S Bldg-North /Bldg/Facilty	3,747	4,000	4,000	0	0.00%	
001-2600-400-5313	P/S Bldg-North /Fac Maint/Non-	510	4,000	9,000	5,000	125.00%	16
001-2600-400-6423	P/S Bldg-North /Liability/Prop	2,274	2,370	2,154	(216)	-9.11%	
001-2610-400-5310	P/S Bldg-South /Bldg/Facilty	1,518	2,000	2,000	0	0.00%	
001-2610-400-5313	P/S Bldg-South /Fac Maint/Non-	9,868	1,500	1,500	0	0.00%	17
001-2610-400-6423	P/S Bldg-South /Liability/Prop	3,311	3,446	3,132	(314)	-9.11%	
	540 Facilities	21,227	17,316	21,786	4,470	25.81%	
001-2600-400-5220	P/S Bldg-North /Heat/Light/Po	10,486	9,000	9,000	0	0.00%	
001-2600-400-5230	P/S Bldg-North /Telephone	2,591	2,000	2,000	0	0.00%	
001-2610-400-5220	P/S Bldg-South /Heat/Light/Po	2,991	3,000	3,000	0	0.00%	
001-2610-400-5230	P/S Bldg-South /Telephone	2,583	7,200	2,200	(5,000)	-69.44%	
	550 Utilities	18,651	21,200	16,200	(5,000)	-23.58%	
Revenue Total		0	0	0	0		
Expenditure Total		39,863	41,516	40,986	(530)	-1.28%	
Net Cost to General Fund		(39,863)	(41,516)	(40,986)	530	-1.28%	

Public Safety - Civil Defense

Account Number	Description	13-14 Actual	14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-2700-400-5210	Civil Defense /Spec. Departm	2,083	3,000	3,000	0	0	18
	500 Operational Expense	2,083	3,000	3,000	0	0	
Expenditure Total		2,083	3,000	3,000	0	0	
Net Cost to General Fund		(2,083)	(3,000)	(3,000)	0	0	

Budget Detail

Public Safety Budget Justification

Item	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
1	001-2100-400-4520	P/S Personnel /Other Payroll 3% one-time payment per labor MOAs Administrative Leave Payoff	235,923	5,400
2	001-2200-400-4800	Police /Training & Ed–non-POST reimb Carried over from budget line 1900: various training courses/schools for officers, dispatchers and professional staff for development and to maintain perishable skills and mandated POST training requirements	75,750	80,750
3	001-2200-400-4801	Police /Training/Ed. – POST reimb various training courses/schools for officers, and dispatchers for development and to maintain perishable skills and mandated POST training requirements	65,800	65,800

Budget Detail

Public Safety Budget Justification

Item	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
4	001-2200-400-5210	Police /Special Department Defensive Tactic (DT) training supplies K-9 supplies, E Collar Triatronics Classic, and vet bills Badges, keys, business cards, digital recorders, cameras, ID printers supplies, locks, lamination supplies, batteries, badges, business cards, ,memory cards, keys Special Investigations - dept events swearing in and awards ceremony buy money ID card system supplies Reserve stipends text msg/cell phone record retrievals Evidence tows	14,740	14,740
5	001-2200-400-5211	Police/I.D. Packaging materials for property/evidence, processing/collection supplies such as gun boxes, tape, plastic bags, lab supplies, GSR kits, NIK Meth kits, print pads, print powder, laser light for blood spatter, lab chemicals, gun and narcotic destruction run	4,000	4,000
6	001-2200-400-5260	Police /Dues & Subscription CPCA, Training Managers, Cal-NENA, CAPE, CPOA, LSP, PORAC,CNCA, CLEARS, IAPE, CCUG, Western States Canine, IACP Assoc.,Sonoma County Chiefs, CPOA, CESA, CSI, APCO	2,760	2,760

Budget Detail

Public Safety Budget Justification

Item	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
7	001-2200-400-5330	Police/Special Dept Equipment Radio equipment, 2nd channel, public works channel dept equipment - headsets, radio chargers, mics, recorders, DVR/CD burner Detectives, cameras in dispatch, digital recorders, Intercom System - Integrated functionality w/phone Pneumatic Tube(s) or tread Radar/Lidar maintenance - mandated calibration	25,500	35,500
8	001-2200-400-6710	Police/Community Promotion Citizen's Academy, bicycle rodeo, other community outreach events, contribution to explorer competition sponsorship, explorer dues, insurance, PSA recognition day	5,000	5,000
9	001-2300-400-5210	Fire/Special Department Replace damaged/destroyed equipment (e.g.burned fire hose) Monitors and sensors replacement Chemical Foam Class A&B department equipment/items not in a specific account, ie., business cards	12,750	11,300
10	001-2300-400-5330	Fire/Spec Dept Equipment fire helmets, turn out gear (coats, pants, boots, structural gloves, structural goggles, tarps, battery packs, scanners, pagerse, chainsaws, blades, sharpening, wildland gear (top, bottom, shelter gloves, webbing, harness), rescue rope, hose	77,247	62,775

Budget Detail

Public Safety Budget Justification

Item	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
11	001-2200-400-6101	Police /Contractual Services CAD/RMS/MDC Bio-hazard disposal, needles, syringes etc elevator maintenance also permit renewal blood draws Training Manager Software radio and infrastructure maintenance incl Pworks fingerprinting - incl employees ISD-IJS - Criminal Net, Information Justice System, CLETS K-9 training Trak Flyers Phone Interpretation services	380,700	351,700
12	001-2300-400-6101	Fire /Contractual Services fire extinguishers recharge/check all bldgs and vehicles Fire Assessment services CUPA Santa Rosa fire department training facility Operational Emergency Services - countywide Fire House Software renewal/support Hazmat business permit Fire shift scheduler/tracker/picker Misc contractual obligations - i.e. fire alarm test Ladder Recert SCBA test kit Auto Aid Agreement w/Rancho Adobe Fire SCBA recert - includes repair costs	59,000	58,300

Budget Detail

Public Safety Budget Justification

Item	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
13	001-2200-400-9530	Police - C/O Communications Dispatch Radio Consoles	100,000	100,000
14	001-2200-400-9610	Police /C/O-Vehicles - 7 police vehicles includes build out	315,000	345,000
15	001-2510-400-5313	P/S Main Station/Bldg /Non-routine HVAC - on going problems, gates, generator, pneumatic tube, maintenance and load testing, generator testing, paint dispatch, repair/replace counter tops	35,000	35,000
16	001-2600-400-5313	P/S Bldg-North Bldg/Fac Maint/Non-Routine airduct cleaning, bay door repairs, misc non-routine repairs for Northern Station, replace appliances and mini blinds	9,000	4,000
17	001-2610-400-5313	P/S Bldg-South /Fac Maint/Non-Routine airduct cleaning, bay door repairs, misc non-routine repairs for Southern Station	1,500	1,500
18	001-2700-400-5210	Emergency Preparedness/Special Department rations, water, EOC supplies, table top exercise supplies	3,000	3,000

Alcohol Beverage Service Ordinance (ABSO)

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
EXPENDITURES				
Salaries and Benefits	\$ 14,627	\$ 29,648	\$ 31,782	\$ 2,134
Operational Expense	2,229	2,807	2,799	(8)
Reimbursement*	(16,856)	(32,455)	(34,581)	(2,126)
TOTAL EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
NET COST TO GENERAL FUND	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

*
FY 2014-15 Adopted Budget has been changed to reflect Transfers In from Special Revenue Fund as Reimbursement in accordance with Generally Accepted Accounting Principles (GAAP) for comparative purposes

Alcohol Beverage Service Ordinance (ABSO)

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-P202-400-4402	ABSO/Overtime Salaries	14,418	29,648	31,782	2,134	7.20%	
001-P202-400-4925	ABSO/Medicare	209	0	0	0		
	400 Salaries & Benefits	14,627	29,648	31,782	2,134	7.20%	
001-P202-400-5100	ABSO/Office Supplies	287	158	158	0	0.00%	
001-P202-400-5130	ABSO/Postage	0	257	249	(8)	-3.11%	
001-P202-400-5140	ABSO/Books/Pamphlets	1,696	1,960	1,960	0	0.00%	1
001-P202-400-5210	ABSO/Special Dept Supplies	58	432	432	0	0.00%	
001-P202-400-5330	ABSO/Special Dept Equipment	188	0	0	0		
	500 Operational Expense	2,229	2,807	2,799	(8)	-0.29%	
001-P202-400-6900	Reimb from ABSO Special Rev Fd	(16,856)	(32,455)	(34,581)	(2,126)		
	699 Reimb from Sp Rev Fd	(16,856)	(32,455)	(34,581)	(2,126)		
Revenue Total		31,093	32,455	0	(32,455)	-100.00%	
Expenditure Total		31,093	32,455	0	(32,455)	-100.00%	
Net Cost to General Fund		0	0	0	0		

Budget Detail

Program Budget Justification - Alcohol Beverage Service Ordinance (ABSO)

Item	Account	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
1	001-P202-400-5140	Books/Pamphlets	1,960	1,960
		Off-Sale Manual		
		On-Sale Manual		
		Summary of Laws Handout		
		Course Completion Cards		
		RBS Color Pamphlets		

Selective Traffic Enforcement Program PT-1525

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Federal Grant	\$ -	\$ -	\$ 120,000	\$ 120,000
TOTAL SOURCES	\$ -	\$ -	\$ 120,000	\$ 120,000
EXPENDITURES				
Salaries and Benefits	\$ -	\$ -	\$ 55,995	\$ 55,995
Operational Expense	-	-	17,005	17,005
Capital Outlay	-	-	47,000	47,000
TOTAL EXPENDITURES	-	-	\$ 120,000	\$ 120,000
NET COST TO GENERAL FUND	\$ -	\$ -	\$ -	\$ -

Public Safety - Selective Traffic Enforcement Program PT-1525

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-P209-300-3550	PT-1525/OTS Grant	0	0	120,000	120,000		
	320 Intergovernmental	0	0	120,000	120,000		
001-P209-400-4402	PT-1525/Overtime	0	0	55,195	55,195		
001-P209-400-4925	PT-1525/Medicare	0	0	800	800		
	400 Salaries & Benefits	0	0	55,995	55,995		
001-P209-400-4800	PT-1525/Training	0	0	6,000	6,000		1
001-P209-400-5140	OTS/STEP Grant Books/Pamphlets	0	0	2,505	2,505		2
001-P209-400-5330	PT-1525/Special Dept Equip	0	0	8,500	8,500		3
	500 Operational Expense	0	0	17,005	17,005		
001-P209-400-9610	PT-1525/Vehicle	0	0	47,000	47,000		4
	620 Capital Outlay	0	0	47,000	47,000		
Revenue Total		0	0	120,000	120,000		
Expenditure Total		0	0	120,000	120,000		
Net Cost to General Fund		0	0	0	0		

Budget Detail

Program Budget Justification - Selective Traffic Enforcement Program

Item	Account	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
1	001-P209-400-4800	Training	6,000	-
		DUID Seminar		
		DRE Training		
2	001-P209-400-5140	Books/Pamphlets	2,505	-
		Educational Materials		
3	001-P209-400-5330	Special Dept Equipment	8,500	-
		Vehicle Speed Feedback Signs (2)		
		Digital Briefing Board		
4	001-P209-400-9610	Capital Outlay - Vehicle	47,000	-
		DUI Trailer		
		Changeable Message Sign with Radar Trailer		

ANIMAL SERVICES

DEPARTMENT SERVICES MODEL

MANDATED

- Animal Control/Sick/Injured/Stray Dogs
- Animal Licensing

CORE

- Animal Shelter Facility
- Low-cost Spay/Neuter
- Adoptions/Redemptions
- Veterinary Services

DISCRETIONARY

- Foster Care Programs
- Micro-Chipping
- Summer Camps
- Community Marketing Programs/Events

REVENUE OPPORTUNITIES

- Update Fee Schedule

MAJOR ACCOMPLISHMENTS FOR FISCAL YEAR 2014-15

- ✓ Implemented Electronic Record Keeping Of All Medical Records
- ✓ Purchase, outfit, and start utilizing new Spay/neuter/Adoption van
- ✓ Convert kitten adoption room into cage less/colony room
- ✓ Added two wellness clinics; Pet Amnesty Week, and a School Humane Program

MAJOR GOALS FOR FISCAL YEAR 2015-16

- GOAL 1: Increase Facebook Likes To 5,000/Utilize Our New Website To Its Potential
- GOAL 2: Conduct Two Wellness Clinics This Year
- GOAL 3: Expand School Programs; adopt a second school
- GOAL 4: Bring Volunteers Back Up To 175
- GOAL 5: Streamline Process To Effectively Follow-Up On License/Spay-Neuter Rabies Warning Violations

ANIMAL SERVICES

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Animal Licenses	\$ 63,121	\$ 45,000	\$ 50,000	\$ 5,000
Animal Shelter Fee	93,246	70,000	90,000	20,000
Animal Shelter Donations	9,008	8,000	9,000	1,000
Transfers In	-	61,000	-	(61,000)
General Fund	286,800	340,633	352,367	11,734
TOTAL SOURCES	<u>\$ 452,175</u>	<u>\$ 524,633</u>	<u>\$ 501,367</u>	<u>\$ (23,266)</u>
EXPENDITURES				
Salaries and Benefits	\$ 295,933	\$ 315,902	\$ 325,363	\$ 9,461
Operational Expense	45,422	47,260	47,260	-
Contractual/Professional Svc	43,127	40,500	40,500	-
Information Technology	29,448	33,296	36,966	3,670
Vehicle Expenses	799	1,000	6,136	5,136
Facilities	19,608	37,825	37,142	(683)
Utilities	17,838	16,100	19,000	2,900
Capital Outlay	-	50,000	-	(50,000)
Reimbursement*	-	(17,250)	(11,000)	6,250
TOTAL EXPENDITURES	<u>\$ 452,175</u>	<u>\$ 524,633</u>	<u>\$ 501,367</u>	<u>\$ (23,266)</u>
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

* FY 2014-15 Adopted Budget has been changed to reflect Transfers In from Special Revenue Funds as Reimbursements in accordance with Generally Accepted Accounting Principles (GAAP) for comparative purposes.

Informational Purposes Only:	FY 14-15	FY15-16	\$ INCREASE/ (DECREASE)
Animal Services Budget	\$ 524,633	\$ 501,367	\$ (23,266)
Reimbursement from Special Revenue Funds	17,250	11,000	(6,250)
Total Resources Provided for Animal Services	<u>\$ 541,883</u>	<u>\$ 512,367</u>	<u>\$ (29,516)</u>

Animal Services

Account Number	Description	FY13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-2400-300-3631	AS/ Animal Shelter Fees	93,246	70,000	90,000	20,000	28.57%	
	340 Charges for Services	93,246	70,000	90,000	20,000	28.57%	
001-2400-300-3220	AS/ Animal Licence Revenue	50,235	45,000	50,000	5,000	11.11%	
001-2400-300-3632	AS/ Training Fee	12,886	0	0	0		
	350 License, permits & fees	63,121	45,000	50,000	5,000	11.11%	
001-2400-300-3937	AS/ Donations	9,008	8,000	9,000	1,000	12.50%	
	370 Donations & Misc	9,008	8,000	9,000	1,000	12.50%	
001-2400-400-4101	Animal Control /Salaries	159,304	165,061	117,520	(47,541)	-28.80%	
001-2400-400-4201	Animal Control /Part-Time Sal	62,093	73,870	116,065	42,195	57.12%	
001-2400-400-4512	Animal Control/Ed Stipend	600	600	600	0	0.00%	
001-2400-400-4520	Animal Control /Other Payroll	693	0	3,545	3,545		1
001-2400-400-4800	Animal Control /Training & Edu	99	300	300	0	0.00%	
001-2400-400-4901	Animal Control /Pers/Employer	38,987	42,326	43,055	729	1.72%	
001-2400-400-4920	Animal Control /Health Ins/BI	0	17,587	0	(17,587)	-100.00%	
001-2400-400-4921	Animal Control /Medical Insur	16,975	0	23,304	23,304		
001-2400-400-4923	Animal Control /Eye Care	362	449	476	27	6.01%	
001-2400-400-4924	Animal Control /Dental Care	2,241	2,188	2,189	1	0.05%	
001-2400-400-4925	Animal Control /Medicare	3,233	2,402	3,455	1,053	43.84%	
001-2400-400-4930	Animal Control /Life Ins/Sala	277	254	280	26	10.24%	
001-2400-400-4931	Animal Control / LTD	603	602	603	1	0.17%	
001-2400-400-4932	Animal Shelter/STD	294	295	295	0	0.00%	
001-2400-400-4933	Animal Shelter/EAP	314	407	110	(297)	-72.97%	
001-2400-400-4934	Animal Shelter/EDD	0	0	1,000	1,000		
001-2400-400-6422	Animal Services /Workers' Comp	9,858	9,561	12,566	3,005	31.43%	
	400 Salaries & Benefits	295,933	315,902	325,363	9,461	2.99%	

Animal Services

Account Number	Description	FY13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-2400-400-5100	Animal Control /Office Supplie	955	1,500	1,500	0	0.00%	
001-2400-400-5130	Animal Services /Postage	315	400	400	0	0.00%	
001-2400-400-5150	Animal Control/Bank CC Fees	1,594	1,500	1,500	0	0.00%	
001-2400-400-5210	Animal Control /Spec. Departm	4,588	5,500	5,500	0	0.00%	2
001-2400-400-5211	Animal Control/Shelter Food	8,134	10,000	10,000	0	0.00%	
001-2400-400-5212	Animal Control/Medications	25,519	24,000	24,000	0	0.00%	3
001-2400-400-5330	Animal Control/Spec Dept Equip	513	1,000	1,000	0	0.00%	
001-2400-400-6310	Animal Control / Eqpt Lease	3,805	3,360	3,360	0	0.00%	
	500 Operational Expense	45,422	47,260	47,260	0	0.00%	
001-2400-400-6101	Animal Control /Contractual S	30,479	28,500	28,500	0	0.00%	4
001-2400-400-6103	Animal Control /Spay/Neuter E	1,103	0	0	0		
001-2400-400-6104	Spay/Neuter Voucher \$2	10,795	11,000	11,000	0	0.00%	
001-2400-400-6210	Animal Services/Recruitment/Hi	750	1,000	1,000	0	0.00%	
	510 Contract/Profess Services	43,127	40,500	40,500	0	0.00%	
001-2400-400-6424	Animal Shelter -IT Services	29,448	33,296	36,966	3,670	11.02%	
	520 Information Technology	29,448	33,296	36,966	3,670	11.02%	
001-2400-400-5270	Animal Shelter/Gas & Oil	459	1,000	1,000	0	0.00%	
001-2400-400-6426	AS - Fleet Services	0	0	5,136	5,136		
	530 Vehicle Expenses	459	1,000	6,136	5,136	513.60%	
001-2400-400-5310	Animal Control /Bldg/Facilty	113	0	0	0		
001-2400-400-6423	Animal Services /Liability/Pro	6,130	7,495	6,812	(683)	-9.11%	
	540 Facilities	6,242	7,495	6,812	(683)	-9.11%	
001-2400-400-5231	Animal Control/ Cell Phone	300	300	300	0	0.00%	
	550 Utilities	300	300	300	0	0.00%	
001-2400-400-9610	Animal Control /C/O-Vehicles/	0	50,000	0	(50,000)	-100.00%	
	620 Capital Outlay	0	50,000	0	(50,000)	-100.00%	
001-2400-400-6904	Reimb from Spay & Neuter SRF	0	(17,250)	(11,000)	6,250		
	699 Reimb from Sp Rev Fd	0	(17,250)	(11,000)	6,250		

Animal Services

Account Number	Description	FY 14-15		FY 15-16	\$ Change	% Change	See Item #
		FY13-14 Actual	Adopted Budget	Proposed Budget			
001-2400-300-7104	Trans In Fr Spay & Ntr SRF	0	61,000	0	(61,000)	-100.00%	
	700 Transfers In	0	61,000	0	(61,000)	-100.00%	
Revenue Total		165,376	184,000	149,000	(35,000)	-19.02%	
Expenditures Total		420,931	478,503	452,337	(26,166)	-5.47%	
General Fund Net Cost		(255,556)	(294,503)	(303,337)	(8,834)	3.00%	

Animal Shelter - Building

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-2410-400-5270	Vehicle Fuel	340	0	0	0		
	530 Vehicle Expenses	340	0	0	0		
001-2410-400-5310	Animal Shelter /Bldg/Facilty M	13,141	13,080	13,830	750	5.73%	5
001-2410-400-5313	Animal Shelter /Fac Maint/Non-	225	17,250	16,500	(750)	-4.35%	6
	540 Facilities	13,366	30,330	30,330	0	0.00%	
001-2410-400-5220	Animal Shelter /Heat/Light/Pow	16,788	15,000	16,000	1,000	6.67%	
001-2410-400-5221	AS/ Water	0	0	1,900	1,900		
001-2410-400-5230	Animal Shelter /Telephone	750	800	800	0	0.00%	
	550 Utilities	17,538	15,800	18,700	2,900	18.35%	
Revenue Total		0	0	0	0		
Expenditures Total		31,244	46,130	49,030	2,900	6.29%	
General Fund Net Cost		(31,244)	(46,130)	(49,030)	(2,900)	6.29%	

Budget Detail

Animal Services Budget Justification

Item	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
1	001-2400-400-4520	Animal Control/ Other Payroll 3% one-time payment per labor MOAs; Administrative Leave payoff	3,545	0
2	001-2400-400-5210	Animal Services/Special Department Baggies, garbage cans bleach, and other supplies, baby food, volunteer supplies, Cat Carriers, Collars/leashes/sensation harnesses, Microchips	5,500	5,500
3	001-2400-400-5212	Animal Services/Medications Vet bills from animal care center, lab work, oxygen, medications NOTE: ASL pays for special services	24,000	24,000
4	001-2400-400-6101	Animal Services/Contractual Services Vet services including surgeries and clinics, cremation and animal disposal services, Dr Leach DEA license, Internet, Extinguishers, fire alarm monitoring, Annual Fire Inspection	28,500	28,500
5	001-2410-400-5310	Animal Services/Bldg-Facility Maintenance Mats, Safety supplies (mats, liners, trays, towels, soap, sanitizer), janitorial services, cleaning and misc routine building maintenance, drain clean (Roto Rooter)	13,830	13,080
6	001-2410-400-5313	Animal Services/Fac Maint/Non-routine door knobs and handles kennel kitchen and clinic remodel carpeting - Mickey's Office	16,500	17,250

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PUBLIC WORKS

DEPARTMENT SERVICES MODEL

MANDATED

Water Utility Services

- Water Production
- Water Treatment
- Water Distribution
- Meter Service
- Quality Control
- Sampling and Analysis
- Reporting & Records Management

Wastewater Utility Services

- Sewer System Management Plan (SSMP)
- Emergency Response/repair
- System Improvement Projects
- Reporting & Records Management

Drainage

- Storm Drain Management Plan
- Best Management Practices (BMP's)
- Storm drain system repair (emergency response)
- Storm Water Program

Streets

- Traffic Signals
- Street Lighting
- Sidewalks
- Asphalt
- Signage
- Striping
- Streetscape (including medians & trees)

Administration

- Customer service response/tracking/follow-up
- Cash handling
- Injury & Illness Prevention Program
- Records Management
- Warehouse
- Service agreements
- Expense allocation and tracking
- Purchasing

Buildings

- Preventative maintenance
- HVAC – maintenance & repair
- Electrical - repair
- Plumbing – repair
- Replacement/Improvement Projects

Parks/Pools

- Tree Maintenance
- Reclaimed Water Control
- Chemical Treatment
- Pool Safety
- Playground Maintenance & Inspections
- Pedestrian Bridges
- Herbicide Application

CORE**Parks**

- Landscape
- Lighting
- Bike paths
- Irrigation
- Courts

Citywide

- Graffiti Abatement
- Weed Abatement
- Vandalism Repair

DISCRETIONARY

- Community Gardens
- Some Street/Curb Markings and Signage

MAJOR ACCOMPLISHMENTS COMPLETED IN FISCAL YEAR 2014-15

- ✓ Retrofitted the City's major corridor street lighting to high efficiency LED lighting
- ✓ Successfully filled several key department vacancies, including Assistant PW Director, Project Coordinator, Utility Services Supervisor, and Fleet Services Supervisor
- ✓ Received State approval of expenditure plan using former Redevelopment Agency bond funds for City facility improvements
- ✓ Completed water rate study and implemented new water rates
- ✓ Cleared several C-section street drain outlets in conjunction with SCWA South Fork Copeland Creek channel maintenance
- ✓ Completed Phase 1 of the Senior Center Roof Replacement Project

- ✓ In cooperation with the Rotary club, upgraded Sports Center landscaping with attractive and low water-use plants, water recovery system, and dry river bed
- ✓ Implemented State mandated water conservation measures

MAJOR GOALS FOR FISCAL YEAR 2015-16

- GOAL 1: Replace Community Center complex sign with new digital sign
- GOAL 2: Successful transition of reclaimed water infrastructure and management program
- GOAL 3: Develop preliminary alternatives for consideration of possible new corporation yard sites
- GOAL 4: Upgrade SCWA turnout locations to include telemetry for pressure and flow monitoring
- GOAL 5: Develop plans and specs for the PAC and Community Center Roof Replacement Project for construction in Spring/Summer 2016
- GOAL 6: Update several existing service agreements; develop new master service agreement for asphalt repairs and streetlight replacement to improve efficiency and responsiveness
- GOAL 7: Develop a City tree replacement policy and program
- GOAL 8: Develop a drain outlet inspection and repair program in conjunction with SCWA channel maintenance
- GOAL 9: Develop and implement a plan to reopen parks restrooms
- GOAL 10: Update department policy and procedures and checklists to standardize Public Works practices and procedures and ensure consistency
- GOAL 11: Replace Senior Center multi-use room floors
- GOAL 12: Replace Public Safety HVAC equipment and controls
- GOAL 13: Complete Sewer Siphon Lining Project

PUBLIC WORKS

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Library Ground Maintenance	\$ 8,370	\$ 8,370	\$ 8,370	\$ -
Other Income	744	-	-	-
Transfers In	-	-	30,000	30,000
General Fund	1,582,876	1,746,160	1,893,403	147,243
TOTAL SOURCES	\$ 1,591,990	\$ 1,754,530	1,931,773	\$ 177,243
EXPENDITURES				
Salaries and Benefits	\$ 1,212,210	\$ 1,364,054	\$ 1,227,043	\$ (137,011)
Operational Expense	197,396	234,903	282,900	47,997
Contractual/Professional Svc	155,344	160,298	326,400	166,102
Information Technology	61,692	92,562	45,667	(46,895)
Vehicle Expenses	73,200	37,844	126,416	88,572
Facilities	76,586	94,914	83,265	(11,649)
Utilities	277,748	246,077	329,854	83,777
Capital Outlay	37,812	50,000	80,000	30,000
Reimbursement*	(500,000)	(530,000)	(580,000)	(50,000)
Transfers Out	-	3,878	10,228	6,350
TOTAL EXPENDITURES	\$ 1,591,990	\$ 1,754,530	\$ 1,931,773	\$ 177,243
	\$ -	\$ -	\$ -	\$ -

* FY 2014-15 Adopted Budget has been changed to reflect Transfers In from Special Revenue Funds as Reimbursements in accordance with Generally Accepted Accounting Principles (GAAP) for comparative purposes.

Informational Purposes Only:	FY 14-15	FY15-16	\$ INCREASE/ (DECREASE)
Public Works Budget	\$ 1,754,530	\$ 1,931,773	\$ 177,243
Reimbursement from Special Revenue Funds	530,000	580,000	50,000
Total Resources Provided for Public Works	\$ 2,284,530	\$ 2,511,773	\$ 227,243

Public Works - General Services

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-3300-400-4101	Publ Works Gen /Salaries	99,509	101,645	73,736	(27,909)		
001-3300-400-4110	Publ Works Gen /Longevity	4,456	4,351	715	(3,636)	-83.57%	
001-3300-400-4150	Publ Works Gen /Stand-By Week	756	4,500	2,000	(2,500)	-55.56%	
001-3300-400-4151	PW Gen /Stand-By Weeknight	978	1,200	1,000	(200)	-16.67%	
001-3300-400-4401	Publ Works Gen /Overtime Sala	2,673	3,600	3,600	0		
001-3300-400-4512	Publ Works Gen /Educational St	3,197	3,246	2,070	(1,176)	-36.23%	
001-3300-400-4520	Publ Works Gen /Other Payroll	35	0	2,353	2,353		7
001-3300-400-4901	Publ Works /Pers ER	26,156	27,911	20,548	(7,363)	-26.38%	
001-3300-400-4905	Publ Works Gen /Alt Ben Prog/D	2,525	2,520	2,520	0	0.00%	
001-3300-400-4908	Publ Works Gen/RHS Plan	0	0	144	144		
001-3300-400-4920	Publ Works Gen /Health Ins/BI	(1,498)	0	0	0		
001-3300-400-4921	Publ Works Gen /Medical Insur	9,889	11,036	5,718	(5,318)	-48.19%	
001-3300-400-4923	Publ Works Gen /Eye Care	2,028	636	397	(239)	-37.58%	
001-3300-400-4924	Publ Works Gen /Dental Care	381	1,641	1,171	(470)		
001-3300-400-4925	Publ Works Gen /Medicare	1,114	1,107	1,145	38		
001-3300-400-4930	Publ Works Gen /Life Ins/Sala	213	191	157	(34)	-17.80%	
001-3300-400-4931	Publ Works Gen / LTD	546	557	394	(163)		
001-3300-400-4932	Publ Works Gen/ STD	268	272	193	(79)	-29.04%	
001-3300-400-4933	General Services/EAP	85	90	59	(31)	-34.44%	
001-3300-400-6422	Publ Works Gen /Workers' Comp	8,504	29,924	4,108	(25,816)	-86.27%	
	400 Salaries & Benefits	161,813	194,427	122,028	(72,399)		
001-3300-400-4800	Publ Works Gen /Training & Ed	0	1,500	1,000	(500)	-33.33%	1
001-3300-400-5100	Publ Works Gen /Office Supplie	182	1,200	1,200	0		
001-3300-400-5130	Publ Works Gen /Postage	193	75	200	125	166.67%	
001-3300-400-5210	Publ Works Gen /Spec. Departm	820	2,000	67,500	65,500		2
001-3300-400-5251	Publ Works Gen /Clothing Allo	3,844	1,740	2,975	1,235		
001-3300-400-5260	Publ Works Gen /Dues & Subscr	793	2,000	500	(1,500)	-75.00%	3
001-3300-400-5315	Publ Works Gen /Fuel Tank Mai	3,328	21,000	0	(21,000)	-100.00%	5
001-3300-400-5330	Publ Works Gen /Spec Dept Equ	295	1,800	2,500	700		
001-3300-400-5350	Publ Works Gen /Small Tools	635	1,350	2,500	1,150		6
001-3300-400-6310	Publ Works Gen /Rent/Lease/Ta	1,101	760	760	0		
	500 Operational Expense	11,190	33,425	79,135	45,710	136.75%	

Public Works - General Services

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-3300-400-6101	Publ Works Gen /Contractual S	2,322	0	0	0		
001-3300-400-6103	PW/ Groundwater Monitoring	0	0	100,000	100,000		
001-3300-400-6210	General Services/Recruitments	110	0	900	900		
	510 Contract/Profess Services	2,432	0	100,900	100,900		
001-3300-400-6424	General Services-IT Services	20,952	20,865	28,548	7,683	36.82%	
	520 Information Technology	20,952	20,865	28,548	7,683	36.82%	
001-3300-400-5270	Publ Works Gen /Gas & Oil	11,747	7,000	7,000	0		
001-3300-400-5320	Publ Works Gen /Vehicle Repai	1,684	0	0	0		
001-3300-400-6426	PW - Fleet Services	0	0	12,674	12,674		
	530 Vehicle Expenses	13,432	7,000	19,674	12,674		
001-3300-400-5310	Publ Works Gen /Bldg/Facilty	14,704	5,056	4,000	(1,056)	-20.89%	4
001-3300-400-5311	Gold Ridge School Site	153	0	0	0		
001-3300-400-6423	Publ Works Gen /Liability/Prop	8,095	6,409	5,825	(584)	-9.11%	
	540 Facilities	22,952	11,465	9,825	(1,640)	-14.30%	
001-3300-400-5220	Publ Works Gen /Heat/Light/Po	11,446	2,000	2,000	0	0.00%	
001-3300-400-5230	Publ Works Gen /Telephone	1,880	1,900	1,900	0	0.00%	
001-3300-400-5231	Publ Works Gen /Cellular Phone	1,639	1,823	2,000	177	9.71%	
	550 Utilities	14,964	5,723	5,900	177	3.09%	
001-3300-400-9510	Publ Works Gen /C/O-Equipment	7,610	0	0	0		
	620 Capital Outlay	7,610	0	0	0		
Revenue Total		0	0	0	0		
ExpenditureTotal		255,345	272,905	366,010	93,105	34.12%	
Net Cost to General Fund		(255,345)	(272,905)	(366,010)	(93,105)	34.12%	

Budget Detail

General Services Budget Justification

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
1	001-3300-400-4800	Publ Works Gen/Training & Education Heating, Ventilation, and Air Conditioning (HVAC) Control System Training, Control Systems, and PLC training - registration, education, and certification fees	1,000	1,500
2	001-3300-400-5210	Publ Works Gen/Special Department Supplies Building Janitorial Supplies Building Maintenance Specialty Repair/Diagnostic Tools - Public Safety, Community Center, Senior Center, Animal Shelter, Burton Rec, Sports Center, and City Hall Personal Protective Equipment (P.P.E.) - UV eye protection, ear protection, safety goggles, safety harnesses Re-Opening Restroom Phase In	67,500	2,000
3	001-3300-400-5260	Publ Works Gen/Dues and Subscriptions Annual Bay Area Air Quality Mgmt. District Permit Annual Certified Unified Program Agencies (CUPA)	500	2,000
4	001-3300-400-5310	Publ Works Gen/Bldg/Facility - Corporation Yard HVAC repairs and preventative maintenance (Corp. Yard) Corp Yard Facility - General Repairs Janitorial Services for Public Works Corp. Yard	4,000	5,056
5	001-3300-400-5315	Publ Works Gen/Fuel Tank Maintenance Contract with GHD for UST soil monitoring Corp. Yard fuel tank	-	21,000

Budget Detail

General Services Budget Justification

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
6	001-3300-400-5350	Publ Works Gen/Small Tools	2,500	1,350
		High powered, heavy-duty drill		
		Replacement power tools - roto hammers, cordless drills, skill saws		
7	001-3300-400-4520	Publ Works Gen /Other Payroll	2,353	-
		3% one-time payment per labor MOAs; Administrative Leave payoff		

Public Works - Streets

Account Number	Description	FY 14-15		FY 15-16		\$ Change	% Change	See Item #
		FY 13-14 Actual	Adopted Budget	Proposed Budget				
001-3420-400-4101	Streets & Bike /Salaries	313,647	326,719	325,000	(1,719)	-0.53%		
001-3420-400-4110	Streets & Bike /Longevity	9,450	9,681	7,019	(2,662)	-27.50%		
001-3420-400-4150	Streets & Bike /Standby-Weeken	2,268	2,200	2,200	0	0.00%		
001-3420-400-4151	Streets & Bike /Standby Weekni	4,022	4,800	4,500	(300)	-6.25%		
001-3420-400-4201	Streets & Bike /Part-time Sala	1,892	59,850	19,950	(39,900)	-66.67%		1
001-3420-400-4401	Streets & Bike /Overtime Salar	5,912	4,615	6,500	1,885	40.85%		
001-3420-400-4512	Streets & Bike /Educational St	5,934	5,116	4,882	(234)	-4.57%		
001-3420-400-4520	Streets & Bike/Other Payroll	78	82	10,305	10,223	12467.07%		10
001-3420-400-4901	Streets & Bike/Pers/Employer	80,292	87,257	90,468	3,211	3.68%		
001-3420-400-4905	Streets & Bike /Alt Ben Prog/D	421	4,410	5,880	1,470	33.33%		
001-3420-400-4906	Streets & Bike /Alt Ben Prog/D	3,998	0	0	0			
001-3420-400-4908	Streets & Bike/RHS Plan	1,845	4,000	4,320	320	8.00%		
001-3420-400-4920	Streets & Bike /Health Ins/BL	1,071	53,359	54,266	907	1.70%		
001-3420-400-4921	Streets & Bike / Medical Insur	47,759	0	0	0			
001-3420-400-4923	Streets & Bike / Eye Care	1,022	2,955	1,980	(975)	-32.99%		
001-3420-400-4924	Streets & Bike / Dental Care	5,957	5,635	6,073	438	7.77%		
001-3420-400-4925	Streets & Bike / Medicare	4,976	4,953	5,334	381	7.69%		
001-3420-400-4930	Streets & Bike /Life Ins/Salar	718	660	798	138	20.91%		
001-3420-400-4931	Streets & Bike / LTD	1,642	1,742	1,728	(14)	-0.80%		
001-3420-400-4932	Streets & Bike/ STD	801	852	850	(2)	-0.23%		
001-3420-400-4933	Streets/EAP	256	327	304	(23)	-7.03%		
001-3420-400-4934	Streets/EDD	378	0	0	0			
001-3420-400-5272	Streets & Bike/Auto Allowance	221	210	226	16	7.62%		
001-3420-400-6422	Streets/Workers' Comp	12,098	14,169	19,147	4,978	35.13%		
	400 Salaries & Benefits	506,659	593,592	571,730	(21,862)	-3.68%		
001-3420-400-4800	Streets & Bike / Training	110	850	500	(350)	-41.18%		2
001-3420-400-5100	Streets / Office Supplies	600	0	0	0			
001-3420-400-5210	Streets & Bike /Spec. Departm	51,914	73,003	73,000	(3)	0.00%		3
001-3420-400-5211	Streets & Bike / Landscape Sup	321	0	0	0			
001-3420-400-5251	Streets /Clothing Allow	3,635	3,370	3,370	0	0.00%		
001-3420-400-5314	Steets / Haz Materials	2,672	5,000	5,000	0	0.00%		
001-3420-400-5330	Streets & Bike /Spec Dept Equ	246	0	0	0			
001-3420-400-5350	Streets & Bike /Small Tools	2,431	1,500	1,500	0	0.00%		4

Public Works - Streets

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-3420-400-5370	Streets & Bike /Equipment Rent	6,070	4,500	8,500	4,000	88.89%	5
001-3420-400-6310	Streets/Rent/Leases	822	760	760	0	0.00%	7
001-3420-400-6420	Streets & Bike/Vandalism Loss	29,619	24,000	2,000	(22,000)	-91.67%	8
	500 Operational Expense	98,440	112,983	94,630	(18,353)	-16.24%	
001-3420-400-6101	Streets & Bike /Contractual S	69,609	74,000	143,000	69,000	93.24%	6
	510 Contract/Profess Services	69,609	74,000	143,000	69,000	93.24%	
001-3420-400-6424	Streets - IT Services	15,804	24,809	8,745	(16,064)	-64.75%	
	520 Information Technology	15,804	24,809	8,745	(16,064)	-64.75%	
001-3420-400-5270	Streets /Gas & Oil	4,469	8,500	8,500	0	0.00%	
001-3420-400-5320	Streets/Vehicle Repair	1,144	0	0	0		
001-3420-400-6426	Streets - Fleet Services	0	0	18,088	18,088		
	530 Vehicle Expenses	5,613	8,500	26,588	18,088	212.80%	
001-3420-400-6423	Streets/Liab/Prop	16,526	43,796	39,807	(3,989)	-9.11%	
	540 Facilities	16,526	43,796	39,807	(3,989)	-9.11%	
001-3420-400-5220	Streets & Bike /Heat/Light/Po	212,850	180,000	180,000	0	0.00%	
001-3420-400-5221	Streets/ Water	0	0	51,300	51,300		
001-3420-400-5231	Streets & Bikes/Cellular Phon	1,383	2,195	2,195	0	0.00%	
	550 Utilities	214,232	182,195	233,495	51,300	28.16%	
001-3420-400-9610	Streets/Bikes/c/o vehicles	0	25,000	55,000	30,000	120.00%	9
	620 Capital Outlay	7,285	25,000	55,000	30,000	120.00%	
001-3420-400-6930	Reimb from Gas Tax SRF	(500,000)	(530,000)	(580,000)	(50,000)		
	699 Reimb from Sp Rev Fd	(500,000)	(530,000)	(580,000)	(50,000)		
001-3420-300-7620	Trans In fr Veh Repl Fund 620	0	0	30,000	30,000		
	700 Transfers In	0	0	30,000	30,000		

Public Works - Streets

Account Number	Description	FY 14-15		FY 15-16	\$ Change	% Change	See Item #
		FY 13-14 Actual	Adopted Budget	Proposed Budget			
001-3420-400-8620	Transfer Out to Veh Rep Fund	0	364	2,828	2,464	676.92%	
	800 Transfers Out	0	364	2,828	2,464	676.92%	
Revenue Total		0	0	30,000	30,000		
ExpenditureTotal		434,169	535,239	595,823	60,584	11.32%	
Net Cost to General Fund		(434,169)	(535,239)	(565,823)	(30,584)	5.71%	

Budget Detail

Streets Budget Justification

(Road asphalt, pavement markings & raised markers, sidewalks, signs, & streetscape)

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
1	001-3420-400-4201	Streets & Bike/Part-time Salary Seasonal Maintenance Assistants (SMA's) (four and a half 1000-hour position's) - 4500 hours	19,950	59,850
2	001-3420-400-4800	Streets & Bike/Training Mandated annual training costs for certified Arborist Mandated annual training costs for herbicide applicator certification	500	850
3	001-3420-400-5210	Streets & Bike/Special Department Supplies Fence Lumber - hardware & nails Signage Supplies - street signs, street posts, anchors, and concrete Street Maintenance Supplies, Asphalt, Absorbent, etc. Streetscape Tool Repair Streetscape Maintenance Supplies Personal Protective Equipment (P.P.E.) Street Light Maintenance Supplies Weed Abatement - herbicide Concrete U-Cart (25 yard capacity), Fire Extinguisher Annual Maintenance City Facility Holiday Decorations - replacements & purchases	73,000	73,003
4	001-3420-400-5350	Streets & Bike/Small Tools Harnesses, ropes and saddle (for Arborist) Landscape Tools - loppers, hedgers, chain saws, and pole saws	1,500	1,500

Budget Detail

Streets Budget Justification

(Road asphalt, pavement markings & raised markers, sidewalks, signs, & streetscape)

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
5	001-3420-400-5370	Streets & Bike/Equipment Rentals	8,500	4,500
		High Weed Skidster Mower (for mandated annual weed abatement)		
		2 - Hydraulic Lifts 80' - installation and removal of Rohnert Park		
		Equipment Rentals		
6	001-3420-400-6101	Streets & Bike/Contractual Services	143,000	74,000
		Traffic Signal Maintenance (Seimens) 3 additional signals for 2014		
		Caltrans traffic signal light maintenance agreement		
		OAD's Agreement - debris and trash clean-up		
7	001-3420-400-6310	Streets & Bike/Rent/Lease/Ta	760	760
		Copy machine lease		
8	001-3420-400-6420	Streets & Bike/Vandalism (Losses)	2,000	24,000
		Vandalism Repairs - signs, benches, irrigation parts		
		Graffiti Paint		
		Paint Removal Chemicals		
		Street Light Replacement parts (damaged from traffic accidents)		
9	001-3420-400-9610	Streets & Bike/C/O-Vehicles	55,000	25,000
		3/4 Ton Pickup Truck		
10	001-3420-400-4520	Streets & Bike /Other Payroll	10,305	82
		3% one-time payment per labor MOAs; Administrative Leave payoff		

Public Works - Storm Water

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-3910-400-4101	PW-Storm Drains /Salaries	43,571	58,248	67,080	8,832	15.16%	
001-3910-400-4110	PW-Storm Drains /Longevity	1,313	1,325	1,650	325	24.53%	
001-3910-400-4150	PW-Storm Drains /Stand-By Week	536	600	600	0	0.00%	
001-3910-400-4151	PW-Storm Drains /Stand-By Wee	608	700	700	0	0.00%	
001-3910-400-4401	PW-Storm Drains /Overtime Sala	1,672	1,000	2,000	1,000	100.00%	
001-3910-400-4512	PW-Storm Drains /Educational S	1,141	1,023	1,453	430	42.03%	
001-3910-400-4520	PW-Storm Drains /Other Payroll	78	161	2,364	2,203	1368.32%	4
001-3910-400-4901	PW-Storm Drains /Pers/Employe	11,235	15,482	18,852	3,370	21.77%	
001-3910-400-4905	PW-Storm Drains /Alt Ben Prog/	0	210	1,260	1,050	500.00%	
001-3910-400-4906	PW-Storm Drains /Alt Ben Prog/	212	0	0	0		
001-3910-400-4908	PW-Storm Drains/RHS Plan	226	250	420	170	68.00%	
001-3910-400-4920	PW-Storm Drains /Health Ins/B	66	8,544	6,382	(2,162)	-25.30%	
001-3910-400-4921	PW-Storm Drains /Medical Insur	6,443	0	0	0		
001-3910-400-4923	PW-Storm Drains /Eye Care	138	929	307	(622)	-66.95%	
001-3910-400-4924	PW-Storm Drains /Dental Care	743	875	963	88	10.06%	
001-3910-400-4925	PW-Storm Drains /Medicare	715	882	1,058	176	19.95%	
001-3910-400-4926	PW-Storm Drains /Hearing Aid	45	0	0	0		
001-3910-400-4930	PW-Storm Drains /Life Ins/Sala	100	108	145	37	34.26%	
001-3910-400-4931	PW-Storm Drains / LTD	234	309	366	57	18.45%	
001-3910-400-4932	PW-Storm Drains/STD	115	151	182	31	20.53%	
001-3910-400-4933	Storm Drains/EAP	33	51	49	(2)	-3.92%	
001-3910-400-4999	PW- Storm Drains /Public Work	(449)	0	0	0		
001-3910-400-5272	Publ Works Gen/Auto Allowance	221	222	677	455	204.95%	
001-3910-400-6422	Storm Drains/Workers' Comp	1,381	1,189	3,771	2,582	217.16%	
	400 Salaries & Benefits	70,378	92,259	110,279	18,020	19.53%	
001-3910-400-5100	Storm Drain/Office Supplie	124	0	0	0		
001-3910-400-5210	PW-Storm Drains /Spec. Depa	2,085	3,090	3,090	0	0.00%	1
001-3910-400-5370	Storms Drains/Equip Rental	147	1,000	1,000	0	0.00%	
001-3910-400-6310	Storm Drains /Rent/Lease/Ta	822	760	760	0	0.00%	3
001-3910-400-6420	Storm Drains / Vandalism Loss	0	2,500	2,500	0	0.00%	
	500 Operational Expense	3,178	7,350	7,350	0	0.00%	
001-3910-400-6101	Storm Drains /Contractual S	46,438	51,176	50,000	(1,176)	-2.30%	2
	510 Contract/Profess Services	46,438	51,176	50,000	(1,176)	-2.30%	
				0			

Public Works - Storm Water

Account Number	Description	FY 13-14 Actual	FY 14-15	FY 15-16	\$ Change	% Change	See Item #
			Adopted Budget	Proposed Budget			
001-3910-400-6423	Storm Drains/Liab/Prop	850	932	847	(85)	-9.12%	
	540 Facilities	850	932	847	(85)	-9.12%	
001-3910-400-5231	Publ Works Gen /Cellular Phone	45	0	0	0		
	550 Utilities	45	0	0	0		
Expense Total		120,889	151,717	168,476	16,759	11.05%	
Net Cost To General Fund		(120,889)	(151,717)	(168,476)	(16,759)	11.05%	

Budget Detail

Storm Water Budget Justification

Item	Account	Description	FY 15-16 Proposed Budget	FY 2014-15 Adopted Budget
1	001-3910-400-5210	Storm Water/Special Department Supplies Concrete; Base Rock; Sand; Empty Sandbags Mandated NPDES Permit compliance - printing for public outreach (\$300 for annual utility bill stuffer re stormwater ordinance; \$300 for targeted constituent outreach) Postage for NPDES Permit compliance (Phase 1 co-permittees) - public notification and outreach Storm Drain Labels - 'No Dumping to Creek' (100) - mandatory NPDES permit compliance Metal Signs - 'No Dumping' (3) - mandatory NPDES permit compliance USA paint (green)	3,090	3,090
2	001-3910-400-6101	Storm Water/Contractual Services Storm Drain Collection System Pipe and Outfall Cleaning & Repair (contract with SCWA) Drop Inlet Replacements NPDES Municipal Stormwater System Permit Fee (Annual Fee) Russian River Watershed (NPDES Annual Fee) (based on 2/10 version of Work Plan, stormwater permit compliance activities) Channer Maintenance	50,000	51,176
3	001-3910-400-6310	Storm Water /Rent/Lease/Ta Public Works Copy Machine Lease	760	760
4	001-3910-400-4520	PW-Storm Drains /Other Payroll 3% one-time payment per labor MOAs; Administrative Leave payoff	2,364	161

Public Works Parks & Landscape

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-4001-300-3625	Tree Permit Clearance Fee	744	0	0	0		
	350 License, permits & fees	744	0	0	0		
001-4001-400-4101	Park Maint /Salaries	246,916	231,732	211,744	-19,988	-8.63%	
001-4001-400-4110	Park Maint /Longevity	7,722	7,099	4,303	-2,796	-39.39%	
001-4001-400-4150	Park Maint/Standby Weekends	1,260	3,000	3,000	0	0.00%	
001-4001-400-4151	Park Maint/Standby Weeknight	1,232	3,000	2,000	-1,000	-33.33%	
001-4001-400-4201	Park Maint /Part-Time Sal	56,607	79,800	53,200	-26,600	-33.33%	1
001-4001-400-4401	Park Maint /Overtime	6,224	7,000	7,000	0	0.00%	
001-4001-400-4512	Park Maint /Educational St	5,501	4,032	3,893	-139	-3.45%	
001-4001-400-4520	Park Maint /Other Payroll	174	178	6,776	6,598	3706.74%	10
001-4001-400-4901	Park Maint /Pers/Employer	63,728	62,051	59,062	-2,989	-4.82%	
001-4001-400-4905	Park Maint /Alt Ben Prog/D	0	3,990	6,300	2,310	57.89%	
001-4001-400-4906	Park Maint /Alt Ben Prog/D	3,998	0	0	0		
001-4001-400-4908	Park Maint / RHS	2,384	2,500	2,760	260	10.40%	
001-4001-400-4920	Park Maint /Health Ins/BI	0	35,788	22,458	-13,330	-37.25%	
001-4001-400-4921	Park Maint /Medical Insur	36,474	0	0	0		
001-4001-400-4923	Park Maint /Eye Care	1,326	886	1,294	408	46.05%	
001-4001-400-4924	Park Maint /Dental Care	4,180	4,322	3,885	-437	-10.11%	
001-4001-400-4925	Park Maint /Medicare	4,566	3,377	4,065	688	20.37%	
001-4001-400-4930	Park Maint /Life Ins/Sala	593	508	504	-4	-0.79%	
001-4001-400-4931	Park Maint /LTD	1,285	1,239	1,130	-109	-8.80%	
001-4001-400-4932	Park Maint/ STD	627	606	555	-51	-8.42%	
001-4001-400-4933	Parks/EAP	214	261	195	-66	-25.29%	
001-4001-400-4934	Parks/EDD	7,326	14,030	14,000	-30	-0.21%	
001-4001-400-5272	Park Maint /Auto Allow	221	210	226	16	7.62%	
001-4001-400-6422	Parks/Workers Comp	20,802	18,167	14,656	-3,511	-19.33%	
	400 Salaries & Benefits	473,360	483,776	423,006	-60,770	-12.56%	
001-4001-400-4800	Park Maint /Training & Ed	0	1,600	1,600	0	0.00%	2
001-4001-400-5100	Parks/Office Supplies	183	0	0	0		
001-4001-400-5210	Park Maint /Spec. Departm	61,351	59,860	79,000	19,140	31.97%	3
001-4001-400-5251	Park Maint /Clothing Allo	5,164	3,250	3,750	500	15.38%	

Public Works Parks & Landscape

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-4001-400-5260	Park Maint /Dues & Subscr	0	175	175	0	0.00%	4
001-4001-400-5350	Park Maint /Small Tools	2,657	6,000	7,000	1,000	16.67%	5
001-4001-400-5370	Park Maint /Equipment Ren	1,505	2,500	2,500	0	0.00%	6
001-4001-400-6310	Parks/Equipment Leases	822	760	760	0	0.00%	
001-4001-400-6420	Park Maint/Vandalism Loss	12,906	7,000	7,000	0	0.00%	8
	500 Operational Expense	84,588	81,145	101,785	20,640	25.44%	
001-4001-400-6101	Park Maint /Contractual S	34,713	34,122	31,000	-3,122	-9.15%	7
001-4001-400-6210	Park Maint/Recruitment	1,777	1,000	1,500	500	50.00%	
	510 Contract/Profess Services	36,490	35,122	32,500	-2,622	-7.47%	
001-4001-400-6424	Parks - IT Services	24,936	46,888	8,374	-38,514	-82.14%	
	520 Information Technology	24,936	46,888	8,374	-38,514	-82.14%	
001-4001-400-5270	Parks Maint/Vehicle Gas & Oil	30,211	22,344	22,000	-344	-1.54%	
001-4001-400-5320	Park Maint/Vehicle Repair	23,944	0	0	0		
001-4001-400-6426	Parks - Fleet Services	0	0	58,154	58,154		
	530 Vehicle Expenses	54,156	22,344	80,154	57,810	258.73%	
001-4001-400-5310	Park Maint /Bldg/Facilty M	1,571	3,000	0	-3,000	-100.00%	
001-4001-400-6423	Parks/Liab/Prop	21,344	22,232	20,207	-2,025	-9.11%	
	540 Facilities	22,914	25,232	20,207	-5,025	-19.92%	
001-4001-400-5220	Park Maint /Heat/Light/Po	47,350	56,000	56,000	0	0.00%	
001-4001-400-5221	Parks/ Water	0	0	32,300	32,300		
001-4001-400-5231	Park Maint /Cellular Phone	1,157	2,159	2,159	0	0.00%	
	550 Utilities	48,507	58,159	90,459	32,300	55.54%	
001-4001-400-9610	Park Maint /C/O-Vehicles/	22,917	25,000	25,000	0	0.00%	9
	620 Capital Outlay	22,917	25,000	25,000	0	0.00%	

Public Works Parks & Landscape

Account Number	Description	FY 14-15		FY 15-16	\$ Change	% Change	See Item #
		FY 13-14 Actual	Adopted Budget	Proposed Budget			
001-4001-400-8620	Transfer Out to Veh Rep Fund	0	3,514	7,400	3,886	110.59%	
	800 Transfers Out	0	3,514	7,400	3,886	110.59%	
Revenue Total		744	0	0	0		
Expense Total		767,868	781,180	788,885	7,705	0.99%	
Net Cost To General Fund		-767,124	-781,180	-788,885	-7,705	0.99%	

Budget Detail

Parks & Landscape Budget Justification

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
1	001-4001-400-4201	Park Maint/Part-Time Salaries	53,200	79,800
		Seasonal Maintenance Assistants (SMA's) (six 1000-hour positions) - 6000 hours		
2	001-4001-400-4800	Park Maint/Training & Education	1,600	1,600
		Playground safety inspector training		
		California Parks & Recreation Society (CPRS) - 2014 Training & Symposium		
3	001-4001-400-5210	Park Maint/Special Department Supplies	79,000	59,860
		Playground Repair and Maintenance - fall material, swings, and hardware		
		Playground Equipment Replacement - merry-go-round, slides, and track ride		
		Park Landscape Materials		
		Irrigation - PVC repair parts, valves, and controllers		
		Park Landscape Personal Protective Equipment (P.P.E.)		
		Lawn Mower Replacement Parts		
		Park Supplies - garbage bags, tennis nets, basketball nets, and bathroom supplies for the re-opening of 3 restrooms		
		Fire Extinguisher Annual Maintenance		
		Park Lighting (athletic fields) - ballasts, bulbs, and covers		
		Herbicide - weed killer concentrate		
		Fertilizer/ weed & feed/ turf builder/ top soil/ seed		20,000
4	001-4001-400-5260	Park Maint/Dues & Subscriptions	175	175
		California Parks and Recreation Society (CPRS)		

Budget Detail

Parks & Landscape Budget Justification

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
5	001-4001-400-5350	Park Maint/Small Tools Park landscape replacement power tools - blowers, chain saws, and edgers Parks landscape hand tools	7,000	6,000
6	001-4001-400-5370	Park Maint/Equipment Rental 80' knuckle boom (for athletic fields bulb replacements)	2,500	2,500
7	001-4001-400-6101	Park Maint/Contractual Services OAD's Agreement - debris and trash clean-up	31,000	34,122
8	001-4001-400-6420	Park Maint/Vandalism Loss Vandalism and graffiti paint & removal chemicals	7,000	7,000
9	001-4001-400-9610	Park Maint/Capital Outlay/Vehicles 3/4 Ton Replacement Pickup Truck	25,000	25,000
10	001-4001-400-4520	Park Maint /Other Payroll 3% one-time payment per labor MOAs; Administrative Leave payoff	6,776	178

Public Works - Library & Landscape Maintenance

Account Number	Description	FY 14-15		FY 15-16		\$ Change	% Change	See Item #
		FY 13-14 Actual	Adopted Budget	Proposed Budget				
001-4010-300-3655	Library/ JPA Ground Main Rev	8,370	8,370	8,370	0	0.00%		
	320 Intergovernmental	8,370	8,370	8,370	0	0.00%		
001-4010-400-6101	Library/ Contracted Services	375	0	0	0			
	510 Contract/Profess Services	375	0	0	0			
001-4010-400-5310	Library/ Bldg/Facility	45	0	0	0			
001-4010-400-5313	Library/ Facility Maint noncap	3,716	3,500	3,500	0	0.00%		1
001-4010-400-6423	Library/ Liability Property	9,584	9,989	9,079	-910	-9.11%		
	540 Facilities	13,344	13,489	12,579	-910	-6.75%		
Revenue Total		8,370	8,370	8,370	0	0.00%		
Expense Total		13,719	13,489	12,579	-910	-6.75%		
Net Cost To General Fund		-5,349	-5,119	-4,209	910	-17.78%		

Budget Detail

Library & Landscape Budget Justification

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
1	001-4010-400-5313	Library/Fac Maint/Non-Routine Landscape repair and replacement Heating, Ventilation, and Air Conditioning (HVAC); Controls; and other equipment	3,500	3,500

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COMMUNITY SERVICES

DEPARTMENT SERVICES MODEL

MANDATED

- Pool safety/water quality
- Risk assessment and avoidance
- ADA compliance

CORE

Recreation Centers

- Sports Center
- Public Pools
- Community Center
- Senior Center
- Burton Avenue, Gold Ridge and Ladybug Recreation Centers

Recreation Programs

- Programs, Classes, and Services
- Summer Camps and Programs
- Community Events

Parks

- Athletic Fields and Amenities
- Programs/Services
- Volunteer Programs
- Court and Picnic Rentals

Administration

- Customer Service
- Cash Handling
- Records Management
- Service/Contractual Agreements
- Revenue & Expense Allocation and Tracking
- Performance Monitoring
- Staff Recruitment and Training
- Program Management
- Oversight of Commissions/Committees
- Grant Development and Administration

DISCRETIONARY

- Youth and Adult Sports and Programs (adult and youth softball, baseball, football, cheerleading, soccer, lacrosse, basketball, volleyball, swimming)

- Various Recreation Classes (fitness, music, dance, sports, martial arts, cooking)
- Senior Center Excursions and Special Events

NEW REVENUE OPPORTUNITIES

- Enhanced marketing and promotion of programs and facilities
- Add new programs, classes, services and events
- Utilization of Rohnert Park Foundation
- Enhance equipment and fitness programs at Callinan Sports & Fitness Center
- Adjust fees for facility use and programs to market rate
- Develop fundraising campaigns and write grants

MAJOR ACCOMPLISHMENTS COMPLETED IN FISCAL YEAR 2014-15

- ✓ Hired Community Services Manager to fill retirement of previous Community Services Manager
- ✓ Added a year-round Sunday Farmer's Market
- ✓ Open Magnolia Pool and successfully offered classes and public swim at the pool
- ✓ Expanded the successful adult basketball league to include a fall season
- ✓ Received donations to renovate the Coffee Bar and completed the Coffee Bar renovation at the Senior Center
- ✓ Secured NRPA/Graton Grant to fund a new Passenger Van for the Senior Center and play equipment at Eagle Park

MAJOR GOALS FOR FISCAL YEAR 2015-16

- GOAL 1: Complete renovation of the Callinan Sports & Fitness Center locker rooms and Benicia Pool
- GOAL 2: Research, select and implement new Recreation Management software solution for the Community Services Department
- GOAL 3: Renew Joint Use Agreement with CRPUSD to provide additional facilities for community programs
- GOAL 4: Develop a facility rental and program cost recovery policy, plan and approach to determine services levels and fees

COMMUNITY SERVICES

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PPROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Community Events	\$ 48,668	\$ 37,000	\$ 40,000	\$ 3,000
Gold Ridge	86,485	112,300	47,700	(64,600)
Senior Center	86,662	74,500	138,600	64,100
Swimming Pools	171,427	198,100	187,000	(11,100)
Sports Center	471,852	536,200	524,368	(11,832)
Community Centers	462,104	395,200	419,250	24,050
Golf Course Revenue*	79,573	69,992	80,000	10,008
Transfers In	-	-	11,000	11,000
General Fund	606,781	572,160	677,769	105,609
TOTAL SOURCES	\$ 2,013,552	\$ 1,995,452	\$ 2,125,687	\$ 130,235
EXPENDITURES				
Salaries and Benefits	\$ 923,740	\$ 1,044,314	\$ 1,184,786	\$ 140,472
Operational Expense	103,550	137,740	105,725	(32,015)
Contractual/Professional Svc	270,745	296,330	229,345	(66,985)
Information Technology	69,168	71,589	85,230	13,641
Vehicle Expenses	2,873	3,800	21,405	17,605
Facilities	263,726	203,341	193,099	(10,242)
Utilities	207,207	199,820	204,510	4,690
Capital Outlay	149,583	5,000	5,000	-
Debt Service	22,960	-	-	-
One-Time Expenditures	-	-	42,800	42,800
Transfers Out	-	33,517	53,787	20,270
TOTAL EXPENDITURES	\$ 2,013,552	\$ 1,995,452	\$ 2,125,687	\$ 130,235
	\$ -	\$ -	\$ -	\$ -

* FY 2014-15 Adopted Budget has been changed to include Golf Course Revenue with Community Services for comparative purposes which has decreased the General Fund amount by \$69,992.

Community Services - Events

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5150-300-3835	Community Events Revenue	48,668	37,000	40,000	3,000	8.11%	1
	340 Charges for Services	48,668	37,000	40,000	3,000	8.11%	
001-5150-400-4101	Community Event/FT Salaries	25,778	26,207	33,592	7,385	28.18%	
001-5150-400-4110	Community Event/ Longevity	822	839	386	(453)	-53.99%	
001-5150-400-4150	Community Event/Standby Wk Day	36	0	0	0		
001-5150-400-4151	Community Event/Standby Wknite	51	0	0	0		
001-5150-400-4201	Community Event PT Labor	681	500	600	100	20.00%	2
001-5150-400-4401	Community Event/Overtime Salar	1,000	800	800	0	0.00%	
001-5150-400-4512	Community Event /Ed Stipend	243	242	244	2	0.83%	
001-5150-400-4520	Community Event / Other Sal	48	48	1,073	1,025	2135.42%	5
001-5150-400-4901	Comm Event/ Pers ER	6,554	6,972	9,192	2,220	31.84%	
001-5150-400-4908	Community Event/ RHS	270	300	540	240	80.00%	
001-5150-400-4921	Community Event/Medical Insura	3,657	4,004	5,283	1,279	31.94%	
001-5150-400-4923	Community Event/Eye Care	85	90	127	37	41.11%	
001-5150-400-4924	Community Event/Dental Care	495	438	548	110	25.11%	
001-5150-400-4925	Community Event / Medicare	342	323	523	200	61.92%	
001-5150-400-4930	Community Event/Life Ins/Salar	55	51	70	19	37.25%	
001-5150-400-4931	Community Event / LTD	137	139	178	39	28.06%	
001-5150-400-4932	Community Event/STD	67	68	87	19	27.94%	
001-5150-400-4933	Community Event /EAP	20	24	28	4	16.67%	
001-5150-400-6422	Community Event/Workers Comp	0	0	1,491	1,491		
	400 Salaries & Benefits	40,341	41,045	54,762	13,717	33.42%	
001-5150-400-5210	Community Event/Spec. Dep	6,552	7,500	6,500	(1,000)	-13.33%	3
	500 Operational Expense	6,552	7,500	6,500	(1,000)	-13.33%	
001-5150-400-6101	Comm Events/Contracted Svc	41,189	34,200	18,650	(15,550)	-45.47%	4
	510 Contract/Profess Services	41,189	34,200	18,650	(15,550)	-45.47%	
Revenue Total		48,668	37,000	40,000	3,000	8.11%	
Expense Total		88,082	82,745	79,912	(2,833)	-3.42%	
Net Cost To General Fund		(39,414)	(45,745)	(39,912)	5,833	-12.75%	

Budget Detail**Community Events Budget Justification**

Item #	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
1	001-5150-300-3835	Community Events Revenue Farmers Market Fees, market now year around increase revenue Holiday Arts & Crafts Faire/Pottery Sale	40,000	37,000
2	001-5150-400-4201	Community Event/PT Labor Facility Attendant for events. More attendants needed for fair Events include, Founders Day, Holiday Crafts Faire, Veterans Day and others.	600	500
3	001-5150-400-5210	Community Event/Special Dept Supplies Publicity/banners/signs for special events, Crafts Faire, Veterans Day Awning rentals for Farmers Market Music (13 events) Savings due to permit cost transferred to Market Contractor	6,500	7,500
4	001-5150-400-6101	Community Event/Contractual Services Party on the Plaza Bands & Sound equip. Holiday Arts & Crafts Faire Pottery Sales 75% Commission to potters, (25% back to Pottery Studio) Music Licensing BMI, ASCAP, SESAC No longer paying Market Manager, new contractor taking fees and paying City percentage based on contract terms	18,650	34,200
5	001-5150-400-4520	Community Events /Other Sal 3% one-time payment per labor MOAs; Administrative Leave payoff	1,073	48

Community Services - Gold Ridge

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5400-300-3821	Gold Ridge/Contract Classes	61,384	92,500	17,000	(75,500)	-81.62%	1
001-5400-300-3825	Gold Ridge/Rentals	16,546	19,800	30,000	10,200	51.52%	2
001-5400-300-3839	Gold Ridge/Field Fees - Y	8,555	0	700	700		
	340 Charges for Services	86,485	112,300	47,700	(64,600)	-57.52%	
001-5400-400-4101	Gold Ridge/F/T Salaries	34,860	27,064	26,052	(1,012)	-3.74%	
001-5400-400-4110	Gold Ridge/Longevity	1,512	1,163	587	(576)	-49.53%	
001-5400-400-4150	Gold Ridge/ Standby Weekend	252	0	0	0		
001-5400-400-4151	Gold Ridge/Stand-By Weeknights	309	0	0	0		
001-5400-400-4201	Gold Ridge/PT Salaries	1,167	0	1,000	1,000		
001-5400-400-4401	Gold Ridge/Overtime	2,560	2,000	2,000	0	0.00%	
001-5400-400-4512	Gold Ridge /Educ Stipend	1,092	707	712	5	0.71%	
001-5400-400-4520	Gold Ridge/Other Payroll	48	48	868	820	1708.33%	5
001-5400-400-4901	Gold Ridge/PERS Employer	9,143	7,393	7,347	(46)	-0.62%	
001-5400-400-4905	Gold Ridge/Alt Benefits	0	210	630	420	200.00%	
001-5400-400-4906	Gold Ridge/Alt Benefit Prog	211	0	0	0		
001-5400-400-4908	Gold Ridge/RHS Plan	224	0	240	240		
001-5400-400-4921	Gold Ridge/Med Insurance	5,974	4,296	2,571	(1,725)	-40.15%	
001-5400-400-4923	Gold Ridge/Eye Care	117	240	133	(107)	-44.58%	
001-5400-400-4924	Gold RidgeDental Care	681	438	438	0	0.00%	
001-5400-400-4925	Gold Ridge/Medicare	533	347	426	79	22.77%	
001-5400-400-4930	Gold Ridge/Life Insurance	77	51	56	5	9.80%	
001-5400-400-4931	Gold Ridge /LTD	192	148	144	(4)	-2.70%	
001-5400-400-4932	Gold Ridge/STD	92	72	71	(1)	-1.39%	
001-5400-400-4933	Gold Ridge/EAP	25	27	22	(5)	-18.52%	
001-5400-400-4934	Gold Ridge/EDD	11	0	0	0		
001-5400-400-6422	Gold Ridge/Workers' Comp	0	103	1,525	1,422	1375.43%	
	400 Salaries & Benefits	59,082	44,307	44,822	515	1.16%	
001-5400-400-5210	Gold RidgeSpec. Departm	441	0	0	0		
	500 Operational Expense	441	0	0	0		
001-5400-400-6101	Gold Ridge /Contractual S	48,164	74,000	10,500	(63,500)	-85.81%	4
	510 Contract/Profess Services	48,164	74,000	10,500	(63,500)	-85.81%	

Community Services - Gold Ridge

Account Number	Description	FY 13-14 Actual	FY 14-15	FY 15-16	\$ Change	% Change	See Item #
			Adopted Budget	Proposed Budget			
001-5400-400-5310	Gold Ridge/Bldg/Facility	7,926	12,000	8,000	(4,000)	-33.33%	3
001-5400-400-6423	Gold Ridge/Liab & Prop Ins	0	4,550	4,136	(414)	-9.10%	
	540 Facilities	7,926	16,550	12,136	(4,414)	-26.67%	
001-5400-400-5220	Gold Ridge/Heat/Light/Power	11,707	15,000	14,000	(1,000)	-6.67%	
	550 Utilities	11,707	15,000	14,000	(1,000)	-6.67%	
Revenue Total		86,485	112,300	47,700	(64,600)	-57.52%	
Expense Total		127,320	149,857	81,458	(68,399)	-45.64%	
Net Cost To General Fund		(40,836)	(37,557)	(33,758)	3,799	-10.12%	

Budget Detail

Gold Ridge Budget Justification

Item #	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
1	001-5400-300-3821	Gold Ridge/Contract Classes Revenue from Contract classes; National Academy of Athletics Camps, Cross Training; no contract with Biggest Winner	17,000	92,500
2	001-5400-300-3825	Gold Ridge Rec Rental Rental revenue from private rentals; Table Tennis, CYO, Biggest Winner converted to rental contract	30,000	19,800
3	001-5400-400-5310	Gold Ridge Rec Cr/Bldg/Facility Painting/graffiti/Repairs Lights & lift rental for replacements Window replacement due to vandalism Janitorial Supplies (toilet paper, paper towel, soap) Janitorial Services, cleaning 1 time per week Floor Strip & Wax 2x per year Estimated costs based on historical values	8,000	12,000
4	001-5400-400-6101	Gold Ridge Rec Cr/Contractual Services Contract Classes, percentage of class revenue goes to instructors; Biggest Winner no longer a contract class	10,500	74,000
5	001-5400-400-4520	Gold Ridge /Other Payroll 3% one-time payment per labor MOAs; Administrative Leave payoff	868	48

Community Services - Senior Center

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5501-300-3490	Senior Ctr Rents	42,625	36,000	40,000	4,000	11.11%	1
001-5501-300-3656	Senior Ctr Memberships	5,449	4,000	4,000	0	0.00%	
001-5501-300-3821	Senior Ctr Contract Classes	10,232	9,000	9,500	500	5.56%	2
001-5501-300-3833	Senior Ctr Excursions	2,244	3,500	2,000	(1,500)	-42.86%	3
001-5501-300-3835	Senior Ctr Special Activies	5,800	4,500	3,500	(1,000)	-22.22%	4
001-5501-300-3902	Senior Ctr Ad Revenue-SCAN	4,695	4,000	4,000	0	0.00%	5
001-5501-300-3940	Senior Ctr Mini-Bus	8,435	7,500	7,500	0	0.00%	7
	340 Charges for Services	79,480	68,500	70,500	2,000	2.92%	
001-5501-300-3930	Senior Ctr Donations	7,182	6,000	65,700	59,700	995.00%	6
001-5501-300-3960	Senior Ctr Coffee Bar Donatins	0	0	2,400	2,400		8
	370 Donations & Misc	7,182	6,000	68,100	62,100	1035.00%	
001-5501-400-4101	Senior Ctr /Salaries	63,845	65,626	66,508	882	1.34%	
001-5501-400-4110	Senior Ctr /Longevity	745	813	0	(813)	-100.00%	
001-5501-400-4150	Senior Ctr /StandbyWeekend	36	0	0	0		
001-5501-400-4151	Senior Ctr /Standby Weeknights	79	0	0	0		
001-5501-400-4201	Senior Ctr PT Salaries	22,218	40,000	36,800	(3,200)	-8.00%	9
001-5501-400-4220	Senior Ctr /Recreation Co	405	0	0	0		
001-5501-400-4401	Senior Ctr/Overtime Sala	978	1,200	1,200	0	0.00%	10
001-5501-400-4512	Senior Ctr Educ Stipend	429	468	255	(213)	-45.51%	
001-5501-400-4520	Senior Ctr/Other Sal	48	48	2,050	2,002	4170.83%	21
001-5501-400-4901	Senior Ctr /Pers/Employer	15,867	17,095	17,928	833	4.87%	
001-5501-400-4905	Senior Ctr /Alt Ben Prog/D	211	210	210	0	0.00%	
001-5501-400-4908	Senior Ctr /RHS	765	0	1,380	1,380		
001-5501-400-4921	Senior Ctr/ Kaiser	6,379	6,987	17,399	10,412	149.02%	
001-5501-400-4923	Senior Ctr/Eye Care	224	385	313	(72)	-18.70%	
001-5501-400-4924	Senior Ctr /Dental Care	1,301	1,149	1,368	219	19.06%	
001-5501-400-4925	Senior Ctr /Medicare	1,213	898	1,534	636	70.82%	
001-5501-400-4930	Senior Ctr/Life Ins/Sala	147	133	175	42	31.58%	
001-5501-400-4931	Senior Ctr / LTD	332	341	342	1	0.29%	

Community Services - Senior Center

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5501-400-4932	Senior Ctr/STD	160	167	169	2	1.20%	
001-5501-400-4933	Senior Ctr /EAP	53	63	69	6	9.52%	
001-5501-400-4934	Senrio Ctr /EDD	2,209	0	0	0		
001-5501-400-6422	Senior Ctr Workers' Comp Ins	3,466	4,563	5,321	758	16.61%	
	400 Salaries & Benefits	121,109	140,146	153,021	12,875	9.19%	
001-5501-400-5100	Senior Ctr /Office Supplie	752	1,000	1,000	0	0.00%	11
001-5501-400-5130	Senior Ctr /Postage	502	500	500	0	0.00%	12
001-5501-400-5150	Senior Ctr/Bank Charges	0	525	525	0	0.00%	
001-5501-400-5210	Senior Ctr/Special Dept Suppli	(136)	1,500	2,400	900	60.00%	13
001-5501-400-5216	Senior Ctr/Publicity	546	780	780	0	0.00%	14
001-5501-400-5217	Senior Ctr /Special Event	667	700	700	0	0.00%	15
001-5501-400-5219	Senior Ctr /Excursions	1,103	2,500	1,500	(1,000)	-40.00%	
001-5501-400-5260	Senior Ctr /Dues & Subscriptio	265	200	200	0	0.00%	16
001-5501-400-6310	Senior Ctr /Rent/Lease/Tax	5,099	3,100	3,100	0	0.00%	19
001-5501-400-6600	Senior Ctr /Travel & Meetings	892	1,500	1,500	0	0.00%	20
	500 Operational Expense	9,690	12,305	12,205	(100)	-0.81%	
001-5501-400-6101	Senior Ctr /Contractual S	1,305	2,200	2,200	0	0.00%	18
001-5501-400-6210	Senior Ctr - Recruitment	383	100	500	400	400.00%	
	510 Contract/Profess Services	1,688	2,300	2,700	400	17.39%	
001-5501-400-6424	Senior Ctr - ITServices	19,548	22,152	20,871	(1,281)	-5.78%	
	520 Information Technology	19,548	22,152	20,871	(1,281)	-5.78%	
001-5501-400-5270	Senior Ctr Gas & Oil	2,713	3,500	3,000	(500)	-14.29%	
001-5501-400-5320	Senior Ctr / Vehicle Repair	67	0	0	0		
001-5501-400-6426	Sr Ctr - Fleet Services	0	0	10,663	10,663		
	530 Vehicle Expenses	2,780	3,500	13,663	10,163	290.37%	

Community Services - Senior Center

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5501-400-5310	Senior Ctr /Bldg/Facility	9,638	9,000	11,000	2,000	22.22%	17
001-5501-400-5313	Senior Ctr /Fac Maint/Non-	255	0	0	0		
001-5501-400-6423	Senior Ctr - Liability-Prop Ins	5,786	6,554	5,957	(597)	-9.11%	
	540 Facilities	15,679	15,554	16,957	1,403	9.02%	
001-5501-400-5220	Senior Ctr /Heat/Light/Pow	22,312	23,000	23,000	0	0.00%	
001-5501-400-5231	Senior Ctr /Cellular Phone	200	240	240	0	0.00%	
	550 Utilities	22,512	23,240	23,240	0	0.00%	
001-5501-400-5400	One-Time Expenditures	0	0	15,400	15,400		22
	610 Other Expenses	0	0	15,400	15,400		
001-5501-400-8310	Trans Out to CIP Fund 310	0	0	50,000	50,000		
001-5501-400-8620	Trans Out to Veh Rep Fund	0	0	3,787	3,787		
	800 Transfers Out	0	0	53,787	53,787		
Revenue Total		86,662	74,500	138,600	64,100	86.04%	
Expense Total		193,005	219,197	311,844	92,647	42.27%	
Net Cost To General Fund		(106,344)	(144,697)	(173,244)	(28,547)	19.73%	

Budget Detail

Senior Center Budget Justification

Item #	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
1	001-5501-300-3490	Senior Center/Rent Ongoing Rental Revenue from regular user groups such as, FA Anonymous, AL-Anon, Church Group, Mac User Group, Tai Chi, Private Rental Revenue, birthdays, anniversaries, non-profit fundraisers, Sweet Pea Gift Shoppe. Budget based on project receipts for cu	40,000	36,000
2	001-5501-300-3821	Senior Center/Contract Classes Zumba Gold, Fun After 50, Bridge, Mah Jong, and various other exercise classes, added line dance classes and events	9,500	9,000
3	001-5501-300-3833	Senior Center/Excursions Excursions vary month to month around Sonoma county and the Bay Area, CA Academy of Sciences, De Young Museum, Presidio Tour, SF Giants Games. Fewer trips being conducted due to lack of driver availability.	2,000	3,500
4	001-5501-300-3835	Senior Center/Special Activities Summer BBQ, Musical Extravaganza, Summer and Holiday Concerts, Pancake breakfasts and Monthly themed luncheons. Springtime Crafts Faire not being offered	3,500	4,500
5	001-5501-300-3902	Senior Center Center/Advertising Revenue Ad space sold in SCAN	4,000	4,000
6	001-5501-300-3930	Senior Center/Donations Senior Center Donations; last year's budget included donations to renovate the coffee bar	65,700	6,000

Budget Detail

Senior Center Budget Justification

Item #	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
7	001-5501-300-3940	Senior Center/Miscellaneous Sun Shine Bus Van Sponsors Sun Shine Bus Ridership	7,500	7,500
8	001-5501-300-3960	Senior Center/ Coffee Bar Donations Donation from Altamont for coffee supplies	2,400	-
9	001-5501-400-4201	Senior Center /PT Salaries Custodian, Facility Attendant, Office Assistant Community Services PT Coordinator. Number based on current year projections	36,800	40,000
10	001-5501-400-4401	Senior Center/Overtime Salaries Overtime Public Works	1,200	1,200
11	001-5501-400-5100	Senior Center/Office Supplies Paper/printing for SCAN Pens, pencils, paper, disposables	1,000	1,000
12	001-5501-400-5130	Senior Center/Postage Postage for mailing SCAN's, rental receipts, instructor contracts, and donor/sponsor thank you letters.	500	500
13	001-5501-400-5210	Senior Center /Special Department Supplies Coffee, creamer, cups Cost recovered 100% by sponsorship from Altamont donation	2,400	1,500

Budget Detail**Senior Center Budget Justification**

Item #	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
14	001-5501-400-5216	Senior Center Publicity Share of Activity Guide (5 % share of Activity Guide) Guide is sent out 3 times a year	780	780
15	001-5501-400-5217	Senior Center Special Events Decorations-balloons, streamers, table cloths, food Events include: Summer BBQ, Summer and Holiday Choir Concerts, Holiday Luncheons	700	700
16	001-5501-400-5260	Senior Center /Dues Subscriptions CPRS Membership Dues for Specialist Professional development/receive discounts for trainings Professional development/receive discounts for trainings	200	200
17	001-5501-400-5310	Senior Center /Bldg Maint Cleaning/paper supplies Building Repair Supplies (paint, repair parts, light bulbs) Equipment repair supplies (HVAC, kitchen equipment) Carpet cleaning contract 3x/year	11,000	9,000
18	001-5501-400-6101	Senior Center Contractual Services 15% share of Class software license (\$12,000 total) Pest Control	2,200	2,200
19	001-5501-400-6310	Senior Center /Rent/Lease/Tax Copier Lease	3,100	3,100
20	001-5501-400-6600	Senior Center/ Travel & Meetings Travel & hotel for recreation related conference	1,500	1,500

Budget Detail
Senior Center Budget Justification

Item #	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
21	001-5501-400-4520	Senior Ctr /Other Sal	2,050	48
		3% one-time payment per labor MOAs; Administrative Leave payoff		
22	001-5501-400-5400	One-Time Expenditures	15,400	-
		Replace tables and chairs at the Senior Center; Coffee Bar Expenditures		

Community Services- Benecia Pool

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5720-300-3811	Benecia Pool /Admissions	13,732	15,000	6,000	(9,000)	-60.00%	
001-5720-300-3812	Benecia Pool /Concessions	4,232	5,000	2,000	(3,000)	-60.00%	
001-5720-300-3813	Benecia Pool /Rentals	3,010	3,000	1,600	(1,400)	-46.67%	
001-5720-300-3814	Benecia Pool /Lessons	12,317	15,500	12,500	(3,000)	-19.35%	
001-5720-300-3815	Benecia Pool /Pool Membersh	1,600	0	1,500	1,500		
	340 Charges for Services	34,891	38,500	23,600	(14,900)	-38.70%	
001-5720-400-4101	Benecia Pool/ FT Salaries	21,304	20,875	20,150	(725)	-3.47%	
001-5720-400-4110	Benecia Pool/Longevity	1,111	1,196	386	(810)	-67.73%	
001-5720-400-4150	Benecia Pool/Standby Weekend	108	0	0	0		
001-5720-400-4151	Benecia Pool/Standby Weeknight	186	0	0	0		
001-5720-400-4201	Benecia Pool /Part-Time Sal	23,531	33,000	39,012	6,012	18.22%	
001-5720-400-4401	Benecia Pool/Overtime	1,737	1,500	1,500	0	0.00%	1
001-5720-400-4512	Benecia Pool /Educ Stipend	807	845	449	(396)	-46.86%	
001-5720-400-4520	Benecia Pool / Other Payroll	48	48	620	572	1191.67%	2
001-5720-400-4901	Benecia Pool/Pers Empl	5,389	5,855	7,166	1,311	22.39%	
001-5720-400-4908	Benecia Pool/ RHS	44	0	300	300		
001-5720-400-4921	Beneicia Pool/Med Ins	3,389	3,710	3,636	(74)	-1.99%	
001-5720-400-4923	Benecia Pool/Eye Care	61	227	102	(125)	-55.07%	
001-5720-400-4924	Benecia Pool/Dental	360	328	329	1	0.30%	
001-5720-400-4925	Benecia Pool /Medicare	634	259	876	617	238.22%	
001-5720-400-4930	Benecia Pool/Life Ins	42	38	42	4	10.53%	
001-5720-400-4931	Benecia Pool/LTD	112	117	107	(10)	-8.55%	
001-5720-400-4932	Benecia Pool/STD	55	57	52	(5)	-8.77%	
001-5720-400-4933	Benecia Pool /EAP	15	18	17	(1)	-5.56%	
001-5720-400-6422	Benecia Pool/Workers' Comp	1,759	2,231	2,815	584	26.19%	
	400 Salaries & Benefits	60,692	70,304	77,559	7,255	10.32%	

Community Services- Benicia Pool

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5720-400-5150	Benicia Pool/Bank Charges	0	900	900	0	0.00%	
001-5720-400-5210	Benecia Pool /Spec. Departm	2,019	600	240	(360)	-60.00%	3
001-5720-400-5216	Benecia Pool/Publicity	1,400	2,080	2,080	0	0.00%	
001-5720-400-5280	Benecia Pool /Concession Pu	1,942	2,000	800	(1,200)	-60.00%	
	500 Operational Expense	5,361	5,580	4,020	(1,560)	-27.96%	
001-5720-400-6101	Benecia Pool /Contractual S	42	600	500	(100)	-16.67%	5
001-5720-400-6210	Benecia Pool/ Recruitment	452	200	200	0	0.00%	
	510 Contract/Profess Services	495	800	700	(100)	-12.50%	
001-5720-400-5310	Benecia Pool /Bldg/Facilty	15,067	13,500	10,125	(3,375)	-25.00%	4
001-5720-400-6420	Bencia Pool /Self Ins Losses	0	500	500	0	0.00%	
001-5720-400-6423	Benecia Pool /Liability/Prope	2,514	2,314	2,104	(210)	-9.09%	
	540 Facilities	17,581	16,314	12,729	(3,585)	-21.98%	
001-5720-400-5220	Benecia Pool /Heat/Light/Po	10,759	12,000	9,000	(3,000)	-25.00%	
001-5720-400-5221	B Pool/ Water	0	0	633	633		
001-5720-400-5230	Benecia Pool /Telephone	392	400	400	0	0.00%	
	550 Utilities	11,151	12,400	10,033	(2,367)	-19.09%	
001-5720-400-5400	One-Time Expenditures	0	0	1,600	1,600		6
	610 Other Expenses	0	0	1,600	1,600		
Revenue Total		34,891	38,500	23,600	(14,900)	-38.70%	
Expense Total		95,280	105,398	106,641	1,243	1.18%	
Net Cost To General Fund		(60,389)	(66,898)	(83,041)	(16,143)	24.13%	

Community Services - Honeybee Pool

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5740-300-3811	H Pool /Admissions	34,067	31,000	23,600	(7,400)	-23.87%	
001-5740-300-3812	H Pool /Concessions	3,810	4,500	4,000	(500)	-11.11%	
001-5740-300-3813	H Pool /Rentals	6,090	4,600	12,000	7,400	160.87%	
001-5740-300-3814	H Pool /Lessons	65,495	75,000	78,000	3,000	4.00%	
001-5740-300-3816	H Pool /Swim Team Rev	22,800	23,000	22,800	(200)	-0.87%	
	340 Charges for Services	132,262	138,100	140,400	2,300	1.67%	
001-5740-400-4101	H Pool /F/T Salaries	45,612	48,906	44,798	(4,108)	-8.40%	
001-5740-400-4110	H Pool/Longevity	1,111	1,196	386	(810)	-67.73%	
001-5740-400-4150	H Pool /Standby Weekend	144	0	0	0		
001-5740-400-4151	H Pool /Standby Weeknight	242	0	0	0		
001-5740-400-4201	H Pool PT Salaries	82,118	89,000	113,232	24,232	27.23%	
001-5740-400-4401	H Pool /Overtime Salar	5,952	6,000	6,000	0	0.00%	
001-5740-400-4512	H Pool /Educational Stipend	1,003	1,039	972	(67)	-6.45%	
001-5740-400-4520	H Pool / Other Payroll	48	48	1,387	1,339	2789.58%	12
001-5740-400-4901	H Pool /Pers/Employer	11,654	13,067	18,904	5,837	44.67%	
001-5740-400-4908	H Pool / RHS	46	0	600	600		
001-5740-400-4921	H Pool/Med Ins	3,924	4,296	6,207	1,911	44.48%	
001-5740-400-4923	H Pool/Vision	67	228	208	(20)	-8.77%	
001-5740-400-4924	H Pool/Dental	406	383	712	329	85.90%	
001-5740-400-4925	H Pool /Medicare	1,901	668	2,335	1,667	249.55%	
001-5740-400-4930	H Pool/Life Ins	49	44	91	47	106.82%	
001-5740-400-4931	H Pool/LTD	129	134	239	105	78.36%	
001-5740-400-4932	H Pool /STD	62	66	118	52	78.79%	
001-5740-400-4933	H Pool / EAP	55	66	36	(30)	-45.45%	
001-5740-400-4934	H Pool /EDD	137	0	0	0		
001-5740-400-6422	H Pool/Workers' Comp	5,602	5,923	7,785	1,862	31.43%	
	400 Salaries & Benefits	160,261	171,064	204,220	33,156	19.38%	

Community Services - Honeybee Pool

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5740-400-5150	H Pool/Bank Charges	0	1,300	1,300	0	0.00%	7
001-5740-400-5210	H Pool /Spec. Departm	4,918	2,100	2,100	0	0.00%	
001-5740-400-5216	H Pool/Publicity	1,400	2,600	2,600	0	0.00%	
001-5740-400-5280	H Pool /Concession Purchases	1,564	3,000	2,000	(1,000)	-33.33%	
	500 Operational Expense	7,882	9,000	8,000	(1,000)	-11.11%	
001-5740-400-6101	H Pool /Contracted Services	155	600	600	0	0.00%	9
001-5740-400-6210	H Pool/Recruitment	527	300	300	0	0.00%	
	510 Contract/Profess Services	682	900	900	0	0.00%	
001-5740-400-6424	H Pool - IT Services	6,132	6,442	8,265	1,823	28.30%	8
	520 Information Technology	6,132	6,442	8,265	1,823	28.30%	
001-5740-400-5310	H Pool /Bldg/Facilty	20,199	25,000	25,000	0	0.00%	
001-5740-400-5313	H Pool /Fac Maint/Non-Capital	4,915	0	0	0		
001-5740-400-6420	H Pool / Self Insured losses	0	500	500	0	0.00%	
001-5740-400-6423	H Pool /Liability/Property	3,145	3,856	3,505	(351)	-9.10%	
	540 Facilities	28,259	29,356	29,005	(351)	-1.20%	
001-5740-400-5220	H Pool /Heat/Light/Po	38,613	38,000	38,000	0	0.00%	
001-5740-400-5221	H Pool/ Water	0	0	634	634		
001-5740-400-5230	H Pool /Telephone	934	900	900	0	0.00%	
	550 Utilities	39,548	38,900	39,534	634	1.63%	
001-5740-400-5400	One-Time Expenditures	0	0	5,200	5,200		11
	610 Other Expenses	0	0	5,200	5,200		

Community Services - Honeybee Pool

Account Number	Description	FY 14-15		FY 15-16	\$ Change	% Change	See Item #
		FY 13-14 Actual	Adopted Budget	Proposed Budget			
001-5740-400-9510	H Pool /Capital Equip over \$5K	0	5,000	5,000	0	0.00%	10
	620 Capital Outlay	0	5,000	5,000	0	0.00%	
Revenue Total		132,262	138,100	140,400	2,300	1.67%	
Expense Total		242,765	260,662	300,124	39,462	15.14%	
Net Cost To General Fund		(110,503)	(122,562)	(159,724)	(37,162)	30.32%	

Community Services - Magnolia Pool

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5750-300-3811	Magnolia Pool /Admissions	2,859	10,000	10,000	0	0.00%	
001-5750-300-3812	Magnolia Pool /Concessions	472	1,000	1,000	0	0.00%	
001-5750-300-3813	Magnolia Pool /Rentals	150	500	2,000	1,500	300.00%	
001-5750-300-3814	Magnolia Pool /Lessons	795	10,000	10,000	0	0.00%	
	340 Charges for Services	4,275	21,500	23,000	1,500	6.98%	
001-5750-400-4101	Magnolia Pool /F/T Salaries	3,248	3,243	31,148	27,905	860.47%	13
001-5750-400-4150	Magnolia Pool/Standby Weekend	36	0	0	0		
001-5750-400-4151	Magnolia Pool/Standby Weeknigh	56	0	0	0		
001-5750-400-4201	Magnolia Pool /PT Salaries	3,678	33,000	40,356	7,356	22.29%	
001-5750-400-4401	Magnolia Pool /Overtime Salary	334	400	400	0	0.00%	
001-5750-400-4512	Magnolia Pool /Education Stip	196	195	693	498	255.38%	
001-5750-400-4520	Magnolia Pool/Other Payroll	0	0	970	970		15
001-5750-400-4901	Magnolia Pool/Pers Empl	841	878	10,290	9,412	1071.98%	
001-5750-400-4921	Magnolia Pool/Medical Ins	535	586	4,218	3,632	619.80%	
001-5750-400-4923	Magnolia Pool/Eye Care	9	161	145	(16)	-9.94%	
001-5750-400-4924	Magnolia Pool/Dental Care	56	55	493	438	796.36%	
001-5750-400-4925	Magnolia Pool /Medicare	109	50	1,070	1,020	2040.00%	
001-5750-400-4930	Magnolia Pool /Life Ins/Salary	7	6	63	57	950.00%	
001-5750-400-4931	Magnolia Pool/LTD	17	18	168	150	833.33%	
001-5750-400-4932	Magnolia Pool/STD	9	9	82	73	811.11%	
001-5750-400-4933	Magnolia Pool /EAP	3	3	25	22	733.33%	
001-5750-400-6422	M Pool/Workers' Comp	0	95	2,861	2,766	2919.53%	
	400 Salaries & Benefits	9,136	38,699	92,982	54,283	140.27%	
001-5750-400-5210	Magnolia Pool /Spec. Departme	1,181	900	900	0	0.00%	14
001-5750-400-5280	Magnolia Pool /Concession Purc	49	500	500	0	0.00%	
	500 Operational Expense	1,230	1,400	1,400	0	0.00%	

Community Services - Magnolia Pool

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5750-400-6101	Magnolia Pool /Contractual Svs	8	0	0	0		
001-5750-400-6210	Magnolia Pool /Recruitment	603	0	0	0		
	510 Contract/Profess Services	611	0	0	0		
001-5750-400-5310	Magnolia Pool /Fac Maintenanc	7,037	6,000	6,000	0	0.00%	
001-5750-400-6420	Magnolia Pool /Self Ins Losses	0	500	500	0	0.00%	
001-5750-400-6423	Magnolia Pool /Liab & Prop Ins	2,585	2,954	2,685	(269)	-9.10%	
	540 Facilities	9,622	9,454	9,185	(269)	-2.84%	
001-5750-400-5220	Magnolia Pool /Heat/Light/Pow	7,207	9,000	9,000	0	0.00%	
001-5750-400-5221	M Pool/Water	0	0	633	633		
001-5750-400-5230	Magnolia Pool /Telephone	179	200	200	0	0.00%	
	550 Utilities	7,386	9,200	9,833	633	6.88%	
001-5750-400-5400	One-Time Expenditures	0	0	1,600	1,600		16
	610 Other Expenses	0	0	1,600	1,600		
Revenue Total		4,275	21,500	23,000	1,500	6.98%	
Expense Total		27,985	58,753	115,000	56,247	95.74%	
Net Cost To General Fund		(23,710)	(37,253)	(92,000)	(54,747)	146.96%	

Community Services - Alicia Pool

Account Number	Description	FY 14-15		FY 15-16	\$ Change	% Change	See Item #
		FY 13-14 Actual	Adopted Budget	Proposed Budget			
001-5710-400-6423	Alicia Pool /Liability/Proper	963	998	907			
	540 Facilities	963	998	907			
Revenue Total		0	0	0			
Expense Total		963	998	907			
Net Cost To General Fund		(963)	(998)	(907)			

Budget Detail
Pools Budget Justification

Item #	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
Benicia Pool				
1	001-5720-400-4401	Overtime Salaries	1,500	1,500
		PW Overtime		
		Based on historical average		
2	001-5720-400-4520	Benicia Pool /Other Payroll	620	48
		3% one-time payment per labor MOAs; Administrative Leave payoff		
3	001-5720-400-5210	Benicia Pool /Special Dept. Supplies	240	600
		Staff uniforms-t-shirts, sweatshirts, tank tops (\$20x10 staff)		
		Deck supplies (kickboards, pull buoys, exercise bands)		
		Teaching supplies (toys, certificates)		
		Office supplies (pencils, paper and other disposable items)		
4	001-5720-400-5310	Benicia Pool/Bldg/Facility Maintenance	10,125	13,500
		Haz Mat permit/CUPA		
		Health permit for snack bar		
		Paper products		
		Chemicals (chlorine, CO2)		
		Repair parts (hoses, pumps, controllers)		
		Lane lines		
5	001-5720-400-6101	Benicia Pool/Contractual Services	500	600
		5% share of Class Software		
6	001-5720-400-5400	One-Time Expenditures	1,600	-
		B Pool AED. Required by Law.		

Budget Detail
Pools Budget Justification

Item #	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
Honeybee Pool				
7	001-5740-400-5210	H Pool /Spec. Department Supplies Staff uniforms-t-shirts, sweatshirts, tank tops Deck supplies (kick boards, buoys, h2o exercise equip) Teaching supplies, Red Cross Certs (toys, certificates) Office supplies (pencils, paper, disposables) First Aid Supplies	2,100	2,100
8	001-5740-400-5310	H Pool /Bldg/facility Maintenance Haz Mat permit/CUPA Health permit for snack bar Paper supplies Chemicals (Chlorine, CO2) Repair parts (pipes, pumps, controllers, analyzer, probes)	25,000	25,000
9	001-5740-400-6101	H Pool /Contractual Services 5% share of Class Software (\$12,000 total)	600	600
10	001-5740-400-9510	Honeybee Pool CO Equipment Replace Pool Covers	5,000	5,000
11	001-5740-400-5400	One-Time Expenditures H Pool Automatic Electrical Defibrillator . Required per State Law. Computer equipment to take onsite registration at pool	5,200	-
12	001-5740-400-4520	H Pool /Other Payroll 3% one-time payment per labor MOAs; Administrative Leave payoff	1,387	48

Budget Detail**Pools Budget Justification**

Item #	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
Magnolia Pool				
13	001-5750-400-4101	M-Pool /Salaries	31,148	3,243
		Benicia swim programming moved to Magnolia during construction		
14	001-5750-400-5210	M-Pool Special Department Supplies	900	900
		Staff uniforms-t-shirts, sweatshirts, tank tops		
		Deck supplies (kick boards, buoys, h2o exercise equip)		
		Teaching supplies, Red Cross Certs (toys, certificates)		
		Office supplies (pencils, paper, disposables)		
		First Aid Supplies		
15	001-5750-400-4520	Magnolia Pool/ Other Payroll	970	-
		3% one-time payment per labor MOAs; Administrative Leave payoff		
16	001-5750-400-5400	One-Time Expenditures	1,600	-
		M Pool Automatic Electrical Defibrillator (AED)		

Community Services - Sports Center

Account Number	Description	FY 13-14 Actual	FY14-15 Adopted Budget	FY15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5810-300-3844	SC/ Equipment Rentals	482	400	350	(50)	-12.50%	
001-5810-300-3845	SC/ Facility Rental Revenue	16,893	16,000	16,000	0	0.00%	
	330 Interest & rentals	17,374	16,400	16,350	(50)	-0.30%	
001-5810-300-3656	SC/ Sale Of Resident Cards	540	1,500	500	(1,000)	-66.67%	
001-5810-300-3821	Sports Center /Contract Serv	33,220	35,300	32,000	(3,300)	-9.35%	
001-5810-300-3826	SC/ Other Rev(drop in fees)	2,927	2,500	3,800	1,300	52.00%	
001-5810-300-3831	SC / Adult Sports Registration	25,712	25,000	32,000	7,000	28.00%	
001-5810-300-3840	Sports Center /Memberships	363,042	430,000	409,218	(20,782)	-4.83%	
001-5810-300-3843	Sports Center /Open Gym	18,703	16,500	18,000	1,500	9.09%	
001-5810-300-3846	Sports Center /Concession Sa	712	1,000	1,000	0	0.00%	
001-5810-300-3847	Sc/ Pro Shop Sales	8,810	7,000	10,500	3,500	50.00%	
001-5810-300-3848	SC/ Drop-In Child Care Revenue	812	1,000	1,000	0	0.00%	
	340 Charges for Services	454,478	519,800	508,018	(11,782)	-2.27%	
001-5810-400-4101	Sports Center /Salaries	115,683	135,010	68,874	(66,136)	-48.99%	
001-5810-400-4110	Sports Center /Longevity	3,397	3,473	745	(2,728)	-78.55%	
001-5810-400-4150	Sports Center/Standby Weeknite	72	0	0	0		
001-5810-400-4151	Sports Center/Standby Weeknigh	129	0	0	0		
001-5810-400-4201	Sports Center /Part-Time Sal	57,309	55,300	134,157	78,857	142.60%	1
001-5810-400-4220	Sports Center /Recreation Co	11	0	0	0		
001-5810-400-4238	Sports Center /Miscellaneous	2	0	0	0		
001-5810-400-4401	Sports Center /Overtime Sala	1,365	1,500	1,500	0	0.00%	
001-5810-400-4512	Sports Center /Education Stip	671	710	715	5	0.70%	
001-5810-400-4520	Sports Center /Other Payroll-	289	289	2,376	2,087	722.15%	8
001-5810-400-4901	Sports Ctr/ Pers ER	28,903	34,735	36,279	1,544	4.45%	
001-5810-400-4905	Sports Center /Alt Ben Prog/D	210	210	420	210	100.00%	
001-5810-400-4908	Sports Center /RHS	316	0	840	840		
001-5810-400-4921	Sports Center /Medical Insur	9,853	10,788	5,240	(5,548)	-51.43%	
001-5810-400-4923	Sports Center /Eye Care	181	341	244	(97)	-28.45%	
001-5810-400-4924	Sports Center /Dental Care	1,053	930	985	55	5.91%	

Community Services - Sports Center

Account Number	Description	FY 13-14 Actual	FY14-15 Adopted Budget	FY15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5810-400-4925	Sports Center /Medicare	2,152	1,582	3,006	1,424	90.01%	
001-5810-400-4930	Sports Center /Life Ins/Sala	119	108	126	18	16.67%	
001-5810-400-4931	Sports Center / LTD	348	353	362	9	2.55%	
001-5810-400-4932	Sports Center/STD	171	173	179	6	3.47%	
001-5810-400-4933	Sport Center /EAP	179	203	50	(153)	-75.37%	
001-5810-400-4934	Sports Center /EDD	1,328	4,200	4,200	0	0.00%	
001-5810-400-6422	Sports Center/Workers' Comp	8,101	8,479	10,781	2,302	27.15%	
	400 Salaries & Benefits	231,844	258,384	271,079	12,695	4.91%	
001-5810-400-5100	Sports Center /Office Supplie	3,063	3,000	3,000	0	0.00%	
001-5810-400-5150	Sports Center /Bank Charges	0	1,800	1,800	0	0.00%	
001-5810-400-5210	Sports Center /Spec. Departm	3,298	2,700	2,700	0	0.00%	2
001-5810-400-5214	Sports Center /Sports Supplie	4,475	4,400	4,400	0	0.00%	3
001-5810-400-5216	Sports Center /Publicity	7,796	8,200	8,200	0	0.00%	4
001-5810-400-5260	Sports Center/Dues & Subscr	170	200	200	0	0.00%	
001-5810-400-5280	SC/ Concession Purchases	4,183	3,000	5,000	2,000	66.67%	
001-5810-400-5281	SC/ Pro Shop Purchases	(249)	1,000	1,000	0	0.00%	
001-5810-400-6310	Sports Center /Rent/Lease/Tax	4,185	36,220	3,785	(32,435)	-89.55%	
	500 Operational Expense	26,921	60,520	30,085	(30,435)	-50.29%	
001-5810-400-6101	Sports Center /Contractual S	41,796	39,100	44,100	5,000	12.79%	6
001-5810-400-6110	Sports Center /Legal	10,660	7,400	0	(7,400)	-100.00%	7
001-5810-400-6210	Sports Center/ Recruitment	426	500	500	0	0.00%	
	510 Contract/Profess Services	52,881	47,000	44,600	(2,400)	-5.11%	
001-5810-400-6424	Sports Center - IT Services	21,576	19,225	27,829	8,604	44.75%	
	520 Information Technology	21,576	19,225	27,829	8,604	44.75%	
001-5810-400-5270	Sports Center/Gas & Oil	44	100	100	0	0.00%	

Community Services - Sports Center

Account Number	Description	FY 13-14 Actual	FY14-15 Adopted Budget	FY15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5810-400-6426	Sport Ctr - Fleet Services	0	0	3,721	3,721		
	530 Vehicle Expenses	44	100	3,821	3,721	3721.00%	
001-5810-400-5310	SC/ Repairs & Maintenance	64,459	52,400	52,400	0	0.00%	5
001-5810-400-6423	Sports Center /Liability/Prop	14,561	16,174	14,701	(1,473)	-9.11%	
	540 Facilities	79,020	68,574	67,101	(1,473)	-2.15%	
001-5810-400-5220	Sports Center /Heat/Light/Po	59,062	47,000	47,000	0	0.00%	
001-5810-400-5221	SpC/ Water	0	0	1,900	1,900		
001-5810-400-5230	Sports Center/Telephone	1,189	1,100	1,100	0	0.00%	
001-5810-400-5231	Sports Center /Cellular Phone	559	780	70	(710)	-91.03%	
	550 Utilities	60,810	48,880	50,070	1,190	2.43%	
001-5810-400-5400	One-Time Expenditures	0	0	5,000	5,000		9
	610 Other Expenses	0	0	5,000	5,000		
001-5810-400-9510	SC/ Capital Equip over \$5,000	149,583	0	0	0		
	620 Capital Outlay	149,583	0	0	0		
001-5810-400-9000	Sports Center/EB Debt Prin	22,960	0	0	0		
	646 Debt Service	22,960	0	0	0		
001-5810-300-7640	Trans In fr Infrastructure Fd	0	0	5,000	5,000		
	700 Transfers In	0	0	5,000	5,000		
001-5810-400-8109	Transfr to SC Captil Facilty Fd	0	33,517	0	(33,517)	-100.00%	
	800 Transfers Out	0	33,517	0	(33,517)	-100.00%	
Revenue Total		471,852	536,200	529,368	(6,832)	-1.27%	
Expense Total		645,639	536,200	499,585	(36,615)	-6.83%	
Net Cost To General Fund		(173,786)	0	29,783	29,783		

Budget Detail**Sports Center Budget Justification**

Item #	Account	Description	FY 15-16	FY14-15
			Proposed Budget	Adopted Budget
1	001-5810-400-4201	Sports Center/Part-Time Salaries Coordinators 3-4 Facility Attendants 10 1 Clerical (from Community Center) Adult Softball Scorekeeper 200 hrs Adult basketball scorekeepers Custodian Difference in Moved PT 1456 employees to Part-Time Salaries 4201, conversion from 1560 to 1456 and min wage increase	134,157	55,300
2	001-5810-400-5210	Sports Center/Spec. Depart supplies Staff uniforms-staff shirts Health dept permit Childcare supplies (toys, snacks) Fitness Supplies (physio balls, bands)	2,700	2,700
3	001-5810-400-5214	Sports Center/Sports Supplies Softballs ASA field owners insurance (recovered from league fees) ASA Adult softball team registration (recovered from league fees) Basketballs Racquetball rackets	4,400	4,400
4	001-5810-400-5216	Sports Center/Publicity Share of Activity Guide 20% Display ads (12 per year), mailings, e-mail blasts, social media ads, Google Ad Words	8,200	8,200

Budget Detail

Sports Center Budget Justification

Item #	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
5	001-5810-400-5310	Sports Center/Bldg/Facility Maintenance	52,400	52,400
		Cleaning/Paper Supplies		
		Disinfectant wipes for fitness room		
		HV supplies and repairs (filters, motors, pumps, controllers)		
		Building repair supplies (paint, lights, fixtures, pumps, controllers))		
6	001-5810-400-6101	Sports Center /Contractual Supplies	44,100	39,100
		Class software license/maintenance		
		Pest Control		
		Carpet Cleaning 4x/yr		
		Childcare staff 3hrs/day		
		Contract Instructor Payments.		
		Music licensing BMI, ASCAP		
		Umpires for softball moved to this line item from 6110. Varies by number of teams registered and number of games played. This item is recovered 100% through league registration fees.		
7	001-5810-400-6110	Sports Center /Professional Services	-	7,400
		Umpires for softball moved to 6101		
8	001-5810-400-4520	Sports Center / Other Payroll	2,376	289
		3% one-time payment per labor MOAs; Administrative Leave payoff		
9	001-5810-400-5400	One-Time Expenditures	5,000	-
		Replace front doors on NE side of the building		

Community Services - Community Center

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5830-300-3821	R.P. Comm Cntr/Contract Classe	175,460	190,000	175,000	(15,000)	-7.89%	1
001-5830-300-3824	R.P. Comm. Cntr /Rp Community	117,380	100,000	135,000	35,000	35.00%	2
001-5830-300-3826	R.P. Comm. Cntr /Other Bldg Re	63,942	0	0	0		
001-5830-300-3831	R.P. Comm. Cntr/Field Fees	32,476	36,200	35,000	(1,200)	-3.31%	3
	340 Charges for Services	389,257	326,200	345,000	18,800	5.76%	
001-5830-400-4101	R.P. Comm. Cntr/FT Salaries	47,400	52,365	57,148	4,783	9.13%	
001-5830-400-4110	R.P. Comm. Cntr/Longevity Pay	1,202	1,268	359	(909)	-71.69%	
001-5830-400-4150	R.P. Comm. Cntr/Standby Weeken	36	0	0	0		
001-5830-400-4151	R.P. Comm. Cntr/Standby Weekni	79	0	0	0		
001-5830-400-4201	R.P. Comm. Cntr /Part-Time Sal	19,829	35,000	38,700	3,700	10.57%	
001-5830-400-4401	R.P. Comm. Cntr/ Overtime	573	800	800	0	0.00%	
001-5830-400-4512	R.P. Comm. Cntr /Education Sti	429	468	471	3	0.64%	
001-5830-400-4520	R.P. Comm. Cntr / Other Payrol	96	96	1,830	1,734	1806.25%	9
001-5830-400-4901	R.P. Comm. Cntr/PERS Empl	11,968	12,994	15,569	2,575	19.82%	
001-5830-400-4905	R.P. Comm. Cntr/Alt Ben Prog/D	210	210	210	0	0.00%	
001-5830-400-4908	R.P. Comm. Cntr/ RHS	495	0	900	900		
001-5830-400-4921	R.P. Comm. Ctr/Medical Ins	6,601	7,228	8,727	1,499	20.74%	
001-5830-400-4923	R.P. Comm. Cntr/Eye Care	59	329	237	(92)	-27.96%	
001-5830-400-4924	R.P. Comm. Cntr/Dental	578	875	985	110	12.57%	
001-5830-400-4925	R.P. Comm. Cntr /Medicare	863	639	1,433	794	124.26%	
001-5830-400-4930	R.P. Comm. Cntr/Life Insurance	111	102	126	24	23.53%	
001-5830-400-4931	R.P. Comm. Cntr/LTD	250	259	299	40	15.44%	
001-5830-400-4932	R.P. Comm. Cntr/STD	123	127	148	21	16.54%	
001-5830-400-4933	R.P. Comm. Cntr /EAP	57	56	50	(6)	-10.71%	
001-5830-400-4934	R.P. Comm.Cntr /EDD	794	4,200	4,200	0	0.00%	
001-5830-400-6422	R.P Comm Ctr/Workers' Comp	7,275	9,539	4,932	(4,607)	-48.30%	
	400 Salaries & Benefits	99,029	126,555	137,124	10,569	8.35%	

Community Services - Community Center

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5830-400-5100	R.P. Comm. Ctr/ Office Supplie	908	600	900	300	50.00%	
001-5830-400-5130	R.P. Com Ctr/Postage	1,476	1,500	1,100	(400)	-26.67%	
001-5830-400-5150	R.P. Comm Cntr/Bank Charges	12,310	4,940	4,940	0	0.00%	
001-5830-400-5210	R.P. Comm. Cntr /Spec. Departm	5,898	6,100	5,800	(300)	-4.92%	4
001-5830-400-5216	R.P. Comm Cntr/Publicity	13,249	16,340	18,840	2,500	15.30%	5
001-5830-400-5260	R.P. Comm Cntr/Dues & Subscr	390	350	330	(20)	-5.71%	
001-5830-400-6310	R.P. Comm. Cntr /Rent/Lease/Ta	8,341	7,500	7,500	0	0.00%	7
001-5830-400-6420	RP Comm Ctr/Vandalism Loss	0	400	400	0	0.00%	
001-5830-400-6600	R.P. Comm Ctr /Travel & Meetings	0	300	300	0	0.00%	8
	500 Operational Expense	42,573	38,030	40,110	2,080	5.47%	
001-5830-400-6101	R.P. Comm. Cntr /Contractual S	122,537	134,230	124,700	(9,530)	-7.10%	6
001-5830-400-6210	RP Comm Ctr/ Recruitment	1,007	500	900	400	80.00%	
	510 Contract/Profess Services	123,544	134,730	125,600	(9,130)	-6.78%	
001-5830-400-6424	R.P. Comm Cntr / IT Services	21,912	23,770	28,265	4,495	18.91%	
	520 Information Technology	21,912	23,770	28,265	4,495	18.91%	
001-5830-400-5270	R.P. Comm Ctr/Gas & Oil	50	200	200	0	0.00%	
001-5830-400-6426	RP Comm Ctr / Fleet Services	0	0	3,721	3,721		
	530 Vehicle Expenses	50	200	3,921	3,721	1860.50%	
001-5830-400-5310	R.P. Comm. Cntr /Bldg/Facilty	28,069	20,500	20,500	0	0.00%	
001-5830-400-5313	R.P. Comm. Cntr/Fac Maint/Non-	49,586	0	0	0		
001-5830-400-6423	R.P. Comm Ctr /Liability/Pro	14,122	11,721	10,653	(1,068)	-9.11%	
	540 Facilities	91,777	32,221	31,153	(1,068)	-3.31%	

Community Services - Community Center

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5830-400-5220	R.P. Comm. Cntr /Heat/Light/Po	42,443	44,000	44,000	0	0.00%	
001-5830-400-5221	CC/ Water	0	0	1,900	1,900		
001-5830-400-5230	R.P. Comm. Cntr /Telephone	1,184	1,200	1,200	0	0.00%	
001-5830-400-5231	R.P. Comm. Cntr/Cellular Phone	824	0	0	0		
	550 Utilities	44,452	45,200	47,100	1,900	4.20%	
001-5830-400-5400	One-Time Expenditures	0	0	14,000	14,000		10
	610 Other Expenses	0	0	14,000	14,000		
001-5830-300-7640	Trans In Fr Infrastrt Fd 640	0	0	6,000	6,000		
	700 Transfers In	0	0	6,000	6,000		
Revenue Total		389,257	326,200	351,000	24,800	7.60%	
Expense Total		423,335	400,706	427,273	26,567	6.63%	
Net Cost To General Fund		(34,078)	(74,506)	(76,273)	(1,767)	2.37%	

Community Services - Burton

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5840-300-3825	BARC Rental Revenue	39,892	36,000	41,750	5,750	15.97%	
	330 Interest & rentals	39,892	36,000	41,750	5,750	15.97%	
					0		
001-5840-300-3437	Burt Ave/ Summer Camp Revenue	76	0	0	0		
001-5840-300-3821	Burt Ave/Contract Classes	22,785	23,000	23,000	0	0.00%	
	340 Charges for Services	22,861	23,000	23,000	0	0.00%	
					0		
001-5840-400-4101	Burt/Ave Rec Cr/FT Salares	19,212	21,588	21,944	356	1.65%	
001-5840-400-4110	Burt/Ave Rec Cr/Longevity Pay	289	357	359	2	0.56%	
001-5840-400-4150	Burton Ave-Standby Weekend	36	0	0	0		
001-5840-400-4151	Burton /Stand-By Weeknight	78	0	0	0		
001-5840-400-4201	Burt/Ave PT Labor	13,720	14,000	18,200	4,200	30.00%	11
001-5840-400-4237	Burt Ave Summer Camp Staff	232	0	0	0		
001-5840-400-4401	Burt/Ave Rec Cr/OT	414	400	400	0	0.00%	
001-5840-400-4512	Burt Ave Rec Ctr /Educ Stipend	423	468	471	3	0.64%	
001-5840-400-4520	Burt/Ave Rec Cr/Other Payroll	0	0	686	686		14
001-5840-400-4901	Burt/Ave Rec Cr/PERS Empl	4,862	5,408	6,116	708	13.09%	
001-5840-400-4905	Burt/Av Rec Cr/Alt Ben Prog/D	210	210	210	0	0.00%	
001-5840-400-4908	Burt/Ave Rec Cr/RHS	181	0	240	240		
001-5840-400-4921	Burt/Ave Rec Cr/Medical Ins	2,409	2,638	3,395	757	28.70%	
001-5840-400-4923	Burt/Ave Rec Cr/Eye Care	75	228	106	(122)	-53.51%	
001-5840-400-4924	Burt/Ave Rec Cr/Dental	433	383	383	0	0.00%	
001-5840-400-4925	Burt/Ave Rec/Medicare	498	325	607	282	86.77%	
001-5840-400-4930	Burt/Ave Rec Cr/Life Insurance	49	44	49	5	11.36%	
001-5840-400-4931	Burt/Ave Rec Cr/LTD	102	108	119	11	10.19%	
001-5840-400-4932	Burt/Ave Rec Cr/STD	49	53	59	6	11.32%	
001-5840-400-4933	Burt Ave Rec Cr /EAP	20	24	20	(4)	-16.67%	
001-5840-400-6422	Burt Ave Rec Ctr/Workers' Comp	763	1,362	2,010	648	47.62%	
	400 Salaries & Benefits	44,056	47,596	55,374	7,778	16.34%	
					0		

Community Services - Burton

Account Number	Description	FY 13-14 Actual	FY 14-15	FY 15-16	\$ Change	% Change	See Item #
			Adopted Budget	Proposed Budget			
001-5840-400-5210	Burt/Ave Rec Cr /Spec. Departm	2,884	2,880	2,880	0	0.00%	12
001-5840-400-5212	Burt Ave Summer Camp Supplies	16	0	0	0		
	500 Operational Expense	2,899	2,880	2,880	0	0.00%	
					0		
001-5840-400-6101	Burt/Ave Rec Cr /Contractual S	885	1,500	9,795	8,295	553.00%	13
	510 Contract/Profess Services	885	1,500	9,795	8,295	553.00%	
					0		
001-5840-400-5310	Burt/Ave Rec Cr /Bldg/Facility	7,307	7,500	7,500	0	0.00%	
001-5840-400-6420	Burt Ave Rec /Self Ins Losses	672	500	500	0	0.00%	
001-5840-400-6423	Burt Ave Rec/Liability/Prop	2,846	3,266	2,968	(298)	-9.12%	
	540 Facilities	10,825	11,266	10,968	(298)	-2.64%	
					0		
001-5840-400-5220	Burt/Ave Rec Cr /Heat/Light/Po	9,642	7,000	10,700	3,700	52.86%	
	550 Utilities	9,642	7,000	10,700	3,700	52.86%	
					0		
Revenue Total		62,753	59,000	64,750	5,750	9.75%	
Expense Total		68,307	70,241	89,717	19,476	27.73%	
Net Cost To General Fund		(5,555)	(11,241)	(24,967)	(13,726)	122.10%	

Community Services - Soccer Hut and Benicia Recreation Buildings

Account Number	Description	FY 13-14 Actual	FY 14-15	FY 15-16	\$ Change	% Change	See Item #
			Adopted Budget	Proposed Budget			
001-5850-400-6101	Ymca/Soccer Bld/Contracted Svc	371.00	600.00	600.00	0.00	0.00%	15
001-5850-400-6110	Ymca/Soccer Bld/Legal	53.00	0.00	0.00	0.00		
	510 Contract/Profess Services	424.00	600.00	600.00	0.00	0.00%	
001-5850-400-5310	Benecia Rec Bld /Bldg/Facility	402.42	500.00	500.00	0.00	0.00%	
	540 Facilities	402.42	500.00	500.00	0.00	0.00%	
Expense Total		826.42	1100.00	1100.00	0.00	0.00%	
Net Cost To General Fund		(826.42)	(1100.00)	(1100.00)	0.00	0.00%	

Ladybug Recreation Building

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5860-300-3826	Ladybg Rec Bldg Rental Revenue	10,095	10,000	9,500	(500)	-5.00%	
	330 Interest & rentals	10,095	10,000	9,500	(500)	-5.00%	
001-5860-400-4101	Ladybug Rec Bldg /FT Salaries	15,029	17,109	12,454	(4,655)	-27.21%	
001-5860-400-4110	Ladybug Rec Bldg /Longevity Pa	289	357	0	(357)	-100.00%	
001-5860-400-4150	Ladybug-Standby Weekend	36	0	0	0		
001-5860-400-4151	Ladybug/Stand-By Weeknight	79	0	0	0		
001-5860-400-4201	Ladyburg Rec Bldg/PT Labor	943	1,200	2,400	1,200	100.00%	16
001-5860-400-4401	Ladybug Overtime Salary	382	400	400	0	0.00%	
001-5860-400-4512	Ladybug Rec Bldg /Educ Stipend	429	468	255	(213)	-45.51%	
001-5860-400-4520	Ladybug Rec Bldg / Other Payro	0	0	383	383		18
001-5860-400-4901	Ladybug Rec Bldg /PERS ER	3,843	4,264	3,414	(850)	-19.93%	
001-5860-400-4903	Ladybug Rec Bldg/ Def Comp	0	0	0	0		
001-5860-400-4905	Ladybug Rec Bldg/Alt Ben Prog/	210	210	210	0	0.00%	
001-5860-400-4908	Ladybug Rec Bldg/RHS	91	0	120	120		
001-5860-400-4921	Ladybug Rec Bldg/Medical Insur	1,874	2,052	1,698	(354)	-17.25%	
001-5860-400-4923	Ladybug Rec Bldg/Vision	52	206	63	(143)	-69.42%	
001-5860-400-4924	Ladybug Rec Bldg /Dental	304	274	219	(55)	-20.07%	
001-5860-400-4925	Ladybug Rec Bldg /Medicare	249	260	227	(33)	-12.69%	
001-5860-400-4930	Ladybug Rec Bldg/Life Insuranc	35	32	28	(4)	-12.50%	
001-5860-400-4931	Ladybug Rec Bldg /LTD	80	85	67	(18)	-21.18%	
001-5860-400-4932	Ladybug Rec Bldg/STD	39	42	33	(9)	-21.43%	
001-5860-400-4933	Ladybug Rec Bldg /EAP	15	18	11	(7)	-38.89%	
001-5860-400-6422	Ladybug Rec/Workers Comp	0	0	812	812		
	400 Salaries & Benefits	23,978	26,977	22,794	(4,183)	-15.51%	
					0		
001-5860-400-6101	Ladybug Rec/Contract Svcs	148	300	300	0	0.00%	17
	510 Contract/Profess Services	148	300	300	0	0.00%	

Ladybug Recreation Building

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5860-400-5310	Ladybug Rec Bld /Bldg/Facilty	654	1,000	1,000	0	0.00%	
	540 Facilities	654	1,000	1,000	0	0.00%	
Revenue Total		10,095	10,000	9,500	(500)	-5.00%	
Expense Total		24,780	28,277	24,094	(4,183)	-14.79%	
Net Cost To General Fund		(14,685)	(18,277)	(14,594)	3,683	-20.15%	

Budget Detail

Other Recreation Facilities Budget Justification

Item #	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
Community Center				
1	001-5830-300-3821	R.P. Comm Cntr/Contract Classes	175,000	190,000
		Revenue from contract classes at Community Center: Tot Time, Zumba, Dancercise, Yoga, Belly Dance, Pottery, Ballet, Gymnastics, Other, Down because Preschool enrollment is low; free preschool being offered through the School District		
2	001-5830-300-3824	R.P. Comm Cntr/Rp Community Center Rentals	135,000	100,000
		Facility rentals for weekday and weekend at Community Center; ongoing rental use increasing		
3	001-5830-300-3831	R.P. Comm Cntr/Field Fees	35,000	36,200
		Reflects collected fees for fields, picnic areas, field lights: Cal Ripken/Babe Ruth Baseball Rohnert Park Girls Softball Rohnert Park Warriors Rancho Cotati LAX Rohnert Park Youth Soccer Other Adult Soccer, Softball, Baseball leagues Other field rentals, tournaments & picnic rentals Fees down slightly due to better accounting of field use		

Budget Detail

Other Recreation Facilities Budget Justification

Item #	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
4	001-5830-400-5210	R.P. Comm Cntr/Spec. Department Supplies	5,800	6,100
		Pottery Studio costs		
		So Co. Health Permits (kitchen)		
		Kitchen Supplies-Dish service offered to renters for extra fee-		
		Replacement costs covered through fees		
		Staff Uniforms-staff shirts, facility attendants (\$25x20 staff)		
		Business cards-2 full time staff		
5	001-5830-400-5216	R.P. Comm Cntr/Publicity	18,840	16,340
		Community Center share of Activity Guide		
		Other promotion & marketing such as Google ads, issue, constant		
		contact. Increase in designer costs		
6	001-5830-400-6101	R.P. Comm. Cntr/Contractual Services	124,700	134,230
		Pest Control		
		Atrium landscape maintenance 4/year		
		Carpet Cleaning		
		Lift Maintenance		
		Fire Alarm monitoring		
		Class software license (moved from 5330)		
		Music Licensing, BMI, SESAC, ASCAP		
		Tot Time (preschool)		
		Other classes (line dance, tennis, other fitness, sign language, cooking,		
		and music.)		
		Contract Instructors are paid 65% of their class registration fees, city		
		takes in 35% of the registration fees. Significant drop in Preschool		
		registration, less paid to instructor		

Budget Detail**Other Recreation Facilities Budget Justification**

Item #	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
7	001-5830-400-6310	R.P. Comm Cntr Rent/Lease/Tax	7,500	7,500
		Copier Contract		
8	001-5830-400-6600	R.P. Comm Cntr/Travel and Meetings	300	300
		CPRS Conference, travel, lodging 2 employees		
9	001-5830-400-4520	R.P Comm. Cntr /Other Payroll	1,830	96
		3% one-time payment per labor MOAs; Administrative Leave payoff		
10	001-5830-400-5400	One-Time Expenditure	14,000	-
		Community Center Repair emergency flood lightning system; Painting		

Burton Avenue Recreation Center

11	001-5840-400-4201	Burt/Ave PT Labor	18,200	14,000
		Clerical at Comm Center, Com Svcs Leaders Camp Burton Camp is 100%+ direct cost-recovering. Increase covered by pass through rental fees for opening and closing facility.		
12	001-5840-400-5210	Burton Ave Special Dept Supplies	2,880	2,880
		Craft and sports supplies, Camp Burton (recovered by fees) Field Trips costs, Camp Burton (recovered by camp fees) Camp recovers over 100% of direct costs		

Budget Detail**Other Recreation Facilities Budget Justification**

Item #	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
13	001-5840-400-6101	Burt/Ave Rec Cr/Contractual Services	9,795	1,500
		Fire Alarm monitoring/maintenance		
		Pest Control		
		Transportation Costs		
		Janitorial		
14	001-5840-400-4520	Burt/Ave Rec Cr/Other Payroll	686	-
		3% one-time payment per labor MOAs; Administrative Leave payoff		
<i>Benicia Recreation Building</i>				
15	001-5850-400-6101	Benicia Rec Bldg/Contractual Services	600	600
		Fire Alarm monitor/maintenance		
		Pest Control		
<i>Ladybug Recreation Building</i>				
16	001-5860-400-4201	Ladybug Rec Bldg/PT Labor	2,400	1,200
		Portion of clerical at Community Center		
17	001-5860-400-6101	Ladybug Rec Bldg/Contract Services	300	300
18	001-5860-400-4520	Ladybug Rec Bldg /Other Payroll	383	-
		3% one-time payment per labor MOAs; Administrative Leave payoff		

Community Services - Commissions

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-5100-400-4101	Commission / Salaries	36,528	40,161	40,872	711	1.77%	
001-5100-400-4110	Commission / Longevity	2,652	2,661	386	(2,275)	-85.49%	
001-5100-400-4150	Commission- Standby Weekend	36	0	0	0		
001-5100-400-4151	Commission /Stand-By Weeknight	51	0	0	0		
001-5100-400-4401	Commission /Overtime	867	800	800	0	0.00%	
001-5100-400-4512	Commission /Education Stipend	243	242	244	2	0.83%	
001-5100-400-4520	Commission / Other Sal	319	323	1,551	1,228	380.19%	1
001-5100-400-4901	Commission /Pers Empl	9,624	11,003	12,153	1,150	10.45%	
001-5100-400-4905	Commission/Alt Ben Prog	0	0	420	420		
001-5100-400-4908	Commission /RHS Plan	90	0	480	480		
001-5100-400-4921	Commission /Medical Ins	5,348	5,856	2,570	(3,286)	-56.11%	
001-5100-400-4923	Commission /Eye Care	79	90	115	25	27.78%	
001-5100-400-4924	Commission /Dental Care	472	438	493	55	12.56%	
001-5100-400-4925	Commission / Medicare	229	262	681	419	159.92%	
001-5100-400-4930	Commission /Life Ins/Salary	66	57	70	13	22.81%	
001-5100-400-4931	Commission / LTD	200	202	214	12	5.94%	
001-5100-400-4932	Commission / STD	100	99	105	6	6.06%	
001-5100-400-4933	Commission /EAP	25	30	25	(5)	-16.67%	
001-5100-400-5272	Commission - Auto Allowance	221	0	226	226		
001-5100-400-6422	Commission/Workers Comp	0	0	2,205	2,205		
	400 Salaries & Benefits	57,148	62,224	63,610	1,386	2.23%	
001-5100-400-5210	Commission /Spec. Departm	0	525	0	(525)	-100.00%	
001-5100-400-5260	Commission/Dues & Subscription	0	0	525	525		
	500 Operational Expense	0	525	525	0	0.00%	
Revenue Total		0	0	0	0		
Expense Total		57,148	62,749	64,135	1,386	2.21%	
Net Cost To General Fund		(57,148)	(62,749)	(64,135)	(1,386)	2.21%	

Budget Detail

Park and Recreation Commission Budget Justification

Item #	Account	Description	FY 15-16 Proposed Budget	FY14-15 Adopted Budget
1	001-5100-400-4520	Commission /Other Payroll	1,551	323
		3% one-time payment per labor MOAs; Administrative Leave payoff		

Community Services - Ladybug Pool

Account Number	Description	FY 14-15		FY 15-16		\$ Change	% Change	See Item #
		FY 13-14 Actual	Adopted Budget	Proposed Budget				
001-5730-400-6423	Ladybug Pool /Liability/Prope	1,014	1,054	958		(96)	-9.14%	
	540 Facilities	1,014	1,054	958		(96)	-9.14%	
Revenue Total		0	0	0		0		
Expense Total		1,014	1,054	958		(96)	-9.14%	
Net Cost To General Fund		(1,014)	(1,054)	(958)		96	-9.14%	

Golf Course

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-6100-300-3420	Golf Course Rental Inc	79,573	69,992	65,000	-4,992	-7.13%	
	330 Interest & rentals	79,573	69,992	65,000	-4,992	-7.13%	
001-6100-400-4101	Golf Course/FT Salares	10,716	10,848	4,056	-6,792	-62.61%	
001-6100-400-4110	Golf Course/Longevity Pay	351	383	386	3	0.78%	
001-6100-400-4150	Golf Course Standby Weekend	36	0	0	0		
001-6100-400-4151	Golf Course /Stand-By Weeknigh	50	0	0	0		
001-6100-400-4401	Golf Course/OT	830	700	700	0	0.00%	
001-6100-400-4512	Golf Course /Educational Stip	243	242	244	2	0.83%	
001-6100-400-4520	Golf Course/Other Payroll	78	82	141	59	71.95%	1
001-6100-400-4901	Golf Course/PERS Empl	2,760	2,931	1,259	-1,672	-57.05%	
001-6100-400-4905	Golf Course/ Alt Ben Program	0	0	210	210		
001-6100-400-4908	Golf Course /RHS Plan	45	0	0	0		
001-6100-400-4921	Golf Course/Medical Ins	1,290	1,416	0	-1,416	-100.00%	
001-6100-400-4923	Golf Course/Eye Care	21	22	20	-2	-9.09%	
001-6100-400-4924	Golf Course/Dental	124	109	55	-54	-49.54%	
001-6100-400-4925	Golf Course/Medicare	185	167	70	-97	-58.08%	
001-6100-400-4930	Golf Course/Life Insurance	23	19	7	-12	-63.16%	
001-6100-400-4931	Golf Course/LTD	58	59	24	-35	-59.32%	
001-6100-400-4932	Golf Course/STD	28	29	12	-17	-58.62%	
001-6100-400-4933	Golf Course /EAP	5	6	3	-3	-50.00%	
001-6100-400-5272	Golf-Auto Allowance	221	0	0	0		
001-6100-400-6422	Golf Course/ Workers Comp	0	0	252	252		
	400 Salaries & Benefits	17,065	17,013	7,439	-9,574	-56.27%	
001-6100-400-6101	Golf Course /Contract Services	34	0	15,000	15,000		
	510 Contract/Profess Services	34	0	15,000	15,000		
001-6100-400-6101	Golf Course /Contract Services	34	0	0	0		
	510 Contract/Profess Services	34	0	0	0		

Golf Course

Account Number	Description	FY 14-15		FY 15-16	\$ Change	% Change	See Item #
		FY 13-14 Actual	Adopted Budget	Proposed Budget			
001-6100-300-7640	Transfer In fr Infrastructure	0	0	15,000	15,000		
	700 Transfers In	0	0	15,000	15,000		
Revenue Total		79,573	69,992	80,000	10,008	14.30%	
Expense Total		17,099	17,013	22,439	5,426	31.89%	
Grand Total		62,474	52,979	57,561	4,582	8.65%	

Budget Detail

Golf Course

Item #	Account	Description	FY 15-16	FY14-15
			Proposed Budget	Adopted Budget
1	001-6100-400-4520	Commission /Other Payroll	141	82
		3% one-time payment per labor MOAs; Administrative Leave payoff		

Community Services - Scout Hut

Account Number	Description	FY 13-14 Actual	FY 14-15	FY 15-16	\$ Change	% Change	See Item #
			Adopted Budget	Proposed Budget			
001-5870-400-5310	Scout Hut /Bldg/Facility	4	500	500	0	0.00%	
	540 Facilities	4	500	500	0	0.00%	
Revenue Total		0	0	0	0		
Expense Total		4	500	500	0	0.00%	
Net Cost To General Fund		(4)	(500)	(500)	0	0	

PERFORMING ARTS CENTER

DEPARTMENT SERVICES MODEL

MANDATED

- Facility maintenance
- Risk assessment & avoidance

CORE

- In-house Theatre Productions
- Administration
- Customer service
- Cash handling
- Records Management
- Service/contractual agreements
- Expense allocation and tracking
- Program/production management
- Marketing
- Rentals

REVENUE OPPORTUNITIES

- Donations
- Grant research and development
- New rental opportunities for small theater
- Utilization of Rohnert Park Foundation

MAJOR ACCOMPLISHMENTS COMPLETED IN FISCAL YEAR 2014-15

- ✓ Created two major fundraising events – My Favorite Barbra and Mary Poppins. Raised over \$40,000 in a combination of money (\$35,000) and donated goods and services (\$5,000) for Spreckels Theatre Company
- ✓ Nominated for 24 San Francisco Bay Area Theater Critics Circle awards
- ✓ Established relationships with local merchants that have substantially lowered costs on wine, beer and other refreshments
- ✓ Created a new revenue source - \$2 facility fee per ticket

MAJOR GOALS FOR FISCAL YEAR 2015-16

- GOAL 1: Introduce new naming rights campaign to generate income
- GOAL 2: Seek large donors and grant opportunities through RP Foundation
- GOAL 3: Increase attendance to all Spreckels Produced Events
- GOAL 4: Coordinate fundraising through ad sales, grant applications and a yearly benefit

GOAL 5: Present seven productions: Treasure Island; The Light in the Piazza; Little Women; Kismet; Wait Until Dark; The Little Mermaid; and A Little Princess

PERFORMING ARTS CENTER

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Admission Fees	\$ -	\$ 18,200	\$ 10,000	\$ (8,200)
Concession Fees	22,948	11,500	11,500	-
Rental Fees	142,080	150,000	140,000	(10,000)
Other Income	20,918	24,000	-	(24,000)
Program Income*	-	336,240	296,650	(39,590)
Donations and Miscellaneous	1,792	1,000	53,137	52,137
Transfers In	2,986	5,000	12,700	7,700
General Fund	452,739	167,628	389,972	222,344
TOTAL SOURCES	\$ 643,463	\$ 713,568	\$ 913,959	\$ 200,391
EXPENDITURES				
Salaries and Benefits*	\$ 343,381	\$ 360,044	\$ 511,654	\$ 151,610
Operational Expense*	180,393	246,560	258,210	11,650
Contractual/ Professional Svc	1,011	-	7,000	7,000
Information Technology	11,304	13,175	26,957	13,782
Vehicle Expenses	848	1,400	3,279	1,879
Facilities	51,779	40,789	38,759	(2,030)
Utilities*	54,747	51,400	53,800	2,400
One-Time Expenditures	-	-	2,400	2,400
Capital Outlay	-	200	11,900	11,700
TOTAL EXPENDITURES	\$ 643,463	\$ 713,568	\$ 913,959	\$ 200,391
	\$ -	\$ -	\$ -	\$ -

* Includes Production Summary

Performing Arts Center

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-6210-300-3850	PAC/ Rental Adminssions	5,142	13,200	10,000	(3,200)	-24.24%	
001-6210-300-3860	Theatre /Theatre Admissions	138,027	0	0	0		
001-6210-300-3865	Pac/Box Office Fees/Misc	20,918	24,000	0	(24,000)	-100.00%	
001-6210-300-3875	PAC/ Rentals	142,080	150,000	140,000	(10,000)	-6.67%	
001-6210-300-3890	Pac /Concessions	22,100	11,500	11,500	0	0.00%	
001-6211-300-3890	Pac/Pasco /Concessions	848	0	0	0		
001-6215-300-3850	Pac/Rental /Admissions	0	5,000	0	(5,000)	-100.00%	
	340 Charges for Services	329,114	203,700	161,500	(42,200)	-20.72%	
001-6210-300-3930	Theatre-Donations/Fund Rsr	1,792	1,000	53,137	52,137	5213.70%	
	370 Donations & Misc	1,792	1,000	53,137	52,137	5213.70%	
001-6210-400-4101	Theatre / F/T Salaries	174,628	163,308	172,952	9,644	5.91%	
001-6210-400-4201	Theatre /P/T Salar	68,225	58,000	145,474	87,474	150.82%	
001-6210-400-4401	Theatre /Overtime Sal	402	0	0	0		
001-6210-400-4520	Theatre /Other Payroll	687	687	5,878	5,191	755.60%	6
001-6210-400-4901	Theatre /Pers/Employer	40,755	41,725	68,336	26,611	63.78%	
001-6210-400-4920	Theatre /Health Ins/BI	0	28,310	44,604	16,294	57.56%	
001-6210-400-4921	Theatre /Medical Insur	26,228	0	0	0		
001-6210-400-4923	Theatre /Eye Care	330	449	714	265	59.02%	
001-6210-400-4924	Theatre /Dental Care	2,123	2,188	3,283	1,095	50.05%	
001-6210-400-4925	Theatre /Medicare	3,537	2,377	4,707	2,330	98.02%	
001-6210-400-4930	Theatre /Life Ins/Sala	278	254	420	166	65.35%	
001-6210-400-4931	Theatre / LTD	644	642	883	241	37.54%	
001-6210-400-4932	Theatre/STD	315	314	433	119	37.90%	
001-6210-400-4933	Theatre /EAP	176	210	165	(45)	-21.43%	
001-6210-400-4934	Theatre /EDD	3,838	6,000	4,000	(2,000)	-33.33%	
001-6210-400-6422	PAC/Workers' Comp	10,921	12,580	14,558	1,978	15.72%	
	400 Salaries & Benefits	333,087	317,044	466,407	149,363	47.11%	
001-6210-400-5100	Theatre /Office Supplie	1,644	1,700	1,700	0	0.00%	
001-6210-400-5120	Theatre /Box Offic	1,811	2,500	2,500	0	0.00%	1
001-6210-400-5130	Pac /Postage	4,831	0	2,000	2,000		
001-6210-400-5150	Pac/Admin /Bank Charges	3,648	5,000	5,000	0	0.00%	
001-6210-400-5210	Theatre /Spec. Departm	3,714	4,700	4,700	0	0.00%	2
001-6210-400-5240	Pac /Marketing	26,639	1,000	7,000	6,000	600.00%	3

Performing Arts Center

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-6210-400-5260	Pac /Dues & Subscr	367	310	310	0	0.00%	
001-6210-400-5280	Pac /Concessions	8,038	7,000	7,000	0	0.00%	
001-6210-400-5330	Pac/ Licensing	10,247	10,000	10,000	0	0.00%	4
001-6210-400-5340	Pac /Off. Equipmen	0	0	2,000	2,000		
001-6210-400-6310	Pac/Admin /Rent/Lease/Tax	4,979	4,500	4,500	0	0.00%	
001-6210-400-6712	Pac /Front House/P	239	600	600	0	0.00%	5
001-6210-400-6820	Pac /Production	97,119	0	4,000	4,000		
001-6211-400-5100	Pac/Present. /Office Supplie	12	0	0	0		
001-6211-400-6820	Pac/Pasco /Production	2,228	0	0	0		
	500 Operational Expense	165,517	37,310	51,310	14,000	37.52%	
001-6210-400-6101	Pac /Contractual S	696	0	7,000	7,000		
001-6210-400-6210	Theatre/Recruitment	315	0	0	0		
	510 Contract/Profess Services	1,011	0	7,000	7,000		
001-6210-400-6424	PAC - IT Services	11,304	13,175	26,957	13,782	104.61%	
	520 Information Technology	11,304	13,175	26,957	13,782	104.61%	
001-6210-400-5270	Pac /Gas & Oil	486	1,400	1,400	0	0.00%	
001-6210-400-5320	Pac /Vehicle Repai	361	0	0	0		
001-6210-400-6426	PAC/ Fleet Services	0	0	1,879	1,879		
	530 Vehicle Expenses	848	1,400	3,279	1,879	134.21%	
001-6210-400-5310	Pac /Facility Repa	32,340	18,500	18,500	0	0.00%	
001-6210-400-6423	Pac/Liability/Property	19,440	22,289	20,259	(2,030)	-9.11%	
	540 Facilities	51,779	40,789	38,759	(2,030)	-4.98%	
				0			
001-6210-400-5220	Pac /Heat/Light/Po	53,673	30,000	50,500	20,500	68.33%	
001-6210-400-5221	PAC/ Water	0	0	1,900	1,900		
001-6210-400-5230	Pac /Telephone	862	1,400	1,400	0	0.00%	
001-6210-400-5231	Pac/Admin /Cellular Phone	211	0	0	0		
	550 Utilities	54,747	31,400	53,800	22,400	71.34%	
001-6210-400-5400	One-Time Expenditures	0	0	2,400	2,400		7
	610 Other Expenses	0	0	2,400	2,400		

Performing Arts Center

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-6210-400-9510	Pac/ Capital Equip over \$5,000	0	200	11,900	11,700	5850.00%	8
	620 Capital Outlay	0	200	11,900	11,700	5850.00%	
001-6210-300-3990	Pac/Admin /Transfers In	2,986	5,000	0	(5,000)	-100.00%	
001-6210-300-7430	Trans In fr PAC Endowment Fd	0	0	12,700	12,700		
	700 Transfers In	2,986	5,000	12,700	7,700	154.00%	
Revenue Total		333,892	209,700	227,337	17,637	8.41%	
Expenditure Total		618,293	441,318	661,812	220,494	49.96%	
Net Cost to General Fund		(284,401)	(231,618)	(434,475)	(202,857)	87.58%	

Budget Detail
Performing Arts Center Justification

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
1	001-6210-400-5120	PAC/Box Office Supplies	2,500	2,500
		Thermal ticket stock		
		Printed ticket envelopes		
2	001-6210-400-5210	PAC/Special Department Supplies	4,700	4,700
		Theatrical equipment repair/replacement:		
		Lighting instrument repairs, bulb replacement, cable repair and replacement,		
		stage hardware, tape		
		Microphone repair and replacement		
		Hand/Power tool replacements		
		Set construction materials		
		Rentals (specialty lighting & sound equipment)		
3	001-6210-400-5240	PAC/Marketing	7,000	1,000
		Media Advertising (<i>newspaper and online</i>)		
		Printed Materials (flyers, banners, postcards, posters)		
		Fundraising expenses		
		12,000		
4	001-6210-400-5330	PAC/Licensing Fees	10,000	10,000
		Ticketing system - Tickets.com license fees & support		
		Alcohol (ABC license), food		
5	001-6210-400-6712	PAC/Front of House	600	600
		Table cloths, batteries, volunteer name tags, table decorations, hearing devices		

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
6	001-6210-400-4520	Theatre /Other Payroll	5,878	687
		3% one-time payment per labor MOAs; Administrative Leave payoff		
7	001-6210-400-5400	One-Time Expenditures	2,400	-
		Travel Expenses for Training		
		Haze machine		
		Power Tool Replacement		
8	001-6210-400-9510	Capital Expenditures	11,900	200
		Genie DC Aerial Lift - One Time Expenditure \$11,700		
		Other		

PRODUCTION SUMMARY

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
<u>SOURCES</u>				
Ticket sales	\$ -	\$ 297,620	\$ 259,550	\$ (38,070)
Concession Fees	-	14,500	15,500	1,000
Other Income	-	24,120	21,600	(2,520)
TOTAL SOURCES	\$ -	\$ 336,240	\$ 296,650	\$ (39,590)
<u>EXPENDITURES</u>				
Salaries and Benefits	\$ 10,294	\$ 43,000	\$ 45,247	\$ 2,247
Operational Expense	14,876	209,250	206,900	(2,350)
Utilities	-	20,000	-	(20,000)
TOTAL EXPENDITURES	\$ 25,170	\$ 272,250	\$ 252,147	\$ (20,103)
NET COST TO GENERAL FUND	<u>\$ (25,170)</u>	<u>\$ 63,990</u>	<u>\$ 44,503</u>	<u>\$ (19,487)</u>

Production Summary

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-P600-300-3860	Production/Theatre Admissions	0	297,620	259,550	(38,070)	-12.79%	
001-P600-300-3865	Product/Box Office Fees/Others	0	24,120	21,600	(2,520)	-10.45%	
001-P600-300-3890	Production/Concessions	0	14,500	15,500	1,000	6.90%	
	340 Charges for Services	0	336,240	296,650	(39,590)	-11.77%	
001-P600-400-4201	Production/Part-Time	10,147	43,000	44,600	1,600	3.72%	
001-P600-400-4925	Production/Medicare	147	0	647	647		
	400 Salaries & Benefits	10,294	43,000	45,247	2,247	5.23%	
001-P600-400-5130	Production/Postage	0	9,300	9,100	(200)	-2.15%	
001-P600-400-5210	Producti/Special Dept Supplies	542	10,300	8,800	(1,500)	-14.56%	
001-P600-400-5240	Productions/Marketing	4,674	24,000	28,000	4,000	16.67%	
001-P600-400-6820	Productions/Production	9,660	165,650	161,000	(4,650)	-2.81%	
	500 Operational Expense	14,876	209,250	206,900	(2,350)	-1.12%	
001-P600-400-5220	Productions/Heat/Light/Pwer	0	20,000	0	(20,000)	-100.00%	
	550 Utilities	0	20,000	0	(20,000)	-100.00%	
Revenue Total		0	336,240	296,650	(39,590)	-11.77%	
Expenditure Total		25,170	272,250	252,147	(20,103)	-7.38%	
Net Cost to General Fund		(25,170)	63,990	44,503	(19,487)	-30.45%	

OTHER GENERAL GOVERNMENT

SOURCES	2013-14	2014-15	2015-16	\$ INCREASE/ (DECREASE)
	ACTUAL	ADOPTED BUDGET	PROPOSED BUDGET	
Tax Revenue	\$ 19,343,750	\$ 18,735,879	19,333,800	\$ 597,921
Intergovernmental Revenue	2,784,014	2,757,000	2,918,000	161,000
Cost Allocation Plan	-	-	165,373	165,373
Interest and Rentals	234,074	215,744	235,858	20,114
Donations and Misc	517,583	60,000	20,000	-
License, Permits and Fees	2,346	-	-	-
Charges for Services	1,879	200	-	(200)
Transfers In	-	-	5,270,000	5,270,000
TOTAL SOURCES	\$ 22,883,646	\$ 21,768,823	\$ 27,943,031	\$ 6,214,208
<u>EXPENDITURES</u>				
Salaries and Benefits*	\$ 1,662,434	\$ 1,826,636	\$ 6,757,304	\$ 4,930,668
Operational Expense	56,783	61,720	161,720	100,000
Contractual/Professional Svc	1,683,378	143,659	152,604	8,945
Facilities	61,328	84,269	132,700	48,431
Utilities	79,523	86,500	90,150	3,650
Capital Outlay	-	-	70,000	70,000
Retiree Med CEBRT Contribution	-	-	300,000	300,000
One - Time Expense	-	-	40,000	40,000
Transfers Out	3,195,691	643,318	795,000	151,682
TOTAL EXPENDITURES	\$ 6,739,137	\$ 2,846,102	\$ 8,499,478	\$ 5,653,376
Net Increase/(Decrease)	\$ 16,144,509	\$ 18,922,721	\$ 19,443,553	\$ 560,832

* Increase due to implementation of Cost Allocation Plan

Other General Government - City Hall

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1800-300-3622	City Hall/ CAP Rev	0	0	88,792	88,792		
	341 CAP Revenue	0	0	88,792	88,792		
001-1800-400-4101	City Hall /Salaries	19,661	20,302	13,052	(7,250)	-35.71%	
001-1800-400-4110	City Hall /Longevity	1,022	1,088	359	(729)	-67.00%	
001-1800-400-4150	City Hall/ Standby - Weeknight	180	0	350	350		
001-1800-400-4151	City Hall/Stand-by Week	232	0	240	240		
001-1800-400-4401	City Hall/Overtime Salary	474	0	825	825		
001-1800-400-4512	City Hall /Educational St	619	659	471	(188)	-28.53%	
001-1800-400-4520	City Hall/Other Payroll	0	0	418	418		1
001-1800-400-4901	City Hall /Pers/Emplo	5,200	5,634	3,728	(1,906)	-33.83%	
001-1800-400-4905	City Hall /Alt Ben Pro	211	210	210	0	0.00%	
001-1800-400-4908	City Hall /RHS Plan	45	0	60	60		
001-1800-400-4920	City Hall /Health Ins/	0	3,174	1,989	(1,185)	-37.33%	
001-1800-400-4921	City Hall / Medical Insur	2,898	0	0	0		
001-1800-400-4923	City Hall /Eye Care	64	817	78	(739)	-90.45%	
001-1800-400-4924	City Hall /Dental Car	371	328	219	(109)	-33.23%	
001-1800-400-4925	City Hall /Medicare	196	201	210	9	4.48%	
001-1800-400-4930	City Hall /Life Ins/S	42	38	28	(10)	-26.32%	
001-1800-400-4931	City Hall /LTD	109	112	73	(39)	-34.82%	
001-1800-400-4932	City Hall /STD	54	55	37	(18)	-32.73%	
001-1800-400-4933	City Hall /EAP	15	18	11	(7)	-38.89%	
001-1800-400-6422	City Hall/ Workers Comp	0	0	746	746		
	400 Salaries & Benefits	31,391	32,636	23,104	(9,532)	-29.21%	
001-1800-400-5100	City Hall /Office Supplies	7,763	10,000	10,000	0	0.00%	
001-1800-400-5130	City Hall /Postage	9,744	12,420	12,420	0	0.00%	
001-1800-400-5210	City Hall /Spec. Departm	528	1,000	1,000	0	0.00%	2
001-1800-400-6310	City Hall /Rent/Lease/Ta	38,748	38,300	38,300	0	0.00%	
	500 Operational Expense	56,783	61,720	61,720	0	0.00%	
001-1800-400-6101	City Hall/ Contractual Service	2,642	2,604	2,604	0	0.00%	
	510 Contract/Profess Services	2,642	2,604	2,604	0	0.00%	

Performing Arts Center

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-6210-300-3850	PAC/ Rental Adminssions	5,142	13,200	10,000	(3,200)	-24.24%	
001-6210-300-3860	Theatre /Theatre Admissions	138,027	0	0	0		
001-6210-300-3865	Pac/Box Office Fees/Misc	20,918	24,000	0	(24,000)	-100.00%	
001-6210-300-3875	PAC/ Rentals	142,080	150,000	140,000	(10,000)	-6.67%	
001-6210-300-3890	Pac /Concessions	22,100	11,500	11,500	0	0.00%	
001-6211-300-3890	Pac/Pasco /Concessions	848	0	0	0		
001-6215-300-3850	Pac/Rental /Admissions	0	5,000	0	(5,000)	-100.00%	
	340 Charges for Services	329,114	203,700	161,500	(42,200)	-20.72%	
001-6210-300-3930	Theatre-Donations/Fund Rsr	1,792	1,000	53,137	52,137	5213.70%	
	370 Donations & Misc	1,792	1,000	53,137	52,137	5213.70%	
001-6210-400-4101	Theatre / F/T Salaries	174,628	163,308	172,952	9,644	5.91%	
001-6210-400-4201	Theatre /P/T Salar	68,225	58,000	145,474	87,474	150.82%	
001-6210-400-4401	Theatre /Overtime Sal	402	0	0	0		
001-6210-400-4520	Theatre /Other Payroll	687	687	5,878	5,191	755.60%	6
001-6210-400-4901	Theatre /Pers/Employer	40,755	41,725	68,336	26,611	63.78%	
001-6210-400-4920	Theatre /Health Ins/BI	0	28,310	44,604	16,294	57.56%	
001-6210-400-4921	Theatre /Medical Insur	26,228	0	0	0		
001-6210-400-4923	Theatre /Eye Care	330	449	714	265	59.02%	
001-6210-400-4924	Theatre /Dental Care	2,123	2,188	3,283	1,095	50.05%	
001-6210-400-4925	Theatre /Medicare	3,537	2,377	4,707	2,330	98.02%	
001-6210-400-4930	Theatre /Life Ins/Sala	278	254	420	166	65.35%	
001-6210-400-4931	Theatre / LTD	644	642	883	241	37.54%	
001-6210-400-4932	Theatre/STD	315	314	433	119	37.90%	
001-6210-400-4933	Theatre /EAP	176	210	165	(45)	-21.43%	
001-6210-400-4934	Theatre /EDD	3,838	6,000	4,000	(2,000)	-33.33%	
001-6210-400-6422	PAC/Workers' Comp	10,921	12,580	14,558	1,978	15.72%	
	400 Salaries & Benefits	333,087	317,044	466,407	149,363	47.11%	
001-6210-400-5100	Theatre /Office Supplie	1,644	1,700	1,700	0	0.00%	
001-6210-400-5120	Theatre /Box Offic	1,811	2,500	2,500	0	0.00%	1
001-6210-400-5130	Pac /Postage	4,831	0	2,000	2,000		
001-6210-400-5150	Pac/Admin /Bank Charges	3,648	5,000	5,000	0	0.00%	
001-6210-400-5210	Theatre /Spec. Departm	3,714	4,700	4,700	0	0.00%	2
001-6210-400-5240	Pac /Marketing	26,639	1,000	7,000	6,000	600.00%	3

Performing Arts Center

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-6210-400-5260	Pac /Dues & Subscr	367	310	310	0	0.00%	
001-6210-400-5280	Pac /Concessions	8,038	7,000	7,000	0	0.00%	
001-6210-400-5330	Pac/ Licensing	10,247	10,000	10,000	0	0.00%	4
001-6210-400-5340	Pac /Off. Equipmen	0	0	2,000	2,000		
001-6210-400-6310	Pac/Admin /Rent/Lease/Tax	4,979	4,500	4,500	0	0.00%	
001-6210-400-6712	Pac /Front House/P	239	600	600	0	0.00%	5
001-6210-400-6820	Pac /Production	97,119	0	4,000	4,000		
001-6211-400-5100	Pac/Present. /Office Supplie	12	0	0	0		
001-6211-400-6820	Pac/Pasco /Production	2,228	0	0	0		
	500 Operational Expense	165,517	37,310	51,310	14,000	37.52%	
001-6210-400-6101	Pac /Contractual S	696	0	7,000	7,000		
001-6210-400-6210	Theatre/Recruitment	315	0	0	0		
	510 Contract/Profess Services	1,011	0	7,000	7,000		
001-6210-400-6424	PAC - IT Services	11,304	13,175	26,957	13,782	104.61%	
	520 Information Technology	11,304	13,175	26,957	13,782	104.61%	
001-6210-400-5270	Pac /Gas & Oil	486	1,400	1,400	0	0.00%	
001-6210-400-5320	Pac /Vehicle Repai	361	0	0	0		
001-6210-400-6426	PAC/ Fleet Services	0	0	1,879	1,879		
	530 Vehicle Expenses	848	1,400	3,279	1,879	134.21%	
001-6210-400-5310	Pac /Facility Repa	32,340	18,500	18,500	0	0.00%	
001-6210-400-6423	Pac/Liability/Property	19,440	22,289	20,259	(2,030)	-9.11%	
	540 Facilities	51,779	40,789	38,759	(2,030)	-4.98%	
					0		
001-6210-400-5220	Pac /Heat/Light/Po	53,673	30,000	50,500	20,500	68.33%	
001-6210-400-5221	PAC/ Water	0	0	1,900	1,900		
001-6210-400-5230	Pac /Telephone	862	1,400	1,400	0	0.00%	
001-6210-400-5231	Pac/Admin /Cellular Phone	211	0	0	0		
	550 Utilities	54,747	31,400	53,800	22,400	71.34%	
001-6210-400-5400	One-Time Expenditures	0	0	2,400	2,400		7
	610 Other Expenses	0	0	2,400	2,400		

Performing Arts Center

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-6210-400-9510	Pac/ Capital Equip over \$5,000	0	200	11,900	11,700	5850.00%	8
	620 Capital Outlay	0	200	11,900	11,700	5850.00%	
001-6210-300-3990	Pac/Admin /Transfers In	2,986	5,000	0	(5,000)	-100.00%	
001-6210-300-7430	Trans In fr PAC Endowment Fd	0	0	12,700	12,700		
	700 Transfers In	2,986	5,000	12,700	7,700	154.00%	
Revenue Total		333,892	209,700	227,337	17,637	8.41%	
Expenditure Total		618,293	441,318	661,812	220,494	49.96%	
Net Cost to General Fund		(284,401)	(231,618)	(434,475)	(202,857)	87.58%	

Budget Detail

Performing Arts Center Justification

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
1	001-6210-400-5120	PAC/Box Office Supplies	2,500	2,500
		Thermal ticket stock		
		Printed ticket envelopes		
2	001-6210-400-5210	PAC/Special Department Supplies	4,700	4,700
		Theatrical equipment repair/replacement:		
		Lighting instrument repairs, bulb replacement, cable repair and replacement,		
		stage hardware, tape		
		Microphone repair and replacement		
		Hand/Power tool replacements		
		Set construction materials		
		Rentals (specialty lighting & sound equipment)		
3	001-6210-400-5240	PAC/Marketing	7,000	1,000
		Media Advertising (<i>newspaper and online</i>)		
		Printed Materials (flyers, banners, postcards, posters)		
		Fundraising expenses		
		12,000		
4	001-6210-400-5330	PAC/Licensing Fees	10,000	10,000
		Ticketing system - Tickets.com license fees & support		
		Alcohol (ABC license), food		
5	001-6210-400-6712	PAC/Front of House	600	600
		Table cloths, batteries, volunteer name tags, table decorations, hearing devices		

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
6	001-6210-400-4520	Theatre /Other Payroll	5,878	687
		3% one-time payment per labor MOAs; Administrative Leave payoff		
7	001-6210-400-5400	One-Time Expenditures	2,400	-
		Travel Expenses for Training		
		Haze machine		
		Power Tool Replacement		
8	001-6210-400-9510	Capital Expenditures	11,900	200
		Genie DC Aerial Lift - One Time Expenditure \$11,700		
		Other		

Production Summary

Account Number	Description	FY 13-14 Actual	FY 14-15	FY 15-16	\$ Change	% Change	See Item #
			Adopted Budget	Proposed Budget			
001-P600-300-3860	Production/Theatre Admissions	0	297,620	259,550	(38,070)	-12.79%	
001-P600-300-3865	Product/Box Office Fees/Others	0	24,120	21,600	(2,520)	-10.45%	
001-P600-300-3890	Production/Concessions	0	14,500	15,500	1,000	6.90%	
	340 Charges for Services	0	336,240	296,650	(39,590)	-11.77%	
001-P600-400-4201	Production/Part-Time	10,147	43,000	44,600	1,600	3.72%	
001-P600-400-4925	Production/Medicare	147	0	647	647		
	400 Salaries & Benefits	10,294	43,000	45,247	2,247	5.23%	
001-P600-400-5130	Production/Postage	0	9,300	9,100	(200)	-2.15%	
001-P600-400-5210	Producti/Special Dept Supplies	542	10,300	8,800	(1,500)	-14.56%	
001-P600-400-5240	Productions/Marketing	4,674	24,000	28,000	4,000	16.67%	
001-P600-400-6820	Productions/Production	9,660	165,650	161,000	(4,650)	-2.81%	
	500 Operational Expense	14,876	209,250	206,900	(2,350)	-1.12%	
001-P600-400-5220	Productions/Heat/Light/Pwer	0	20,000	0	(20,000)	-100.00%	
	550 Utilities	0	20,000	0	(20,000)	-100.00%	
Revenue Total		0	336,240	296,650	(39,590)	-11.77%	
Expenditure Total		25,170	272,250	252,147	(20,103)	-7.38%	
Net Cost to General Fund		(25,170)	63,990	44,503	(19,487)	-30.45%	

Other General Government - City Hall

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1800-300-3622	City Hall/ CAP Rev	0	0	88,792	88,792		
	341 CAP Revenue	0	0	88,792	88,792		
001-1800-400-4101	City Hall /Salaries	19,661	20,302	13,052	(7,250)	-35.71%	
001-1800-400-4110	City Hall /Longevity	1,022	1,088	359	(729)	-67.00%	
001-1800-400-4150	City Hall/ Standby - Weeknight	180	0	350	350		
001-1800-400-4151	City Hall/Stand-by Week	232	0	240	240		
001-1800-400-4401	City Hall/Overtime Salary	474	0	825	825		
001-1800-400-4512	City Hall /Educational St	619	659	471	(188)	-28.53%	
001-1800-400-4520	City Hall/Other Payroll	0	0	418	418		1
001-1800-400-4901	City Hall /Pers/Emplo	5,200	5,634	3,728	(1,906)	-33.83%	
001-1800-400-4905	City Hall /Alt Ben Pro	211	210	210	0	0.00%	
001-1800-400-4908	City Hall /RHS Plan	45	0	60	60		
001-1800-400-4920	City Hall /Health Ins/	0	3,174	1,989	(1,185)	-37.33%	
001-1800-400-4921	City Hall / Medical Insur	2,898	0	0	0		
001-1800-400-4923	City Hall /Eye Care	64	817	78	(739)	-90.45%	
001-1800-400-4924	City Hall /Dental Car	371	328	219	(109)	-33.23%	
001-1800-400-4925	City Hall /Medicare	196	201	210	9	4.48%	
001-1800-400-4930	City Hall /Life Ins/S	42	38	28	(10)	-26.32%	
001-1800-400-4931	City Hall /LTD	109	112	73	(39)	-34.82%	
001-1800-400-4932	City Hall /STD	54	55	37	(18)	-32.73%	
001-1800-400-4933	City Hall /EAP	15	18	11	(7)	-38.89%	
001-1800-400-6422	City Hall/ Workers Comp	0	0	746	746		
	400 Salaries & Benefits	31,391	32,636	23,104	(9,532)	-29.21%	
001-1800-400-5100	City Hall /Office Supplies	7,763	10,000	10,000	0	0.00%	
001-1800-400-5130	City Hall /Postage	9,744	12,420	12,420	0	0.00%	
001-1800-400-5210	City Hall /Spec. Departm	528	1,000	1,000	0	0.00%	2
001-1800-400-6310	City Hall /Rent/Lease/Ta	38,748	38,300	38,300	0	0.00%	
	500 Operational Expense	56,783	61,720	61,720	0	0.00%	
001-1800-400-6101	City Hall/ Contractual Service	2,642	2,604	2,604	0	0.00%	
	510 Contract/Profess Services	2,642	2,604	2,604	0	0.00%	

Other General Government - City Hall

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1800-400-5310	City Hall /Bldg/Facilty	27,069	27,175	27,175	0	0.00%	3
001-1800-400-5313	City Hall /Fac Maint Non-Capit	2,270	13,000	13,000	0	0.00%	
001-1800-400-6423	City Hall/ Liab & Property Ins	23,131	24,094	21,900	(2,194)	-9.11%	
	540 Facilities	52,470	64,269	62,075	(2,194)	-3.41%	
001-1800-400-5220	City Hall /Heat/Light/Po	42,350	45,000	45,000	0	0.00%	
001-1800-400-5230	City Hall /Telephone	17,385	20,000	20,000	0	0.00%	
	550 Utilities	59,735	65,000	65,000	0	0.00%	
001-1800-400-9300	City Hall/Improve over \$5K	0	0	50,000	50,000		
	620 Capital Outlay	0	0	50,000	50,000		
001-1800-400-8230	Transfer to 1999 COPS DS fund	82,122	343,318	0	(343,318)	-100.00%	
	800 Transfers Out	82,122	343,318	0	(343,318)	-100.00%	
Revenue Total		0	0	88,792	88,792		
Expenditure Total		285,144	569,547	264,503	(305,044)	-53.56%	
General Fund Net Cost		(285,144)	(569,547)	(175,711)	393,836	-69.15%	

Other General Government - City Hall

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1800-400-5310	City Hall /Bldg/Facilty	27,069	27,175	27,175	0	0.00%	3
001-1800-400-5313	City Hall /Fac Maint Non-Capit	2,270	13,000	13,000	0	0.00%	
001-1800-400-6423	City Hall/ Liab & Property Ins	23,131	24,094	21,900	(2,194)	-9.11%	
	540 Facilities	52,470	64,269	62,075	(2,194)	-3.41%	
001-1800-400-5220	City Hall /Heat/Light/Po	42,350	45,000	45,000	0	0.00%	
001-1800-400-5230	City Hall /Telephone	17,385	20,000	20,000	0	0.00%	
	550 Utilities	59,735	65,000	65,000	0	0.00%	
001-1800-400-9300	City Hall/Improve over \$5K	0	0	50,000	50,000		
	620 Capital Outlay	0	0	50,000	50,000		
001-1800-400-8230	Transfer to 1999 COPS DS fund	82,122	343,318	0	(343,318)	-100.00%	
	800 Transfers Out	82,122	343,318	0	(343,318)	-100.00%	
Revenue Total		0	0	88,792	88,792		
Expenditure Total		285,144	569,547	264,503	(305,044)	-53.56%	
General Fund Net Cost		(285,144)	(569,547)	(175,711)	393,836	-69.15%	

Other General Government - City Hall Annex

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1810-300-3455	OADS Annex Lease	25,332	25,332	25,332	0	0.00%	
	330 Interest & rentals	25,332	25,332	25,332	0	0.00%	
001-1810-300-3622	CH Annex / CAP Revenue	0	0	12,211	12,211		
	341 CAP Revenue	0	0	12,211	12,211		
001-1810-400-5220	City Hall Annex /Heat/Light/Po	15,218	17,000	15,500	(1,500)	-8.82%	
001-1810-400-5310	City Hall Annex /Bldg/Facilty	4,449	4,500	4,500	0	0.00%	
001-1810-400-5313	City Hall Annex/Fac Maint/Non-	120	0	5,150	5,150		
	550 Utilities	19,787	21,500	25,150	3,650	16.98%	
001-1810-400-9300	Annex Improvements	0	0	20,000	20,000		
	620 Capital Outlay	0	0	20,000	20,000		
001-1810-300-7640	Trans In fr Infra Servr Rm AC	0	0	20,000	20,000		
	700 Transfers In	0	0	20,000	20,000		
Revenue Total		25,332	25,332	57,543	32,211		
Expenditure Total		19,787	21,500	45,150	23,650	110.00%	
General Fund Net Cost		5,545	3,832	12,393	8,561	223.41%	

Other General Government - Non-Departmental

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1900-300-3010	Secured Property Taxes - Curr	2,540,235	2,724,280	2,900,000	175,720	6.45%	
001-1900-300-3011	Suppl Secured Prop Tax Current	123,440	0	0	0		
001-1900-300-3020	Unsecured Prop Tax Current	138,653	152,599	150,000	(2,599)	-1.70%	
001-1900-300-3030	Hoptr - Home Owner Prop Tx Rel	40,392	40,000	40,000	0	0.00%	
001-1900-300-3060	RPTTF ROPS Resid Dist	1,032,800	468,000	200,000	(268,000)	-57.26%	
001-1900-300-3110	Real Prop Transfer Tax	131,308	100,000	114,500	14,500	14.50%	
001-1900-300-3120	General Sales Tax	5,219,669	5,197,000	7,400,000	2,203,000	42.39%	
001-1900-300-3122	Sales Tax In Lieu	1,753,741	1,865,000	0	(1,865,000)	-100.00%	
001-1900-300-3123	Sales Tax Measure E and A	3,567,649	3,632,000	3,639,300	7,300	0.20%	
001-1900-300-3130	Transit Occupancy Tax	2,814,059	2,600,000	2,900,000	300,000	11.54%	
001-1900-300-3140	PG & E Franchise Fees	385,180	358,000	380,000	22,000	6.15%	
001-1900-300-3141	AT&T Brdbnd/Cable TV Franchise	562,651	549,000	560,000	11,000	2.00%	
001-1900-300-3142	GF Refuse Franchise Fees	1,033,971	1,050,000	1,050,000	0	0.00%	
	310 Taxes	19,343,750	18,735,879	19,333,800	597,921	3.19%	
001-1900-300-3510	In Lieu MVLF Swap (Semi-Annul)	2,729,406	2,757,000	2,900,000	143,000	5.19%	
001-1900-300-3511	State MVLF Annual Excess	18,412	0	18,000	18,000		
001-1900-300-3550	State Grants	14,289	0	0	0		
001-1900-300-3570	Other Grants	15,244	0	0	0		
001-1900-300-3583	Mandated Cost Reimb	5,984	0	0	0		
001-1900-300-3592	Misc Rev fr Other Agencies	680	0	0	0		
	320 Intergovernmental	2,784,014	2,757,000	2,918,000	161,000	5.84%	
001-1900-300-3410	Gen Fun Allocated Interest	32,925	5,000	15,000	10,000	200.00%	
001-1900-300-3411	GF Dedicated Interest Income	20,382	0	10,000	10,000		
001-1900-300-3445	Digital Freeway Sign Revenue	150,000	180,000	180,000	0	0.00%	
001-1900-300-3460	Rental Inc-Alt Educat School	5,435	5,412	5,526	114	2.11%	
	330 Interest & rentals	208,742	190,412	210,526	20,114	10.56%	
001-1900-300-3250	Parking Permit - Residential	1,610	0	0	0		
001-1900-300-3620	Misc Filing & Cert Fees	50	0	0	0		
001-1900-300-3645	Admin Hearing Fee	200	0	0	0		
001-1900-300-3651	Sale of Maps, Minutes, Etc	19	100	0	(100)	-100.00%	
001-1900-300-3652	Sale of Computer Lists	0	100	0	(100)	-100.00%	
	340 Charges for Services	1,879	200	0	(200)	-100.00%	

Other General Government - Non-Departmental

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1900-300-3622	Non-Deptml/ CAP Revenue	0	0	64,370	64,370		
	341 CAP Revenue	0	0	64,370	64,370		
					0		
001-1900-300-3224	Disability Access Fee	2,346	0	0	0		
	350 License, permits & fees	2,346	0	0	0		
001-1900-300-3940	Other Income	505,509	50,000	20,000	(30,000)	-60.00%	
001-1900-300-3950	Misc Insurance Recovery	12,074	10,000	0	(10,000)	-100.00%	
	370 Donations & Misc	517,583	60,000	20,000	(40,000)	-66.67%	
001-1900-400-4989	Non-Depmt'l /Pers Contribution	0	0	5,000,000	5,000,000		
	400 Salaries & Benefits	0	0	5,000,000	5,000,000		
001-1900-400-5222	Non Deptmt'l/ Contingency	0	0	100,000	100,000		
	500 Operational Expense	0	0	100,000	100,000		
001-1900-400-6101	Non-Deptmental - Cont Svcs	1,529,199	0	100,000	100,000		
001-1900-400-6106	Cost Allocation Consultant	33,774	20,000	0	(20,000)	-100.00%	
001-1900-400-6120	Non-Department /Audit Fees	75,201	71,055	0	(71,055)	-100.00%	
001-1900-400-6203	Prop Tax Admin Fee	42,562	50,000	50,000	0	0.00%	
	510 Contract/Profess Services	1,680,736	141,055	150,000	8,945	6.34%	
001-1900-400-6420	Non-Department /Self-Insured	8,858	20,000	20,000	0	0.00%	
001-1900-400-6423	Ins Liab/ Prop/ Deductible	0	0	50,625	50,625		
	540 Facilities	8,858	20,000	70,625	50,625	253.13%	
001-1900-400-5400	One-Time Expenditures	0	0	40,000	40,000		4
	610 Other Expenses	0	0	40,000	40,000		
001-1900-300-7176	Transfer In fr Casino Mit Fund	0	0	0	0		
001-1900-300-7184	Trans In fr Casino Supplmetl	0	0	5,000,000	5,000,000		
001-1900-300-7610	Transfer In fr IT Fund	0	0	0	0		
	700 Transfers In	0	0	5,000,000	5,000,000		

Other General Government - Non-Departmental

Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1900-400-8100	Transfer Out	3,113,569	0	0	0		
001-1900-400-8630	Transfer Out to Fleet	0	0	14,000	14,000		
001-1900-400-8640	Trans Out to Infrastructure Fd	0	0	716,000	716,000		
001-1900-400-8911	Trans Out to Housing	0	0	65,000	65,000		
	800 Transfers Out	3,113,569	0	795,000	795,000		
Revenue Total		22,858,314	21,743,491	27,546,696	5,803,205	26.69%	
Expenditure Total		4,803,164	161,055	6,155,625	5,994,570	3722.06%	
General Fund Net Cost		18,055,151	21,582,436	21,391,071	(191,365)	-0.89%	

Other General Government - Retiree Medical

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
001-1910-400-4918	Ret Med \$500 Monthly Reimb	0	0	108,000	108,000		
001-1910-400-4920	Ret Med /Health Ins/Blue X	557,323	650,000	580,000	(70,000)	-10.77%	
001-1910-400-4921	Ret Med /Med Ins/ Kaiser	515,797	550,000	490,000	(60,000)	-10.91%	
001-1910-400-4922	Ret Med /Med Ins/ Hartford	309,582	339,000	260,000	(79,000)	-23.30%	
001-1910-400-4923	Ret Med /Eye Care	20,069	21,000	32,000	11,000	52.38%	
001-1910-400-4924	Ret Med /Dental Care	143,440	135,000	158,000	23,000	17.04%	
001-1910-400-4930	Ret Med /Life Ins/Sala	12,085	14,000	16,000	2,000	14.29%	
001-1910-400-4933	Ret Med/EAP	(204)	0	200	200		
001-1910-400-4970	Ret Med/Management Me	72,950	85,000	90,000	5,000	5.88%	
001-1910-400-4988	Retiree Medical Buyout	0	0	0	0		
	400 Salaries & Benefits	1,631,042	1,794,000	1,734,200	(59,800)	-3.33%	
001-1910-400-4989	Ret Med CEBRT Contributions	0	0	300,000	300,000		
	645 Retiree Med CEBRT Contrib	0	0	300,000	300,000		
001-1910-300-7510	Trans In fr WW Ret Med	0	0	91,000	91,000		
001-1910-300-7511	Trans In fr Wtr Ret Med	0	0	159,000	159,000		
	700 Transfers In	0	0	250,000	250,000		
001-1910-400-8100	Ret Med Transfers out	0	300,000	0	(300,000)	-100.00%	
	800 Transfers Out	0	300,000	0	(300,000)	-100.00%	
Revenue Total		0	0	250,000	250,000		
Expenditure Total		1,631,042	2,094,000	2,034,200	(59,800)	-2.86%	
General Fund Net Cost		(1,631,042)	(2,094,000)	(1,784,200)	309,800	-14.79%	

Budget Detail
Other General Government - City Hall Budget Justification

Item	Account	Description	FY 15-16 Proposed Budget	FY 14-15 Adopted Budget
1	001-1800-400-4520	City Hall /Other Payroll 3% one-time payment per labor MOAs; Administrative Leave payoff	418	-
2	001-1800-400-5210	City Hall /Spec. Departm Toner Cartridge Copier Machine repairs Lamps, Filters	1,000	1,000
3	001-1800-400-5310	City Hall /Bldg/Facility Janitorial Service (CH) Janitorial Supplies Pest Control Maintenance Alarm Services/Monitor Elevator Repair/Services Coffee Service Shredding Services Mats Services One time City Hall Service Calls	27,175	27,175
4	001-1900-400-5400	One-Time Expenditure ADA Transition Plan and Self-Evaluation Certificates	40,000	-

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SPECIAL REVENUE FUNDS
2015-2016 PROPOSED BUDGETS

	Alcohol Beverage Sales Ordinance	Abandoned Vehicle Abatement	Traffic Safety	General Plan Maintenance	Spay and Neuter	Federal Asset Forfeiture
PROJECTED FUND BALANCE AS OF 6-30-15	\$ 88,953	\$ 370,886	\$ 137,217	\$ 417,408	\$ 51,994	\$ 18,168
<u>SOURCES</u>						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-	-
Interest and rentals	75	-	100	200	50	-
Charges for services	-	120,000	-	-	-	-
Licenses, permit and fees	26,750	-	-	20,000	10,140	-
Fines, forfeitures & penalties	-	-	105,500	-	-	-
Donations and miscellaneous	-	-	-	-	-	-
TOTAL SOURCES	\$ 26,825	\$ 120,000	\$ 105,600	\$ 20,200	\$ 10,190	\$ -
<u>EXPENDITURES</u>						
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operational Expenses	34,581	97,044	8,000	182,925	11,000	-
Contractual/Professional Svc	-	-	-	-	-	-
Information Technology	-	-	-	-	-	-
Facilities	-	-	-	-	-	-
Transfers Out	-	-	200,000	-	-	18,168
TOTAL EXPENDITURES	\$ 34,581	\$ 97,044	\$ 208,000	\$ 182,925	\$ 11,000	\$ 18,168
INCREASE (USE) OF FUND BALANCE	\$ (7,756)	\$ 22,956	\$ (102,400)	\$ (162,725)	\$ (810)	\$ (18,168)
PROJECTED FUND BALANCE AS OF 6-30-16	\$ 81,197	\$ 393,842	\$ 34,817	\$ 254,683	\$ 51,184	\$ -

**SPECIAL REVENUE FUNDS
2015-2016 PROPOSED BUDGETS**

	State Asset Forfeiture	PAC Capital Facility	Sports Center Capital Facility	Water Development Improvement	Special Sewer Connection	Refuse Road Impact Fee
PROJECTED FUND BALANCE AS OF 6-30-15	\$ 233,820	\$ 10,000	\$ 36,500	\$ 411,227	\$ 7,161	\$ 435,788
<u>SOURCES</u>						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-	-
Interest and rentals	-	-	-	-	-	-
Charges for services	-	10,000	36,500	-	-	-
Licenses, permit and fees	-	-	-	-	-	379,786
Fines, forfeitures & penalties	-	-	-	-	-	-
Donations and miscellaneous	-	-	-	-	-	-
TOTAL SOURCES	\$ -	\$ 10,000	\$ 36,500	\$ -	\$ -	\$ 379,786
<u>EXPENDITURES</u>						
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operational Expenses	-	-	-	-	-	175,000
Contractual/Professional Svc	-	-	-	-	-	-
Information Technology	-	-	-	-	-	-
Facilities	-	-	-	-	-	-
Transfers Out	96,832	-	-	-	3,280	250,000
TOTAL EXPENDITURES	\$ 96,832	\$ -	\$ -	\$ -	\$ 3,280	\$ 425,000
INCREASE (USE) OF FUND BALANCE	\$ (96,832)	\$ 10,000	\$ 36,500	\$ -	\$ (3,280)	\$ (45,214)
PROJECTED FUND BALANCE AS OF 6-30-16	\$ 136,988	\$ 20,000	\$ 73,000	\$ 411,227	\$ 3,881	\$ 390,574

**SPECIAL REVENUE FUNDS
2015-2016 PROPOSED BUDGETS**

	State Gasoline Tax	State Gasoline Tax- Admin	Measure M Traffic	Proposition 1B	Traffic Signal Fee	Capital Outlay
PROJECTED FUND BALANCE AS OF 6-30-15	\$ 864,818	\$ 6,065	\$ 75,934	\$ 42	\$ 1,267,466	\$ (71)
<u>SOURCES</u>						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	922,130	6,000	266,782	-	-	-
Interest and rentals	-	-	-	-	-	100
Charges for services	-	-	-	-	-	-
Licenses, permit and fees	-	-	-	-	-	-
Fines, forfeitures & penalties	-	-	-	-	-	-
Donations and miscellaneous	-	-	-	-	-	-
TOTAL SOURCES	\$ 922,130	\$ 6,000	\$ 266,782	\$ -	\$ -	\$ 100
<u>EXPENDITURES</u>						
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operational Expenses	580,000	6,000	-	-	-	-
Contractual/Professional Svc	46,000	-	-	-	-	-
Information Technology	-	-	-	-	-	-
Facilities	-	-	-	-	-	-
Transfers Out	200,000	-	263,085	-	-	-
TOTAL EXPENDITURES	\$ 826,000	\$ 6,000	\$ 263,085	\$ -	\$ -	\$ -
INCREASE (USE) OF FUND BALANCE	\$ 96,130	\$ -	\$ 3,697	\$ -	\$ -	\$ 100
PROJECTED FUND BALANCE AS OF 6-30-16	\$ 960,948	\$ 6,065	\$ 79,631	\$ 42	\$ 1,267,466	\$ 29

**SPECIAL REVENUE FUNDS
2015-2016 PROPOSED BUDGETS**

	PFF 3% Admin Fee	Public Facilities Financing Plan Fee	Special Law Enforcement	DIVCA PEG Fee	Traffic Congestion Relief	Casino Casino SEA
PROJECTED FUND BALANCE AS OF 6-30-15	\$ 579,092	\$ 2,480,253	\$ 115,376	\$ 251,610	\$ 180,346	\$ 167,159
<u>SOURCES</u>						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	100,000	-	-	-
Interest and rentals	-	-	-	-	-	-
Charges for services	-	-	-	-	-	-
Licenses, permit and fees	287,878	9,595,932	-	85,000	-	-
Fines, forfeitures & penalties	-	-	-	-	-	-
Donations and miscellaneous	-	-	-	-	-	517,791
TOTAL SOURCES	\$ 287,878	\$ 9,595,932	\$ 100,000	\$ 85,000	\$ -	\$ 517,791
<u>EXPENDITURES</u>						
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operational Expenses	66,142	-	100,000	-	-	517,791
Contractual/Professional Svc	-	-	-	-	-	-
Information Technology	-	-	-	-	-	-
Facilities	-	-	-	-	-	-
Transfers Out	-	7,864,000	-	100,000	-	-
TOTAL EXPENDITURES	\$ 66,142	\$ 7,864,000	\$ 100,000	\$ 100,000	\$ -	\$ 517,791
INCREASE (USE) OF FUND BALANCE	\$ 221,736	\$ 1,731,932	\$ -	\$ (15,000)	\$ -	\$ -
PROJECTED FUND BALANCE AS OF 6-30-16	\$ 800,828	\$ 4,212,185	\$ 115,376	\$ 236,610	\$ 180,346	\$ 167,159

**SPECIAL REVENUE FUNDS
2015-2016 PROPOSED BUDGETS**

	Casino Mitigation One-Time Funding	Casino Wilfred Maintenance JEPA	Casino Public Safety Building	Casino Traffic Impact	Measure M Fire Assessment	Casino Problem Gambling
PROJECTED FUND BALANCE AS OF 6-30-15	\$ -	\$ 576,280	\$ (17,338)	\$ -	\$ 100,010	\$ 158,870
<u>SOURCES</u>						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ 618,000	\$ -
Intergovernmental	-	-	-	-	-	-
Interest and rentals	-	-	-	-	-	-
Charges for services	-	-	-	-	-	-
Licenses, permit and fees	-	-	-	-	-	-
Fines, forfeitures & penalties	-	-	-	-	-	-
Donations and miscellaneous	-	303,463	1,875,000	-	-	129,448
TOTAL SOURCES	\$ -	\$ 303,463	\$ 1,875,000	\$ -	\$ 618,000	\$ 129,448
<u>EXPENDITURES</u>						
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operational Expenses	-	126,404	-	-	618,000	-
Contractual/Professional Svc	-	-	-	-	-	129,448
Information Technology	-	-	-	-	-	-
Facilities	-	-	-	-	-	-
Transfers Out	-	-	200,000	-	-	-
TOTAL EXPENDITURES	\$ -	\$ 126,404	\$ 200,000	\$ -	\$ 618,000	\$ 129,448
INCREASE (USE) OF FUND BALANCE	\$ -	\$ 177,059	\$ 1,675,000	\$ -	\$ -	\$ -
PROJECTED FUND BALANCE AS OF 6-30-16	\$ -	\$ 753,339	\$ 1,657,662	\$ -	\$ 100,010	\$ 158,870

**SPECIAL REVENUE FUNDS
2015-2016 PROPOSED BUDGETS**

	Casino Waterway	Casino Recurring Public Service	Casino Mitigation Recurring Supplemental	Casino City Vehicle	Copeland Creek Drainage	Community Facilities District Assessment
PROJECTED FUND BALANCE AS OF 6-30-15	\$ 63,547	\$ 1,272,291	\$ 1,841,711	\$ -	\$ 54,092	\$ -
<u>SOURCES</u>						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-	-
Interest and rentals	-	-	-	-	-	-
Charges for services	-	-	-	-	-	-
Licenses, permit and fees	-	-	-	-	-	54,373
Fines, forfeitures & penalties	-	-	-	-	-	-
Donations and miscellaneous	51,777	2,453,295	5,177,913	410,000	-	-
TOTAL SOURCES	\$ 51,777	\$ 2,453,295	\$ 5,177,913	\$ 410,000	\$ -	\$ 54,373
<u>EXPENDITURES</u>						
Salaries and Benefits	\$ 12,269	\$ 259,876	\$ -	\$ -	\$ -	\$ -
Operational Expenses	-	1,060,146	-	-	-	-
Contractual/Professional Svc	41,000	190,000	-	-	-	-
Information Technology	-	6,957	-	-	-	-
Facilities	-	12,222	-	-	-	-
Transfers Out	-	-	5,000,000	135,000	-	30,000
TOTAL EXPENDITURES	\$ 53,269	\$ 1,529,201	\$ 5,000,000	\$ 135,000	\$ -	\$ 30,000
INCREASE (USE) OF FUND BALANCE	\$ (1,492)	\$ 924,094	\$ 177,913	\$ 275,000	\$ -	\$ 24,373
PROJECTED FUND BALANCE AS OF 6-30-16	\$ 62,055	\$ 2,196,385	\$ 2,019,624	\$ 275,000	\$ 54,092	\$ 24,373

SPECIAL REVENUE FUNDS
2015-2016 PROPOSED BUDGETS

	Spreckels Donation Permanent	Spreckels Endowment Permanent
PROJECTED FUND BALANCE AS OF 6-30-15	<u>\$ 674,388</u>	<u>\$ 500,000</u>
<u>SOURCES</u>		
Taxes	\$ -	\$ -
Intergovernmental	-	-
Interest and rentals	3,300	-
Charges for services	-	-
Licenses, permit and fees	-	-
Fines, forfeitures & penalties	-	-
Donations and miscellaneous	-	-
TOTAL SOURCES	<u>\$ 3,300</u>	<u>\$ -</u>
<u>EXPENDITURES</u>		
Salaries and Benefits	\$ -	\$ -
Operational Expenses	-	-
Contractual/Professional Svc	-	-
Information Technology	-	-
Facilities	-	-
Transfers Out	12,700	-
TOTAL EXPENDITURES	<u>\$ 12,700</u>	<u>\$ -</u>
INCREASE (USE) OF FUND BALANCE	<u>\$ (9,400)</u>	<u>\$ -</u>
PROJECTED FUND BALANCE AS OF 6-30-16	<u><u>\$ 664,988</u></u>	<u><u>\$ 500,000</u></u>

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INFORMATION TECHNOLOGY DEPARTMENT

DEPARTMENT SERVICES MODEL

MANDATED

- Ensure that City complies with State, Federal and Local laws regarding the privacy, security and reliability of its data.
- Ensure data systems meet the City's Records Retention policy and Electronic Media Use Policy

CORE

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

DISCRETIONARY

- Run Public, Educational, Governmental (PEG) Channel
- Assist in maintaining Supervisory Control and Data Acquisition (SCADA) System
- Review of contractual agreements
- Feasibility Studies
- Assist departments with hosted services

REVENUE OR COST REDUCTION OPPORTUNITIES

- Perform feasibility studies on IT services to ensure we are using the most cost-effective approach.
- Assess the potential for IT to improve Department services and/or reduce costs.

MAJOR ACCOMPLISHMENTS COMPLETED IN FISCAL YEAR 2014-2015

- ✓ Upgraded city firewall and security device.
 - Upgraded security to the latest technology available using industry leading next generation firewalls by Palo Alto Networks.
 - Enhanced Virtual Private Networking capability for remote users
- ✓ Upgraded all Public Safety Software including Dispatch and all Mobile Data Computers.
 - Migrated Mobile Computers from slow radio connections to very fast 4G Cellular connections.
- ✓ Refreshed Public Safety Servers and Storage - project Scheduled for June 2015
 - This will increase storage and improve disaster response capacity.
- ✓ Moved IT offices to Public Safety to provide better support and working environment for staff.

- ✓ Improved physical security of IT Server Room
 - Covered windows and glass door with metal plating.
- ✓ Installed remote backup server to improve disaster recovery.
- ✓ Met with department heads to set foundation for better utilizing IT resources.
- ✓ Set up new contract to reduce City Council meeting production costs.

MAJOR GOALS FOR FISCAL YEAR 2015-2016

- GOAL 1: Complete Phase I of Technology Charter to improve IT services, including improving security of IT assets, risk assessment of IT security, development of key policies and practices, and upgrade City website.
- GOAL 2: Review functionality of current systems, identify unmet needs, and develop plan to address the needs.
- GOAL 3: Strengthen administration of IT, including properly funding replacement for IT hardware, assessing staffing and governance, and documenting systems and practices to reduce reliance on one individual.
- GOAL 4: Begin phased replacement of all Cisco switches and routers.
- GOAL 5: Continue improving disaster recovery capabilities.

INFORMATION TECHNOLOGY

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Charges for Services	\$ 715,932	\$ 783,002	\$ 1,008,231	\$ 225,229
Interest Income	136	-	-	-
Miscellaneous Income	5,380	-	-	-
Transfer from Other Funds	53,875	115,000	100,000	(15,000)
TOTAL SOURCES	\$ 775,323	\$ 898,002	\$ 1,108,231	\$ 210,229
EXPENSES				
Salaries and Benefits	\$ 258,512	\$ 272,315	\$ 293,578	\$ 21,263
Operational Expense	272,746	329,750	417,200	87,450
Contractual\Professional Svc	25,710	66,200	91,200	25,000
Information Technology	2,124	4,546	-	(4,546)
Vehicle Expenses	1,909	-	8,050	8,050
Facilities	5,039	7,071	6,427	(644)
Utilities	88,468	103,120	108,120	5,000
Cost Allocation Plan	-	-	82,940	82,940
Capital Outlay	56,934	115,000	100,000	(15,000)
TOTAL EXPENSES	\$ 711,442	\$ 898,002	\$ 1,107,515	\$ 209,513
INCREASE (USE) OF FUND BALANCE	\$ 63,881	\$ -	\$ 716	\$ 716

Information Technology

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
610-0000-300-3410	IT ISF-Int Inc Alloc	136	0	0	0		
	330 Interest & rentals	136	0	0	0		
610-0000-300-3650	IT Charges for Servcies	715,932	783,002	1,008,231	225,229	28.76%	
	340 Charges for Services	715,932	783,002	1,008,231	225,229	28.76%	
					0		
610-0000-300-3940	Miscellaneous Income	5,380	0	0	0		
	370 Donations & Misc	5,380	0	0	0		
610-0000-400-4101	Salaries	139,646	146,844	146,900	56	0.04%	
610-0000-400-4201	Part-Time Salaries	42,744	42,500	55,260	12,760	30.02%	
610-0000-400-4520	Other Payroll-Misc	1,412	835	5,243	4,408	527.90%	1
610-0000-400-4901	Pers/Employer	34,086	37,519	39,444	1,925	5.13%	
610-0000-400-4908	Data Processing/RHS Plan	900	975	1,200	225	23.08%	
610-0000-400-4920	Medical Insurance/Remif	(644)	28,310	28,128	(182)	-0.64%	
610-0000-400-4921	Medical Insurance/Kaise	25,860	0	0	0		
610-0000-400-4923	Eye Care	362	449	476	27	6.01%	
610-0000-400-4924	Dental Care	2,241	2,188	2,189	1	0.05%	
610-0000-400-4925	Medicare	2,665	2,142	3,010	868	40.52%	
610-0000-400-4930	Life Ins/Salary Contin.	278	254	280	26	10.24%	
610-0000-400-4931	LTD Benefit	712	749	750	1	0.13%	
610-0000-400-4932	STD Benefits	348	366	367	1	0.27%	
610-0000-400-4933	I.T/EAP	100	0	110	110		
610-0000-400-4934	I.T/EDD	669	0	30	30		
610-0000-400-6422	Workers Comp	7,134	9,184	10,191	1,007	10.96%	
	400 Salaries & Benefits	258,512	272,315	293,578	21,263	7.81%	

Information Technology

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
610-0000-400-4800	Training & Education	480	550	10,000	9,450	1718.18%	2
610-0000-400-5210	Spec. Departmental Supp	17,961	12,000	12,000	0	0.00%	3
610-0000-400-5260	Dues & Subscriptions	160	2,200	2,700	500	22.73%	4
610-0000-400-5330	Software Maintenance	127,832	164,000	164,000	0	0.00%	5
610-0000-400-5340	Hardware Maintenance	63,046	75,000	152,000	77,000	102.67%	6
610-0000-400-6310	IT/ Equipment Lease	62,668	74,000	74,000	0	0.00%	7
610-0000-400-6600	Travel & Meetings/Mileage	599	2,000	2,500	500	25.00%	8
	500 Operational Expense	272,746	329,750	417,200	87,450	26.52%	
610-0000-400-6101	Contractual Services	25,599	66,200	91,200	25,000	37.76%	9
610-0000-400-6210	IT Recruitment	111	0	0	0		
	510 Contract/Profess Services	25,710	66,200	91,200	25,000	37.76%	
610-0000-400-6424	IT ISF Fees	2,124	4,546	0	(4,546)	-100.00%	
	520 Information Technology	2,124	4,546	0	(4,546)	-100.00%	
610-0000-400-5270	Gas & Oil	629	0	1,500	1,500		
610-0000-400-5320	Vehicle Repairs	1,280	0	0	0		
610-0000-400-6426	IT - Fleet Services	0	0	6,550	6,550		
	530 Vehicle Expenses	1,909	0	8,050	8,050		
610-0000-400-6423	Liabilty/Property Insurance	5,039	7,071	6,427	(644)	-9.11%	
	540 Facilities	5,039	7,071	6,427	(644)	-9.11%	
610-0000-400-5230	Telephone	85,951	100,000	105,000	5,000	5.00%	
610-0000-400-5231	Cellular Phones	2,517	3,120	3,120	0	0.00%	
	550 Utilities	88,468	103,120	108,120	5,000	4.85%	
610-0000-400-6425	Cost Alloc Exp	0	0	82,940	82,940		
	600 Cost Allocation Plan	0	0	82,940	82,940		

Information Technology

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
610-0000-400-9510	I.T/ Capital Equipment	56,934	0	100,000	100,000		10
610-0000-400-9520	Capital - Office Equipment	0	115,000	0	(115,000)	-100.00%	
	620 Capital Outlay	56,934	115,000	100,000	(15,000)	-13.04%	
610-0000-300-3990	Transfers In	53,875	115,000	0	(115,000)	-100.00%	
610-0000-300-7173	Transfer In from DIVCA PEG Fd	0	0	100,000	100,000		
	700 Transfers In	53,875	115,000	100,000	(15,000)	-13.04%	
Revenue Total		775,323	898,002	1,108,231	210,229	23.41%	
Expense Total		711,442	898,002	1,107,515	209,513	23.33%	
Net Increase (Decrease)		63,881	0	716	716		

Budget Detail

Information Technology Budget Justification

Item	Account	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
1	610-0000-400-4520	Information Technology/Other Payroll	5,243	835
		3% one time payment per labor agreements		
		Administrative leave payout amount		
2	610-0000-400-4800	Information Technology/Training & Edu	10,000	550
		(2) employees online training - Microsoft, Cisco, VMWare		
3	610-0000-400-5210	Information Technology /Spec. Departm	12,000	12,000
		(5) UPS Batteries & Supplies		
		(20) Monitors		
		Specialty Cables for devices		
		Software cost & Emergency Printers		
4	610-0000-400-5260	Information Technology /Dues & Subscr	2,700	2,200
		MISAC (Municipal Information Systems Assc Calif)		
		Info Tech Subscription		

Budget Detail

Information Technology Budget Justification

Item	Account	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
5	610-0000-400-5330	Information Technology /Software Main Microsoft Server and Workstation software licensing/maintenance. McAfee Alerts Spam Filter Very effective Redcondor Antivirus software Adobe Professional Maintenance agreements Springbrook Finance Software Upgrade and Maintenance Software needed for development service and finance (MetroScan) Software needed to maintain city server fleet (VM Ware) Remote Desktop Control and Network Monitoring software	164,000	164,000
6	610-0000-400-5340	Information Technology /Hardware Main Router and Switch maintenance Firewall/ Security Device Upgrade (Technology Project) UPS Maintenance Server Room Access Server Room Annex AC Improvements	152,000	75,000
7	610-0000-400-6310	Information Technology/Equipment Lease Workstation and server leases	74,000	74,000
8	610-0000-400-6600	Information Technology /Travel & Meetings MISAC Conference	2,500	2,000

Budget Detail

Information Technology Budget Justification

Item	Account	Description	FY15-16 Proposed Budget	FY14-15 Adopted Budget
9	610-0000-400-6101	Information Technology /Contractual and Professional Services	91,200	66,200
		Web site and GIS Hosting		
		Granicus		
		Reach Rohnert Park		
		It Risk Assessment		
		Website Redesign		
		PEG Channel PCA		
10	610-0000-400-9510	Information Technology /Capital Outlay Equipment over \$5,000	100,000	-
		Switches UPS		
		New Broadcast Equipment		

FLEET SERVICES

DEPARTMENT SERVICES MODEL

MANDATED

- Best Available Control Technology/Biennial Inspection Terminals Program
- Emissions testing
- Hazardous materials handling/disposal

CORE

- Preventative Maintenance Program
 - Brakes
 - Tires
 - Engine/transmission service
 - Chassis and suspension
 - Code 3 equipment
- Vehicle Repairs
- Vehicle Specifications for Purchasing
- Records – Service and Equipment

MAJOR ACCOMPLISHMENTS COMPLETED IN FISCAL YEAR 2014-15

- ✓ Achieved 100% compliance with all regulatory emission requirements for City Fleet vehicles
- ✓ Updated the comprehensive Vehicle Master Asset and Fleet Service Maintenance Interval List
- ✓ Successfully filled Fleet Services Supervisor and Fleet Services Mechanic

MAJOR GOALS FOR FISCAL YEAR 2015-16

- GOAL 1: Implement Fleet Management software to improve Fleet efficiency
- GOAL 2: Expand automated fuel tracking system for all City Fuel Stations
- GOAL 3: Update equipment and procedures to comply with State and Federal Mobile Vehicle Air Conditioning mandates

FLEET SERVICES

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Charges for Services	\$ 224,784	\$ 462,210	\$ 525,039	\$ 62,829
Interest Income	53	-	-	-
Transfer In	-	-	14,000	14,000
TOTAL SOURCES	\$ 224,837	\$ 462,210	\$ 539,039	\$ 76,829
EXPENSES				
Salaries and Benefits	\$ 129,711	\$ 132,845	\$ 185,755	\$ 52,910
Operational Expense	57,323	19,490	19,490	-
Contractual/ Professional Svc	577	3,480	4,100	620
Information Technology	10,128	14,460	13,740	(720)
Vehicle Expenses	2,822	274,980	278,177	3,197
Facilities	6,259	8,470	8,063	(407)
Utilities	4,342	8,485	8,025	(460)
Cost Allocation Plan	-	-	6,175	6,175
One-Time Expenses	-	-	15,000	15,000
TOTAL EXPENSES	\$ 211,162	\$ 462,210	\$ 538,525	\$ 76,315
INCREASE (USE) OF FUND BALANCE	\$ 13,675	\$ -	\$ 514	\$ 514

Fleet Services

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
630-0000-300-3410	ISF Fleet Interest Inc Alloc	53	0	0	0		
	330 Interest & rentals	53	0	0	0		
630-0000-300-3650	Fleet /Charges for Services	224,784	462,210	525,039	62,829	13.59%	
	340 Charges for Services	224,784	462,210	525,039	62,829	13.59%	
630-0000-400-4101	Fleet/Salaries	81,664	83,482	115,726	32,244	38.62%	1
630-0000-400-4110	Fleet/Longevity	2,568	2,559	0	(2,559)	-100.00%	
630-0000-400-4150	Fleet - Standby Weekend	0	0	2,000	2,000		
630-0000-400-4401	Fleet - OT	1,422	0	0	0		
630-0000-400-4512	Fleet/Education Stipend	2,754	2,734	3,484	750	27.43%	
630-0000-400-4520	Fleet/Other Payroll Exp	0	0	3,578	3,578		2
630-0000-400-4901	Fleet/Pers/Employer	21,233	22,682	32,009	9,327	41.12%	
630-0000-400-4906	Fleet/Alt Ben/Def Comp	0	0	420	420		
630-0000-400-4908	Fleet/RHS	75	0	120	120		
630-0000-400-4920	Fleet/Health Ins/Blue Cross	0	14,066	17,478	3,412	24.26%	
630-0000-400-4921	Fleet/Medical Ins	12,760	0	0	0		
630-0000-400-4923	Fleet/Eye Care	412	280	606	326	116.43%	
630-0000-400-4924	Fleet/Dental Care	1,527	1,368	1,751	383	28.00%	
630-0000-400-4925	Fleet/Medicare	905	869	1,781	912	104.95%	
630-0000-400-4930	Fleet/Life Ins/Sala	171	159	224	65	40.88%	
630-0000-400-4931	Fleet/LTD	444	453	610	157	34.66%	
630-0000-400-4932	Fleet/STD	217	221	298	77	34.84%	
630-0000-400-4933	Fleet/EAP	63	75	88	13	17.33%	
630-0000-400-6422	Fleet/Workers Comp	3,496	3,897	5,582	1,685	43.24%	
	400 Salaries & Benefits	129,711	132,845	185,755	52,910	39.83%	
630-0000-400-4800	Fleet/Training & Education	400	4,600	4,600	0	0.00%	3
630-0000-400-5100	Fleet/Office Supplies	623	250	250	0	0.00%	
630-0000-400-5130	Fleet/Postage & Shipping	25	100	100	0	0.00%	
630-0000-400-5210	Fleet/Spec.Dept.	44,240	500	500	0	0.00%	4

Fleet Services

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
630-0000-400-5251	Fleet/Clothing Allowance	1,786	1,560	1,560	0	0.00%	
630-0000-400-5314	Fleet/Haz Mat Disposal	3,349	7,500	7,500	0	0.00%	5
630-0000-400-5330	Fleet/Software License & Maint	3,759	2,500	2,500	0	0.00%	6
630-0000-400-5350	Fleet/Small Tools	3,141	2,480	2,480	0	0.00%	7
	500 Operational Expense	57,323	19,490	19,490	0	0.00%	
630-0000-400-6101	Fleet/Contractual Services	531	3,480	4,100	620	17.82%	8
630-0000-400-6210	Fleet/Recruitment	46	0	0	0		
	510 Contract/Profess Services	577	3,480	4,100	620	17.82%	
630-0000-400-6424	Fleet Services-IT Svcs	10,128	14,460	13,740	(720)	-4.98%	
	520 Information Technology	10,128	14,460	13,740	(720)	-4.98%	
630-0000-400-5270	Fleet/Vehicle Gas & Oil	1,790	2,800	2,800	0	0.00%	
630-0000-400-5320	Fleet/Vehicle Repair & Maint	1,032	272,180	275,377	3,197	1.17%	
	530 Vehicle Expenses	2,822	274,980	278,177	3,197	1.16%	
					0		
630-0000-400-5310	Fleet/Bldg/Facility Maint	2,273	4,000	4,000	0	0.00%	
630-0000-400-6423	Fleet/Liabilty & Prop Ins	3,986	4,470	4,063	(407)	-9.11%	
	540 Facilities	6,259	8,470	8,063	(407)	-4.81%	
630-0000-400-5220	Fleet/Heat/Light/Power	4,276	4,125	4,125	0	0.00%	9
630-0000-400-5230	Fleet/Telephone	0	3,100	3,100	0	0.00%	
630-0000-400-5231	Fleet/Cell Phone	65	1,260	800	(460)	-36.51%	
	550 Utilities	4,342	8,485	8,025	(460)	-5.42%	
630-0000-400-6425	Cost Alloc Exp	0	0	6,175	6,175		
	600 Cost Allocation Plan	0	0	6,175	6,175		
630-0000-400-5400	One-Time Expenditures	0	0	15,000	15,000		10
	610 Other Expenses	0	0	15,000	15,000		

Fleet Services

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
630-0000-300-7001	Trans In Fr GF	0	0	14,000	14,000		
	700 Transfers In	0	0	14,000	14,000		
Revenue Total		224,837	462,210	539,039	76,829	16.62%	
Expense Total		211,162	462,210	538,525	76,315	16.51%	
Net Increase/(Decrease)		13,675	0	514	514		

Budget Detail

Fleet Services Budget Justification

Item	Account	Description	FY 2015-16 Proposed Budget	FY 2014-15 Adopted Budget
1	630-0000-400-4101	Fleet Services/F/T Salaries Reallocated 0.35 FTE from Public Works 3300 to Fleet	115,726	83,482
2	630-0000-400-4520	Fleet/ Other Payroll Exp. 3% one-time payment per labor MOAs; Administrative Leave payoff	3,578	-
3	630-0000-400-4800	Fleet Services/Training & Education BIT Inspection & Reports - heavy duty vehicles (<i>state mandated</i>) Class B License Testing & Licensing Snap-on Tool Software Update Training (annual) All Data System Training (annual) Lift Platform Training & Records Keeping	4,600	4,600
4	630-0000-400-5210	Fleet Services /Special Department Equipment Personal Protective Equipment (PPE) - UV eye protection, earplugs, ear muffs, dust masks, welding helmets and gloves, work gloves, safety hats, shop aprons	500	500
5	630-0000-400-5314	Fleet Services/Hazardous Materials Solvents, waste oil, waste fuel filters, coolant, fuel, brake fluid, tires, grease sweep, rags, waste batteries (<i>fluids/filters billed as lump-sum item</i>)	7,500	7,500

Budget Detail

Fleet Services Budget Justification

Item	Account	Description	FY 2015-16 Proposed Budget	FY 2014-15 Adopted Budget
6	630-0000-400-5330	Fleet Services/Equipment Maintenance FuelMaster (software, maintenance & license); various diagnostic equipment software updates	2,500	2,500
7	630-0000-400-5350	Fleet Services/Small Tools Mechanics' Hand Tools & Testing Equipment Specialty Tools - for continuously changing fleet as needed for new vehicles Pneumatic & Electric Tool Accessories Lifting equipment accessories.	2,480	2,480
8	630-0000-400-6101	Fleet Services/Contractual Services Heavy-Duty Truck Tire Services (tire installation & repairs) Smog Services - gas (bi-annual) Smog Services - diesel (annual) Towing Services (approximately 8 vehicles/year) Tire Repairs	4,100	3,480
9	630-0000-400-5220	Fleet Services/Heat/Light/Power Electricity & gas supplied to the Shop - 75% of Corp. Yard power usage	4,125	4,125
10	630-0000-400-5400	One-Time Purchase Drive on lift for servicing the new heavier fleet vehicles New tools for newer fleet and equipment	15,000	-

VEHICLE REPLACEMENT FUND

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
<u>SOURCES</u>				
Interest Income	\$ 586	\$ -	\$ -	\$ -
Transfers In	-	257,567	362,760	105,193
TOTAL SOURCES	\$ 586	\$ 257,567	\$ 362,760	\$ 105,193
<u>EXPENSE</u>				
Transfers Out	\$ -	\$ -	\$ 30,000	\$ 30,000
TOTAL EXPENSES	\$ -	\$ -	\$ 30,000	\$ 30,000
INCREASE (USE) OF FUND BALANCE	\$ 586	\$ 257,567	\$ 332,760	\$ 75,193

Vehicle Replacement Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
620-0000-300-3410	Veh Repl ISF-Int Income Alloc	586	0	0	0		
	330 Interest & rentals	586	0	0	0		
620-0000-300-7510	VRF/ Trans In fr Sewer Fd 510	0	55,031	87,282	32,251	58.61%	
620-0000-300-7511	VRF/ Trans In Fr Water Fd 511	0	73,298	83,086	9,788	13.35%	
620-2200-300-7001	VRF/ Trans In Fr GF-PS	0	85,238	132,466	47,228	55.41%	
620-2300-300-7001	VRF/ Transfer In fr GF - Fire	0	36,122	30,809	(5,313)	-14.71%	
620-3420-300-7001	VRF/ Trasnfer In fr GF Streets	0	364	2,828	2,464	676.92%	
620-4001-300-7001	VRF/ Transfer In fr Parks	0	3,514	7,400	3,886	110.59%	
620-5501-300-7001	VRF/ Transfer In fr Senior Ctr	0	0	3,787	3,787		
620-C101-300-7001	Trans In fr GF Casino SEA	0	4,000	10,944	6,944	173.60%	
620-P300-300-7001	Trans In fr GF Wilfrd Main JEP	0	0	4,158	4,158		
	700 Transfers In	0	257,567	362,760	105,193	40.84%	
620-3420-400-8001	Trans Out to Streets for Capit	0	0	30,000	30,000		
	800 Transfers Out	0	0	30,000	30,000		
Revenue Total		586	0	362,760	362,760		
Expense Total		0	0	30,000	30,000		
Net Increase (Decrease)		586	0	332,760	332,760		

INFRASTRUCTURE REPLACEMENT FUND

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
<u>SOURCES</u>				
Transfers In	\$ -	\$ -	\$ 716,000	\$ 716,000
TOTAL SOURCES	\$ -	\$ -	\$ 716,000	\$ 716,000
<u>EXPENSES</u>				
Transfers Out	\$ -	\$ -	\$ 422,000	\$ 422,000
TOTAL EXPENSES	\$ -	\$ -	\$ 422,000	\$ 422,000
INCREASE (USE) OF FUND BALANCE	\$ -	\$ -	\$ 294,000	\$ 294,000

Infrastructure Replacement Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
640-0000-300-7001	Transfer In fr GF	0	0	716,000	716,000		
	700 Transfers In	0	0	716,000	716,000		
640-0000-400-8310	Trans Out to CIP Fund 310	0	0	376,000	376,000		
640-1810-400-8001	Trans Out to GF Sevr Room AC	0	0	20,000	20,000		
640-5810-400-8001	Trans out to GF Sp Ctr	0	0	5,000	5,000		
640-5830-400-8001	Trans out to GF Comm Ctr Paint	0	0	6,000	6,000		
640-6100-400-8001	Trans out to GF Golf Course Maint			15,000	15,000		
	800 Transfers Out	0	0	422,000	422,000		
Revenue Total		0	0	716,000	716,000		
Expense Total		0	0	422,000	422,000		
Net Increase (Decrease)		0	0	294,000	294,000		

Fleet Services

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
630-0000-400-5251	Fleet/Clothing Allowance	1,786	1,560	1,560	0	0.00%	
630-0000-400-5314	Fleet/Haz Mat Disposal	3,349	7,500	7,500	0	0.00%	5
630-0000-400-5330	Fleet/Software License & Maint	3,759	2,500	2,500	0	0.00%	6
630-0000-400-5350	Fleet/Small Tools	3,141	2,480	2,480	0	0.00%	7
	500 Operational Expense	57,323	19,490	19,490	0	0.00%	
630-0000-400-6101	Fleet/Contractual Services	531	3,480	4,100	620	17.82%	8
630-0000-400-6210	Fleet/Recruitment	46	0	0	0		
	510 Contract/Profess Services	577	3,480	4,100	620	17.82%	
630-0000-400-6424	Fleet Services-IT Svcs	10,128	14,460	13,740	(720)	-4.98%	
	520 Information Technology	10,128	14,460	13,740	(720)	-4.98%	
630-0000-400-5270	Fleet/Vehicle Gas & Oil	1,790	2,800	2,800	0	0.00%	
630-0000-400-5320	Fleet/Vehicle Repair & Maint	1,032	272,180	275,377	3,197	1.17%	
	530 Vehicle Expenses	2,822	274,980	278,177	3,197	1.16%	
					0		
630-0000-400-5310	Fleet/Bldg/Facility Maint	2,273	4,000	4,000	0	0.00%	
630-0000-400-6423	Fleet/Liabilty & Prop Ins	3,986	4,470	4,063	(407)	-9.11%	
	540 Facilities	6,259	8,470	8,063	(407)	-4.81%	
630-0000-400-5220	Fleet/Heat/Light/Power	4,276	4,125	4,125	0	0.00%	9
630-0000-400-5230	Fleet/Telephone	0	3,100	3,100	0	0.00%	
630-0000-400-5231	Fleet/Cell Phone	65	1,260	800	(460)	-36.51%	
	550 Utilities	4,342	8,485	8,025	(460)	-5.42%	
630-0000-400-6425	Cost Alloc Exp	0	0	6,175	6,175		
	600 Cost Allocation Plan	0	0	6,175	6,175		
630-0000-400-5400	One-Time Expenditures	0	0	15,000	15,000		10
	610 Other Expenses	0	0	15,000	15,000		

Fleet Services

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
630-0000-300-7001	Trans In Fr GF	0	0	14,000	14,000		
	700 Transfers In	0	0	14,000	14,000		
Revenue Total		224,837	462,210	539,039	76,829	16.62%	
Expense Total		211,162	462,210	538,525	76,315	16.51%	
Net Increase/(Decrease)		13,675	0	514	514		

Budget Detail

Fleet Services Budget Justification

Item	Account	Description	FY 2015-16 Proposed Budget	FY 2014-15 Adopted Budget
1	630-0000-400-4101	Fleet Services/F/T Salaries Reallocated 0.35 FTE from Public Works 3300 to Fleet	115,726	83,482
2	630-0000-400-4520	Fleet/ Other Payroll Exp. 3% one-time payment per labor MOAs; Administrative Leave payoff	3,578	-
3	630-0000-400-4800	Fleet Services/Training & Education BIT Inspection & Reports - heavy duty vehicles (<i>state mandated</i>) Class B License Testing & Licensing Snap-on Tool Software Update Training (annual) All Data System Training (annual) Lift Platform Training & Records Keeping	4,600	4,600
4	630-0000-400-5210	Fleet Services /Special Department Equipment Personal Protective Equipment (PPE) - UV eye protection, earplugs, ear muffs, dust masks, welding helmets and gloves, work gloves, safety hats, shop aprons	500	500
5	630-0000-400-5314	Fleet Services/Hazardous Materials Solvents, waste oil, waste fuel filters, coolant, fuel, brake fluid, tires, grease sweep, rags, waste batteries (<i>fluids/filters billed as lump-sum item</i>)	7,500	7,500

Budget Detail

Fleet Services Budget Justification

Item	Account	Description	FY 2015-16 Proposed Budget	FY 2014-15 Adopted Budget
6	630-0000-400-5330	Fleet Services/Equipment Maintenance FuelMaster (software, maintenance & license); various diagnostic equipment software updates	2,500	2,500
7	630-0000-400-5350	Fleet Services/Small Tools Mechanics' Hand Tools & Testing Equipment Specialty Tools - for continuously changing fleet as needed for new vehicles Pneumatic & Electric Tool Accessories Lifting equipment accessories.	2,480	2,480
8	630-0000-400-6101	Fleet Services/Contractual Services Heavy-Duty Truck Tire Services (tire installation & repairs) Smog Services - gas (bi-annual) Smog Services - diesel (annual) Towing Services (approximately 8 vehicles/year) Tire Repairs	4,100	3,480
9	630-0000-400-5220	Fleet Services/Heat/Light/Power Electricity & gas supplied to the Shop - 75% of Corp. Yard power usage	4,125	4,125
10	630-0000-400-5400	One-Time Purchase Drive on lift for servicing the new heavier fleet vehicles New tools for newer fleet and equipment	15,000	-

VEHICLE REPLACEMENT FUND

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
<u>SOURCES</u>				
Interest Income	\$ 586	\$ -	\$ -	\$ -
Transfers In	-	257,567	362,760	105,193
TOTAL SOURCES	\$ 586	\$ 257,567	\$ 362,760	\$ 105,193
<u>EXPENSE</u>				
Transfers Out	\$ -	\$ -	\$ 30,000	\$ 30,000
TOTAL EXPENSES	\$ -	\$ -	\$ 30,000	\$ 30,000
INCREASE (USE) OF FUND BALANCE	\$ 586	\$ 257,567	\$ 332,760	\$ 75,193

Vehicle Replacement Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
620-0000-300-3410	Veh Repl ISF-Int Income Alloc	586	0	0	0		
	330 Interest & rentals	586	0	0	0		
620-0000-300-7510	VRF/ Trans In fr Sewer Fd 510	0	55,031	87,282	32,251	58.61%	
620-0000-300-7511	VRF/ Trans In Fr Water Fd 511	0	73,298	83,086	9,788	13.35%	
620-2200-300-7001	VRF/ Trans In Fr GF-PS	0	85,238	132,466	47,228	55.41%	
620-2300-300-7001	VRF/ Transfer In fr GF - Fire	0	36,122	30,809	(5,313)	-14.71%	
620-3420-300-7001	VRF/ Trasnfer In fr GF Streets	0	364	2,828	2,464	676.92%	
620-4001-300-7001	VRF/ Transfer In fr Parks	0	3,514	7,400	3,886	110.59%	
620-5501-300-7001	VRF/ Transfer In fr Senior Ctr	0	0	3,787	3,787		
620-C101-300-7001	Trans In fr GF Casino SEA	0	4,000	10,944	6,944	173.60%	
620-P300-300-7001	Trans In fr GF Wilfrd Main JEP	0	0	4,158	4,158		
	700 Transfers In	0	257,567	362,760	105,193	40.84%	
620-3420-400-8001	Trans Out to Streets for Capit	0	0	30,000	30,000		
	800 Transfers Out	0	0	30,000	30,000		
Revenue Total		586	0	362,760	362,760		
Expense Total		0	0	30,000	30,000		
Net Increase (Decrease)		586	0	332,760	332,760		

INFRASTRUCTURE REPLACEMENT FUND

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
<u>SOURCES</u>				
Transfers In	\$ -	\$ -	\$ 716,000	\$ 716,000
TOTAL SOURCES	\$ -	\$ -	\$ 716,000	\$ 716,000
<u>EXPENSES</u>				
Transfers Out	\$ -	\$ -	\$ 422,000	\$ 422,000
TOTAL EXPENSES	\$ -	\$ -	\$ 422,000	\$ 422,000
INCREASE (USE) OF FUND BALANCE	\$ -	\$ -	\$ 294,000	\$ 294,000

Infrastructure Replacement Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
640-0000-300-7001	Transfer In fr GF	0	0	716,000	716,000		
	700 Transfers In	0	0	716,000	716,000		
640-0000-400-8310	Trans Out to CIP Fund 310	0	0	376,000	376,000		
640-1810-400-8001	Trans Out to GF Sevr Room AC	0	0	20,000	20,000		
640-5810-400-8001	Trans out to GF Sp Ctr	0	0	5,000	5,000		
640-5830-400-8001	Trans out to GF Comm Ctr Paint	0	0	6,000	6,000		
640-6100-400-8001	Trans out to GF Golf Course Maint			15,000	15,000		
	800 Transfers Out	0	0	422,000	422,000		
Revenue Total		0	0	716,000	716,000		
Expense Total		0	0	422,000	422,000		
Net Increase (Decrease)		0	0	294,000	294,000		

WATER FUND

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Charges for Services	\$ 6,546,819	\$ 6,577,506	\$ 7,044,730	\$ 467,224
Other Income	204,801	-	-	-
Interest Earnings	18,577	27,500	15,000	(12,500)
Transfers In	1,196,437	-	-	-
TOTAL SOURCES	<u>\$ 7,966,634</u>	<u>\$ 6,605,006</u>	<u>\$ 7,059,730</u>	<u>\$ 454,724</u>
EXPENSES				
Salaries and Benefits*	\$ 1,721,618	\$ 1,959,118	\$ 1,760,748	\$ (198,370)
Operational Expense	279,866	327,384	346,595	19,211
Contractual/Professional Svc	2,638,446	2,474,355	361,703	(2,112,652)
Information Technology	58,116	102,218	51,316	(50,902)
Vehicle Expenses	70,752	53,000	129,599	76,599
Facilities	104,784	110,856	103,492	(7,364)
Utilities	269,615	316,170	344,760	28,590
Cost Allocation Plan	-	-	682,364	682,364
Capital Outlay	146,828	350,000	155,000	(195,000)
Purchase of Water	-	-	2,308,800	2,308,800
Retiree Med CEBRT Contribution	-	73,000	73,000	-
Depreciation Expense	672,433	780,000	780,000	-
Transfers Out**	3,983,631	2,184,215	1,457,670	(726,545)
TOTAL EXPENSES	<u>\$ 9,946,089</u>	<u>\$ 8,730,316</u>	<u>\$ 8,555,047</u>	<u>\$ (175,269)</u>
INCREASE (USE) OF FUND BALANCE	<u>\$ (1,979,456)</u>	<u>\$ (2,125,310)</u>	<u>\$ (1,495,317)</u>	<u>\$ 629,993</u>

*Decrease due to implementation of Cost Allocation Plan

** FY 14-15 Adopted Budget has been changed to reflect additions to Transfers Out for Debt Service; Reimbursement of Retiree Medical; and Transfer Out to Vehicle Replacement Fund, in accordance with Generally Accepted Accounting Principles (GAAP) for comparative purposes.

Water Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
511-0000-300-3410	Water- Interest Income Alloc	18,577	27,500	15,000	(12,500)	-45.45%	
	330 Interest & rentals	18,577	27,500	15,000	(12,500)	-45.45%	
511-0000-300-3592	Water/ Rev fr Other Agencies	0	0	95,000	95,000		
511-0000-300-3661	Water-Residential	3,510,651	3,493,171	4,030,934	537,763	15.39%	
511-0000-300-3662	Water-Commercial	2,943,215	3,069,335	2,918,796	(150,539)	-4.90%	
511-0000-300-3663	Water-Other	72,924	15,000	0	(15,000)	-100.00%	
511-0000-300-3664	Water-Hydrant	20,029	0	0	0		
	340 Charges for Services	6,546,819	6,577,506	7,044,730	467,224	7.10%	
511-0000-300-3691	Water-Penalties-Residential	172,992	0	0	0		
511-0000-300-3692	Water-Penalties-Commercial	27,181	0	0	0		
	360 Fines Forfeits & Penalties	200,174	0	0	0		
511-0000-300-3940	Water-Miscellaneous	4,627	0	0	0		
	370 Donations & Misc	4,627	0	0	0		
511-0000-400-6422	Water Entr. /Workers' Comp	61,169	49,373	52,970	3,597	7.29%	
511-1200-400-4101	Water Entr. /F/T Salaries	47,576	77,863	0	(77,863)	-100.00%	
511-1200-400-4511	Water Entr. /Residency Allo	149	216	0	(216)	-100.00%	
511-1200-400-4520	Water Entr. /Other Payroll-	1,301	910	0	(910)	-100.00%	
511-1200-400-4901	Water Ent / PERS / Employer	11,617	19,894	0	(19,894)	-100.00%	6
511-1200-400-4904	Deferred Comp	881	0	0	0		
511-1200-400-4905	Water Ent/Alt Benefits	0	630	0	(630)	-100.00%	
511-1200-400-4906	Water Entr. /Alt Ben Prog/D	631	0	0	0		
511-1200-400-4908	Water Entr. / RHS	180	0	0	0		
511-1200-400-4920	Water Entr. /Health Ins/Blu	266	7,465	0	(7,465)	-100.00%	
511-1200-400-4921	Water Entr. /Medical Insura	2,062	0	0	0		
511-1200-400-4923	Water Entr. /Eye Care	72	135	0	(135)	-100.00%	
511-1200-400-4924	Water Entr. /Dental Care	416	656	0	(656)	-100.00%	
511-1200-400-4925	Water Entr. /Medicare	744	1,146	0	(1,146)	-100.00%	
511-1200-400-4930	Water Entr. /Life Ins/Salar	96	769	0	(769)	-100.00%	
511-1200-400-4931	Water Entr / LTD	243	397	0	(397)	-100.00%	

WATER FUND

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Charges for Services	\$ 6,546,819	\$ 6,577,506	\$ 7,044,730	\$ 467,224
Other Income	204,801	-	-	-
Interest Earnings	18,577	27,500	15,000	(12,500)
Transfers In	1,196,437	-	-	-
TOTAL SOURCES	\$ 7,966,634	\$ 6,605,006	\$ 7,059,730	\$ 454,724
EXPENSES				
Salaries and Benefits*	\$ 1,721,618	\$ 1,959,118	\$ 1,760,748	\$ (198,370)
Operational Expense	279,866	327,384	346,595	19,211
Contractual/Professional Svc	2,638,446	2,474,355	361,703	(2,112,652)
Information Technology	58,116	102,218	51,316	(50,902)
Vehicle Expenses	70,752	53,000	129,599	76,599
Facilities	104,784	110,856	103,492	(7,364)
Utilities	269,615	316,170	344,760	28,590
Cost Allocation Plan	-	-	682,364	682,364
Capital Outlay	146,828	350,000	155,000	(195,000)
Purchase of Water	-	-	2,308,800	2,308,800
Retiree Med CEBRT Contribution	-	73,000	73,000	-
Depreciation Expense	672,433	780,000	780,000	-
Transfers Out**	3,983,631	2,184,215	1,457,670	(726,545)
TOTAL EXPENSES	\$ 9,946,089	\$ 8,730,316	\$ 8,555,047	\$ (175,269)
INCREASE (USE) OF FUND BALANCE	\$ (1,979,456)	\$ (2,125,310)	\$ (1,495,317)	\$ 629,993

*Decrease due to implementation of Cost Allocation Plan

** FY 14-15 Adopted Budget has been changed to reflect additions to Transfers Out for Debt Service; Reimbursement of Retiree Medical; and Transfer Out to Vehicle Replacement Fund, in accordance with Generally Accepted Accounting Principles (GAAP) for comparative purposes.

Water Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
511-0000-300-3410	Water- Interest Income Alloc	18,577	27,500	15,000	(12,500)	-45.45%	
	330 Interest & rentals	18,577	27,500	15,000	(12,500)	-45.45%	
511-0000-300-3592	Water/ Rev fr Other Agencies	0	0	95,000	95,000		
511-0000-300-3661	Water-Residential	3,510,651	3,493,171	4,030,934	537,763	15.39%	
511-0000-300-3662	Water-Commercial	2,943,215	3,069,335	2,918,796	(150,539)	-4.90%	
511-0000-300-3663	Water-Other	72,924	15,000	0	(15,000)	-100.00%	
511-0000-300-3664	Water-Hydrant	20,029	0	0	0		
	340 Charges for Services	6,546,819	6,577,506	7,044,730	467,224	7.10%	
511-0000-300-3691	Water-Penalties-Residential	172,992	0	0	0		
511-0000-300-3692	Water-Penalties-Commercial	27,181	0	0	0		
	360 Fines Forfeits & Penalties	200,174	0	0	0		
511-0000-300-3940	Water-Miscellaneous	4,627	0	0	0		
	370 Donations & Misc	4,627	0	0	0		
511-0000-400-6422	Water Entr. /Workers' Comp	61,169	49,373	52,970	3,597	7.29%	
511-1200-400-4101	Water Entr. /F/T Salaries	47,576	77,863	0	(77,863)	-100.00%	
511-1200-400-4511	Water Entr. /Residency Allo	149	216	0	(216)	-100.00%	
511-1200-400-4520	Water Entr. /Other Payroll-	1,301	910	0	(910)	-100.00%	
511-1200-400-4901	Water Ent / PERS / Employer	11,617	19,894	0	(19,894)	-100.00%	6
511-1200-400-4904	Deferred Comp	881	0	0	0		
511-1200-400-4905	Water Ent/Alt Benefits	0	630	0	(630)	-100.00%	
511-1200-400-4906	Water Entr. /Alt Ben Prog/D	631	0	0	0		
511-1200-400-4908	Water Entr. / RHS	180	0	0	0		
511-1200-400-4920	Water Entr. /Health Ins/Blu	266	7,465	0	(7,465)	-100.00%	
511-1200-400-4921	Water Entr. /Medical Insura	2,062	0	0	0		
511-1200-400-4923	Water Entr. /Eye Care	72	135	0	(135)	-100.00%	
511-1200-400-4924	Water Entr. /Dental Care	416	656	0	(656)	-100.00%	
511-1200-400-4925	Water Entr. /Medicare	744	1,146	0	(1,146)	-100.00%	
511-1200-400-4930	Water Entr. /Life Ins/Salar	96	769	0	(769)	-100.00%	
511-1200-400-4931	Water Entr / LTD	243	397	0	(397)	-100.00%	

Water Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
511-1200-400-4932	Water Entr./STD	118	194	0	(194)	-100.00%	
511-1200-400-4933	Water / EAP	23	30	0	(30)	-100.00%	
511-1200-400-5272	Water Entr/ Auto Allowance	1,610	1,668	0	(1,668)	-100.00%	
511-1300-400-4101	Water Entr. /F/T Salaries	182,476	210,322	0	(210,322)	-100.00%	
511-1300-400-4110	Water Entr. /Longevity	4,277	4,260	0	(4,260)	-100.00%	
511-1300-400-4201	Water Entr. /Part-Time Sal	8,976	25,400	0	(25,400)	-100.00%	
511-1300-400-4401	Water Entr. /Overtime Salar	600	0	0	0		
511-1300-400-4520	Water Entr. /Other Payroll-	11,268	1,073	0	(1,073)	-100.00%	6
511-1300-400-4901	Water Ent / PERS / Employer	45,423	54,826	0	(54,826)	-100.00%	
511-1300-400-4905	Water Ent/Alt Benefits	462	4,368	0	(4,368)	-100.00%	
511-1300-400-4906	Water Entr. /Alt Ben Prog/D	2,654	0	0	0		
511-1300-400-4908	Water Entr. / RHS	1,228	0	0	0		
511-1300-400-4920	Water Entr. /Health Ins/Blu	9,688	23,783	0	(23,783)	-100.00%	
511-1300-400-4921	Water Entr. /Medical Insura	12,434	0	0	0		
511-1300-400-4923	Water Entr. /Eye Care	485	635	0	(635)	-100.00%	
511-1300-400-4924	Water Entr. /Dental Care	3,243	3,096	0	(3,096)	-100.00%	
511-1300-400-4925	Water Entr. /Medicare	3,116	3,127	0	(3,127)	-100.00%	
511-1300-400-4930	Water Entr. /Life Ins/Salar	513	527	0	(527)	-100.00%	
511-1300-400-4931	Water Entr / LTD	953	1,094	0	(1,094)	-100.00%	
511-1300-400-4932	Water Entr./STD	467	535	0	(535)	-100.00%	
511-1300-400-4933	Water / EAP	192	230	0	(230)	-100.00%	
511-1300-400-4934	Water / EDD	623	0	0	0		
511-1300-400-5272	Finance - Auto Allowance	2,689	3,508	0	(3,508)	-100.00%	
511-1600-400-4101	Water Entr. /F/T Salaries	17,794	28,839	34,762	5,923	20.54%	
511-1600-400-4201	Water Entr. /Part-Time Sal	2,233	3,750	3,750	0	0.00%	
511-1600-400-4401	Water Entr. /Overtime Salar	246	0	0	0		
511-1600-400-4520	Water Entr. /Other Payroll-	1,354	263	1,552	1,289	490.11%	6
511-1600-400-4901	Water Ent / PERS / Employer	4,343	7,368	9,336	1,968	26.71%	
511-1600-400-4905	Water Ent/Alt Benefits	185	462	84	(378)	-81.82%	
511-1600-400-4906	Water Entr. /Alt Ben Prog/D	529	0	0	0		
511-1600-400-4908	Water Entr. / RHS	9	0	312	312		
511-1600-400-4920	Water Entr. /Health Ins/Blu	7	2,450	4,284	1,834	74.86%	
511-1600-400-4921	Water Entr. /Medical Insura	404	0	0	0		

Budget Detail

Fleet Services Budget Justification

Item	Account	Description	FY 2015-16 Proposed Budget	FY 2014-15 Adopted Budget
1	630-0000-400-4101	Fleet Services/F/T Salaries Reallocated 0.35 FTE from Public Works 3300 to Fleet	115,726	83,482
2	630-0000-400-4520	Fleet/ Other Payroll Exp. 3% one-time payment per labor MOAs; Administrative Leave payoff	3,578	-
3	630-0000-400-4800	Fleet Services/Training & Education BIT Inspection & Reports - heavy duty vehicles (<i>state mandated</i>) Class B License Testing & Licensing Snap-on Tool Software Update Training (annual) All Data System Training (annual) Lift Platform Training & Records Keeping	4,600	4,600
4	630-0000-400-5210	Fleet Services /Special Department Equipment Personal Protective Equipment (PPE) - UV eye protection, earplugs, ear muffs, dust masks, welding helmets and gloves, work gloves, safety hats, shop aprons	500	500
5	630-0000-400-5314	Fleet Services/Hazardous Materials Solvents, waste oil, waste fuel filters, coolant, fuel, brake fluid, tires, grease sweep, rags, waste batteries (<i>fluids/filters billed as lump-sum item</i>)	7,500	7,500

Budget Detail

Fleet Services Budget Justification

Item	Account	Description	FY 2015-16 Proposed Budget	FY 2014-15 Adopted Budget
6	630-0000-400-5330	Fleet Services/Equipment Maintenance FuelMaster (software, maintenance & license); various diagnostic equipment software updates	2,500	2,500
7	630-0000-400-5350	Fleet Services/Small Tools Mechanics' Hand Tools & Testing Equipment Specialty Tools - for continuously changing fleet as needed for new vehicles Pneumatic & Electric Tool Accessories Lifting equipment accessories.	2,480	2,480
8	630-0000-400-6101	Fleet Services/Contractual Services Heavy-Duty Truck Tire Services (tire installation & repairs) Smog Services - gas (bi-annual) Smog Services - diesel (annual) Towing Services (approximately 8 vehicles/year) Tire Repairs	4,100	3,480
9	630-0000-400-5220	Fleet Services/Heat/Light/Power Electricity & gas supplied to the Shop - 75% of Corp. Yard power usage	4,125	4,125
10	630-0000-400-5400	One-Time Purchase Drive on lift for servicing the new heavier fleet vehicles New tools for newer fleet and equipment	15,000	-

Vehicle Replacement Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
620-0000-300-3410	Veh Repl ISF-Int Income Alloc	586	0	0	0		
	330 Interest & rentals	586	0	0	0		
620-0000-300-7510	VRF/ Trans In fr Sewer Fd 510	0	55,031	87,282	32,251	58.61%	
620-0000-300-7511	VRF/ Trans In Fr Water Fd 511	0	73,298	83,086	9,788	13.35%	
620-2200-300-7001	VRF/ Trans In Fr GF-PS	0	85,238	132,466	47,228	55.41%	
620-2300-300-7001	VRF/ Transfer In fr GF - Fire	0	36,122	30,809	(5,313)	-14.71%	
620-3420-300-7001	VRF/ Trasnfer In fr GF Streets	0	364	2,828	2,464	676.92%	
620-4001-300-7001	VRF/ Transfer In fr Parks	0	3,514	7,400	3,886	110.59%	
620-5501-300-7001	VRF/ Transfer In fr Senior Ctr	0	0	3,787	3,787		
620-C101-300-7001	Trans In fr GF Casino SEA	0	4,000	10,944	6,944	173.60%	
620-P300-300-7001	Trans In fr GF Wilfrd Main JEP	0	0	4,158	4,158		
	700 Transfers In	0	257,567	362,760	105,193	40.84%	
620-3420-400-8001	Trans Out to Streets for Capit	0	0	30,000	30,000		
	800 Transfers Out	0	0	30,000	30,000		
Revenue Total		586	0	362,760	362,760		
Expense Total		0	0	30,000	30,000		
Net Increase (Decrease)		586	0	332,760	332,760		

Infrastructure Replacement Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
640-0000-300-7001	Transfer In fr GF	0	0	716,000	716,000		
	700 Transfers In	0	0	716,000	716,000		
640-0000-400-8310	Trans Out to CIP Fund 310	0	0	376,000	376,000		
640-1810-400-8001	Trans Out to GF Sevr Room AC	0	0	20,000	20,000		
640-5810-400-8001	Trans out to GF Sp Ctr	0	0	5,000	5,000		
640-5830-400-8001	Trans out to GF Comm Ctr Paint	0	0	6,000	6,000		
640-6100-400-8001	Trans out to GF Golf Course Maint			15,000	15,000		
	800 Transfers Out	0	0	422,000	422,000		
Revenue Total		0	0	716,000	716,000		
Expense Total		0	0	422,000	422,000		
Net Increase (Decrease)		0	0	294,000	294,000		

Water Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
511-0000-300-3410	Water- Interest Income Alloc	18,577	27,500	15,000	(12,500)	-45.45%	
	330 Interest & rentals	18,577	27,500	15,000	(12,500)	-45.45%	
511-0000-300-3592	Water/ Rev fr Other Agencies	0	0	95,000	95,000		
511-0000-300-3661	Water-Residential	3,510,651	3,493,171	4,030,934	537,763	15.39%	
511-0000-300-3662	Water-Commercial	2,943,215	3,069,335	2,918,796	(150,539)	-4.90%	
511-0000-300-3663	Water-Other	72,924	15,000	0	(15,000)	-100.00%	
511-0000-300-3664	Water-Hydrant	20,029	0	0	0		
	340 Charges for Services	6,546,819	6,577,506	7,044,730	467,224	7.10%	
511-0000-300-3691	Water-Penalties-Residential	172,992	0	0	0		
511-0000-300-3692	Water-Penalties-Commercial	27,181	0	0	0		
	360 Fines Forfeits & Penalties	200,174	0	0	0		
511-0000-300-3940	Water-Miscellaneous	4,627	0	0	0		
	370 Donations & Misc	4,627	0	0	0		
511-0000-400-6422	Water Entr. /Workers' Comp	61,169	49,373	52,970	3,597	7.29%	
511-1200-400-4101	Water Entr. /F/T Salaries	47,576	77,863	0	(77,863)	-100.00%	
511-1200-400-4511	Water Entr. /Residency Allo	149	216	0	(216)	-100.00%	
511-1200-400-4520	Water Entr. /Other Payroll-	1,301	910	0	(910)	-100.00%	
511-1200-400-4901	Water Ent / PERS / Employer	11,617	19,894	0	(19,894)	-100.00%	6
511-1200-400-4904	Deferred Comp	881	0	0	0		
511-1200-400-4905	Water Ent/Alt Benefits	0	630	0	(630)	-100.00%	
511-1200-400-4906	Water Entr. /Alt Ben Prog/D	631	0	0	0		
511-1200-400-4908	Water Entr. / RHS	180	0	0	0		
511-1200-400-4920	Water Entr. /Health Ins/Blu	266	7,465	0	(7,465)	-100.00%	
511-1200-400-4921	Water Entr. /Medical Insura	2,062	0	0	0		
511-1200-400-4923	Water Entr. /Eye Care	72	135	0	(135)	-100.00%	
511-1200-400-4924	Water Entr. /Dental Care	416	656	0	(656)	-100.00%	
511-1200-400-4925	Water Entr. /Medicare	744	1,146	0	(1,146)	-100.00%	
511-1200-400-4930	Water Entr. /Life Ins/Salar	96	769	0	(769)	-100.00%	
511-1200-400-4931	Water Entr / LTD	243	397	0	(397)	-100.00%	

Water Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
511-0000-300-3410	Water- Interest Income Alloc	18,577	27,500	15,000	(12,500)	-45.45%	
	330 Interest & rentals	18,577	27,500	15,000	(12,500)	-45.45%	
511-0000-300-3592	Water/ Rev fr Other Agencies	0	0	95,000	95,000		
511-0000-300-3661	Water-Residential	3,510,651	3,493,171	4,030,934	537,763	15.39%	
511-0000-300-3662	Water-Commercial	2,943,215	3,069,335	2,918,796	(150,539)	-4.90%	
511-0000-300-3663	Water-Other	72,924	15,000	0	(15,000)	-100.00%	
511-0000-300-3664	Water-Hydrant	20,029	0	0	0		
	340 Charges for Services	6,546,819	6,577,506	7,044,730	467,224	7.10%	
511-0000-300-3691	Water-Penalties-Residential	172,992	0	0	0		
511-0000-300-3692	Water-Penalties-Commercial	27,181	0	0	0		
	360 Fines Forfeits & Penalties	200,174	0	0	0		
511-0000-300-3940	Water-Miscellaneous	4,627	0	0	0		
	370 Donations & Misc	4,627	0	0	0		
511-0000-400-6422	Water Entr. /Workers' Comp	61,169	49,373	52,970	3,597	7.29%	
511-1200-400-4101	Water Entr. /F/T Salaries	47,576	77,863	0	(77,863)	-100.00%	
511-1200-400-4511	Water Entr. /Residency Allo	149	216	0	(216)	-100.00%	
511-1200-400-4520	Water Entr. /Other Payroll-	1,301	910	0	(910)	-100.00%	
511-1200-400-4901	Water Ent / PERS / Employer	11,617	19,894	0	(19,894)	-100.00%	6
511-1200-400-4904	Deferred Comp	881	0	0	0		
511-1200-400-4905	Water Ent/Alt Benefits	0	630	0	(630)	-100.00%	
511-1200-400-4906	Water Entr. /Alt Ben Prog/D	631	0	0	0		
511-1200-400-4908	Water Entr. / RHS	180	0	0	0		
511-1200-400-4920	Water Entr. /Health Ins/Blu	266	7,465	0	(7,465)	-100.00%	
511-1200-400-4921	Water Entr. /Medical Insura	2,062	0	0	0		
511-1200-400-4923	Water Entr. /Eye Care	72	135	0	(135)	-100.00%	
511-1200-400-4924	Water Entr. /Dental Care	416	656	0	(656)	-100.00%	
511-1200-400-4925	Water Entr. /Medicare	744	1,146	0	(1,146)	-100.00%	
511-1200-400-4930	Water Entr. /Life Ins/Salar	96	769	0	(769)	-100.00%	
511-1200-400-4931	Water Entr / LTD	243	397	0	(397)	-100.00%	

Water Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
511-1200-400-4932	Water Entr./STD	118	194	0	(194)	-100.00%	
511-1200-400-4933	Water / EAP	23	30	0	(30)	-100.00%	
511-1200-400-5272	Water Entr/ Auto Allowance	1,610	1,668	0	(1,668)	-100.00%	
511-1300-400-4101	Water Entr. /F/T Salaries	182,476	210,322	0	(210,322)	-100.00%	
511-1300-400-4110	Water Entr. /Longevity	4,277	4,260	0	(4,260)	-100.00%	
511-1300-400-4201	Water Entr. /Part-Time Sal	8,976	25,400	0	(25,400)	-100.00%	
511-1300-400-4401	Water Entr. /Overtime Salar	600	0	0	0		
511-1300-400-4520	Water Entr. /Other Payroll-	11,268	1,073	0	(1,073)	-100.00%	6
511-1300-400-4901	Water Ent / PERS / Employer	45,423	54,826	0	(54,826)	-100.00%	
511-1300-400-4905	Water Ent/Alt Benefits	462	4,368	0	(4,368)	-100.00%	
511-1300-400-4906	Water Entr. /Alt Ben Prog/D	2,654	0	0	0		
511-1300-400-4908	Water Entr. / RHS	1,228	0	0	0		
511-1300-400-4920	Water Entr. /Health Ins/Blu	9,688	23,783	0	(23,783)	-100.00%	
511-1300-400-4921	Water Entr. /Medical Insura	12,434	0	0	0		
511-1300-400-4923	Water Entr. /Eye Care	485	635	0	(635)	-100.00%	
511-1300-400-4924	Water Entr. /Dental Care	3,243	3,096	0	(3,096)	-100.00%	
511-1300-400-4925	Water Entr. /Medicare	3,116	3,127	0	(3,127)	-100.00%	
511-1300-400-4930	Water Entr. /Life Ins/Salar	513	527	0	(527)	-100.00%	
511-1300-400-4931	Water Entr / LTD	953	1,094	0	(1,094)	-100.00%	
511-1300-400-4932	Water Entr./STD	467	535	0	(535)	-100.00%	
511-1300-400-4933	Water / EAP	192	230	0	(230)	-100.00%	
511-1300-400-4934	Water / EDD	623	0	0	0		
511-1300-400-5272	Finance - Auto Allowance	2,689	3,508	0	(3,508)	-100.00%	
511-1600-400-4101	Water Entr. /F/T Salaries	17,794	28,839	34,762	5,923	20.54%	
511-1600-400-4201	Water Entr. /Part-Time Sal	2,233	3,750	3,750	0	0.00%	
511-1600-400-4401	Water Entr. /Overtime Salar	246	0	0	0		
511-1600-400-4520	Water Entr. /Other Payroll-	1,354	263	1,552	1,289	490.11%	6
511-1600-400-4901	Water Ent / PERS / Employer	4,343	7,368	9,336	1,968	26.71%	
511-1600-400-4905	Water Ent/Alt Benefits	185	462	84	(378)	-81.82%	
511-1600-400-4906	Water Entr. /Alt Ben Prog/D	529	0	0	0		
511-1600-400-4908	Water Entr. / RHS	9	0	312	312		
511-1600-400-4920	Water Entr. /Health Ins/Blu	7	2,450	4,284	1,834	74.86%	
511-1600-400-4921	Water Entr. /Medical Insura	404	0	0	0		

Water Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
511-1600-400-4923	Water Entr. /Eye Care	48	65	67	2	3.08%	
511-1600-400-4924	Water Entr. /Dental Care	282	317	307	(10)	-3.15%	
511-1600-400-4925	Water Entr. /Medicare	323	423	585	162	38.30%	
511-1600-400-4930	Water Entr. /Life Ins/Salar	41	280	75	(205)	-73.21%	
511-1600-400-4931	Water Entr / LTD	90	147	179	32	21.77%	
511-1600-400-4932	Water Entr./STD	44	72	88	16	22.22%	
511-1600-400-4933	Water / EAP	12	19	16	(3)	-15.79%	
511-1600-400-5272	Dev Svs - Auto Allowance	212	220	136	(84)	-38.18%	
511-1700-400-4101	HR Wtr Entr. /F/T Salaries	7,998	29,702	0	(29,702)	-100.00%	
511-1700-400-4110	HR Wtr Entr. /Longevity	341	1,211	0	(1,211)	-100.00%	
511-1700-400-4511	HR Wtr Entr /Residency Allo	34	34	0	(34)	-100.00%	
511-1700-400-4520	HR Wtr Entr. /Other Payroll-	0	188	0	(188)	-100.00%	6
511-1700-400-4901	HR Wtr Entr / PERS / Employer	2,037	7,898	0	(7,898)	-100.00%	
511-1700-400-4906	HR WtrEntr. /Alt Ben Prog/D	13	0	0	0		
511-1700-400-4920	HR Wtr Entr. /Health Ins/Blu	532	4,823	0	(4,823)	-100.00%	
511-1700-400-4921	HR Wtr Entr. /Medical Insura	973	0	0	0		
511-1700-400-4923	HR Wtr Entr. /Eye Care	28	85	0	(85)	-100.00%	
511-1700-400-4924	HR Wtr Entr. /Dental Care	165	416	0	(416)	-100.00%	
511-1700-400-4925	HR Wtr Entr. /Medicare	121	453	0	(453)	-100.00%	
511-1700-400-4930	HR Wtr Entr. /Life Ins/Salar	24	48	0	(48)	-100.00%	
511-1700-400-4931	HR Wtr Entr / LTD	43	158	0	(158)	-100.00%	
511-1700-400-4932	HR Wtr Entr./STD	20	77	0	(77)	-100.00%	
511-1700-400-4933	HR Wtr Entr / EAP	19	23	0	(23)	-100.00%	
511-3300-400-4101	Water Entr. /F/T Salaries	781,339	849,893	960,726	110,833	13.04%	
511-3300-400-4110	Water Entr. /Longevity	19,666	20,127	15,749	(4,378)	-21.75%	
511-3300-400-4124	Water Entr./FTO/CTO	768	771	800	29	3.76%	
511-3300-400-4150	Water Entr. /Stand-By Weeke	6,192	0	4,000	4,000		
511-3300-400-4151	Water /Stand-By Weeknight	11,881	0	8,000	8,000		
511-3300-400-4201	Water Entr. /Part-Time Sal	4,196	10,400	3,750	(6,650)	-63.94%	

Water Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
511-3300-400-4401	Water Entr. /Overtime Salar	14,695	18,000	20,000	2,000	11.11%	
511-3300-400-4501	Water Entr./Holiday Pay	1,087	1,001	1,500	499	49.85%	
511-3300-400-4512	Water Entr/Educational Stipend	28,698	27,409	27,399	(10)	-0.04%	
511-3300-400-4520	Water Entr. /Other Payroll-	1,539	656	31,204	30,548	4656.71%	6
511-3300-400-4901	Water Ent / PERS / Employer	202,813	229,746	269,561	39,815	17.33%	
511-3300-400-4905	Water Ent/Alt Benefits	0	3,990	4,830	840	21.05%	
511-3300-400-4906	Water Entr. /Alt Ben Prog/D	3,999	0	0	0		
511-3300-400-4908	Water Entr. / RHS	4,897	0	9,996	9,996		
511-3300-400-4920	Water Entr. /Health Ins/Blu	9,845	158,580	184,390	25,810	16.28%	
511-3300-400-4921	Water Entr. /Medical Insura	132,136	0	0	0		
511-3300-400-4923	Water Entr. /Eye Care	2,478	4,254	5,165	911	21.42%	
511-3300-400-4924	Water Entr. /Dental Care	14,602	14,169	15,899	1,730	12.21%	
511-3300-400-4925	Water Entr. /Medicare	12,450	12,929	15,079	2,150	16.63%	
511-3300-400-4926	Water /Hearing Aid	630	0	0	0		
511-3300-400-4930	Water Entr. /Life Ins/Salar	1,832	1,694	2,143	449	26.51%	
511-3300-400-4931	Water Entr / LTD	4,147	4,495	5,140	645	14.35%	
511-3300-400-4932	Water Entr./STD	2,068	2,243	2,522	279	12.44%	
511-3300-400-4933	Water / EAP	691	795	795	0	0.00%	
511-3300-400-4934	Water / EDD	0	3,680	3,680	0	0.00%	
511-3300-400-4999	Wtr Capitalized Labor Reimburs	(4,005)	0	0	0		
511-3300-400-5272	PW - Auto Allowance	1,548	6,365	5,860	(505)	-7.93%	
511-3300-400-6422	Water/ Workers Comp Ins	0	0	54,057	54,057		
	400 Salaries & Benefits	1,721,618	1,959,118	1,760,748	(198,370)	-10.13%	
511-0000-400-5100	Water Entr. /Office Supplie	1,948	1,500	1,500	0	0.00%	
511-0000-400-5130	Water Entr. /Postage	232	2,000	2,000	0	0.00%	
511-0000-400-5210	Water Entr. /Spec. Departm	43,563	28,650	30,000	1,350	4.71%	
511-0000-400-5211	Water Ent/Distrib SystemRepair	96,051	90,900	120,000	29,100	32.01%	
511-0000-400-5251	Water/Clothing Allowance	5,298	7,295	7,295	0	0.00%	
511-0000-400-5260	Water Entr. /Dues & Subscr	6,704	5,250	3,000	(2,250)	-42.86%	1
511-0000-400-5311	Water Entr. /Cross Conn Co	4,552	3,000	3,000	0	0.00%	
511-0000-400-5314	Water Entr. /Haz Materials	500	3,000	3,000	0	0.00%	
511-0000-400-5330	Water Entr. /Spec Dept Equ	64,023	77,000	100,000	23,000	29.87%	2
511-0000-400-5340	Water Entr. /Office Equipme	76	0	0	0		
511-0000-400-5350	Water Entr. /Small Tools	10,194	11,200	11,200	0	0.00%	
511-0000-400-5370	Water Entr. /Equipment Ren	5,379	5,040	10,000	4,960	98.41%	

Water Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
511-0000-400-6105	Water Conservation Measures	8,772	11,345	11,000	(345)	-3.04%	4
511-0000-400-6310	Water Entr. /Rent/Lease/Ta	4,627	7,644	7,600	(44)	-0.58%	
511-0000-400-6420	Water Entr./ Vandalism Loss	1,461	25,000	5,000	(20,000)	-80.00%	
511-0000-400-6600	Water Entr. /Travel & Meetings	53	0	0	0		
511-0000-400-6920	Water Entr. /Bad Debts	22,292	25,000	25,000	0	0.00%	
511-3300-400-4800	Water Entr. /Training & Ed	2,169	5,000	7,000	2,000	40.00%	
511-3300-400-4801	Water Entr. / Safety Program	1,974	18,560	0	(18,560)	-100.00%	
	500 Operational Expense	279,866	327,384	346,595	19,211	5.87%	
511-0000-400-6101	Water Entr/Contractual Svs	2,511,911	2,095,503	126,703	(1,968,800)	-93.95%	3
511-0000-400-6110	Water Entr. /Professional	124,506	378,852	235,000	(143,852)	-37.97%	
511-1300-400-6210	Finance/Recruitment Cost	649	0	0	0		
511-1700-400-6210	HR Wtr Entr /Recruitment	81	0	0	0		
511-3300-400-6210	PW/Recruitment	1,298	0	0	0		
	510 Contract/Profess Services	2,638,446	2,474,355	361,703	(2,112,652)	-85.38%	
					0		
511-0000-400-6424	Water - IT Services	58,116	102,218	51,316	(50,902)	-49.80%	
	520 Information Technology	58,116	102,218	51,316	(50,902)	-49.80%	
511-0000-400-5270	Vehicle Fuel	48,425	53,000	40,000	(13,000)	-24.53%	
511-0000-400-5320	Water/Vehicle Repairs	22,327	0	0	0		
511-0000-400-6426	Water - Fleet Services	0	0	89,599	89,599		
	530 Vehicle Expenses	70,752	53,000	129,599	76,599	144.53%	
511-0000-400-5310	Water Entr. /Bldg/Facility	24,754	30,000	30,000	0	0.00%	
511-0000-400-6423	Water Entr. /Liability/Prop	80,030	80,856	73,492	(7,364)	-9.11%	
	540 Facilities	104,784	110,856	103,492	(7,364)	-6.64%	
511-0000-400-5220	Water Entr. /Heat/Light/Po	265,651	310,000	340,000	30,000	9.68%	
511-0000-400-5230	Water Entr. /Telephone	356	760	760	0	0.00%	
511-0000-400-5231	Water/Cell Phone	3,278	5,410	4,000	(1,410)	-26.06%	
511-3300-400-5231	PW - Cell Phone	330	0	0	0		
	550 Utilities	269,615	316,170	344,760	28,590	9.04%	

Water Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
511-0000-400-6425	Cost Alloc Exp	0	0	682,364	682,364		
	600 Cost Allocation Plan	0	0	682,364	682,364		
511-0000-400-5317	Water Entr. /Water Meter Re	3,599	10,000	5,000	(5,000)	-50.00%	
511-0000-400-9510	Water Entr. /C/O-Equipment	6,059	147,000	0	(147,000)	-100.00%	
511-0000-400-9610	Water Entr. /C/O-Vehicles/	137,171	193,000	150,000	(43,000)	-22.28%	5
	620 Capital Outlay	146,828	350,000	155,000	(195,000)	-55.71%	
511-0000-400-6000	Purchase of Water	0	0	2,308,800	2,308,800		
	630 Purchase of Water	0	0	2,308,800	2,308,800		
511-0000-400-4989	CERBT Retiree Med Trust Contri	0	73,000	73,000	0		
	645 Retiree Med CEBRT Contrib	0	73,000	73,000	0		
					0		
511-0000-400-6500	Depreciation Expense - Water	672,433	780,000	780,000	0	0.00%	
	647 Depreciation Exp	672,433	780,000	780,000	0	0.00%	
511-0000-300-3990	Water-Transfers In	1,196,437	0	0	0		
	700 Transfers In	1,196,437	0	0	0		
511-0000-400-8100	Water Entr. /Transfer Out	3,983,631	2,110,917	0	(2,110,917)	-100.00%	
511-0000-400-8310	Trans Out to CIP Fund 310	0	0	100,000	100,000		
511-0000-400-8520	Transfer out to 2002C DS Fund	0	0	156,325	156,325		
511-0000-400-8523	Transfer to 2005A Water DS	0	0	323,709	323,709		
511-0000-400-8541	Trans Out to Wtr CIP	0	0	635,550	635,550		
511-0000-400-8620	Transfer out to Veh Rep Fund	0	73,298	83,086	9,788	13.35%	
511-1910-400-8001	Trans Out to GF Retiree Med	0	0	159,000	159,000		
	800 Transfers Out	3,983,631	2,184,215	1,457,670	(726,545)	-33.26%	
Revenue Total		7,966,634	6,605,006	7,059,730	454,724	6.88%	
Expense Total		9,946,089	8,730,316	8,555,047	(175,269)	-2.01%	
Net Increase(Decrease)		(1,979,456)	(2,125,310)	(1,495,317)	629,993	-29.64%	

Budget Detail

Water Budget Justification

Item	Account	Description	FY 2015-16	FY 2014-15
			Proposed Budget	Adopted Actual
1	511-0000-400-5260	Water Enterprise/Dues	3,000	5,250
		California Department of Public Health (CDPH) Operator Renewal Fees		
		Bay Area Air Quality annual permit fee for emergency generators		
		Certified Unified Program Agency (CUPA) annual hazardous materials fees		
		Underground Service Alert Annual Fees		
2	511-0000-400-5330	Water Enterprise/Spec Dept Equipment	100,000	77,000
		Well & Tank Equipment (fans, pressure sustaining valves, air compressors)		
		Well & Tank Equipment Repair Parts (chlorinators, pumps & motors, electrical panel upgrades & repairs, CL2 transformers)		
		Well & Tank Flow Meters (repairs, calibrations)		
3	511-0000-400-6101	Water Enterprise/Contractual Services	126,703	2,095,503
		Purchased water from the Sonoma County Water Agency (Includes anticipated rate increase of 4% and an increase in well water production,		
		Hydrant Testing - New quality mandates		
		Emergency water service and hydrant repairs		
		My safty officer training program		
		SoCo Reprographics		
		Bank Analysis Service Fees		
		Applied Merchant Web E-Sol Bank Fee		
		Monitoring equipment for 3 Turnouts and PRV's		
		Finance Services Credit Card Fees		

Budget Detail

Water Budget Justification

Item	Account	Description	FY 2015-16	FY 2014-15
			Proposed Budget	Adopted Actual
4	511-0000-400-6105	Water Enterprise/Water Conservation Measures	11,000	11,345
		Toilet & washing machine rebates, pamphlets, hose nozzles, shower heads		
		California Urban Water Conservation Counsel (CUWCC) (Annually)		
5	511-0000-400-9610	Water Enterprise/C/O-Vehicles	150,000	193,000
		1/2 Ton Truck (replacing Ford Explorer)		
		3/4 Ton Utility Truck (replacing 2000 utility truck)		
		3/4 Ton Utility Truck (replacing 2000 utility truck)		
		3/4 Ton Utility Truck - Additional Need		
6	511-xxxx-400-4520	Other Payroll	32,756	3,090
		3% one-time payment per labor MOAs; Administrative Leave payoff		

**WATER ENTERPRISE DEBT SERVICE FUNDS
2015-2016 PROPOSED BUDGETS**

	2002A CSCDA Water Revenue Bond Debt Service	2002A CSCDA Water Revenue Bond Debt Service	Total Water Debt Service Fund
<u>SOURCES</u>			
Transfers In from Water Ops	\$ 156,325	\$ 323,709	\$ 480,034
TOTAL SOURCES	<u>\$ 156,325</u>	<u>\$ 323,709</u>	<u>\$ 480,034</u>
<u>EXPENSES</u>			
Debt Service	\$ 151,325	\$ 318,709	\$ 470,034
Contractual/Professional Svc	5,000	5,000	10,000
TOTAL EXPENSES	<u>\$ 156,325</u>	<u>\$ 323,709</u>	<u>\$ 480,034</u>
INCREASE (USE) OF FUND BALANCE	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

SEWER FUND

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Service Changes:				
Residential	\$ 5,040,959	\$ 5,325,449	\$ 5,040,000	\$ (285,449)
Commercial/Multifamily	6,634,791	7,076,783	6,821,117	(255,666)
Sonoma State University	706,729	714,000	725,000	11,000
Canon Manor	123,953	112,000	125,000	13,000
Casino	892,595	996,000	1,065,200	69,200
Donations and Miscellaneous	18,649	15,000	-	(15,000)
Interest Earnings	24,135	27,500	20,000	(7,500)
Transfers In	1,441,545	1,465,454	1,207,000	(258,454)
TOTAL SOURCES	<u>\$ 14,883,358</u>	<u>\$ 15,732,186</u>	<u>\$ 15,003,317</u>	<u>\$ (728,869)</u>
EXPENSES				
Salaries and Benefits*	\$ 1,162,692	\$ 1,460,736	\$ 1,028,901	\$ (431,835)
Operational Expense	107,903	182,716	207,725	25,009
Contractual/Professional Svc	108,456	167,800	180,000	12,200
Information Technology	42,000	62,594	35,658	(26,936)
Vehicle Expenses	36,918	24,000	64,818	40,818
Facilities	157,674	120,780	61,614	(59,166)
Utilities	76,163	81,523	84,000	2,477
Cost Allocation Plan	-	-	1,035,744	1,035,744
Capital Outlay	79,613	135,000	125,000	(10,000)
Sub-Regional Expense	8,686,293	9,098,049	9,169,273	71,224
Retiree Med CEBRT Contribution	-	48,000	48,000	-
Depreciation Expense	1,059,080	1,120,340	1,120,340	-
Transfers Out**	1,377,245	3,578,189	4,158,676	580,487
TOTAL EXPENSES	<u>\$ 12,894,036</u>	<u>\$ 16,079,727</u>	<u>\$ 17,319,749</u>	<u>\$ 1,240,022</u>
INCREASE (USE) OF FUND BALANCE	<u>\$ 1,989,321</u>	<u>\$ (347,541)</u>	<u>\$ (2,316,432)</u>	<u>\$ (1,968,891)</u>

*Decrease due to implementation of Cost Allocation Plan

** FY 14-15 Adopted Budget has been changed to reflect additions to Transfers Out for Debt Service; Reimbursement of Retiree Medical; and Transfer Out to Vehicle Replacement Fund, in accordance with Generally Accepted Accounting Principles (GAAP) for comparative purposes.

Sewer Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
510-0000-300-3410	Sewer -Interest Income Alloc	24,135	27,500	20,000	(7,500)	-27.27%	
	330 Interest & rentals	24,135	27,500	20,000	(7,500)	-27.27%	
510-0000-300-3670	Sewer Multi Family	4,255,905	4,423,013	4,300,000	(123,013)	-2.78%	
510-0000-300-3671	Sewer Residential	5,040,959	5,325,449	5,040,000	(285,449)	-5.36%	
510-0000-300-3672	Sewer Commercial	2,378,886	2,653,770	2,521,117	(132,653)	-5.00%	
510-0000-300-3673	Sewer-Other	0	15,000	0	(15,000)	-100.00%	
510-0000-300-3675	Sewer-So. State Univ	706,729	714,000	725,000	11,000	1.54%	
510-0000-300-3677	Sewer-Canon Manor	123,953	112,000	125,000	13,000	11.61%	
510-0000-300-3678	Sewer / Casino	892,595	996,000	465,200	(530,800)	-53.29%	
510-0000-300-3740	Casino Sewer Ser Con Fee	0	0	600,000	600,000		
	340 Charges for Services	13,399,028	14,239,232	13,776,317	(462,915)	-3.25%	
510-0000-300-3940	Miscellaneous Income	18,649	0	0	0		
	370 Donations & Misc	18,649	0	0	0		
510-0000-400-6422	Sewer Entr. /Workers' Comp	32,103	35,638	33,466	(2,172)	-6.09%	
510-1200-400-4101	Sewer Entr. /F/T Salaries	47,580	77,861	0	(77,861)	-100.00%	
510-1200-400-4511	Sewer Entr. /Residency Allo	149	216	0	(216)	-100.00%	
510-1200-400-4520	Sewer Entr. /Other Payroll-	1,301	910	0	(910)	-100.00%	
510-1200-400-4901	Sewer Entr / PERS / Employer	11,617	19,893	0	(19,893)	-100.00%	5
510-1200-400-4904	Sewer Entr. /Def Comp/City	881	0	0	0		
510-1200-400-4905	Sewer Ent/Alt Benefits	0	630	0	(630)	-100.00%	
510-1200-400-4906	Sewer Entr. /Alt Ben Prog/D	631	0	0	0		
510-1200-400-4908	Sewer Entr. RHS	180	0	0	0		
510-1200-400-4920	Sewer Entr. /Health Ins/Blu	267	7,465	0	(7,465)	-100.00%	
510-1200-400-4921	Sewer Entr. /Medical Insura	2,062	0	0	0		
510-1200-400-4923	Sewer Entr. /Eye Care	72	135	0	(135)	-100.00%	
510-1200-400-4924	Sewer Entr. /Dental Care	416	656	0	(656)	-100.00%	
510-1200-400-4925	Sewer Entr. /Medicare	744	1,146	0	(1,146)	-100.00%	
510-1200-400-4930	Sewer Entr. /Life Ins/Salar	96	769	0	(769)	-100.00%	
510-1200-400-4931	Sewer Entr / LTD	242	397	0	(397)	-100.00%	
510-1200-400-4932	Sewer Entr./STD	119	194	0	(194)	-100.00%	
510-1200-400-4933	Sewer /EAP	23	30	0	(30)	-100.00%	
510-1200-400-5272	Sewer Entr/Auto Allowance	1,610	2,501	0	(2,501)	-100.00%	
510-1300-400-4101	Sewer Entr. /F/T Salaries	160,673	211,883	0	(211,883)	-100.00%	
510-1300-400-4110	Sewer Entr. /Longevity	4,277	4,260	0	(4,260)	-100.00%	
510-1300-400-4201	Sewer Entr. /Part-Time Sal	8,976	25,400	0	(25,400)	-100.00%	

Sewer Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
510-1300-400-4401	Sewer Entr. /Overtime Salar	7	0	0	0		
510-1300-400-4520	Sewer Entr. /Other Payroll-	11,017	1,068	0	(1,068)	-100.00%	5
510-1300-400-4901	Sewer Entr / PERS / Employer	40,104	55,225	0	(55,225)	-100.00%	
510-1300-400-4905	Sewer Ent/Alt Benefits	462	4,536	0	(4,536)	-100.00%	
510-1300-400-4906	Sewer Entr. /Alt Ben Prog/D	2,857	0	0	0		
510-1300-400-4908	Sewer Entr. RHS	931	900	0	(900)	-100.00%	
510-1300-400-4920	Sewer Entr. /Health Ins/Blu	4,693	23,783	0	(23,783)	-100.00%	
510-1300-400-4921	Sewer Entr. /Medical Insura	12,447	0	0	0		
510-1300-400-4923	Sewer Entr. /Eye Care	497	644	0	(644)	-100.00%	
510-1300-400-4924	Sewer Entr. /Dental Care	2,896	3,140	0	(3,140)	-100.00%	
510-1300-400-4925	Sewer Entr. /Medicare	2,786	3,150	0	(3,150)	-100.00%	
510-1300-400-4930	Sewer Entr. /Life Ins/Salar	474	535	0	(535)	-100.00%	
510-1300-400-4931	Sewer Entr / LTD	841	1,102	0	(1,102)	-100.00%	
510-1300-400-4932	Sewer Entr./STD	412	539	0	(539)	-100.00%	
510-1300-400-4933	Sewer /EAP	194	232	0	(232)	-100.00%	
510-1300-400-4934	Sewer /EDD	623	0	0	0		
510-1300-400-5272	Sewer/ Auto Allowance	2,680	3,460	0	(3,460)	-100.00%	
510-1600-400-4101	Sewer Entr. /F/T Salaries	14,709	27,195	8,840	(18,355)	-67.49%	
510-1600-400-4201	Sewer Entr. /Part-Time Sal	2,233	3,750	3,750	0	0.00%	
510-1600-400-4401	Sewer Entr. /Overtime Salar	117	0	0	0		
510-1600-400-4520	Sewer Entr. /Other Payroll-	1,354	263	458	195	74.14%	5
510-1600-400-4901	Sewer Entr / PERS / Employer	3,591	6,948	2,377	(4,571)	-65.79%	
510-1600-400-4905	Sewer Ent/Alt Benefits	76	336	84	(252)	-75.00%	
510-1600-400-4906	Sewer Entr. /Alt Ben Prog/D	405	0	0	0		
510-1600-400-4908	Sewer Entr. RHS	9	0	60	60		
510-1600-400-4920	Sewer Entr. /Health Ins/Blu	114	2,567	941	(1,626)	-63.34%	
510-1600-400-4921	Sewer Entr. /Medical Insura	405	0	0	0		
510-1600-400-4923	Sewer Entr. /Eye Care	39	61	22	(39)	-63.93%	
510-1600-400-4924	Sewer Entr. /Dental Care	226	295	99	(196)	-66.44%	
510-1600-400-4925	Sewer Entr. /Medicare	277	399	194	(205)	-51.38%	
510-1600-400-4930	Sewer Entr. /Life Ins/Salar	35	278	21	(257)	-92.45%	
510-1600-400-4931	Sewer Entr / LTD	74	139	48	(91)	-65.47%	
510-1600-400-4932	Sewer Entr./STD	38	68	24	(44)	-64.71%	
510-1600-400-4933	Sewer /EAP	10	17	5	(12)	-70.59%	
510-1600-400-5272	Dev Svs - Auto Allowance	212	220	182	(38)	-17.27%	
510-1700-400-4101	HR Swr Entr./F/T Salaries	7,997	29,702	0	(29,702)	-100.00%	
510-1700-400-4110	HR Swr Entr /Longevity	342	1,211	0	(1,211)	-100.00%	
510-1700-400-4511	HR Swr Entr /Residency Allo	34	34	0	(34)	-100.00%	

Sewer Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
510-1700-400-4520	HR Swr Entr /Other Payroll-	0	181	0	(181)	-100.00%	5
510-1700-400-4901	HR Swr Entr / PERS / Employer	2,036	7,898	0	(7,898)	-100.00%	
510-1700-400-4905	HR Swr Entr/Alt Benefits	0	210	0	(210)	-100.00%	
510-1700-400-4906	HR Swr Entr /Alt Ben Prog/D	12	0	0	0		
510-1700-400-4920	HR Swr Entr /Health Ins/Blu	532	4,265	0	(4,265)	-100.00%	
510-1700-400-4921	HR Swr Entr /Medical Insura	973	0	0	0		
510-1700-400-4923	HR Swr Entr /Eye Care	28	85	0	(85)	-100.00%	
510-1700-400-4924	HR Swr Entr /Dental Care	165	416	0	(416)	-100.00%	
510-1700-400-4925	HR Swr Entr /Medicare	122	452	0	(452)	-100.00%	
510-1700-400-4930	HR Swr Entr /Life Ins/Salar	24	48	0	(48)	-100.00%	
510-1700-400-4931	HR Swr Entr / LTD	42	158	0	(158)	-100.00%	
510-1700-400-4932	HR Swr Entr/STD	21	77	0	(77)	-100.00%	
510-1700-400-4933	HR Swr Entr / EAP	19	23	0	(23)	-100.00%	
510-1700-400-6210	HR Swr/ Recruitment	81	0	0	0		
510-3300-400-4101	Sewer Entr. /F/T Salaries	488,319	543,403	581,932	38,529	7.09%	5
510-3300-400-4110	Sewer Entr. /Longevity	8,501	9,001	9,718	717	7.97%	
510-3300-400-4124	Sewer Entr./FTO/CTO	766	771	0	(771)	-100.00%	
510-3300-400-4150	Sewer Entr. /Stand-By Weeke	7,308	0	0	0		
510-3300-400-4151	Sewer Entr. /Stand-By Weekn	8,343	0	0	0		
510-3300-400-4201	Sewer Entr. /Part-Time Sal	0	3,750	3,750	0	0.00%	
510-3300-400-4401	Sewer Entr. /Overtime Salar	19,925	19,000	19,000	0	0.00%	
510-3300-400-4501	Sewer Entr./Holiday Pay	1,087	1,001	1,001	0	0.00%	
510-3300-400-4512	Sewer Entr/Educational Stipend	13,029	15,329	15,727	398	2.60%	
510-3300-400-4520	Sewer Entr. /Other Payroll-	826	574	19,256	18,682	3254.70%	
510-3300-400-4800	Sewer Entr. /Training & Ed	325	3,300	20,000	16,700	506.06%	
510-3300-400-4801	Sewer Entr / Safety Program	5,434	18,560	18,560	0	0.00%	
510-3300-400-4901	Sewer Entr / PERS / Employer	124,879	145,509	163,093	17,584	12.08%	
510-3300-400-4905	Sewer Entr/Alt Benefits	0	210	3,990	3,780	1800.00%	
510-3300-400-4906	Sewer Entr. /Alt Ben Prog/D	210	0	0	0		
510-3300-400-4908	Sewer Entr. RHS	2,133	2,000	3,600	1,600	80.00%	
510-3300-400-4920	Sewer Entr. /Health Ins/Blu	7,068	93,188	86,021	(7,167)	-7.69%	
510-3300-400-4921	Sewer Entr. /Medical Insura	65,124	0	0	0		
510-3300-400-4923	Sewer Entr. /Eye Care	1,247	2,338	2,840	502	21.47%	
510-3300-400-4924	Sewer Entr. /Dental Care	7,757	8,480	8,754	274	3.23%	
510-3300-400-4925	Sewer Entr. /Medicare	7,937	8,207	9,153	946	11.53%	
510-3300-400-4926	Sewer /Hearing Aid	225	0	0	0		
510-3300-400-4930	Sewer Entr. /Life Ins/Salar	1,042	1,027	1,222	195	18.99%	
510-3300-400-4931	Sewer Entr / LTD	2,481	2,814	3,112	298	10.59%	

Sewer Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
510-3300-400-4932	Sewer Entr./STD	1,257	1,420	1,528	108	7.61%	
510-3300-400-4933	Sewer /EAP	357	459	438	(21)	-4.58%	
510-3300-400-4999	WW Capital Labor Reimburse	(8,947)	0	0	0		
510-3300-400-5272	PW - Auto Allowance	1,768	4,801	5,635	834	17.37%	
	400 Salaries & Benefits	1,162,692	1,460,736	1,028,901	(431,835)	-29.56%	
510-0000-400-5100	Sewer Entr./Office Supplies	1,886	1,700	1,700	0	0.00%	
510-0000-400-5130	Sewer Entr. /Postage	0	20	100	80	400.00%	
510-0000-400-5210	Spec. Departmental Supp	21,746	16,200	34,000	17,800	109.88%	
510-0000-400-5211	Sewer Ent/Collect SystemRepair	15,344	27,440	50,000	22,560	82.22%	
510-0000-400-5251	Sewer Entr. /Clothing Allow	3,447	3,725	3,725	0	0.00%	
510-0000-400-5260	Sewer Entr. /Dues & Subscr	6,428	8,647	4,000	(4,647)	-53.74%	1
510-0000-400-5330	Sewer Entr. /Spec Dept Equ	14,358	55,840	50,000	(5,840)	-10.46%	2
510-0000-400-5350	Sewer Entr. /Small Tools	2,024	6,700	3,000	(3,700)	-55.22%	
510-0000-400-5370	Sewer Entr/Equipment Rental	1,496	2,200	2,200	0	0.00%	
510-0000-400-6105	Water Conservation Measures	11,216	10,000	10,000	0	0.00%	
510-0000-400-6310	Sewer Entr. /Equipment Leas	1,965	5,244	4,000	(1,244)	-23.72%	
510-0000-400-6420	Sewer Entr./Vandalism (Losses)	1,387	5,000	5,000	0	0.00%	
510-0000-400-6920	Bad Debts	26,604	40,000	40,000	0	0.00%	
	500 Operational Expense	107,903	182,716	207,725	25,009	13.69%	
510-0000-400-6101	Sewer Entr/Contractual Svs	103,790	117,800	130,000	12,200	10.36%	
510-0000-400-6110	Sewer Entr. /Professional	3,723	50,000	50,000	0	0.00%	
510-1300-400-6210	Sewer/Recruitment Cost	632	0	0	0		
510-3300-400-6210	PW/Recruitment	311	0	0	0		
	510 Contract/Profess Services	108,456	167,800	180,000	12,200	7.27%	
510-0000-400-6424	Sewer/ IT Services	42,000	62,594	35,658	(26,936)	-43.03%	
	520 Information Technology	42,000	62,594	35,658	(26,936)	-43.03%	
510-0000-400-5270	Vehicle Gas & Oil	19,092	24,000	24,000	0	0.00%	
510-0000-400-5320	Sewer Entr. /Vehicle Repair	17,826	0	0	0		
510-0000-400-6426	Sewer - Fleet Services	0	0	40,818	40,818		
	530 Vehicle Expenses	36,918	24,000	64,818	40,818	170.08%	
510-0000-400-5310	Sewer Entr. /Bldg/Facility	71,141	97,000	40,000	(57,000)	-58.76%	
510-0000-400-6423	Sewer Entr. /Liability/Propert	86,533	23,780	21,614	(2,166)	-9.11%	
	540 Facilities	157,674	120,780	61,614	(59,166)	-48.99%	

Sewer Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
510-0000-400-5220	Sewer Entr. /Heat/Light/Po	69,227	75,000	75,000	0	0.00%	
510-0000-400-5221	Sewer/ City Water Costs	0	0	2,000	2,000		
510-0000-400-5230	Sewer Entr. /Telephone	3,879	3,500	3,500	0	0.00%	
510-0000-400-5231	Sewer/Cell Phone	2,531	3,023	3,500	477	15.78%	
510-3300-400-5231	PW - Cell Phone	525	0	0	0		
	550 Utilities	76,163	81,523	84,000	2,477	3.04%	
510-0000-400-6425	Cost Alloc Exp	0	0	1,035,744	1,035,744		
	600 Cost Allocation Plan	0	0	1,035,744	1,035,744		
510-0000-400-9510	Sewer Capital Equip over \$5000	30,005	0	75,000	75,000		3
510-0000-400-9610	Sewer / Vehicles over \$5,000	49,608	135,000	50,000	(85,000)	-62.96%	4
	620 Capital Outlay	79,613	135,000	125,000	(10,000)	-7.41%	
510-0000-400-5360	Sewer Entr. /Laguna Plant/	8,686,293	9,098,049	9,169,273	71,224	0.78%	
	640 SubRegional LTP Expense	8,686,293	9,098,049	9,169,273	71,224	0.78%	
510-0000-400-4989	CERBT Retiree Med Trust Contri	0	48,000	48,000	0		
	645 Retiree Med CEBRT Contrib	0	48,000	48,000	0		
510-0000-400-6500	Sewer - Depreciation Expense	1,059,080	1,120,340	1,120,340	0	0.00%	
	647 Depreciation Exp	1,059,080	1,120,340	1,120,340	0	0.00%	
510-0000-300-3990	Transfers In	1,441,545	1,465,454	0	(1,465,454)	-100.00%	
510-0000-300-7120	Trans In fr Sewr Cap Fund 120	0	0	3,000	3,000		
510-0000-300-7165	Transf In from PFFP Fund 165	0	0	1,204,000	1,204,000		
	700 Transfers In	1,441,545	1,465,454	1,207,000	(258,454)	-17.64%	

Sewer Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
510-0000-400-8100	Transfer Out	1,377,245	3,523,158	0	(3,523,158)	-100.00%	
510-0000-400-8233	Sewer/Transfer to 2005 COPS DS	0	0	615,394	615,394		
510-0000-400-8310	Trans Out to CIP Fund 310	0	0	100,000	100,000		
510-0000-400-8540	Trans Out to WW CIP	0	0	3,265,000	3,265,000		
510-0000-400-8620	Sewer/ Trans Out to Veh Rep Fd	0	55,031	87,282	32,251	58.61%	
510-1910-400-8001	Transf Out to GF Retiree Med	0	0	91,000	91,000		
	800 Transfers Out	1,377,245	3,578,189	4,158,676	580,487	16.22%	
Revenue Total		14,883,358	15,732,186	15,003,317	(728,869)	-4.63%	
Expense Total		12,894,036	16,079,727	17,319,749	1,240,022	7.71%	
Net Increase/(Decrease)		1,989,321	(347,541)	(2,316,432)	(1,968,891)	566.52%	

Budget Detail

Sewer Budget Justification

Item	Account	Description	FY 15-16 Proposed Budget	FY 2014-15 Adopted Budget
1	510-0000-400-5260	Sewer Enterprise/Dues & Subscriptions CWEA Operator Renewal certifications Class B License Medical Exams (Human Resources) Bay Area Air Quality annual backup tank & well generator (annual fees) Certified Unified Program Agency (CUPA) annual hazardous materials (annual fees) State Water Resources Control Board (collection system permit fee) California Urban Water Conservation Counsel (annual fee)	4,000	8,647
2	510-0000-400-5330	Sewer Enterprise/Special Department Equipment Grinder Maintenance & Repair Pump & Motor (replace bearings and wear rings)	50,000	55,840
3	510-0000-400-9510	Sewer Enterprise /C/O Equipment pump station security system Mr. Manhole, Manhole cutter	75,000	-
4	510-0000-400-9610	Sewer Enterprise/C/O-Vehicles Utility truck	50,000	135,000
5	510-xxxx-400-4520	Other Payroll 3% one-time payment per labor MOAs; Administrative Leave payoff	19,714	2,996

**SEWER ENTERPRISE DEBT SERVICE FUND
2015-2016 PROPOSED BUDGET**

	2005 Sewer COPS Debt Service Fund
<u>SOURCES</u>	
Transfers In from Sewer Ops and PFFP Fund	\$ 820,143
TOTAL SOURCES	<u>\$ 820,143</u>
<u>EXPENSES</u>	
Debt Service	\$ 815,143
Contractual/Professional Svc	5,000
TOTAL EXPENSES	<u>\$ 820,143</u>
INCREASE (USE) OF FUND BALANCE	<u><u>\$ -</u></u>

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RECYCLED WATER FUND

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Charges for Services	\$ -	\$ -	\$ 253,400	\$ 253,400
TOTAL SOURCES	\$ -	\$ -	\$ 253,400	\$ 253,400
EXPENSES				
Salaries and Benefits	\$ -	\$ -	\$ 48,933	\$ 48,933
Contractual and Professional Services	-	-	25,000	25,000
Purchase of Water	-	-	177,500	177,500
TOTAL EXPENSES	\$ -	\$ -	\$ 251,433	\$ 251,433
 INCREASE (USE) OF FUND BALANCE	 \$ -	 \$ -	 \$ 1,967	 \$ 1,967

Recycled Water

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Account Number	Description	FY 13-14 Actual	FY 14-15 Adopted Budget	FY 15-16 Proposed Budget	\$ Change	% Change	See Item #
515-0000-300-3676	Recycled Water Revenue	0	0	253,400	253,400		
	340 Charges for Services	0	0	253,400	253,400		
515-3300-400-4101	RW/ FT Salaries	0	0	30,004	30,004		
515-3300-400-4520	RW/ Other Payroll	0	0	901	901		
515-3300-400-4901	RW/PERS Employer	0	0	8,057	8,057		
515-3300-400-4908	RW/ RHS	0	0	480	480		
515-3300-400-4920	RW/Heath Ins Anthem	0	0	6,591	6,591		
515-3300-400-4923	RW/Eye Care	0	0	96	96		
515-3300-400-4924	RW/ Dental Care	0	0	438	438		
515-3300-400-4925	RW/Medicare	0	0	449	449		
515-3300-400-4930	RW/Life Ins Salaried	0	0	56	56		
515-3300-400-4931	RW/ LTD	0	0	154	154		
515-3300-400-4932	RW/STD	0	0	75	75		
515-3300-400-4933	RW/ EAP	0	0	22	22		
515-3300-400-6422	RW/Workers Comp Ins	0	0	1,610	1,610		
	400 Salaries & Benefits	0	0	48,933	48,933		
515-0000-400-6101	Contractual & Professional Exp	0	0	25,000	25,000		
	510 Contract/Profess Services	0	0	25,000	25,000		
515-0000-400-6000	Purchase of Recycled Water	0	0	177,500	177,500		
	630 Purchase of Water	0	0	177,500	177,500		
Revenue Total		0	0	253,400	253,400		
Expense Total		0	0	251,433	251,433		
Net Increase(Decrease)		0	0	1,967	1,967		

REDEVELOPMENT SUCCESSION AGENCY

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Property Tax	\$ 1,811,608	\$ 3,638,963	\$ 5,054,282	\$ 1,415,319
Interest Earnings	7,896	500	-	(500)
Interest Earnings from Bond	902	900	-	(900)
Other Financing Sources	-	250,000	500,000	250,000
TOTAL SOURCES	<u>\$ 1,820,407</u>	<u>\$ 3,890,363</u>	<u>\$ 5,554,282</u>	<u>\$ 250,000</u>
EXPENSES				
Salaries and Benefits	\$ 74,106	\$ 196,760	\$ -	\$ (196,760)
Operational Expense	202	-	-	-
Contractual/Professional Svc	188,432	53,240	250,000	196,760
Debt Service	-	-	300,000	300,000
Transfer Out	3,191,086	3,638,963	4,504,282	865,319
TOTAL EXPENSES	<u>\$ 3,453,826</u>	<u>\$ 3,888,963</u>	<u>\$ 5,054,282</u>	<u>\$ 1,165,319</u>
INCREASE (USE) OF FUND BALANCE	<u>\$ (1,633,419)</u>	<u>\$ 1,400</u>	<u>\$ 500,000</u>	<u>\$ (915,319)</u>

Redevelopment Successor Agency

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
912-0000-300-3009	RPTTF	1,811,608	3,638,963	5,054,282	1,415,319	38.89%	
	310 Taxes	1,811,608	3,638,963	5,054,282	1,415,319	38.89%	
912-0000-300-3410	RSA-Int Income Alloc	902	900	0	(900)	-100.00%	
912-0000-300-3412	Interest-Fund Specific	7,896	500	0	(500)	-100.00%	
	330 Interest & rentals	8,799	1,400	0	(1,400)	-100.00%	
912-0000-300-3514	Prin Repymt fr PFF loan	0	0	500,000	500,000		
912-0000-300-3599	Other Financing Sources	0	250,000	0	(250,000)	-100.00%	
	370 Donations & Misc	0	250,000	500,000	250,000	100.00%	
912-0000-400-4999	Interdept Salaries and Benefit	74,106	196,760	0	(196,760)	-100.00%	
	400 Salaries & Benefits	74,106	196,760	0	(196,760)	-100.00%	
912-0000-400-5110	Paper Supplies	202	0	0	0		
	500 Operational Expense	202	0	0	0		
912-0000-400-6101	Contractual Services	134,821	18,240	25,000	6,760	37.06%	
912-0000-400-6103	City Admin Services	0	0	185,000	185,000		
912-0000-400-6110	Legal Services	53,611	35,000	40,000	5,000	14.29%	
	510 Contract/Profess Services	188,432	53,240	250,000	196,760	369.57%	
912-0000-400-9000	RSA/ GF Loan Principal Repaym	0	0	297,500	297,500		
912-0000-400-9100	RSA/Gen Fund Loan Int Repaym	0	0	2,500	2,500		
	646 Debt Service	0	0	300,000	300,000		
912-0000-400-8100	Transfer Out	3,191,086	3,638,963	0	(3,638,963)	-100.00%	
912-0000-400-8232	RSA/Trans Out to 2003 LRRB DS	0	0	445,244	445,244		
912-0000-400-8925	RSA/Trans Out to 2007H DS Fd	0	0	1,062,781	1,062,781		
912-0000-400-8952	RSA/Trans Out to 1999TAB DS Fd	0	0	395,000	395,000		
912-0000-400-8953	RSA/Trans Out to 2001TAB DS Fd	0	0	969,213	969,213		
912-0000-400-8954	RSA/Trans Out to 2007R DS Fd	0	0	1,632,044	1,632,044		
	800 Transfers Out	3,191,086	3,638,963	4,504,282	865,319	23.78%	
Revenue Total		1,820,407	3,890,363	5,554,282	1,663,919	42.77%	
Expense Total		3,453,826	3,888,963	5,054,282	1,165,319	29.96%	
Net Increase/(Decrease)		(1,633,419)	1,400	500,000	498,600	35614.27%	

HOUSING SUCCESSOR AGENCY

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
<u>SOURCES</u>				
Interest from Loan	\$ 31,590	\$ 360	\$ 360	\$ -
Interest Earnings	1,436	1,440	1,440	-
Housing Fee	1,553	1,500	1,500	-
Transfers In	-	-	65,000	65,000
Other Financing Sources	158,138	-	-	-
TOTAL SOURCES	<u>\$ 192,716</u>	<u>\$ 3,300</u>	<u>\$ 68,300</u>	<u>\$ -</u>
<u>EXPENSES</u>				
Salaries and Benefits	\$ -	\$ -	\$ 21,041	\$ 21,041
Operational Expense	-	40,000	-	(40,000)
Contractual/Professional Svc	28,513	78,500	65,000	(13,500)
Facilities	750	-	-	-
Utilities	2,706	1,500	2,500	1,000
TOTAL EXPENSES	<u>\$ 31,969</u>	<u>\$ 120,000</u>	<u>\$ 88,541</u>	<u>\$ (31,459)</u>
INCREASE (USE) OF FUND BALANCE	<u><u>\$ 160,747</u></u>	<u><u>\$ (116,700)</u></u>	<u><u>\$ (20,241)</u></u>	<u><u>\$ 31,459</u></u>

Housing Successor Agency

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
911-0000-300-3410	RSA Hsg-Interest Income Alloc	1,436	1,440	1,440	0	100.00%	
911-0000-300-3411	Interest on RSA Hsg DS	0	0	0	0		
911-0000-300-3413	Interest Income (Loans)	31,590	360	360	0	100.00%	
	330 Interest & rentals	33,026	1,800	1,800	0	100.00%	
911-0000-300-3560	Affrdble Hsg Linkge Fee RESTR	1,553	1,500	1,500	0	100.00%	
	350 License, permits & fees	1,553	1,500	1,500	0	100.00%	
911-0000-300-3514	Loan Principal Proceeds	0	0	0	0		
911-0000-300-3940	Miscellaneous Income	158,138	0	0	0		
	370 Donations & Misc	158,138	0	0	0		
911-0000-400-4101	Salaries	0	0	13,676	13,676		
911-0000-400-4201	Part-time Salaries	0	0	0	0		
911-0000-400-4512	Housing/ Ed Stipend	0	0	90	90		
911-0000-400-4520	Other Payroll	0	0	413	413		1
911-0000-400-4901	PERS/Employer	0	0	3,697	3,697		
911-0000-400-4908	Housing/RHSA	0	0	180	180		
911-0000-400-4920	Housing/ Health Ins Blue Cross	0	0	1,748	1,748		
911-0000-400-4923	Housing/ Eye Care	0	0	36	36		
911-0000-400-4924	Housing/Dental Ins	0	0	165	165		
911-0000-400-4925	Housing/ Medicare Employer	0	0	206	206		
911-0000-400-4930	Housing/ Life Ins	0	0	21	21		
911-0000-400-4931	Housing/ LTD	0	0	71	71		
911-0000-400-4932	Housing/ STD	0	0	35	35		
911-0000-400-4933	Housing/ EAP	0	0	9	9		
911-0000-400-6422	Housing/ Workers Comp	0	0	694	694		
	400 Salaries & Benefits	0	0	21,041	21,041		
911-0000-400-5210	Spec. Departmental Supp	0	0	0	0		
911-0000-400-5240	Publications	0	0	0	0		
911-0000-400-6920	Bad Debts	0	40,000	0	(40,000)	0.00%	
	500 Operational Expense	0	40,000	0	(40,000)	0.00%	
911-0000-400-6101	Contractual Services	13,635	71,500	35,000	(36,500)	48.95%	
911-0000-400-6110	Legal Services	14,878	7,000	30,000	23,000	428.57%	
	510 Contract/Profess Services	28,513	78,500	65,000	(13,500)	82.80%	

Housing Successor Agency

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
911-0000-400-5310	Housing/Bldg-Facility	750	0	0	0		
	540 Facilities	750	0	0	0		
911-0000-400-5220	Heat, Light and Power	0	0	0	0		
911-0000-400-5221	Utilities-Water/Sewer Service	2,706	1,500	2,500	1,000	166.67%	
	550 Utilities	2,706	1,500	2,500	1,000	166.67%	
911-0000-300-7001	Housing/Trans In Fr GF	0	0	65,000	65,000		
	700 Transfers In	0	0	65,000	65,000		
Revenue Total		192,716	3,300	68,300	65,000	2069.70%	
Expense Total		31,969	120,000	88,541	(31,459)	73.78%	
Net Increase/(Decrease)		160,747	(116,700)	(20,241)	96,459	17.34%	

Budget Detail
Housing Successor Agency

			FY 15-16 Proposed Budget	FY 14-15 Amended Budget
Item	Account	Description		
1	911-0000-400-4520	Other Payroll	413	-
		3% one-time payment per labor MOAs; Administrative Leave payoff		

REFUSE FUND

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE/ (DECREASE)
SOURCES				
Interest Earnings	423	-	-	-
Transfers In	44	-	-	-
TOTAL SOURCES	\$ 467	\$ -	\$ -	\$ -
EXPENSES				
Operational Expense	3,737	-	60,000	60,000
Contractual/Professional Svc	-	-	25,000	25,000
Depreciation Expense	1,090	-	-	-
Transfers Out	10,000	-	-	-
TOTAL EXPENSES	\$ 14,827	\$ -	\$ 85,000	\$ 85,000
INCREASE (USE) OF FUND BALANCE	\$ (14,360)	\$ -	\$ (85,000)	\$ (85,000)

Refuse Fund

Account Number	Description	13-14 Actual	14-15 Adopted Budget	15-16 Proposed Budget	\$ Change	% Change	See Item #
512-0000-300-3410	Refuse-Interest Income Alloc	423	0	0	0		
	330 Interest & rentals	423	0	0	0		
512-0000-400-5310	Refuse/Speci Dept Supplies	0	0	60,000	60,000		1
512-0000-400-6920	Refuse Bad Debts	3,737	0	0	0		
	500 Operational Expense	3,737	0	60,000	60,000		
512-0000-400-6101	Refuse/Contractal/Professnl Sv	0	0	25,000	25,000		2
	510 Contract/Profess Services	0	0	25,000	25,000		
512-0000-400-6500	Depreciation Exp	1,090	0	0	0		
	647 Depreciation Exp	1,090	0	0	0		
512-0000-300-3990	Refuse-Transfers In	44	0	0	0		
	700 Transfers In	44	0	0	0		
512-0000-400-8100	Refuse - Transfer Out	10,000	0	0	0		
	800 Transfers Out	10,000	0	0	0		
Revenue Total		467	0	0	0		
Expense Total		14,827	0	85,000	85,000		
Net Increase/(Decrease)		(14,360)	0	(85,000)	(85,000)		

Budget Detail

Refuse Budget Justification

Item	Account	Description	FY 15-16 Proposed Budget	FY 2014-15 Adopted Budget
1	512-0000-400-5310	Refuse Special Dept Supplies Outreach and Education	60,000	-
2	512-0000-400-6101	Refuse Contracted Services Battery Disposal	25,000	-

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FUND 310: City Facilities, Parks and Recreation Facilities, Transportation Infrastructure Projects												
CIP #	Proj. No.	Project Name	Funding Sources	Total Estimated Project Cost (except as noted)	PRIOR YEARS AND FY 14-15 AMENDED CIP BUDGET			FIVE-YEAR CAPITAL IMPROVEMENTS BUDGET				
					Prior years funds through FY 2013-14	Budgeted FY 2014-15	Amended FY 2014-15	Proposed Budget FY 2015-16	Proposed Budget FY 2016-17	Proposed Budget FY 2017-18	Proposed Budget FY 2018-19	Proposed Budget FY 2019-20
TR-83		Intersection Improvements - Commerce @ State Farm	Public Facilities Fee	516,567	0	0	0	0	0	0	0	516,567
TR-84		Intersection Improvements - Commerce @ Southwest	Public Facilities Fee	516,567	0	0	0	0	0	0	0	516,567
TR-87		Intersection Improvements - Hwy. 101 NB Ramps @ Golf Course @ Commerce	Public Facilities Fee	173,000	0	0	0	0	0	0	173,000	0
TR-88		Intersection Improvements - Hwy. 101 SB Ramps @ Wilfred @ Redwood	Public Facilities Fee	173,000	0	0	0	0	0	0	173,000	0
TR-96	1302	Street Smart Rohnert Park	Federal (OBAG / CMAQ), Measure M	837,798	10,000	55,735	75,735	613,085	138,978	0	0	0
TR-97		2017-18 Various Street Maintenance	Measure M	600,000	0	0	0	0	0	300,000	300,000	0
TR-98	1,511	Pavement Repair Services (ongoing non-capital pavement maintenance)	Refuse Road Impact Fund	1,050,000	0	0	175,000	175,000	175,000	175,000	175,000	175,000
TR-99	1404	2015-16 Various Streets	Gas Tax, Measure M, Refuse Road Impact Fund	710,000	0	0	110,000	600,000	0	0	0	0
TR-101	1501	RPX Overlay Phase 2	Gas Tax, Measure M	800,000	0	0	800,000	0	0	0	0	0
TOTAL FUNDING TO GENERAL FACILITIES AND TRANSPORTATION (Fund 310)					\$ 1,101,989	\$ 3,284,467	\$ 5,899,499	\$ 8,803,229	\$ 1,320,333	\$ 4,007,662	\$ 8,843,930	\$ 13,446,959
FY 2015-16 Funding Sources for Fund 310:												
Public Facilities Fee Fund (Fund 165)								\$ 3,420,000				
Casino Mitigation MOU (Fund 178)								200,000				
Excess Bond Funds (Fund 325)								3,119,144				
Gas Tax Fund (Fund 130)								200,000				
Measure M (Fund 135)								263,085				
Refuse Road Impact Fund (Fund 125)								425,000				
Federal (Fund 310-3541)								500,000				
Infrastructure Reserve (Fund 640)								376,000				
Senior Center Donations (Fund 001-256-2558)								50,000				
Freeway Message Board Lease (310-3930)								50,000				
Sewer Utility Fund								100,000				
Water Utility Fund								100,000				
Total FY 2015-16 Transfers In to Fund 310								\$ 8,803,229				

Notes:

* CIP Project PR-85, Park Restrooms Upgrades and Replacements, includes Community Development Block Grant funding received for Colegio Vista and Alicia Park restrooms. Alicia Park facilities are eligible for Excess Bond Funding -- and Colegio Vista is not -- so all of the CBDG funding received is shown for Colegio Vista which may be combined with other restroom upgrades.

** CIP Project TR-26, Snyder Lane Widening and Enhancements, is being constructed with WW-17 Eastside Trunk Sewer Phase 3. Only the portion of the combined project funded by non-sewer funds (i.e. transportation, Casino mitigation, development impact funds for transportation) is shown on this page. Sewer funds are shown on subsequent pages.

FUND 540: Wastewater System (Preservation Projects and Expansion/Capacity Projects)												
CIP #	Proj. No.	Project Name	Funding Sources	Total Estimated Project Cost (except as noted)	PRIOR YEARS AND FY 14-15 AMENDED CIP BUDGET			FIVE-YEAR CAPITAL IMPROVEMENTS BUDGET				
					Prior years funding through FY 2013-14	Budgeted FY 2014-15	Amended FY 2014-15	Proposed Budget FY 2015-16	Proposed Budget FY 2016-17	Proposed Budget FY 2017-18	Proposed Budget FY 2018-19	Proposed Budget FY 2019-20
WASTEWATER SYSTEM												
WW-08	1104	Interceptor Outfall	Public Facilities Fee, Sewer Utility Operations Fund	6,521,516	303,181	650,000	650,000	500,000	5,068,335	0	0	0
WW-17	1401	Eastside Trunk Sewer - Phase 3	Public Facilities Fee	4,653,658	47,705	1,642,401	2,025,954	2,580,000	0	0	0	0
WW-21	1510	Clausen and Hwy 101 Sewer Main Rehab	Sewer Utility Fund	600,000	0	100,000	100,000	500,000	0	0	0	0
WW-28	1204	Adrian Drive Sewer System Ph. 2	Sewer Utility Fund	1,910,000	0	1,201,186	1,900,000	10,000	0	0	0	0
WW-24	1403	Sewer Pipe Lining Project	Sewer Utility Fund	850,000	0	100,000	100,000	750,000	0	0	0	0
WW-25	1512	Emergency Overflow Sewer Pond	Sewer Utility Fund	1,750,000	0	30,000	250,000	1,500,000	0	0	0	0
WW-26	1513	Santa Barbara / Bobbie / Boris Sewer System Replacement	Sewer Utility Fund	2,283,000	0	0	0	5,000	289,000	1,989,000	0	0
TOTAL FUNDING TO WASTEWATER PROJECTS (Fund 540)					\$ 350,886	\$ 3,723,587	\$ 5,025,954	\$ 5,845,000	\$ 5,357,335	\$ 1,989,000	\$ 0	\$ 0
FY 2015-16 Funding Sources for Fund 540												
Public Facilities Fee Fund (Fund 165)								\$ 2,580,000				
Sewer Utility Fund (Fund 510)								3,265,000				
Total FY 2015-16 Transfers In to Fund 540								\$ 5,845,000				

FUND 541: Water System (Preservation Projects and Expansion/Capacity Projects)												
					PRIOR YEARS AND FY 14-15 AMENDED CIP BUDGET			FIVE-YEAR CAPITAL IMPROVEMENTS BUDGET				
					Prior years funding through FY 2013-14	Budgeted FY 2014-15	Amended FY 2014-15	Proposed Budget FY 2015-16	Proposed Budget FY 2016-17	Proposed Budget FY 2017-18	Proposed Budget FY 2018-19	Proposed Budget FY 2019-20
CIP #	Prodi. No.	Project Name	Funding Sources	Total Estimated Project Cost (except as noted)								
WATER SYSTEM												
WA-04	0408	Water Main Improvement Project	Public Facilities Fee, Gas Tax	2,311,601	1,712,256	2,203,772	589,345	10,000	0	0	0	0
WA-27		Commerce Water Line Replacement	Water Utility Fund	340,000	0	0	0	0	0	0	340,000	0
WA-28	1103	2011 Water Meter Installation Project	Water Utility Fund	760,000	0	260,000	260,000	250,000	250,000	0	0	0
WA-36	1204	Adrian Drive Water System Ph. 2	Water Utility Fund	961,187	0	951,187	951,187	10,000	0	0	0	0
WA-40	1515	Water Leak Services Project	Water Utility Fund	300,000	0	0	0	300,000	0	0	0	0
WA-41	1513	Santa Barbara / Bobbie/Boris Water System Replacement	Water Utility Fund	2,283,000	0	0	0	5,000	289,000	1,989,000	0	0
WA-42	1516	Tank Coating	Water Utility Fund	556,100	0	70,550	0	70,550	485,550	0	0	0
TOTAL FUNDING TO WATER PROJECTS (Fund 541)					\$ 1,712,256	\$ 3,485,509	\$ 1,800,532	\$ 645,550	\$ 1,024,550	\$ 1,989,000	\$ 340,000	\$ 0

FY 2015-16 Funding Sources for Fund 541

Public Facilities Fee Fund (Fund 165)	\$	10,000
Water Utility Fund (Fund 511)		635,550
Total FY 2015-16 Transfers In to Fund 541	\$	<u>645,550</u>

FUND 545: Recycled Water System (Preservation Projects and Expansion/Capacity Projects)												
					PRIOR YEARS AND FY 14-15 AMENDED CIP BUDGET			FIVE-YEAR CAPITAL IMPROVEMENTS BUDGET				
					Prior years funding through FY 2013-14	Budgeted FY 2014-15	Amended FY 2014-15	Proposed Budget FY 2015-16	Proposed Budget FY 2016-17	Proposed Budget FY 2017-18	Proposed Budget FY 2018-19	Proposed Budget FY 2019-20
CIP #	Proj. No.	Project Name	Funding Sources	Total Estimated Project Cost (except as noted)								
RECYCLED WATER SYSTEM												
RW-01	0503	Recycled Water System	Public Facilities Fee	200,000	0	0	50,000	150,000	0	0	0	0
TOTAL FUNDING TO RECYCLED WATER PROJECTS (Fund 545)					\$ 0	\$ 0	\$ 50,000	\$ 150,000	\$ 0	\$ 0	\$ 0	\$ 0

FY 2015-16 Funding Sources for Fund 545

Public Facilities Fee Fund (Fund 165)	\$ 150,000
Total FY 2015-16 Transfers In to Fund 545	\$ 150,000

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Westside Public Safety Station

Category

310-City/Other Facilities

Project No.

2004-13

CIP No.

OF-01

Project Location

West area of city

Description

Construction of three-bay station with dormitory space for four to six firefighters, to be located west of Highway 101 within the limits of the Stadium Lands Planned Development.

"Project Owner" Department

Public Safety

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

A facility planning/programming study (CIP #OF-58, Proj. No. 2015-14) will inform the design requirements of the facility and also look into co-locating and combining the City Corporation Yard.

Justification

This station is necessary to meet the five-minute response time criteria established by industry standards and Insurance Service Office, Inc.

FundingSources:

Casino Mitigation MOU. (Fund 178 / Public Safety Building Contribution has fronted costs prior to FY 2014-15 and before receipt of Casino Mitigation MOU, but should be repaid.)

	Est./actual expenses through FY 2014-15 **	PROJECT COSTS					Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
		FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20		
Project Costs *	\$17,338	\$0	\$0	\$3,532,662	\$0	\$0	\$3,550,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

	Funding through FY 2014-15	FUNDING SOURCES					Funding through FY 2020	Funding beyond 5-year CIP period
		FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20		
Casino Mitigation MOU (Fund 178)	\$0	\$0	\$0	\$3,532,662	\$0	\$0	\$3,532,662	\$0
Public Safety Bldg Cont. (Fund 176)	\$17,338	\$0	\$0	\$0	\$0	\$0	\$17,338	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$17,338	\$0	\$0	\$3,532,662	\$0	\$0	\$3,550,000	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-0413-400-9901
3/23/2001	04/20/2015	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:20 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Southside Fire Station

Category

310-City/Other Facilities

Project No.

CIP No.

OF-33

Project Location

TBD

Description

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

"Project Owner" Department

Public Safety

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan

Justification

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

FundingSources:

Public Facilities Fee

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$0	\$0	\$0	\$0	\$3,640,300	\$3,640,300	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Public Facilities Fee (Fund 165)	\$0	\$0	\$0	\$0	\$0	\$3,640,300	\$3,640,300	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$0	\$0	\$0	\$0	\$3,640,300	\$3,640,300	\$0

Date originally submitted	Date last revised	Unfunded/Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #:
4/10/2006	04/20/2015	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:21 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Copeland Creek Detention Basin & Steelhead Refugia

Category

310-City/Other Facilities

Project No.

2006-04

CIP No.

OF-39

Project Location

Along Copeland Creek, east of Petaluma Hill Road

Description

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

"Project Owner" Department

Development Services

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

(Developer-constructed project.)

Justification

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

FundingSources:

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

	Est./actual expenses through FY 2014-15 **	PROJECT COSTS					Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
		FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20		
Project Costs *	\$1,010,182	\$0	\$0	\$0	\$2,501,069	\$0	\$3,511,251	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

	Funding through FY 2014-15	FUNDING SOURCES					Funding through FY 2020	Funding beyond 5-year CIP period
		FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20		
Public Facilities Fee (Fund 165)	\$0	\$0	\$0	\$0	\$2,470,731	\$0	\$2,470,731	\$0
Copeland Creek Drainage Fund	\$10,182	\$0	\$0	\$0	\$30,338	\$0	\$40,520	\$0
Prop. 84 grant	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$1,000,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$1,010,182	\$0	\$0	\$0	\$2,501,069	\$0	\$3,511,251	\$0

Date originally submitted	Date last revised	Unfunded/Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-0604-400-9901
5/11/2007	04/28/2015	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:21 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Northeast Drainage Basin

Category

310-City/Other Facilities

Project No.

CIP No.

OF-50

Project Location

TBD

Description

Construction of upstream detention basin on the Hinebaugh Creek system.

"Project Owner" Department

Development Services

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan

Justification

Stormwater flow from new development will result in the need for more capacity in the drainage system. An upstream detention basins on the Hinebaugh Creek system is recommended to reduce peak flow throughout the City's drainage system and provide capacity for new development.

FundingSources:

Public Facilities Fee

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Public Facilities Fee (Fund 165)	\$0	\$0	\$0	\$0	\$0	\$3,897,500	\$3,897,500	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$0	\$0	\$0	\$0	\$3,897,500	\$3,897,500	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #:
3/28/2011	04/20/2015	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:21 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Public Safety Main - HVAC Replacement

Category

310-City/Other Facilities

Project No.

2014-02

CIP No.

OF-55

Description

Replacement of building HVAC, including control system, boiler and chiller.

Project Location

Public Safety Headquarters (500 City Center Drive)

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

T. Zwilling

Project is in
implementing
department's
work plan? ☒

Project Status:

Construction in Summer 2015

Justification

The existing HVAC system has been inadequate for some time. Furthermore, while the existing subzone controllers still have adequate lifespan, they are being discontinued, requiring an eventual phase out to new subzone controllers will be tied into the new HVAC controls system.

FundingSources:

Excess Bond Funds, Casino Mitigation MOU

	Est./actual expenses through FY 2014-15 **	PROJECT COSTS					Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
		FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20		
Project Costs *	\$53,296	\$446,880	\$0	\$0	\$0	\$0	\$500,176	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

	Funding through FY 2014-15	FUNDING SOURCES					Funding through FY 2020	Funding beyond 5-year CIP period
		FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20		
Excess Bond Funds (Fund 325)	\$53,296	\$446,880	\$0	\$0	\$0	\$0	\$500,176	\$0
Casino Mitigation MOU (Fund 178)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$53,296	\$446,880	\$0	\$0	\$0	\$0	\$500,176	\$0

Date originally submitted	Date last revised	Unfunded/Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-1402-400-9901
1/13/2011	04/28/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:21 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Library Parking Lot Paving / Landscaping

Category

310-City/Other Facilities

Project No.

2015-09

CIP No.

OF-56

Description

Overlay of parking lot at Rohnert Park Cotati Community Library and parking lot island improvements.

Project Location

Rohnert Park Cotati Community Library (6250 Lynne Conde Way)

"Project Owner" Department

Development Services

Implementing Project Manager

A. da Rosa

Project is in
implementing
department's
work plan? ☐

Project Status:

Not yet in current work plan.

Justification

Regular pavement maintenance of the parking lot is needed in order to provide the safest surface for Library patrons and to maintain the service life of this asset.

FundingSources:

Excess Bond Funds

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$234,900	\$0	\$0	\$0	\$0	\$234,900	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Excess Bond Funds (Fund 325)	\$0	\$234,900	\$0	\$0	\$0	\$0	\$234,900	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$234,900	\$0	\$0	\$0	\$0	\$234,900	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-1509-400-9901
3/2/2015	04/28/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:21 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Animal Shelter Roof Replacement

Category

310-City/Other Facilities

Project No.

CIP No.

OF-57

Description

Replacement of roof at Animal Shelter

Project Location

Rohnert Park Animal Shelter (301 J. Rogers Lane)

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

Not yet in current work plan.

Justification

Regular maintenance such as roof replacement is necessary to maintain the service life of this facility.

FundingSources:

Excess RDA

PROJECT COSTS

	Est./actual expenses through FY 2014-15 **	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
Project Costs *	\$0	\$0	\$170,000	\$0	\$0	\$0	\$170,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

FUNDING SOURCES

	Funding through FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Funding through FY 2020	Funding beyond 5-year CIP period
Excess Bond Funds (Fund 325)	\$0	\$170,000	\$0	\$0	\$0	\$0	\$170,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$170,000	\$0	\$0	\$0	\$0	\$170,000	\$0

Date
originally
submitted

3/26/2015

Date
last
revised

04/28/2015

Unfunded/
Underfunded

☐

PFFP
project

☐

Current year funding source is identified ☐

Current year funding is committed ☐

Mechanism

Project Acct. #:

Date Assigned:

Printed Friday, May 01, 2015 6:41:21 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Public Safety Station / Corp Yard Master Plan

Category

310-City/Other Facilities

Project No.

2015-14

CIP No.

OF-58

Project Location

West area of city

Description

Programming study of the Westside Public Safety Station to inform project engineering and design. Also to be studied will be the feasibility of combining the City Corporation Yard with the new Public Safety Station.

"Project Owner" Department

TBD

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan.

Justification

The Westside Public Safety Building and expanded Corporation Yard were identified in the Public Facilities Financing Plan as projects needed to serve new development. The study is needed to determine potential co-location of the facilities for efficiency.

FundingSources:

Casino Mitigation MOU, Sewer Utility Fund, Water Utility Fund

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Casino Mitigation MOU (Fund 178)	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000	\$0
Water Utility Fund (Fund 511)	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000	\$0
Sewer Utility Fund (Fund 510)	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$400,000	\$0	\$0	\$0	\$0	\$400,000	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-1514-400-9901
3/26/2014	04/30/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:21 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Trail to Crane Creek Regional Park

Category

310-Parks and Recreation

Project No.

2007-19

CIP No.

PR-49

Project Location

East of Petaluma Hill Road

Description

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

"Project Owner" Department

Development Services

Implementing Project Manager

TBD

Project is in implementing department's work plan? ☐

Project Status:

Considering land acquisition / dedication alternatives

Justification

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

FundingSources:

Open Space District matching grant, City in-kind match (staff time, value of water tank service road)

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Open Space Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Date originally submitted	Date last revised	Unfunded/Underfunded <input type="checkbox"/>	PFFP project <input type="checkbox"/>	Current year funding source is identified <input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Project Acct. #: 310-0719-400-9901
6/29/2007	10/01/2011			Mechanism		Date Assigned:
						Printed Friday, May 01, 2015 6:41:21 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Magnolia Park Tennis Courts Reconstruction

Category

310-Parks and Recreation

Project No.

2015-02

CIP No.

PR-69

Project Location

Magnolia Park (1401 Middlebrook)

Description

Rehabilitation / reconstruction of 4 tennis courts at Magnolia Park.

"Project Owner" Department

Development Services

Implementing Project Manager

A. da Rosa

Project is in
implementing
department's
work plan? ☒

Project Status:

Design in progress. Construction expected Fall 2015.

Justification

The tennis courts at Magnolia Park have deteriorated, including what appears to be significant areas of subgrade failure.

FundingSources:

Capital Outlay Fund, Infrastructure Reserve

PROJECT COSTS

	Est./actual expenses through FY 2014-15 **	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
Project Costs *	\$219,000	\$31,000	\$0	\$0	\$0	\$0	\$250,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

FUNDING SOURCES

	Funding through FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Funding through FY 2020	Funding beyond 5-year CIP period
Capital Outlay (Fund 160)	\$219,000	\$0	\$0	\$0	\$0	\$0	\$219,000	\$0
Infrastructure Resrv (Fund 640)	\$0	\$31,000	\$0	\$0	\$0	\$0	\$31,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$219,000	\$31,000	\$0	\$0	\$0	\$0	\$250,000	\$0

Date originally submitted	Date last revised	Unfunded/Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-1502-400-9901
5/26/2013	04/20/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:21 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Community Center Roof Replacement

Category

310-Parks and Recreation

Project No.

2015-06

CIP No.

PR-70

Description

Replacement of roof at Community Center building.

Project Location

Rohnert Park Community Center (5401 Snyder Lane)

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

T. Zwilling

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan.

Justification

Regular maintenance such as roof replacement is necessary to maintain the service life of this facility.

FundingSources:

Excess Bond Funds

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$239,400	\$0	\$0	\$0	\$0	\$239,400	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Excess Bond Funds (Fund 325)	\$0	\$239,400	\$0	\$0	\$0	\$0	\$239,400	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$239,400	\$0	\$0	\$0	\$0	\$239,400	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-1506-400-9901
2/26/2015	04/28/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:22 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Performing Arts Center HVAC Replacement

Category

310-Parks and Recreation

Project No.

2015-05

CIP No.

PR-73

Description

Replacement of HVAC at Spreckels Performing Arts Center

Project Location

Spreckels Performing Arts Center (5409 Snyder Lane)

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

T. Zwilling

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan

Justification

Regular major equipment replacement such as HVAC replacement is necessary to maintain the service life of this facility.

FundingSources:

Excess Bond Funds

PROJECT COSTS

	Est./actual expenses through FY 2014-15 **	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
Project Costs *	\$0	\$462,000	\$0	\$0	\$0	\$0	\$462,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

FUNDING SOURCES

	Funding through FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Funding through FY 2020	Funding beyond 5-year CIP period
Excess Bond Funds (Fund 325)	\$0	\$462,000	\$0	\$0	\$0	\$0	\$462,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$462,000	\$0	\$0	\$0	\$0	\$462,000	\$0

Date
originally
submitted

2/26/2015

Date
last
revised

04/28/2015

Unfunded/
Underfunded

☐

PFFP
project

☐

Current year funding source is identified

☐

Current year funding is committed

☐

Mechanism

Project Acct. #:

310-1505-400-9901

Date Assigned:

Printed Friday, May 01, 2015 6:41:22 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Senior Center Roof Replacement

Category

310-Parks and Recreation

Project No.

2014-05

CIP No.

PR-75

Description

Replacement of roof at Senior Center

Project Location

Rohnert Park Senior Center (6800 Hunter Drive)

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

T. Zwilling

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan.

Justification

Regular maintenance such as roof replacement is necessary to maintain the service life of this facility.

FundingSources:

Excess Bond Funds

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$234,000	\$0	\$0	\$0	\$0	\$234,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Excess Bond Funds (Fund 325)	\$0	\$234,000	\$0	\$0	\$0	\$0	\$234,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$234,000	\$0	\$0	\$0	\$0	\$234,000	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-1405-400-9901
2/26/2015	04/28/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:22 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Alicia Park Restrooms

Category

310-Parks and Recreation

Project No.

2015-04

CIP No.

PR-76a

Project Location

Alicia Park (300 Arlen Drive)

Description

Upgrade of existing restroom building with vandalism-resistant surfaces and materials; ADA-compliant fixtures; lighting; and enhanced security features (auto locking doors, alarms, surveillance and exterior lighting).

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan.

Justification

The restrooms at parks throughout the City have been closed in recent years due to high maintenance costs to address general deterioration resulting from deferred maintenance, repairing damage from vandalism, and removing graffiti. The parks are well-used recreational resources however, and there is growing desire to once again provide adequate restroom facilities for park patrons.

FundingSources:

Excess Bond Funds

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$169,403	\$0	\$0	\$0	\$0	\$169,403	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Excess Bond Funds (Fund 325)	\$0	\$169,403	\$0	\$0	\$0	\$0	\$169,403	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$169,403	\$0	\$0	\$0	\$0	\$169,403	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-1504-400-9901
2/26/2015	04/28/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:22 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Ladybug Park Restrooms

Category

310-Parks and Recreation

Project No.

2015-03

CIP No.

PR-76b

Project Location

Ladybug Park (8517 Liman Way)

Description

Upgrade of existing restroom building with vandalism-resistant surfaces and materials; ADA-compliant fixtures; lighting; and enhanced security features (auto locking doors, alarms, surveillance and exterior lighting).

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan.

Justification

The restrooms at parks throughout the City have been closed in recent years due to high maintenance costs to address general deterioration resulting from deferred maintenance, repairing damage from vandalism, and removing graffiti. The parks are well-used recreational resources however, and there is growing desire to once again provide adequate restroom facilities for park patrons.

FundingSources:

Excess Bond Funds

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$55,761	\$0	\$0	\$0	\$0	\$55,761	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Excess Bond Funds (Fund 325)	\$0	\$55,761	\$0	\$0	\$0	\$0	\$55,761	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$55,761	\$0	\$0	\$0	\$0	\$55,761	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-1503-400-9901
2/26/2015	04/28/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:22 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Senior Center Restroom Renovation

Category

310-Parks and Recreation

Project No.

2015-07

CIP No.

PR-77

Description

Upgrade of existing restroom for ADA access and ADA-compliant fixtures.

Project Location

Rohnert Park Senior Center (6800 Hunter Drive)

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan.

Justification

An upgrade of the existing restroom is needed for safety of Senior Center patrons and ADA compliance.

FundingSources:

Excess Bond Funds

PROJECT COSTS

	Est./actual expenses through FY 2014-15 **	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
Project Costs *	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

FUNDING SOURCES

	Funding through FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Funding through FY 2020	Funding beyond 5-year CIP period
Excess Bond Funds (Fund 325)	\$0	\$0	\$192,200	\$0	\$0	\$0	\$109,200	\$0
Casino Mitigation MOU (Fund 178)	\$28,462	\$0	\$0	\$0	\$0	\$0	\$28,462	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$28,462	\$0	\$192,200	\$0	\$0	\$0	\$137,662	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-1507-400-9901
2/26/2015	04/30/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:22 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Performing Arts Center Roof Replacement

Category

310-Parks and Recreation

Project No.

2015-08

CIP No.

PR-78

Description

Replacement of roof at Performing Arts Center

Project Location

Spreckels Performing Arts Center (5409 Snyder Lane)

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

T. Zwilling

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan.

Justification

Regular maintenance such as roof replacement is necessary to maintain the service life of this facility.

FundingSources:

Excess Bond Funds

	Est./actual expenses through FY 2014-15 **	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
Project Costs *	\$0	\$1,276,800	\$0	\$0	\$0	\$0	\$1,276,800	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

	Funding through FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Funding through FY 2020	Funding beyond 5-year CIP period
Excess Bond Funds (Fund 325)	\$0	\$1,276,800	\$0	\$0	\$0	\$0	\$1,276,800	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$1,276,800	\$0	\$0	\$0	\$0	\$1,276,800	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-1508-400-9901
2/26/2015	04/28/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:22 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Community Center Digital Sign

Category

310-Parks and Recreation

Project No.

CIP No.

PR-80

Description

Construction of new digital message sign at the Rohnert Park Community Center (approximate location of sign at corner of Rohnert Park Expressway at Snyder Lane).

Project Location

Corner of Snyder Lane and Rohnert Park Expressway

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

T. Zwilling

Project is in
implementing
department's
work plan? ☐

Project Status:

Project scoping

Justification

Replacement of existing marquee sign with a digital sign would not only improve marketing and outreach about the Community Center's and Performing Arts Center events, but it would also eliminate manual changing of the sign that occurs now.

FundingSources:

Freeway Message Board Lease (Veale contribution)

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Freeway Message Board Lease	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total Sources	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000	

Date originally submitted	Date last revised	Unfunded/Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #:
3/26/2015	04/28/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:22 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Senior Center Floor Replacement

Category

310-Parks and Recreation

Project No.

CIP No.

PR-81

Description

Replacement of floor at Senior Center

Project Location

Rohnert Park Senior Center

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

T. Zwilling

Project is in
implementing
department's
work plan? ☐

Project Status:

Project scoping

Justification

This replacement is to address uneven surfaces that may pose trip hazards at this facility

FundingSources:

Senior Center Restricted Funds (Donations)

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Senior Center Donations (256-2558)	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total Sources	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000	

Date originally submitted	Date last revised	Unfunded/Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #:
2/26/2015	04/28/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:23 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Honeybee Pool Heater, Filter and Recirculation System

Category

310-Parks and Recreation

Project No.

CIP No.

PR-82

Description

Replacement of filter, heater and recirculation system.

Project Location

Honeybee Pool

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

T. Zwilling

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan.

Justification

This project is to address failing systems at Honeybee Pool, which is used heavily for lap swimming, local swim team practice and meets, as well as recreational swimming and classes.

FundingSources:

Infrastructure Reserve

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$175,000	\$0	\$0	\$0	\$0	\$175,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Infrastructure Resrv (Fund 640)	\$0	\$175,000	\$0	\$0	\$0	\$0	\$175,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$175,000	\$0	\$0	\$0	\$0	\$175,000	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #:
5/1/2013	04/30/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:23 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Ladybug Park Building Upgrades and Roof Replacement

Category

310-Parks and Recreation

Project No.

CIP No.

PR-84

Description

Replace roof on Ladybug Park meeting building and address necessary repairs, access issues if any.

Project Location

Ladybug Park (8517 Liman Way)

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan.

Justification

Address deterioration of Ladybug Park meeting building.

FundingSources:

Excess Bond Funds

PROJECT COSTS

	Est./actual expenses through FY 2014-15 **	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
Project Costs *	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

FUNDING SOURCES

	Funding through FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Funding through FY 2020	Funding beyond 5-year CIP period
Excess Bond Funds (Fund 325)	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #:
	04/30/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:23 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Park Restrooms Upgrades and Replacements

Category

310-Parks and Recreation

Project No.

CIP No.

PR-85

Description

Replacement or rehabilitation of City park restrooms, which may include redesign and/or upgrade of restroom buildings with resilient and vandalism-resistant surfaces and materials; new ADA-compliant fixtures; ADA accessibility upgrades; lighting; and enhanced security features (auto locking doors, alarms, surveillance and exterior lighting). May include relocation of restroom facilities for improved access or security.

Project Location

Various locations throughout City

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

TBD

Project is in implementing department's work plan? ☐

Project Status:

A Community Development Block Grant has been awarded for ADA improvements to restrooms at Alicia Park and Colegio Vista Park.

Justification

The restrooms at parks throughout the City have been closed in recent years due to high maintenance costs to address general deterioration resulting from deferred maintenance, repairing damage from vandalism, and removing graffiti. The parks are well-used recreational resources however, and there is growing desire to once again provide adequate restroom facilities for park patrons.

FundingSources:

Community Development Block Grant

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$0	\$138,065	\$0	\$0	\$0	\$138,065	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Comm.Dev. Block Grant (310-3541)	\$0	\$0	\$138,065	\$0	\$0	\$0	\$138,065	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$0	\$138,065	\$0	\$0	\$0	\$138,065	\$0

Date originally submitted	Date last revised	Unfunded/Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #:
	04/30/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:23 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Snyder Lane Widening - Phase 1 (Southwest Blvd. to San Francisco Way)

Category

310-Transportation

Project No.

2014-01

CIP No.

TR-26

Description

Widening of Snyder Lane between Southwest Boulevard and San Francisco Way to include four travel lanes, improvements at Copeland Creek bridge, enhanced pedestrian crossings and traffic control devices on Snyder Lane, intersection improvements at Rohnert Park Expressway and Snyder Lane. The project is being constructed concurrently with Eastside Trunk Sewer Ph. 3 (CIP Proj. No. WW-17).

Project Location

Snyder Lane (Southwest Blvd. to San Francisco Way)

"Project Owner" Department

Development Services

Implementing Project Manager

A. da Rosa

Project is in
implementing
department's
work plan? ☒

Project Status:

Construction in Summer 2015.

Justification

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

FundingSources:

Public Facilities Fee, Casino Mitigation MOU, Gas Tax, Traffic Signalization Fund

	Est./actual expenses through FY 2014-15 **	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
Project Costs *	\$4,501,243	\$3,420,000	\$0	\$0	\$0	\$0	\$7,921,243	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

	Funding through FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Funding through FY 2020	Funding beyond 5-year CIP period
Public Facilities Fee (Fund 165)	\$2,748,803	\$3,420,000	\$0	\$0	\$0	\$0	\$6,168,803	\$0
Casino Mitigation MOU (Fund 178)	\$500,000	\$0	\$0	\$0	\$0	\$0	\$500,000	\$0
Gas Tax (Fund 130)	\$1,012,440	\$0	\$0	\$0	\$0	\$0	\$1,012,440	\$0
Traffic Signalizatr (Fund 150)	\$240,000	\$0	\$0	\$0	\$0	\$0	\$240,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$4,501,243	\$3,420,000	\$0	\$0	\$0	\$0	\$7,921,243	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-1401-400-9901
2/9/2004	04/30/2015	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:23 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Snyder Lane Widening - Lawrence Jones Middle School to San Francisco Way

Category

310-Transportation

Project No.

CIP No.

TR-27

Description

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

Project Location

Snyder Lane (approx. Moura Lane to Creekside MS)

"Project Owner" Department

Development Services

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan.

Justification

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

FundingSources:

Public Facilities Fee, Gas Tax

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$0	\$0	\$0	\$1,881,561	\$0	\$1,881,561	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Public Facilities Fee (Fund 165)	\$0	\$0	\$0	\$0	\$1,764,361	\$0	\$1,764,361	\$0
Gas Tax (Fund 130)	\$0	\$0	\$0	\$0	\$117,200	\$0	\$117,200	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$0	\$0	\$0	\$1,881,561	\$0	\$1,881,561	\$0

Date originally submitted	Date last revised	Unfunded/Underfunded	PFFP project	Current year funding source is identified	Project Acct. #:
3/24/2005	04/30/2015	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
				Current year funding is committed	Date Assigned:
				<input type="checkbox"/>	
				Mechanism	Printed Friday, May 01, 2015 6:41:23 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Snyder Lane Widening - G Section to Lawrence Jones Middle School

Category

310-Transportation

Project No.

CIP No.

TR-28

Description

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

Project Location

Snyder Lane (Creekside MS to Medical Center Drive)

"Project Owner" Department

Development Services

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan.

Justification

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

FundingSources:

Public Facilities Fee, Gas Tax

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$0	\$0	\$0	\$0	\$8,341,325	\$8,341,325	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Public Facilities Fee (Fund 165)	\$0	\$0	\$0	\$0	\$0	\$7,867,125	\$7,867,125	\$0
Gas Tax (Fund 130)	\$0	\$0	\$0	\$0	\$0	\$474,200	\$474,200	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$0	\$0	\$0	\$0	\$8,341,325	\$8,341,325	\$0

Date originally submitted	Date last revised	Unfunded/Underfunded	PFFP project	Current year funding source is identified	Project Acct. #:
3/24/2005	04/30/2015	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
				Current year funding is committed	Date Assigned:
				<input type="checkbox"/>	
				Mechanism	Printed Friday, May 01, 2015 6:41:23 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Intersection Improvements - Commerce Blvd. @ State Farm Drive

Category

310-Transportation

Project No.

CIP No.

TR-83

Description

Add new signal at intersection of Commerce Boulevard and State Farm Drive

Project Location

Commerce Blvd @ State Farm Drive

"Project Owner" Department

Development Services

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan.

Justification

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

FundingSources:

Public Facilities Fee

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$0	\$0	\$35,625	\$0	\$0	\$35,625	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Public Facilities Fee (Fund 165)	\$0	\$0	\$0	\$516,567	\$0	\$0	\$516,567	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$0	\$0	\$516,567	\$0	\$0	\$516,567	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #:
4/14/2011	04/14/2011	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:23 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Intersection Improvements - Commerce Blvd @ Southwest Blvd

Category

310-Transportation

Project No.

CIP No.

TR-84

Description

Add new signal.

Project Location

Commerce Blvd @ Southwest Blvd

"Project Owner" Department

Development Services

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan.

Justification

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

FundingSources:

Public Facilities Fee

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$0	\$0	\$35,989	\$0	\$0	\$35,989	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Public Facilities Fee (Fund 165)	\$0	\$0	\$0	\$521,839	\$0	\$0	\$521,839	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$0	\$0	\$521,839	\$0	\$0	\$521,839	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #:
4/14/2011	10/01/2011	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:23 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

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

Category

310-Transportation

Project No.

CIP No.

TR-87

Description

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

Project Location

US 101 NB @ Golf Course / Commerce

"Project Owner" Department

Development Services

Implementing Project Manager

TBD

Project is in implementing department's work plan? ☐

Project Status:

Not in current work plan.

Justification

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

FundingSources:

Public Facilities Fee

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Public Facilities Fee (Fund 165)	\$0	\$0	\$0	\$0	\$173,000	\$0	\$173,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$0	\$0	\$0	\$173,000	\$0	\$173,000	\$0

Date originally submitted	Date last revised	Unfunded/Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #:
4/14/2011	05/22/2012	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:24 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Intersection Improvements - US 101 SB ramps @ Wilfred/Redwood

Category

310-Transportation

Project No.

CIP No.

TR-88

Description

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

Project Location

US 101 SB ramps @ Wilfred/Redwood

"Project Owner" Department

Development Services

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan.

Justification

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

FundingSources:

Public Facilities Fee

Est./actual
expenses
through
FY 2014-15 **

PROJECT COSTS

Project costs
through
FY 2020

(Additional /
continuing
costs after
5-year
CIP period)
☐

Project Costs *

Est./actual expenses through FY 2014-15 **	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period)
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding
through
FY 2014-15

FUNDING SOURCES

Funding
through
FY 2020

Funding beyond
5-year CIP
period

Public Facilities Fee (Fund 165)	\$0	\$0	\$0	\$0	\$173,000	\$0	\$173,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$0	\$0	\$0	\$173,000	\$0	\$173,000	\$0

Date
originally
submitted

4/14/2011

Date
last
revised

05/22/2012

Unfunded/
Underfunded

☐

PFFP
project

☒

Current year funding source is identified

☐

Current year funding is committed

☐

Mechanism

Project Acct. #:

Date Assigned:

Printed Friday, May 01, 2015 6:41:24 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Street Smart Rohnert Park

Category

310-Transportation

Project No.

2013-02

CIP No.

TR-96

Project Location

Various locations

Description

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

"Project Owner" Department

Development Services

Implementing Project Manager

A. da Rosa

Project is in
implementing
department's
work plan? ☒

Project Status:

Project scoping.

Justification

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

FundingSources:

Federal (One Bay Area Grant), Measure M

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$10,000	\$55,735	\$0	\$0	\$0	\$0	\$65,735	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Federal	\$0	\$500,000	\$0	\$0	\$0	\$0	\$500,000	\$0
Measure M	\$10,000	\$113,085	\$138,978	\$0	\$0	\$0	\$262,063	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$10,000	\$613,085	\$138,978	\$0	\$0	\$0	\$762,063	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-1302-400-9901
3/29/2013	07/08/2013	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned: 7/19/2013
				Mechanism	Printed Friday, May 01, 2015 6:41:24 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

2017-18 Various Streets Maintenance

Category

310-Transportation

Project No.

CIP No.

TR-97

Project Location

Various streets citywide

Description

2-year project of digouts and crack seal in Summer 2017 and slurry seal in Spring/Summer 2018 of select roads per the Pavement Management Program.

"Project Owner"

Department

Development Services

Implementing Project Manager

TBD

Project is in implementing department's work plan? ☐

Project Status:

Not in current work plan.

Justification

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

FundingSources:

Measure M

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period)
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$0	\$0	\$300,000	\$300,000	\$0	\$600,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Measure M (Fund 135)	\$0	\$0	\$0	\$300,000	\$300,000	\$0	\$600,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$0	\$0	\$300,000	\$300,000	\$0	\$600,000	\$0

Date originally submitted	Date last revised	Unfunded/Underfunded	PFFP project	Current year funding source is identified	Current year funding is committed	Project Acct. #:	Date Assigned:
3/26/2013	06/02/2013	<input type="checkbox"/>	<input type="checkbox"/>	Mechanism	<input type="checkbox"/>		
Printed Friday, May 01, 2015 9:19:30 AM							

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Pavement Repair Services (ongoing non-capital pavement maintenance)

Category

310-Transportation

Project No.

2015-11

CIP No.

TR-98

Description

Repairs to pavement throughout the City

Project Location

Various locations Citywide

"Project Owner" Department

Development Services

Implementing Project Manager

A. da Rosa

Project is in
implementing
department's
work plan? ☒

Project Status:

In design.

Justification

This program provides for timely repairs to damaged pavement to help maintain road condition at acceptable levels until regular pavement maintenance projects are scheduled.

FundingSources:

Refuse Road Impact Fund

Est./actual
expenses
through
FY 2014-15 **

PROJECT COSTS

Project costs
through
FY 2020

(Additional /
continuing
costs after
5-year
CIP period)
☒

Project Costs *	FY 2014-15 **	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020	FY 2021
	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$1,050,000	\$175,000

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding
through
FY 2014-15

FUNDING SOURCES

Funding
through
FY 2020

Funding beyond
5-year CIP
period

	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020	FY 2021
Refuse Road Impact Fund (Fund 125)	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$1,050,000	\$175,000
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$1,050,000	\$175,000

Date
originally
submitted

2/26/2015

Date
last
revised

04/28/2015

Unfunded/
Underfunded

☐

PFFP
project

☐

Current year funding source is identified

☐

Current year funding is committed

☐

Mechanism

Project Acct. #:

Date Assigned:

Printed Friday, May 01, 2015 6:41:24 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

2015-16 Various Streets Pavement Maintenance

Category

310-Transportation

Project No.

2014-04

CIP No.

TR-99

Description

Road resurfacing of segments of Enterprise Drive, Seed Farm Drive, and other locations as necessary to prepare for subsequent Street Smart Rohnert Park project (CIP No. TR-96)

Project Location

Enterprise Drive, Seed Farm Drive and other locations to be identified

"Project Owner" Department

Development Services

Implementing Project Manager

A. da Rosa

Project is in
implementing
department's
work plan? ☒

Project Status:

Project scoping of additional locations.

Justification

Road repair and resurfacing is needed on segments of Enterprise Drive and Seed Farm Drive where pavement marking, and intersection and crosswalk enhancements will be constructed with Street Smart Rohnert Park project (CIP No. TR-96) in summer 2016.

FundingSources:

Gas Tax, Measure M, Road Refuse Impact Fund

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$110,000	\$700,000	\$0	\$0	\$0	\$0	\$810,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Gas Tax (Fund 130)	\$100,000	\$200,000	\$0	\$0	\$0	\$0	\$300,000	\$0
Measure M (Fund 135)	\$10,000	\$150,000	\$0	\$0	\$0	\$0	\$160,000	\$0
Refuse Road Impact Fund (Fund 125)	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$110,000	\$600,000	\$0	\$0	\$0	\$0	\$710,000	\$0

Date originally submitted	Date last revised	Unfunded/Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-1404-400-9901
6/10/2014	04/28/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:24 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Rohnert Park Expressway (RPX) Rehabilitation, Phase 2

Category

310-Transportation

Project No.

2015-01

CIP No.

TR-101

Description

Pavement overlay of Rohnert Park Expressway between State Farm Drive and Commerce Boulevard

Project Location

Rohnert Park Expressway between State Farm Drive and Commerce Boulevard

"Project Owner" Department

Development Services

Implementing Project Manager

A. da Rosa

Project is in
implementing
department's
work plan? ☒

Project Status:

Construction in Summer 2015.

Justification

Deteriorated road surfaces will be repaved with this project, which takes advantage of the construction project that will occur on Rohnert Park Expressway east of State Farm Drive.

FundingSources:

Gas Tax, Measure M

PROJECT COSTS

	Est./actual expenses through FY 2014-15 **	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
Project Costs *	\$800,000	\$0	\$0	\$0	\$0	\$0	\$800,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

FUNDING SOURCES

	Funding through FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Funding through FY 2020	Funding beyond 5-year CIP period
Gas Tax (Fund 130)	\$300,000	\$0	\$0	\$0	\$0	\$0	\$300,000	\$0
Measure M (Fund 135)	\$500,000	\$0	\$0	\$0	\$0	\$0	\$500,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$800,000	\$0	\$0	\$0	\$0	\$0	\$800,000	\$0

Date originally submitted	Date last revised	Unfunded/Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 310-1501-400-9901
	04/30/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:23 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Interceptor Outfall Rehabilitation - Ph. 2

Category

540-Wastewater Systems

Project No.

2011-04

CIP No.

WW-08

Project Location

West of Rohnert Park to Subregional Treatment Plant

Description

Rehabilitation of 30 year old sewer pipeline between Rohnert Park and Santa Rosa Subregional Sewerage Plant on Llano Road. Includes upgrades to pump station. (Also called "Interceptor Outfall - Phase 2" in PFFP.) Preliminary engineering study identified necessary repairs, including slip-lining and repair/replacement of certain gravity sections.

"Project Owner" Department

Development Services

Implementing Project Manager

M. Pawson

Project is in
implementing
department's
work plan? ☒

Project Status:

Cured-in-place lining, spool and gravity-section replacement has been completed over the past several years. Project scoping will commence on the next rehabilitation projects needed.

Justification

The Interceptor Outfall system alignment crosses areas of sensitive habitat, including creeks and wetlands in the Laguna de Santa Rosa watershed. In order to protect public health and water quality and avoid spills of raw sewage that have the potential to violate the City's water quality permit for its collection system, the City has been systematically upgrading the Interceptor Outfall system to minimize risk of failure.

FundingSources:

Public Facilities Fee, 2005 Sewer Revenue Bond, 2005 Sewer Certificates of Participation (COPs), Sewer Utility Fund

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$953,181	\$500,000	\$5,068,335	\$0	\$0	\$0	\$6,521,516	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Public Facilities Fee (Fund 165)	\$101,295	\$0	\$1,739,566	\$0	\$0	\$0	\$1,840,861	\$0
2005 Sewer Rev. Bond (Fund 333)	\$293,292	\$0	\$0	\$0	\$0	\$0	\$293,292	\$0
2005 Sewer COPs (Fund 333)	\$532,615	\$500,000	\$3,328,769	\$0	\$0	\$0	\$4,361,384	\$0
Sewer Utility Fund (Fund 510)	\$650,000	\$0	\$0	\$0	\$0	\$0	\$650,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$1,577,203	\$500,000	\$5,068,335	\$0	\$0	\$0	\$7,145,538	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 540-1104-400-9902
3/3/2006	04/30/2015	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:24 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Eastside Trunk Sewer - Phase 3

Category

540-Wastewater Systems

Project No.

2014-01

CIP No.

WW-17

Project Location

Snyder Lane from Southwest Blvd. to Rohnert Park Expwy.

Description

Phase 3 of the Eastside Trunk Sewer extends from the intersection of Snyder Lane and Southwest Boulevard to the intersection of Snyder Lane and Rohnert Park Expressway. Phase 3 includes approximately 2,000 feet of 24-inch diameter gravity sewer.

"Project Owner" Department

Development Services

Implementing Project Manager

A. da Rosa

Project is in
implementing
department's
work plan? ☒

Project Status:

Construction in Summer 2015.

Justification

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

FundingSources:

Public Facilities Fee

	Est./actual expenses through FY 2014-15 **	PROJECT COSTS					Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
		FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20		
Project Costs *	\$2,073,658	\$2,580,000	\$0	\$0	\$0	\$0	\$4,653,658	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

	Funding through FY 2014-15	FUNDING SOURCES					Funding through FY 2020	Funding beyond 5-year CIP period
		FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20		
Public Facilities Fee (Fund 165)	\$2,073,658	\$2,580,000	\$0	\$0	\$0	\$0	\$4,653,658	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$2,073,658	\$2,580,000	\$0	\$0	\$0	\$0	\$4,653,658	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: 540-1401-400-9902
3/29/2011	04/20/2015	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:24 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Clausen and Hwy 101 Sewer Main Rehabilitation

Category

540-Wastewater Systems

Project No.

2015-10

CIP No.

WW-21

Description

This project addresses two sewer pipe crossings under Highway 101: one under the Clausen Overcrossing (aka Rohnert Park Expressway Overcrossing) and the other north of the Rohnert Park Expressway / Hwy 101 ramps. The pipe under the Clausen overcrossing will likely be sliplined. The pipe farther north will be lined, rehabilitated, or replaced (i.e. jack and bore of new line, and abandonment of old line).

Project Location

Under Hwy 101 at Rohnert Park Expressway overcrossing

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

W. Naumann

Project is in
implementing
department's
work plan? ☒

Project Status:

Engineering study, preliminary design in summer 2015.

Justification

This project will reduce maintenance costs and prevent pipe failure at these sections, which have developed a "belly" due to pressure on pipe.

FundingSources:

Sewer Utility Fund

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$100,000	\$500,000	\$0	\$0	\$0	\$0	\$600,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Sewer Utility Fund (Fund 510)	\$100,000	\$500,000	\$0	\$0	\$0	\$0	\$600,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$100,000	\$500,000	\$0	\$0	\$0	\$0	\$600,000	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: 540-1510-400-9902
5/13/2011	04/20/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:24 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Adrian Drive Sewer System Replacement - Phase 2

Category

540-Wastewater Systems

Project No.

2012-04

CIP No.

WW-23

Project Location

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

Description

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

"Project Owner" Department

Development Services

Implementing Project Manager

M. Pawson

Project is in
implementing
department's
work plan? ☒

Project Status:

This project is completed. Minor project close-out tasks will occur in summer 2015.

Justification

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

FundingSources:

Sewer Utility Fund

	Est./actual expenses through FY 2014-15 **	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
Project Costs *	\$1,900,000	\$10,000	\$0	\$0	\$0	\$0	\$1,910,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

	Funding through FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Funding through FY 2020	Funding beyond 5-year CIP period
Sewer Utility Fund (Fund 510)	\$1,900,000	\$10,000	\$0	\$0	\$0	\$0	\$1,910,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$1,900,000	\$10,000	\$0	\$0	\$0	\$0	\$1,910,000	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: 540-1204-400-9902
5/4/2013	04/20/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:24 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Sewer Pipe Lining Project

Category

540-Wastewater Systems

Project No.

2014-03

CIP No.

WW-24

Project Location

Various priority locations within sewer collection system

Description

Lining of sewer pipe at priority locations, including manhole and cone replacement to accommodate large slip-lining if necessary.

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

W. Naumann

Project is in
implementing
department's
work plan? ☒

Project Status:

Sewer lines are identified. Project to commence in Summer/Fall 2015.

Justification

The City's Sewer System Management Plan calls for the management and protection of sewer infrastructure assets.

FundingSources:

Sewer Utility Fund

PROJECT COSTS

	Est./actual expenses through FY 2014-15 **	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
Project Costs *	\$100,000	\$750,000	\$0	\$0	\$0	\$0	\$850,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

FUNDING SOURCES

	Funding through FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Funding through FY 2020	Funding beyond 5-year CIP period
Sewer Utility Fund (Fund 510)	\$100,000	\$750,000	\$0	\$0	\$0	\$0	\$850,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$100,000	\$750,000	\$0	\$0	\$0	\$0	\$850,000	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: 540-1403-400-9902
4/8/2013	04/20/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:24 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Emergency Overflow Sewer Pond

Category

540-Wastewater Systems

Project No.

2015-12

CIP No.

WW-25

Description

Rehabilitation of existing emergency sewer overflow pond

Project Location

J. Rogers Lane, at City sewer pump station

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☒

Project Status:

Engineering study and project scoping to commence in Fall/Winter 2015

Justification

The rehabilitated sewer pond would provide additional overflow capacity to the sewer collection system in emergency situations.

FundingSources:

Sewer Utility Fund

PROJECT COSTS

	Est./actual expenses through FY 2014-15 **	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
Project Costs *	\$250,000	\$1,500,000	\$0	\$0	\$0	\$0	\$1,750,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

FUNDING SOURCES

	Funding through FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Funding through FY 2020	Funding beyond 5-year CIP period
Sewer Utility Fund (Fund 510)	\$250,000	\$1,500,000	\$0	\$0	\$0	\$0	\$1,750,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$250,000	\$1,500,000	\$0	\$0	\$0	\$0	\$1,750,000	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: 540-1512-400-9902
4/10/2014	04/20/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:24 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Santa Barbara / Bobbie / Boris Sewer System Replacement

Category

540-Wastewater Systems

Project No.

2015-13

CIP No.

WW-26

Project Location

Santa Barbara Drive, Bobbie Way, Boris Avenue

Description

Replacement of sewer main and lower laterals in the "B" Section neighborhood. This project is concurrent with Santa Barbara /Bobbie/ Boris Water Replacement Water Replacement program (WA-41).

"Project Owner" Department

Development Services

Implementing Project Manager

TBD

Project is in implementing department's work plan? ☒

Project Status:

Project scoping.

Justification

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

FundingSources:

Sewer Utility Fund

PROJECT COSTS

	Est./actual expenses through FY 2014-15 **	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
Project Costs *	\$0	\$5,000	\$1,989,000	\$0	\$0	\$0	\$1,994,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

FUNDING SOURCES

	Funding through FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Funding through FY 2020	Funding beyond 5-year CIP period
Sewer Utility Fund (Fund 510)	\$0	\$5,000	\$1,989,000	\$0	\$0	\$0	\$1,994,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$5,000	\$1,989,000	\$0	\$0	\$0	\$1,994,000	\$0

Date originally submitted	Date last revised	Unfunded/Underfunded	PFFP project	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: 540-1513-400-9902
4/10/2014	05/20/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:24 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Water Main Improvement Project

Category

541-Water Systems

Project No.

2004-08

CIP No.

WA-04

Project Location

Rohnert Park Expressway

Description

Construction of approximately 1.6 miles of water distribution pipelines from 8" to 16" in diameter. Includes pressure regulating stations to regulate transmission system pressure down to distribution system pressure. (Also called "Eastside Water System Improvements" and "Westside Water System Improvements" in Public Facilities Finance Plan.) Curb ramps were constructed with project, funded by Gas Tax.

"Project Owner" Department

Development Services

Implementing Project Manager

M. Pawson

Project is in
implementing
department's
work plan? ☒

Project Status:

Construction is complete. Minor project closeout tasks will occur in summer 2015.

Justification

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

FundingSources:

Public Facilities Fee, Gas Tax

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$2,301,601	\$10,000	\$0	\$0	\$0	\$0	\$2,311,601	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Public Facilities Fee (Fund 165)	\$2,246,601	\$10,000	\$0	\$0	\$0	\$0	\$2,256,601	\$0
Gas Tax (Fund 130)	\$55,000	\$0	\$0	\$0	\$0	\$0	\$55,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$2,301,601	\$10,000	\$0	\$0	\$0	\$0	\$2,311,601	\$0

Date originally submitted	Date last revised	Unfunded/Underfunded	PFFP project	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: 540-0408-400-9902
3/23/2001	04/30/2015	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:24 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Commerce Water Line Replacement

Category

541-Water Systems

Project No.

CIP No.

WA-27

Project Location

Commerce Boulevard

Description

Water line upgrade along Commerce Boulevard from Utility Court to Golf Course Drive and along Golf Course Drive from Commerce Boulevard to Roberts Lake Road

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

TBD

Project is in implementing department's work plan? ☐

Project Status:

Not in current work plan.

Justification

The existing water lines in this area are undersized or non-existent.

FundingSources:

Water Utility - Operations Fund

PROJECT COSTS

	Est./actual expenses through FY 2014-15 **	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
Project Costs *	\$0	\$0	\$0	\$0	\$340,000	\$0	\$340,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

FUNDING SOURCES

	Funding through FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Funding through FY 2020	Funding beyond 5-year CIP period
Water Utility Fund (Fund 511)	\$0	\$0	\$0	\$0	\$340,000	\$0	\$340,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$0	\$0	\$0	\$340,000	\$0	\$340,000	\$0

Date originally submitted

3/23/2001

Date last revised

04/20/2015

Unfunded/Underfunded ☐

PFFP project ☐

Current year funding source is identified ☐

Current year funding is committed ☐

Mechanism

Project Acct. #:

Date Assigned:

Printed Friday, May 01, 2015 6:41:24 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

2011 Water Meter Installation Project

Category

541-Water Systems

Project No.

2011-03

CIP No.

WA-28

Project Location

Citywide

Description

Installation of meters on un-metered City properties and backflows where needed. Separate school and park irrigation water where shared.

"Project Owner" Department

Public Works/Comm Svcs

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

Projects is designed.

Justification

City is currently paying for irrigating some school properties since only one meter is on-site. Separating the flows will give the City ability to know how to charge water usage to school district.

FundingSources:

Water Utility Fund

PROJECT COSTS

	Est./actual expenses through FY 2014-15 **	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
Project Costs *	\$260,000	\$250,000	\$250,000	\$0	\$0	\$0	\$760,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

FUNDING SOURCES

	Funding through FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Funding through FY 2020	Funding beyond 5-year CIP period
Water Utility Fund (Fund 511)	\$260,000	\$250,000	\$250,000	\$0	\$0	\$0	\$760,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$260,000	\$250,000	\$250,000	\$0	\$0	\$0	\$760,000	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: 540-1103-400-9902
4/8/2011	04/20/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:25 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Adrian Drive Water System Replacement - Phase 2

Category

541-Water Systems

Project No.

2012-04

CIP No.

WA-36

Description

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

Project Location

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

"Project Owner" Department

Development Services

Implementing Project Manager

M. Pawson

Project is in
implementing
department's
work plan? ☒

Project Status:

This project is completed. Minor project close-out tasks will occur in summer 2015.

Justification

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

FundingSources:

Water Utility Fund

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$1,660,532	\$10,000	\$0	\$0	\$0	\$0	\$1,670,532	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Water Utility Fund (Fund 511)	\$1,660,532	\$10,000	\$0	\$0	\$0	\$0	\$1,670,532	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$1,660,532	\$10,000	\$0	\$0	\$0	\$0	\$1,670,532	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: 540-1204-400-9902
5/4/2013	04/20/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:25 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Water Leak Services Project

Category

541-Water Systems

Project No.

2015-15

CIP No.

WA-40

Project Location

Various locations Citywide

Description

Prioritized and systematic repairs of water services throughout the City.

"Project Owner"

Department

Public Works/Comm Svcs

Implementing Project Manager

TBD

Project is in implementing department's work plan? ☐

Project Status:

Not in current work plan.

Justification

Water leaks are occurring with increasing frequency as the City's water infrastructure ages. Water leaks not only waste potable water; they damage streets as water seeps into the road structure and pose potential non-stormwater runoff issues.

FundingSources:

Water Utility Fund

PROJECT COSTS

Est./actual expenses through FY 2014-15 **

FY 2015-16

FY 2016-17

FY 2017-18

FY 2018-19

FY 2019-20

Project costs through FY 2020

(Additional / continuing costs after 5-year CIP period) ☐

Project Costs *

\$0

\$300,000

\$0

\$0

\$0

\$0

\$300,000

\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

FUNDING SOURCES

Funding through FY 2014-15

FY 2015-16

FY 2016-17

FY 2017-18

FY 2018-19

FY 2019-20

Funding through FY 2020

Funding beyond 5-year CIP period

Water Utility Fund (Fund 511)

\$0

\$300,000

\$0

\$0

\$0

\$0

\$300,000

\$0

\$0

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\$0

Total Sources

\$0

\$300,000

\$0

\$0

\$0

\$0

\$300,000

\$0

Date originally submitted

5/28/2014

Date last revised

04/20/2015

Unfunded/Underfunded

☐

PFFP project

☐

Current year funding source is identified

☐

Current year funding is committed

☐

Mechanism

Project Acct. #:

541-1515-400-9902

Date Assigned:

Printed

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Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Santa Barbara / Bobbie / Boris Water System Replacement

Category

541-Water Systems

Project No.

2015-13

CIP No.

WA-41

Project Location

Santa Barbara Drive, Bobbie Way, Boris Drive

Description

Replacement of water lines in the "B" Section neighborhood. This project is concurrent with Santa Barbara /Bobbie/ Boris Water Replacement Sewer Replacement program (WW-26).

"Project Owner" Department

Development Services

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan

Justification

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

FundingSources:

Water Utility Fund

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$0	\$5,000	\$289,000	\$1,989,000	\$0	\$0	\$2,283,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Water Utility Fund (Fund 511)	\$0	\$5,000	\$289,000	\$1,989,000	\$0	\$0	\$2,283,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$5,000	\$289,000	\$1,989,000	\$0	\$0	\$2,283,000	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 541-1513-400-9902
4/10/2015	04/20/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:25 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Tank Coating Project

Category

541-Water Systems

Project No.

2015-16

CIP No.

WA-42

Project Location

Tank #5 (between Snyder Lane and Crane Creek)

Description

Recoating of interior of steel water tank.

"Project Owner" Department

Development Services

Implementing Project Manager

TBD

Project is in
implementing
department's
work plan? ☐

Project Status:

Not in current work plan

Justification

Over the last several years the City has begun recoating the interior and exterior of our potable water tanks. Regular maintenance painting is required to preserve the steel tanks.

FundingSources:

Water Utility Fund

PROJECT COSTS

	Est./actual expenses through FY 2014-15 **	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
Project Costs *	\$0	\$70,550	\$485,550	\$0	\$0	\$0	\$556,100	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

FUNDING SOURCES

	Funding through FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Funding through FY 2020	Funding beyond 5-year CIP period
Water Utility Fund (Fund 511)	\$0	\$70,550	\$485,550	\$0	\$0	\$0	\$556,100	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$0	\$70,550	\$485,550	\$0	\$0	\$0	\$556,100	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input type="checkbox"/>	Project Acct. #: 541-1516-400-9902
4/10/2014	04/20/2015	<input type="checkbox"/>	<input type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:25 AM

Project Data Sheet

5-Year Capital Improvement Program FY 15-16 to FY 19-20

ProjectName

Recycled Water System Expansion

Category

545-Recycled Water

Project No.

2005-03

CIP No.

RW-01

Project Location

Citywide

Description

Expansion/upgrade of recycled water system including transmission, storage and site retrofits in accordance with the updated City of Santa Rosa Incremental Recycled Water Master Plan (IRWMP).

"Project Owner" Department

Development Services

Implementing Project Manager

M. Pawson

Project is in
implementing
department's
work plan? ☒

Project Status:

Project scoping.

Justification

Project will serve new development's recycled water needs and implement cost effective recycled water projects to avoid water system expansion.

FundingSources:

Public Facilities Fee

Est./actual expenses through FY 2014-15 **	PROJECT COSTS						Project costs through FY 2020	(Additional / continuing costs after 5-year CIP period) <input type="checkbox"/>
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Project Costs *	\$50,000	\$150,000	\$0	\$0	\$0	\$0	\$200,000	\$0

* Includes construction and soft costs such as project scoping, environmental, design, engineering, construction management, inspection, mitigation, and project administration.

** Includes total of prior years' actual expenses, estimated expenses for FY 2014-15. May include encumbrances.

Funding through FY 2014-15	FUNDING SOURCES						Funding through FY 2020	Funding beyond 5-year CIP period
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
Public Facilities Fee (Fund 165)	\$50,000	\$150,000	\$0	\$0	\$0	\$0	\$200,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources	\$50,000	\$150,000	\$0	\$0	\$0	\$0	\$200,000	\$0

Date originally submitted	Date last revised	Unfunded/ Underfunded	PFFP project	Current year funding source is identified <input checked="" type="checkbox"/>	Project Acct. #: 540-0503-400-9902
3/22/2004	04/28/2015	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Current year funding is committed <input type="checkbox"/>	Date Assigned:
				Mechanism	Printed Friday, May 01, 2015 6:41:25 AM

FTE (Staffing) Summary

DEPARTMENT	2014-15	2015-16
Administration	3.55	5.50 ¹
Finance	3.50	12.00 ¹
Human Resources	3.24	4.00 ¹
Development Services	12.46	13.49
Casino Mitigation	6.66	11.63
Public Safety	81.35	83.30
Animal Shelter	6.79	7.05
Information Systems	2.75	3.20
Public Works	15.25	14.77
Fleet Services	1.25	1.60
Water	18.31	15.12 ¹
Sewer	13.34	8.40 ¹
Recycled Water	0.00	0.40
Community Services	20.28	25.54
Performing Arts Center	5.68	11.02
Total Positions	<u>194.41</u>	<u>217.02</u>
Net Personnel Change ²		22.61

- 1) Central Service positions in Administration, Finance, and Human Resources were budgeted back to their home organizations in keeping with the Cost Allocation Plan. Equivalent deductions were made from Enterprise Funds.
- 2) 13.4 FTE are new positions approved in the budget process, and the balance are changes made throughout the prior fiscal year.

Detailed position classification and salary ranges may be found on the City's website at: <http://www.rpcity.org/Modules/ShowDocument.aspx?documentid=1277>

Authorized Positions

DEPARTMENT/ POSITION	7/01/14	Add	Delete	7/01/15
<u>ADMINISTRATION</u>				
City Manager	0.70	0.30		1.00
Assistant City Manager	0.70	0.30		1.00
City Clerk	0.70	0.30		1.00
Administrative Assistant	0.75	0.75		1.50
Executive Assistant to the City Manager	0.70	0.00		1.00
Total	<u>3.55</u>	<u>1.65</u>	<u>0.00</u>	<u>5.50</u>
<u>FINANCE</u>				
Finance Director	0.33	0.67		1.00
Accounting Supervisor	0.33		0.33	0.00
Supervising Accountant	0.00	1.00		1.00
Accountant	0.33	1.67		2.00
Payroll/Fiscal Specialist	0.00	3.00		3.00
Utility Billing & Revenue Manager	0.20	0.80		1.00
Payroll Specialist	0.90		0.90	0.00
Accounting Specialist I	0.10	0.90		1.00
Accounting Specialist II	0.86	1.14		2.00
Accounting Technician	0.45		0.45	0.00
Purchasing Agent	0.00	1.00		1.00
Total	<u>3.50</u>	<u>10.18</u>	<u>1.68</u>	<u>12.00</u>
<u>HUMAN RESOURCES</u>				
Human Resources Director	0.00	1.00		1.00
Human Resources Manager	0.81		0.81	0.00
Human Resource Analyst	0.81	0.19		1.00
HR Technician (PT)	1.62		0.37	1.25
HR Technician Trainee (PT)	0.00	0.75		0.75
Total	<u>3.24</u>	<u>1.94</u>	<u>1.18</u>	<u>4.00</u>
<u>DEVELOPMENT SERVICES</u>				
Director of Development Services	1.00			1.00
Community Development Asst.	1.99	0.01		2.00
Deputy Chief Bldg. Inspector	1.00			1.00
City Engineer	0.80		0.07	0.73
Deputy City Engineer	0.90	0.08		0.98
Public Works Inspector	0.97	0.01		0.98
Sr. Engineering Tech	0.96	0.02		0.98
Management Analyst	0.79	0.11		0.90
Administrative Assistant	1.92	0.76		2.68
Planner III	1.00	0.00		1.00
Code Compliance Officer	0.46	0.54		1.00
Technical Advisor	0.43		0.43	0.00
GIS Intern	0.24			0.24
Total	<u>12.46</u>	<u>1.53</u>	<u>0.50</u>	<u>13.49</u>

Authorized Positions

<u>DEPARTMENT/ POSITION</u>	<u>7/01/14</u>	<u>Add</u>	<u>Delete</u>	<u>7/01/15</u>
<u>CASINO MITIGATION</u>				
Senior Analyst	1.01			1.00
General Services Supervisor	0.10			0.10
Maintenance Worker I/II	1.55			0.55
Maintenance Worker Trainee	0.00			1.00
Environmental Specialist	0.00	0.10		0.10
Seasonal Employees	1.75	1.13		2.88
Sergeant	1.00	1.00		2.00
Public Safety Officer	1.25	2.00		3.00
Crime Analyst	0.00	1.00		1.00
Total	<u>6.66</u>	<u>5.23</u>	<u>0.00</u>	<u>11.63</u>
<u>PUBLIC SAFETY</u>				
Director of Public Safety	1.00			1.00
Commanders	0.00	3.00		3.00
Lieutenants	3.00		3.00	0.00
Sergeants	10.00			10.00
Public Safety Officers	41.75	0.25		42.00
Community Services Officers	2.00	0.50		2.50
Technical Services Division Manager	1.00		1.00	0.00
Technical Services Division Commander	0.00	1.00		1.00
Fire Marshal	1.00			1.00
Secretary II	1.00			1.00
Secretary I	1.00	1.00		2.00
Communications Supervisor	1.00			1.00
Public Safety Dispatchers	9.00	1.00		10.00
Public Safety Dispatchers (PT)	2.75		0.75	2.00
Office Assistant II	1.00		1.00	0.00
Office Assistant I (PT)	2.25		0.55	1.70
Records Supervisor	1.00			1.00
Public Safety Records Clerk	1.00	1.00		2.00
Technical Services Advisor	1.60	0.50		2.10
Total	<u>81.35</u>	<u>8.25</u>	<u>6.30</u>	<u>83.30</u>
<u>ANIMAL SHELTER</u>				
Animal Shelter Supervisor	1.00			1.00
Animal Health Technician	1.00			1.00
Animal Shelter Assistant (PT)	4.00	1.05		5.05
Office Assistant (PT)	0.50		0.50	0.00
Summer Camp Coordinator (PT)	0.15		0.15	0.00
Summer Camp Assistant (PT)	0.14		0.14	0.00
Total	<u>6.79</u>	<u>1.05</u>	<u>0.79</u>	<u>7.05</u>
<u>INFORMATION SYSTEMS</u>				
Information Systems Manager	1.00			1.00
IS Technician I/II	1.00			1.00
Part-time Helpdesk	0.75	0.45		1.20
Total	<u>2.75</u>	<u>0.45</u>	<u>0.00</u>	<u>3.20</u>

Authorized Positions

DEPARTMENT/ POSITION	7/01/14	Add	Delete	7/01/15
<u>PUBLIC WORKS</u>				
Director of Public Works and Community Services	0.15			0.15
Assistant Public Works Director	0.30		0.05	0.25
Arborist	0.95			0.95
Community Services Manager	0.10			0.10
Community Services Supervisor	0.25			0.25
Community Services Program Coordinator	0.15			0.15
Electrician	0.45		0.10	0.35
Fleet Services Supervisor	0.50		0.45	0.05
General Services Supervisor	0.35		0.10	0.25
Instrument Technician	0.10		0.10	0.00
Landscape Maintenance Worker	0.00	1.95		1.95
Management Analyst	0.10		0.02	0.08
Maintenance Worker I/II	7.35		0.90	6.45
Maintenance Worker Trainee	0.75		0.75	0.00
Project Coordinator	0.00	0.07		0.07
Purchasing Agent	0.80		0.80	0.00
Supervising Maintenance Worker	0.20			0.20
Seasonal Employees	2.75	0.77		3.52
Total	15.25	2.79	3.27	14.77
<u>FLEET SERVICES</u>				
Fleet Services Supervisor	0.35	0.35		0.70
Fleet Mechanic	0.80			0.80
Administrative Assistant	0.10			0.10
Total	1.25	0.35	0.00	1.60
<u>WATER</u>				
City Manager	0.15		0.15	0.00
Assistant City Manager	0.15		0.15	0.00
Executive Assistant to the City Manager	0.15		0.15	0.00
City Clerk	0.15		0.15	0.00
Finance Director	0.34		0.34	0.00
Utility Billing/Revenue Manager	0.40		0.40	0.00
Accounting Supervisor	0.33		0.33	0.00
Accountant	0.34		0.34	0.00
Payroll Specialist	0.05		0.05	0.00
Accounting Technician	0.25		0.25	0.00
Account Specialist I	0.45		0.45	0.00
Account Specialist II	0.57		0.57	0.00
Purchasing Agent	0.10		0.10	0.00
Office Assistant (PT)	1.00		1.00	0.00
City Engineer	0.10	0.14		0.24
Deputy City Engineer	0.05		0.04	0.01
Public Works Inspector	0.02		0.01	0.01
Senior Engineering Technician	0.03		0.02	0.01
Management Analyst	0.05		0.05	0.00
Administrative Assistant	0.44	0.07		0.51
GIS Intern	0.12	0.01		0.13
Human Resources Manager	0.10		0.10	0.00
Human Resources Analyst	0.10		0.10	0.00
HR Technician (PT 75%)	0.10		0.10	0.00
HR Technician (PT 50%)	0.10		0.10	0.00
Director of PW and Comm. Services	0.40			0.40

Authorized Positions

DEPARTMENT/ POSITION	7/01/14	Add	Delete	7/01/15
Assistant Director of Public Works	0.35	0.05		0.40
Utilities Services Supervisor	0.50			0.50
General Services Supervisor	0.10			0.10
Supervising Maintenance Worker	1.80			1.80
Electrician	0.10	0.15		0.25
Maintenance Worker I/II	6.10	1.35		7.45
Maintenance Trainee	0.10		0.10	0.00
Arborist	0.05			0.05
Public Safety Dispatcher	0.25		0.25	0.00
Senior Equipment Mechanic	0.10		0.10	0.00
Fleet Services Supervisor	0.00	0.15		0.15
Equipment Mechanic	0.10		0.10	0.00
Fleet Mechanic	0.00	0.10		0.10
Meter Technician	2.00			2.00
Instrument Tech	0.60		0.60	0.00
Project Coordinator	0.00	0.53		0.53
Environmental Specialist	0.00	0.30		0.30
Seasonal Employees	0.14	0.04		0.18
Total	18.31	2.89	6.08	15.12

SEWER

City Manager	0.15		0.15	0.00
Assistant City Manager	0.15		0.15	0.00
Executive Assistant to the City Manager	0.15		0.15	0.00
City Clerk	0.15		0.15	0.00
Finance Director	0.33		0.33	0.00
Utility Billing/Revenue Manager	0.40		0.40	0.00
Accounting Supervisor	0.34		0.34	0.00
Accountant	0.33		0.33	0.00
Payroll Specialist	0.05		0.05	0.00
Accounting Technician	0.30		0.30	0.00
Account Specialist I	0.45		0.45	0.00
Account Specialist II	0.57		0.57	0.00
Purchasing Agent	0.10		0.10	0.00
Office Assistant (PT)	1.00		1.00	0.00
City Engineer	0.10		0.07	0.03
Deputy City Engineer	0.05		0.04	0.01
Public Works Inspector	0.01			0.01
Senior Engineering Technician	0.01			0.01
Management Analyst	0.05		0.03	0.02
Administrative Assistant	0.54		0.13	0.41
Community Development Assistant	0.01		0.01	0.00
GIS Intern	0.12	0.01		0.13
Human Resources Manager	0.10		0.10	0.00
Human Resources Analyst	0.10		0.10	0.00
HR Technician (PT 75%)	0.10		0.10	0.00
HR Technician (PT 50%)	0.10		0.10	0.00
Director of PW and Comm. Services	0.35	0.05		0.40

Authorized Positions

<u>DEPARTMENT/ POSITION</u>	<u>7/01/14</u>	<u>Add</u>	<u>Delete</u>	<u>7/01/15</u>
Assistant Director of Public Works	0.35			0.35
Utilities Services Supervisor	0.50			0.50
General Services Supervisor	0.10			0.10
Supervising Maintenance Worker	1.00			1.00
Electrician	0.10	0.15		0.25
Maintenance Worker I/II	4.05	0.15		4.20
Maintenance Trainee	0.10		0.10	0.00
Public Safety Dispatcher	0.25		0.25	0.00
Senior Equipment Mechanic	0.05		0.05	0.00
Fleet Services Supervisor	0.00	0.10		0.10
Equipment Mechanic	0.10		0.10	0.00
Fleet Mechanic	0.00	0.10		0.10
Instrument Tech	0.30		0.30	0.00
Project Coordinator	0.00	0.40		0.40
Environmental Specialist	0.00	0.20		0.20
Seasonal Employees	0.35		0.17	0.18
Total	<u>13.34</u>	<u>1.16</u>	<u>6.10</u>	<u>8.40</u>
<u>RECYCLED WATER</u>				
Environmental Specialist	0.00	0.40	0.00	0.40
Total	<u>0.00</u>	<u>0.40</u>	<u>0.00</u>	<u>0.40</u>
<u>COMMUNITY SERVICES</u>				
Director of PW & Comm. Services	0.10		0.05	0.05
Community Services Manager	0.90			0.90
Community Services Program Coordinator	0.85	1.00		1.85
Community Services Specialist	1.00		1.00	0.00
Community Services Supervisor	0.75	1.00		1.75
Electrician	0.35		0.20	0.15
General Services Supervisor	0.35			0.35
Landscape Maintenance Worker	0.00	0.05		0.05
Maintenance Worker I/II	1.00	0.35		1.35
Senior Pool Manager	0.75		0.05	0.70
Sports Center Coordinator (PT)	0.00	0.25		0.25
Administrative Assistant (PT)	0.75	0.45		1.20
Office Assistant (PT)	0.00	1.40		1.40
Recreation Assistant	1.75		1.75	0.00
Custodian (PT)	0.36		0.36	0.00
Seasonal Employees	11.37	4.17		15.54
Total	<u>20.28</u>	<u>8.67</u>	<u>3.41</u>	<u>25.54</u>
<u>PERFORMING ARTS CENTER</u>				
Performing Arts Center Manager	1.00			1.00
Technical Director	1.00			1.00
Community Services Program Coordinator	0.00	1.00		1.00
Administrative Assistant (PT)	0.00	0.70		0.70
Box Office Manager	0.75		0.75	0.00
Assistant Box Office Manager (PT)	0.00	0.70		0.70
Theater Technician PT	0.75	0.65		1.40
Seasonal Employees	2.18	3.04		5.22
Total	<u>5.68</u>	<u>6.09</u>	<u>0.75</u>	<u>11.02</u>

GRAND TOTAL 194.41 52.63 30.06 217.02

FUND STRUCTURE AND BASIS OF BUDGETING

In accordance with generally accepted principles, the City's financial reporting system is organized on a fund basis. The City's various funds are structured to segregate and identify those financial transactions and resources associated with providing specific activities or programs in conformance with special regulations, restrictions, or limitations.

The basis of accounting used for purposes of financial reporting is in accordance with generally accepted accounting principles (GAAP). The basis for each of the funds are not necessarily the same as the basis used in preparing the budget document. The City of Rohnert Park uses the modified accrual basis for budgeting governmental funds. This basis is the method under which revenues and other financial resources are recognized when they become both "measurable" and available to finance expenditures of the current period. Budgets are prepared for each fund except the capital project funds, which adopt project-length budgets and are effectively controlled at the project level.

DESCRIPTION OF FUNDS:

General Fund: One of five governmental fund types. The general fund typically serves as the chief operating fund of a government. The General Fund is used to account for all financial resources except those required to be accounted for in another fund. General Fund revenues are used to support city services such as police, fire, streets, parks and recreation.

Enterprise Funds: Proprietary fund type used to report an activity for which a fee is charged to external users for goods or services. The City has four Enterprise Funds:

- The Water Fund accounts for water production to City residents, including, but not limited to operations, maintenance, financing and related debt service, and billing and collections.
- The Sewer Fund accounts for sewage disposal to City residents, including, but not limited to, operations, maintenance, financing and related debt service, and billing and collections.
- The Recycled Water Fund accounts for recycled water production to City residents, including, but not limited to operations, maintenance, billing and collections.
- The Refuse Fund accounts for the remaining assets held in the fund upon the adoption of Ordinance No. 851 in which the City transferred refuse billing and rate setting responsibilities over to an independent contractor. Prior to the adoption of Ordinance No 851, the fund was used to account for the refuse billing and collection services performed by the City.

Internal Service Fund: Proprietary fund type that may be used to report any activity that provides goods or services to other funds, department, or agencies of the primary government and its component units, or to other governments on a cost-reimbursement basis. The City has four Internal Service Funds.

- Information Technology Fund accounts for:
 - All costs related to compliance with State, Federal and Local laws regarding the privacy, security and reliability of its data.

FUND STRUCTURE AND BASIS OF BUDGETING

- Maintenance of:
 - The City network.
 - The City phone network.
 - All City computers and servers.
 - All City software.
- Fleet Services Fund accounts for:
 - Costs related to vehicle maintenance and repairs, including, but not limited to emission testing, hazardous materials handling/disposal, and preventative maintenance programs.
- Vehicle Replacement Fund accounts for the accumulation of fund balance for future vehicle replacement.
- Infrastructure Replacement Fund accounts for the accumulation of fund balance for future infrastructure capital outlay.

Special Revenue Funds: Governmental fund type used to account for the proceeds of specific revenue sources (other than for major capital projects) that are legally restricted to expenditure for specified purposes. The City has many Special Revenue Funds.

Capital Projects Funds: Governmental fund type used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

Permanent Funds: Governmental fund type used to report resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the reporting government's programs (i.e., for the benefit of the government or its citizenry) The City has one Permanent Fund; the Spreckels Endowment Permanent Fund.

Private-Purpose Trust Funds: Fiduciary trust fund type used to report all trust arrangements, other than those properly reported in pension trust funds or investment trust funds, under which principal and income benefit individuals, private organizations, or other governments. The City has three Private-Purpose Trust Funds:

- Redevelopment Successor Agency Fund created to serve as custodian for the assets and to wind down the affairs of the Community Development Commission pursuant to the Redevelopment Dissolution Act.
- State Asset Seizure Fund accounts for assets held by the City, in an agency capacity, for State assets seized.
- Federal Asset Seizure Fund accounts for assets held by the City, in an agency capacity, for Federal assets seized.

CITY OF ROHNERT PARK
Article XIII B Appropriations Limit (GAAN) Calculation
Fiscal Year 2015-16

FY 2014/15 Appropriations Limit, as Adopted	\$ 44,879,373
Adjustment Factors:	
Price Factor ⁽¹⁾	1.0382
Population ⁽²⁾	1.0084
Total Adjustment Factors ⁽³⁾	<u>1.0469</u>
Total Adjustments	<u>2,105,780</u>
FY 2015/16 Appropriations Limit (Rounded)	<u>\$ 46,985,153</u>

Appropriations Subject To Limitation
Fiscal Year 2015-16

Proceeds of Taxes	\$ 20,276,800
User Fees and Charges in Excess of Costs	<u>0</u>
Appropriations Subject to Limit	<u>20,276,800</u>
 FY 2015/16 Appropriations Limit	 \$ 46,985,153
Less Appropriations Subject to the Limit	<u>20,276,800</u>
Under/(Over) Appropriations Limit	<u>\$ 26,708,353</u>

⁽¹⁾ The price factor may be based on 1) the change in per capita personal income for the State of California's Department of Finance; or 2) the change in the assessed valuation due to new non-residential construction within the City. The inflation factor adopted by the City for the current year appropriation limit represents the change in per capita personal income.

⁽²⁾ The population factor may be based on the change in population of 1) the City or 2) the County of Sonoma, as provided by the State of California's Department of Finance. The population factor adopted by the City for the current year appropriation limit represents the change in population of the County of Sonoma.

⁽³⁾ The total adjustment factor is calculated by multiplying the population factor by the price factor.

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BUDGET AND FISCAL POLICIES

RESERVES

- A. The City shall maintain a General Fund Reserve balance of 10% of total operating expenditures. The purpose of this reserve is to adequately provide for:
 - 1. Economic uncertainties and financial hardships or downturns in the local or national economy.
 - 2. Cash flow requirements
 - 3. Future debt or capital obligations
 - 4. Legal requirements
- B. The City shall maintain a Contingency Reserve of 5% of total operating expenditures to provide adequate capital in the event of a local disaster or unanticipated fiscal crisis.
- C. The City shall maintain a Vehicle and Equipment Replacement Fund funded by annual set-asides based upon straight-line depreciation for each vehicle over the course of its lifecycle and budgeted as part of the annual budget development process.
- D. The City shall maintain an Infrastructure Reserve Fund to accumulate resources for ongoing or future capital expenditures
- E. The City shall maintain a Reserve for Self-Insured Losses equivalent to 50% of the annual premium plus the average deductible. All insurance refunds will be transferred back to this reserve.
- F. The City shall strive to maintain a Retirement Reserve equivalent to 25% of the annual PERS retirement cost to offset fluctuations in PERS retirement rates.

CAPITAL FINANCING AND DEBT MANAGEMENT

- A. The City will use debt financing only for one-time capital improvement projects. The project's useful life must exceed the term of the financing and the project revenues or source(s) of funding must be sufficient to meet the long-term debt obligation.
- B. Debt financing will not be used for any recurring operating or maintenance expenditures.
- C. Capital improvements will be financed primarily through user fees, service charges, assessments, special taxes or developer agreements when the benefit is attributable to a specific user.
- D. The City will seek an investment grade rating of Baa/BBB or greater on all issuances.
- E. The City will maintain compliance with all bond covenants and arbitrage regulations.
- F. The City will provide full disclosure on all financial reports and Official Statements.
- G. The City will conduct periodic reviews of all outstanding debt to determine opportunities for refinancing that provide a net economic benefit.

FINANCIAL REPORTING AND BUDGET ADMINISTRATION

- A. The City shall prepare an annual balanced budget based on the Council's goals and objectives.
- B. The Council shall formally review the City's fiscal condition and amend appropriations if necessary, six months after the beginning of each fiscal year.
- C. Resolution 2015-056, adopted March 24, 2015, defines the level of budgetary control and appropriations transfer authorities for all entities under the direction of the Rohnert Park City Council. The level of authority needed to amend the adopted budget is contained therein.
- D. City staff will prepare annual financial statements in accordance with generally accepted accounting principles and will strive to meet the requirements of the GFOA's Award for Excellence in Financial Reporting program.
- E. The City will contract with an independent auditing firm to perform an annual audit of the City's finances. The City will strive to achieve an unqualified auditor's opinion.
- F. The City will issue audited financial statements within 180 days after the fiscal year-end.

CITY OF ROHNERT PARK
CITY COUNCIL POLICY



SUBJECT	POLICY NO.	RESO. NO.	EFF. DATE	PAGE
FISCAL POLICY: USE OF RESTRICTED RESERVE FUNDS	415.35	2011-56	6/28/2011	1 OF 1

PURPOSE

The City of Rohnert Park has established a number of Restricted Reserve Funds enabling carryover of funds from year to year, to help meet long-term financial goals. The below policy establishes criteria for use of these Funds, to help ensure consistency in fund allocation and long-term financial sustainability.

POLICY

Effective with the 2011-2012 fiscal year, the City shall establish the following Restricted Reserve Funds:

1. General Fund Reserve
2. Capital Vehicle Replacement
3. Facility Improvements
4. Capital Improvement Infrastructure

Restricted Reserve Funds may be accessed for purposes other than those for which they were established only under extraordinary circumstances, which include:

- Costs related to natural or human-made disasters;
- Costs associated with major and extended economic downturns;
- Needs resulting from significant reductions in State budget allocations; and
- Significant unexpected and unbudgeted operational costs that cannot be met with current General Fund allocations.

The City Manager will first evaluate the City's financial condition and circumstances indicating a possible need to access Restricted Reserve Funds, and make a recommendation to City Council. A four-fifths affirmative vote by City Council is then required prior to use of Restricted Reserve Funds for any purpose other than those for which they were established. Funds shall be replenished at the rate of 50% the following fiscal year and 50% the subsequent fiscal year, unless otherwise determined by City Council.

CITY OF ROHNERT PARK
CITY COUNCIL POLICY



SUBJECT	POLICY NO.	RESO. NO.	EFF. DATE	PAGE
FISCAL POLICY: VEHICLE REPLACEMENT	415.37	2011-56	6/28/2011	1 OF 2

PURPOSE

The purpose of the Vehicle Replacement Policy is to establish a Vehicle Replacement Fund and criteria for a Vehicle Replacement Schedule, which will ensure vehicles are funded and replaced according to their anticipated lifecycle, reduce maintenance costs, and eliminate reliance on the operating budget and large cash outlays for vehicle purchases.

DEFINITIONS

Depreciation: means the decrease in value due to wear and tear, decay, decline in price, etc.

Capital Replacement Fund: means a plan for capital expenditures and the means of financing them, to be incurred each year over a fixed period of years, to meet capital needs arising from long-term work program.

Fleet Manager: means the staff person responsible for managing the repair, replacement and maintenance of the City's vehicle fleet and equipment inventory.

Operating Fund: means a programmatic, financial, and organizational plan for furthering the goals of the City Council through departments of the City, which does not include capital improvement projects.

Straight-Line Depreciation: means the depreciation of an asset by a fixed percentage of its original cost based on its estimated life

Vehicle Depreciation Schedule: means the programmatic plan used to calculate the replacement of City vehicles and equipment.

POLICY

The City of Rohnert Park's vehicle replacement and depreciation schedule is maintained by the Department of Public Works and specifically managed by the Director and Fleet Manager.

Vehicle Replacement criteria are determined by anticipated useful service life. Typically, this is based upon the type of vehicle and its usage. A vehicle will be replaced according to these established criteria unless the Department Head(s) and Fleet Manager determine that: 1) mechanical failure or vehicle damage warrants earlier replacement, or 2) the vehicle is still serviceable and may serve additional years beyond its original anticipated service life.

Funding for vehicle replacement shall be incrementally allocated from department operating funds to a restricted capital replacement fund -the Vehicle and Equipment Replacement Fund. Future vehicle replacements will be funded from the Vehicle Replacement Fund, which receives accumulated operating fund transfers based on the Vehicle Depreciation Schedule.

CITY OF ROHNERT PARK
CITY COUNCIL POLICY



SUBJECT	POLICY NO.	RESO. NO.	EFF. DATE	PAGE
FISCAL POLICY: VEHICLE REPLACEMENT	415.37	2011-56	6/28/2011	20F2

Funding will consist of an annual set-aside based upon a **straight-line** depreciation for each vehicle over the course of its lifecycle and budgeted as part of the annual budget development process.

Depreciation fees shall commence the same fiscal year of each new and replacement vehicle purchase. Depreciation expenses shall be expensed from the respective department operating budget and deposited into the Vehicle Replacement Fund. Depreciation expenses shall continue through the service life of the new vehicle and shall cease upon retirement of said vehicle.

Calculating the Annual Set-aside

The annual set-aside is calculated by determining the future value of a vehicle and using straight-line depreciation. This method determines the dollar amount that will be set aside each year throughout the vehicle's lifecycle.

For example, a Crown Victoria costing \$26,000 in 2003 has a useful life of 10 years. It is scheduled to be replaced in 2013 and is estimated to cost approximately \$35,000. The annual set-aside amount for this vehicle would be \$3,500. Funding will be **allocated** to the Vehicle Replacement Fund each year and will be used to purchase the new vehicle when it reaches the end of its lifecycle.

Retired Vehicles

All replaced vehicles shall be removed from the Vehicle Depreciation Schedule and removed from the active City Fleet. Retired Vehicles shall be disposed of through surplus sale by Resolution of the City Council of the City of Rohnert Park

Surplus Property

Funds received through the resale of any vehicle removed from City services will be deposited in the Vehicle Replacement Fund to help defray unanticipated new vehicle cost increases.

CITY OF ROHNERT PARK
CITY COUNCIL POLICY



SUBJECT	POLICY NO.	RESO. NO.	EFF. DATE	PAGE
FISCAL POLICY: USE OF RESTRICTED CAPITAL RESERVE FUNDS FOR INFRASTRUCTURE, FACILITIES AND EQUIPMENT, AND USE OF GENERAL FUND SURPLUS	415.36	2011-56	6/28/2011	1 OF 2

PURPOSE

Capital Reserve: Restricted Capital Reserve Fund accounts can be established to accumulate resources for ongoing or future capital expenditures. Capital costs include, e.g., deferred maintenance, streets and landscaping, vehicles, and complex facility projects generally taking more than one fiscal year to complete and/or not part of the City's recurring operations and expenditures.

Reserve accounts help to ensure appropriate infrastructure is in place, costly equipment can be purchased and replaced, and facility construction and rehabilitation completed when needed. Through annual budgeting, capital costs can be managed according to a predetermined priority system that facilitates better planning and integration with the City's operating budget. Project interrelationships can be better recognized, and the timing of projects coordinated to minimize expenditures.

General Fund Surplus: The City at times realizes an operating (General Fund) surplus at fiscal year end, due to cost-cutting measures, revenue in excess of projections, and/or operational modifications. Inconsistent criteria have been applied regarding use of these surpluses.

POLICY

Restricted Capital Reserve Fund accounts may be established for either governmental or enterprise capital purposes; however, the purpose must be stated when the fund is created. Restricted Capital Reserve Fund accounts must originate through a City Council-adopted resolution or ordinance.

Capital projects identified for funding through Restricted Capital Reserve Fund accounts may be financed in whole or part by bond proceeds, notes, or other debt instruments as approved by the City Council, individually by project or through the annual budget process. Restricted Capital Reserve Fund accounts may also be funded through appropriations from any other fund, when consistent with limitations imposed by this and other applicable governmental fiscal policies and procedures, and the City's Municipal Code.

Budgets for projects or equipment identified for funding through Restricted Capital Reserve Fund accounts will be adopted one time, and should include all necessary expenditures. Projects and expenditures will be reviewed on an annual basis in conjunction with the City's regular budget

CITY OF ROHNERT PARK
CITY COUNCIL POLICY



SUBJECT	POLICY NO.	RESO. NO.	EFF. DATE	PAGE
FISCAL POLICY: USE OF RESTRICTED CAPITAL RESERVE FUNDS FOR INFRASTRUCTURE, FACILITIES AND EQUIPMENT, AND USE OF GENERAL FUND SURPLUS	415.36	2011-56	6/28/2011	2 OF 2

process. At that time, new projects may be added, and projects determined to be less critical or unnecessary may be postponed or deleted, subject to City Council approval.

City Council may authorize use of Restricted Capital Reserve funds for a different purpose at a later date by amending the appropriate resolution or ordinance; however, the funds must still be used for capital purposes.

Transfers from a Restricted Capital Reserve Fund account must be authorized by the City Council through an ordinance or resolution. City Council authorizes a transfer only for a purpose specified in the original resolution or ordinance establishing the fund, or in an amendment to the original resolution or ordinance. The resolution or ordinance should authorize the withdrawal in the form of an appropriation from the reserve fund to another capital fund. Transfers to other funds are the only types of appropriations that may be made to a restricted capital reserve fund, and cannot exceed the amount of available funds in the reserve fund.

The cash balance of Restricted Capital Reserve Fund accounts may be deposited or invested as consistent with the City's Municipal Code and other applicable governmental fiscal policies and procedures.

If, at the close of any fiscal year, an operating (General Fund) surplus exceeds \$500,000, surplus funds are to be allocated as follows:

50% to the City's Contingency Fund

50% to the City's Restricted Reserve Funds, apportioned as indicated below

- 20% General Fund
- 10% Capital Replacement
- 10% Facility Maintenance
- 10% Infrastructure

General Fund surpluses below \$500,000 may be distributed to other City funds and accounts at the discretion of the City Manager, in accordance with other financial policies and procedures.

RESOLUTION NO. 2015-056

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK AUTHORIZING AND APPROVING THE CITY MANAGER AND FINANCE DIRECTOR TO IMPLEMENT AN APPROPRIATIONS AMENDMENT PILOT PROJECT INCORPORATED AS EXHIBIT A

WHEREAS, the City of Rohnert Park, annually adopts a budget; and the City Council has the authority to authorize amendment of the budget; and

WHEREAS, the City Council previously adopted Policy Number 415.38 via Resolution 2014-44, which defined the level of budgetary control and delegated authority for certain transfers and revisions to the adopted budget; and

WHEREAS, the City Council adopted the policy with the intent of being more efficient; and

WHEREAS, the City of Rohnert Park audit for FY 2013-14 was issued in December 2014 by the City's auditor, Macias, Gini, and O'Connell; and

WHEREAS, the management letter provided by the auditor noted an issue with regard to the City's budgetary controls over expenditures in the General Fund; and

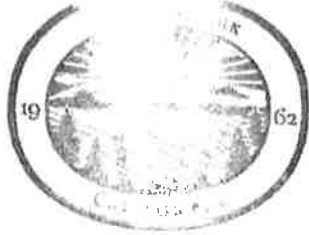
WHEREAS, the auditor noted that upon initial set up of the City's budget in the general ledger, actual costs can exceed budgeted amount per expense line item category, and this comment was based on their review and application of the City's current policy; and

WHEREAS, the Finance Department has a current staffing shortage of two vacant positions, and it is desirous to be as efficient as possible while addressing the auditor's interpretation of our current policy; and

WHEREAS, staff is proposing a pilot project that would change the overall level of control to the department level and address certain items not previously addressed in the FY 2014-15 Budget that will be included in the FY 2015-16 Budget.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Rohnert Park that it does hereby authorize and approve the City Manager and Finance Director to implement the Appropriations Amendment Pilot Project incorporated as Exhibit A.

DULY AND REGULARLY ADOPTED this 24th day of March, 2015.



CITY OF ROHNERT PARK

Amy O. Ahanotu
Amy O. Ahanotu, Mayor

ATTEST:

JoAnne M. Buerger
JoAnne M. Buerger, City Clerk

CALLINAN AYE MACKENZIE: AYE STAFFORD: AYE BELFORTE AYE AHANOTU: AYE
AYES: (5) NOES: (0) ABSENT: (0) ABSTAIN: (0)



EXHIBIT A

CITY OF ROHNERT PARK APPROPRIATIONS AMENDMENT PILOT PROJECT

PURPOSE:

To define the level of budgetary control and appropriation transfer authorities for all entities under the direction of the Rohnert Park City Council. This project describes the level of authority needed to amend the adopted budget.

APPROPRIATIONS AMENDMENT PILOT PROJECT:

City Council approves except as noted:

- Increases in appropriations from unanticipated revenues or fund balance/retained earnings within a department or fund. (Existing Policy)
- Transfers of appropriations between funds, departments, or program budgets. (Existing Policy)
- Decreases in appropriations, with the exception that the City Manager may direct Department Heads to suspend expenditures as needed to respond to emerging negative fiscal conditions. (Existing Policy)

City Manager or Designee approves as follows:

- Without increasing overall appropriations, the City Manager (or designee) would have authority to allow spending to exceed an individual line item, up to the amount of the overall budget for a similar category such as salaries/benefits or services/supplies.
- Without increasing overall appropriations, the City Manager would have unlimited authority for adjustments between categories or program budgets within a department.
- Without increasing overall appropriations, the City Manager would have authority to move City Manager contingency funds to the appropriate department for expenditure in accordance with GAAP.
- Without increasing overall appropriations, the City Manager would have authority to move appropriations between General Fund departments up to 1% of the Adopted Budget (\$310,300 FY 2014-15)
- City Manager/Finance Director would have the authority to appropriate developer deposits for expenditure. This type of work is already happening, using a non-GAAP process. This would be only for cost reimbursement projects where developers are providing funds for staff services. Contracts over \$50,000 would be approved by City Council in accordance with the City's purchasing policy.

- City Manager/Finance Director would have the authority to estimate and appropriate anticipated developer fees for Specific Plans. This type of work is already happening, using a non-GAAP process. These costs are fully reimbursed to the City based on existing agreements. Contracts over \$50,000 would be approved by City Council in accordance with the City's purchasing policy.
- Without increasing overall appropriations, the City Manager would have the authority to best implement Capital Improvement Projects, by transferring appropriations and revenue sources between projects.
- Finance Director would have the authority to carry forward to FY 2015-16 certain appropriations remaining at the end of the fiscal year. These would include amounts legally encumbered at the end of FY 2014-15, and any unspent appropriations for Capital Projects or Equipment that will be needed in the next fiscal year to fund the project or purchases that were delayed.
- City Manager would have authority to suspend expenditures as needed to respond to emerging negative fiscal conditions. (Existing Policy)

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GLOSSARY

Adopted Budget: The annual City budget as approved by the City Council on or before June 30.

Amended Budget: The adopted budget including changes made during the fiscal year.

Appropriation: The legal authority to spend funds. Unless otherwise encumbered, appropriations lapse at the end of the fiscal year.

Assessed Valuation: A dollar value placed on real estate by counties as a basis for levying property taxes.

Audit: Scrutiny of the City's accounts by an independent auditing firm to determine whether the City's financial statements are fairly presented in accordance with generally accepted accounting principles.

Beginning Balance: Unencumbered resources available in a fund from the prior fiscal year after payment of prior fiscal year expenditures.

Bond: Capital raised by issuing a written promise to pay a specified sum of money, called the face value or principle amount, with interest at predetermined intervals.

Budget: A fiscal plan of financial operation listing an estimate of proposed expenditures and the proposed means of financing them.

Business License Tax: A tax levied on persons or companies doing business in Rohnert Park, which must be annually.

California Public Employees' Retirement System (CalPERS): The retirement system, administered by the State of California, to which all permanent City employees belong.

Capital Asset: The City defines capital assets as land; new infrastructure projects over \$100,000; buildings and improvements over \$25,000, and equipment over \$5,000 that are used in operations with an estimated useful life in excess of one year.

Capital Improvement Plan (CIP): The five-year financial plan for improving asset and integrating debt service and capital assets maintenance.

Certificates of Participation (COPs): A lending agreement secured by a lease on the acquired asset or other assets of the City.

Debt Service: Payment of the principle and interest on an obligation resulting from the issuance of bonds, notes, or certificates of participation (COPs).

Debt Service Fund: A fund established to finance and account for the payment of interest and principal on all general obligation debt, other than that payable exclusively from special assessments and revenue debt issued for and serviced by a governmental enterprise.

Deficit: An excess of expenditures over revenues (resources).

Department: An organizational unit comprised of divisions or functions. It is the basic unit of service responsibility encompassing a broad mandate of related activities.

Encumbrances: A legal obligation to pay funds for expenses yet to occur, such as when a purchase order has been issued but the related goods or services have not yet been received. They cease to be encumbrances when the obligations are paid or terminated.

GLOSSARY

Enterprise Fund: A type of fund established for the total costs of those governmental facilities and services which are operated in a manner similar to private enterprise. These programs are entirely or predominantly self-supporting through user charges. May also be referred to as Proprietary Funds.

Expenditure: The actual spending of governmental funds.

Fiscal Year: A twelve-month period of time to which a budget applies. In Rohnert Park, it is July 1 through June 30.

Full Time Equivalent: (FTE): The percentage of full time an employee is assigned to work. Full-time equals 100% or 40 hours per week. 1.0 equals one employee working 40 hours per week.

Fund: An independent fiscal and accounting entity with a self-balancing set of accounts, used to record all financial transactions related to the specific purpose for which the fund was created.

Fund Balance: The difference between fund assets and fund liabilities.

(GAAP) Generally Accepted Accounting Principles: Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

Gann Limit: State of California legislation that limits a City's appropriations growth rate to two factors: Changes in population, and either the change in California per capita income or the change in the local assessment roll due to non-residential new construction.

(GASB) Governmental Accounting Standards Board: The authoritative accounting and financial reporting standard-setting body for government entities.

General Fund: The primary fund of the City used to account for all revenues and expenditures of the City that are not legally restricted as to use.

General Obligation Bond: Bonds backed by the full faith and credit of the City, used for various purposes and repaid by the regular revenue raising powers (generally property taxes) of the City.

(GFOA) Government Finance Officers Association: A professional association of state, provincial, and local finance officers in the United States and Canada whose purpose is to enhance and promote the professional management of governments for the public benefit by identifying and developing financial policies and practices and promoting them through education, training, leadership.

Governmental Fund Types: Funds used to account for acquisitions and other uses of balances of expendable financial resources and related current liabilities, except for transactions and accounted for in proprietary and fiduciary funds. Under current GAAP, there are five governmental types: general, special revenue, debt service, capital projects and permanent funds.

Grant: Contributions or gifts of cash or other assets from another governmental entity or foundation to be used or expended for a specific purpose, activity, or facility.

Infrastructure: The physical assets of the City (e.g., street, water, sewer, public buildings and parks).

GLOSSARY

Intergovernmental Revenue: Funds received from federal, state and other local government sources in the form of grants, shared revenues and payments in lieu of taxes.

Internal Service Fund: A fund used to account for the financing of goods or services provided by one department to another department of a government.

Long Term Debt: Debt with a maturity of more than one year after the date of issuance.

Mandated Programs: Mandated programs are those programs and services that the City required to provide by specific state and/or federal law

Measures E and A: The City direct tax rate of 0.5% (Rohnert Park Essential City Services Temporary Funding Measure E) was approved by Rohnert Park citizens on June 8, 2010 and went into effect on October 1, 2010. This tax rate expires on September 30, 2015. It has been extended by Measure A (Rohnert Park Continuation of Essential City Services Funding Measure) which was approved by the voters on November 5, 2013. Measure A shall not expire, unless terminated by a unanimous vote of the City Council.

Modified Accrual Basis: The accrual basis of accounting adapted to the government fund-type measurement focus. Under it, revenues and other financial resource increments (e/g., bond proceeds) are recognized when they become susceptible to accrual, which is when they become both "measureable" and "available" to finance expenditures of the current period. All governmental funds, expendable trust funds and agency funds, are accounted for using the modified accrual basis of accounting.

Object Code: The account where a

revenue or expenditure is recorded.

Operational Expenses: A budget category which accounts for expenditures that are ordinarily consumed within a fiscal year.

Operating Budget: Annual appropriation of funds for ongoing program costs, including salaries and benefits, services, and supplies. This is the primary means by which most of the financing, acquisition, spending, and service delivery activities of the City are controlled. Reserves and contingencies are also components of Rohnert Park's annual budget.

Ordinance: A formal legislative enactment by the City Council, which has the full force and effect of law within City boundaries.

Other Financing Sources: Resources that are reported separately from revenue to avoid distorting revenue trends.

Other Financing Uses: Decrease in current financial resources that is reported separately from expenditures to avoid distorting expenditure trends. The use of the *other financing uses* category is limited to items so classified by GAAP.

Proprietary Funds: Funds that focus on the determination of operating income, changes in net assets (cost recovery) financial position and cash flows. Enterprise and Internal Service Funds meet this criteria.

Reimbursements: Reduction of General Fund (GF) expenditures paid for by a reimbursement from a Special Revenue Fund. Per GAAP, the expenditure is reported in the Special Revenue Fund, and the General Fund records a negative expenditure (reimbursement) to zero out the GF expenditure

Special Revenue Fund: A revenue fund

GLOSSARY

used to account for the proceeds of specific revenue sources (other than special assessments, or for major capital projects) that are legally restricted to expenditures for specified purposes.

Structural Deficit: The permanent financial gap that results when ongoing revenues do not match or keep pace with ongoing expenditures.

(TOT) Transient Occupancy Tax: A tax of 12% of gross room receipts imposed on travelers who stay in temporary lodging facilities within the City.

RESOLUTION NO. 2015- 110

RESOLUTION OF THE COUNCIL OF THE CITY OF ROHNERT PARK APPROVING AND ADOPTING THE OPERATING BUDGET FOR THE CITY OF ROHNERT PARK FOR FISCAL YEAR 2015/16

WHEREAS, the City Manager has heretofore prepared and submitted to the City Council a proposed operating budget for the City of Rohnert Park for the fiscal year 2015/16; and

WHEREAS, on June 9th, 2014, the City Council has extensively considered the operating budget submitted by the City Manager.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Rohnert Park that the City of Rohnert Park Proposed Operating Budget for Fiscal Year 2015/16, attached hereto as Exhibit A is hereby approved and adopted as the operating budget for the City of Rohnert Park for fiscal year 2015/16 with the following Modifications:

- A. Changes directed or approved by Council during the review of the budget;
- B. Changes made in accordance with the Appropriations Amendment Pilot Project (Resolution 2015-056);
- C. Adjustment of salary and benefit costs in accordance with applicable laws, ordinances, and resolutions of the Council and updated cost calculations regarding such salaries and benefits;
- D. Adjustment of interfund charges, indirect costs and other costs which are allocated to various accounts in accordance with City accounting practice and Cost Allocation Plan;
- E. Carryover of FY 2014/15 appropriations related to equipment purchases that were delayed;
- F. Inclusion of any FY 2014/15 capital projects which are to be carried forward into FY 2015/16 without appropriation of additional funds and exclusion of any other FY 2014/15 projects which are not to be carried forward into 2015/16;
- G. Incorporation of approved budget adjustments in FY 2014/15 which affect the FY 2015/16 budget, and which are not reflected in the budget document;
- H. The carry forward or adjustment of revenues and expenditures for grant-funded activities, in which the expenditures and the revenues must be “balanced”; and

- I. Other administrative or accounting adjustments and corrections which are necessary and which are in accordance with the Council's direction and approval of the budget including the creation of capital project accounts for the purpose of administrative tracking and including, but not limited to substitutions/exchanges of non-General Fund funding sources.

DULY AND REGULARLY ADOPTED this 9th day of June, 2015.

CITY OF ROHNERT PARK

Amy O. Ahanotu, Mayor

ATTEST:

JoAnne M. Buergler, City Clerk

CALLINAN _____ MACKENZIE: _____ STAFFORD: _____ BELFORTE _____ AHANOTU: _____
AYES: () NOES: () ABSENT: () ABSTAIN: ()

RESOLUTION NO. 2015- 111

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK ADOPTING THE FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM (CIP) FOR FISCAL YEARS 2015/16 THROUGH 2019/20 AND APPROVING FISCAL YEAR 2015/16 CIP PROJECTS AS INCLUDED IN THE CITY BUDGET FOR FISCAL YEAR 2015/16

WHEREAS, the City's Capital Improvement Program Committee, made up of various City departments, has assembled a slate of proposed capital improvement projects and associated costs covering the period between Fiscal Year 2015/16 and Fiscal Year 2019/20; and

WHEREAS, the City of Rohnert Park's General Plan 2000 requires that a Capital Improvement Program be in place as a planning and budgeting tool for the improvement of City facilities and infrastructure, to be reviewed and updated annually; and

WHEREAS, this project is categorically exempt from the California Environmental Quality Act, pursuant to the California Code of Regulations Title 14, Chapter 3, Section 15306 (Class 6 – Information Collection); and

WHEREAS, City staff and the Rohnert Park Planning Commission reviewed the Five-Year Capital Improvement Program for Fiscal Years 2015/16 through 2019/20 and found it consistent with the Rohnert Park General Plan; and

WHEREAS, on June 9, 2015, the City Council has extensively considered the Five-Year Capital Improvement Program for Fiscal Years 2015/16 through 2019/20, as incorporated in the City Budget for Fiscal Year 2015/16.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Rohnert Park that the City of Rohnert Park Proposed Five-Year Capital Improvement Program (CIP) for FY 2015/16 through FY 2019/20 is hereby approved and adopted as the Five-Year Capital Improvement Program (CIP) for fiscal year 2015/16.

BE IT FURTHER RESOLVED by the Council of the City of Rohnert Park that the City of Rohnert Park Capital Improvement Projects for fiscal year 2015/16 are hereby approved and adopted as incorporated in the City Budget for FY 2015/16 attached hereto as Exhibit A.

DULY AND REGULARLY ADOPTED this 9th day of June, 2015.

CITY OF ROHNERT PARK

Amy O. Ahanotu, Mayor

ATTEST:

JoAnne M. Buergler, City Clerk

CALLINAN _____ MACKENZIE: _____ STAFFORD: _____ BELFORTE _____ AHANOTU: _____
AYES: () NOES: () ABSENT: () ABSTAIN: ()