



City of Petaluma

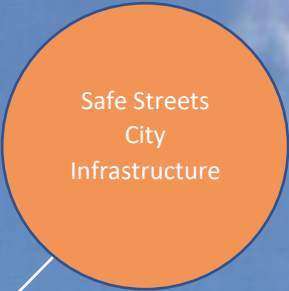
California

FY 2024-2025

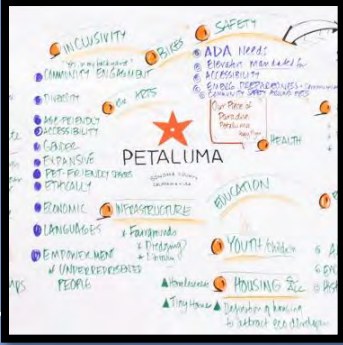
Adopted Operating and Capital Improvement Program Budget

July 1, 2024 – June 30, 2025





A City that works for Everyone





City of Petaluma

Fiscal Year 2024-2025 Adopted Operating Budget and Capital Improvement Program



City Council

Kevin McDonnell, *Mayor*

John Shribbs, *Vice Mayor, District 2 Council Member*

Brian Barnacle, *Council Member*

Janice Cader Thompson, *District 1 Council Member*

Karen Nau, *District 3 Council Member*

Dennis Pocekay, *Council Member*

Mike Healy, *Council Member*

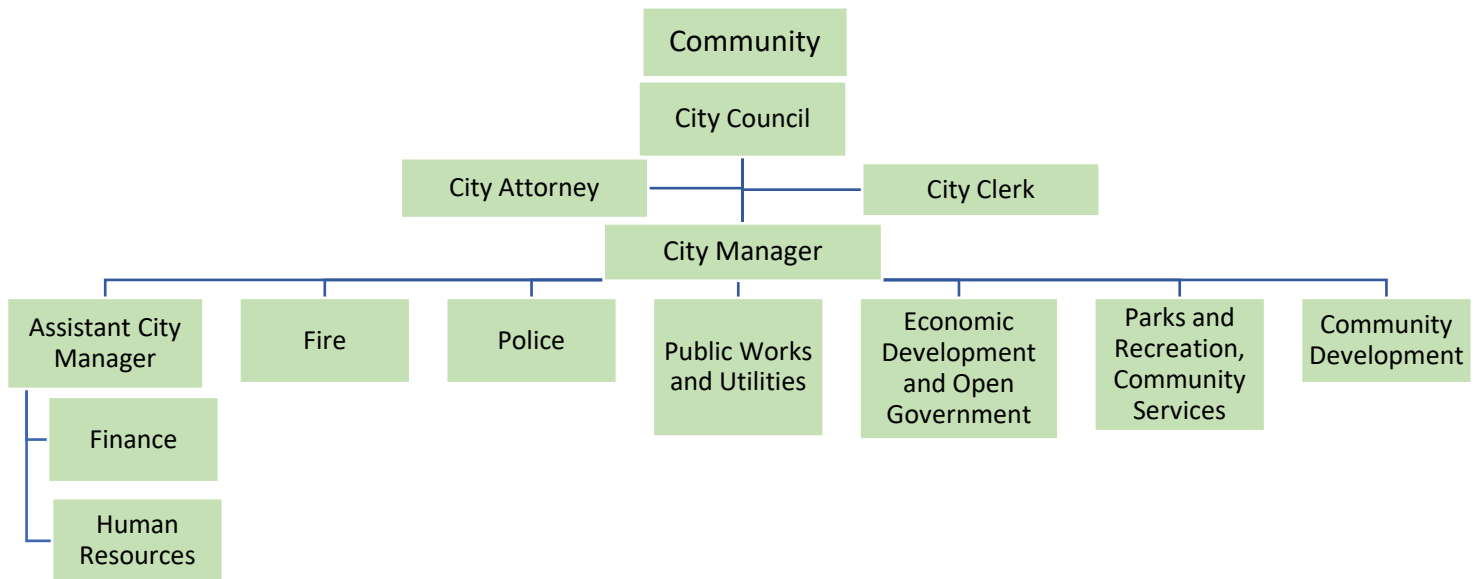
City Manager's Office (707)778-4345 citymgr@cityofpetaluma.org

Finance Department (707)778-4352 finance@cityofpetaluma.org

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CITY ORGANIZATIONAL STRUCTURE AND EXECUTIVE STAFF



CITY MANAGER

PEGGY FLYNN

BRIAN COCHRAN

City Manager **Assistant City Manager**

Provides general management oversight and direction to all City Departments. Also provides administrative support to the City Council.

CITY CLERK

CAITLIN CORLEY

City Clerk

Liaison between the public, media, Mayor, and Councilmembers. Maintains City records, oversees elections, and prepares and publishes City Council Agendas.

CITY ATTORNEY

ERIC DANLY

City Attorney

Provides legal advice to City staff and the City Council; defends the City against lawsuits.

FINANCE

JESSIE GOOCH

Finance Director

Provides financial management and accounting services for all City of Petaluma Departments.

FIRE

JEFF SCHACH

Fire Chief

Provides fire, rescue and emergency medical services. Also oversees and inspects building and development to assure compliance with fire safety codes.

HUMAN RESOURCES

LINDA LE

Human Resources Director

Recruits employees, negotiates labor contracts, provides benefits for city employees and oversees the City's Risk Management program.

POLICE

BRIAN MILLER

Police Chief

Provides public safety through crime prevention, community policing, and code enforcement services.

PUBLIC WORKS AND UTILITIES

GINA BENEDETTI-PETNIC, INTERIM

Public Works and Utilities Director

Oversees the City's public improvement requirements and manages water resources, wastewater treatment, streets, public transit, and flood management.

ECONOMIC DEVELOPMENT AND OPEN GOVERNMENT

INGRID ALVERDE

Economic Development and Open Government Director

Oversees the economic development and information technology divisions and is the liaison for public information.

PARKS AND RECREATION

DREW HALTER

Parks and Recreation Director

Oversees the City's parks and recreation, park, and facility maintenance.

COMMUNITY DEVELOPMENT

BRIAN OH

Community Development Director

Oversees the City's Planning, Building and Housing services.



Budget Message and Transmittal

FY 2024-25 Operating Budget and Capital Improvement Program

May 6, 2024

Honorable Mayor and City Councilmembers, City Staff, and Cherished Petaluma Community—

I am pleased to submit to you the budget for the City of Petaluma for Fiscal Year 2024/25. As I outline below, and as you will see throughout, this upcoming year will be one of exciting organizational changes, continued focus on leveraging resources (Measure U, Measure H, and others), and new infrastructure investments to benefit the entire community. With the City Council's recent goals and priorities discussion, the Fiscal Year 2024/25 budget is poised to deliver on a number of key Council goals while also continuing to hone City operations and upgrade service delivery.

Everything we do in the City of Petaluma is people-powered. This includes a vast network of collaborators: our staff, our business community, our schools and non-profit organizations, our multi-jurisdictional partners, and our talented, passionate, creative Petaluma community—all of whom work together and invest their time, treasure, and talent to create safe streets, to facilitate housing, to ensure safe spaces and mental health resources for our youth, to care for our unsheltered, to provide crisis intervention services to those in need, to rebuild, to repair, to reimagine our incredible Petaluma for all who live, work, and enjoy our City.

Some positive trends we are seeing for our upcoming Fiscal Year 2024/25:

- **Property Tax Revenue Growth** - FY 24 General Fund Property Tax is estimated at \$14.4M – which represents a 4.7% growth over our most recent estimates of current year property tax collections. This growth represents a combination of factors that contribute to property tax changes – sales of homes, property re-assessments, new development, etc.
- **Sales Tax and Measure U Stability** – Both the City's regular 1% Bradley-Burns sales tax and the Measure U 1% sales tax are expected to remain relatively flat / stable in 2024/25. While projections for regular sales tax are down about 3%, projections for Measure U sales taxes are up about 3%. Overall, it is noteworthy that these two revenue sources provide more than \$32 million dollars, representing a substantial contribution toward supporting core City services.
- **Transient Occupancy Tax Growth** – In a continued recovery from the pandemic and including the relatively recent completion of a new hotel in Petaluma, our TOT revenues are anticipated to see strong growth of 7% in Fiscal Year 2024/25, to more than \$4

million. As Sonoma County in general and Petaluma specifically continue to be attractive, noteworthy tourist destinations, we expect strength in this revenue source.

- **Success with Grant Funding** – Petaluma continues its strong success record in obtaining grant funds from a variety of granting agencies to implement City projects. Overall, we are projecting an increase of \$3.5 million in grants in 2024/25. And we will continue to aggressively pursue these opportunities as they become available.
- **General Fund Emergency Reserves** – This critical emergency reserve continues to be maintained at 15% of operating expenditures.

Measure U Update

Since the voter approval of Measure U in November 2020, among all of the day-to-day operations that your City staff complete, we have also been laser-focused on rebuilding and strengthening our infrastructure, leveraging our resources, such as Measure U, to make our community's dollars go further, and investing in our people, both within the organization and throughout our community.

Regarding the implementation of Measure U, we are going full-steam on substantial investments in our roads--\$45M over five years, and as evidenced, by the major renovation of North McDowell Blvd that is recently completed. We have strategically added staffing and support in most City departments, to ensure that Petalumans continue to receive excellent services and to allow us to complete major initiatives as directed by the City Council. Staff compensation has been brought up to the market median in our area, to allow us to recruit and retain highly talented employees, and we are able to properly plan for annual cost-of-living adjustments so that compensation remains competitive. Finally, we have leveraged Measure U funding to obtain substantial grant funding from State and Federal agencies and invested in key City priorities, such as dredging the Petaluma River; implementing our homeless services strategic plan; and making climate-ready investments such as electric vehicle charging stations and building efficiency upgrades.

Petaluma Leading

As you'll note throughout this document, our departments have numerous goals that they have each outlined in their respective sections. Many of those objectives relate in some way to the City Council goals and objectives, while others are more operational and internally focused. Additionally, there are several areas of emphasis that the City will be keenly focused on over the next year that don't necessarily fit neatly into a single goal or line-item. These areas of leadership include:

- **Organizational Development** – Over the past year, we have begun to sow the seeds of creating a deeper and more ingrained organizational culture of leadership, learning and values-based decision-making. We will continue this work in 2024/25 to ensure that Petaluma is an employer of choice; is achieving new benchmarks for diversity, equity and inclusion; and is fostering a culture of excellence in all that we do. This work is multi-faceted and does not happen overnight, but in the long run will make us more effective and responsive in improving services to the community. I am excited about

some new initiatives and opportunities that we have for our employees over the upcoming year, which will in turn continue to enhance our already-talented workforce and the collaborative spirit with which we deliver results for the Petaluma community.

- **Renewed Economic Development Focus** – As Petaluma re-emerges after the adoption of Measure U and the waning of the pandemic, it is clear that a renewed focus on economic development will be important for a sustained economy and City revenue growth. With some re-organization of staff resources and close partnering with the Downtown Business Association and local property owners, we will prioritize strategic reinvestments in our downtown – including new transit options, public restrooms, enhanced lighting, pedestrian improvements, etc.
- **Housing For All – implementation of our Housing Element continues:** with the completion of 44 affordable units on Petaluma Boulevard expected this year to the securing of the remaining funding for the 131 affordable units, Meridian at the Petaluma North SMART station, to the completion of the 134-unit Oyster Cove housing and mixed use development on D Street, Petaluma will be well-positioned to provide much needed housing to our community. Additionally, the City will continue to implement effective ways to incentivize development of diverse housing types to address our housing crisis.
- **General Plan and Climate Action** – our Blueprint for Carbon Neutrality by 2030 (the City’s Climate Action and Adaptation Plan) is expected to be completed this year, and our General Plan Update is on target to be completed by Fall 2025—both which will prioritize 15-minute neighborhoods, improved safe mobility and Safe Streets, electrification of city vehicles and buildings, and housing for all.
- **Parks, Programming, and our Environmental Legacy** – Whether it is the continued improvements and offerings at our parks and open spaces, our transition to bringing our Aquatics program in-house, or our efforts to improving park and facility maintenance, the construction of new facilities like the skatepark and improvements to our swim center, and implementation of our Integrated Pest Management Plan, Petaluma’s parks and recreation facilities are creating healthy, safe, and inclusive spaces where our community can play, gather, and connect.
- **Creating a “One Petaluma” experience on the City-owned fairgrounds property**—after assuming management of this 55-acre property in the center of Petaluma, we have been hard at work to ensure the annual fair continues, fund transitional improvements in the infrastructure to allow for pilot pop-up events, programming, and community activities, as well as teeing up a community masterplan process for the property following the guiding principles from our Fairgrounds Advisory Panel.

Capital Improvement Focus

As important as our people, culture and services are in Petaluma, our Capital Improvement Program (“CIP”) is a significant portion of this 2024/25 budget, at an estimated \$57 million this year and \$500 million over 5 years. With a combination of Measure U, Impact Fee Funds, Water and Wastewater Enterprise Funds, grant funding, and many other funding sources, we are

making once-in-a-generation investments in virtually all categories of infrastructure to ensure Petaluma is a fun, safe, healthy, sustainable and well-functioning City for decades to come. This year, we have embarked on an important step that our CIP has not seen in some time – a resource-constrained prioritization that matches the most critical and impactful projects with resources to keep them moving forward. Some key projects on which you should see substantial progress in the upcoming year, among dozens of others, include:

- Various facility improvement projects to keep our buildings safe and healthy for both employees and community members – renovations to the Community Center; Seismic upgrades and renovations at Fire Station #1; Design of the new Fire Station #4; and HVAC retrofits and electrification at City facilities.
- Safe and Complete Streets and Active Transportation Improvements – In addition to citywide pavement improvements and restoration, we also have the planned reconstruction of Maria Dr moving forward; pedestrian and quick-build improvements; access improvements for the coming North Petaluma SMART Station; and design of the Caulfield bridge.
- The new skate park at Lucchesi Park is fully funded and moving forward.
- Installation of the turning basin docks project will be completed.
- Our Petaluma River will once again be dredged (in a four-year cycle!) to help maintain the channel.
- Water and sewer main replacements in several locations, including notably at Madison / Payran Streets and along Howard Street.
- Chemical system upgrade at the Ellis Creek Water Recycling Facility.
- Rollout of the Advanced Metering Infrastructure project to all Petaluma water customers.
- Significant staff focus on finalizing the design of the PIPS Forcemain Replacement project and moving it toward construction in FY 25-26.
- The Petaluma Community Ballfield on East Washington will be open for its first game on June 1, 2024.
- From the 20/21 fiscal year when Measure U passed through FY28-29, the City will have invested \$55 million into our streets, sidewalks, paths, and roadways. Our pavement condition index continues to improve as we leverage this finite resource.

More detail about dozens of individual projects can be found in the Capital Improvement Program section of this budget.

Maximizing our Resources

An under-told story of the City of Petaluma over the past couple of years has been the unprecedented success we have had in securing grant funding for critical community projects – many of which will be moving forward in visible ways during this next fiscal year. While probably an understatement, I can proudly say that the City has received **over \$100 million in grant funding** from various County, State and Federal programs over the past two years. Some projects that will benefit from grant funding in 2024/25 include:

- \$10 million+ for our Advanced Metering Infrastructure project for the water utility;
- \$11 million+ in federal funding for improvements to the City’s recycled water system;
- \$2 million from the Affordable Housing Sustainable Communities grant for the North Petaluma SMART Station access improvements
- \$700k in federal funding for the design of the City’s future emergency operations center that will be integrated into the new Fire Station #4
- \$8 million+ in grant funds from multiple sources for the Tertiary Treatment System Upgrades at Ellis Creek

Other grants received over the past several years have helped fund: PPSC’s SAFE Team; homeless encampment resolution at Cedar Grove; the People’s Village non-congregate shelter project; seismic studies of City buildings; electric vehicle charging infrastructure and emergency generators at City facilities; and innumerable other projects and programs. Many of these programs are ongoing and continue to receive grants from funding agencies for operations in 2024/25 and beyond.

Acknowledgment

I would like to thank and recognize our dedicated staff who work each year to review, propose, and prepare the operating and capital budgets for the Council and the community. Our City’s budget is the result of an incredibly talented, hardworking, and dedicated team. The City’s Budget Team manages the budget analysis and preparation through the hard work of our **Finance Director Jessie Gooch, Assistant Finance Director Corey Garberolio, Finance Analyst Isabel Craft, Finance and Accounting Manager Janine Tedrow**, and the entire Finance Department staff who contributed to the development of this policy document.

Developing the operating and capital budgets are truly a team effort and rely on the expertise of many, including, but not limited to:

- City Manager’s Office— Suzie Terry, Patrick Carter, Brian Cochran
- City Attorney—Eric Danly, Jordan Green, Dylan Brady, Lisa Rogers
- City Clerk – Caitlin Corley, Kamille Garcia, Daibel Montilla Fernandez-Bolt
- Community Development—Brian Oh, Karen Shimizu, Jerome Hoberg, Andrew Trippel, Heather Hines

- Economic Development & Open Government—Ingrid Alverde, Brendan Galten, Jamieson Bunn, Nancy Sands
- Fire—Jeff Schach, Chad Costa, Jessica Power, David Catalinotto
- Parks & Recreation—Drew Halter, Cindy Chong, Delana Bradford
- Police—Brian Miller, Kate McCoy
- Public Works & Utilities—Gina Benedetti-Petnic, Bjorn Griepenburg, Ken Eichstaedt, Jeff Stutsman, Jonathan Sanglerat, Andie Morhous, Kurt Takamine, Denise Hill, Dan Herrera, Jared Hall, Dan Cohen, Chelsea Thompson, Chelsea Green

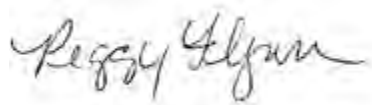
A special thanks to our Mayor and City Council for ensuring that this policy document serves all of our residents and for being strong financial stewards for our community.

Embracing Our Potential

Given that our budget is the most significant policy document the City produces, I could not be more proud of the vast diversity of projects, programs, and initiatives that we are recommending for City investment and how **this \$312M budget continues to move Petaluma forward and lead locally, regionally, and nationally, in many ways.** With our community as our guide and the City Council as our policy leaders, we are embracing our future as a responsive, innovative, and effective municipal government organization. While priorities can shift from year to year, our resolve to deliver outstanding services, safe and sustainable infrastructure and climate-first action to our community is unwavering.

With the new opportunities that we have over the coming year to deliver for our community, my sincere hope is that every resident, business and non-profit entity can look forward to seeing themselves in some program or project in this Fiscal Year 2024/25 budget document. I am energized to work alongside our Council, City staff and community to deliver on those opportunities, in Fiscal Year 2024/25 and in the years to come.

In your service,



Peggy Flynn
City Manager



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Petaluma
California**

For the Fiscal Year Beginning

July 01, 2023

Christopher P. Morill

Executive Director

Table of Contents

Budget Coversheet	i
City Organizational Structure	ii
City Manager’s Budget Message	iii
GFOA Distinguished Budget Award	ix
Table of Contents	x
Citywide Overview	
Citywide Budget Overview & Highlights	1
Changes Between Proposed and Adopted Budget.....	17
Budget Development Process	18
Petaluma Government and Policies	19
Glossary of Terms.....	23
Acronyms.....	26
Summary Schedules	
2024-25 All Funds Budget Summary	29
Fund Summary	31
Sources and Uses	35
Summary Schedules	37
Capital Vehicle and Equipment	56
Climate Action Baseline.....	61
General Fund Overview.....	69
Measure U Fund Overview.....	77
Special Revenue Funds Overview.....	81
Enterprise Funds Overview	87
Utility Funds Overview	91
Internal Service Funds Overview.....	95
City Departments	
City Council.....	99
City Attorney	101
City Clerk	105
City Manager	111
Community Development	117
Economic Development & Open Government.....	123
Finance	131
Fire	137
Human Resources.....	143
Non-Departmental	147
Parks and Recreation, Community Services	155

Police 163
 Public Works & Utilities 171

Capital Improvement Program

Capital Project Overview CIP-i
 CIP Table of Contents CIP-viii
 Fully Funded Projects CIP-1
 Partially Funded/Unfunded Citywide Capital Infrastructure Needs CIP-3
 CIP FY 2024-25 Uses and Sources..... CIP-6
 CIP FY 2024-25 Budget by Project CIP-7
 CIP Budgets through FY 2028-29..... CIP-8
 CIP - Airport CIP-9
 CIP - Facilities..... CIP-17
 CIP – Parks CIP-43
 CIP – Public Works..... CIP-61
 CIP – Recycled Water CIP-95
 CIP – Surface Water..... CIP-105
 CIP – Transit..... CIP-111
 CIP – Wastewater Utility CIP-117
 CIP – Water Utility CIP-141
 Advanced Planning CIP-173

Legislative

Resolutions and Ordinances L-1

Appendices

Allocation of Internal Service Funds and Administrative Overhead Charges A-1
 Transfers Out..... A-3
 Transfers In..... A-5
 Full Time Positions – Allocation by Department..... A-7
 FY 25 Additional (New) Proposed Positions by Department A-12



CITYWIDE BUDGET OVERVIEW & HIGHLIGHTS

The City of Petaluma’s Fiscal Year 2024-2025 Budget comprises the following operating fund types and the Capital Improvement Program (CIP):

- General Fund
- Measure U Fund
- Special Revenue Funds
- Trust Funds
- Enterprise Funds
- Utility Funds
- Internal Service Funds
- Capital Improvement Program
- Successor Agency Funds

The majority of the appropriations recommended support the General Fund, Utilities Funds and the Capital Improvement Program. Citywide utilities funded by the City’s Utility user rates bring water to residents and businesses and collect and/or treat wastewater. The second largest source of expenditures is the General Fund which primarily funds police, fire, public works, parks and recreation, economic development, and public engagement as well as internal support, management and administration. In Fiscal Year 2025, Capital Improvement Funds provided by impact fees, user rates, grants, and other sources will be used to rehabilitate roads, enhance and replace aging utility infrastructure, and implement park projects.

The City’s Fiscal Year 2024-2025 Budget recommends expenditures totaling \$312,005,711 million. This year’s budget includes an increase of \$25.4 million over the Fiscal Year 2023-24 Revised Budget. Adjusted to remove Transfers In and Transfers Out¹, which are \$71.9 million each, appropriations for 2024-2025 are \$240.1 million and estimated revenues are \$213.1 million. Table 1 on the following page shows the change in Citywide appropriations from the FY 2023-24 Revised Budget to FY 2024-25 Budget. Also shown is a chart illustrating the total FY 2025 Budget allocated by percentage to each fund type. Any difference between appropriations and sources is offset from available fund balance (reserves).

Appropriations are supported by total Citywide estimated revenues of \$285 million as well as available fund reserves, in some cases. The following table, Table 3, presents the changes in revenues from Fiscal Year 2023-24 Revised Budget to Fiscal Year 2024-25 Budget by fund type.

¹ Transfers are utilized to move dollars from a fund receiving the revenue to the fund that is making the expenditure. The most common type of intragovernmental transfer for the City is moving dollars from an operating fund into a capital improvement project fund for a project. Tables below exclude designated reserves.

Table 1 – Citywide Appropriations and Changes

Fund Type	FY 2024 Revised Budget	FY 2025 Budget	FY 24 Revised- FY 25 Budget Change	Percent Change
General Fund	\$ 74,981,778	\$ 80,613,523	\$ 5,631,745	7.51%
Measure U Sales Tax	21,135,395	16,206,789	(4,928,606)	-23.32%
Special Revenue Funds	30,322,497	38,093,080	7,770,583	25.63%
Trust Funds	-	-	-	0.00%
Debt Funds	913,219	913,719	500	0.05%
Enterprise Funds	12,500,185	16,520,126	4,019,941	32.16%
Utility Funds	70,876,240	82,501,594	11,625,354	16.40%
Internal Service Funds	14,575,630	15,564,405	988,775	6.78%
Capital Project Funds	55,938,800	57,416,591	1,477,791	2.64%
Successor Agency Funds	5,395,339	4,175,884	(1,219,455)	-22.60%
Total	\$ 286,639,083	\$ 312,005,711	\$ 25,366,628	8.85%

FY 2025 Expenditure Budget by Fund/Program

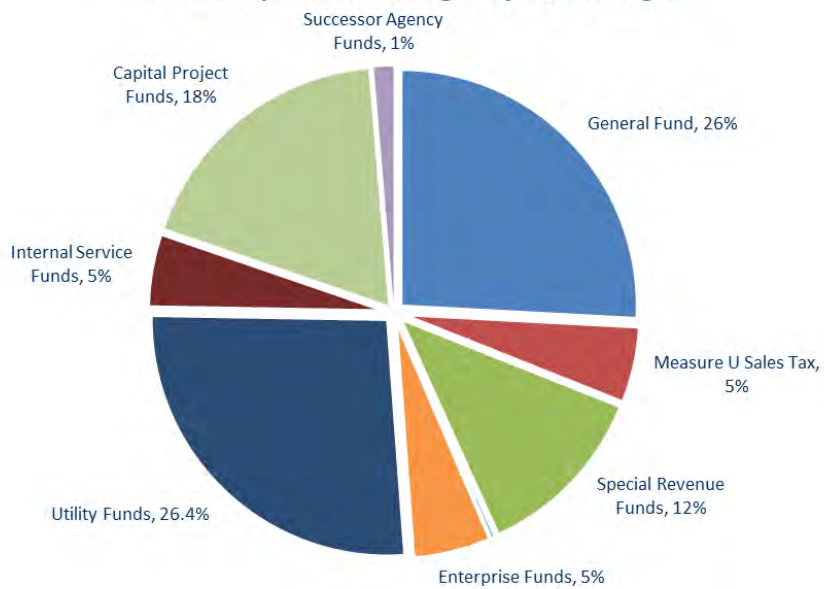


Table 2 – Citywide Positions by Function

FY 2024-25 Full Time Positions Funded by Function	
Function	Funded
Police	103.60
Fire	69.00
Public Works & Utilities	129.00
Parks & Recreation	25.00
Community Development & Housing	16.00
Support Staff(Clerk, Legal, Finance, Human Resources, IT, etc.)	49.30
Total Citywide Staff	391.90

* More details on funded positions can be found in the Appendix section of this document

FY 2025 Full Time Positions Funded by Function

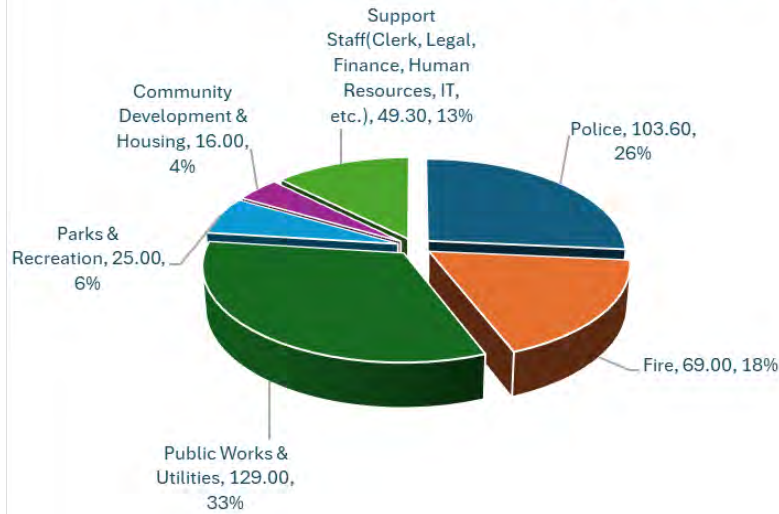


Table 3 – Citywide Revenues and Changes

Fund Type	FY 2024 Revised Budget	FY 2025 Budget	FY 24 Revised- FY 25 Budget Change	Percent Change
General Fund	\$ 71,787,864	\$ 79,551,327	\$ 7,763,463	10.81%
Measure U Sales Tax	15,762,700	16,200,000	437,300	2.77%
Special Revenue Funds	28,858,400	33,731,757	4,873,357	16.89%
Trust Funds	1,718	3,127	1,409	82.01%
Debt Funds	2,942,599	2,562,157	(380,442)	-12.93%
Enterprise Funds	11,513,734	14,974,162	3,460,428	30.05%
Utility Funds	54,983,599	59,374,084	4,390,485	7.99%
Internal Service Funds	15,810,576	17,076,858	1,266,282	8.01%
Capital Project Funds	53,115,398	57,281,591	4,166,193	7.84%
Successor Agency Funds	5,382,629	4,275,573	(1,107,056)	-20.57%
Total	\$ 260,159,217	\$ 285,030,636	\$ 24,871,419	9.56%

Citywide Revenues by Category	FY 2025
Taxes Revenue	\$ 67,767,830
Permits and Fees	11,770,764
Use of Property Revenue	7,114,424
Intergovernmental	35,450,861
Charges for Services/Sales	27,969,883
Utility Revenue	55,533,800
Sales Revenue	906,200
Other Revenue	6,594,234
Total Revenues	\$ 213,107,996
Note: Excluding Transfers In	

OVERVIEW BY FUND TYPE/PROGRAM

General Fund

Departments within the General Fund provide core essential community services, such as public safety (including police and fire protection and medical transport services), parks and recreation, and public works, as well as critical support functions such as city manager, finance, legal, city clerk, and human resources. All core services are primarily supported by locally controlled revenue sources that include sales tax, property tax, transient occupancy tax and fees.

This entire budget document, including the proposed General Fund budget, represents a team collaboration of staff from every City department. Creating a balanced budget while considering the many needs of the community is not an easy task. Every department was asked to evaluate their opportunities and challenges, with the Finance Department and City Manager's Office then reviewing these items in the context of the larger economy and community. Many of the same challenges we've faced these last few years still exist today – high inflation, slower supply chain, workforce challenges, and world events. The proposed FY 25 General Fund budget represents our continued commitment to prudent fiscal management and to delivering high quality services to the Community. As we draft this year's budget document, the impacts of the pandemic have largely subsided, with revenues at or above pre-pandemic levels. We continue to efficiently manage day-to-day operations, utilizing technology options for customers to keep City business moving forward. The City is committed to ongoing collaboration with our partners in the community as well as other government agencies to assist and provide support citywide.

The City's sales tax revenues, the largest portion of General Fund revenues, have recovered following the revenue decreases realized during the pandemic but have largely plateaued; revenues are anticipated to decrease slightly by 3.2% during FY2024-25. Other revenues such as business license, permit and fees and charges for services continue to show recovery and we remain cautiously optimistic regarding positive financial trends. Transient Occupancy Tax has recovered, and the strength of these revenues allow support of not only General Fund needs, but also housing and homeless efforts. Staff will continue to monitor the monthly and quarterly financial results and will revise and request adjustments as appropriate.

The state of the economy continues to be a concern. Persistent inflation, high interest rates, supply chain challenges, and ongoing world events could trigger a recession which could impact tax revenues. Within Petaluma, tourism has recovered to near pre-pandemic levels and property values remain high, a boon to current homeowners and a source of difficulty for renters wishing to buy homes. The revenues estimated and incorporated into the 5-year

forecast remain conservative. Each year revenues are monitored closely, and adjustments brought to Council as needed.

We continue to be thankful to the community for the passage of Measure U, the City's 1-cent transaction and use tax measure passed by Petaluma voters in November of 2020. This tax brings essential revenue to the City that was not available historically. In addition to allowing the City to continue providing core essential services to our residents by providing support to the General Fund, the additional funding provides for many other needs citywide such as continued investment in our staff who deliver the high-quality services to our residents, as well as addressing deferred maintenance on City roads and facilities. With the recent passage of Measure H, Sonoma County's 1/2 -cent sales tax to support fire prevention and protection services, the General Fund will have additional much-needed resources to put towards our community.

General Fund revenues are expected to be up overall by approximately 2.5% due to projected growth in the coming year. When the new Measure H Sonoma County 1/2 cent sales tax is included with the General Fund, revenues are up by approximately 6.8%. Measure U estimated sales tax revenue and expenditures have been included in the proposed FY 24/25 budget. The expenditures included align with community priorities and the balanced spending plan presented to Council. Staff have held two meetings with the Measure U Committee and have discussed the proposed spending plan for the year. Measure U estimated sales tax revenue incorporates moderate growth of approximately 3% when compared to the prior year. This sales tax is a district tax which means 100% of the amount collected is kept locally. Due to the changing economy, as the year progresses and if trends emerge that differ from these estimates, adjustments will be made. We will continue to monitor revenues closely and bring forward information as soon as we are made aware.

Despite having additional sales tax revenue, it's important to remember this source is *finite*. While it provides financial resources that the City has not historically had, the needs far outweigh the available resources. We must continue to prudently manage our finances to maintain reserves and provide core services. Given the need to produce a balanced budget while also attempting to address many department requests, general fund departments were required to maintain a flat budget. Any additional needs, both operating and one-time, were brought forward for discussion. Only those requests considered critical to continue operations were approved and incorporated into the FY 2024/25 budget.

General Fund Appropriations

The City's Fiscal Year 2024-25 Budget includes General Fund total appropriations of \$77,388,523, an increase of \$2.4m or 3.2% over the Fiscal Year 2023-24 Revised Budget. With the addition of the new Measure H Countywide Fire Sales Tax passed by voters in March of 2024, an additional \$3.2m of revenue is expected in the new year to support General Fund Fire Department costs. The General Fund budget includes salary and benefit appropriations for 235 full-time positions that perform a variety of core essential services such as 24-hour public safety, public works, parks and recreation, and the many other City services that provide departments the support necessary to operate. This budget includes funding for workforce stabilization that was originally incorporated in FY 22 and will be ongoing into the future and includes appropriations for staffing needs to address increased and changing needs in several departments, as well as negotiated cost of living adjustments and anticipated costs from ongoing negotiations. Services and supplies appropriations include the funds necessary to perform day-to-day operations such as operational supplies and contract services for both existing and newly identified needs that are essential for delivery of services. Intragovernmental appropriations provide funding for support services such as Information Technology, Risk Management, and General Services that are funded by charges to operating funds, including the General Fund. Capital needs change from year to year as priorities are identified. Lastly, Transfers Out account for transactions that require dollars to move from the General Fund to other funds where the expenditures will occur.

The increase of \$2.4m is primarily due to the following:

Expenditures	FY 2023/24 Revised	FY 2024/25 Budget	Amount of Change	Percent Change
Salaries	\$ 35,111,680	\$ 36,707,479	\$ 1,595,799	4.5%
Benefits	22,153,408	24,191,147	2,037,739	9.2%
Services/Supplies	8,198,327	8,898,852	700,525	8.5%
Utilities	1,401,085	1,434,303	33,218	2.4%
Intra-governmental	4,291,667	4,749,235	457,568	10.7%
Capital	170,000	-	(170,000)	-100.0%
Transfers Out	3,655,636	1,407,507	(2,248,129)	-61.5%
Total Expenditures	\$ 74,981,803	\$ 77,388,523	\$ 2,406,720	3.2%

- \$1.03m for negotiated cost of living adjustments
- \$0.8 for new positions and reclasses- Parks Maintenance Worker, 2 PT EMT positions to Full time, Accounting Assistant, Communications Project Manager, reclasses in Recreation, 3 new positions and temporary workers for in-house aquatic program- Recreation Coordinator, Recreation Specialist, Skilled Maintenance Worker, Code Enforcement Officer and reclass
- \$0.2m for anticipated results of labor negotiations

- \$1.3m for increased retirement costs due to PERS mandatory discount rate reduction as well as increases due to addition of new positions mentioned above
- \$.1m in Workers Compensation costs due to cost increases and to build reserves to more adequate level
- \$0.47m slightly increased health premiums, employee benefit selection, new position benefits
- \$0.85m in increased professional services and supplies for long range planning work, ADA work, Arborist Tree Program, IGT/GEMT and Cost Recovery Planning work both of which are directly offset by an increase in revenue. Newer lease for Police Department and increased fuel costs.
- \$0.03m increased electricity/gas rates expected to continue in FY 2024/25
- \$0.3m information technology intragovernmental charges- upgrades and updates to technology citywide software, critical cybersecurity, other critical technology improvements
- \$.15m risk management intergovernmental charges due to increase in insurance rates

The increases above are partially offset by reductions in the following:

- -\$0.5m less one-time overtime costs in the Fire Department directly offset by reduction in revenue
- -\$0.4m less professional services for communications offsetting the cost of adding a new Communications Project Manager
- -\$0.47m less one-time costs not expected to reoccur in FY 24/25
- -\$0.17 less in one-time capital costs
- -\$2.2m less for one-time transfers out to fund capital projects

General Fund Revenues

General Fund Expenditures are supported by revenues of \$77.1 million (excluding sources from designated reserves) in Fiscal Year 2024-25, an increase of approximately \$1.9m or 2.5% over the FY 2023-24 Revised Revenue Budget. The main drivers in the overall increase are focused in 5 categories – Taxes (+1,403,663), Interest Earnings (+\$458,100), Inter governmental (+\$536,303), and Charges for Services (+\$2,183,422). The table below shows general fund revenues by type:

General Fund Revenues	FY 2023/24 Revised	FY 2024/25 Budget	Amount of Change	Percent Change
Taxes	\$ 35,453,837	\$ 36,857,500	\$ 1,403,663	4.0%
Permits and Fees	1,174,478	1,403,800	229,322	19.5%
Fines and Penalties	464,500	362,900	(101,600)	-21.9%
Investment Earnings and Rent	581,770	1,039,870	458,100	78.7%
Intergovernmental	7,508,097	8,044,400	536,303	7.1%
Charges for Services	10,266,488	12,449,910	2,183,422	21.3%
Other	84,000	73,700	(10,300)	-12.3%
Transfers-In	2,435,520	2,480,000	44,480	1.8%
Transfers-In from Measure U	13,819,174	13,614,247	(204,927)	-1.5%
From Designated Reserves	3,373,939	750,000	(2,623,939)	-77.8%
Total General Fund Revenues	\$ 75,161,803	\$ 77,076,327	\$ 1,914,524	2.5%

Taxes are increased \$1,403,663 over the Revised 2023-24 budget. Sales tax projections provided by the City's sales tax consultant show a slight decline of approximately 3.2%. This estimate takes into consideration an analysis of different sectors of sales tax including but not limited to auto sales, food products, construction, transportation, and hospitality. Property Tax adjustments of approximately 4.7% are included which consider projected assessed valuation growth and new development. Other revenue categories such as business license tax, fees and permits, and charges for services have been analyzed and are expected to continue to grow in FY 25. Given the concerns over the nature of the economy, the Finance department will continue to closely monitor revenues and recommend adjustments as needed. Interest rates remain higher than anticipated, and with continued inflation will likely stay high for much of the fiscal year; revenue budgets have been increased to reflect the larger amount of revenue anticipated. Intergovernmental revenues of \$8,044,400 include revenues from other government agencies such as Motor Vehicle License Fees, Prop 172 sales tax for public safety, and Intergovernmental Transfer Program cost recovery for medical transports. These revenues are \$536,303 greater than in 2023-24, which primarily reflects an increase in Motor Vehicle License Fees due to assessed valuation growth. Charges for Services are included at \$12,449,910 and account for service revenue such as Ambulance Transport fee revenue and Intragovernmental charges. The increase of \$2,183,422 is the result of increased intragovernmental charges to other funds for services provided by central service support departments such as City Manager, Finance, City Clerk and City Attorney. This increase supports increased costs and workforce stabilization in these departments. Also contributing to the overall increase is increased fee revenue from various charges for services including ambulance transport reimbursements. Transfers-In represent funds coming in from the Transient Occupancy Tax fund to offset the rising cost of salary and benefits. Also included are funds from other sources to support Police CAD functions and Park Maintenance. Transfers-In from Measure U are used to support a wide range of General Fund activities, from balancing the

budget to prevent cuts to services to hiring and retaining highly qualified staff and increasing service levels to the public, as well as paying for technology upgrades and the rising cost of services and supplies due to inflation. See the Measure U Overview section for more information.

General Fund Reserves

The General fund beginning operating reserve at July 1, 2024, is expected to be \$.01 million. Fiscal Year 2024-25 Estimated Revenues and Expenditures equal each other resulting in no change to the operating reserve at June 30, 2025.

A designated reserve of \$9.7 million is maintained separate from the operating reserve and currently amounts to 13% of the General Fund operating budget. This balance is reserved for emergencies and is to be maintained at the Council's 15% targeted policy or until City Council policy changes. As one-time revenues are received, or additional unexpected savings occur, funds will continue to be reserved for emergencies and maintained at 15%.

Measure U Fund

The Measure U district transaction and use tax was passed by voters in November 2020, and supplies General Fund dollars that are tracked in a separate fund for ease of reporting to the Oversight Committee. Measure U sales tax revenues are estimated at \$16.2 million for FY 24-25. This is an increase of \$437,300 or 3% over the FY 2023/24 revised budget. Appropriations included are representative of the themed categories shown below which were high priorities for the Community. The largest use of Measure U dollars is to provide support to the General Fund; this support corrects the General Fund structural deficit and ensures that essential and critical services continue to be provided to the community. These services include police and fire protection as well as parks and recreation programs. **Without Measure U, the General Fund would have had to lay off employees and drastically cut services.** With this funding, the General Fund has stability, and the City has been able to make strides on other priorities. The General Fund Support line includes appropriations for aligning position classifications and compensation, annual cost-of-living adjustments, and recommended position additions intended to improve services and address workload issues in a variety of departments. Also included in the proposed budget are funds for infrastructure investments to address deferred maintenance on City roads and buildings and priority initiatives. Various priority initiatives have been funded using Measure U since the inception of the tax, including emergency preparedness, climate initiatives and various programs and capital projects. Appropriations are supported by estimated revenues and any fund reserves at the end of the fiscal year carryforward into the next year. Appropriations from this fund are transferred to other funds,

largely the General Fund, where the above costs reside. Below is a chart showing a summary of Measure U FY 24/25 appropriations-

Investment Themed Categories:		FY 2024/2025
General Fund Support	Funding for existing operations (public safety, parks & recreation, etc.), new positions, and cost of living adjustments	\$ 13,614,247
Infrastructure Investments	Roads/Bonding/Debt Service	\$ 1,950,542
Priority Initiatives	Technology Upgrades & Replacements; Community Center Exterior Repairs; Emergency Power Backup for City Hall and Police Department	\$ 642,000
Total Measure U Investments		<u>\$ 16,206,789</u>

The Measure U ending fund balance on June 30, 2024, is estimated at \$6k and declines to \$0 as of June 30, 2025. The Measure U forecast shows a balanced budget for the duration of the 5-year forecast. More detailed information can be found in the Measure U Fund overview section of this document.

Special Revenue, Trust, and Debt Funds

Special Revenue Funds account for revenues that are received for specifically identified purposes and cover corresponding appropriations. The special revenue funds that typically account for the larger share of revenues and corresponding appropriations in this fund grouping are Impact Fees, Street Maintenance and Transient Occupancy Tax. The Fiscal Year 2024-25 Budget recommends Special Revenue Funds, Trust and Debt appropriations of \$38.1 million, representing an increase of \$7.8 million over the Fiscal Year 2023-2024 Revised Budget. This decrease is primarily due to the following:

- \$2.4 million increase in Traffic impact fees to support road related CIP projects
- \$1.2 million increase in City Facilities Impact Fees uses due to increased facility improvements planned in FY 24/25
- \$1.5 million increase in Storm Drain Impact Fees for increased project activity managing surface water and the City's storm drain system in FY 2024/25
- \$1.05 million increase in Parkland Impact Fees for increased CIP project activity to occur in FY 24/25 for the Lucchesi Skate Park and the Turning Basin Docks
- \$3.5 million increase in Grants to support Programs and Projects- USDA Tree grant, Shollenberger Amphitheater & Kiosk project, North SMART Station Access Improvement Project, EPA San Francisco Bay Watershed Improvement Grant for Storm Drain Trash Capture Device Pilot project, Corona Creek Flood Reduction and Habitat Enhancement grant and project and Lynch Creek Trail maintenance project funded by a grant.
- \$1.6 million decrease programmed in Housing Funds largely due to less housing projects funded by Housing in Lieu in FY 24/25

- \$.17 million increase for new and/or reclassified positions charged either partially or fully to this fund grouping and include – Street Maintenance Worker and reclassifications for Street Maintenance Worker 2 and Administrative Technician

The Fairgrounds Fund was added as a special revenue fund in FY 2023-24 with the planned transfer of the fairgrounds to the City. The 50-year lease of this 55-acre property to the State expired, and the City of Petaluma has regained control of the property and resumed responsibility beginning January 1, 2024. The City has made immediate strides on deferred maintenance needs and has taken over event programming for the site. The fund accounts for fair operations and property management of the grounds, including events, as well as the associated expenditures.

More detailed information can be found in the Operating and Capital Improvement Program sections of this document.

Enterprise Funds

Enterprise Funds account for specific services that are funded directly through user fees. This fund grouping includes the Airport, Building, Marina, and Transit funds. These funds are intended to be fully self-supporting and are not subsidized by the General Fund or any other fund. The Fiscal Year 2024-25 Budget includes appropriations of \$16.4 million for Enterprise Funds. This represents an increase of \$4 million, or 32% over the Fiscal Year 2023-24 Revised Budget. This increase is primarily due to the following:

- \$3.97 million increased spending in the Transit fund due to the purchase of 4 new busses in FY 24/25
- \$.1 million increase for new and/or reclassified positions charged either partially or fully to this fund grouping and include - Code Enforcement Officer and reclassifications for Administrative Technician and existing Code Enforcement Officer

Utility Funds

Utility Funds are Enterprise Funds by definition, as they are supported directly by user fees. This grouping includes Waste Water and Water Utilities. These funds are intended to be fully self-supporting and do not depend on or are supported by the General Fund or any other fund. The Fiscal Year 2024-25 Budget includes Utility Fund appropriations of \$82.5 million, representing an increase of \$11.6 million or 16% over the FY 2023-24 Revised Budget. This increase is primarily due to the following:

- \$4.5 million of increased spending in Waste Water Operations to fund increased transfers out to fund capital projects that include sewer main replacements, chemical system upgrade, outfall and force main replacements, all primarily funded by Wastewater reserves and grants in FY 2024/25
- \$7.1 million of increased spending in the Water Operations due to increased transfers out for capital projects including water main replacements, tank recoating and the advanced water metering infrastructure project, all primarily funded by Water reserves and grants in FY 2024/25
- \$.8 million increase for new and/or reclassified positions charged either partially or fully to this fund grouping and include – Utility Supervisor, Environmental Services Analyst, Mechanic, Electrical Maintenance Worker, HR analyst, and reclassifications for Utility Technician and Worker, Sr Engineering Technician, Lead Workers, Environmental Compliance Inspector and Administrative Technician

Internal Service Funds

The Internal Service Funds support the City’s internal operations on a cost reimbursable basis. This includes Employee Benefits, General Services, Information Technology, Risk Management, Vehicle Replacement and Workers Compensation. The Fiscal Year 2024-25 budget for Internal Service Funds totals \$15.6 million, an increase of \$1 million or 7% over the Fiscal Year 2023-24 Revised Budget. This increase is primarily due to the following:

- \$.3 million of increased spending in the Information Technology Fund recovered through citywide intragovernmental charges and due to improvements, upgrades and updates to citywide technology such as cybersecurity, software upgrades, and other updates
- \$.4 million increase for new and/or reclassified positions charged either partially or fully to this fund grouping and include – 2 new IT Technicians

Capital Improvement Program (CIP)

The CIP budget allocates available revenue to rehabilitate, restore, improve, enhance and increase the City’s capital facilities. This fiscal year’s budget is comprised of various funding sources, such as development impact fees, waste water and water rate fees, state and federal grants, gas tax and other City enterprise funds. The Fiscal Year 2024-25 budget totals \$57.4m,

an increase of \$1.5 million over the Fiscal Year 2023-24 Revised Budget. The increase is primarily due to the following projects:

- \$1.9 million decreased activity in Facility CIP projects. This mainly includes Community Center repairs, Seismic Analysis, City Facilities, Emergency Power Backup systems and Public Safety/Fire Station and Police Department Remodel
- \$1.2 million increased activity in Parks CIP projects. This includes a variety of CIP projects such as the Lucchesi Skate Park, Turning Basin Docks and Dredging, Lynch Creek Trail/Crosstown connector, Shollenberger Amphitheater & Kiosk Improvements, and Swim Center Replastering.
- \$1.5 million decreased activity in Public Works CIP projects. This includes a variety of pavement restoration and reconstruction, Petaluma North SMART Station Access, Caufield Bridge, and other bridge and streetlight projects. Also included are surface water projects to mitigate storm water and prevent flooding.
- \$1.2 million increased activity in Wastewater CIP projects. This includes PIPS force main replacement, pump and chemical system upgrades and sewer main replacements, Tertiary Filtration system expansion, and urban and agricultural recycled water system expansions.
- \$4.1 million increase activity in Water CIP projects expected in upcoming fiscal year. The projects that are included in this budget are water main replacements, water services replacements, Advanced Metering Infrastructure (AMI) funded largely by grants, well construction, and SCADA upgrades.
- \$1.1m decreased activity in Transit CIP projects

More detailed information can be found related to capital projects in the Capital Improvement Program portion of this document.

REVENUES OF INTEREST

Sonoma County Measure M Parks Funding

On November 6, 2018, Sonoma County voters approved Measure M Parks, a Countywide 1/8 cent sales tax that will support Sonoma County's regional park system. A portion of the funds are also allocated to the Cities, and Petaluma is estimated to receive approximately \$952,783 in fiscal year 2024-25. A FY 24-25 appropriations budget of \$932,134 is recommended to be spent on a variety of areas. Funding will be utilized to support an ongoing staffing allocation for park maintenance, a function that is critical in maintaining City parks. Funding is included to address ongoing maintenance, and to provide improvements in parks, restroom facilities, swim center, and playgrounds. Here are the funding recommendations by category:

Expenditure Categories	Fiscal Year 2024-25	
	Budget	
A. Walking Paths, Bike Trails, Park Connections and Access	\$	82,213
B. Playgrounds, Sports Courts, Active Recreation Spaces		218,496
C. Natural Areas and River Enhancements		11,043
D. Enhanced Maintenance Activities		64,170
E. Recreation and Aquatic Facilities; Park Amenities		350,128
F. Creating New Park Spaces or Expanding Recreational Opportunities		185,043
G. Special Events and Community Programming		21,043
Total Expenditures	\$	932,134

- Park Maintenance Staff - \$240,851 for continuation of the maintenance of parks and additional seasonal help through the seasonal worker program to support weed abatement and turf maintenance.
- Park, Trail, Facility and Swim Center Improvements - \$653,283 for Park Access Improvements, Playground Replacements, Lucchesi Skate Park, Swim Center Pool Replastering
- Enhanced Maintenance Efforts - \$38,000 for enhanced maintenance services that include water conservation improvements, and an increase in frequency of mulch replacement in support of weed abatement, receptacle upgrade, park amenity upgrades

The Recreation, Music and Parks Commission has reviewed the initial general spending categories and priorities, is continuing work to provide more specificity to the out-years of the plan and to determine how best Measure M can be leveraged in support of Capital Improvement Projects. The spending recommendations within each prioritized category of investment will continue to be reviewed by the Commission and will be made available for community review and input.

Streets Fund

A Streets Fund budget of \$7.5 million is recommended for fiscal year 2024-25. This is a decrease of \$0.1m from the revised budget for 2023-24. Estimated revenues are \$6.6 million, down slightly by approximately \$.05m compared to FY 2023-24. The difference between the two is offset by operating reserve carryover. Over the last few years with the adoption of the increased Highway Users Tax (SB 1), additional resources have been allocated to addressing the cost of deferred street maintenance. Years of inadequate funding have resulted in poor road conditions with a repair cost that cannot be met even after factoring in the new SB1 funding. While this influx of revenues greatly assists with immediate needs, the ongoing need is much greater than the current revenue structure can solve. Additional funding from the passage of Measure U, a 1-cent locally controlled district sales tax, will provide resources toward repairing and replacing roads in Petaluma. To front-load the effort and prevent further deterioration of

Petaluma's roads, a \$20m bond issue was completed in FY 2022 to provide immediate funding to move projects forward. These funds are programmed into the 2024/25 budget and include increased funding allocated to the pavement maintenance and management program in addition to funding for bridge, intersection, and road design. **The City anticipates issuing another bond to be funded by Measure U in the next few years; a second bond issuance will provide another influx of funding towards repairing City roads.** Please refer to the Capital Improvement Plan section of this document for more information on pavement projects currently underway and new projects planned in FY 2024/25.

Housing Funds

The Housing funds fiscal year 2024-25 budget includes appropriations of \$3.34 million and is virtually unchanged from the revised budget for fiscal year 2023-24. Revenues in FY 24/25 are estimated at \$4 million. This results in an estimated ending fund balance at June 30, 2025, of \$3.8m which is available for appropriation as the year progresses and as new projects evolve. The City's needs for affordable housing are great. As funds become available from residual and excess payments from the City's housing partners in the community, they continue to be utilized to fund the building of desperately needed affordable housing units.

Housing Funds Budget					
	Estimated Beginning Fund Balance 7/1/2024	FY 25 Budgeted Revenues	FY 25 Proposed Budgeted Expenditures	Ending Fund Balance 6/30/2025	Explanation
Commercial Linkage Fees					
Affordable Housing					
Program Services			216,000		Housing Land Trust, Improvements 10 Pistache Ct.
Administrative Costs to Housing			310,440		
Total Commercial Linkage	\$ 36,320	\$ 1,225,502	\$ 526,440	\$ 735,382	
Housing-in Lieu Fees					
Affordable Housing					
Program Services			265,000		Fair Housing and Rental Assistance, Matching Funds Prevention Program
Administrative Costs to Housing			285,772		
Total Housing in Lieu	\$ 2,636,169	\$ 384,920	\$ 550,772	\$ 2,470,317	
Community Development Block Grant (CDBG)					
Program Services			290,000		Federal Funded Program
Administrative Costs to Housing			327,869		
Total CDBG	\$ 58,828	\$ 579,786	\$ 617,869	\$ 20,745	
Permanent Local Housing Authority (PHLA)					
Program Services			1,270,000		Home First, Washington Commons, People's Village Operating Costs, PPSC Mental Health
Administrative Costs to Housing					
Total PHLA	\$ 695,000	\$ 575,000	\$ 1,270,000	\$ -	
HOME/Begin Grants					
Affordable Housing			90,000		Mid Pen Closing Balance
Total HOME/Begin	\$ 454,416	\$ 9,077	\$ 90,000	\$ 373,493	
Successor Agency Housing					
Affordable Housing			125,000		
Administrative Costs			356,845		
Total Successor Agency Housing	\$ 102,488	\$ 536,097	\$ 481,845	\$ 156,740	
Mobile Home Rent Stabilization					
Program Services			3,000		
Administrative Costs to Housing			4,418		
Total Mobile Home Rent Stabilization	\$ 25,850	\$ 25,710	\$ 7,418	\$ 44,142	
Grand Total All Housing Funds	\$ 4,009,071	\$ 3,336,092	\$ 3,544,344	\$ 3,800,819	

More details can be found in the operating budgets section of this document.

Please refer to the summary schedules, operating budgets and narratives, capital improvement section and the Appendix for further budget details.

CHANGES BETWEEN PROPOSED BUDGET AND ADOPTED BUDGET

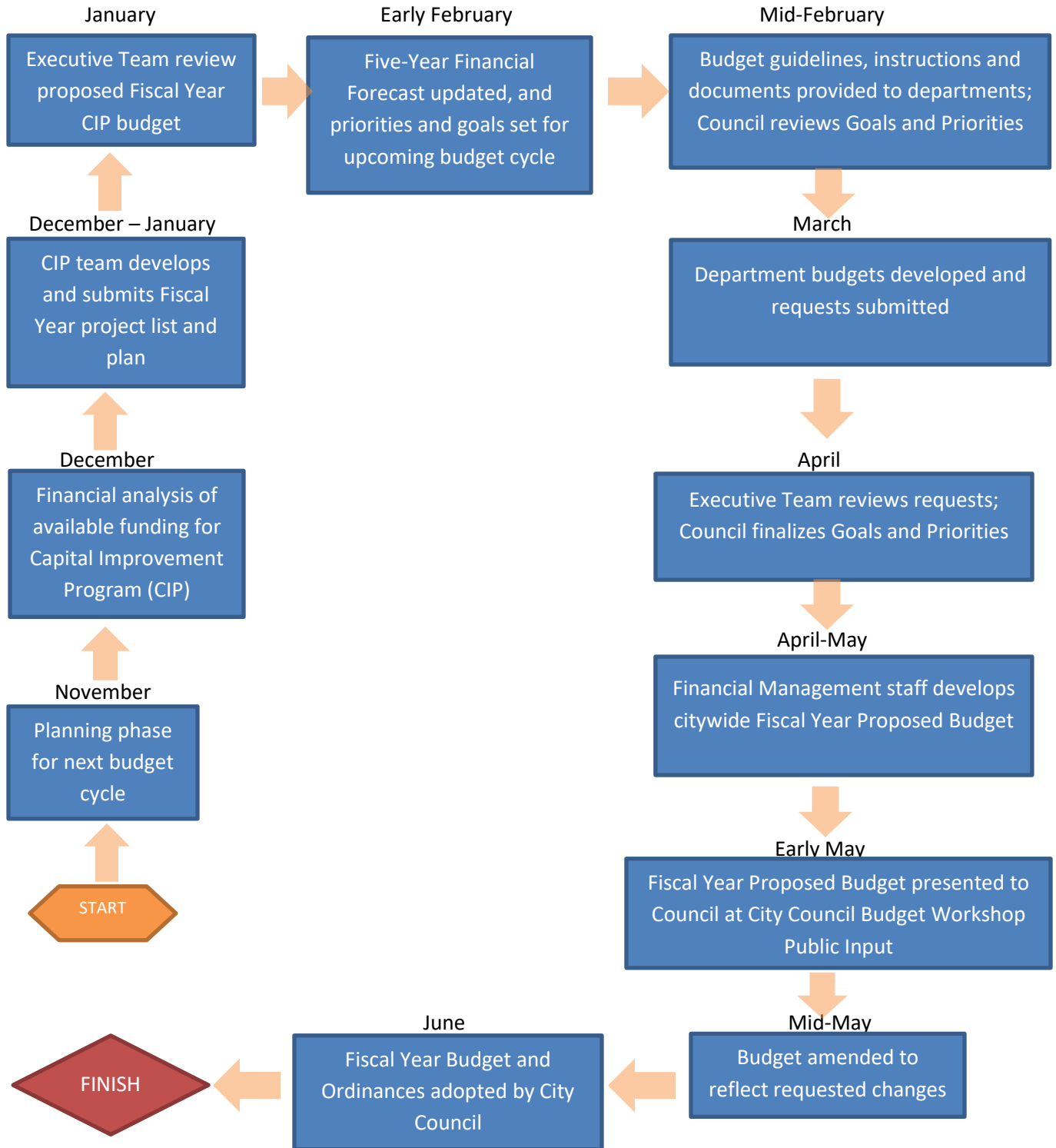
The draft budget was delivered to the City Council on May 6, 2024 followed by a budget workshop on May 20, 2024. Based on council's feedback and direction at the May 20, 2024 workshop, the following changes were made to the FY 2024-25 Proposed Operations and Capital Improvement Plan Budget:

- The Downtown Public Restroom and Beautification project budget has been revised and includes \$347,000 for construction in FY 24/25
- The Trestle Rehabilitation project budget has been updated to include \$675,000 for design in FY 24/25. Funding for this project phase is transferred from unspent appropriations in the HVAC & Energy Efficiency Upgrades Project
- Measure M Parks appropriations are increasing by \$100,000 for the Senior Center
- Safe Streets Quick Builds project is increasing by \$450,000. Funding for this project is transferred from unspent appropriations in the Electric Vehicle Chargers project as well as from the Downtown Public Restroom and Beautification budget revision.
- Parks Master Plan added as a future project in FY 26/27
- Alignment of D Street Sewer and Water Main Replacement Projects to occur prior to D Street Improvements. The Sewer Main Replacement- D St is increasing by \$184,000 and the Water Main Replacement – D St is increasing by \$55,000.

The total recommended budget for FY 2024-25, all funds, including the City Acting as Successor Agency to the Former Petaluma Community Development Commission and the City Acting as Housing Successor, is \$313,816,711, this is an increase of \$1,811,000 over the proposed budget, due to increased CIP budgets for projects mentioned above and increased Senior Center budget.

BUDGET DEVELOPMENT PROCESS

The City of Petaluma’s operating and capital improvement program budgets are created in conjunction with the Mayor, City Council, City departments and public input. The budget development process considers the fiscal and policy goals for the upcoming fiscal year, while following the timeline for budget publication identified within the City of Petaluma’s Charter.



City of Petaluma

Fiscal Year 2024-25

City Background and Fiscal Overview

HISTORY AND GOVERNMENT

The City of Petaluma (“City”) was incorporated in 1858, and is located in southern Sonoma County, California, approximately 40 miles north of San Francisco. Petaluma encompasses 13.8 square miles and includes residential communities, commercial retail areas and several industrial/office complexes. It also boasts 46 parks, 4 community centers and 2 outdoor pools.

The City is a full-service, charter city which means that it provides all city services and operates under special rules outlined in its own formation document called a Charter. The City charter was first approved by voters in 1911 and has been updated periodically over the last century. The City has operated under a Council-Manager form of government since 1947. Policy making and legislative authority are vested in the City Council, which consists of an elected Mayor and a six-member Council, who are elected to staggered, four-year terms. The City Manager is an appointive position selected on the basis of qualifications and is responsible for implementing the policies, ordinances, and directives of the City Council, overseeing the day-to-day operations of the City, and appointing the directors of the City departments and all City employees.

In addition to providing life and structure protecting response, city staff also build and maintain the roads, pipes, sidewalks, and paths that support mobility to get around and enjoy clean water and a functioning sewer system. This amounts to managing miles of roads, pipes, sidewalks, and paths. The City also oversees all development to make sure Petalumans have safe buildings that protect neighborhood quality and character. Finally, the City also provides recreation opportunities through programming and park management. The City oversees, protects, and maintains many acres of parks and open space. Petaluma is home to approximately 62,000 residents, 22,000 homes and 5,000 businesses.

Below is a listing of services provided and authorized by charter-
petaluma.municipal.codes/Charter:

- Police and Fire protection
- Streets and Infrastructure Maintenance
- Planning and Building Services
- Parks and Recreation Services
- Water Utility and Wastewater Treatment
- Municipal Airport
- Transit Service
- Marina
- General Administrative Support

City revenues come from taxes, fees, charges, and other services. Petaluma's Economic Development staff strive to attract and retain businesses in Petaluma. As part of that strategy staff has implemented a marketing program aimed at attracting jobs, talent, and investment to the City. The Petaluma Star campaign highlights successful companies throughout the City and makes a strong case for Petaluma as a business destination by highlighting Petaluma's quality of life, cost of doing business and key demographics. Petaluma continues its strong business retention program reaching out to dozens of local companies and connecting them to local financial, real estate and business support services. This effort supports the local economy by providing local jobs.

BUDGETARY POLICY AND CONTROL

The City Council adopts an annual budget, submitted by the City Manager, prior to the beginning of the new fiscal year on July 1. Public hearings are conducted prior to its adoption by the City Council allowing the public to comment on the proposed budget before it's adopted. The City Council has the legal authority to amend the budget at any time during the fiscal year, which is often necessary as new information about revenues and expenditures becomes available. The City Manager is authorized to adjust the operating budget within funds and between departments. Transfers of operating budgets from appropriated reserve accounts, use of unappropriated fund balances, cancellation of appropriations and all changes in capital improvement project budgets require the approval of the City Council. All appropriations which are not obligated, encumbered, or expended at the end of the fiscal year lapse and become part of the unreserved fund balance which may be appropriated at a later date, either during fiscal year quarterly budget adjustments or in future fiscal years.

The annual budget is prepared on a basis consistent with generally accepted accounting principles and the same basis of accounting as the annual financial report.

The City maintains budgetary controls to ensure compliance with legal provisions embodied in the appropriated budget approved by the City Council. The level of budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amounts) for the operating budget is within each department.

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded, assures sufficient funds are available to cover that portion of the applicable cost. Open encumbrances at year-end are recorded as reservations of fund balance since the commitments will be paid by subsequent years' budget appropriations. Encumbrances do not constitute expenditures or liabilities.

Petaluma's Budget has received the Government Finance Officers Association Distinguished Budget Presentation Award annually for the past decade. Petaluma's Financial Statements are audited annually by an outside professional auditing firm to verify accounting practices follow

state and federal law. The City has received the Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Financial Report every year since 1996.

BUDGET SCHEDULE

Annual Budget Calendar	Approximate Date
Budget Kick Off	Early November
Labor Allocations and CIP Review	Early February
Department Budget Worksheets	Late February
Department Meetings	Late March
Department Budgets Finalized, Narratives Complete	Early April
Budget Review- Finance & Manager	Mid-April
Draft Budget Delivered to Council	1st Council Meeting in May
Budget Workshop	Mid-May
City Council Review	Late May
Approval	Late May/Early June

LONG TERM FINANCIAL PLANNING

The City is required to balance recurring revenues with recurring expenditures every year. This has been an ongoing challenge over the last decade, however with the passage of Measure U, a 1 cent district sales tax passed by Petaluma voters in November of 2020, the process of balancing the budget and preserving services has been made more achievable. While Petaluma has recently shown increased sales and property tax related revenues, these sources are finite. Costs continue to show a growth rate slightly larger than revenues, creating budget decisions that must be addressed by reducing costs or making policy decisions that affect the long-term sustainability of City programs.

The City continues to focus on long-term financial and operating needs. The Finance Department updates the long term forecast twice a year: when the Proposed Budget is developed and for the mid-year review in February. Revisions track changing conditions and assumptions. Each forecast is adjusted to account for one-time and ongoing changes in revenues, expenditures, and fund balances and for known economic circumstances. Forecasts are used in budgeting and decision-making associated with service provision.

Every two years, the City Council sets goals for the City that help staff prioritize work and estimate what costs would be necessary to meet those goals. Most recently, in March and April of 2024, the City Council held workshops to discuss and prioritize the status of goals with the community.

Long-term goals can be found on the City's website at cityofpetaluma.org/goals.

ACCOUNTING SYSTEM AND INTERNAL CONTROL

The City's accounting system is organized and operated on a fund basis. Each fund is a distinct self-balancing accounting entity. The City's accounting records for general governmental operations are maintained on a modified accrual basis, whereby revenues are recognized when measurable and available and expenditures are recognized when materials and services are received. Accounting records for the enterprise and internal services funds are recorded on an accrual basis, whereby revenues are recognized when earned and expenses are recognized when incurred.

In developing and evaluating the City's accounting system, consideration is given to the adequacy of internal accounting controls. Internal accounting controls are designed to provide reasonable assurance regarding: (1) the safeguarding of assets against loss from unauthorized use or disposition and (2) the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that: (a) the cost of a control should not exceed the benefits likely to be derived and (b) the evaluation of costs and benefits requires estimates and judgments by management. All internal control evaluations occur within the above framework.

Internal controls are independently reviewed to ensure that the City's operating policies and procedures are adhered to, and that controls are adequate to ensure accurate and reliable financial reporting and to safeguard the City's assets. The City's auditors have found the City's internal accounting controls safeguard assets and provide reasonable assurance of proper recording of financial transactions.

INVESTMENT POLICY

It is the policy of the City to manage public funds in a manner consistent with the following objectives: comply with all laws of the State of California pertaining to the investment of public funds, safeguard the principal of funds under its control, meet the daily cash flow requirements and achieve a reasonable rate of return with the maximum security. Investments of City funds must comply with its Investment Policy which includes and excludes certain investment types.

This investment policy applies to all financial assets of the City. This policy also applies to funds of the Petaluma Community Development Commission (PCDC), City acting in its capacity as Successor Agency, Petaluma Public Financing Authority, City of Petaluma Public Financing Corporation, and any other fund under the control of the City Treasurer.

Investments shall be made with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the City, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City.

The City Treasurer and authorized individuals acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

The primary objective, in priority order, of the City’s investment activities shall be:

1. **Safety:** Safety of principal is the foremost objective of the investment program. Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.
2. **Liquidity:** The City’s investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements which might be reasonably anticipated.
3. **Return on Investments:** The City’s investments shall be designed with the objective of attaining a rate of return throughout budgetary and economic cycles, commensurate with the City’s investment risk constraints and the cash flow characteristics of the portfolio.

Glossary of Terms

Balanced Budget – The City annually adopts a balanced budget on a fiscal year basis. A balanced budget means there are sufficient revenues and unassigned fund balances appropriated to fund all City operating, capital improvement, debt service and interfund transfers for the fiscal year beginning July 1 and ending June 30.

Fund Balance – Uncommitted resources are available for spending at the government’s discretion (unassigned fund balance). The focus of the City governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City’s financial requirements. In particular, unreserved fund balance may serve as a useful measure of a government’s net resources available for spending at the end of the fiscal year.

Assigned Fund Balance – The remainder of fund balance is “reserved” to indicate that it is not available for new spending because it has already been committed: 1) for liquidated contracts and purchase orders of the prior period; 2) to be set aside as a cash basis reserve; 3) to pay debt service; or, 4) for a variety of other restricted purposes. Emergency reserves are set aside in operating funds to provide resources in the event of a natural disaster, economic downturn or unplanned operating expenses. Committed funds are those constrained by limitations that the government imposes on itself at the highest level of decision-making authority and represent funds committed for future planned expenses. Capital project reserves are funds reserved either for active long term capital projects shown in the 5-year CIP plan and/or for emergency use should a major failure of capital equipment occur.

Fund Structure

The City collects and records revenue and expenditures within Governmental Activities and Business-Type Activities. Below are the definitions of these types of activities:

Governmental Activities – Most of the City’s basic services are reported in this category, including General Government, Police, Fire, Public Works, Parks, Recreation and Planning Services. These activities are generally financed by property and sales taxes, user fees, interest income, franchise fees, and state and federal shared revenues and grants. Governmental Activities are accounted for in Governmental Funds.

Governmental funds – Most of the City’s basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. The Governmental Funds include the General Fund, Special Revenue, Debt Service and Capital Projects funds. All funding sources are kept separate for both reporting and use of the money. These funds are reported using an accounting method called modified-accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The Governmental fund statements provide a detailed short-term view of the City’s general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City’s programs.

Business-Type Activities – The City charges a fee to customers to cover all or most of the cost of certain services it provides. The City’s Building, Water and Wastewater system, Transit System, Municipal Airport, and Marina are business type activities and charge fees to cover the cost of providing the service. Business-Type Activities are accounted for in Proprietary Funds.

Proprietary Funds – When the City charges customers for the services it provides, whether to outside customers or to other units of the City, these services are generally reported in Proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Assets and the Statement of Revenues, Expenses and Charges in Fund Net Assets. In fact, the City’s Enterprise Funds are the same as the Business-Type activities reported in the Government-wide statements, but provide more detail and additional information, such as cash flows, for Proprietary funds. The City uses Internal Service Funds (the other component of Proprietary funds) to report activities that provide supplies and services for the City’s other programs and activities—such as the City’s Self-Insurance and Equipment Management Funds.

Fiduciary Funds – The City is the trustee, or fiduciary, for certain funds held on behalf of various third parties. The City’s fiduciary activities are reported in separate Statements of Fiduciary Net Assets. The City excludes these activities from its other financial statements because the City cannot use these assets to finance its operations. The City is responsible for ensuring that the assets reported in these funds are used for their intended purposes.

Capital Expense or Outlay (also referred to as Capital Equipment)—Expenditures that result in the acquisition of assets with an estimated useful life of two or more years and a unit cost of \$5,000 or more for equipment, furniture, vehicles, and/or software; and a unit cost of \$50,000 or more for infrastructure, land/easements and/or land improvements.

Other Information

Independent Audit – The City Charter requires an annual audit by a professional independent audit firm. The City encourages auditor rotation and competitive bidding on a five-year cycle. The accounting firm of Badawi and Associates was selected by the City Council to perform the annual audit. In addition to meeting the requirements set forth in the state statutes, the audit also is designed to meet the requirements of the Federal Single Audit Act of 1984 and related regulations, cost principles and audit requirements for Federal Awards. The auditor’s report

covers the basic financial statements and the notes to the financial statements.

Awards – The City was awarded a Certificate of Achievement for Excellence in Financial Reporting issued by the Government Finance Officers Association (GFOA) for the Comprehensive Financial Report fiscal year ended June 30, 2023, marking the 26th year Petaluma has received the certificate. The City was also awarded the Distinguished Budget Presentation Award for FY 2023/24.

Acronyms

Acronyms

ADA	American with Disabilities Act
AIP	Airport Improvement Program
AMI	Advanced Metering Infrastructure
ARPA	American Rescue Plan Act
AT	Active Transportation
AVA	Abandoned Vehicle Abatement
BAAQMD	Bay Area Air Quality Management District
CAD	Computer Aided Dispatch
CAHOOTS	Crisis Assistance Helping Out on the Streets
CALEA	Commission on Accreditation of Law Enforcement Agencies
CalOES	California Office of Emergency Services
CDBG	Community Development Block Grant
CEC Grant	California Energy Comm Grant
CEQA	California Environmental Quality Act
CIP	Capital Improvement Plan
CIRT	Community Impact Response Team
CNG	Compressed Natural Gas
CPSM	Center for Public Safety Management
CRRSAA	Coronavirus Response and Relief Supplemental Appropriations Act
CUPA	Certified Unified Program Agency
DEI	Diversity Equity and Inclusion
DOJ	Department of Justice
DWR	Department of Water Resources
ECWRF	Ellis Creek Water Recycling Facility
EDMS	Electronic Document Management System
EMS	Emergency Medical Service
EOC	Emergency Operation Center
EPA	US Environmental Protection Agency
ERP	Enterprise Resource Planning
ETC	Eastside Transit Center
EV	Electric Vehicle
FAA	Federal Aviation Administration
FOD	Foreign Object Debris
FPPC	Fair political Practices Commission
FPPC	Fair Political Practices Commission
FTA	Federal Transit Administration
GPAC	General Plan Advisory Committee
HBP	Caltrans Highway Bridge Program
HCD	Department of Housing and Community Development
HLT	Housing Land Trust
HVAC	Heating, Ventilation, and Air Conditioning
I&I	infiltration & outflows

Acronyms

IZO	Implementing Zoning Ordinance
LCT	Lynch Creek Trail
MGD	million gallons per day
NBWRA	North Bay Water Reuse Authority
NEPA	National Environmental Policy Act
OBAG	One Bay Area Grant
PBAC	Pedestrian and Bicycle Advisory Committee
PCA	Petaluma Community Access TV
PCI	Pavement Condition Index
PEP	Petaluma Ecumenical Properties
PIPS	Primary Influent Pump Station
PPSC	Petaluma People Services Center
PSAP	Public Safety Answering Point
PSPS	Public Safety power shutoff
PTASP	Petaluma Transit Public Transit Agency Safety Plan
PWA	Petaluma Wetlands Alliance
RRFB	Rectangular Rapid Flashing Beacon
RFP	Request for proposal
RIPA	Racial and Identity Profiling Act
RMRA	Road Maintenance and Rehab Act
RMS	Records Management System
SAF	Sustainable Aviation Fuels
SAFE	Specialized Assistance for everyone
SB2	Senate Bill 2 Planning Grants program
SCADA	Supervisory Control and Data Acquisition
SCTA	Sonoma County Transit Act
SCWA	Sonoma County Water Agency
SLESF	Supplemental Law Enforcement Services Fund
SMART	Sonoma Marin Area Rail Transit
SPAR	Site Plan and Architectural Review
TDA	Transportations Development Act
TFCA	Transportation Fund for Clean Air
TIF	Traffic Impact Feed
TMDL	Total maximum daily load
TPO	Thermoplastic Polyolefin
UMDR Grant	Urban and Multi-benefit Drought Relief Grant Program
USACE	US Army Corps of Engineers
VMT	Vehicle miles traveled
YIMBY law	Yes in my Backyard Law



2024-25 ALL FUNDS BUDGET SUMMARY

Budgeted appropriations for fiscal year 2024-25 total \$313,816,711. This amount represents all funds of the City and their major components, operations, capital improvements, debt service, and transfers.

The City of Petaluma's budget is grouped into various fund categories. The categories include the following fund types and appropriations:

General Fund appropriations are \$77,388,523. The General Fund is used to account for resources traditionally associated with government. These include City Administration, Finance, Public Safety, Building Services, Public Works, Parks and Recreation.

Measure U Sales Tax appropriations are \$16,206,789. The Measure U Sales Tax addresses the City's most immediate needs including investment themes of deficit elimination, workforce stabilization, and infrastructure. Additionally, funds are used for the community's priority initiatives.

Measure H Sales Tax appropriations are \$3,225,000. Measure H Sales tax is a county wide sales tax dedicated to support County fire agencies staffing and other critical needs.

Special Revenue, Trust and Debt Service Funds appropriations are \$39,106,799. This includes Street Maintenance, Housing, Landscape Assessment Districts, Developer Impact Fees, Grants, and Transient Occupancy funds. These funds are used for various projects and programs throughout the City which include the acquisition, development, and enhancement of neighborhood and community parks as well as housing assistance to people with low and moderate incomes.

Enterprise Funds appropriations are \$16,520,126. The Enterprise Funds account for the daily operation and maintenance of the Petaluma Airport, Development and Building Services, Petaluma Marina and Petaluma Transit Services.

Utility Funds appropriations are \$82,501,594. The Utilities provide for the comprehensive and integrated management of Petaluma's water resources, storm water and the collection and treatment of wastewater.

Internal Service Funds appropriations are \$15,564,405. Funds include Employee Benefits, General Services, Information Technology, Risk Management, Vehicle and Equipment Replacement, and Workers' Compensation. All Internal Service Fund costs are charged back to user departments in the City.

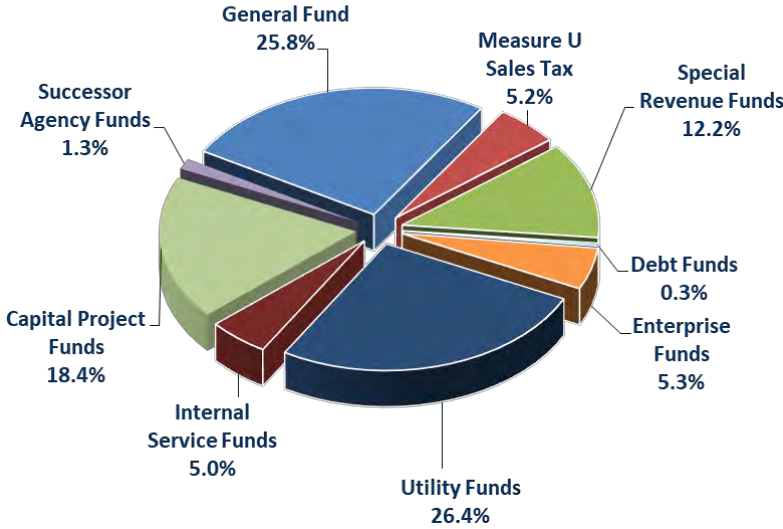
Capital Project Funds appropriations are \$59,127,591. These funds account for the collection of resources and the related expenditures on acquisition and construction of major capital improvement projects in the City. These funds include Airport, Facilities, Parks, Public Works, Surface Water, Transit, Water, Recycled Water and Wastewater.

Successor Agency Funds appropriations are \$4,175,884. These funds provide for debt service, program expenditures, and intergovernmental charges through the transfer of tax increment revenue received.

The charts below show where the funds come from and where they are used.

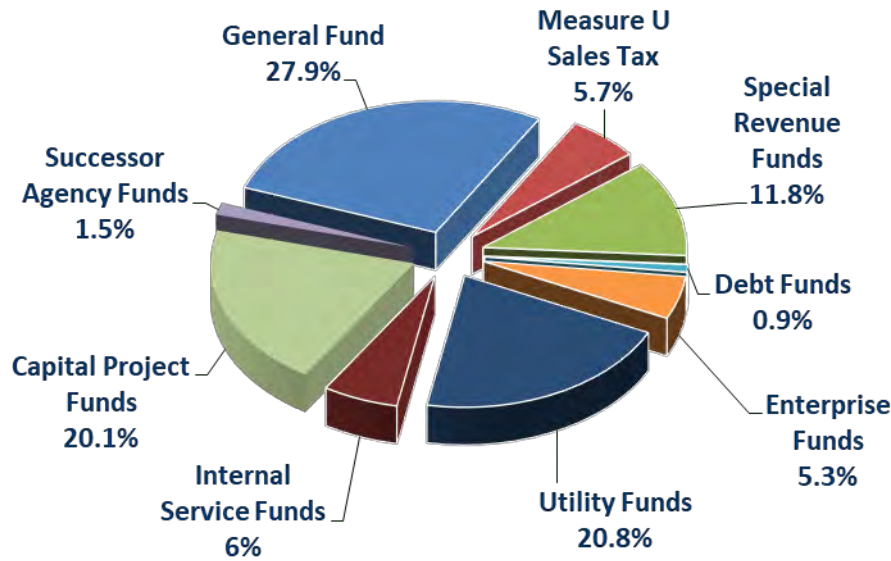
WHERE THE MONEY COMES FROM...

**2024-2025
ESTIMATED REVENUES - \$285,030,636**



WHERE THE MONEY GOES...

**2024-2025
ESTIMATED APPROPRIATIONS - \$313,816,711**



Note: Any difference between appropriations and sources is offset from available fund balance (reserves).

ALL FUNDS -- FUND SUMMARY
 FUND SUMMARY
 FISCAL YEAR 2023-24 Estimate

Fund Description	Beg. Fund Bal. 7/1/2023	Estimated Revenues	Transfers In	Estimated Expenditures	Transfers Out	Adjustments/R eserve	Est. Fund Bal. 6/30/2024
GENERAL FUND OPERATING	\$ 132,196	\$ 55,533,170	\$ 16,254,694	\$ (70,856,142)	\$ (1,201,722)	\$ 450,000	\$ 312,196
Measure U Sales and Use Tax	\$ 5,379,484	\$ 15,762,700	\$ -	\$ -	\$ (21,135,395)	\$ -	\$ 6,789
Measure H Fire Tax	\$ 13,158,055	\$ -	\$ -	\$ (470,000)	\$ (2,453,914)	\$ -	\$ 10,234,141
General Fund Designated Reserves	\$ 18,669,735	\$ 71,295,870	\$ 16,254,694	\$ (71,326,142)	\$ (24,791,031)	\$ 450,000	\$ 10,553,126
TOTAL GENERAL FUND							
Community Development Block Grant	79,904	1,013,124	-	(329,574)	(704,626)	-	58,828
Home/Begin Grants	443,899	10,517	-	(750,000)	-	695,000	454,416
Permanent Local Housing Authority (PLHA)	-	750,000	-	(644,639)	-	695,000	695,000
Housing Successor Agency	103,099	1,690	642,339	(3,000)	(6,207)	-	102,488
Mobile Home Rent Program	34,642	415	-	(3,000)	-	(154,785)	25,850
Commercial Linkage Fees	356,697	720,167	-	(606,438)	(279,321)	(315,606)	36,320
Housing In-Lieu Fees	3,957,257	875,893	-	(1,546,190)	(335,185)	(132,584)	2,636,169
Parkland Acquisition Impact Fees-08	2,667,654	194,811	-	(3,506)	(10,000)	(349,137)	2,726,376
Parkland Development Impact Fees-08	335,074	614,017	-	(11,622)	-	(281,214)	578,332
Open Space Acquisition Impact Fees - 08	668,832	81,503	-	(1,539)	(894,000)	(583,679)	467,581
City Facilities Development Impact Fee	7,704,997	1,146,732	101,906	(21,834)	(389,000)	-	7,454,122
Storm Drainage Impact Fees	2,595,436	26,476	-	(1,130)	-	(54,540)	2,232,912
Storm Drainage Impact Fees - 08	649,314	62,364	-	(150,000)	(427,000)	-	656,008
Traffic Mitigation Impact Fees	1,271,701	182,205	-	(64,336)	(1,564,017)	(3,039,253)	876,906
Traffic Mitigation Impact Fees-08	33,395,780	3,492,957	-	(447,031)	-	(245,123)	32,221,131
Public Art Fees	247,439	444,715	-	(159,940)	-	-	-
3% Admin Impact Fees	430,904	148,394	-	(225,000)	-	-	419,358
General Government Grants	-	225,000	-	(1,185,000)	-	-	-
Community Development Grants	1,760,884	265,000	-	(139,600)	-	-	840,884
Fire Department Grants	-	126,910	12,690	-	(107,547)	-	-
Parks and Rec Grants	13,057	107,547	-	(1,676,211)	-	-	13,057
Police Grants	(258,992)	1,646,669	68,525	(100,000)	-	(220,009)	(220,009)
Public Works Grants	(1,057,506)	-	-	(466)	(3,191,936)	-	(1,157,506)
Gas Tax	35,894	3,193,898	-	(507,277)	-	37,390	37,390
Landscape Assessment Districts	644,358	500,674	-	(169,970)	-	637,754	637,754
Abandoned Vehicle Abatement	254,586	102,188	-	(703)	-	186,804	186,804
Asset Seizures	3,199	144	-	(4,418,599)	-	2,640	2,640
Street Maintenance Gas Tax	2,718,320	2,502,989	4,112,936	(803,147)	(3,187,370)	-	1,728,275
Transient Occupancy Tax	297,294	3,776,617	-	(11,911)	(3,293,276)	-	(22,512)
Tourism Improvement District	194,811	145,055	-	(341)	-	327,955	327,955
Haz Mat Fines	58,670	534	-	(29)	-	58,863	58,863
Supplemental Law Enforcement Services Fund (SLESF)	341,082	151,711	-	(686)	(130,000)	-	362,764
Donations	231,660	-	-	-	(182,520)	-	230,974
Prince Park Trust	177,307	5,923	-	-	-	710	710
Virginia Craig Trust	-	-	-	(254,193)	(937,283)	500,000	500,000
Measure M Parks	360,344	953,165	-	(449,296)	-	-	122,033
Fairgrounds	-	450,000	-	-	-	-	704
TOTAL SPECIAL REVENUE FUNDS	\$ 60,717,596	\$ 23,920,004	\$ 4,938,396	\$ (14,458,209)	\$ (15,864,288)	\$ (3,960,921)	\$ 55,292,578

FUND SUMMARY
FISCAL YEAR 2023-24 Estimate

Fund Description	Beg. Fund Bal. 7/1/2023	Estimated Revenues	Transfers In	Estimated Expenditures	Transfers Out	YE Adjustments/R eserve	Est. Fund Bal. 6/30/2024
PRIVATE & PERMANENT TRUST FUNDS							
Wickersham Park Trust	26,040	241				(26,281)	0
Child Care Trust	102,519	1,251					103,770
Thomas Lee Charity Trust	24,359	226					24,585
PRIVATE & PERMANENT TRUST FUNDS \$	152,919 \$	1,718 \$	- \$	- \$	- \$	(26,281) \$	128,356
DEBT FUNDS							
General Government Debt	4,251,078	258,378	2,684,221	(913,219)			6,280,458
TOTAL DEBT FUNDS \$	4,251,078 \$	258,378 \$	2,684,221 \$	(913,219) \$	- \$	- \$	6,280,458
ENTERPRISE FUNDS							
Airport Operations	1,094,765	2,933,926		(2,135,241)	(796,360)		1,097,090
Development Services	1,322,550	2,179,606		(2,930,568)		365,000	936,588
Marina	(1,346,225)	340,689		(371,023)			(1,376,559)
Transit	844,807	6,059,513		(5,106,993)	(1,160,000)		637,327
TOTAL ENTERPRISE FUNDS \$	1,915,897 \$	11,513,734 \$	- \$	(10,543,825) \$	(1,956,360) \$	365,000 \$	1,294,446
UTILITIES							
Waste Water Utility	53,687,291	32,489,354	93,580	(27,999,236)	(17,414,000)		40,856,989
Waste Water Rate Stabilization	3,836,542	35,989					3,872,531
Water Utility	17,344,601	21,546,915		(21,246,127)	(2,860,000)		14,785,389
Storm Utility	1,302,309	289,288	528,473	(1,356,877)			763,193
TOTAL UTILITIES \$	76,170,743 \$	54,361,546 \$	622,053 \$	(50,602,240) \$	(20,274,000) \$	- \$	60,278,102
INTERNAL SERVICE FUNDS							
Employee Benefits	2,743,850	1,488,834		(1,189,231)			3,043,453
General Services	555,952	4,938		(195,191)			365,699
Information Technology	(1,446,606)	4,871,660		(4,134,492)			(709,438)
Risk Management (Liability)	1,616,926	3,301,662		(2,798,333)			2,120,255
Vehicle and Equipment Replacement	1,094,701	10,524	2,235,823	(2,439,265)		141,750	1,043,533
Workers' Compensation	8,731,455	3,897,135		(3,819,118)			8,809,472
TOTAL INTERNAL SERVICE FUNDS \$	13,296,278 \$	13,574,753 \$	2,235,823 \$	(14,575,630) \$	- \$	141,750 \$	14,672,974
CAPITAL PROJECT FUNDS							
Facilities CIP	5,436,388		3,003,914	(7,055,623)	(101,906)		1,282,774
Fire CIP	500,000						500,000
Parks and Recreation CIP	3,441,763		4,920,283	(6,101,969)			2,260,077
Public Works/Surface Water CIP	377,691	11,702,000	7,237,841	(16,694,935)			2,622,597
Airport CIP	(35,267)		796,360	(647,269)			113,804
Marina CIP	-						-
Transit CIP	13,041	420,000	1,178,000	(1,598,879)			12,162
Waste Water/Recycled Water CIP	1,377,192	538,000	15,817,000	(17,908,776)			(176,584)
Water CIP	(116,673)	4,203,000	3,299,000	(5,829,424)			1,555,903
TOTAL CAPITAL PROJECT FUNDS \$	10,994,136 \$	16,863,000 \$	36,252,398 \$	(55,836,894) \$	(101,906) \$	- \$	8,170,734
SUCCESSOR AGENCY FUNDS							
Successor Agency Debt	5,574,879	5,131,711		(5,131,711)			5,574,879
Successor Agency Admin	(251,921)	250,918		(263,628)		164,941	(99,690)
TOTAL SUCCESSOR AGENCY FUNDS \$	5,322,958 \$	5,382,629 \$	- \$	(5,395,339) \$	- \$	164,941 \$	5,475,189
TOTAL ALL FUNDS \$	191,491,340 \$	197,171,632 \$	62,987,585 \$	(223,651,498) \$	(62,987,585) \$	(2,865,511) \$	162,145,953

ALL FUNDS -- FUND SUMMARY

FUND SUMMARY
FISCAL YEAR 2024-2025

Fund Description	Est. Fund Bal. 7/01/2024	Budgeted Revenues	Budgeted Transfers In	Budgeted Expenditures	Budgeted Transfers Out	YE Adjustments/Re serve	Proj. Fund Bal. 6/30/2025	Allocation of Fund Balances		
								Emergency and Committed Reserves/Fund Balance	5-Year Capital Project Plan Reserves	Unreserved Fund Bal 6/30/25
GENERAL FUND OPERATING	\$ 312,196	\$ 60,232,080	\$ 16,094,247	\$ (75,981,016)	\$ (1,407,507)	\$ 750,000	\$ -	\$ -	\$ -	\$ -
Measure U Sales and Use Tax	6,789	16,200,000	-	-	(16,206,789)	-	-	-	-	-
General Fund Designated Reserves	-	3,225,000	-	-	(3,225,000)	-	-	-	-	-
TOTAL GENERAL FUND	\$ 10,234,141	\$ 79,657,080	\$ 16,094,247	\$ (75,981,016)	\$ (20,839,296)	\$ 750,000	\$ 10,234,141	\$ 10,234,141	\$ -	\$ -
Community Development Block Grant	58,828	579,786	-	(328,869)	(289,000)	-	20,745	-	-	20,745
Home/Begin Grants	454,416	9,077	-	(90,000)	-	-	373,493	-	-	373,493
Permanent Local Housing Authority (PLHA)	695,000	575,000	-	(1,270,000)	-	-	-	-	-	-
Housing Successor Agency	102,488	54,252	481,845	(481,845)	(4,418)	-	156,740	-	-	156,740
Mobile Home Rent Program	25,850	25,710	-	(3,000)	-	-	44,142	-	-	44,142
Commercial Linkage Fees	36,320	1,225,502	-	(327,610)	(198,830)	-	735,382	-	-	735,382
Housing In-Lieu Fees	2,636,169	384,920	-	(312,175)	(238,597)	-	2,470,317	-	-	2,470,317
Parkland Acquisition Impact Fees-08	2,726,376	193,931	-	(2,765)	-	-	2,917,542	-	-	2,917,542
Parkland Development Impact Fees-08	578,332	497,331	-	(9,200)	(1,061,000)	-	5,463	-	-	5,463
Open Space Acquisition Impact Fees - 08	467,581	52,093	-	(762)	(2,062,000)	-	518,912	-	-	518,912
City Facilities Development Impact Fee	7,454,122	629,776	-	(9,378)	(1,860,000)	-	6,012,520	-	-	6,012,520
Storm Drainage Impact Fees	2,232,912	54,934	-	(1,080)	-	-	427,846	-	-	427,846
Storm Drainage Impact Fees - 08	656,008	67,308	-	(84,163)	(876,906)	-	722,236	-	-	722,236
Traffic Mitigation Impact Fees	876,906	40,624	-	(84,163)	(3,583,094)	-	40,624	-	-	40,624
Traffic Mitigation Impact Fees-08	32,221,131	4,893,671	-	(220,255)	-	-	33,447,545	-	-	33,447,545
Public Art Fees	-	460,631	-	(170,482)	-	-	240,376	-	-	240,376
3% Admin Impact Fees	419,358	145,740	-	-	-	-	394,616	-	-	394,616
General Government Grants	-	-	-	(990,000)	-	-	1,160,884	-	-	1,160,884
Community Development Grants	840,884	1,310,000	-	-	-	-	-	-	-	-
Fire Department Grants	-	-	-	-	-	-	-	-	-	-
Parks and Rec Grants	13,057	1,414,000	-	(1,200,000)	(214,000)	-	13,057	-	-	13,057
Police Grants	(220,009)	1,761,002	30,000	(1,788,174)	-	-	(217,181)	-	-	(217,181)
Public Works Grants	(1,157,506)	2,584,000	-	(149,487)	(2,584,000)	-	(1,306,993)	-	-	(1,306,993)
Gas Tax	37,390	3,188,554	-	(358)	(3,185,362)	-	40,224	-	-	40,224
Landscape Assessment Districts	637,754	519,841	-	(507,130)	-	-	650,465	-	-	650,465
Abandoned Vehicle Abatement	186,804	104,413	-	(172,913)	-	-	118,304	-	-	118,304
Asset Seizures	2,840	706	-	(22)	-	-	3,324	-	-	3,324
Street Maintenance Gas Tax	1,728,275	2,428,829	4,139,362	(5,897,012)	(1,613,370)	-	786,084	-	-	786,084
Transient Occupancy Tax	(22,512)	4,043,677	-	(701,411)	(3,255,484)	-	64,270	-	-	64,270
Tourism Improvement District	327,955	150,856	-	(185,508)	-	-	293,303	-	-	293,303
HazMat Fines	58,863	1,196	-	(10)	(160,000)	-	60,059	-	-	60,059
SLESF	362,764	157,213	-	(214)	-	-	359,967	-	-	359,967
Donations	230,974	710	-	-	-	-	230,760	-	-	230,760
Prince Park Trust	500,000	2,836	-	-	(500,000)	-	3,546	-	-	3,546
Virginia Craig Trust	122,033	952,783	-	(378,851)	(653,283)	-	42,682	-	-	42,682
Measure M Parks	-	-	-	(571,062)	-	-	-	-	-	-
Fairgrounds	704	570,358	-	-	-	-	0	-	-	0
TOTAL SPECIAL REVENUE FUNDS	\$ 55,292,578	\$ 29,080,550	\$ 4,651,207	\$ (15,853,36)	\$ (22,339,344)	\$ -	\$ 50,831,255	\$ 1,521,156	\$ 40,656,235	\$ 8,653,865

FUND SUMMARY

Fund Description	FISCAL YEAR 2024-2025						Allocation of Fund Balances			
	Est. Fund Bal. 7/01/2024	Budgeted Revenues	Budgeted Transfers In	Budgeted Expenditures	Budgeted Transfers Out	YE Adjustments/Reserve	Proj. Fund Bal. 6/30/2025	Emergency and Committed Reserves/Fund Balance	Capital Project Reserves	Available Fund Bal 6/30/25
PRIVATE & PERMANENT TRUST FUNDS										
Wickersham Park Trust	0	532					532			532
Child Care Trust	103,770	2,097					105,867			105,867
Thomas Lee Charity Trust	24,585	498					25,083			25,083
TOTAL PRIVATE & PERMANENT TRUST FUNDS	128,356	3,127	-	-	-	-	131,483	-	-	131,483
DEBT FUNDS										
General Government Debt	6,280,458	611,615	1,950,542	(913,719)	-	-	7,928,896	7,928,896	-	-
TOTAL DEBT FUNDS	6,280,458	611,615	1,950,542	(913,719)	-	-	7,928,896	7,928,896	-	-
ENTERPRISE FUNDS										
Airport Operations	1,097,090	2,412,533		(2,519,360)	(123,000)		867,263	232,104	635,159	-
Development Services	936,588	2,500,544		(3,273,481)			163,651	163,651		-
Marina	(1,376,559)	253,500		(370,529)			(1,493,588)			(1,493,588)
Transit	637,327	9,627,585	180,000	(9,753,756)	(480,000)		211,156	211,156		-
TOTAL ENTERPRISE FUNDS	1,294,446	14,794,162	180,000	(15,917,126)	(603,000)	-	(251,516)	606,911	635,159	(1,493,588)
UTILITIES										
Waste Water Utility	40,856,989	34,530,776	93,580	(28,897,526)	(20,993,000)		25,590,819	15,147,803	10,443,016	- CIP-122, CIP-128
Waste Water Rate Stabilization	3,872,531	79,482					3,952,013	3,952,013		-
Water Utility	14,785,389	23,689,109		(24,096,551)	(7,148,000)		7,209,947	7,209,947		-
Storm Utility	763,193	472,664	528,473	(1,366,517)			397,813	341,629	56,184	- CIP-107, CIP-110
TOTAL UTILITIES	60,278,102	58,752,031	622,053	(54,360,594)	(28,141,000)	-	37,150,592	26,651,392	10,499,200	-
INTERNAL SERVICE FUNDS										
Employee Benefits	3,043,453	1,677,182		(1,186,381)			3,532,254	3,532,254		-
General Services	365,899	10,815		(160,028)			216,486	216,486		-
Information Technology	(709,438)	5,242,472	300,000	(4,469,477)			363,557	363,557		-
Risk Management (Liability)	2,120,255	3,688,774		(3,537,515)			2,251,514	2,251,514		-
Vehicle and Equipment Replacement	1,043,533	27,201	1,625,000	(2,613,706)			82,028	82,028		-
Workers' Compensation	8,809,472	4,525,414		(3,593,298)			9,739,588	9,739,588		-
TOTAL INTERNAL SERVICE FUNDS	14,672,974	15,151,858	1,925,000	(15,564,405)	-	-	16,185,427	16,185,427	-	-
CAPITAL PROJECT FUNDS										
Facilities CIP	1,282,774		4,403,000	(5,238,000)			447,774	447,774		-
Fire CIP	500,000						500,000	500,000		-
Parks and Recreation CIP	2,260,077	4,482,767		(7,359,767)			(616,923)	(616,923)		-
Public Works/Surface Water CIP	2,622,597	9,901,824		(16,631,824)			1,383,597	1,383,597		-
Airport CIP	113,804	123,000		(95,000)			141,804	141,804		-
Marina CIP										-
Transit CIP	12,162		480,000	(480,000)			12,162	12,162		-
Waste Water/Recycled Water CIP	(176,584)	1,160,000	21,472,000	(19,352,000)			3,103,416	3,103,416		-
Water CIP	1,555,903	4,131,000	5,637,000	(9,971,000)			1,352,903	1,352,903		-
TOTAL CAPITAL PROJECT FUNDS	8,170,734	10,782,000	46,499,591	(59,127,591)	-	-	6,324,734	6,324,734	-	-
Successor Agency Debt	5,574,879	4,023,124		(4,023,125)			5,574,878	5,574,878		-
Successor Agency Admin	(99,690)	252,449		(152,759)			0	0		0
TOTAL SUCCESSOR AGENCY FUNDS	5,475,189	4,275,573	-	(4,175,884)	-	-	5,574,878	5,574,878	-	0
TOTAL ALL FUNDS	162,145,963	213,107,996	71,922,640	(241,894,071)	(71,922,640)	750,000	134,109,888	68,702,801	58,115,328	7,291,760

Sources and Uses of Funds Fiscal Year 2024/2025

General Fund	Measure U	Measure H County wide Sales Tax	Special Revenue & Trust Funds incl. Housing Funds	Enterprise Funds	Utilities	Internal Service Funds	Capital Project Funds	Successor Agency Funds	All Funds
Revenue									
Taxes Revenue	36,857,500	16,200,000	3,225,000	182,000	293,693			4,273,124	67,767,830
Permits and Fees	1,766,700		7,620,424	2,381,640	2,000				11,770,764
Use of Property Revenue	1,039,870		2,316,489	1,555,024	1,833,919	366,673		2,449	7,114,424
Intergovernmental	8,044,400		12,265,963	9,699,498	150,000		5,291,000		35,450,861
Charges for Sales									-
Charges for Services/Sales	12,449,910		720,903	117,000		14,682,070			27,969,883
Utility Revenue	10,700				55,533,800				55,533,800
Sales Revenue	63,000			855,500	40,000				906,200
Other Revenue			35,000	3,500	898,619	103,115	5,491,000		6,594,234
Total Revenues	\$ 60,232,080	\$ 16,200,000	\$ 3,225,000	\$ 29,695,292	\$ 58,752,031	\$ 15,151,858	\$ 10,782,000	\$ 4,275,573	\$ 213,107,996
Other Sources:									
Transfers In	16,094,247		6,601,749	180,000	622,053	1,925,000	46,499,591		71,922,640
Total Revenue and Other Sources	\$ 76,326,327	\$ 16,200,000	\$ 3,225,000	\$ 36,297,041	\$ 59,374,084	\$ 17,076,858	\$ 57,281,591	\$ 4,275,573	\$ 285,030,636
Expenditures and Expenses									
Salaries and Benefits	60,888,626		\$ 4,573,768	\$ 3,538,923	\$ 14,420,054	\$ 3,183,864	\$ 3,475,853	\$ 81,278	\$ 90,172,366
Supplies	1,311,596		583,030	1,212,400	13,879,938	219,080	140,000	1,000	17,347,044
Professional Services,Maint, Repair	6,549,863		8,244,754	3,696,879	7,252,146	1,822,100	54,463,545	4,016	82,033,303
Intragovernmental Charges	4,749,235		1,233,692	1,469,756	5,304,133	511,371	551,602	46,465	13,866,254
Utilities	1,434,303		341,851	149,400	2,673,681				4,599,235
Debt Service-Principal and Interest			913,719	517,583	9,108,399	534,926		4,023,125	15,097,752
Advertising, Insurance, Rent, Training	1,037,393		135,681	256,850	1,002,057	6,679,358	496,591	20,000	9,627,930
Capital Expenditures			740,960	5,075,335	720,186	2,613,706			9,150,187
Total Expenditures and Expenses	\$ 75,981,016	\$ -	\$ 16,767,455	\$ 15,917,126	\$ 54,360,594	\$ 15,564,405	\$ 59,127,591	\$ 4,175,884	\$ 241,894,071
Other Uses:									
Transfers Out	1,407,507	16,206,789	3,225,000	603,000	28,141,000				71,922,640
Total Expenditures, Expense and Other Uses	\$ 77,388,523	\$ 16,206,789	\$ 3,225,000	\$ 16,520,126	\$ 82,501,594	\$ 15,564,405	\$ 59,127,591	\$ 4,175,884	\$ 313,816,711



**2025 Budget
General Fund by Function**

Function	2023 Actual	2024 Revised	2025 Budget	Funded Position Allocation
Revenues				
General Government	58,783,633	63,224,370	65,993,827	
Planning	1,354,219	770,700	1,522,900	
Fire	7,450,038	5,281,376	5,953,200	
Recreation	979,193	864,200	1,282,500	
Police	1,163,734	1,242,400	1,106,300	
Public Works	595,103	404,818	467,600	
Total General Fund Revenues	70,325,920	71,787,864	76,326,327	
Appropriations				
General Government	12,103,788	14,015,832	12,265,356	36.80
Community Development	1,568,083	1,134,866	1,800,838	1.21
Fire	21,885,799	22,675,497	23,819,811	68.30
Parks and Recreation	5,947,967	6,639,203	7,114,000	23.30
Police	26,235,586	27,976,282	29,635,390	101.15
Public Works	2,379,232	2,540,123	2,753,128	7.42
Total General Fund Appropriations	70,120,455	74,981,803	77,388,523	238.18
Less Intragovernmental Offset	(3,725,718)	(4,364,094)	(4,948,510)	
General Fund Net Cost	66,394,737	70,617,709	72,440,013	

**2025 Budget
General Fund by Division**

Division	2023 Actual	2024 Revised	2025 Budget	Funded Position Allocation
Revenues				
General Fund Cost Center	58,782,525	63,224,370	65,993,827	
Animal Services Admin / Operations	100	-	-	
Finance Admin	1,008	-	-	
Planning Admin	416,820	270,700	531,100	
Planning Cost Recovery	937,400	500,000	991,800	
Fire Admin	957,386	1,167,876	688,800	
Fire Prevention	308	110,000	-	
Ambulance	6,492,344	4,003,500	5,264,400	
Recreation Admin	-	10,000	13,600	
Recreation Community Center	307,750	287,800	300,200	
Recreation Youth/teens Programs	223,950	236,800	247,000	
Recreation Contract Classes	270,715	157,300	208,600	
Recreation Sports Programs	39,080	45,900	47,900	
Recreation Sports Field Lights	135,542	101,400	143,900	
Recreation Aquatic Programs	-	-	315,000	
Recreation Senior Programs	2,156	20,000	6,300	
Recreation Special Events	-	5,000	-	
Police Admin	1,163,733	1,242,400	1,106,300	
Pub Works Admin	595,001	403,818	467,500	
Turning Basin/D St Bridge	102	1,000	100	
Total General Fund Revenues	70,325,920	71,787,864	76,326,327	
Appropriations				
General Fund Cost Center	3,187,012	3,655,636	1,407,507	
City Council Admin/operations	106,782	115,443	94,208	
City Attorney Admin/operations	1,080,147	1,444,396	1,572,489	4.50
City Clerk Admin/operations	447,580	625,266	616,323	2.40
City Clerk Elections	194,128	192,851	204,962	0.60
City Manager Admin/operations	1,857,977	1,878,658	2,054,169	6.00
Economic Development	1,164,032	1,005,656	795,951	2.50
Finance Admin	753,559	959,641	1,172,634	2.00
Finance Accounting Service	1,046,326	1,234,090	1,179,968	8.00
Finance Commercial Service	613,574	715,212	880,011	6.00
Human Resources Admin/operations	1,032,511	1,165,283	1,286,134	4.80
Non Departmental	620,161	1,023,700	1,001,000	
Planning Admin	630,454	630,866	805,038	1.21
Planning Cost Recovery	937,627	504,000	995,800	

**2025 Budget
General Fund by Division**

Division	2023 Actual	2024 Revised	2025 Budget	Funded Position Allocation
Appropriations (continuation)				
Fire Admin	2,502,820	2,386,597	2,788,568	6.00
Fire Disaster Preparedness	26,069	60,000	10,000	
Fire Hazardous Materials	384,186	493,463	555,959	2.02
Fire Prevention	946,570	804,868	662,141	2.28
Fire Suppression	11,320,107	12,973,801	13,152,207	40.00
Fire Suppression-apparatus	301,554	72,080	122,080	
Fire Suppression-building/grounds	82,824	19,500	19,500	
Fire Suppression-communications	38,508	21,400	21,400	
Fire Suppression-supplies	174,542	53,500	53,500	
Fire Suppression-training	40,985	17,800	17,800	
Ambulance	6,067,634	5,772,488	6,416,656	18.00
Recreation Admin	1,173,268	1,510,850	1,589,181	9.00
Recreation Cavanagh Center	17,181	7,000	7,000	
Recreation Community Center	194,036	210,371	179,048	
Recreation Library/museum	48,596	35,725	67,253	
Recreation Youth/teens Programs	254,981	317,866	262,086	
Recreation Contract Classes	182,877	72,500	72,500	
Recreation Sports Programs	47,801	45,955	45,876	
Recreation Aquatic Programs	377,412	299,790	596,550	
Recreation Senior Programs	59,632	54,667	54,627	
Recreation Special Events	76,106	42,000	42,000	
Police Admin	5,407,266	6,353,542	6,645,144	12.00
Police Communication	1,992,823	2,211,643	2,236,603	12.60
Police Cad/rms	432,247	428,647	428,647	
Police Investigation	1,291,076	2,106,111	2,107,625	8.00
Police Patrol	14,915,247	13,805,059	14,862,321	51.55
Police Traffic Safety	1,044,656	1,906,823	2,155,065	8.00
Police Records	833,896	876,141	896,471	7.00
Parking Enforcement	318,375	288,316	303,514	2.00
Pub Works Admin	859,006	991,602	1,126,931	1.02
Pub Works Engineering Development	513,926	623,270	732,082	3.45
Pub Works Engineering Cip	339,880	239,576	167,075	0.60
Pub Works Engineering Traffic	83,706	90,703	94,896	0.55
Bldg/facility Maintenance	1,065,864	829,971	876,901	1.80
Pub Works Auto/equip Maint Shop	264,254	266,401	302,446	1.70
Pub Works Street Lights	162,338	175,000	175,000	
Parks Maintenance	2,450,214	3,212,508	3,320,978	12.50
Downtown Streets/sidewalks Maint	113,965	115,000	115,000	
Pub Works Turning Basin/D St Bridge	42,157	38,571	39,698	0.10
Total General Fund Appropriations	70,120,455	74,981,803	77,388,523	238.18
Less Intragovernmental Offset	(3,725,718)	(4,364,094)	(4,948,510)	
General Fund Net Cost	66,394,737	70,617,709	72,440,013	

**2025 Budget
General Fund by Account**

Account	2023 Actual	2024 Revised	2025 Budget
Revenues			
Taxes Revenue	35,169,269	35,453,836	36,857,500
Fees/permits And Fines Revenue	1,757,800	1,638,978	1,766,700
Use Of Property Revenue	916,802	581,770	1,039,870
Intergovernmental Revenue	8,722,779	7,508,098	8,044,400
Charges For Service Revenue	11,344,429	10,266,488	12,449,910
Sales Revenue	19,461	6,000	10,700
Miscellaneous	271,448	78,000	63,000
Transfers, Debt Proceeds, City Contribution	12,123,932	16,254,694	16,094,247
Total General Fund Revenues	70,325,920	71,787,864	76,326,327
Appropriations			
Salaries	30,742,895	35,111,680	36,707,479
Benefits	20,137,899	22,153,408	24,191,147
Supplies	2,318,689	1,258,775	1,311,596
Professional Services, Maintenance, Repairs	8,213,649	5,964,059	6,549,863
Intragovernmental Services	2,795,494	4,291,667	4,749,235
Utilities	1,313,769	1,401,085	1,434,303
Advertising, Promotion, Debt, Rent , Training	1,359,594	975,493	1,037,393
Capital Expenditures	53,768	170,000	-
Transfers	3,184,698	3,655,636	1,407,507
Total General Fund Appropriations	70,120,455	74,981,803	77,388,523
Less Intragovernmental Offset	(3,725,718)	(4,364,094)	(4,948,510)
GENERAL FUND NET COST	66,394,737	70,617,709	72,440,013

2025 Budget

Measure H by Account

Account Type	2023 Actual	2024 Revised	2025 Budget
Revenues			
Taxes Revenue	-	-	3,225,000
Total Measure U Fund Revenues	-	-	3,225,000
Appropriations			
Transfers	-	-	3,225,000
Total Measure U Fund Appropriations	-	-	3,225,000

2025 Budget

Measure U by Account

Account Type	2023 Actual	2024 Revised	2025 Budget
Revenues			
Taxes Revenue	15,783,396	15,762,700	16,200,000
Total Measure U Fund Revenues	15,783,396	15,762,700	16,200,000
Appropriations			
Transfers	14,981,567	21,135,395	16,206,789
Total Measure U Fund Appropriations	14,981,567	21,135,395	16,206,789

2025 Budget
Special Revenue, Trust & Debt Funds by Fund

Fund	2023 Actual	2024 Revised	2025 Budget
Revenues			
Commercial Linkage Fees	19,611	720,167	1,225,502
Housing In-lieu Impact Fees	2,240,075	875,893	384,920
Park Land Acquisition Impact Fees-08	630,815	194,621	193,931
Park Land Development Impact Fees-08	2,011,922	614,017	497,331
Open Space Acquisition Impact Fees-08	173,276	81,693	52,093
City Facilities Development Impact Fee	2,441,480	1,248,638	629,776
Storm Drainage Impact Fees	56,054	26,476	54,934
Storm Drainage Impact Fees - 08	24,905	62,364	67,308
Traffic Impact Fees	560,803	182,205	40,624
Traffic Impact Fees - 08	4,342,365	3,492,957	4,893,671
Public Art Fees	7,716	444,715	460,631
3% Admin Fee - 08	223,862	148,394	145,740
General Gov Grants		225,000	
Comm Develop Grants	658,163	265,000	1,310,000
Community Development Block Grant (CDBG)	440,830	1,013,124	579,786
Home/begin	5,742	10,517	9,077
Permanent Local Housing Authority (PLHA)	-	750,000	575,000
Fire Grants	138,100	139,599	-
Parks And Rec Grants	126,762	107,547	1,414,000
Police Grants	1,785,847	1,715,194	1,791,002
Public Works Grants	1,282,721	-	2,584,000
Donations/developer Contrib	197,885	-	-
Abandoned Vehicle Abatement	163,482	102,188	104,413
Asset Seizures	38	144	706
Haz Mat Fines-fire	1,615	534	1,196
Supplemental Law Enforcement Services Fund (SLESF)	242,933	151,711	157,213
Gas Tax	2,846,750	3,193,898	3,188,554
Street Maintenance (HUT)	5,899,042	6,562,007	6,514,273
Solid Waste Contract Management	49,475	53,918	53,918
Landscape Assessment Districts	630,170	500,674	519,841
Transient Occupancy Tax	3,411,638	3,776,617	4,043,677
Petaluma Tourism Improvement District	401,346	145,055	150,856
Prince Park Trust	5,080	5,923	2,836
Measure M Parks	1,012,802	953,165	952,783
Fairgrounds	-	450,000	570,358
Wickersham Park Trust	499	241	532
2021 Lease Revenue Bonds (Road Improvements)	4,282,577	2,942,599	2,562,157
Successor Agency Housing	397,334	644,029	536,097
Mobile Home Rent Program	19,695	415	25,710
Child Care Trust	2,019	1,251	2,097
Thomas Lee Charity Trust	467	226	498
Total Special Revenue, Trust & Debt Funds Revenues	36,735,896	31,802,716	36,297,041

2025 Budget
Special Revenue, Trust & Debt Funds by Fund

Fund	2023 Actual	2024 Revised	2025 Budget	Funded Position Allocation
Appropriations				
Commercial Linkage Fees	1,358,282	885,759	526,440	
Housing In-lieu Impact Fees	368,407	1,881,375	550,772	
Park Land Acquisition Impact Fees-08	11,702	3,506	2,765	
Park Land Development Impact Fees-08	4,975,613	21,622	1,070,200	
Open Space Acquisition Impact Fees-08	3,241	1,539	762	
City Facilities Development Impact Fee	437,891	915,834	2,071,378	
Storm Drainage Impact Fees	198,087	389,000	1,860,000	
Storm Drainage Impact Fees - 08	253	1,130	1,080	
Traffic Impact Fees	2,428,460	577,000	876,906	
Traffic Impact Fees - 08	74,753	1,628,353	3,667,257	
Public Art Fees	247,330	447,031	220,255	
3% Admin Fee - 08	171,362	159,940	170,482	
General Government Grants	973,225	225,000	-	
Comm Develop Grants	1,052,085	1,185,000	990,000	
Community Development Block Grant (CDBG)	446,922	1,034,200	617,869	
Home/begin	810,000	-	90,000	
Permanent Local Housing Authority (PLHA)	-	750,000	1,270,000	
Fire Grants	138,100	139,600	-	
Parks And Rec Grants	89,479	107,547	1,414,000	
Police Grants	2,330,334	1,676,211	1,788,174	2.00
Public Works Grants	2,179,906	100,000	2,733,487	
Donations/developer Contrib	116,611	686	214	
Abandoned Vehicle Abatement	148,672	169,971	172,913	1.00
Asset Seizures	829	703	22	
Haz Mat Fines-fire	37	341	-	
Supplemental Law Enforcement Services Fund (SLESF)	130,000	130,029	160,010	
Gas Tax	2,810,856	3,192,402	3,185,720	
Street Maintenance (HUT)	3,930,533	5,876,639	5,246,762	13.70
Street Signs And Markings	657,927	808,649	1,283,627	4.50
Street Signals And Lights	863,235	914,361	950,050	2.65
Solid Waste Contract Mgmt	28,847	6,321	29,943	0.20
Landscape Assessment Districts	465,261	507,277	507,130	0.30
Transient Occupancy Tax	2,991,261	4,096,423	3,956,895	
Petaluma Tourism Improvement District	350,521	11,911	185,508	
Prince Park Trust	171,500	182,520	-	
Virginia Craig Estate/Trust	-	-	500,000	
Measure M Parks	1,017,348	1,191,476	1,032,134	1.00
Fairgrounds	-	449,297	571,062	1.50
2021 Lease Revenue Bonds (Road Improvements)	3,474,183	913,219	913,719	
Successor Agency Housing	497,999	644,641	481,845	0.95
Mobile Home Rent Program	16,150	9,207	7,418	
Child Care Trust	11,033.00	-	-	
Thomas Lee Charity Trust	1,277.00	-	-	
Total Special Revenue, Trust & Debt Funds Appropriations	35,979,512	31,235,720	39,106,799	27.80

2025 Budget
Special Revenue, Trust & Debt Funds by Account

Account Type	2023 Actual	2024 Revised	2025 Budget
Revenues			
Taxes Revenue	5,836,400	6,403,517	6,736,513
Fees/permits And Fines Revenue	11,012,651	7,778,274	7,620,424
Use Of Property Revenue	1,850,713	888,822	2,316,489
Intergovernmental Revenue	7,611,608	8,367,417	12,265,963
Charges For Service Revenue	858,575	655,069	720,903
Miscellaneous	260,829	87,000	35,000
Transfers, Debt Proceeds, City Contribution	9,305,120	7,622,617	6,601,749
Total Special Revenue, Trust & Debt Funds Revenues	36,735,896	31,802,716	36,297,041
Appropriations			
Salaries	2,164,354	2,897,740	3,077,842
Benefits	1,023,186	1,235,980	1,495,926
Supplies	787,484	977,219	583,030
Professional Services, Maintenance, Repairs	7,168,071	6,965,926	8,244,754
Intragovernmental Services	1,030,920	1,157,982	1,233,692
Utilities	281,567	335,851	341,851
Advertising, Promotion, Debt, Rent , Training	1,101,155	1,025,134	1,049,400
Capital Expenditures	182,244	775,600	740,960
Transfers	22,240,531	15,864,288	22,339,344
Total Special Revenue, Trust & Debt Funds Appropriations	35,979,512	31,235,720	39,106,799

**2025 Budget
Enterprise Funds by Fund**

Fund	2023 Actual	2024 Revised	2025 Budget	Funded Position Allocation
Revenues				
Airport	3,250,299	2,933,926	2,412,533	
Building Services	2,669,193	2,179,606	2,500,544	
Marina	154,286	340,689	253,500	
Transit	3,812,832	6,059,513	9,807,585	
Total Enterprise Funds Revenues	9,886,610	11,513,734	14,974,162	
Appropriations				
Airport	3,260,416	2,931,601	2,642,360	3.00
Building Services	2,878,390	2,930,569	3,273,481	13.16
Marina	718,008	371,024	370,529	0.53
Transit	4,579,660	6,266,993	10,233,756	4.15
Total Enterprise Funds Appropriations	11,436,474	12,500,187	16,520,126	20.84

**2025 Budget
Enterprise Funds by Division**

Division	2023 Actual	2024 Revised	2025 Budget
Revenues			
Airport Admin/operations	3,250,299	2,933,926	2,412,533
Building Admin	81,118	59,470	79,404
Building Services	2,525,853	2,045,136	2,346,140
Building Svc Cost Recovery	62,222	75,000	75,000
Marina Admin/operations	154,286	340,689	253,500
Transit Admin	2,253,983	2,904,596	2,906,371
Transit City Routes	1,338,851	2,081,787	5,789,279
Paratransit	219,998	1,073,130	1,111,935
Total Enterprise Funds Revenues	9,886,610	11,513,734	14,974,162
Appropriations			
Airport Admin/operations	2,557,116	2,292,351	2,003,110
Airport Fueling	598,134	520,750	520,750
Airport Hangars	105,166	118,500	118,500
Building Admin	101,186	364,346	529,683
Building Services	2,705,941	2,407,223	2,659,798
Building Svc Cost Recovery	71,263	159,000	84,000
Marina Admin/operations	718,008	371,024	370,529
Transit Admin	1,046,646	2,631,055	6,684,410
Transit City Routes	2,841,126	2,713,688	2,777,296
Paratransit	691,888	922,250	772,050
Total Enterprise Funds Appropriations	11,436,474	12,500,187	16,520,126

**2025 Budget
Enterprise Funds by Account**

Account type	2023 Actual	2024 Revised	2025 Budget
Revenues			
Taxes Revenue	178,873	100,000	182,000
Fees/permits And Fines Revenue	2,554,603	2,079,136	2,381,640
Use Of Property Revenue	1,453,967	1,647,469	1,555,024
Intergovernmental Revenue	4,603,369	6,442,429	9,699,498
Charges For Service Revenue	106,852	116,000	117,000
Utility Revenue	156,793	243,000	-
Sales Revenue	779,800	884,500	855,500
Miscellaneous	41,319	1,200	3,500
Transfers, Debt Proceeds, City Contribution	11,034	-	180,000
Total Enterprise Fund Revenues	9,886,610	11,513,734	14,974,162
Appropriations			
Salaries	1,629,343	2,223,527	2,544,611
Benefits	664,692	835,308	994,312
Supplies	1,143,494	1,132,750	1,212,400
Professional Services, Maintenance, Repairs	3,767,097	3,591,649	3,696,879
Intragovernmental Services	1,000,549	1,322,540	1,469,756
Utilities	162,232	160,600	149,400
Advertising, Promotion, Debt, Rent , Training	1,724,654	730,693	774,433
Capital Expenditures	-	546,760	5,075,335
Transfers	1,344,413	1,956,360	603,000
Total Enterprise Fund Appropriations	11,436,474	12,500,187	16,520,126

**2025 Budget
Utilities Funds by Fund**

Fund	2023 Actual	2024 Revised	2025 Budget	Funded Position Allocation
Revenues				
Waste Water	37,122,852	32,582,934	34,624,356	
Waste Water Rate Stabilization	74,471	35,989	79,482	
Water	20,144,989	21,546,915	23,669,109	
Storm Water	801,445	817,761	1,001,137	
Total Utilities Fund Revenues	58,143,757	54,983,599	59,374,084	
Appropriations				
Waste Water	24,089,707	45,413,243	49,890,526	44.85
Water	20,414,870	24,106,130	31,244,551	35.78
Storm Water	506,502	1,356,879	1,366,517	2.25
Total Utilities Fund Appropriations	45,011,079	70,876,252	82,501,594	82.88

**2025 Budget
Utilities Funds by Division**

Division	2023 Actual	2024 Revised	2025 Budget
Revenues			
Waste Water Admin	34,965,158	32,115,934	34,112,356
Waste Water Capacity Fees	2,157,694	270,000	512,000
Waste Water Rate Stabilization	74,471	232,989	79,482
Water Admin	19,865,460	21,444,915	23,669,109
Water Capacity Fees	275,539	100,000	-
Water Conservation	3,990	2,000	-
Storm Drainage Utility Admin	801,445	817,761	1,001,137
Total Utilities Fund Revenues	58,143,757	54,983,599	59,374,084
Appropriations			
Waste Water Admin	12,353,556	29,916,615	33,612,555
Waste Water Collect System	1,031,898	1,722,590	2,119,944
Waste Water Sewage Pump Stations	716,924	727,823	960,121
Waste Water Customer Svc	(20,862)	86,200	85,800
Waste Water Industrial	555,028	879,540	496,571
Waste Water Reclamation	1,202,835	1,765,713	1,840,320
Waste Water Storm Drain	116,239	662,006	126,491
Waste Water Ellis Creek Operations	8,134,089	9,652,756	10,359,824
Waste Water Laboratory	-	-	288,900
Water Admin	8,233,405	7,585,231	12,025,974
Water Conservation	759,111	1,375,155	1,466,581
Water Customer Services	805,240	1,137,647	1,240,786
Water Leak Detect/cross Connect	131,746	150,886	171,628
Water Pumping	548,971	746,916	772,582
Water Source Of Supply	6,442,511	9,229,750	10,521,915
Water Transmission & Distribution	3,493,886	3,880,545	5,045,085
Storm Drainage Utility Admin	506,502	1,356,879	1,366,517
Total Utilities Fund Appropriations	45,011,079	70,876,252	82,501,594

**2025 Budget
Utilities Funds by Account**

Account type	2023 Actual	2024 Revised	2025 Budget
Revenues			
Taxes Revenue	278,537	278,537	293,693
Fees/permits And Fines Revenue	1,203,486	2,000	2,000
Use Of Property Revenue	1,810,376	837,609	1,833,919
Intergovernmental Revenue	150,653	377,000	150,000
Utility Revenue	48,792,155	52,243,300	55,533,800
Sales Revenue	47,557	50,000	40,000
Miscellaneous	100,076	573,100	898,619
Transfers, Debt Proceeds, City Contribution	5,760,917	622,053	622,053
Total Utilities Fund Revenues	58,143,757	54,983,599	59,374,084
Appropriations			
Salaries	7,122,762	9,161,390	9,994,056
Benefits	3,188,103	3,904,634	4,425,998
Supplies	8,802,603	12,168,573	13,879,938
Professional Services, Maintenance, Repairs	4,431,593	7,235,090	7,252,146
Intragovernmental Services	3,422,134	4,831,360	5,304,133
Utilities	2,797,402	2,627,481	2,763,681
Advertising, Promotion, Debt, Rent , Training	8,983,642	9,880,691	10,020,456
Capital Expenditures	-	793,033	720,186
Transfers	6,262,840	20,274,000	28,141,000
Total Utilities Fund Appropriations	45,011,079	70,876,252	82,501,594

**2025 Budget
Internal Service Funds by Fund**

Fund	2023 Actual	2024 Revised	2025 Budget	Funded Position Allocation
Revenues				
Employee Benefits	1,469,604	1,488,834	1,677,182	
General Services	146,695	4,938	10,815	
Information Technology	3,080,454	4,871,660	5,542,472	
Risk Management	2,835,452	3,301,662	3,668,774	
Vehicle and Equipment Replacement	1,076,478	2,246,347	1,652,201	
Workers' Compensation	4,369,665	3,897,135	4,525,414	
Total Internal Service Funds Revenues	12,978,348	15,810,576	17,076,858	
Appropriations				
Employee Benefits	690,162	1,189,231	1,188,381	
General Services	213,756	195,191	160,028	1.00
Information Technology	3,899,099	4,134,492	4,469,477	11.50
Risk Management	2,006,297	2,798,333	3,537,515	3.00
Vehicle and Equipment Replacement	711,660	2,439,265	2,613,706	
Workers' Compensation	4,536,880	3,819,118	3,595,298	
Total Internal Service Funds Appropriations	12,057,854	14,575,630	15,564,405	15.50

2025 Budget
Internal Service Funds by Account

Account type	2023 Actual	2024 Revised	2025 Budget
Revenues			
Use Of Property Revenue	314,283	143,096	366,673
Charges For Service Revenue	10,814,088	13,328,542	14,682,070
Miscellaneous	604,701	103,115	103,115
Transfers, Debt Proceeds, City Contribution	1,245,276	2,235,823	1,925,000
Total Internal Service Funds Revenues	12,978,348	15,810,576	17,076,858
Appropriations			
Salaries	1,319,348	1,692,880	2,094,171
Benefits	749,722	933,028	1,089,693
Supplies	407,662	138,580	219,080
Professional Services, Maintenance, Repairs	1,840,475	1,979,074	1,822,100
Intragovernmental Services	331,108	417,963	511,371
Utilities	123	-	-
Advertising, Promotion, Debt, Rent , Training	7,316,416	7,156,558	7,214,284
Capital Expenditures	-	2,257,547	2,613,706
Transfers	93,000	-	-
Total Internal Service Funds Appropriations	12,057,854	14,575,630	15,564,405

**2025 Budget
Capital Projects Funds by Fund**

Fund	2023 Actual	2024 Revised	2025 Budget	Funded Position Allocation
Revenues				
Facilities CIP	2,938,502	3,003,914	4,403,000	
Parks and Rec CIP	8,045,836	4,920,283	4,482,767	
Public Works CIP	10,440,649	18,939,841	15,392,824	
Airport CIP	1,226,601	796,360	123,000	
Transit CIP	131,812	1,598,000	480,000	
Waste Water CIP	3,049,099	16,355,000	22,632,000	
Water CIP	3,829,075	7,502,000	9,768,000	
Total Capital Projects Funds Revenues	29,661,574	53,115,398	57,281,591	
Appropriations				
Facilities CIP	2,722,999	7,157,528	5,238,000	1.30
Parks and Rec CIP	5,967,296	6,101,968	7,359,767	1.30
Public Works CIP	11,032,651	16,694,936	16,631,824	4.74
Airport CIP	1,366,898	647,290	95,000	0.65
Transit CIP	82,385	1,598,879	480,000	0.26
Waste Water CIP	2,672,978	17,908,775	19,352,000	4.95
Water CIP	3,120,789	5,829,425	9,971,000	4.55
Total Capital Projects Funds Appropriations	26,965,996	55,938,801	59,127,591	17.75

2025 Budget
Capital Projects Funds by Account

Account type	2023 Actual	2024 Revised	2025 Budget
Revenues			
Fees/permits And Fines Revenue	3,723,170	-	-
Use Of Property Revenue	11,880	-	-
Intergovernmental Revenue	485,856	5,161,000	5,291,000
Charges For Service Revenue	6,282	-	-
Miscellaneous	143,252	-	-
Transfers, Debt Proceeds, City Contribution	25,291,134	47,954,398	51,990,591
Total Capital Projects Funds Revenues	29,661,574	53,115,398	57,281,591
Appropriations			
Salaries	1,000,826	2,047,894	2,513,781
Benefits	295,614	666,201	962,072
Supplies	265,067	-	140,000
Professional Services, Maintenance, Repairs	23,838,230	52,303,118	54,463,545
Intragovernmental Services	346,334	445,850	551,602
Utilities			
Advertising, Promotion, Debt, Rent , Training	227,718	187,107	496,591
Capital Expenditures	273,044	186,725	-
Transfers	719,163	101,906	-
Total Capital Projects Funds Appropriations	26,965,996	55,938,801	59,127,591

2025 Budget Successor Agency by Fund

Fund	2023 Actual	2024 Revised	2025 Budget	Funded Position Allocation
Revenues				
Successor Agency Debt Service	5,163,487	5,131,711	4,023,124	
Successor Agency Admin	251,732	250,918	252,449	
Total Successor Agency Funds Revenues	5,415,219	5,382,629	4,275,573	
Appropriations				
Successor Agency Debt Service	1,836,246	5,131,711	4,023,125	
Successor Agency Admin	329,125	263,628	152,759	0.30
Total Successor Agency Funds Appropriations	2,165,371	5,395,339	4,175,884	0.30

Successor Agency by Account

Account Type	2023 Actual	2024 Revised	2025 Budget
Revenues			
Taxes Revenue	5,415,000	5,381,711	4,273,124
Use Of Property Revenue	219	918	2,449
Total Successor Agency Funds Revenues	5,415,219	5,382,629	4,275,573
Appropriations			
Salaries	79,372	107,366	53,197
Benefits	30,585	36,358	28,081
Supplies	(137)	300	1,000
Professional Services, Maintenance, Repairs	23,570	19,600	4,016
Intragovernmental Services	193,392	92,264	46,465
Utilities	993	3,240	-
Advertising, Promotion, Debt, Rent , Training	1,837,596	5,136,211	4,043,125
Total Successor Agency Funds Appropriations	2,165,371	5,395,339	4,175,884

2025 Budget Citywide Capital Vehicle and Equipment Appropriations

Fund: Commercial Linkage Fees

Description	Justification / Explanation	Quantity	Cost	Department
Improvements to 10 Pistache Ct	Improvements / Remodel house on 10 Pistache Ct for low income housing resale		125,000	Community Development/Housing
Commercial Linkage Fees Subtotal			125,000	

Fund: Police Grants

Description	Justification / Explanation	Quantity	Cost	Department
Motorcycle	Traffic motorcycle replacing an aging motorcycle past its useful life, approved with Resolution No. 2023-136	1	45,000	Police
Police Grants Subtotal			45,000	

Fund: Streets

Description	Justification / Explanation	Quantity	Cost	Department
Electric Street Sweeper	To clear bike lanes from debris and assist with storm preparations	0.8	120,960	PW & Utilities
Asphalt Roller	To replace the existing roller that has had major repairs and is becoming unsafe for the crews to use due to sticking gears.	1	65,000	PW & Utilities
F550 Renewable diesel dump truck	Replaces a 2002 dump truck with high mileage	1	90,000	PW & Utilities
Ford Lightning truck	Replaces a 2005 truck with high mileage	1	65,000	PW & Utilities
Street Maintenance (HUT) Subtotal			340,960	

Description	Justification / Explanation	Quantity	Cost	Department
Truck Bed Replacement for the Asphalt truck	To replace a 90's asphalt truck bed that is past its useful life due to heavy use.	1	150,000	PW & Utilities
Ford F-250 Utility Trucks	To replace gas powered trucks with high mileage, high cost of repairs	1	80,000	PW & Utilities
Street Signs and Markings Subtotal			230,000	

Special Revenue Fund Capital			740,960	
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Fund: Airport

Description	Justification / Explanation	Quantity	Cost	Department
Electric Vehicle	CIP and Public Works & Utilities carpool vehicles	0.1	2,500	PW & Utilities
Airport Subtotal			2,500	

Fund: Building Services

Description	Justification / Explanation	Quantity	Cost	Department
Electric Vehicle	Replacing a 2004 Code Enforcement vehicle with high mileage, costly repairs	1	60,000	Community Development
Building Services Subtotal			60,000	

2025 Budget Citywide Capital Vehicle and Equipment Appropriations

Fund: Transit

Description	Justification / Explanation	Quantity	Cost	Department
SEON Bus Video system upgrade	Upgrade bus surveillance video camera to replace end of life failing cameras/recorders to ensure continued operations	1	50,000	PW & Utilities
Pressure washer equipment and trailer	For cleaning bus stops (used by bus stop utility worker) and other City facilities. Can't adequately clean stops without this item.	1	55,000	PW & Utilities
Electric Busses	Approved by Reso No. 2024-006. Carryforward budget from FY23 & FY24	4	4,841,835	PW & Utilities
Ford Lightning	For Utility worker to tow trailer for bus stop cleaning with the pressure washer equipment	1	65,000	PW & Utilities
Electric vehicle	CIP and Public Works & Utilities carpool vehicles	0.04	1,000	PW & Utilities
Transit Subtotal			5,012,835	

Enterprise Fund Capital	5,075,335
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Fund: Waste Water

Description	Justification / Explanation	Quantity	Cost	Department
Electric vehicle	CIP and Public Works & Utilities carpool vehicles	0.6	15,000	PW & Utilities
Waste Water Administration Subtotal			15,000	

Description	Justification / Explanation	Quantity	Cost	Department
Toughbook computers	Mounted in staff trucks to provide a standardized method for work tag inputs, research data, and asset management	2	16,000	PW & Utilities
Portable jetter	To clean sewer mains in tight access areas, access easement pipelines, adhere to preventative maintenance program, meet Total Maximum Daily Load (TMDL)/ Sewer System Management Plan (SSMP) goals	1	115,000	PW & Utilities
Ford 650 cab and chassis renewable	To replace a 2006 truck that is used for underground vacuum work and is currently inefficient for staff to use - inoperable internal controls	0.5	52,500	PW & Utilities
Ford F-350 renewable diesel	To replace a 2003, 100,000+ miles, F-250 that is a mechanic support vehicle	0.5	42,500	PW & Utilities
Waste Water Collect System Subtotal			226,000	

Description	Justification / Explanation	Quantity	Cost	Department
Toughbook computers	Mounted in staff trucks to provide a standardized method for work tag inputs, research data, and asset management	1	8,000	PW & Utilities
Vehicle leases	Lease vehicle costs		17,316	PW & Utilities
Waste Water Storm Drain Subtotal			25,316	

Description	Justification / Explanation	Quantity	Cost	Department
Zero turn forklift	To speed up the receiving of regular deliveries that require a forklift to unload and is able to maneuver in small vertical spaces	1	40,000	PW & Utilities
Waste Water Ellis Creek Operations Subtotal			40,000	

2025 Budget Citywide Capital Vehicle and Equipment Appropriations

Fund: Water

Description	Justification / Explanation	Quantity	Cost	Department
Electric carpool vehicle	CIP and Public Works & Utilities carpool vehicles	0.3	7,500	PW & Utilities
Vehicle Leases	Lease vehicle costs		7,289	PW & Utilities
Water Administration Subtotal			14,789	

Description	Justification / Explanation	Quantity	Cost	Department
Vehicle Leases	Lease vehicle costs		36,475	PW & Utilities
Water Conservation Subtotal			36,475	

Description	Justification / Explanation	Quantity	Cost	Department
Toughbook computers	Mounted in staff trucks to provide a standardized method for work tag inputs, research data, and asset management	5	40,000	PW & Utilities
Mini Excavator	Replacing a 10+ year excavator that is unreliable, undersized and expensive to keep repairing	1	85,000	PW & Utilities
Portable concrete mixer	Replacement	1	42,000	PW & Utilities
Ford F-650 cab & chassis replacement	To replace a 2006 truck that is used for underground vacuum work and is currently inefficient for staff to use - inoperable internal controls	0.5	52,500	PW & Utilities
Ford F350 renewable diesel	To replace a 2003, 100,000+ miles, F-250 that is a mechanic support vehicle	0.5	42,500	PW & Utilities
Vehicle Leases	Lease vehicle costs		70,366	PW & Utilities
Water Transmission & Distribution Subtotal			332,366	

Fund: Storm Water

Description	Justification / Explanation	Quantity	Cost	Department
Electric Street Sweeper	To clear bike lanes from debris and assist with storm preparations	0.2	30,240	PW & Utilities
Storm Water Subtotal			30,240	

Utilities Fund Capital			720,186	
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2025 Budget Citywide Capital Vehicle and Equipment Appropriations

Fund: Vehicle and Equipment Replacement

Description	Justification / Explanation	Quantity	Cost	Department
Vactor	To replace the rental of a vactor and save on staff time and costs	1	50,000	Parks & Recreation
52" Electric Mover	Replacement for two John Deere mowers that have reached beyond serviceable life.	2	100,000	Parks & Recreation
Ford F-250	Vehicle for Fairgrounds Facilities Technician. The truck includes a scelzi body, lights, and lift gate	1	80,000	Parks & Recreation
3/4 ton truck	To replace inoperable trucks that have gone out of service. Trucks to include scelzi bodies, lights, and lift gates	2	84,000	Parks & Recreation
Ford F-150 Lightning	To replace two 1/2 ton trucks in disrepair being taken out of rotation.	2	127,000	Parks & Recreation
Electric carpool vehicle	CIP and Public Works & Utilities carpool vehicles	0.96	24,000	PW & Utilities
Electric vehicles	To replace 2 Explorers for building inspection staff	2	85,000	PW & Utilities
Electric Van	Replacement of failing facilities equipment van	1	63,000	Facilities
Ford F150 Lightning	For Facilities Supervisor	1	65,000	Parks & Recreation
Ambulance truck chassis	With electric lift gurney & gurney loader	1	300,000	Fire
Fire Engine	3-year build time. Funded by Measure H	1	1,000,000	Fire
Vehicle	Battalion Chief outfitted vehicle needed for reserve and upstaff capacity in event of emergency (red flag day, winter storm, disaster). Vehicle is funded by Measure H.	1	125,000	Fire
Vehicles leases	Lease vehicle costs		510,706	Citywide
Vehicle & Equipments Replacement Subtotal			2,613,706	
Internal Service Fund Capital			2,613,706	
Total Capital, Vehicle and Equipment Appropriations			9,150,187	



Climate Action Baseline, Projects and Program Overview

Petaluma Climate Action

The City of Petaluma is committed to carbon neutrality by 2030 and is taking aggressive action to meet this goal. Capital Improvement Plan (CIP) projects are categorized as Climate First initiatives when they meet one or more of the following criteria:

- Improves active transportation infrastructure or includes active transportation components.
- Includes GHG reduction measures.
- Improves energy efficiency of facilities, infrastructure, or equipment.
- Includes execution of agreements or contracts where the contractor commits to prioritizing the use of sustainable materials and practices in design development. This includes utilizing the EPA’s Comprehensive Procurement Guidelines for Construction Products (<https://www.epa.gov/smm/comprehensive-procurement-guidelines-construction-products>) and providing the City with an embodied carbon estimate for overall project(s) using the Embodied Carbon in Construction Calculator (<https://www.buildingtransparency.org/>).
- Includes project components that result in habitat restoration, carbon sequestration, climate adaptation, or increases in overall tree canopy.
- Results in solid waste diversion or reduction of consumption emissions.
- Supports the electrification of fleet, infrastructure, or municipal operations.

Projects included in the Capital Improvement Program represent a total investment of \$261.5 million for projects that have been categorized as Climate First initiatives and are shown below for reference. More details for each project can be found in the Capital Improvement Program section of the document:

Climate First Capital Improvement Projects

Category	Capital Project Number	Project Description
Airport	C61502218	Airport Emergency Power Backup
Facilities	C16201304	Community Center Exterior Repairs
	C11202018	Emergency Power Back-up at City Hall and Police Headquarters
	C11202223	HVAC and Energy Efficiency Upgrades
	E11502346	City Facilities Emergency Power Back-up Feasibility Study
	C11502015	Electric Vehicle Chargers
	NEW	Keller Street Garage - Interior Light Retrofit & Replacement
	NEW	City Facilities Energy Efficiency Projects
Parks	C00400205	Playground Replacements
	C14502320	Swim Center Pool Replastering
	C14502114	Lynch Creek Trail/ Crosstown Connector
	C14502317	Kenilworth Park Revitalization
	E14402237	Petaluma River Dredging Program
	C14502012	Shollenberger Amphitheater & Kiosk Improvements

Category	Capital Project Number	Project Description
Public Works	C16102432	Pavement Restoration & Reconstruction - Maria Drive
	C16102433	Petaluma North SMART Station Access Improvements
	C16102248	Pavement Restoration & Reconstruction Citywide
	C16501602	Downtown Pedestrian ADA Improvements
	C16102032	Pedestrian Improvements Citywide
	NEW	Safe Streets Quick Builds
	NEW	Lakeville Corridor Safety Study
	E16102347	US-101 Bicycle/Pedestrian Crossings Study
	C16102428	Caulfield Lane Active Transportation
	NEW	Ring Trail Gap Closures
	C16102250	Traffic Signal Improvements- Citywide
	C16401824	Caulfield Bridge Crosstown Connector
	C16102251	D Street Improvements
	C16101519	River Trail-101 Crossing & Crosstown Connector
	C16502356	Bicycle/Pedestrian Wayfinding & Bicycle Parking
	C16501412	LED Streetlight and Facility Lighting Retrofit
	Recycled Water	C66401416
C66501834		Urban Recycled Water System Expansion - Maria Extension/Loop
C66502347		Urban Recycled Water System Expansion – Park Irrigation Conversions
NEW		Urban Recycled Water Pipeline Expansions
C66501936		Agricultural Recycled Water System Expansion- Adobe Road/Lakeville
NEW		Agriculture Recycled Water Pipeline Expansions
C66401302		Agricultural Recycled Water System - Turnout And Meter Replacements
NEW	Recycled Water Fill Station	
Surface Water	C16501931	Storm Drain Trash Capture Device Pilot
	C16502254	Wilson Stormwater Pump Station & Outfall Upgrades
	C16502431	Corona Creek Flood Reduction and Habitat Enhancement
	C16301518	Old Corona Road Water Quality Mitigation
Transit	C65502214	Transit Facility Electrification
	C65502211	Bus Stop Improvements
Waste Water	C66501518	CNG Fueling Station at Ellis Creek
	C66401728	Ellis Creek High Strength Waste Facilities
	C66501930	PIPS Upgrade and Pump Replacement
	E66502350	Ellis Creek Water Recycling Facility Treatment Process System Energy Plan
Water Utilities Projects	E67502242	Advanced Metering Infrastructure (AMI)
	E67502243	Aquifer Storage & Recovery (ASR) Plan
Advanced Planning Program Projects	E11502028	General Plan & Housing Element Comprehensive Update

There are several other non-capital notable projects currently underway that supports the City of Petaluma’s climate goals:

Solar Initiatives:

As we work to achieve the City of Petaluma’s Climate Action goals, parking lot canopy photovoltaic solar arrays have been installed and are generating electricity at the Community Center and Community Sports Field and are expected to be installed fall 2024 at the Police Department and Swim Center. Solar arrays like these derive clean, pure energy from the sun, help combat greenhouse gas emissions, and work to reduce our collective dependence on fossil fuels. These solar arrays are projected to save the City \$20 million in energy costs over 20 years.

Floating Solar:

The City’s Ellis Creek Water Recycling Facility (ECWRF) operates continuously throughout the year and is the City’s largest electricity user. In July 2021, all City electric accounts were moved to Sonoma Clean Power’s (SCP) Evergreen Power which provides electricity from renewable sources. A project to install solar panels atop floats on Pond #3 at ECWRF was approved by Council on December 19, 2022 and the project was amended on February 26, 2024.

The solar project is expected to break ground in fall 2024 and be operational no later than the end of 2025 and is expected to save the Ellis Creek Water Recycling Facility approximately \$11.7 million in electricity costs over a 20-year span.

General Plan Update including the Blueprint for Carbon Neutrality:

The General Plan update process is designed to coordinate the renewal of Petaluma’s General Plan and Housing Element concurrently to meet the Housing Element update deadline of December 2022. The update process also includes ongoing long-range planning efforts including updating planning documents that support the implementation of the General Plan. A significant effort developed concurrent with the General Plan is the Blueprint for Carbon Neutrality, which outlines actions and timelines necessary to reduce greenhouse gas emissions in Petaluma consistent with the Council’s 2030 carbon neutrality goal established in the Climate Emergency Framework. Implementation of the Blueprint will be a significant, ongoing, and cross-departmental effort.

Adoption of Tree Preservation Ordinance:

Trees have multiple positive benefits related to providing wildlife habitat, sequestering carbon to help mitigate climate change, reducing the heat-island effect, and increasing property values through beautification. Petaluma’s existing tree ordinance has not been updated to realize the increased benefit of enhanced tree protection. The updated tree preservation ordinance would update internal processes and permitting related to tree removal, update provisions for tree maintenance, planting in the public right of way, and update standard provisions for all entitlements and land use permitting. This legislative effort is expected to be considered by Council in Fiscal Year 2025.

EV Charging Infrastructure Master Plan:

The City of Petaluma is working with NV5 to provide a Citywide EV charging infrastructure master plan. This master plan will include site assessments to survey grid capacity at up to ten facility locations and will create designs for the installation of EV chargers at these facilities.

EV Preferred Purchasing Policy:

The purpose of this policy is to document the process for purchasing and managing the City's diverse vehicle fleet, which includes vehicles, bicycles, and heavy equipment, in a manner that minimizes greenhouse gas emissions and considers life-cycle economics. By 2030, the City strives to transition all passenger vehicles and heavy equipment in the City fleet to 100% zero- emissions vehicles (ZEVs).

Generator Feasibility Study:

The City has been awarded Department of Housing and Community Development grant funds to identify backup power needs at critical City facilities. Renewable energy systems will be considered as part of facility backup power.

Purchase of Fossil Fuels for Equipment and Facility Use

In recognition of Resolution No. 2019-055 N.C.S. declaring a Climate Emergency, Resolution No. 2021-007 N.C.S. adopting a Climate Emergency Framework, and priority action items recommended by the Climate Action Commission and accepted by the City Council on January 11, 2021, staff has prepared a summary of both fossil and renewable fuel purchases for Fiscal Years 2022, 2023, and through February 29 of FY 2024. This information is provided both as a benchmark to track the City's direct contribution of fossil fuel purchases and resulting greenhouse gas emissions, and to provide information for focusing future decarbonization activities. The information presented in this section has been calculated based on gallons of fuel purchased over the noted fiscal years.

Fuel Usage (in Gallons) by Department per Fiscal Year

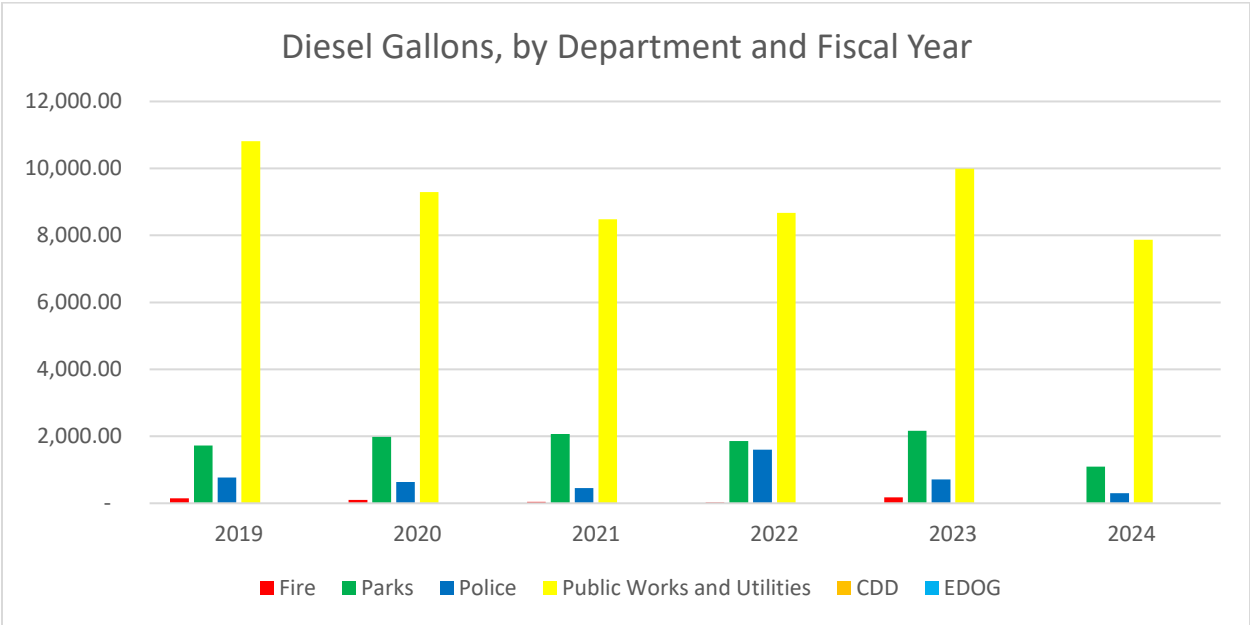
Department	FY 2022			FY 2023			FY 2024 (Through February 29)		
	Gasoline	Diesel	Renewable Diesel	Gasoline	Diesel	Renewable Diesel	Gasoline	Diesel	Renewable Diesel
Fire Admin				5.30	-		-	-	
Fire	2,515.80	27.40	9,533.26	3,139.29	172.60	9,726.35	2,393.28	-	7,364.92
Ambulance	-	-	9,176.11	18.20	-	9,037.81	-	-	6,778.66
Police Investigation	38.50	-		276.10	-		-	-	
Police	55,043.63	1,598.84		50,704.38	714.34		32,910.91	300.05	
PW Admin	136.20	-		17.90	-		-	-	
PW Engineering Dev	57.90	-		5.80	-		-	-	
Building Maintenance	1,090.90	-		1,091.40	-		1,313.00	-	
Fleet Maintenance	983.30	-		676.40	-		-	-	
Parks Maintenance	7,549.00	1,860.20		5,139.80	2,160.50		1,759.00	1,098.53	
PW Streets	6,249.90	1,941.10		5,866.80	1,664.80		3,804.00	2,079.43	
PW Paint and Signs	2,661.30	116.90		2,527.50	41.50		-	-	
PW Street Lighting	1,221.10	114.40		1,522.00	55.40		-	-	
Airport	2,003.60	382.20		1,454.90	325.50		581.00	28.85	
Building Inspections	1,445.30	-		1,403.20	-		-	-	
Transit	-	-	51,362.08	0.10	-	48,143.52	-	-	34,834.02
Para Transit	6,614.88	-		6,837.44	-		5,894.93	-	
Waste Water Admin	41.70	63.30		176.60	3.70		-	59.24	
Sewer Collection	615.80	1,661.60		373.30	1,955.40		263.00	1,474.91	
Waste Water Storm Drain	217.90	126.30		126.50	709.20		-	-	
Ellis Creek	4,214.20	264.10		4,071.40	1,001.70		1,570.00	23.70	
Water Resources	16,090.60	4,005.60		14,873.80	4,233.30		6,205.30	4,118.54	
Storm Water							-	81.71	
General Services	18.40	-		16.90	-		-	-	
Total	108,809.91	12,161.94	70,071.45	100,325.01	13,037.94	66,907.68	56,694.42	9,264.96	48,977.60

Fossil Fuel Usage

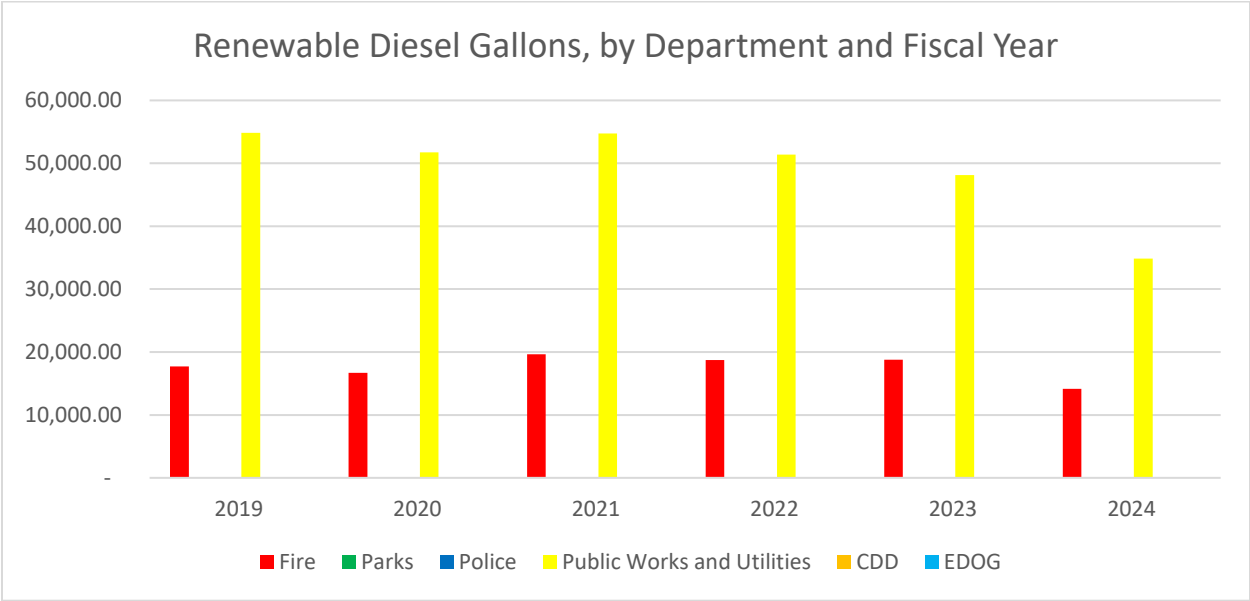
Overall, fossil fuel usage from Fiscal Year 2022 to 2023 is relatively steady. There is a slight increase which could be attributed to recovery from the pandemic, decreasing remote work, and increasing staffing levels from new positions added by Measure U.

On a departmental level, the highest fossil fuel usage are attributed to the Police Department and Public Works and Utilities. Both departments are vehicle dependent with specific needs for vehicle specifications and the electric vehicle technology to meet these specifications is still developing. The goal of the City vehicle fleet electrification continues to be a high priority, and the City has replaced internal combustion fleet vehicles with EV alternatives in the Community Development, Fire, Parks and Recreation, Police, Public Works and Utilities Departments. To support the City's climate goals, staff has enacted a policy in which electric vehicles are purchased where the need and funding exists, and to lease vehicles where a suitable electric vehicles replacement is not yet commercially available.

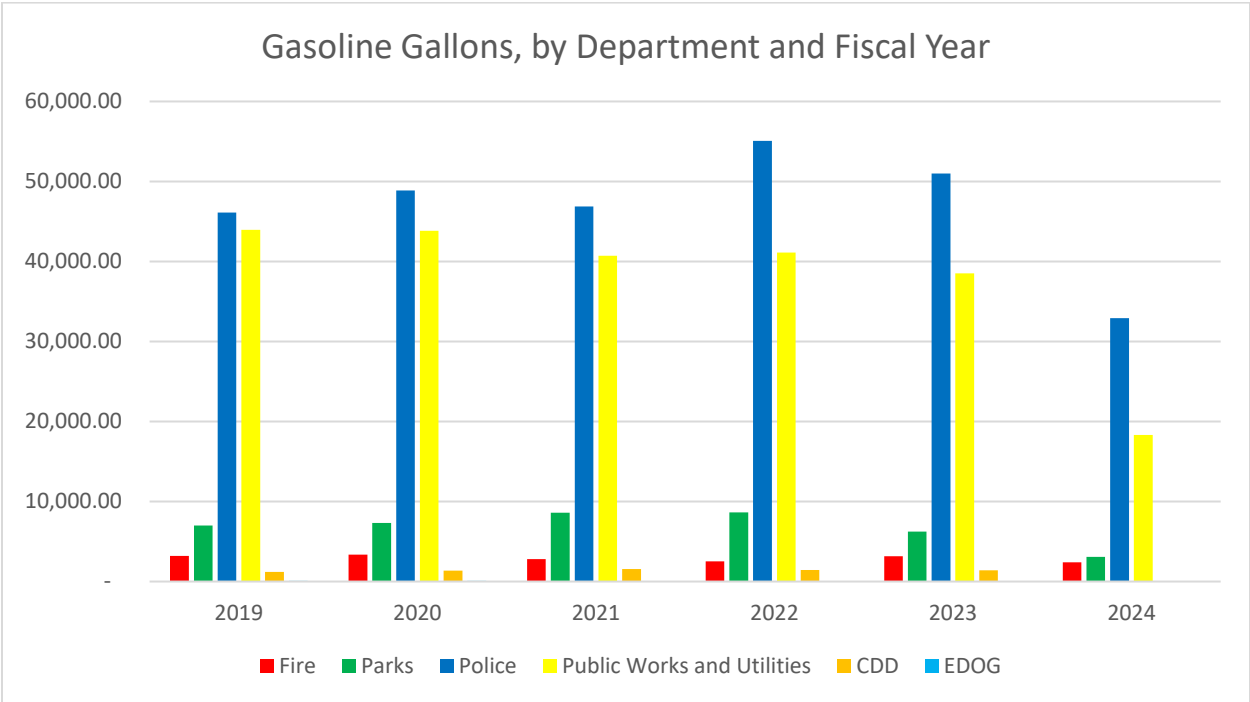
Diesel Usage by Department per Fiscal Year



Renewable Diesel Usage by Department per Fiscal Year



Gasoline Fuel Usage by Department per Fiscal Year





General Fund Operating Budget Overview

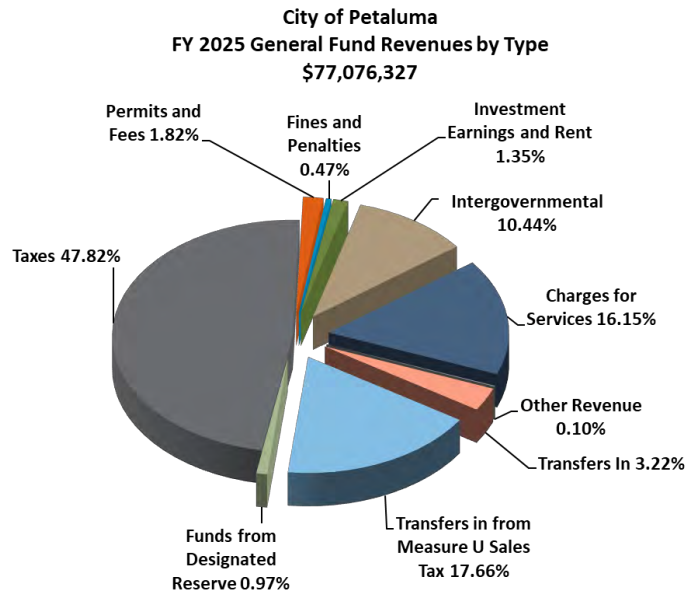
FY 24-25 Budget

	FY 2022 Actual	FY 2023 Actual	FY 2024 Revised Budget	FY 2025 Budget
Revenues				
Taxes	\$ 36,400,333	\$ 35,169,269	\$ 35,453,837	\$ 36,857,500
Permits and Fees	1,338,219	1,392,042	1,174,478	1,403,800
Fines and Penalties	332,852	365,758	464,500	362,900
Investment Earnings and Rent	218,003	916,802	581,770	1,039,870
Intergovernmental	7,264,793	8,722,779	7,508,097	8,044,400
Charges for Services	10,228,548	11,344,429	10,266,488	12,449,910
Other Revenue	85,070	290,909	84,000	73,700
Transfers In	2,548,300	2,197,500	2,435,520	2,480,000
Transfers in from Measure U Sales Tax	<u>7,419,248</u>	<u>9,926,432</u>	<u>13,819,174</u>	<u>13,614,247</u>
Total Revenues	<u>\$ 65,835,366</u>	<u>\$ 70,325,920</u>	<u>\$ 71,787,864</u>	<u>\$ 76,326,327</u>
Funds from Designated Reserve			<u>\$ 3,373,939</u>	<u>\$ 750,000</u>
Total Sources			<u>\$ 75,161,803</u>	<u>\$ 77,076,327</u>
Expenditures/Appropriations				
Salaries	\$ 29,644,014	\$ 30,742,895	\$ 35,111,680	\$ 36,707,479
Benefits	18,357,978	20,137,899	22,153,408	24,191,147
Services and Supplies	11,070,225	11,891,932	8,198,327	8,898,852
Utilities	1,179,781	1,313,769	1,401,085	1,434,303
Capital	27,903	53,768	170,000	-
Transfers Out	2,473,054	3,184,698	3,655,636	1,407,507
Intragovernmental	<u>2,045,286</u>	<u>2,795,494</u>	<u>4,291,667</u>	<u>4,749,235</u>
Total Expenditures/Appropriations	<u>\$ 64,798,241</u>	<u>\$ 70,120,455</u>	<u>\$ 74,981,803</u>	<u>\$ 77,388,523</u>
Difference	<u>\$ 1,037,125</u>	<u>\$ 205,465</u>	<u>\$ 180,000</u>	<u>\$ (312,196.0)</u>
Beginning Working Capital Balance	\$ 704,647	\$ 0	\$ 132,196	\$ 312,196
Ending Working Capital Balance *	<u>\$ 0</u>	<u>\$ 132,196</u>	<u>\$ 312,196</u>	<u>\$ 0</u>

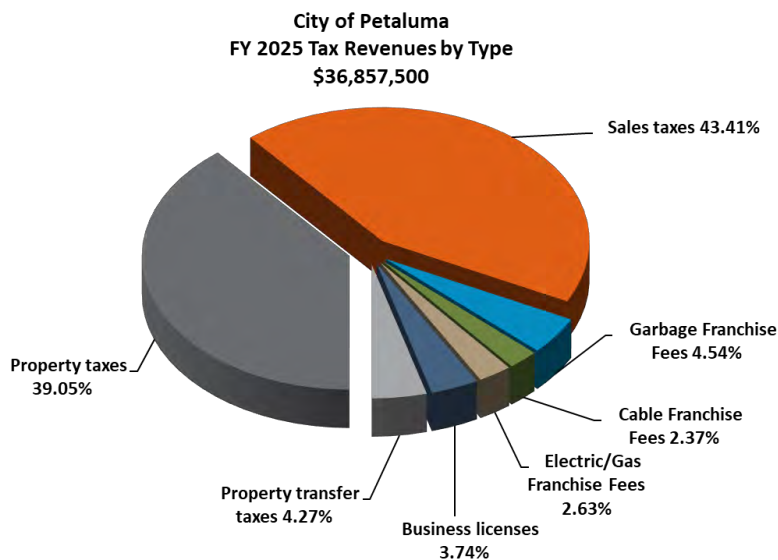
* Note: Does not include designated reserves

Revenues

Total General Fund revenues in FY 2024/25 are projected to be \$77,076,327. This represents a 2.5% increase over FY 2023/24 revised revenues. The chart below shows total General Fund revenues by type.



Tax revenues make up 47.82% of total General Fund revenues. When the transfers in from Measure U Sales Tax are added to the Taxes category, tax revenues make up 65.48% of the overall General Fund revenues. The chart below shows tax revenues by type as a percentage of total tax revenue.



Sales Tax revenue is the largest revenue source in the General Fund. Sales Tax represents 43.41% of General Fund tax revenues and is projected to approximate \$16.00 million during FY 2024/25. Sales tax revenues have been adjusted to reflect the most recently updated forecast amount provided by the City's sales tax consultant. The overall change from the prior year shows a decrease of \$0.53 million or about a 3.2% decrease from the FY 2023/24 revised revenue budget. This revenue estimate is based on information provided by the City's sales tax consultant as well as from local economists and analysis of revenue patterns. Actual revenue in FY 2023/24 is anticipated to be slightly less than the \$16.53 million budgeted, and when compared to the revised estimates, the \$16.0 million budgeted for FY 2024/25 is a slight increase over the projected actuals. Looking forward, continued growth is expected for all sales tax categories with the exception of Transportation, which is unlikely to meet the highs of FY22. The strongest growth categories in the forecast are County Pool, Construction, Food Products, and General Retail.

Property Tax revenue is the second largest individual source of revenue in the General Fund and makes up 39.05% of General Fund tax revenues. FY 2024/25 overall property tax revenues are budgeted at \$14.39 million, a 10.9% increase over the FY 2023/24 revised budget. Recent revenue analysis has projected actual FY 2023/24 revenues to be higher than budgeted, at approximately \$13.75 million for the year. Using this projected amount as a baseline, the FY 2024/25 proposed budget is a 4.7% increase year-over-year, which aligns with past experience. This estimate was developed in conjunction with the Sonoma County Auditor/Controller's office. The County considers economic factors, Proposition 8 reassessments, median home prices, and the number of property resales in estimating a growth factor for the upcoming year. This also accounts for the growth recognized from the residual payment related to the dissolution of redevelopment that has grown over the last several years as well as development currently occurring. At this time, growth is expected at about 4% annually in the out years of the forecast.

Franchise Fee revenues make up \$3.5 million or 9.54% of General Fund tax revenues. Franchise Fees overall are expected to remain relatively flat going into the next year. This revenue category is continuing a pattern of slow overall growth over time largely based on the Refuse Rate Index which is estimated around 2.5-3% annually.

Business License revenues make up approximately 3.74% of General Fund tax revenues. Revenues in this category are estimated to be \$1.4 million in FY 2024/25, a 10.9% increase from the FY 2023/24 budget. This increase adjusts the budget to align with the actual growth seen in this revenue source, with actual revenues of \$1.4 million or above in FY22 and FY23. We continue to see more business licenses issued year after year and revenues continue to show steady growth.

Property Transfer Taxes revenues are projected to be \$1.6 million during FY 2024/25. This revenue category has continued to show strong growth over the last several years due to a strong housing market. We remain conservative in this revenue category given the uncertainty in the economy. Revenues are budgeted \$0.20 million over FY 2023/24.

Permits and Fees revenue is expected to continue to grow. Revenue is projected to be \$1.4 million during FY 2024/25. This is an increase of approximately \$.23 million. This category also shows moderate growth through the remaining years of the forecast.

Fines and Penalties revenue is expected to be \$0.4 million, a slight decrease from the prior year as the result of aligning revenues with the recent historical trend in this category. Minimal growth is expected and included at 2.0% year over year.

Investment Earnings & Rent are expected to be strong in FY 2024/25 due to continued high short-term interest rates. Recent interest earnings have exceeded expectations due to sharply inclining short-term interest rates, but we do remain conservative given the economy and likelihood of the Fed reducing rates in the future. Growth of approximately 3.0% is included in the out years of the forecast.

Intergovernmental revenues account for funds from other government agencies including federal, state, and local agencies. Revenues in this category are projected to be \$8.0 million during FY 2024/25. The main driver of this increase in this category is Motor Vehicle License Fees which are projected to be up approximately \$0.5 million, a growth factor determined by assessed valuation growth.

Charges for Services revenues are projected to be \$12.5 million next fiscal year. This revenue category is up approximately \$2.2 million and is the result of increased revenue from the IGT/GEMT medical transport reimbursement program, increased intragovernmental charges out to operating funds to support central service department costs in the General Fund and anticipated increases in fees due to a fee study completed in April 2024.

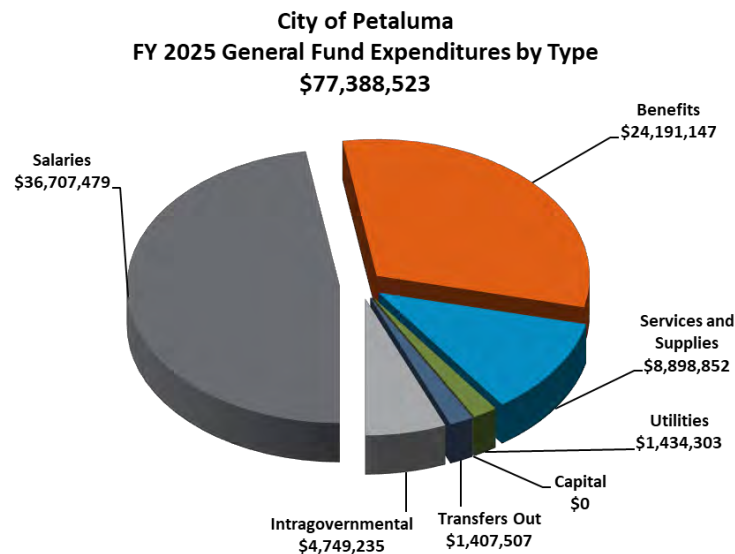
Transfers in from Transient Occupancy Tax to the General Fund during the upcoming fiscal year will be approximately \$2.0 million, slightly lower than the prior year. We experienced a strong recovery in the tourism sector and will continue to monitor activity and fund balance in the Transient Occupancy Tax fund and adjust accordingly. It is expected that the Transient Occupancy Tax Fund has sufficient fund balance to continue funding the ongoing transfer to the General Fund but given the losses realized during the pandemic, we will continue to track activity closely.

Funds transferred in from Measure U will be \$13.61 million, a decrease of \$0.20 million from revised FY 2023/24. FY 24/25 will be the fourth full year of the new sales tax that went into effect April 1, 2021. This general sales tax provides support to the general fund and the associated ongoing costs of operations. For more information, please see the Measure U Overview section of the Budget.

Funds transferred in from designated reserves will be \$0.75 million, a decrease of \$2.62 million from revised FY 2023/24. The FY 2023/24 revised budget includes usage of large amounts of reserves to fund various projects; these transfers are not duplicated in FY 2024/25.

Expenditures

Overall General Fund expenditures are projected at approximately \$77.39 million, an increase of approximately \$2.4 million over the FY 2023/24 revised budget. The chart below shows expenditures by type.



Salaries include appropriations for funding 235 positions and are expected to be higher by about \$1.60 million. New positions to address needs in City Administration, Fire, Parks and Recreation, and Public Works & Utilities have been incorporated and account for a portion of the overall increase. Also included are the expected increases resulting from labor group agreements and position step advancements.

Benefits include appropriations for all benefits offered to City employees such as health, dental and vision coverage, and retirement. Benefits are expected to increase next fiscal year by approximately \$2.04 million. This increase is largely related to increased retirement costs as well as benefits associated with new positions and employee benefit selection. Also adding to the costs are increases related to ongoing negotiation impacts, and an increase in Workers Compensation resulting from the ongoing high cost of injury related claims, bringing reserves to appropriate actuarial reported reserve levels and administering the program.

Services and supplies are appropriations for services and supplies necessary to carry out daily operations and provide services to the community. This expenditure category is increasing by approximately \$0.70 million to address a variety of needs citywide such as services in the Parks and Recreation department: animal grazing using restorative land practices, tree canopy preservation, weed abatement following IPMP best practices, and additional funds for special events and the senior center. Additional funds are also included to bring the City's aquatic program in house, which should expand

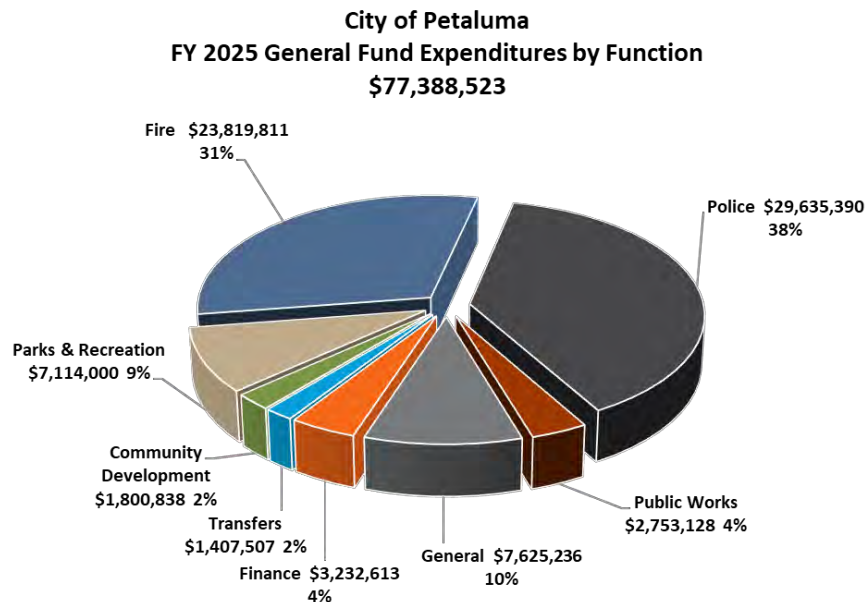
service offerings to the community. Across departments there were budget requests for staff training and operational supplies; meeting these requests will enable departments to meet their needs and ensure a highly skilled workforce that has the materials needed to perform.

Utilities represent electric, gas, water, and wastewater costs in the general fund. Costs have continually increased over the past several years and the expectation is this trend will continue in FY 2024/25 and therefore appropriations have increased by \$0.03 million over FY 2023/24.

Capital expenditures are typically included for the purchase of heart monitors needed in the fire department to replace outdated models. No replacements have been budgeted for FY 2024/25.

Transfers out decreased by \$2.25 million due to fewer transfers out to fund capital projects. Transfers that continue to be included are transfers to cover storm water costs, the planned payback of the inter-fund loan to the storm drainage impact fee fund and the payment related to the litigation settlement. Also included is the ongoing transfer to the City’s vehicle and equipment replacement fund necessary for the replacement of aging vehicles and for the transition to an electric fleet.

Intragovernmental charges are up about \$0.5 million due to increased intergovernmental charges for Risk Management and Information Technology. Risk Management increases are the result of rising insurance rates and the ongoing cost of providing service and to maintain and build appropriate Risk reserves. Information Technology is also increasing resulting from additional investment in citywide technology improvements such as server improvements, ongoing security to protect sensitive data and the rising cost of software replacements. The chart below shows General Fund expenditures by function.



Five-Year Forecast Update

The revised long-term General Fund forecast is located on the following page. Revenue and expenditure assumptions have been updated. Property Tax growth is expected to be about 4% annually over the next several years. Sales Tax revenues are increasing slowly, with growth anticipated in the 2-3% range annually over the next several years. Expenditures have been updated and continue to include employee COLA and step increase assumptions. Other personnel costs will increase significantly over the duration of the forecast due mainly to continued benefit-related cost increases. The PERS Unfunded Actuarial Liability (UAL) is projected to increase significantly over the next several years, peaking in FY32 at 63% higher than FY24. This nondiscretionary annual payment will greatly impact the General Fund and other funds that support personnel costs and requires careful fiscal planning.

Resources coming in from the Measure U fund and the Transient Occupancy Tax fund are estimated to provide sufficient funding for supporting workforce stabilization costs long-term and will serve to bolster existing programs and services, and ensure that budget cuts, layoffs or other service reductions are avoided. The unassigned fund balance is anticipated to remain at \$0 for the remainder of the forecast, as the forecast shows a balanced budget with revenues equal to expenditures. As a reminder, Measure U funds provide resources to balance the General Fund budget. As changes to General Fund revenues and expenditures occur throughout the fiscal year, the associated transfer into the General Fund from Measure U will be adjusted and the resulting impacts on overall fund balance will be presented in the Measure U fund (see Measure U Fund Overview for more information). Staff will continue to monitor financial results and bring forward any adjustments deemed necessary in conjunction with quarterly budget adjustments.

Assigned reserves are excluded from the Unassigned Fund Balance above as they have been committed or reserved by either Council Policy or Council Action. A balance of \$10.4 million is maintained separate from the Unassigned (operating) reserve. Approximately \$9.7 million of this balance is reserved for emergencies and currently amounts to approximately 13% of the General Fund operating budget. As one-time revenues are received, or additional unexpected savings occur, funds will continue to be reserved, built up and maintained at the Council's 15% target or until City Council policy changes.

It is critical to maintain existing reserves and to continue building reserves to meet the minimum target. Reserves provide agencies flexibility when responding to emergencies or natural disasters as well as economic factors such as a downturn in the economy or volatility in revenues or expenditures. City Council policy states that whenever possible, to build reserves with one-time revenues as well as any unanticipated savings. As you may recall, the City relied on reserves during the great recession, which allowed the City to adjust while still maintaining an acceptable level of service to the Community.

It is important to note that the amounts contained in the forecast are estimates. While a "most likely" estimate has been presented, the amounts will change based on new updated information. Revenue generation options will continue to be evaluated including a robust strategy that will preserve economic

development opportunities. The forecast presented here, along with future updates, will provide financial perspective as we progress into the future.

General Fund Long Term Operating Forecast

Revenue Categories	Revised 2024	Budget 2025	Forecast 2026	Forecast 2027	Forecast 2028	Forecast 2029	Forecast 2030
Property Taxes	12,977,564	14,393,500	14,969,240	15,568,010	16,190,730	16,838,359	17,511,893
Sales and Use Taxes	16,530,500	16,000,000	16,475,000	16,811,700	17,132,200	17,436,500	17,724,600
Business License Tax	1,241,935	1,376,800	1,418,104	1,460,647	1,504,466	1,549,600	1,596,088
Property Transfer Tax	1,367,331	1,572,200	1,619,366	1,667,947	1,717,985	1,769,525	1,822,611
Franchise Fees	3,336,507	3,515,000	3,620,450	3,729,064	3,840,936	3,956,164	4,074,849
Permits and Fees	1,174,478	1,403,800	1,445,914	1,489,291	1,533,970	1,579,989	1,627,389
Fines and Penalties	464,500	362,900	370,158	377,561	385,112	392,814	400,670
Investment Earnings and Rent	581,770	1,039,870	1,071,066	1,103,198	1,136,294	1,170,383	1,205,494
Intergovernmental Revenues	7,508,097	8,044,400	8,285,732	8,534,304	8,790,333	9,054,043	9,325,664
Charges for Services	10,266,488	12,449,910	12,823,407	13,208,109	13,604,352	14,012,483	14,432,857
Other Revenues	84,000	73,700	75,911	78,188	80,534	82,950	85,439
Transfers from Transient Occupancy Tax	2,123,000	2,000,000	2,123,000	2,123,000	2,723,000	4,223,000	4,423,000
Transfers from Measure U Sales Tax Fund	13,819,174	13,614,247	14,691,329	16,332,613	17,356,503	18,281,654	19,823,417
Other Transfers and Sources	3,686,459	1,230,000	1,286,500	1,286,500	1,286,500	1,286,500	1,286,500
Total Revenues	\$ 75,161,803	77,076,327	80,275,177	83,770,132	87,282,915	91,633,964	95,340,471
Expenditure Categories							
Salaries and Wages	35,111,680	36,707,479	38,075,316	39,420,107	40,812,288	42,183,530	43,645,568
Benefits	22,153,408	24,191,147	25,667,030	27,231,695	28,742,546	31,087,236	32,670,055
Services & Supplies	8,198,327	8,898,852	8,743,687	9,049,716	9,366,456	9,694,282	10,033,582
Utilities	1,401,085	1,434,303	1,534,704	1,642,133	1,757,082	1,880,078	2,011,683
Intragovernmental	4,291,667	4,749,235	4,915,458	5,087,499	5,265,561	5,449,856	5,640,601
Fixed Assets & Cap. Outlay	170,000	-	-	-	-	-	-
Storm water transfer	622,053	622,053	622,053	622,053	622,053	622,053	622,053
Transfers Out	3,033,583	785,454	716,929	716,929	716,929	716,929	716,929
Total Expenditures	\$ 74,981,803	77,388,523	80,275,177	83,770,132	87,282,915	91,633,964	95,340,471
Rev. Over (Under) Exp.	\$ 180,000	(312,196)	-	-	-	-	-
Total Unassigned Bal. Beg. of Yr	\$ 132,196	312,196	-	-	-	-	-
Total Unassigned Bal. End of Yr	\$ 312,196	-	-	-	-	-	-

Measure U Fund Overview

Beginning in 2019, the City commenced a concerted, two-pronged community engagement effort to address the City's long-term fiscal and organization sustainability (FOS) by gathering as much community feedback as possible about City services and priorities. In response to the City's outreach efforts, Petaluma community members identified priorities for enhanced locally controlled funding. This general transaction and use tax measure known as the City of Petaluma local recovery, emergency preparedness and essential services measure is intended to maintain emergency health/wildfire/natural disaster preparedness; rapid 911 emergency response, fire protection services, continuing homeless prevention, well-trained community police officers, streets/pothole repair, clean/safe public areas, support for local businesses/jobs and other city services. Petaluma voters approved the tax measure in November of 2020. This is a general tax that was effective as of April 1, 2021.

Since the adoption of Measure U, staff worked to distill and prioritize the needs into several thematic categories. These categories are:

1. General Fund Support – at the time of Measure U adoption, the General Fund was facing an ongoing structural deficit, low core staffing levels, and the City had not been providing regular cost of living salary increases or classification and compensation study increases to employees.
 - a. Deficit – Current forecasts estimate that without support from Measure U or Transient Occupancy Tax, the General Fund could have a deficit equal to 20-25% of total expenditures annually over the next six fiscal years (\$15.6-\$22.2 million annually).
 - b. Salary Increases – Through labor negotiations, the City has implemented salary increases across all staffing, bringing compensation up to, at or near market. These increases make the City a strong competitor in the job market, allowing for the recruitment and retention of highly qualified staff. Cost of living increases for future years are included in the bargaining group MOUs, and with salaries/benefits equaling approximately 80% of total annual expenditures, these increases will have a profound impact on the General Fund moving forward.
 - a. Core Staffing – The City's General Fund-funded workforce was reduced significantly in response to the Great Recession and when Measure U was adopted the workforce was approximately 16% below pre-recession levels. Core staffing supports the functions that are needed to be a well-run, responsive, full-service City. Since the implementation of Measure U, the General Fund has added 22.38 full-time positions, with 11.25 in Public Safety, 5.68 in operating departments, and 5.45 in City administration. These positions have boosted the City's ability to provide the services that our residents and visitors need and expect.

2. Infrastructure Investments – The FOS process identified the significant gaps that currently exist in Petaluma's infrastructure investment. This includes more than \$100 million in deferred road maintenance; dozens of City-owned buildings that are badly in need of major refurbishing; and many other infrastructure categories that require significant annual investment that the City has not performed for decades. The City issued Lease Revenue Bonds in 2021 to raise \$20 million in funding for immediate street needs; the debt service is being paid from Measure U revenues. Additionally, Measure U funds individual CIP projects each fiscal year as funding allows, to provide continued investment across the City. From FY 2020-21 through FY 2023-24, \$16.4

million was spent on Infrastructure from Measure U, plus an additional \$11.4 million from the bond measure. The FY 2024-25 budget sets aside another \$2 million from Measure U for City infrastructure projects and bond debt service.

3. Priority Initiatives – Any additional funding can be used for new programs, initiatives, or one-time projects which have been identified as Council and community priorities. From FY 2020-21 through FY 2023-24, \$4.0 million has been spent on projects addressing homelessness, climate change, emergency preparedness, and piloting a fare-free public transit program. Looking forward, as the needs of the General Fund increase, there will be less Measure U funding available for these types of projects. However, these projects can be funded using other City sources, and some could potentially be absorbed within the General Fund. The FY 2024-25 budget includes \$0.6 million for the Emergency Power Backup at City Hall and Police Headquarters project, technology upgrades and Community Center repairs.

The Measure U Committee reviews the fiscal year end results as well as the upcoming proposed appropriations annually. The Committee reviewed the FY 2024-25 proposed Measure U budget on March 27, 2024. The Committee was supportive to see appropriations continue to be included for the important community priorities addressing Climate and Infrastructure needs but did express concern at the growing General Fund deficit in the forecast and how that would impact the availability of Measure U funds for priority initiatives. All Committee reports can be found at cityofpetaluma.org/meetings. The next report for FYE 2023-24 will be available and presented to the Committee in January of 2025.

Revenues

Measure U sales tax revenues are estimated at \$16.21 million for FY 24-25, greater than the prior year by approximately 3%. We expect moderate growth to continue into the new fiscal year. This sales tax is a district tax which means 100% of the amount collected is kept locally and is available to spend on the many needs citywide.

Expenditures

A Measure U budget of \$16,206,789 is recommended for 2024-25. Funds are transferred out to the applicable fund where the costs reside. This is representative a full year of sales tax revenue programmed to cover the various costs in the themed categories shown below:

Investment Themed Categories:		FY 2024/2025
General Fund Support	Funding for existing operations (public safety, parks & recreation, etc.), new positions, and cost of living adjustments	\$13,614,247
Infrastructure Investments	Roads/Bonding/Debt Service	\$ 1,950,542
Priority Initiatives	Technology Upgrades & Replacements; Community Center Exterior Repairs;	\$ 642,000
Total Measure U Investments	Emergency Power Backup for City Hall and Police Department	<u>\$16,206,789</u>

The General Fund provides the necessary resources to maintain and bolster existing service levels. For many years, the City has relied on the General Fund 5-year forecast which has proven to be accurate and assisted with planning. The forecast has continued to show an annual deficit of each year over the duration of the forecast. Thus, a significant portion of Measure U funds will serve to bolster existing programs and services and ensure that additional budget cuts or service reductions are avoided.

The General Fund Support category includes workforce stabilization, which is essential for delivering services to the Community. Rebuilding, stabilizing, and improving the City workforce through the initiatives will improve City services. This is vital to be successful in initiating new programs and projects in the community. New positions to maintain service levels and meet rising demand are essential to the sustainability of the city in the long-term. In addition to core staffing, providing classification and compensation comparable to market and neighboring agencies as well as providing for annual cost of living adjustments ensures the City is able to successfully recruit and retain highly qualified staff.

Infrastructure investments provide the resources necessary to jump start the road maintenance and reconstruction program that is significantly needed in Petaluma. The City successfully issued \$20m of bonds to front load the road maintenance effort. Funding the program up front will provide the resources necessary to improve City streets immediately and have the most positive impact on PCI, preventing further deterioration of City streets and additional increased costs to repair. A future bond issue will provide for additional road funds and will also provide for a new fire station. A site and needs analysis will be initiated during FY 24 and it is anticipated that a plan will be brought forward during the fiscal year once more information is obtained.

Finally, priority initiatives include \$300,000 of funding for technology that includes replacement and transition to a new city-wide ERP system, \$242,000 for exterior repairs to the Community Center, and \$100,000 for emergency power backup at City Hall and the Police Department headquarters.

Revenue and Expenditure Summaries, by fund, showing changes from prior year budget to current year budget, are shown below for reference.

Measure U Fund Revenues – Changes from Prior Year to Current Year

Measure U Fund	FY 2024 Revised Revenues	FY 2025 Revenues	\$ Change	% Change
Measure U Sales Tax	\$ 15,762,700	\$ 16,200,000	\$ 437,300	3%
Total Measure U Fund	\$ 15,762,700	\$ 16,200,000	\$ 437,300	3%

Measure U Fund Expenditures – Changes from Prior Year to Current Year

Measure U Fund	FY 2024 Revised Budget	FY 2025 Budget	\$ Change	% Change
Transfers Out	\$ 21,135,395	\$ 16,206,789	\$ (4,928,606)	-23%
Total Measure U Fund	\$ 21,135,395	\$ 16,206,789	\$ (4,928,606)	-23%

Measure U is essential for day-to-day operations of the City. Critical services such as public safety are partially funded by Measure U. As the General Fund depends on this revenue source for continuing operations, a five-year forecast is shown below. Like the forecast presented for the General Fund, this forecasting will assist with proactive long-term financial planning. It is expected that funds provided by Measure U will be sufficient to maintain and bolster existing programs and services and ensure that additional budget cuts are avoided, provide ongoing workforce stabilization, increase infrastructure investments, and cover associated debt service and provide funding for future priority initiatives. An

estimated \$6,789 is projected at the end of FY 2023/24 and declines to \$0 in FY 2024/25 and remains at this level for the duration of the 5-year forecast.

Measure U Long Term Operating Forecast

Revenue Categories	Revised 2024	Budget 2025	Forecast 2026	Forecast 2027	Forecast 2028	Forecast 2029	Forecast 2030
Sales and Use Taxes	15,762,700	16,200,000	17,055,000	17,558,000	18,045,000	18,517,000	18,972,500
Use of Reserve Funds							1,015,201
Total Revenues	\$ 15,762,700	\$ 16,200,000	\$ 17,055,000	\$ 17,558,000	\$ 18,045,000	\$ 18,517,000	\$ 19,987,701
Expenditure Categories							
General Fund Support	12,897,174	13,614,247	14,691,329	16,332,613	17,356,503	18,281,654	19,823,417
Infrastructure Investment/Bonding/Debt Service	2,684,221	1,950,542	1,963,671	1,100,387	588,497	135,346	64,284
Priority Initiatives	5,554,000	642,000	400,000	125,000	100,000	100,000	100,000
Total Expenditures	\$ 21,135,395	\$ 16,206,789	\$ 17,055,000	\$ 17,558,000	\$ 18,045,000	\$ 18,517,000	\$ 19,987,701
Rev. Over (Under) Exp.	\$ (5,372,695)	\$ (6,789)	\$ -	\$ -	\$ -	\$ -	\$ -
Beginning Fund Balance	\$ 5,379,484	\$ 6,789	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Ending Fund Balance	\$ 6,789	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

Special Revenue Funds Overview

Special Revenue Funds have revenues with either restrictions on their use or special reporting requirements, such as development impact fees for parks, city facilities, public facilities, and transportation; gas tax revenues from the state; housing fees assessed on commercial and industrial projects; in-lieu fees for the City's Below Market Rate (BMR) housing program; Community Development Block Grants (CDBG) from the federal government; Grant funds awarded for specific projects or programs; Transient Occupancy Tax collected from visitors staying at local hotels; Trust funds designated for a specific purpose and other special revenues intended to cover a designated cost.

Revenues

The total budgeted revenues of the Special Revenue and Trust Funds for FY 2025 is \$ 33.7 million which is \$4.8 million or 17 percent, higher than FY 2024. This overall increase is largely due to an increase in grants resulting from increased grant revenues in FY 2025. Grants fund a variety of current active capital projects such as the Petaluma North SMART Station, USDA Tree grant and Shollenberger Park Amphitheatre.

Expenditures

The total budgeted expenditures of the Special Revenue funds for FY 2025 are \$38.2 million, which is a \$7.8 million increase, or 26 percent higher than FY 2024. The primary drivers of this increase are increased transfers out of Impact Fees to Capital Improvement Projects, increased grant activity, offset by decreased housing program activity. Both the funding and expenditures for the continued operation of the SAFE team is included in the Police Grants fund and is expected to be entirely funded by grants in the coming year.

Reserves

The financial revenue and expense forecasts are estimates at a single point in time. Any remaining reserves in this category are held in the fund until used for the specific capital project or specified program.

Note- Available reserves for the Special Revenue funds can be found on the Fund Summary located in the Summary Schedules section of this document.

Special Revenue Funds

Development Impact Fee Funds

Revenues in this category come from new development activity that generates development impact fees and is used to fund City infrastructure such as parks, city facilities and transportation improvements. The projected revenue in the Development Impact Fee funds is \$7 million for FY 2025, \$.5 million more than the prior year, primarily reflecting an increase in receipts from anticipated development activity in the coming year. Impact Fees are largely used to fund capital projects and therefore FY 2025 Capital Improvement Plan includes transfers of \$2.1 million from the City Facility

Impact Fee Fund, \$1.9 million from the Storm Drain Impact Fee Fund and \$4.5 million from the Traffic Mitigation Impact Fee Fund. Fees collected in the current year and not used are reserved for future capital improvements, as can be seen in the Capital Improvement Plan section of this document which includes future estimated transfers of \$15.7 million from the City Facilities Impact Fees Fund as well as an additional \$40.7 million from Traffic Mitigation Impact Fees to fund future project costs.

Annually, the Finance Department issues a report of the activities in these funds including the remaining balances within them. The 2023 AB1600 annual report ending June 30, 2023, is available on the City's website at CityofPetaluma.org under the Financial Documents section of the Finance Page.

Public Art Fund

Revenues in this category come from new development activity that generates fees and is used to fund art in public places and within public view. The public art program encourages the use of art to celebrate the City's rich history, its significant environmental assets and the diversity of its community as well as to salute creativity, innovation and artistic excellence.

Street Funds

The Street Funds consist of the HUT (Gas Tax) Fund and the Street Maintenance Fund. Revenue in this category comes from the state gas tax including estimated receipts from S.B.1 transportation funds and from federal and state funds earmarked for street improvements as well as vehicle impact fees. These funds are used for transportation and traffic-related capital projects.

Based on preliminary estimates from the State Department of Finance, the projected Gas Tax revenues are estimated to be \$3.2 million for FY 2025. This is comprised of \$1.7 million from gas tax and \$1.5 million from Road Maintenance and Rehabilitation Account (S.B.1). This level of receipts remains relatively constant when compared to the prior year and includes adjustments to Highway Users Tax Account (HUTA) allocations and the S.B. 1. Other revenues such as garbage franchise fees and measure m streets funding comprise another \$2.4m of street funding available for operational costs and capital improvements. In FY 2025, \$1.6 million is programmed to be transferred to the Capital Improvement Fund for various citywide transportation projects that include projects for bridge and pavement restoration. The Gas Tax revenues are required to be tracked in a separate fund and are transferred to the Street maintenance Fund to fund allowable projects. The majority of funding for street improvements citywide is funded by Measure U sales tax the road bond issued in FY 21/22. This bond issue provided the upfront capital needed to jumpstart road improvements all throughout Petaluma.

Transient Occupancy Tax Fund

This fund is used to account for the tax collected from travelers who stay in temporary lodging facilities within the City. This tax was established by ordinance and funds collected are to be used according to the guidelines within the ordinance. It is estimated that \$4 m will be collected during FY 2025 of which \$2m is transferred to the General Fund for support of city services and the remainder will be used for capital projects, purchases and programs with ongoing funding support for the Downtown Streets Team (DST) and Committee on the Shelter less (COTS). The City has recognized significant TOT revenue losses since the onset of the pandemic. Due to the nature of the ongoing pandemic, revenues estimated for

the year will continue to be closely monitored and as more financial results are recognized, any adjustments deemed necessary will be brought forward for discussion.

Housing Funds

This category of funds includes revenues received from development activity such as Housing-in-Lieu and Commercial Linkage fees which are required of commercial, industrial, and residential developers. These fees are used to provide housing for the City's Housing Program. This fund category also includes funding from the Federal government for the Community Development Block Grant (CDBG) program which provides funds to expand and maintain affordable housing supply, promote housing opportunities, improve and maintain community facilities, and increase economic opportunities for persons of low and moderate income. Also included in this category are revenues and activity from the Permanent Local Housing Authority (PLHA) providing significant funding for the Home First program as well as activity related to the Federal HOME Grant program, mobile home rent program and housing successor activity. Total FY 2025 revenues are estimated at \$3.3 million. A total of \$3.5 million, including revenues and fund reserves will be provided as financial assistance of various active housing programs and the overall administration of these activities.

Measure M Parks Fund

This fund is used to account for the voter approved 1/8 cent sales tax that supports the Sonoma County regional park system. The funding is allocated among all Sonoma County cities and Petaluma is expected to receive \$950,000 in FY 2025. Community Outreach has been an integral part of the process and public input has been robust and is represented in the various priority categories of spending. The FY 25 investments include funding for park access improvements, maintenance, parks, playgrounds, Lucchesi Skate Park and Swim Center Pool replastering. Funding for parks turf maintenance, special events and programs is also included. Community input will continue to guide the spending plan into the future.

Grant Funds

This fund accounts for all Governmental Grant funds for various purposes.

Public Safety Special Revenue Funds

These funds are used to account for grant, fines and fees associated with public safety programs. Many of these programs are mandated by either the State or Federal Government. The funding and expenditures associated with the City's SAFE (Specialized Assistance for Everyone) program continues to be included in the Police Grant fund and is estimated to be entirely funded by grants in the coming year.

Trust Funds

This fund grouping is used to account for funds donated to the City. Funds included in this category are generally restricted for those uses specified within the Trust.

Tourism Improvement District

This fund reports the receipts from the Petaluma Downtown Tourism Improvement District Tax and disbursements from the fund. The Petaluma Downtown Tourism District collects tax from hotels and lodging establishments in the district and pays a portion of this to the City to benefit the district.

Landscape Assessment District

This fund is used to account for activity in the landscape assessment districts maintained by the City. These districts collect funds from the property owners and use the funds to maintain common landscape areas within the boundaries of the district.

Donations

This fund is used to account for miscellaneous donations provided to the City.

Fairgrounds

The Fairgrounds Fund accounts for revenues taken in from fairgrounds events and property management activities as well as associated expenditures. The prior long-term lease of this 55-acre property to the State recently expired and the City regained control of the property beginning January 1, 2024. Significant effort is underway to address deferred maintenance and increase safe access and programming opportunities through investment in event management and facility improvements.

Special Revenue Fund Revenues – Changes from Prior Year to Current Year

Special Revenue Funds	FY 2024 Revenues	FY 2025 Revenues	\$ Change	% Change
Development Impact Fee	\$ 6,496,080	\$ 7,036,041	\$ 539,961	8%
Streets	9,809,823	9,756,745	(53,078)	-1%
Transient Occupancy Tax	3,776,617	4,043,677	267,060	7.1%
Housing	4,014,145	3,336,092	(678,053)	-17%
Measure M Parks Tax	953,165	952,783	(382)	0%
Grants	2,452,340	7,099,002	4,646,662	189%
Public Safety Special Revenue	254,577	263,528	8,951	4%
Trust	7,641	5,965	(1,676)	-22%
Tourism Improvement District	145,055	150,856	5,801	4%
Landscape Assessment District	500,674	519,841	19,167	4%
Donations	-	-	-	0%
Fairgrounds	450,000	570,358	120,358	100%
Total Special Revenue Funds	\$ 28,860,117	\$ 33,734,888	\$ 4,874,771	17%

Special Revenue Fund Expenditures – Changes from Prior Year to Current Year

Special Revenue Funds	FY 2024 Revised Budget	FY 2025 Budget	\$ Change	% Change
Development Impact Fee	\$ 4,144,955	\$ 9,941,085	\$ 5,796,130	140%
Streets	10,798,371	10,696,102	(102,269)	-1%
Transient Occupancy Tax	4,096,423	3,956,895	(139,528)	-3%
Housing	5,205,182	3,544,344	(1,660,838)	-32%
Measure M Parks Tax	1,191,476	1,032,134	(159,342)	-13%
Grants	3,433,358	6,925,661	3,492,303	102%
Public Safety Special Revenue	301,044	332,945	31,901	11%
Trust	182,520	500,000	317,480	174%
Tourism Improvement District	11,911	185,508	173,597	1457%
Landscape Assessment District	507,277	507,130	(147)	-0.03%
Donations	686	214	(472)	-69%
Fairgrounds	449,297	571,062	121,765	100%
Total Special Revenue Funds	\$ 30,322,500	\$ 38,193,080	\$ 7,870,580	26%

Special Revenue Fund Revenues – FY 2025 Revenues by Fund and Account Type

Special Revenue Funds	Taxes	Licenses, permits and fees	Intergovernmental/ grants	Investment earnings and rent	Donations/ Other	Transfers In	Total
Impact Fee Funds	\$ -	\$ 5,824,092	\$ -	\$ 1,073,176	\$ 138,773	\$ -	\$ 7,036,041
Street Funds	3,185,362	\$1,748,816	\$607,599	75,606	-	4,139,362	9,756,745
Transient Occupancy Tax	4,037,041			6,636			4,043,677
Housing Funds		1,114,556	1,154,000	110,691	\$475,000	481,845	3,336,092
Measure M Parks Tax	950,656			\$2,127			952,783
Grant Funds			7,069,002			\$30,000	7,099,002
Public Safety Special Revenue Funds			250,000	13,528			263,528
Trust Funds				5,965			5,965
Other Special Revenue Funds		1,188,907		17,148	35,000		1,241,055
Total Special Revenue Funds	\$ 8,173,059	\$ 9,876,371	\$ 9,080,601	\$ 1,304,877	\$ 648,773	\$ 4,651,207	\$ 33,734,888

Special Revenue Fund Expenditures – FY 2025 Expenditures by Fund and Account Type

Special Revenue Funds	Salaries and Benefits	Services and Supplies	Utilities	Intragovernmental	Capital	Transfers Out	Total
Impact Fee Funds	\$ -	\$ 307,567	\$ -	\$ 190,518	\$ -	\$ 9,443,000	\$ 9,941,085
Street Funds	3,244,862	1,878,697	202,851		\$570,960	4,798,732	10,696,102
Transient Occupancy Tax		600,000		\$101,411		3,255,484	3,956,895
Housing Funds	177,183	2,505,316	\$6,000	-	\$125,000	730,845	3,544,344
Measure M Parks Tax	117,897	260,954		-		653,283	1,032,134
Grant Funds	593,171	\$3,489,490			\$45,000	2,798,000	6,925,661
Public Safety Special Revenue	145,882	27,063		-		160,000	332,945
Trust Funds						500,000	500,000
Other Special Revenue Funds	294,773	836,141	133,000	-		-	1,263,914
Total Special Revenue Funds	\$ 4,573,768	\$ 9,905,228	\$ 341,851	\$ 291,929	\$ 740,960	\$22,339,344	\$ 38,193,080



Enterprise Funds Overview

Enterprise Funds are used to account for City operations financed and operated in a manner similar to a private business enterprise. The intent of the City is that the cost of providing goods and services be financed primarily through user fees and charges. Each enterprise covers its cost of providing service and generates reserves for various contingences. Enterprise fund revenues cannot be used for any city purpose not benefiting the enterprise.

The City of Petaluma is a full-service city and includes operations that are comprised of overseeing and managing a Municipal Airport, Marina and Transit operation. This City also operates a Community Development Services enterprise which oversees all local building safety and code requirements as well as coordinates all inspections and issues building permits.

Revenues

The total budgeted revenues of the Enterprise Funds for FY 2025 are \$14.97 million, which is \$3.4 million or 30 percent higher than FY 2024. This overall increase is mainly due to higher Transit intergovernmental revenue. The Transit fund is expecting increased funding mainly driven by a Federal Grant from the Intercity Rail Capital Program (TIRCP) which funds modernization to significantly reduce emissions of greenhouse gases, vehicle miles traveled, and congestion, along with Low Carbon Transit Operations Program (LCTOP) funding provided for transit agencies to reduce GHG emissions and improve service. The FY 2025 increased revenue is also related to more development activity driving up associated fee revenues in the Development fund.

Expenditures

The total budgeted expenditures of the Enterprise funds for FY 2025 are \$16.5 million, which is \$4.1 million or 33% percent higher than FY 2024. Appropriations are included for salary and benefit costs of existing staff as well as funding for new positions and other operating services and supplies. The change is mainly due to large capital expenditures in the Transit fund to purchase an electric vehicle and four buses. Intragovernmental charges have increased across all funds. The FY 2024/25 increase is primarily due to Risk Management and Information Technology intragovernmental charges and is related to rising insurance costs, staying up to date with current technology/security needs, and to maintain and build fund reserves to appropriate levels. Ongoing investment in citywide technology continues in FY 25 and includes new software, upgraded phone and internet services and improvements in citywide helpdesk support.

Fees

User Fees are updated annually on July 1st. Fees are set by resolution and require Council approval. In general, fees are adjusted annually by the Consumer Price Index (CPI). Approximately every 5 years, a fee study is conducted to ensure the fee is representative of the cost of providing the service.

Reserves

The financial revenue and expense forecasts are estimates at a single point in time. Reserves serve as balancing accounts which mitigate the risk of fee swings from year to year. Reserves are used to provide cash for replacement costs during an emergency infrastructure failure or serve as temporary parking for planned capital and operating expenditures.

Note- Available reserves for the Enterprise funds can be found on the Fund Summary located in the Summary Schedules section of this document.

Enterprise Funds

Municipal Airport

This fund accounts for the daily operation and maintenance of the Petaluma Airport. The fund manages 167 City owned aircraft storage hangars, 2 commercial business hangars, 4 executive hangars, 22 private hangars and 118 tie-down spaces for a total capacity of 240 aircraft. The airport also supports an automated weather observation system and a ground communication outlet as well as provides self-service fueling 24/7. It is estimated that \$2.1m will be generated mainly by fees and fuel sales collected from the rental of hangars and property and self-service fueling as well as earned interest revenue; and \$.3m will come from grant and property tax revenue. All of which (along with prior reserves and grants) will be used to support operations and hangar maintenance and repairs.

Development Services

This fund accounts for cost recovery services, including building services, development services and planning services provided to developers, where fees charged are required to cover costs of providing services. FY 2025 revenues are estimated at \$2.5m of which \$3.27m (including prior reserves) will be used to support the cost of operations and \$60k for one-time capital purchases.

Marina

This fund accounts for the daily operation and maintenance of the Petaluma Marina, structural and equipment improvements, and planning and implementing promotional campaigns. The Petaluma Marina has 167 berths and offers gasoline and diesel fuel sales for maritime vessels. The Marina fund is expecting to receive \$253k of revenues of which \$370k will be used to support the cost of operations. The Marina has continually operated with a deficit of approximately \$.15-\$.20m annually.

Transit

This fund is used to account for the operation of City's transit services. The Transit division consists of City staff and a contracted transit operator that manage a fleet of buses operating 7 days a week on various routes. FY 2025 revenues are estimated at \$9.8m of which the entirety will be used to support the cost of operations, capital projects and the acquisition of an electric vehicle and four buses.

Charts – Revenue and Expenditure Summary, by fund, change from prior year budget to current year budget and current year revenues and expenditures by fund type and by account type, are shown below for reference.

Enterprise Fund Revenues – Changes from Prior Year to Current Year

Enterprise Funds	FY 2024	FY 2025		% Change
	Revenues	Revenues	\$ Change	
Airport	\$ 2,933,926	\$ 2,412,533	\$ (521,393)	-18%
Development Services	2,179,606	2,500,544	320,938	15%
Marina	340,689	253,500	(87,189)	-26%
Transit	6,059,513	9,807,585	3,748,072	62%
Total Enterprise Funds	\$ 11,513,734	\$ 14,974,162	\$ 3,460,428	30%

Enterprise Fund Expenditures – Changes from Prior Year to Current Year

Enterprise Funds	FY 2024 Revised		FY 2025 Budget	\$ Change	% Change
	Budget	Budget			
Airport	\$ 2,931,601	\$ 2,642,360	\$ (289,241)	-10%	
Development Services	2,853,631	3,273,481	419,850	15%	
Marina	371,024	370,529	(495)	0%	
Transit	6,266,993	10,233,756	3,966,763	63%	
Total Enterprise Funds	\$ 12,423,249	\$ 16,520,126	\$ 4,096,877	33%	

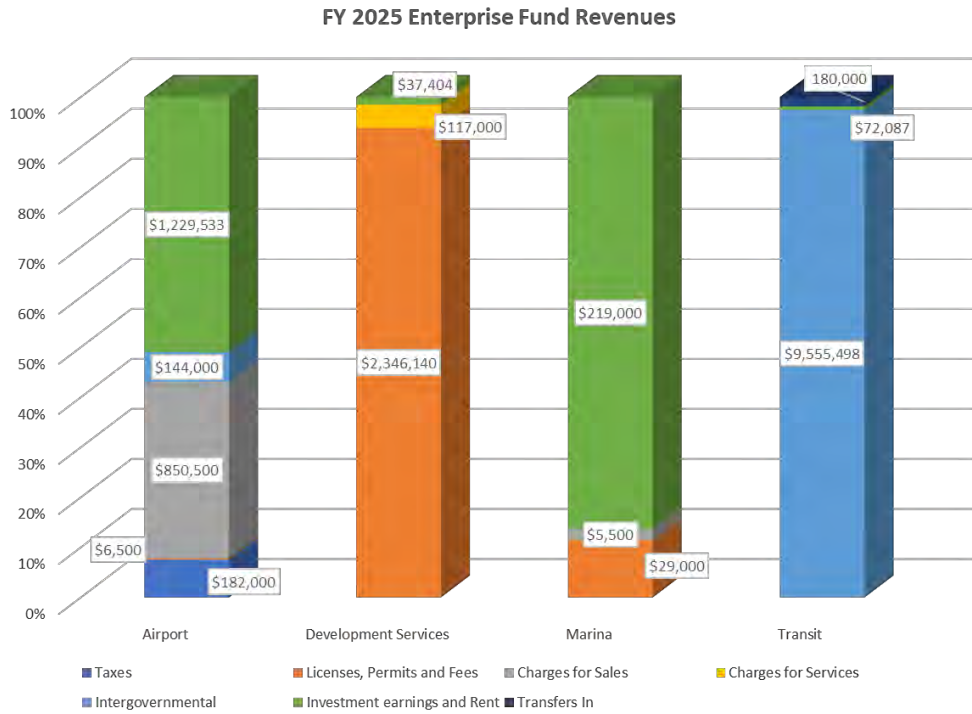
Enterprise Fund Revenues – FY 2025 Revenues by Fund and Account Type

FY 2025 Enterprise Fund Revenues	Development				Total
	Airport	Services	Marina	Transit	
Taxes	\$182,000				\$ 182,000
Licenses, Permits and Fees	6,500	2,346,140	29,000		2,381,640
Charges for Sales	850,500		5,500		856,000
Charges for Services		117,000			117,000
Intergovernmental	144,000			9,555,498	9,699,498
Investment earnings and Rent	1,229,533	37,404	219,000	72,087	1,558,024
Transfers In				180,000	180,000
Total Enterprise Funds	\$ 2,412,533	\$ 2,500,544	\$ 253,500	\$ 9,807,585	\$ 14,974,162

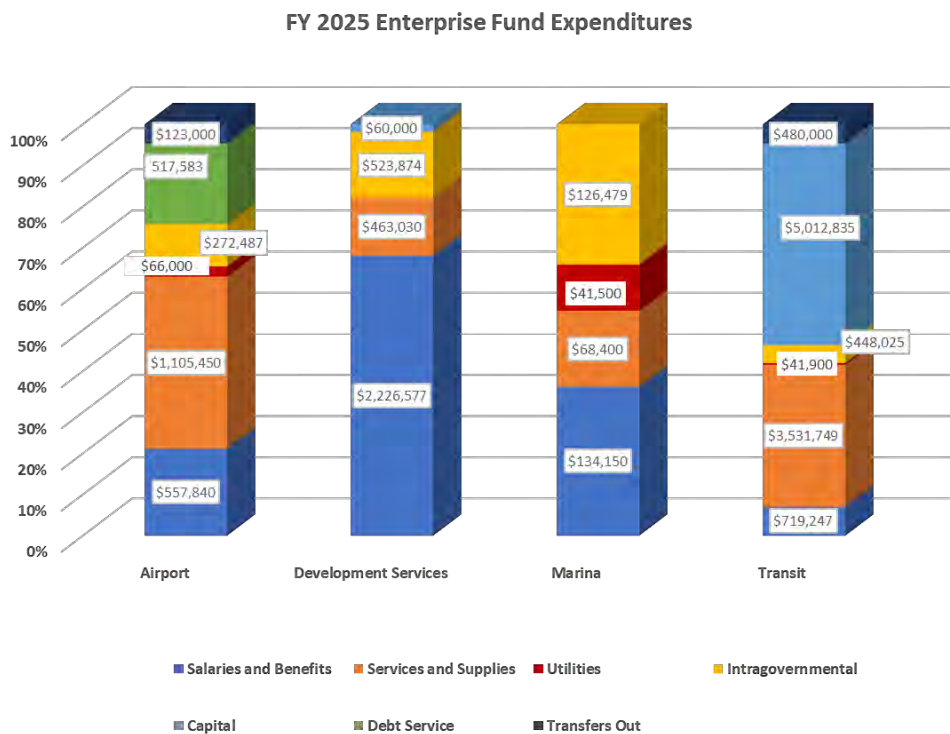
Enterprise Fund Expenditures – FY 2025 Expenditures by Fund and Account Type

FY 2025 Enterprise Fund Expenditures	Development				Total
	Airport	Services	Marina	Transit	
Salaries and Benefits	\$557,840	\$2,226,577	\$134,150	\$719,247	\$ 3,637,814
Services and Supplies	1,105,450	463,030	68,400	3,531,749	5,168,629
Utilities	66,000		41,500	41,900	149,400
Intragovernmental	272,487	523,874	126,479	448,025	1,370,865
Capital		60,000		5,012,835	5,072,835
Debt Service	517,583				517,583
Transfers Out	123,000			480,000	603,000
Total Enterprise Funds	\$ 2,642,360	\$ 3,273,481	\$ 370,529	\$ 10,233,756	\$ 16,520,126

Enterprise Fund Revenues – FY 2025 Revenues by Fund and Account Type



Enterprise Fund Expenditures – FY 2025 Expenditures by Fund and Account Type



Utility Funds Overview

Utility Funds are classified as Enterprise Funds and are used to account for City operations financed and operated in a manner similar to a private business enterprise. The intent of the City is that the cost of providing goods and services be financed primarily through user fees and charges. Each Utility covers its cost of providing service and generates reserves for capital replacement and emergency repairs. Utility fund revenues cannot be used for any city purpose not benefiting the Utility enterprise.

The City of Petaluma Utility operates a state-of-the-art Wastewater Treatment Facility and Water Delivery System as well as manages a Stormwater system.

Revenues

The total budgeted revenues of the Utility Funds for FY 2025 are \$59.37million, which is \$4.39 million, or 8 percent, higher than FY 2024 revised budgeted revenues. The increase is primarily due to the impact of updated water and wastewater utility rates which incorporate annual CPI and water cost pass through increases. Interest revenue is trending higher as well in conjunction with rising interest rates.

Expenses

The total budgeted expenditures of the Utility funds for FY 2025 are \$82.5 million, which is \$11.6 million, or 16 percent, higher than the FY 2024 revised budget. Expenditures are expected to increase in all utility funds. Appropriations are included for salary and benefit costs of existing staff as well as funding for new positions, reclasses and other operating services and supplies. Wastewater expenditures are expected to increase by \$4.47 million and are being driven by increased transfers out to fund capital projects that include sewer main replacements, chemical system upgrade, and force main replacements, all are primarily funded by Wastewater reserves and grants. Water expenditures are increasing by \$7.1 million and are comprised of increased transfers out for capital projects including water main replacements and the advanced water metering infrastructure project, all primarily funded by Water reserves and grants. Finally, Stormwater shows a \$9.6k increase in expenditures resulting primarily from additional professional management services related to creek maintenance and storm modeling which is grant funded.

Fees

Utility Rates are updated annually on July 1st. Rates are set by resolution and require Council approval. In general, the size and timing of rate adjustments consider the cost of providing the service, current and future revenue requirements, capital projects, and reserve levels. An updated fee study was completed and approved by Council, and new rates went into effect in FY 24 based on a five year rate plan. Going forward rates will increase annually in conjunction with the plan's rising base rates plus CPI and water cost pass through increases.

Reserves

The financial revenue and expense forecasts are estimates at a single point in time. Reserves serve as balancing accounts which mitigate the risk of rate swings from year to year. Reserves are used to

provide cash for replacement costs during an emergency infrastructure failure or serve as temporary parking for planned capital and operating expenditures.

Available reserves for the Utility funds can be found on the Fund Summary located in the Summary Schedules section of this document.

Utility Funds

Wastewater

This fund accounts for the daily operation and maintenance of the Ellis Creek Water Recycling Facility and for the management of the entire facility including but not limited to collecting and treating and re-using Wastewater. FY 2025 revenues generated by user fees are estimated at \$32.5m and \$2.2m from other sources. Approximately \$28.9m will be used to support the cost of operations and capital purchases, and \$21m (primarily including prior reserves and other revenues) will be used for the Wastewater capital improvement program.

Water

This fund accounts for the daily operation and maintenance of the Water delivery to residents, and it accounts for the management of the water system and citywide water conservation programs. FY 2025 revenues generated by user fees are estimated at \$23m and \$0.6m from other sources. Approximately \$24.1m will be used to support the cost of operations and capital purchases, and \$7.1m (primarily including prior reserves and other revenues) will be used for the Water capital improvement program.

Storm Water

This fund is used to account for costs associated with managing storm drain maintenance and operations such as regulatory compliance including maintenance of City drainage waterways, drainage inlets, manholes and culverts. The majority of costs in this fund are paid by the General Fund through a transfer of funds to cover the ongoing cost of operations.

Charts – Revenue and Expenditure Summary, by fund, change from prior year budget to current year budget and current year revenues and expenditures by fund type and by account type, are shown below for reference.

Utility Fund Revenues – Changes from Prior Year to Current Year

Utility Funds	FY 2024 Revenues	FY 2025 Revenues	\$ Change	% Change
Waste Water	\$ 32,582,934	\$ 34,624,356	\$ 2,041,422	6%
Waste Water Rate Stabilization	35,989	79,482	43,493	121%
Water	21,546,915	23,669,109	2,122,194	10%
Storm Utility	817,761	1,001,137	183,376	22%
Total Utility Funds	\$ 54,983,599	\$ 59,374,084	\$ 4,390,485	8%

Utility Fund Expenditures – Changes from Prior Year to Current Year

Utility Funds	FY 2024 Revised		FY 2025 Budget	\$ Change	% Change
	Budget				
Waste Water	\$ 45,413,243	\$ 49,890,526	\$ 4,477,283	10%	
Water	24,106,130	31,244,551	7,138,421	30%	
Storm Utility	1,356,879	1,366,517	9,638	1%	
Total Utility Funds	\$ 70,876,252	\$ 82,501,594	\$ 11,625,342	16%	

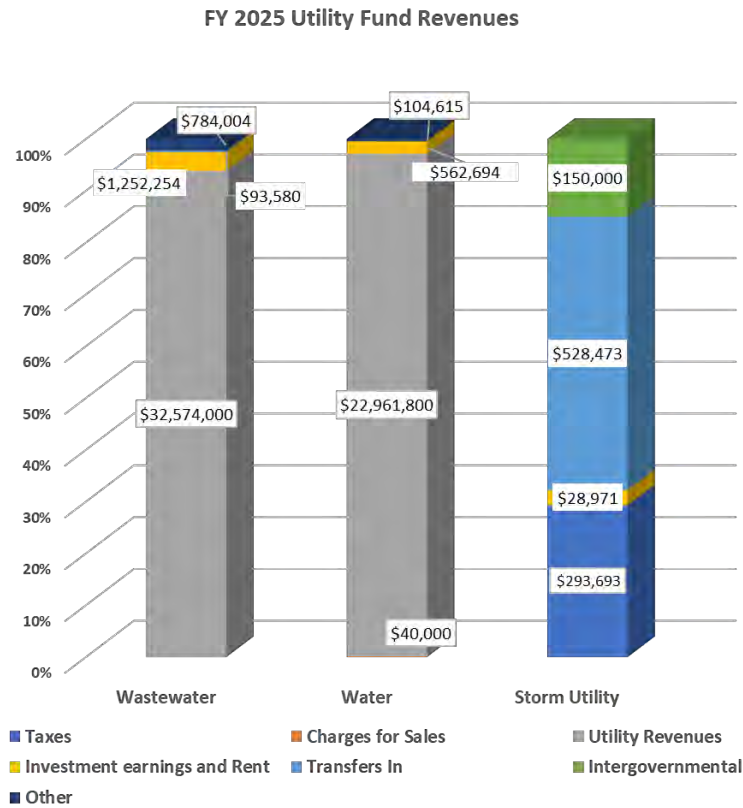
Utility Fund Revenues – FY 2025 Revenues by Fund and Account Type

FY 2025 Utility Fund Revenues	Wastewater	Water	Storm Utility	Total
Taxes			\$ 293,693	\$ 293,693
Charges for Sales		40,000		40,000
Utility Revenues	32,574,000	22,961,800		55,535,800
Investment earnings and Rent	1,252,254	562,694	28,971	1,843,919
Transfers In	93,580		528,473	622,053
Intergovernmental			150,000	150,000
Other	784,004	104,615		888,619
Total Utility Funds	\$ 34,703,838	\$ 23,669,109	\$ 1,001,137	\$ 59,374,084

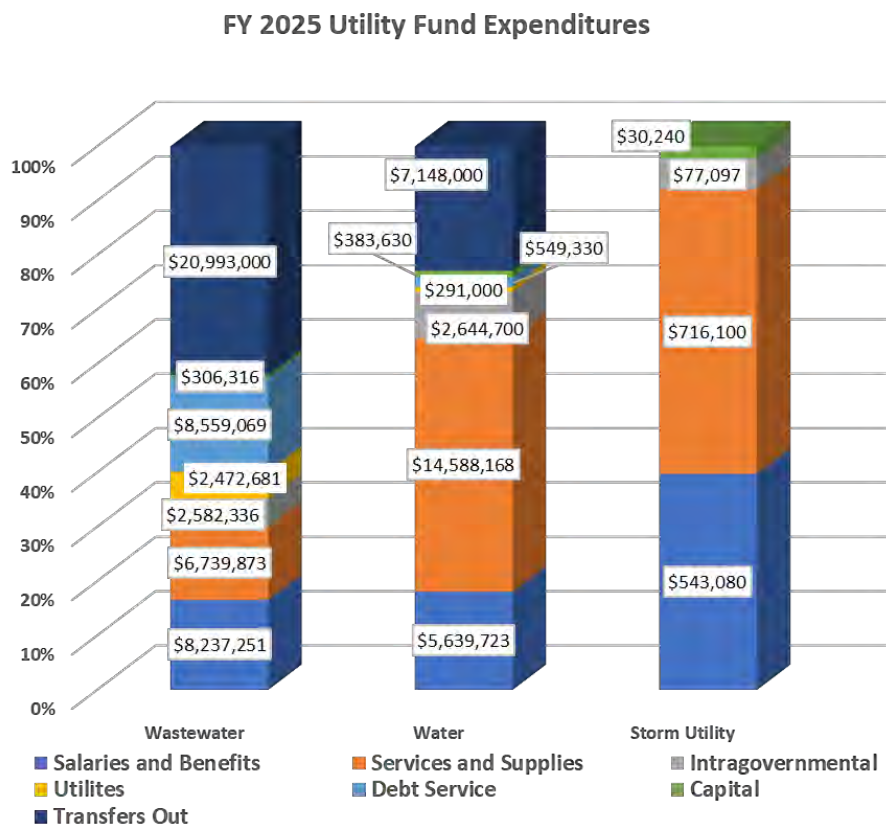
Utility Fund Expenditures – FY 2025 Expenditures by Fund and Account Type

FY 2025 Utility Fund Expenditures	Wastewater	Water	Storm Utility	Total
Salaries and Benefits	\$ 8,237,251	\$ 5,639,723	\$ 543,080	\$ 14,420,054
Services and Supplies	6,739,873	14,588,168	716,100	22,044,141
Intragovernmental	2,582,336	2,644,700	77,097	5,304,133
Utilities	2,472,681	291,000		2,763,681
Debt Service	8,559,069	549,330		9,108,399
Capital	306,316	383,630	30,240	720,186
Transfers Out	20,993,000	7,148,000		28,141,000
Total Utility Funds	\$ 49,890,526	\$ 31,244,551	\$ 1,366,517	\$ 82,501,594

Utility Fund Revenues – FY 2025 Revenues by Fund and Account Type



Utility Fund Expenditures – FY 2025 Expenditures by Fund and Account Type



Internal Service Funds Overview

Internal Service Funds are classified as Fiduciary Funds and are used to report the activities that provide goods and services to other funds, departments or component units of the City programs and activities. The intent of the City is that the cost of providing the service is recovered by allocating costs, known as intragovernmental charges, to operating funds based on a variety of factors. Allocations are updated annually and are based on the annual budget of each Internal Service Fund providing the service.

Revenues

The total budgeted revenues of the Internal Service Funds for FY 2025 are \$17.1 million, which is \$1.3 million or an 8 percent increase over FY 2024. This increase is largely due to increased revenues in the Information Technology, Risk Management, and Workers Compensation Funds partially offset by decreased revenues coming into the Vehicle & Equipment Replacement Fund. Revenues in the Risk Liability and Workers Compensation Funds are increasing and are required by the annual actuarial report to maintain a minimum level of fund reserves for the purpose of having adequate liability coverage as well as provide workers compensation benefits to employees. The cost of having employees continues to rise and charges out to operating funds serve as the mechanism to recover costs through citywide intragovernmental charges. Risk Management charges represent full cost recovery, an allocation out to departments that recovers the full cost of providing citywide services. The Workers Compensation program continues to experience increased costs, which directly impacts fund reserve requirements. Information Technology also recovers costs through intergovernmental charges and an increased investment in technology is planned during FY 2024/25 to further secure and maintain a reliable system citywide resulting in increased costs and corresponding revenues to the fund. Finally, the Vehicle & Equipment Replacement Fund has less transfers in to fund capital needs in the coming year and instead will be utilizing accumulated fund balance to cover the cost of new capital purchases. The FY 24/25 Vehicle Replacement fund budget continues to include the cost of leasing hybrid and electric vehicles, as well as the purchase of a new vehicles for Fire, Parks and Recreation and Public Works. A new fire engine and Battalion Chief vehicle are budgeted in the coming year, both funded by the new voter approved Measure H Fire Sales Tax, as well as several vehicles for Parks and Recreation replacing vehicles that are past their useful life and experiencing mechanical failure. Maintaining an inventory of reliable vehicles ensures employees have the tools needed and are available to provide 24/7 service to the community.

Expenditures

The total budgeted expenditures of the Internal Service funds for FY 2025 is \$15.6 million, which is a \$1 million, or 7 percent increase over FY 2024. Appropriations are included for salary and benefit costs of existing staff as well as funding for new positions, reclasses and other operating services and supplies. The primary factors driving this increase are rising costs in the Information Technology, Risk

Management and Vehicle and Equipment Replacement Funds. Capital purchases for 1 Fire Engine and a Battalion Chief vehicle are expected to occur in FY 25 and are budgeted in the Vehicle and Equipment Fund. Vehicles for Parks and Recreation are also needed to replace existing vehicles that are past their useful life and experiencing mechanical failure. The Information Technology Fund is expecting increased costs in the coming year related to staying up to date with current technology/security needs and include investment in citywide technology improvements such as new software, upgraded phone and internet services and improvements in citywide helpdesk support. The Risk Management Fund increase is due to the rising cost of the City's excess insurance premium. Workers' Compensation is also experiencing increased costs resulting from claims and rising costs of medical related procedures and services. Employee Benefits includes funds for an employee wellness program.

Internal Service Funds

Employee Benefits

The fund accounts for City employees' dental, unemployment and vision benefits, and retiree benefits.

General Services

The fund accounts for citywide printing and mail services. The intent of the General Services fund is to fully recover the cost of providing the service through intragovernmental charges to operating funds.

Information Technology

The fund accounts for the cost of purchasing, operating and maintaining the City's voice, data and computer systems. The intent of the Information Technology fund is to fully recover the cost of providing the service through intragovernmental charges to operating funds.

Risk Management

The fund accounts for the accumulation of the resources and expenses related to the City's risk management activities and general insurance programs. The City is self-insured up to a maximum of \$750,000 for each general liability claim. The City carries additional liability coverage and is a member of the public entity risk pool. The intent of the Risk Management fund is to fully recover the cost of providing the program through intragovernmental charges to operating funds.

Workers Compensation

The fund accounts for the accumulation of resources, and expenses related to funding workers' compensation benefits for City employees. The City is self-insured up to a maximum of \$1,000,000 for each workers' compensation claim. The City carries excess insurance which provides liability coverage up to the statutory limit. The cost of offering workers compensation to employees is charged through payroll allocation where rates are set based on the type of each employee.

Vehicle Replacement

The fund accounts for the accumulation of resources, and related expenses incurred for the replacement of major equipment and vehicles in the City.

Charts – Revenue and Expenditure Summary, by fund, change from prior year budget to current year budget and current year revenues and expenditures by fund type and by account type, are shown below for reference.

Internal Service Fund Revenues – Changes from Prior Year to Current Year

Internal Service Funds	FY 2024 Revenues	FY 2025 Revenues	\$ Change	% Change
Employee Benefits	\$ 1,488,834	\$ 1,677,182	\$ 188,348	13%
General Services	4,938	10,815	5,877	119%
Information Technology	4,871,660	5,542,472	670,812	14%
Risk Management	3,301,662	3,668,774	367,112	11%
Vehicle & Equipment Replacement	2,246,347	1,652,201	(594,146)	-26%
Workers Compensation	3,897,135	4,525,414	628,279	16%
Total Internal Service Funds	\$ 15,810,576	\$ 17,076,858	\$ 1,266,282	8%

Internal Service Fund Expenditures – Changes from Prior Year to Current Year

Internal Service Funds	FY 2024 Revised Budget	FY 2025 Budget	\$ Change	% Change
Employee Benefits	\$ 1,189,231	\$ 1,188,381	\$ (850)	-0.1%
General Services	195,191	160,028	(35,163)	-18%
Information Technology	4,134,492	4,469,477	334,985	8%
Risk Management	2,798,333	3,537,515	739,182	26%
Vehicle & Equipment Replacement	2,439,265	2,613,706	174,441	7%
Workers Compensation	3,819,118	3,595,298	(223,820)	-6%
Total Internal Service Funds	\$ 14,575,630	\$ 15,564,405	\$ 988,775	7%

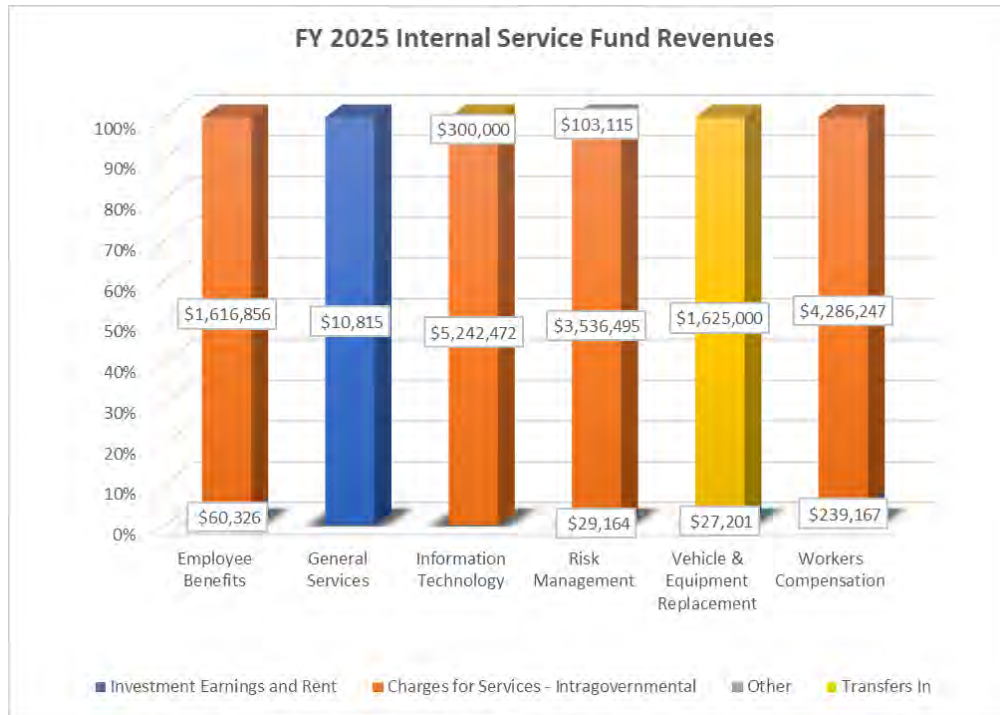
Internal Service Fund Revenues – FY 2025 Revenues by Fund and Account Type

FY 2025 Internal Service Fund Revenues by Type	Employee Benefits	General Services	Information Technology	Risk Management	Vehicle & Equipment Replacement	Workers Compensation	Total
Investment Earnings and Rent	\$ 60,326	\$ 10,815		\$ 29,164	\$ 27,201	\$ 239,167	\$ 366,673
Charges for Services - Intragovernmental	1,616,856		5,242,472	3,536,495		4,286,247	14,682,070
Other				103,115			103,115
Transfers In			300,000		1,625,000		1,925,000
Total Internal Service Funds	\$ 1,677,182	\$ 10,815	\$ 5,542,472	\$ 3,668,774	\$ 1,652,201	\$ 4,525,414	\$ 17,076,858

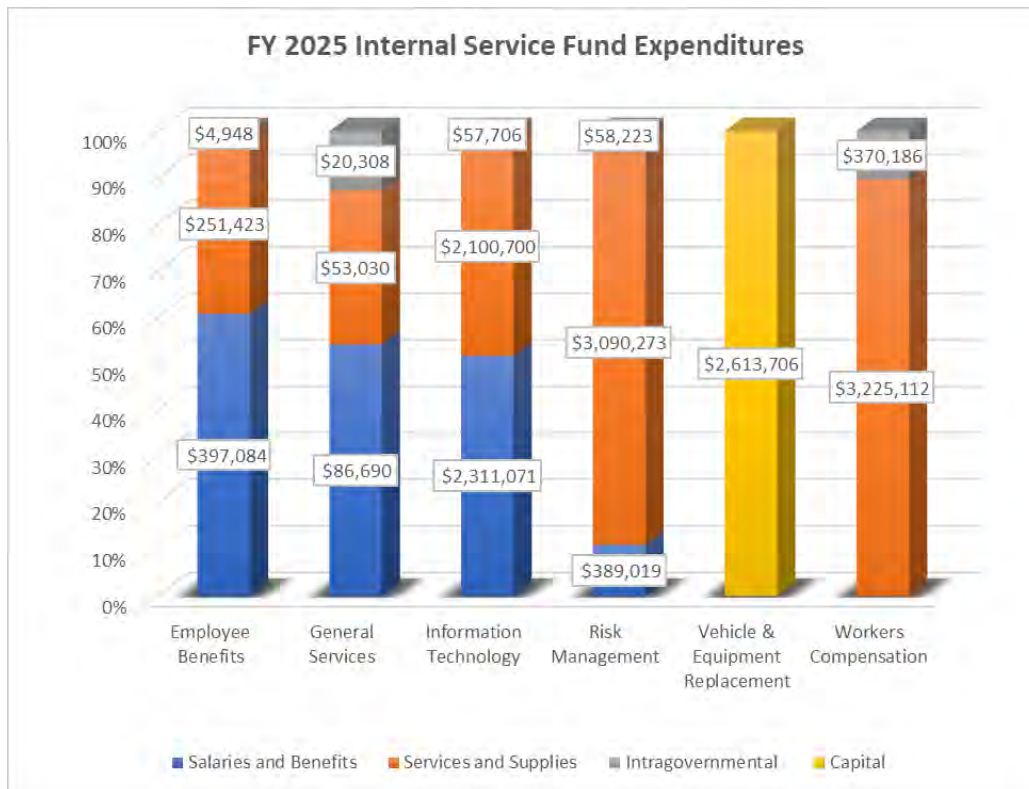
Internal Service Fund Expenditures – FY 2025 Expenditures by Fund and Account Type

FY 2025 Internal Service Fund Expenditures by Type	Employee Benefits	General Services	Information Technology	Risk Management	Vehicle & Equipment Replacement	Workers Compensation	Total
Salaries and Benefits	\$ 397,084	\$ 86,690	\$ 2,311,071	\$ 389,019			\$ 3,183,864
Services and Supplies	251,423	53,030	2,100,700	3,090,273		3,225,112	8,720,538
Intragovernmental	4,948	20,308	57,706	58,223		370,186	511,371
Debt Service	534,926						534,926
Capital					2,613,706		2,613,706
Total Internal Service Funds	\$ 1,188,381	\$ 160,028	\$ 4,469,477	\$ 3,537,515	\$ 2,613,706	\$ 3,595,298	\$ 15,564,405


Internal Service Fund Revenues – FY 2025 Revenues by Fund and Account Type



Internal Service Fund Expenditures – FY 2025 Expenditures by Fund and Account Type



City Council



Mayor
Kevin McDonnell



Vice Mayor
District 2 Council Member
John Shribbs




Council Member
Brian Barnacle



Council Member
Mike Healy



District 3
Council Member
Karen Nau



Council Member
Dennis Pocekay



District 1
Council Member
Janice Cader
Thompson

Description

The City of Petaluma was incorporated in 1858. Voters approved the City Charter in 1947, which, along with State and Federal laws, governs how City business is conducted. The City operates under the Council/Manager form of government, with legislative and policy authority vested in the City Council, and administrative authority vested in the City Manager. The City Council adopts citywide goals, priorities, and plans, and provides policy direction for City staff. The City Council appoints the City Manager, the City Attorney, and the City Clerk. The City Council also appoints the members of the City's advisory boards, commissions and committees. The City Council typically meets twice a month in regular session and conducts special meetings and study sessions as needed. Council members also attend regional coordination meetings, are assigned as liaisons to certain of the City's citizen's advisory bodies and participate as members of regional boards and agencies.

Major Accomplishments and Highlights

Annually, the City Council establishes their Goals and Priorities which cover a rolling two-year fiscal period. In FY19, the Council established five overall goals: A City that Works for Everyone, Our Environmental Legacy, A Safe Community that Thrives, An Economy that Prospers, and Spaces and Places that Inspire. There were hundreds of workplan items associated with those goals. A goals and priorities workshop was held on March 13th, 2023, to update the Council on the status of the Council-approved top 10 goals and priorities for fiscal years 2022-2024. On February 26, 2024, the Council held a workshop to further discuss categorization and prioritization of the existing work plan items for the upcoming fiscal year. Most recently, on April 15th the goals and priorities were updated. A full listing of the Council Goals and Priorities can be found at <https://cityofpetaluma.org/city-goals-priorities/>

Departmental and Program Budget Overview

11300 City Council Administration and Operations	2023 Actual	2024 Revised	2025 Budget
Salary	\$ 27,173	\$ 33,275	\$ 37,180
Benefits	42,066	44,999	18,764
Services & Supplies	37,543	37,169	38,264
City Council Administration and Operations	\$ 106,782	\$ 115,443	\$ 94,208
Less Intragovernmental Offset	(73,656)	(61,429)	(57,642)
General Fund City Council Administration and Operations Net Cost	\$ 33,126	\$ 54,014	\$ 36,566

Key Budget Highlights and Changes

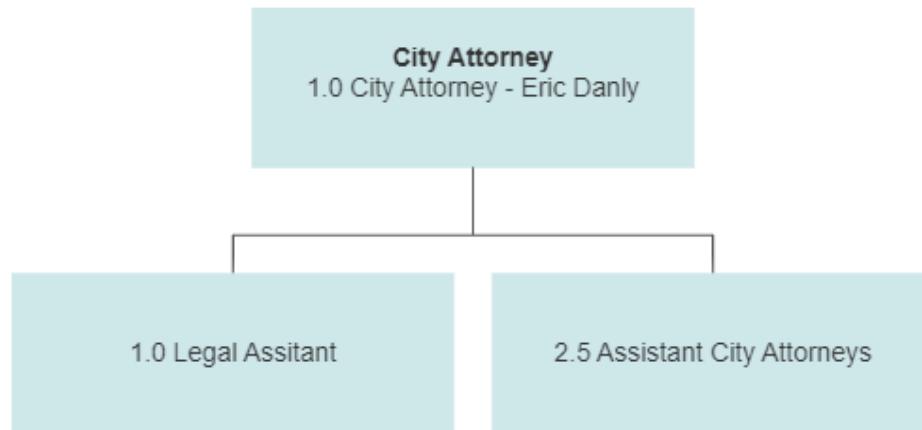
A total City Council budget of \$94,208 is recommended for 2024/25. This is a decrease of \$21,235 from 2023/24.

Salaries of \$37,180 are recommended for 2024/25, an increase of \$3,905 over 2023/24. This is mainly attributed to council members' benefit selections.

Benefits of \$18,764 are recommended for 2024/25, a decrease of \$26,235 from 2023/24. These changes represent the estimated cost in 2024/25 of the present City Council, including the current benefit choices selected by each member.

Services and Supplies are budgeted at \$38,264, an increase of \$1,095 over 2023/24. This budget includes Petaluma Community Access TV (PCA) costs, leadership education and dues, conferences, and supplies for council meetings. The increase is mainly attributed to an increase in Risk Management intragovernmental charges due to rising insurance costs and to maintain and build fund reserves at appropriate levels.

City Attorney Department



FY 2025 Position Totals

4.5 Full Time

Mission Statement

The City Attorney strives to provide timely and thorough legal analysis and advice to the City Council, City staff, and the various City boards, commissions, and committees so that they are informed regarding legal options and potential impacts of management and policy decisions.

Description

The City Attorney's Office is responsible for providing, coordinating, and managing all of the City's legal service needs. By City Charter, the City Attorney: prosecutes Charter and Municipal Code violations; attends to all suits and matters to which the City is a party or in which the City has an interest; gives written advice to City officials and bodies whenever required to do so; passes on the sufficiency and validity of bonds and contracts of the City; and drafts proposed ordinances, resolutions, laws, rules, contracts, bonds and all other legal papers for the City. The City Attorney's Office consists of the City Attorney, two and a half Assistant City Attorneys and a Legal Assistant. The City Attorney's Office provides legal services and support for the City Council, all City subordinate bodies (commissions and committees), the City Manager, Assistant City Manager and all City departments. In accordance with City Council goals focused on maintaining long-term financial sustainability of the City, the City Attorney's Office seeks to maximize in-house performance of the City's legal services.

Major Accomplishments and Highlights

During 2023-2024, the City Attorney's Office:

- Supported the City assuming management and control of the Fairgrounds;
- Prepared updated mobile home rent control regulations for Council enactment;
- Prepared for Council enactment a senior mobile home park overlay;
- Supported the Public Works team's Ellis Creek outfall replacement project;
- Supported the floating solar power purchase agreement and amendments;
- Supported implementation of the independent police auditor agreement;
- Assisted with the City's shelter crisis declaration/amended building standards for tiny homes;
- Prepared for City Council approval an agreement with SMART for construction of the Corona Station;
- Prepared for City Council enactment development fee amendments to provide fee relief for City-supported affordable housing projects;
- Prepared for City Council enactment safe firearm storage and loss/theft reporting legislation; and
- Managed 14 active lawsuits and resolved 9 pending cases.

Goals and Priorities

The City Council has not yet formally adopted its 2024-2025 goals. Subject to the Council's final action and changes in priorities that may occur as a result, the City Attorney's Office Goals and Priorities for FY 2024-2025 include:

- Receiving City Council policy direction and preparing for Council enactment updated commercial cannabis regulations, including on-site retail cannabis sales;

- Working with the Community Development Department assist with development and approval of the City's next General Plan, including the Urban Growth Boundary extension and Climate Action Plan;
- Working with the City Manager's Office, Finance Department and other City departments to update the City's purchasing regulations;
- Working with the Police Department, the Economic Development and Open Government, and Planning to prepare and present for City Council consideration new City regulations regarding recreational vehicle parking;

In addition to the priorities identified above, the City Attorney's Office will continue its ongoing Council agenda and agreement review duties and support City departments responsible for completing other Council priorities, especially those involving new legislation, legal opinions and new agreements and policies.

Performance Measures

Strategic Goal	Description	Measure Type	FY 2022/23 Measure	FY 2023/24 Target	FY 2023/24 Measure	FY 2024/25 Target
A City that Works	Set appropriate claims and case reserves; resolve within reserve amt	Output	All active claims, cases	All active claims, cases	All active claims, cases	All active claims, cases
A City that Works	Resolve 1/3 of active cases	Outcome	7 cases resolved	6 cases	1/3 cases	1/3 cases
A City that Works	Timely filing of all Pitchess, weapons matters	Outcome	All matters	All matters	All matters	All matters
A City that Works	Prepare legislative actions for Council adoption	Output	2 major, 2 minor	2 major, 2 minor	2 major, 2 minor	2 major, 2 minor
A City that Works	Provide timely legal review of HCPC, Planning Commission, Council agendas	Output	All agenda items	All agenda items	All agenda items	All agenda items
A City that Works	Provide timely legal review and approval of City agreements	Output	All agreements	All agreements	All agreements	All agreements
A City that Works	Provide timely legal review of City administrative policies	Output	All policies	All policies	All policies	All policies
A City that Works	Attend annual professional development programs	Outcome	Maintain legal staff expertise	Maintain legal staff expertise	Maintain legal staff expertise	Maintain legal staff expertise

Departmental and Program Budget Overview

11310 City Attorney Administration and Operations	2023 Actual	2024 Revised	2025 Budget
Salary	\$ 687,073	\$ 842,580	\$ 942,628
Benefits	218,199	277,854	306,572
Services & Supplies	174,875	323,962	323,289
City Attorney Administration and Operations	\$ 1,080,147	\$ 1,444,396	\$ 1,572,489
Less Intragovernmental Offset	(370,805)	(554,328)	(551,582)
General Fund Attorney Administration and Operations Net Cost	\$ 709,342	\$ 890,068	\$ 1,020,907

Key Budget Highlights and Changes

A City Attorney department budget of \$1,572,489 is recommended for 2024/25. This is an increase of \$128,093 over 2023/24. The overall budget increase is driven by an increase in salary and benefit costs, each of which are addressed below.

Salaries are recommended at \$942,628, an increase of \$100,048 over 2023/24. This increase is primarily due to position allocations, negotiated cost of living adjustments and additional negotiation impacts in the new year.

Benefits are recommended at \$306,572 representing an increase of \$28,718 over 2023/24. This change is primarily attributed to increased medical and retirement costs and employee benefit selections.

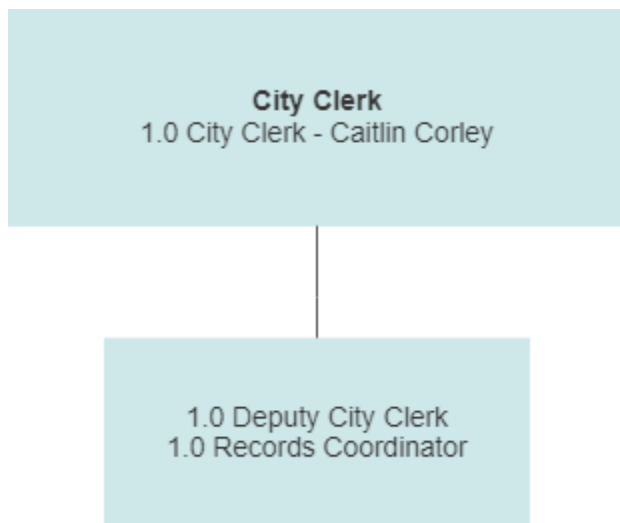
Services and Supplies are recommended at \$323,289, a decrease of \$673 from 2023/24. This category continues to include appropriations for outside special legal services and other operating services and supplies. This change is partially due to higher overall intragovernmental charges offset by a reduction in other costs. Risk Management and Information Technology intragovernmental charges are increasing due to rising insurance costs, staying up to date with current technology/security needs, and to maintain and build fund reserves to appropriate levels. Ongoing investment in citywide technology continues in FY 25 and includes new software, upgraded phone and internet services and improvements in citywide helpdesk support.

Looking Forward

For 2024/2025, the City Attorney's Office will be working hard to complete major efforts currently underway in support of the City's new General Plan (including its Urban Growth Boundary and its Climate Action Plan), and to continue the successful transition of the City's Fairgrounds property to City Control as property and program manager, while preserving the annual fair and maintaining the current subtenancies, and master planning and initiating compatible new civic uses to address City and community needs. Subject to the Council's goals direction, the City Attorney's Office is prepared to continue its current legislative priority assignments focused most immediately on retail cannabis regulations.

We will be working with the Community Development and Finance departments to increase cost recovery for time of City Attorney's Department members devoted to development application review to generally avoid publicly funded private development subsidies and obtain General Fund budget relief. It is hoped that this effort may help make possible converting the vacant ½ time Assistant City Attorney position into a full-time position.

City Clerk



FY 2025 Position Totals
3.0 Full Time

Mission Statement

Committed to promoting public trust in government by ensuring the City's legislative processes are transparent; providing equitable, accurate, timely access to information and service; safeguarding the legislative history of the City; and administering open elections.

Description

The City Clerk is a charter officer appointed by the City Council, who ensures the democratic process through transparent meeting and election facilitation and open access to City records and legislative history. The City Clerk serves as liaison between the public, the media, City staff, and City Council. The Charter of the City of Petaluma and the Government Code determine the City Clerk's statutory functions. The primary responsibilities of the Office of the City Clerk include:

As the Legislative Administrator:

- Prepares the legislative agenda, ensures legal notices have been posted or published within the statutory time frames, and facilitates open meetings.
- Records and codifies legislative decisions which constitute the Municipal Code and City Charter.

As the City Elections Official:

- Administers elections for the City from election pre-planning to certification of election results.
- Assists candidates in meeting their legal responsibilities before, during and after an election as the Filing Officer for Fair Political Practices Commission (FPPC) Campaign Statement and Statement of Economic Interest disclosures.

As the Records Manager:

- Oversees the preservation and protection of the public record, ensuring the availability and accessibility of public information.
- Receives and processes requests for records and information made by the public in accordance with the California Public Records Act.

Other Responsibilities:

- Receives claims, summons, appeals, suits, and complaints.
- Manages the City's committee, commission, and board recruitments and provides staff liaison support for the facilitation of committee and commission open meetings.
- Facilitates bid openings and contract administration.

Major Accomplishments and Highlights

- Provided ongoing support and training for newly implemented agenda and meeting management software (PrimeGov). The agenda management system streamlined and improved the efficiency of producing and publishing electronic agenda packets. The new software provides version control and workflow tools that have significantly reduced staff time for review and compilation of meeting materials. The meeting management system also provides additional means for public comment and engagement through a one-click public comment option. (City Council Goals and Priorities Workplan #37)
- Together with the IT team, implemented new streaming appliance (Swagit) to record and livestream the city's public meetings, replacing the aging and issue prone prior unmanaged encoder. The new application is a fully managed solution, which includes services to manage, monitor and support the

appliance, provide video capture and encoding, indexing and cross linking, and integration into the City's existing agenda management solution. The service also includes a "Sound Search" option which allows anyone to search for key words said within a meeting verbally, increasing transparency by expanding search options beyond what is written in the agenda or minutes. This new appliance will also help reduce staff time for both IT and meeting clerks, as it simplifies the clerking process, and relieves IT from urgent technical assistance at the start of each meeting in relation to prior encoder appliance issues. (City Council Goals and Priorities Workplan #39)

- Completed the update of the Citywide Records Retention Schedule, helping to clarify each department's individual responsibilities when it comes to retaining different types of records. This accomplishment is the first step in the ultimate goal of implementing a Citywide Records Management Program, and coordinating a Citywide records destruction, which will reduce the City's exposure to liability and provide cost savings by reducing the need for offsite storage of records (City Council Goals and Priorities Workplan #159).
- Together with the IT team and the City Attorney's office, selected a Public Records Request system to help streamline the process for both staff and the public, making the City's records more transparent and accessible (City Council Goals and Priorities Workplan #33)
- Advertised and conducted an annual recruitment for approximately 30 vacancies on City committees and commissions, administered the Oath of Office for newly appointed members and oversaw the training and filing of statements of economic interest for all appointees.

Goals and Priorities

- Develop clear and comprehensive Standard Operating Procedures for agenda and meeting management to all CCB staff liaisons and clerks, helping to increase efficiency for staff and improve the quality and consistency of agenda packet materials and meeting administration for committee and commission members as well as the public. (City Council Goals and Priorities Workplan #30, #39, #164)
- Design and implement a Citywide Records Management Program. Provide staff training on Records Management and how to use the newly approved Records Retention Schedule; implement the updated Schedule by utilizing automated retention features in the existing Electronic Document Management System (Laserfiche); audit the existing physical records inventory both on-site and off-site, and coordinate a Citywide destruction to comply with the updated Records Retention Schedule. Arrange for staff training on use of the City's EDMS and encourage departments to store scanned records in Laserfiche making these records searchable, accessible, and protected for easier access by staff and the public and reducing the expense of off-site records storage. (City Council Goals and Priorities Workplan #11, #159, #164)
- Facilitate an update to the City Council Rules and Procedures to increase readability and to align with current practices. Currently many of the rules and procedures related to City Council are scattered throughout separate documents, such as the Rules and Procedures, City Charter, Municipal Code, City policies, State law, and Rosenberg's Rules of Order. The intention is to create a comprehensive document for staff, Council, and the public to be able to access all of this relevant information in a centralized document. Once approved, the updated Rules will be used to create standardized procedures for all City committees and commissions, as well as outline the requirements of the Brown Act, Public Records Act, parliamentary procedure, ethics, harassment prevention, and other areas of interest. (City Council Goals and Priorities Workplan #11, #12, #30, #164)
- Complete the City's transition from at-large to district-based elections, with the administration of the November 5, 2024 General Municipal Election of three new district representative Council members.

Performance Measures

Strategic Goal	Description	Measure Type	FY			
			2022/23 Measure	FY 2023/24 Target	FY 2023/24 Measure	FY 2024/25 Target
A City That Works	Percentage of Public Records Act Requests Responded to Within Statutory Time Frame	Output	100%	100%	75%	100%
A City That Works	Percentage of Public Meeting and Legal Notices Published On or Before Statutory Time Period	Output	100%	100%	100%	100%
A City That Works	Number of City Council Legislative Actions Processed, Recorded, and Codified	Output	18	12	12	12
A City That Works	Percentage of Annual Conflict of Interest Filings for Council, Boards, Commissions, and Employees Filed On or Before the Statutory Deadline	Output	84%	100%	77%	100%
A City That Works	Percentage of Vacant Seats on Committees and Commissions Filled During the Annual Recruitment	Output	81%	100%	73%	100%

Departmental and Program Budget Overview

By Departmental Program	2023 Actuals	2024 Revised	2025 Budget
City Clerk Administration and Operations	\$ 447,583	\$ 625,266	\$ 616,323
City Clerk Elections	194,128	192,851	204,962
General Fund City Clerk	\$ 641,711	\$ 818,117	\$ 821,285
Less Intragovernmental Offset	(173,559)	(317,980)	(333,238)
General Fund City Clerk Net Cost	\$ 468,152	\$ 500,137	\$ 488,047

By Account Type	2023 Actuals	2024 Revised	2025 Budget
Salary	\$ 323,352	\$ 357,034	\$ 387,792
Benefits	91,763	113,742	155,213
Services & Supplies	226,596	347,341	278,280
City Clerk	\$ 641,711	\$ 818,117	\$ 821,285
Less Intragovernmental Offset	(173,559)	(317,980)	(333,238)
City Clerk Net Cost	\$ 468,152	\$ 500,137	\$ 488,047

Key Budget Highlights and Changes

A City Clerk department budget of \$821,285 is recommended for 2024/25. This is an increase of \$3,168 over 2023/24.

Salaries are recommended at \$387,792 an increase of \$30,758 over 2023/24. This is attributed to negotiated cost of living adjustments and anticipated additional negotiation impacts in the new year.

Benefits are recommended at \$155,213 representing an increase of \$41,471 over 2023/24. This is related to increased health and retirement costs as well as employee benefit selections.

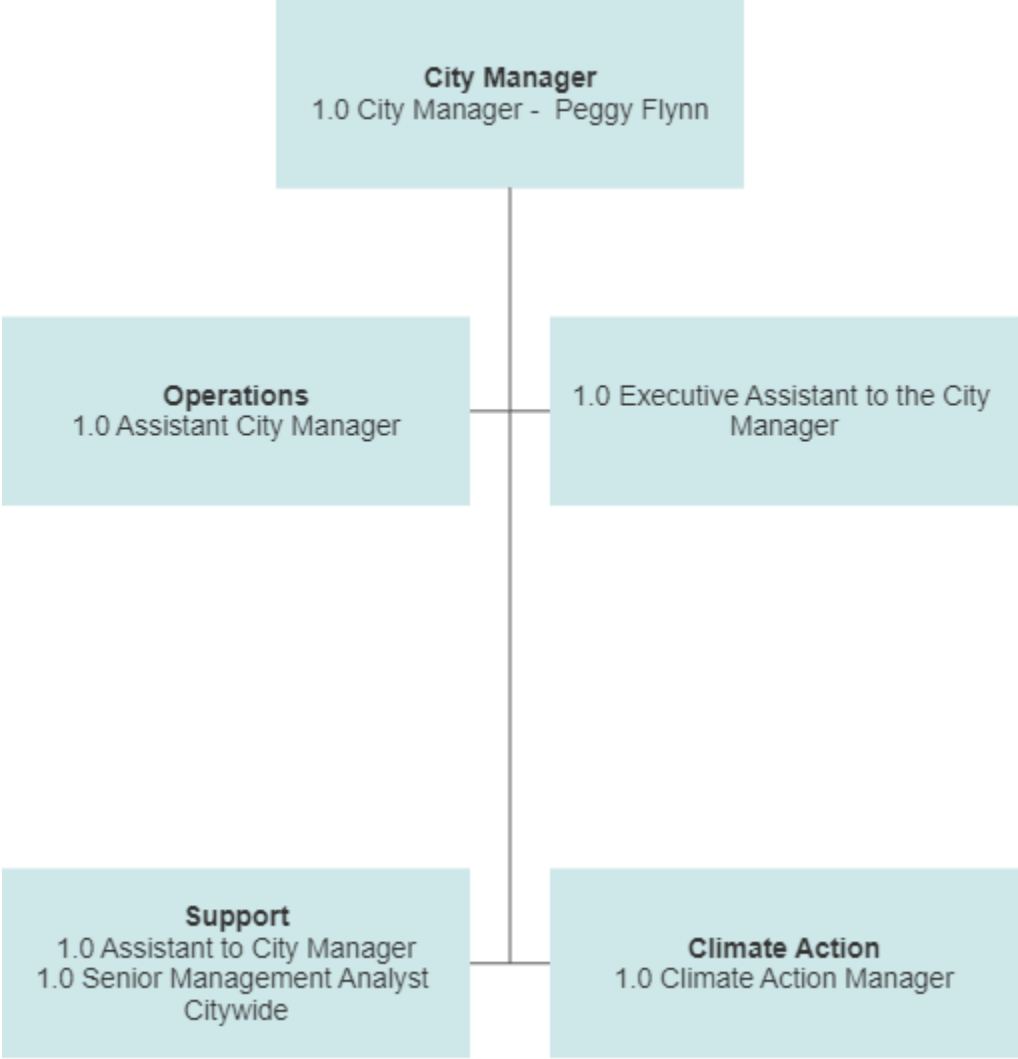
Services and Supplies are recommended at \$278,280, a decrease of \$69,061 from 2023/24. This category includes appropriations for records management, storage and scanning, and staff training. One-time costs budgeted in FY 23/24 related to records management and scanning have been removed as they are non-recurring in the new year. Also included is funding for potential election-related costs during the year. Risk Management and Information Technology intragovernmental charges are included in this category and are increasing due to rising insurance costs, staying up to date with current technology/security needs, and to maintain and build fund reserves to appropriate levels. Ongoing investment in citywide technology continues in FY 25 and includes new software, upgraded phone and internet services and improvements in citywide helpdesk support.

Looking Forward

The City is quickly adapting processes and procedures to increase transparency and accessibility in response to, and in anticipation of, rapidly changing technology, legislative actions, and community needs. There is an increasing pressure for information to be instantly accessible, available in Spanish, and to be provided in a multitude of formats. The City Clerk's Office is balancing projects that will catch the City up to current times, such as the implementation of a Citywide Records Management Program, with projects that will lead us into the future, such as the new online public records request system. The challenge with balancing these projects lies in the sequencing and cross-departmental coordination that needs to occur for successful implementation.



City Manager



FY 2025 Position Totals
6.0 Full Time

Description

The City Manager's Office serves as the vital link between the major decisions made by the City Council and the committed, professional team responsible for providing essential services to the residents of Petaluma. In a council-manager form of government, an elected city council serves as the city's primary legislative body and appoints a chief executive officer called a city manager to oversee day-to-day municipal operations, draft a fiscally responsible budget that is responsive to the community's needs, and to implement and enforce the council's policy and legislative initiatives.

In order to maintain fiscal responsibility and address operational needs, the City Manager presents the annual and capital budgets to the City Council and keeps them informed of the city's financial standing. The City Manager's Office is also instrumental in negotiations, both with external agencies and organizations, as well as internal labor agreements.

Major Accomplishments and Highlights

The City Manager's Office is proud to share some of our key accomplishments and highlights, showcasing our dedication to serving the community. Many of these projects were led by other departments with support from the City Manager's Office, but we list them here to underscore the multi-disciplinary team approach the City utilizes. Other departments' narratives will highlight many of these accomplishments as well:

- Achieved Significant Milestones on General Plan Update:
 - Housing Element adopted and recognized as 'Yimby Law Awards' as one of their four "favorite housing elements" statewide.
 - Flood and Sea Level Rise Modeling completed
 - Drafted Land Use principles for Land Use Alternatives
 - Development and release of public draft of the Blueprint for Carbon Neutrality, a plan for achieving carbon neutrality consistent with the City's 2030 goal
- Completed North McDowell Blvd Improvement Project with protected (Class IV) bike lanes—a first for the City
- Completed Garfield Drive Pavement Restoration & traffic calming project
- Completed design for the final section of a City crosstown connector, Lynch Creek Trail, that will address multi-use trail access and ped & bike improvements and will provide an effective trail gap closure for this East-West connector
- Broke ground on the North Petaluma SMART Station - Site includes a 100% affordable housing project that includes 30+ permanent supportive units that each have a project-based voucher covering the operating costs for support of those residents
- Completed Studios at Montero—Petaluma's HomeKey project featuring 60 units of permanent supportive housing
- Completed Year 2 of our Strategic Plan to End Homelessness, which included expanding and strengthening our outreach and landlord recruitment by bringing on HomeFirst & building a data dashboard to monitor homeless services impact and housing outcomes
- Adopted Residential Tenancy Protections and the Mobile Home Park Rent Stabilization Program

- Convened an Age-Friendly Working Group to complete the Age-Friendly Action Plan and outline implementation plan
- Collaborated with ReLeaf to secure a \$1M USDA Forestry grant to expand our tree canopy by over 2,000 trees in public and private spaces; initiated the Urban Forest Management Plan
- Hired and onboarded the City's first Independent Police Auditor; annual report drafted for Council consideration in March
- Completed the Utility Rate Study
- Developed and adopted a balanced \$330M FY23-24 Capital and Operating Budget
- Entitled a 132-unit housing development, Oyster Cove
- Entitled Scott Ranch and enabled the expansion of Helen Putnam Regional Park
- Developed a Public Safety MasterPlan for a new fire station
- Leased office and storage space for police and public works
- Presented a concept plan for a new skatepark
- Broke ground on the City's first solar array (almost completed!)
- Kicked off the Caufield Bridge & Extension Project
- Negotiated and executed agreements with the 4th District Agricultural Association (DAA) and existing tenants on the City's fairgrounds property
- Assumed control and management of the City's fairgrounds property; began triage maintenance and identification of CIP projects; developed an events and facility rental program for the fairgrounds
- Convened a community stakeholder group and applied for the Strategic Growth Council Community Resilience Center Grant
- Completed successful City Clerk and Human Resource Director recruitments
- Launched a community-focused Police Chief recruitment
- Secured over \$50M in grant funds, totaling \$101 million in the last two years
- Conducted the first annual City employee survey; reviewed results with the staff and together developed an implementation plan for improvement
- Developed the first Marin-Sonoma Leadership Academy to develop emerging leaders in our respective jurisdictions, developed by Dr. Frank Benest, for North Bay public sector employers; inaugural class includes 34 participants—six from and sponsored by the City of Petaluma
- Successfully reached agreements with all of our bargaining units for the next 2 years
- Inaugural sponsor of [UpNext](#) to provide leadership development to next generation leaders—one city executive in first cohort
- Launched our Downtown Graffiti Abatement Program with Rebuilding Together
- Sponsored and participated in the Blue Zones initiative
- Reunited the Community Development Department, including building, planning, housing, and now, code enforcement. Hired four employees, in addition to the Community Development Director, to support that division.
- Responded to the Civil Grand Jury's report regarding the City's Planning Department
- Served on the CalCities Community Services Policy Committee; recently appointed to the Transportation, Communications, and Public Works Committee
- Commenced process to place Petaluma's Urban Growth Boundary (UGB) measure on the Nov 2024 ballot--workshop with City Council on January 22nd; created team to strategize and implement City Council direction in advance of election
- Launched the Safe Streets Nomination Program for community members to request safety and traffic calming improvements, which will then be scored, prioritized, and implemented as funding allows
- Partnered with Sonoma County Safe Routes to Schools to launch the Safe Routes to Schools Task Force, creating a monthly public forum to discuss efforts to improve and encourage active transportation at and around schools.

- Working with our partners at COTS, secured a winter/warming shelter solution
- Secured grant funding to conduct a safety study of the Lakeville corridor from Petaluma Boulevard North to City Limits, which is responsible for one-fifth of all severe and fatal collisions in Petaluma; worked with CalTrans to close access to left-turn lane from Pine View onto Lakeville

Goals and Priorities

Our Goals and Priorities are focused on fostering a thriving and sustainable community for all residents. Our key objectives include:

- Implement Measure U by continuing to align and organize the City workforce; investing in failing infrastructure; and fostering a mission-driven organization.
- Progress the General Plan update process towards successful completion.
- Proceed with approval of the Blueprint for Carbon Neutrality in conjunction with the General Plan update process.
- Execute early action items from the Climate Emergency Framework to achieve carbon neutrality by 2030.
- Expand and resource the Climate Ready Petaluma 2030 initiative, empowering community members towards equitable decarbonization of buildings and transportation.
- Collaborate with service providers and agencies to address the needs of unsheltered Petalumans, leveraging state and federal funding for permanent housing solutions; including implementation of Year 3 of the City's strategic action plan to end homelessness.
- Complete the installations of solar panels on city-owned properties and collaborate with Sonoma Clean Power for potential revenue generation through a solar program.
- Continue to retrofit City facilities for energy efficiency, renewable energy generation, and resilient backup power, and fuel switching to exemplify the City's 2030 carbon neutrality goals
- Develop and implement an electric vehicle charging infrastructure master plan
- Incentivize and collaborate housing developers to build diverse housing types to address the local housing crisis; and prepare for the possible implementation of the Bay Area Housing Finance Authority (BAHFA) affordable housing bond measure if it is adopted by voters in November 2024.
- Continue to be a leader in Equity through further implementation of Diversity, Equity, and Inclusion initiatives.
- Support implementation of multiple organizational development initiatives to make the City of Petaluma the employer of choice for local government in the North Bay, in alignment with our OnePetaluma values.
- Manage the Hybrid Police Oversight model including formation of the Public Safety Advisory Group (PSAG) .
- Continue the transition of the fleet from fossil fuels to electric and sustainably produced fuels.
- Continue to support the transition of the fairgrounds to City ownership; including robust facility rentals, events, community programming and the annual Sonoma-Marin Fair. Develop a capital improvement program to prioritize infrastructure investments on the property.
- Support the adoption and implementation of the incremental retail cannabis program.
- Complete the placement of an urban growth boundary renewal on the November 2024 ballot.
- Plan for various possible acquisitions of new open space properties and ensure effective management and access plans for existing open space properties.
- Prioritize and implement various investments in downtown Petaluma, including new public restroom facilities, enhanced downtown lighting, micro-transit options, Putnam Plaza programming, tree well upgrades, etc.

- Continue to support space planning efforts at City Hall and elsewhere to ensure effective staff workspaces.

Performance Measures

Strategic Goal	Description	Measure Type	FY 2022/23 Measure	FY 2023/24 Target	FY 2023/24 Measure	FY 2024/25 Target
A City That Works	Monthly City Project/Program Updates	Output	12	12	6	6
A City That Works	Number of Projects Tracked in Monthly Update	Output	56	56	59	59
Our Environmental Legacy	Number of electric vehicles authorized for purchase or lease	Output	10	3	7	15
Our Environmental Legacy	Climate First focused Capital Improvement Projects	Output	41	52	52	53

Departmental and Program Budget Overview

11330 City Manager Administration and Operations	2023 Actual	2024 Revised	2025 Budget
Salary	\$ 973,982	\$ 1,012,839	\$ 1,138,115
Benefits	357,346	384,667	448,212
Services & Supplies	526,651	481,152	467,842
Capital Expenditures	-	-	-
City Manager Administration and Operations	\$ 1,857,979	\$ 1,878,658	\$ 2,054,169
Less Intragovernmental Offset	(487,720)	(749,587)	(975,308)
General Fund City Manager Administration and Operations Net Cost	\$ 1,370,259	\$ 1,129,071	\$ 1,078,861

Key Budget Highlights and Changes

A City Manager Operations budget of \$2,054,169 is recommended for 2024/25, which is a \$175,511 increase over the revised budget for 2023/24.

Salaries are recommended at \$1,138,115, an increase of \$125,276 over 2023/24. This reflects negotiated salary and cost of living adjustments, anticipated negotiation impacts, and employee step advancements through the salary ranges. This also anticipates some additional budget needed for a reorganization / reallocation of duties and reporting assignments within the City Manager's Office to better support organizational goals.

Benefits are recommended at \$448,212, an increase of \$63,545 over the revised budget for 2023/24. The increase reflects employee benefit selections and increases in retirement and workers compensation costs.

Services and supplies are budgeted at \$467,842 which is a slight decrease of \$13,310 from 2023/24. This category reflects charges for community programs and engagement consulting services, equipment leases, repairs/maintenance, leadership education and dues, community and employee recognitions and intragovernmental charges. This decrease is a combination of less professional services costs in the coming year, partially offset by an increase in Risk Management and Information Technology

intragovernmental charges. The increase is due to rising insurance costs, staying up to date with current technology/security needs, and maintaining and building fund reserves to appropriate levels. Ongoing investment in citywide technology continues in FY 25 and includes new software, upgraded phone and internet services and improvements in citywide helpdesk support.

Looking Forward

As we look to the future, the City of Petaluma is committed to providing excellent services that our community needs and deserves that are sustainable, impactful, responsive, and equitable. Projects housed within the City Manager's Office reflect the diverse goals and priorities set forth by Petaluma City Council and needs expressed through extensive community feedback.

In addition to the many discrete goals and objectives mentioned above, some areas of focus in 2024/25 include:

- Renewed focus on economic development and downtown investments;
- Stewardship and leveraging of Measure U and Measure H funds to maximize community benefit;
- Citywide organizational development priorities, including DEIB, internal staff communication tools and streamlining of core human resources processes;
- Supporting the roll-out of the general plan update process and the greenhouse gas blueprint; and
- Strategically positioning Petaluma for significant investments in high-quality affordable housing and transit-oriented development projects.

Community Development



FY 2025 Position Totals
16.0 Full Time

Mission Statement

Providing professional and equitable administration of the City's policies and regulations while fostering creative and diverse design and a cohesive land use pattern to maintain an exceptional, safe, and livable built environment in partnerships with residents, business owners, and community organizations. To succeed as a prosperous, healthy, and equitable community, it is essential that our City embrace and model diversity, equity, and inclusion in our policies, programs, and services.

Description

The Community Development Department comprises Planning, Building and Housing divisions.

The Planning Division is responsible for all development and associated improvements on private property, including residential, industrial, and commercial projects. The Planning Division leads the effort to implement the City's General Plan and enforce the regulations in the Implementing Zoning Ordinance, Smart Code, and other adopted regulations.

The Division also serves to interpret City policies, ordinances, and codes, and works closely with the City Manager and other City departments. Planning staff interacts with a variety of public and private organizations and citizen groups in developing programs and implementing policies to find creative solutions to planning issues. Planning staff develops specific proposals for action on current City planning proposals; makes interpretations of City regulations and various ordinances, codes and applicable laws to ensure compliance; and works closely with the City Council, citizen boards and commissions, and public and private officials to provide technical assistance, advice, and recommendations related to urban development within the overarching vision of the City's General Plan.

The Planning Division performs a wide range of customer service activities, including operating the public counter to respond to zoning related inquiries and review a range of over-the-counter permits (fence permits, home occupation permits, short term vacation rental permits, etc.). Planning staff conducts zoning clearance for all business license application and reviews building permit application for compliance with zoning regulations. Additionally, the Planning Division organizes and facilitates the City's Development Review Committee.

Environmental review of both development applications such as subdivisions, planned unit developments, site plan and architectural review, variances, and annexations, and city-initiated projects such as zoning code amendments and policy documents. The Planning Division also provides environmental review support for other City Departments, including Public Works and Utilities. The range of environmental review documents prepared and/or managed by Planning staff includes categorical exemptions, consistency analysis, initial studies and negative declarations, and environmental impact reports.

The advanced planning function within the Planning Division provides oversight and collaboration on a range of long-term planning efforts, including policy development, code updates, community engagement efforts, and many other city-initiated efforts. This work is both within the planning division and collaboratively with other departments.

The Planning Division also includes staff members focused on specialties such as public art and historic preservation.

The planning team directly supports the City Council, the Planning Commission, the Historic and Cultural Preservation Committee, the Public Art Committee, and facilitates the City's Development Review Committee.

The Building Division is entrusted with the protection of public health and safety of all building construction in the City through the enforcement of State and Local Building Codes. In addition to full-time staff, the Building Division utilizes the assistance of outside plans examination consultants to assure that plan review turnaround times are consistently met.

The Building Division is responsible for plan review of all proposed construction to ensure that State and Local Building Code requirements are reflected on plans. These codes include disabled access, life safety, and energy conservation. The Building Division staff performs field inspections of all approved building construction to assure compliance with the approved plans and State and Local Building Codes.

The Housing Division is responsible for addressing our City Council's goals to enhance the quality of life for our low-income community through its programs; facilitate the provision of programs, projects and shelter for residents with special needs; provide affordable rental housing; promote housing choices and opportunities; and to promote principles of sustainability. The Division also ensures compliance with federal, state, and local affordability and program compliance; coordinates community nonprofit efforts; nurtures relationships with local agencies (Sonoma County & Santa Rosa), regional Association of Bay Area Governments (ABAG), state Housing Community Development (HCD), and federal Housing and Urban Development (HUD) housing partners.

Major Accomplishments and Highlights

In 2023, the City has already been recognized in the state as having a plan that is recognized by housing advocates as the "Best Overall Housing Element in California" by Yes in My Backyard Law (YIMBY Law) and by the state as a Pro-Housing city eligible for special set-aside funds. The city has submitted an application to the Pro-Housing Incentive Program (PIP) which could provide up to the \$840,000 for the city's housing program.

In 2023, the city has permitted 395 units (20.7% of our RHNA) with an additional 309 units currently going through the planning and entitlement process. Furthermore, the City issued 251 building permits on new housing units to start construction in 2023 and completed an additional 340 permits, which is the final step prior to move-in.

- Increased production, protection, and preservation of affordable housing
 - Adopted a state-certified Housing Element that outlines the city's housing plan for the next 8 years
 - Created Petaluma-specific objective design standards for new multi-family housing developments
 - Implemented a Senior Mobile Home Park District Zoning Overlay to protect critical affordable housing for our older adult community
 - Secured \$30M in grants for 131 deed-restricted affordable housing units and infrastructure funding for the city's 2nd SMART Station expected to be completed in 2024
- Invested in the workforce with professional development and training opportunities, created the department's first workplan and goals, and added staff capacity and resources
- Expanded funding and programming in the city's homeless services program (e.g. implemented new case management outreach best practices to improve outreach and shelter services)
- Made measured progress in updating the city's General Plan (e.g. updated flood and sea level rise modeling that projects into 2100)

Goals and Priorities

- Increase level of community participation that is representative of the city
- Increase county and regional coordination to implement key strategies in the city's 3-year Homeless Services Action Plan such as getting to "Functional Zero", and grant funds for housing and program services
- Identify and adopt city building and land use policies to streamline local review of housing development proposals
- Improve customer experience with all-digital application submittals

Performance Measures

Strategic Goal	Description	Measure Type	FY 2022/23 Measure	FY 2023/24 Target	FY 2023/24 Measure	FY 2024/25 Target
A City That Works	All staff is trained in diversity, equity and inclusion principles	Output	n/a	0%	0%	100%
A City That Works	All customer inquiries are responded to within 72 business hours	Output	n/a	90%	90%	100%
A City That Works	Demographic and geographic equity in community participation in policy development	Output	54	60	63	70
A City That Works	% of total people served through city's affordable housing, community development and homeless service programs	Output	n/a	600	600	600

Departmental and Program Budget Overview

By Departmental Program	2023 Actuals	2024 Revised	2025 Budget
Planning Admin	\$ 630,456	\$ 630,866	\$ 805,038
Planning Cost Recovery	937,627	504,000	995,800
General Fund Community Development	\$ 1,568,083	\$ 1,134,866	\$ 1,800,838
Commercial Linkage Fees	1,358,282	885,759	526,440
Housing In-lieu Impact Fees	368,407	1,881,375	550,772
Community Development Block Grant (CDBG)	446,922	1,034,200	617,869
Home/Begin Grants	810,000	-	90,000
Permanent Local Housing Authority (PLHA)	-	750,000	1,270,000
Successor Agency Housing	497,999	644,641	481,845
Mobile Home Rent Program	16,150	9,207	7,418
Successor Agency Housing Admin	329,125	263,628	152,759
Development Services Admin	293,350	364,346	529,683
Building Services	2,705,941	2,407,223	2,659,798
Building Services Cost Recovery	71,263	159,000	84,000
Non General Fund Community Development	\$ 6,897,439	\$ 8,399,379	\$ 6,970,584
Community Development Net Cost	\$ 8,465,522	\$ 9,534,245	\$ 8,771,422

By Account Type	2023 Actuals	2024 Revised	2025 Budget
Salary	\$ 1,002,686	\$ 1,683,297	\$ 1,812,171
Benefits	669,702	735,903	740,973
Services & Supplies	6,399,128	5,178,706	5,302,433
Capital Expenditures	-	611,000	185,000
Transfers	394,006	1,325,339	730,845
Community Development	\$ 8,465,522	\$ 9,534,245	\$ 8,771,422

Key Budget Highlights and Changes by Program

A Division budget of \$8,771,422 is recommended for 2024/25. This is a decrease of \$762,823 from the revised budget for 2023/24.

Salaries are recommended at \$1,812,171, an increase of \$128,874 over 2023/24. This increase is attributed to the addition of one new code enforcement officer and the reclass of an existing code enforcement officer to a supervisor position, both positions which are partially charged to the Community Development budget. A new permit technician was added during FY 2023/24, the FY 24/25 budget includes the cost for the entire year, this difference also contributing to the overall increase year over year. Also contributing to the increase are negotiated cost of living adjustments and step advancements through the salary ranges.

Benefits are recommended at \$740,973 an increase of \$5,070 over 2023/24. This is attributed to the new benefit costs associated with the positions listed above as well as employee benefit selections, and increased retirement costs.

Services and supplies are recommended at \$5,302,433, an increase of \$123,727 over 2023/24. This budget includes contracted building and planning support services partially recovered through

development activity, program costs in the housing division to support affordable housing programs and intragovernmental charges for Administration, Risk Management, and Information Technology. Also included in this category are the costs associated with Permanent Local Housing Authority (PLHA) intended to fund a significant portion of the Home First program, People's village operating costs and Measure O- PPSC Mental Health. The increase is mainly due to the combination of the removal of one-time costs associated with non-recurring housing projects offset by increases in the PLHA program budget. Also included are increases for consulting services in advanced planning to address long range planning work, increased legal costs to review and revise ownership program documents, employee training, and increased Risk Management and Information Technology intragovernmental charges related to rising insurance costs, staying up to date with current technology/security needs, and to maintain and build fund reserves to appropriate levels. Ongoing investment in citywide technology continues in FY25 and includes new software, upgraded phone and internet services and improvements in citywide helpdesk support.

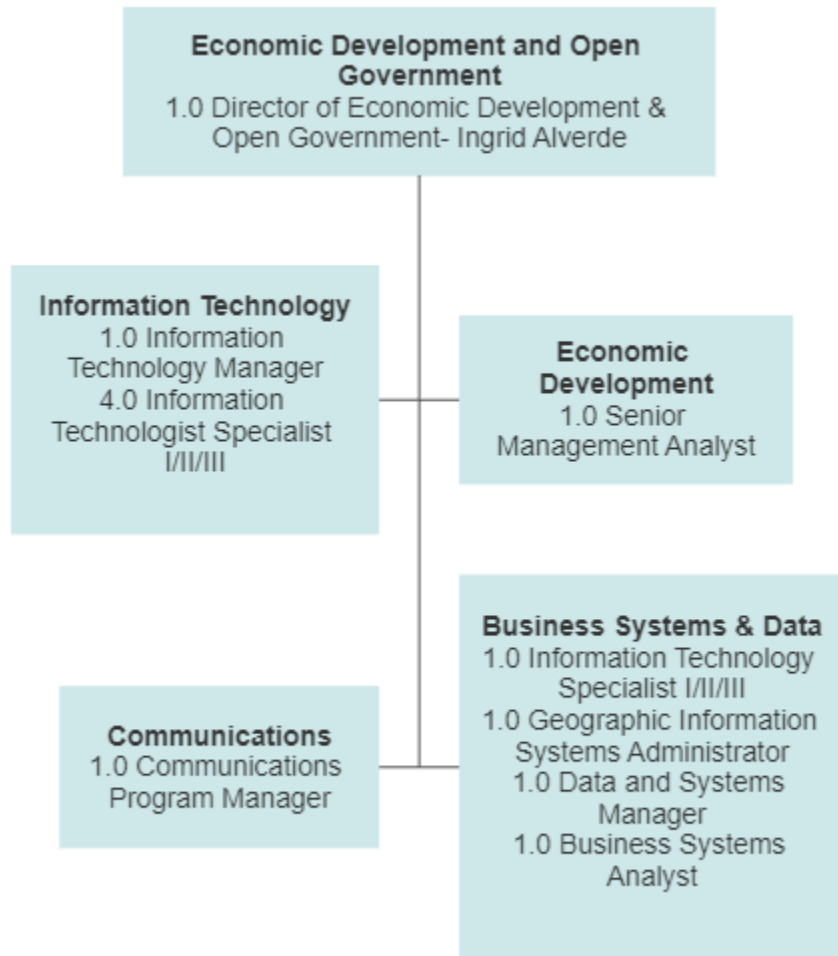
Capital Expenditures are recommended at \$185,000, a decrease of \$426,000 from 2023/24. These appropriations will be used to replace the 2004 code enforcement officer's vehicle that is past its useful life.

Transfers out are recommended at \$730,845 a decrease of \$594,494 from 2023/24. These transfers are mainly for costs to administer Petaluma housing programs and CIP projects funded by CDBG grants.

Looking Forward

The Community Development Department will continue to build on its mission to provide excellent customer and community service to ensure that Petaluma is a city that works for everyone. Most notable will be the opening of the city's new one-stop permit center at City Hall. Additionally, the community will have many opportunities to weigh in on the future of Petaluma with the update to the General Plan, the city's first Blueprint for Carbon Neutrality (also known as its climate action plan) and embark on other critical planning efforts such as a master plan for Petaluma's Fairgrounds and a city-initiated ballot measure to retain its current city boundaries. This important work will ensure that current and future residents of Petaluma have the opportunities to thrive.

Economic Development and Open Government



FY 2025 Position Totals
12.0 Full Time

Mission Statement

To leverage technology and human ingenuity to solve problems and support a positive relationship between the City and its community

Description

The City created the Economic Development and Open Government (EDOG) Department in 2019. This Department joins several important functions – Economic Development, Communications/Public Information, Information Technology (IT) Infrastructure, and Business Systems and Data – to support a healthy local economy; meet the public’s need for transparency; allow for greater engagement from community members; support organizational productivity and digital security; and ensure continuity of government during a disaster or emergency.

The Department leverages technology and human ingenuity to achieve these goals. Across the Department, the focus is on process improvement, information management, and customer service.

Major Accomplishments and Highlights

Economic Development

- Improved operating conditions for Downtown businesses by working with internal and external partners to address parking, graffiti, and security concerns.
- Implemented a dedicated graffiti abatement program downtown.
- Coordinated holiday lighting downtown.
- Supported economic growth by helping businesses navigate City requirements for opening and/or major development.
- Managed lease renewals, future development, and other actions related to select City-owned properties, including the Fairgrounds.
- Brought business/economic development perspective to city policy decisions and made sure businesses were informed of policies that affect them.
- Participated in regional economic and workforce development efforts, including those led by the Sonoma County Economic Development Board.
- Completed negotiations with the 4th District Agricultural Association for a new License Agreement, keeping the Petaluma Fair.

Communications

- Continued a multi-year effort to increase community engagement by improving quality and expanding output in city-wide communications.
- Increased awareness and brought the community into the decision-making process for major initiatives and policies, including:
 - Goal and Priorities
 - Drought
 - Fairgrounds
 - General Plan
 - Sea Level Rise
 - Active Transportation
 - Water and Waste Water Projects

- Significantly improved community awareness and input for Capital Improvement Projects (CIP) by developing and implementing a communications strategy for each project.
- Expanded engagement with Petaluma's Latinx Community through dedicated Spanish-language social media channels and in-person, bilingual outreach at community events.

Information Technology Infrastructure

- Supported several facility moves and build-outs, including Public Works' new facility at Redwood Way.
- Completed upgrades to servers at Police Department with new, efficient, and safe devices.
- Replaced all server and network assets at Ellis Creek Wastewater SCADA Facility.
- Replaced entire desktop fleet at Police Department.
- Explored and implemented cloud-based storage solutions to protect increase accessibility to applications and data.
- Establish formal IT governance guidelines, policies, and procedures
- Improve technology for emergency alerting at additional city sites
- Began organization-wide file migration from servers to SharePoint.
- Replaced ageing copier/printer/scanner machines with new machines.
- Improved staff security awareness and formalized cybersecurity training/testing program.
- Improved email archiving and Public Records Act searches.
- Improved network/wireless coverage to city-owned facilities.
- Completed audit of city telecommunications systems and started project to turn off unnecessary systems, resulting in significant cost savings.
- IT Help Desk/Staff support/Security
 - Implemented IT security measures including 3rd party security assessment for City, PD and Scada environments with additional help from a contract security expert.

Data and Systems

- Completed development of an RFP to implement a new ERP system to replace our existing Eden ERP system 2026.
- Enterprise Permitting and Licensing (EPL) – Implemented tools to improve system security and help applicants navigate the permit application process.
- GIS – Improved access to up-to-date, high-resolution digital aerial photography.
- Monday.com - Implemented enterprise-wide project management system.
- Procure – Implemented construction management system for better tracking of Capital Improvement projects.
- NextRequest – Anticipated completion of Public Records Act request tracking system to improve efficiency and ensure transparency related to public records.
- Laserfiche – Improving efficiency through integration with enterprise permit system (EPL) and human resources recruiting system (NeoGov).
- OneMeeting – Enhanced meeting streaming tools for improved data storage, efficiency, and access to public meetings.

Goals and Priorities

Economic Development

- Develop and implement strategies to ensure Petaluma's economy is inclusive and equitable.
- Make it easier for new businesses to start and grow in Petaluma.
- Ensure Downtown Petaluma continues to be a destination that attracts locals and tourists.
- Partner with property owners and managers to understand economic trends and develop appropriate strategies for reducing commercial property vacancy rates.

Communications

- Expand and refine our City-wide communication and engagement strategy, with special consideration for the Latinx community.
- Increase accessibility across communications channels so that people can find the information they need quickly and effectively.
- Improve community engagement through videos, stories, and regular content on social media.
- Improve the community's emergency preparedness through specialized campaigns developed with the City's Emergency Manager.

Information Technology

- IT Infrastructure
 - Improve and expand video surveillance, door access control, and emergency alerting at city facilities.
 - Expand cloud-based solution to secure network and staff resources from outside threats while improving staff access to internal resources.
 - Begin build-out of disaster recovery environment, primarily in the cloud.
 - Continue to establish formal IT governance guidelines, policies, and procedures.
 - Finish migration of shared drives to SharePoint and begin phase two build-out of the SharePoint environment.
- IT Help Desk/Staff support/Security
 - Significant build-out of help desk platform to improve staff communication, service delivery, and reporting.
 - Continue to implement IT security measures including 3rd party security assessment for City, PD and Scada environments with additional help from a contract security expert.
 - Evaluate help desk staffing model.

Data and Systems

- Complete development of an RFP and select a highly qualified vendor to implement a new ERP system to replace our existing Eden ERP system.
- Implement a new Facilities Management System to protect City's investment in facilities.
- Continue to fine-tune the City's Enterprise Permit and Licensing System (EnerGov) to better model the Planning Department's cost recovery system.
- Work closely with the City Clerk's Office to implement new Record retention requirements through continued development of the City's Laserfiche Document Management System.
- Implement changes to GIS system to modernize the modeling and querying of GIS water/wastewater utilities data.

Performance Measures

Strategic Goal	Description	Measure Type	FY 2022/23 Measure	FY 2023/24 Target	FY 2023/24 Measure	FY 2024/25 Target
Our environmental legacy. An economy that prospers Spaces and places that inspire A city that works, a safe community that thrives	Attract businesses to downtown real estate	# of outreach efforts to property owners/managers	NA	5	5	7
Our environmental legacy An economy that prospers Spaces and places that inspire A city that works a safe community that thrives	Increase community awareness, particularly among our Latinx / Spanish speaking community, about city policies, projects, and programs	# of followers	NA	100	100	100
A City that Works, A Safe Community that Thrives	Implement business systems that increase staff productivity and efficiency	# of consultant contracts, needs assessments	NA	Execute 1 consultant contract, complete 1 needs assessment for ERP system.	Completed.	Choose application and start implementation of new ERP system.
A City that Works, A Safe Community that Thrives	Expand our cybersecurity program to prevent any network penetration from cyber attacks	# of network penetrations	Ongoing	Ongoing	Ongoing	Ongoing

Departmental and Program Budget Overview

By Departmental Program	2023 Actuals	2024 Revised	2025 Budget
Economic Development	1,164,033	1,005,656	795,951
General Fund Economic Development	\$ 1,164,033	\$ 1,005,656	\$ 795,951
Less Intragovernmental Offset	(426,263)	(633,187)	(653,103)
General Fund Economic Development Net Cost	\$ 737,770	\$ 372,469	\$ 142,848
Information Technology	4,106,280	4,134,492	4,469,477
Economic Development and Open Government Net Cost	\$ 4,844,050	\$ 4,506,961	\$ 4,612,325

By Account Type	2023 Actuals	2024 Revised	2025 Budget
Salary	\$ 1,348,125	\$ 1,734,622	\$ 2,222,485
Benefits	636,239	522,680	725,854
Services & Supplies	3,285,949	2,665,846	2,317,089
Capital Expenditures	-	217,000	-
Economic Development and Open Government	\$ 5,270,313	\$ 5,140,148	\$ 5,265,428
Less Intragovernmental Offset	(426,263)	(633,187)	(653,103)
Economic Development and Open Government Net Cost	\$ 4,844,050	\$ 4,506,961	\$ 4,612,325

Key Budget Highlights and Changes by Program

An Economic Development and Open Government Budget of \$5,265,428 is recommended for 2024/25. This represents an increase of \$125,280 over 2023/24.

Salaries are recommended at \$2,222,485, an increase of \$487,863 over FY 2023/24. This increase is mainly due to the additions of a Communication Project Manager and 2 new IT Technician positions. All new position costs are offset by reduced professional services costs and are meant to improve communications citywide and assist with improved help desk support to City staff. Also included is carryforward funding for upgrades of two IT positions to address the administration of the City's Business and Network systems. In addition, the increase is a result of higher overtime and standby costs as well as negotiated cost of living adjustments.

Benefits are recommended at \$725,854 representing an increase of \$203,174 over 2023/24. This increase is due to benefits associated with the positions mentioned above, and to employee benefit selection, increased retirement, and workers compensation costs.

Services and supplies are recommended at \$2,317,089, a decrease of \$348,757 from 2023/24. This budget reflects operational services and supplies, hardware and software maintenance contracts, social media services, and various communication and planning services. The decrease is mainly due to the removal of some contracted communications and IT held desk support costs now fulfilled by in-house staff partially offset by increases in staying up to date with new technology including security and related software improvements and upgraded phone and internet services.

Capital expenditures are recommended at \$0, a decrease of \$217,000 from 2023/24. No capital purchases are planned in FY 2024/25.

Looking Forward

Economic Development

Opportunities: Petaluma, particularly the downtown area, is well-positioned to take advantage of pent-up demand for travel, fine dining, and entertainment. There are exciting new and expanding businesses in the pipeline. Regional partnerships are strong and can assist in addressing workforce development issues. We continue to have strong demand for industrial and manufacturing space.

Challenges: Rising inflation in 2022 and 2023 has increased costs for businesses, reducing profit margins or leading to a reduction in sales, which is particularly challenging for smaller, locally-owned businesses. Petaluma's overall commercial vacancy rate is higher than it was before the COVID-19 pandemic, although it is still lower than that in neighboring cities. The higher vacancy rate is thought to be due to the widespread adoption of remote work as well as individual companies' decisions to move their operations out of Petaluma. The high cost of housing in the region continues to put pressure on wages and is making it increasingly difficult for lower wage workers to live/work in Petaluma.

Communications

Opportunities: We have a strong foundation for community outreach & city-wide communications.

Challenges: Expense & time involved in producing quality, accessible communications vs. budget and staffing levels.

Information Technology

Opportunities: We have made significant improvements to our network and security infrastructure, which puts us in a good place for the year ahead. We have a strong team that consists of full-time employees and embedded contractors, which gives us flexibility to scale up or down depending on our needs.

Challenges: Cyberattacks pose a serious threat, despite the continual fortification of our network. Remote working can hinder staff access to city digital resources, which can affect productivity.

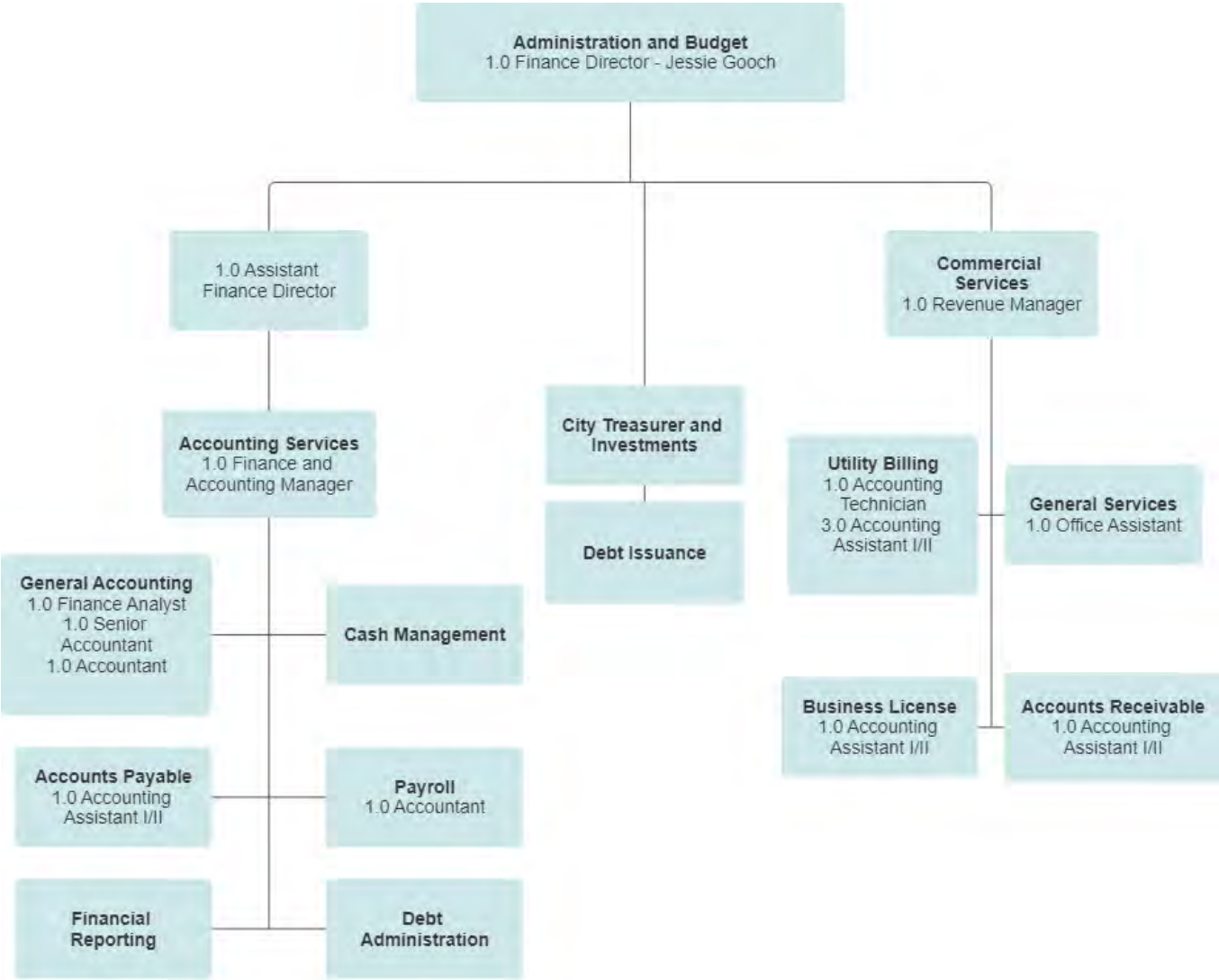
Data and Systems

Opportunity: All departments continue to seek new ways to leverage state-of-the-art software systems to improve efficiency, develop metrics and provide enhanced service to the community. Implementation of a new system allows staff opportunity to fully reevaluate and modernize its processes to better meet the demands of the current environment.

Challenges: During the transitional period, productivity likely will decline before realizing gains as staff learn new systems, adjust system configurations that need tweaks after go-live, and adjust their existing workflows to better fit the new system. Departmental staff involvement is critical for successful implementation, and placing the stress of learning, configuring, and roll out of a new system puts additional stress on a staff which must add these additional responsibilities to their existing workload.



Finance Department



FY 2025 Position Totals
16.0 Full Time

Mission Statement

The Finance Department is committed to providing accurate and timely budgeting and reporting, clear and concise information delivery and support to City Council, City Manager, City departments, and the community. We are dedicated to a service-oriented team approach to providing financial information that meets fiduciary and regulation responsibilities all in the spirit of financial transparency.

Description

The Finance Department oversees the management and operations of the financial and commercial services functions of the City. Functional divisions within the Department include Finance Administration and Budget, Accounting, and Commercial and General Services.

The Finance Administration and Budget Division provides oversight of the Department and coordinates the preparation of the City's annual budget. The City's long-term financial planning process is also facilitated in this Division. Financial consulting services are also provided to the City Manager and City Council.

The Accounting Services Division provides financial services for the City and is responsible for maintaining the City's accounting, payroll, and accounts payable systems. The Division is also responsible for grant fiscal management, capital asset reporting and the treasury function. The Team's primary objective is maintenance of complete and accurate financial records, safeguarding of City assets, implementation of effective internal controls and accurate and timely payments to vendors and employees. Financial records are maintained in compliance with Generally Accepted Accounting Principles. The group works with the City's independent auditor and produces the Comprehensive Annual Financial Reports and Single Audit Reports. The Division provides information to outside agencies, City staff, the City Manager and the City Council.

In the Finance Department, the Commercial Service division is responsible for revenue generating billing, cashing, receivable and collection, and customer service activities. Staff is split between cashing and deposit operations and billing and collection functions. The department handles over 240,000 billing transactions per year and processes over 600 receipts per day. The City has approximately 5,200 business licenses generating approximately \$1.2M in annual revenues to the General Fund. A primary goal for the department will be the development of more online payment options for customers.

Major Accomplishments and Highlights

- Completed City Fee Study and brought updated Master Fee Schedule to City Council in May 2024; first fee update since 2015
- Received the Government Finance Officers Association Award for Excellence in Financial Reporting for prior fiscal year

- Received the Government Finance Officers Association Distinguished Budget Presentation Award for Fiscal Year 2023-24
- Successfully promoted use of Low Income Household Water Assistance Program (LIHWAP) to customers, thereby avoiding many water turn-offs
- Processed an increased volume of water leak adjustments due to increased customer awareness driven by Water Conservations drought efforts
- Continue implementation of strategies to reduce costs when and wherever possible
- Ongoing improvement of budget document to provide additional transparency and ease of understanding for the reader

Goals and Priorities

- Finalize contract and begin implementation of the replacement Enterprise Resource Planning (ERP) system; current system will sunset in spring 2027
- Implement Advanced Metering Infrastructure (AMI) water meters in conjunction with Public Works and Utilities; AMI meters will provide more accurate information to the City and to customers and streamline the billing process
- Continue to improve equity for utility customers by translating water bills and providing utility bill information in Spanish on the City’s website
- Review current business processes and implement updates to maximize efficiency
- Implement systems to facilitate efficiency during a natural disaster including offsite payment processing and electronic deposit, additional online electronic bill presentment and payment options, and in-house electronic check scanning and deposit

Performance Measures

Strategic Goal	Description	Measure Type	FY			
			2022/23 Measure	FY 2023/24 Target	FY 2023/24 Measure	FY 2024/25 Target
A City That Works	Receive the GFOA Award for Excellence in Financial Reporting and Distinguished Budget Award	Outcome	Awards Received	Submit application and receive awards	Awards Received	Submit application and receive awards
A City That Works- Fiscal Sustainability	Update long term 5-year forecast twice per year and present to City Council	Outcome	Updated and presented to Council	Update forecast with new adopted Budget and at Mid-Year and present to Council	Updated and presented to Council	Update forecast with new adopted Budget and at Mid-Year and present to Council
A City That Works	Implement and convert to new ERP system	Outcome	In Process	RFP Issued and Consultant Selected	RFP Issued and Consultant Selected	Conversion Initiated

Strategic Goal	Description	Measure Type	FY			
			2022/23 Measure	FY 2023/24 Target	FY 2023/24 Measure	FY 2024/25 Target
A City That Works	Improve access to general billing payments online	Outcome	In process	Improve online payment options for Business License and Accounts Receivable	Ongoing	Ongoing
A City That Works	Review City fees and prepare to initiate fee study	Outcome	N/A	Initiate Review of City Fees	City Fees Reviewed	Fee Study initiated and new Fees in place

Departmental and Program Budget Overview

By Departmental Program	2023 Actuals	2024 Revised	2025 Budget
Finance Administration	\$ 753,557	\$ 959,641	\$ 1,172,634
Finance Accounting Services	1,046,327	1,234,090	1,179,968
Finance Commercial Services	613,577	715,212	880,011
General Fund Finance	\$ 2,413,461	\$ 2,908,943	\$ 3,232,613
Less Intragovernmental Offset	(1,548,876)	(1,503,048)	(1,796,131)
General Fund Finance Net Cost	\$ 864,585	\$ 1,405,895	\$ 1,436,482
General Services-Administration	\$ 101,878	\$ 13,861	\$ 20,308
General Services-Mail Services	61,474	93,744	67,645
General Services-Printing Services	50,404	87,586	72,075
Non General Fund Finance Net Cost	\$ 213,756	\$ 195,191	\$ 160,028
Finance Dept Net Cost	\$ 1,078,341	\$ 1,601,086	\$ 1,596,510

By Account Type	2023 Actuals	2024 Revised	2025 Budget
Salary	\$ 1,416,297	\$ 1,731,333	\$ 1,913,642
Benefits	\$ 500,103	607,760	703,498
Services & Supplies	\$ 617,817	765,041	775,501
Capital Expenditures	\$ -	-	-
Transfers	\$ 93,000	-	-
Finance Department	\$ 2,627,217	\$ 3,104,134	\$ 3,392,641
Less Intragovernmental Offset	(1,548,876)	(1,503,048)	(1,796,131)
Finance Department Net Cost	\$ 1,078,341	\$ 1,601,086	\$ 1,596,510

Key Budget Highlights and Changes

A Finance Department budget of \$3,392,641 is recommended for 2024/25. This represents an increase of \$288,507 over the revised budget for 2023/24.

Salaries are recommended at \$1,913,642, representing an increase of \$182,309 over 2023/24. This reflects the addition of one Analyst position for the Utility Billing group to provide high-level analysis and customer support. Adding this position will shift work within the department to assist with the rising volume of day-to-day financial transactional tasks that have significantly impacted the Finance Department since the passage of Measure U, overall aiding both Accounts Payable and Utility Billing. Also included are negotiated cost of living adjustments and advancements through the salary ranges.

Benefits are recommended at \$703,498, representing an increase of \$95,738 over 2023/24. The increase in benefits costs is attributed to the addition of one position mentioned above. Also included are increased health and retirement costs, as well as employee benefit selections.

Services and supplies are recommended at \$775,501, an increase of \$10,460 over 2023/24. This category is mainly for audit, banking and online bill pay services, armor truck services, and equipment lease and intragovernmental charges. The FY 24/25 increase is due to increases in banking and audit service fees and Risk Management and Information Technology intragovernmental charges. These intragovernmental charges are increasing due to rising insurance costs, staying up to date with current technology/security needs, and maintaining and building fund reserves to appropriate levels. Ongoing investment in citywide technology continues in FY 25 and includes new software, upgraded phone and internet services, and improvements in citywide helpdesk support.

Transfers are not recommended for FY 24/25.

Looking Forward

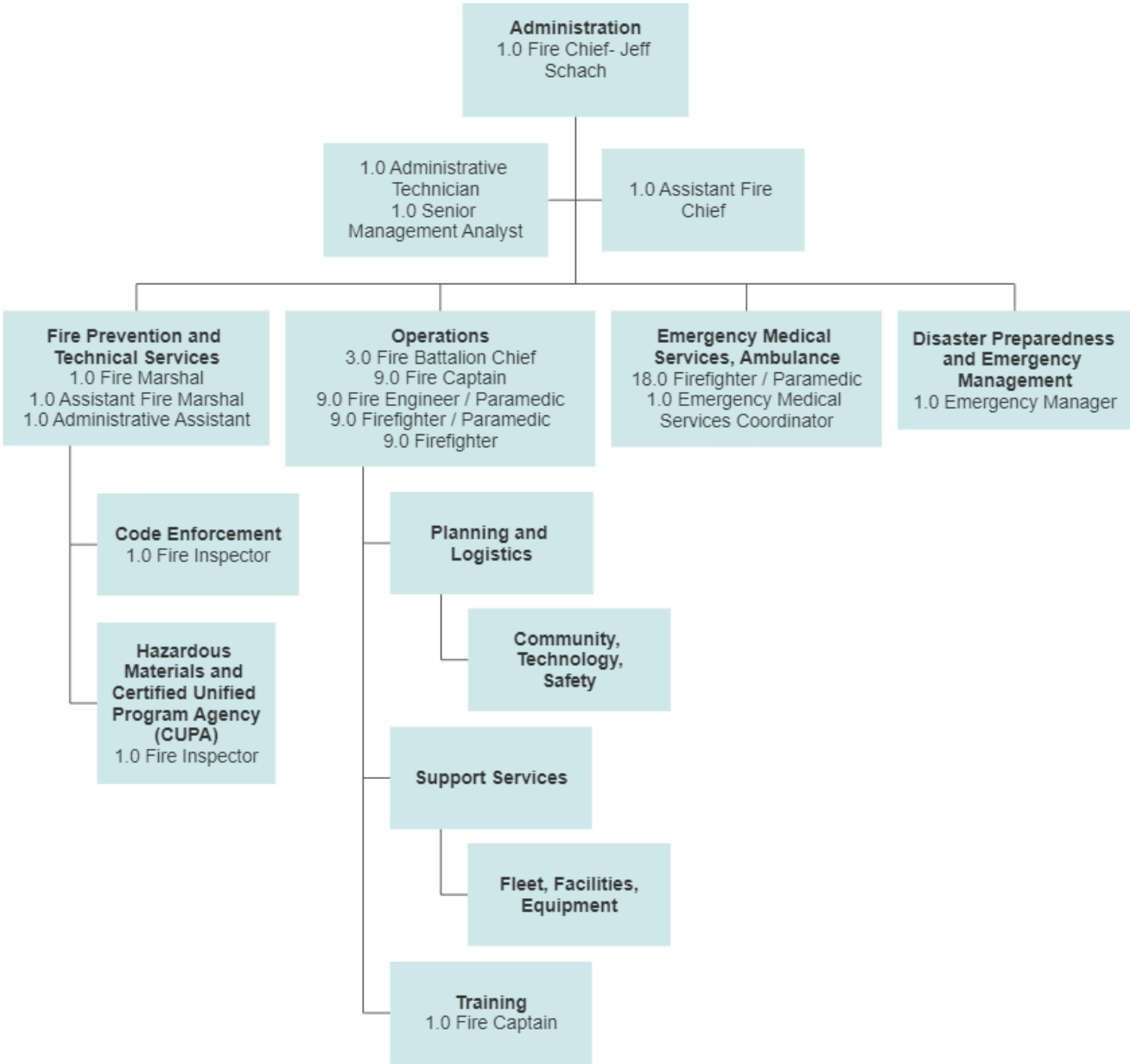
There are several initiatives and ongoing challenges the Finance Department will be working on over the next year and beyond. In alignment with the Council Goals and to ensure the City maintains fiscal sustainability into the future, the Finance staff will work with the City Manager and other departments to develop funding strategies to continue moving City projects forward. This includes finding potential financing options to facilitate the funding of various projects and programs.

The Finance Director along with other members of the finance department and other City departments will continue to look for ways to provide efficient and cost-effective services to the organization and the community.

Finally, the General Fund long-term forecast has proven to be a highly valuable tool for preparing for the future. The forecast assists with closely monitoring the General Fund's financial condition as revenue and expenditure trends change. The forecast is updated twice per year and takes into consideration the economic environment and associated impacts on revenues and expenditures. In addition, updates that include changes to labor agreements, benefits, and service costs are included biannually.



Fire Department



FY 2025 Position Totals
69.0 Full Time

Mission Statement

The Petaluma Fire Department Is Committed to Professional Excellence Through a Tradition of Protecting Lives, Property, and the Environment by Providing the Highest Quality of Service in Prevention, Fire Protection, Emergency Medical Services, and Community Preparedness.

Description

The Petaluma Fire Department is an all-risk department that is responsible for the following: prevention and extinguishment of fires; medical treatment and transport of the sick and traumatically injured; extrication and rescue of victims; and overall mitigation of emergency-related events impacting the health, welfare and safety of citizens and visitors to the Petaluma area. Founded in 1857, the Department last year celebrated its 167th year of service.

The Department is responsible for all services related to emergency operations including fire suppression, emergency medical treatment and transport, and extrication and rescue. In addition to serving the residents and visitors to the city, the Department's ambulances provide emergency care and transport to persons in much of the South Sonoma County area and parts of Marin County.

The Department's Fire Prevention Bureau (FPB) provides fire and life safety public education to all age groups of the community, as well as the enforcement of local and State laws that promote safety and protect life, the environment, and personal and public property. The FPB has ensured that new development meets the code and safety requirements to keep residents and patrons of Petaluma safe. The FPB also regulates the use of hazardous materials in Petaluma through the Certified Unified Program Agency (CUPA) inspection program and serves to reduce excess vegetation that may contribute to wildfire growth and spread.

The City's Emergency Management program is managed by the Fire Department and has made significant strides since bringing on the first full-time Emergency Manager in FY 22/23. The emergency manager has been instrumental in the preparedness and response of all City Departments and community partners.

In the Department's continued DEI commitment, the Fire Department continues to inspire the "next generation" of Petaluma Firefighters with outreach in schools, civic events, and in partnerships with community-based organizations.

As development in-fills and Petaluma's population continues to change and age, calls for service have increased more than proportionally anticipated. The department last fiscal year responded to over 8600 calls for service, an increase of 2.5% over the previous year. In addition to the CPSM recommendations on staffing, the Department is strategizing staffing models, deployment plans, and other strategies to minimize response times and ensure availability of emergency personnel during the times of most critical need.

Major Accomplishments and Highlights

- The Fire Department continued to implement recommendations from a Comprehensive Analysis with the Center for Public Safety Management (CPSM) conducted in 2022. Staff developed an implementation action plan and, to date, has made significant progress in the following areas:
 - Took delivery of a new fire engine that was ordered in 2021, will take delivery of a new ambulance in spring 2024, and in February 2024 ordered a new cab/chassis for an existing 2012 ambulance unit to be remounted.
 - Filled a 10th Fire Captain position to serve as a 40-hour training officer to support staff development.
 - Developed a Fire Prevention Bureau Action Plan to increase progress monitoring and address CPSM recommendations.
 - Completed a Public Safety Facilities Strategic Master Plan to support the staffing and placement of the ladder truck to a city-central location, add an emergency operations center, and implement stopgap station safety/diversity improvements.
- The Fire Department has seen ambulance revenues more than double in the last five years, partially due to a federal reimbursement program which covers a portion of the gap in collections for Medi-Cal patients. A portion of this increase has funded a limited-term civilian EMS Coordinator who has undertaken EMS logistics and program oversight. This position will also be vital as we strategize alternate staffing models, deployment plans, and other strategies to minimize response times and ensure availability of emergency personnel during the times of most critical need.
- The Fire Prevention Bureau created and implemented a pilot vegetation management chipper program. The program provided for curbside pickup, chipping, and disposal of vegetation material from homes in all of the southwest side neighborhoods that border the wildland urban interface, covering over 1700 households. Fifty-five cubic yards of brush were removed from those neighborhoods. Staff intends to build upon the success of the pilot program, along with the recent adoption of a streamlined hazardous vegetation ordinance, to make Petaluma less vulnerable to harm from wildfire.

Goals and Priorities

- Continue to prioritize and implement best-practice recommendations from the 2022 CPSM Comprehensive Analysis.
- As funding and project management capacities allow, implement priority components of the Public Safety Facility Master Plan, specifically adding a new fire station and EOC, and upgrading facilities to reduce response times, increase member privacy, accommodate a more diverse work force, and become carbon neutral.
- Continuously re-evaluate the Fire Department fleet's age, condition, and replacement options to plan for acquiring and maintaining a reliable fleet while planning for carbon-neutral alternatives as technology changes.
- Continuously monitor emergency service demand and leverage EMS administrative capacity to implement staffing strategies and improve patient outcomes.
- Continue to evaluate opportunities to strengthen and reimagine the Fire Prevention Bureau's mission of community risk reduction.

Performance Measures

Strategic Goal	Description	Measure Type	FY 2022/23 Measure	FY 2023/24 Target	FY 2023/24 Measure	FY 2024/25 Target
A City That Works	Revenue cost recovery from ambulance program	\$ received	\$6,492,344	\$6,058,259	\$6,925,062 (est.)	\$6,077,148
A City That Works	EMS Training hours	# hours	1,368	1,368	1,368	1,368
A City That Works	Ambulance mutual aid received	# incidents	69	<100	89	<50
A City That Works	Fire Code Inspections (including business inspections)	# inspections	627	738	377	738
A City That Works	Emergency Response Time 90 th percentile (target is that 90% of response times are less than 5 minutes)	time	7:48	< 5:00	7:06	< 5:00

Departmental and Program Budget Overview

By Departmental Program	2023 Actuals	2024 Revised	2025 Budget
Fire Administration	\$ 2,502,822	\$ 2,386,597	\$ 2,788,568
Fire Disaster Preparedness	21,982	60,000	10,000
Fire Hazardous Materials	384,189	493,463	555,959
Fire Prevention	946,572	804,868	662,141
Fire Suppression	11,320,111	12,973,801	13,152,207
Fire Suppression-apparatus	301,555	72,080	122,080
Fire Suppression-building/grounds	82,824	19,500	19,500
Fire Suppression-communications	38,508	21,400	21,400
Fire Suppression-supplies	174,542	53,500	53,500
Fire Suppression-training	40,986	17,800	17,800
Ambulance	6,067,637	5,772,488	6,416,656
General Fund Fire Department	\$ 21,881,728	\$ 22,675,497	\$ 23,819,811

By Account Type	2023 Actuals	2024 Revised	2025 Budget
Salary	\$ 10,389,374	\$ 12,189,655	\$ 12,155,699
Benefits	8,353,074	8,636,154	9,463,549
Services & Supplies	3,073,011	1,624,988	2,145,863
Utilities	57,963	54,700	54,700
Capital Expenditures	8,306	170,000	-
Fire Department	\$ 21,881,728	\$ 22,675,497	\$ 23,819,811

Key Budget Highlights and Changes by Program

A Fire Department budget of \$23,819,811 is recommended for 2024/2025. This is an increase of \$1,144,314 over 2023/2024.

Salaries are recommended at \$12,155,699, a decrease of \$33,956 from 2023/2024. This decrease is mainly attributed a decrease in overtime, slightly offset by an increase in salary and benefits due to negotiated cost of living adjustments, along with an increase on-call/standby time and the transition of 2 Emergency Medical Technicians (EMTs) from part time to full time to address the rising call volume.

Benefits are recommended at \$9,463,549 an increase of \$827,395 over 2023/2024. This increase is primarily due to an increase in retirement and workers compensation costs, a result of negotiations for those benefits that are a percent of salary, the benefits for the 2 full time Emergency Medical Technicians mentioned above, and employee benefits selection.

Services and supplies are budgeted at \$2,145,863, an increase of \$520,875 over 2023/2024. This budget is mainly for dispatch services, software support, fire suppression equipment maintenance and repairs, fire station supplies, building maintenance and repairs, employee training and education. The Ambulance billing services appropriations are also included in this budget. The FY 2024/25 increase is primarily due to increased fuel costs and to Risk Management and Information Technology intragovernmental charges and is related to rising insurance costs, staying up to date with current technology/security needs, and to maintain and build fund reserves to appropriate levels. Ongoing investment in citywide technology continues in FY 25 and includes new software, upgraded phone and internet services and improvements in citywide helpdesk support. Lastly, an increase in costs associated with the Ground Emergency Medical Transportation (GEMT IGT) program is included which is offset by a corresponding increase in revenues in FY 25, resulting in an overall net increase in cost recovery for the City's ambulance and medical transport service program.

Utilities are budgeted at \$54,700, the same as FY 2023/24.

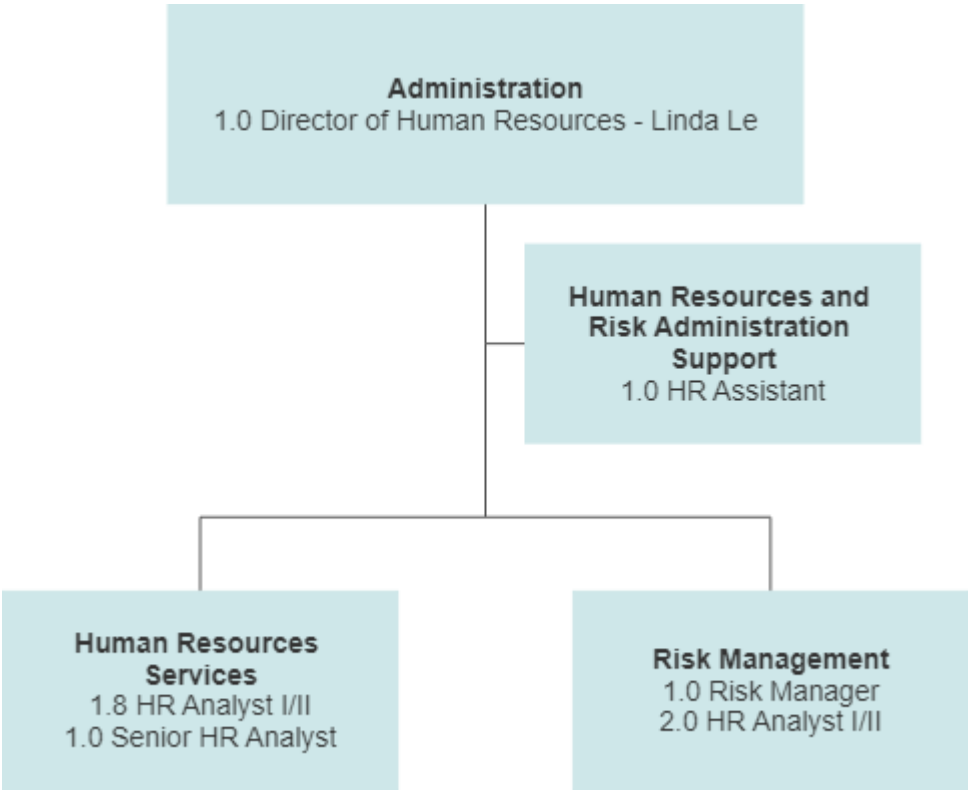
There are no Capital Expenditures budgeted for FY2024/2025

Looking Forward

With the completion of the Fire Departments Comprehensive Analysis and the Public Safety Facilities Strategic Master Plan, the Fire Department has the unique and exciting opportunity to focus on the implementation of recommendations related to programs, fleet, facilities, and staffing deployment models to continue meeting the needs of our community as it grows and evolves.



Human Resources Department



FY 2025 Position Totals
7.8 Full Time

Mission Statement

We serve, support, and advise City team members using forward thinking methods that are impactful and compliant to achieve City goals and objectives.

Description

The Human Resources Department provides a full range of human resources services to support City departments and employees. These services include recruitment and selection, employee onboarding, training and development, classification and compensation, benefits and leave administration, policy development and documentation, performance management, and labor and employee relations. Furthermore, the Department ensures the City's employment practices are in compliance with applicable federal, state, and local laws as well as the various collective bargaining agreements between the City and the representative labor unions.

Risk Management is a division of the Human Resources Department and its mission is to support City solvency and conserve City resources in alignment with Petaluma's values. Through a collaborative approach, Risk Management assists its partners with identifying and understanding their hazards; advising on practical solutions to protect employees and community members; and promoting wellness all while recommending transfer risk where appropriate, optimizing financing for coverage, and managing casualty and property claims.

Major Accomplishments and Highlights

- HR conducted sixty full-time and part-time recruitments by the end of the fiscal year. Ensuring City staffing needs are met timely and that the City recruits and retains a diverse and skilled workforce remains a top priority for the department.
- Negotiated successor multi-year agreements with all five collective bargaining groups, including completing reopener requirements.
- Revised and updated several City-wide personnel administrative policies.
- Enhanced the City employee wellness program and created an online open enrollment tool.
- Implemented a Hearing Conservation Program.
- Updated insurance requirements in contract template.

Goals and Priorities

- Create electronic personnel files and electronic onboarding for all new city team members, streamlining the recruiting process and enhancing efficiency.
- Commit to the growth and development of our employees by developing an enhanced training program including, (1) those required by federal/state regulations (e.g., Citywide anti-harassment training), (2) a variety of safety related topics, and (3) supervisory and leadership trainings.
- Develop and roll out new performance management tools for employees across the city.
- Continue to update and revise the City of Petaluma's Personnel Rules and Regulations and Administrative Policies by developing new policies and revising existing policies to maintain compliance with current federal and/or state law.

- Support fiscal sustainability by reassessing excess coverage options to optimize self-insurance program.
- Promote staff health and wellness by continuing to enhance the City’s Wellness Program.

Performance Measures

Strategic Goal	Description	Measure Type	FY 2022/23 Measure	FY 2023/24 Target	FY 2023/24 Measure	FY 2024/25 Measure
A City that Works	Process applications received and screened to attract qualified personnel	# of applications received and screened	1583	1000	891	1808
A City that Works	Advertise, open and process recruitments	# of recruitments	75	75	61	65
A City that Works	Process new hires and promotions	# of new hires and promotions	93 (FTE) 35 (PT)	80 (FTE) 40 (PT)	70 (FTE) 13 (PT)	80 (FTE) 25 (PT)
A City that Works	Process all separations (retirements, resignations, etc.)	# of separations (retirements, resignations, etc.)	59	50	40	50
A City that Works	Process all subrogations	# of subrogations processed	35 claims for a value of \$165,349	30 claims for a value of \$150,000	20 claims closed for a value of \$128,377	20 claims for approximately \$75,00 in recovery dollars

Departmental and Program Budget Overview

By Departmental Program	2023 Actuals	2024 Revised	2025 Budget
Human Resources Administration and Operations	\$ 1,032,513	\$ 1,165,283	\$ 1,286,134
Less Intragovernmental Offset	(644,839)	(544,535)	(581,506)
General Fund Human Resources Administration/Operations Net Cost	\$ 387,674	\$ 620,748	\$ 704,628
Employee Benefit-administration	219,400	293,082	287,948
Employee Benefit-retiree benefits	347,601	331,223	335,507
Employee Benefit-unemployment	16,644	30,000	30,000
Employee Benefit-other	88,180	534,926	534,926
Workers Compensation	4,536,880	3,819,118	3,595,298
Employee Benefits	5,208,705	5,008,349	4,783,679
Risk Mgmt Administration and Operations	2,006,297	2,798,333	3,537,515
Risk Management Administration and Operations	2,006,297	2,798,333	3,537,515
Human Resources Department Net Cost	7,602,676	8,427,430	9,025,822
By Account Type	2023 Actuals	2024 Revised	2025 Budget
Salary	\$ 889,695	\$ 973,631	\$ 1,008,611
Benefits	566,774	714,658	759,620
Services & Supplies	6,791,046	7,283,676	7,839,097
Transfers	-	-	-
Human Resources Department	\$ 8,247,515	\$ 8,971,965	\$ 9,607,328
Less Intragovernmental Offset	(644,839)	(544,535)	(581,506)
Human Resources Department Net Cost	\$ 7,602,676	\$ 8,427,430	\$ 9,025,822

Key Budget Highlights and Changes by Program

A Human Resources Department budget of \$9,607,328 is recommended for 2024/25. This represents an increase of \$635,363 over 2023/24.

Salaries are recommended at \$1,008,611 for 2024/25 representing an increase of \$34,980 over 2023/24. This increase is mainly due to position upgrades and negotiated cost of living adjustments. Also included is the addition of a Human Resources Analyst to assist with citywide employee recruitment. This cost is shared by all departments as recruitment is an ongoing city-wide program that takes significant time and effort by many in the department.

Benefits are recommended at \$759,620 for 2024/25 representing an increase of \$44,962 over 2023/24. This is attributed to increased negotiated retiree benefit payments, employee benefit selections and increased retirement and workers compensation costs.

Services and supplies are recommended at \$7,839,097 for 2024/25, an increase of \$555,421 over 2023/24. This budget is mainly for a consultant labor negotiator, employee education and training, pers interfund loan paydown, insurance premiums, and risk and workers compensation settlements. The increase is largely due to a significant increase in insurance premiums in the coming year. Other smaller increases are related to increased Administration, Risk Management and Technology intragovernmental charges, the result of rising insurance costs, staying up to date with current technology/security needs, and to maintain and build fund reserves to appropriate levels. Ongoing investment in citywide technology continues in FY 25 and includes new software, upgraded phone and internet services and improvements in citywide helpdesk support.

Looking Forward

The Human Resources Department remains committed to providing excellent service to City staff and the community across all departmental programs. The department strives to foster an environment where all are mutually respected, valued, and empowered and is dedicated to streamlining processes and advancing efficiency through innovative tools and technology.

Measure U Cost Center

The Measure U cost center contains activity related to costs programmed to occur out of the Measure U fund. Beginning in 2019, the City commenced a concerted, two-pronged community engagement effort to address the City's long-term fiscal and organization sustainability by gathering as much community feedback as possible about City services and priorities. In response to the City's outreach efforts, Petaluma community members identified priorities for enhanced locally controlled funding. This general transaction and use tax measure known as the City of Petaluma local recovery, emergency preparedness and essential services measure is intended to maintain emergency health/wildfire/natural disaster preparedness; rapid 911 emergency response, fire protection services, continuing homeless prevention, well-trained community police officers, streets/pothole repair, clean/safe public areas, support for local businesses/jobs and other city services. Petaluma voters approved the tax measure in November of 2020. This is a general tax that was effective as of April 1, 2021.

Since the adoption of Measure U, staff worked to distill and prioritize the needs into several thematic categories. These categories are:

1. **General Fund Support** – at the time of Measure U adoption, the General Fund was facing an ongoing structural deficit, low core staffing levels, and the City had not been providing regular cost of living salary increases or classification and compensation study increases to employees.
 - a. **Deficit** – Current forecasts estimate that without support from Measure U or Transient Occupancy Tax, the General Fund could have a deficit equal to 20-25% of total expenditures annually over the next six fiscal years (\$15.6-\$22.2 million annually).
 - b. **Salary Increases** – Through labor negotiations, the City has implemented salary increases across all staffing, bringing compensation up to at or near market. These increases make the City a strong competitor in the job market, allowing for the recruitment and retention of highly qualified staff. Cost of living increases for future years are included in the bargaining group MOUs, and with salaries/benefits equaling 80% of total annual expenditures, these increases will have a profound impact on the General Fund moving forward.
 - a. **Core Staffing** – The City's General Fund-funded workforce was reduced significantly in response to the Great Recession and when Measure U was adopted the workforce was approximately 16% below pre-recession levels. Core staffing supports the functions that are needed to be a well-run, responsive, full-service City. Since the implementation of Measure U, the General Fund has added 22.38 full-time positions, with 11.25 in Public Safety, 5.68 in operating departments, and 5.45 in City administration. These positions have boosted the City's ability to provide the services that our residents and visitors need and expect.
2. **Infrastructure Investments** – The FOS process identified the significant gaps that currently exist in Petaluma's infrastructure investment. This includes more than \$100 million in deferred road maintenance; dozens of City-owned buildings that are badly in need of major refurbishing; and many other infrastructure categories that require significant annual investment that the City has not performed for decades. The City issued Lease Revenue Bonds in 2021 to raise \$20 million in funding for immediate street needs; the debt service is being paid from Measure U revenues. Additionally, Measure U funds individual CIP projects each fiscal year as funding allows to provide continued investment in the City. From FY 2020-21 through FY 2023-24, \$16.4 million was spent on Infrastructure from Measure U, plus an additional \$11.4 million from the bond measure. The FY 2024-25 budget sets aside another \$2 million from Measure U for City

infrastructure projects and bond debt service, with \$2.0 million for road improvements, \$0.2 million for Community Center repairs, and \$0.3 million for technology upgrades. More information on capital projects can be found in the capital program portion of the budget document.

3. *Priority Initiatives* – Any additional funding can be used for new programs, initiatives, or one-time projects which have been identified as Council and community priorities. From FY 2020-21 through FY 2023-24, \$4.0 million has been spent on projects addressing homelessness, climate change, emergency preparedness, and piloting a fare-free public transit program. Looking forward, as the needs of the General Fund increase, there will be less Measure U funding available for these types of projects. However, these projects can be funded using other City sources, and some could potentially be absorbed within the General Fund. The FY 2024-25 budget includes \$0.6 million for the Emergency Power Backup at City Hall and Police Headquarters project.

The Measure U Committee reviews the fiscal year end results as well as the upcoming proposed appropriations annually. The Committee reviewed the FY 2024-25 proposed Measure U budget on March 27, 2024. The Committee was supportive to see appropriations continue to be included for the important community priorities addressing Climate and Infrastructure needs but did express concern at the growing General Fund deficit in the forecast and how that would impact the availability of Measure U funds for priority initiatives. All Committee reports can be found at cityofpetaluma.org/meetings. The next report for FYE 2023-24 will be available and presented to the Committee in January of 2025.

Measure U Budget

1115 Measure U Sales Tax	2023 Actuals	2024 Revised	2025 Budget
Services & Supplies	\$ -	\$ -	\$ -
Transfers	11,887,653	21,135,395	16,206,789
Measure U Sales Tax	\$ 11,887,653	\$ 21,135,395	\$ 16,206,789

Measure U sales tax revenues are estimated at \$16.2M for FY 24-25, greater than the prior year by approximately 3%. We expect moderate growth to continue into the new fiscal year. We remain somewhat conservative given the uncertainty of the economy and will continue to monitor revenues closely and adjust as more information is received.

A Measure U budget of \$16,206,789 is recommended for 2024-25. Funds are *transferred out* to the applicable fund where the costs reside. This is representative a full year of sales tax revenue programmed to cover the various costs in the themed categories shown below:

Investment Themed Categories:		FY 2024/2025
General Fund Support	Funding for existing operations (public safety, parks & recreation, etc.), new positions, and cost of living adjustments	\$ 13,614,247
Infrastructure Investments	Roads/Bonding/Debt Service	\$ 1,950,542
Priority Initiatives	Technology Upgrades & Replacements; Community Center Exterior Repairs; Emergency Power Backup for City Hall and Police Department	\$ 642,000
Total Measure U Investments		\$ 16,206,789

The General Fund provides the necessary resources to maintain and bolster existing service levels. For many years, the City has relied on the General Fund 5-year forecast which has proven to be accurate and assisted with planning. The forecast has continued to show an annual deficit of each year over the duration of the forecast. Thus, a significant portion of Measure U funds will serve to bolster existing programs and services and ensure that additional budget cuts or service reductions are avoided.

Workforce Stabilization is essential for delivering services to the Community. Rebuilding, stabilizing, and improving the City workforce through the initiatives discussed above will improve City services. This is vital to be successful in initiating new programs and projects in the community. New positions to maintain service levels and meet rising demand are essential to the sustainability of the city long-term. In addition to core staffing, providing classification and compensation comparable to market and neighboring agencies as well as providing for annual cost of living adjustments will ensure the City is able to successfully recruit and retain highly qualified staff.

Infrastructure investments provide the resources necessary to jump start the road maintenance and reconstruction program that is significantly needed in Petaluma. The City successfully issued \$20m of bonds to front load the road maintenance effort. Funding the program up front will provide the resources necessary to improve City streets immediately and have the most positive impact on PCI, preventing further deterioration of City streets and additional increased costs to repair. A future bond issue will provide for additional road funds and will also provide for a new fire station. A site and needs analysis will be initiated during FY 24 and it is anticipated that a plan will be brought forward during the fiscal year once more information is obtained.

Finally, priority initiatives include \$300,000 of funding for technology that includes replacement and transition to a new city-wide ERP system, \$242,000 for exterior repairs to the Community Center and \$100,000 of funding for emergency power backup at City Hall and the Police Department headquarters. More information will be available as each of these items is taken forward for Council approval during the fiscal year.

More information about Measure U can be found in the Measure U section of this narrative.

Non-Departmental Description

The Non-Departmental budget provides for General Fund expenses which are of a citywide benefit and/or not more appropriately charged to any other budget, such as Petaluma's dues for agencies such as Association of Bay Area Governments (ABAG), Local Agency Formation Commission (LAFCO), and the League of California Cities. Appropriations are also used to offset anticipated employee separation costs, and/or to budget monies held in reserve for employee salary adjustments.

Non-Departmental Budget

11800 Non Departmental	2023 Actual	2024 Revised	2025 Budget
Salary		\$ 2,500	\$ -
Benefits		400,000	400,000
Services & Supplies	620,162	621,200	601,000
General Fund Non Departmental	\$ 620,162	\$ 1,023,700	\$ 1,001,000

A Non-Departmental budget of \$1,001,000 is recommended for 2024/25. This is a decrease of \$22,700 from 2023/24.

Salaries and benefits are recommended at \$400,000, a decrease of 2,500 from 2023/24. Funding for costs incurred when an employee separates employment from the City continues to be included. As the year progresses, and more specifics are finalized, the appropriations held in this non-departmental category will be moved to each general fund department budget where costs reside.

Services and supplies of \$601,000 are recommended, a slight increase from 2023/24, and reflects costs for the animal control services that are currently contracted out as well as dues and membership costs.

General Fund Cost Center

The General Fund cost center contains activity related to transfers in and out of the General fund.

General Fund Cost Center Budget

11100 General Fund General Department	2023 Actual	2024 Revised	2025 Budget
Benefits			
Services & Supplies	2,314	-	-
Transfers	3,184,698	3,655,636	1,407,507
General Fund General Department	\$ 3,187,012	\$ 3,655,636	\$ 1,407,507

A General Fund budget of \$1,407,507 is recommended for 2024/25. This represents a decrease of \$2,248,129 from 2023/24.

There are no salaries or benefits budgeted in this cost center.

Transfers Out are budgeted at \$1,407,507 for 2024/25, a decrease of \$2,248,129 from 2023/24. Transfers out include funding of \$528,473 to support Storm Water operating costs in the Storm Water fund, \$93,580 to the Waste water fund for settlement costs, \$71,454 to the CIP for LED Streetlight Interfund Loan payback, \$500,000 to the Vehicle Replacement Fund to fund purchase of vehicles necessary to perform services, \$34,000 for playground replacement, \$180,000 for fare free public transit carryforward from FY 24, a program anticipated to begin in July of 2024. This decrease is mainly the result of less transfers expected in FY 25 than occurred in FY 24 for capital projects funded by designated reserves.

Transient Occupancy Tax- Community Promotion

The City assesses a transient occupancy tax (TOT) of ten percent (10%), on stays of 30 days or less, at hotels, motels, inns, RV parks and campgrounds, and short-term vacation rentals. The City also collects an assessment of two percent (2%) for the County of Sonoma's tourism program. The City Council can use TOT proceeds for any governmental purpose, retains a share to fund basic City services, and uses proceeds to support activities that encourage tourism, lodging, and economic development.

TOT funding is also retained by the City to help support the City's Economic Development program, is budgeted for downtown beautification, downtown sidewalk maintenance and repair, and supports ongoing annual contributions to the City's Vehicle Replacement Fund. TOT funds are also allocated to pay for city staff time supporting special events for park maintenance and for a variety of one-time uses including capital projects and special studies. TOT funds are accounted for in a dedicated fund, where revenues accrue, services are charged, and transfers to other budgets are appropriated.

Transient Occupancy Tax Budget

2520 Transient Occupancy Tax	2023 Actuals	2024 Revised	2025 Budget
Services & Supplies	\$ 316,985	\$ 803,147	\$ 701,411
Transfers	2,674,276	3,293,276	3,255,484
Transient Occupancy Tax	\$ 2,991,261	\$ 4,096,423	\$ 3,956,895

A Transient Occupancy Tax budget of \$3,956,895 is recommended for 2024/25. This represents a decrease of \$139,528 from the revised budget for 2023/24. One-time uses recommended for 2024/25 are itemized below. Transfers to the General Fund of \$2,000,000 continue to be included as well as additional transfers of \$309,484 for a loan payback initiated in FY 2023 to fund the Turning Basin Docks Project. Transfers of \$125,000 for the Petaluma River Dredging Program, \$700,000 for the Community Center Exterior Repairs project and \$121,000 for the Downtown Pedestrian ADA Improvement project. Services and Supplies Costs account for ongoing funding of COTS and the Downtown Streets Team (DST), partnerships that are critical to the success of addressing homelessness in Petaluma.

It is recommended that annual revenues accruing to this fund continue to fund the ongoing efforts noted in the narrative, as a means of helping to offset escalating salary and benefit costs in the General Fund. The pandemic has impacted the tourism industry over the past few years and thus revenues to the fund have been impacted. The fund is expected to recover in FY 24 however due to the uncertainty of the economy and pace of recovery in the tourism industry, staff will continue to monitor the fund closely as the year progresses and bring adjustments forward as necessary.

Projects	Recommended
Petaluma River Dredging Program	\$125,000
Petaluma Community Center Exterior Repairs	\$700,000
Downtown ADA Improvements	\$121,000

Petaluma Tourism Improvement District

The Petaluma Tourism Improvement District was established in January of 2019 and is managed by the Tourism Improvement District. Each hotel and lodging establishment is assessed a two percent tax which is used to fund marketing campaigns and district development projects. A portion of the 2% collected is paid to the City to be utilized for district approved projects.

Petaluma Tourism Improvement District Budget

2525 Petaluma Tourism Improvement District	2023 Actuals	2024 Revised	2025 Budget
Services & Supplies	\$ 350,521	\$ 11,911	\$ 185,508
Transfers	\$ -	\$ -	\$ -
Petaluma Tourism Improvement District	\$ 350,521	\$ 11,911	\$ 185,508

A Petaluma Tourism Improvement District budget of \$185,508 is recommended for 2024/25, which is a \$173,597 increase over 2023/24. The appropriations recommended support the increased cost of supporting the Mary Isaak Homeless Shelter Clinic (COTS) and management of the fund and corresponding activity. As the year progresses and projects and/or programs are identified, a budget adjustment utilizing fund balance may be brought forward.

Vehicle and Equipment Replacement

This fund accounts for the accumulation of resources and related expenses incurred for the replacement of major equipment and vehicles in the City. The fund tracks general government vehicle and equipment purchases. Enterprise vehicle purchases reside in each of the Enterprise Funds. For a comprehensive list of all Capital Assets purchases recommended in the budget, please refer to the summary schedules in the summary section of this document.

Vehicle and Equipment Replacement Budget

7500 Vehicle & Equipment Replacement Fund	2023 Actuals	2024 Revised	2025 Budget
Services & Supplies	\$ 711,660	\$ 398,718	\$ -
Capital Expenditures		2,040,547	2,613,706
Vehicle Replacement Fund	\$ 711,660	\$ 2,439,265	\$ 2,613,706

A Vehicle and Equipment Replacement budget of \$2,613,706 is recommended for 2024/25. This represents an increase of \$174,441 over the revised budget for 2023/24.

Capital Expenditures are recommended at \$2,613,706, an increase of \$174,441 over 2023/24. This includes the cost of existing capital leases of \$510,000 as well as new equipment purchases and vehicle leases. Below is the recommended list of new vehicle purchases in FY 25 by department:

Fire – 1 Fire Engine \$1,000,000

1 Vehicle for the Battalion Chief \$125,000

Parks, Recreation and Facility Maintenance –

2 ¾ ton Trucks for Park Maintenance to replace high mileage vehicles with high mechanical repairs costs

2 Electric Trucks for Park Maintenance to replace high mileage vehicles in disrepair

1 Electric Truck for new Facility Maintenance Supervisor

1 Van for Facility Maintenance Technician replacing high mileage vehicle with high mechanical repair costs

1 F250 Truck for new Facilities Maintenance Technician

2 Electric Mowers for Park Maintenance replacing mowers that are beyond their serviceable life

1 Vactor for Park Maintenance

Public Works – 2 Electric vehicles to replace vehicles past their useful life and are in disrepair

General Government Debt

2021 Lease Revenue Bonds (Road Improvement Projects Measure U)

The City of Petaluma is responsible for maintaining approximately 396 lane miles of paved roads. Due to funding shortfalls over many years, the backlog of deferred road and street maintenance projects has grown to more than \$100 million. Consequently, the City's streets now have an average overall Pavement Condition Index (PCI) of 42 out of a maximum score of 100, which indicates the City's network of streets is in 'poor' condition. In the last Pavement Condition Index published by the Metropolitan Transportation Commission in 2019, Petaluma had the worst roads among all Bay Area jurisdictions.

With the recent passage of Measure 'U' by Petaluma voters in November 2020, the City now has the financial resources with which to address the Community's priorities which include addressing the backlog of deferred road and street maintenance projects. Toward that end, the issuance of the Lease Revenue Bonds provided \$20 million for road reconstruction and rehabilitation, asphalt overlays, bike, pedestrian, and other multi-modal and safety improvements, structural overlays, slab replacement and sealing, among other measures.

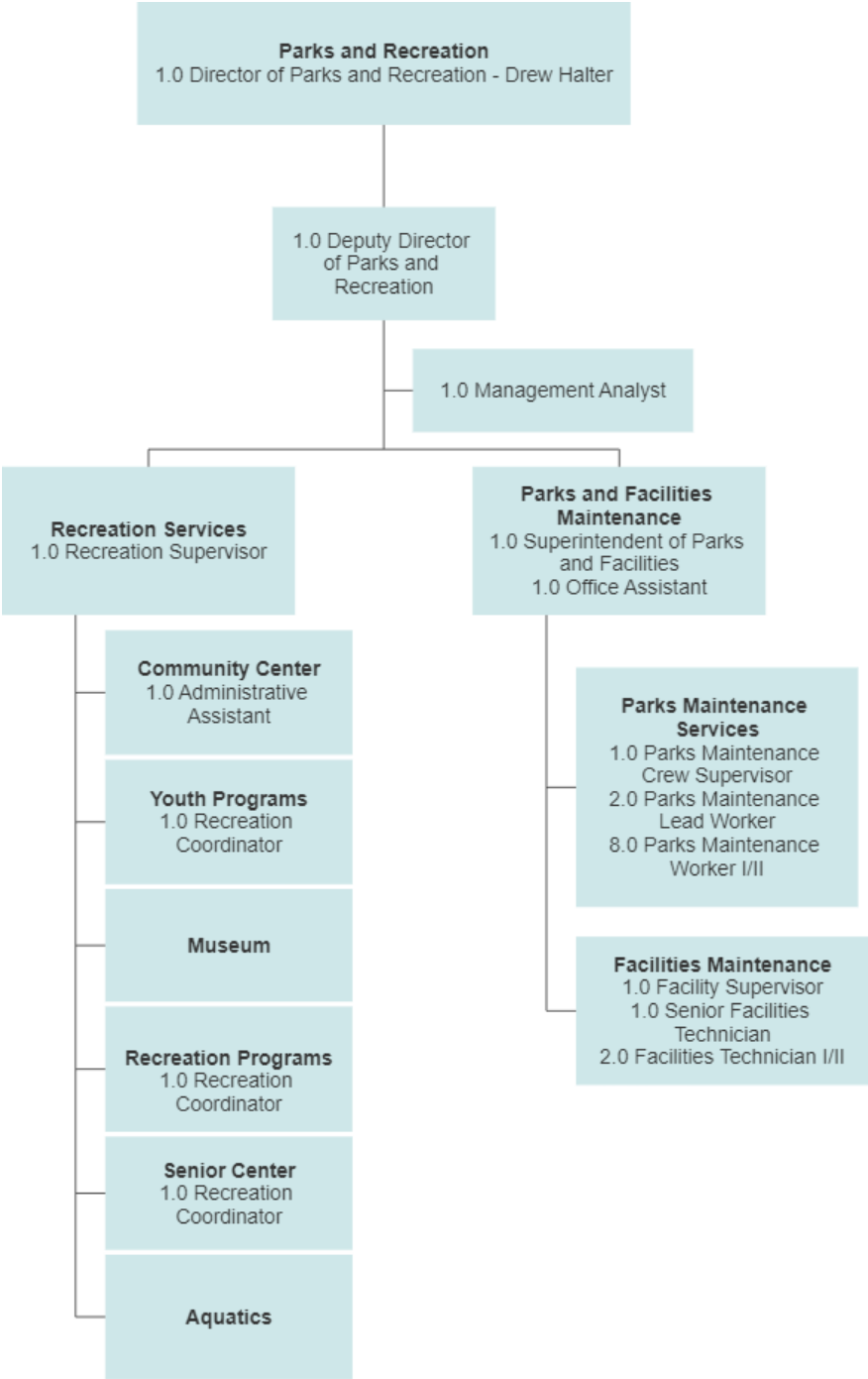
The Bonds are tax-exempt obligations with a repayment term of 30-years. The interest rate on the Bonds is fixed, meaning annual debt service is fixed if the Bonds are sold and not subject to change over the life of the bonds. Standard & Poor's has evaluated the proposed Bonds and assigned the Bonds a credit rating of 'AA', which is a very strong rating and which ensured that the Bonds obtained are the lowest possible interest rate. The 'all-inclusive' interest rate on the bonds is equal to approximately 2.85%. The Bonds, \$20 million are deposited into a Project Fund and are available immediately to be used as directed by the City. The City's outstanding debt falls well below the allowable debt limit.

Please see below for the Bond Amortization Schedule:

<u>Fiscal Year</u> <u>Ending June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2022	\$ 535,000	\$ 378,979.17	\$ 913,979.17
2023	370,000	541,718.76	911,718.76
2024	390,000	523,218.76	913,218.76
2025	410,000	503,718.76	913,718.76
2026	430,000	483,218.76	913,218.76
2027	450,000	461,718.76	911,718.76
2028	460,000	452,718.76	912,718.76
2029	485,000	429,718.76	914,718.76
2030	510,000	405,468.76	915,468.76
2031	535,000	379,968.76	914,968.76
2032	560,000	353,218.76	913,218.76
2033	585,000	330,818.76	915,818.76
2034	605,000	307,418.76	912,418.76
2035	625,000	289,268.76	914,268.76
2036	645,000	270,518.76	915,518.76
2037	660,000	251,168.76	911,168.76
2038	675,000	237,968.76	912,968.76
2039	690,000	224,468.76	914,468.76
2040	705,000	210,668.76	915,668.76
2041	715,000	196,568.76	911,568.76
2042	730,000	182,268.76	912,268.76
2043	745,000	166,756.26	911,756.26
2044	765,000	150,925.00	915,925.00
2045	780,000	133,712.50	913,712.50
2046	800,000	116,162.50	916,162.50
2047	815,000	98,162.50	913,162.50
2048	835,000	79,825.00	914,825.00
2049	855,000	61,037.50	916,037.50
2050	870,000	41,800.00	911,800.00
2051	890,000	21,137.50	911,137.50
Total	\$19,125,000	\$8,284,323.13	\$27,409,323.13

More information can be found in the City's Annual Comprehensive Financial Report at <https://cityofpetaluma.org/documents/fiscal-year-2023-annual-financial-report/>

Parks and Recreation / Community Services



FY 2025 Position Totals
25.0 Full Time

Mission Statement

Parks and Recreation provides access to high quality recreation opportunities and stewardship of public spaces and lands that foster healthy lifestyles, inclusivity, and strengthen community connections.

Description

The Parks and Recreation Department serves to enhance health and wellness by providing varied recreational opportunities that reflect the evolving needs of our diverse population. Emphasis in working collectively to offer safe and thriving environments to build a stronger, more resilient community. To improve collaboration, efficiency, and service delivery, the Parks and Facilities Maintenance divisions were consolidated with the Recreation Services Division to re-establish the City's unified Parks & Recreation Department in 2021.

The Recreation Services Division plans, coordinates, and implements recreation programs, activities, special events, and classes for toddlers, youth, teens, adults, and older adults. This includes operation of the Petaluma Community Center, Kenilworth Recreation Center, Petaluma Swim Center, the Senior Center, Petaluma Historical Library and Museum, and oversight of the Cavanagh Pool and Recreation Center. The division is responsible for planning and implementing community-wide special events; presenting a wide array of recreation classes and camps; managing an aquatic agreement that provides programming and pool operations; facilitates athletic field allocation and reservation calendar; and, provides a comprehensive adult sports program. The Division supports a number of citizen advisory committees and commissions including the Recreation, Music and Parks Commission, Senior Advisory Committee, Tree Committee and the Petaluma Museum Association Board of Directors. The Division is highly engaged in a variety of volunteer and partnership projects with several community advocacy groups.

The Parks Maintenance Division is responsible for maintaining nearly 100 public sites, including 48 developed parks, 28 playgrounds, and works closely with other departments to look after the 26.7 miles of pedestrian and bike paths throughout the parks, public right of ways, and open space. This responsibility spans 720 acres of parkland, 175 of which is natural turf and athletic areas. Daily responsibilities of maintenance activities include but are not limited to debris removal, playground safety inspections and repairs, restroom cleaning, irrigation maintenance and repair, mowing, turf care, pruning, fertilization, weed control, repairs due to vandalism, graffiti eradication, cleaning and repairing structures, tree maintenance, mulching, minor plumbing and construction work, water conservation monitoring, as well as tracking and responding to calls for service requests from the community.

The Building and Facilities Maintenance team is responsible for routine maintenance and minor repairs to City facilities, including Heating Ventilation and Air Conditioning equipment (HVAC), electrical and plumbing systems, minor remodeling and interior improvements, roofing, energy and water conservation upgrades, two pool mechanical systems and the marina docks. Tasks include managing a preventive maintenance schedule, repairs due to vandalism, graffiti eradication, cleaning and repairing structures and responding to calls for service from the community and City staff.

Major Accomplishments and Highlights

The Parks and Recreation Department focused efforts on increasing community engagement with park users, volunteers, and non-profit organizations on both upcoming park and recreation initiatives as well as during prioritization of future investments in parks.

- Increase in overall programming, community events such as the high elevation fireworks display, the new 'Stars & Stripes, Dogs & Bikes' at Lucchesi Park, four nights of Movies in the Park, and the annual Turkey Trot Fun Run at Shollenberger Park.
- A new playground was installed at Anna's Meadows complete with a shaded picnic area and increased seating.
- Construction of the second phase of the Petaluma Community Sports Field is nearing completion and will feature the first all-weather baseball facility in Petaluma, fulfilling a much-needed program gap for youth ages 13 through adult.
- In partnership with ReLeaf Petaluma and Rebuilding Together, 187 new native trees were planted throughout six parks including; Turnbridge, La Tercera, Fox Hollow, Miwok, Arroyo, Grant, and Anna's Meadows Parks.
- Significant irrigation repairs were completed and new upgrades performed in several parks aimed at conserving water and increasing efficiency. Repairs were completed at Lucchesi, McNear, and Wiseman Parks.
- Successfully implemented the city's first animal grazing pilot program across five city parks including Oak Hill, Mannion Knolls, Country Club Open Space, Arroyo Park and Open Space, and Westridge Park and Open Space.
- Support the successful transition of the City owned Fairgrounds property by assuming responsibility for oversight of facility and events management operations and increase community access to public spaces, activities, and events.
- Repaired and replaced the Swim Center's boiler to support year-round pool operations.
- Completed park pathway and pedestrian improvements at McDowell, McNear, and La Tercera Parks replacing existing paths in disrepair and increasing park access and walkability.

Goals and Priorities

The community continues to demonstrate a renewed enthusiasm for local parks, public places, open space, urban centers and recreation activities which include finding new ways to enjoy time outside and improve one's mental and physical health. Staff continues to focus on providing routine maintenance across the parks system following decades of disinvestment in infrastructure and maintenance staff. To ensure equitable programming and access to safe parks, staff renewed focus on identifying gaps in programs and providing new and exciting opportunities to engage adolescent youth and aging adults. Major goals and priorities include transitioning the aquatics programming at both the Swim Center and Cavanagh Pool, back under the department's day to day management and increasing access and programming opportunities at the Petaluma Fairgrounds through continued investments in event management and facility improvements. Since the 2013 season, City pool operations have been managed by a third party. The department has a number of exciting capital projects including; completing the design plan for the Kenilworth Park Revitalization plan, resurfacing the plaster and replacing lighting at the Petaluma Swim Center, construction of a new skate park located at Lucchesi Park, and the construction of a new educational amphitheater and kiosk at Shollenberger Park, together providing balanced approach to investments across parks and facilities.

Sonoma County's Measure M, Parks For All, initiative continues to provide much needed resources to support ongoing park improvement projects and critical maintenance within local parks. Measure M revenues have been critical in improving maintenance operations for the approximately 175 acres of active turf and athletic fields. Investments include increasing gopher abatement services and seasonal turf maintenance aimed at improving the most heavily

trafficked athletic fields and parks to ensure safe, playable surfaces. Staff introduced an animal grazing pilot program to bring more restorative land practices to Petaluma’s parks and open spaces. Use of Cal Fire grant funding will assist in building out an urban tree management program for improved tree stewardship, which is a crucial piece of reaching the citywide carbon neutrality goals. Lastly, implementing a new parks and facilities asset management system will allow for data collection to ensure high efficiency resource prioritization.

Performance Measures

Strategic Goal	Description	Measure Type	FY	FY	FY	FY
			2022/23 Measure	2023/24 Target	2023/24 Measure	2024/25 Target
A City That Works	Scholarship Funds	Output	1320	6000	TBD	6500
A City That Works	Number of Camp participants	Output	501	500	TBD	550
A City That Works	Number of senior enrichment classes	Output	60	80	TBD	92
A City That Works	Number of Sports league participants	Output	870	900	TBD	725
A City That Works	Number of contract classes offered	Output	30	35	TBD	60

Departmental and Program Budget Overview

	2023 Actuals	2024 Revised	2025 Budget
By Departmental Program			
Parks and Recreation Administration	\$ 1,173,272	\$ 1,510,850	\$ 1,589,181
Recreation Cavanagh Center	17,181	7,000	7,000
Recreation Community Center	194,037	210,371	179,048
Recreation Library/museum	48,596	35,725	67,253
Recreation Youth/teens Programs	254,982	317,866	262,086
Recreation Contract Classes	182,877	72,500	72,500
Recreation Sports Programs	47,801	45,955	45,876
Recreation Aquatic Programs	377,412	299,790	596,550
Recreation Senior Programs	59,633	54,667	54,627
Recreation Special Events	76,106	42,000	42,000
Building/Facility Maintenance	1,065,866	829,971	876,901
Parks Maintenance	2,450,217	3,212,508	3,320,978
General Fund Parks and Recreation / Community Services	\$ 5,947,980	\$ 6,639,203	\$ 7,114,000
LAD	465,261	507,277	507,130
Measure M Parks	1,017,348	1,191,476	932,134
Fairgrounds	-	449,297	571,062
Non General Fund Parks and Recreation / Community Services	\$ 1,482,609	\$ 2,148,050	\$ 2,010,326
Parks and Recreation / Community Services	\$ 7,430,589	\$ 8,787,253	\$ 9,124,326
By Account Type			
Salary	\$ 2,163,400	\$ 2,788,158	\$ 3,279,914
Benefits	712,578	848,225	1,127,529
Services & Supplies	2,773,453	2,983,037	2,799,850
Utilities	1,071,158	1,230,550	1,263,750
Transfers	710,000	937,283	653,283
Parks and Recreation / Community Services	\$ 7,430,589	\$ 8,787,253	\$ 9,124,326

Key Budget Highlights and Changes by Program

A Division budget of \$9,124,326 is recommended for 2024/25. This represents an increase of \$337,073 over the revised budget for 2023/24.

Salaries are recommended at \$3,279,914, an increase of \$491,756 over 2023/24. This is attributed to new positions added including a Parks Maintenance position to address the backlog of deferred maintenance at city parks, three new positions and additional temporary staff to transition the current aquatic program to an in-house model. It is anticipated that the revenue generated by the new in-house program will be sufficient to fully cover staffing costs. Other position reclasses are also included to align existing positions with program tasks performed. Negotiated cost of living adjustments and step advancements through the salary ranges are also contributing to the overall increase.

Benefits are recommended at \$1,127,529, up by \$279,304 when compared to FY 2023/24. This is attributed primarily to the increase associated with the new position benefits, retirement costs and employee benefit selection.

Services and supplies are recommended at \$2,799,850, a decrease of \$183,187 from 2023/24. This budget reflects operational services and supplies, community outreach with park services, contract employee classes, services and supplies for youth and adult sports programs, building repairs/maintenance and landscape, and tree preservation and urban canopy, tree maintenance, organic weed abatement, animal grazing, gopher abatement and increased park restroom cleaning and custodial services. Contract costs to assist with the maintenance of the fairground's facility related to facility repairs and other needs are also included and are directly offset by revenues. Measure M continues to provide funding for ongoing park maintenance and capital projects. The costs and revenues associated with operating a citywide Landscape Assessment District Program are also included. The FY 24/25 decrease is primarily due to one-time costs added in the prior year that are not expected to recur in this next fiscal year. Risk Management and Information Technology intragovernmental charges are increasing due to rising insurance costs, staying up to date with current technology/security needs, and to maintain and build fund reserves to appropriate levels. Ongoing investment in citywide technology continues in FY 25 and includes new software, upgraded phone and internet services and improvements in citywide helpdesk support.

Utilities are recommended at \$1,263,750, an increase of \$33,200 over FY 2023/24. This is mainly attributed to anticipated utility cost increases in facilities including the swim center.

Capital Expenditures are budgeted at \$0 in FY 2024/25.

Transfers out are recommended at \$653,283, a decrease of \$284,000 from 2023/24. Transfers in this category account for transfers from Measure M Parks fund to capital projects which include the following projects: Park Access Improvements, Playground Replacements, Swim Center Pool Replastering and Lucchesi Skate Park. More information can be found in the Capital Improvement Program section of this budget document. The decrease is primarily due to slightly less fund transfers for Parks CIP projects.

Measure M Parks

A Measure M Parks budget of \$932,134 is recommended for 2024/25. This is a decrease of \$259,342 from the revised budget for 2023/24.

Salaries are recommended at \$80,402 and provides funding for 1 Park Maintenance worker. An increase of \$1,448 over 2023/24 is primarily due to negotiated cost of living adjustments.

Benefits are recommended at \$37,495, a decrease of \$15,939 from 2023/24 due to employee benefit selection slightly offset by increased retirement benefit and workers compensation costs.

Services and supplies of \$160,954 are recommended for 2024/25, an increase of \$39,149 over 2023/24. The increase is mainly due to repairs at the Wiseman Softball Field and increased community event related costs.

Transfers out are recommended at \$653,283, a decrease of \$284,000. Projects appropriated include the Park Access Improvements, Playground Replacements, Swim Center Pool Replastering, Lucchesi Skate Park and the ongoing loan payback for the Tennis Courts.

Costs allocated by prioritized category are below:

Expenditure Categories	Fiscal Year 2024-25 Budget
A. Walking Paths, Bike Trails, Park Connections and Access	\$ 82,213
B. Playgrounds, Sports Courts, Active Recreation Spaces	218,496
C. Natural Areas and River Enhancements	11,043
D. Enhanced Maintenance Activities	64,170
E. Recreation and Aquatic Facilities; Park Amenities	350,128
F. Creating New Park Spaces or Expanding Recreational Opportunities	185,043
G. Special Events and Community Programming	21,043
Total Expenditures	\$ 932,134

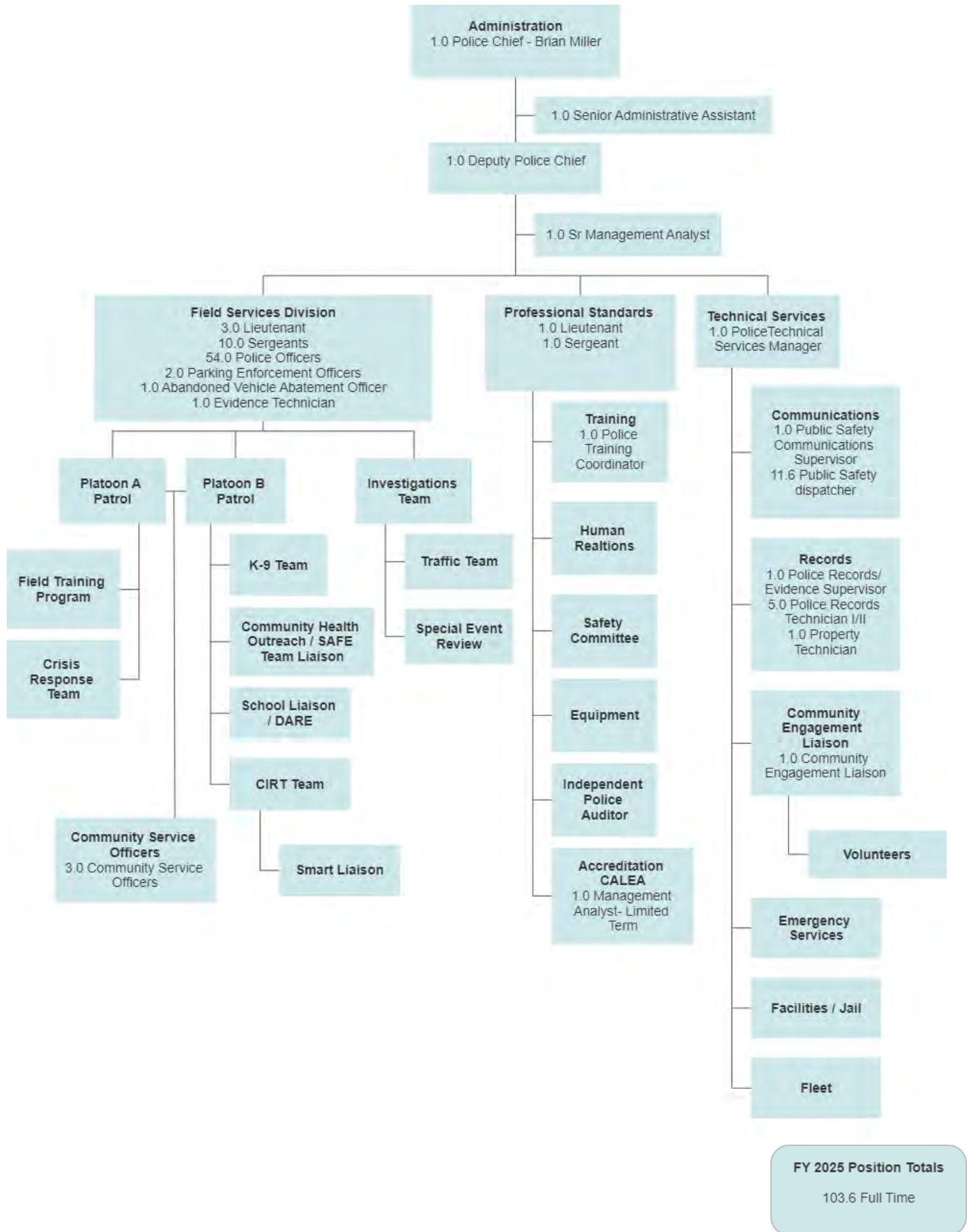
Looking Forward

The Parks and Recreation Department continues to make investments in improving public spaces and building a sustainable maintenance program that embraces the long-term stewardship of community landscapes. The first aquatics feasibility report will serve as an important tool, providing staff with a path towards improving aquatics programs and service delivery at the Swim Center and Cavanagh Pool. The transition of the Petaluma Fairgrounds to local control has created excitement and a renewed interest in providing new opportunities for greater public access to community spaces. Parks and Recreation staff seek to embrace this new energy and engage the community on new programming ideas special events, and stewardship of the grounds. The Senior Center is a hub of activity with new events and a variety

of programming as staff seek to expand hours of operation. The Parks Maintenance team is partnering with leaders in the field of organic land management, to implement a new three-year natural grass organic pilot program aimed at investing in soil restoration efforts towards improving the health and playability of natural grass athletic fields. The department continues to strengthen partnerships with local service providers such as Petaluma People Services, Petaluma ReLeaf, Rebuilding Together, Petaluma Wetlands Alliance, the Garden Club, and Petaluma Bounty. With this year seeing the completion of the Kenilworth Park Revitalization Plan, the opening of the Petaluma Community Baseball Field, new pathway improvements, pool replastering, and the addition of the new Skate Park at Lucchesi, demonstrates the high value our community holds for public spaces and our investment in building and sustaining healthier parks network for lasting generations.



Police Department



Mission Statement

Working with our community to provide professional police services since 1858.

The Police Department provides a full range of law enforcement services to the community as we focus on our four primary tenants;

Reducing Crime

Increasing Traffic Safety

Improving the Quality of Life

Community Engagement

Description

The Department is divided into three divisions; **Field Services, Professional Standards, and Technical Services**. Within these divisions employees are assigned to specific functions including uniformed patrol, traffic enforcement, parking enforcement, code enforcement, investigations, records, communications, and administration. The FY 24-25 Police Department budget reflects this structure.

Police Department Administration oversees the department's three police divisions and coordinates with department staff to ensure accountability, collaboration, and sound fiscal oversight.

The **Field Services Division** consists of three platoons, each overseen by a police lieutenant. Two platoons include six patrol teams providing services twenty-four hours a day, and the Community Impact Response Team. The third platoon includes our specialized teams for investigations and traffic safety.

The six uniformed patrol teams respond to emergency and non-emergency public safety calls for service. Three teams make up each patrol platoon and work opposite days of the week for seven day a week coverage. Field Services also includes our Crisis Response Team made up of our Special Weapons and Tactics Team (SWAT), Crisis Negotiations, and Tactical Dispatchers, as well as Community Health Outreach, K-9 Unit, Gang Team, Field Training Officer program, and School Liaison.

The Investigations Team is responsible for the investigation of the most serious crimes committed within the City of Petaluma. Such investigations are often lengthy, demanding and require detectives to draw upon their work experience and significant specialized training. The detectives have received specialized training in the investigation of homicides, sexual assault, child abuse, elder abuse, human trafficking, fraud/identity theft, and other crimes which require a high level of training and experience. Additionally, the detectives are responsible for the registration and monitoring of all sex, arson, and drug registrants who reside in Petaluma.

The Traffic Team manages the Traffic Safety Program and provides investigative services for fatal and injury traffic collisions and conducts enforcement of traffic regulations throughout the community. The Traffic Safety Program recognizes the impact fatal, injury, and property damage collisions have in the community. Preventing death, injury, and property damage on City streets remains one of our highest public safety priorities. To further reduce injury and death, we focus on impaired/distracted driving, occupant protection/safety belt use, bicycle and pedestrian safety, and motorcycle safety through education and enforcement.

The Traffic Team also includes parking enforcement services and is staffed by two full-time non-sworn parking enforcement officers (PEO), and one part-time non-sworn parking enforcement officer. The PEO's are responsible for enforcement of the City's Municipal Code regarding parking regulations, and a majority of their time is spent in the downtown business district enforcing timed zones.

Also included in the Traffic Team is Abandoned Vehicle Abatement (AVA) which consists of one full-time non-sworn officer. The AVA officer targets abandoned vehicles and vehicles left parked on City streets for more than 72 hours. The Department receives on average 135 calls for service a month regarding abandoned vehicles and the goal is to reduce the number of calls for service and increase enforcement of abandoned vehicles left on City streets and private property.

The Community Impact Response Team (CIRT) is a high visibility uniformed proactive problem-oriented policing team tasked with street level problem solving to address emerging community crime and safety challenges. CIRT works to address community safety problems by addressing the people, places, and issues creating the highest number of calls for services for patrol through long-term and short-term problem-solving strategies.

The **Professional Standards Division** is responsible for the oversight and compliance of the entire department. In our efforts to enhance transparency and accountability, the Professional Standards Division is responsible for ensuring all employee training and compliance with Commission on Peace Officer Standards and Training (POST), Internal Affairs Investigations, recruitment and retention, and serves as the liaison to the Independent Police Auditor. The Professional Standards Division also oversees the department's efforts in seeking accreditation through the Commission on Accreditation of Law Enforcement Agencies (CALEA).

The **Technical Services Division** is responsible for the 911 Communications Center, Records, Community Engagement/Social Media, Emergency Management, Facility Needs, Fleet, and Technology all of which is overseen by a civilian police manager.

As the primary public safety answering point (PSAP) for Petaluma, all emergency and non-emergency calls and text to 9-1-1 communications come into the Communications Center. The calls for service range from general questions regarding City services, civil disputes, and reporting emergency calls like fire, injury traffic collisions, violence, and medical emergencies. In addition to answering phone calls and dispatching field personnel, public safety dispatchers process field requests and registration checks on individuals and vehicles; request towing services and enter vehicles and property into state and federal computer systems. As the PSAP, the team continues to receive all 911 and emergency calls for fire, ambulance and police services. However, once the initial call is determined to be of a fire or medical nature only, the call is transferred to REDCOM for the dispatching of the appropriate Fire and Emergency Medical Service (EMS) resources. The Communications Center also coordinates dispatching services for the city's mobile crisis intervention team Specialized Assistance For Everyone (SAFE).

The Computer Aided Dispatch (CAD) and Records Management System (RMS) provide electronic systems to assist in the tracking of calls for police services and vital record keeping functions.

The Records Team is comprised of Records Technicians who process all records related to our mission to include but are limited to crime reports, traffic collisions, and citations, criminal and civil subpoenas, stored vehicle reports, criminal history clearance letters, discovery requests, crime data reporting to federal, state, and local agencies including the media, report crime statistics, issue taxi permits, solicitor permits, massage permits and registrations. The Property Technician is also under Records and is responsible for preserving evidence taken into police custody, maintain accurate chain of custody records, responding to discovery requests, and manages the transfer and disposition of all evidence items. The Records Team is also responsible for staffing the Police Department's front desk and non-emergency telephone lines during business hours.

The Police Department continuously looks for grant opportunities to offset the cost of new police services, technology acquisitions, and specialized programs.

Major Accomplishments and Highlights

- Continued implementation of the 2022-2025 Strategic Plan including progress on our five strategic goals:
 1. Organizational wellness and professional development
 2. Crime and collision reduction
 3. Active partnerships
 4. Safe spaces
 5. Transparent accountability

These goals serve to guide the professional development of staff to ensure public expectations continue to be met with regard to professional standards, training, education, diversity, employee wellness, and best practices in policing and public safety facilities.

- Continued implementation and tracking of recommendations from the Police Operations and Data Analysis study by the Center for Public Safety Management (CPSM).
- Completed the Public Safety Facilities (PSF) Needs Assessment with Fire Department, Public Works, and City Manager’s Office creating a PSF Strategic Plan.
- Implemented the Lights On! Program and enrolled local service providers to repair vehicle lighting equipment resulting in improved traffic safety.
- Received first annual report and developed a workplan for 2024 in partnership with the Independent Police Auditor.
- Selected for the POST POWR Grant to develop and create an organizational wellness program.

Goals and Priorities

- Continue prioritization and implementation of CPSM recommendations and efforts focused on year three of the Department’s strategic plan.
- Work with the Independent Police Auditor to recommend a process for developing the proposed Public Safety Advisory Group.
- Analyze and identify opportunities to expand officer available times and methods to reduce call response times.
- Develop effective responses to crime and traffic safety through intelligence-led policing and technology.
- Continue to re-imagine policing and develop new and innovative ways to improve community safety and service delivery.
- Begin the design phase of the short-term Capital Improvement Project for the Police Department remodel with plans to begin construction the following year.
- Begin the development of a 3-year strategic plan for 2025-2028.

Performance Measures

Strategic Goal	Description	Measure Type	FY 2022/23 Measure	FY 2023/24 Target	FY 2023/24 Measure	FY 2024/25 Target
A City That Works:	Number of filled sworn allocated police officer positions and Vacancy rate of unfilled police officer positions.	Filled Sworn Officer Positions	70 FTE Sworn Police Officers Vacancy Rate 0%	70 FTE Sworn Police Officers Vacancy Rate 0%	71 FTE Sworn Police Officers Vacancy Rate 0%	71 FTE Sworn Police Officers Vacancy Rate 3%

Strategic Goal	Description	Measure Type	FY 2022/23 Measure	FY 2023/24 Target	FY 2023/24 Measure	FY 2024/25 Target
A City That Works:	Institute staff training programs to enhance staff expertise and advancement. Training provided annually	Number of Hours	7,286 Outside Training hours 4600 Platoon Training Hours 11, 886 total training hours YES PSP Cycle	~7,000 Outside Training hours 4600 Platoon Training Hours 11, 600 total training hours	7,101 Outside Training hours 4700 Platoon Training Hours 11, 801 total training hours	~7,200 Outside Training hours 4800 Platoon Training Hours 12,000 total training hours YES PSP Cycle
A City That Works A Safe Community That Thrives	Coordinate and enhance cross-department social media collaboration. Social Media/ Nixle Enrollments, Followers and postings for all Platforms	Total Number of Followers and Postings	Followers: 15,889 Postings: 2,522	Followers: 119,000 Postings: 2,500	Followers/ Subscribers: 123,785 Postings: 1472	Subscribers/ Followers 127,500 Total Social Media Postings 1550
A Safe Community That Thrives	Improve traffic safety through proactive education, engineering, and enforcement strategies Number of Traffic Collisions (Fatal/Injury), DUI collisions/ arrests, and traffic Citations	Total number of incidents	189 Total Number of Traffic Collisions (Fatal- 2/ Injury-187) 61 DUI Traffic Collisions 242 DUI Arrests Citations: 1316	175 Total Number of Traffic Collisions (Fatal- 0/ Injury-175) 45 DUI Traffic Collisions 220 DUI Arrests Citations: 1382	182 Total Number of Traffic Collisions (Fatal- 2/ Injury-180) YTD 79 DUI Traffic Collisions YTD 240 YTD DUI Arrests Citations: 1,928	Reduce Total Number of Traffic Collisions by 5% and have 0 traffic fatalities consistent with Vision Zero goals. DUI Arrests: 450 Arrest

Departmental and Program Budget Overview

By Departmental Program	2023 Actuals	2024 Revised	2025 Budget
Police Administration	\$ 5,407,268	\$ 6,353,542	\$ 6,645,144
Police Communication	1,984,356	2,211,643	2,236,603
Police Cad/rms	432,247	428,647	428,647
Police Investigation	1,291,076	2,106,111	2,107,625
Police Patrol	14,915,252	13,805,059	14,862,321
Police Traffic Safety	1,044,656	1,906,823	2,155,065
Police Records	833,897	876,141	896,471
Parking Enforcement	318,375	288,316	303,514
General Fund Police Department	\$ 26,227,127	\$ 27,976,282	\$ 29,635,390
Police Grants	2,330,334	1,676,211	1,788,174
Abandoned Vehicle Abatement	148,672	169,971	172,913
Asset Seizure	829	703	22
Non General Fund Police Department	\$ 2,479,835	\$ 1,846,885	\$ 1,961,109
Police Department	\$ 28,706,962	\$ 29,823,167	\$ 31,596,499

By Account Type	2023 Actuals	2024 Revised	2025 Budget
Salary	\$ 13,249,701	\$ 14,843,263	\$ 15,333,970
Benefits	9,419,885	10,352,689	11,108,471
Services & Supplies	5,239,842	4,559,880	5,041,705
Utilities	72,469	67,335	67,353
Capital Expenditures	52,699	-	45,000
Transfers	672,366	-	-
Police Department	\$ 28,706,962	\$ 29,823,167	\$ 31,596,499

Key Budget Highlights and Changes by Program

A Police Department budget of \$31,596,499 is recommended for 2024/25. This represents an increase of \$1,773,332 over 2023/24.

Salaries are recommended at \$15,333,970 representing an increase of \$490,707 over 2023/2024. This change is mainly a result of cost-of-living adjustments as a result of labor negotiations, increased overtime, and step advances through the salary ranges. Also included is funding for one additional Code Enforcement Officer. The City currently has one Code Enforcement Officer and this addition will provide much needed assistance to address program enforcement and various needs across the City.

Benefits are recommended at \$11,108,471 representing an increase of \$755,782 over 2023/2024. This increase is mainly a result of negotiations- cost of living adjustments, increased retirement costs, workers compensation costs, and employee benefit selections as well as benefits associated with the new position mentioned above.

Services and supplies are recommended at \$5,041,705 an increase of \$481,825 over 2023/2024. This category is mainly for operating services and supplies, the SAFE program funded by grants, employee training, vehicle fleet repairs and maintenance, Redcom 911 services, K-9 program, CAD services, intragovernmental charges, cleaning and communications services. Costs for Security Cameras, and fees to Sonoma Sherriff, the lease cost for 1221 Petaluma Boulevard, costs related to the third K-9 dog

such as boarding and hospital visits are included and have all increased slightly. The primary increase is due to increased Risk Management and Information Technology intragovernmental charges and is related to rising insurance costs, staying up to date with current technology/security needs, and to maintain and build fund reserves to appropriate levels. Ongoing investment in citywide technology continues in FY 25 and includes new software, upgraded phone and internet services and improvements in citywide helpdesk support. The City continues to seek an ongoing revenue source to fund the indispensable SAFE team which totals approximately \$1.3m annually.

Utilities are recommended at \$67,353.

Capital expenditures are recommended at \$45,000 in FY2023/2024 to purchase a Motorcycle funded by the STEP grant.

Looking Forward

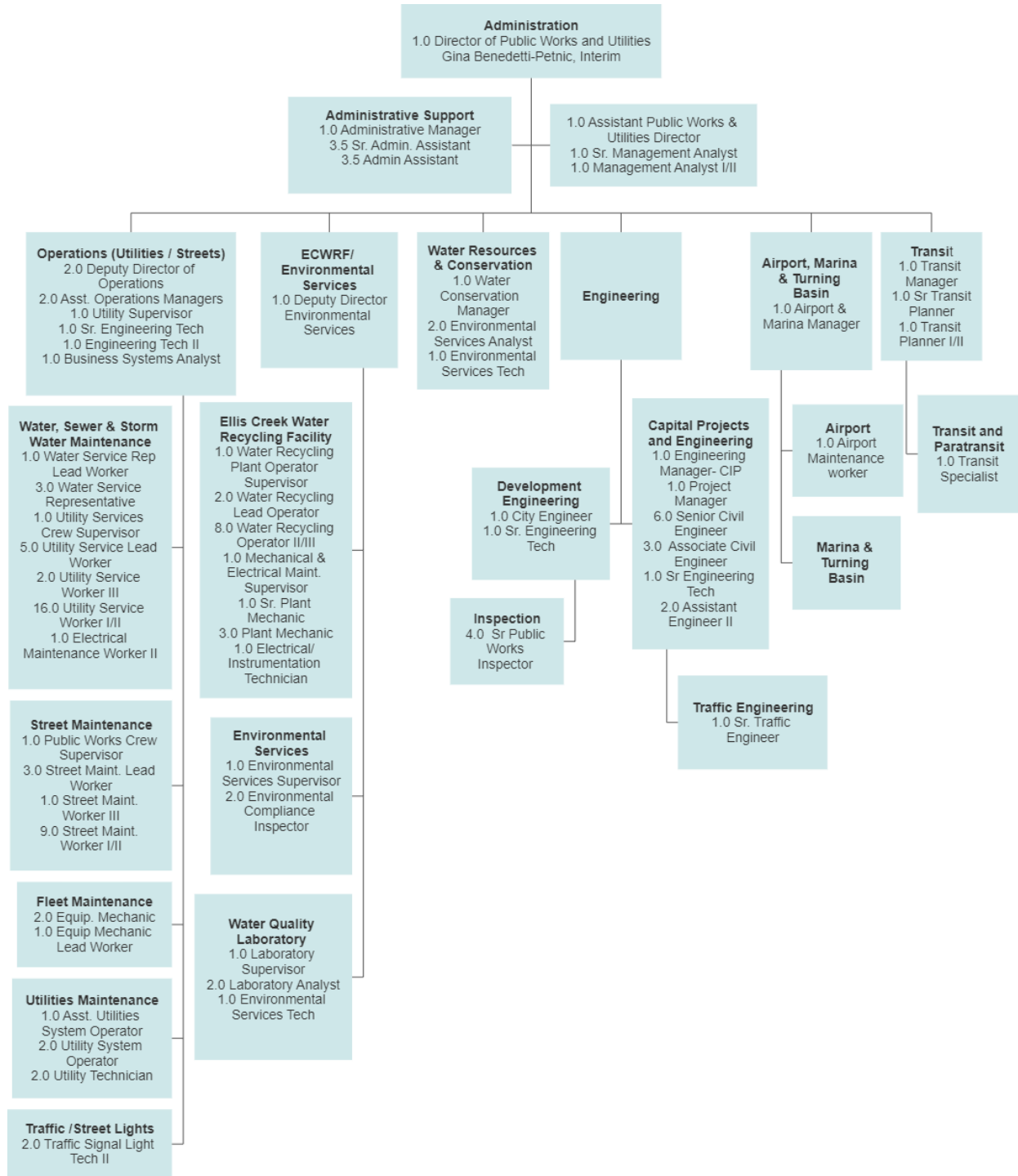
The Department remains heavily focused on the development, coaching, and mentoring of our most valuable resources, our staff. The Department intends to invest in professional development, organizational wellness, increasing capacity, reducing span of control, enhancing levels of supervision, and expanding transparency. The Department is committed to prioritizing retention and preserving the institutional knowledge as we restore and stabilize our staffing levels.

The Department is committed to ongoing evaluation and exploration of opportunities to re-imagine policing to develop new and innovative ways to improve community safety and service delivery. The Department intends to leverage data to identify and address drivers of crime, adopt problem solving models and evidence-based practices.

The Department is dedicated to maintaining essential emergency services while ensuring resources are optimally deployed, operations are streamlined for efficiency, and services provided are cost-effective, all while maintaining a high level of service to the community members of the City of Petaluma. The Department is committed to conducting organizational assessments to ensure the adequate staffing to maintain the expected delivery of services.



Public Works and Utilities



FY 2025 Position Totals
129 Full Time

Mission Statement

Committed to providing exceptional services to our community as stewards of our built and natural environments, safe mobility, water & sewer systems, and supporting infrastructure and programs.

We are building a culture of excellence in serving our community and we aspire to be a national leader in Public Works and Public Service.

Description

The mission of the Public Works and Utilities Department is to deliver exceptional services to our community through dedication and innovation. The City Council's *Goals and Priorities* provides the framework that guides our way in defining and implementing departmental priorities and actions. The nature of our work ranges from routine maintenance of our infrastructure, regulatory compliance, designing and constructing capital improvement projects, responding to the climate crisis, preparing for, and responding to emergencies, distributing and recycling water, maintaining airport and marina operations, and ensuring that public transportation is available throughout the year. We seek to maintain and improve the quality of life for all residents, organizations, and visitors. Our team's success relies on the sharing and management of equipment, resources, and expertise across the various Public Works and Utilities divisions and workgroups.

The department is comprised of the following operating divisions: **Administration, Development (City) Engineering, Capital Improvement Projects/Engineering, Operations (Utilities and Streets), Environmental Services, Water Resources and Conservation, Transit, Airport, and Marina**. The department operates and maintains the City's public infrastructure, transportation systems, fleet, streets, streetlights and traffic control devices, marina and airport, infrastructure for water, wastewater, and stormwater, and the Ellis Creek Water Recycling Facility (ECWRF).

Administration staff promotes accountability, management, leadership, collaboration, and sound fiscal oversight while coordinating customer service requests and supporting asset management and work order systems. Administration staff assists in the preparation and coordination of council agenda, budget, and annual report documents; prepares annual fiscal projections; provides support for grant and contract administration; oversees asset management and customer service requests; manages utility rates; provides clerical support for department and division managers; collaborates closely with Human Resources to oversee the department's hiring activities and personnel management; and, provides clerical and virtual meeting support for Council-appointed committees and commissions.

The **Engineering** division provides engineering services for capital projects and development entitlements, permitting, inspections, American with Disabilities Act (ADA) compliance, and traffic engineering. Comprehensive Development Engineering addresses new development initiated by outside interests, which involves managing City land transactions and overseeing developer agreements and public improvements. Included in these services are vesting and tentative (parcel) maps, utility service and other encroachment permits, right-of-way management, construction inspections, and traffic engineering. Capital Projects, as the other arm of our Engineering Division, focuses solely on the planning, design, and construction of capital improvements, all initiated and performed by (or contracted by) the City. Combining

these functions in a single division allows us to efficiently share and leverage our engineering resources across a broad range of services. It creates a broader knowledge base of engineering-related activities and services, which fosters collaboration and enhances services to the community.

Capital Projects is part of the Engineering division and is responsible for managing the City's Capital Improvement Program (CIP) and providing project management of the individual projects and grants related to the CIP. CIP tasks include preliminary and final design services, environmental planning and permitting, inspections, grant administration, construction management and setting annual water, sewer, and pavement improvement priorities. Capital improvements include, but are not limited to, pavement rehabilitations and upgrades, including high-priority active transportation/safe streets and traffic calming projects (encompassing both quick-build and hardened improvements), new signage, streetlights, and traffic controls. Also, a large part of our capital projects involves bridge evaluations and repairs; upgrades to water and wastewater facilities; improvements to trails and parks; maintenance of public buildings; drainage and flood control systems; and, upgrades to airport, marina, and transit facilities. The CIP team, consisting of project managers, engineers, inspectors, and technical staff, drives projects from conception to completion by effectively managing project budgets, schedules, consultants, design and permitting activities, and construction contractors – all in collaboration with other City departments as well as funding and regulatory agencies.

Traffic Engineering, also within the Engineering division, reviews traffic infrastructure improvements; assesses potential traffic impacts resulting from private development and transportation permits; and, reviews and prepares traffic and parking control plans. Our traffic team also oversees all traffic studies, speed surveys, pavement condition assessments, and pavement management plan updates. This team manages and maintains the City's traffic intersection signals and midblock RRFB's (pedestrian flashing beacons), which encompasses programming, timing, corridor coordination, safety improvements, maintenance, and controls for nearly 6,000 streetlights and 52 traffic-signal controllers. Traffic signal technicians perform preventative maintenance and respond to nearly 3,000 annual requests for underground service alerts. Traffic engineering staff participates in the Sonoma County Transportation Authority (SCTA) Countywide Bicycle and Pedestrian Bicycle Advisory Committee and the Sonoma-Marín Area Rail Transit (SMART) Advisory Committee. The Active Transportation project manager, in close coordination with the Traffic Engineering team, also serves as staff liaison to the Petaluma Pedestrian and Bicycle Advisory Committee (PBAC).

The **Streets Operations** division manages and maintains several critical facets of our community's infrastructure, and involves the following funds:

- The automotive/equipment maintenance shop maintains and repairs the City's fleet, ensuring the safe and reliable operation of nearly 100 vehicles as well as mobile equipment.
- Downtown streets and sidewalks maintenance is overseen by both Operations and Engineering and involves street and sidewalk maintenance and inspections to ensure that Americans with Disabilities Act (ADA) standards are being met.
- The Petaluma Turning Basin and D Street Bridge funds the operation and maintenance of the D Street Bridge and the city-owned docks and utilities in the Turning Basin.
- The Gas Tax Fund receives gas tax revenues. These are transferred to the Street Operations Fund and used to maintain city streets, signs, signals, and streetlights. Street Maintenance, a part of the Operations Division, funds pavement and right-of-way

rehabilitation and repairs, including pothole patching, overlays, trench repair, dig-outs of broken pavement, crack sealing, weed abatement, debris removal, trail surface maintenance, and tree trimming. The street crews also provide emergency responses during floods and natural disasters and temporary mitigation in support of the sidewalk repair program, while engineering staff manages the sidewalk repair program.

- Street Signs and Markings installs and maintains street markings and signage, including regulatory, directional, street, and special signs, and applies traffic markings such as crosswalks, fog lines, bike lanes, reflectors, painted curbs, and yellow traffic buttons.

The **Petaluma Municipal Airport and the Petaluma Marina** are overseen by the Public Works Administration Division and managed by the Airport and Marina Manager. The airport handles approximately 60,000 take-offs and landings each year. The Airport Enterprise Fund supports the management of 164 City-owned aircraft storage hangars, 20 private hangars, 118 tie-down spaces, 3 commercial operators, and hosts 200 tenant aircraft. Additionally, the airport maintains an Automated Weather Observation System (AWOS) and a ground communication link to the Federal Aviation Administration (FAA). To ensure the availability of a safe and reliable fuel source for aircraft, the City provides 24/7 self-service avgas and jet fuel on demand. These systems are vital to supporting flight operations, including lifesaving medical flights, air charter, and cargo services. Also under the oversight of the Airport and Marina Manager is the Petaluma Marina, which has 184 berths varying from 22 ft. to 40 ft. in length. The marina has a current occupancy rate of 35% and offers a public launch, pump-out, and fuel service. Additionally, the marina provides critical emergency services by hosting the Sonoma County Sheriff Marine Unit vessel and providing the primary launch for Petaluma Fire and Police rescue vessels.

Petaluma Transit and Petaluma Paratransit are managed by the Transit division, which consists of city staff and a contracted transit operator. This cost center accounts for Transit administrative functions, including staffing, financial, and operational oversight of the contract operations, and support of City Council and Transit Advisory Committee activities. The operation and maintenance contract, currently with MV Transportation, Inc., is accounted for in a related cost center. Services provided included fixed-route bus service, mobility assistance paratransit service, and microtransit service starting in 2024. Over 300,000 trips are provided annually by Petaluma Transit and Paratransit.

Wastewater Administration serves wastewater enterprise operations and is located at both the Ellis Creek Water Recycling Facility (ECWRF) and the Public Works & Utilities Water Field Office. The wastewater administration team works collaboratively with wastewater staff from both the Environmental Services division and Operations division to promote efficiency, accountability, fiscal and asset management, and to provide customer service. Primary responsibilities include budget analysis and coordination, fiscal projections and analysis, grant and contract administration, coordination of asset management and customer service request programs, wastewater master planning, and management of utility rates. The cost center includes transfers to Capital Improvement Program (CIP) accounts, intergovernmental charges, program costs (sewer lateral grant, etc.), and membership costs to key wastewater and recycled water agencies, including Bay Area Clean Water Agencies (BACWA), North Bay Water Reuse Association (NBWRA), and the California Association of Sanitation Agencies (CASA).

The wastewater collection system, under Operations, provides 24/7 collection and conveyance of domestic, commercial, and industrial wastewater generated within Petaluma and Penngrove to the ECWRF. The system conveys wastewater through lateral service pipes from homes, businesses, and other customers to sewer mains that transport sewage via a network

comprised of more than 195 miles of pipes. The operation and maintenance of nine sewer pump stations are funded by a related cost center. A continuous inspection program identifies problem areas when remote control TV cameras are inserted through the main pipelines. Preventative cleaning of sewer lines is accomplished using a high-pressure water jet vacuum truck. Wastewater pump stations, managed by the Environmental Services Division, fund the reliable operations and management of the City's nine sewer pump stations that deliver an average daily flow of 3.7 (drought) to 4.5 (non-drought) million gallons per day (MGD) during dry weather conditions, and up to 36 MGD of wet weather wastewater flow to the ECWRF. During wet weather, the wastewater collection system experiences inflow and infiltration (I&I), where stormwater enters the sanitary sewer collection system through storm inlets improperly connected to sanitary sewer lines illicit connections, and deficiencies in the pipe network. Wastewater Storm Drain, managed by the Operations division, funds the portion of the storm drain maintenance program directly related to the operation of the sewer utility. Stormwater crews clear, clean, and maintain approximately 4,645 storm drain inlets and catch basins, and numerous culverts, open ditches, and creeks. They also operate the three stormwater pump stations located on Jess Avenue (Payran PS), Vallejo Avenue (Vallejo PS), and Lakeville Avenue (Wilson PS).

Water Administration serves the Water Enterprise operations, located primarily at the Water Field Office, and works collaboratively with operational staff to promote efficiency, accountability, fiscal and asset management, and customer service. Primary responsibilities include the preparation of Council agenda reports and other correspondence, budget analysis and coordination, fiscal projections and analysis, grant and contract administration, coordination of asset management and customer service request programs, water master planning, water supply planning, and management of utility rates. The cost center includes transfers to CIP accounts and intergovernmental charges, training and education for staff, and membership costs to water associations including the American Water Works Association (AWWA) and the Association of California Water Agencies (ACWA) .

Water Customer Service is part of the Operations division and works closely with the Finance Department to investigate and resolve customer-billing issues by addressing customer billing inquiries related to high water use or leaks, responding to service orders for meter turn-ons/off and read checks, and requests for utility billing system support. Cross Connect and Backflow Prevention is responsible for managing the state mandated cross-connection control program and works closely with the building department to ensure each water and fire service connection is safe.

The wholesale purchase of the City's water supply from Sonoma Water is accounted for by a related cost center. Overseen by the Operations division, this cost center funds the purchase of the City's water supply from Sonoma Water under the terms of the wholesale water purchase agreement (Restructured Agreement for Water Supply). Managed by the Operations division, potable water from Sonoma Water and 21 municipal wells is transmitted and distributed to City customers through seven water pump stations, nine active storage reservoirs with 11.1 million gallons of capacity, five pressure zones, and over 240 miles of transmission and distribution pipelines serving approximately 20,422 metered customers with over 7,80000 valves and appurtenances. This division funds the maintenance and repair of the pipelines, including a California state-certified Water System Chief Operator, to assure water quality and reliability of service of the distribution system. Quality and reliability are achieved by overseeing continuous testing for pathogens and chlorine levels as well as continuous monitoring of deliveries, leaks, and system pressures.

The Storm Drain Utility Administration, managed jointly by the Operations and Environmental Services divisions, encompasses the City's non-wastewater related stormwater maintenance and operations activities and regulatory compliance functions, including maintenance of City drainage waterways, drainage inlets, manholes, and culverts. The City's Municipal Separate Storm Sewer System (MS4) permit activities and flood alert system are funded by this cost center.

Water Resources and Conservation division funds water conservation outreach and programs, drought response, and water supply planning. Year-round water conservation programs include Water-Wise HouseCalls; Mulch Madness for turf replacement; free water conservation device giveaways; and, rebates for toilets, washing machines, pool covers, and grey water systems. Water Conservation sponsors Laundry-to-Landscape greywater systems workshops, demonstration gardens, and public outreach at events and through social media, print and digital press, direct mailers, website, and through regional partnerships. Water Resources supports floodplain management and creeks program, subsidized by the Storm Drain utility fund, which focuses on the stewardship of natural spaces to facilitate floodwater retention and promote habitat conservation.

Major Accomplishments and Highlights

Here are a few examples of recent accomplishments and programs within each area of Public Works:

- **Environmental Services** (ECWRF and Environmental Services):
 - Continued planning and expansion of the urban and agricultural recycled water systems to serve additional customers. Additional parks and irrigation areas along Maria Drive are now connected to the city's recycled water system, including Bond Park in 2022 and Meadowview Park in 2023.
 - Continued biosolids management strategy to adapt to upcoming regulatory requirements.
 - In 2023, the ECWRF treated 1,982 million gallons of wastewater and produced 503 million gallons of recycled water.
 - The City entered into an agreement for the installation of a floating solar array to provide sustainable power to the ECWRF. Construction is slated for Fall 2024.
 - Construction began on the tertiary recycled water treatment expansion project to expand recycled water production capacity. This project received two grant awards, \$3.6M from the Department of Water Resources and \$4.7M from reclamation through NBWRA.
 - Completed construction of new effluent outfall and pipeline.
 - Actively managed the application of pretreatment requirements on the City's industrial users while many industries were navigating significant changes to their operations.
 - Issued permits for significant industrial users and non-significant categorical users.
 - Updated and reissued a general permit for minor industrial food and beverage producer facilities.
 - Performed 164 restaurant grease removal device inspections to confirm devices are being properly maintained.
 - Performed auto service facility inspections to ensure pollutants are not being discharged to sewer or storm collections systems.

- Performed initial tasks to comply with the Petaluma River bacteria total maximum daily load (TMDL), including participating in a coordinated sampling project for the Petaluma River watershed.
- The ECWRF Water Quality Laboratory is Environmental Laboratory Accreditation Program (ELAP) certified, and as of January 1, 2024, and is National Environmental Laboratory Accreditation Program/The NELAC Institute (NELAP/TNI) accredited.
- **Operations – Water Distribution:**
 - Began the process of creating an Integrated Water Management Plan (IWMP) to identify and analyze potential water supply alternatives to help meet the City's goal of increased local water supply resiliency.
 - Created a Water Resources and Conservation division within Public Works & Utilities to oversee the water conservation program, water resources, and water supply planning.
 - Completed preliminary Master Plan documents for the water distribution system and sewer collection system to coincide with the general plan update. The plans include a 10-year rehabilitation and replacement program for critical infrastructure.
 - Continued with the replacement of undersized water mains, failing and leaking water services, and antiquated sewer mains.
 - Advanced in climate action goals with the electrification of pool cars and crew support vehicles and transition to renewable diesel for super duty crew vehicles. The electric fleet includes four electric pool vehicles, three electric crew trucks, and three electric vans for operations (flushing crew, cross connection control) and water conservation.
 - Continued implementation of the advanced metering infrastructure (AMI) water meter program. Installed over 900 AMI endpoints for various city parks, city facilities, and high-user accounts with the goal of tracking water usage and identifying water leaks. This also includes the implementation of an opt-out policy.
- **Operations – Wastewater Collection:**
 - Adopted a new Sewer System Management Plan (SSMP) to fulfill state water board requirements. The new SSMP includes an action plan specifically addressing efforts to reduce bacteria reaching the Petaluma River to meet TMDL requirements.
 - Purchased and integrated a new sewer inspection camera van into the operations fleet. The new camera van will be used to provide condition assessments of the city's sewer collection system to prioritize replacement. The sewer camera van utilizes electric components further reducing carbon emissions from the operations fleet.
 - Installed four new SmartCover manholes to assist in infiltration and inflow detection and sanitary sewer overflows (SSO) response.
 - Completed priority 10-year replacement and rehabilitation plan as part of the Sewer Master Plan Update.
- **Operations – Stormwater Collection:**
 - Continued efforts to update Citywide Creek Maintenance Plan and efforts to obtain regulatory permitting for the plan.

- Replaced and repaired dozens of storm catch basins and drain inlets improving drainage facilities.
- Responded to creek clearing and tree removal from city-owned creeks and drainages to improve stormwater collection efficiency.
- Began floodwall rehabilitation and maintenance requirements.
- **Operations – Streets:**
 - Established the position of Deputy Director of Operations dedicated to the oversight of this division.
 - Closed off access to Lakeville from Pineview and established a collaborative action plan with Caltrans for long-term solutions that improve safety on Lakeville Highway.
 - Developed a new five-year paving plan that prioritizes and ranks streets based on established criteria.
 - Upgraded the traffic signal central management system with improved communications, upgraded equipment, and new system performance measures to monitor overall performance.
- **Engineering** (including Development Engineering and Capital Improvement Program (CIP) engineering):
 - With the passage of the Measure U sales tax initiative and the use of the proceeds for a bond issue, we have been able to achieve unprecedented large-scale pavement improvement projects throughout the City. Notable accomplishments include the following:
 - Completed the North McDowell Boulevard Complete Streets Project, which reconstructed 1.75 miles from Old Redwood Highway to Sunrise Parkway. The project included major safety and accessibility improvements, including new and upgraded sidewalks and curb ramps, adding several new and improved crosswalks, and installing bike lanes throughout the project, most of which are physically protected from vehicle traffic. The project team also worked closely with property owners along the corridor to incorporate trees and drought-tolerant landscaping where feasible.
 - Completed the Garfield Drive Project which included paving a section of Garfield Drive from East Washington Blvd. to Cross Creek Street. This project also included pedestrian improvements such as ADA curb ramps, pedestrian crossings, and active transportation improvements. In addition, water services were also replaced along Garfield Drive.
 - Issued a Request for Proposal (RFP) and hired Mark Thomas to perform all remaining work needed to bring the Caulfield Lane extension and bridge across Petaluma River to shovel-ready status, including design, environmental review, and permitting. Thus far, the consultant has confirmed regulatory requirements (including navigational clearances), completed hydraulic modeling, recommended and began design on a single leaf rolling bascule bridge, and worked closely with a development project on the south bank to ensure its site improvements are compatible with the bridge design. The project is expected to be shovel-ready in early 2026.
 - Completed Phase 1 of the Payran Madison Trenchless Sewer Replacement Project. This work involved the replacement of sewer mains and laterals connects within the Payran Madison area.

- Improved airport safety and use through the completion of the Airport Aircraft Parking Apron Rehabilitation project which will provide better access from aircraft parking to the runway.
 - Improved numerous community facilities and parks.
 - Constructed a new outfall for the ECWRF, which was activated for the start of the winter 2023/2024 discharge season. The temporary outfall was removed.
 - The Community Center roof repairs are well underway, and the project is under construction.
 - Completed the first phase Petaluma Community Sports Field Baseball Project which included the installation of a regulation-size baseball field with spectator viewing areas, dugouts, and fencing, as well as increased parking capacity adjacent to the current playing fields.
 - Increased vehicle, pedestrian, and bicycle safety via improvements to sidewalk, crosswalk, and bicycle facilities throughout the city.
 - Launched the Safe Street Nomination Program, creating a means through which community members can request traffic calming and other safety improvements to city streets which are then objectively scored and prioritized.
 - Launched a Bike Rack Request program and purchased grant-funded bike racks for installation throughout 2024.
 - Continued replacement of aging water services and wastewater collection infrastructure, including completion of the water main behind the Santa Rosa Junior College campus, which allowed for completion of the Manor Tank recoating project, installation of recycled water main along Maria Drive, and completed water service replacement on Samuel Drive, Maria Drive and Garfield Drive (and surrounding neighborhoods).
 - Began construction of several solar installations at two of four planned city facility locations including the baseball field and the community center.
 - Development Engineering provided technical support and engineering oversight for major development projects throughout the City.
- **Airport:**
 - Completed the final phase of the Airport Aircraft Parking Apron Rehabilitation project. This included the slurry seal, tie-down anchors, and painted surface markings. This project created more usable space for Airport tenants to store their aircraft, conduct public Airport events, and increase the lifespan of the existing pavement.
 - Received a \$222K design grant from the FAA for the Taxiway A Rehabilitation project, currently planned for FY26, pending FAA construction grant approval.
 - Received a \$202K design grant from the FAA for the South Taxilane B Rehabilitation Project, currently planned for FY26, pending FAA construction grant approval.
 - Completed coring and boring for the Taxiway A Rehabilitation and South Taxilane B Rehabilitation projects to determine current pavement condition.
 - Relunched the Airport webpage with a map and many other interactive features.
- **Marina & Turning Basin:**
 - Completed several float repairs and 50% decking board replacement for the Marina Launch Dock. The remaining decking board replacement to take place in 2024.
 - Began pile driving for the new Turning-Basin Docks. Completion of the pile driving and new dock installation planned for late 2024.

- Installed switch and wi-fi networks to provide improved connectivity for city staff and Marina safety systems.
- **Transit:**
 - Implemented the K-12 fare free youth program starting in June 2023 in partnership with Sonoma County Transit and Santa Rosa City Bus. The program will run through at least June 2025.
 - Processed 176 paratransit applications in-house.
 - Decreased the number of missed trips on the Petaluma Transit fixed route system with 99%+ trips being fulfilled.
 - Increased staffing and retention to 85%+ staffing levels.
 - Created the first-ever Petaluma Transit Zero Emission Bus Transition Plan – outlining a path towards carbon neutrality with the fleet by 2030.
 - Petaluma Transit vehicles participated in nine community outreach parades/events.
 - Participated in the Sonoma County Transit operator collaboration projects in conjunction with Sonoma County Transit and Santa Rosa City Bus (coordinated Web sites, one paratransit application form, etc.).
 - Continued design work for electrification improvements at the Transit Yard (555. N McDowell Blvd), which are necessary to accommodate the first wave of electric transit buses.
 - Successfully completed change over to GMV Syncromatics, the new computer aided dispatch/automated vehicle location (CAD/AVL) system in 2023.
 - Provided free fares for eight community holidays/events.
 - Hired dedicated bus stop utility workers to improve cleanliness of citywide bus stops.
 - Began preliminary work towards implementation of citywide fare free program in FY24.
 - Began preliminary work towards implementation of a citywide microtransit service in FY24.
 - Became the first City department to be accepted into the to the PG&E Green Fleet program.

Goals and Priorities

- **Environmental Services:**
 - Return to implementation of the statewide trash amendments, including evaluating sites for the installation of a pilot full trash capture system.
 - Implement new and ongoing requirements of the City's MS4 stormwater permit, which is anticipated to be issued in 2024.
 - Continue to collaborate with Petaluma River Watershed partners on water quality sampling and other tasks required for compliance with the Petaluma River Bacteria TMDL.
 - Study options for increasing recycled water storage and expansion of the distribution system in connection with the Integrated Water Management Plan.
 - Maintain a robust pretreatment program to protect our community's investment in the ECWRF.
 - Prepare a recycled water program financial analysis and rate study.
 - Focus on performing commercial wastewater inspections of auto service and dental facilities.

- Participate in in-person pollution prevention public outreach events at a pre-COVID frequency.
 - Create additional public and commercial business outreach materials for pollution prevention.
 - Update fine policy for food service establishments.
 - Comply with National Pollutant Discharge Elimination System (NPDES) permit requirements at ECWRF.
 - Maintain equipment at ECWRF to continue to provide a robust and reliable treatment process at the ECWRF.
 - Complete Phase 1 of the Chemical Improvement Project.
 - Complete Tertiary Treatment System Expansion Project and receive Division of Drinking Water approval.
 - Dredge Pond 3 by August 2024 in preparation for the floating solar array.
 - Update wetland trail informational kiosks in coordination with Petaluma Wetlands Alliance.
- **Operations – Water Distribution:**
 - Complete water distribution master planning efforts once land use and general plan updates have been completed.
 - Update the 5- and 10-year water main rehabilitation and replacement program as projects are completed.
 - Continue the water main flushing program utilizing the NO-DES zero discharge flushing truck.
 - Continue water main, isolation valve, and fire hydrant maintenance activities to align with state requirements.
 - Continue replacement of aging sewer mains to reduce inflow and infiltration.
 - Continue water service replacement program to replace failure prone water service connections and reduce water loss.
 - Complete the implementation of the Advance Metering Infrastructure (AMI) water meter conversion project to advance water conservation efforts and optimize resources.
 - Implement a new asset management program for all water, sewer, storm, and street infrastructure to track level of effort, costs, and maintenance hot spots.
 - Create and implement a Cross Connection Control Program, including site hazard assessment for all water service connections to comply with new state regulatory requirements.
- **Operations – Wastewater Collection:**
 - Complete wastewater collection system master planning efforts once land use and general plan updates have been completed.
 - Update the 5- and 10-year sewer main rehabilitation and replacement program as projects are completed.
 - Implement the updated Sewer System Management Plan (SSMP) and Improvement Action Plan aimed at reducing bacteria reaching the Petaluma River.
 - Utilize the new sewer inspection camera van to complete a condition assessment for all sewer mains within 1,000 feet of the Petaluma River and its tributaries.
 - Create and implement a manhole inspection and condition assessment program to comply with regulatory requirements.

- Continue the SmartCover manhole alarm program and smoke testing program to locate and identify sources of infiltration and inflow into the wastewater collection system.
- Create and implement a sewer force main inspection and condition assessment program to comply with state regulatory requirements.
- Continue efforts to completely eliminate sanitary sewer overflows (SSO's) within the city's wastewater collection system.
- **Operations –Stormwater Collection:**
 - Finalize the design for the rehabilitation of the Wilson Street Storm Pump Station and identify and obtain funding for construction.
 - Complete recommended rehabilitation of the city's floodwall as identified in the U.S. Army Corps of Engineers (USACE) report.
 - Update the city's stream/precipitation gauge software and website to closely match neighboring jurisdictions. Include camera monitoring of stream gauges to enhance flood response efforts.
- **Operations –Streets:**
 - Complete an operational needs assessment and site identification for Public Works Corp Yard needs and future Public Works operations expansion, to increase operational efficiency and long-term effectiveness for water, wastewater, streets, parks, facilities, transit, and city service partners.
 - Implement new asset management software and digitize streets and traffic signal assets and work orders.
 - Electrify the Streets Division fleet to continue efforts to meet climate action goals.
 - Continue to improve the traffic network by upgrading equipment and implementing system performance measures to monitor the health and efficiency of the system.
- **Engineering** (including Development Engineering and Capital Improvement Program (CIP) engineering):
 - Implement the approved and optimized Capital Improvement Plan.
 - Develop the CIP team by filling remaining vacancies and establishing new practices and protocols for excellence in project management execution.
 - Continue to grow and develop the newly hired CIP team and further a culture of excellence.
 - Re-envision project tracking and metrics for CIP projects using technology such as Procore and Power BI, to work towards the City becoming an industry leader.
 - Continue the permitting and design efforts for the Trestle Rehabilitation Project to bring it to shovel-ready status and thereby facilitate more high quality funding opportunities for the construction phase.
 - Continue efforts to implement Vehicle Miles Traveled (VMT) principles.
 - Continue efforts to update the City's Floodplain and Sea Level Rise models and FEMA maps, to serve as a basis for flood adaptation planning.
- **Airport:**
 - Complete needed repairs to Hangar Rows 1-8, including Hangar 2L.
 - Complete the design process for the Taxiway A Rehabilitation and South Taxilane B Rehabilitation projects.
 - Complete an FAA review of the Airport's Minimum Commercial Standards.

- **Marina:**
 - Secure funding for Marina dredging.
 - Integrate a Turning-Basin mooring reservation system into existing systems and procedures.
 - Update the Marina webpage on the City's website for better usability and user experience.
 - Install an upgraded security system for the Marina.

- **Transit:**
 - Complete design for near-term electrical improvements of the Transit Facility.
 - Implement a micro-transit or shuttle to/from the downtown area.
 - Successfully implement a free fare program for the Petaluma Transit system.
 - Complete the procurement of Petaluma Transit's first zero-emission/electric buses.

- **Water Resources and Conservation:**
 - Comply with water loss standards (SB555) and urban water use objectives that include indoor, outdoor, commercial, industrial, and institutional irrigation uses and allowed water loss (AB 1668 and SB 606).
 - Develop and implement water loss policies and enforcement to accompany the City's new Advanced Meter Infrastructure (AMI).
 - Complete the Integrated Water Master Plan (IWMP) and identify near- and long-term water supply projects to be implemented for local water supply resiliency.
 - Complete feasibility study for Aquifer Storage and Recovery project.
 - Perform hydraulic study of the Corona Creek area in preparation for future restoration.
 - Update the City's Citywide Creek Maintenance Program and obtain regulatory permits to implement the program.

Performance Measures

Strategic Goal	Description	Measure Type	FY 2022/23 Measure	FY 2023/24 Target	FY 2023/24 Measure	FY 2024/25 Target
A City That Works	Pavement Condition Index (PCI, 0-100 scale) ¹	Output	49	50	51	55
A City That Works	Streets Improved (miles/year)	Output	9	10	3.2	2
A City That Works	Sidewalks & Trails Improved (feet/year)	Output	7,000	7,500	8,800	6,180
A City That Works	Wastewater Treated (millions of gallons/year)	Output	1,982 (CY 2023)	N/A	TBD	NA
A City That Works	Recycled Water as Potable Offset (%)	Output	2.88% (CY 2023)	3%	TBD	3.25%
A City That Works	Transit Ridership (people/year)	Output	212,365	235,000	260,000	275,000
A City That Works	Residential Water Use (Gallons Per Capita Per Day)	Output	68.88 (CY 2023)	70	TBD	70

¹ PCI is measures on a three-year running average

Departmental and Program Budget Overview

By Departmental Program	2023 Actual	2024 Revised	2025 Budget
Pub Works Admin	\$ 859,010	\$ 991,602	\$ 1,126,931
Pub Works Engineering Development	513,924	623,270	732,082
Pub Works Engineering Cip	325,117	239,576	167,075
Pub Works Engineering Traffic	83,705	90,703	94,896
Pub Works Auto/equip Maint Shop	264,257	266,401	302,446
Pub Works Street Lights	162,338	175,000	175,000
Downtown Streets/sidewalks Maintenance	113,965	115,000	115,000
Pub Works Turning Basin/d St Bridge	42,158	38,571	39,698
General Fund Public Works and Utilities	\$ 2,364,474	\$ 2,540,123	\$ 2,753,128
Gas Tax Fund	\$ 2,810,856	\$ 3,192,402	\$ 3,185,720
Street Maintenance (HUT)	3,930,533	5,876,639	5,246,762
Street Signs And Markings	657,927	808,649	1,283,627
Street Signals And Lights	863,235	914,361	950,050
Solid Waste Contract Mgt	28,847	6,321	29,943
Streets Fund	\$ 5,480,542	\$ 7,605,970	\$ 7,510,382
Airport Admin/operations	2,557,116	2,292,351	2,003,110
Airport Fueling	598,134	520,750	520,750
Airport Hangars	105,166	118,500	118,500
Airport Fund	\$ 3,260,416	\$ 2,931,601	\$ 2,642,360
Marina Administration and Operations Fund	\$ 718,008	\$ 371,024	\$ 370,529
Transit Administration	1,611,632	2,631,055	6,684,410
City Routes	2,841,126	2,713,688	2,777,296
Paratransit	691,888	922,250	772,050
Transit Fund	\$ 5,144,646	\$ 6,266,993	\$ 10,233,756
Waste Water Administration	12,784,947	29,916,615	33,612,555
Waste Water Collect System	1,031,898	1,722,590	2,119,944
Waste Water Sewage Pump Stations	716,924	727,823	960,121
Waste Water Customer Svc	(20,862)	86,200	85,800
Waste Water Industrial	555,028	879,540	496,571
Waste Water Reclamation	1,202,835	1,765,713	1,840,320
Waste Water Storm Drain	116,239	662,006	126,491
Waste Water Ellis Creek Operations	8,134,089	9,652,756	10,359,824
Waste Water Laboratory	-	-	288,900
Waste Water Fund	\$ 24,521,098	\$ 45,413,243	\$ 49,890,526
Water Admin	8,720,009	7,585,231	12,025,974
Water Conservation	759,111	1,375,155	1,466,581
Water Customer Services	805,240	1,137,647	1,240,786
Water Leak Detect/cross Connect	131,746	150,886	171,628
Water Pumping	548,971	746,916	772,582
Water Source Of Supply	6,442,511	9,229,750	10,521,915
Water Transmission & Distribution	3,493,886	3,880,545	5,045,085
Water Fund	\$ 20,901,474	\$ 24,106,130	\$ 31,244,551
Storm Drainage Utility Admin	\$ 506,502	\$ 1,356,879	\$ 1,366,517
Non General Fund Public Works and Utilities	\$ 63,343,542	\$ 91,244,242	\$ 106,444,341
Total Public Works And Utilities	\$ 65,708,016	\$ 93,784,365	\$ 109,197,469

By Account Type	2023 Actual	2024 Revised	2025 Budget
Salary	\$ 10,549,407	\$ 13,002,396	\$ 14,158,571
Benefits	6,098,516	5,459,385	6,246,510
Services & Supplies	33,585,489	42,300,693	45,645,743
Utilities	3,351,111	3,172,432	3,297,432
Capital Expenditures	102,065	1,239,793	6,306,481
Transfers	12,021,428	28,609,666	33,542,732
Public Works And Utilities	\$ 65,708,016	\$ 93,784,365	\$ 109,197,469

Key Budget Highlights and Changes by Program

A Public Works and Utilities Department budget of \$109,197,469 is recommended for 2024/25. This represents an increase of \$15,413,104 over 2023/24 and includes budgets in Utilities, Enterprise, and Special Revenue funds as well as costs supported by the General Fund.

Total salaries are recommended at \$14,158,571, representing an increase of \$1,156,175 over 2023/24 due to reclassifications and the addition of new positions recommended to provide support for the Streets, Water, Wastewater and Storm, and Transit divisions. Included are a Streets Maintenance Worker and Mechanic for equipment and fleet maintenance support; a Utility Supervisor, Environmental Services Analyst, Electrical Maintenance Worker and part time Laboratory Analyst to support increased service demands in the Utility divisions; and a part time Transit Intern to assist with ongoing Transit division planning and operating tasks. Two additional Principal level engineers and a Administrative Technician are also included and are intended to provide additional support in engineering and advance work related to Utility funded capital projects. Also driving the increase are negotiated cost-of-living adjustments, changes in staffing allocations, and step advancements through the salary ranges.

Total Benefits are recommended at \$6,246,510 and represent an increase of \$787,125 over 2023/24. The increase in benefits costs is associated with the reclassifications and addition of new positions mentioned above as well as increased retirement, and workers' compensation costs, and employee benefit selections.

Total services and supplies are recommended at \$45,645,743, which is mainly costs for wholesale water purchases, contracts for contract bus service, biosolid hauling, maintenance, as well as debt service payments, inspections, maintenance of water supply and wastewater lines, lab testing, purchases of fuel and other supplies. This is an increase of \$3,345,050 over 2023/24. Main drivers of this increase include -

- Water – Cost of water purchases increasing by \$1.3 million
- Waste Water – Professional Services and supplies increasing by \$.5 million
- Street Maintenance – Professional Services and supplies for pavement maintenance program increased by \$.45 million
- Airport – Repairs and Maintenance for hangar repairs and door installation increased by \$.4 million
- Intragovernmental charges increased by \$.7 million

The increase in intragovernmental charges in Services and Supplies is primarily due to Risk Management and Information Technology intragovernmental charges and is related to rising insurance costs, staying up to date with current technology/security needs, and to maintain and build fund reserves to appropriate levels. Ongoing investment in citywide technology continues in FY 25 and includes new software, upgraded phone and internet services and improvements in citywide helpdesk support.

Utilities are recommended at \$3,297,432, an increase of \$125,000 over 2023/24, primarily representing increased rates and wastewater pump station electrical costs.

Capital expenditures are recommended at \$6,306,481, reflecting an increase of \$5,066,688 over 2023/24, mainly due to one-time capital purchases. Below is a list of the primary capital purchases planned for FY 25. More detail can be found in the citywide capital vehicle and equipment appropriations section included in this budget document.

- Transit – \$4.8m for four buses, electric truck, and related equipment
- Street Maintenance – \$571k for a sweeper, asphalt roller and trucks
- Wastewater – \$289k for a portable Jetter, forklift, and trucks and equipment
- Water – \$ 269k for an excavator, concrete mixer, and trucks and equipment
- Stormwater – \$30k for an electric street sweeper

Transfers out are recommended at \$33,542,732 representing an increase of \$4,933,066 over 2023/24 due primarily to increased activity related to CIP projects and corresponding transfers out. Below is a summary of transfers out by fund. Please see the CIP section of the budget document for more details.

- Gas Tax \$3.2 million transfers to fund Street Maintenance
- Streets \$1.6 million transfers to fund CIP projects
- Water \$7.1 million transfers to fund CIP projects and Streets pavement program
- Wastewater \$21 million transfers to fund CIP projects and Streets pavement program
- Transit \$0.5 million grant funded transfer to fund CIP projects
- Airport \$0.1 million transfers to fund CIP projects, primarily grant funded

Looking Forward

The Public Works and Utilities Department faces both challenges and opportunities in the years ahead as the City continues to grow and evolve.

Some of the major challenges that the department must address include the following:

1. **Aging Infrastructure:** Many of the City's roads, bridges, water, and sewer system elements are aging and in need of repair or replacement. The department must thoughtfully prioritize all CIP projects while balancing the need for infrastructure improvements with the myriad needs across the community.
2. **Climate Change:** Petaluma is vulnerable to the impacts of climate change, including sea level rise and more frequent and severe weather events. The department will be developing strategies to protect, avoid, mitigate, prepare for, and adapt to these impacts through a Flood Adaptation Master Plan (FAMP).

3. **Finite Resources:** The department continues to find ways to maximize resources, both in-house and through third party consultants. Moreover, we seek new sources of funding to address these challenges, which involve a robust grant program focus to creatively explore all potential funding opportunities on a project-by-project basis.
4. **Resource Development and Limitations:** As a community that is rebuilding, so is the organization itself, with many new team members coming on board in just the last 2-3 years. Training, development, and the implementation of best practices and standard operating procedures takes time. While already seeing increased benefits from our workforce enhancements, there is much to look forward to in our ever-increasing capacity to move capital and non-capital projects and initiatives forward. Implementation of new tools and technology that have recently been introduced in Public Works will take time for our staff to learn, master, and fully implement.

A summary of opportunities for the department include:

1. **Infrastructure Improvement Projects:** There are numerous infrastructure improvement projects on the horizon, including improvements to various streets and upgrades to the City's water and wastewater systems. These projects will help to modernize the City's infrastructure, improve water quality, and enhance public safety.
2. **Increased Staffing and Training:** Over the past two years, the Public Works Department has filled numerous staffing vacancies across many of its divisions, some of which have been difficult to fill. The department is now focused on building a culture of excellence through training and developing both new and existing employees. We are a people and service-oriented organization: a fully staffed and trained department will improve efficiency and effectiveness by accomplishing more projects and programs, enhancing operations, implementing innovative solutions, and improving customer service.
3. **Smart City Technologies:** The department will leverage smart technologies, such as software tools, sensors, data analytics, and automation, to improve the efficiency of City operations, reduce costs, and enhance the quality of services provided to residents. By embracing new technologies, the department can help to create a more innovative and responsive city. Examples include an asset management system, construction and project management software, advanced metering infrastructure, traffic study and data collection technology, traffic signal upgrades, fleet management telematics, data visualization, and other technology improvements.
4. **Reimagined Active Transportation and Transit:** We will continue to creatively explore and implement additional improvements to the city's active transportation and transit networks to help fulfill the City mode shift goals included in the General Plan update and Climate Action Framework. This includes implementation of new bicycle, pedestrian, and transit programs and other improvements designed to induce higher usage of transit and active

transportation, serving to reduce GHG emissions and create a healthier community.



City of Petaluma



Capital Improvement Budget and Five-Year Capital Improvement Plan Fiscal Years 2025-2029

The Capital Improvement Plan is vital to our City. It is a plan for physical improvements to public facilities and infrastructure throughout Petaluma. These programs are intended to improve and maintain safety, mobility, and lifestyles of Petalumans. The five-year Capital Improvement Plan (CIP) is revised annually to include new projects, update existing projects, reflect changes in initiatives and priorities, and extend the plan an additional year. In addition, and in some cases, the City's infrastructure is also based on the City Council priorities listed below. For more information about project status and schedules -- <https://cityofpetaluma.org/capital-improvements-program/>

CAPITAL PROJECTS

A capital project is a project that helps maintain, improve, or adds to the City's infrastructure. Typically, a project is considered a capital project if it results in an acquisition of a new asset or new construction, improvements, expansion, renovation, rehabilitation, repairs, or replacement of an existing City facility or other infrastructure assets greater than \$50,000. It usually requires a large investment of funding and staff resources. A capital project is expected to result in a long-term benefit to the City and its residents.

CITY COUNCIL GOALS AND PRIORITIES

The City Council reviews its Goals and Priorities annually. In 2021, two workshops were held to solicit community input and feedback. Based on this feedback, the City Council finalized the goals and priorities for the fiscal years 2021-2023. A Council meeting was held in February and April of 2024 to review and revise goals into the future. The City Council Goals and Priorities can be found at <https://cityofpetaluma.org/city-goals-and-priorities/>. The priorities guide both budget development and department priority-setting. The public has the opportunity to provide input into this process as well as during the annual budget review. The following guides the City Council's priorities:

- **A CITY THAT WORKS:** Ensure a fiscally and organizationally sustainable City that is innovative and efficient; provides valued services promptly and professionally; engages the community, and proactively funds, designs, installs and maintains City infrastructure that is safe, functional, and sustainable and serves the needs of our residents.

- **SAFE COMMUNITY THAT THRIVES:** Support facilities and design programs that create a healthy, resilient, and engaged community that is prepared, safe, and housed.
- **ECONOMY THAT PROSPERS:** Encourage a thriving business environment that results in a strong, diverse, resilient economy and supports community prosperity.
- **ENVIRONMENTAL LEGACY:** Climate Change/Sustainability and Climate Action Plan. Preserve and protect Petaluma’s environment for future generations and become a municipal leader in sustainability by protecting our river and open space; reducing and drawing down greenhouse gas emissions; and encouraging sustainable development.
- **SPACES AND PLACES:** Create inviting natural and built places and spaces for contemplation, play, arts, and connection while celebrating our history and encouraging community pride.

BUDGET PREPARATION

The City's annual budget process begins in November with the development of the capital project budget, and concludes with the release of the adopted budget by July 1st. The operating and capital budgets are developed on behalf of the City Manager, in consultation with senior management, and the Director of Finance, by utilizing six main sources of information:

- City Council’s Top Goals and Priorities and other City Council direction
- Community input
- Available funding and fiscal sustainability
- Service level and infrastructure needs prioritization
- Comprehensive Plan, which contains the City's official policies on land use and community design; transportation; safety; natural environment; community services and facilities; and business and economics

The planning phase begins annually in November for the next budget cycle. In conjunction with the planning phase, an in-depth analysis of available funding for the Capital Improvement Program (CIP) is conducted by the Finance Department with assistance provided by Project Managers and the public works administration team. The CIP team develops and submits preliminary project lists to the City Manager for discussion. The executive team reviews the proposed plan, and the preliminary Capital Improvement Plan is finalized for City Council consideration. In conjunction with the annual budget process, the City prepares a longer term Capital Improvement Plan that identifies anticipated project expenditures over a five-year time frame.

The Capital Plan represents the spending plan for infrastructure improvements. The goal of the CIP is to create a roadmap of the projected infrastructure improvement needs of the City, and to assist in the planning and budgeting process. The first year of the CIP is known as the Capital Budget. It is intended to closely reflect that year’s projected spending on capital projects and is adopted in conjunction with the City’s annual operating budget. Projects and funding sources identified in subsequent years are not formally approved until the budget for those years is legally adopted. Beyond the first year, the CIP serves as a planning and budgetary management tool and is subject to annual re-evaluation to reflect community needs and Council priorities, as well as funding opportunities and challenges. A CIP is necessary as the City has an extensive portfolio of capital assets and infrastructure. Maintaining these assets is a costly and

time-consuming enterprise that requires significant resources and constant attention. Additionally, Petaluma is an aging city and thus, its infrastructure faces challenges that other younger cities do not.

CAPITAL PROJECT PRIORITIZATION

As part of developing the capital budget, staff must prioritize how to allocate limited resources over a variety of competing needs and demands. Projects and funding levels are prioritized utilizing several criteria, including:

- Health and safety implications;
- City Council and Community priorities;
- Continuing projects;
- Grant funded projects;
- Legal requirements and permitting constraints;
- Funding required; and
- Feasibility, scope, and level of resources required.

In addition to the criteria outlined above, the prioritization of Enterprise Fund CIP projects is determined by the department that manages the Enterprise Fund, and planned using several more factors such as the department's operational needs, funding availability, CIP strategic plan, master plans, oversight committee direction, and specific City Council direction.

CAPITAL PROJECT FUNDING

Due to the age of the City's infrastructure and finite resources allocated to infrastructure, the City's unfunded needs have increased over the years and are anticipated to continue increasing every year. Of note, the City's street infrastructure is likely to deteriorate further over the next 5 years without a significant infusion of new resources. The new sales tax adopted by voters in 2020 has provided a much-needed increase in resources and an opportunity to leverage millions in additional grant funding available for the City to address its infrastructure needs, however, despite this measure, City facilities and infrastructure needs continue to exceed available funds. For the next 5 years, the minimum unfunded (or undetermined) needs in facilities, parks, public works and streets exceeds \$110m. It is anticipated that infrastructure costs will continue to increase through typical wear and tear in the coming years, plus the pressures of long-deferred maintenance. As needed, improvements continue to be deferred, operating and maintenance costs rise, and rehabilitation and replacement costs increase substantially.

The Capital Improvement Plan serves as one tool in measuring the resources necessary to meet our most critical needs. Maintaining an updated CIP that includes both funded and unfunded projects meets reporting requirements in some cases and assists with obtaining grant funding in others. The City also maintains a number of other major infrastructure needs that are not identified in the CIP. More information about funded and unfunded projects can be found in the summary section under fully funded and unfunded projects. In addition, each CIP category includes a summary list of all projects, the percentage of project costs currently funded as well as funding sources.

DOCUMENT LAYOUT

The Capital Budget document provides readers with a project narrative, cost estimates, methods of financing, and estimated start and completion dates for the City of Petaluma’s CIP for the next five years as well as estimates for current year activity. The document incorporates a summary section that includes a capital projects overview, project funded status, fiscal year sources and uses and appropriations by project. Following the summary section, the document is organized by category and includes:

- Airport Capital Projects
- Facilities Capital Projects
- Parks Capital Projects
- Public Works Capital Projects
- Recycled Water Capital Projects
- Surface Water Capital Projects
- Transit Capital Projects
- Wastewater Utility Capital Projects
- Water Utility Capital Projects

Each section contains the following elements:

Capital Projects Summary Budget Overview: Each category includes a summary of the entire 5-year CIP plan and includes total uses and sources estimated over the 5-year period. Current year estimates are included as well as budgeted costs for the upcoming year and projections over the remaining 4 years.

Capital Projects Narrative Pages: Following the Summary Budget Overview in each category, the reader finds information for each capital project, both recurring and non-recurring projects. Each one-page narrative includes a description and justification for the project, estimated start and completion dates as well as the project manager, if assigned, and department representative/department responsible for delivery of the project. A picture of each project is also included.

Financial Overview: Each project also includes a financial overview that provides historical expenditure levels, current year estimates and an estimated spending plan for the duration of the project over the 5-year period. The uses are categorized by the project phase. The sources are categorized by the type of funding and the fund providing the funding.

RECENT ACCOMPLISHMENTS

In addition to the City’s Capital Improvement Program, significant effort goes into initiating projects within the City’s jurisdiction but funded by other agencies and therefore not included in the City funded Capital Improvement Program. Below are some recent examples of major initiatives that were initiated and/or completed outside of the City’s CIP and have utilized and, in some cases, continue to utilize, significant City resources:

- ❖ Fleet Conversion to Electric Vehicles – The CIP team is providing support and project management for the design and installation of electric vehicle chargers, upgrades to electrical infrastructure to support the needs of a new electric vehicle fleet, and ensuring other necessary infrastructure is in place to facilitate the transition to electric vehicles.
- ❖ Facilities Solar Panel Installation – This project will provide for oversight of the construction of solar arrays at the Community Center, Petaluma Police Department, Swim Center, and Petaluma Community Sports Fields. In furtherance of the City of Petaluma’s Climate Action goals, the City entered into a Power Purchase Agreement (PPA) with ForeFront Solar to construct parking lot canopy photovoltaic solar arrays. Fully funded by the PPA with no capital expenditure from the City, the 20-year cumulative projected savings from this project is \$2.9M. Planning and design work commenced in FY 21/22 with design completed on the Community Center and Police Department. Installation at these four facilities is planned for completion in the next fiscal year, and construction is already underway for the Community Center and the Petaluma Community Sports Fields solar panels.
- ❖ ECWRF Floating Solar – This project will provide a floating solar array on pond 3 at the Ellis Creek Water Recycling Facility (ECWRF). The City entered into a Power Purchase Agreement (PPA) with White Pine Renewables and all costs will be paid for by the PPA. The cumulative savings from this project are projected to be \$9M over 20 years. Design commenced on this project in January 2023, with construction expected to begin October 2024. Extensive project management and coordination for consultant selections, design, PG&E interconnect, agreements started in November 2021.
- ❖ Float House – Project management and coordination for license agreement and event permits.
- ❖ Flood Plain and Sea Level Rise Modeling – Developed new floodplain and sea level rise flood maps utilizing comprehensive data, state of the art flood modeling tools, and the most current Sea Level Rise scientific guidance to reflect climate-change impacts layered over traditional floodplain maps. The new flood models are being utilized in the General Plan Update and have been presented to the community. Work will continue using these mapping tools to refine the related General Plan policies and land use alternatives for near- and long-term development and infrastructure planning.
- ❖ Public Art – Support for planning staff and public art committee projects including site and alternatives exploration; identifying infrastructure constraints; meetings; GIS; encroachment permit support; electrical and site support; documents research; coordination with applicant team and planning staff; and construction support. Recent efforts supported David Best’s Arch on Lynch Creek Trail and Fine Balance relocation to H Street.
- ❖ Safe Streets Nomination Program – Developed a program enabling community members to nominate streets and intersections for consideration of “quick-build” traffic calming and safe streets improvements.
- ❖ Safe Routes to Schools Task Force – Collaborated with Petaluma City Schools, Sonoma County Safe Routes to Schools, and safe streets advocates to develop and launch a Task Force program aimed at

creating an ongoing dialogue and identifying education, encouragement, enforcement, and engineering strategies to promote safe walking, bicycling, and rolling to schools.

- ❖ Collaboration with Sonoma-Marín Area Rail Transit (SMART) regarding the multi-use path project and the new Petaluma North SMART station.
- ❖ Bicycle Parking – Published a webpage enabling community members to request bike racks within the public right-of-way. Solicited input from the Pedestrian and Bicycle Advisory Committee and Historic and Cultural Preservation Committee on a new City bike rack that is durable, functional, accessible, and compatible with the City's historic district aesthetics. Secured a \$33,290 grant to install 76 bike racks throughout the City (underway and to be completed in 2024). Provided Community Development Department with bike parking requirements to incorporate in the City's Objective Design Standards to ensure streamlined development projects provide convenient, accessible, and secure bike parking that accommodates emerging bike types, including e-bikes and cargo bikes.
- ❖ TIRCP grant – Received a \$24.9 million dollar Transit and Intercity Rail Capital Program (TIRCP) grant in conjunction with SMART and Sonoma County Transportation Authority (SCTA). Funding has helped the construction of the Petaluma North SMART station, bus stop improvements, and an electric bus purchase.
- ❖ Water System Master Plan – Built and calibrated water distribution model for use in rehabilitation and replacement program for water main replacements.
- ❖ Sewer System Master Plan – Built and calibrated a sewer trunk line model for use in identifying priority projects for sewer main replacement.
- ❖ Integrated Water Master Plan – In response to water supply challenges, efforts have been underway to update the City's 20-year-old Recycled Water Master Plan by developing an Integrated Water Master Plan (IWMP). This plan evaluates all potential alternative water supply sources in an effort to establish long-term resilience and reliability for our community.
- ❖ Active Transportation Plan - Identifying and prioritizing infrastructure, educational, encouragement, and enforcement efforts needed to make walking, bicycling, and rolling safe and accessible for people of all ages and physical abilities.
- ❖ Fairgrounds – The 50-year lease of this 55-acre property to the State has recently expired, and the City of Petaluma has regained control of the property. Now that the City is responsible for managing the property, significant staff effort has been underway to address deferred maintenance issues to guarantee a safe and functional space for public use. One pressing example of these needs is the replacement of the sewer pump station.

CIP- Table of Contents

Capital Projects Overview.....	CIP-i
Table of Contents	CIP-vii
Project Funded Status	CIP-1
Partially Funded/Unfunded Citywide Capital Infrastructure Needs	CIP-3
FY 2024-25 CIP Uses and Sources.....	CIP-6
FY 2024-25 CIP Budget by Project	CIP-7
Projected CIP Project Budgets through FY 2028-29	CIP-8
Airport Projects	CIP-9
C61502117 Safety Zone Improvements by Drainage Channel.....	CIP-10
C61502009 Taxiway A Rehabilitation	CIP-11
C61502319 South Taxilane B Rehabilitation	CIP-12
New Runway 11-29 Seal Coat	CIP-13
New North Hangar Ramp Seal Coat	CIP-14
C61502420 Airport Fuel Facility Improvements	CIP-15
C61502218 Airport Emergency Power Back up	CIP-16
Facilities Projects	CIP-17
C16201304 Community Center Exterior Repairs	CIP-19
C11202433 Fire Stations 1, Seismic Retrofit, and Improvements.....	CIP-20
C11202018 Emergency Power Backup City Hall & Police Headquarters	CIP-21
E11202345 Seismic Analysis City Facilities Assessment.....	CIP-22
C11201501 Petaluma Museum Seismic Retrofit.....	CIP-23
Various Library Facility Enhancement and Expansion.....	CIP-24
C11202223 HVAC & Energy Efficiency Upgrades.....	CIP-25
E11502346 City Facilities Emergency Power Backup Feasibility Study	CIP-26
C11502015 Electric Vehicle Chargers	CIP-27
C11202225 Police Department Facility Remodel.....	CIP-28
New Facilities Fire Alarm System	CIP-29
New Keller Street Garage- interior light retrofit and replacement	CIP-30
New Joint Vehicle Maintenance Facility and Transit Operations Center Study.....	CIP-31
C11202431 Fire Station No. 4 / Public Safety Building.....	CIP-32
New City Facilities Energy Efficiency Projects	CIP-33
C11202434 Fire Station 2, Kitchen Replacement and Renovations	CIP-34
C11202328 Fire Station 3, Restroom Separation and Station Renovations.....	CIP-35
New Community Center Interior Repairs.....	CIP-36
New City Hall West Wing Improvements	CIP-37
New City Hall West Wing Fire Alarm System	CIP-38
C11202120 Public Works Office Upgrades	CIP-39
C11502435 307 Petaluma Boulevard South Site Preparations	CIP-40
New Fire Prevention Bureau Interior Improvements.....	CIP-41
Parks Projects	CIP-43
C14402010 Turning Basin Docks.....	CIP-44

C14501607	Petaluma Community Baseball Field	CIP-45
C14502318	Park Access Improvements.....	CIP-46
C00400205	Playground Replacements	CIP-47
C14502320	Swim Center Pool Replastering.....	CIP-48
New	Parks Master Plan	CIP-49
C14502114	Lynch Creek Trail / Crosstown Connector.....	CIP-51
C14502317	Kenilworth Park Revitalization Plan	CIP-52
E14502024	Marina Dredging.....	CIP-53
E14402237	Petaluma River Dredging Program.....	CIP-54
C14502008	Lucchesi Turf Field Replacement	CIP-55
C14502012	Shollenberger Amphitheater & Kiosk Improvements.....	CIP-56
C14402215	Lucchesi Skate Park.....	CIP-57
New	Swim Center Facility Assessment.....	CIP-58
C14202319	Prince Park Concession and Restroom Facility Remodel/Repair	CIP-59
New	1 st and C Street Fishing Dock and Community Space.....	CIP-60
Public Works Projects		CIP-61
E16082012	Payran UST.....	CIP-63
C16102432	Pavement Restoration & Reconstruction Maria Drive.....	CIP-64
C16102433	Petaluma North SMART Station Access Improvements.....	CIP-65
C16102248	Pavement Restoration & Reconstruction Citywide.....	CIP-67
C16501602	Downtown Pedestrian ADA Improvements	CIP-68
C16102032	Pedestrian Improvements Citywide.....	CIP-69
New	Safe Streets Quick Builds	CIP-70
New	Lakeville Corridor Safety study	CIP-71
E16102347	US-101 Bicycle/Pedestrian Crossings Study.....	CIP-72
C16102428	Caulfield Lane Active Transportation.....	CIP-73
New	Ring Trail Gap Closures	CIP-74
C16102250	Traffic Signal Improvements- Citywide	CIP-77
C16401824	Caulfield Bridge Crosstown Connector	CIP-78
C16402252	Pedestrian Bridge Renovations.....	CIP-79
C16102251	D Street Improvements	CIP-80
C16101519	Rivertrail – 101/Crossing, Crosstown Connector	CIP-81
C16502357	Street Light Repairs and Upgrades- Citywide.....	CIP-82
C16502356	Bicycle/ Pedestrian Wayfinding & Bicycle Parking.....	CIP-83
New	Electric Utility Undergrounding	CIP-84
C16401925	Citywide Bridge Repair.....	CIP-87
C16501412	LED Streetlight and Facility Lighting Retrofit	CIP-88
C16502430	Downtown Public Restroom & Beautification	CIP-89
New	Downtown Parking Reimagining/Redesign	CIP-90
New	1st and F St Bridge Pedestrian Improvements.....	CIP-91
E16402353	Public Works Facilities Site Analysis.....	CIP-92
C16502022	Trestle Rehabilitation.....	CIP-93
Recycled Water Projects		CIP-95

C66401416	Tertiary Filtration System Expansion	CIP-96
C66501834	Urban Recycled Water System Expansion - Maria Extension/Loop	CIP-97
C66502347	Urban Recycled Water System Expansion – Park Irrigation Conversions	CIP-98
New	Urban Recycled Water Pipeline Expansions.....	CIP-99
C66501936	Agricultural Recycled Water System Expansion – Adobe Road	CIP-101
New	Agricultural Recycled Water Pipeline Expansions	CIP-102
C66401302	Agricultural Recycled Water System - Turnout And Meter Replacements ..	CIP-103
New	Recycled Water Fill Station	CIP-104
Surface Water Projects.....		CIP-105
C16501931	Storm Drain Trash Capture Device Pilot	CIP-106
C16502254	Wilson Stormwater Pump Station & Outfall Upgrades.....	CIP-107
C16502431	Corona Creek Flood Reductions and Habitat Enhancement	CIP-108
C16302255	960 Lakeville Storm Drain	CIP-109
C16301518	Old Corona Road Water Quality Mitigation	CIP-110
Transit Projects.....		CIP-111
C65502214	Transit Facility Electrification	CIP-112
C65502211	Bus Stop Improvements.....	CIP-113
C65202110	Transit Administration Building Roof Overlay.....	CIP-114
C65202415	Transit Facility Renovation.....	CIP-115
C65502212	Transit Facility Fence and Gate Improvements.....	CIP-116
Wastewater Utility Projects.....		CIP-117
C66501518	CNG Fueling Station Ellis Creek.....	CIP-118
C66401728	Ellis Creek High Strength Waste Facilities.....	CIP-119
C66501838	Ellis Creek Outfall Replacement.....	CIP-120
C66402245	Sewer Main Replacement- Payran & Madison	CIP-121
C66502032	PIPS Forcemain Replacement	CIP-122
New	Digester Repair	CIP-123
C66501840	Chemical System Upgrade at Ellis Creek.....	CIP-124
C66501930	PIPS Upgrade and Pump Replacement	CIP-125
C66402349	Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehab	CIP-126
C66402246	Sewer Forcemain Replacement Program	CIP-127
New	PIPS Parallel Forcemain Rehabilitation	CIP-128
C66402451	Sewer Main Replacement – 1 st & F Street	CIP-129
C66402348	Sewer Main Replacement – Howard St & Various Locations	CIP-130
C66402350	Sewer Main Replacement - D Street.....	CIP-131
Projected	Sewer Main Replacement Program	CIP-132
New	Sewer System Rehab- Replacement Program.....	CIP-133
New	Sewer Pump Station Upgrade- Fairgrounds.....	CIP-134
C66502042	C Street Pump Station and Collection System Upgrades	CIP-135
C66501003	Manhole Rehabilitation	CIP-136
E66502451	Oxidation Pond Dredge.....	CIP-137
C66501923	Oakmead, Redwood, and Outlet Mall Lift Station Upgrades	CIP-138

New	Evaporative Cooler Replacement.....	CIP-139
E66502360	Ellis Creek Water Recycling Facility Energy Plan	CIP-140
Water Utility Projects		CIP-141
C67501611	Oak Hill Well Construction	CIP-143
Projected	Well Construction Program	CIP-144
C67502224	SCADA Upgrades.....	CIP-145
E67502242	Advanced Metering Infrastructure (AMI)	CIP-146
C67502435	Pipeline Cathodic Protection	CIP-147
C67402122	La Cresta Tank Project	CIP-149
E67502243	Aquifer Storage & Recovery (ASR) Plan	CIP-150
C67502326	Water Main Replacement Howard St and Various Locations	CIP-151
C67502329	Bulk Potable/ Recycled Water Fill Stations & Security Improvements ..	CIP-152
C67402433	Oak Hill Tank Replacement	CIP-155
C67502328	Hardin Tank Recoating.....	CIP-157
New	Water Booster Pump Station Upgrades.....	CIP-158
C67502225	Water Main Replacement- Payran and Madison.....	CIP-159
C67502330	Water Services Replacement – St Francis and various locations	CIP-160
C67502434	Water Man Replacement- 1 st and F Street	CIP-161
New	Water Main Replacement- Washington at Highway 101	CIP-162
C67502332	Water Main Replacement- D Street	CIP-163
C67502012	Water Main Replacement- Bodega and North Webster.....	CIP-164
Projected	Water Main Rehabilitation and Replacement Program	CIP-165
C67502327	Water Services Replacement - Daniel Drive	CIP-166
Projected	Water Service Replacement Program.....	CIP-168
New	Well Treatment.....	CIP-169
New	Washington Tank Recoating	CIP-170
New	Pressure Reducing Valve Resiliency Program	CIP-171
Advanced Planning Projects		CIP-173
E11502028	General Plan & Housing Element Comprehensive Update	CIP-175

Fully Funded Projects

Fully Funded Project Name	Project No	CIP Category	FY 24/25 CIP Page	Total Project Cost (\$ in 000)	Total Project Cost Funded (\$ in 000)	Major Funding Sources
All Airport Projects	Various	Airport	9	\$5,018	\$5,018	Airport User Fees, State and FAA Grants
Community Center Exterior Repairs	C16201304	Facilities	19	\$1,824	\$1,824	Measure U, Transient Occupancy Tax (TOT)
Fire Station 1 – Seismic Retrofit, Restroom Separation, Improvements	C11202433	Facilities	20	\$5,212	\$5,212	City Facilities Impact Fees
Emergency Power Backup at City Hall & Police Headquarters	C11202018	Facilities	21	\$574	\$574	General Fund, Measure U
Seismic Analysis City Facilities Assessment	E1120235	Facilities	22	\$499	\$499	CDBG
Library Facility Enhancement & Expansion	Various	Facilities	24	\$4,607	\$4,607	Library Grant, Sonoma County Contribution, Measure U, City Facilities Impact Fees
City Facilities Emergency Power Backup Feasibility Study	E11502346	Facilities	26	\$240	\$240	CDBG
Keller Street Garage Interior Light Retrofit and Replacement	NEW	Facilities	30	\$328	\$328	Interfund Loan
Fire Station 4/Public Safety Building	C11202431	Facilities	32	\$49,535	\$49,535	Infrastructure Bond, City Facilities Impact Fees, Measure H
Fire Station 2 Kitchen Replacement & Station Renovations	C11202434	Facilities	34	\$931	\$931	City Facilities Impact Fees
Fire Station 3 Restroom Separation & Station Renovations	C11202328	Facilities	35	\$988	\$988	City Facilities Impact Fees
Public Works Utilities Office Upgrades	C11202120	Facilities	39	\$436	\$436	Water and Wastewater Funds
Turning Basin Docks	C14402010	Parks	44	\$5,509	\$5,509	Interfund Loan, Measure U, Parkland Impact Fees, TOT
Park Access Improvements	C14502318	Parks	46	\$326	\$326	Measure M Parks
Playground Replacements	C00400205	Parks	47	\$902	\$902	Measure M Parks, General Fund, Grants
Swim Center Pool Replastering	C14502320	Parks	48	\$610	\$610	Measure M Parks
Lynch Creek Trail	C14502114	Parks	51	\$2,282	\$2,282	Go Sonoma Transportation Tax, Traffic Impact Fees

Fully Funded Project Name	Project No	CIP Category	FY 24/25 CIP Page	Total Project Cost (\$ in 000)	Total Project Cost Funded (\$ in 000)	Major Funding Sources
Lucchesi Turf Field Replacement	C14502008	Parks	55	\$2,592	\$2,592	General Fund, Measure M Parks
Shollenberger Amphitheater & Kiosk Improvements	C14502012	Parks	56	\$310	\$310	Grant, Parkland Impact Fees, Measure M Parks
Lucchesi Skate Park	C14402215	Parks	57	\$3,350	\$3,350	Parkland Impact Fees, Donations, Measure M Parks, Measure U, TOT
Prince Park Concession and Restroom Facility Remodel/Repair	C14202319	Parks	59	\$159	\$159	Measure M Parks
Payran UST	E16082012	Public Works	63	\$1,698	\$1,698	Grant, General Fund, Water Utility Revenues
Pavement Restoration – Maria Drive	C16102432	Public Works	64	\$5,209	\$5,209	Infrastructure Bond
Petaluma North SMART Station Access	C16102248	Public Works	65	\$3,274	\$3,274	Grant, Traffic Mitigation Impact Fees
Downtown Pedestrian ADA Improvements	C16501602	Public Works	68	\$1,723	\$1,723	TOT, Street Revenues
Pavement Restoration and Reconstruction	C16102248	Public Works	67	\$27,393	\$27,393	Infrastructure Bond, Traffic Mitigation Impact Fees, Street Revenues
Pedestrian Improvements Citywide	C16102032	Public Works	69	\$1,330	\$1,330	Street Revenues, Traffic Mitigation Impact Fees, Measure M Parks
Lakeville Corridor Safety Study	NEW	Public Works	71	\$240	\$240	Grants
US-101 Bicycle/Pedestrian Crossings Study	E16102347	Public Works	72	\$300	\$300	Street Revenues
Caulfield Lane Active Transportation	C16102428	Public Works	73	\$3,805	\$3,805	Street Revenues, Go Sonoma Transportation Tax
Traffic Signal Improvements- Citywide	C16102250	Public Works	77	\$1,205	\$1,205	Street Revenues, Traffic Mitigation Impact Fees
Pedestrian Bridge Renovations	C16402252	Public Works	79	\$4,942	\$4,942	Street Revenues, Traffic Mitigation Impact Fees
Street Light Repairs and Upgrades- Citywide	C16502357	Public Works	82	\$644	\$644	Street Revenues
Bicycle/Pedestrian Wayfinding & Bicycle Parking	C16502356	Public Works	83	\$323	\$323	Street Revenues, Traffic Mitigation Impact Fees
LED Streetlight Retrofits Facility Lighting Retrofit	C16501412	Public Works	88	\$1,316	\$1,316	Interfund Loan
Downtown Public Restroom & Beautification	C16502430	Public Works	89	\$725	\$725	Measure U

Fully Funded Project Name	Project No	CIP Category	FY 24/25 CIP Page	Total Project Cost (\$ in 000)	Total Project Cost Funded (\$ in 000)	Major Funding Sources
Downtown Parking Reimagining/Redesign Study	NEW	Public Works	90	\$100	\$100	Grants
1st and F Streets Pedestrian Improvements	NEW	Public Works	91	\$453	\$453	Street Revenues, Traffic Mitigation Impact Fees
Public Works Utilities Facilities Site Analysis	E16402353	Public Works	93	\$527	\$527	Water and Wastewater Utility Revenues
All Recycled Water Projects	Various	Recycled Water	95	\$48,636	\$48,636	Grants, Water and Wastewater Utility Revenues
Storm Drain Trash Capture Device Pilot	C16501931	Surface Water	106	\$770	\$770	Grant, Storm Drain Impact Fees
Corona Creek Flood Reduction and Habitat Enhancement	C16502431	Surface Water	108	\$701	\$701	Grant, Storm Drain Impact Fees
960 Lakeville Drainage Improvements	C16302255	Surface Water	109	\$1,363	\$1,363	Storm Drain Impact Fees
All Transit Projects	Various	Transit	111	\$5,514	\$5,514	State, Federal, Grants
All Wastewater Projects	Various	Wastewater	117	\$123,299	\$123,299	Wastewater Utility Revenues, Grant
All Water Projects	Various	Water	141	\$60,239	\$60,239	Water Utility Revenues, Grant

Partially Funded/Unfunded Citywide Capital Infrastructure Needs

The City's infrastructure requires significant investments in capital to maintain these assets in good working condition as well as replace or rehabilitate assets at the end of their useful lives. Without sufficient and timely capital investments, the assets will deteriorate, costing the City substantially more in maintenance costs, and infrastructure will ultimately fail. The outcome of this scenario is a need for a greater amount of capital investment. For the next 5 years from FY 25 – FY29, the minimum unfunded (or undetermined) needs in facilities, parks, public works and streets exceeds \$110m. It is anticipated that infrastructure costs will continue to increase through typical wear and tear in the coming years, plus the pressures of long-deferred maintenance. As needed, improvements continue to be deferred, operating and maintenance costs rise, and rehabilitation and replacement costs increase substantially.

Despite support from a variety of City funds including millions in grant funding, City facilities and infrastructure needs continue to exceed available funds. The Capital Improvement Plan serves as one tool in measuring the resources necessary to meet our most critical needs. Maintaining an updated CIP that includes both funded and unfunded projects meets reporting requirements in some cases and assists with obtaining grant funding in others. The City's unfunded capital needs change from year-to-year and are updated throughout the fiscal year and annually with the budget process. As funding is identified, funding sources will be updated. Below is a list of projects that are currently either only **partially funded** or **entirely unfunded**:

Project Name	Project No	CIP Category	FY 24/25 CIP Page	Total Project Cost (\$ in 000)	Total Project Cost Funded (\$ in 000)	Total Project Cost Unfunded (\$ in 000)
Petaluma Museum Seismic Retrofit	C11201501	Facilities	23	\$4,064	\$106	\$3,958
HVAC & Energy Efficiency Upgrades	C11202223	Facilities	25	\$1,772	\$1,441	\$331
Electric Vehicle Chargers	C11502015	Facilities	27	\$2,096	\$1,512	\$584
Police Department Facility Remodel	C11202225	Facilities	28	\$7,522	\$5,000	\$2,522
Facilities Fire Alarm System	New	Facilities	29	\$836	\$0	\$836
Joint Maintenance Facility and Transit Operations Center Study	New	Facilities	31	\$350	\$50	\$300
City Facilities Energy Efficiency Projects	New	Facilities	33	\$500	\$58	\$442
Community Center Interior Repairs	New	Facilities	36	\$1,124	\$0	\$1,124
City Hall West Wing Improvements	New	Facilities	37	\$542	\$0	\$542
City Hall West Wing Fire Alarm System	New	Facilities	38	\$181	\$0	\$181
307 Petaluma Blvd Site	New	Facilities	40	\$328	\$0	\$328
Fire Prevention Bureau Interior Improvements	New	Facilities	41	\$149	\$0	\$149
Petaluma Community Baseball Field (Future Phase)	C14501607	Parks	43	\$9,497	\$7,490	\$2,007
Parks Master Plan	New	Parks	49	\$500	\$0	\$500
Kenilworth Park Revitalization	C14502317	Parks	52	\$688	\$352	\$334
Marina Dredging	E14502024	Parks	53	\$8,568	\$1,228	\$7,340
Petaluma River Dredging (Future Dredge)	E14402237	Parks	54	\$2,050	\$1,425	\$625
Swim Center Facility Assessment	New	Parks	58	\$202	\$0	\$202

Project Name	Project No	CIP Category	FY 24/25 CIP Page	Total Project Cost (\$ in 000)	Total Project Cost Funded (\$ in 000)	Total Project Cost Unfunded (\$ in 000)
1 st and C Street Fishing Dock and Community Space	New	Parks	60	\$600	\$100	\$500
Safe Street Quick Builds	New	Public Works	70	\$4,365	\$873	\$3,492
Ring Trail Gap Closures	New	Public Works	74	\$1,218	\$399	\$819
Caulfield Bridge Crosstown Connector	C16401824	Public Works	78	\$87,855	\$31,848	\$56,007
D Street Improvements	C16102251	Public Works	80	\$5,574	\$804	\$4,770
River Trail -101 Crossing & Crosstown Connector	C16101519	Public Works	79	\$6,952	\$2,412	\$4,540
Electric Utility Undergrounding Study	New	Public Works	84	\$2,342	\$111	\$2,231
Citywide Bridge Repairs	C16401925	Public Works	87	\$2,282	\$457	\$1,825
Trestle Rehabilitation	C16502022	Public Works	93	\$13,664	\$984	\$12,680
Wilson Stormwater Pump Station & Outfall Upgrades	C16502254	Surface Water	107	\$5,404	\$2,805	\$2,599
Old Corona Rd Water Quality Mitigation	C16301518	Surface Water	110	\$3,537	\$2,667	\$870
		Grand Total		\$174762	\$62,124	\$112,638

More details regarding each of the projects above can be found on the CIP page noted. Additionally, more information is available within each CIP category of the Capital Improvement Plan.

FY 2024-25 Capital Improvement Plan Budget

USES AND SOURCES

(dollars in \$000)

USES (dollars in \$000)/FUND	Airport CIP	Facilities CIP	Parks CIP	Public Works	Surface Water	Transit CIP	Water CIP	Recycled Water	Waste Water CIP	Advanced Planning	Budget FY 24-25 TOTAL
	6190	3110	3140	3160	3160	6590	6790	6690	6690	3110	
Design/ Planning/ Environmental/ Land Administration / Legal	95	1,992	248	5,359	652	-	210	372	2,666	500	12,094
Construction Contracts	-	6	15	25	5	5	15	14	50		135
Construction Management	-	2,270	5,458	6,784	1,200	360	7,530	4,743	7,715		36,060
Contingency	-	130	318	300	157	36	848	437	970		3,196
CIP Overheads	-	275	764	1,641	200	72	1,287	1,010	1,112		6,361
	-	65	65	133	30	7	81	110	153		644
GRAND TOTAL USES	\$ 95	\$ 4,738	\$ 6,868	\$ 14,242	\$ 2,244	\$ 480	\$ 9,971	\$ 6,686	\$ 12,666	\$ 500	\$ 58,490
SOURCES (dollars in \$000)											
Airport Capital	38										38
Infrastructure Bond- Measure U Sales Tax				5,491							5,491
Bonds Savings from Refinancing			34								34
City Facilities Impact Fee		2,062									2,062
Dept of Water Resources Grant							4,131	200			4,331
Developer Contributions/Donations			500								500
Federal Aviation Administration (FAA) Grant	85										85
General Fund -Measure U		342									342
Go Sonoma Transportation Sales Tax Grants		249	214	2,059	384			960			3,866
Measure H Fire Protection, Paramedic Services & Disaster Response		1,750									1,750
Measure M Parks			612								612
Park Land Development Impact Fees			1,061								1,061
Storm Drainage Impact Fees					1,860						1,860
Street Maintenance / Highway Users Tax				215							215
TDA Transit Capital		-				480					480
Traffic Mitigation Impact Fees				4,460							4,460
Transient Occupancy Tax		700	125	121							946
Waste Water Capital								8,322	12,270		20,592
Water Capital				78			5,637	880			6,595
TOTAL SOURCES	\$ 123	\$ 5,103	\$ 3,870	\$ 12,424	\$ 2,244	\$ 480	\$ 9,768	\$ 10,362	\$ 12,270	\$ -	\$ 56,644
Prior-year funds & timing of reimbursements	(28)	(365)	2,998	1,818	-	-	203	(3,676)	396	500	1,846
GRAND TOTAL SOURCES	\$ 95	\$ 4,738	\$ 6,868	\$ 14,242	\$ 2,244	\$ 480	\$ 9,971	\$ 6,686	\$ 12,666	\$ 500	\$ 58,490

FY 2024-25 Capital Improvement Plan Budget by Project

			\$000
Airport CIP	C61502009	Taxiway A Rehabilitation	\$ 50
	C61502319	South Taxilane B Rehabilitation	45
			\$ 95
Facilities CIP	C16201304	Community Center Exterior Repairs	\$ 687
	C11202433	Fire Station 1 - Seismic Retrofit and Improvements	2,042
	C11202018	Emergency Power Backup City Hall and Police Headquarters	260
	E11202345	Seismic Analysis City Facilities Assessment	249
	C11202225	Police Dept Facility Remodel	300
	C11202431	Fire Station No.4 / Public Safety Building	1,200
		\$ 4,738	
Parks CIP	C14402010	Turning Basin Docks	\$ 3,135
	C14502318	Parks Access Improvements	27
	C00400205	Playground Replacements	125
	C14502320	Swim Center Pool Replastering	563
	C14502114	Lynch Creek Trail/ Crosstown Connector	1,160
	C14502012	Shollenberger Amphitheater & Kiosk Improvements	262
	C14402215	Lucchesi Skate Park	1,596
		\$ 6,868	
Public Works CIP	E16082012	Payran UST	\$ 35
	C16102432	Pavement Restoration and Reconstruction - Maria Drive	3,907
	New	Petaluma North SMART Station Access Improvements	2,059
	C16102248	Pavement Restoration & Reconstruction- Citywide	1,584
	C16501602	Downtown Pedestrian ADA Improvements	380
	C16102032	Pedestrian Improvements Citywide	325
	New	Safe Streets Quick Builds	873
	C16401824	Caulfield Bridge Crosstown Connector	3,401
	C16102251	D Street Improvements	612
	C16501412	LED Streetlight and Facility Lighting Retrofit	44
	C16502430	Downtown Public Restroom & Beautification	347
	C16502022	Trestle Rehabilitation	675
			\$ 14,242
Recycled Water CIP	C66401416	Tertiary Filtration System Expansion	\$ 4,746
	C66501834	Urban Recycled Water System Expansion - Maria Extension/Loop	1,940
		\$ 6,686	
Surface Water CIP	C16501931	Storm Drain Trash Capture Device Pilot	729
	C16502254	Wilson Stormwater Pump Station & Outfall Upgrades	1,210
	C16502431	Corona Creek Flood Reduction and Habitat Enhancement	50
	C16302255	960 Lakeville Drainage Improvements	255
		\$ 2,244	
Transit CIP	C65502214	Transit Facility Electrification	480
		\$ 480	
Waste Water CIP	C66501518	CNG Fueling Station at Ellis Creek	184
	C66401728	Ellis Creek High Strength Waste Facilities	357
	C66501838	Ellis Creek Outfall Replacement	505
	C66402245	Sewer Main Replacement- Payran and Madison	1,975
	C66502032	PIPS Forcemain Replacement	805
	New	Digester Repair	663
	C66501840	Chemical System Upgrade at Ellis Creek	5,134
	C66501930	PIPS Upgrade and Pump Replacement	413
	C66402349	Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehab	72
	C66402348	Sewer Main Replacement - Howard Street and Various Locations	2,374
	C66402350	Sewer Main Replacement - D Street	184
		\$ 12,666	
Water CIP	C67501611	Oak Hill Well Construction	\$ 230
	C67502224	SCADA Upgrades	100
	E67502242	Advanced Metering Infrastructure (AMI)	3,342
	C67502435	Pipeline Cathodic Protection	205
	C67502326	Water Main Replacement Howard Street and Various Locations	2,445
	C67502328	Hardin Tank Recoating	1,591
	C67502225	Water Main Replacement- Payran and Madison	2,003
	C67502332	Water Main Replacement- D Street	55
		\$ 9,971	
Advanced Planning	E11502028	General Plan & Housing Element Comprehensive Update	\$ 500
TOTAL CIP BUDGET			\$ 58,490

Projected Capital Improvement Plan Project Budgets through FY 2028-29

USES AND SOURCES

(dollars in \$000)

USES (dollars in \$000)/FUND	All CIP	FY 2024-25 through FY 2028-29										Budget
	Divisions	Airport	Facilities	Parks	Public	Surface	Transit	Recycled	Waste	Advanced		thru
	Through FY 24	CIP	CIP	CIP	Works	Water	Water CIP	Water	Water CIP	Planning		FY 28-29
	All CIP Funds	6190	3110	3140	3160	3160	6590	6790	6690	6690	3110	TOTAL
Design/ Planning/ Environmental/ Land	25,778	367	5,112	1,616	9,285	862	56	3,294	1,210	6,799		54,379
Administration / Legal	4,497	38	155	27	188	51	28	166	91	169	500	5,910
Construction Contracts	54,924	3,093	59,241	18,423	115,886	8,008	2,995	39,336	23,375	72,505		397,786
Construction Management	3,492	512	3,430	914	9,693	694	298	3,984	2,113	5,802		30,932
Contingency	2,324	513	8,899	2,667	26,023	1,254	666	6,559	4,080	11,722		64,707
CIP Overheads	1,262	72	935	195	1,747	95	74	546	317	877		6,120
TOTAL USES	\$ 92,277	\$ 4,595	\$ 77,772	\$ 23,842	\$ 162,822	\$ 10,964	\$ 4,117	\$ 53,885	\$ 31,186	\$ 97,874	\$ 500	\$ 559,834
Other Agency Contribution			1,494									1,494
GRAND TOTAL USES	\$ 92,277	\$ 4,595	\$ 79,266	\$ 23,842	\$ 162,822	\$ 10,964	\$ 4,117	\$ 53,885	\$ 31,186	\$ 97,874	\$ 500	\$ 561,328
SOURCES (dollars in \$000)												
Airport Capital	54	1,067										1,121
American Rescue Plan Act (ARPA)	2,293											2,293
Infrastructure Bond- Measure U Sales Tax	4,485		15,000		12,115							31,600
Future Bond Issue FY 26			27,435		7,402							34,837
Bonds Savings from Refinancing	204			34								238
Caltrans Co-op Agreement	1,379					1,259						2,638
Certified Access Specialist CASP	95											95
City Facilities Impact Fee	612		17,258									17,870
Community Development Block Grant (CDBG)	350		389									739
Developer Contributions/Donations	2,709			550								3,259
Federal Aviation Administration (FAA) Grant	342	3,400										3,742
Federal Transit Administration (FTA) Grant	65						117					182
General Fund	2,411											2,411
General Fund Reserves- Turf Replacement	1,296			914								2,210
General Fund Reserves- General Plan	3,891											3,891
General Fund -Measure U	5,759		1,237		150							7,146
Go Sonoma Transportation Sales Tax				1,620	2,364							3,984
Interfund Loan	4,090											4,090
Measure H Fire Protection, Paramedic Services & Disaster Response			1,750									1,750
Measure M Parks	2,039			771								2,810
Park Land Development Impact Fees	6,290			1,986								8,276
Grants	10,684		197	214	4,340	684	150	4,719	7,238			28,226
PG&E Rebates/ On-Bill Financing / Credits	145				61		600					806
State Grant		155										155
Storm Drainage Impact Fees	653					4,381						5,034
Street Maintenance / Highway Users Tax	1,122				12,206							13,328
TDA Transit Capital	378		50				2,659					3,087
Traffic Mitigation Impact Fees	5,232				35,034		179					40,445
Transient Occupancy Tax	3,050		700	1,262	371							5,383
Transit and Intercity Rail Capital Program	940						412					1,352
Waste Water Capital	33,850		50		201			16,562	97,332			147,995
Water Capital	5,608		71		304			49,255	10,965			66,203
Undetermined			11,297	11,508	86,364	3,469						112,638
TOTAL SOURCES	\$ 100,026	\$ 4,622	\$ 75,434	\$ 18,859	\$ 160,912	\$ 9,793	\$ 4,117	\$ 53,974	\$ 34,765	\$ 97,332	\$ -	\$ 559,834
Prior-year funds & timing of reimbursements	(7,749)	(27)	2,338	4,983	1,910	1,171	-	(89)	(3,579)	542	500	-
Other Agency Contribution/Grant			1,494									1,494
GRAND TOTAL SOURCES	\$ 92,277	\$ 4,595	\$ 79,266	\$ 23,842	\$ 162,822	\$ 10,964	\$ 4,117	\$ 53,885	\$ 31,186	\$ 97,874	\$ 500	\$ 561,328

AIRPORT PROJECTS FY 2024-2025

AIRPORT CAPITAL IMPROVEMENT PROGRAM BUDGET FY 24-25

PROJECT SUMMARY

Fund 6190.61999

PROJECTS (dollars in \$000)	Page No.	Actual	Estimate	Budget	Projected Budgets				Total Project Estimate	% of Project Funded (5 Years)	
		Life to Date thru FY 23	Life to Date thru FY 23-24		Life to Date thru FY 24	FY 24-25	FY 25-26	FY 26-27			FY 27-28
C61502117 Safety Zone Improvements by Drainage Channel	CIP-10	\$ 3	\$ 30	\$ 33	\$ -	\$ 54	\$ 267	\$ -	\$ -	\$ 354	100%
C61502009 Taxiway A Rehabilitation	CIP-11	-	200	200	50	1,495	-	-	-	1,745	100%
C61502319 South Taxilane B Rehabilitation	CIP-12	10	180	190	45	1,176	-	-	-	1,411	100%
New Runway 11-29 Seal Coat	CIP-13	-	-	-	-	-	50	417	-	467	100%
New North Hangar Ramp Seal Coat	CIP-14	-	-	-	-	-	125	416	-	541	100%
C61502420 Airport Fuel Facility Improvements	CIP-15	-	-	-	-	250	-	-	-	250	100%
C61502218 Airport Emergency Power Backup	CIP-16	-	-	-	-	250	-	-	-	250	100%
TOTAL		\$ 13	\$ 410	\$ 423	\$ 95	\$ 3,225	\$ 442	\$ 833	\$ -	\$ 5,018	

SOURCES (dollars in \$000)

Airport Capital	\$ 11	\$ 43	\$ 54	\$ 38	\$ 692	\$ 272	\$ 65	\$ -	\$ 1,121
State AIP Grant	-	-	-	-	134	2	19	-	155
FAA Grant	-	342	342	85	2,398	168	749	-	3,742
TOTAL	\$ 11	\$ 385	\$ 396	\$ 123	\$ 3,224	\$ 442	\$ 833	\$ -	\$ 5,018

Safety Zone Improvements by Drainage Channel

C61502117

Description and Justification

The deteriorating drainage channel in the airport's sideline safety zone, crossing the runway, is currently out of compliance with Federal Aviation Administration (FAA) safety regulations. This project will address significant erosion problems, conduct slope repairs, and ultimately bring the area into compliance with FAA safety standards. Moreover, this project will also address lingering drainage issues that become pronounced during wet weather events. By addressing these issues, this project will not only enhance aviation safety, but also ensure the airport's adherence to federal regulations, reinforcing Petaluma's commitment to maintaining a secure and compliant aviation infrastructure.



Project Manager: To Be Determined
 Department Rep: Dan Cohen

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2022/23 – Spring/Summer 2023
 Completion Date: FY 2026/27 – Spring/Summer 2027

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C61502117

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	3	30	33		52				85
Construction Contracts			-		2				2
Construction Mgmt			-			200			200
Contingency			-			20			20
CIP Overheads			-			40			40
			-			7			7
TOTAL USES	\$ 3	\$ 30	\$ 33	\$ -	\$ 54	\$ 267	\$ -	\$ -	\$ 354

SOURCES (dollars in \$000)

Airport Capital	4	29	33		54	267			354
TOTAL FUNDS	\$ 4	\$ 29	\$ 33	\$ -	\$ 54	\$ 267	\$ -	\$ -	\$ 354

Taxiway A Rehabilitation

C61502009

Description and Justification

In 2017, the City’s Airport Pavement Management System Report rated the pavement condition of Inner Taxiway A as a medium to high severity, signaling potential safety risks and infrastructure challenges. The emergence of cracks due to declining pavement conditions necessitates timely repairs within the next 2-3 years. The rehabilitation project for Taxiway A, inclusive of dig-outs, edge repairs, crack seals, and an asphalt overlay, will not only address current safety concerns but also promote sustainable practices by recycling onsite pavement materials. The design for this project is scheduled for completion in FY 2024/25, with construction slated for FY 2025/26. This project will be funded primarily by grants from the Federal Aviation Administration (FAA) and the Caltrans Division of Aeronautics, with a 6% match from the airport operating fund.



Project Manager: To Be Determined
 Department Rep: Dan Cohen

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2023/24 – Fall 2023

Estimated Completion: FY 2025/26 – Spring 2026

Project Costs and Funding Sources

(Dollars in \$000's)

C61502009

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		200	200	50					250
Construction Contracts			-		1,000				1,000
Construction Mgmt			-		238				238
Contingency			-		230				230
CIP Overheads			-		20				20
TOTAL USES	\$ -	\$ 200	\$ 200	\$ 50	\$ 1,495	\$ -	\$ -	\$ -	\$ 1,745

SOURCES (dollars in \$000)

Airport Capital		10	10	15	80				105
State AIP Grant			-		75				75
FAA Grant		180	180	45	1,340				1,565
TOTAL FUNDS	\$ -	\$ 190	\$ 190	\$ 60	\$ 1,495	\$ -	\$ -	\$ -	\$ 1,745

South Taxilane B Rehabilitation

C61502319

Description and Justification

Originally constructed in 1994, Taxilane B plays a crucial role as a thoroughfare for tenant aircraft moving between the runway and the south hangars at the Petaluma Airport. Due to its age, Taxilane B needs sealing and reconstruction to maintain its operational integrity. This project will take an environmentally conscious approach by recycling existing asphalt materials on-site. Ensuring the continued functionality of this critical aviation thoroughfare is the primary goal of this project. This project will be primarily funded by federal and state grants and is tentatively scheduled to align with the Taxiway A Rehabilitation project (CIP #C61502009).



Project Manager: To Be Determined
 Department Rep: Dan Cohen

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2023/24 – Fall 2023

Estimated Completion: FY 2025/26 – Spring 2026

Project Costs and Funding Sources

(Dollars in \$000's)

C61502319

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	10	180	190	45	7				235
Construction Contracts			-		800				800
Construction Mgmt			-		153				153
Contingency			-		196				196
CIP Overheads			-		20				20
TOTAL USES	\$ 10	\$ 180	\$ 190	\$ 45	\$ 1,176	\$ -	\$ -	\$ -	\$ 1,411

SOURCES (dollars in \$000)

Airport Capital	6	4	10	23	59				92
State AIP Grant			-		59				59
FAA Grant		162	162	40	1,058				1,260
TOTAL FUNDS	\$ 6	\$ 166	\$ 172	\$ 63	\$ 1,176	\$ -	\$ -	\$ -	\$ 1,411

Runway 11-29 Seal Coat

New

Description and Justification

The Petaluma airport runway requires resealing approximately every 10 years as part of its regular maintenance. This project work includes resealing the runway surface and repainting critical runway markings. Resealing is vital to protect the runway surface from wear and tear caused by aircraft landings and takeoffs, as well as exposure to the elements. By maintaining a well-sealed and properly marked runway, Petaluma ensures a smooth and secure surface for aircraft operations, reducing the risk of damage, and ensuring optimal performance. This project is particularly important for Petaluma's aviation infrastructure, as it not only adheres to safety standards but also contributes to the overall efficiency and reliability of the city's air travel facilities. This project is funded, in large part, by grants from the Federal Aviation Administration (FAA) and Caltrans Division of Aeronautics, in conjunction with matching funds provided by airport operating funds.



Project Manager: To Be Determined
 Department Rep: Dan Cohen

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2026/27 – Fall 2026

Completion Date: FY 2027/28 – Spring 2028

Project Costs and Funding Sources

(Dollars in \$000's)

Runway 11-29 Seal Coat

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land Administration / Legal			-			45			45
Construction Contracts			-				397		397
Construction Mgmt			-			5	10		15
Contingency			-				10		10
CIP Overheads			-						-
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ 417	\$ -	\$ 467
SOURCES (dollars in \$000)									
Airport Capital			-			3	23		26
State AIP Grant			-			2	19		21
FAA Grant			-			45	375		420
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ 417	\$ -	\$ 467

North Hangar Ramp Seal Coat

New

Description and Justification

This project will sealcoat the taxilanes leading to hangar rows 10 through 18, which are crucial pathways for the movement of aircraft to and from their respective hangars. These taxilanes play a vital role in the functionality of the Petaluma airport and necessitate regular preventative maintenance to ensure safe operations. Sealcoating these taxilanes not only extends the lifespan of the pavement, but also preserves the infrastructure, significantly reducing the risk of aircraft damage from Foreign Object Debris (FOD). This project is primarily funded by grants from the Federal Aviation Administration (FAA) and Caltrans Division of Aeronautics, complemented by matching funds from airport operating funds.



Project Manager: To Be Determined
 Department Rep: Dan Cohen

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2026/27 – Fall 2026
 Completion Date: FY 2027/28 – Spring 2028

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

North Hangar Ramp Seal Coat

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-			50			50
Construction Contracts			-			10	10		20
Construction Mgmt			-			50	336		386
Contingency			-			5	60		65
CIP Overheads			-			10	10		20
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125	\$ 416	\$ -	\$ 541

SOURCES (dollars in \$000)

Airport Capital			-			2	42		44
FAA Grant			-			123	374		497
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125	\$ 416	\$ -	\$ 541

Airport Fuel Facility Improvements

C61502420

Description and Justification

Constructed in 2007, the Petaluma airport fuel facility is in need of upgrades to maintain the reliable and safe service provided to airport tenants. The planned work involved resealing and protecting the existing tanks, upgrading a supply line, and replacing a turbine pump, float, and overflow protection valve.

Additionally, staff are actively researching Sustainable Aviation Fuels (SAF). Once SAFs are certified for use by the Federal Aviation Administration (FAA) and a local source is secured, SAFs will replace the fuels currently being offered. All work proposed and completed in this project will be SAF-compatible.



Project Manager: To Be Determined
 Department Rep: Dan Cohen

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2025/26 – Summer 2025

Estimated Completion: FY 2025/26 – Spring 2026

Project Costs and Funding Sources

(Dollars in \$000's)

C61502420

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land Administration / Legal			-		100				100
Construction Contracts			-		2				2
Construction Mgmt			-		110				110
Contingency			-		11				11
CIP Overheads			-		22				22
			-		5				5
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ -	\$ -	\$ -	\$ 250

SOURCES (dollars in \$000)

Airport Capital			-		250				250
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ -	\$ -	\$ -	\$ 250

Airport Emergency Power Backup

C61502218

Description and Justification

The Petaluma Municipal Airport is a vital component of the City's disaster response plan, serving as the primary staging area. The airport's role in emergency preparedness is underscored by its reliance on a seasonally leased fossil fuel generator for backup power, crucial for supporting airfield lighting, weather systems, and other critical functions during disasters. Recognizing the importance of sustainability, this project will explore environmentally friendly power backup technology, including renewable energy sources, in tandem with power source reliability and capacity needs. This project will coordinate with the City Facilities Emergency Power Backup Feasibility Study (CIP #E11502346) to ensure a comprehensive and integrated approach to reliable emergency power solutions.



Project Manager: To Be Determined
 Department Rep: Dan Cohen

Funded percentage of total project cost: 100%

Start Date: FY 2025/26 – Summer 2025
 Estimated Completion: FY 2025/26 – Summer 2026

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C61502218

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-		25				25
Construction Contracts			-		200				200
Construction Mgmt			-		10				10
Contingency			-		15				15
CIP Overheads			-						-
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ -	\$ -	\$ -	\$ 250

SOURCES (dollars in \$000)

Airport Capital	1		1		249				250
TOTAL FUNDS	\$ 1	\$ -	\$ 1	\$ -	\$ 249	\$ -	\$ -	\$ -	\$ 250

FACILITIES PROJECTS

FY 2024-2025

FACILITIES CAPITAL IMPROVEMENT PROGRAM BUDGET FY 24-25
PROJECT SUMMARY
 Fund 3110.31100

PROJECTS (dollars in \$000)	Page No.	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate	% of Project Funded (5 Years)
						FY 25-26	FY 26-27	FY 27-28	FY 28-29		
C16201304 Community Center Exterior Repairs	CIP-19	\$ 266	\$ 871	\$ 1,137	\$ 687	\$ -	\$ -	\$ -	\$ -	\$ 1,824	100%
C11202433 Fire Station 1 - Seismic Retrofit and Improvements	CIP-20	-	219	219	2,042	2,867	84	-	-	5,212	100%
C11202018 Emergency Power Backup City Hall and Police Headquarters	CIP-21	4	50	54	260	260	-	-	-	574	100%
E11202345 Seismic Analysis City Facilities Assessment	CIP-22	-	250	250	249	-	-	-	-	499	100%
C11201501 Petaluma Museum Seismic Retrofit	CIP-23	53	5	58	-	151	3,855	-	-	4,064	3%
Various Library Facility Enhancement and Expansion	CIP-24	79	539	618	-	2,495	-	-	-	3,113	100%
Other Other Agency Library Facility Enhancement	CIP-24	-	-	-	-	1,494	-	-	-	1,494	-
C11202223 HVAC & Energy Efficiency Upgrades	CIP-25	282	1,146	1,428	-	344	-	-	-	1,772	81%
E11502346 City Facilities Emergency Power Backup Feasibility Study	CIP-26	2	98	100	-	140	-	-	-	240	100%
C11502015 Electric Vehicle Chargers	CIP-27	72	422	494	-	637	642	181	142	2,096	72%
C11202225 Police Dept Facility Remodel	CIP-28	3	150	153	300	1,821	5,248	-	-	7,522	66%
New Facilities Fire Alarm System	CIP-28	-	-	-	-	250	-	586	-	836	0%
New Keller Street Garage - interior light retrofit and replacement	CIP-30	-	-	-	-	328	-	-	-	328	100%
New Joint Vehicle Maintenance Facility and Transit Operations Center Study	CIP-31	-	-	-	-	50	300	-	-	350	14%
C11202431 Fire Station No. 4 / Public Safety Building	CIP-32	-	300	300	1,200	1,500	18,225	28,310	-	49,535	100%
New City Facilities Energy Efficiency Projects	CIP-33	-	-	-	-	58	442	-	-	500	12%
C11202434 Fire Station 2 - Kitchen Replacement and Renovations	CIP-34	-	90	90	-	592	94	155	-	931	100%
C11202328 Fire Stations 3 Restroom Separation & Station renovations	CIP-35	116	58	174	-	191	422	201	-	988	100%
New Community Center Interior Repairs	CIP-36	-	-	-	-	434	690	-	-	1,124	0%
New City Hall West Wing Improvements	CIP-37	-	-	-	-	542	-	-	-	542	0%
New City Hall West Wing Fire Alarm System	CIP-38	-	-	-	-	181	-	-	-	181	0%
C11202120 Public Works Office Upgrades	CIP-39	103	158	261	-	175	-	-	-	436	100%
C11502435 307 Petaluma Boulevard South Site Preparation	CIP-40	-	36	36	-	292	-	-	-	328	0%
New Fire Prevention Bureau Interior Improvements	CIP-41	-	-	-	-	149	-	-	-	149	0%
TOTAL		\$ 980	\$ 4,392	\$ 5,372	\$ 4,738	\$ 14,951	\$ 30,002	\$ 29,433	\$ 142	\$ 84,638	

FACILITIES CAPITAL IMPROVEMENT PROGRAM BUDGET FY 24-25

PROJECT SUMMARY

Fund 3110.31100

SOURCES (dollars in \$000)

City Facilities Impact Fees	\$ 309	\$ 303	\$ 612	\$ 2,062	\$ 7,363	\$ 7,443	\$ 373	\$ 17	\$ 17,870
General Fund	267	-	267	-	-	-	-	-	267
General Fund- Measure U	1,187	568	1,755	342	250	260	260	125	2,992
Infrastructure Bond- Measure U Sales Tax	-	-	-	-	-	15,000	-	-	15,000
Future Bond Issue FY26	-	-	-	-	-	-	27,435	-	27,435
Transient Occupancy Tax	634	-	634	700	-	-	-	-	1,334
American Rescue Plan Act (ARPA)	1,576	226	1,802	-	-	-	-	-	1,802
Grants	928	-	928	-	197	-	-	-	1,125
Community Development Block Grant	-	350	350	249	140	-	-	-	739
Measure H Fire Protection, Paramedic Services & Disaster Response	-	-	-	1,750	-	-	-	-	1,750
Interfund Loan	-	328	328	-	-	-	-	-	328
Water Capital	176	-	176	-	71	-	-	-	247
Waste Water Capital	274	-	274	-	50	-	-	-	324
PG&E- Rebates	3	-	3	-	-	-	-	-	3
Developer Contributions/ Donations	22	500	522	-	-	-	-	-	522
Steet Maintenance	59	-	59	-	-	-	-	-	59
TDA Transit Capital	-	-	-	-	50	-	-	-	50
Undetermined	-	-	-	-	2,318	8,364	615	-	11,297
Other Agency Contribution/ Grant	-	-	-	-	1,494	-	-	-	1,494
TOTAL	\$ 5,435	\$ 2,275	\$ 7,710	\$ 5,103	\$11,933	\$31,067	\$28,683	\$ 142	\$ 84,638

Community Center Exterior Repairs

C16201304

Description and Justification

This project aims to repair the Community Center’s exterior, addressing water intrusion issues from roof and window leaks that have caused interior damage. Work to address water intrusion and damage will include repairs to gutters, flat roofing, windows, walls, and ceilings. These repairs are necessary to preserve the functionality and safety of the heavily utilized community center. Since its inception, this project has achieved significant milestones, such as the repair of the large roof, gutters, and over 4,500 square feet of vinyl flooring. Upcoming phases of work will include window replacements. Interior improvements like carpet replacement and lighting retrofits will be delivered by the new Community Center Interior Repairs project. This project is primarily funded by Measure U and the Transient Occupancy Tax. Additionally, energy efficiency initiatives, possibly including a transition from gas to electric, may be integrated, potentially in collaboration with the City-Wide Facilities Audit & Energy Program (CIP #E11202132).



Project Manager: Diane Ramirez
 Department Rep: Drew Halter

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY2016/17 - Summer 2016
 Estimated Completion: FY2024/25 - Summer 2025

Project Costs and Funding Sources

(Dollars in \$000's)

C16201304

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	118	55	173	50					223
Construction Contracts	1	1	2	2					4
Construction Mgmt	137	765	902	550					1,452
Contingency	4	30	34	15					49
CIP Overheads	6	20	26	15					55
TOTAL USES	\$ 266	\$ 871	\$ 1,137	\$ 687	\$ -	\$ -	\$ -	\$ -	\$ 1,824

SOURCES (dollars in \$000)

General Fund- Measure U	363		363	242					605
Transient Occupancy Tax	516		516	700					1,216
PG&E- Rebates	3		3						3
TOTAL FUNDS	\$ 882	\$ -	\$ 882	\$ 942	\$ -	\$ -	\$ -	\$ -	\$ 1,824

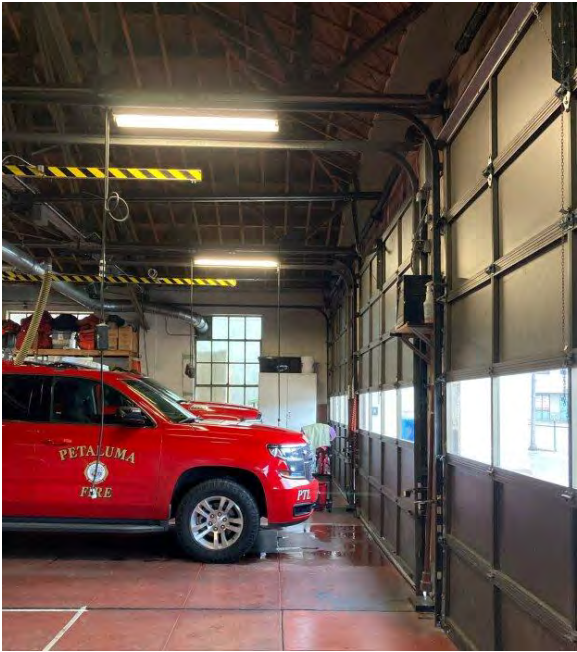
Fire Station 1 - Seismic Retrofit, Restroom Separation, and Station Improvements C11202433

Description and Justification

Fire Station 1, built in 1938, requires updates to maintain its role in Petaluma’s safety framework. The Public Safety Facility Assessment and Center for Public Safety Management both highlight the need for a station on the westside of the Petaluma River to provide adequate response times. Planned renovations will include seismic retrofit, facility remodel, safety notification system replacement, and strengthening of the apparatus bay doors.

The facility remodel will provide accommodations for a more diverse workforce by constructing single-user shower facilities and separated dormitories. Other areas of the facility need upgrades to comply with current building and fire safety codes, and to modernize living and eating quarters.

The notification system also requires replacement in all three fire stations, simultaneously, so calls are coordinated throughout the service area, improving response times, and increasing station security.



Project Manager: Diane Ramirez
 Department Rep: Jeff Schach

Climate First Shovel Ready

Operating Impact:
 No significant impact
 Provide savings
 Maintenance costs included in operating budget
 Other: _____

Funded percentage of total project cost: 100%
Start Date: FY 2023/24
Estimated Completion: FY 2026/27

Project Costs and Funding Sources (Dollars in \$000's)

C11202433

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		215	215	200	25	15			455
Construction Contracts		-	-	1,500	2,500	50			4,050
Construction Mgmt			-	100	100	10			210
Contingency			-	200	200	5			405
CIP Overheads		4	4	40	40	2			86
TOTAL USES	\$ -	\$ 219	\$ 219	\$ 2,042	\$ 2,867	\$ 84	\$ -	\$ -	\$ 5,212

SOURCES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total Project Estimate
City Facilities Impact Fee		219	219	2,042	2,867	84			5,212
TOTAL FUNDS	\$ -	\$ 219	\$ 219	\$ 2,042	\$ 2,867	\$ 84	\$ -	\$ -	\$ 5,212

Emergency Power Backup at City Hall & Police Headquarters

C11202018

Description and Justification

The Petaluma Police Department currently serves as the Petaluma Emergency Operations Center (EOC) and has a generator to ensure uninterrupted operations. The existing generator is past its useful service life and needs to be replaced. In addition, City Hall does not have an emergency power backup system for general operations. In the event of a PG&E Public Safety Power Shutdown (PSPS) or other emergency power outage event, city services will be disrupted without functioning generators. This energy resiliency project, informed by the City Facilities Emergency Power Backup Feasibility Study (CIP #E11502346), will both design and install environmentally friendly power backup systems for Police Headquarters and City Hall as well as provide facility connections, including proper disposal of existing equipment.



Project Manager: Paul Geoghegan
 Department Rep: Drew Halter

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2019/20 – Winter 2019
 Estimated Completion: FY 2025/26

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C11202018

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	4	50	54						54
Construction Contracts				220	220				440
Construction Mgmt				15	15				30
Contingency				20	20				40
CIP Overheads				5	5				10
TOTAL USES	\$ 4	\$ 50	\$ 54	\$ 260	\$ 260	\$ -	\$ -	\$ -	\$ 574

SOURCES (dollars in \$000)	250	100	250	100	Projected Budgets				250
General Fund	250		250						250
General Fund- Measure U	124	100	224	100					324
TOTAL FUNDS	\$ 374	\$ 100	\$ 474	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 574

Seismic Analysis City Facilities Assessment

E11202345

Description and Justification

To enhance public safety and meet current building code requirements, construction of seismic upgrades for our aging facilities must be performed. This project will analyze the condition of current City facilities to document and quantify the building strengthening needs resulting from seismic and lateral loading. The final report will provide a basis for prioritizing City facility upgrades and will include cost estimates for future grant applications. The Community Development Block Grant will fund this study.



Project Manager: Diane Ramirez
 Department Rep: Drew Halter

Funded percentage of total project cost: 100%

Start Date: FY 2023/24
 Estimated Completion: FY 2024/25

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources
 (Dollars in \$000's)

E11202345

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land Administration / Legal		245	245	242					487
Construction Contracts		1	1	2					3
Construction Mgmt									-
Contingency									-
CIP Overheads		4	4	5					9
TOTAL USES	\$ -	\$ 250	\$ 250	\$ 249	\$ -	\$ -	\$ -	\$ -	\$ 499

SOURCES (dollars in \$000)

Community Development Block Grant (CDBG)		250	250	249					499
TOTAL FUNDS	\$ -	\$ 250	\$ 250	\$ 249	\$ -	\$ -	\$ -	\$ -	\$ 499

Petaluma Museum Seismic Retrofit

C11201501

Description and Justification

The Petaluma Museum is housed in the historic 1906 Carnegie Library building. To ensure its longevity and safety, it needs repairs and upgrades to help it withstand an earthquake. Upon finalizing the preliminary design, a more precise project cost can be determined, paving the way for potential funding avenues. Currently, specific funding for the construction phase is secured, but staff are exploring various grant opportunities to support this effort.



Project Manager: To Be Determined
 Department Rep: Drew Halter

Funded percentage of total project cost: 3%

Start Date: FY 2014/15 – Spring 2015
 Estimated Completion: TBD – Pending Funding

Climate First Shovel Ready

Operating Impact:
 No significant impact
 Provide savings
 Maintenance costs included in operating budget
 Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C11201501

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land	52	5	57		150	5			212
Administration / Legal			-			10			10
Construction Contracts			-			3,000			3,000
Construction Mgmt			-			300			300
Contingency			-			450			450
CIP Overheads	1		1		1	90			92
TOTAL USES	\$ 53	\$ 5	\$ 58	\$ -	\$ 151	\$ 3,855	\$ -	\$ -	\$ 4,064
SOURCES (dollars in \$000)									
Transient Occupancy Tax	106		106						106
Undetermined ^A			-		103	3,855			3,958
TOTAL FUNDS	\$ 106	\$ -	\$ 106	\$ -	\$ 103	\$ 3,855	\$ -	\$ -	\$ 4,064

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Library Facility Enhancement and Expansion C11202121, C11502224, C11202429, C11202430

Description and Justification

This is a collaborative project between the City and Sonoma County Library to improve and enhance the Petaluma Regional Library. Major elements of the project include improving access to the facility, expanding public areas, upgrading the fire suppression system, replacing the HVAC, and replacing the roof. Accessibility improvements include adjustment to the slope of the front entry walkway, adding curb cuts at the crosswalks, and repaving. Also included is restriping the parking lot, replacing the accessible parking stall surface, and adding ramps to the remaining building doors. The City's upgrades are in alignment with the County's interior renovation goals, where both the City and County are aiming for a more functional and welcoming space. The City has been awarded the California State Library Building Forward: Library Infrastructure Grant to support both City and County project elements.



Project Manager: To Be Determined
 Department Rep: Drew Halter

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2020/21
 Estimated Completion: FY 2025/26

Project Costs and Funding Sources

(Dollars in \$000's)

C11202121, C11502224, C11202429, c11202430

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	25	55	80		20				100
Construction Contracts	-	3	3		1				4
Construction Mgmt	50	410	460		2,155				2,615
Contingency	2	16	18		50				68
CIP Overheads	-	51	51		255				306
Sonoma County Contribution	2	4	6		14				20
	-	-	-		1,494				1,494
TOTAL USES	\$ 79	\$ 539	\$ 618	\$ -	\$ 3,989	\$ -	\$ -	\$ -	\$ 4,607

SOURCES (dollars in \$000)

City Facilities Impact Fee	175	10	185		520				705
General Fund- Measure U	600	268	868		-				868
Transient Occupancy Tax	12	-	12		-				12
American Rescue Plan Act (ARPA)	192	226	418		-				418
Library Infrastructure Grant	928	-	928		182				1,110
Sonoma County Contribution	-	-	-		1,494				1,494
TOTAL FUNDS	\$ 1,907	\$ 504	\$ 2,411	\$ -	\$ 2,196	\$ -	\$ -	\$ -	\$ 4,607

HVAC & Energy Efficiency Upgrades

C11202223

Description and Justification

This project will repair and/or replace heating, ventilation, and air conditioning (HVAC) units at various city facilities to reduce energy use, phase out fossil fuel use, and improve indoor air quality. These improvements will make facilities safer with appropriate air exchanges and filtration, as well as improve HVAC energy efficiency. The American Rescue Plan Act (ARPA) of 2021 and City Facilities Impact Fees will mainly fund this project. Where appropriate, on-bill or other low-cost financing methods may fund specific upgrades in coordination with the City-Wide Facilities Audit & Energy Program (CIP #E11202132).



Project Manager: To Be Determined
 Department Rep: Drew Halter

Climate First Shovel Ready

Operating Impact:
 No significant impact
 Provide savings
 Maintenance costs included in operating budget
 Other: _____

Funded percentage of total project cost: 81%

Start Date: FY 2021/22
 Estimated Completion: FY 2025/26

Project Costs and Funding Sources

(Dollars in \$000's)

C11202223

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	48	325	373		50				423
Construction Contracts	231	739	970		144				1,114
Construction Mgmt		20	20		30				50
Contingency		50	50		94				144
CIP Overheads	3	11	14		25				39
TOTAL USES	\$ 282	\$ 1,146	\$ 1,428	\$ -	\$ 344	\$ -	\$ -	\$ -	\$ 1,772

SOURCES (dollars in \$000)

City Facilities Impact Fee			-		440				440
General Fund- Measure U	50		50						50
American Rescue Plan Act (ARPA)	951		951						951
Undetermined ^A			-		331				331
TOTAL FUNDS	\$ 1,001	\$ -	\$ 1,001	\$ -	\$ 771	\$ -	\$ -	\$ -	\$ 1,772

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

City Facilities Emergency Power Backup Feasibility Study E11502346

Description and Justification

Ensuring uninterrupted services during emergencies is critically important for the community of Petaluma. This project will conduct a comprehensive analysis of the key city facilities that play a vital role in the continuity of services during an emergency. This analysis will identify facility power needs and explore potential renewable energy solutions tailored to each facility's specific needs. The Community Development Block Grant (CDBG) will fund this project.



Project Manager: To Be Determined
 Department Rep: Drew Halter

Funded percentage of total project cost: 100%

Start Date: FY 2022/23
 Estimated Completion: FY 2025/26

Climate First Shovel Ready

Operating Impact:
 No significant impact
 Provide savings
 Maintenance costs included in operating budget
 Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

E11502346

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	2	98	100	-	140	-	-	-	240
Construction Contracts	-	-	-	-	-	-	-	-	-
Construction Mgmt	-	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-	-	-
CIP Overheads	-	-	-	-	-	-	-	-	-
TOTAL USES	\$ 2	\$ 98	\$ 100	\$ -	\$ 140	\$ -	\$ -	\$ -	\$ 240
SOURCES (dollars in \$000)									
Community Development Block Grant (CDBG)	-	100	100	-	140	-	-	-	240
TOTAL FUNDS	\$ -	\$ 100	\$ 100	\$ -	\$ 140	\$ -	\$ -	\$ -	\$ 240

Electric Vehicle Chargers

C11502015

Description and Justification

This project will install electric vehicle chargers in public spaces throughout the community and aims to help meet the City’s goal of reducing greenhouse gas emissions. The project also includes the Electric Vehicle (EV) Charging Infrastructure Master Plan, which incorporates conceptual and engineering design work for installing EV chargers at city-owned facilities. The Bay Area Air Quality Management District (BAAQMD) awarded a grant for the acquisition and installation of four electric vehicle chargers. The California Electric Vehicle Infrastructure Project (CalEVIP) has awarded funding for an additional six locations within the city. Additional funding sources include electric vehicle charging station fees as well as the Green Building donation. Future funding will support additional planning, research, design, and documentation of electrical capacity for existing buildings.



Project Manager: To Be Determined
 Department Rep: Drew Halter

Climate First Shovel Ready

Funded percentage of total project cost: 72%
 Start Date: FY 2019/20 - Summer 2019
 Estimated Completion: Ongoing

Operating Impact:
 No significant impact
 Provide savings
 Maintenance costs included in operating budget
 Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C11502015	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land Administration / Legal	67	410	477		50	50	10	10	597
Construction Contracts	1	4	5		1	6	6	6	24
Construction Mgmt			-		500	500	133	94	1,227
Contingency			-		25	25	10	10	70
CIP Overheads	4	8	12		50	50	20	20	140
TOTAL USES	\$ 72	\$ 422	\$ 494	\$ -	\$ 637	\$ 642	\$ 181	\$ 142	\$ 2,096
SOURCES (dollars in \$000)									
City Facilities Impact Fee	17	17	34		34	17	17	17	119
General Fund	17		17						17
General Fund- Measure U	50	200	250		250	260	260	125	1,145
BayAreaAirQuality Mgt Distict Grant			-		15				15
Water Capital	76		76						76
Waste Water Capital	59		59						59
Developer Contributions/ Donations	22		22						22
Steet Maintenance	59		59						59
Undetermined ^A			-			555	29		584
TOTAL FUNDS	\$ 300	\$ 217	\$ 517	\$ -	\$ 299	\$ 832	\$ 306	\$ 142	\$ 2,096

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Police Department Facility Remodel

C11202225

Description and Justification

This project proposes several enhancements to improve worker safety and overall operational efficiency for staff working in the Police Station on Petaluma Boulevard North. This project will modify a portion of the Police Station to meet current operational needs by removing jail cells that do not meet federal standards and replacing them with updated restrooms equipped with lockers for all staff members. Additionally, staff are exploring potential building expansion to provide more workstation and office space in response to the growing needs of the department.



Project Manager: To Be Determined
 Department Rep: Brian Miller

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other _____

Funded percentage of total project cost: 66%

Start Date: FY 2022/23
 Estimated Completion: FY 2026/27

Project Costs and Funding Sources (Dollars in \$000's)

C11202225

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	3	150	153	300					453
Construction Contracts			-		5	5			10
Construction Mgmt			-		1,311	3,970			5,281
Contingency			-		130	358			488
CIP Overheads			-		355	870			1,225
TOTAL USES	\$ 3	\$ 150	\$ 153	\$ 300	\$ 1,821	\$ 5,248	\$ -	\$ -	\$ 7,522
SOURCES (dollars in \$000)									
City Facilities Impact Fee			-	20	1,821	2,726			4,567
American Rescue Plan Act (ARPA)	433		433						433
Undetermined ^A			-			2,522			2,522
TOTAL FUNDS	\$ 433	\$ -	\$ 433	\$ 20	\$ 1,821	\$ 5,248	\$ -	\$ -	\$ 7,522

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Facilities Fire Alarm System

NEW

Description and Justification

In 2020, staff conducted a comprehensive Facilities Condition Assessment for 46 city-owned buildings. This assessment unveiled deferred maintenance costs surpassing \$30 million, along with an anticipated \$22 million in maintenance expenses over the next two decades. Recognizing the critical importance of fire safety, especially in public spaces, this project will focus on installing and upgrading fire alarm systems in selected city facilities, prioritizing those with assembly areas. Work will include design and installation of fire alarm and sprinkler systems, as well as replacing alarm panels.



Project Manager: To Be Determined
 Department Rep: Drew Halter

Funded percentage of total project cost: 0%

Start Date: FY 2025/26
 Estimated Completion: FY 2027/28

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other

Project Costs and Funding Sources (Dollars in \$000's)

Facilities Fire Alarm System

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-		250				250
Construction Contracts			-				500		500
Construction Mgmt			-				20		20
Contingency			-				50		50
CIP Overheads			-				15		15
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ -	\$ 586	\$ -	\$ 836

SOURCES (dollars in \$000)

Undetermined ^A			-		250		586		836
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ -	\$ 586	\$ -	\$ 836

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Keller Street Garage - Interior Light Retrofit & Replacement NEW

Description and Justification

In 2020, staff completed a high-level Facilities Condition Assessment of 46 city-owned buildings. This assessment revealed deferred maintenance costs exceeding \$30 million, with an additional projected \$22 million required for maintenance over the next two decades.

Among these findings was the interior lighting system of the Keller Street parking garage which is outdated and has endured vandalism and environmental wear. To improve both the safety and functionality of the parking garage this project will replace all existing lighting with energy-efficient LED bulbs and dimmable fixtures.

This project will be funded with an existing interfund loan.



Project Manager: To Be Determined
 Department Rep: Drew Halter

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other

Funded percentage of total project cost: 100%

Start Date: FY 2025/26
 Estimated Completion: FY 2025/26

Project Costs and Funding Sources
 (Dollars in \$000's)

Keller Street Garage - interior light retrofit and replacement

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land Administration / Legal			-		20				20
Construction Contracts			-		250				250
Construction Mgmt			-		25				25
Contingency			-		25				25
CIP Overheads			-		6				6
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 328	\$ -	\$ -	\$ -	\$ 328
SOURCES (dollars in \$000)									
Interfund Loan		328	328						328
TOTAL FUNDS	\$ -	\$ 328	\$ 328	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 328

Joint Maintenance Facility & Transit Operations Center Study NEW

Description and Justification

City vehicle maintenance is currently dispersed across outdated facilities that offer limited space for vehicles, tools, and staff. When outsourcing repairs to third-party shops, the city incurs higher expenses than those incurred during self-performed maintenance. Furthermore, the existing city facilities designated for vehicle maintenance are constrained in space and present challenges in integrating renewable energy sources, such as solar power. To address these inefficiencies and enhance sustainability, this study will outline the design, funding, and construction of a centralized City vehicle maintenance facility. The facility would cater to all city vehicles—from Police and Fire to Public Works and Utilities, Parks, and Transit—streamlining operations and maximizing efficiency. The scope of this study includes (1) assessing current city vehicle maintenance facilities/capabilities; (2) creating a list of vehicle maintenance needs; (3) searching for candidate locations; and, (4) creating conceptual design plans for the new consolidated maintenance facility. The analysis would also include design of a new transit operations center to be located at the proposed joint vehicle maintenance facility site.



Project Manager: Jared Hall
 Department Rep: Gina Benedetti-Petnic

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____.

Funded percentage of total project cost: 14%

Start Date: FY 2025/26
 Estimated Completion: FY FY2026/27

Project Costs and Funding Sources (Dollars in \$000's)

Joint Vehicle Maintenance Facility and Transit Operations Center Study					Projected Budgets				Total Project Estimate
Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29		
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land Administration / Legal			-		50	300			350
Construction Contracts			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ 300	\$ -	\$ -	\$ 350
SOURCES (dollars in \$000)									
TDA Transit Capital					50				50
Undetermined ^A			-			300			300
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ 300	\$ -	\$ -	\$ 350

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Fire Station No. 4 / Public Safety Building

C11202431

Description and Justification

A Public Safety Facilities Assessment was performed to outline departmental needs for Fire and Police, with a specific focus on planning for a new fire headquarters that will be able to accommodate public safety operations. The assessment outlines potential site placement options, planning and design efforts, and funding needs. It also provides a roadmap for the project through construction. Currently, the City’s existing facilities do not meet the Fire and Police Departments’ collective operational needs. The goal of this project is to create a new facility to house and sustain a diverse workforce and comply with current seismic codes and other public safety facility standards.



Project Manager: To Be Determined
 Department Rep: Jeff Schach, Brian Miller

Funded percentage of total project cost: 100%

Start Date: FY 2023/24
 Estimated Completion: FY 2027/28

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources
 (Dollars in \$000's)

C11202431

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		300	300	1,200	1,500	25	50		3,000
Construction Contracts						15,000	23,300		38,300
Construction Mgmt						750	1,165		1,915
Contingency						2,250	3,495		5,745
CIP Overheads						200	300		500
TOTAL USES	\$ -	\$ 300	\$ 300	\$ 1,200	\$ 1,500	\$ 18,225	\$ 28,310	\$ -	\$ 49,535

SOURCES (dollars in \$000)

City Facilities Impact Fee					750	4,100			4,850
Infrastructure Bond- Measure U Sales Tax						15,000			15,000
Future Bond Issue FY 26							27,435		27,435
Measure H Fire Protection, Paramedic Services & Disaster Response				1,750					1,750
Developer Contributions/ Donations		500	500						500
TOTAL FUNDS	\$ -	\$ 500	\$ 500	\$ 1,750	\$ 750	\$ 19,100	\$ 27,435	\$ -	\$ 49,535

City Facilities Energy Efficiency Projects

NEW

Description and Justification

In 2020, Public Works & Utilities staff completed a high-level Facilities Condition Assessment of 46 city-owned buildings. The assessment identified over \$30 million in deferred maintenance costs and another \$22 million in maintenance costs that will be needed in the next 20 years. The City-Wide Facilities Audit & Energy Program (CIP #E11202132) analyzed the energy use of all city-owned facilities and identified equipment for retrofit to produce energy savings. This project will deliver energy efficiency project(s) scoped and designed as part of the City-Wide Facilities Audit and Energy Program (CIP #E11202132).



Funded percentage of total project cost: 12%

Start Date: FY 2025/26
Estimated Completion: FY 2026/27

Project Manager: To Be Determined
Department Rep: Drew Halter

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources
(Dollars in \$000's)

City Facilities Energy Efficiency Projects

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land Administration / Legal			-		58				58
Construction Contracts			-			2			2
Construction Mgmt			-			350			350
Contingency			-			40			40
CIP Overheads			-			40			40
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 58	\$ 442	\$ -	\$ -	\$ 500
SOURCES (dollars in \$000)									
City Facilities Impact Fee			-		58				58
Undetermined ^A			-			442			442
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 58	\$ 442	\$ -	\$ -	\$ 500

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Fire Station 2 - Kitchen Replacement & Station Renovations

C11202434

Description and Justification

Fire Station 2, built in 1982, has been identified in the City's public safety facilities strategic master plan as nearing the end of its useful life as a fire station. With funding not yet identified for a full rebuild, which is unlikely before 2035, there are several deferred maintenance projects that, if completed, will extend the useful life and functionality of the fire station for another 10-15 years.

This station's bathrooms have been updated to provide single-user facilities and to meet American with Disabilities Act (ADA) standards. However, additional key deferred maintenance projects include replacing the kitchen, installing new windows, refreshing exterior and interior paint, replacing apparatus bay doors, and improving station security and privacy. The notification system also requires replacement in all three fire stations, simultaneously, so calls are coordinated throughout the service area, improving response times, and increasing station security.



Project Manager: To Be Determined
 Department Rep: Jeff Schach

Funded percentage of total project cost: 100%

Start Date: FY 2023/24
 Estimated Completion: FY 2027/28

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C11202434

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land		50	50		25	15	15		105
Administration / Legal		2	2		2	2	2		8
Construction Contracts		10	10		500	50	100		660
Construction Mgmt		15	15		20	15	15		65
Contingency		10	10		40	10	20		80
CIP Overheads		3	3		5	2	3		13
TOTAL USES	\$ -	\$ 90	\$ 90	\$ -	\$ 592	\$ 94	\$ 155	\$ -	\$ 931
SOURCES (dollars in \$000)									
City Facilities Impact Fee			-		682	94	155		931
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 682	\$ 94	\$ 155	\$ -	\$ 931

Fire Station 3 – Restroom Separation & Station Renovations C11202328

Description and Justification

Fire Station 3, built in 1971, is showing signs of aging and nearing the end of its useful life, as highlighted in the City's public safety facilities strategic master plan. While a full rebuild is not anticipated until at least 2035 due to funding constraints, essential upgrades are needed to extend its use for another decade or more.

This project will address key deferred maintenance, including replacing electrical and heating, ventilation, and air conditioning (HVAC) systems, refreshing carpet and flooring and paint, and replacing apparatus bay doors. This project also includes restroom and dormitory improvements to accommodate a more diverse workforce and improve living quarters and privacy.

The notification system also requires replacement in all three fire stations, simultaneously, so calls are coordinated throughout the service area, improving response times, and increasing station security.

Kitchen remodel was completed in FY 2023/24.



Project Manager: To Be Determined
 Department Rep: Jeff Schach

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2022/23
 Estimated Completion: FY 2027/28

Project Costs and Funding Sources

(Dollars in \$000's)

C11202328

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	6	-	6	-	50	25	50	-	131
Construction Contracts	105	58	163	-	100	300	100	-	663
Construction Mgmt	3	-	3	-	15	25	25	-	68
Contingency		-	-	-	20	60	20	-	100
CIP Overheads	2	-	2	-	4	10	4	-	20
TOTAL USES	\$ 116	\$ 58	\$ 174	\$ -	\$ 191	\$ 422	\$ 201	\$ -	\$ 988

SOURCES (dollars in \$000)

City Facilities Impact Fee	117	57	174	-	191	422	201	-	988
TOTAL FUNDS	\$ 117	\$ 57	\$ 174	\$ -	\$ 191	\$ 422	\$ 201	\$ -	\$ 988

Community Center Interior Repairs

NEW

Description and Justification

The Community Center Interior Repairs project will rejuvenate the building's interior, addressing wear and tear from over forty years of community activity and significant damage from water intrusion. Alongside restoring damaged materials, this initiative will also focus on upgrading essential components like doors, heating, ventilation, air conditioning (HVAC) systems, and lighting. Such renovations are vital to maintain the safety and functionality of a community hub that sees extensive use. This project aligns with the Community Center Exterior Repairs project (CIP #C16201304), ensuring a cohesive approach where external fixes precede interior enhancements. This project is primarily funded by Measure U and the Transient Occupancy Tax. Additionally, energy efficiency initiatives, possibly including a transition from gas to electric, may be integrated, potentially in collaboration with the City-Wide Facilities Audit & Energy Program (CIP #E11202132).



Project Manager: To Be Determined
 Department Rep: Drew Halter

Funded percentage of total project cost: 0%

Start Date: FY 2025/26
 Estimated Completion: FY 2026/27

Climate First Shovel Ready

Operating Impact:
 No significant impact
 Provide savings
 Maintenance costs included in operating budget
 Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

Community Center Interior Repairs

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land			-		25	100			125
Administration / Legal			-		2	2			4
Construction Contracts			-		350	500			850
Construction Mgmt			-		15	25			40
Contingency			-		35	50			85
CIP Overheads			-		7	13			20
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 434	\$ 690	\$ -	\$ -	\$ 1,124

SOURCES (dollars in \$000)

Undetermined ^A			-		434	690			1,124
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 434	\$ 690	\$ -	\$ -	\$ 1,124

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

City Hall West Wing Improvements

NEW

Description and Justification

This project at City Hall will continue updates and improvements to the interior spaces. This project will enhance both functionality and aesthetics by renovating finishes in the lobby, updating public restrooms, and addressing necessary access improvements in accordance with the Americans with Disabilities Act (ADA). Upon completion of the City Hall West Wing Space Remodel & Permit Center project (CIP #C11202017), renovations will be made to the adjacent Planning Area, including staff restrooms.



Project Manager: To Be Determined
 Department Rep: Drew Halter

Funded percentage of total project cost: 0%

Start Date: FY 2025/26
 Estimated Completion: FY 2025/26

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

City Hall West Wing Improvements

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		-	-		50				50
Construction Contracts		-	-		400				400
Construction Mgmt		-	-		40				40
Contingency		-	-		40				40
CIP Overheads		-	-		10				10
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 542	\$ -	\$ -	\$ -	\$ 542

SOURCES (dollars in \$000)

Undetermined ^A		-	-		542				542
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 542	\$ -	\$ -	\$ -	\$ 542

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

City Hall West Wing Fire Alarm System

NEW

Description and Justification

This project will install a comprehensive fire alarm system throughout the west wing of City Hall, ensuring compliance with current fire code requirements. The design of the alarm fire system was completed as part of the City Hall East Wing Remodel project (CIP #C11202226).



Project Manager: To Be Determined
 Department Rep: Drew Halter

Climate First Shovel Ready

Operating Impact:
 No significant impact
 Provide savings
 Maintenance costs included in operating budget
 Other: _____

Funded percentage of total project cost: 0%

Start Date: FY 2025/26
 Estimated Completion: FY 2025/26

Project Costs and Funding Sources

(Dollars in \$000's)

City Hall West Wing Fire Alarm System

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-		5				5
Construction Contracts			-		150				150
Construction Mgmt			-		7				7
Contingency			-		15				15
CIP Overheads			-		3				3
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 181	\$ -	\$ -	\$ -	\$ 181
SOURCES (dollars in \$000)									
Undetermined ^A			-		181				181
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 181	\$ -	\$ -	\$ -	\$ 181

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Public Works Office Upgrades

C11202120

Description and Justification

The City’s Public Works & Utilities (PWU) offices provide a safe and secure environment for the operation and oversight of city infrastructure, equipment, vehicles, and staff. Security improvements will help mitigate the risk of vandalism and theft. The interior remodeling and space reconfigurations are needed to accommodate changes in staffing for the Public Works & Utilities Department, as well as the migration of daily workflow tools to digital platforms requiring broader access to technology by PWU staff. City operations will benefit through the expansion of the yard for more staff vehicles and increased storage. Upgrades will also provide electric vehicle charging stations for city fleet. Additional interior improvements will satisfy new operational requirements included in the America’s Water Infrastructure Act (AWIA) of 2018.



Project Manager: To Be Determined
 Department Rep: Drew Halter

Funded percentage of total project cost: 100%

Start Date: FY 2020/21 – Summer 2020
 Estimated Completion: FY 2025/26

Climate First Shovel Ready

Operating Impact:
 No significant impact
 Provide savings
 Maintenance costs included in operating budget
 Other: _____

Project Costs and Funding Sources
 (Dollars in \$000’s)

C11202120

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	31	35	66		12				78
Construction Contracts	67	100	167		144				311
Construction Mgmt	2	10	12						12
Contingency		10	10		15				25
CIP Overheads	3	3	6		2				8
TOTAL USES	\$ 103	\$ 158	\$ 261	\$ -	\$ 175	\$ -	\$ -	\$ -	\$ 436

SOURCES (dollars in \$000)

Water Capital	100		100		71				171
Waste Water Capital	215		215		50				265
TOTAL FUNDS	\$ 315	\$ -	\$ 315	\$ -	\$ 121	\$ -	\$ -	\$ -	\$ 436

307 Petaluma Boulevard South Site Preparation

C11502435

Description and Justification

All three Petaluma Fire Department stations need upgrades that will require staff to vacate from either entire stations or specific parts of the station during construction. To ensure uninterrupted fire services, the City will install a donated portable building on the vacant lot at 307 Petaluma Boulevard South. However, before its deployment, this project will complete essential enhancements to the site, including the provision of water, sewer, electricity, gas connections, and the construction of an asphalt driveway for access to the temporary structure.



Project Manager: To Be Determined
 Department Rep: Jeff Schach

Funded percentage of total project cost: 0%

Start Date: FY 2023/24
 Estimated Completion: FY 2025/26

Climate First Shovel Ready

- Operating Impact:**
- No significant impact
 - Provide savings
 - Maintenance costs included in operating budget
 - Other

Project Costs and Funding Sources (Dollars in \$000's)

C11502435

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		25	25		25				50
Construction Contracts		10	10		200				210
Construction Mgmt			-		20				20
Contingency			-		40				40
CIP Overheads		1	1		5				6
TOTAL USES	\$ -	\$ 36	\$ 36	\$ -	\$ 292	\$ -	\$ -	\$ -	\$ 328
SOURCES (dollars in \$000)									
Undetermined ^A		-	-		328				328
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 328	\$ -	\$ -	\$ -	\$ 328

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Fire Prevention Bureau Interior Improvements

NEW

Description and Justification

Fire inspectors, much like firefighters post-incident, face exposure to hazardous materials during their duties. Additionally, research indicates that their protective gear can release contaminants and needs to be quarantined and cleaned after inspections. However, the Fire Prevention Bureau, located at 22 Bassett Street adjacent to City Hill, is in a 1950s-era building originally used as a police station and lacks the necessary facilities for staff to safely handle and manage their equipment. To address this, this project will install an equipment decontamination station, ensuring the well-being of the Fire Prevention Bureau personnel, as well as reinstating the shower facilities, bolstering safety measures, and aligning with the Americans with Disabilities Act (ADA) standards. As part of these improvements, there will also be minor office adjustments to maximize the efficiency of the existing space.



Project Manager: To Be Determined
 Department Rep: Jeff Schach

Climate First Shovel Ready

Funded percentage of total project cost: 0%

Start Date: FY 2025/26
 Estimated Completion: FY 2025/26

- Operating Impact:**
- No significant impact
 - Provide savings
 - Maintenance costs included in operating budget
 - Other

Project Costs and Funding Sources (Dollars in \$000's)

Fire Prevention Bureau Interior Improvements				Projected Budgets				Total Project Estimate	
Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29		
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land		-		20				20	
Administration / Legal		-		1				1	
Construction Contracts		-		100				100	
Construction Mgmt		-		15				15	
Contingency		-		10				10	
CIP Overheads		-		3				3	
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 149	\$ -	\$ -	\$ -	\$ 149
SOURCES (dollars in \$000)									
Undetermined ^A		-		149				149	
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 149	\$ -	\$ -	\$ -	\$ 149

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.



PARKS PROJECTS FY 2024-2025

PARKS CAPITAL IMPROVEMENT PROGRAM BUDGET FY 24-25

PROJECT SUMMARY

Fund 3140.31400

PROJECTS (dollars in \$000)	Page No.	Actual	Estimate	Estimate	Budget	Projected Budgets				Total Project Estimate	% of Project Funded (5 Years)
		Life to Date thru FY 23	Life to Date thru FY 23-24	Life to Date thru FY 24		FY 24-25	FY 25-26	FY 26-27	FY 27-28		
C14402010 Turning Basin Docks	CIP-44	\$ 1,047	\$ 1,327	\$ 2,374	\$ 3,135	\$ -	\$ -	\$ -	\$ -	\$ 5,509	100%
C14501607 Petaluma Community Baseball Field	CIP-45	4,243	3,274	7,517	-	1,020	960	-	-	9,497	79%
C14502318 Parks Access Improvements	CIP-46	9	290	299	27	-	-	-	-	326	100%
C00400205 Playground Replacements	CIP-47	598	179	777	125	-	-	-	-	902	100%
C14502320 Swim Center Pool Replastering	CIP-48	-	47	47	563	-	-	-	-	610	100%
New Parks Master Plan	CIP-49	-	-	-	-	-	500	-	-	500	0%
C14502114 Lynch Creek Trail/ Crosstown Connector	CIP-51	490	172	662	1,160	460	-	-	-	2,282	100%
C14502317 Kenilworth Park Revitalization Plan	CIP-52	47	279	326	-	362	-	-	-	688	51%
E14502024 Marina Dredging	CIP-53	1,228	340	1,568	-	7,000	-	-	-	8,568	14%
E14402237 Petaluma River Dredging Program	CIP-54	-	-	-	-	75	975	1,000	-	2,050	70%
C14502008 Lucchesi Turf Field Replacement	CIP-55	146	90	236	-	2,356	-	-	-	2,592	100%
C14502012 Shollenberger Amphitheater & Kiosk Improvements	CIP-56	26	22	48	262	-	-	-	-	310	100%
C14402215 Lucchesi Skate Park	CIP-57	82	317	399	1,596	1,355	-	-	-	3,350	100%
New Swim Center Facility Assessment	CIP-58	-	-	-	-	202	-	-	-	202	0%
C14202319 Prince Park Concession and Restroom Facility - Remodel/Repair	CIP-59	1	49	50	-	109	-	-	-	159	100%
New 1st and C Street Fishing Dock and Community Space	CIP-60	-	-	-	-	110	-	-	490	600	17%
TOTAL		\$ 7,917	\$ 6,386	\$ 14,303	\$ 6,868	\$ 13,049	\$ 2,435	\$ 1,000	\$ 490	\$ 38,145	

SOURCES (dollars in \$000)

Parkland Impact Fees	\$ 6,280	\$ 10	\$ 6,290	\$ 1,061	\$ 925	\$ -	\$ -	\$ -	\$ 8,276
Bonds - Savings from Refinancing	170	34	204	34	-	-	-	-	238
Donations/Developer Contributions	223	64	287	500	50	-	-	-	837
Measure M - Parks	1,106	895	2,001	612	159	-	-	-	2,772
American Rescue Plan Act (ARPA)	313	-	313	-	-	-	-	-	313
Go Sonoma Transportation Sales Tax	-	-	-	1,324	296	-	-	-	1,620
Grants	341	54	395	214	-	-	-	-	609
SCTA TDA	194	-	194	-	-	-	-	-	194
Interfund Loan	-	2,600	2,600	-	-	-	-	-	2,600
General Fund Reserves - Turf Replacement	898	398	1,296	-	914	-	-	-	2,210
General Fund	1,100	-	1,100	-	-	-	-	-	1,100
General Fund-Measure U	154	2,825	2,979	-	-	-	-	-	2,979
Transient Occupancy Tax (TOT)	598	525	1,123	125	737	200	200	-	2,385
Traffic Impact Fees	310	144	454	-	-	-	-	-	454
Storm Drainage Utility	50	-	50	-	-	-	-	-	50
Undetermined	-	-	-	-	9,073	1,760	175	500	11,508
TOTAL	\$ 11,737	\$ 7,549	\$ 19,286	\$ 3,870	\$ 12,154	\$ 1,960	\$ 375	\$ 500	\$ 38,145

Turning Basin Docks

C14402010

Description and Justification

This is a two-phase project designed to improve river access for our community, improve access and docking amenities for visiting boaters, and increase public safety by providing new Americans with Disabilities Act (ADA) compliant concrete floats and a new dock-mounted fire suppression system. Phase One of the project included removal of the old docks and dredging the upper turning basin area. This phase has been completed, and a small temporary dock connector remains to provide interim access to the Floathouse Boat Rental Center from the River Plaza. Phase Two of this project, currently scheduled for the Summer of 2024, includes the installation of new piles, removal of old piles, and installation of the new docks. Once completed, pedestrians will have access to the new docks and the Floathouse Boat Rental Center from the River Plaza and Weller Street.



Project Manager: Jonathan Sanglerat
 Department Rep: Drew Halter

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2019/20 – Summer 2020
 Estimated Completion: FY 2024/25

Project Costs and Funding Sources
 (Dollars in \$000's)

C14402010

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	494	80	574	185					759
Construction Contracts	13	2	15	5					20
Construction Mgmt	499	1,120	1,619	2,700					4,319
Contingency	15	15	30	30					60
CIP Overheads	26	100	100	200					300
TOTAL USES	\$ 1,047	\$ 1,327	\$ 2,374	\$ 3,135	\$ -	\$ -	\$ -	\$ -	\$ 5,509

SOURCES (dollars in \$000)

Parkland Impact Fees	387		387	377					764
Interfund Loan		2,600	2,600						2,600
General Fund-Measure U		1,650	1,650						1,650
Transient Occupancy Tax (TOT)	445		445						445
Storm Drainage Utility	50		50						50
TOTAL FUNDS	\$ 882	\$ 4,250	\$ 5,132	\$ 377	\$ -	\$ -	\$ -	\$ -	\$ 5,509

Petaluma Community Baseball Field

C14501607

Description and Justification

This project includes the construction of a new baseball field and associated facilities to provide year-round youth and adult programming as well as host local and regional sporting events. Phase One of this project will provide a regulation-sized baseball field with spectator viewing areas, dugouts, and fencing, as well as increased parking capacity adjacent to the current playing fields. Subsequent baseball field project phases will include the construction of grandstands and spectator seating, field lighting, restroom and concession facilities, and parking lot surface improvements. This project has been funded primarily through Parkland Impact Fees, Sonoma County Measure M—Parks for All Initiative, along with significant contributions from the Petaluma Leghorns American Legion Baseball organization. Phase One of this project will be completed in FY 2023/24 with the future phases anticipated to be completed by the end of FY 2026/27, pending funding.



Project Manager: Paul Geoghegan
 Department Rep: Drew Halter

Climate First Shovel Ready

Funded percentage of total project cost: 79%

Start Date: FY 2015/16 – June 2016
 Estimated Completion: FY 2026/27

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C14501607

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	781	13	794		25	25			844
Construction Contracts	3,304	2,974	6,278		850	800			7,928
Construction Mgmt	87	219	306		45	40			391
Contingency			-		85	80			165
CIP Overheads	60	50	110		15	15			140
TOTAL USES	\$ 4,243	\$ 3,274	\$ 7,517	\$ -	\$ 1,020	\$ 960	\$ -	\$ -	\$ 9,497

SOURCES (dollars in \$000)

Parkland Impact Fees	5,761		5,761		400				6,161
Donations/Developer Contributions	111	64	175						175
Measure M - Parks		300	300						300
General Fund-Measure U	154		154						154
Transient Occupancy Tax (TOT)		500	500						500
Traffic Impact Fees	200	-	200						200
Undetermined ^A			-		1,047	960			2,007
TOTAL FUNDS	\$ 6,226	\$ 864	\$ 7,090	\$ -	\$ 1,447	\$ 960	\$ -	\$ -	\$ 9,497

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Parks Access Improvements

C14502318

Description and Justification

Enhancing park access and establishing multi-use pathways throughout Petaluma are top priorities when evaluating opportunities for investing in public spaces. By leveraging revenues from the Sonoma County Measure M—Parks for All initiative, this project aims to improve park access and mobility by providing safe areas for both passive and active recreation uses. This project will improve internal connectivity between amenities, as well as access into and out of parks.

Petaluma celebrated the successful completion of priority projects at La Tercera Park, McNear Park, and McDowell Parks in FY 2022/23. The next park access projects include improvements at Miwok, Wickersham, and Lucchesi Parks. Additional funding provided by PG&E, in relation to the work completed at Shollenberger Park, supports the inclusion of the Alman Marsh Boardwalk into the priority park access projects list.



Funded percentage of total project cost: 100%

Start Date: FY 2022/23
 Estimated Completion: FY 2024/25

Project Manager: Lucas Pereira
 Department Rep: Drew Halter

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

c14502318

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	8	7	15						15
Construction Contracts		210	210	16					226
Construction Mgmt		30	30	5					35
Contingency		40	40	5					45
CIP Overheads	1	3	4	1					5
TOTAL USES	\$ 9	\$ 290	\$ 299	\$ 27	\$ -	\$ -	\$ -	\$ -	\$ 326

SOURCES (dollars in \$000)

Measure M - Parks	250	49	299	27					326
TOTAL FUNDS	\$ 250	\$ 49	\$ 299	\$ 27	\$ -	\$ -	\$ -	\$ -	\$ 326

Playground Replacements

C00400205

Description and Justification

Playgrounds play a critical role in fostering the physical, cognitive, emotional, and social development of our community. They serve as intergenerational gathering spaces and are key components in creating a more age-friendly infrastructure. Since 2015, the City of Petaluma has undertaken the replacement of playgrounds at Meadow View, Arroyo, Miwok, Bond, Grant, and Annas Meadow Parks. Alongside replacements, city staff conducts annual inspections of all playgrounds. These evaluations pinpoint areas where safety enhancements, such as improved access, fall surfacing, and equipment upgrades, can be made as funding allows. In February 2023, the wooden playground structure at Arroyo Park, designed for children aged 2-5, was removed following safety assessments. Plans are underway to introduce a new structure by FY 2024-25. Staff will continue to evaluate all existing playgrounds and establish a prioritized citywide replacement schedule to guide projects. These efforts will also prioritize playground designs and manufacturers that embrace climate-ready manufacturing processes, incorporating recycled materials and sustainable products, limiting overseas shipments, and detailing carbon offsets within the procurement and the manufacturing process.



Project Manager: Drew Halter
 Department Rep: Drew Halter

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2014/15 – Winter 2015
 Estimated Completion: FY 2024/25 – Summer 2025

Project Costs and Funding Sources

(Dollars in \$000's)

C00400205

USES (dollars in \$000)

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	5		5						5
Construction Contracts	583	179	762	120					882
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads	10		10	5					15
TOTAL USES	\$ 598	\$ 179	\$ 777	\$ 125	\$ -	\$ -	\$ -	\$ -	\$ 902

SOURCES (dollars in \$000)

Parkland Impact Fees	105		105						105
Bonds - Savings from Refinancing	170	34	204	34					238
Donations/Developer Contributions	71		71						71
Measure M - Parks	168	30	198	122					320
Housing Related Parks Prog Grant	168		168						168
TOTAL FUNDS	\$ 682	\$ 64	\$ 746	\$ 156	\$ -	\$ -	\$ -	\$ -	\$ 902

Swim Center Pool Replastering

C14502320

Description and Justification

The Petaluma Swim Center is home to the City's 50-meter outdoor public pool and adjacent toddler wading pool. The community uses both pools heavily for year-round recreation, swim programming, local and regional swim team events, and lessons. The swimming pool requires replastering to maintain operations and the ability to host community and regional programming. This project is funded primarily through Sonoma County Measure M—Parks for All initiative. Energy efficiency upgrades, including the installation of LED lighting, may be funded through on-bill and other low-cost financings in coordination with LED Streetlight & Facility Lighting Retrofits (CIP #C16501412). Project design is underway and anticipated to be complete by the end of FY 2023/24, with construction to follow in FY 2024/25.



Project Manager: Paige Bullock
 Department Rep: Drew Halter

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2022/23

Estimated Completion: FY 2024/25

Project Costs and Funding Sources

(Dollars in \$000's)

C14502320

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		45	45	10					55
Construction Contracts		1	1	1					2
Construction Mgmt				416					416
Contingency				42					42
CIP Overheads				83					83
TOTAL USES	\$ -	\$ 47	\$ 47	\$ 563	\$ -	\$ -	\$ -	\$ -	\$ 610

SOURCES (dollars in \$000)									
Measure M - Parks	6	291	297	313					610
TOTAL FUNDS	\$ 6	\$ 291	\$ 297	\$ 313	\$ -	\$ -	\$ -	\$ -	\$ 610

Parks Master Plan

New

Description and Justification

This project will fund a consultant that will conduct a thorough assessment of current park facilities, their condition, usage patterns, and demographics of the community to identify gaps and areas for improvement. The consultant along with staff will be engaging residents, community groups, and stakeholders through surveys, public meetings, workshops, and online platforms to gather input and feedback on park preferences, priorities, and concerns.



Project Manager: Undetermined
 Department Rep: Drew Halter

Climate First Shovel Ready

Funded percentage of total project cost: 0%

Start Date: FY 2026/27
 Estimated Completion: FY 2026/27

Operating Impact:
 No significant impact
 Provide savings
 Maintenance costs included in operating budget
 Other: _____

Project Costs and Funding Sources
 (Dollars in \$000's)

Parks Master Plan

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-			500			500
Construction Contracts			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ 500
SOURCES (dollars in \$000)									
Undetermined ^A			-			500			500
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ 500

Lynch Creek Trail / Crosstown Connector

C14502114



Lynch Creek Trail / Crosstown Connector

C14502114

Description and Justification

The Lynch Creek multi-use trail (LCT) is a vital non-motorized east-west connection in the heart of Petaluma. This 2.3-mile-long trail extends from Prince Park west to downtown Petaluma, equitably serving the whole community. It is used heavily by walkers, runners, and cyclists of all ages, helping the City meet its Climate Action goals. It also provides active transportation access to schools, senior housing, medical facilities, shopping centers, community centers, parks, and recreational centers. This project will close gaps and give safer connectivity to the Downtown area and the Petaluma Transit Mall. Due to aging segments of the paved trail, and several unpaved portions of the trail, there remains additional work to make it safe and usable. This project includes repaving sections of the trail surface and repairing drainage issues. This project has been submitted to the Sonoma County Transportation Authority (SCTA) for grant funding. The two primary trail gaps that will be completed with this project are an access ramp that meets Americans with Disabilities Act (ADA) standards to connect to Payran Street and the trail segment from Payran Street to Edith Court.



Project Manager: Ken Eichstaedt
 Department Rep: Drew Halter

Funded percentage of total project cost: 100%

Start Date: FY 2020/21 – Summer 2020
 Estimated Completion: FY 2025/26 – Summer 2026

Climate First Shovel Ready

Operating Impact:
 No significant impact
 Provide savings
 Maintenance costs included in operating budget
 Other: _____

Project Costs and Funding Sources
 (Dollars in \$000's)

C14502114

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	45	50	95	50					145
Construction Contracts	428	100	528	800	394				1,722
Construction Mgmt	9	10	19	100	20				139
Contingency		10	10	200	40				250
CIP Overheads	8	2	10	5	6				21
TOTAL USES	\$ 490	\$ 172	\$ 662	\$ 1,160	\$ 460	\$ -	\$ -	\$ -	\$ 2,282
SOURCES (dollars in \$000)									
Donations/Developer Contributions	41		41						41
Go Sonoma Transportation Sales Tax				1,324	296				1,620
TFCA	173		173						173
SCTA TDA	194		194						194
Traffic Impact Fees	110	144	254						254
TOTAL FUNDS	\$ 518	\$ 144	\$ 662	\$ 1,324	\$ 296	\$ -	\$ -	\$ -	\$ 2,282

Kenilworth Park Revitalization Plan

C14502317

Description and Justification

Kenilworth Park is the largest community park serving the mid-town area. This historic park requires significant improvements to better serve the community's growing needs. In the Fall of 2022 staff facilitated a community workshop and public survey gathering input on community priorities for the park. Potential improvements for the park may include reimagined recreational and play spaces, interactive public art, new play equipment, improved access and safety, grading and drainage repairs, tree replacements, and improved park amenities. This project will help staff plan out future design efforts. Future designs for this project will prioritize climate-friendly building materials, park amenities, and features.

Funding has been supplemented by the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All, Act of 2018 (Proposition 68), along with local park funding from the Sonoma County Measure M—Parks for All initiative. The City aims to leverage existing funds with other local partners to complete the project. Partnerships include the Public Arts Committee, local service clubs, and private contributions.



Project Manager: To Be Determined
 Department Rep: Drew Halter

Climate First Shovel Ready

Operating Impact:
 No significant impact
 Provide savings
 Maintenance costs included in operating budget
 Other: _____

Funded percentage of total project cost: 51%
 Start Date: FY 2022/23 – Summer 2022
 Estimated Completion: FY 2025/26

Project Costs and Funding Sources (Dollars in \$000's)

C14502317

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	43	271	314		348				662
Construction Contracts	2	3	5		4				9
Construction Mgmt									-
Contingency									-
CIP Overheads	2	5	7		10				17
TOTAL USES	\$ 47	\$ 279	\$ 326	\$ -	\$ 362	\$ -	\$ -	\$ -	\$ 688

SOURCES (dollars in \$000)									
Measure M - Parks	100	200	300						300
Prop 68		54	54		-				54
Undetermined ^A					334				334
	\$ 100	\$ 254	\$ 354	\$ -	\$ 334	\$ -	\$ -	\$ -	\$ 688

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Marina Dredging

E14502024

Description and Justification

The primary goal of this project is to recover the full operational water depth for boating safety, navigation, and (state-leased) marina operations. This will also facilitate increasing marina tenant occupancy as only half of the marina slips are occupied due to access issues from the heavy siltation. Currently, a large percentage of the marina slips do not have adequate water depth during a low-tide cycle to maintain buoyancy for most vessels. A limited, phase one, dredging event of the Petaluma Marina was completed in 2022, removing 1,700 cubic yards of dredged material, which restored navigable access to the Petaluma River for emergency service vessels as well as increased access to the fuel dock and boat launch area.



Project Manager: To Be Determined
 Department Rep: Drew Halter

Funded percentage of total project cost: 14%

Start Date: FY2019/20
 Estimated Completion: TBD, Pending Funding

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

E14502024

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	348	330	678		50				728
Construction Contracts	864		864		5,800				6,664
Construction Mgmt	7		7		125				132
Contingency					1,000				1,000
CIP Overheads	9	10	19		25				44
TOTAL USES	\$ 1,228	\$ 340	\$ 1,568	\$ -	\$ 7,000	\$ -	\$ -	\$ -	\$ 8,568
SOURCES (dollars in \$000)									
General Fund	1,100		1,100						1,100
Transient Occupancy Tax (TOT)	128		128						128
Undetermined ^A					7,340				7,340
TOTAL FUNDS	\$ 1,228	\$ -	\$ 1,228	\$ -	\$ 7,340	\$ -	\$ -	\$ -	\$ 8,568

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Petaluma River Dredging Program

E14402237

Description and Justification

The U.S. Army Corps of Engineers (Corps) is responsible for maintaining the federal channel of the Petaluma River, including dredging of the Turning Basin to a depth of 8 feet. Funding for federal dredging projects has remained the same even as the costs of dredging have greatly increased. This has left shallow draft channels like the Petaluma River, which do not have a lot of commercial boating traffic, uncompetitive for federal funding for dredging projects. As a result, the frequency of dredging completed by the Corps can exceed 15 years between projects, as was the case with the last dredging project. This frequency will result in a river channel and turning basin that will be unnavigable by most recreational and commercial vessels. Staff have coordinated with the Corps to request federal funding allocations and dredging is anticipated to occur during the summer of 2024. To compensate for any potential lapses in the Corps' maintenance dredging cycle, this program assigns city funding for a dredging project every 6 years. This would ensure a minimum 50-foot-wide channel dredged to a minimum navigable depth and guarantees access to the turning basin. Staff will be engaging with other shallow draft channel stakeholders of the North Bay to leverage regional partnerships. The objective is to develop programs for beneficial re-use of dredge material for wetland and habitat restoration and protection from sea-level rise, as well as to explore funding opportunities to continue to perform maintenance dredging.



Project Manager: To Be Determined
 Department Rep: Drew Halter

Climate First Shovel Ready

Funded percentage of total project cost: 70%

Project Start Date: TBD
 Estimated Completion Date: TBD

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

E14402237

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-		75		25		100
Construction Contracts			-			900	900		1,800
Construction Mgmt			-			25	25		50
Contingency			-			50	50		100
CIP Overheads			-						-
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 75	\$ 975	\$ 1,000	\$ -	\$ 2,050

SOURCES (dollars in \$000)

General Fund-Measure U		650	650						650
Transient Occupancy Tax (TOT)	25	25	50	125	200	200	200		775
Undetermined ^A			-		150	300	175		625
TOTAL FUNDS	\$ 25	\$ 675	\$ 700	\$ 125	\$ 350	\$ 500	\$ 375	\$ -	\$ 2,050

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Lucchesi Turf Field Replacement

C14502008

Description and Justification

The all-weather synthetic multi-use field at Lucchesi Park was installed in 2000 to accommodate the growing demand for year-round youth sports and recreation. Since 2000, the field has remained one of the most active athletic fields in Petaluma, used by youth and adult soccer and lacrosse programs, specialty camps, adult programs, and off-season clinics. The turf field was last replaced in 2009 and has surpassed its expected service life. There are also underlying drainage issues which need to be corrected. Staff continues to explore alternative options for replacement.



Project Manager: To Be Determined
 Department Rep: Drew Halter

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2019/20 - Fall 2019
 Estimated Completion: TBD, Pending Options

Project Costs and Funding Sources

(Dollars in \$000's)

C14502008

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land	133	90	223						223
Administration / Legal	3		3						3
Construction Contracts	1		1		1,860				1,861
Construction Mgmt	3		3		186				189
Contingency			-		280				280
CIP Overheads	6		6		30				36
TOTAL USES	\$ 146	\$ 90	\$ 236	\$ -	\$ 2,356	\$ -	\$ -	\$ -	\$ 2,592

SOURCES (dollars in \$000)

Measure M - Parks	382		382						382
General Fund Reserves - Turf Replacement	898	398	1,296		914				2,210
TOTAL FUNDS	\$ 1,280	\$ 398	\$ 1,678	\$ -	\$ 914	\$ -	\$ -	\$ -	\$ 2,592

Shollenberger Amphitheater & Kiosk Improvements

C14502012

Description and Justification

This project will construct an environmental educational kiosk and an outdoor amphitheater at Shollenberger Park. The facilities are intended to provide an accessible venue for environmental education classes, lectures, and demonstrations for K-12 school students and the community on wetland and marsh habitat. This project is funded primarily by a grant awarded through the Outdoor Environmental Education Facilities Programs offered by the California State Parks. To the extent possible, construction will include recycled or repurposed materials, embrace sustainable design principles, and avoid negative impacts to sensitive habitats. The grant application was secured in partnership with the Petaluma Wetlands Alliance (PWA). Final design will be facilitated in collaboration with the PWA, and construction will be coordinated in a timeframe to avoid impacts to migratory bird nesting seasons.



Project Manager: To Be Determined
 Department Rep: Drew Halter

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2019/20 – Summer 2019

Estimated Completion: FY2024/25

Project Costs and Funding Sources

(Dollars in \$000's)

C14502012

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	23	19	42	3					45
Construction Contracts			-	200					200
Construction Mgmt			-	20					20
Contingency			-	35					35
CIP Overheads	3	3	6	4					10
TOTAL USES	\$ 26	\$ 22	\$ 48	\$ 262	\$ -	\$ -	\$ -	\$ -	\$ 310
SOURCES (dollars in \$000)									
Parkland Impact Fees	27	10	37	34					71
Measure M - Parks		25	25						25
California State Parks Grant			-	214					214
TOTAL FUNDS	\$ 27	\$ 35	\$ 62	\$ 248	\$ -	\$ -	\$ -	\$ -	\$ 310

Lucchesi Skate Park

C14402215

Description and Justification

In late 2022, the City partnered with Grindline Skateparks, Inc. to engage the community in evaluating the feasibility of upgrading the Petaluma Skate Park—one of the oldest skateparks in California—or focus investments on construction of a new skatepark. Significant community engagement strongly supported a new skatepark, with Lucchesi Park identified as the preferred location following a citywide site analysis. Grindline developed and collected feedback on several conceptual plans for a 23,000 square foot skatepark located in the unprogrammed grassy area located between the tennis courts and soccer field, near Novak Drive. A final concept plan was adopted by City Council in October 2023 and is now in design, with construction of the first of two phases planned for 2025. This project is funded by Sonoma County Measure M—Parks for All, American Rescue Plan Act (ARPA), a generous donation, parkland fees, and the general fund.



Project Manager: To Be Determined
 Department Rep: Drew Halter

Climate First Shovel Ready

Operating Impact:
 No significant impact
 Provide savings
 Maintenance costs included in operating budget
 Other: TBD pending scope of future improvements

Funded percentage of total project cost: 100%

Start Date: FY 2022/23 – Winter 2022
 Estimated Completion: FY 2025/26

Project Costs and Funding Sources (Dollars in \$000's)

C14402215

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	78	259	337	4	3				337
Construction Contracts			-	1,206	986				2,192
Construction Mgmt	1		1	121	99				221
Contingency		52	52	241	247				540
CIP Overheads	2	5	7	24	20				51
TOTAL USES	\$ 82	\$ 317	\$ 399	\$ 1,596	\$ 1,355	\$ -	\$ -	\$ -	\$ 3,350

SOURCES (dollars in \$000)

Parkland Impact Fees			-	650	525				1,175
Donations- Virginia Craig Estate Trust			-	500					500
Measure M - Parks	150		150	150					300
American Rescue Plan Act (ARPA)	313		313						313
General Fund-Measure U		525	525						525
Transient Occupancy Tax (TOT)			-		537				537
TOTAL FUNDS	\$ 463	\$ 525	\$ 988	\$ 1,300	\$ 1,062	\$ -	\$ -	\$ -	\$ 3,350

Swim Center Facility Assessment

NEW

Description and Justification

This project will assess the needs of the aging locker room, showers, and bathroom facilities at the Petaluma Swim Center. An initial assessment will help in the designing of new floor plans to bring the facilities up to current standards. This design portion of this project will be funded by Sonoma County Measure M—Parks for All initiative funds as well as funds from the aquatics budget. The budget for construction will be developed once the assessments are complete.



Project Manager: To Be Determined
 Department Rep: Drew Halter

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 0%

Start Date: FY 2025/26
 Estimated Completion: FY 2025/26

Project Costs and Funding Sources (Dollars in \$000's)

Swim Center Facility Assessment	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	PROJECTED				
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land Administration / Legal			-		200				200
Construction Contracts			-		1				1
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-		1				1
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 202	\$ -	\$ -	\$ -	\$ 202
SOURCES (dollars in \$000)									
Undetermined ^A			-		202				202
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 202	\$ -	\$ -	\$ -	\$ 202

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Prince Park Concession and Restroom Facility Remodel/Repair

C14202319

Description and Justification

For decades, the Prince Park concession building, in partnership with a local operator, has provided food and beverage services to thousands of youth and adult sports participants and their families during the spring and summer months. However, to ensure that Prince Park continues to offer safe amenities, there is a pressing need for a comprehensive review to ensure the facility conforms with the guidelines and recommendations set by the Sonoma County Health Department. Consequently, the facility is slated for a series of essential improvements and renovations. Anticipated upgrades will likely include areas such as water heating, electrical systems, plumbing, and structural and exterior work.



Funded percentage of total project cost: 100%

Project Start Date: FY 2023/24
 Estimated Completion Date: FY 2025/26

Project Manager: To Be Determined
 Department Rep: Drew Halter

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C14202319

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	PROJECTED				
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design	1	49	50		10				60
Administration			-						-
Construction Contracts			-		75				75
Construction Mgmt			-		11				11
Contingency			-		11				11
CIP Overheads			-		2				2
TOTAL USES	\$ 1	\$ 49	\$ 50	\$ -	\$ 109	\$ -	\$ -	\$ -	\$ 159
SOURCES (dollars in \$000)									
Measure M - Parks	50	50	100		59				159
TOTAL FUNDS	\$ 50	\$ 50	\$ 100	\$ -	\$ 59	\$ -	\$ -	\$ -	\$ 159

1st and C Street Fishing Dock and Community Space

New

Description and Justification

This project will fulfill a community vision and provide additional public access to the downtown Turning Basin. With the construction of this component of the River Access and Enhancement Plan, a small community space and a replacement fishing dock will be installed at the end of C Street where it meets the west bank of the Petaluma River. This project will replace the historic fishing dock that was once located here and add a small park-like area with benches and landscaping to enhance this waterfront access location. The design phase is largely funded by a developer contribution and the construction will follow as additional funding is secured.



Project Manager: To Be Determined
 Department Rep: Drew Halter

Funded percentage of total project cost: 17%

Start Date: FY 2025/26
 Estimated Completion: FY 2028/29

Climate First Shovel Ready

Operating Impact:
 No significant impact
 Provide savings
 Maintenance costs included in operating budget
 Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

1st and C Street Fishing Dock and Community Space					Projected Budgets				Total Project Estimate
Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29		
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land		-		110					110
Administration / Legal		-					4		4
Construction Contracts		-					400		400
Construction Mgmt		-					20		20
Contingency		-					60		60
CIP Overheads		-					6		6
TOTAL USES	\$ -	\$ -	\$ -	\$ 110	\$ -	\$ -	\$ 490	\$ -	\$ 600
SOURCES (dollars in \$000)									
Donations/Developer Contributions		-		50					50
Measure M - Parks		-		50					50
Undetermined ^A		-					500		500
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ 500	\$ -	\$ 600

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

PUBLIC WORKS PROJECTS FY 2024-2025

PUBLIC WORKS CAPITAL IMPROVEMENT PROGRAM BUDGET FY 24-25

PROJECT SUMMARY

Fund 3160.31600

PROJECTS (dollars in \$000)	Page No	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate	% of Project Funded (5 Years)
						FY 25-26	FY 26-27	FY 27-28	FY 28-29		
E16082012 Payran UST	CIP-63	\$ 1,613	\$ 50	\$ 1,663	\$ 35	\$ -	\$ -	\$ -	\$ -	\$ 1,698	100%
C16102432 Pavement Restoration and Reconstruction - Maria Drive	CIP-64	-	1,302	1,302	3,907	-	-	-	-	5,209	100%
C16102433 Petaluma North SMART Station Access	CIP-65	-	-	-	2,059	1,215	-	-	-	3,274	100%
C16102248 Pavement Restoration & Reconstruction- Citywide	CIP-67	1,555	3,462	5,017	1,584	5,778	5,018	4,998	4,998	27,393	100%
C16501602 Downtown Pedestrian ADA Improvements	CIP-68	1,126	90	1,216	380	127	-	-	-	1,723	100%
C16102032 Pedestrian Improvements Citywide	CIP-69	238	104	342	325	221	221	221	-	1,330	100%
New Safe Streets Quick Builds	CIP-70	-	-	-	873	3,492	-	-	-	4,365	20%
New Lakeville Corridor Safety Study	CIP-71	-	-	-	-	240	-	-	-	240	100%
E16102347 US-101 Bicycle/Pedestrian Crossings Study	CIP-72	2	148	150	-	150	-	-	-	300	100%
C16102428 Caulfield Lane Active Transportation	CIP-73	-	225	225	-	228	3,352	-	-	3,805	100%
New Ring Trail Gap Closures	CIP-74	-	-	-	-	28	1,190	-	-	1,218	33%
C16102250 Traffic Signal Improvements- Citywide	CIP-77	510	83	593	-	153	153	153	153	1,205	100%
C16401824 Caulfield Bridge Crosstown Connector	CIP-78	423	3,401	3,824	3,401	24,195	56,435	-	-	87,855	36%
C16402252 Pedestrian Bridge Renovations	CIP-79	3	84	87	-	664	1,256	1,258	1,677	4,942	100%
C16102251 D Street Improvements	CIP-80	67	265	332	612	4,630	-	-	-	5,574	14%
C16101519 Rivertrail - 101/Crossing, Crosstown Connector	CIP-81	39	61	100	-	237	6,615	-	-	6,952	35%
C16502357 Street Light Repairs and Upgrades- Citywide	CIP-82	-	95	95	-	240	309	-	-	644	100%
C16502356 Bicycle/Pedestrian Wayfinding & Bicycle Parking	CIP-83	4	96	100	-	133	30	30	30	323	100%
New Electric Utility Undergrounding	CIP-84	-	61	61	-	50	1,030	1,201	-	2,342	5%
C16401925 Citywide Bridge Repair	CIP-87	5	9	14	-	109	253	1,906	-	2,282	20%
C16501412 LED Streetlight Retrofits Facility Lighting Retrofit	CIP-88	1,048	-	1,048	44	70	154	-	-	1,316	100%
C16502430 Downtown Public Restroom & Beautification	CIP-89	2	57	59	347	319	-	-	-	725	100%
New Downtown Area Parking Management Plan	CIP-90	-	-	-	-	100	-	-	-	100	100%
New 1st and F Streets Pedestrian Improvements	CIP-91	-	-	-	-	453	-	-	-	453	100%
E16402353 Public Works Facilities Site Analysis	CIP-92	-	100	100	-	427	-	-	-	527	100%
C16502022 Trestle Rehabilitation	CIP-93	234	75	309	675	640	12,040	-	-	13,664	7%
TOTAL		\$ 6,869	\$ 9,768	\$ 16,637	\$ 14,242	\$ 43,899	\$ 88,056	\$ 9,767	\$ 6,858	\$ 179,459	

PUBLIC WORKS CAPITAL IMPROVEMENT PROGRAM BUDGET FY 24-25

PROJECT SUMMARY

Fund 3160.31600

SOURCES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	PROJECTED				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Traffic Mitigation Impact Fees	\$ 2,038	\$ 2,726	\$ 4,764	\$ 4,460	\$25,494	\$ 3,946	\$ 539	\$ 595	\$ 39,798
Street Maintenance / Highway Users Tax	503	560	1,063	215	2,155	3,298	3,273	3,265	13,269
Transient Occupancy Tax	1,043	250	1,293	121	250	-	-	-	1,664
Go Sonoma Transportation Sales Tax	-	-	-	-	152	2,212	-	-	2,364
General Fund	504	540	1,044	-	-	-	-	-	1,044
General Fund- Measure U	250	775	1,025	-	150	-	-	-	1,175
Infrastructure Bond- Measure U Sales Tax	614	3,871	4,485	5,491	5,624	1,000	-	-	16,600
Future Bond Issue FY 26	-	-	-	-	-	1,475	2,929	2,998	7,402
Public Works Grants	777	342	1,119	2,059	1,320	761	-	-	5,259
Public Works Grants	-	-	-	-	200	-	-	-	200
Developer Contributions	1,527	-	1,527	-	-	-	-	-	1,527
Interfund Loan	1,162	-	1,162	-	-	-	-	-	1,162
PGE On-Bill Financing / Credits	142	-	142	-	61	-	-	-	203
Measure M Parks	38	-	38	-	-	-	-	-	38
Water Capital	534	183	717	78	226	-	-	-	1,021
Waste Water Capital	20	53	73	-	201	-	-	-	274
Certified Access Specialist CASP	95	-	95	-	-	-	-	-	95
Undetermined	-	-	-	-	8,902	74,436	3,026	-	86,364
TOTAL	\$ 9,247	\$ 9,300	\$18,547	\$ 12,424	\$44,735	\$87,128	\$ 9,767	\$ 6,858	\$ 179,459

Payran UST (Underground Storage Tank)

E16082012

Description and Justification

301 Payran Street is the former site of a city-owned fire station and had a leaking underground storage tank (UST) that required extensive cleanup efforts. Subsurface investigations and remediation work has been conducted at the site, and the City is required to continue remediation and monitoring until approved for closure and completion by the Water Board. While the state cleanup fund and water enterprise funds have largely covered the costs to date, the City continues to allocate water enterprise funds for continued remediation.



Project Manager: Dan Herrera
 Department Rep: Gina Benedetti-Petnic

Funded percentage of total project cost: 100%

Start Date: FY 2012/13

Estimated Completion: FY 2024/2025

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

E16082012

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
					Design/ Planning/ Environmental/ Land Administration / Legal	1,156		1,156	
Construction Contracts	400	50	450	35				485	
Construction Mgmt	46		46					46	
Contingency			-					-	
CIP Overheads			-					-	
TOTAL USES	\$ 1,613	\$ 50	\$ 1,663	\$ 35				\$ 1,698	

SOURCES (dollars in \$000)

General Fund	173		173					173
PW Grant- State Receipts	777		777					777
Water Capital	534	136	670	78				748
TOTAL FUNDS	\$ 1,484	\$ 136	\$ 1,620	\$ 78	\$ -	\$ -	\$ -	\$ 1,698

Pavement Restoration & Reconstruction - Maria Drive C16102432

Description and Justification

Maria Drive serves as an important link connecting neighborhoods to shopping centers, schools, parks, and public transit. However, this corridor is over 50 years old and in need of safety and quality improvements.

Designed as a "Complete Streets" initiative, this project will encompass a range of safety measures. Active transportation elements will be integrated to enhance safety, visibility, and accessibility for pedestrians and bicyclists. Specifically, the project will introduce traffic-calming features, signalized crosswalks, and updated curb ramps and crosswalks that adhere to the standards set by the Americans with Disabilities Act (ADA).

This project will be in coordination with the Urban Recycled Water System Expansion - Maria Extension/Loop project (CIP #C66501834).



Project Manager: Paul Geoghegan
 Department Rep: Gina Benedetti-Petnic

Funded percentage of total project cost: 100%

Start Date: FY 2023/24
 Estimated Completion: FY 2024/25

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____.

Project Costs and Funding Sources

(Dollars in \$000's)

c16102432

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		250	250	50					300
Construction Contracts		1,000	1,000	2,650					3,650
Construction Mgmt		50	50	140					190
Contingency		-	-	1,062					1,062
CIP Overheads		1	1	4					5
TOTAL USES	\$ -	\$ 1,302	\$ 1,302	\$ 3,907	\$ -	\$ -	\$ -	\$ -	\$ 5,209

SOURCES (dollars in \$000)

Infrastructure Bond- Measure U Sales Tax		1,302	1,302	3,907					5,209
TOTAL	\$ -	\$ 1,302	\$ 1,302	\$ 3,907	\$ -	\$ -	\$ -	\$ -	\$ 5,209

Petaluma North SMART Station Access Improvements

C16102433

Description and Justification

This initiative expands on the North McDowell Boulevard Complete Streets project (CIP #C16102147) between the Sonoma-Marin Area Rail Transit (SMART) tracks on Corona Road and North McDowell Blvd. In partnership with SMART and developer Danco Communities, the City secured the Affordable Housing and Sustainable Communities (AHSC) grant to bolster bike and pedestrian infrastructure along McDowell Boulevard.

The project will introduce a landscaped multipurpose trail between the SMART tracks and Corona Road, enhanced by new streetlights. Corona Road will also see landscaped facilities on both sides, connecting North McDowell Boulevard to the new Petaluma North SMART station and trail. Furthermore, the plan includes final paving on North McDowell Boulevard near the SMART tracks, aligning with SMART's initiatives to enhance crossings, build the SMART trail, and install a new pedestrian signal.

Ultimately, this project aims to bridge existing gaps in bike and pedestrian infrastructure, ensuring comprehensive connectivity in and around the new Petaluma North SMART station area.



Project Manager Jeff Stutsman
Department Rep: Gina Benedetti-Petnic

Funded percentage of total project cost: 100%

Start Date: FY 2024/25
Estimated Completion: FY 2025/26

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____.

Project Costs and Funding Sources (Dollars in \$000's)

C16102433

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-	315					315
Construction Contracts			-	1,524	1,000				2,524
Construction Mgmt			-	50	50				100
Contingency			-	150	150				300
CIP Overheads			-	20	15				35
TOTAL USES	\$ -	\$ -	\$ -	\$ 2,059	\$ 1,215	\$ -	\$ -	\$ -	\$ 3,274

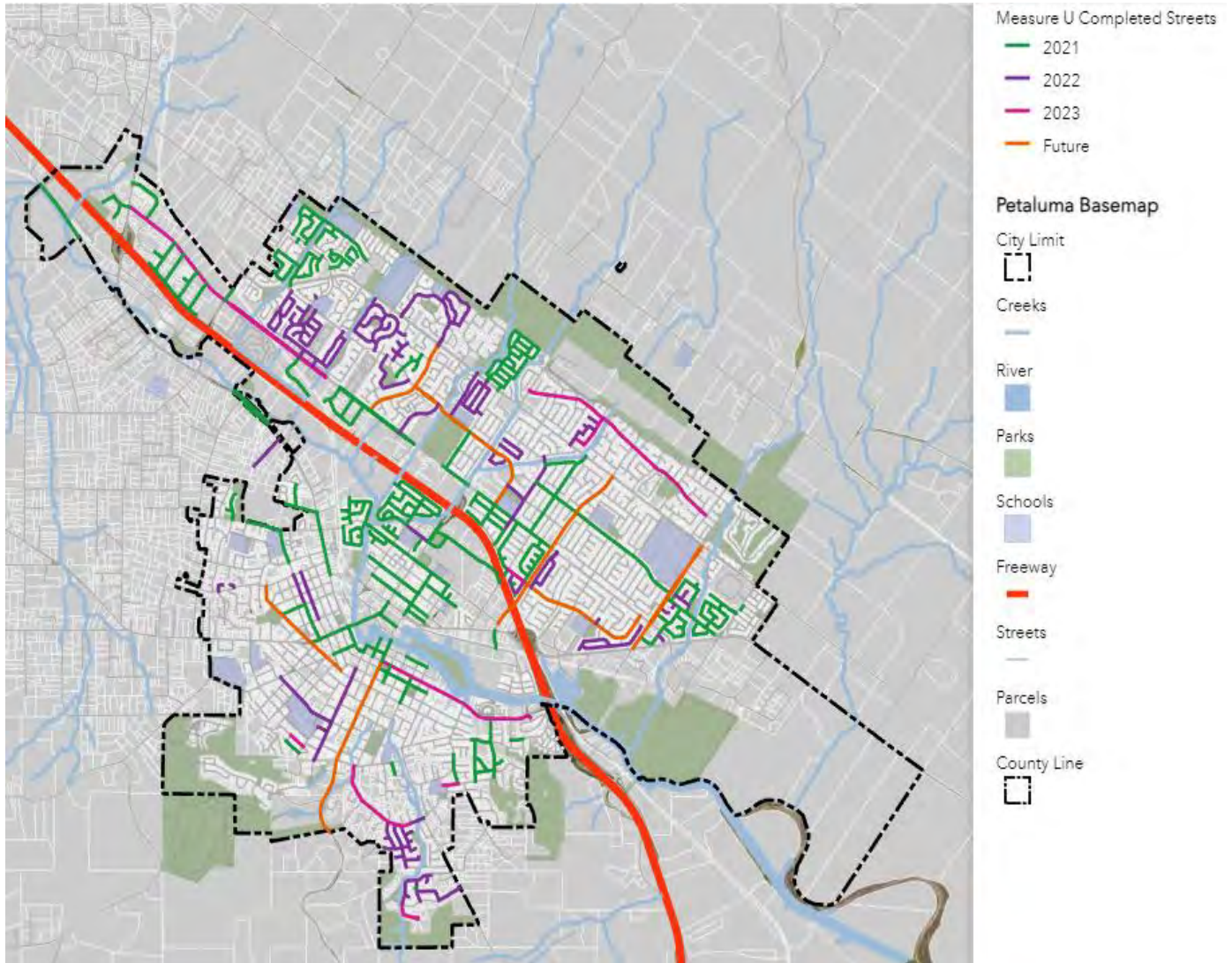
SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees			-		35				35
Affordable Housing and Sustainable Communities (AHSC)			-	2,059	1,180				3,239
TOTAL	\$ -	\$ -	\$ -	\$ 2,059	\$ 1,215	\$ -	\$ -	\$ -	\$ 3,274

Pavement Restoration & Reconstruction Citywide

C16102248

Pavement Restoration and Reconstruction Citywide 2021 – Future



Please visit the City's website for additional information and maps on the <https://cityofpetaluma.org/street-pavement/> program.

Pavement Restoration & Reconstruction Citywide

C16102248

Description and Justification

This project is a critical initiative to implement a top community priority for making Petaluma's streets smoother and safer. Planning, design, and construction is underway with public outreach and will continue at an unprecedented rate over the next four years thanks to the passage of Measure U, which provides a critically important funding source for addressing over \$160 million in deferred street maintenance work.

Proposed improvements consist primarily of pavement preservation seal coats, overlays, repairs of failed areas, and reconstruction of roadways. Project prioritization and selected treatments depend on the evaluation of several factors including safety improvements; traffic calming needs; active transportation needs; utility rehabilitation and improvement needs; Pavement Condition Index (PCI) rating; community input; location and traffic volume; and other considerations such as proximity to schools and busy community areas. The incorporation of safe and complete streets elements is very important as we focus on improving active transportation and public transit opportunities. Moreover, Americans with Disabilities Act (ADA) improvements to sidewalks and curb ramps will be included whenever possible.

Funding for this program comes from a combination of Street Maintenance Funds, Road Maintenance & Rehabilitation Account dollars (from water/sewer utility fees), and Measure U. To date, the City has improved the safety and quality of over 50 miles of streets.



Project Manager: Ken Eichstaedt
 Department Rep: Gina Benedetti-Petric

Climate First Shovel Ready

Funded percentage of total project cost: 70%

Start Date: Ongoing
 Estimated Completion: Ongoing

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C16102248

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	698	300	998	300	300	200	200	200	2,198
Construction Contracts	9	2	11	10	10	10	10	10	61
Construction Mgmt	790	3,000	3,790	1,000	4,700	4,000	4,000	4,000	21,490
Contingency	33	150	183	50	200	200	200	200	1,033
CIP Overheads				200	560	600	580	580	2,520
	25	10	35	24	8	8	8	8	91
TOTAL USES	\$ 1,555	\$ 3,462	\$ 5,017	\$ 1,584	\$ 5,778	\$ 5,018	\$ 4,998	\$ 4,998	\$ 27,393

SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees	1,834		1,834		625	543	69	-	3,071
Street Maintenance / Highway Users Tax			-		379	1,150	2,000	2,000	5,529
Infrastructure Bond- Measure U Sales Tax	614	2,569	3,183	1,584	5,624	1,000			11,391
Future Bond Issue FY 26						1,475	2,929	2,998	7,402
TOTAL FUNDS	\$ 2,448	\$ 2,569	\$ 5,017	\$ 1,584	\$ 6,628	\$ 4,168	\$ 4,998	\$ 4,998	\$ 27,393

Downtown Pedestrian ADA Improvements

C16501602

Description and Justification

As part of our efforts to improve safety, walkability, and accessibility in and around downtown Petaluma, the City continues to upgrade curb ramps, sidewalks, and other pedestrian areas to meet current Americans with Disabilities Act (ADA) standards. This project began as part of a 10-year construction program ending in FY 2025/26. However, we anticipate that work will be ongoing, as funding allows, using Transient Occupancy Tax dollars. Wherever possible, ADA improvements are also being integrated with traffic calming and safety enhancement measures, such as sidewalk bulb-outs.



Project Manager: Kent Carothers
 Department Rep: Gina Benedetti-Petnic

Funded percentage of total project cost: 100%

Start Date: FY 2015/16
 Estimated Completion: FY 2025/26

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C16501602

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	126	10	136	80	20				236
Construction Contracts	898	80	978	300	75				1,353
Construction Mgmt	84		84		10				94
Contingency					20				20
CIP Overheads	18		18		2				20
TOTAL USES	\$ 1,126	\$ 90	\$ 1,216	\$ 380	\$ 127	\$ -	\$ -	\$ -	\$ 1,723

SOURCES (dollars in \$000)

Street Maintenance / Highway Users Tax	57		57						57
Transient Occupancy Tax	930	250	1,180	121	250				1,551
Waste Water Capital	20		20						20
Certified Access Specialist CASP	95		95						95
TOTAL FUNDS	\$ 1,102	\$ 250	\$ 1,352	\$ 121	\$ 250	\$ -	\$ -	\$ -	\$ 1,723

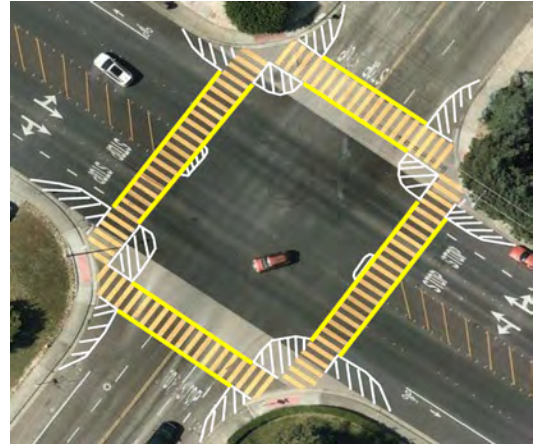
Pedestrian Improvements Citywide

C16102032

Description and Justification

This Citywide program delivers roadway and multi-use trail improvements focused on safety and accessibility. Priority will be given to areas with high pedestrian activity, including areas surrounding schools and parks, as well as streets and intersections with higher collision rates.

Improvements may include installation or replacement of roadway markings, signage, sidewalks, and curb ramps. Some improvements may be delivered using cost-effective and flexible materials that allow the community to experience and provide feedback on proposed changes before they are made permanent (referred to as “quick-build” or “demonstration” projects).



Project Manager: To Be Determined
 Department Rep: Gina Benedetti-Petnic

Funded percentage of total project cost: 100%

Start Date: FY 2020/21
 Estimated Completion: FY 2027/28

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C16102032

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	9	10	19	80	20	20	20		159
Construction Contracts	224	80	304	200	158	158	158		978
Construction Mgmt	2	5	7	15	18	18	18		76
Contingency		8	8	25	20	20	20		93
CIP Overheads	2	1	3	5	3	3	3		17
TOTAL USES	\$ 238	\$ 104	\$ 342	\$ 325	\$ 221	\$ 221	\$ 221	\$ -	\$ 1,330

SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees	125	34	159	105	72	72	13		421
Street Maintenance / Highway Users Tax	80	70	150	215	149	149	208		871
Measure M Parks	38		38						38
TOTAL FUNDS	\$ 243	\$ 104	\$ 347	\$ 320	\$ 221	\$ 221	\$ 221	\$ -	\$ 1,330

Safe Streets Quick Builds

NEW

Description and Justification

This multi-year, citywide initiative aims to swiftly implement safe street enhancements, aligning with the City's goal of achieving zero severe injuries and traffic-related fatalities by 2030, commonly referred to as "Vision Zero." Additionally, the project seeks to promote walking and biking as preferred modes of transportation.

Identification of specific project locations will be facilitated through the Safe Streets Nomination Program, enabling residents to suggest areas for traffic calming measures or other safety enhancements. The City's Safe Routes to School Task Force and Active Transportation Plan will also play integral roles in project selection.

Funding for these projects will be sourced from a combination of traffic mitigation impact fees, general fund measure u and additional funding from a pending grant application.



Project Manager: Bjorn Gripenburg
 Department Rep: Gina Benedetti-Petnic

Climate First Shovel Ready

Funded percentage of total project cost: 20%

Start Date: FY 2024/25
 Estimated Completion: FY 2025/26

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

Safe Streets Quick Builds

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-	25	150				175
Construction Contracts			-	2	10				12
Construction Mgmt			-	750	3,000				3,750
Contingency			-	30	200				230
CIP Overheads			-	60	110				170
TOTAL USES	\$ -	\$ -	\$ -	\$ 873	\$ 3,492	\$ -	\$ -	\$ -	\$ 4,365

SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees			-	423					423
General Fund- Measure U	250	200	450						450
Undetermined ^A			-		3,492				3,492
TOTAL	\$ 250	\$ 200	\$ 450	\$ 423	\$ 3,492	\$ -	\$ -	\$ -	\$ 4,365

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Lakeville Corridor Safety Study

NEW

Description and Justification

This study will examine existing conditions, engage the community and partner agencies (namely Caltrans), and develop near-, mid-, and long-term recommendations to improve safety and connectivity for all modes of travel along and across Lakeville Street/Highway from Petaluma Boulevard North to the city limits. The study will also look for opportunities to improve parallel alternatives that offer lower traffic exposure for people walking and bicycling.

The Lakeville corridor is included in the Sonoma County High-Injury Network and was identified as a priority in the City's Local Road Safety Plan due to the high frequency and severity of collisions. In Petaluma from 2018-22, 14 percent of all reported collisions and 19 percent of all reported collisions resulting in a severe injury or death occurred along the Lakeville corridor. This study is funded by the US Department of Transportation's Safe Streets and Roads for All program.



Project Manager: To Be Determined
 Department Rep: Gina Benedetti-Petnic

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2025/26

Estimated Completion: FY 2025/26

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____.

Project Costs and Funding Sources

(Dollars in \$000's)

Lakeville Corridor Safety Study

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land Administration / Legal			-		233				233
Construction Contracts			-		2				2
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-		5				5
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 240	\$ -	\$ -	\$ -	\$ 240

SOURCES (dollars in \$000)

MTC Technical Assistance Grant			-		40				40
USDOT Safe Streets for all Grant			-		200				200
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 240	\$ -	\$ -	\$ -	\$ 240

US-101 Bicycle/Pedestrian Crossings Study

E16102347

Description and Justification

US-101 presents a major barrier to crosstown mobility in Petaluma. This study will examine four existing and potential bicycle and pedestrian crossings of US-101 and identify potential near- and long-term improvements to each that would improve the safety and convenience of walking and bicycling across town. The four crossings that will be studied are: 1) Corona Road, which currently lacks bicycle and pedestrian accommodations; 2) Rainier Avenue, which has a freeway undercrossing that could provide connectivity with the SMART and Lynch Creek trails; 3) Lynch Creek Trail, the City’s primary crosstown connector for people on foot and bike; and, 4) the McKenzie Avenue overcrossing (pictured), a dated but well-utilized connection just south of East Washington Street.



Project Manager: To Be Determined
 Department Rep: Gina Benedetti-Petnic

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2022/23

Estimated Completion: FY 2025/26

Project Costs and Funding Sources

(Dollars in \$000's)

E16102347

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	2	148	150		150				300
Construction Contracts			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	\$ 2	\$ 148	\$ 150	\$ -	\$ 150	\$ -	\$ -	\$ -	\$ 300

SOURCES (dollars in \$000)

Street Maintenance / Highway Users Tax	2	148	150		150				300
TOTAL FUNDS	\$ 2	\$ 148	\$ 150	\$ -	\$ 150	\$ -	\$ -	\$ -	\$ 300

Caulfield Lane Active Transportation

C16102428

Description and Justification

Caulfield Lane is a major east-west arterial road and one of just five roads that crosses US-101 in Petaluma, connecting people with schools, parks, shopping, and services. This project will rehabilitate pavement and deliver significant traffic calming, safer accessibility, and active transportation improvements to a 1.3-mile stretch of Caulfield Lane between Payran Street and Ely Boulevard South for all users. The project will include protected bike lanes, sidewalk gap closures, upgraded curb ramps, signal and intersection improvements, and signalization or a roundabout at the intersection with Ely Boulevard South.

This project will support Petaluma’s Vision Zero efforts to eliminate deaths and severe injuries from traffic collisions. Caulfield Lane is part of Sonoma County’s high-injury network, meaning traffic collisions happen on this road with more frequency and injury severity relative to most Sonoma County roads.



Project Manager: To Be Determined
 Department Rep: Gina Benedetti-Petnic

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2023/24

Estimated Completion: FY 2026/27

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C16102428

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		225	225		225				450
Construction Contracts		-	-			3,000			3,000
Construction Mgmt		-	-			100			100
Contingency		-	-			250			250
CIP Overheads		-	-		3	2			5
TOTAL USES	\$ -	\$ 225	\$ 225	\$ -	\$ 228	\$ 3,352	\$ -	\$ -	\$ 3,805

SOURCES (dollars in \$000)

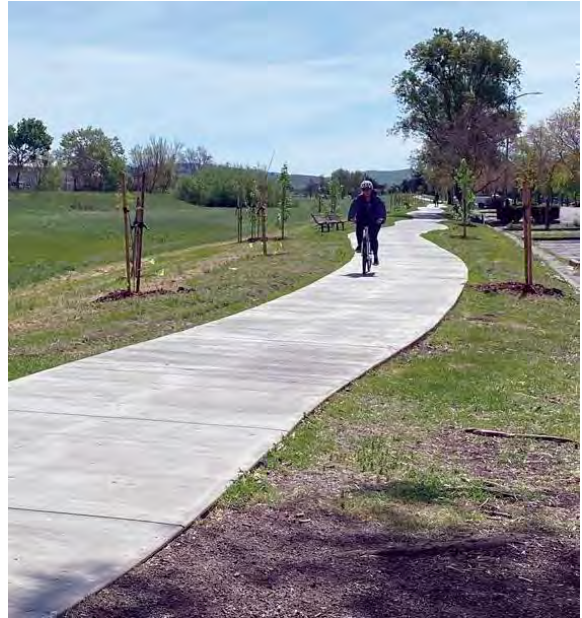
Street Maintenance / Highway Users Tax			-			455			455
Go Sonoma Transportation Sales Tax			-		152	2,212			2,364
SCTA- SB1 Local Partnership Formulaic Funds (LPP-F)		225	225			761			986
TOTAL FUNDS	\$ -	\$ 225	\$ 225	\$ -	\$ 152	\$ 3,428	\$ -	\$ -	\$ 3,805

Ring Trail Gap Closures

New

Description and Justification

This project will provide upgrades to the nearly four-mile existing and planned multi-use trail along and near Petaluma’s eastern border between Corona Road and Casa Grande Road. This trail serves as a pivotal connection point for various schools and parks in the area. Based on community input, two primary upgrades have been identified: paving a short dirt trail segment between Sky Ranch Drive and Wiseman Park and establishing a new linkage between Kenilworth Junior High School and Corona Creek Elementary School.



Project Manager: To Be Determined
 Department Rep: Gina Benedetti-Petnic

Funded percentage of total project cost: 33%

Start Date: FY 2025/26
 Estimated Completion: FY 2026/27, Pending Funding

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

Ring Trail Gap Closures

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land			-		25				25
Administration / Legal			-		3				3
Construction Contracts			-			900			900
Construction Mgmt			-			90			90
Contingency			-			180			180
CIP Overheads			-			20			20
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 28	\$ 1,190	\$ -	\$ -	\$ 1,218

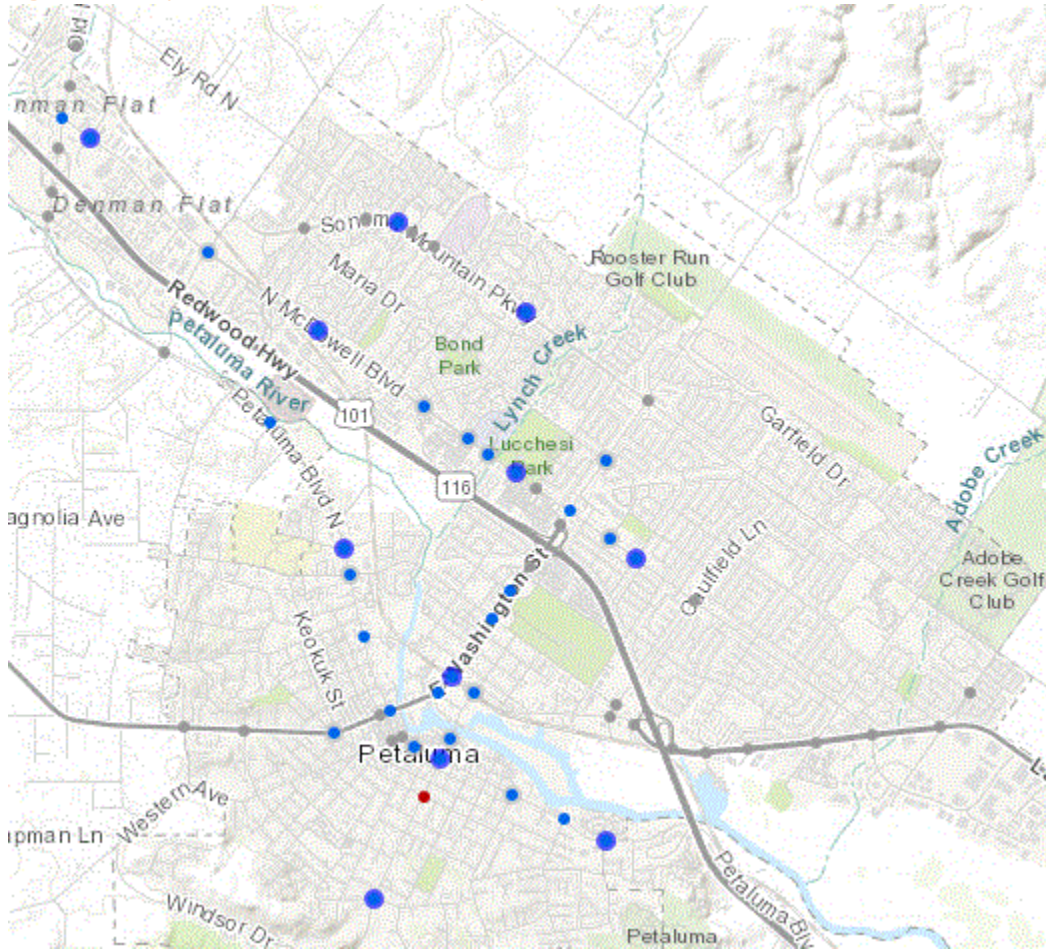
SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees			-		28	371			399
Undetermined ^A			-			819			819
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 28	\$ 1,190	\$ -	\$ -	\$ 1,218

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.



Traffic Signal Improvements- Citywide



Traffic Signal Improvements- Citywide

C16102250

Description and Justification

This is a multi-year, multi-phased project to modernize the City's Traffic Signal Timing System. Updates will deliver continuous and reliable communications with a central management system. The scope of work for this project includes several key improvements to traffic signals throughout Petaluma. Updates will include improving the traffic management system to better manage signal timing, coordination, and phasing. Upgrades are planned for controllers, cabinets, and signal heads. This project will also implement video detection to enhance the effectiveness of traffic signal operations. Additionally, measures will be taken to ensure resilience during power outages by installing battery backup systems.



Project Manager: Jeff Stutsman
 Department Rep: Gina Benedetti-Petric

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2023/24

Estimated Completion: Ongoing

Project Costs and Funding Sources

(Dollars in \$000's)

C16102250

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	41	70	111						111
Construction Contracts	1		1						1
Construction Mgmt	463	13	476		150	150	150	150	1,076
Contingency			-						-
CIP Overheads	5		5		3	3	3	3	17
TOTAL USES	\$ 510	\$ 83	\$ 593	\$ -	\$ 153	\$ 153	\$ 153	\$ 153	\$ 1,205

SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees	68	35	103		35	35	35	35	243
Street Maintenance / Highway Users Tax	291	48	339		118	118	118	118	811
Developer Contributions	151		151						151
TOTAL FUNDS	\$ 510	\$ 83	\$ 593	\$ -	\$ 153	\$ 153	\$ 153	\$ 153	\$ 1,205

Caulfield Bridge Crosstown Connector

C16401824

Description and Justification

The Caulfield Bridge Crosstown Connector project aims to bridge southeast and southwest Petaluma with a new 500-foot drawbridge over the Petaluma River. This bridge will offer a direct connection between Crystal Lane at Petaluma Boulevard South and Caulfield Lane at Bautista Way, easing congestion on existing crosstown connectors at D Street and Washington Street as well as enhancing emergency response times. Additionally, the project includes a Caulfield Lane extension and key intersection improvements at Hopper Street to safely and efficiently accommodate people walking, bicycling, and driving between the bridge and Lakeville Highway.

Preliminary design work has been completed and this project is progressing through environmental review and permitting. Construction could be ready to start in FY 2025/26 or FY 2026/27, depending on the availability of adequate funding.



Project Manager: Bjorn Gripenburg
 Department Rep: Gina Benedetti-Petnic

Climate First Shovel Ready

Funded percentage of total project cost: 36%

Start Date: FY 2016/17

Estimated Completion: FY 2026/27, Pending Funding

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: TBD pending feasibility of remote bridge operations

Project Costs and Funding Sources

(Dollars in \$000's)

C16401824

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	398	3,334	3,732	3,334					7,066
Construction Contracts		10	10	10	15	15			50
Construction Mgmt	18		-		17,028	39,732			56,760
Contingency			18		1,703	3,973			5,694
CIP Overheads	7		-		5,108	11,920			17,028
		57	64	57	341	795			1,257
TOTAL USES	\$ 423	\$ 3,401	\$ 3,824	\$ 3,401	\$ 24,195	\$ 56,435	\$ -	\$ -	\$ 87,855

SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees		2,498	2,498	3,401	24,195	428			30,522
Developer Contributions	1,326		1,326						1,326
Undetermined ^A			-			56,007			56,007
TOTAL FUNDS	\$ 1,326	\$ 2,498	\$ 3,824	\$ 3,401	\$ 24,195	\$ 56,435	\$ -	\$ -	\$ 87,855

^A Undetermined sources could utilize future Impact fees based on the Impact Fee Nexus study. Other sources such as future grants, fed/state programs or donations could also be utilized. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Pedestrian Bridge Renovations

C16402252

Description and Justification

Petaluma's pedestrian bridges play a significant role in the community's connectivity. After a thorough assessment in FY 2022/23 (CIP #E16402238), several recommended improvements were outlined to enhance the bridges' safety and functionality. These enhancements include: 1) accessibility improvements to comply with Americans with Disabilities Act (ADA) provisions; 2) addressing certain safety and structural aspects; and 3) establishing a plan for regular maintenance of these unique wood and steel structures.

The bridges included in this project are scoped into three groups: 1) Alman Marsh and Shollenberger Bridges; 2) Balshaw Bridge at the Turning Basin; and 3) remaining bridges along the SMART pathway, Washington Creek, Lynch Creek, Casella Way, and Corona Creek.



Project Manager: To Be Determined
 Department Rep: Gina Benedetti-Petnic

Climate First Shovel Ready

Funded percentage of total project cost: 100%
 Start Date: FY 2022/23
 Estimated Completion: FY 2028/29

Operating Impact:
 No significant impact
 Provide savings
 Maintenance costs included in operating budget
 Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C16402252

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	3	80	83		658				741
Construction Contracts		2	2		3	4	4	5	18
Construction Mgmt			-			860	860	1,147	2,867
Contingency			-			123	123	165	411
CIP Overheads		2	2			258	258	344	860
TOTAL USES	\$ 3	\$ 84	\$ 87	\$ -	\$ 664	\$ 1,256	\$ 1,258	\$ 1,677	\$ 4,942
SOURCES (dollars in \$000)									
Traffic Mitigation Impact Fees	4	27	31		218	412	412	550	1,623
Street Maintenance / Highway Users Tax		56	56		446	844	846	1,127	3,319
TOTAL FUNDS	\$ 4	\$ 83	\$ 87	\$ -	\$ 664	\$ 1,256	\$ 1,258	\$ 1,677	\$ 4,942

D Street Improvements

C16102251

Description and Justification

D Street stands as a pivotal link between Petaluma’s urban heart and its scenic countryside. This historic residential street witnesses a significant traffic flow, accommodating up to 9,500 vehicles daily. It is also a bustling path for pedestrians and bicycles, including use by children and families to access nearby parks and schools. However, D Street has been identified within Sonoma County’s High Injury Network, meaning traffic collisions on D Street occur more frequently and with greater injury severity relative to most Sonoma County roads. This project maintains two primary goals: 1) implement traffic calming measures that will deliver immediate safety benefits, and 2) seek input on and test street design elements to inform a future road reconstruction project that will take place following upcoming sewer and water main replacement projects.



Project Manager: Bjorn Gripenburg
 Department Rep: Gina Benedetti-Petric

- Climate First
- Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 14%

Start Date: FY 2021/22

Estimated Completion: FY 2025/26

Project Costs and Funding Sources

(Dollars in \$000's)

C16102251

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	62	65	127	500					627
Construction Contracts	3	2	5	2	10				17
Construction Mgmt		150	150		3,500				3,650
Contingency		15	15		350				365
CIP Overheads		30	30	100	700				830
	2	3	5	10	70				85
TOTAL USES	\$ 67	\$ 265	\$ 332	\$ 612	\$ 4,630	\$ -	\$ -	\$ -	\$ 5,574
SOURCES (dollars in \$000)									
Traffic Mitigation Impact Fees	7	102	109	531					640
Street Maintenance / Highway Users Tax	61	103	164						164
Undetermined ^A			-		4,770				4,770
TOTAL FUNDS	\$ 68	\$ 205	\$ 273	\$ 531	\$ 4,770	\$ -	\$ -	\$ -	\$ 5,574

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

River Trail-101 Crossing & Crosstown Connector

C16101519

Description and Justification

The River Trail-101 Crossing & Crosstown Connector project will provide safe access for bicyclists and pedestrians by creating a new stretch of paved pathway on the existing River Trail. The new path will close the current trail gap between Bautista Way and the Petaluma Marina/Alman Marsh as well as offer a safe, car-free alternative travel option to the busy US-101 undercrossing on Lakeville Highway. This pathway also acts as a vital crosstown connector, linking the Downtown Area with the Petaluma Transit Mall and the residences and businesses south of Lakeville Highway.

The City has secured funding for planning and environmental review and continues its pursuit of grants and partnerships in hopes of securing the additional funding needed to proceed with full design and construction.



Project Manager: To Be Determined
 Department Rep: Gina Benedetti-Petric

Funded percentage of total project cost: 39%

Start Date: FY 2022/23
 Estimated Completion: FY 2026/27

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C16101519

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	35	58	93		230				323
Construction Contracts		1	1		3	15			19
Construction Mgmt	2		-			5,000			5,000
Contingency		2	2			500			502
CIP Overheads		-	-			1,000			1,000
	2	2	4		4	100			108
TOTAL USES	\$ 39	\$ 61	\$ 100	\$ -	\$ 237	\$ 6,615	\$ -	\$ -	\$ 6,952

SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees			-		204	2,075			2,279
Caltrans earmark repurposing via SCTA		83	83						83
Developer Contributions	50		50						50
Undetermined ^A			-			4,540			4,540
TOTAL FUNDS	\$ 50	\$ 83	\$ 133	\$ -	\$ 204	\$ 6,615	\$ -	\$ -	\$ 6,952

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Street Light Repairs and Upgrades—Citywide

C16502357

Description and Justification

Petaluma has taken a proactive step towards sustainability by retrofitting its streetlights with modern, energy-efficient LED lamps. This project prioritizes several key objectives:

- (1) Addressing any lingering power issues associated with streetlights.
- (2) Strategically installing new streetlights in areas identified as needing enhanced illumination for improved safety and security.
- (3) Rectifying infrastructure damage, such as replacing poles that have been toppled due to accidents.

Example repairs include the replacement of faulty streetlights at the Corona Road roundabout and addressing underground power feeds that have suffered damage. This project underscores Petaluma’s commitment to energy efficiency, and reinforces its dedication to ensuring well-lit, safe environments for its residents and visitors alike.



Climate First Shovel Ready

Project Manager: Jeff Stutsman
Department Rep: Gina Benedetti-Petnic

Funded percentage of total project cost: 100%

Start Date: FY 2023/24
Estimated Completion: FY 2026/27

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C16502357

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		23	23						23
Construction Contracts		60	60		200	258			518
Construction Mgmt		6	6		15	20			41
Contingency		5	5		20	26			51
CIP Overheads		1	1		5	5			11
TOTAL USES	\$ -	\$ 95	\$ 95	\$ -	\$ 240	\$ 309	\$ -	\$ -	\$ 644
SOURCES (dollars in \$000)									
Street Maintenance / Highway Users Tax		95	95		240	309			644
TOTAL FUNDS	\$ -	\$ 95	\$ 95	\$ -	\$ 240	\$ 309	\$ -	\$ -	\$ 644

Bicycle/Pedestrian Wayfinding and Bicycle Parking

C16502356

Description and Justification

This project will introduce directional and wayfinding signage for bicycles and pedestrians, along with installing bike racks across Petaluma on an ongoing basis.

Enhancing the city's active transportation infrastructure will make it easier and more appealing for residents and visitors to choose walking, biking, or rolling as preferred modes of travel. This will help to promote active transportation options in our community and aligns with Petaluma's commitment to reducing greenhouse gas emissions.



Project Manager: Bjorn Gripenburg
Department Rep: Gina Benedetti-Petnic

Funded percentage of total project cost: 100%

Start Date: FY2022/23
Estimated Completion: Ongoing

Climate First Shovel Ready

Project Costs and Funding Sources

(Dollars in \$000's)

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

c16502356

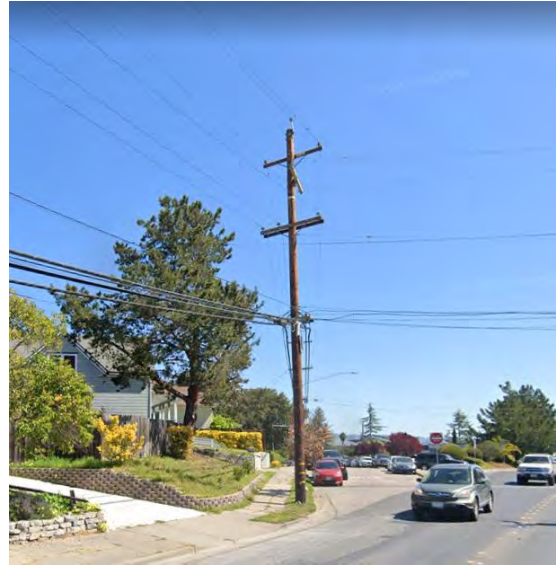
	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land Administration / Legal	4	50	54			2	2	2	60
Construction Contracts		44	44		100	20	20	20	204
Construction Mgmt			-		10	2	2	2	16
Contingency			-		20	4	4	4	32
CIP Overheads		1	1		2	1	1	1	6
TOTAL USES	\$ 4	\$ 96	\$ 100	\$ -	\$ 133	\$ 30	\$ 30	\$ 30	\$ 323
SOURCES (dollars in \$000)									
Traffic Mitigation Impact Fees		30	30		45	10	10	10	105
Street Maintenance / Highway Users Tax		26	26		98	20	20	20	184
BAAQMD TFCA		34	34						34
TOTAL FUNDS	\$ -	\$ 90	\$ 90	\$ -	\$ 143	\$ 30	\$ 30	\$ 30	\$ 323

Electric Utility Undergrounding

New

Description and Justification

The Underground District (Rule 20A) projects focus on enhancing safety and aesthetics by relocating overhead wires, their supporting poles, and individual property service drops underground. Per the California Public Utility Commission's Rule 20A, PG&E was mandated to allocate funds for communities to transition existing overhead wires below ground. While funding for this initiative concluded in 2023, Petaluma has received credits from PG&E for associated work. These credits, accumulated from previous PG&E allocations, are earmarked for future underground utility projects. These credits are set to expire on December 31, 2033. The current project approved for use of these credits is Bodega Phase Two, which is the final phase of the Bodega Rule 20A program. The City is also exploring potential alternative locations, such as East D Street, for future projects.



Project Manager: To Be Determined
 Department Rep: Gina Benedetti-Petric

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 5%

Start Date: FY 2023/24
 Estimated Completion: TBD

Project Costs and Funding Sources (Dollars in \$000's)

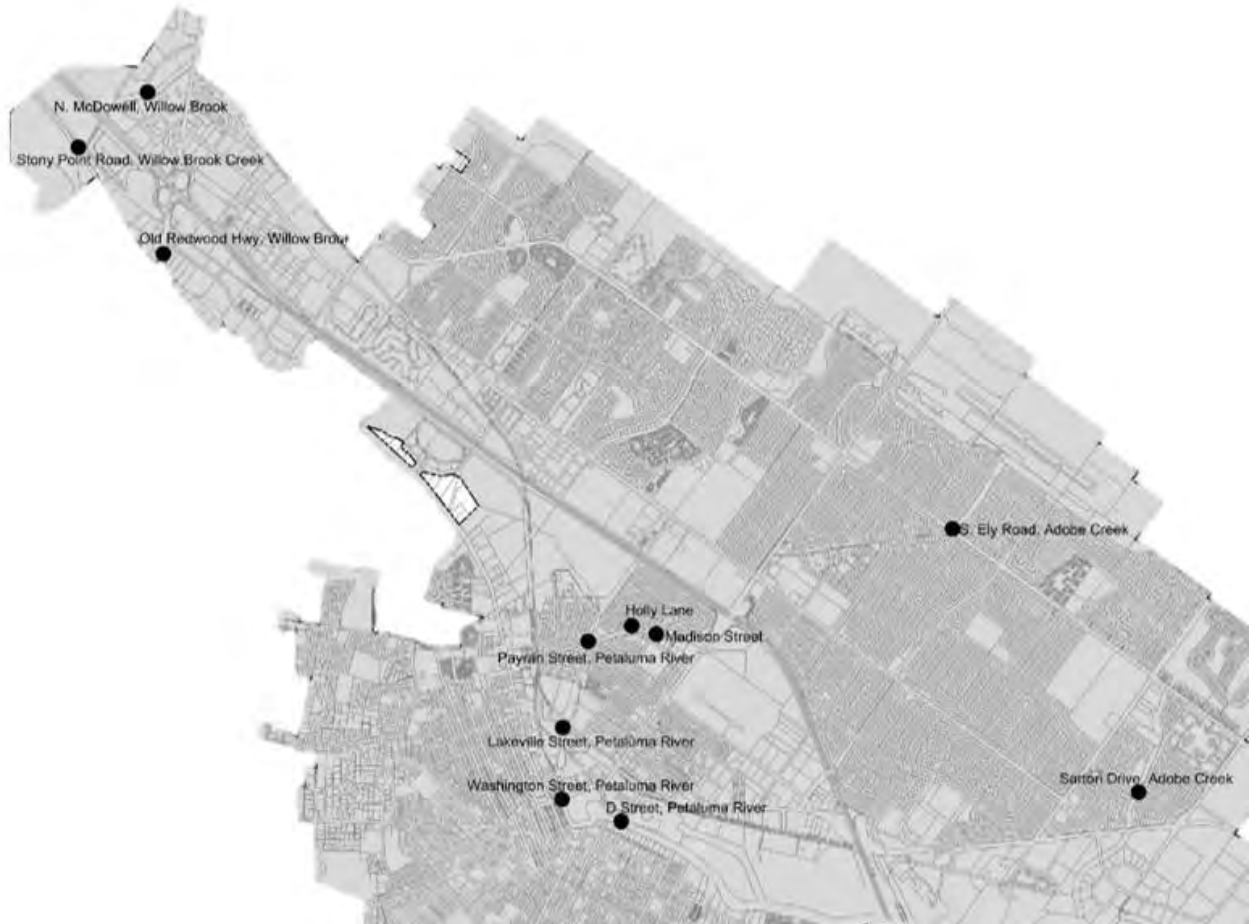
Electric Utility Undergrounding

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		61	61		50				111
Construction Contracts						1,000	1,171		2,171
Construction Mgmt						30	30		60
Contingency									-
CIP Overheads									-
TOTAL USES	\$ -	\$ 61	\$ 61	\$ -	\$ 50	\$ 1,030	\$ 1,201	\$ -	\$ 2,342
SOURCES (dollars in \$000)									
Street Maintenance / Highway Users Tax					50				50
PGE On-Bill Financing / Credits					61				61
Undetermined ^A						1,030	1,201		2,231
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 111	\$ 1,030	\$ 1,201	\$ -	\$ 2,342

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.



Citywide Bridge Repair Map



Citywide Bridge Repairs

C16401925

Description and Justification

Petaluma’s 13 bridges serve the important purpose of safely connecting us to the locations and people we care about. Caltrans performs biannual inspections to ensure these bridges are safe, structurally sound, and in good working order. Inspection reports show that, while no major structural work is needed on any of the bridges, surface treatments, such as sealing bridge concrete and decks, will need to be performed on some of the bridges to preserve them. Initial work will include design effort to provide an improved grant submittal process followed by construction. Staff is seeking to fund this project through grant dollars provided by the Caltrans Highway Bridge Program (HBP), which requires an 11.5% local match.



Project Manager: To Be Determined
 Department Rep: Gina Benedetti-Petric

Climate First Shovel Ready

Funded percentage of total project cost: 20%

Start Date: FY 2022/23

Estimated Completion: FY 2027/28

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C16401925

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	5	9	14	-	101	235	5	-	350
Construction Contracts	-	-	-	-	2	3	1,344	-	1,344
Construction Mgmt	-	-	-	-	-	-	202	-	202
Contingency	-	-	-	-	-	-	336	-	336
CIP Overheads	-	-	-	-	6	15	19	-	40
TOTAL USES	\$ 5	\$ 9	\$ 14	\$ -	\$ 109	\$ 253	\$ 1,906	\$ -	\$ 2,282

SOURCES (dollars in \$000)

Street Maintenance / Highway Users Tax	-	14	14	-	109	253	81	-	457
Undetermined ^A	-	-	-	-	-	-	1,825	-	1,825
TOTAL FUNDS	\$ -	\$ 14	\$ 14	\$ -	\$ 109	\$ 253	\$ 1,906	\$ -	\$ 2,282

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

LED Streetlight and Facility Lighting Retrofits

C16501412

Description and Justification

Petaluma is determined to achieve our Climate Ready goal of becoming a greenhouse gas carbon neutral City by the year 2030. To date, we have retrofitted 5,000 streetlights with energy-efficient LED lamps as well as upgrade stadium lighting at Lucchesi Turf Field as part of the LED Streetlight Retrofits project.

This project continues to move us forward by replacing older lights at the City's sports fields, courts, parking lots, and pathways where existing lighting needs replacement or has been deemed a priority through energy efficiency audits. This project will be working in coordination with the Swim Center Pool Replastering project (CIP #C14502320) to replace the outdated pool lights with energy efficient LED lamps.

This project has funds from inter-fund loans and PG&E's On-Bill Financing program, which offers government agencies and businesses interest-free loans.



Project Manager: Diane Ramirez
 Department Reps: Gina Benedetti-Petric

Funded percentage of total project cost: 100%

Start Date: FY 2012/13
 Estimated Completion: FY 2026/27

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C16501412

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	81		81		15				96
Construction Contracts	923		923	44	28	154			1,149
Construction Mgmt	31		31		8				39
Contingency					15				15
CIP Overheads	13		13		4				17
TOTAL USES	\$ 1,048	\$ -	\$ 1,048	\$ 44	\$ 70	\$ 154	\$ -	\$ -	\$ 1,316
SOURCES (dollars in \$000)									
Street Maintenance / Highway Users Tax	12		12						12
Interfund Loan	1,162		1,162						1,162
PGE On-Bill Financing / Credits	142		142						142
TOTAL FUNDS	\$ 1,316	\$ -	\$ 1,316	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,316

Downtown Public Restroom & Beautification

C16502430

Description and Justification

This project will install a prefabricated public restroom in the City's downtown area to provide a clean, safe, and sustainable public restroom solution for the community. A study will be completed to identify the most viable location for the restroom based on accessibility, convenience, and safety. Petaluma's Historic Downtown Business District is a special part of our community, serving as a gathering space, an economic hub, and an important reminder of our history. Along with the public restroom, this project will create a welcoming physical environment that encourages people to shop, dine, play, and do business downtown through infrastructure improvements that support the City's and the Downtown Association's tourism and economic development goals. This could include upgrades to trash receptacles, street furniture, bike racks, tree wells and trees, pedestrian level streetlamps, etc., to allow for a cleaner, safer, more walkable Downtown. While the trash receptacles and bike racks are underway, staff will be working with the Downtown Association to prioritize additional improvements.



Project Manager: To Be Determined
 Department Rep: Gina Benedetti-Petnic

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2022/23

Estimated Completion: Ongoing

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____.

Project Costs and Funding Sources

(Dollars in \$000's)

C16502430

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	2	15	17	-	-	-	-	-	17
Construction Contracts		25	25	281	297				603
Construction Mgmt		5	5	15	15				35
Contingency		10	10	44					54
CIP Overheads		2	2	7	7				16
TOTAL USES	\$ 2	\$ 57	\$ 59	\$ 347	\$ 319	\$ -	\$ -	\$ -	\$ 725

SOURCES (dollars in \$000)

General Fund- Measure U		575	575	-	150				725
TOTAL	\$ -	\$ 575	\$ 575	\$ -	\$ 150	\$ -	\$ -	\$ -	\$ 725

Downtown Area Parking Management Plan

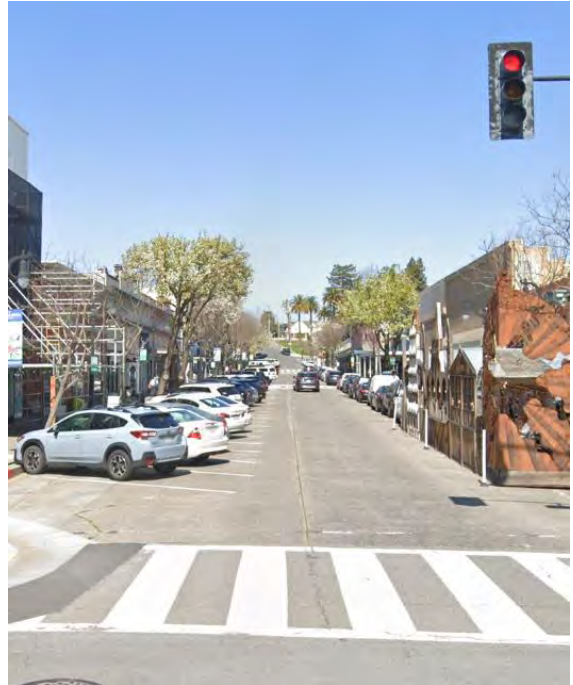
NEW

Description and Justification

This study will create a Downtown Area Parking Management Plan that will produce a clear understanding of parking conditions and identify strategies to optimize parking utilization in support of a thriving downtown.

The Plan will include a comprehensive existing conditions report that includes on- and off-street parking inventories and counts, as well as surveys, workshops, and focus groups engaging people who live in, work in, and visit downtown to better understand travel behavior. This report will inform strategies, recommendations, and an implementation plan to redistribute and reduce demand, increase capacity/utilization, and mitigate spillover impacts.

This planning effort is funded through a grant from the Metropolitan Transportation Commission. Any physical improvements recommended by the Plan will be subject to future budget considerations.



Project Manager: To Be Determined
 Department Rep: Gina Benedetti-Petnic

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____.

Funded percentage of total project cost: 100%

Start Date: FY 2025/26

Estimated Completion: FY 2025/26

Project Costs and Funding Sources

(Dollars in \$000's)

Downtown Area Parking Management Plan

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land			-		97				97
Administration / Legal			-		1				1
Construction Contracts			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-		2				2
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ 100

SOURCES (dollars in \$000)

PW Grant			-		100				100
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ 100

1st Street and F Street Pedestrian Improvements

NEW

Description and Justification

This project will make improvements to increase pedestrian and bicycle safety and access near the 1st and F Street bridge intersection. Updates will create a safe path to and from the bridge that is compliant with the Americans with Disabilities Act (ADA). This project will also include the installation of a community space for public use.



Project Manager: To Be Determined
 Department Rep: Gina Benedetti-Petnic

Funded percentage of total project cost: 100%

Start Date: FY 2025/26
 Estimated Completion: FY 2025/26

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

1st and F Streets Pedestrian Improvements

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-		60				60
Construction Contracts			-		2				2
Construction Mgmt			-		315				315
Contingency			-		16				16
CIP Overheads			-		50				50
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 453	\$ -	\$ -	\$ -	\$ 453

SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees			-		37				37
Street Maintenance / Highway Users Tax			-		416				416
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 453	\$ -	\$ -	\$ -	\$ 453

Public Works Facilities Site Analysis

E16402353

Description and Justification

The Public Works Facilities Site Analysis project aims to strategically determine a new Corporation Yard (“Corp Yard”) location to support the diverse needs of the various city departments. This analysis will conduct a comprehensive needs assessment promoting collaborative coordination with the various users of the future site, including all of Public Works (PW), parks, and facilities maintenance. With ever-increasing demands on the current Corp Yard’s finite space, this project is instrumental in systematically evaluating and determining a location that meets all of the City’s needs. This project will also assess the current Corp Yard with the intent to optimize its use for both the City and its site partners which include animal services, and the Mary Isaak Center (COTS). This project will be working in coordination with the Primary Influent Pump Stations (PIPS) project (CIP #C66501930) and as well as future plans for Caulfield Lane.



Project Manager: To Be Determined
 Department Rep: Gina Benedetti-Petnic

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2023/24

Estimated Completion: FY 2025/26

Project Costs and Funding Sources

(Dollars in \$000's)

E16402353

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		100	100		250				350
Construction Contracts			-		11				11
Construction Mgmt			-		120				120
Contingency			-		25				25
CIP Overheads			-		21				21
TOTAL USES	\$ -	\$ 100	\$ 100	\$ -	\$ 427	\$ -	\$ -	\$ -	\$ 527
SOURCES (dollars in \$000)									
Water Capital		47	47		226				273
Waste Water Capital		53	53		201				254
TOTAL FUNDS	\$ -	\$ 100	\$ 100	\$ -	\$ 427	\$ -	\$ -	\$ -	\$ 527

Trestle Rehabilitation

C16502022

Description and Justification

Constructed in 1922, the Petaluma trestle lines the southwest Bank of the Petaluma River Turning Basin and once served as a spur line of the Petaluma and Santa Rosa Railroad. It later offered a promenade and viewing platform for the annual lighted boat parade and other River activities. Reviving this historic timber structure will breathe new life into downtown and revitalize the Petaluma River Turning Basin area.

While significant hurdles exist, the vision is to transform the structure into a prized, iconic riverfront gathering place and active transportation hub. Major milestones necessary before construction can commence include: 1) structural evaluation, 2) environmental assessment, 3) determining ownership/acquisition models, 4) finalizing design and bidding documents, and 5) securing funding for construction. Due to the numerous project constraints, this is both a complex and multi-year project.

In 2013, the California Coastal Commission provided a grant to help the City develop plans for rehabilitating the Trestle. The estimated construction costs at the time exceeded available funding resources and the project was placed on hold. With continued support from the City Council and the community, the project is being revisited and the design, scope, and cost estimates are being updated as part of this project. Staff continues to explore all potential grant opportunities. Completion is based on funding.



Project Manager: To Be Determined
 Department Rep: Gina Benedetti-Petnic

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: Unknown at this time

Funded percentage of total project cost: 7%

Start Date: FY 2020/21

Estimated Completion: TBD, Pending Funding

C16502022

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	230	65	295	675	461	-			1,431
Construction Contracts			-		179	10,000			10,179
Construction Mgmt			-			800			800
Contingency			-			1,200			1,200
CIP Overheads	4	10	14			40			54
TOTAL USES	\$ 234	\$ 75	\$ 309	\$ 675	\$ 640	\$12,040	\$ -	\$ -	\$ 13,664

SOURCES (dollars in \$000)

Transient Occupancy Tax	113		113						113
General Fund	331	540	871						871
Undetermined ^A		-	-		640	12,040			12,680
TOTAL FUNDS	\$ 444	\$ 540	\$ 984	\$ -	\$ 640	\$12,040	\$ -	\$ -	\$ 13,664

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.



RECYCLED WATER PROJECTS

FY 2024-2025

**RECYCLED WATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 24-25
PROJECT SUMMARY**

Fund 6690.66999

PROJECTS (dollars in \$000)	Page No	Actual	Estimate	Estimate	Budget	Projected Budgets				Total Project Estimate	% of Project Funded (5 Years)
		Life to Date thru FY 23	Life to Date thru FY 23-24	Life to Date thru FY 24		FY 24-25	FY 25-26	FY 26-27	FY 27-28		
C66401416 Tertiary Filtration System Expansion	CIP-96	\$ 2,047	\$ 12,088	\$ 14,135	\$ 4,746	\$ -	\$ -	\$ -	\$ -	\$ 18,881	100%
C66501834 Urban Recycled Water System Expansion - Maria Extension/Loop	CIP-97	1,970	621	2,591	1,940	2,675	-	-	-	7,206	100%
C66502347 Urban Recycled Water System Expansion – Park Irrigation Conversions	CIP-98	-	85	85	-	250	250	250	250	1,085	100%
New Urban Recycled Water Pipeline Expansions	CIP-99	-	-	-	-	2,000	2,000	2,000	2,000	8,000	100%
C66501936 Agricultural Recycled Water System Expansion – Adobe Road/Lakeville	CIP-101	291	338	629	-	3,890	1,110	-	-	5,629	100%
New Ag Recycled Water Pipeline Expansions	CIP-103	-	-	-	-	515	2,000	2,000	2,000	6,515	100%
C66401302 Agricultural Recycled Water System - Turnout And Meter Replacements	CIP-103	-	10	10	-	50	-	688	-	748	100%
New Recycled Water Fill Station	CIP-104	-	-	-	-	130	442	-	-	572	100%
TOTAL		\$ 4,308	\$ 13,142	\$ 17,450	\$ 6,686	\$ 9,510	\$ 5,802	\$ 4,938	\$ 4,250	\$ 48,636	

SOURCES (dollars in \$000)

Waste Water Capital	\$ 2,227	\$ 8,682	\$ 10,909	\$ 8,322	\$ 1,452	\$ 2,100	\$ 2,688	\$ 2,000	\$ 27,471
Water Capital	1,972	706	2,678	880	2,893	2,692	2,250	2,250	13,643
Dept. of Water Resources Grant	26	258	284	200	3,008	210	-	-	3,702
Grant	-	-	-	960	2,060	800	-	-	3,820
TOTAL	\$ 4,225	\$ 9,646	\$ 13,871	\$ 10,362	\$ 9,413	\$ 5,802	\$ 4,938	\$ 4,250	\$ 48,636

Tertiary Filtration System Expansion

C66401416

Description and Justification

The Ellis Creek Water Recycling Facility can process (treat and recycle) up to 5.0 million gallons of wastewater per day (MGD). However, there is more demand for the recycled water than supply, and demand is expected to increase. This project will expand the system's capacity to produce up to 6.8 MGD by adding pumping capacity, two cloth media filters, and a third ultraviolet (UV) light treatment system within an existing channel. Construction started in early 2023 and is expected to continue in phases through to the end of 2025.

This project is predominantly funded by Wastewater Capital. However, the City has also secured \$3.6M from the CA Department of Water Resources and an additional \$4.7M from the US Bureau of Reclamation, both through a partnership with the North Bay Water Reuse Authority (NBWRA). With these grants, combined with projected revenue growth from increased recycled water sales and energy efficiencies, the project is expected to be financially sustainable over its operational lifespan.



Project Manager: Josh Minshall
 Department Rep: Chelsea Thompson

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY2014/15 – Summer 2015
 Estimated Completion: FY2024/25

Project Costs and Funding Sources

(Dollars in \$000's)

C66401416

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	1,403	274	1,677	172					1,849
Construction Contracts	3	4	7	9					16
Construction Mgmt	565	9,568	10,133	3,378					13,511
Contingency	39	892	931	297					1,228
CIP Overheads		1,100	1,100	800					1,900
	37	250	287	90					377
TOTAL USES	\$ 2,047	\$ 12,088	\$ 14,135	\$ 4,746	\$ -	\$ -	\$ -	\$ -	\$ 18,881

SOURCES (dollars in \$000)

Waste Water Capital	2,065	8,494	10,559	8,322					18,881
TOTAL FUNDS	\$ 2,065	\$ 8,494	\$ 10,559	\$ 8,322	\$ -	\$ -	\$ -	\$ -	\$ 18,881

Urban Recycled Water System Expansion - Maria Extension/Loop

C66501834

Description and Justification

This project will expand the City's recycled water system, reducing the use of potable water for irrigation at schools, greenbelts, and city-owned parks. The City has recently completed the installation of a portion of the recycled water main within Maria Drive and connected to the main several parks and landscape assessment districts (LADs), including Bond Park, Glenbrook Park, Meadow View Park and Maria Pocket Park. Additional project phases include (1) pipeline extensions to connect Lucchesi Park, (2) a northern pipeline along Corona Creek to create a loop for redundancy and resiliency, and (3) a pipeline extension down Rainier Avenue towards North McDowell Boulevard for future recycled water services. The City has received federal grants for this project through its partnership with the North Bay Water Reuse Authority (NBWRA).



Project Manager: Dan Herrera
Department Rep: Dan Herrera

Funded percentage of total project cost: 100%

Start Date: FY2019/20 – Fall 2019
Estimated Completion: FY 2025/2026

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C66501834

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land Administration / Legal	39	50	89	200					289
Construction Contracts	7		7	5	5				17
Construction Mgmt	1,806	450	2,256	1,365	2,200				5,821
Contingency	88	45	133	140	200				473
CIP Overheads		70	70	210	250				530
	30	6	36	20	20				76
TOTAL USES	\$ 1,970	\$ 621	\$ 2,591	\$ 1,940	\$ 2,675	\$ -	\$ -	\$ -	\$ 7,206

SOURCES (dollars in \$000)

Water Capital	1,972	621	2,593	880	513				3,986
Bureau of Reclamation			-	200	600				800
SGMA Grant (Sustainable Groundwater Management)			-	960	1,460				2,420
TOTAL FUNDS	\$ 1,972	\$ 621	\$ 2,593	\$ 2,040	\$ 2,573	\$ -	\$ -	\$ -	\$ 7,206

Urban Recycled Water System Expansion – Park Irrigation Conversions

C66502347

Description and Justification

The City of Petaluma plans to deliver recycled water to high-volume potable water users such as schools, parks, and landscape assessment districts in the northeastern section of the city. As part of the broader urban recycled water system expansion, this project focuses on converting irrigation systems near recently installed recycled water mains. Project work will also ensure park irrigation systems comply with regulations associated with recycled water use, including the replacement of sprinkler heads, valve boxes, and signage to indicate the use of recycled water at each site.



Project Manager: Dan Herrera
 Department Rep: Chelsea Thompson

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2023/24
 Estimated Completion: Ongoing

Project Costs and Funding Sources (Dollars in \$000's)

C66502347

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		5	5		5	5	5	5	25
Construction Contracts		75	75		5	5	5	5	20
Construction Mgmt			-		200	200	200	200	875
Contingency			-		15	15	15	15	60
CIP Overheads		5	5		20	20	20	20	80
TOTAL USES	\$ -	\$ 85	\$ 85	\$ -	\$ 250	\$ 250	\$ 250	\$ 250	\$ 1,085

SOURCES (dollars in \$000)

Water Capital		85	85		250	250	250	250	1,085
TOTAL FUNDS	\$ -	\$ 85	\$ 85	\$ -	\$ 250	\$ 250	\$ 250	\$ 250	\$ 1,085

Urban Recycled Water Pipeline Expansions

New

Description and Justification

The City of Petaluma is committed to water conservation, which is particularly crucial during drought periods. After completing the Urban Recycled Water System Expansion—Maria Extension/Loop project (CIP #C66501834), the city plans to assess further expansion of its urban recycled water system. Locations for expansion will be determined carefully and guided by priority projects as identified in the Integrated Water Master Plan (IWMP) to optimize expansion of the system. Key considerations for expansion sites will also include the potential to offset potable water usage, associated installation and maintenance costs, and the overall resiliency of the system. Staff will actively seek grant funding opportunities to support this expansion.



Project Manager: Dan Herrera
 Department Rep: Dan Herrera

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2025/26
 Estimated Completion: Ongoing

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____.

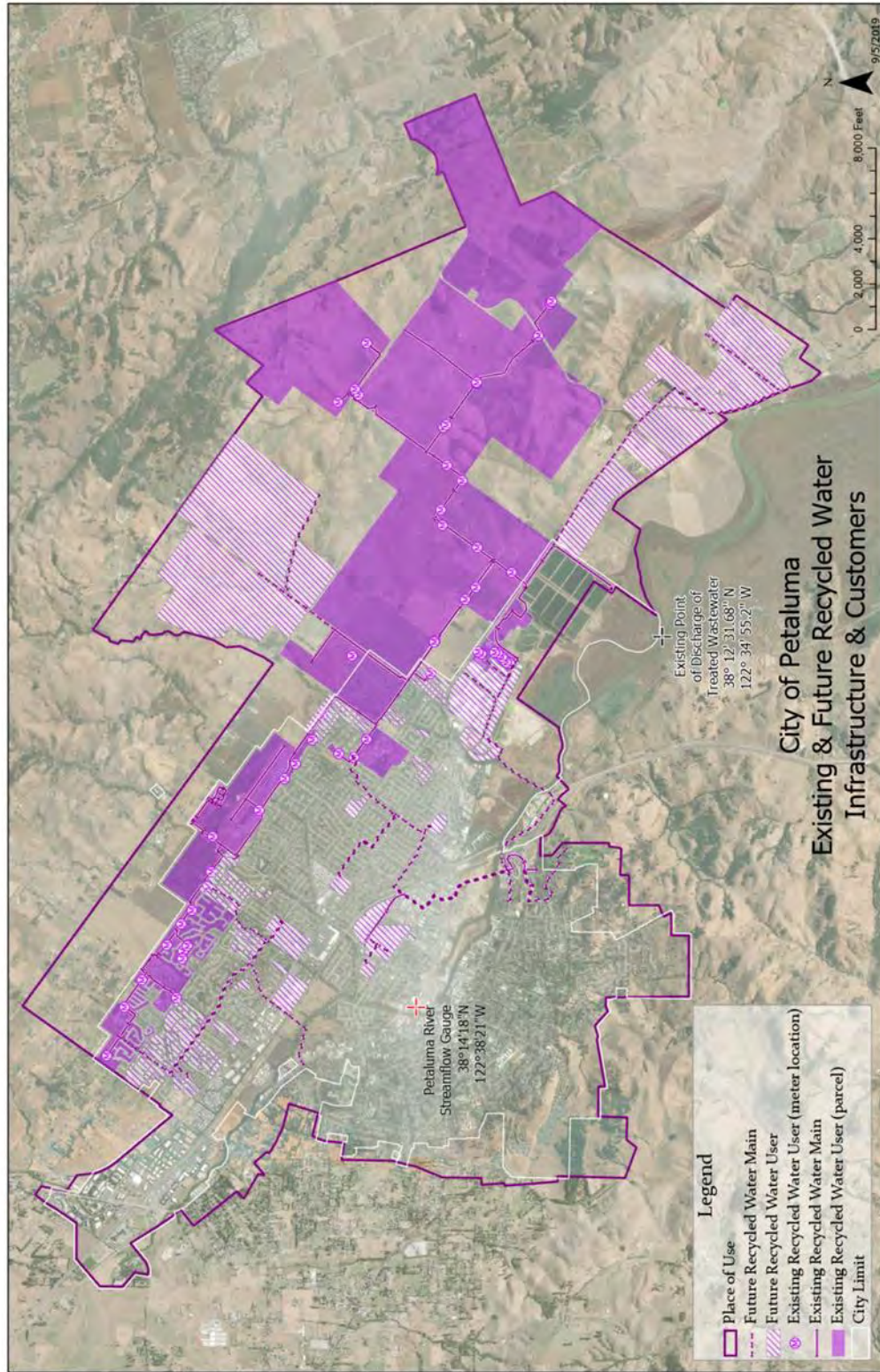
Project Costs and Funding Sources

(Dollars in \$000's)

Urban Recycled Water Pipeline Expansions

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-		75	75	75	75	300
Construction Contracts			-		1,500	1,500	1,500	1,500	6,000
Construction Mgmt			-		150	150	150	150	600
Contingency			-		260	260	260	260	1,040
CIP Overheads			-		10	10	10	10	40
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 8,000
SOURCES (dollars in \$000)									
Water Capital			-		2,000	2,000	2,000	2,000	8,000
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 8,000

Existing and Future Recycled Water Infrastructure and Customers



Agricultural Recycled Water System Expansion – Adobe Road/ Lakeville

C66501936

Description and Justification

This project is part of the City’s plan to expand the Ellis Creek Water Recycling Facility (ECWRF) recycled water system to increase its ability to offer recycled water to agricultural customers. This project will focus on expanding the agricultural recycled water system along Adobe Road, establishing a looped system and increasing resiliency. Future expansion along Lakeville Highway is also being analyzed as part of the larger Integrated Water Master Plan.

The City has secured funding for construction of the recycled water pipeline from the California Department of Water Resources. The City has also received additional funding through its partnership and collaboration with the North Bay Water Reuse Authority (NBWRA).



Project Manager: Dan Herrera
Department Rep: Dan Herrera

Funded percentage of total project cost: 100%

Start Date: FY2019/20 – Fall 2019
Estimated Completion: FY 2026/27

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C66501936

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land Administration / Legal	281	50	331			100			431
Construction Contracts	2	8	10		3,000	800			4,000
Construction Mgmt	1	30	31		220	40			291
Contingency		40	40		600	160			800
CIP Overheads	7	10	17		70	10			97
TOTAL USES	\$ 291	\$ 338	\$ 629	\$ -	\$ 3,890	\$ 1,110	\$ -	\$ -	\$ 5,629

SOURCES (dollars in \$000)

Waste Water Capital	162	178	340		887	100			1,327
UMDR grant	26	258	284		2,408	210			2,902
Reclamation Title XVI grant			-		600	800			1,400
TOTAL FUNDS	\$ 188	\$ 436	\$ 624	\$ -	\$ 3,895	\$ 1,110	\$ -	\$ -	\$ 5,629

Agriculture Recycled Water Pipeline Expansions

New

Description and Justification

This project will evaluate the potential expansion of the City's agricultural recycled water system. The Integrated Water Master Plan (IWMP) will guide priority areas for system expansion, specifically along Lakeville Highway and Adobe Road. Given the high demand on the recycled water system, particularly during drought periods, careful consideration will be taken in determining where expansion is necessary. Key factors being considered include demand on the system, installation costs, system resiliency, and future maintenance needs. Staff will actively seek grant funding opportunities to support this expansion.



Project Manager: To Be Determined
 Department Rep: Chelsea Thompson

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2025/26
 Estimated Completion: Ongoing

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____.

Project Costs and Funding Sources

(Dollars in \$000's)

Ag Recycled Water Pipeline Expansions

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land Administration / Legal			-		30	75	75	75	255
Construction Contracts			-		2	5	5	5	17
Construction Mgmt			-		400	1,500	1,500	1,500	4,900
Contingency			-		30	150	150	150	480
CIP Overheads			-		50	260	260	260	830
			-		3	10	10	10	33
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 515	\$ 2,000	\$ 2,000	\$ 2,000	\$ 6,515

SOURCES (dollars in \$000)

Waste Water Capital			-		515	2,000	2,000	2,000	6,515
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 515	\$ 2,000	\$ 2,000	\$ 2,000	\$ 6,515

Agricultural Recycled Water System – Turnout and Meter Replacements

C66401302

Description and Justification

Construction of the City of Petaluma’s recycled water system began in 1981 and has expanded over time. The system currently serves approximately 870 acres of agricultural land and 340 acres of golf courses, parks, and greenbelts. During the dry weather season, the City distributes recycled water to its recycled irrigation customers. However, the system's existing turnouts—including the recycled water main connection and meter set—have been in operation for over three decades and are approaching the end of their serviceable lives. Maintenance on these turnouts has also become increasingly difficult as the older parts needed are no longer available. The timeline for this project has been deferred an unspecified future date to allow for the completion of the Integrated Water Master Plan.



Project Manager: To Be Determined
 Department Rep: Chelsea Thompson

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2023/24

Estimated Completion: FY 2027/2028

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C66401302

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		10	10		38				48
Construction Contracts			-		11		592		592
Construction Mgmt			-				36		36
Contingency			-				55		55
CIP Overheads			-		1		5		6
TOTAL USES	\$ -	\$ 10	\$ 10	\$ -	\$ 50	\$ -	\$ 688	\$ -	\$ 748

SOURCES (dollars in \$000)

Waste Water Capital		10	10		50		688		748
TOTAL FUNDS	\$ -	\$ 10	\$ 10	\$ -	\$ 50	\$ -	\$ 688	\$ -	\$ 748

Recycled Water Fill Station

NEW

Description and Justification

The City of Petaluma currently operates a recycled water fill station, utilizing fire hydrants and user water meters for flow measurement. This project will install an automated recycle water fill station at the current Prince Park location. This upgraded station will include authentication measures to restrict access to authorized users, digital metering for precise water consumption tracking, and a reporting mechanism to streamline invoicing to the finance department. Installing an automated station will enhance the safety, security, and accuracy of the City's recycled water distribution process.



Project Manager: To Be Determined
 Department Rep: Dan Herrera

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2025/26
 Estimated Completion: FY 2026/27

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____.

Project Costs and Funding Sources

(Dollars in \$000's)

Recycled Water Fill Station

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-		125				125
Construction Contracts			-		2		2		4
Construction Mgmt			-				340		340
Contingency			-				40		40
CIP Overheads			-				55		55
			-		3	5			8
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 130	\$ 442	\$ -	\$ -	\$ 572

SOURCES (dollars in \$000)

Water Capital			-		130	442			572
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 130	\$ 442	\$ -	\$ -	\$ 572

SURFACE WATER PROJECTS

FY 2024-2025

**SURFACE WATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 24-25
PROJECT SUMMARY**

Fund 3160.31600

PROJECTS (dollars in \$000)	Page No.	Actual	Estimate	Estimate	Budget	Projected Budgets				Total Project Estimate	% of Project Funded (5 Years)
		Life to Date thru FY 23	Life to Date thru FY 23-24	Life to Date thru FY 24		FY 24-25	FY 25-26	FY 26-27	FY 27-28		
C16501931 Storm Drain Trash Capture Device Pilot	CIP-106	\$ 4	\$ 37	\$ 41	\$ 729	\$ -	\$ -	\$ -	\$ -	\$ 770	100%
C16502254 Wilson Stormwater Pump Station & Outfall Upgrades	CIP-107	58	187	245	1,210	3,949	-	-	-	5,404	52%
C16502431 Corona Creek Flood Reduction and Habitat Enhancement	CIP-108	-	-	-	50	-	651	-	-	701	100%
C16302255 960 Lakeville Drainage Improvements	CIP-109	123	165	288	255	820	-	-	-	1,363	100%
C16301518 Old Corona Road Water Quality Mitigation	CIP-110	115	122	237	-	1,460	1,840	-	-	3,537	75%
TOTAL		\$ 300	\$ 511	\$ 811	\$ 2,244	\$ 6,229	\$ 2,491	\$ -	\$ -	\$ 11,775	

SOURCES (dollars in \$000)

Storm Drainage Impact Fees	\$ 214	\$ 389	\$ 603	\$ 1,860	\$ 2,170	\$ 351	\$ -	\$ -	\$ 4,984
Caltrans Co-op Agreement	1,379	-	1,379	-	52	1,207	-	-	2,638
Grants	-	-	-	384	-	300	-	-	684
Undetermined	-	-	-	-	2,599	870	-	-	3,469
TOTAL	\$ 1,593	\$ 389	\$ 1,982	\$ 2,244	\$ 4,821	\$ 2,728	\$ -	\$ -	\$ 11,775

Storm Drain Trash Capture Device Pilot

C16501931

Description and Justification

This year, new requirements were issued from the California State Water Resources Control Board aimed at reducing the amount of trash that makes its way into the City’s waterways, the Petaluma River, and ultimately the San Francisco Bay. In response, Petaluma is developing a plan that includes installing trash capture devices in key locations within the storm drainage system. After completion of the pilot project and initial trash capture device installation, staff will assess the effectiveness, quality, operational impacts, and maintenance costs to inform a future comprehensive trash capture system. While this pilot addresses immediate requirements, further steps will be needed for full compliance on efforts for trash capture.



Project Manager: Josh Minshall
 Department Rep: Chelsea Thompson

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 30%

Start Date: FY2018/19
 Estimated Completion: FY 2024/25

Project Costs and Funding Sources

(Dollars in \$000's)

C16501931

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land Administration / Legal	2	35	37	40					77
Construction Contracts		2	2	2					4
Construction Mgmt	2		-	500					500
Contingency			2	82					84
CIP Overheads			-	90					90
			-	15					15
TOTAL USES	\$ 4	\$ 37	\$ 41	\$ 729	\$ -	\$ -	\$ -	\$ -	\$ 770

SOURCES (dollars in \$000)

Storm Drainage Impact Fees	4	37	41	370					411
EPA San Francisco Bay Watershed Improvement			-	359					359
TOTAL FUNDS	\$ 4	\$ 37	\$ 41	\$ 729	\$ -	\$ -	\$ -	\$ -	\$ 770

Wilson Stormwater Pump Station & Outfall Upgrades C16502254

Description and Justification

This project evaluates and upgrades the existing Wilson stormwater pump station and its outfall into Petaluma River. The pump station equipment is at the end of its useful life and requires high levels of maintenance. Staff are exploring the possibility of fully electrifying the station, as it currently relies on natural gas-powered engines. This project will ensure the pump station stays in good working order for high rainfall events, helping to prevent flooding through winter until the equipment is replaced.

Staff has conducted a condition assessment and drafted preliminary 30% designs and is actively seeking grant opportunities to support funding for the project. Various design alternatives are under review for their feasibility. Based on the condition assessment, phased construction for the outfall is slated for the upcoming two years, aligning with efforts to secure complete project funding. The full design is expected to be finalized in FY 2024/25, with construction estimated to be completed in FY 2025/26.



Project Manager: Kristin Arnold
 Department Rep: Dan Herrera

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 52%

Start Date: FY 2021/22

Estimated Completion: FY 2025/26

Project Costs and Funding Sources

(Dollars in \$000's)

C16502254

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	15	152	167	447					614
Construction Contracts	1	1	2	3	5				10
Construction Mgmt	40	26	66	600	3,258				3,924
Contingency		3	3	60	177				240
CIP Overheads		3	3	90	489				582
	2	2	4	10	20				34
TOTAL USES	\$ 58	\$ 187	\$ 245	\$ 1,210	\$ 3,949	\$ -	\$ -	\$ -	\$ 5,404

SOURCES (dollars in \$000)

Storm Drainage Impact Fees	58	187	245	1,210	1,350				2,805
Undetermined ^A			-		2,599				2,599
TOTAL FUNDS	\$ 58	\$ 187	\$ 245	\$ 1,210	\$ 3,949	\$ -	\$ -	\$ -	\$ 5,404

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Corona Creek Flood Reduction and Habitat Enhancement C16502431

Description and Justification

This project initially focused on restoring and maintaining Corona Creek from Sonoma Mountain Parkway to Kenilworth Junior High at Riesling Road but has since needed to expand in scope. It will now include a detailed hydraulic study of the area, including the adjacent Capri Creek improvements, which have never been modeled to date. Utilizing the City’s new flood model, this study will assess and provide recommendations for a more comprehensive storm water and flood mitigation project. The main goal is to address current creek conditions, restore its capacity during design storms, improve water quality, and mitigate the out-of-bank flows near the Sonoma Mountain Parkway crossing. A conceptual design will be developed, based on existing contours and opportunity sites for widening, meandering, and slowing the peak storm flows.



Project Manager: To Be Determined
 Department Rep: Oriana Hart

Climate First Shovel Ready

Funded percentage of total project cost: 100%
 Start Date: FY 2024/25
 Estimated Completion: FY 2026/27

Operating Impact:
 No significant impact
 Provide savings
 Maintenance costs included in operating budget
 Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C16502431

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-	50		85			135
Construction Contracts			-			450			450
Construction Mgmt			-			45			45
Contingency			-			45			45
CIP Overheads			-			15			15
TOTAL USES	\$ -	\$ -	\$ -	\$ 50	\$ -	\$ 651	\$ -	\$ -	\$ 701
SOURCES (dollars in \$000)									
Storm Drainage Impact Fees			-	25		351			376
EPA San Francisco Bay Watershed Improvement			-	25		300			325
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 50	\$ -	\$ 651	\$ -	\$ -	\$ 701

960 Lakeville Drainage Improvements

C16302255

Description and Justification

Located adjacent to 960 Lakeville Street, this project aims to improve stormwater flow and minimize flooding in the low-lying region east of the Petaluma River. In 2022 a study was conducted to assess drainage issues and provide design recommendations. Following the study, staff hired a design consultant to develop construction plans for the drainage solution. Efforts are currently underway to obtain the necessary easements before initiating the bidding process for construction. The new channel design will enhance drainage, thereby preventing water overflow and minimizing potential traffic safety issues that could arise from flooding or standing water.



Project Manager: Jonathan Sanglerat
 Department Rep: Gina Benedetti-Petric

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2022/23
 Estimated Completion: FY 2025/26

Project Costs and Funding Sources (Dollars in \$000's)

C16302255

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	119	160	279	115					394
Construction Contracts	1		1		600				700
Construction Mgmt			-	100	15	90			105
Contingency			-	20	120				140
CIP Overheads	3	5	8	5	10				23
TOTAL USES	\$ 123	\$ 165	\$ 288	\$ 255	\$ 820	\$ -	\$ -	\$ -	\$ 1,363

SOURCES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total Project Estimate
Storm Drainage Impact Fees	123	165	288	255	820				1,363
TOTAL FUNDS	\$ 123	\$ 165	\$ 288	\$ 255	\$ 820	\$ -	\$ -	\$ -	\$ 1,363

Old Corona Road Water Quality Mitigation

C16301518

Description and Justification

In 2017, the City partnered with Caltrans on a stormwater treatment project to mitigate potential water quality impacts following the widening of Highway 101. Central to this project is a flow diversion structure designed to channelize the water from an existing drainage ditch into a proposed bio-retention basin. After additional evaluation, the Water Quality Control Board (WQCB) requested Caltrans include additional treatment areas. To address this, a section of Lakeville Highway CA-116 near the Ellis Creek Water Recycling Facility has been earmarked to expand the stormwater treatment area. The full scope of this project will be determined by final approval from the WQCB. Due to this change in scope required by the WQCB, the original partnership agreement will need to be updated, including allocation of additional funding which will be provided by Caltrans. Ultimately, this project will be fully funded by Caltrans. The project schedule had been pushed back to accommodate Caltrans obtaining regulatory approval.



Project Manager: To Be Determined
 Department Rep: Oriana Hart

Funded percentage of total project cost: 75%

Start Date: FY2014/15 – Fall 2014
 Estimated Completion: FY 2026/2027

Climate First Shovel Ready

Operating Impact:
 No significant impact
 Provide savings
 Maintenance costs included in operating budget
 Other: _____

Project Costs and Funding Sources
 (Dollars in \$000's)

C16301518

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	111	120	231		115	10			356
Construction Contracts		1	1		30				31
Construction Mgmt			-		1,000	1,500			2,500
Contingency	1		1		125	100			226
CIP Overheads			-		180	220			400
Sonoma County Contribution	3	1	4		10	10			24
	\$ 115	\$ 122	\$ 237	\$ -	\$ 1,460	\$ 1,840	\$ -	\$ -	\$ 3,537

SOURCES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total Project Estimate
Storm Drainage Impact Fees	29		29						29
Caltrans Co-op Agreement	1,379		1,379		52	1,207			2,638
Undetermined ^A			-			870			870
TOTAL FUNDS	\$ 1,408	\$ -	\$ 1,408	\$ -	\$ 52	\$ 2,077	\$ -	\$ -	\$ 3,537

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

TRANSIT PROJECTS FY 2024-2025

**TRANSIT CAPITAL IMPROVEMENT PROGRAM BUDGET FY 24-25
PROJECT SUMMARY**
Fund 6590.65999

PROJECTS (dollars in \$000)	Page No.	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate	% of Project Funded (5 Years)
						FY 25-26	FY 26-27	FY 27-28	FY 28-29		
C65502214 Transit Facility Electrification	CIP-112	\$ 19	\$ 1,219	\$ 1,238	\$ 480	\$ 1,985	\$ -	\$ -	\$ -	\$ 3,703	100%
C65502211 Bus Stop Improvements	CIP-113	68	14	82	-	747	80	80	80	1,069	100%
C65202110 Transit Admin Building Roof Overlay	CIP-114	-	19	19	-	141	-	-	-	160	100%
C65202415 Transit Facility Renovation	CIP-115	-	32	32	-	261	-	-	-	293	100%
C65502212 Transit Facility Fence and Gate Improvements	CIP-116	-	26	26	-	263	-	-	-	289	100%
TOTAL		\$ 87	\$ 1,310	\$ 1,397	\$ 480	\$ 3,397	\$ 80	\$ 80	\$ 80	\$ 5,514	

SOURCES (dollars in \$000)

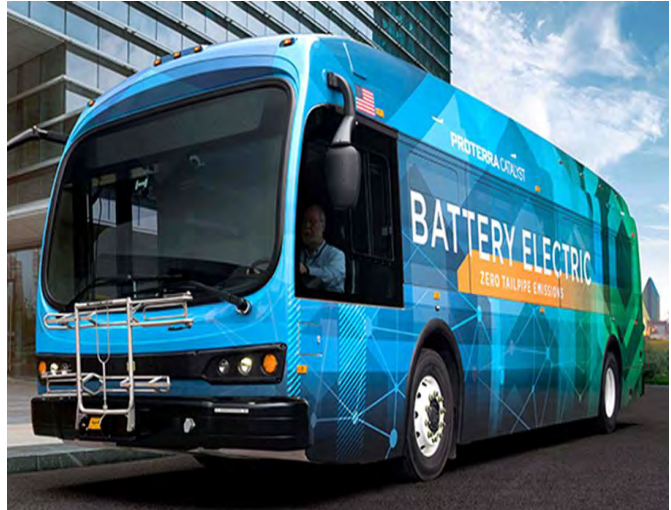
TDA Transit Capital	\$ 87	\$ 291	\$ 378	\$ 480	\$ 1,993	\$ 62	\$ 62	\$ 62	\$ 3,037
Federal Transit Administration	-	65	65	-	117	-	-	-	182
Traffic Mitigation Impact Fees	14	-	14	-	125	18	18	18	193
PG&E EV Fleet Ready Program	-	-	-	-	600	-	-	-	600
Transit and Intercity Rail Capital Program	-	940	940	-	412	-	-	-	1,352
Grants	-	-	-	-	150	-	-	-	150
TOTAL	\$ 101	\$ 1,296	\$ 1,397	\$ 480	\$ 3,397	\$ 80	\$ 80	\$ 80	\$ 5,514

Transit Facility Electrification

C65502214

Description and Justification

As Petaluma Transit begins its transition to an all-electric fleet, with the first battery-electric buses slated for arrival in 2025, the City will need to install charging infrastructure at its bus yard on 555 North McDowell Boulevard. Recognizing this need, the City has secured participation in PG&E's Electric Vehicle Fleet Ready Program. Through this collaboration, PG&E will upgrade the necessary "to the meter" infrastructure to accommodate Petaluma Transit's charging requirements. Additionally, PG&E will offer rebates and incentives to facilitate the City's charging infrastructure installation. Further funding support comes from the Intercity Rail Capital Program and the Transportation Development Act.



Project Manager: Bjorn Gripenburg
 Department Rep: Jared Hall

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: Needed to operate electric buses

Funded percentage of total project cost: 100%

Start Date: FY 2022/23

Estimated Completion: FY 2025/26

Project Costs and Funding Sources

(Dollars in \$000's)

C65502214

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land	18	60	78						78
Administration / Legal		4	4	5	5				14
Construction Contracts		1,149	1,149	360	1,500				3,009
Construction Mgmt			-	36	150				186
Contingency			-	72	300				372
CIP Overheads	1	6	7	7	30				44
TOTAL USES	\$ 19	\$ 1,219	\$ 1,238	\$ 480	\$ 1,985	\$ -	\$ -	\$ -	\$ 3,703
SOURCES (dollars in \$000)									
TDA Transit Capital	19	214	233	480	1,385				2,098
FTA 5307 TCP		65	65						65
PG&E EV Fleet Ready Program			-		600				600
Transit and Intercity Rail Capital Program		940	940						940
TOTAL FUNDS	\$ 19	\$ 1,219	\$ 1,238	\$ 480	\$ 1,985	\$ -	\$ -	\$ -	\$ 3,703

Bus Stop Improvements

C65502211

Description and Justification

This project will enhance approximately 15 bus stops and upgrade seating at an additional 20 locations throughout Petaluma. Improvements to designated bus stops will include widening sidewalks at designated bus stops to improve accessibility for transit users with wheelchairs, as well as adding amenities such as shelters, benches, trash cans, real-time signs, and bike racks for passenger comfort. By making bus stops more comfortable and accessible, the City aims to increase bus ridership and reduce greenhouse gas emissions from transportation.



Funded percentage of total project cost: 100%

Start Date: FY 2022/23
 Estimated Completion: Ongoing

Project Manager: To Be Determined
 Department Rep: Jared Hall

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C65502211

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	3	14	14		23	10	10	10	67
Construction Contracts	64		64		545	50	50	50	759
Construction Mgmt			-		54	5	5	5	69
Contingency			-		109	10	10	10	139
CIP Overheads	1		1		11	3	3	3	21
TOTAL USES	\$ 68	\$ 14	\$ 82	\$ -	\$ 747	\$ 80	\$ 80	\$ 80	\$ 1,069
SOURCES (dollars in \$000)									
TDA Transit Capital	68		68		60	62	62	62	314
Traffic Mitigation Impact Fees	14		14		125	18	18	18	193
Transit and Intercity Rail Capital Program					412				412
Affordable Housing Sustainable Communities (AHSC) grant					150				150
TOTAL FUNDS	\$ 82	\$ -	\$ 82	\$ -	\$ 747	\$ 80	\$ 80	\$ 80	\$ 1,069

Transit Administration Building Roof Overlay

C65202110

Description and Justification

The roof of the transit administration building is beyond its useful life and needs to be replaced. The cost estimate for replacing the roof is based on recent overlay work using thermoplastic polyolefin (TPO) on the existing roof. This project is fully funded through Federal Transit Authority (FTA) 5307 grant funding and Transportation Development Act (TDA) sales tax enterprise funds. Additionally, minor repairs will be made to the operations building to address leaks.



Project Manager: To Be Determined
Department Rep: Jared Hall

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2023/24

Estimated Completion: FY 2025/26

Project Costs and Funding Sources

(Dollars in \$000's)

C65202110

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		17	17						17
Construction Contracts			-		2				2
Construction Mgmt			-		110				110
Contingency			-		10				10
CIP Overheads			-		15				15
		2	2		4				6
TOTAL USES	\$ -	\$ 19	\$ 19	\$ -	\$ 141	\$ -	\$ -	\$ -	\$ 160

SOURCES (dollars in \$000)

TDA Transit Capital		19	19		94				113
Federal Transit Administration			-		47				47
TOTAL FUNDS	\$ -	\$ 19	\$ 19	\$ -	\$ 141	\$ -	\$ -	\$ -	\$ 160

Transit Facility Renovation

C65202415

Description and Justification

The Transit Administration and Operation Buildings' interiors have exceeded their functional lifespan and require updates. Planned renovations include customer-facing areas, restrooms, offices, hallways, and the employee break room. This project also includes repainting, reflooring/recarpeting, cosmetic maintenance, and addressing slab-on-grade issues through minor concrete repair. These renovations and upgrades will provide a more functional and safe space for staff and the community.



Project Manager: To Be Determined
 Department Rep: Jared Hall

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2023/24
 Estimated Completion: FY 2025/26

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C65202415

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		32	32		3				35
Construction Contracts					130				130
Construction Mgmt					13				13
Contingency					110				110
CIP Overheads					5				5
TOTAL USES	\$ -	\$ 32	\$ 32	\$ -	\$ 261	\$ -	\$ -	\$ -	\$ 293

SOURCES (dollars in \$000)									
TDA Transit Capital		32	32		261				293
TOTAL FUNDS	\$ -	\$ 32	\$ 32	\$ -	\$ 261	\$ -	\$ -	\$ -	\$ 293

Transit Facility Fence & Gate Improvements

C65502212

Description and Justification

Building on the work from 2021 at the Transit Facility on North McDowell Boulevard, this project begins the planning and design phase to update the existing fencing and gate system. The current fence is in poor condition, and the proposed automated fencing will provide improved durability and security. Staff are exploring suitable gate and fencing materials for the Transit Facility.



Project Manager: To Be Determined
 Department Rep: Jared Hall

Funded percentage of total project cost: 100%

Start Date: FY 2023/24

Estimated Completion: FY 2025/26

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C65502212

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		22	22						22
Construction Contracts		2	2		5				7
Construction Mgmt		-	-		200				200
Contingency		-	-		20				20
CIP Overheads		-	-		30				30
TOTAL USES	\$ -	\$ 26	\$ 26	\$ -	\$ 263	\$ -	\$ -	\$ -	\$ 289
SOURCES (dollars in \$000)									
TDA Transit Capital		26	26		193				219
FTA 5307 TCP		-	-		70				70
TOTAL FUNDS	\$ -	\$ 26	\$ 26	\$ -	\$ 263	\$ -	\$ -	\$ -	\$ 289

WASTEWATER UTILITY PROJECTS

FY 2024-2025

WASTEWATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 24-25

PROJECT SUMMARY

Fund 6690.66999

PROJECTS (dollars in \$000)	Page No.	Actual	Estimate	Estimate	Budget	Projected Budgets				Total Project Estimate	% of Project Funded (5 Years)
		Life to Date thru FY 23		Life to Date thru FY 24		Life to Date thru FY 24-25	FY 25-26	FY 26-27	FY 27-28		
C66501518 CNG Fueling Station at Ellis Creek	CIP-118	7,626	77	7,703	184	46	-	-	-	7,933	100%
C66401728 Ellis Creek High Strength Waste Facilities	CIP-119	6,567	75	6,642	357	143	-	-	-	7,142	100%
C66501838 Ellis Creek Outfall Replacement	CIP-120	1,255	1,307	2,562	505	-	-	-	-	3,067	100%
C66402245 Sewer Main Replacement-Payran and Madison	CIP-121	16	1,820	1,836	1,975	-	-	-	-	3,811	100%
C66502032 PIPS Parallel Force Main	CIP-122	520	660	1,180	805	12,900	11,675	-	-	26,560	100%
New Digester Repair	CIP-123	-	72	72	663	1,457	-	-	-	2,192	100%
C66501840 Chemical System Upgrade at Ellis Creek	CIP-124	271	958	1,229	5,134	6,910	4,167	-	-	17,440	100%
C66501930 PIPS Upgrade and Pump Replacement	CIP-125	1	65	66	413	1,476	3,300	-	-	5,255	100%
C66402349 Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehab	CIP-126	542	312	854	72	-	2,815	2,815	-	6,556	100%
C66402246 Sewer Forcemain Replacement Program	CIP-127	1	-	1	-	112	-	450	313	876	100%
New PIPS Force Main Rehabilitation	CIP-128	-	-	-	-	-	-	135	2,603	2,738	100%
C66402451 Sewer Main Replacement - 1st and F Street	CIP-129	-	165	165	-	215	-	-	-	380	100%
C66402348 Sewer Main Replacement - Howard Street and Various Locations	CIP-130	1	45	46	2,374	575	-	-	-	2,995	100%
C66402350 Sewer Main Replacement- D Street	CIP-131	-	55	55	184	2,855	-	-	-	3,094	100%
Projected Sewer Main Replacement Program	CIP-132	-	-	-	-	2,500	2,500	2,500	2,500	10,000	100%
New Sewer System Rehab-Replacement Program	CIP-133	-	-	-	-	1,253	1,253	1,253	1,253	5,012	100%
New Sewer Pump Station Upgrade - Fairgrounds	CIP-134	-	-	-	-	-	1,500	-	-	1,500	100%
C66502042 C Street Lift Station and Collection System Upgrades	CIP-135	180	-	180	-	180	52	1,778	2,110	4,300	100%
C66501003 Manhole Rehabilitation	CIP-136	484	20	504	-	182	356	-	356	1,398	100%
E66502451 Oxidation Pond Dredge	CIP-137	-	2,330	2,330	-	4,930	-	-	-	7,260	100%
C66501923 Oakmead, Redwood, And Outlet Mail Lift Station Upgrades	CIP-138	-	-	-	-	-	960	1,880	-	2,840	100%
New Evaporative Cooler Replacement	CIP-139	-	-	-	-	450	-	-	-	450	100%
E66502350 Ellis Creek Water Recycling Facility Energy Plan	CIP-140	-	-	-	-	500	-	-	-	500	100%
TOTAL		\$ 17,464	\$ 7,961	\$ 25,425	\$ 12,666	\$ 36,684	\$ 28,578	\$ 10,811	\$ 9,135	\$ 123,299	

SOURCES (dollars in \$000)

California Energy Comm Grant	\$ 3,000	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000
Developer Contribution	373	-	373	-	-	-	-	-	373
Waste Water Capital	14,669	7,925	22,594	12,270	36,642	28,526	10,759	9,135	119,926
TOTAL	\$ 18,042	\$ 7,925	\$ 25,967	\$ 12,270	\$ 36,642	\$ 28,526	\$ 10,759	\$ 9,135	\$ 123,299

CNG Fueling Station Ellis Creek

C66501518

Description and Justification

This project includes the construction of a gas scrubbing facility and a Compressed Natural Gas (CNG) fueling station at the Ellis Creek Water Recycling Facility (ECWRF) and Recology Sonoma Marin's facility in Petaluma. The ECWRF's anaerobic digester produces methane gas, which is currently used for sludge heating, with all excess gas flared off. However, with the construction of a new digester and the addition of high-strength waste to the wastewater treatment process, the plant will nearly double its production of methane gas. The construction of a gas scrubbing facility and CNG fueling station will allow for the excess methane gas to be scrubbed, compressed, and used to fuel Recology vehicles. This project will support Petaluma's commitment to sustainability and environmental responsibility by maximizing methane use, enhancing ECWRF's efficiency, and contributing to cleaner transportation through Recology's CNG vehicles. This project will be primarily funded by grant funds from the California Energy Commission (CEC) with additional funding from wastewater capital.



Project Manager: Kristin Arnold
 Department Rep: Chelsea Thompson

Funded percentage of total project cost: 100%

Start Date: FY 2015/16 – Fall 2015
 Estimated Completion: FY 2025/26

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C66501518

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	1,397	50	1,447	90	10				1,547
Construction Contracts	3		3						3
Construction Mgmt	5,680	5	5,685	50	20				5,755
Contingency	435	20	455	20	15				490
CIP Overheads	111		-	20					20
	111	2	113	4	1				118
TOTAL USES	\$ 7,626	\$ 77	\$ 7,703	\$ 184	\$ 46	\$ -	\$ -	\$ -	\$ 7,933

SOURCES (dollars in \$000)

California Energy Comm Grant	3,000		3,000						3,000
Waste Water Capital	4,933	-	4,933						4,933
TOTAL FUNDS	\$ 7,933	\$ -	\$ 7,933	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,933

Ellis Creek High Strength Waste Facilities

C66401728

Description and Justification

This project at the Ellis Creek Water Recycling Facility strategically repurposes existing equipment to handle and treat high-strength waste from local industries. This project also incorporates the addition of a press to efficiently remove water from sludge waste. Commencing in FY 2016/17 and reaching substantial completion in FY 2020/21, this project has operated in conjunction with the Compressed Natural Gas Fueling Station project (CIP #C66501518). In 2022, the City of Petaluma secured permits from the Bay Area Air Quality Management District and ongoing efforts include continuous system testing, corrections to the receiving pump station, and data collection essential for meeting California Energy Commission grant funding requirements. This project showcases Petaluma’s proactive approach to sustainable waste management.



Project Manager: Kristin Arnold
 Department Rep: Chelsea Thompson

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2016/17 – Summer 2016

Estimated Completion: FY 2025/26

Project Costs and Funding Sources

(Dollars in \$000's)

C66401728

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	1,115	50	1,165	350					1,515
Construction Contracts	1	1	2		100				2
Construction Mgmt	5,157	18	5,157	235	20				5,257
Contingency	217		-		20				255
CIP Overheads	77	6	83	7	3				20
TOTAL USES	\$ 6,567	\$ 75	\$ 6,642	\$ 357	\$ 143	\$ -	\$ -	\$ -	\$ 7,142

SOURCES (dollars in \$000)

Waste Water Capital	6,594	75	6,669	330	143				7,142
TOTAL FUNDS	\$ 6,594	\$ 75	\$ 6,669	\$ 330	\$ 143	\$ -	\$ -	\$ -	\$ 7,142

Ellis Creek Outfall Replacement

C66501838

Description and Justification

Petaluma’s Ellis Creek Water Recycling Facility uses an outfall pipeline, approximately 3,200 linear feet of 48-inch diameter piping, to discharge safe, treated water to the Petaluma River during the winter. However, this pipeline is made of older Techite composite material from the 1970s which is deteriorating and in need of replacement. To address this, a temporary pipe was constructed in FY 2016/17 as an interim solution. However, the long-term goal has always been the replacement of the deteriorating main. The project's timeline was designed to align with environmental permit restrictions, ensuring compliance while also prioritizing necessary upgrades. By the Fall 2023, the new outfall was successfully installed and became operational. Plans are in place to remove a segment of the old outfall from the Petaluma River Fall 2024.



Project Manager: Josh Minshall
 Department Rep: Chelsea Thompson

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2016/17 – Summer 2017
 Estimated Completion: FY 2024/25

Project Costs and Funding Sources

(Dollars in \$000's)

C66501838

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	831	111	942	80					1,022
Construction Contracts	34	115	149	5					154
Construction Mgmt	215	946	1,161	215					1,376
Contingency	148	125	273	52					325
CIP Overheads	27	10	37	3					40
TOTAL USES	\$ 1,255	\$ 1,307	\$ 2,562	\$ 505	\$ -	\$ -	\$ -	\$ -	\$ 3,067

SOURCES (dollars in \$000)

Waste Water Capital	1,256	1,307	2,563	504					3,067
TOTAL FUNDS	\$ 1,256	\$ 1,307	\$ 2,563	\$ 504	\$ -	\$ -	\$ -	\$ -	\$ 3,067

Sewer Main Replacement - Payran and Madison

C66402245

Description and Justification

Operations staff at the Ellis Creek Water Recycling Facility identified a pressing need for the repair and replacement of multiple sewer mains in the Payran Street and Madison Street areas, which was prompted by an increasing number of maintenance calls. This project enhances the reliability of the sewer system and is structured into two phases. In Phase One, a trenchless sewer main replacement will take place, predominantly within residential easements along backyard fences. Subsequently, Phase Two involves open trench construction for the replacement of water and sewer lines, primarily located in the street. The second phase of this project is being conducted in coordination with the Water Main Replacement – Payran and Madison project (CIP #C67502225) to ensure a comprehensive approach to infrastructure improvement. The completion of Phase One construction will be completed in FY 2023/24. Phase Two construction is scheduled for FY 2024/25. This project is important for not only addressing immediate maintenance concerns but also ensuring the long-term resilience and efficiency of Petaluma's sewer system.



Project Manager: George Howard
Department Rep: Dan Herrera

Funded percentage of total project cost: 100%

Start Date: FY 2021/22

Estimated Completion: FY 2024/25

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C66402245

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	11	30	41	3					41
Construction Contracts	3	1,575	1,578	1,710					3,288
Construction Mgmt	1	47	48	100					148
Contingency		150	150	150					300
CIP Overheads	1	15	16	12					28
TOTAL USES	\$ 16	\$ 1,820	\$ 1,836	\$ 1,975	\$ -	\$ -	\$ -	\$ -	\$ 3,811
SOURCES (dollars in \$000)									
Waste Water Capital	16	1,820	1,836	1,975					3,811
TOTAL FUNDS	\$ 16	\$ 1,820	\$ 1,836	\$ 1,975	\$ -	\$ -	\$ -	\$ -	\$ 3,811

PIPS Parallel Force Main

C66502032

Description and Justification

The Primary Influent Pump Station (PIPS) force main, spanning 2.5 miles with a 36-inch diameter, plays a crucial role in conveying wastewater from PIPS (located on Hopper Street) to the Ellis Creek Water Recycling Facility. This force main is a critical pipeline and nearing the end of its service life. This project installs a parallel force main adjacent to the existing one, providing redundancy and resiliency for the City’s wastewater collection system. With the preliminary design completed, the project will progress through phases including easement procurement, environmental compliance, final design, and phased construction.



Project Manager: Lucas Pereira
 Department Rep: Dan Herrera

Funded percentage of total project cost: 100%

Start Date: FY 2018/19 – Spring 2019
 Estimated Completion: FY 2026/27

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources
 (Dollars in \$000's)

C66502032

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	507	635	1,142	765					1,907
Construction Contracts	1	10	11	15					26
Construction Mgmt	2		-		11,000	10,000			21,000
Contingency			2		225	150			377
CIP Overheads	10	15	-		1,650	1,500			3,150
TOTAL USES	\$ 520	\$ 660	\$ 1,180	\$ 805	\$ 12,900	\$ 11,675	\$ -	\$ -	\$ 26,560

SOURCES (dollars in \$000)

Waste Water Capital	520	660	1,180	805	12,900	11,675			26,560
TOTAL FUNDS	\$ 520	\$ 660	\$ 1,180	\$ 805	\$ 12,900	\$ 11,675	\$ -	\$ -	\$ 26,560

Digester Repair

New

Description and Justification

Digesters are an important component in the wastewater treatment process. They are sealed tanks where microorganisms break down organic sludge, which reduces sludge volume, generates renewable energy, and ensures safe disposal of treated sludge. Currently, Digester #2 at the Ellis Creek Water Recycling Facility is displaying concerning signs of corrosion and has experienced a recent gas leak. Staff promptly implemented a temporary solution to contain the gas leak. However, a more enduring short-term repair is essential to fully address the issue and prevent further gas from escaping. To fully understand the digester's structural integrity and determine the best course of action, a detailed structural investigation and condition assessment is needed. This will require that the digester is temporarily taken offline, drained, and cleaned. The insights gained from this investigation will guide the design and implementation of a solution. This project will ultimately help to ensure the safe and efficient operation of our wastewater infrastructure, safeguarding both environmental health and community safety.



Project Manager: Kent Carothers
 Department Rep: Chelsea Thompson

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2024/25
 Estimated Completion: FY 2025/26

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____.

Project Costs and Funding Sources (Dollars in \$000's)

Digester Repair

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land Administration / Legal		20	20	120	30				170
Construction Contracts		1	1	2	2				5
Construction Mgmt		50	50	380	830				1,260
Contingency			-	65	75				140
CIP Overheads			-	86	500				586
		1	1	10	20				31
TOTAL USES	\$ -	\$ 72	\$ 72	\$ 663	\$ 1,457	\$ -	\$ -	\$ -	\$ 2,192

SOURCES (dollars in \$000)

Waste Water Capital		72	72	663	1,457				2,192
TOTAL FUNDS	\$ -	\$ 72	\$ 72	\$ 663	\$ 1,457	\$ -	\$ -	\$ -	\$ 2,192

Chemical System Upgrade at Ellis Creek

C66501840

Description and Justification

This project will upgrade the chemical, mechanical, and electrical equipment responsible for ensuring wastewater is safe before being discharged to the Petaluma River. The existing equipment is over 25 years old, and must be upgraded to comply with current regulations, enhance worker and system safety, and improve chemical process efficiency. This project not only ensures regulatory compliance, but also contributes to environmental stewardship. Key project components include replacing and relocating the hypochlorite dosing system, upgrading the chemical storage building, improving the chlorine contact basin, upgrading roadways for large delivery trucks, demolishing an old pump station, as well as replacing switchgears, a motor control center, and an emergency power backup system.

This project is divided into two phases. Phase One focuses on the hypochlorite dosing system, with anticipated completion in FY 2024/25. Phase Two addresses the remaining aspects of the project and is slated for completion in FY 2026/27.



Project Manager: Steve Worrell
 Department Rep: Chelsea Thompson

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2017/18 – Summer 2018
 Estimated Completion: FY 2026/27

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C66501840

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	259	948	1,207	608	162	97			2,074
Construction Contracts	1	1	2	1	1	1			5
Construction Mgmt	3		3	3,560	5,625	3,375			12,563
Contingency	1		1	583	525	315			1,424
CIP Overheads			-	356	563	338			1,257
	7	9	16	26	34	41			117
TOTAL USES	\$ 271	\$ 958	\$ 1,229	\$ 5,134	\$ 6,910	\$ 4,167	\$ -	\$ -	\$ 17,440

SOURCES (dollars in \$000)

Waste Water Capital	229	1,000	1,229	5,134	6,910	4,167			17,440
TOTAL FUNDS	\$ 229	\$ 1,000	\$ 1,229	\$ 5,134	\$ 6,910	\$ 4,167	\$ -	\$ -	\$ 17,440

PIPS Upgrade and Pump Replacement

C66501930

Description and Justification

The Primary Influent Pump Stations (PIPS) are a cornerstone of Petaluma’s wastewater infrastructure, channeling wastewater from a majority of the Petaluma to the Ellis Creek Water Recycling Facility for essential treatment. This project replaces four aging high-capacity 450-horsepower pumps, originally installed in 1999, along with the integration of updated Variable Frequency Drive units (VFD) at PIPS. These upgrades are crucial, not only to address the mounting maintenance requirements of the existing equipment, but also to facilitate the integration of the new PIPS force main connection. This project is funded entirely by wastewater capital.



Project Manager: Lucas Pereira
 Department Rep: Dan Herrera

Funded percentage of total project cost: 100%

Start Date: FY 2022/23
 Estimated Completion: FY 2026/27

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C66501930

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	1	60	61	400	50				511
Construction Contracts		3	3	5	6				14
Construction Mgmt			-		1,000	2,350			3,350
Contingency			-		200	470			670
CIP Overheads			-		200	470			670
		2	2	8	20	10			40
TOTAL USES	\$ 1	\$ 65	\$ 66	\$ 413	\$ 1,476	\$ 3,300	\$ -	\$ -	\$ 5,255
SOURCES (dollars in \$000)									
Waste Water Capital	2	64	66	413	1,476	3,300			5,255
TOTAL FUNDS	\$ 2	\$ 64	\$ 66	\$ 413	\$ 1,476	\$ 3,300	\$ -	\$ -	\$ 5,255

Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehabilitation

C66402349

Description and Justification

The Ellis Creek Water Recycling Facility (ECWRF) plays a pivotal role in Petaluma's wastewater management, with its ponds storing partially treated wastewater. The 15 structures that facilitate water flow through these ponds were built back in the 1970s and have shown signs of deterioration. Recognizing the critical nature of these structures, this project was initiated to address their aging infrastructure. While the need for expanded pond storage capacity was initially considered, preliminary design evaluations revealed that such an expansion would not be economically feasible, given the high cost per acre-foot of additional storage. Therefore, final design and construction will focus on the rehabilitation of specific components within the existing transfer structures and the replacement of deteriorated piping. By addressing these infrastructure challenges, this project will help to ensure the continued reliability and efficiency of the ECWRF and Petaluma's commitment to sustainable and effective wastewater management.



Project Manager: Steve Worrell
 Department Rep: Chelsea Thompson

Funded percentage of total project cost: 100%

Start Date: FY 2022/23
 Estimated Completion: FY 2027/28

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C66402349

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	316	303	619	69		55	55		798
Construction Contracts	15	3	18	3		3	3		27
Construction Mgmt	198		198			2,105	2,105		4,408
Contingency	3		3			316	316		635
CIP Overheads			-			308	308		616
	10	6	16			28	28		72
TOTAL USES	\$ 542	\$ 312	\$ 854	\$ 72	\$ -	\$ 2,815	\$ 2,815	\$ -	\$ 6,556
SOURCES (dollars in \$000)									
Waste Water Capital	542	312	854	72	-	2,815	2,815	-	6,556
TOTAL FUNDS	\$ 542	\$ 312	\$ 854	\$ 72	\$ -	\$ 2,815	\$ 2,815	\$ -	\$ 6,556

Sewer Force Main Replacement Program

C66402246

Description and Justification

This project will evaluate and rehabilitate or replace the existing force mains at the City's Copeland, Wilmington, and Victoria Sewer lift stations. Given that these force mains are approaching the end of their operational lifespans, their upkeep is needed to ensure a dependable sewer system. These mains play an important role in facilitating the movement of water through the system, mitigating potential backups, and ensuring consistent functionality. Informed decision-making for this project is backed by the ongoing development of a sewer hydraulic model and the Sewer Master Plan.



Project Manager: Dan Herrera
 Department Rep: Dan Herrera

Funded percentage of total project cost: 100%

Start Date: FY 2022/23
 Estimated Completion: Ongoing

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C66402246

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-		107				107
Construction Contracts			-		2		3	2	7
Construction Mgmt	1		1				340	240	580
Contingency			-				40	25	66
CIP Overheads			-				60	43	103
TOTAL USES	\$ 1	\$ -	\$ 1	\$ -	\$ 112	\$ -	\$ 450	\$ 313	\$ 876

SOURCES (dollars in \$000)

Waste Water Capital	1		1		112		450	313	876
TOTAL FUNDS	\$ 1	\$ -	\$ 1	\$ -	\$ 112	\$ -	\$ 450	\$ 313	\$ 876

PIPS Force Main Rehabilitation

New

Description and Justification

The force main is a crucial pressurized conduit, channeling wastewater from the Primary Influent Pump Stations (PIPS) to the Ellis Creek Water Treatment Facility. Recognizing the importance of a reliable wastewater system, the City is currently advancing two key projects: the installation of a new parallel force main under the PIPS Force Main Replacement project (CIP #C66502023) and the replacement of aging high-capacity pumps via the PIPS Upgrade and Pump Replacement project (CIP #C66501930). Upon the successful integration and operation of the new force main and pumps, the City will rehabilitate the existing force main. This proactive approach guarantees a backup system, enhancing the City's wastewater system's redundancy and overall resilience. Without such a contingency plan, any failure in the force main could jeopardize the City's ability to effectively transport wastewater to the treatment facility.

This project will include a comprehensive analysis to determine the most suitable rehabilitation method, followed by the commencement of construction once the new force main is fully operational.

Funded percentage of total project cost: 100%

Start Date: FY 2027/28

Estimated Completion: TBD



Project Manager: To Be Determined
 Department Rep: Dan Herrera

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

PIPS Force Main Rehabilitation

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-				125	75	200
Construction Contracts			-				5	3	8
Construction Mgmt			-					2,000	2,000
Contingency			-					150	150
CIP Overheads			-					350	350
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 135	\$ 2,603	\$ 2,738

SOURCES (dollars in \$000)

Waste Water Capital			-				135	2,603	2,738
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 135	\$ 2,603	\$ 2,738

Sewer Main Replacement- 1st & F Street

C66402451

Description and Justification

This project focuses on replacing the sewer main along 1st Street, spanning from F Street to H Street. Currently, this segment demands weekly maintenance due to its reverse fall, leading to persistent blockages. By installing a new pipeline, the City aims to optimize flow within the sewer collection system, reducing the need for regular operational interventions. This sewer main replacement will be executed in coordination with the proposed 1st Street & F Street Water Main Replacement project.



Project Manager: To Be Determined
 Department Rep: Dan Herrera

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2023/24

Estimated Completion: FY 2025/2026

Project Costs and Funding Sources

(Dollars in \$000's)

C66402451

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		25	25						25
Construction Contracts		3	3		2				5
Construction Mgmt		100	100		150				250
Contingency		15	15		25				40
CIP Overheads		20	20		35				55
		2	2		3				5
TOTAL USES	\$ -	\$ 165	\$ 165	\$ -	\$ 215	\$ -	\$ -	\$ -	\$ 380

SOURCES (dollars in \$000)

Waste Water Capital		165	165		215				380
TOTAL FUNDS	\$ -	\$ 165	\$ 165	\$ -	\$ 215	\$ -	\$ -	\$ -	\$ 380

Sewer Main Replacement – Howard Street and Various Locations

C66402348

Description and Justification

In coordination with the City's upcoming paving projects, staff have identified segments of sewer mains along Howard Street and adjacent streets that require replacement, primarily due to age-related deterioration and structural deficiencies. Staff have also identified various additional locations with failed sewer main pipelines, in response to elevated maintenance demands, that pose significant risks of causing backups within the wastewater collection system. These critical project locations have been prioritized for immediate replacement.

Emphasizing a strategic and cost-effective approach, these projects are being integrated with concurrent water main replacement and paving projects in the same area. By aligning these initiatives, the City of Petaluma aims to optimize operational efficiency, minimize community disruption, and realize cost savings, ensuring the long-term resilience and functionality of the essential infrastructure.



Project Manager: Lucas Pereira
Department Rep: Dan Herrera

Funded percentage of total project cost: 100%

Start Date: FY 2022/23
Estimated Completion: FY 2025/26

Climate First Shovel Ready

Operating Impact:
 No significant impact
 Provide savings
 Maintenance costs included in operating budget
 Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C66402348

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	1	40	-	14	-				55
Construction Contracts				1,800	400				2,200
Construction Mgmt				150	40				190
Contingency				350	120				470
CIP Overheads		5		50	15				70
TOTAL USES	\$ 1	\$ 45	\$ -	\$ 2,374	\$ 575	\$ -	\$ -	\$ -	\$ 2,995
SOURCES (dollars in \$000)									
Waste Water Capital	1	45	46	2,374	575				2,995
TOTAL FUNDS	\$ 1	\$ 45	\$ 46	\$ 2,374	\$ 575	\$ -	\$ -	\$ -	\$ 2,995

Sewer Main Replacement - D Street

C66402350

Description and Justification

This project replaces sewer mains within D Street and its connecting streets. Serving as an important transmission line, this sewer main channels wastewater from its surrounding regions to the C Street Lift Station. However, the current main is undersized and has a history of capacity issues at the intersection of D Street and Brown Court. Replacement of the sewer main will not only increase the capacity of the sewer system but also address stormwater intrusion into the system—known as inflow and infiltration (I&I)—due to existing cracks or gaps. The defined boundaries of this project are from Petaluma Boulevard South to Sunny Slope Avenue. To maximize efficiency and minimize disruption and costs, the City will undertake this sewer main replacement concurrently with a water main upgrade in the same area.



Project Manager: To Be Determined
 Department Rep: Dan Herrera

Funded percentage of total project cost: 100%

Start Date: FY 2023/24
 Estimated Completion: FY 2025/26

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C66402350

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		50	50	170	-	-	-	-	220
Construction Contracts		3	3	6	5	-	-	-	14
Construction Mgmt		-	-	-	2,200	-	-	-	2,200
Contingency		-	-	-	180	-	-	-	180
CIP Overheads		-	-	-	455	-	-	-	455
TOTAL USES	\$ -	\$ 55	\$ 55	\$ 184	\$ 2,855	\$ -	\$ -	\$ -	\$ 3,094
SOURCES (dollars in \$000)									
Waste Water Capital		55	55	-	3,039	-	-	-	3,094
TOTAL FUNDS	\$ -	\$ 55	\$ 55	\$ -	\$ 3,039	\$ -	\$ -	\$ -	\$ 3,094

Sewer Main Replacement Program

Description and Justification

This is the projected future program for sewer main replacements within the City's aging wastewater collection system. To help eliminate groundwater intrusion and ensure the integrity of the collection system, the City will install new sewer mains and lateral connections. The sewer replacement projects for FY 2024/25 are included separately in this capital improvement projects budget. Projects in the outyears will be identified and prioritized as part of the Sewer Master Plan.



Project Manager: Dan Herrera
 Department Rep: Dan Herrera

Funded percentage of total project cost: 100%

Start Date: Ongoing
 Estimated Completion: Ongoing

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

Sewer Main Replacement Program

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-		195	195	195	195	780
Construction Contracts			-		10	10	10	10	40
Construction Mgmt			-		1,700	1,700	1,700	1,700	6,800
Contingency			-		150	150	150	150	600
CIP Overheads			-		395	395	395	395	1,580
			-		50	50	50	50	200
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 10,000

SOURCES (dollars in \$000)

Waste Water Capital			-		2,500	2,500	2,500	2,500	10,000
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 10,000

Sewer System Rehab-Replacement Program

New

Description and Justification

This is the forward-looking program for sewer main replacements within the City of Petaluma to address the challenges posed by its aging wastewater collection system. Following a comprehensive update to the Sewer Master Plan, priority projects for rehabilitation and replacement have been identified. The primary objective of these projects is twofold: to mitigate groundwater intrusion and to uphold the structural integrity of the collection system. Funding allocations have been identified for upcoming years to show the phased advancement and progress of these projects. As individual projects arise, the corresponding funding will be allocated accordingly, transitioning into dedicated capital improvement projects for their respective years.



Funded percentage of total project cost: 100%

Start Date: Ongoing
Estimated Completion: Ongoing

Project Manager: Dan Herrera
Department Rep: Dan Herrera

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

Sewer System Rehab-Replacement

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-		75	75	75	75	300
Construction Contracts			-		1,000	1,000	1,000	1,000	4,000
Construction Mgmt			-		50	50	50	50	200
Contingency			-		120	120	120	120	480
CIP Overheads			-		5	5	5	5	20
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 1,253	\$ 1,253	\$ 1,253	\$ 1,253	\$ 5,012
SOURCES (dollars in \$000)									
Waste Water Capital			-		1,253	1,253	1,253	1,253	5,012
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 1,253	\$ 1,253	\$ 1,253	\$ 1,253	\$ 5,012

Sewer Pump Station Upgrade – Fairgrounds

New

Description and Justification

For the last 50 years, the State has leased the 55-acre fairgrounds property from the City of Petaluma, while retaining full control of all events that take place there. On December 31, 2023, the 50-year lease expired, and the City took back control of the property. Upon assuming management of the property, the City executed agreements with each of the existing tenants during a period of transition to minimize disruptions as plans continue to be developed to ensure year-round public use of this taxpayer-owned property.

Now that the City is in charge of managing the property, it's evident that there are deferred maintenance issues that must be addressed to guarantee a safe and functional space for the public. One of these pressing needs is the replacement of the sewer pump station.

The existing pump station is in a dilapidated state, with numerous safety and operational concerns. Due to the current state and design of the pump station, basic operation and maintenance is infeasible and requires emergency, temporary repairs to make it safe and operational once again. A complete demolition and rebuild of the existing pump station, wet well, and all associated equipment will be required once the future of the fairgrounds is determined.



Project Manager: To Be Determined
Department Rep: Chelsea Thompson

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2026/27

Estimated Completion: FY 2026/27

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

Sewer Pump Station Upgrade - Fairgrounds

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-			200			200
Construction Contracts			-			1,100			1,100
Construction Mgmt			-			50			50
Contingency			-			100			100
CIP Overheads			-			50			50
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	\$ -	\$ 1,500

SOURCES (dollars in \$000)

Waste Water Capital			-			1,500			1,500
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	\$ -	\$ 1,500

C Street Lift Station and Wastewater Collection System Upgrades

C66502042

Description and Justification

During significant storm events, the C Street Lift Station and the surrounding wastewater collection system have consistently exceeded their intended capacity. This project will assess the performance and condition of the collection system, pump station, and force main, which are responsible for transporting wastewater across the Petaluma River. To ensure an informed approach, a sewer hydraulic model is being developed alongside the Sewer Master Plan, both of which will guide the project's design phase.



Project Manager: To Be Determined
 Department Rep: Dan Herrera

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2019/20 – Fall 2019
 Estimated Completion: TBD

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C66502042

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	176		176		175	52			403
Construction Contracts	-		-		3		3	3	9
Construction Mgmt	1		1				1,500	1,750	3,250
Contingency	-		-				85	115	201
CIP Overheads	3		3		2		175	225	400
TOTAL USES	\$ 180	\$ -	\$ 180	\$ -	\$ 180	\$ 52	\$ 1,778	\$ 2,110	\$ 4,300

SOURCES (dollars in \$000)

Developer Contribution	373		373						373
Waste Water Capital	91		91				1,726	2,110	3,927
TOTAL FUNDS	\$ 464	\$ -	\$ 464	\$ -	\$ -	\$ -	\$ 1,726	\$ 2,110	\$ 4,300

Manhole Rehabilitation

C66501003

Description and Justification

Many of the Petaluma's older manholes were originally built using brick and mortar. Over time, the interior surfaces of these brick manholes have deteriorated, with the mortar significantly eroding. This has led to increased surface water, including groundwater and stormwater, entering the system, known as infiltration and inflows (I&I). Currently, there are around 80 brick manholes that urgently require replacement across the wastewater collection system. This is an ongoing project with the selection of priority replacements being informed by insights from operations staff and in alignment with the objectives outlined in the Sewer Master Plan.



Project Manager: Dan Herrera
 Department Rep: Dan Herrera

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2010/11 – Spring 2011
 Estimated Completion: Ongoing

Project Costs and Funding Sources

(Dollars in \$000's)

C66501003

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	28	20	48			15		15	78
Construction Contracts	2		2			2		2	6
Construction Mgmt	411		411		150	250		250	1,061
Contingency	34		34		10	30		30	104
CIP Overheads	9		9		20	50		50	120
TOTAL USES	\$ 484	\$ 20	\$ 504	\$ -	\$ 182	\$ 356	\$ -	\$ 356	\$ 1,398

SOURCES (dollars in \$000)

Waste Water Capital	484	20	504		182	356		356	1,398
TOTAL FUNDS	\$ 484	\$ 20	\$ 504	\$ -	\$ 182	\$ 356	\$ -	\$ 356	\$ 1,398

Oxidation Pond Dredge

E66502451

Description and Justification

Oxidation ponds are shallow basins used in wastewater treatment where organic matter in wastewater undergoes decomposition by microorganisms in the presence of oxygen. These ponds play a vital role in the treatment process, as they facilitate the natural breakdown of pollutants, helping to purify wastewater before it is discharged or reused.

Surveys conducted during the Oxidation Pond Transfer Structure Rehabilitation project (CIP #C66501519), identified a layer of sludge in the aerated lagoon and oxidation ponds 1, 2, and 3 at the Ellis Creek Water Treatment Facility. The sludge layer was found to range from approximately 1.7 to 3.7 feet, potentially compromising the treatment process of this facility. This project will dredge the accumulated sludge in the oxidation ponds to ensure treatment efficiency and efficacy.

Oxidation pond 3 will be prioritized in a coordinated effort with installation of a floating solar array. Dredging for the remaining ponds and the aerated lagoon will be scheduled as needed.



Project Manager: Steve Worrell
 Department Rep: Chelsea Thompson

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2023/24

Estimated Completion: FY 2025/26

Project Costs and Funding Sources

(Dollars in \$000's)

E66502451

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land Administration / Legal		1,000	1,000		1,000				2,000
Construction Contracts		10	10		10				20
Construction Mgmt		1,000	1,000		3,000				4,000
Contingency		100	100		300				400
CIP Overheads		200	200		600				800
		20	20		20				40
TOTAL USES	\$ -	\$ 2,330	\$ 2,330	\$ -	\$ 4,930	\$ -	\$ -	\$ -	\$ 7,260
SOURCES (dollars in \$000)									
Waste Water Capital		2,330	2,330		4,930				7,260
TOTAL FUNDS	\$ -	\$ 2,330	\$ 2,330	\$ -	\$ 4,930	\$ -	\$ -	\$ -	\$ 7,260

Oakmead, Redwood, and Outlet Mall Lift Station Upgrades

C66501923

Description and Justification

The project focuses on enhancing the operational efficiency and resilience of multiple lift stations within the City. Given that these stations were constructed around the same time, they share common upgrade needs in order to maintain operational capabilities. The plan includes necessary electrical updates, pump replacements, valve improvements, and instrumentation upgrades for integration with the City’s Supervisory Control and Data Acquisition (SCADA) system. These updates will also ensure that the lift stations are compatible with the operations at the Ellis Creek Water Recycling Facility (ECWRF). ECWRF staff has identified the Outlet Mall lift station as a priority for rehabilitation.



Project Manager: To Be Determined
 Department Rep: Chelsea Thompson

Funded percentage of total project cost: 100%

Start Date: FY 2026/27
 Estimated Completion: FY 2027/28

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C66501923

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-			155	75		230
Construction Contracts			-			500	1,300		1,800
Construction Mgmt			-			125	200		325
Contingency			-			150	260		410
CIP Overheads			-			27	42		69
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 960	\$ 1,880	\$ -	\$ 2,840
SOURCES (dollars in \$000)									
Waste Water Capital			-			960	1,880		2,840
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 960	\$ 1,880	\$ -	\$ 2,840

Evaporative Cooler Replacement

New

Description and Justification

At the Ellis Creek Water Recycling Facility, evaporative coolers have been operating since its establishment in 2009. These cooling systems play a pivotal role in maintaining the optimal conditions within the facility's Motor Control Centers (MCCs), essential components of the treatment plant.

However, these aging cooling systems have become labor-intensive and expensive to maintain. Currently, the evaporative coolers are out of service due to malfunction and challenges in sourcing replacement parts.

Given these challenges, Staff proposes replacing the current system with a complete unit similar to the efficient setup in the nearby main electrical building, which has operated seamlessly with minimal maintenance since its installation.



Project Manager: To Be Determined
 Department Rep: Chelsea Thompson

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2025/26
 Estimated Completion: FY 2025/26

Project Costs and Funding Sources

(Dollars in \$000's)

Evaporative Cooler Replacement

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-		100				100
Construction Contracts			-		350				350
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 450	\$ -	\$ -	\$ -	\$ 450

SOURCES (dollars in \$000)

Waste Water Capital			-		450				450
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 450	\$ -	\$ -	\$ -	\$ 450

Ellis Creek Water Recycling Facility Treatment Process System Energy Plan

E66502350

Description and Justification

The purpose of this project is to determine current and projected future energy usage at the Ellis Creek Water Recycling Facility (ECWRF) to create a system-wide energy management plan for the treatment process. The plan would consist of including submeters on major treatment process equipment, conducting an evaluation on efficiency of major assets, then conducting a detailed analysis to develop a capital improvement project for energy optimization projects. The goal of the project is to reduce energy consumption, increase energy production, and evaluate energy storage options for the treatment process.



Project Manager: To Be Determined
 Department Rep: Chelsea Thompson

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2025/26
 Estimated Completion: FY 2025/26

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

E66502350

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land			-		500				500
Administration / Legal			-						-
Construction Contracts			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ 500
SOURCES (dollars in \$000)									
Waste Water Capital			-		500				500
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ 500

WATER UTILITY PROJECTS FY 2024-2025

WATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 24-25

PROJECT SUMMARY

Fund 6790.67999

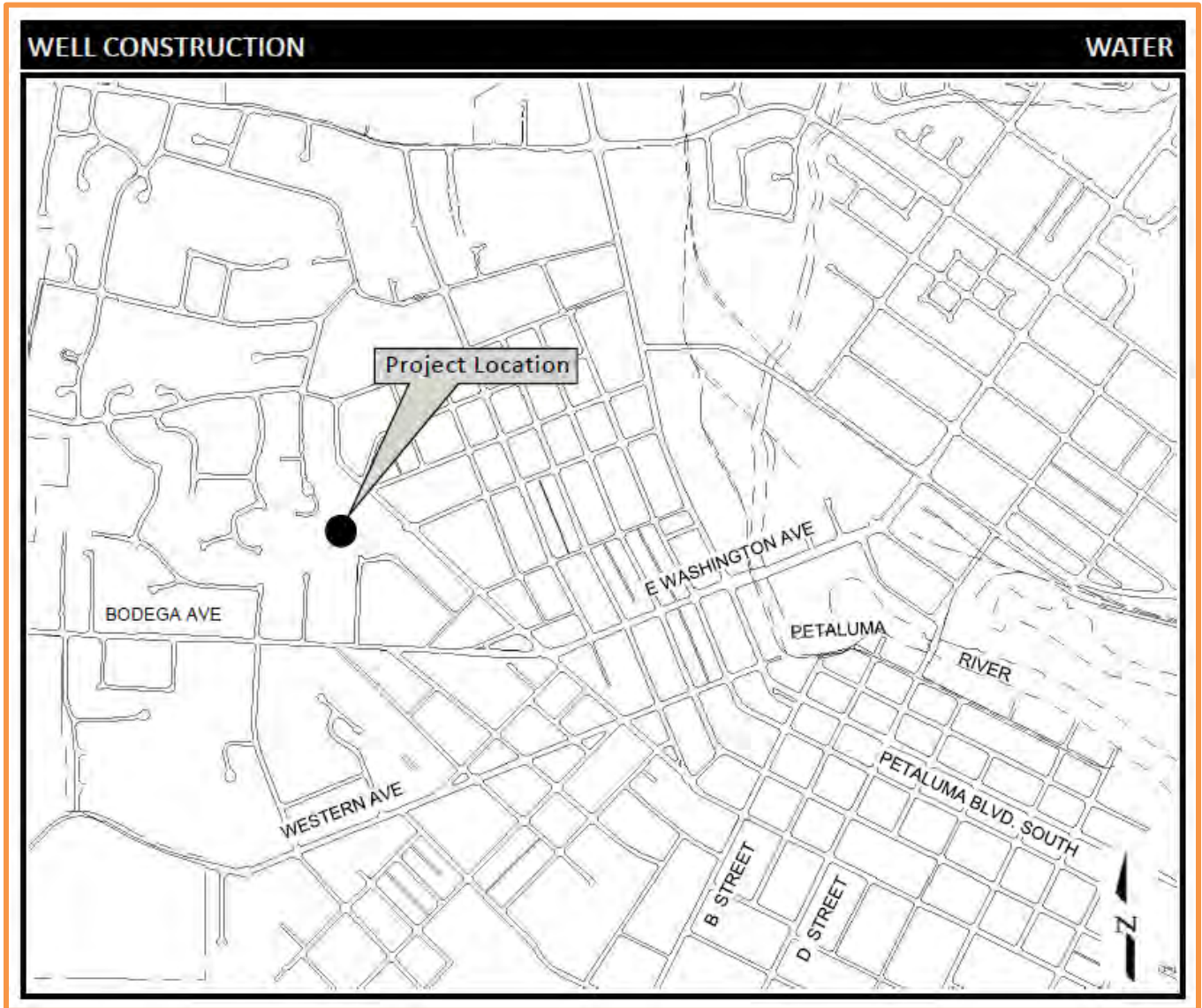
PROJECTS (dollars in \$000)	Page No.	Actual Life to Date thru	Estimate	Estimate Life to Date thru	Budget	Projected Budgets				Total Project Estimate	% of Project Funded (5 Years)
		FY 23	FY 23-24	FY 24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29		
C67501611 Oak Hill Well Construction	CIP-143	245	826	1,071	230	-	-	-	-	1,301	100%
Projected Well Construction Program	CIP-144	-	-	-	-	50	900	-	900	1,850	100%
C67502224 SCADA Upgrades	CIP-145	109	80	189	100	100	100	100	1,180	1,769	100%
E67502242 Advanced Metering Infrastructure (AMI)	CIP-146	78	4,082	4,160	3,342	-	-	-	-	7,502	100%
C67502435 Pipeline Cathodic Protection	CIP-147	-	40	40	205	-	-	-	-	245	100%
C67402122 La Cresta Tank Replacement	CIP-149	31	150	181	-	253	2,830	2,780	-	6,044	100%
E67502243 Aquifer Storage & Recovery (ASR) Plan	CIP-150	23	150	173	-	354	-	-	-	527	100%
C67502326 Water Main Replacement Howard Street and Various Locations	CIP-151	6	25	31	2,445	625	-	-	-	3,101	100%
C67502329 Bulk Potable/Recycled Water Fill Stations and Security Improvements	CIP-152	3	120	123	-	377	-	-	1,000	1,500	100%
C67402433 Oak Hill Tank Replacement	CIP-155	-	-	-	-	140	295	295	4,180	4,910	100%
C67502328 Hardin Tank Recoating	CIP-157	71	84	155	1,591	59	-	-	-	1,805	100%
New Water Booster Pump Station Upgrades	CIP-158	-	-	-	-	125	500	750	-	1,375	100%
C67502225 Water Main Replacement-Payran and Madison	CIP-159	80	22	102	2,003	-	-	-	-	2,105	100%
C67502330 Water Services Replacement St Francis and Various Locations	CIP-160	1	36	37	-	1,388	475	-	-	1,900	100%
C67502434 Water Main Replacement-1st and F Street	CIP-161	-	30	30	-	80	-	-	-	110	100%
New Water Main Replacement-Washington at Highway 101	CIP-162	-	-	-	-	-	-	110	515	625	100%
C67502332 Water Main Replacement- D Street	CIP-163	-	55	55	55	2,195	-	-	-	2,305	100%
C67502012 Water Main Replacement-Bodega and North Webster	CIP-164	-	-	-	-	103	2,564	-	-	2,667	100%
Projected Water Main Rehabilitation and Replacement Program	CIP-165	-	-	-	-	-	2,706	3,279	2,918	8,903	100%
C67502327 Water Services Replacement - Daniel Drive	CIP-166	7	-	7	-	110	783	-	-	900	100%
Projected Water Service Replacement Program	CIP-168	-	-	-	-	-	-	1,900	1,900	3,800	100%
New Well Treatment	CIP-169	-	-	-	-	80	-	2,000	-	2,080	100%
New Washington Tank Recoating	CIP-170	-	-	-	-	-	-	-	2,000	2,000	100%
New Pressure Reducing Valve Resiliency Program	CIP-171	-	-	-	-	50	515	350	-	915	100%
TOTAL		\$ 654	\$ 5,700	\$ 6,354	\$ 9,971	\$ 6,089	\$ 11,668	\$ 11,564	\$ 14,593	\$ 60,239	

SOURCES (dollars in \$000)

Water Capital	\$ 474	\$ 1,563	\$ 2,037	\$ 5,637	\$ 5,794	\$ 11,668	\$ 11,564	\$ 14,592	\$ 51,292
DWR Grant	25	4,203	4,228	4,131	588	-	-	-	8,947
TOTAL	\$ 499	\$ 5,766	\$ 6,265	\$ 9,768	\$ 6,382	\$ 11,668	\$ 11,564	\$ 14,592	\$ 60,239

Oak Hill Well Construction

C67501611



Oak Hill Well Construction

C67501611

Description and Justification

This project is a component of the Well Construction Program aimed at bolstering Petaluma's local water supply and drought resilience. The Oak Hill well site, recognized as a top priority, underwent planning and design phases in FY 2023/24. The permit for this project has been submitted and is under review by Sonoma County. Construction will commence upon permit approval, anticipated in Spring 2024. This project underscores Petaluma's commitment to securing a sustainable water future for its residents.



Project Manager: Steve Worell
 Department Rep: Dan Herrera

Funded percentage of total project cost: 100%

Start Date: FY 2022/23
 Estimated Completion: FY2024/25

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

C67501611

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	228	5	233	50					283
Construction Contracts	2	3	5						5
Construction Mgmt	5	560	565	100					665
Contingency	3	100	103	25					128
CIP Overheads		150	150	50					200
	7	8	15	5					20
TOTAL USES	\$ 245	\$ 826	\$ 1,071	230	\$ -	\$ -	\$ -	\$ -	\$ 1,301
SOURCES (dollars in \$000)									
Water Capital	245	826	1,071	230	-	-	-	-	1,301
TOTAL FUNDS	\$ 245	\$ 826	\$ 1,071	\$ 230	\$ -	\$ -	\$ -	\$ -	\$ 1,301

Well Construction Program

Description and Justification

This well construction program will continue efforts to expand Petaluma’s local water supply and enhance drought resiliency efforts. In line with Sonoma Water’s objectives, this initiative targets the identification and development of optimal well sites to increase Petaluma’s emergency and drought water supply capacity to 40% of its peak demand. Currently, assessments for potential well locations are underway, prioritizing installations on the west side of Petaluma. Strategically siting these wells throughout the City’s Water Distribution System Zones and establishing multiple connections to the water system, will ensure Petaluma has a robust and redundant water infrastructure, crucial for delivering potable water during both emergencies and drought conditions.



Project Manager: To Be Determined
 Department Rep: Dan Herrera

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2016/2017

Estimated Completion: Ongoing

Project Costs and Funding Sources

(Dollars in \$000's)

Well Construction Program

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-		50	125		125	300
Construction Contracts			-			5		5	10
Construction Mgmt			-			550		550	1,100
Contingency			-			90		90	180
CIP Overheads			-			125		125	250
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ 900	\$ -	\$ 900	\$ 1,850

SOURCES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total Project Estimate
Water Capital			-		50	900		900	1,850
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ 900	\$ -	\$ 900	\$ 1,850

SCADA Upgrades

C67502224

Description and Justification

This project will make upgrades to the City's SCADA communication system which relays information from the City's water distribution network, including water tanks, pump stations, and turnouts, to the Water Field Office. The SCADA system allows operations staff to view and monitor important real-time information like pressures, flows, and tank levels. This project will also increase security and protect the City's communication network. System reliability has been improved by installing a cellular-based network backup. Ongoing evaluation will continue to assess additional system needs and upgrades.



Project Manager: Dan Herrera
 Department Rep: Dan Herrera

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2022/23

Estimated Completion: Ongoing

Project Costs and Funding Sources

(Dollars in \$000's)

C67502224

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	1	75	76	100	100	100	100	90	566
Construction Contracts	106		106					800	906
Construction Mgmt			-					80	80
Contingency			-					200	200
CIP Overheads	1	5	6					10	16
TOTAL USES	\$ 109	\$ 80	\$ 189	\$ 100	\$ 100	\$ 100	\$ 100	\$ 1,180	\$ 1,769
SOURCES (dollars in \$000)									
Water Capital	110	80	190	100	100	100	100	1,179	1,769
TOTAL FUNDS	\$ 110	\$ 80	\$ 190	\$ 100	\$ 100	\$ 100	\$ 100	\$ 1,179	\$ 1,769

Advanced Metering Infrastructure (AMI)

E67502242

Description and Justification

This project will upgrade the City's 20,338 water meters from Automated Meter Reading (AMR) to Advanced Metering Infrastructure (AMI) technology. AMI uses cellular communications to automatically and regularly transmit water usage information directly to the City's water operations software. This eliminates the need for staff to drive by each individual water meter every month. This project will also empower our water customers to have access to real-time water usage data through an online customer portal or smartphone application, allowing for enhanced water conservation through self-monitoring and timely leak detection. The project will be funded through a combination of a state grant from the Department of Water Resources (DWR) and Petaluma water enterprise funds. Since launching this project in FY 2022/23, the City has acquired all the new equipment needed to make this transition. Installation of the new equipment is estimated to begin Spring 2024.



Project Manager: Lucas Pereira
 Department Rep: Dan Herrera

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2022/23

Estimated Completion: FY 2024/25

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

E67502242

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	14	10	24						24
Construction Contracts	63	3,700	3,763	2,900					6,663
Construction Mgmt		150	150	75					225
Contingency		200	200	352					552
CIP Overheads		20	20	15					35
TOTAL USES	\$ 78	\$ 4,082	\$ 4,160	\$ 3,342	\$ -	\$ -	\$ -	\$ -	\$ 7,502

SOURCES (dollars in \$000)

Water Capital			-						-
DWR Grant- UMDR	25	4,082	4,107	3,395					7,502
TOTAL FUNDS	\$ 25	\$ 4,082	\$ 4,107	\$ 3,395	\$ -	\$ -	\$ -	\$ -	\$ 7,502

Pipeline Cathodic Protection

C67502435

Description and Justification

Cathodic protection is necessary for the protection of steel pipes installed in corrosive and saturated soils to make sure the steel pipes do not corrode, rust, and fail. The existing cathodic protection system for the water transmission pipeline under the Petaluma River has failed. This project will install a new cathodic protection system for this transmission pipeline to ensure the safety and security of this pipeline for years to come.



Project Manager: To Be Determined
 Department Rep: Dan Herrera

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2023/24

Estimated Completion: FY 2024/25

Project Costs and Funding Sources

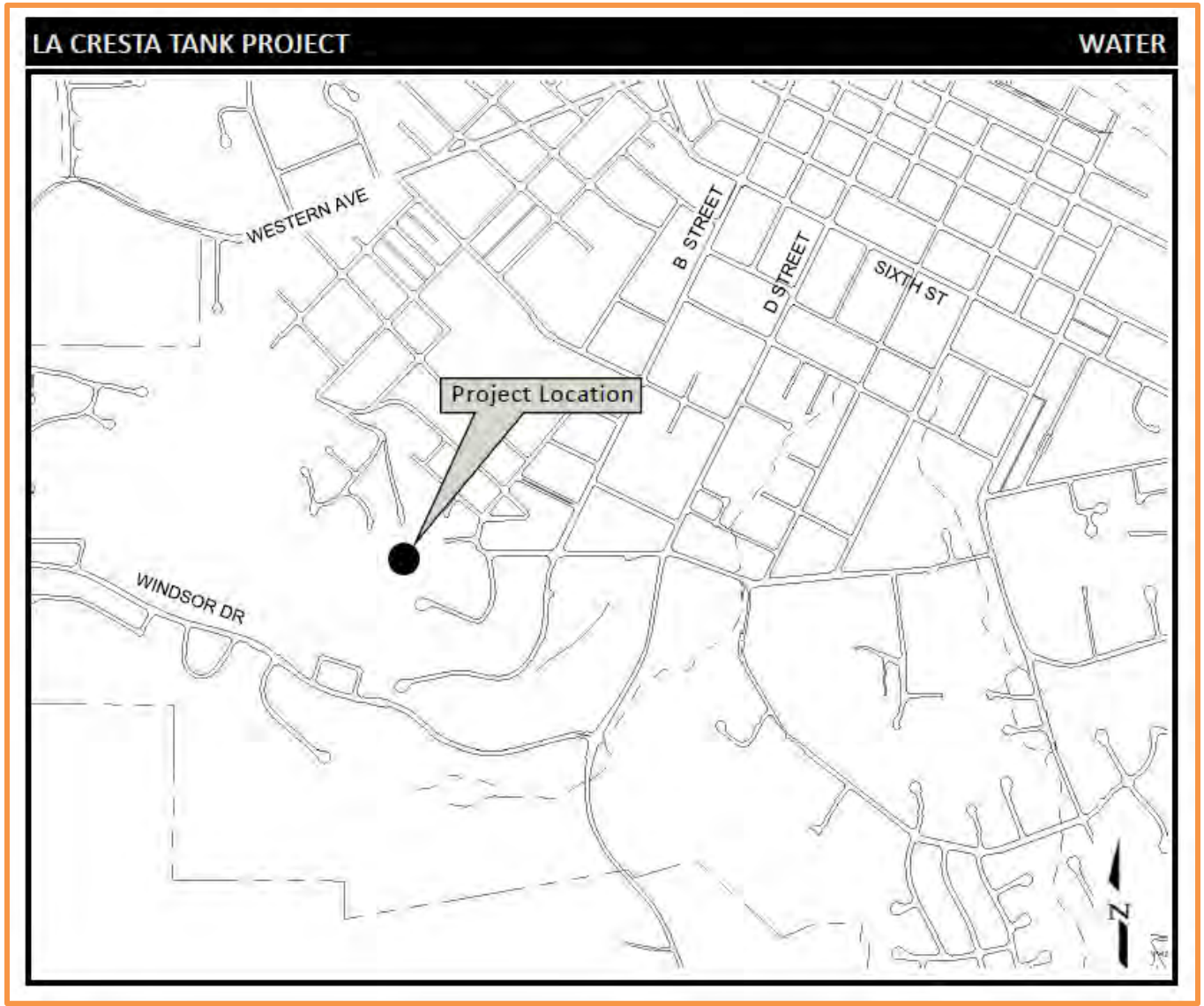
(Dollars in \$000's)

C67502435

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		20	20						20
Construction Contracts		5	5	150					5
Construction Mgmt			-	20					150
Contingency		10	10	30					20
CIP Overheads		5	5	5					40
TOTAL USES	\$ -	\$ 40	\$ 40	\$ 205	\$ -	\$ -	\$ -	\$ -	\$ 245
SOURCES (dollars in \$000)									
Water Capital		40	40	205					245
TOTAL FUNDS	\$ -	\$ 40	\$ 40	\$ 205	\$ -	\$ -	\$ -	\$ -	\$ 245

La Cresta Tank Replacement

C67402122



La Cresta Tank Replacement

C67402122

Description and Justification

This project involves the construction of a new 1.0 million gallon (MG) potable water tank at the La Cresta tank site. This will replace the two existing steel tanks at the site, which are undersized, require substantial rehabilitation, and are not compliant with the current seismic code. The development of the City’s Water Master Plan will ultimately assist in the development of and planning for this project. The project timeline is dependent on the completion of the Water Master Plan.



Project Manager: To Be Determined
 Department Rep: Dan Herrera

Funded percentage of total project cost: 100%

Start Date: FY 2019/20 – Summer 2020
 Estimated Completion: FY 2027/28

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000’s)

C67402122

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land	31	150	181	-	250	100	50	-	581
Administration / Legal			-						-
Construction Contracts			-			2,000	2,000		4,000
Construction Mgmt			-			300	300		600
Contingency			-			400	400		800
CIP Overheads			-		3	30	30		63
TOTAL USES	\$ 31	\$ 150	\$ 181	\$ -	\$ 253	\$ 2,830	\$ 2,780	\$ -	\$ 6,044

SOURCES (dollars in \$000)

Water Capital	31	150	181	-	253	2,830	2,780	-	6,044
TOTAL FUNDS	\$ 31	\$ 150	\$ 181	\$ -	\$ 253	\$ 2,830	\$ 2,780	\$ -	\$ 6,044

Aquifer Storage and Recovery (ASR) Plan

E67502243

Description and Justification

The Aquifer Storage and Recovery (ASR) Plan will evaluate the feasibility of developing a groundwater banking program in Petaluma. This initiative will explore using ASR facilities to store the Russian River surface water supply as well as stormwater in the local groundwater basin. To better understand the feasibility, a preliminary ASR test will be conducted using an existing groundwater well. Study efforts will be closely coordinated with the Petaluma Valley Groundwater Sustainability Agency as well as other regional ASR studies. This will also help to inform the Integrated Water Master Plan as Petaluma continues to work towards enhancing the resiliency of our water supply. The feasibility study was launched in Spring 2023. If supported by the study, a pilot drawdown and injection project may occur in 2025 through the beginning of 2026, dependent on seasonal conditions. This project is funded through a state grant and Petaluma water enterprise funds.



Project Manager: To Be Determined
 Department Rep: Oriana Hart

Funded percentage of total project cost: 100%

Start Date: FY 2022/23
 Estimated Completion: FY 2025/26

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

E67502243

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land	23	150	173	-	74				247
Administration / Legal			-		5				5
Construction Contracts			-		200				200
Construction Mgmt			-		50				50
Contingency			-		20				20
CIP Overheads			-		5				5
TOTAL USES	\$ 23	\$ 150	\$ 173	\$ -	\$ 354	\$ -	\$ -	\$ -	\$ 527

SOURCES (dollars in \$000)

Water Capital		14	14		63				77
DWR Grant		121	121		329				450
TOTAL FUNDS	\$ -	\$ 135	\$ 135	\$ -	\$ 392	\$ -	\$ -	\$ -	\$ 527

Water Main Replacement – Howard Street and Various Locations

C67502326

Description and Justification

This project will replace aging and undersized water mains and water service lines along Howard Street and nearby streets. These replacements will enhance the overall reliability of the water distribution system, ensuring consistent water supply to residents as well as the critical water pressure and volume required for effective firefighting in both residential and commercial areas.

The project is working in coordination with the City's broader paving and sewer main replacement projects in the same area optimize efficiency, reduce disruptions, and manage costs more effectively.



Funded percentage of total project cost: 100%

Start Date: FY 2022/23

Estimated Completion: FY 2025/26

Project Manager: Lucas Pereira
Department Rep: Dan Herrera

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C67502326

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	6	20	26	15					41
Construction Contracts			-	5					5
Construction Mgmt			-	1,880	470				2,350
Contingency			-	150	50				200
CIP Overheads			-	375	95				470
		5	5	20	10				35
TOTAL USES	\$ 6	\$ 25	\$ 31	\$ 2,445	\$ 625	\$ -	\$ -	\$ -	\$ 3,101
SOURCES (dollars in \$000)									
Water Capital		31	31	2,445	625				3,101
TOTAL FUNDS	\$ -	\$ 31	\$ 31	\$ 2,445	\$ 625	\$ -	\$ -	\$ -	\$ 3,101

Bulk Potable/Recycled Water Fill Stations and Security Improvements

C67502329

Description and Justification

This project involves the installation of three potable water fill stations and one recycled water fill station to replace existing hydrant fill operations. The new water fill stations will improve security and convenient access to both potable and recycled water. By incorporating advanced metering and secure login protocols, these fill stations will offer precise tracking of water consumption. This technology-driven approach ensures that water usage is accurately monitored, promoting responsible consumption. Moreover, the secure access mechanisms guarantee that only authorized users can utilize the facilities, safeguarding against potential misuse.



Project Manager: To Be Determined
 Department Rep: Dan Herrera

Funded percentage of total project cost: 100%

Start Date: FY 2022/23
 Estimated Completion: FY 2025/26

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C67502329

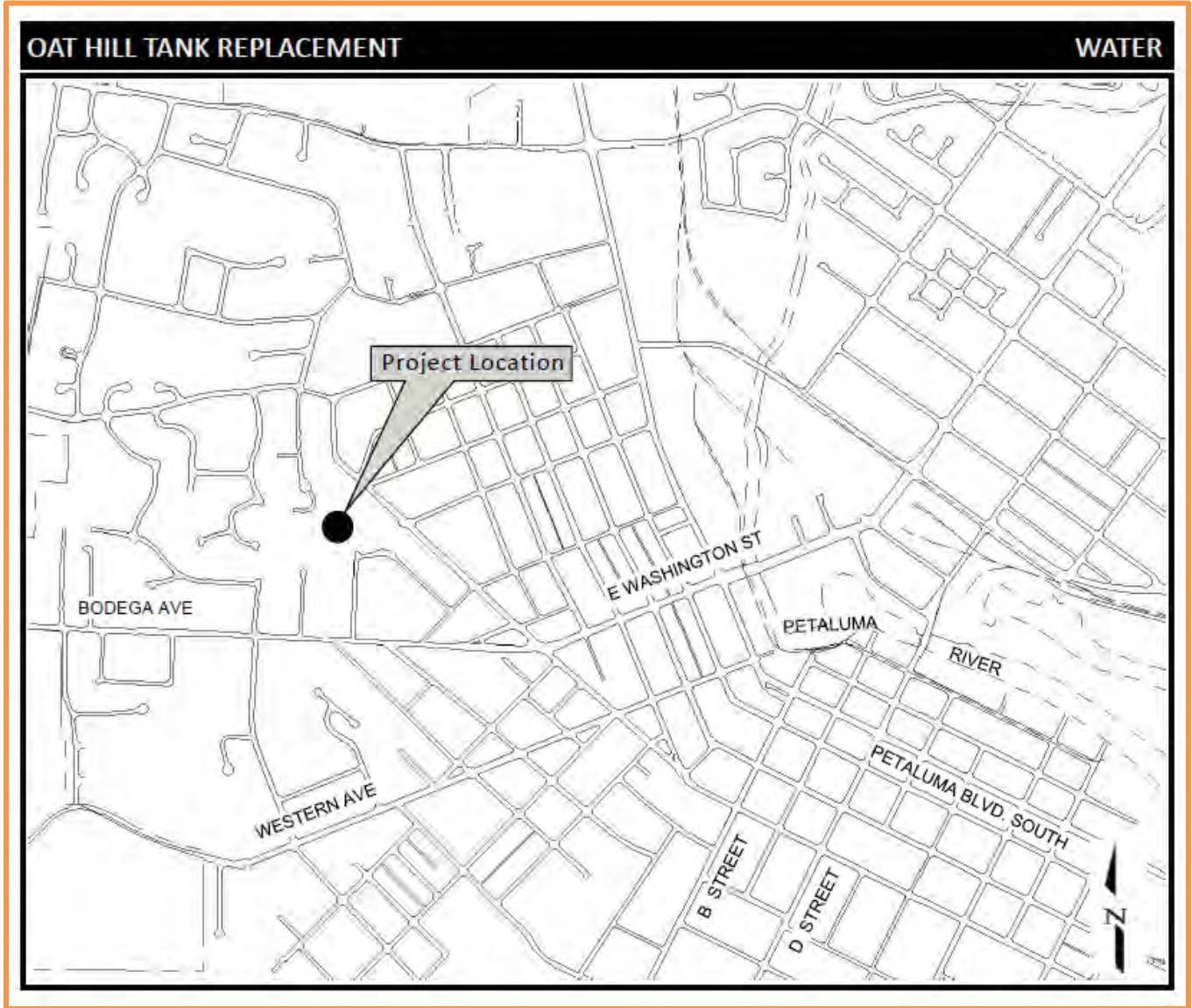
USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land	3	63	66		5			125	196
Administration / Legal		5	5		5			10	20
Construction Contracts		50	50		225			650	925
Construction Mgmt			-		45			100	145
Contingency			-		89			110	199
CIP Overheads		2	2		8			5	15
TOTAL USES	\$ 3	\$ 120	\$ 123	\$ -	\$ 377	\$ -	\$ -	\$ 1,000	\$ 1,500

SOURCES (dollars in \$000)

Water Capital		123	123		377			1,000	1,500
TOTAL FUNDS	\$ -	\$ 123	\$ 123	\$ -	\$ 377	\$ -	\$ -	\$ 1,000	\$ 1,500



Oak Hill Tank Replacement



Oak Hill Tank Replacement

C67402433

Description and Justification

The Oak Hill Tank Replacement project involves removing and replacing a 2.0-million-gallon (MG) tank at the Oak Hill tank site. The Oak Hill tank is an important part of Petaluma's Water Distribution Zone 1 pressure zone and is instrumental in providing both water equalization and essential fire protection storage to Petaluma's downtown area. The new tank will be sized and designed to reflect the city's current and future water system needs. The design and construction of the Oak Hill tank will align with the City's Water System Master Plan and will incorporate feedback gathered from community outreach.



Project Manager: To Be Determined
 Department Rep: Dan Herrera

Climate First Shovel Ready

Funded percentage of total project cost: 100%

Start Date: FY 2025/26
 Estimated Completion: FY 2028/29

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

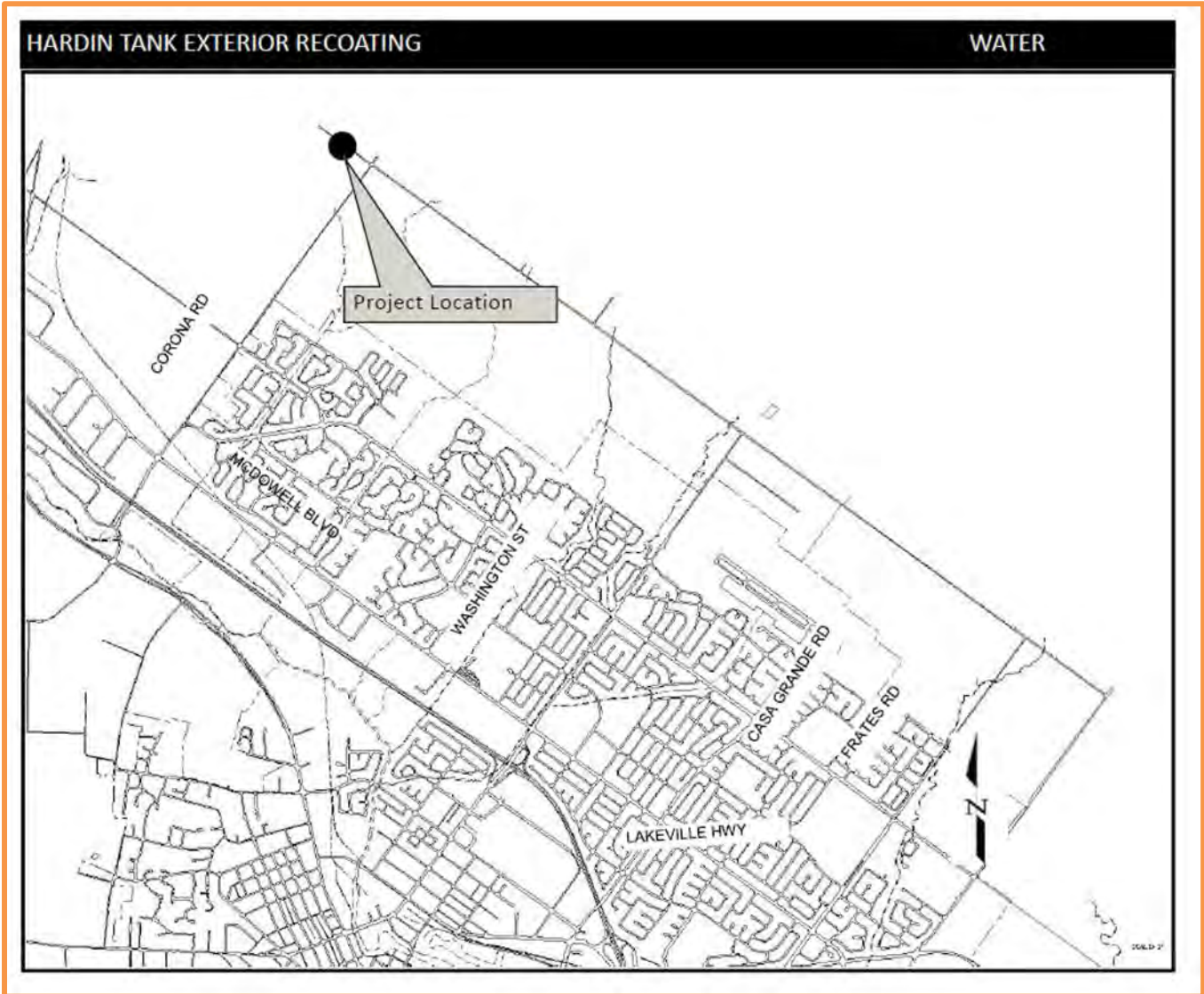
Project Costs and Funding Sources (Dollars in \$000's)

C67402433

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-		125	275	275		675
Construction Contracts			-		5	5	5		15
Construction Mgmt			-					3,500	3,500
Contingency			-					200	200
CIP Overheads			-					450	450
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 140	\$ 295	\$ 295	\$ 4,180	\$ 4,910
SOURCES (dollars in \$000)									
Water Capital			-		140	295	295	4,180	4,910
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 140	\$ 295	\$ 295	\$ 4,180	\$ 4,910

Hardin Tank Recoating

C67502328



Hardin Tank Recoating

C67502328

Description and Justification

This project involves removing and replacing exterior and interior coating protection for the existing welded steel tank at the Hardin site. Work for this project will also include minor equipment repairs and replacements. This work will not only enhance the tank's longevity but also bolster its resilience against seismic events and corrosion through advanced cathodic protection measures.

Hardin and Manor Tank are both a part of Petaluma's Zone 4 pressure zone, servicing the eastern portion of our city. Construction work for Manor has been completed and will maintain consistent water pressure and ensure ample storage capacity for fire protection during the rehabilitation phase of the Hardin Tank. With design completed FY 2023/24, construction is expected to start FY 2024/25.



Project Manager: Kristin Arnold
 Department Rep: Dan Herrera

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY2022/23

Estimated Completion: FY2025/26

Project Costs and Funding Sources

(Dollars in \$000's)

C67502328

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land	70	80	150						150
Administration / Legal		2	2	5	2				9
Construction Contracts			-	1,200					1,200
Construction Mgmt			-	108	12				120
Contingency			-	270	30				300
CIP Overheads	1	2	3	8	15				26
TOTAL USES	\$ 71	\$ 84	\$ 155	\$ 1,591	\$ 59	\$ -	\$ -	\$ -	\$ 1,805
SOURCES (dollars in \$000)									
Water Capital		155	155	655					810
DWR Grant			-	736	259				995
TOTAL FUNDS	\$ -	\$ 155	\$ 155	\$ 1,391	\$ 259	\$ -	\$ -	\$ -	\$ 1,805

Water Booster Pump Station Upgrades

New

Description and Justification

Water pump stations are essential for maintaining adequate water pressure and ensuring consistent distribution throughout Petaluma. They integrate into the larger water distribution system by facilitating the movement of water from its source or storage to various parts of the network.

This project will upgrade electrical, mechanical, and communication equipment at various water pump stations throughout Petaluma. Improvements are likely at the McNear, Corona, Frates, and Magnolia pump stations.



Project Manager: To Be Determined
 Department Rep: Dan Herrera

Funded percentage of total project cost: 100%

Start Date: FY 2025/26

Estimated Completion: FY 2027/28

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

Water Booster Pump Station Upgrades

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land			-		25	125			150
Administration / Legal			-		2	10			12
Construction Contracts			-		75	300	650		1,025
Construction Mgmt			-		10	50	60		120
Contingency			-		10	10	30		50
CIP Overheads			-		3	5	10		18
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 125	\$ 500	\$ 750	\$ -	\$ 1,375
SOURCES (dollars in \$000)									
Water Capital			-		125	500	750		1,375
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 125	\$ 500	\$ 750	\$ -	\$ 1,375

Water Main Replacement – Payran and Madison

C67502225

Description and Justification

This project will replace aging and undersized water mains and service connections located on Payran Street, Aveye Way, and Mertle Court in Petaluma. These replacements will enhance the overall reliability of the water distribution system, ensuring consistent water supply to residents as well as the critical water pressure and volume required for effective firefighting in both residential and commercial areas.

This project area was identified by increased maintenance requests to operations staff. To optimize efficiency, reduce disruptions, and manage costs more effectively, this initiative will be synchronized with the second phase of the Sewer Main Replacement - Payran and Madison (CIP #C66402245). Construction is anticipated for FY 2024/2025.



Project Manager: George Howard
 Department Rep: Dan Herrera

Funded percentage of total project cost: 100%

Start Date: FY 2021/22
 Estimated Completion: FY 2024/25

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C67502225

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	69	2	71						71
Construction Contracts	1			1,300					1,300
Construction Mgmt		20	20	470					490
Contingency				210					210
CIP Overheads	10		10	23					33
TOTAL USES	\$ 80	\$ 22	\$ 102	\$ 2,003	\$ -	\$ -	\$ -	\$ -	\$ 2,105
SOURCES (dollars in \$000)									
Water Capital	81	22	103	2,002					2,105
TOTAL FUNDS	\$ 81	\$ 22	\$ 103	\$ 2,002	\$ -	\$ -	\$ -	\$ -	\$ 2,105

Water Service Replacement – St. Francis and Various Locations

C67502330

Description and Justification

This project is part of the Projected Water Service Replacement Program, which identifies areas requiring the replacement of polybutylene water services that have a high failure rate. Water services installed throughout the 1970s and early 1980s included polybutylene "blue-tube" piping from the main to the water meter. Polybutylene piping is a type of plastic resin pipe with fittings that scale, flake, and become brittle, causing micro-fractures that eventually result in leaks and pipe failure. Maintenance personnel continuously replace these pipes as the service lines and saddles age.

This project is replacing water services along St. Francis Drive from South McDowell Boulevard to Caulfield Lane. Streets along this project area include Alderwood Court, Cottonwood Court, Ashwood Court, St. Andrew Court, Santa Ines Court, Santa Ines Way, Santa Clara Lane, San Rafael Drive, St. Joseph Way, and San Juan Way. This work will be completed in advance of planned paving improvements.



Project Manager: To Be Determined
Department Rep: Dan Herrera

Funded percentage of total project cost: 100%

Start Date: FY 2022/23

Estimated Completion: FY 2026/27

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

c67502330

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	1	29	30		7	4			30
Construction Contracts		3	3		1,096	365			1,461
Construction Mgmt			-		105	44			149
Contingency			-		169	56			225
CIP Overheads		4	4		11	6			21
TOTAL USES	\$ 1	\$ 36	\$ 37	\$ -	\$ 1,388	\$ 475	\$ -	\$ -	\$ 1,900
SOURCES (dollars in \$000)									
Water Capital		37	37		1,388	475			1,900
TOTAL FUNDS	\$ -	\$ 37	\$ 37	\$ -	\$ 1,388	\$ 475	\$ -	\$ -	\$ 1,900

Water Main Replacement- 1st Street & F Street

New

Description and Justification

This water main replacement will be executed in coordination with the proposed 1st Street & F Street Sewer Replacement project. This project will install a water main along 1st Street, between F Street and H Street, which will increase the resiliency of the water system and ensure fire flows can be delivered to the area.



Project Manager: To Be Determined
 Department Rep: Dan Herrera

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2023/24

Estimated Completion: FY 2025/26

Project Costs and Funding Sources

(Dollars in \$000's)

C67502434

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal		5	5						5
Construction Contracts		10	10		50				60
Construction Mgmt		5	5		10				15
Contingency		5	5		15				20
CIP Overheads		3	3		5				8
TOTAL USES	\$ -	\$ 30	\$ 30	\$ -	\$ 80	\$ -	\$ -	\$ -	\$ 110
SOURCES (dollars in \$000)									
Water Capital		30	30		80				110
TOTAL FUNDS	\$ -	\$ 30	\$ 30	\$ -	\$ 80	\$ -	\$ -	\$ -	\$ 110

Water Main Replacement – Washington at Highway 101

New

Description and Justification

This project will replace aging water mains along Washington Street at Highway 101. These transmission water mains are vital infrastructure pipelines connecting the City's potable water storage tanks to areas west of the freeway.

Installation of the new water pipeline will enhance system redundancy, as it establishes multiple water main crossings over the highway and connections from water tanks to the larger distribution system. Ultimately, these improvements help to ensure a reliable and well-maintained water distribution network for our community.



Funded percentage of total project cost: 100%

Start Date: FY 2027/28

Estimated Completion: FY 2028/29

Project Manager: To Be Determined
Department Rep: Dan Herrera

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

Water Main Replacement- Washington at Highway 101

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-				35		35
Construction Contracts			-				3		3
Construction Mgmt			-				50	375	425
Contingency			-				10	50	60
CIP Overheads			-				10	80	90
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110	\$ 515	\$ 625
SOURCES (dollars in \$000)									
Water Capital			-				110	515	625
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110	\$ 515	\$ 625

Water Main Replacement – D Street

C67502332

Description and Justification

This project will replace aging and undersized water mains and water service lines services in the D Street area between Petaluma Boulevard South and Sunnyslope Avenue. These replacements will enhance the overall reliability of the water distribution system, ensuring consistent water supply to residents as well as the critical water pressure and volume required for effective firefighting in both residential and commercial areas.

To optimize efficiency, reduce disruptions, and manage costs more effectively, this project is working in coordination with the City's broader paving projects and the Sewer Main Replacement - D Street project (CIP #C66402350).



Funded percentage of total project cost: 100%

Start Date: FY 2023/24
Estimated Completion: FY 2025/26

Project Manager: To Be Determined
Department Rep: Dan Herrera

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C67502332

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land		50	50	45	-				95
Administration / Legal		3	3	5	-				8
Construction Contracts			-		1,800	-			1,800
Construction Mgmt			-		80	-			80
Contingency			-		300	-			300
CIP Overheads		2	2	5	15	-			22
TOTAL USES	\$ -	\$ 55	\$ 55	\$ 55	\$ 2,195	\$ -	\$ -	\$ -	\$ 2,305

SOURCES (dollars in \$000)

Water Capital		55	55		2,250	-			2,305
TOTAL FUNDS	\$ -	\$ 55	\$ 55	\$ -	\$ 2,250	\$ -	\$ -	\$ -	\$ 2,305

Water Main Replacement – Bodega and North Webster C67502012

Description and Justification

This project will replace an aging water main located along North Webster Street at Bodega Avenue. The replacement will include a transition from the existing 8-inch water main to a broader 12-inch main to allow for better hydraulic performance with the Paula Lane and Mountain View water tanks in Zone 2 of the water distribution system. The new water main will reduce long-term maintenance costs, improve water service flow rates, and provide enhanced fire protection capabilities. Priority areas for water main replacements are being guided by the Water Master Plan.



Funded percentage of total project cost: 100%

Start Date: FY 2025/26

Estimated Completion: FY 2026/27

Project Manager: To Be Determined
Department Rep: Dan Herrera

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

C67502012

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-		95	-			95
Construction Contracts			-		6	6			12
Construction Mgmt	-		-			2,100			2,100
Contingency			-			200			200
CIP Overheads			-			240			240
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 103	\$ 2,564	\$ -	\$ -	\$ 2,667

SOURCES (dollars in \$000)

Water Capital			-		103	2,564			2,667
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 103	\$ 2,564	\$ -	\$ -	\$ 2,667

Water Main Rehabilitation & Replacement Program

New

Description and Justification

This program is designed to address the challenges posed by undersized, aging, and failure-prone water mains in Petaluma that require replacement. This work will minimize the risk of catastrophic water main failures and reduce the loss of valuable potable water throughout the City’s water distribution network. The development of a Water Master Plan is underway to guide the identification and prioritization of pipelines for replacement, ensuring that Petaluma continues to provide reliable water services to its residents.



Funded percentage of total project cost: 100%

Start Date: FY 2026/27
Estimated Completion: Ongoing

Project Manager: Dan Herrera
Department Rep: Dan Herrera

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

Water Main Rehabilitation and Replacement Program

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-			75	75	75	225
Construction Contracts			-			2,100	2,600	2,300	7,000
Construction Mgmt			-			150	170	150	470
Contingency			-			350	400	360	1,110
CIP Overheads			-			25	28	27	80
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,706	\$ 3,279	\$ 2,918	\$ 8,903

SOURCES (dollars in \$000)

Water Capital			-			2,706	3,279	2,918	8,903
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,706	\$ 3,279	\$ 2,918	\$ 8,903

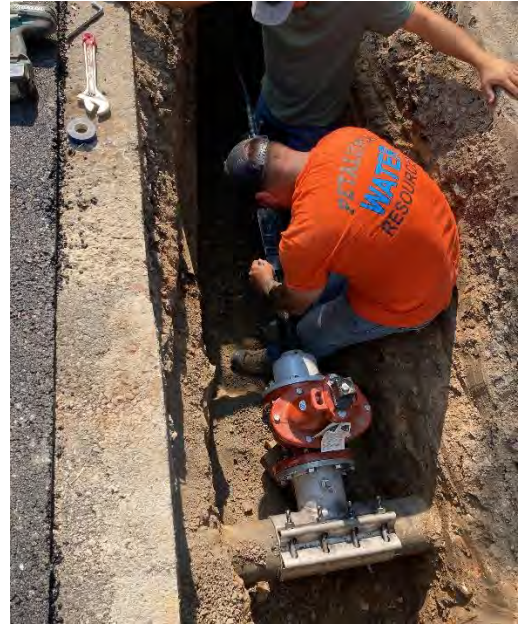
Water Service Replacement - Daniel Drive

C67502327

Description and Justification

This project is part of the Projected Water Service Replacement Program, which identifies areas requiring the replacement of polybutylene water services that have a high failure rate. Water services installed throughout the 1970s and early 1980s included polybutylene "blue-tube" piping from the main to the water meter. Polybutylene piping is a type of plastic resin pipe with fittings that scale, flake, and become brittle, causing micro-fractures that eventually result in leaks and pipe failure.

Staff has identified Daniel Drive and the surrounding area as a neighborhood with a history of maintenance issues and polybutylene water services that are prone to failure. This project will replace water services along Daniel Drive.



Funded percentage of total project cost: 100%

Start Date: FY 2022/23
 Estimated Completion: FY 2026/27

Project Manager: To Be Determined
 Department Rep: Dan Herrera

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

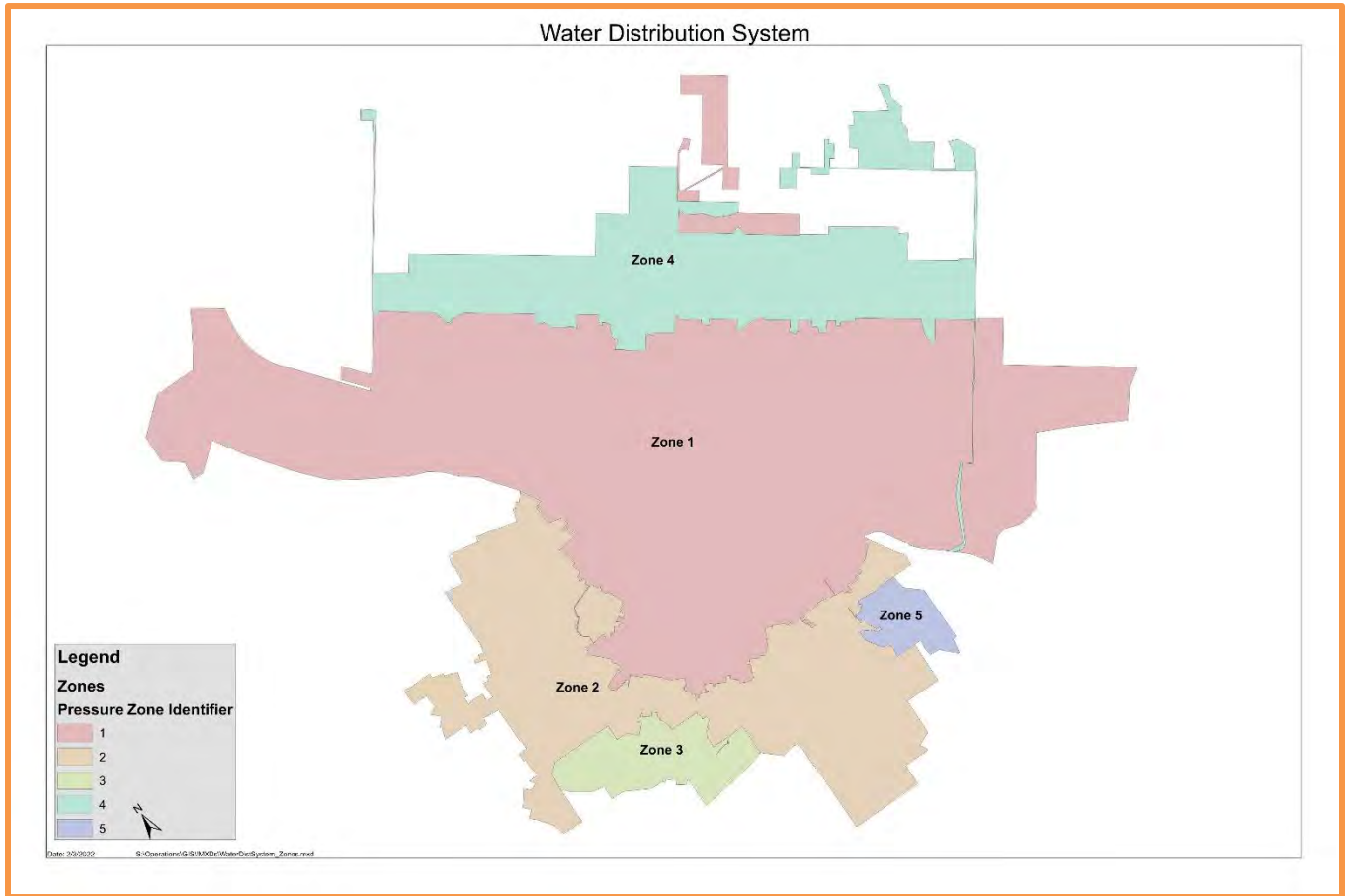
Project Costs and Funding Sources

(Dollars in \$000's)

C67502327

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal	6		6		90				96
Construction Contracts			-		5	5			10
Construction Mgmt			-			600			600
Contingency			-			40			40
CIP Overheads	1		-		10	128			138
TOTAL USES	\$ 7	\$ -	\$ 7	\$ -	\$ 110	\$ 783	\$ -	\$ -	\$ 900
SOURCES (dollars in \$000)									
Water Capital	7		7		110	783			900
TOTAL FUNDS	\$ 7	\$ -	\$ 7	\$ -	\$ 110	\$ 783	\$ -	\$ -	\$ 900

Water Distribution System Zone Map



Water Service Replacement Program

Description and Justification

This program replaces polybutylene water services in high-priority areas. Water services installed throughout the 1970s and early 1980s included polybutylene "blue-tube" piping from the main to the water meter. Polybutylene piping is a type of plastic resin pipe with fittings that scale, flake, and become brittle, causing micro-fractures that result in pipe failure. Maintenance personnel continuously replace these old pipes as the service lines and saddles deteriorate. This program upgrades these water services and saddles to current standards to reduce maintenance costs and service interruptions. As specific areas are identified, the corresponding budget is removed from this program and a new capital improvement project is created.



Project Manager: Dan Herrera
 Department Rep: Dan Herrera

Funded percentage of total project cost: 100%

Start Date: FY 2027/28
 Estimated Completion: Ongoing

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources

(Dollars in \$000's)

Water Service Replacement Program

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land			-				90	90	180
Administration / Legal			-				14	14	28
Construction Contracts			-				1,400	1,400	2,800
Construction Mgmt			-				175	175	350
Contingency			-				200	200	400
CIP Overheads			-				21	21	42
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,900	\$ 1,900	\$ 3,800

SOURCES (dollars in \$000)

Water Capital	-		-				1,900	1,900	3,800
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,900	\$ 1,900	\$ 3,800

Well Treatment

New

Description and Justification

Petaluma has several permitted groundwater production wells. Some of these wells currently need additional treatment and upgrades to ensure they consistently meet the required drinking water standards. In order to make sure these wells are up to quality standards, the City is looking to install treatment at wells that require removal of constituents to meet drinking water standards. The project will include water quality analysis of some existing wells and undergo alternative analysis to determine appropriate treatment methods. Staff will seek grant funding to assist in funding this project.



Project Manager: To Be Determined
 Department Rep: Oriana Hart

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2025/26

Estimated Completion: FY 2027/28

Project Costs and Funding Sources

(Dollars in \$000's)

Well Treatment

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land Administration / Legal			-		75		75		150
Construction Contracts			-				1,500		1,500
Construction Mgmt			-				150		150
Contingency			-				250		250
CIP Overheads			-		5		20		25
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 80	\$ -	\$ 2,000	\$ -	\$ 2,080
SOURCES (dollars in \$000)									
Water Capital			-		80		2,000		2,080
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 80	\$ -	\$ 2,000	\$ -	\$ 2,080

Washington Tank Recoating

New

Description and Justification

This project involves removing and replacing exterior and interior coating protection for the two existing welded steel tanks as well as minor equipment repairs and replacements. These planned upgrades are not only geared towards enhancing structural integrity but also towards fortifying the tanks against potential seismic events and corrosion through advanced seismic and cathodic protection measures. By ensuring these protective measures are in place, this project aims to significantly prolong the operational lifespan of the Washington Tanks.

The two tanks at the Washington location are an essential part of the City's Zone 1 pressure zone. They service the majority of Petaluma, including both eastern and western portions of the city.



Project Manager: To Be Determined
 Department Rep: Dan Herrera

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Funded percentage of total project cost: 100%

Start Date: FY 2028/29
 Estimated Completion: TBD

Project Costs and Funding Sources

(Dollars in \$000's)

Washington Tank Recoating

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-					125	125
Construction Contracts			-					1,500	1,500
Construction Mgmt			-					150	150
Contingency			-					200	200
CIP Overheads			-					20	20
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000
SOURCES (dollars in \$000)									
Water Capital			-					2,000	2,000
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000

Pressure Reducing Valve Resiliency Program

New

Description and Justification

This program will upgrade and maintain the pressure-reducing valves for the City's water distribution system located at various points along the City's main connection to the Sonoma Water aqueduct. This program also ensures that the City's risk and resiliency planning upgrade is enforced and satisfies Environmental Protection Agency (EPA) requirements.



Project Manager: Dan Herrera
 Department Rep: Dan Herrera

Funded percentage of total project cost: 100%

Start Date: FY 2025/26
 Estimated Completion: FY 2027/28

Climate First Shovel Ready

Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other: _____

Project Costs and Funding Sources (Dollars in \$000's)

Pressure Reducing Valve Resiliency Program

USES (dollars in \$000)	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Design/ Planning/ Environmental/ Land Administration / Legal			-		50	15			65
Construction Contracts			-			350	250		600
Construction Mgmt			-			20	20		40
Contingency			-			130	80		210
CIP Overheads			-						-
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ 515	\$ 350	\$ -	\$ 915
SOURCES (dollars in \$000)									
Water Capital			-		50	515	350		915
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ 515	\$ 350	\$ -	\$ 915



.ADVANCED PLANNING PROGRAM PROJECTS FY 2024-2025

ADVANCED PLANNING PROGRAM BUDGET FY 24-25
PROJECT SUMMARY
Fund 3110.31100

PROJECTS (dollars in \$000)

e11502028 General Plan & Housing Element
Comprehensive Update

TOTAL

Page No.

CIP-175

Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
				FY 25-26	FY 26-27	FY 27-28	FY 28-29	
3,039	1,066	4,105	500	-	-	-	-	4,605
\$ 3,039	\$ 1,066	\$ 4,105	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 4,605

SOURCES (dollars in \$000)

General Fund Reserves- General Plan
Community Development Grants
CDBG Sea Level Rise Mapping
American Rescue Plan Act (ARPA)
Local Early Action Planning (LEAP) grant
Regional Early Action Planning (REAP) grant
TOTAL

2,382	1,509	3,891	-	-	-	-	-	3,891
34	-	34	-	-	-	-	-	34
-	193	193	-	-	-	-	-	193
178	-	178	-	-	-	-	-	178
-	275	275	-	-	-	-	-	275
-	34	34	-	-	-	-	-	34
\$ 2,594	\$ 2,011	\$ 4,605	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,605



General Plan & Housing Element Comprehensive Update e11502028

Purpose and Description

The City of Petaluma is working with qualified planning consultant teams to develop a comprehensive update to its General Plan and Housing Element Update and including development of a Climate Action and Adaptation Plan.

The General Plan identifies current and future needs in areas such as land use, housing, transportation, public services, environmental quality, and economic viability. The General Plan is also a policy document that embodies the community's goals and guides decisions about physical development over the long term.



Financial Overview

e11502028

	Actual Life to Date thru FY 23	Estimate FY 23-24	Estimate Life to Date thru FY 24	Budget FY 24-25	Projected Budgets				Total Project Estimate
					FY 25-26	FY 26-27	FY 27-28	FY 28-29	
USES (dollars in \$000)									
Professional services	2,879	1,048	3,927	500					4,427
Flood Modeling	160	18	178						178
Administration			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	3,039	1,066	4,105	500	-	-	-	-	4,605
SOURCES (dollars in \$000)									
General Fund Reserves- General Plan	2,382	1,509	3,891						3,891
Community Development Grants	34		34						34
CDBG Sea Level Rise Mapping		193	193						193
American Rescue Plan Act (ARPA)	178		178						178
Local Early Action Planning (LEAP) grant		275	275						275
Regional Early Action Planning (REAP) grant		34	34						34
TOTAL FUNDS	2,594	2,011	4,605	-	-	-	-	-	4,605



To view original Resolutions and Ordinances please [click here](#)

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Resolution No. 2024-066 N.C.S. of the City of Petaluma, California

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PETALUMA ADOPTING THE FISCAL YEAR 2024-2025 OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGET

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2024, through June 30, 2025, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2024-2025 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2024-2025 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2024-2025 budget is balanced and does not require additional taxes; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment; and

WHEREAS, the City Council conducted a public workshop on May 20, 2024, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, based on the foregoing, staff recommend acceptance of the project on behalf of the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Petaluma hereby:


1. Declare the above recitals to be true and correct and are incorporated into this resolution as findings of the City Council.
2. Finds the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

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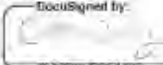
- 3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
- 4. Adopts the FY 2024-2025 Appropriations, referred to as Exhibit A, as the FY 2024-2025 Operating and Capital Improvement Program Budget.
- 5. Orders the City Clerk to file the FY 2024-2025 Appropriations, referred to as Exhibit A, which lists Appropriations by Department and by Fund.

Under the power and authority conferred upon this Council by the Charter of said City.

REFERENCE: I hereby certify the foregoing Resolution was introduced and adopted by the Council of the City of Petaluma at a Regular meeting on the 3rd day of June 2024, by the following vote:

Approved as to
 DocuSigned by:

 REPRESENTATIVE
 City Attorney

AYES: McDonnell, Barnacle, Cader Thompson, Pocekay, Shribbs
NOES: Healy, Nau
ABSENT: None
ABSTAIN: None

ATTEST: 
 DocuSigned by:
 1928319429E4416
 City Clerk

DocuSigned by:

 PE3764490000076
 Mayor

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EXHIBIT A

CITY OF PETALUMA, CA

FY 2024-25 BUDGET

APPROPRIATIONS BY DEPARTMENT AND FUND

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
GENERAL FUND			
General Fund Cost Center		1,407,507	1,407,507
City Council	94,208		94,208
City Attorney	1,572,489		1,572,489
City Clerk	821,285		821,285
City Manager	2,054,169		2,054,169
Economic Development	795,951		795,951
Finance	3,232,613		3,232,613
Human Resources	1,286,134		1,286,134
Non Departmental	1,001,000		1,001,000
Planning	1,800,838		1,800,838
Fire	23,819,811		23,819,811
Parks and Recreation	7,114,000		7,114,000
Police	29,635,390		29,635,390
Public Works	2,753,128	-	2,753,128
TOTAL GENERAL FUND	75,981,016	1,407,507	77,388,523
Measure U	-	16,206,789	16,206,789
TOTAL MEASURE U FUND	-	16,206,789	16,206,789
Measure H	-	3,225,000	3,225,000
TOTAL MEASURE U FUND	-	3,225,000	3,225,000
SPECIAL REVENUE, TRUST & DEBT FUNDS			
Community Development Block Grant	328,869	289,000	617,869
Home/ Begin Grants	90,000		90,000
Permanent Local Housing Authority (PHLA)	1,270,000		1,270,000
Housing Successor Agency	481,845		481,845
Mobile Home Rent Program	3,000	4,418	7,418
Commercial Linkage Fees	327,610	198,830	526,440
Housing In-Lieu Fees	312,175	238,597	550,772
Parkland Acquisition Impact Fees-08	2,765		2,765
Parkland Development Impact Fees-08	9,200	1,061,000	1,070,200
Open Space Acquisition Impact Fees - 08	762		762
Quimby Act Dedication and In-Lieu-08			-
City Facilities Development Impact Fee	9,378	2,062,000	2,071,378
Storm Drainage Impact Fees	1,080	1,860,000	1,861,080
Traffic Mitigation Impact Fees	84,163	4,460,000	4,544,163
Public Art Fees	220,255		220,255

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CITY OF PETALUMA, CA

FY 2024-25 BUDGET

APPROPRIATIONS BY DEPARTMENT AND FUND

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
3% Admin Impact Fees	170,482		170,482
General Government Grants			-
Community Development Grants	990,000		990,000
Parks and Rec Grants	1,200,000	214,000	1,414,000
Fire Grants			-
Police Grants	1,788,174		1,788,174
Public Works Grants	149,487	2,584,000	2,733,487
Gas Tax	358	3,185,362	3,185,720
Landscape Assessment Districts	507,130		507,130
Abandoned Vehicle Abatement	172,913		172,913
Asset Seizures	22		22
Street Maintenance Gas Tax	5,897,012	1,613,370	7,510,382
Transient Occupancy Tax	701,411	3,255,484	3,956,895
Petaluma Tourism Improvement District	185,508		185,508
Haz Mat Fines			-
SLESF	10	160,000	160,010
Donations/developer Contrib	214		214
Prince Park Trust			-
Virginia Craig Trust		500,000	500,000
Measure M Parks Sales Tax	378,851	653,283	1,032,134
Fairgrounds	571,062		571,062
General Government Debt	913,719		913,719
TOTAL SPECIAL REVENUE, TRUST & DEBT FUNDS	16,767,455	22,339,344	39,106,799
ENTERPRISE FUNDS			
Airport Operations	2,519,360	123,000	2,642,360
Building Services	3,273,481		3,273,481
Marina	370,529		370,529
Public Transportation	9,753,756	480,000	10,233,756
TOTAL ENTERPRISE FUNDS	15,917,126	603,000	16,520,126
UTILITIES			
Waste Water Utility	28,897,526	20,993,000	49,890,526
Water Utility	24,096,551	7,148,000	31,244,551
Storm Utility	1,366,517		1,366,517
TOTAL UTILITY FUNDS	54,360,594	28,141,000	82,501,594

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CITY OF PETALUMA, CA

FY 2024-25 BUDGET

APPROPRIATIONS BY DEPARTMENT AND FUND

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
INTERNAL SERVICE FUNDS			
Employee Benefits	1,188,381		1,188,381
General Services	160,028		160,028
Information Technology	4,469,477		4,469,477
Risk Management (Liability)	3,537,515		3,537,515
Vehicle and Equipment Replacement	2,613,706		2,613,706
Workers' Compensation	3,595,298	-	3,595,298
TOTAL INTERNAL SERVICE FUNDS	15,564,405	-	15,564,405
CAPITAL PROJECT FUNDS			
Facilities CIP	5,238,000	-	5,238,000
Parks and Recreation CIP	7,359,767	-	7,359,767
Public Works/Surface Water CIP	16,631,824	-	16,631,824
Airport CIP	95,000	-	95,000
Transit CIP	480,000	-	480,000
Waste Water/Recycled Water CIP	19,352,000	-	19,352,000
Water CIP	9,971,000	-	9,971,000
TOTAL CAPITAL PROJECT FUNDS	59,127,591	-	59,127,591
Successor Agency Debt	4,023,125	-	4,023,125
Successor Agency Admin	152,759	-	152,759
TOTAL SUCCESSOR AGENCY FUNDS	4,175,884	-	4,175,884
GRAND TOTAL	\$ 241,894,071	\$ 71,922,640	\$ 313,816,711

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Resolution No. 2024-067 N.C.S. of the City of Petaluma, California

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PETALUMA ADOPTING THE UPDATED AUTHORIZED AND FUNDED POSITION SCHEDULE

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2024 through June 30, 2025, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2024-2025 includes authorized and funded full time equivalent positions, including the addition of 20 new full-time equivalent (FTE) positions; and

WHEREAS, the position schedule has been updated to include the 13 new FTE positions with existing job classifications as recommended in the FY 2024-2025 budget; and

WHEREAS, the budget appropriations for FY 2024-25 include amounts for the remaining 7 new FTE positions that require further review by Human Resources and potential creation of new job classifications; and

WHEREAS, the FY 2024-2025 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment; and

WHEREAS, the City Council conducted a public workshop on May 20, 2024, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, based on the foregoing, staff recommends acceptance of the project on behalf of the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Petaluma hereby:

1. Declare the above recitals to be true and correct and are incorporated into this resolution as findings of the City Council.
2. Finds the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen


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with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
4. Delegates authority to the City Manager to establish, update, and approve the Classification and Compensation Plan by establishing classification specifications and pay ranges of job classifications approved in the Budget, upon completion of analysis and satisfactory Meyers-Miliias-Brown Act (MMBA) requirements.
5. Delegates authority to the City Manager to authorize the addition of up to 7 FTE position allocations to the Updated Authorized and Funded Position schedule as approved in the FY 2024-2025 budget once job classifications are established as referenced in 4 above.
6. Adopts the FY 2024-2025 Updated Authorized and Funded Position schedule, referred to as Exhibit A.
7. Orders the City Clerk to file the FY 2024-2025 Updated Authorized and Funded Position schedule, referred to as Exhibit A.

Under the power and authority conferred upon this Council by the Charter of said City.

REFERENCE: I hereby certify the foregoing Resolution was introduced and adopted by the Council of the City of Petaluma at a Regular meeting on the 3rd day of June 2024, by the following vote:

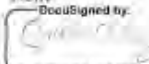
Approved as to
 DocuSigned by:

 DEBORAH J. GREGG
 City Attorney

AYES: McDonnell, Barnacle, Cader Thompson, Poockay, Shribbs

NOES: Healy, Nau

ABSENT: None

ABSTAIN: None

ATTEST: 
 DEBORAH J. GREGG
 City Clerk

DocuSigned by:

 DEBORAH J. GREGG
 Mayor

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EXHIBIT A

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2024-25 ALLOCATION BY HOME DEPARTMENT**

Full Time Positions - Authorized and Funded - Allocation by Home Department

DEPARTMENT POSITION	FY 22-23		FY23-24		FY 24-25		Allocation		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>CITY CLERK</u>									
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Records Coordinator - Limited Term	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Assistant Confidential	1.00	0.00	1.00	0.00	1.00	0.00			
Total City Clerk	4.00	3.00	4.00	3.00	4.00	3.00	3.00	0.00	0.00
<u>CITY ATTORNEY</u>									
City Attorney	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant City Attorney	2.50	2.50	2.50	2.50	2.50	2.50	2.50		
Legal Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Total City Attorney	4.50	4.50	4.50	4.50	4.50	4.50	4.50	0.00	0.00
<u>CITY MANAGER</u>									
City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Asst. City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Asst to City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Senior Planner	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Exec. Asst. to City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Climate Action Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Assistant Confidential	1.00	0.00	1.00	0.00	1.00	0.00			
Total City Manager	8.00	6.00	8.00	6.00	8.00	6.00	6.00	0.00	0.00
<u>ECONOMIC DEV. & OPEN GOVERNMENT / IT</u>									
Communications Program Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Data and Systems Manager	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Director of Economic Develop & Open Gov	1.00	1.00	1.00	1.00	1.00	1.00	0.50		0.50
Economic Development Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Economic Development Specialist	1.00	0.00	1.00	0.00	1.00	0.00			
Info Tech Specialist III/III	4.00	4.00	5.00	5.00	7.00	7.00			7.00
Information Technology Manager	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Geographic Info Systems Mgr.	1.00	0.00	1.00	0.00	1.00	0.00			0.00
Geographic Info Systems Administrator	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Management Analyst II	1.00	1.00	0.00	0.00	0.00	0.00	0.00		
Management Analyst VII	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Senior Management Analyst	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Business Systems Analyst	1.00	0.00	1.00	1.00	1.00	1.00			1.00
Total Econ. Dev./Redev.	14.00	10.00	15.00	12.00	17.00	14.00	2.50	0.00	11.50

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**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2024-25 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 22-23		FY23-24		FY 24-25		Allocation		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>HUMAN RESOURCES & RISK MANAGEMENT</u>									
Administrative Assistant Conf	1.00	1.00	1.00	0.00	1.00	0.00	0.00		
Director Human Resources	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Senior Human Resources Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
HR Assistant Conf	1.00	0.00	1.00	1.00	1.00	1.00	1.00		
Human Resources Analyst I/II	0.00	0.00	4.00	3.80	5.00	4.80	1.80	1.00	2.00
Human Resources Specialist Conf	3.80	3.80	0.00	0.00	0.00	0.00	0.00		0.00
Risk and Safety Officer	1.00	0.00	1.00	0.00	1.00	0.00			
Risk Manager	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Total Human Resources	9.80	7.80	10.00	7.80	11.00	8.80	4.80	1.00	3.00
<u>PARKS & RECREATION / COMMUNITY SERVICES</u>									
Deputy Director of Parks and Recreation	1.00	0.00	1.00	1.00	1.00	1.00	1.00		
Director of Parks and Recreation	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Facilities Supervisor	0.00	0.00	1.00	1.00	1.00	1.00	0.30		0.70
Facilities Technician I/II	1.00	1.00	1.00	1.00	1.00	1.00	0.80	0.20	
Management Analyst II	1.00	1.00	0.00	0.00	0.00	0.00	0.00		
Management Analyst III	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Office Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Parks & Facilities Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Superintendent of Parks and Facilities	1.00	1.00	1.00	1.00	1.00	1.00	0.50	0.20	0.30
Parks Maintenance Crew Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Parks Maintenance Lead Worker	3.00	2.00	3.00	2.00	3.00	2.00	2.00		
Parks Maintenance Worker I/II	10.00	7.00	10.00	8.00	10.00	9.00	8.00		1.00
Recreation Coordinator	3.00	3.00	3.00	3.00	4.00	4.00	4.00		
Recreation Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Assistant	2.00	1.00	2.00	1.00	2.00	1.00	1.00		
Senior Facilities Technician	1.00	1.00	2.00	2.00	2.00	2.00	0.70	0.30	1.00
Total Recreation	28.00	21.00	30.00	25.00	31.00	27.00	23.30	0.70	3.00
<u>FINANCE DEPARTMENT</u>									
Director of Finance	1.00	0.00	1.00	0.00	1.00	0.00			
Deputy City Manager / Director of Finance	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant Finance Director	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Senior Finance Analyst	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Accountant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Accountant	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Finance Analyst	2.00	2.00	2.00	1.00	2.00	1.00	1.00		
Management Analyst III	0.00	0.00	0.00	0.00	1.00	1.00	1.00		
Accounting Assistant III	6.00	6.00	6.00	6.00	6.00	6.00	6.00		
Accounting Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Technician	1.00	0.00	1.00	0.00	1.00	0.00			
Revenue Development Specialist	1.00	0.00	1.00	0.00	1.00	0.00			
Revenue Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Finance and Accounting Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
General Services Assistant	1.00	0.00	1.00	0.00	1.00	0.00			
Office Assistant	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Total Finance	21.00	16.00	22.00	16.00	23.00	17.00	16.00	0.00	1.00

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**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2024-25 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 22-23		FY23-24		FY 24-25		----- Allocation -----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
FIRE									
Senior Administrative Assistant Confidential	1.00	0.00	1.00	0.00	1.00	0.00			
Administrative Technician Conf	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Emergency Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.30	0.40	0.30
Emergency Medical Svcs Coordinator- Limited Term	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Fire Battalion Chief	3.00	3.00	3.00	3.00	3.00	3.00	3.00		
Fire Captain	9.00	9.00	10.00	10.00	10.00	10.00	10.00		
Fire Engineer/Fire Eng Paramedic	9.00	9.00	9.00	9.00	9.00	9.00	9.00		
Fire Inspector	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Fire Marshal	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant Fire Marshal	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Firefighter	9.00	9.00	9.00	9.00	9.00	9.00	9.00		
Firefighter/Paramedic	27.00	27.00	27.00	27.00	27.00	27.00	27.00		
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Total Fire	68.00	67.00	70.00	69.00	70.00	69.00	68.30	0.40	0.30
POLICE									
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Deputy Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Senior Administrative Assistant Confidential	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Abandoned Vehicle Abatement Officer	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Community Service Officer	5.00	3.00	5.00	3.00	5.00	3.00	3.00		
Evidence Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Management Analyst II	1.00	1.00	0.00	0.00	0.00	0.00	0.00		
Management Analyst III	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Management Analyst III Limited Term	0.00	0.00	1.00	1.00	1.00	1.00			1.00
Senior Management Analyst	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Police Property Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Lieutenant	4.00	4.00	4.00	4.00	4.00	4.00	4.00		
Police Officer	64.00	54.00	64.00	54.00	64.00	54.00	53.00		1.00
Police Records Technician I/II	5.50	5.00	5.50	5.00	5.50	5.00	5.00		
Parking Enforcement Officer	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Police Records Supervisor	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Police Records/Evidence Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Sergeant	10.00	10.00	11.00	11.00	11.00	11.00	11.00		
Police Technical Services Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Training Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Public Safety Communications Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Public Safety Dispatcher	12.00	11.60	12.00	11.60	12.00	11.60	11.60		
Community Engagement Liaison	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Public Safety Comm Mgr	1.00	0.00	1.00	0.00	1.00	0.00			
Administrative Assistant	1.00	0.00	1.00	0.00	1.00	0.00			
Total Police	116.50	101.60	118.50	103.60	118.50	103.60	100.60	0.00	3.00

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**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2024-25 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 22-23		FY23-24		FY 24-25		Allocation		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
COMMUNITY DEVELOPMENT/ BUILDING SERVICES/ HOUSING									
Building Inspector III	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Administrative Assistant	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Permit Technician	2.00	2.00	3.00	3.00	3.00	3.00		3.00	
Chief Bldg Official	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Deputy Chief Building Official	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Director of Community Development	1.00	1.00	1.00	1.00	1.00	1.00	0.33	0.67	
Assistant Director of Community Development	0.00	0.00	1.00	1.00	1.00	1.00			1.00
Management Analyst II	1.00	1.00	1.00	1.00	1.00	1.00	0.33	0.67	
Senior Management Analyst	0.00	0.00	1.00	1.00	1.00	1.00			1.00
Plans Examiner	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Senior Building Inspector	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Senior Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00	1.00	0.55	0.45	
Code Enforcement Officer	0.00	0.00	0.00	0.00	1.00	1.00	0.55	0.45	
Housing Manager	1.00	1.00	1.00	0.00	1.00	0.00			
Housing Specialist	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Housing Program Specialist	1.00	0.00	1.00	0.00	1.00	0.00			
Total Community Development/Building Services/Housing	14.00	13.00	18.00	16.00	19.00	17.00	1.76	12.24	3.00
PUBLIC WORKS & UTILITIES									
Senior Administrative Assistant	3.50	3.50	3.50	3.50	3.50	3.50	0.20	3.20	0.10
Administrative Assistant	3.00	3.00	3.50	3.50	3.50	3.50	0.95	2.30	0.25
Administrative Technician	1.00	0.00	1.00	0.00	1.00	1.00			1.00
Administrative Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.10	0.85	0.05
Airport & Marina Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Airport Maintenance Worker	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Associate Civil Engineer	4.00	4.00	5.00	4.00	5.00	3.00		1.58	1.42
Assistant Engineer II	2.00	2.00	2.00	2.00	2.00	2.00			2.00
Senior Civil Engineer	5.00	5.00	6.00	6.00	6.00	6.00			6.00
Asst. Operations Manager	2.00	2.00	2.00	2.00	2.00	2.00	0.20	1.00	0.80
Asst. Utility System Operator	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Dir. Public Works & Utilities	1.00	1.00	1.00	1.00	1.00	1.00	0.07	0.83	0.10
Assistant PW & Utilities Director	1.00	1.00	1.00	1.00	1.00	1.00	0.15	0.70	0.15
Business Systems Analyst	0.00	0.00	1.00	1.00	1.00	1.00			1.00
Budget Grants/Project Manager	1.00	0.00	1.00	0.00	1.00	0.00			
City Engineer	1.00	1.00	1.00	1.00	1.00	1.00	0.60	0.20	0.20
Deputy Director of Environmental Services	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Deputy Director of Operations	1.00	1.00	2.00	2.00	2.00	2.00		1.65	0.35
Electrical / Instrumentation Technician	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Electrical Maintenance Worker III	1.00	1.00	1.00	1.00	2.00	2.00		2.00	
Engineering Manager	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Engineering Tech II	3.00	1.00	3.00	1.00	3.00	1.00		0.95	0.05
Environmental Compliance Inspector	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Environmental Services Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Environmental Services Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Environmental Services Analyst	1.00	1.00	2.00	2.00	3.00	3.00		3.00	
Environmental Services Tech	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Equipment Mechanic	2.00	2.00	2.00	2.00	3.00	3.00	0.70	2.15	0.15
Equipment Mechanical Lead Worker	1.00	1.00	1.00	1.00	1.00	1.00	0.75	0.15	0.10

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**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2024-25 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 22-23		FY23-24		FY 24-25		Allocation		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
Laboratory Analyst	2.00	2.00	2.00	2.00	2.00	1.00		1.00	
Laboratory Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Management Analyst II	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
Management Analyst VII	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Mechanical and Electrical Maint Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Office Assistant	3.00	0.00	3.00	0.00	3.00	0.00			
Operations Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Plant Mechanic	3.00	3.00	3.00	3.00	3.00	3.00		3.00	
Project Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.20		0.80
Public Works Crew Supervisor	2.00	1.00	2.00	1.00	2.00	1.00	0.10		0.90
Public Works Inspector II	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Public Works Inspector	4.00	4.00	4.00	4.00	4.00	4.00	2.15		1.85
Public Works Supervisor	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Engineering Technician	3.00	3.00	3.00	3.00	3.00	3.00	0.80	1.20	1.00
Senior Laboratory Analyst	1.00	0.00	1.00	0.00	1.00	1.00		1.00	
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	0.10	0.80	0.10
Senior Plant Mechanic	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Senior Transit Planner	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Street Maintenance Lead Wkr	3.00	3.00	3.00	3.00	3.00	3.00			3.00
Street Maintenance Worker III	10.00	9.00	10.00	9.00	10.00	10.00			10.00
Street Maintenance Worker III	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Traffic Signal Light Technician II	3.00	2.00	3.00	2.00	3.00	2.00			2.00
Senior Traffic Engineer	1.00	1.00	1.00	1.00	1.00	1.00	0.35		0.65
Transit Planner VII	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Transit Specialist - Limited Term	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Transit Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Utility Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Utility Services Crew Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Utility Service Lead Worker	5.00	5.00	5.00	5.00	5.00	5.00		5.00	
Utility Service Worker VII	17.00	16.00	17.00	16.00	17.00	16.00		16.00	
Utility Service Worker III	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Utility Supervisor	1.00	1.00	1.00	1.00	2.00	2.00		2.00	
Utility System Operator	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Utility Technician	2.00	1.00	2.00	2.00	2.00	2.00		2.00	
Water Recycling Plant Lead Operator	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Water Recycling Plant Operator III/III	8.00	8.00	8.00	8.00	8.00	8.00		8.00	
Water Recycling Plant Operations Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Water Resources and Conservation Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Water Service Rep Lead Worker	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Water Service Representative	2.00	2.00	3.00	3.00	3.00	3.00		3.00	
Total Public Works & Utilities	140.50	122.50	148.00	130.00	152.00	135.00	7.42	91.56	36.02
Total Position Summary	428.30	372.40	448.00	392.90	458.00	404.90	238.18	105.90	60.82

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EXHIBIT B

Authorized Staff/Position Changes FY 2024-2025

Authorized and Funded Additions:

- 2.0 Info Tech Specialist I/II/III
- 1.0 Human Resources Analyst I/II
- 1.0 Recreation Coordinator
- 1.0 Management Analyst I/II
- 1.0 Code Enforcement Officer
- 1.0 Electrical Maintenance Worker
- 1.0 Environmental Services Analyst
- 1.0 Equipment Mechanic
- 1.0 Utility Supervisor

Funded Additions:

- 1.0 Senior Lab Analyst
- 1.0 Parks Maintenance Worker I/II
- 1.0 Administrative Technician
- 1.0 Street Maintenance Worker I/II

Funded Deletions:

- 1.0 Associate Civil Engineer to fund 2 Principal Engineers
- 1.0 Lab Analyst

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**EFFECTIVE DATE
OF ORDINANCE**

July 17, 2024

ORDINANCE NO. 2889 N.C.S.

Introduced by: Brian Barnacle

Seconded by: Dennis Pocekay

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PETALUMA APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF PETALUMA OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGET FROM JULY 1, 2024 THROUGH JUNE 30, 2025

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2024, through June 30, 2025, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2024-2025 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2024-2025 budget is balanced and does not require additional taxes; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment; and

WHEREAS, the City Council conducted a public workshop on May 20th, 2024, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, on June 3rd, 2024, this ordinance was introduced and approved by City Council after reviewing the staff report and public comments, by a vote of 5 in favor and 2 dissenting.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Petaluma, acting in its capacity as the Petaluma Community Development Successor Agency, as follows:

Section 1. Findings The above recitals are declared to be true and correct and are incorporated into this resolution as findings of the City Council.

Section 2. Exemptions from CEQA The adoption of the fiscal year budget is found exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any

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specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

Section 3. Appropriations Finding There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2024 through June 30, 2025, the amounts set in the attached Exhibit A, incorporated by herein reference, and distributed to the various funds as set out in said exhibit and shall be expended and used in accordance therewith.

Section 4. Adjustments Changes with relation to the above appropriations between each respective department or fund may be made by resolution adopted by the City Council. The City Manager may administratively make changes within the departmental appropriations in a fund as approved, so long as the total amounts do not exceed, as a result of the change, the amounts set forth in the approved appropriation for the fund.

Section 5. Balanced Budget The City Council hereby finds and determines the amount of appropriations provided hereby does not exceed the estimated revenue, other sources and available fund balances in the amounts set in Exhibit A, which will be on file with the City Clerk for the fiscal year ending June 30, 2025.

Section 6. Severability All ordinance or parts of ordinances in conflict herewith are hereby repealed.

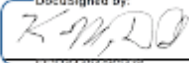
Section 7. Posting/Publishing of Notice The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.


INTRODUCED and ordered published and posted this 3rd day of June 2024.


Ayes: McDonnell, Barnacle, Cader Thompson, Pocekay, Shribbs
 Noes: Healy, Nau
 Abstain: None
 Absent: None

ADOPTED this 17th day of June 2024 by the following vote:

Ayes: McDonnell, Barnacle, Cader Thompson, Pocekay, Shribbs
 Noes: Healy
 Abstain: None
 Absent: Nau

DocuSigned by:

 Kevin McDonnell, Mayor

ATTEST:
 DocuSigned by:

 Caitlin Corley, City Clerk

APPROVED AS TO FORM:
 DocuSigned by:

 Eric Danly, City Attorney

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**EXHIBIT A
CITY OF PETALUMA, CA
FY 2024-25 BUDGET**

APPROPRIATIONS BY DEPARTMENT AND FUND

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
GENERAL FUND			
General Fund Cost Center		1,407,507	1,407,507
City Council	94,208		94,208
City Attorney	1,572,489		1,572,489
City Clerk	821,285		821,285
City Manager	2,054,169		2,054,169
Economic Development	795,951		795,951
Finance	3,232,613		3,232,613
Human Resources	1,286,134		1,286,134
Non Departmental	1,001,000		1,001,000
Planning	1,800,838		1,800,838
Fire	23,819,811		23,819,811
Parks and Recreation	7,114,000		7,114,000
Police	29,635,390		29,635,390
Public Works	2,753,128	-	2,753,128
TOTAL GENERAL FUND	<u>75,981,016</u>	<u>1,407,507</u>	<u>77,388,523</u>
Measure U	-	16,206,789	16,206,789
TOTAL MEASURE U FUND	-	16,206,789	16,206,789
Measure H	-	3,225,000	3,225,000
TOTAL MEASURE U FUND	-	3,225,000	3,225,000
SPECIAL REVENUE, TRUST & DEBT FUNDS			
Community Development Block Grant	328,869	289,000	617,869
Home/ Begin Grants	90,000		90,000
Permanent Local Housing Authority (PHLA)	1,270,000		1,270,000
Housing Successor Agency	481,845		481,845
Mobile Home Rent Program	3,000	4,418	7,418
Commercial Linkage Fees	327,610	198,830	526,440
Housing In-Lieu Fees	312,175	238,597	550,772
Parkland Acquisition Impact Fees-08	2,765		2,765
Parkland Development Impact Fees-08	9,200	1,061,000	1,070,200
Open Space Acquisition Impact Fees - 08	762		762
Quimby Act Dedication and In-Lieu-08			-
City Facilities Development Impact Fee	9,378	2,062,000	2,071,378
Storm Drainage Impact Fees	1,080	1,860,000	1,861,080
Traffic Mitigation Impact Fees	84,163	4,460,000	4,544,163
Public Art Fees	220,255		220,255

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CITY OF PETALUMA, CA
 FY 2024-25 BUDGET

APPROPRIATIONS BY DEPARTMENT AND FUND

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
3% Admin Impact Fees	170,482		170,482
General Government Grants			-
Community Development Grants	990,000		990,000
Parks and Rec Grants	1,200,000	214,000	1,414,000
Fire Grants			-
Police Grants	1,788,174		1,788,174
Public Works Grants	149,487	2,584,000	2,733,487
Gas Tax	358	3,185,362	3,185,720
Landscape Assessment Districts	507,130		507,130
Abandoned Vehicle Abatement	172,913		172,913
Asset Seizures	22		22
Street Maintenance Gas Tax	5,897,012	1,613,370	7,510,382
Transient Occupancy Tax	701,411	3,255,484	3,956,895
Petaluma Tourism Improvement District	185,508		185,508
Haz Mat Fines			-
SLESF	10	160,000	160,010
Donations/developer Contrib	214		214
Prince Park Trust			-
Virginia Craig Trust		500,000	500,000
Measure M Parks Sales Tax	378,851	653,283	1,032,134
Fairgrounds	571,062		571,062
General Government Debt	913,719	-	913,719
TOTAL SPECIAL REVENUE, TRUST & DEBT FUNDS	16,767,455	22,339,344	39,106,799
ENTERPRISE FUNDS			
Airport Operations	2,519,360	123,000	2,642,360
Building Services	3,273,481		3,273,481
Marina	370,529		370,529
Public Transportation	9,753,756	480,000	10,233,756
TOTAL ENTERPRISE FUNDS	15,917,126	603,000	16,520,126
UTILITIES			
Waste Water Utility	28,897,526	20,993,000	49,890,526
Water Utility	24,096,551	7,148,000	31,244,551
Storm Utility	1,366,517	-	1,366,517
TOTAL UTILITY FUNDS	54,360,594	28,141,000	82,501,594

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CITY OF PETALUMA, CA
 FY 2024-25 BUDGET

APPROPRIATIONS BY DEPARTMENT AND FUND

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
INTERNAL SERVICE FUNDS			
Employee Benefits	1,188,381		1,188,381
General Services	160,028		160,028
Information Technology	4,469,477		4,469,477
Risk Management (Liability)	3,537,515		3,537,515
Vehicle and Equipment Replacement	2,613,706		2,613,706
Workers' Compensation	3,595,298	-	3,595,298
TOTAL INTERNAL SERVICE FUNDS	15,564,405	-	15,564,405
CAPITAL PROJECT FUNDS			
Facilities CIP	5,238,000	-	5,238,000
Parks and Recreation CIP	7,359,767	-	7,359,767
Public Works/Surface Water CIP	16,631,824	-	16,631,824
Airport CIP	95,000	-	95,000
Transit CIP	480,000	-	480,000
Waste Water/Recycled Water CIP	19,352,000	-	19,352,000
Water CIP	9,971,000	-	9,971,000
TOTAL CAPITAL PROJECT FUNDS	59,127,591	-	59,127,591
Successor Agency Debt	4,023,125	-	4,023,125
Successor Agency Admin	152,759	-	152,759
TOTAL SUCCESSOR AGENCY FUNDS	4,175,884	-	4,175,884
GRAND TOTAL	\$ 241,894,071	\$ 71,922,640	\$ 313,816,711

FISCAL YEAR 2025

Allocation of Internal Service Funds and Administrative Overhead Charges

Department/Division	Information Technology FY 2025	General Service FY 2025	Risk FY 2025	Administrative Charges FY 2025	Total Allocation FY 2025
General					-
City Council			23,264		23,264
City Attorney	127,363		23,531		150,894
City Clerk	56,965		15,023		71,988
City Manager	53,251		37,251		90,502
Economic Development	81,185		17,854		99,039
Finance	299,688		71,875		371,563
Human Resources	58,357		27,280		85,637
Community Development	44,832		16,999		61,831
Fire	300,785		470,538		771,323
Recreation	96,679		107,164		203,843
Police	1,113,929		796,281		1,910,210
Public Works	327,642	-	581,498	-	909,140
General Fund	2,560,676	-	2,188,558	-	4,749,234
Housing In-Lieu	26,310		1,266	2,790	30,366
Impact fees			15,312	210,194	225,506
CDBG	1,410		3,675	12,584	17,669
General Government Donations			56	158	214
Special Revenue			16,080	43,264	59,344
Street Maintenance	34,952		174,509	297,427	506,888
Landscape Assessment Districts	3,607		4,903	25,897	34,407
TOT			2,687	98,724	101,411
Governmental CIP	-	-	214,828	280,670	495,498
Special Revenue Funds	66,279	-	433,316	971,708	1,471,303
Airport Operation	46,253		37,655	188,579	272,487
Airport CIP			1,523		1,523
Building Services	223,435		56,426	342,904	622,765
Marina	22,172		26,878	77,429	126,479
Marina CIP					-
Transit Operations	193,613		61,484	192,928	448,025
Transit CIP			849		849
Wastewater Administration	946,097		288,498	1,347,741	2,582,336
Wastewater CIP			13,772	28,699	42,471
Water Administration	1,103,959		289,244	1,251,498	2,644,701
Water CIP			10,607	654	11,261
Storm Utility	-	-	9,378	67,718	77,096
Enterprise Funds	2,535,529	-	796,314	3,498,150	6,829,993

FISCAL YEAR 2024

Allocation of Internal Service Funds and Administrative Overhead Charges

Department/Division	Information Technology FY 2025	General Service FY 2025	Risk FY 2025	Administrative Charges FY 2025	Total Allocation FY 2025
Information Technology			57,706		57,706
Employee Benefits			4,948		4,948
Workers Compensation	5,676		38,464	326,046	370,186
General Services	16,090		4,218		20,308
Risk Management	<u>58,223</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>58,223</u>
Internal Service Funds	<u>79,989</u>	<u>-</u>	<u>105,336</u>	<u>326,046</u>	<u>511,371</u>
Successor Agency Housing			8,424	110,688	119,112
Successor Agency	<u>-</u>	<u>-</u>	<u>4,547</u>	<u>41,918</u>	<u>46,465</u>
Successor Agency Funds	<u>-</u>	<u>-</u>	<u>12,971</u>	<u>152,606</u>	<u>165,577</u>
TOTAL ALLOCATIONS	<u>\$ 5,242,473</u>	<u>\$ -</u>	<u>\$ 3,536,495</u>	<u>\$ 4,948,510</u>	<u>\$ 13,727,478</u>

TRANSFERS OUT

FROM	TO	AMOUNT	PURPOSE
General Fund	Waste Water	93,580	Waste Water Settlement
General Fund	Storm Utility	37,383	loan repayment
General Fund	Storm Utility	11,090	legal costs Waste Water settlement
General Fund	Storm Utility	480,000	operating costs
General Fund	Vehicle Replacement	500,000	vehicle replacements
General Fund	Parks CIP	34,000	C00400205- Playground Equip Funded by TAB refinance savings
General Fund	PW CIP	71,454	C16501412(LED Streetlight)- Interfund loan debt payment
General Fund	Transit	180,000	Fare Free Public Transit
		<u>1,407,507</u>	
General Fund- Measure U	General Fund	13,614,247	to cover deficit
General Fund- Measure U	2021 Lease Revenue Bonds	1,950,542	Debt Service/ Roads/ Infrastructure
General Fund- Measure U	Information Technology	300,000	EDEN Replacement
General Fund- Measure U	Facilities CIP	242,000	C16201304- Community Center Exterior Repairs
General Fund- Measure U	Facilities CIP	100,000	C11202018- Emergency Power Backup City Hall and Police Headquarters
		<u>16,206,789</u>	
Measure H	General Fund	160,000	EMS Coordinator from Limited Term to FTE
Measure H	General Fund	190,000	2 EMTs from part time to Full Time
Measure H	Vehicle Replacement Fund	1,000,000	Fire Engine
Measure H	Vehicle Replacement Fund	125,000	Battalion Chief Vehicle
Measure H	Facilities CIP	1,750,000	c11202431- Fire Station No.4 /Public Safety Building
		<u>3,225,000</u>	
Commercial Linkage Fees	Housing Successor Ag	198,830	sar051150- Successor Agency Housing
Housing In-Lieu	Housing Successor Ag	238,597	sar051150- Successor Agency Housing
Parkland Impact Fees	Parks CIP	377,000	C14402010- Turning Basin Docks
Parkland Impact Fees	Parks CIP	34,000	C14502012- Shollenberger Amphitheater & Kiosk Improvements
Parkland Impact Fees	Parks CIP	650,000	C14402215- Lucchesi Skate Park
		<u>1,061,000</u>	
City Facilities Impact Fee	Facilities CIP	2,042,000	C11202433- Fire Station 1 - Seismic Retrofit and Improvements
City Facilities Impact Fee	Facilities CIP	20,000	C11202225- Police Dept Facility Remodel
		<u>2,062,000</u>	
Storm Drainage Impact Fees	Surface Water CIP	1,210,000	C16502254- Wilson Stormwater Pump Station & Outfall Upgrades
Storm Drainage Impact Fees	Surface Water CIP	370,000	C16501931- Storm Drain Trash Capture Device Pilot
Storm Drainage Impact Fees	Surface Water CIP	25,000	C16502431- Corona Creek Flood Reduction and Habitat Enhancement
Storm Drainage Impact Fees	Surface Water CIP	255,000	C16302255- 960 Lakeville Drainage Improvements
		<u>1,860,000</u>	
Traffic Mitigation Impact Fees	PW CIP	345,906	Safe Streets Quick Builds
Traffic Mitigation Impact Fees	PW CIP	77,094	Safe Streets Quick Builds
Traffic Mitigation Impact Fees	PW CIP	105,000	c16102032- Pedestrian Improvements Citywide
Traffic Mitigation Impact Fees	PW CIP	3,401,000	C16401824- Caulfield Bridge Crosstown Connector
Traffic Mitigation Impact Fees	PW CIP	531,000	C16102251- D Street Improvements
		<u>4,460,000</u>	
Community Development Block Grant (CDBG)	Housing Successor Ag	40,000	sar051150- Successor Agency Housing
Community Development Block Grant (CDBG)	Facilities CIP	249,000	E11202345- Seismic Analysis City Facilities Assessment
		<u>289,000</u>	
Parks and Rec Grants	Parks CIP	214,000	C14502012- Shollenberger Amphitheater & Kiosk Improvements
		<u>214,000</u>	
Public Works Grants	PW CIP	2,059,000	C16102433- Petaluma North SMART Station Access Improvements
Public Works Grants	Surface CIP	359,000	C16501931- Storm Drain Trash Capture Device Pilot
Public Works Grants	Surface CIP	25,000	C16502431- Corona Creek Flood Reduction and Habitat Enhancement
Public Works Grants	Parks CIP	141,000	e14502452- Lynch creek trail maintenance
		<u>2,584,000</u>	
SLESF	General Fund	100,000	CAD/RMS system
SLESF	General Fund	30,000	general support
SLESF	Police Grants	30,000	for Mgmt Analyst Grant Match
		<u>160,000</u>	
Gas Tax	Street Maintenance	3,185,362	97% of Highway Users Tax (HUT) revenue
Street Maintenance	PW CIP	215,000	C16102032- Pedestrian Improvements Citywide
Street Maintenance	Parks CIP	1,324,000	C14502114- Lynch Creek Trail/ Crosstown Connector
Street Maintenance	PW CIP	74,370	
		<u>1,613,370</u>	

TRANSFERS OUT

FROM	TO	AMOUNT	PURPOSE
Transient Occupancy Tax	General Fund	2,000,000	general support
Transient Occupancy Tax	Parks CIP	125,000	E14402237- Petaluma River Dredging Program
Transient Occupancy Tax	Parks CIP	121,000	c16501602- Downtown Pedestrian ADA Improvement
Transient Occupancy Tax	PW CIP	700,000	C16201304- Community Center Exterior Repairs
Transient Occupancy Tax	Parks CIP	309,484	c14402010- Turning Basin Docks Interfund loan
Transient Occupancy Tax	Vehicle Replacement		Interfund loan debt payment
		<u>3,255,484</u>	
Donations/Developer Contributions	Parks CIP	500,000	Lucchesi Skate Park
Measure M Parks Sales Tax	Parks CIP	41,283	c14502011 (loan)- Tennis & Pickleball Court Interfund Loan debt pymnt
Measure M Parks Sales Tax	Parks CIP	27,000	Parks Access Improvements
Measure M Parks Sales Tax	Parks CIP	122,000	C00400205- Playground Replacements
Measure M Parks Sales Tax	Parks CIP	313,000	C14502320- Swim Center Pool Replastering
Measure M Parks Sales Tax	Parks CIP	150,000	C14402215- Lucchesi Skate Park
		<u>653,283</u>	
Mobile Home Rent Program	Housing Successor Ag	4,418	sar051150- Successor Agency Housing
Airport Operating	Airport CIP	15,000	C61502009- Taxiway A Rehabilitation
Airport Operating	Airport CIP	23,000	C61502319- South Taxilane B Rehabilitation
		<u>38,000</u>	
Airport State AIP Grant	Airport CIP	45,000	c61502009- Taxiway A Rehabilitation
Airport State AIP Grant	Airport CIP	40,000	C61502319- South Taxilane B Rehabilitation
		<u>85,000</u>	
Transit	Transit CIP	480,000	C65502214- Transit Facility Electrification
		<u>480,000</u>	
Waste Water Capital	Streets	401,000	pavement mgmt program
Waste Water Capital	WW CIP	5,134,000	C66501840- Chemical System Upgrade - Ellis Creek
Waste Water Capital	WW CIP	330,000	C66401728- Ellis Creek Hi Strength Waste Facilities
Waste Water Capital	WW CIP	1,975,000	C66402245- Sewer Main Replacement- Payran & Madison
Waste Water Capital	WW CIP	2,374,000	C66402348- Sewer Main Replacement - Howard Street and Various Locations
Waste Water Capital	WW CIP	805,000	C66502032- PIPS Forcemain Replacement
Waste Water Capital	WW CIP	413,000	C66501930- PIPS Upgrade and Pump Replacement
Waste Water Capital	WW CIP	504,000	C66501838- Ellis Creek Outfall Replacement
Waste Water Capital	WW CIP	663,000	Digester Repair
Waste Water Capital	WW CIP	72,000	C66402349- Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehab
Waste Water Capital	Recycled Water CIP	8,322,000	C66401416- Tertiary Filtration System Expansion
		<u>20,993,000</u>	
Water Capital	Streets	553,000	pavement mgmt program
Water Capital	PW CIP	78,000	E16082012- Payran UST
Water Capital	Water CIP	230,000	c67501611- Oak Hill Well Construction
Water Capital	Water CIP	2,002,000	C67502225- Water Main Replacement- Payran and Madison
Water Capital	Water CIP	2,445,000	C67502326- Water Main Replacement Howard Street and Various Locations
Water Capital	Water CIP	205,000	C67502435- Pipeline Cathodic Protection
Water Capital	Water CIP	655,000	C67502328- Hardin Tank Recoating
Water Capital	Water CIP	100,000	C67502224- SCADA Upgrades
Water Capital	Recycled Water CIP	880,000	C66501834- Urban Recycled Water System Expansion - Maria Extension/Loop
		<u>7,148,000</u>	
		\$ 71,922,640	

TRANSFERS IN

TO	FROM	AMOUNT	PURPOSE
General Fund	Measure H	160,000	EMS Coordinator from Limited Term to FTE
General Fund	Measure H	190,000	2 EMTs from part time to Full Time
General Fund	General Fund- Measure U	13,614,247	to cover deficit
General Fund	SLESF	100,000	CAD/RMS system
General Fund	SLESF	30,000	general support
General Fund	Transient Occupancy Tax	2,000,000	general support
		<u>16,094,247</u>	
Police Grants	SLESF	30,000	for Mgmt Analyst Grant Match
		<u>30,000</u>	
Street Maintenance	Gas Tax	3,185,362	97% of Highway Users Tax (HUT) revenue
Streets	Water Capital	553,000	pavement mgmt program
Streets	Waste Water Capital	401,000	pavement mgmt program
		<u>4,139,362</u>	
Facilities CIP	General Fund- Measure U	242,000	C16201304- Community Center Exterior Repairs
Facilities CIP	General Fund- Measure U	100,000	C11202018- Emergency Power Backup City Hall and Police Headquarters
Facilities CIP	Measure H	1,750,000	c11202431- Fire Station No.4/Public Safety Building
Facilities CIP	Community Development Block Grant (CD)	249,000	E11202345- Seismic Analysis City Facilities Assessment
Facilities CIP	City Facilities Impact Fee	2,042,000	C11202433- Fire Station 1 - Seismic Retrofit and Improvements
Facilities CIP	City Facilities Impact Fee	20,000	C11202225- Police Dept Facility Remodel
		<u>4,403,000</u>	
Parks CIP	Parkland Impact Fees	377,000	C14402010- Turning Basin Docks
Parks CIP	Parkland Impact Fees	34,000	C14502012- Shollenberger Amphitheater & Kiosk Improvements
Parks CIP	General Fund	34,000	C00400205- Playground Equip Funded by TAB refinance savings
Parks CIP	Parks and Rec Grants	214,000	C14502012- Shollenberger Amphitheater & Kiosk Improvements
Parks CIP	Parkland Impact Fees	650,000	C14402215- Lucchesi Skate Park
Parks CIP	Street Maintenance	1,324,000	C14502114- Lynch Creek Trail/ Crosstown Connector
Parks CIP	Public Works Grants	141,000	e14502452- Lynch creek trail maintenance
Parks CIP	Transient Occupancy Tax	125,000	E14402237- Petaluma River Dredging Program
Parks CIP	Transient Occupancy Tax	121,000	c16501602- Downtown Pedestrian ADA Improvement
Parks CIP	Transient Occupancy Tax	309,484	c14402010- Turning Basin Docks Interfund loan
Parks CIP	Donations/Developer Contributions	500,000	C14402215- Lucchesi Skate Park
Parks CIP	Measure M Parks Sales Tax	41,283	c14502011 (loan)- Tennis & Pickleball Court Interfund Loan debt pymnt
Parks CIP	Measure M Parks Sales Tax	27,000	c14502318- Parks Access Improvements
Parks CIP	Measure M Parks Sales Tax	122,000	C00400205- Playground Replacements
Parks CIP	Measure M Parks Sales Tax	313,000	C14502320- Swim Center Pool Replastering
Parks CIP	Measure M Parks Sales Tax	150,000	C14402215- Lucchesi Skate Park
		<u>4,482,767</u>	
Surface CIP	Storm Drainage Impact Fees	1,210,000	C16502254- Wilson Stormwater Pump Station & Outfall Upgrades
Surface CIP	Storm Drainage Impact Fees	370,000	C16501931- Storm Drain Trash Capture Device Pilot
Surface CIP	Storm Drainage Impact Fees	25,000	C16502431- Corona Creek Flood Reduction and Habitat Enhancement
Surface CIP	Storm Drainage Impact Fees	255,000	C16302255- 960 Lakeville Drainage Improvements
PW CIP	General Fund	71,454	C16501412(LED Streetlight)- Interfund loan debt payment
PW CIP	Traffic Mitigation Impact Fees	345,906	Safe Streets Quick Builds
PW CIP	Traffic Mitigation Impact Fees	77,094	Safe Streets Quick Builds
PW CIP	Traffic Mitigation Impact Fees	105,000	c16102032- Pedestrian Improvements Citywide
PW CIP	Traffic Mitigation Impact Fees	3,401,000	C16401824- Caulfield Bridge Crosstown Connector
PW CIP	Traffic Mitigation Impact Fees	531,000	C16102251- D Street Improvements
PW CIP	Street Maintenance	215,000	C16102032- Pedestrian Improvements Citywide
PW CIP	Street Maintenance	74,370	C16501412(LED Streetlight)- Interfund loan debt payment
PW CIP	Transient Occupancy Tax	700,000	C16201304- Community Center Exterior Repairs
PW CIP	Water Capital	78,000	E16082012- Payran UST
PW CIP	Public Works Grants	2,059,000	C16102433- Petaluma North SMART Station Access Improvements
Surface CIP	Public Works Grants	359,000	C16501931- Storm Drain Trash Capture Device Pilot
Surface CIP	Public Works Grants	25,000	C16502431- Corona Creek Flood Reduction and Habitat Enhancement
		<u>9,901,824</u>	
2021 Lease Revenue Bonds (Road Ir General Fund- Measure U		1,950,542	Debt Service/ Roads/ Infrastructure
		<u>1,950,542</u>	

TRANSFERS IN

TO	FROM	AMOUNT	PURPOSE
Housing Successor Ag	Community Development Block Grant (CD)	40,000	sar051150- Successor Agency Housing
Housing Successor Ag	Commercial Linkage Fees	198,830	sar051150- Successor Agency Housing
Housing Successor Ag	Housing In-Lieu	238,597	sar051150- Successor Agency Housing
Housing Successor Ag	Mobile Home Rent Program	4,418	sar051150- Successor Agency Housing
		<u>481,845</u>	
Airport CIP	Airport Operating	15,000	C61502009- Taxiway A Rehabilitation
Airport CIP	Airport Operating	23,000	C61502319- South Taxilane B Rehabilitation
Airport CIP	Airport State AIP Grant	45,000	c61502009- Taxiway A Rehabilitation
Airport CIP	Airport State AIP Grant	40,000	C61502319- South Taxilane B Rehabilitation
		<u>123,000</u>	
Transit	General Fund	180,000	Fare Free Public Transit
		<u>180,000</u>	
Transit CIP	Transit	480,000	C65502214- Transit Facility Electrification
		<u>480,000</u>	
Waste Water	General Fund	93,580	Waste Water Settlement
		<u>93,580</u>	
WW CIP	Waste Water Capital	5,134,000	C66501840- Chemical System Upgrade - Ellis Creek
WW CIP	Waste Water Capital	330,000	C66401728- Ellis Creek Hi Strength Waste Facilities
WW CIP	Waste Water Capital	1,975,000	C66402245- Sewer Main Replacement- Payran & Madison
WW CIP	Waste Water Capital	2,374,000	C66402348- Sewer Main Replacement - Howard Street and Various Locations
WW CIP	Waste Water Capital	805,000	C66502032- PIPS Forcemain Replacement
WW CIP	Waste Water Capital	413,000	C66501930- PIPS Upgrade and Pump Replacement
WW CIP	Waste Water Capital	504,000	C66501838- Ellis Creek Outfall Replacement
WW CIP	Waste Water Capital	663,000	Digester Repair
WW CIP	Waste Water Capital	72,000	C66402349- Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehab
Recycled Water CIP	Water Capital	880,000	C66501834- Urban Recycled Water System Expansion - Maria Extension/Loop
Recycled Water CIP	Waste Water Capital	8,322,000	C66401416- Tertiary Filtration System Expansion
		<u>21,472,000</u>	
Storm Utility	General Fund	37,383	loan repayment
Storm Utility	General Fund	11,090	legal costs Waste Water settlement
Storm Utility	General Fund	480,000	operating costs
		<u>528,473</u>	
Water CIP	Water Capital	230,000	c67501611- Oak Hill Well Construction
Water CIP	Water Capital	2,002,000	C67502225- Water Main Replacement- Payran and Madison
Water CIP	Water Capital	2,445,000	C67502326- Water Main Replacement Howard Street and Various Locations
Water CIP	Water Capital	205,000	C67502435- Pipeline Cathodic Protection
Water CIP	Water Capital	655,000	C67502328- Hardin Tank Recoating
Water CIP	Water Capital	100,000	C67502224- SCADA Upgrades
		<u>5,637,000</u>	
Information Technology	General Fund- Measure U	300,000	EDEN Replacement
		<u>300,000</u>	
Vehicle Replacement	General Fund	500,000	vehicle replacements
Vehicle Replacement Fund	Measure H	1,000,000	Fire Engine
Vehicle Replacement Fund	Measure H	125,000	Batallion Chief Vehicle
		<u>1,625,000</u>	
		\$ 71,922,640	

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
 FY 2024-25 ALLOCATION BY HOME DEPARTMENT
 Full Time Positions - Authorized and Funded - Allocation by Home Department**

DEPARTMENT POSITION	FY 22-23		FY23-24		FY 24-25		----- Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>CITY CLERK</u>									
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Records Coordinator - Limited Term	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Assistant Confidential	1.00	0.00	1.00	0.00	1.00	0.00			
Total City Clerk	4.00	3.00	4.00	3.00	4.00	3.00	3.00	0.00	0.00
<u>CITY ATTORNEY</u>									
City Attorney	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant City Attorney	2.50	2.50	2.50	2.50	2.50	2.50	2.50		
Legal Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Total City Attorney	4.50	4.50	4.50	4.50	4.50	4.50	4.50	0.00	0.00
<u>CITY MANAGER</u>									
City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Asst. City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Asst to City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Senior Planner	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Exec. Asst. to City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Climate Action Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Assistant Confidential	1.00	0.00	1.00	0.00	1.00	0.00			
Total City Manager	8.00	6.00	8.00	6.00	8.00	6.00	6.00	0.00	0.00
<u>ECONOMIC DEV. & OPEN GOVERNMENT / IT</u>									
Communications Program Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Data and Systems Manager	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Director of Economic Develop & Open Gov	1.00	1.00	1.00	1.00	1.00	1.00	0.50		0.50
Economic Development Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Economic Development Specialist	1.00	0.00	1.00	0.00	1.00	0.00			
Info Tech Specialist I/II/III	4.00	4.00	5.00	5.00	7.00	7.00			7.00
Information Technology Manager	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Geographic Info Systems Mgr.	1.00	0.00	1.00	0.00	1.00	0.00			0.00
Geographic Info Systems Administrator	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Management Analyst II	1.00	1.00	0.00	0.00	0.00	0.00	0.00		
Management Analyst I/II	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Senior Management Analyst	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Business Systems Analyst	1.00	0.00	1.00	1.00	1.00	1.00			1.00
Total Econ. Dev./Redev.	14.00	10.00	15.00	12.00	17.00	14.00	2.50	0.00	11.50

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2024-25 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 22-23		FY23-24		FY 24-25		----- Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>HUMAN RESOURCES & RISK MANAGEMENT</u>									
Administrative Assistant Conf	1.00	1.00	1.00	0.00	1.00	0.00	0.00		
Director Human Resources	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Senior Human Resources Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
HR Assistant Conf	1.00	0.00	1.00	1.00	1.00	1.00	1.00		
Human Resources Analyst I/II	0.00	0.00	4.00	3.80	5.00	4.80	1.80	1.00	2.00
Human Resources Specialist Conf	3.80	3.80	0.00	0.00	0.00	0.00	0.00		0.00
Risk and Safety Officer	1.00	0.00	1.00	0.00	1.00	0.00			
Risk Manager	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Total Human Resources	9.80	7.80	10.00	7.80	11.00	8.80	4.80	1.00	3.00
<u>PARKS & RECREATION / COMMUNITY SERVICES</u>									
Deputy Director of Parks and Recreation	1.00	0.00	1.00	1.00	1.00	1.00	1.00		
Director of Parks and Recreation	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Facilities Supervisor	0.00	0.00	1.00	1.00	1.00	1.00	0.30		0.70
Facilities Technician I/II	1.00	1.00	1.00	1.00	1.00	1.00	0.80	0.20	
Management Analyst II	1.00	1.00	0.00	0.00	0.00	0.00	0.00		
Management Analyst I/II	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Office Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Parks & Facilities Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Superintendent of Parks and Facilities	1.00	1.00	1.00	1.00	1.00	1.00	0.50	0.20	0.30
Parks Maintenance Crew Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Parks Maintenance Lead Worker	3.00	2.00	3.00	2.00	3.00	2.00	2.00		
Parks Maintenance Worker I/II	10.00	7.00	10.00	8.00	10.00	9.00	8.00		1.00
Recreation Coordinator	3.00	3.00	3.00	3.00	4.00	4.00	4.00		
Recreation Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Assistant	2.00	1.00	2.00	1.00	2.00	1.00	1.00		
Senior Facilities Technician	1.00	1.00	2.00	2.00	2.00	2.00	0.70	0.30	1.00
Total Recreation	28.00	21.00	30.00	25.00	31.00	27.00	23.30	0.70	3.00
<u>FINANCE DEPARTMENT</u>									
Director of Finance	1.00	0.00	1.00	0.00	1.00	0.00			
Deputy City Manager / Director of Finance	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant Finance Director	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Senior Finance Analyst	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Accountant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Accountant	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Finance Analyst	2.00	2.00	2.00	1.00	2.00	1.00	1.00		
Management Analyst I/II	0.00	0.00	0.00	0.00	1.00	1.00	1.00		
Accounting Assistant I/II	6.00	6.00	6.00	6.00	6.00	6.00	6.00		
Accounting Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Technician	1.00	0.00	1.00	0.00	1.00	0.00			
Revenue Development Specialist	1.00	0.00	1.00	0.00	1.00	0.00			
Revenue Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Finance and Accounting Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
General Services Assistant	1.00	0.00	1.00	0.00	1.00	0.00			
Office Assistant	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Total Finance	21.00	16.00	22.00	16.00	23.00	17.00	16.00	0.00	1.00

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2024-25 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 22-23		FY23-24		FY 24-25		----- Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>FIRE</u>									
Senior Administrative Assistant Confidential	1.00	0.00	1.00	0.00	1.00	0.00			
Administrative Technician Conf	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Emergency Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.30	0.40	0.30
Emergency Medical Svcs Coordinator- Limited Term	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Fire Battalion Chief	3.00	3.00	3.00	3.00	3.00	3.00	3.00		
Fire Captain	9.00	9.00	10.00	10.00	10.00	10.00	10.00		
Fire Engineer/Fire Eng Paramedic	9.00	9.00	9.00	9.00	9.00	9.00	9.00		
Fire Inspector	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Fire Marshal	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant Fire Marshall	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Firefighter	9.00	9.00	9.00	9.00	9.00	9.00	9.00		
Firefighter/Paramedic	27.00	27.00	27.00	27.00	27.00	27.00	27.00		
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Total Fire	68.00	67.00	70.00	69.00	70.00	69.00	68.30	0.40	0.30
<u>POLICE</u>									
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Deputy Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Senior Administrative Assistant Confidential	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Abandoned Vehicle Abatement Officer	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Community Service Officer	5.00	3.00	5.00	3.00	5.00	3.00	3.00		
Evidence Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Management Analyst II	1.00	1.00	0.00	0.00	0.00	0.00	0.00		
Management Analyst I/II	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Management Analyst I/II Limited Term	0.00	0.00	1.00	1.00	1.00	1.00			1.00
Senior Management Analyst	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Police Property Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Lieutenant	4.00	4.00	4.00	4.00	4.00	4.00	4.00		
Police Officer	64.00	54.00	64.00	54.00	64.00	54.00	53.00		1.00
Police Records Technician I/II	5.50	5.00	5.50	5.00	5.50	5.00	5.00		
Parking Enforcement Officer	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Police Records Supervisor	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Police Records/Evidence Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Sergeant	10.00	10.00	11.00	11.00	11.00	11.00	11.00		
Police Technical Services Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Training Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Public Safety Communications Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Public Safety Dispatcher	12.00	11.60	12.00	11.60	12.00	11.60	11.60		
Community Engagement Liaison	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Public Safety Comm Mgr	1.00	0.00	1.00	0.00	1.00	0.00			
Administrative Assistant	1.00	0.00	1.00	0.00	1.00	0.00			
Total Police	116.50	101.60	118.50	103.60	118.50	103.60	100.60	0.00	3.00

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2024-25 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 22-23		FY23-24		FY 24-25		----- Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>COMMUNITY DEVELOPMENT/ BUILDING SERVICES/ HOUSING</u>									
Building Inspector I/II	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Administrative Assistant	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Permit Technician	2.00	2.00	3.00	3.00	3.00	3.00		3.00	
Chief Bldg Official	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Deputy Chief Building Official	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Director of Community Development	1.00	1.00	1.00	1.00	1.00	1.00	0.33	0.67	
Assistant Director of Community Development	0.00	0.00	1.00	1.00	1.00	1.00			1.00
Management Analyst I/II	1.00	1.00	1.00	1.00	1.00	1.00	0.33	0.67	
Senior Management Analyst	0.00	0.00	1.00	1.00	1.00	1.00			1.00
Plans Examiner	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Senior Building Inspector	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Senior Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00	1.00	0.55	0.45	
Code Enforcement Officer	0.00	0.00	0.00	0.00	1.00	1.00	0.55	0.45	
Housing Manager	1.00	1.00	1.00	0.00	1.00	0.00			
Housing Specialist	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Housing Program Specialist	1.00	0.00	1.00	0.00	1.00	0.00			
Total Community Development/Building Services/Housing	14.00	13.00	18.00	16.00	19.00	17.00	1.76	12.24	3.00
<u>PUBLIC WORKS & UTILITIES</u>									
Senior Administrative Assistant	3.50	3.50	3.50	3.50	3.50	3.50	0.20	3.20	0.10
Administrative Assistant	3.00	3.00	3.50	3.50	3.50	3.50	0.95	2.30	0.25
Administrative Technician	1.00	0.00	1.00	0.00	1.00	1.00			1.00
Administrative Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.10	0.85	0.05
Airport & Marina Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Airport Maintenance Worker	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Associate Civil Engineer	4.00	4.00	5.00	4.00	5.00	3.00		1.58	1.42
Assistant Engineer II	2.00	2.00	2.00	2.00	2.00	2.00			2.00
Senior Civil Engineer	5.00	5.00	6.00	6.00	6.00	6.00			6.00
Asst. Operations Manager	2.00	2.00	2.00	2.00	2.00	2.00	0.20	1.00	0.80
Asst. Utility System Operator	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Dir. Public Works & Utilities	1.00	1.00	1.00	1.00	1.00	1.00	0.07	0.83	0.10
Assistant. PW & Utilities Director	1.00	1.00	1.00	1.00	1.00	1.00	0.15	0.70	0.15
Business Systems Analyst	0.00	0.00	1.00	1.00	1.00	1.00			1.00
Budget Grants/Project Manager	1.00	0.00	1.00	0.00	1.00	0.00			
City Engineer	1.00	1.00	1.00	1.00	1.00	1.00	0.60	0.20	0.20
Deputy Director of Environmental Services	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Deputy Director of Operations	1.00	1.00	2.00	2.00	2.00	2.00		1.65	0.35
Electrical / Instrumentation Technician	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Electrical Maintenance Worker I/II	1.00	1.00	1.00	1.00	2.00	2.00		2.00	
Engineering Manager	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Engineering Tech II	3.00	1.00	3.00	1.00	3.00	1.00		0.95	0.05
Environmental Compliance Inspector	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Environmental Services Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Environmental Services Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Environmental Services Analyst	1.00	1.00	2.00	2.00	3.00	3.00		3.00	
Environmental Services Tech	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Equipment Mechanic	2.00	2.00	2.00	2.00	3.00	3.00	0.70	2.15	0.15
Equipment Mechanical Lead Worker	1.00	1.00	1.00	1.00	1.00	1.00	0.75	0.15	0.10

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2024-25 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	----- Allocation-----								
	FY 22-23		FY23-24		FY 24-25		General	Enterprise	Other
	Authorized	Funded	Authorized	Funded	Authorized	Funded	Fund	Funds	Funds
Laboratory Analyst	2.00	2.00	2.00	2.00	2.00	1.00		1.00	
Laboratory Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Management Analyst II	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
Management Analyst I/II	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Mechanical and Electrical Maint Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Office Assistant	3.00	0.00	3.00	0.00	3.00	0.00			
Operations Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Plant Mechanic	3.00	3.00	3.00	3.00	3.00	3.00		3.00	
Project Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.20		0.80
Public Works Crew Supervisor	2.00	1.00	2.00	1.00	2.00	1.00	0.10		0.90
Public Works Inspector II	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Public Works Inspector	4.00	4.00	4.00	4.00	4.00	4.00	2.15		1.85
Public Works Supervisor	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Engineering Technician	3.00	3.00	3.00	3.00	3.00	3.00	0.80	1.20	1.00
Senior Laboratory Analyst	1.00	0.00	1.00	0.00	1.00	1.00		1.00	
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	0.10	0.80	0.10
Senior Plant Mechanic	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Senior Transit Planner	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Street Maintenance Lead Wkr	3.00	3.00	3.00	3.00	3.00	3.00			3.00
Street Maintenance Worker I/II	10.00	9.00	10.00	9.00	10.00	10.00			10.00
Street Maintenance Worker III	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Traffic Signal Light Technician II	3.00	2.00	3.00	2.00	3.00	2.00			2.00
Senior Traffic Engineer	1.00	1.00	1.00	1.00	1.00	1.00	0.35		0.65
Transit Planner I/II	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Transit Specialist - Limited Term	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Transit Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Utility Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Utility Services Crew Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Utility Service Lead Worker	5.00	5.00	5.00	5.00	5.00	5.00		5.00	
Utility Service Worker I/II	17.00	16.00	17.00	16.00	17.00	16.00		16.00	
Utility Service Worker III	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Utility Supervisor	1.00	1.00	1.00	1.00	2.00	2.00		2.00	
Utility System Operator	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Utility Technician	2.00	1.00	2.00	2.00	2.00	2.00		2.00	
Water Recycling Plant Lead Operator	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Water Recycling Plant Operator II/III	8.00	8.00	8.00	8.00	8.00	8.00		8.00	
Water Recycling Plant Operations Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Water Resources and Conservation Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Water Service Rep Lead Worker	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Water Service Representative	2.00	2.00	3.00	3.00	3.00	3.00		3.00	
Total Public Works & Utilities	140.50	122.50	148.00	130.00	152.00	135.00	7.42	91.56	36.02
Total Position Summary	428.30	372.40	448.00	392.90	458.00	404.90	238.18	105.90	60.82

FY 25 Additional (New) Proposed Positions by Department

Division	FTE Count	Position	Funding Source
Code Enforcement	1	Code Enforcement Officer	General Fund/Non General Fund
Communications	1	*Communications Project Manager	Non General Fund
IT – Infrastructure	2	Information Technology Specialist I/II	General Fund/Non General Fund
Finance/Utility Billing	1	Management Analyst I/II	Non General Fund
EMS	2	*Emergency Medical Technician	Non General Fund
Human Resources	1	Human Resources Analyst I/II	Non General Fund
Parks	1	Parks Maintenance Worker I/II	General Fund
Recreation-Aquatics	1	Recreation Coordinator	General Fund
Recreation-Aquatics	1	*Recreation Specialist	General Fund
Recreation-Aquatics	1	*Maintenance Worker - aquatics	General Fund
CIP	1	*Principal level engineer	Non General Fund
CIP	1	*Principal level engineer	Non General Fund
CIP	1	Administrative Technician	Non General Fund
Water/Ellis Creek	1	Utility Supervisor	Non General Fund
Water/Ellis Creek	1	Electrical Maintenance Worker I/II	Non General Fund
Streets	1	Equipment Mechanic	Non General Fund
Streets/Transit	1	Streets Maintenance Worker II	Non General Fund
Environmental Services	1	Environmental Services Analyst	Non General Fund



PETALUMA

SONOMA COUNTY
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