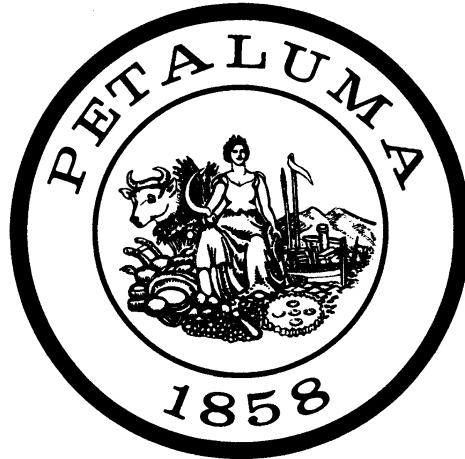


CITY OF PETALUMA
CALIFORNIA



FISCAL YEAR 2014-2015
Operating Budget and
Capital Improvement Program

David Glass
Mayor

Chris Albertson
Council Member

Mike Harris
Council Member

Gabe Kearney
Vice Mayor

Teresa Barrett
Council Member

Mike Healy
Council Member

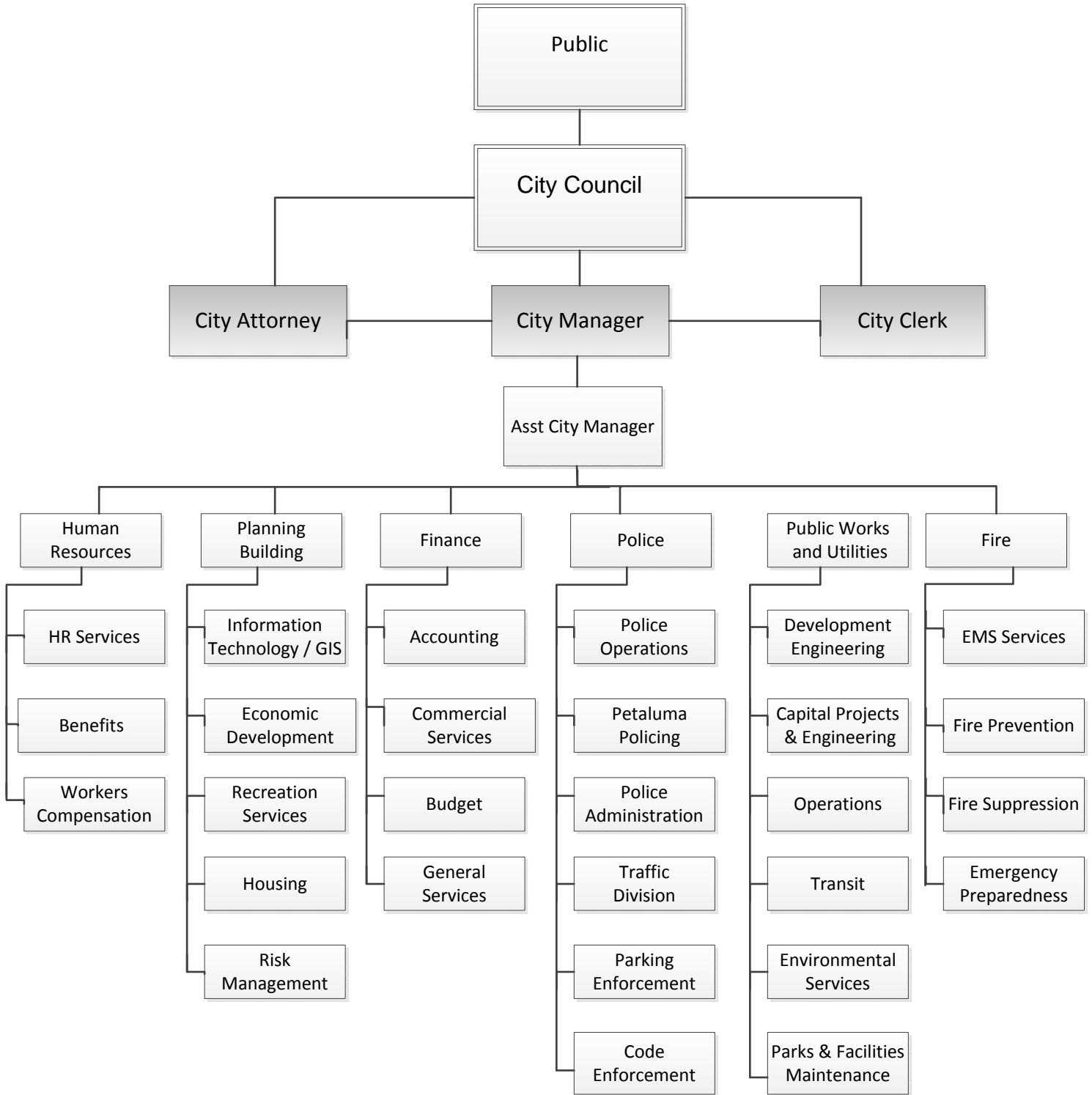
Kathy Miller
Council Member

Organization Chart

Offices, Departments & Divisions

City of Petaluma, California

Fiscal Year 14/15



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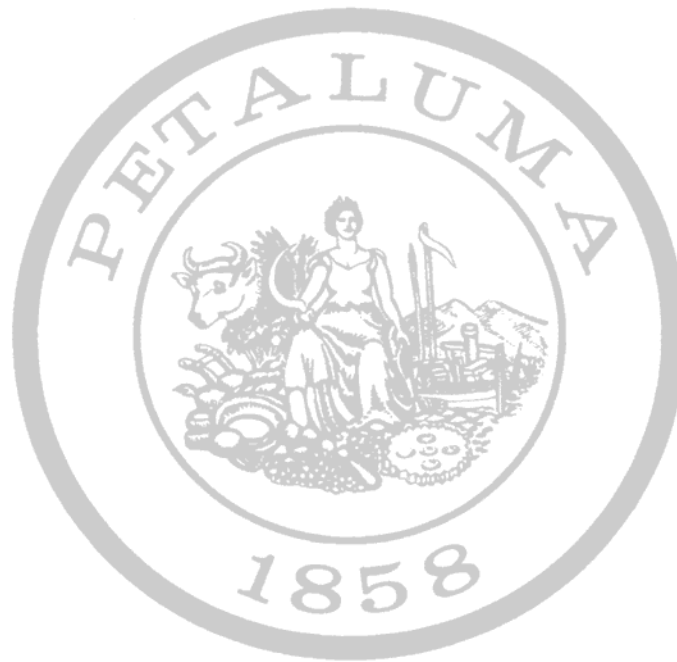
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CITY MANAGER'S BUDGET MESSAGE

City of Petaluma, California

Honorable Mayor and Members of the City Council:

Presented for your consideration and approval is the Proposed Budget recommended for FY 2014/15.

A **total budget, all funds, of \$201,067,862** is recommended for FY 2014/15, an increase of \$42,653,950 (26.9%) over the revised budget for 2013/14. Appropriations are supported by **total estimated resources of \$169,510,258**. The difference is offset with Fund balance. Adjusted to remove Transfers-In, and Transfers-Out, which are \$51,489,112 each, recommended expenditures for 2014/15 are \$149,578,750, and estimated revenues are \$118,021,146.

Major increases are found in four areas of the budget: the Capital Budget (\$12.6 Million), Special Revenue Funds (\$12.2 million), Enterprise Funds (\$8.5 million), and the Successor Agency to the PCDC (\$6.9 million). These are slightly offset by a decrease in the Internal Services funds (-\$.3 million) and in the aggregate account for nearly 94 percent of the \$42.6 million increase. The General Fund, which is increased by \$2.6 million in 2014/15, accounts for just 6.1 percent of the overall change, and increases the total budget by only 1.6 percent over 2013/14 when viewed by itself. Most of the activity responsible for this year's budget increase is associated with delivering capital projects. This includes the capital budgets and corresponding appropriations in the Special Revenue and Enterprises funds from where funding for projects is transferred. The funding sources for these projects are mainly development impact fees and grants, and will support Parks, Streets, Airport, Transit, and Utilities projects. Increases in the Successor Agency budget reflect the drawdown and expenditure of 2007 bond funds, for a portion of the City's share of the Old Redwood Highway project in 2014/15.

Because most City operations are budgeted in the General Fund, and because that is where the bulk of the City Council's discretionary spending exists, I will concentrate the remainder of this message on the General Fund. But, as noted, the City's budget far exceeds General Fund totals. As in the past, the bulk of information regarding other funds and the capital improvement program are contained in summary schedules, in budget narratives, and in the capital plan. Like the General Fund, all other funds are balanced for 2014/15.¹

¹ Due to a change in cost allocation methodology for 2014/15, and a corresponding delay in timing of reimbursement of services, the Information Technology Fund appears to end the year out of balance. When adjusted for this reimbursement on July 1, 2015, the Fund is projected to be, and remain in balance through FY 15/16.

**General Fund Comparison
 FY 2013/14 to 2014/15**

	FY 2013/14 Revised	FY 2014/15 Proposed	Amount of Change	Percent Change
Revenues				
Taxes	\$22,989,625	\$24,467,786	\$1,488,161	6.47%
Licenses/Permits/Fees	1,089,698	\$1,065,050	-\$24,648	-2.26%
Fines/Forfeitures/Penalties	\$658,366	\$660,366	\$2,000	0.30%
Earnings/rent	\$412,597	\$434,597	\$22,000	5.3%
Intergovernmental	\$4,363,608	\$4,452,776	\$89,168	2.04%
Charges for Service	\$4,690,541	\$5,916,866	\$1,226,325	26.14%
Other	\$142,356	\$134,356	-\$12,000	-8.43%
Transfers - In	\$1,745,511	\$1,617,012	-\$128,499	-7.36%
TOTAL REVENUES	\$36,092,302	\$38,748,809	\$2,656,507	7.36%

	FY 2013/14 Revised	FY 2014/15 Proposed	Amount of Change	Percent Change
Expenditures				
Salaries	\$19,223,733	\$20,605,180	\$1,381,447	7.19%
Benefits	\$9,906,517	\$10,935,641	\$1,029,124	10.39%
Services/Supplies	\$5,714,099	\$5,728,850	\$14,751	0.03%
Intra-governmental	\$1,380,210	\$1,593,842	\$213,632	15.48%
Capital	\$117,120	\$0	-\$117,120	-100%
Transfers	\$544,000	\$675,000	\$131,000	24.08%
TOTAL EXPENDITURES	\$36,885,679	\$39,538,513	\$2,652,834	7.20%

Difference - \$793,377 - \$789,704

Beginning Carry-over \$1,703,571 \$910,194

Ending Carry-over **\$910,194** **\$120,490**

A General Fund **budget of \$39,538,513** is recommended for 2014/15. This is an increase of \$2,652,834 (7.20%) over the revised budget for 2013/14. Estimated **revenues are \$38,748,809**, and are \$2,656,507 (7.36%) greater than revised estimates for 2013/14. The difference between the two, a negative balance of \$789,704, is offset using working capital carryover. This is projected at \$910,194 on June 30, 2014. The ending balance at June 30, 2015 is estimated at \$120,490, a decrease of nearly 87 percent from the projected ending balance for 2013/14.

A **designated reserve of \$2,462,139** is maintained separate of these balances. The reserve consists of monies accumulated through mid-year 2013/14, and \$115,000 in new money set aside in 2014/15. This reserve amounts to 6.22 percent of the General

Fund budget, approximately one third (1/3) of the Council's goal for the Reserve. Significant augmentation of the reserve occurred at mid-year 2013/14, primarily from property tax proceeds associated with \$8.7 million in funds of the former Petaluma Community Development Commission (PCDC), but also from revisions to sales taxes to account for revenue growth associated with the East Washington Place and Deer Creek Village projects. The funds of the former PCDC, which the City was holding while it exercises a legal challenge to the State, were surrendered last year to obtain a Certificate of Completion from the State. Surrendered monies were distributed to the various taxing entities that receive property tax apportionments, of which the City is one. The Certificate of Completion allowed the City to access its 2007 bond proceeds, which were frozen. The bond monies funded the remainder of the City's share of the East Washington Interchange project and now support a portion of the City's share of the Old Redwood Highway Interchange project. The City's legal challenge is still active. If we are ultimately successful, we'll need to be repaid for the money we surrendered. It is expected \$8.7 million will be withheld from the future apportionments of all the taxing entities, including the City, until the Successor Agency is repaid the entire amount. This would reduce the City's future property tax revenues and, potentially, the Reserve.

Funds added to the Reserve in 2014/15 represent ten (10) percent of new monies estimated from the East Washington Place and Deer Creek Village projects in 2014/15. Last year the City Council established reserve policies to rebuild, over five years, a General Fund Reserve of seventeen (17) percent of operating funds. To accomplish this, the Council approved setting aside one-time revenues and directing fifteen (15) percent of all new revenues into the Reserve. This year, staff took the liberty of transferring only ten (10) percent of estimated new money to the Reserve. This provided approximately \$60,000 to the operating budget and assisted in achieving balance, and increasing the working capital needed for 2015/16. Repeating this choice will increase the difficulty of achieving the Council's goal for building a prudent reserve.

As noted, General Fund revenue estimates for 2014/15 are \$2.66 million higher than 2013/14. This growth occurs almost entirely in two areas: Taxes and Charges for Services. Only half that growth, however, represents new money. The remainder reflects changes associated with updating our cost allocation plan.

Increases in Taxes are predominantly Sales Tax, which comprises approximately \$1.2 million of the \$1.488 million growth in the Taxes category. Sales tax gains represent, for the most part, increased estimates associated with the East Washington Place and Deer Creek Village projects. Stronger performance is also anticipated across the General Retail sector, and in the Construction and Business-to-Business sectors. Property Taxes increase only a percent and a half (1.5%), based on Assessor's estimates, but also include residual receipts from the dissolution of Redevelopment.

Pursuant to the Council's goals, the City's cost allocation plan was updated in 2013/14. Allocations consistent with the plan are incorporated in the recommended budget for 2014/15. The plan updated both the costs used to charge one function for the services of another, and converted direct charging of some salaries across funds to indirect charges instead. That particular change increases the cost in the "home" fund. It also creates a revenue for the home fund, which represents charges to the "receiving" fund, rather than distributing, as we have in the past, salaries and benefits across all

benefitted funds. In total these changes increase Charges for Services, the revenue category in which they are counted, by nearly a million dollars. Appropriations are increased by a corresponding amount. The remaining increase in this category, approximately \$200,000, reflects charges from the Attorney's office to other funds associated with the work of two new Assistant City Attorneys.

Changes in the other revenue categories are not significant, and don't warrant much discussion other than to say that increases and decreases in those accounts basically offset each other.

Each year, I remind the reader of the process by which department budgets are developed, reviewed, and recommended in the Proposed Budget. Departments submit their requests to the Finance Department pursuant to strict guidance. This is of necessity; one need look no further than either of the five-year forecasts displayed in this message to see the reason. Despite rising costs, departments must submit Services and Supplies requests that are within existing totals. This requires departments to absorb any cost increases without additional resources, until at least mid-year review when it can be determined if more funding is available. The Finance Department, rather than the departments, calculates personnel costs. This ties salary and benefit estimates directly to the City's payroll system, rather than relying on department estimates, and assures vacant positions remain unfunded. Budgeting for part-time positions and overtime is reduced to a minimum, when possible and if it makes operational sense to do so. Requests for new funding must be submitted separate of the main budget request and be fully justified. In virtually no case are these recommended without a dedicated revenue source, unless cost increases cannot be avoided without a degradation of services, and/or if the request is expected to generate revenues equal to or greater than costs.

Because achieving a balance for 2014/15 without further reductions was difficult (as the projected ending fund balance of \$120,490 underscores), additional guidance was given to departments regarding the maximum salary levels at which new employees during the year may be hired. Departments may recommend hires through the second step of the salary range. Starting an employee at a higher level on the range requires City Manager approval, which is only granted if circumstances dictate. Employees have been hired at the fourth or even top salary step, based on factors such as candidate experience, market conditions, and/or the difficulty experienced in filling a position. Several vacant positions are expected to be filled in 2014/15, but will not be filled higher than step three. This guidance reduced projected personnel costs in the General Fund and helped to achieve a balance. The Finance Director was also asked to push, within a reasonable degree of risk, revenue estimates. He did this in the Sales Tax estimate, which completed the balancing of this budget.

While budget guidance is restrictive and increases the challenges of managing budgets for our departments, these restrictions continue to be necessary to maintain balance. Rather than budgeting for contingencies at the department level, this approach maintains contingencies at the Fund level, and retains City Council discretion over how precious and limited reserves may be used.

As previously noted, the recommended General Fund budget for 2014/15 is \$2.65 million (7.20%) greater than last year. A significant percentage of what drives the increase is attributable to changes in the way costs are allocated, rather than to higher costs. Some added expenses are offset by corresponding revenues. When only unreimbursed costs are considered, the General Fund increases by approximately \$1.6 million (4.52%).

Focusing on the total General Fund increase of \$2.65 million, ninety one (91) percent is in employee Salaries and Benefits. \$1.05 million of that increase is due to the updated cost allocation plan: a number of salaries are now charged entirely in the General Fund, rather than spread across other benefitted funds. These costs are now charged indirectly, and are offset by transfers from other funds. Beyond that major change, increases in Salaries and Benefits also include a full year's costs of two Assistant City Attorney positions (costed in 2013/14 for only one-half a year), an increase in part-time salaries in the Police Department to provide administrative and analytical support (\$106,000), and a part-time position approved for the Economic Development Division at mid-year 2013/14 (\$47,300). These positions are offset by revenues: in charges to other departments, through an annual payment from the Graton Rancheria, and from TOT proceeds, respectively. Additional, unreimbursed, position-related increases in Salaries and Benefits include filling one full-time firefighter vacancy (\$100,000); a full year's costs of the Human Resources Director position upgraded from an HR Manager in 2013/14 (\$27,000); and, employee salary step advancements for those employees who are still advancing through the salary schedule.

Benefits cost increases of approximately \$1 million are also due to updating the cost allocation plan, and to escalating PERS and health care costs. PERS costs for 2014/15 are increased by \$500,000; rates for Miscellaneous employees increased from 14.49 percent to 15.99 percent; rates for Safety employees increased from 37.74 percent to 39.83 percent. Health care costs are increasing \$400,000, based on an anticipated nine (9) percent increase in 2014/15. Benefits are further increased by another \$100,000 to address the anticipated costs of retirements, dental insurance and Other Post Employee Benefits (OPEB) for the year.

Only nine (9) percent of General Fund cost increases are not associated with Salaries and Benefits. Significant changes are in the Intergovernmental and Transfer categories. Intergovernmental charges are approximately \$200,000 higher than 2013/14, and reflect the effect of changes in cost allocations between the General Fund and Insurance. The City Council included funds in the 2013/14 mid-year adjustments to augment declining balances in the Risk fund. This adjustment further builds those reserves, using a more defensible allocation formula, and increases the confidence level of our excess insurance carrier that reserves for self-insurance are adequate.

Also included in the recommended budget are Transfers-in of \$1,617,012, and Transfers-out of \$675,000. Transfers-in are \$128,499 (7.4%) less than 2013/14. This reflects the allocation of Economic Development costs through the updated cost allocation plan. Previously those costs were funded through a transfer from Transient Occupancy Tax. Transfers-out are \$131,000 (24.08%) greater than in 2013/14 and reflect additional costs necessary to fund the payback of loans from the Storm Drainage Impact Fee and Wastewater Enterprise funds. This is associated with the segregation

of storm water maintenance costs from the Wastewater Utility beginning in calendar year 2012, and with a 15-year repayment of monies that were used for storm drainage maintenance in the three years prior to 2012 that are now being returned to the Wastewater Utility.

The beginning fund balance of \$910,174 is approximately 46.57 percent less than last year's estimate, and reflects the use of fund balance on hand at July 1, 2013 to offset expenses that are estimated to be \$793,377 in excess of revenues at June 30, 2014. Following that trend, Fund Balance drops in 2014/15 to \$120,490. That decrease (\$789,704) is an 86.7% reduction from the beginning of FY 2014/15.

Those are the highlights of the recommended budget for 2014/15. The remainder of this message looks at the long-range forecast.

The long-range financial forecast was initiated in January 2011 and has been consistently updated semi-annually since that time. Forecasting is ongoing and reflects changing conditions and assumptions. Because of this, forecasts vary from update to update. Even so, forecasting has been valuable in identifying the long-range effects of current actions, and for budget planning. The Forecast was updated most recently in February. At that time, the forecast was:

Forecast – February 2014

	FY 13/14	FY 14/15	FY 15/16	FY 16/17
REVENUES	\$36,092,302	\$37,732,855	\$38,906,485	\$40,440,647
EXPENDITURES	\$36,886,471	\$38,516,408	\$39,598,303	\$40,802,006
REVENUES OVER (UNDER) EXPENDITURES	-\$794,169	-\$783,553	-\$691,818	-\$361,360
BEGINNING FUND BALANCE	\$1,703,571	\$909,402	\$125,849	-\$565,969
ENDING FUND BALANCE	\$909,402	\$125,849	-\$565,969	-\$927,328

The February 2014 forecast actually extended one additional year, although it is not displayed here due to space constraints, and projected for FY 2017/18: Revenues of \$41,267,420; Expenditures of \$42,091,227; a deficit, Expenditures over Revenues of \$823,807, a beginning Fund Balance of -\$927,328; and an ending Fund Balance of -\$1,751,136.

This forecast updated the budget assumptions included in the budget adopted for 2013/14, and increased 2013/14 Revenues by \$1,959,456 and 2013/14 Expenditures by \$1,865,387. It also incorporated in future years' projections the adjustments approved by the Council in February 2014 that could be expected to be recurring.

Beginning Fund balance was increased by \$286,616 to reflect mid-year adjustments, and, as noted previously, Reserves were increased by \$1,203,262.

A complete accounting of these adjustments can be found in the material presented to the City Council at its Special Meeting of February 10, 2014. Changes integrated in current and future forecast projections are summarized below:

Revenues:

- Property Taxes were increased based on anticipated increases in assessed valuation (these have since been reduced slightly, based on current estimates);
- Property Transfer Taxes were increased, due to strong sales volume at the time. Home sales have slowed since, due to shortage of supply. Projections going forward are more conservative;
- Sales Tax was increased to reflect receipts from the East Washington Place project and to reflect a recovering sales tax base;
- Business Licenses were increased, to reflect the positive effect of auditing;
- Intergovernmental Revenues were increased to reflect increases in VLF funds tied to the Sales tax “triple flip”, due to increased sales tax receipts;
- Charges for Services were increased to reflect charges to other funds to reimburse the time of personnel hired in the City Attorney’s Office;
- TOT transfers were increased, to reflect additional funding for Economic Development, and downtown improvements, maintenance, and beautification.

Expenditures:

- Salaries to fund a Police Dispatch Supervisor, a Fire Inspector, part-time help for the Economic Development Division, and for the in-house Attorney’s department;
- Benefits associated these positions;
- Compensatory Time payouts in the Police Department, based on historic use and trending;
- A budget was established to fund Storm Water Maintenance, at its current levels. This does not establish a fully operational program or system needs;
- Funding was established for downtown sidewalk improvements and cleaning, and beautification;
- Police and Fire services and supplies and Public Works Building and Maintenance increase.

These changes are also incorporated in the recommended budget for 2014/15, with any exceptions or adjustment noted above. In addition, assumptions used to develop the current financial forecast reflect changes from the cost allocation plan update, and the other changes noted on Page M-5 of this document. Assumptions still continue to include escalation factors for PERS and Health Care costs, as have been discussed in previous budget messages. They also include increasing revenue estimates from the major retail developments that are currently being built, or will soon commence construction. These do not, however, include any development projects that have not received entitlements, for which no estimates exist for when building permits applications will be submitted.

The following table provides a summary of the revised financial projection, based on the recommended Proposed Budget, through fiscal year 2017/18.

**General Fund Long Term Operating Forecast
 May 2014**

	FY 14/15	FY 15/16	FY 16/17	FY 17/18
REVENUES	\$38,748,809	\$39,920,479	\$41,429,016	\$42,229,673
EXPENDITURES	\$39,538,513	\$40,860,157	\$42,085,076	\$43,396,764
REVENUES OVER (UNDER) EXPENDITURES	-\$789,704	-\$939,678	-\$656,060	-\$1,167,092
BEGINNING FUND BALANCE	\$910,194	\$120,490	-\$819,189	-\$1,475,249
ENDING FUND BALANCE	\$120,490	-\$819,189	-\$1,475,249	-\$2,642,341

It is interesting to note: the difference between final projections for 2017/18 in the February 2014 forecast and the update above is -\$891,205. This is the difference between a projected Ending Fund Balance of -\$1,751,136 in February 2014 and -\$2,642,341 in May 2014, and is roughly equal to the sum of four annual transfers of \$205,000 associated with the updated cost allocation plan for Insurance. If this correction wasn't necessary, the revised projection would track with this year's mid-year projection, and would show improvement over the projection made in May 2013. That projection, which for brevity is not duplicated here but can be found on Page M-9 in the Budget Message for the 2013/14 Budget, estimated an Ending Fund Balance of approximately -\$2.33 million in June 2017/18.

In any case, all three projections reflect common themes: a budget balanced through the end of the current (or then-current) fiscal year, increasing in imbalance as expenses outpace revenues, with ending deficits in the neighborhood of two million dollars. Revenues in the long term do not, and without new revenue will not, maintain pace with expenditures.

With the intensive effort that has gone into balancing our budgets the past several years, imbalances occurring within two years and continuing to grow is cause for concern. Alone, this is a serious problem, albeit a problem that can be addressed through a combination of further reductions and modest revenue increases. But the true problem is many times greater because we have not in the General Fund been, nor are we now able, to dedicate any meaningful funding for vehicle replacements, aging City facilities, flood protection, or for our streets and sidewalks. Nor can we afford to restore positions needed to operate the municipal corporation at its most effective level, or preserve the quality of life to which this community has become accustomed. In addition to the several hundreds of thousands of dollars needed in the next four years to

balance the General Fund budget, the City needs hundreds of millions in new money over the next three decades to address currently unmet equipment, structure, system, infrastructure, and staffing needs.

That kind of money isn't going to be generated by all the development projects waiting in the wings. We won't grow our way out of this. Nor will any amount of budget cutting be enough to meet deferred needs and continue to provide essential services using existing revenue sources. New revenues are necessary; revenues that will generate 100's of millions of dollars over the next several decades.

The Council's goals are found in this document in the Overview Section for the Council's own budget. While the Council's goals are limited, and as such all are important, some of the very most important of these goals address financial planning for the future, including evaluating options for a tax measure on the November 2014 ballot.

One of the most exciting developments this past fiscal year was the community survey conducted last November. Results indicated residents might be willing to increase sales taxes by as much as one cent for as long as thirty years to fund some of the needs I have discussed. City staff is currently engaged in education and outreach efforts to validate and refine the results of the November 2013 survey. In that way, the City Council will have ample information to consider this summer when it is asked if it wishes to place a sales tax measure on the ballot. Current outreach is also better gauging the level of community support for such a measure. Part of that outreach includes soliciting community preferences for budget priorities. The resulting information will be invaluable in structuring a successful tax measure, but will also be crucial if the Council determines that now is not the time to approach voters, cannot agree to the structure of a measure, or if a measure placed on the ballot fails.

It's no exaggeration to suggest this is among the most important decisions this or any Petaluma City Council will make. An opportunity exists for the City Council and this community to profoundly change Petaluma for years to come. It's highly encouraging to consider a Petaluma with well-maintained streets and sidewalks, adequate public buildings, enhanced flood protection capacity, better traffic circulation, and adequate staffing to meet community expectations. It's equally discouraging to consider the direction Petaluma will go without new revenue. Without ample new revenue, Petaluma can look forward to more reductions, further degradation of facilities, infrastructure, and services, and of its quality of life. The question for all of us is: which future do we want for ourselves?

I look forward to discussing the recommended budget with Council, at the workshop scheduled for May 12, 2014 and during the budget meetings set for May 19, and June 2, 2014.



John C. Brown
City Manager
May 5, 2014



2014-15 ALL FUNDS BUDGET SUMMARY

The total budgeted appropriation for the fiscal year 2014-15 is \$201,067,862. 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 six fund categories. The categories include the following fund types and appropriations:

General Fund appropriations are \$39,538,513. The General Fund includes costs for City Administration, Finance, Public Safety, Community Development, Public Works, and Parks and Recreation.

Special Revenue Funds appropriations are \$24,886,777. This includes Housing, Landscape Assessment Districts, Developer Impact Fees, Grants, Transportation, and Transient Occupancy funds. These funds are used for various projects and programs throughout the City.

Enterprise Funds appropriations are \$65,592,151. Enterprise Funds include Airport, Development Services, Marina, Transit, Wastewater, and Water.

Internal Service Funds appropriations are \$6,469,348. Funds include Employee Benefits, General Services, Information Technology, Risk Management, Vehicle and Equipment Replacement, and Worker's Compensation. All Internal Service Fund costs are charged back to user departments in the City.

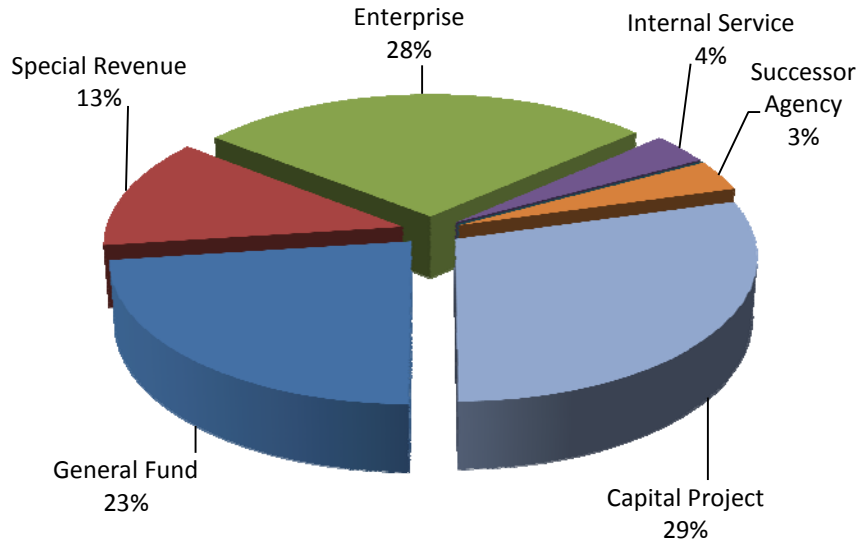
Successor Agency Funds appropriations are \$14,868,073. These funds provide for debt service, program expenditures, and intergovernmental charges through the transfer of tax increment revenue received.

Capital Project Funds appropriations are \$49,713,000. These funds include Airport, FEMA, Fire, Parks, Public Works, Surface Water, Water, Recycled Water, Wastewater, and the PCDC.

The charts on the next page show where the funds come from and where they are used.

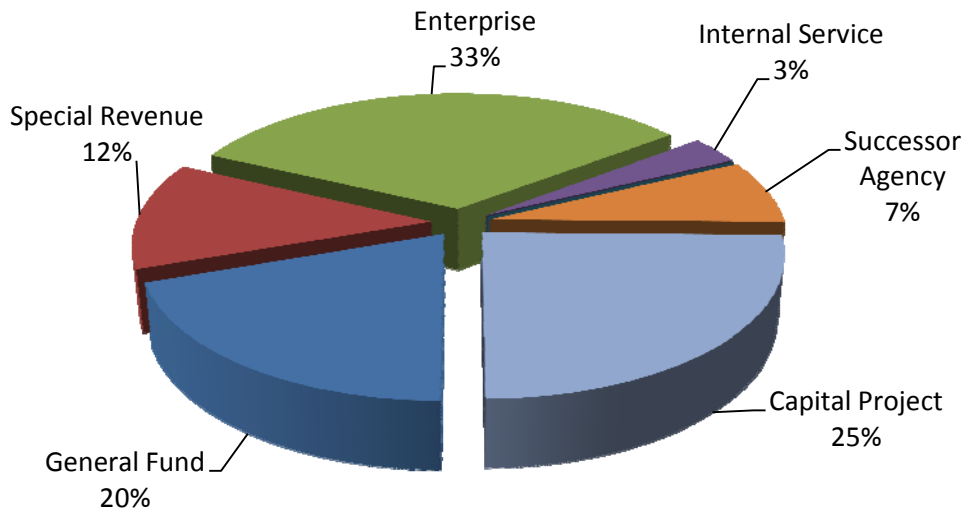
WHERE THE MONEY COMES FROM...

**2014-2015
ESTIMATED REVENUES - \$169,510,258**



WHERE THE MONEY GOES...

**2014-2015
BUDGET - \$201,067,862**



FUND SUMMARY
FISCAL YEAR 2013-14 Estimate

Fund Description	Beg. Bal. 7/1/2013	Estimated Revenues	Estimated Expenditures	Transfers In	Transfers Out	Est. Fund Bal. 6/30/2014
GENERAL FUND OPERATING	\$ 1,703,571	\$ 34,346,791	\$ (36,341,680)	\$ 1,745,511	\$ (544,000)	910,193
General Fund Designated Reserves	2,391,139	-	-	-	(44,000)	2,347,139
TOTAL GENERAL FUND	\$ 4,094,710	\$ 34,346,791	\$ (36,341,680)	\$ 1,745,511	\$ (588,000)	\$ 3,257,332
Community Development Block Grant	94,722	256,300	(267,040)	-	-	83,982
Home/Begin Grants	368,873	1,000	-	-	-	369,873
Housing Successor Agency	22,496,735	-	(327,284)	300,000	-	22,469,451
Aquatic Facility Impact Fees	73,541	11,037	(373)	-	-	84,205
Commercial Linkage Fees	1,418,229	615,737	(144,324)	-	(150,000)	1,739,642
Community Facilities Impact Fees	1,154,665	44,602	(2,324)	-	(13,000)	1,183,943
Community Facilities Impact Fees - 08	177,672	667	-	-	(210,000)	178,339
Fire Suppression Impact Fees	307,933	25,900	(935)	-	-	122,898
Housing in-Lieu Fees	2,985,175	647,568	(847,546)	-	(150,000)	2,635,197
Library Facility Impact Fees	226,334	16,037	(604)	-	-	241,767
Parkland Acq/Dev Impact Fees	1,911,371	212,307	(7,707)	-	-	2,115,971
Parkland Acquisition Impact Fees-08	676,619	111,700	(3,264)	-	(258,000)	527,055
Parkland Development Impact Fees-08	1,066,901	352,107	(10,505)	-	-	1,408,503
Open Space Acquisition Impact Fees - 08	138,394	26,367	(765)	-	-	163,996
Quimby Act Dedication and In-Lieu-08	138	-	-	-	-	138
Law Enforcement Facility Impact Fees	432,900	22,520	(872)	-	-	454,548
Public Facilities Impact Fees	153,683	38,515	(1,192)	-	-	191,006
Public Facilities Impact Fees-08	163,187	2,784	(65)	-	-	165,906
City Facilities Development Impact Fee	175,375	349,906	(10,473)	-	(150,400)	514,808
Storm Drainage Impact Fees	3,040,773	22,495	(4,690)	-	-	2,908,178
Storm Drainage Impact Fees - 08	200,111	59	-	-	-	200,170
Traffic Mitigation Impact Fees	2,514,711	11,842	(1,950)	-	(353,000)	2,171,603
Traffic Mitigation Impact Fees-08	7,431,086	3,378,950	(101,168)	-	-	10,708,868
Public Art Fees	296,478	126	(10,550)	-	-	286,054
3% Admin Impact Fees	276,720	174,525	(19,050)	-	-	432,195
General Government Grants	652	-	-	-	-	652
Fire Department Grants	(3,219)	10,000	(10,000)	-	-	(3,219)
Police Grants	(74,311)	500,000	(505,346)	-	-	(79,657)
Parks and Rec Grants	-	-	-	-	-	-
Public Works Grants	904,314	1,563,000	-	-	(1,563,000)	904,314
Gas Tax	426,931	1,699,716	(34,500)	-	(1,250,000)	842,147
Landscape Assessment Districts	367,443	378,651	(328,589)	-	-	417,505
Abandoned Vehicle Abatement	210,776	25,927	(24,719)	-	-	211,984
Asset Seizures	158,140	110,500	(69,250)	-	(30,000)	169,390
Street Maintenance Gas Tax	1,615,273	1,724,887	(2,987,342)	1,250,000	(377,750)	1,225,068
Transient Occupancy Tax	706,132	1,797,296	(255,750)	-	(1,754,011)	493,667
Haz Mat Fines	25,987	1,500	(100)	-	-	27,387
Fire in-Lieu Fees	-	-	(6)	-	-	(6)
SLESF	40,366	100,000	(100)	-	(115,000)	25,266
Donations	356,196	168,000	(121,500)	-	(135,627)	267,069
Prince Park Trust	917,081	4,850	-	-	(56,500)	865,431
TOTAL SPECIAL REVENUE FUNDS	53,434,087	14,407,378	(6,099,883)	1,550,000	(6,566,288)	56,725,294

FUND SUMMARY
FISCAL YEAR 2013-14 Estimate

Fund Description	Beg. Bal. 7/1/2013	Estimated Revenues	Estimated Expenditures	Transfers In	Transfers Out	Est. Fund Bal. 6/30/2014
PERMANENT TRUST FUNDS						
Wickersham Park Trust	23,665	120	-	-	-	23,785
TOTAL PERMANENT TRUST FUNDS	23,665	120	-	-	-	23,785
PRIVATE PURPOSE TRUST FUNDS						
Thomas Lee Charity Trust	24,192	120	-	-	-	24,312
Child Care Trust	162,309	800	-	-	-	163,109
TOTAL PRIVATE PURPOSE TRUST FUNDS	186,501	920	-	-	-	187,421
ENTERPRISE FUNDS						
Airport Operations	316,029	1,951,940	(1,764,068)	5,925	(185,000)	324,826
Development Services	181,518	1,425,000	(1,199,702)	-	-	406,816
Marina	(325,274)	276,250	(429,302)	-	-	(478,326)
Public Transportation	90,761	4,250,910	(2,994,172)	-	(1,244,000)	103,499
Storm Utility	(1,479)	470,520	(470,520)	400,000	-	398,521
Waste Water Utility	24,938,546	23,279,200	(20,096,162)	47,925	(10,005,100)	18,164,409
Waste Water Rate Stabilization	3,569,234	17,800	-	-	-	3,587,034
Water Utility	12,784,821	14,707,000	(14,085,002)	-	(4,618,000)	8,788,819
TOTAL ENTERPRISE FUNDS	41,554,156	46,378,620	(41,038,928)	453,850	(16,052,100)	31,295,598
INTERNAL SERVICE FUNDS						
Employee Benefits	(80,380)	1,394,790	(1,222,956)	-	-	91,454
General Services	308,826	98,650	(323,063)	-	-	84,413
Information Technology	(5,506)	1,668,830	(1,678,267)	-	-	(4,943)
Risk Management (Liability)	3,705,025	1,490,100	(2,071,120)	10,000	-	3,124,005
Vehicle and Equipment Replacement	159,096	700	(151,650)	100,000	-	108,146
Workers' Compensation	4,147,839	1,154,130	(1,344,170)	-	-	3,957,799
TOTAL INTERNAL SERVICE FUNDS	8,234,900	5,807,200	(6,791,226)	110,000	-	7,360,874
CAPITAL PROJECT FUNDS						
General Gov CIP	(330,549)	-	-	-	-	(330,549)
Community Development CIP	200,057	-	-	-	-	200,057
Police CIP	-	-	-	-	-	-
Fire CIP	500,583	-	(210,000)	210,000	-	500,583
Parks and Recreation CIP	84,011	338,000	(713,830)	365,627	-	73,808
Public Works/Surface Water CIP	(150,874)	12,811,400	(18,772,744)	4,421,150	-	(1,691,068)
FEMA Permanent CIP	(385,115)	912,778	(912,778)	-	-	(385,115)
TDA CIP	-	-	-	-	-	-
Airport CIP	7,428	-	(185,000)	185,000	(5,950)	1,478
Marina CIP	(40,239)	(200,000)	(200,000)	200,000	-	(40,239)
Transit CIP	(32,284)	-	(1,179,000)	1,244,000	-	32,716
Waste Water/Recycled Water CIP	1,864,988	315,000	(10,189,898)	10,005,100	(47,900)	1,947,290
Water CIP	1,210,602	-	(4,649,177)	4,618,000	-	1,179,425
TOTAL CAPITAL PROJECT FUNDS	2,928,608	14,377,178	(37,012,427)	21,248,877	(53,850)	1,488,386
Successor Agency Debt	13,029,779	5,746,033	(5,746,033)	-	(1,892,000)	11,137,779
Successor Agency Admin	360,799	166,089	(231,497)	-	-	295,391
TOTAL SUCCESSOR AGENCY FUNDS	13,390,578	5,912,122	(5,977,530)	-	(1,892,000)	11,433,170
TOTAL ALL FUNDS	123,847,205	121,230,329	(133,261,674)	25,108,238	(25,152,238)	111,771,860

FUND SUMMARY
FISCAL YEAR 2014-2015

Fund Description	Est. Fund Bal. 7/01/2014	Budgeted Revenues	Budgeted Expenditures	Budgeted Transfers In	Budgeted Transfers Out	Proj. Fund Bal. 6/30/2015
GENERAL FUND OPERATING	\$ 910,193	\$ 37,131,798	\$ (38,863,513)	\$ 1,617,012	\$ (675,000)	\$ 120,490
General Fund Designated Reserves	2,347,139	115,000	-	-	-	2,462,139
	\$ 3,257,332	\$ 37,246,798	\$ (38,863,513)	\$ 1,617,012	\$ (675,000)	\$ 2,582,629
Community Development Block Grant	83,982	328,342	(287,372)	-	(35,500)	89,452
Home/Begin Grants	369,873	1,000	(320,001)	235,500	-	370,873
Housing Successor Agency	22,469,451	200	(427,421)	-	(100,000)	22,384,950
Aquatic Facility Impact Fees	84,205	4,000	-	-	(20,000)	84,405
Commercial Linkage Fees	1,739,642	5,000	-	-	(130,000)	1,216,221
Community Facilities Impact Fees	1,183,943	500	-	-	(100,000)	1,168,943
Community Facilities Impact Fees - 08	178,339	1,200	(411,485)	-	(100,000)	178,839
Fire Suppression Impact Fees	122,898	177,244	-	-	(100,000)	2,300,956
Housing In-Lieu Fees	2,635,197	800	-	-	-	242,567
Library Facility Impact Fees	241,767	1,600	-	-	(1,911,370)	206,201
Parkland Acq/Dev Impact Fees	2,115,971	202,284	(5,994)	-	-	723,345
Parkland Acquisition Impact Fees-08	527,055	646,300	(19,254)	-	(1,582,630)	452,919
Parkland Development Impact Fees-08	1,408,503	47,430	(1,399)	-	-	210,027
Open Space Acquisition Impact Fees - 08	163,996	157,792	(4,722)	-	-	153,208
Quimby Act Dedication and In-Lieu-08	138	1,600	-	-	-	456,148
Law Enforcement Facility Impact Fees	454,548	700	-	-	-	191,706
Public Facilities Impact Fees	191,006	500	-	-	-	166,406
Public Facilities Impact Fees-08	165,906	620,110	(18,579)	-	(64,000)	1,116,339
City Facilities Development Impact Fee	514,808	1,500	-	-	-	2,845,678
Storm Drainage Impact Fees	2,908,178	800	-	-	-	200,970
Storm Drainage Impact Fees - 08	200,170	1,689,600	(50,328)	-	(1,844,000)	1,966,875
Traffic Mitigation Impact Fees	2,171,603	479,380	(14,081)	-	-	11,174,167
Traffic Mitigation Impact Fees-08	10,708,868	286,054	(139,741)	-	-	146,513
Public Art Fees	432,195	119,714	(10,520)	-	-	541,389
3% Admin Impact Fees	652	-	-	-	-	652
General Government Grants	(3,219)	500,000	(500,000)	-	-	(3,219)
Police Grants	(79,657)	4,600,000	-	-	(4,600,000)	(79,657)
Parks and Rec Grants	-	2,392,000	-	-	(2,392,000)	-
Public Works Grants	904,314	1,467,458	(32,000)	-	(1,168,600)	904,314
Gas Tax	842,147	388,625	(268,660)	-	-	1,109,005
Landscape Assessment Districts	417,505	105,000	(70,178)	-	-	537,470
Abandoned Vehicle Abatement	211,984	181,000	(160,467)	-	(30,000)	246,806
Asset Seizures	169,390	1,720,976	(3,060,065)	1,156,600	(970,000)	159,923
Street Maintenance Gas Tax	1,225,068	1,927,500	(342,745)	-	(1,430,512)	72,579
Transient Occupancy Tax	493,667	-	(12,000)	-	-	647,910
Haz Mat Fines	27,387	-	-	-	-	15,387
Fire in-Lieu Fees	(6)	100,000	-	-	(100,000)	(6)
SLESF	25,266	2,191,000	(171,653)	-	(2,023,000)	25,266
Donations	267,069	4,500	-	-	(56,500)	263,416
Prince Park Trust	865,431	-	-	-	-	813,431
TOTAL SPECIAL REVENUE FUNDS	56,725,294	20,065,855	(6,328,665)	1,392,100	(18,558,112)	53,296,472

FUND SUMMARY
FISCAL YEAR 2014-2015

Fund Description	Est. Fund Bal. 7/01/2014	Budgeted Revenues	Budgeted Expenditures	Budgeted Transfers In	Budgeted Transfers Out	Proj. Fund Bal. 6/30/2015
PERMANENT TRUST FUNDS						
Wickesham Park Trust	23,785	-	-	-	-	23,785
TOTAL PERMANENT TRUST FUNDS	23,785	-	-	-	-	23,785
PRIVATE PURPOSE TRUST FUNDS						
Thomas Lee Charity Trust	24,312	-	-	-	-	24,312
Child Care Trust	163,109	-	-	-	-	163,109
TOTAL PRIVATE PURPOSE TRUST FUNDS	187,421	-	-	-	-	187,421
ENTERPRISE FUNDS						
Airport Operations	324,826	2,832,780	(1,829,130)	-	(945,000)	383,476
Community Development	406,816	1,425,900	(1,346,483)	-	-	486,233
Marina	(478,326)	255,700	(306,955)	-	-	(529,581)
Public Transportation	103,499	4,627,310	(3,971,365)	-	(637,000)	122,444
Storm Utility	398,521	-	(424,138)	437,420	-	411,803
Waste Water Utility	18,164,409	23,212,900	(20,251,492)	93,580	(14,153,000)	7,066,397
Waste Water Rate Stabilization	3,587,034	17,800	-	-	-	3,604,834
Water Utility	8,788,819	14,476,600	(14,042,588)	-	(7,685,000)	1,537,831
TOTAL ENTERPRISE FUNDS	31,295,598	46,848,990	(42,172,151)	531,000	(23,420,000)	13,083,437
INTERNAL SERVICE FUNDS						
Employee Benefits	91,454	1,489,758	(1,430,581)	-	-	150,631
General Services	84,413	229,788	(234,747)	-	-	79,454
Information Technology	(4,943)	1,532,846	(1,670,461)	-	-	(142,558)
Risk Management (Liability)	3,124,005	1,545,177	(1,532,400)	-	-	3,136,782
Vehicle and Equipment Replacement	108,146	800	-	100,000	-	208,946
Workers' Compensation	3,957,799	1,151,500	(1,601,159)	-	-	3,508,140
TOTAL INTERNAL SERVICE FUNDS	7,360,874	5,949,869	(6,469,348)	100,000	-	6,941,395
CAPITAL PROJECT FUNDS						
General Gov CIP	(330,549)	-	-	-	-	(330,549)
Community Development CIP	200,057	-	-	-	-	200,057
Police CIP	-	-	-	-	-	-
Fire CIP	500,583	-	(130,000)	130,000	-	500,583
Parks and Recreation CIP	73,808	-	(10,197,000)	10,197,000	-	73,808
Public Works/Surface Water CIP	(1,691,068)	579,000	(14,710,000)	14,074,000	-	(1,748,068)
FEMA Permanent CIP	(385,115)	1,332,000	(945,000)	-	-	1,885
TDA CIP	-	-	-	-	-	-
Airport CIP	1,478	-	(945,000)	945,000	-	1,478
Marina CIP	(40,239)	-	(153,000)	-	-	(193,239)
Transit CIP	32,716	-	(665,000)	665,000	-	32,716
Waste Water/Recycled Water CIP	1,947,290	-	(14,175,000)	14,153,000	-	1,925,290
Water CIP	1,179,425	-	(7,793,000)	7,685,000	-	1,071,425
TOTAL CAPITAL PROJECT FUNDS	1,488,386	1,911,000	(49,713,000)	47,849,000	-	1,535,386
Successor Agency Debt	11,137,779	5,748,634	(5,748,634)	-	(8,836,000)	2,301,779
Successor Agency Admin	295,391	250,000	(283,439)	-	-	261,952
TOTAL SUCCESSOR AGENCY FUNDS	11,433,170	5,998,634	(6,032,073)	-	(8,836,000)	2,563,731
GRAND TOTAL	\$ 111,771,860	\$ 118,021,146	\$ (149,578,750)	\$ 51,489,112	\$ (51,489,112)	\$ 80,214,256

Sources and Uses of Funds Fiscal Year 14-15

	General Fund	Special Revenue Funds incl. LMH	Enterprise Funds	Internal Service Funds	Private Purpose/ Permanent Trust	Capital Project Funds	Successor Agency Funds	All Funds
Revenue								
Taxes Revenue	24,467,786	3,927,800	65,000				5,998,634	34,459,220
Licenses, Permits and Fees	1,725,416	3,415,340	1,313,400					6,454,156
Use of Property Revenue	434,597	75,600	1,464,880	46,100				2,021,177
Intergovernmental	4,452,776	9,949,776	5,049,830		1,911,000			21,363,382
Charges for Services/Sales	5,916,866	506,339	126,500	5,903,769				12,453,474
Utility Revenue			37,748,060					37,748,060
Sales Revenue	2,550		893,600					896,150
Other Revenue	131,807	2,191,000	187,720					2,510,527
Total Revenues	\$ 37,131,798	\$ 20,065,855	\$ 46,848,990	\$ 5,949,869	\$ -	\$ 1,911,000	\$ 5,998,634	\$ 117,906,146
Other Sources:								
Transfers In	1,617,012	1,392,100	531,000	100,000		47,849,000		51,489,112
Total Revenue and Other Sources	\$ 38,748,810	\$ 21,457,955	\$ 47,379,990	\$ 6,049,869	\$ -	\$ 49,760,000	\$ 5,998,634	\$ 169,395,258
Expenditures and Expenses								
Salaries and Benefits	\$ 31,540,821	\$ 2,079,504	\$ 7,542,140	\$ 1,768,988		\$ 1,499,885	\$ 52,435	44,483,773
Services and Supplies	963,914	829,500	10,150,560	86,150		43,940,418	400	55,970,942
Professional Services, Maint, Repair	3,459,401	2,003,594	7,756,235	1,256,230			48,120	14,523,580
Intragovernmental Charges	1,593,842	633,317	2,792,766	220,282		156,697	171,118	5,568,022
Utilities, Rent, Training	1,220,800	459,478	1,958,679	3,022,778			11,366	6,673,101
Advertising, Promotion, Debt	84,735	214,772	11,190,771	220			5,748,634	17,239,132
Capital Improvement Projects	-	108,500	781,000	114,700		4,116,000	8,836,000	13,956,200
Total Expenditures and Expenses	\$ 38,863,513	\$ 6,328,665	\$ 42,172,151	\$ 6,469,348	\$ -	\$ 49,713,000	\$ 14,868,073	\$ 158,414,750
Other Uses:								
Transfers Out	675,000	18,558,112	23,420,000					42,653,112
Total Expenditures, Expenses and Other Uses	\$ 39,538,513	\$ 24,886,777	\$ 65,592,151	\$ 6,469,348	\$ -	\$ 49,713,000	\$ 14,868,073	\$ 201,067,862



2015 Budget
General Fund Revenue by Account Type
CITY OF PETALUMA

<i>Account</i>	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
1100 General Fund				
TAXES REVENUE	20,251,977	23,455,329	22,989,625	24,467,786
FEES/PERMITS AND FINES REVENUE	1,565,494	2,036,622	1,748,064	1,725,416
USE OF PROPERTY REVENUE	380,589	417,820	412,597	434,597
INTERGOVERNMENTAL REVENUE	4,353,212	4,212,477	4,363,608	4,452,777
CHARGES FOR SERVICE REVENUE	4,497,956	4,578,026	4,690,541	5,916,866
UTILITY REVENUE	165	0	0	0
SALES REVENUE	2,794	5,103	2,550	2,550
MISCELLANEOUS	742,660	395,036	139,806	131,806
TRANSFERS, DEBT PROCEEDS, CITY CONTRIBTN	1,471,000	1,589,914	1,745,511	1,617,012
TOTAL GENERAL FUND REVENUE	33,265,847	36,690,327	36,092,302	38,748,810

In addition, \$115,000 of revenue is anticipated for the General Fund Designated Reserves in FY 2015.

2015 Budget
General Fund Revenue by Function
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
1100 General Fund				
GENERAL GOVERNMENT	27,803,207	31,075,420	31,209,234	33,740,018
CDD	554,103	741,813	601,000	608,000
FIRE	2,179,148	2,322,331	2,322,923	2,351,343
PARK/REC	846,543	842,813	794,657	793,647
POLICE	983,756	1,070,468	955,234	999,232
PUBLIC WORKS	899,090	637,482	209,254	256,570
TOTAL GENERAL FUND REVENUE	33,265,847	36,690,327	36,092,302	38,748,810

In addition, \$115,000 of revenue is anticipated for the General Fund Designated Reserve in FY 2015.

**2015 Budget
 General Fund Revenue by Cost Center
 CITY OF PETALUMA**

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
1100 General Fund				
General Fund cost center	27,672,788	30,960,483	30,727,548	33,035,332
Animal Services admin/operations	107,761	95,521	0	0
City Attorney admin/operations	0	0	370,682	600,682
City Clerk admin/operations	22,658	19,416	19,000	12,000
Non Departmental	0	0	92,004	92,004
CDD admin	210,959	353,834	251,000	208,000
Cost Recovery	343,144	387,979	350,000	400,000
Fire admin	393,675	500,496	457,384	455,898
Fire prevention	104,720	148,881	152,625	101,000
Ambulance	1,680,753	1,672,954	1,712,914	1,794,445
Park/Rec admin	12,000	35,615	5,800	6,000
PR Cavanagh Center	10,569	6,595	8,288	5,500
PR Community Center	218,324	259,698	225,500	255,000
PR park maintenance	709	3,259	0	0
PR youth/teens programs	261,432	244,389	240,465	250,000
PR contract classes	139,314	146,646	141,143	145,000
PR sports programs	117,891	93,423	94,095	70,000
PR Luchessi Field Turf	3,074	4,473	3,137	0
PR Sports Field Lights	43,096	16,658	29,274	16,160
PR aquatic programs	3,567	0	3,567	3,567
PR senior programs	36,567	32,057	41,820	30,300
PR special events	0	0	1,568	12,120
Police admin	983,756	1,070,468	955,234	999,232
Pub Works admin	872,054	606,891	185,435	240,410
Turning Basin/D St Bridge	27,036	30,591	23,819	16,160
TOTAL GENERAL FUND REVENUE	33,265,847	36,690,327	36,092,302	38,748,810

In addition, \$115,000 of revenue is anticipated for the General Fund Designated Reserve in FY 2015.

2015 Budget
General Fund Appropriations by Account Type
 CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
1100 General Fund				
SALARY	18,122,878	18,397,924	19,223,734	20,605,180
BENEFITS	7,709,739	8,544,814	9,906,516	10,935,641
SUPPLIES	983,485	939,624	1,082,535	963,914
PROF SERVICES, MAINT, REPAIR	2,707,359	3,022,721	3,390,865	3,459,401
INTRAGOVERNMENTAL SERVICES	1,161,960	1,129,710	1,434,450	1,593,842
UTILITIES, RENT, TRAINING	997,389	1,134,154	1,118,760	1,220,800
ADVERTISING, PROMOTION, DEBT	13,833	16,886	77,800	84,735
CAPITAL EXPENDITURES	727,032	321,603	107,020	0
TRANSFERS	33,929	349,561	544,000	675,000
TOTAL GENERAL FUND	32,457,604	33,856,997	36,885,680	39,538,513
LESS INTRAGOVERNMENTAL OFFSET	(1,293,050)	(1,199,245)	(1,218,200)	(2,077,327)
GENERAL FUND NET COST	31,164,554	32,657,752	35,667,480	37,461,186

2015 Budget
General Fund Appropriations by Function
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
1100 General Fund				
GENERAL GOVERNMENT	3,102,557	3,331,691	4,487,254	5,689,058
CDD	470,929	527,265	508,780	547,793
FIRE	9,666,480	10,688,599	11,638,980	12,361,486
PARK/REC	1,335,725	1,369,772	1,481,636	1,554,054
POLICE	14,251,216	14,540,994	15,479,602	16,012,549
PUBLIC WORKS	3,630,697	3,398,676	3,289,428	3,373,573
TOTAL GENERAL FUND	32,457,604	33,856,997	36,885,680	39,538,513
LESS INTRAGOVERNMENTAL OFFSET	(1,293,050)	(1,199,245)	(1,218,200)	(2,077,327)
GENERAL FUND NET COST	31,164,554	32,657,752	35,667,480	37,461,186

**2015 Budget
General Fund Appropriations by Cost Center
CITY OF PETALUMA**

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
1100 General Fund				
GENERAL FUND COST CENTER	33,929	349,561	544,000	675,000
ANIMAL SERVICES ADMIN/OPERATIONS	656,961	537,715	0	0
CITY COUNCIL ADMIN/OPERATIONS	63,623	71,787	77,585	86,596
CITY ATTORNEY ADMIN/OPERATIONS	337,477	260,249	718,642	858,683
CITY CLERK ADMIN/OPERATIONS	186,670	197,153	185,844	170,239
CITY CLERK ELECTIONS	61,915	109,700	67,727	115,253
CITY MANAGER ADMIN/OPERATIONS	520,807	526,632	557,621	765,240
ECONOMIC DEVELOPMENT	0	93,444	198,498	273,845
FINANCE ADMIN	459,962	372,369	577,229	521,848
FINANCE ACCOUNTING SERVICE	442,860	441,534	488,153	621,991
FINANCE COMMERCIAL SERVICE	102,108	101,028	108,843	593,140
HUMAN RESOURCES ADMIN/OPERATIONS	201,719	204,091	245,962	399,023
NON DEPARTMENTAL	34,526	66,428	717,150	608,200
CDD ADMIN	132,175	135,222	156,780	143,793
COST RECOVERY	338,754	392,043	352,000	404,000
FIRE ADMIN	929,147	972,523	1,116,770	1,326,531
FIRE DISASTER PREPAREDNESS	2,058	2,160	2,660	2,660
FIRE HAZARDOUS MATERIALS	49,242	59,946	116,113	146,865
FIRE PREVENTION	264,328	281,454	336,284	306,253
FIRE SUPPRESSION	7,897,620	8,940,650	9,566,643	10,075,477
FIRE SUPPRESSION-APPARATUS	140,399	125,728	142,300	142,300
FIRE SUPPRESSION-BUILDING/GROUNDS	94,001	27,200	14,000	14,000
FIRE SUPPRESSION-COMMUNICATIONS	0	2,243	9,900	9,900
FIRE SUPPRESSION-SUPPLIES	25,355	22,806	43,000	43,000
FIRE SUPPRESSION-TRAINING	21,217	17,350	23,560	21,250
AMBULANCE	243,113	236,539	267,750	273,250
PARK/REC ADMIN	605,424	654,718	690,099	756,976
PR CAVANAGH CENTER	24,571	19,481	18,310	18,310
PR COMMUNITY CENTER	165,133	152,639	178,192	174,354
PR LIBRARY/MUSEUM	22,831	25,863	25,182	25,546
PR YOUTH/TEENS PROGRAMS	203,362	226,326	235,839	243,827
PR CONTRACT CLASSES	78,364	81,680	76,000	76,000
PR SPORTS PROGRAMS	71,675	43,554	72,610	74,726
PR AQUATIC PROGRAMS	96,444	101,347	102,600	103,600
PR SENIOR PROGRAMS	65,737	63,082	62,804	60,715

**2015 Budget
 General Fund Appropriations by Cost Center
 CITY OF PETALUMA**

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
PR SPECIAL EVENTS	2,184	1,082	20,000	20,000
POLICE ADMIN	1,518,522	2,502,125	2,728,013	3,020,790
POLICE COMMUNICATION	1,042,256	1,002,155	1,198,770	1,192,499
POLICE CAD/RMS	261,391	255,851	273,500	284,450
POLICE INVESTIGATION	839,392	1,271,331	1,126,492	1,130,008
POLICE PATROL	8,641,291	7,447,116	7,771,540	8,091,756
POLICE AUTO THEFT	163,471	2	155,523	180,810
POLICE TRAFFIC SAFETY	953,222	1,177,302	1,266,487	1,161,358
POLICE RECORDS	559,407	563,836	588,749	639,171
PARKING ENFORCEMENT	272,264	321,276	370,528	311,707
PUB WORKS ADMIN	1,044,826	679,533	345,104	409,827
PUB WORKS ENGINEERING DEVELOPMENT	218,313	236,013	309,913	307,260
PUB WORKS ENGINEERING CIP	45,566	119,048	84,123	85,939
PUB WORKS ENGINEERING TRAFFIC	54,739	25,495	33,610	42,761
PUB WORKS BLDG/FACILITY MAINTENANCE	631,848	645,746	656,313	640,591
PUB WORKS AUTO/EQUIP MAINT SHOP	232,725	222,569	187,035	187,937
PUB WORKS STREET SIGNALS	4,124	957	0	0
PUB WORKS STREET SIGNS	279	460	0	0
PUB WORKS STREET LIGHTS	65-	710-	0	0
PUB WORKS PARKS MAINTENANCE	1,386,626	1,458,719	1,526,018	1,531,203
DOWNTOWN STREETS/SIDEWALKS MAINT	0	0	136,012	136,000
PUB WORKS TURNING BASIN/D ST BRIDGE	11,716	10,846	11,300	32,055
TOTAL GENERAL FUND	32,457,604	33,856,997	36,885,680	39,538,513
LESS INTRAGOVERNMENTAL OFFSET	(1,293,050)	(1,199,245)	(1,218,200)	(2,077,327)
GENERAL FUND NET COST	31,164,554	32,657,752	35,667,480	37,461,186



2015 Budget
Special Revenue Funds
Revenue by Account Type
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
TAXES REVENUE	2,260,665	2,475,138	3,156,596	3,927,800
FEES/PERMITS AND FINES REVENUE	4,283,442	9,594,807	5,891,692	3,415,340
USE OF PROPERTY REVENUE	256,021	243,697	96,878	75,600
INTERGOVERNMENTAL REVENUE	5,664,548	9,842,830	4,542,054	9,949,776
CHARGES FOR SERVICE REVENUE	543,869	714,915	552,158	506,339
SALES REVENUE	0	300	0	0
MISCELLANEOUS	212,614	194,560	168,000	2,191,000
TRANSFERS, DEBT PROCEEDS, CITY CONTRIBTN	29,415,430	3,251,973	1,550,000	1,392,100
TOTAL SPECIAL REVENUE FUNDS	42,636,589	26,318,220	15,957,378	21,457,955

2015 Budget
Special Revenue Funds
Revenue by Fund
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
Aquatic Ctr Facilities Impact Fees	39,398	22,826	11,037	200
Commercial Linkage Fees	390,709	548,168	615,737	4,000
Community Facilities Impact Fees	32,885	75,608	44,602	5,000
Community Ctr Facilities Imp Fees 08	137,436	45,697	667	500
Fire Suppression Facility Impact Fees 08	132,686	190,259	25,900	1,200
Housing in-Lieu Impact Fees	287,885	693,139	647,568	177,244
Library Facility Impact Fees	70,547	44,456	16,037	800
Parkland Acq And Dvlpmnt Impact Fees	421,890	242,457	212,307	1,600
Park Land Acquisition Impact Fees	603,315	100,169	111,700	202,284
Park Land Dev Impact Fees 08	406,984	686,537	352,107	646,300
Open Space Acquisition 08	184,792	37,648-	26,367	47,430
Quimby Act Dedication & In-Lieu - 08	138	1	0	157,792
Law Enforcement Facilities Impact Fees	129,905	75,271	22,520	1,600
Public Facilities Impact Fees	25,551	68,856	38,515	700
Public Facility - 08	130,604	37,596	2,784	500
City Facilities Development Impact Fee	0	180,786	349,906	620,110
Storm Drainage Impact Fees	1,024,441	299,434	22,495	1,500
Storm Drainage Impact Fees - 08	11,832	194,097	59	800
Traffic Impact Fees	543,564	606,049	11,842	1,689,600
Traffic Impact Fees 08	1,212,753	6,282,851	3,378,950	479,380
Public Art Fees 08	9,515	286,516	126	200
3% Admin Fees-08	119,243	284,580	174,525	119,714
CDBG	290,347	292,702	256,300	328,342
Home/Begin	120,977	4,140,444	1,000	1,000
Fire Grants	779,936	23,181	10,000	0

2015 Budget
Special Revenue Funds
Revenue by Fund
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
Parks and Rec Grants	5,000	1,055,183	0	4,600,000
Police Grants	616,816	476,634	500,000	500,000
Public Works Grants	1,767,149	1,935,730	1,563,000	2,392,000
Donations/Developer Contrib	154,209	163,135	168,000	2,191,000
Abandoned Vehicle Abatement	29,046	28,973	25,927	105,000
Asset Seizures Police	330,740	222,288	110,500	181,000
Haz Mat Fines-Fire	10,355	2,221	1,500	0
In-Lieu Fees-Fire	205	45	0	0
SLESF	112,604	139,920	100,000	100,000
Gas Tax	2,098,280	1,422,001	1,699,716	1,467,458
Street Maintenance (HUT)	3,778,761	3,109,746	2,933,887	2,877,576
Solid Waste Contract Management	0	0	41,000	0
Street Reconstruction	996	0	0	0
Street Maintenance (FF)	796,629	0	0	0
LAD admin/operations	398,681	394,439	378,651	388,625
TOT-Community Promo	1,487,878	1,683,481	1,797,296	1,927,500
Prince Park Trust	2,759	3,664	4,850	4,500
TOTAL SPECIAL REVENUE FUNDS	42,636,589	26,318,220	15,957,378	21,457,955

2015 Budget
Special Revenue Funds
Appropriations by Account Type
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	1,891,049	1,675,986	1,563,002	1,383,633
BENEFITS	778,235	574,124	721,392	695,871
SUPPLIES	616,169	897,151	594,500	829,500
PROF SERVICES, MAINT, REPAIR	2,498,752	5,680,953	1,926,197	2,003,594
INTRAGOVERNMENTAL SERVICES	289,621	541,997	466,193	633,317
UTILITIES, RENT, TRAINING	571,708	536,806	466,964	459,478
ADVERTISING, PROMOTION, DEBT	543,155	809,986	219,135	214,772
CAPITAL EXPENDITURES	459,147	1,193,322	142,500	108,500
TRANSFERS	9,665,091	7,102,315	6,566,288	18,558,112
TOTAL SPECIAL REVENUE FUNDS	17,312,927	19,012,640	12,666,171	24,886,777

2015 Budget
Special Revenue Funds
Appropriations by Fund
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
AQUATIC CTR FACILITIES IMPACT FEES	5,546	736	373	0
COMMERCIAL LINKAGE FEES	37,656	117,343	294,324	527,421
COMMUNITY FACILITIES IMPACT FEES	8,339	15,307	15,324	20,000
COMMUNITY CENTER FACILITIES IMP FEES-08	4,110	1,351	0	0
FIRE SUPPRESSION FACILITIES IMPACT FEES	49,262	162,274	210,935	130,000
HOUSING IN-LIEU IMPACT FEES	995,852	913,518	997,546	511,485
LIBRARY FACILITY IMPACT FEES	2,236	1,460	604	0
PARK LAND ACQ AND DVLPMNT IMPACT FEES	313,860	80,569	7,707	1,911,370
PARK LAND ACQUISITION IMPACT FEES	22,328	2,930	261,264	5,994
PARK LAND DEVELOP IMPACT FEES 08	16,497	10,125	10,505	1,601,884
OPEN SPACE ACQ IMPACT FEES 08	9,907	1,157-	765	1,399
QUIMBY ACT DEDICATION & IN-LIEU FEES 08	0	0	0	4,722
LAW ENFORCEMENT FACILITIES IMPACT FEES	10,405	2,462	872	0
PUBLIC FACILITIES IMPACT FEES	7,122	2,103	1,192	0
PUBLIC FACILITY 08	3,904	1,110	65	0
City Facility Development Impact Fee	0	5,412	10,473	18,579
STORM DRAINAGE IMPACT FEES	1,956,869	160,130	155,090	64,000
STORM DRAINAGE IMP FEES-08	354	5,808	0	0
TRAFFIC IMPACT FEES	530,037	459,812	354,950	1,894,328
TRAFFIC IMPACT FEES	25,175	188,259	101,168	14,081
PUBLIC ART FEES -08	25,328	15,225	10,550	139,741
3% ADMIN FEES - 08	24,846	51,383	19,050	10,520
GENERAL GOVERN GRANTS	10,753	0	0	0
CDBG	289,986	294,795	267,040	322,872
HOME/BEGIN	500,000	4,144,095	0	0
FIRE GRANTS	758,903	26,400	10,000	0
PARKS AND REC GRANTS	28,747-	1,055,183	0	4,600,000
POLICE GRANTS	621,781	537,031	505,346	500,000
PUBLIC WORKS GRANTS	1,337,294	1,940,138	1,563,000	2,392,000
DONATIONS/DEVELOPER CONTRIB	189,753	222,285	257,127	2,194,653
ABANDONED VEHICLE ABATEMENT	100	3,621	24,719	70,178
ASSET SEIZURES POLICE	503,695	520,718	99,250	190,467

2015 Budget
 Special Revenue Funds
 Appropriations by Fund
 CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
ASSET SEIZURES K-9	8,323	6,583	0	0
HAZ MAT FINES-FIRE	271	1,296	100	12,000
IN-LIEU FEES - FIRE	31,100	8,975	6	0
SLESF	116,000	112,100	115,100	100,000
GAS TAX	2,206,426	1,182,629	1,284,500	1,200,600
STREET MAINTENANCE (HUT)	1,826,238	3,024,726	2,118,511	2,826,022
STREET SIGNS AND MARKINGS	0	505,345	564,806	478,169
STREET SIGNALS AND LIGHTS	0	603,727	637,508	679,502
SOLID WASTE CONTRACT MGMT	0	0	44,267	46,372
STREET RECONSTRUCTION	296,559	21	0	0
STREET MAINTENANCE (FF VEH IMPACT)	1,900,228	11,803	0	0
LAD ADMIN/OPERATIONS	395,248	378,383	328,589	268,660
TOT-COMMUNITY PROMO	1,324,229	1,359,640	2,009,761	1,773,257
PRINCE PARK TRUST	56,500	56,500	56,500	56,500
SUCCESSOR AGENCY HOUSING	918,654	820,486	327,284	320,001
TOTAL SPECIAL REVENUE FUNDS	17,312,927	19,012,640	12,666,171	24,886,777

2015 Budget
Trust Revenue by Fund
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
Wickersham Trust	157	90	120	0
Successor Agency Trust Fund	0	0	0	0
Child Care Trust	1,078	616	800	0
Thomas Lee Charity Trust	115	85	120	0
Total Trust Revenue	1,350	791	1,040	0

2015 Budget
Trust Appropriations by Fund
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
Wickersham Trust	0	0	0	0
Successor Agency Trust Fund	0	0	0	0
Child Care Trust	0	0	0	0
Thomas Lee Charity Trust	0	0	0	0
Total Trust Appropriations	0	0	0	0



2015 Budget
Enterprise Funds Revenue by Account Type
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
TAXES REVENUE	70,496	75,657	70,000	65,000
FEES/PERMITS AND FINES REVENUE	1,159,640	1,562,579	1,307,500	1,313,400
USE OF PROPERTY REVENUE	1,429,769	1,342,974	1,446,290	1,464,880
INTERGOVERNMENTAL REVENUE	1,999,133	2,071,213	4,150,810	5,049,830
CHARGES FOR SERVICE REVENUE	202,632	180,550	125,000	126,500
UTILITY REVENUE	38,089,755	38,607,631	38,396,020	37,748,060
SALES REVENUE	948,433	909,597	817,000	893,600
MISCELLANEOUS	78,072	105,841	66,000	187,720
TRANSFERS, DEBT PROCEEDS, CITY CONTRIBUTN	12,416,865	19,058,982	453,850	531,000
Total Enterprise Funds Revenue	56,394,795	63,915,024	46,832,470	47,379,990

2015 Budget
Enterprise Funds Revenue by Fund
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
AIRPORT	2,045,578	1,898,848	1,957,865	2,832,780
DEVELOPMENT SERVICES	1,388,062	1,717,742	1,425,000	1,425,900
MARINA	282,609	299,521	276,250	255,700
TRANSIT	2,125,424	2,309,608	4,250,910	4,627,310
WASTE WATER	33,023,334	40,304,311	23,327,125	23,306,480
WASTE WATER RATE STABILIZATION	14,112	4,999	17,800	17,800
WATER	17,515,674	17,379,995	14,707,000	14,476,600
STORM DRAINAGE UTILITY	2	0	870,520	437,420
Total Enterprise Funds Revenue	56,394,795	63,915,024	46,832,470	47,379,990

2015 Budget
Enterprise Funds Revenue by Cost Center
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
Airport admin/operations	2,045,514	1,898,848	1,957,865	2,832,780
Airport fueling	64	0	0	0
Develop Svc admin	81,500	29,531	25,000	25,900
Develop Svc bldg svc	1,142,364	1,535,339	1,300,000	1,300,000
Cost Recovery	164,198	152,872	100,000	100,000
Marina admin/operations	282,609	299,521	276,250	255,700
Transit admin	1,438,153	1,587,828	2,784,520	2,749,710
Transit City routes	566,869	540,826	1,113,340	1,396,460
Paratransit	120,402	180,954	353,050	481,140
Waste Water admin	33,023,239	40,304,311	23,327,125	23,306,480
Waste Water Reclamation	14,112	4,999	17,800	17,800
Waste Water Ellis Creek Operations	95	0	0	0
Water admin	17,510,511	17,373,404	14,707,000	14,471,100
Water conservation	5,163	6,591	0	5,500
Storm Drainage Utility Admin	2	0	870,520	437,420
Total Enterprise Funds Revenue	56,394,795	63,915,024	46,832,470	47,379,990

2015 Budget
Enterprise Funds Appropriations by Account Type
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	5,156,352	5,231,499	5,438,183	5,271,998
BENEFITS	1,883,923	1,428,531	2,168,937	2,270,142
SUPPLIES	8,075,735	9,298,537	10,227,250	10,150,560
PROF SERVICES, MAINT, REPAIR	4,990,792	5,152,352	5,731,505	7,756,235
INTRAGOVERNMENTAL SERVICES	2,220,461	2,220,460	2,502,110	2,792,766
UTILITIES, RENT, TRAINING	1,788,190	1,609,691	1,959,015	1,958,679
ADVERTISING, PROMOTION, DEBT	12,124,341	13,899,124	11,334,540	11,190,771
CAPITAL EXPENDITURES	0	0	1,677,390	781,000
TRANSFERS	24,700,711	17,525,122	16,052,100	23,420,000
Total Enterprise Funds Appropriations	60,940,505	56,365,316	57,091,030	65,592,151

2015 Budget
Enterprise Funds Appropriations by Fund
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
AIRPORT	2,644,065	2,034,753	1,949,068	2,774,130
DEVELOPMENT SERVICES	1,250,506	1,197,943	1,199,702	1,346,483
MARINA	530,191	528,707	429,302	306,955
TRANSIT	2,520,698	2,654,822	4,238,172	4,608,365
WASTE WATER	36,847,627	31,314,234	30,101,263	34,404,492
WATER	16,985,095	18,267,654	18,703,003	21,727,588
STORM DRAINAGE UTILITY	162,323	367,203	470,520	424,138
Total Enterprise Funds Appropriations	60,940,505	56,365,316	57,091,030	65,592,151

2015 Budget
Enterprise Funds Appropriations by Cost Center
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
AIRPORT ADMIN/OPERATIONS	1,813,953	1,267,840	1,147,918	1,948,330
AIRPORT FUELING	782,007	733,241	755,600	779,000
AIRPORT HANGARS	48,105	33,672	45,550	46,800
DEVELOP SVC BLDG SVC	1,071,454	1,042,129	1,045,802	1,187,483
COST RECOVERY	179,052	155,814	153,900	159,000
MARINA ADMIN/OPERATIONS	530,191	528,707	429,302	306,955
TRANSIT ADMIN	192,145	250,268	1,333,036	2,246,391
TRANSIT CITY ROUTES	1,661,240	1,578,982	1,956,375	1,606,281
PARATRANSIT	667,313	825,572	948,761	755,693
WASTE WATER ADMIN	29,610,159	24,155,033	21,924,253	25,496,121
WASTE WATER COLLECT SYSTEM	1,465,296	1,483,012	1,626,144	1,263,366
WASTE WATER SEWAGE PUMP STATIONS	0	0	0	549,860
WASTE WATER CUSTOMER SVC	101,011	209,134	311,651	115,800
WASTE WATER INDUSTRIAL	347,531	367,387	496,673	420,907
WASTE WATER RECLAMATION	793,302	783,068	695,698	1,085,234
WASTE WATER STORM DRAIN	388,501	193,728	144,372	203,632
WASTE WATER ELLIS CREEK OPERATIONS	4,141,827	4,122,872	4,902,472	5,269,572
WATER ADMIN	7,561,077	7,929,500	7,010,306	10,664,717
WATER CONSERVATION	578,012	474,227	660,148	755,480
WATER CUSTOMER SERVICES	863,925	771,863	899,887	468,335
WATER LEAK DETECT/CROSS CONNECT	120,625	114,791	120,162	125,893
WATER PUMPING	80,347	82,242	147,100	459,250
WATER SOURCE OF SUPPLY	5,048,916	6,374,463	7,067,150	6,900,000
WATER TRANSMISSION & DISTRIBUTION	2,732,193	2,520,568	2,798,250	2,353,913
STORM DRAINAGE UTILITY ADMIN	162,323	367,203	470,520	424,138
TOTAL ENTERPRISE FUNDS APROPRIATIONS	60,940,505	56,365,316	57,091,030	65,592,151

2015 Budget
Internal Service Funds Revenue by Account Type
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
USE OF PROPERTY REVENUE	49,140	13,161	48,700	46,100
CHARGES FOR SERVICE REVENUE	4,318,132	4,646,375	5,758,500	5,903,769
SALES REVENUE	5,049	5,633	0	0
MISCELLANEOUS	48,053	7,861	0	0
TRANSFERS, DEBT PROCEEDS, CITY CONTRIBTN	0	0	110,000	100,000
Total Internal Service Funds Revenue	4,420,374	4,673,030	5,917,200	6,049,869

2015 Budget
Internal Service Funds Revenue by Fund
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
Employee Benefits	583,760	619,833	1,394,790	1,489,758
General Services	107,366	109,254	98,650	229,788
Information Technology	1,435,299	1,423,937	1,678,830	1,532,846
Risk Management	1,304,837	1,403,713	1,490,100	1,545,177
Vehicle and Equipment Replacement	1,971	27,927-	100,700	100,800
Workers' Compensation	987,141	1,144,220	1,154,130	1,151,500
Total Internal Service Funds Revenue	4,420,374	4,673,030	5,917,200	6,049,869

2015 Budget
Internal Service Funds Appropriations by Account Type
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	961,853	964,361	1,213,831	783,548
BENEFITS	432,652	355,631	534,755	985,440
SUPPLIES	72,653	125,677	73,650	86,150
PROF SERVICES, MAINT, REPAIR	999,683	1,094,895	1,396,880	1,256,230
INTRAGOVERNMENTAL SERVICES	128,750	128,740	133,280	220,282
UTILITIES, RENT, TRAINING	5,079,610	1,546,281	3,140,260	3,022,778
ADVERTISING, PROMOTION, DEBT	796,574	604,316	220	220
CAPITAL EXPENDITURES	0	0	298,350	114,700
TRANSFERS	59,300	0	0	0
Total Internal Service Funds Appropriations	8,531,075	4,819,901	6,791,226	6,469,348

2015 Budget
Internal Service Funds Appropriations by Fund
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
Employee Benefits	943,681	823,817	1,222,956	1,430,581
General Services	332,589	246,182	323,063	234,747
Information Technology	1,706,169	1,633,236	1,678,267	1,670,461
Risk Management	3,321,774	75,473	2,071,120	1,532,400
Vehicle and Equipment Replacement	561,129	474,820	151,650	0
Workers' Compensation	1,665,733	1,566,373	1,344,170	1,601,159
Total Internal Service Funds Appropriations	8,531,075	4,819,901	6,791,226	6,469,348

2015 Budget
Capital Projects Revenue by Account Type
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
FEES/PERMITS AND FINES REVENUE	0	4,871,079	653,000	0
USE OF PROPERTY REVENUE	186	22,428	0	0
INTERGOVERNMENTAL REVENUE	213,454	936,394	13,724,178	1,911,000
SALES REVENUE	1,149	1,298	0	0
MISCELLANEOUS	1,211	1,350	0	0
TRANSFERS	30,845,449	22,101,068	21,248,877	47,849,000
Total Capital Projects Revenue	31,061,449	27,933,617	35,626,055	49,760,000

2015 Budget
Capital Projects Revenue by Fund
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
Community Development CIP	25,000	0	0	0
Fire CIP	40,000	160,000	210,000	130,000
Park and Rec CIP	313,750	1,212,200	703,627	10,197,000
Public Works CIP	5,229,520	6,901,565	17,232,550	14,653,000
FEMA/OES permanent project CIP	7,275	768	912,778	1,332,000
TDA CIP	694,254	0	0	0
Airport CIP	507,484	0	185,000	945,000
Marina CIP	0	0	200,000	0
Transit CIP	111,242	98,854	1,244,000	665,000
Waste Water CIP	19,262,926	13,739,714	10,320,100	14,153,000
Water CIP	4,869,998	5,820,516	4,618,000	7,685,000
Total Capital Projects Revenue	31,061,449	27,933,617	35,626,055	49,760,000

2015 Budget
Capital Projects Appropriations by Account Type
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	455,496	409,615	1,192,024	1,059,829
BENEFITS	120,905	143,562	281,514	440,056
SUPPLIES	185,816	178	0	0
PROF SERVICES, MAINT, REPAIR	3,677,521	6,513,476	34,406,739	43,940,418
INTRAGOVERNMENTAL SERVICES	104,089	131,056	191,150	156,697
UTILITIES, RENT, TRAINING	125	5,750	0	0
ADVERTISING, PROMOTION, DEBT	1,854	7,989	0	0
CAPITAL EXPENDITURES	14,038	80,903	941,000	4,116,000
TRANSFERS	14,368,284	20,741,251	53,850	0
Total Capital Projects Appropriations	18,928,128	28,033,780	37,066,277	49,713,000

IT project in operating fund, 7300

2015 Budget
 Capital Projects Appropriations by Fund
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
Fire CIP	51,515	147,904	210,000	130,000
Park and Rec CIP	314,197	795,990	713,830	10,197,000
Public Works CIP	5,174,843	8,096,009	18,772,744	14,710,000
FEMA/OES permanent project CIP	38,758	0	912,778	945,000
TDA CIP	704,139	0	0	0
Airport CIP	0	0	190,950	945,000
Marina CIP	40,240	0	200,000	153,000
Transit CIP	0	10,647	1,179,000	665,000
Waste Water CIP	9,362,469	16,450,382	10,237,798	14,175,000
Water CIP	3,241,967	2,532,848	4,649,177	7,793,000
Total Capital Projects Appropriations	18,928,128	28,033,780	37,066,277	49,713,000

IT project in operating fund, 7300

**2015 Budget
 Successor Agency Revenue by Account Type
 CITY OF PETALUMA**

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
TAXES REVENUE	3,058,388	6,016,240	5,912,122	5,998,634
USE OF PROPERTY REVENUE	44,439	4,798	0	0
INTERGOVERNMENTAL REVENUE	0	429,498	0	0
TRANSFERS, DEBT PROCEEDS, CITY CONTRIBTN	16,807,080	3,877,954	0	0
Total Successor Agency Revenue	19,909,907	10,328,490	5,912,122	5,998,634

**2015 Budget
 Successor Agency Revenue by Fund
 CITY OF PETALUMA**

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SUCCESSOR AGENCY DEBT SVC	4,854	5,736,209	5,746,033	5,748,634
SUCCESSOR AGENCY ADMIN	19,905,053	4,592,281	166,089	250,000
Total Successor Agency Revenue	19,909,907	10,328,490	5,912,122	5,998,634

2015 Budget
Successor Agency Appropriations by Account Type
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	201,451	174,624	134,922	36,525
BENEFITS	66,144	58,018	51,255	15,910
SUPPLIES	704	710	400	400
PROF SERVICES, MAINT, REPAIR	183,692	9,663,473	35,518	48,120
INTRAGOVERNMENTAL SERVICES	0	289,905	0	171,118
UTILITIES, RENT, TRAINING	9,613	19,903	9,402	11,366
ADVERTISING, PROMOTION, DEBT	3,875,365	6,341,066	5,746,033	5,748,634
CAPITAL EXPENDITURES	73,128	1,059,000	0	0
TRANSFERS	11,592,648	3,880,620	1,892,000	8,836,000
Total Successor Agency Appropriations	16,002,745	21,487,319	7,869,530	14,868,073

2015 Budget
Successor Agency Appropriations by Fund
CITY OF PETALUMA

	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
Successor Agency Debt Svc	6,627,677	6,850,666	7,638,033	14,584,634
Successor Agency Admin	9,375,068	14,636,653	231,497	283,439
Total Successor Agency Appropriations	16,002,745	21,487,319	7,869,530	14,868,073

General Fund Operating Budget Overview

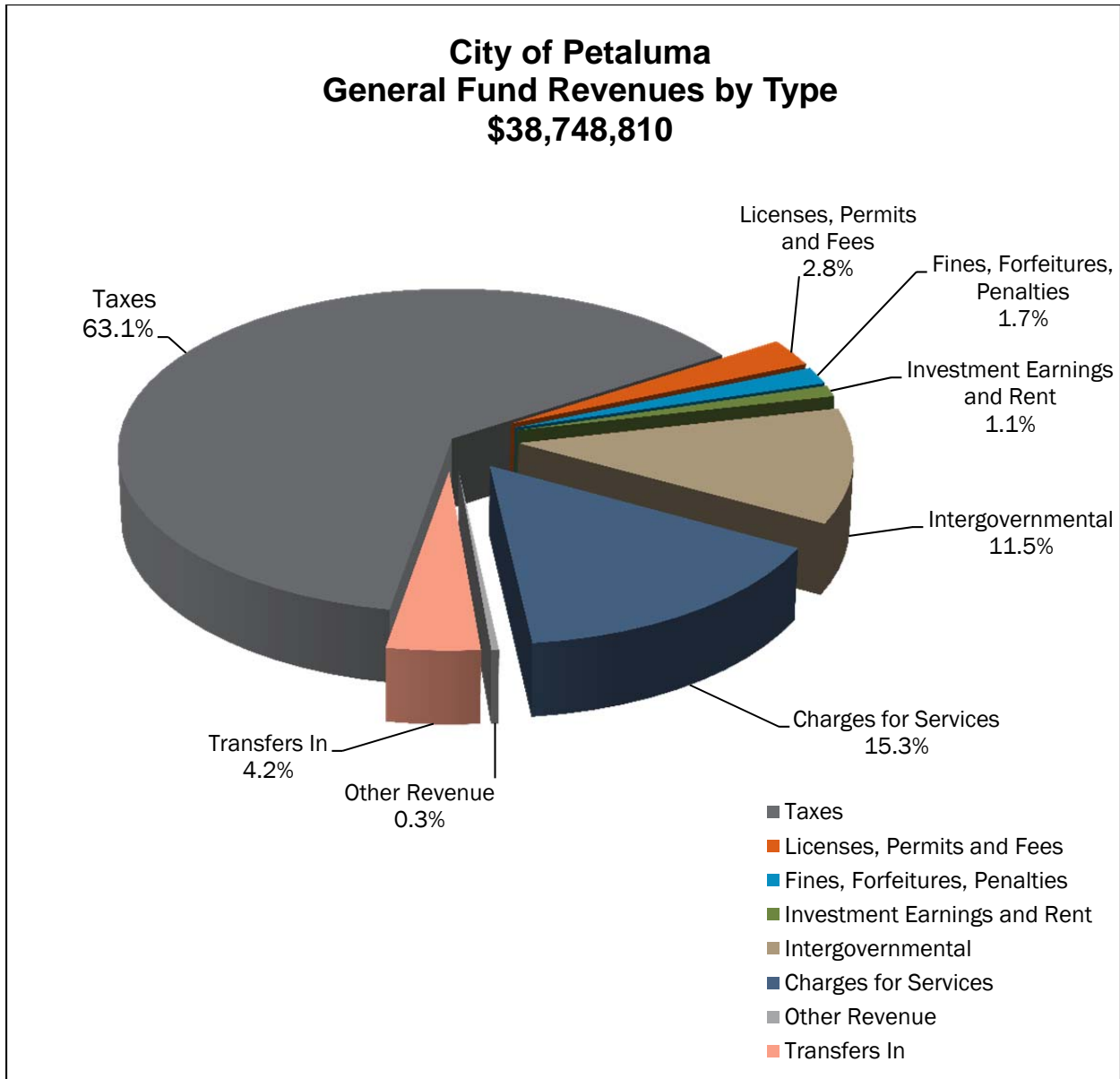
FY 14-15 Budget

	FY 2012 Actual	FY 2013 Actual	FY 2014 Revised Budget	FY 2015 Proposed Budget
Revenues				
Taxes	\$ 20,251,977	\$ 23,455,329	\$ 22,989,625	\$ 24,467,786
Licenses, Permits and Fees	932,734	1,260,170	1,089,698	1,065,050
Fines, Forfeitures, Penalties	632,760	776,452	658,366	660,366
Investment Earnings and Rent	380,589	417,820	412,597	434,597
Intergovernmental	4,353,212	4,212,477	4,363,606	4,452,777
Charges for Services	4,500,915	4,583,129	4,693,091	5,919,416
Other Revenue	742,660	395,036	139,808	131,806
Transfers In	<u>1,471,000</u>	<u>1,589,914</u>	<u>1,745,511</u>	<u>1,617,012</u>
Total Revenues	<u>\$ 33,265,847</u>	<u>\$ 36,690,327</u>	<u>\$ 36,092,302</u>	<u>\$ 38,748,810</u>
Expenditures/Appropriations				
Salaries	\$ 18,122,878	\$ 18,397,924	\$ 19,223,734	\$ 20,605,180
Benefits	7,709,739	8,544,814	9,906,516	10,935,641
Services and Supplies	4,702,066	5,113,385	5,669,959	5,728,850
Capital	727,032	321,603	107,020	-
Transfers Out	33,929	349,561	544,000	675,000
Intragovernmental	<u>1,161,960</u>	<u>1,129,710</u>	<u>1,434,450</u>	<u>1,593,842</u>
Total Expenditures/Appropriations	<u>\$ 32,457,604</u>	<u>\$ 33,856,997</u>	<u>\$ 36,885,679</u>	<u>\$ 39,538,513</u>
Difference	<u>\$ 808,243</u>	<u>\$ 2,833,330</u>	<u>\$ (793,377)</u>	<u>\$ (789,703)</u>
Beginning Working Capital Balance	\$ 452,745	\$ 1,260,988	\$ 1,703,571	\$ 910,194
Ending Working Capital Balance *	<u>\$ 1,260,988</u>	<u>\$ 1,703,571</u>	<u>\$ 910,194</u>	<u>\$ 120,491</u>

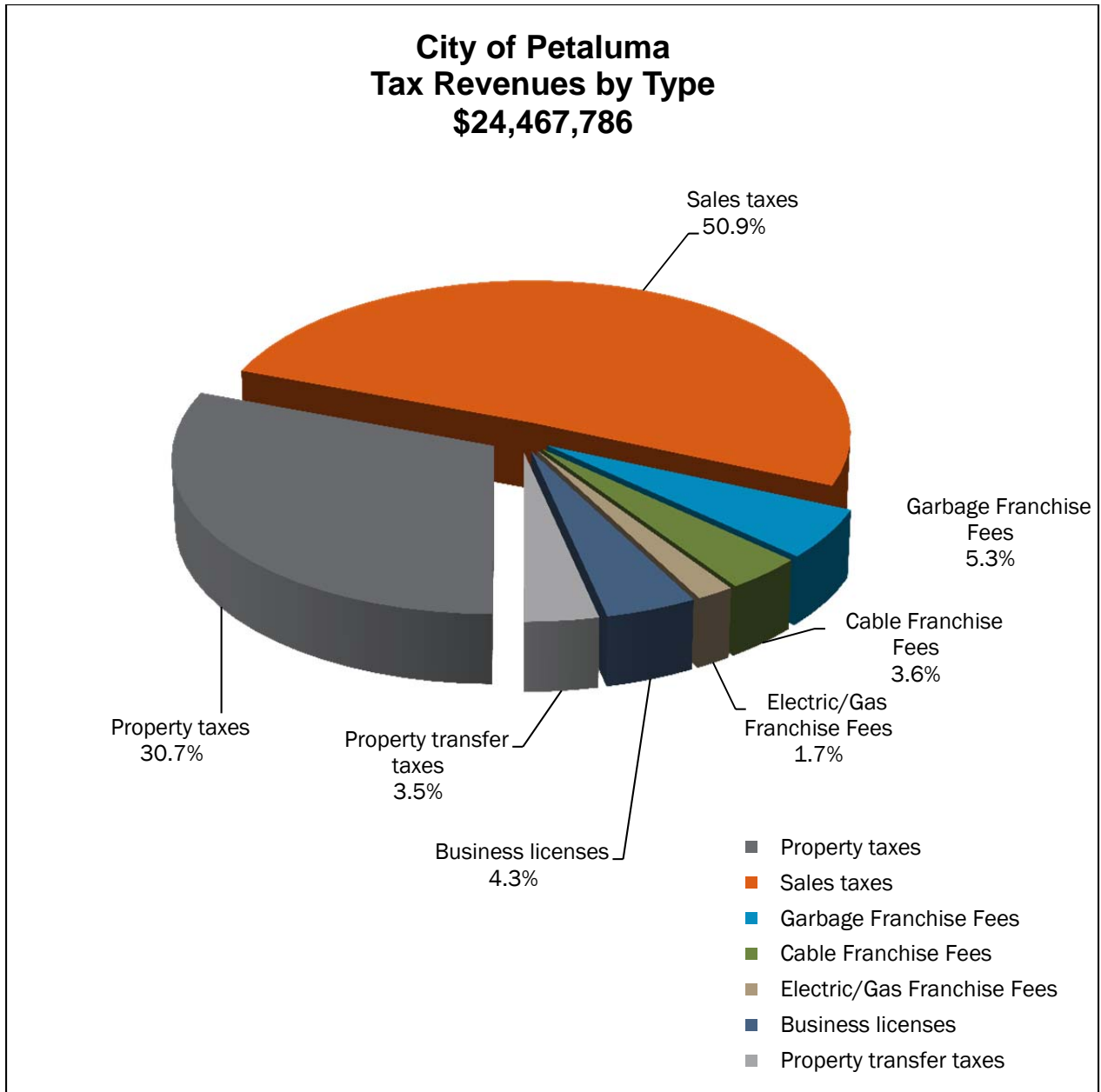
* Note: Does not include designated reserves

Revenues:

Total General Fund revenues in FY 15 are projected to be \$38,748,810. This represents an 8% increase over FY 14 mid-year revenues. The chart on the next page shows total General Fund revenues by type.



Tax revenues make up 63.1% of total General Fund revenues. The chart on the next page 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 50.9% of General Fund tax revenues and is projected to approximate \$12.5 million during FY 15. This represents an increase of \$1.2 million or 11% over FY 14 mid-year revenue. The majority of this increase is due to continued revenues from the Regency development, along with anticipated revenues from Deer Creek. Strong growth in general retail, construction, and business to business sectors is also anticipated.

Property Tax revenue is the second largest individual source of revenue in the General Fund and makes up 30.7% of General Fund tax revenues. FY 15 overall property tax revenues are projected to be \$7.5million. This amount is up slightly from FY 14. A small increase in residual receipts from the dissolution of redevelopment is projected to occur.

Franchise Fee revenues make up 10.6% of General Fund tax revenues. Franchise Fees overall will increase slightly by \$100k from FY 14 amounts. This growth is following the pattern of slow growth and is expected to increase approximately 3.9% net fiscal year.

Business License revenues and Property Transfer Taxes each make up approximately 7.8% of General Fund tax revenues. Revenues in these categories are estimated to be \$1.9 million in FY 15, and are down slightly due to continued softening in retail sales resulting in lower than anticipated real property transfer tax.

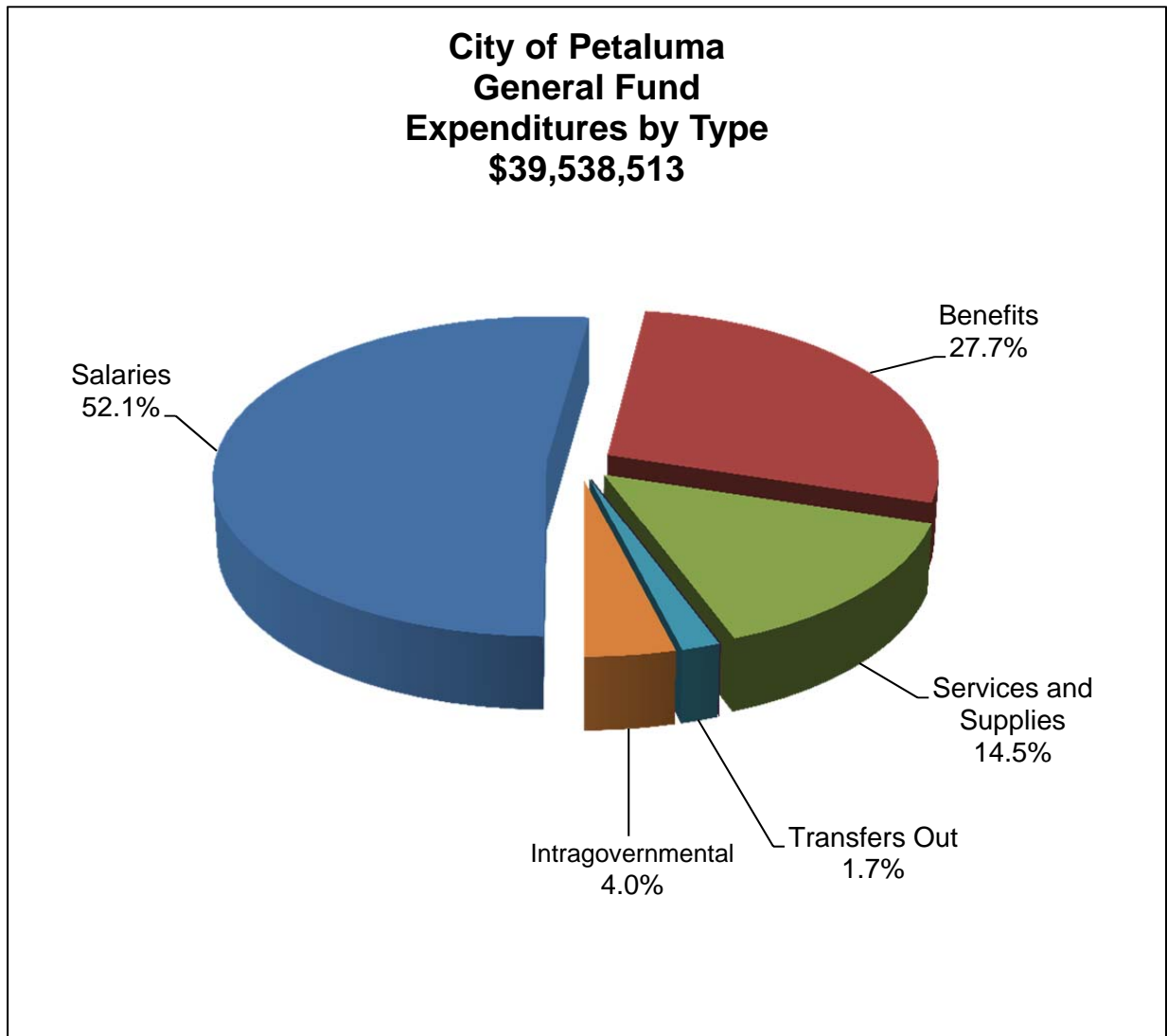
Licenses, Permits and Fees revenue is projected to be just over \$1.0 million during FY 15. This category is down slightly due primarily to lower anticipated building and fire permit activity.

Fines/Forfeitures/Penalties revenue, Investment Earnings & Rent, Intergovernmental revenues, Charges for Services, and Other Revenues are projected to be approximately \$11.6 million in FY 15. This increase is related to Charges for Services which are projected to be up approximately \$1.2m year over year. This is due to \$900k in additional revenue associated with the cost allocation plan update, along with \$200k of increased charges out by the City Attorney's office. Intergovernmental revenues are forecasted to be up by 4% next year due to higher anticipated motor vehicle in lieu revenues which is tied to the projected assessed valuation increase. Other revenue is slightly increased due to anticipated revenue from the Graton Rancheria Casino.

Transfers into the General Fund during the upcoming fiscal year will be approximately \$1.6 million. Transient Occupancy Tax transfers are decreasing due to these costs now being included as part of the cost allocation plan. This decrease is offset and is part of the increase discussed in Charges for Services.

Expenditures:

Overall General Fund expenditures are projected to increase approximately \$2.6 million or 8% next year over FY 14. The chart on the next page shows expenditures by type.



Salaries are expected to increase approximately \$1.4 million next fiscal year and are due mainly to an increase of \$800k of previously directed salaries placed back into the General Fund and allocated through the updated cost allocation plan. Most of this increase will be recovered through the allocations to departments. \$200k was added to the City Attorney’s budget to reflect a full year’s salary for the two assistant city attorney positions. \$100k was added to Police part time salaries. This will be offset by revenues anticipated from the Graton Rancheria Casino. \$100k was added to fund a previously unfunded Fire position. The remaining increase was due to the conversion of a HR Manager to director position, part time resources added to Economic Development and anticipated employee step increases.

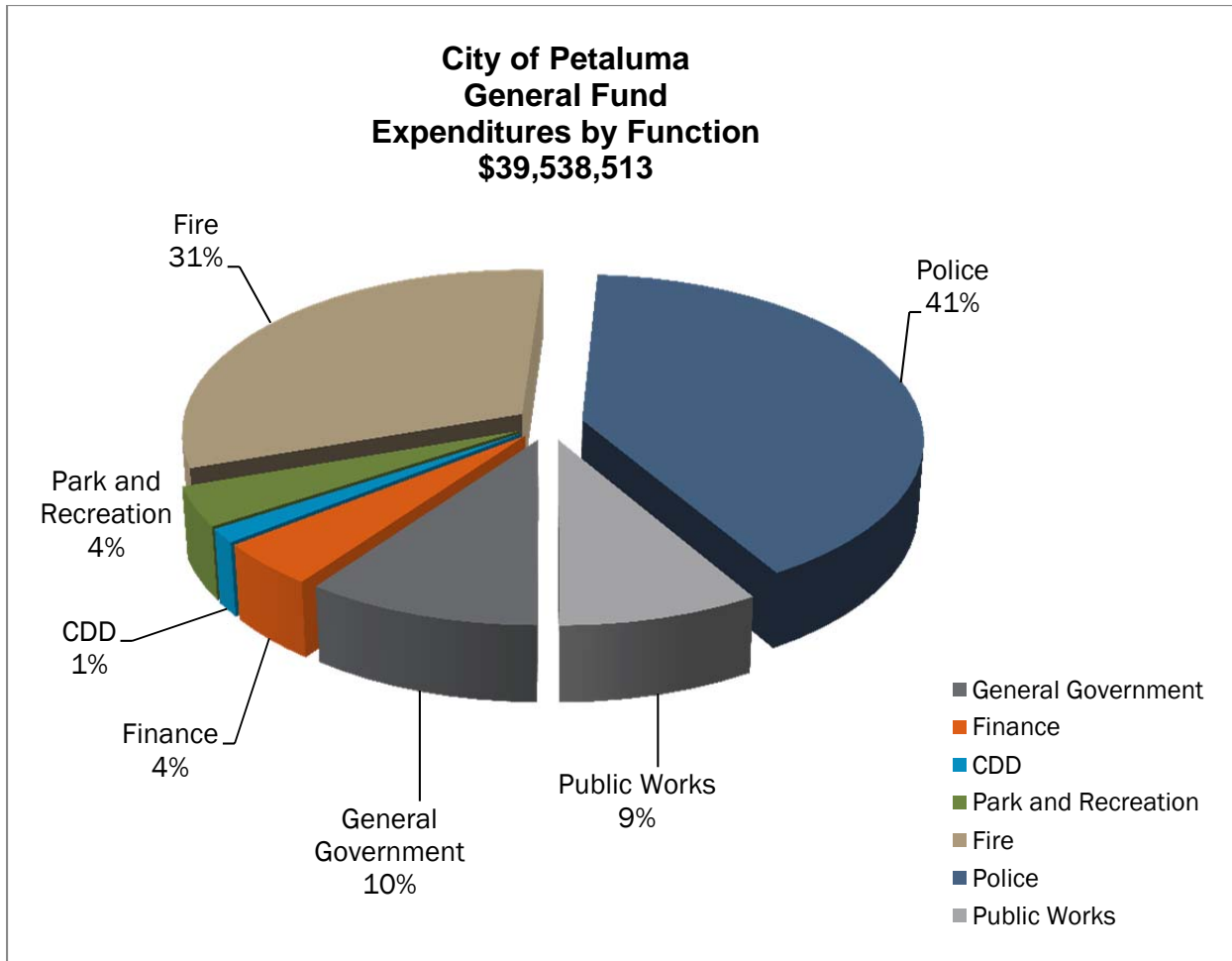
Benefits are expected to increase next fiscal year by approximately \$1.0 million. This is due to an increase in PERS cost of \$500k related to increased rates – Miscellaneous from 14.488% to 15.991% and Safety from 37.742% to 39.829%. Health care cost are higher by approximately \$400k, a 9% increase is expected next fiscal year. An increase of \$200k of previously directed benefits placed back into the General Fund and allocated through the updated cost allocation plan of which most will be recovered through the allocations to departments.

Intragovernmental charges are increasing approximately \$200k due mainly to increased Risk Management costs. This is based on an updated cost allocation plan and methodology developed in conjunction with the new cost allocation plan.

Capital expenditures are down because a one-time FY 14 expenditure for parking enforcement equipment is not recurring.

Transfers out are up slightly due mainly to an increase in storm water transfer of \$131k due to the planned payback of the inter-fund loan to the storm drainage impact fee fund and the payment related to the litigation settlement.

The chart on the next page shows General Fund expenditures by function.



Five-Year Forecast Update

The revised long term General Fund forecast is located on the next page. Revenue and expenditure assumptions have been updated. Property Tax growth is expected to be nominal over the next several years. Sales Tax growth is anticipated to be between 2 and 4 percent annually over the next several years. Revenues anticipated from the Regency and Deer Creek projects have been revised and are included. Expenditures have been updated and will be increasing significantly over the duration of the forecast due mainly to continued benefit cost increases.

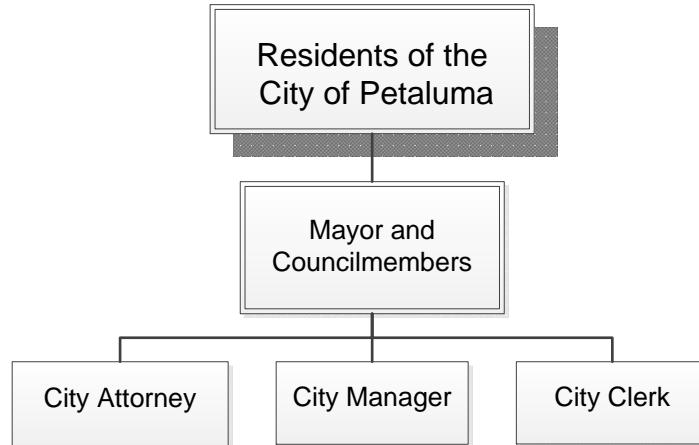
General Fund Long Term Operating Forecast

Revenue Categories	<i>Mid Year</i> 2014	<i>Budget</i> 2015	<i>Forecast</i> 2016	<i>Forecast</i> 2017	<i>Forecast</i> 2018
Property Taxes	\$ 7,295,625	\$ 7,508,059	\$ 7,695,760	\$ 7,926,633	\$ 8,164,432
Sales and Use Taxes	11,256,000	12,447,727	13,102,482	13,969,168	14,109,601
Business Lic & Prop Trf Taxes	1,925,000	1,900,000	1,957,000	2,015,710	2,076,181
Franchise Fees	2,513,000	2,612,000	2,690,360	2,771,071	2,854,203
Licenses and Permits	1,089,698	1,065,050	1,097,002	1,129,912	1,163,809
Fines & Forfeitures & Penalties	658,366	660,366	673,573	687,045	700,786
Investment Earnings and Rent	412,597	434,597	447,635	461,064	474,896
Intergovernmental Revenues	4,363,608	4,452,776	4,564,095	4,701,018	4,842,049
Charges for Services	4,690,541	5,916,866	5,941,203	6,016,027	6,092,348
Other Revenues	142,356	134,356	134,356	134,356	134,356
Transient Occupancy Tax Trf	1,544,011	1,430,512	1,430,512	1,430,512	1,430,512
Other Transfers and Sources	201,500	186,500	186,500	186,500	186,500
Total Revenues	\$ 36,092,302	\$ 38,748,809	\$ 39,920,479	\$ 41,429,016	\$ 42,229,673

Expenditure Categories	<i>Mid Year</i> 2014	<i>Budget</i> 2015	<i>Forecast</i> 2016	<i>Forecast</i> 2017	<i>Forecast</i> 2018
Salaries and Wages	\$ 19,223,733	\$ 20,605,180	\$ 20,829,363	\$ 21,037,657	\$ 21,248,033
Storm w ater impact	400,000	531,000	531,000	531,000	531,000
Benefits	9,906,517	10,935,641	11,918,525	12,818,281	13,800,388
Services & Supplies	5,714,099	5,728,850	5,843,427	5,960,296	6,079,501
Intragovernmental	1,380,210	1,593,842	1,593,842	1,593,842	1,593,842
Fixed Assets & Cap. Outlay	117,120	-	-	-	-
Transfers Out	144,000	144,000	144,000	144,000	144,000
Total Expenditures	\$ 36,885,679	\$ 39,538,513	\$ 40,860,157	\$ 42,085,076	\$ 43,396,764

Rev. Over (Under) Exp.	\$ (793,377)	\$ (789,704)	\$ (939,678)	\$ (656,060)	\$ (1,167,092)
Unassigned Bal. Beg. of Yr	\$ 1,703,571	\$ 910,194	\$ 120,490	\$ (819,189)	\$ (1,475,249)
Unassigned Bal. End of Yr	\$ 910,194	\$ 120,490	\$ (819,189)	\$ (1,475,249)	\$ (2,642,341)

Legislative



CITY COUNCIL OVERVIEW

The City of Petaluma was incorporated in 1858. In 1947, voters approved the City Charter, which, along with State and federal laws, governs the manner in which City business is conducted. The City operates under the Council/Manager form of government, with the legislative and policy authority vested in the City Council, and administrative authority vested in the City Manager. The City Council adopts citywide goals and priorities, and sets policy for the operation of the City. The City Council appoints the City Manager, the City Attorney, and the City Clerk, who report directly to the City Council. The City Council also appoints the members of the City's advisory commissions and committees. The City Council meets twice a month in regular session, conducts special meetings and study sessions as needed, attends regional coordination meetings with other local government agencies and attends, as individuals and groups of three or less, neighborhood and community meetings.

2013-2014 MAJOR ACCOMPLISHMENTS and HIGHLIGHTS

Many of the City Council's accomplishments and highlights can be seen in departmental sections of the budget. Below are some of the more noteworthy.

- Completed conversion of contracted City Attorney services to an in-house model.
- Approved Public Art Ordinance and Master Plan.
- Adopted single use bag ban ordinance, approved amendments to solid waste JPA.
- Entitled Deer Creek Village and Maria Drive Apartment projects.
- Approved the Station Area Master Plan and associated SMART Code© amendments.
- Approved revisions to the City's development impact fee program, to extend credits and refunds to a greater range of development types.
- Approved updated and more comprehensive no-smoking legislation.
- Approved revised regulations for massage establishments and professionals.
- Conducted workshops related to Pavement Management; Zoning Code Updates; Water Issues; Financial Forecast and Budget Appropriations; Fleet Replacement; the Rainier Cross Town Connector/Interchange project and the Cost Allocation Plan.
- Adopted policies to re-establish and rebuild General Fund Reserves.
- Approved revised Sonoma County Library Joint Powers Agreement.
- Approved update to Fire and Building Codes, including adding a day of sales for fireworks.
- Approved phase 1 design development and awarded bid for East Washington Park.
- Acquired land for Denman Reach flood protection project.
- In partnership with SCTA and Caltrans, broke ground on the Old Redwood Highway Interchange project
- In partnership with SCTA and Caltrans, completed the E. Washington Interchange project.
- Approved pilot program expanding hours of operation for Petaluma Transit
- Approved grant funding and acquisition of 10 transit shelters and 2 para-transit vans.

2014-2015 PROGRAM INITIATIVES and PRIORITIES

Following are the City Council Goals and Priorities for 2013-2015.

1. Category: Financial Stability

1A. Goal: Achieve fiscal stability and maintain financial sustainability.

- A. Priority: Develop Five-Year Financial Plan for General Fund.
 - 1. Refine the General Fund Five-Year forecast and provide semi-annual updates to the City Council.
 - 2. Evaluate and implement options for reducing debt service (in all funds).
 - 3. Analyze alternatives for reducing PERS and OPEB unfunded liability.
 - 4. Develop a plan to fund Vehicle Replacement, Employee Benefits, and Marina.
 - 5. Review/establish reserve policies for operating funds and intra-governmental service funds.
 - 6. Develop and prioritize expense scenario options reflecting Community and Council preferences.
 - 7. Develop and prioritize revenue scenario options reflecting Community and Council preferences.
 - 8. Select preferred alternatives.
 - 9. Establish and implement budget policies necessary to realize preferred alternatives and foster long-term financial sustainability.

- B. Priority: Prepare financial forecasts for Utility and Special Revenue funds.
 - 1. Streets
 - 2. Water
 - 3. Wastewater
 - 4. Storm water

- C. Priority: Establish a fiscally sustainable storm water system.
 - 1. Re-visit funding options and implement Council direction regarding a dedicated funding source for storm water maintenance costs.
 - 2. Evaluate the creation of a storm water utility, including funding alternatives.

- D. Priority: Continue to seek opportunities to enhance revenue sources.
 - 1. Evaluate the benefits of establishing Revenue Recovery and Purchasing Specialist positions, and budget accordingly.
 - 2. Update and revise User fees and charges.
 - 3. Consider a ballot initiative in November, 2014 to ask voters to approve a sales tax to fund City services.

- E. Priority: Continue to develop the City's website to allow for more efficient and interactive communication between residents and City Departments.
 - 1. Implement additional on-line payment/billing systems.
 - 2. Implement on-line permitting whenever feasible.

3. Implement asset management program for all maintenance operations to provide paperless customer request management and work order system.
4. Utilize the EDEN Services Module to generate e-mail notifications.
5. Inventory off-site record, update City records retention schedules, and coordinate department compliance with retention schedules.

2. Category: Council/Staff Effectiveness and Decision Making

2A. Goal: Build a cohesive team comprised of the Mayor and Council, City Manager and City staff that provides clear and consistent direction and works together with mutual trust and respect to provide needed public services and protect the public's interests.

- A. Priority: Conduct two-year City Council/Staff Goal-Setting session in early 2015.
- B. Priority: Negotiate successor agreements with:
 1. Firefighter's Association
 2. Police Officers Association
 3. Mid-level Managers, Professional and Technical, and Confidential units; and
 4. AFSCME
- C. Priority: Re-institute no-cost employee recognition programs:
 1. Quarterly
 2. Annually
- D. Priority: Plan for, and conduct monthly City Council workshops, to provide ample time for in-depth consideration of issues.
- E. Priority: Expand the Adopt-a Park program.

3. Category: Healthy Development, Sustainability, and Economic Development

3A. Goal: Create and Implement clear direction on development and sustainability objectives.

- A. Priority: Implement the Central Petaluma Specific Plan – maximize development potential around transit-oriented development.
 1. Seek funding to incentivize transit-oriented development.
 2. Work with SMART to extend regional Bike trail through Petaluma.
- B. Priority: Continue to develop and implement procedural and legislative changes that will simplify the development review process for all projects, and particularly for those that will specifically address the Council's economic development retention and attraction goals and for filling empty space.
 1. Short term rentals

2. Cottage Food Act
3. RLUIPA

C. Priority: Complete components of a zoning code update that fill in current “gaps”, correct unanticipated consequences, or bring current provisions that are out-of-date.

1. revise the sign ordinance
2. update parking requirements
3. define mixed use
4. Update IZO and Historic District Guidelines
5. Approve Public Art Ordinance and Master plan

D. Priority: Complete State-Mandated Housing Element for 2014-2022.

E. Priority: Conduct technical merit review of Community Choice Aggregation (CCA) proposal.

3B. Goal: Plan for the future

- A. Priority: Complete comprehensive planning for major systems and programs
1. Prepare a Petaluma Community Climate Action Plan to achieve greenhouse gas emissions reduction requirements.
 2. Update Bike and Pedestrian Master Plan.
 3. Update street cut policy.
 4. Revise Airport Commercial Use Master Plan and amend Airport PUD as appropriate.
 5. Obtain regulatory approval of Shollenberger Dredge and Disposal Site Management, Maintenance, and Monitoring Plan.
 6. Initiate updates to master plans:
 - a. Water - Complete evaluation of annexing North Marin Service Area
 - b. Recycled water
 - c. Wastewater
 - d. Storm water

3C. Goal: Attract and Retain Businesses in Petaluma to enhance the tax base, jobs and quality of life for the community.

- A. Priority: Implement the Petaluma Economic Development Strategy, placing priority on strengthening existing businesses and attracting those new businesses that add value, and which pay head-of household wages.
- B. Priority: Focus attention on supporting food and beverage processing, Manufacturing, and alternative energy business clusters.
1. Evaluate, plan, and implement necessary infrastructure improvements.

2. Initiate Business-friendly practices for collection, treatment, and disposal of wastewater.

C. Priority: Focus additional attention on supporting business retention and development in transit-oriented areas, including the SMART station areas, and in the downtown.

1. Work with SMART to secure the Corona Road station site.

D. Priority: Support Heritage Tourism.

E. Priority: Continue to coordinate actions required to obtain "Coast Guard City" designation.

3D. Goal: Focus attention on opportunity sites identified in the Petaluma Economic Development Strategy.

A. Priority: Realize the potential of the Fairgrounds as an economic engine

1. Complete feasibility study.

2. Revise and extend Fairgrounds lease.

3. Initiate joint City/Fair master planning for shared use of the property.

B. Priority: Promote opportunity sites for development in keeping with the SMART Station Area Master Plan, and other applicable plans.

4. Category: Support Public Safety

4A. Goal: Maintain a safe Petaluma.

A. Priority: Expand LED streetlight replacement program.

1. Identify funding and implement replacement.

2. Seek appropriate rate adjustments necessary to realize energy cost savings.

B. Priority: Revise sidewalk repair strategy to optimize current maintenance techniques and reduce administrative/legal costs.

C. Priority: Upgrade pavement maintenance practices and equipment.

D. Priority: Complete Flood Control projects.

1. Army Corp Flood Sheet Pile Wall.

2. Complete design and engineering for Denman Reach and Capri Creek projects.

3. Seek funding for dredging of Petaluma River and Marina/Turning Basin Facilities.

E. Priority: Continue to implement "Petaluma Policing".

1. ARNO/CUP
2. Determine Council policy for regulating grow-houses.
3. Identify and implement effective data analytics to enhance service delivery and reduce incidence of crime.

F. Priority: Approve a structured, prioritized, and time-specific plan for a comprehensive City-wide fleet replacement program.

G. Priority: Develop a plan to finance, relocate, and construct Fire Station 1 and Expand Fire Stations 2 and 3.

H. Priority: Develop a plan to finance expansion of the Police building.

I. Priority: Develop a plan to maintain and increase Police and Fire staffing.

5. Category: Capital Improvements

5A. Goal: Plan for and implement priority capital projects as funding permits.

A. Priority: Construct E. Washington Ballfields, Phase 1, Improvements.

B. Priority: Coordinate with Caltrans and SCTA to complete regional highway transportation improvements.

1. Old Redwood Highway interchange
2. Rainier

C. Priority: Prepare Capital replacement and/or maintenance plans for water and sewer distribution and collection systems; storm water facilities; streets, streetlights, and traffic signals; and City facilities.

1. Develop Inventories
2. Develop Replacement Schedules
3. Prioritize improvements
4. Identify funding sources
5. Initiate Construction

D. Priority: Pursue funding for Trestle restoration.

E. Priority: Pursue La Cresta Ridge Property Acquisition.

City of Petaluma, California
 Fiscal Year 2015 Budget

11300 CITY COUNCIL ADMIN/OPS	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	49,286	49,022	43,429	51,612
BENEFITS	5,575	16,076	25,736	27,684
SUPPLIES	76	1,363	1,500	1,350
PROF SERVICES, MAINT, REPAIR	6,945	480	1,200	1,200
INTRAGOVERNMENTAL SERVICES	750	750	1,120	-
UTILITIES, RENT, TRAINING	991	4,096	4,600	4,750
CITY COUNCIL ADMIN/OPERATIONS	63,623	71,787	77,585	86,596
LESS INTRAGOVERNMENTAL OFFSET	(77,950)	(72,721)	(68,796)	(33,563)
CITY COUNCIL ADMIN/OPS NET COST	(14,327)	(934)	8,789	53,033

CITY CLERK OVERVIEW

The City Clerk is a Council-appointed officer of the City, serving as liaison between the public, media, Mayor and Council Members. The City Clerk also serves as Clerk of the Council and Recording Secretary of the Petaluma Community Development Successor Agency and Public Financing Corporation. 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:

City Council Support:

- Maintaining accurate records and a legislative history of City Council actions.

Legislative:

- Legislative action organization and administration.
- Providing legislative research for City departments and the public.
- Municipal code and charter administration.

Elections:

- Processing all local elections for the City and the Board of the Petaluma High School District.
- Campaign and Statement of Economic Interest reporting.

Public Relations and Information:

- Ensuring the availability and accessibility of public information.
- Acting as a U.S. Passport Application Acceptance Agency.

Records and Information Management:

- Administering the City's centralized Records and Information Management Program.
- Providing safekeeping and storage of the City's official records and archives.
- Bid and contract administration.

2013-2014 MAJOR ACCOMPLISHMENTS and HIGHLIGHTS

- Centralized the coordination of agendas, staff reports, and minutes for all City boards, commissions, and committees in the City Clerk's Office and made these materials available and searchable on the City's website from a single user-friendly location.
- Established a City social media presence through Facebook and Twitter.
- Increased the number and variety of documents available to the public on the City's website through the City's Electronic Document Management System (EDMS)
- Encouraged departments to update their inventory of records stored offsite to identify those eligible for destruction in accordance with the Citywide Records

Retention Schedule, resulting in destruction of 340 boxes of records to reduce costs of off-site storage.

2014-2015 DEPARTMENT GOALS, PROGRAM INITIATIVES and PRIORITIES

- Continue implementation of EDMS to include records for all departments. Encourage departments to identify paper records that may be stored electronically through EDMS, in many cases eliminating the need to retain and store hard copies.
- Encourage continued identification of records stored off-site that may be destroyed, to reduce costs of off-site storage.
- Revise Citywide Records Retention Schedule to help departments identify these records.

11320 CITY CLERK ADMIN/OPERATIONS	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	107,584	111,638	114,489	113,146
BENEFITS	23,020	25,764	31,755	40,593
SUPPLIES	1,409	1,236	1,000	1,000
PROF SERVICES, MAINT, REPAIR	25,973	29,033	8,350	11,600
INTRAGOVERNMENTAL SERVICES	24,660	24,660	26,150	-
UTILITIES, RENT, TRAINING	3,565	4,746	3,600	3,900
ADVERTISING, PROMOTION, DEBT	459	76	500	-
CITY CLERK ADMIN/OPERATIONS	186,670	197,153	185,844	170,239
LESS INTRAGOVERNMENTAL OFFSET	(67,300)	(62,445)	(59,174)	(67,032)
CITY CLERK ADMIN/OPERATIONS NET COST	119,370	134,708	126,670	103,207

11321 CITY CLERK ELECTIONS	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	51,980	53,267	54,415	54,362
BENEFITS	9,829	10,684	13,312	15,891
SUPPLIES	106	-	-	-
PROF SERVICES, MAINT, REPAIR	-	45,749	-	45,000
CITY CLERK ELECTIONS	61,915	109,700	67,727	115,253
LESS INTRAGOVERNMENTAL OFFSET	-	-	-	(5,801)
CITY CLERK ELECTIONS NET COST	61,915	109,700	67,727	109,452

Full Time Positions - Authorized and Funded - Allocation by Home Department

DEPARTMENT POSITION	FY 12-13		FY 13-14		FY 14-15		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		
Total City Clerk	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00	0.00

CITY ATTORNEY DEPARTMENT OVERVIEW

The City Attorney Department is a new department created by the City Council effective July 1, 2013, with the hiring of an in-house City Attorney. The Council action established the new City Attorney Department with an estimated first year budget of \$972,170 and an estimated recurring budget of \$898,170. The staffing structure established for the new department consists of the City Attorney, two assistant city attorneys and a legal assistant. Establishing the department is one of a number of actions intended to implement the City Council's 2013-2014 goal: Achieve fiscal stability and maintain financial sustainability.

The City Attorney department is responsible for providing, coordinating and managing the provision of all of the City's legal service needs. The department provides advice to the City Council, the City Manager, City commissions and other subordinate bodies, City department heads and other staff on all legal matters relating to the City and its operations.

An important ongoing goal of the City Attorney Department is to effectively represent the City regarding as many of its legal matters as possible to reduce as much as possible the City's reliance on contract legal services. Another important ongoing goal of the City Attorney Department is to effectively integrate the department and the legal services it provides with the other City departments to make a broader and more tailored array of legal services available to all City functions. It is an exciting time for the new City Attorney Department. As of the time of preparing this narrative the assistant city attorney appointments are being finalized, and there are many opportunities for innovation and enhancement regarding the way legal services are delivered and used in the City.

2013-2014 MAJOR ACCOMPLISHMENTS AND HIGHLIGHTS

- Council goal: Achieve fiscal stability and maintain financial sustainability
 - Coordinated process of disputing DOF ROPS rejections and initiated litigation against DOF
 - Prepared new development fee legislation
 - Assisted in entitling of Washington Place and Deer Creek projects
- Council goal: Maintain a safe Petaluma
 - Prepared updated smoking regulations
 - Prepared new local massage professional regulations
 - Prepared new uniform fire and building code legislation
- Council goal: Create and implement clear direction on development and sustainability objectives
 - Assisted in finalizing the Public Art Master Plan and Public Art Committee enabling legislation

2013-14 DEPARTMENTAL GOALS, PROGRAM INITIATIVES AND PRIORITIES

- Complete City Attorney Department staffing to permit substantially reducing use of outside legal counsel through effective deployment of in house attorneys
- Continue to coordinate litigation and other efforts to preserve funding and funding obligations of the former Community Development Commission
- Conclude Moynihan litigation upholding appropriateness of I&I avoidance charges to wastewater
- Assist with preparation of updated user fee and charge legislation
- Assist with preparations for and possible presentation of a transaction and use tax ballot measure.
- Restructure and enhance City litigation services and reporting
- Restructure and enhance City contract tools and processing
- Restructure and enhance City records retention, production and destruction tools and processing
- Expand and tailor legal support to the City’s Human Resources functions
- Prepare and assist in adoption of new City purchasing regulations
- Provide legal advice and support for MOU negotiations.
- Assist in researching and preparing short term rental, cottage food and RLUIPA-related legislation.
- Advise, research and prepare strategies, proposals, and documents related to the fairgrounds lease and development of the fairgrounds
- Assist with review and preparation of transactional and approval documents for Denman Reach and Capri Creek projects
- Assist with review and preparation of transactional and approval documents for East Washington Park and advise regarding construction contracting and administration

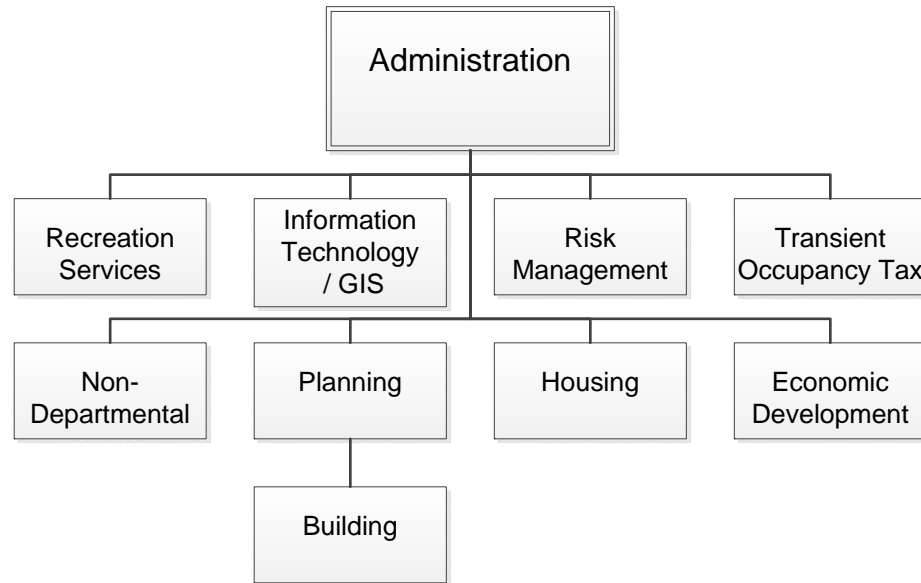
11310 CITY ATTORNEY ADMIN/OPS	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	46,532	-	329,694	534,206
BENEFITS	13,547	(32)	106,490	193,077
SUPPLIES	413	149	115,789	3,500
PROF SERVICES, MAINT, REPAIR	269,095	252,227	103,669	112,500
INTRAGOVERNMENTAL SERVICES	7,890	7,890	63,000	-
UTILITIES, RENT, TRAINING	-	15	-	15,400
CITY ATTORNEY ADMIN/OPERATIONS	337,477	260,249	718,642	858,683
LESS INTRAGOVERNMENTAL OFFSET	-	-	-	(207,486)
CITY ATTORNEY ADMIN/OPS NET COST	337,477	260,249	718,642	651,197

Full Time Positions - Authorized and Funded - Allocation by Home Department

DEPARTMENT POSITION	FY 12-13		FY 13-14		FY 14-15		----- Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>CITY ATTORNEY</u>									
City Attorney	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Assistant City Attorney	0.00	0.00	2.00	2.00	2.00	2.00	2.00		
Legal Assistant	0.50	0.00	1.00	1.00	1.00	1.00	1.00		
Total City Attorney	0.50	0.00	4.00	4.00	4.00	4.00	4.00	0.00	0.00



City Manager Department



CITY MANAGER
RECREATION SERVICES
INFORMATION TECHNOLOGY
RISK MANAGEMENT
ECONOMIC DEVELOPMENT
PLANNING/BUILDING
HOUSING
TRANSIENT OCCUPANCY TAX
NON-DEPARTMENTAL

CITY MANAGER

by Account Type	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	2,040,891	2,131,309	2,222,884	2,527,606
BENEFITS	551,275	660,839	814,410	943,879
SUPPLIES	138,714	253,635	168,850	166,800
PROF SERVICES, MAINT, REPAIR	3,792,834	7,213,390	4,181,592	3,787,092
INTRAGOVERNMENTAL SERVICES	384,432	398,182	442,820	587,667
UTILITIES, RENT, TRAINING	3,184,315	(176,968)	1,677,850	1,376,200
ADVERTISING, PROMOTION, DEBT	493,449	306,262	278,028	80,255
CAPITAL EXPENDITURES	-	-	141,000	98,000
TRANSFERS	1,234,829	1,883,845	2,598,011	2,541,022
CITY MANAGER	11,820,739	12,670,494	12,525,445	12,108,521
LESS INTRAGOVERNMENTAL OFFSET	(214,250)	(198,956)	(187,712)	(437,344)
CITY MANAGER NET COST	11,606,489	12,471,538	12,337,733	11,671,177

by Cost Center	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
GENERAL FUND COST CENTER	33,929	349,561	544,000	675,000
CITY MANAGER ADMIN/OPERATIONS	520,807	526,632	557,621	765,240
ECONOMIC DEVELOPMENT	-	93,444	198,498	273,845
NON DEPARTMENTAL	34,526	66,428	717,150	608,200
CDD ADMIN	132,175	135,222	156,780	143,793
COST RECOVERY	338,754	392,043	352,000	404,000
PR COMMUNITY CENTER	165,133	152,639	178,192	174,354
PARK/REC ADMIN	605,424	654,718	690,099	756,976
PR CAVANAGH CENTER	24,571	19,481	18,310	18,310
PR LIBRARY/MUSEUM	22,831	25,863	25,182	25,546
PR YOUTH/TEENS PROGRAMS	203,362	226,326	235,839	243,827
PR CONTRACT CLASSES	78,364	81,680	76,000	76,000
PR SPORTS PROGRAMS	71,675	43,554	72,610	74,726
PR AQUATIC PROGRAMS	96,444	101,347	102,600	103,600
PR SENIOR PROGRAMS	65,737	63,082	62,804	60,715
PR SPECIAL EVENTS	2,184	1,082	20,000	20,000
COMMERCIAL LINKAGE FEES	37,656	117,343	294,324	527,421
HOUSING IN-LIEU IMPACT FEES	995,852	913,518	997,546	511,485
CDBG	289,986	294,795	267,040	322,872
HOME/BEGIN	500,000	4,144,095	-	-
TOT-COMMUNITY PROMO	1,322,880	1,360,989	2,009,761	1,773,267
DEVELOP SVC BLDG SVC	1,071,454	1,042,129	1,045,802	1,187,483
COST RECOVERY	179,052	155,814	153,900	159,000
INFORMATION TECH ADMIN/OPERATIONS	1,706,169	1,633,236	1,678,267	1,670,461
RISK MANAGEMENT ADMIN/OPERATIONS	3,321,774	75,473	2,071,120	1,532,400
CITY MANAGER	11,820,739	12,670,494	12,525,445	12,108,521
LESS INTRAGOVERNMENTAL OFFSET	(214,250)	(198,956)	(187,712)	(437,344)
CITY MANAGER NET COST	11,606,489	12,471,538	12,337,733	11,671,177

CITY MANAGER OVERVIEW

The City Manager provides general management, oversight, and direction to all the City's departments, in the execution of City Council policy. The Manager's Office also provides administrative support to the Mayor and Council, and develops agenda materials for meetings of the City Council. The City Manager is appointed by the City Council based on qualifications, provides policy advice to, and serves at the pleasure of the City Council. Under the Council/Manager form of government and the City Charter, the City Manager is the administrative head of the City. All City employees, except the City Attorney and City Clerk, answer directly, or indirectly, to the Manager. The Manager organizes City departments for efficient and effective delivery of services, acts as the City's Personnel, Budget, and Purchasing Officer, and provides the strategic planning necessary to accommodate anticipated future needs. As Budget Officer, he recommends the annual and capital budgets to the City Council, and keeps the Council informed as to the fiscal condition and operational needs of the City. The Manager's Office is the liaison with other cities, the County, and State government on matters of mutual importance, and represents the Council in intergovernmental affairs. The Office also responds to citizen inquiries, coordinates and issues film permits, and oversees the CATV franchise. In addition to the general direction the Manager provides to all City departments, he manages or oversees the Risk Management, Information Technology, Recreation Services, Economic Development, Advance Planning, Housing, Building, and Current Planning functions. Human Resources, a division of the City Manager's Office since 2008, was re-established as a City Department in 2013/14 and is presented as such in the 2014/15 Budget.

2013-14 MAJOR ACCOMPLISHMENTS and HIGHLIGHTS

- Provided First Quarter and Mid-year budget reports and financial forecast updates in November 2013 and February 2014.
- Facilitated converting legal services from a Contract to an in-house model in June 2013. The City Attorney assumed his new role in July 2013. Positions for support staff were established; recruitments conducted, and offers of employment made during the last half of FY2013/14. It is estimated first-year savings, at full implementation, will exceed \$300,000 across all City funds.
- Planned for and conducted City Council workshops on Council goal topics including street condition and funding, storm water management and funding, code changes and fee adjustments, financial forecasts, water supply issues, vehicle replacement, and direct and indirect cost allocations.
- Oversaw and guided staff work and code amendments related to the Public Art Master Plan and Public Art Ordinance, regulating Massage establishments, revising freeway oriented signage regulations, SMART Code© amendments associated with the Station Area Master Plan, and adjustments to development impact fees.
- Facilitated adoption of a county-wide single use plastic bag ban legislation and related amendment to the Sonoma County Solid Waste Management Authority JPA.
- Implemented a comprehensive marketing program to promote Petaluma as a business location.

- Initiated lease renewal negotiations with the Sonoma/Marin Fair and commissioned a feasibility study to focus on potentially viable revenue-generating uses.
- Conducted a preliminary review of the feasibility of eliminating PERS unfunded liability. The initial work indicates this is feasible and at an annual savings to the City. A more rigorous review, including an actuarial study, is currently underway.
- Designed and completed in November 2013, at no cost to the City, polling which indicates a majority supports a sales tax increase to fund the Council's "Support Public Safety" priorities. Education and outreach to validate polling conclusions and to determine the Public's funding preferences is underway and scheduled for completion in June 2014. The Council will decide, in June or July 2014 if it wishes to place a tax measure on the November 2014 ballot.
- Recruited and selected a Human Resources Director to lead the newly reestablished Department. The new Director's start date is June 9, 2014.

2013-2014 DEPARTMENT GOALS, PROGRAM INITIATIVES and PRIORITIES

- Conduct education and outreach activities associated with a potential tax measure, pursuant to legal constraints, related to a November 2014 ballot measure to increase the City's sales tax rate.
- Develop five-year financial plans for the General Fund, based on the results of education and outreach activities and taking into account alternatives associated with a sales tax increase.
- Establish a fiscally sustainable storm water system.
- Conduct a technical merit review of Sonoma Clean Power and Community Choice Aggregation.
- Continue to plan for, and conduct, monthly City Council workshops, to provide ample opportunity for in-depth consideration and policy formulation.
- Expand the City's Economic Development program, to support business retention, expansion, attraction, and marketing activities.
- Continue to develop and implement procedural and legislative changes that will simplify and improve the development review process, to advance the Council's economic development goals.
- Complete components of a zoning code update that: update parking requirements, define mixed use, update the IZO, and revise Historic District guidelines.
- Revise the Fairgrounds lease, and realize the economic potential of the Fairgrounds as an economic engine.
- Continue to coordinate the activities of City Departments to achieve other City Council goals as outlined in the City Council budget narrative.

11330 CITY MANAGER ADMIN/OPS	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	360,013	361,797	361,318	522,418
BENEFITS	115,984	121,673	143,273	218,522
SUPPLIES	2,090	3,785	3,750	3,750
PROF SERVICES, MAINT, REPAIR	9,135	5,642	8,370	8,475
INTRAGOVERNMENTAL SERVICES	24,870	24,870	28,710	-
UTILITIES, RENT, TRAINING	6,548	6,421	8,200	7,400
ADVERTISING, PROMOTION, DEBT	2,167	2,444	4,000	4,675
CITY MANAGER ADMIN/OPERATIONS	520,807	526,632	557,621	765,240
LESS INTRAGOVERNMENTAL OFFSET	(214,250)	(198,956)	(187,712)	(349,875)
CITY MANAGER ADMIN/OPS NET COST	306,557	327,676	369,909	415,365

11100 GENERAL FUND COST CENTER	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
TRANSFERS	33,929	349,561	544,000	675,000
GENERAL FUND COST CENTER	33,929	349,561	544,000	675,000

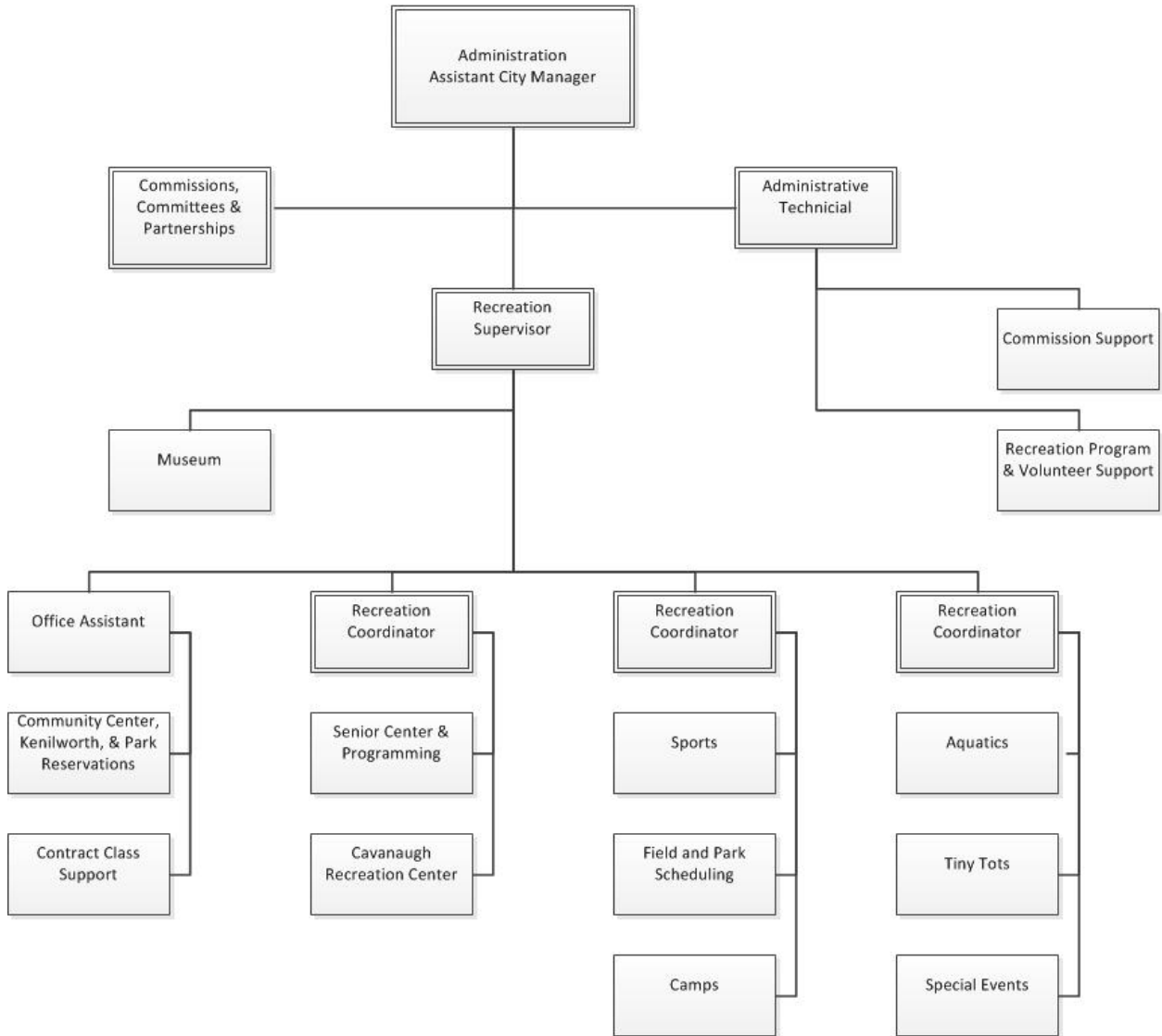
11800 NON DEPARTMENTAL	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
PROF SERVICES, MAINT, REPAIR	-	13,169	602,700	478,200
UTILITIES, RENT, TRAINING	34,526	53,259	67,450	83,000
ADVERTISING, PROMOTION, DEBT	-	-	47,000	47,000
NON DEPARTMENTAL	34,526	66,428	717,150	608,200

Full Time Positions - Authorized and Funded - Allocation by Home Department

DEPARTMENT POSITION	FY 12-13		FY 13-14		FY 14-15		Allocation		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<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		
Senior Planner	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		
Secretary	1.00	0.00	1.00	0.00	1.00	0.00			
Total City Manager	5.00	4.00	5.00	4.00	5.00	4.00	4.00	0.00	0.00

PARKS AND RECREATION DEPARTMENT

Recreation Services



DEPARTMENT OVERVIEW

Recreation Services plans, coordinates and implements recreation programs and classes for toddlers, youth, teens, adults and older adults. Included is the operation of the Petaluma Community Center, the Jack Cavanagh Recreation Center, Kenilworth Recreation Center, Petaluma Swim Center, Cavanagh Pool, the Novak Senior Center at Lucchesi Park, and the Petaluma Historical Library and Museum. The division is also responsible for planning and implementing community-wide special events; presents a wide array of recreation classes and camps; and, provides a comprehensive adult sports program. The Parks Maintenance function has been aligned with the Public Works Department since 2009-2010. Nevertheless, communication, coordination and collaboration between the Recreation and Parks divisions are essential components in providing quality and seamless Parks and Recreation services. The Department continues to support the Recreation, Music and Parks Commission, Youth Commission, Senior Advisory Committee and the Petaluma Museum Association Board of Directors. As well, the Department is highly engaged in a variety of volunteer and partnership projects with several advocacy groups.

2013-2014 MAJOR ACCOMPLISHMENTS and HIGHLIGHTS

- Department reorganization was implemented and included replacing a vacant Recreation Supervisor position with two Recreation Coordinators assigned specific programming responsibilities. Key among reorganizational goals is to create a more robust and rigorous program, thereby increasing recreational opportunities for all members of the community. Staff has been hired and assignments are underway.
- A variety of Swim Center upgrades were undertaken and completed in FY 12-13, and major upgrades were also implemented in FY 13-14 and included boiler and circulation pump replacement. Project funding was provided by a PG&E no-interest loan, and debt service is provided through energy savings.
- Design for an initial phase of the East Washington Park project was completed, the project advertised for bid, and bid awarded in May 2014. The project involves development of the first 2, artificial surface and lighted playing fields. Bids were less than available project funding, thus additional project components including installation of the sewer utility, and construction of the third field are under consideration for this project, or a rapidly developing second project. Several user groups have taken responsibility for funding the restroom building.
- The Wiseman Park restroom project was designed, bid and bid awarded during the fiscal year. The project was completed in May, and project funding included a donation of \$20,000 from primary users of the facility. The project was contained, but on hold in the City's CIP for a dozen years or more.

2014-2015 DEPARTMENT GOALS, PROGRAM INITIATIVES and PRIORITIES

- See these items within divisional narratives.

ADMINISTRATION OVERVIEW

The Assistant City Manager conducts administrative oversight of the department and is responsible for supervision of recreation programming, community centers, the Museum, and administration of the contract for pool management. The division also supports the Recreation, Music and Parks Commission, the Petaluma Historical Library and Museum Board of Directors, the Senior Advisory Committee and various project oriented groups. Additional responsibility includes providing comprehensive leadership for Parks and Recreation, support to Public Works Park Maintenance, as well as identification of department priorities such as park acquisition and development.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Increased opportunities for volunteerism and partnerships were developed in the area of park maintenance, park facility development and program enhancement. Significant partnerships include the following:
 - The Department partnered with the Sonoma Media Group for presentation of the July 4th fireworks program. The partnership included cost sharing and combining people resources in order to present a comprehensive program. The partnership is continuing for July 4, 2014 programming.
 - City staff and leadership from Mentor Me Petaluma (MMP) developed a concept involving MMP use of the Cavanagh Recreation Center. MMP would operate from the site, and as well, would continue to make the facility available for community use on behalf of the City. An agreement will be presented for City Council consideration in May or June 2014.
 - The Petaluma Service Alliance (PSA), made up of various community service clubs, has agreed to undertake improvements to Walnut Park and will work toward necessary funding to replace all walkways within the park. As well, PSA has agreed to provide long-term maintenance of the park.
 - Petaluma American Little League (PALL) partnered with the City to install field lighting at one field within Lucchesi Park. The PALL funded the entire project and performed installation. The lights were activated in April, 2014.
 - Rebuilding Together Petaluma conducted clean up and replanting at the G and H street pocket parks in spring 2014, and will undertake development of a C Street pocket/view park in summer 2014.

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- Fully implement Recreation Services reorganization, involving changing staffing model by replacing Recreation Supervisor with two (2) Recreation Coordinators, specifically assigned programming responsibilities.
- Continue seeking outside funding sources, partnerships and contract opportunities with groups, organizations and entities capable of sharing services or providing similar services at less cost.
- Develop funding strategy and negotiate agreement for acquisition of LaCresta Ridge Property.

City of Petaluma, California
Fiscal Year 2015 Budget

14100 PARK/REC ADMIN	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	375,553	404,292	363,534	353,902
BENEFITS	119,799	130,739	196,655	156,339
SUPPLIES	18,337	19,601	19,200	18,500
PROF SERVICES, MAINT, REPAIR	30,292	39,023	35,450	35,650
INTRAGOVERNMENTAL SERVICES	41,800	41,800	50,360	167,185
UTILITIES, RENT, TRAINING	19,422	19,182	24,900	25,400
ADVERTISING, PROMOTION, DEBT	221	81	0	0
PARK/REC ADMIN	605,424	654,718	690,099	756,976

Full Time Positions - Authorized and Funded - Allocation by Home Department

DEPARTMENT POSITION	----- Allocation-----								
	FY 12-13		FY 13-14		FY 14-15		General	Enterprise	Other
	Authorized	Funded	Authorized	Funded	Authorized	Funded	Fund	Funds	Funds
<u>PARKS & RECREATION</u>									
Administrative Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Office Assistant II	2.00	1.00	2.00	1.00	2.00	1.00	1.00		
Recreation Coordinator	2.00	1.00	3.00	3.00	3.00	3.00	3.00		
Recreation Supervisor	2.00	2.00	1.00	1.00	1.00	1.00	1.00		
Total Parks & Recreation	7.00	5.00	7.00	6.00	7.00	6.00	6.00	0.00	0.00

CAVANAGH RECREATION CENTER OVERVIEW

Formerly the McNear branch of the Petaluma Boys and Girls Club, Cavanagh Recreation Center (CRC) was purchased in December of 1996 by the City of Petaluma. The Parks and Recreation Department manages, schedules, programs and maintains this center.

Community activities include youth (Boys and Girls Club and CYO basketball) and adult sports leagues, open gyms, classes and meetings.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Mentor Me Petaluma program working with City to establish guidelines and use parameters in a proposed agreement with a target start date of August 1, 2014.
- Current facility use includes:

Open Gym	2700 participants
CYO/Boys and Girls Club basketball	450 participants
Camp K2 Day Camp	23 Campers per wk. for 9 Weeks
Table Tennis (3x/wk)	20 per class average
Adult Exercise Classes (2x/wk)	30 per class average

2014-2015 PROGRAM INITIATIVES and PRIORITIES

Finalize agreement with Mentor Me and facilitate building use transition.

14200 PR CAVANAGH CENTER	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SUPPLIES	1,334	0	0	0
PROF SERVICES, MAINT, REPAIR	1,614	1,136	1,310	1,310
UTILITIES, RENT, TRAINING	21,623	18,345	17,000	17,000
PR CAVANAGH CENTER	24,571	19,481	18,310	18,310

PETALUMA COMMUNITY CENTER OVERVIEW

The Petaluma Community Center provides a facility for private parties, weddings, fundraisers, meetings, and a wide array of activities and events. The facility continues to be a focal point for the Petaluma Community, whether used for civic, private or public activities. The Community Center also provides space for enrichment classes, fitness classes, day camps, special events, Tiny Tots pre-school program, and other services that encourage healthy life styles, social connections and new learning experiences.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Deferred maintenance items were completed including roof repairs (craft rooms, lobby), replacement of ceiling tiles that had sustained water damage, and the cleaning of several wall/carpet areas that had also sustained water damage.
- Increased advertising and promotion of activities at no or low cost by using existing resources such as the Visitor Center and Downtown Association websites, Senior newsletters, Activity Guide, City website, Recreation Services Facebook page and using email blasts.

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- In cooperation with Public Works, continue to implement deferred maintenance projects including roof repairs, replacement of floor coverings and furnishings and painting.
- Evaluate current room amenities against current room usages. Establish a priority list of upgrades and minor repairs to be implemented as budget allows.
- Implement staff paging system, whereby users will be able to engage a call button to alert staff to their needs.
- Implement strategies and training to improve the consistency of customer service provided to users.

14210 PR COMMUNITY CENTER	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	91,109	85,272	97,192	97,084
BENEFITS	8,337	8,389	11,700	8,970
SUPPLIES	14,915	12,399	17,200	16,200
PROF SERVICES, MAINT, REPAIR	10,239	7,048	10,100	10,100
UTILITIES, RENT, TRAINING	39,690	38,762	41,000	41,000
ADVERTISING, PROMOTION, DEBT	843	769	1,000	1,000
PR COMMUNITY CENTER	165,133	152,639	178,192	174,354

CARNEGIE LIBRARY/MUSEUM OVERVIEW

The Petaluma Historical Library and Museum is housed in the Petaluma Carnegie Free Public Library Building at 4th and B Streets. This building was completed in 1906 with money from the Carnegie-Fund, a trust fund established by Andrew Carnegie to build public libraries throughout the country. The Historical Library Museum has been accepted for inclusion in both the National Register of Historic Places in Washington D.C. and the California Register of Historic Places. In December of 1978, the Historical Library Museum Association (PMA) and the City of Petaluma entered into an agreement which provided a framework for City and PMA responsibilities for both maintenance and operations. Generally, the City provides building and grounds maintenance and administrative support under the agreement and the Petaluma Museum Association’s Board of Directors coordinates and presents programming and oversees artifact collection, preservation and display through the efforts of community volunteers.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Museum hosted a two day training workshop ***Protecting Cultural Collections: Disaster Prevention, Preparedness, Response and Recovery*** presented by Californians Connecting to Collections and funded by the Getty Foundation.
- Major Exhibits included; “Changing Courses – The History and Future of the Petaluma River”; “Victorian Mourning Customs”; “First Annual Children’s Art Exhibit”; and, “It’s All About the Music” (Black History Month).
- The Board of Directors re-established a stable budget process with monthly revenues exceeding expenses.
- Petaluma Museum Board, City of Petaluma and PG & E working on Lighting Retrofit and Rebate program for the building.

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- Maintain fiscal responsibility and accountability relating to museum operations, especially those related to exhibits.
- Complete an accurate inventory and accounting of City-owned Museum artifact collection.
- Continue and complete work associated with policy and procedure revisions.
- Continue work to revise outdated agreement between the City and PMA.
- Complete PG & E Lighting retrofit/rebate program (building interior and exterior).

14220 PR LIBRARY/MUSEUM	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	12,361	14,021	14,100	14,404
BENEFITS	297	727	732	792
SUPPLIES	339	1,373	600	600
PROF SERVICES, MAINT, REPAIR	1,622	1,164	1,350	1,350
UTILITIES, RENT, TRAINING	8,158	8,578	8,400	8,400
ADVERTISING, PROMOTION, DEBT	54	0	0	0
PR LIBRARY/MUSEUM	22,831	25,863	25,182	25,546

YOUTH SERVICES OVERVIEW

The Tiny Tots and KinderReady programs provide a safe environment within which opportunities are provided for children ages 3-5 to discover and learn in a social setting. Teachers provide a quality program, and in an effort to do so year after year, seek new educational trainings to keep updated on current trends in child care education. Children are assessed several times a year as they progress toward achieving developmental milestones.

Summer camps include Camp Sunshine (ages 3-5), Kids Klub (grades 1-5) and Camp K2 (grades 6-8). Kids Klub remains at full capacity, while Camp Sunshine and Camp K2 attendance fluctuates between 75% and 100% of capacity. All camps provide attendees with opportunities for personal growth and socialization in a safe, fun, and supportive atmosphere. Campers are involved in theme-related, age appropriate activities.

The Petaluma Youth Commission continues to meet and plan projects and programs for youth in the community. Staffing for this program was eliminated in 2008-2009, thus the commission receives a moderate level of staff support.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Tiny Tots and Kids Klub remained at maximum daily capacity, with Kids Klub exceeding capacity on several days throughout the program.
- The quality and integrity of camps offered remained superior despite reduced budget as evidenced by registration and attendance data.
- The Youth Commission held a successful job fair and park clean-up day.

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- Evaluate programming for Tiny Tots, determine program gaps and implement new components.
- Evaluate and consider adding a program for younger children (18months – 3yrs).
- Streamline and decrease the amount of paper utilized in all parent communications.
- Continue to refine program details designed to increase enrollment in both Camp Sunshine and Camp K2.

14420 PR YOUTH/TEENS PROGRAMS	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	149,750	154,912	177,766	179,582
BENEFITS	13,807	13,357	13,123	19,295
SUPPLIES	7,507	12,448	15,300	15,300
PROF SERVICES, MAINT, REPAIR	32,298	45,609	28,650	28,650
UTILITIES, RENT, TRAINING	0	0	1,000	1,000
PR YOUTH/TEENS PROGRAMS	203,362	226,326	235,839	243,827

CONTRACT CLASSES OVERVIEW

Classes are held at the Petaluma Community Center as well as off site at other locations. Classes are advertised in the Activity Guide and through the use of press releases. The Activity Guide is mailed to a data base of approximately 8,500 people and is distributed to various locations within the community including the Visitors Center, Chamber of Commerce, City Hall, Library, and Museum. The guide is also available on-line at the city’s website and promoted through broadcast emails and facebook.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Several new contracted summer camps were successfully offered, as is evidenced by participation data in the table that follows.

	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Number of Participants	2,602	2,142	2,154	2,451	2,598	*2,849
Revenue	\$118,195	\$121,282	\$127,857	\$129,610	\$136,765	*\$88,266

**as of 4/22/14*

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- Identify community needs and trends and develop new offerings to meet such needs.
- Identify and offer new program opportunities.
- Increase class offerings and overall attendance and registration.

14500 PR CONTRACT CLASSES	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
PROF SERVICES, MAINT, REPAIR	78,364	81,680	76,000	76,000
PR CONTRACT CLASSES	78,364	81,680	76,000	76,000

SPORTS AND ATHLETICS OVERVIEW

This budget includes adult sports leagues, instructional programs (youth and adult), and “Open Gym” programs. Also, this budget supports scheduling for all City athletic fields and some School District athletic fields. Included in this effort is the keeping of a master schedule of school and City fields and acting as liaison with community groups and individuals regarding availability, suitability, and condition of current inventory of playing fields.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Continued to work with Parks maintenance staff regarding field conditions, maintenance and upgrading.
- Staff continues to respond to extremely high demand for facility use by utilizing a fair and equitable reservation process for the user groups.
- Staff worked with Petaluma Girls Softball in renovation of the three Prince Park softball fields.

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- The construction of two synthetic multi-use fields at East Washington Parks will create exciting programming opportunities for staff and the community and use must be distributed equitably, fairly and in an organized fashion.
- Improve participation in the adult volleyball program within the framework of budget reductions and re-establish a viable adult volleyball league program.

14600 PR SPORTS PROGRAMS	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	10,225	4,613	3,475	5,538
BENEFITS	1,284	114	85	138
SUPPLIES	8,090	6,626	7,600	7,600
PROF SERVICES, MAINT, REPAIR	51,086	31,241	61,450	61,450
UTILITIES, RENT, TRAINING	990	960	0	0
PR SPORTS PROGRAMS	71,675	43,554	72,610	74,726

AQUATICS OVERVIEW

Petaluma Swim Center and Cavanagh Pool provide comprehensive programming including instructional classes, fitness, open recreation swim, rentals, hours/space for swim clubs and special interest classes. Beginning in 2009 the program was presented under a management contract, whereby a contracted partner of the City conducted all pool operations. The change was made in order to reduce expenses, work toward program improvement and ultimately establish more consistent season schedules. The result of this model has been continuation of all aquatic opportunities, extension of the Cavanagh Pool season, and a City budget savings for aquatic programming.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Upgrades to Petaluma Swim Center (PSC) and Toddler Pool included new filtration, circulation pumps, heating system and resurfacing the small pool.
- PSC storage/equipment building re-roofed.
- Other PSC improvements included new chaise lounge chairs; new backstroke stanchions; new kickboards and pull buoys for lap swimmers; new pace clock for lap swimming; new backboards; and, 1st aid equipment for staff.

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- Continue to generate sufficient registration that allows continued winter time aquatic programming at the Cavanagh Pool and the opportunity to extend the season at PSC.

14700 PR AQUATIC PROGRAMS	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SUPPLIES	20,386	28,707	22,000	11,500
PROF SERVICES, MAINT, REPAIR	11,866	19,911	0	10,000
UTILITIES, RENT, TRAINING	62,255	50,896	80,000	81,500
ADVERTISING, PROMOTION, DEBT	1,937	1,833	600	600
PR AQUATIC PROGRAMS	96,444	101,347	102,600	103,600

SENIOR PROGRAM OVERVIEW

The Petaluma Senior Center provides program opportunities for exercise, nutrition and social programs that all allow the active adult an opportunity to engage in fitness and a multitude of other active and social programs. Additional program partners are being developed and classes are held at the Petaluma Community Center, Cavanagh Recreation Center, Kenilworth Community Center, Valley Orchards Retirement Living, Contessa Ballet School, SRJC Petaluma Campus, Leghorns Park and other locations as the program demands. Participation in weekly and monthly classes is strong, as is best evidenced by the number of program locations that are operating at capacity. The trip program remains strong and there has been an increase in partnering which allows growth in the program. Improving partnerships and developing programs with outside partners is a necessity in meeting the increased demands as the “Boomer” generation arrives.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Participation in Senior programs and volunteer opportunities continues to increase, as can be seen in the tables that follow:

	FY08-09	FY09-10	FY10-11	FY11-12	FY12-13	FY13-14
Attendance	42,767	46,055	53,597	54,493	55,500	55,440*

	2007	2008	2009	2010	2011	2012	2013	2014
Volunteer Hours	7,245	7,200	9,100	10,100	10,200	9,945	10,000	11,070*

*estimate

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- Develop evidence based program assessment template to be used in future movement and/or fitness classes.
- Continue to partner with all Senior Centers in Sonoma County to provide a cost effective trip and travel program.
- Expand program partnerships with agencies advocating for the active adult community.

14800 PR SENIOR PROGRAMS	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	26,838	26,589	26,687	26,780
BENEFITS	2,264	2,815	3,117	935
SUPPLIES	2,839	5,455	5,050	5,050
PROF SERVICES, MAINT, REPAIR	22,795	16,927	15,950	15,950
UTILITIES, RENT, TRAINING	8,760	8,669	8,800	8,800
ADVERTISING, PROMOTION, DEBT	2,241	2,627	3,200	3,200
PR SENIOR PROGRAMS	65,737	63,082	62,804	60,715

SPECIAL EVENTS OVERVIEW

Providing special community events helps individuals and families get connected to Petaluma and are integral and essential to vibrant communities. Successful programs require the time and resources to properly produce an event and this cost center supports modest program development.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Partnered with the Sonoma Media Group for the annual July 4th Fireworks program.
- Coordinated the Holiday Crafts Fair, which had 58 vendors.

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- Engage as many non-profits and community groups as possible to help provide additional activities.
- Develop a new Special Event that is visible and viable and meets community needs and expectations.

14900 PR SPECIAL EVENTS	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SUPPLIES	780	131	0	0
PROF SERVICES, MAINT, REPAIR	1,404	951	20,000	20,000
PR SPECIAL EVENTS	2,184	1,082	20,000	20,000

INFORMATION TECHNOLOGY DIVISION OVERVIEW

The Information Technology Division is charged with responsibility for the City's technology assets. Technology solutions are conceived, planned and deployed appropriately, efficiently and effectively.

This division supports the technological needs of all the operating departments - nearly 300 full time users, 300 desktop computers, over six dozen laptop/mobiles, over five dozen network servers, and an interconnecting wide area network that covers 30 different locations. All users are provided with broad application and internet support, telephone and communication services; operate and manage the City's web site. The Division supports over 250 systems for public safety, including dispatch, police and fire records; many databases for enterprise-wide financial systems and permitting; para-transit scheduling and work order systems; Geographic Information Systems (GIS) and computer-aided drafting (CAD); document management and web-streaming and archiving for all meetings; and a collection of web-front ended systems for various uses, including payments.

This division provides data management, network security, purchasing, and equipment disposal and provides general project assistance to all departments and on all levels. I.T. manages or maintains all computers, network equipment and networked printers and also provides full support for the telephone and voicemail system and limited support for radios, alarm systems, video, pagers, and cellular phones.

The division serves as the staff liaison to the Technology and Telecommunications Committee appointed by the City Council, is the City representative to Petaluma Community Access (PCA) television, and coordinates and monitors video/cable TV franchise issues for the City.

It is anticipated that the trend for competing needs of IT resources will continue for the foreseeable future. Given the reliance on technology, it continues to be important to constantly evaluate the IT needs of each of the City's departments in order to determine priorities, establish appropriate service levels and properly distribute IT costs throughout the organization.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Upgraded 90 desktops and laptops, replacing Windows XP in several dozen other computers.
- Installed network fiber to Fire Stations 2 and 3.
- Deployed Petaluma School Data Systems for the Police Dept. and the City's schools.
- Expanded electronic payment modules in the enterprise-level financial systems. Business licensing adoption of 20% for online renewals.
- Installed security access control, required by DOJ.

- Developed comprehensive IT documentation system for plans, policies, procedures and standards. Produced security response plan. Developed draft IT Strategic Plan.
- Expanded the public meeting streaming and management system, Granicus, to include all meeting bodies and standardized documentation.
- Assisted with office and personnel moves in Public Works and City Attorney.

2014-2015 GOALS, PROGRAM INITIATIVES and PRIORITIES

- Network uptime of 99.9% for all major nodes and systems, with recovery time of one business day for major systems (email, full network, finance system) and Zero downtime due to malware (virus, spyware, hacking) incursion.
- Conduct full upgrade of Police' records, dispatch, mobiles.
- Conduct upgrade of Police' 9-1-1 console.
- Revise the City's web site to improve navigation and access by smart phones.
- Deploy web and smartphone access for service requests.
- Deploy full workorder and asset management system for Public Works and Utilities.
- Work with Public Works and Utilities to standardize geographic and design data and protocols.
- Replace Geographic Information System development tools and upgrade GIS web sites.
- Upgrade Ellis Creek SCADA network servers to support full SCADA upgrade.
- Implement limited web access for permitting applications.
- Replace remaining 1/3 computer workstations.
- Replace approximately 1/2 network switches.
- Replace 8-10 network servers.

73100 INFORMATION TECH ADMIN/OPS	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	680,557	683,236	681,373	684,488
BENEFITS	177,422	217,728	235,494	253,373
SUPPLIES	46,276	101,443	41,400	51,900
PROF SERVICES, MAINT, REPAIR	290,112	269,983	324,500	347,700
INTRAGOVERNMENTAL SERVICES	38,800	38,800	38,800	0
UTILITIES, RENT, TRAINING	180,725	195,301	225,700	235,000
ADVERTISING, PROMOTION, DEBT	241,377	126,745	0	0
CAPITAL EXPENDITURES	0	0	131,000	98,000
TRANSFERS	50,900	0	0	0
INFORMATION TECH ADMIN/OPS	1,706,169	1,633,236	1,678,267	1,670,461

Full Time Positions - Authorized and Funded - Allocation by Home Department

DEPARTMENT POSITION	FY 12-13		FY 13-14		FY 14-15		----- Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>INFORMATION TECHNOLOGY</u>									
Info Tech Specialist 1/2/3	4.00	4.00	4.00	4.00	4.00	4.00			4.00
Information Systems Manager	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Geographic Info Systems Mgr.	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Programmer Analyst	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Total Information Technology	7.00	7.00	7.00	7.00	7.00	7.00	0.00	0.00	7.00

RISK MANAGEMENT DIVISION OVERVIEW

The Risk Management Division provides a multitude of risk management services to the City of Petaluma as well as direction and guidance to the City Council, City Management and City staff. The Workers' Compensation program has been transferred to the Human Resources Division, however Risk Management continues to provide consulting and oversight of the Workers' compensation program in collaboration with the Human Resources Division.

The Risk Management Division's primary objective is risk avoidance and implementation of various risk transfer programs and activities that will minimize the City's exposure to litigation. The Risk Management Division's mission is to manage, control, minimize or eliminate risk, to the extent that its citizens and personnel can be reasonably protected from hazards, while insuring that the financial solvency of the City will not be jeopardized and that appropriate City resources can be conserved for other uses. This Division also assumes the primary responsibility for the administration and processing of all property and casualty claims and for risk identification, risk transfer, risk analysis and insurance coverage procurement.

The philosophy of the City is presently oriented toward comprehensive pro-active global risk management minimization or elimination of risk to the greatest extent practical, retention of the remaining risk when feasible, and protection against unpredictable loss by reasonable use of available insurance and/or alternate funding.

To accomplish these objectives, the Division has created and implemented comprehensive risk management structures, systems, and loss control programs. These implementations involve all City management and staff, as well as those who contract with the City of Petaluma.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Reduced claims
- Created a new insurance rate model based on departmental performance
- Reduced tort claims defense costs by approximately 35%
- Created defense panel
- Continuing revisions to City's insurance requirements for agreements

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- Replenish risk reserve / insurance funds
- Implement the risk management / senior management committee
- Implement new insurance rate model that is based on departmental performance
- Assist in reducing tort claims legal expenses
- Create and implement city wide contract insurance requirements to comply with new I.S.O. regulations
- Reduce insurance premiums
- Increase subrogation recoveries

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74100 RISK MGMT ADMIN/OPERATIONS	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	269	0	0	0
BENEFITS	3,608-	0	0	0
SUPPLIES	2,311	2,910	5,850	5,550
PROF SERVICES, MAINT, REPAIR	488,716	616,814	842,160	671,730
INTRAGOVERNMENTAL SERVICES	39,940	39,930	42,490	0
UTILITIES, RENT, TRAINING	2,794,146	584,242-	1,180,500	855,000
ADVERTISING, PROMOTION, DEBT	0	61	120	120
RISK MGMT ADMIN/OPERATIONS	3,321,774	75,473	2,071,120	1,532,400

Full Time Positions - Authorized and Funded - Allocation by Home Department

DEPARTMENT POSITION	----- Allocation-----								
	FY 12-13		FY 13-14		FY 14-15		General	Enterprise	Other
	Authorized	Funded	Authorized	Funded	Authorized	Funded	Fund	Funds	Funds
<u>RISK MANAGEMENT</u>									
Risk Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Secretary	1.00	0.00	1.00	0.00	1.00	0.00			
Total Risk Management	2.00	0.00	2.00	0.00	2.00	0.00	0.00	0.00	0.00

ECONOMIC DEVELOPMENT DIVISION OVERVIEW

The Economic Development Division supports local businesses so they can thrive and grow, and seeks to attract new and complementary businesses to Petaluma. To accomplish these objectives, staff is implementing the projects and programs outlined in Petaluma's Economic Development Strategy, and communicates on a regular basis with existing and prospective businesses as to their plans, interests, and needs from the City of Petaluma. Staff also works proactively with other City departments to create or modify procedures and regulations to encourage business growth, and plays an advisory role in the development review process when it relates to new and existing businesses.

Economic Development staff markets Petaluma as a business location through an active website and social media campaign, by building relationships within the North Bay and Bay Area business and real estate community, attending local business related conferences, and by attending industry trade shows. Staff also works regionally with other economic development organizations to assure economic development services are coordinated.

Further objectives are to expand tourism and to assist future development of opportunity sites including the Petaluma Fairgrounds, the areas around the future SMART stations and other infill sites in established business parks.

Economic Development staff also serves as the staff to the Petaluma Community Development Successor Agency and Oversight Board, and addresses all activities required by the dissolution of the former Petaluma Community Development Commission.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Provided relocation or business expansion assistance to approximately 40 businesses.
- Launched the Petaluma Star marketing campaign, including a 12-page supplement in the San Francisco Business Times and a new website promoting Petaluma as a strategic and desirable business and talent destination. Over 3,000 unique viewers viewed the website during 5,500 sessions that lasted between 3 and 3.5 minutes.
- Worked with local businesses to fund the San Francisco Business Times supplement with \$27,500 in private sponsorships.
- Completed 11 business success stories that were promoted on the new website.
- Developed an Infographic Poster demonstrating Petaluma statistics in a modern and easy to read format.
- Delivered two, quarterly Economic Development Newsletters and grew the outreach database to 813 local business and stakeholder followers.
- Partnered with the Petaluma Chamber of Commerce to implement a Business Institute to provide support for small business growth.
- Completed and delivered a Long Range Property Management Plan for all Successor Agency assets.

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- Contact and provide, as part of an ongoing program, personalized follow up to 60 local businesses in 2014/15.
- Develop a campaign to target Bay Area companies as business attraction prospects.
- Maintain social media presence and blog posts to attract 3,000 new viewers to the Petaluma Star website.
- Increase newsletter followers from 813 to 1,000.
- Generate and respond to 100 business attraction prospects.
- Implement a heritage tourism program.
- Identify and implement a marketing strategy that promotes Petaluma’s opportunity development sites.
- Create and implement a customer feedback system to track successes and areas for improvement with the City’s development review and business license program.
- Create and promote 10 business success stories.
- Work with local businesses to create a talent attraction campaign for Petaluma.
- Support the City Manager in lease negotiations with and master planning for the Fairgrounds.
- Complete vacation rental ordinance and work with AirBnB to launch a Petaluma “Shared City” program.
- Continue to implement State-mandated redevelopment dissolution activities.
- Seek funds to replace lost Redevelopment funds.

11340 ECONOMIC DEVELOPMENT	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	-	61,855	82,307	162,188
BENEFITS	-	20,345	24,591	52,657
SUPPLIES	-	4,340	7,500	5,500
PROF SERVICES, MAINT, REPAIR	-	6,460	64,600	30,000
INTRAGOVERNMENTAL SERVICES	-	-	-	-
UTILITIES, RENT, TRAINING	-	444	4,400	2,000
ADVERTISING, PROMOTION, DEBT	-	-	15,100	21,500
ECONOMIC DEVELOPMENT	-	93,444	198,498	273,845
LESS INTRAGOVERNMENTAL OFFSET	-	-	-	(87,469)
ECONOMIC DEVELOPMENT NET COST	-	93,444	198,498	186,376
25200 TRANSIENT OCCUPANCY TAX	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
PROF SERVICES, MAINT, REPAIR	2,332	-	48,000	-
INTRAGOVERNMENTAL SERVICES	1,750	1,750	1,750	142,745
ADVERTISING, PROMOTION, DEBT	168,798	169,050	206,000	200,000
TRANSFERS	1,150,000	1,190,189	1,754,011	1,430,512
TRANSIENT OCCUPANY TAX	1,322,880	1,360,989	2,009,761	1,773,257

Full Time Positions - Authorized and Funded - Allocation by Home Department

DEPARTMENT POSITION	FY 12-13		FY 13-14		FY 14-15		----- Allocation-----			
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds	
<u>ECONOMIC DEV./REDEVELOPMENT</u>										
Economic Development Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Total Econ. Dev./Redevelopment	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00	

COMMUNITY DEVELOPMENT DEPARTMENT OVERVIEW

The Community Development Department is comprised of the Planning and Building Division with direct oversight by the City Manager. The Planning Division function is contracted to Metropolitan Planning Group (M-Group) to oversee all of the city's current planning, on what is primarily a cost recovery basis. A limited amount of General Fund contribution exists to fund the non-reimbursed activities that M-Group performs, including staffing a customer service counter and coordinating with City staff on projects for which there are no cost recovery accounts.

The Building Division protects public health and safety in all buildings in the City, through the enforcement of State and Local Building Codes. The Building Division has six full-time employees, and utilizes the assistance of one primary outside plan check consultant so that plan review turnaround times are consistently met.

PLANNING DIVISION OVERVIEW

The Planning Division is responsible for residential, industrial, and commercial development, and public improvements. The Planning Division leads the effort, with other departments to implement the City's General Plan Land Use Element. M-Group staffing currently includes eight professional planning positions including a Planning Manager. This staffing level is flexible depending on work load.

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 projects to solve problems related to planning. Planning staff develops specific proposals for action on current City planning needs; 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 and the City's General Plan.

The Planning staff provides project and environmental review for all planning entitlement proposals including subdivisions, planned unit developments, commercial and residential design review, historic district review, use permits, variances and annexations. The planning team also performs a wide range of customer service activities such as operating the public counter, preliminary development review, business license clearance, responding to zoning related inquiries, zoning abatements, building permit clearances for zoning compliance purposes and mitigation monitoring.

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

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- In FY 2013-2014 the Planning Division offered base level services such as counter coverage, business license review, zoning permit processing, fence permits approvals, and other zoning related review.
- The Planning Division provided regular staffing of the Planning Commission, Historic and Cultural Preservation Committee, Public Art Committee, and City Council.

- Flexible staffing allowed the Planning Division to modify staffing hours based on workload to consistently meet the needs of the public.
- Throughout FY 2013-2014 the Planning Counter was open from 8:00 a.m. to 12:00 p.m. and 1:00 p.m. to 5:00 p.m., Monday through Thursday.
- Planning continued to provide plan check review of building permit applications to ensure compliance with the Implementing Zoning Ordinance.
- Planning provided estimates and final calculations of development impact fees for all development.
- Planning Staff continued to process all planning entitlement applications efficiently and collaboratively with applicable City departments, outside agencies, citizen groups, and the applicant team.
- Planning continued to take the lead in coordinating and refining weekly Development Review Committee meetings.
- Planning continued working with the Public Works Department and consultants to continue the environmental review process for the Rainier Cross Town Connector.
- Planning conducted a reconnaissance survey update for properties within the Oakhill Brewster Historic District and digitized all individual property forms.
- Planning updated and improved CEQA analysis and associated documentation for development review projects.
- Planning worked collaboratively with other city departments to replace the Acela permitting program.

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- Continue to improve and streamline internal development review procedures and working relationships with other departments and outside agencies.
- Timely processing of all planning entitlement applications consistent with the General Plan 2025, Implementing Zoning Ordinance, and applicable City adopted plans, policies, and ordinances.
- Work collaboratively to respond to City Council goals for 2013/14 relating to planning.
- Provide full service public counter hours with high quality professional services.
- Work collaboratively to ensure compliance with the Implementing Zoning Ordinance and Building Code and streamline internal review process.
- Present an update of Petaluma's local environmental review guidelines and work collaboratively with other internal departments to consult on necessary CEQA review of city projects as appropriate.
- Explore Certified Local Government certification as a means of strengthening preservation efforts and facilitating potential funding for needed code updates.
- Work with IT department to improve public access to the development review process.

City of Petaluma, California
 Fiscal Year 2015 Budget

<u>63200 DEVELOP SVC BLDG SVC</u>	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	325,099	334,363	415,132	481,222
BENEFITS	112,856	144,896	185,640	232,858
SUPPLIES	11,801	53,734	23,000	24,500
PROF SERVICES, MAINT, REPAIR	407,197	362,394	228,500	219,500
INTRAGOVERNMENTAL SERVICES	142,490	142,490	174,630	219,903
UTILITIES, RENT, TRAINING	5,044	3,709	8,400	8,500
ADVERTISING, PROMOTION, DEBT	66,967	543	500	1,000
CAPITAL EXPENDITURES	0	0	10,000	0
DEVELOP SVC BLDG SVC	1,071,454	1,042,129	1,045,802	1,187,483

<u>63500 COST RECOVERY</u>	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SUPPLIES	952	488	400	600
PROF SERVICES, MAINT, REPAIR	170,450	155,326	153,500	158,400
ADVERTISING, PROMOTION, DEBT	7,650	0	0	0
COST RECOVERY	179,052	155,814	153,900	159,000

BUILDING DIVISION OVERVIEW

The Building Division protects public health and safety in all buildings in the City, through the enforcement of State and Local Building Codes. The Building Division has six full-time employees, and utilizes the assistance of one primary outside plan check consultant so that plan review turnaround times are consistently met.

The Building Division reviews the plans for all proposed construction, to ensure that state and local building code requirements are reflected on plans. These codes include disabled access, Green Building (CalGreen), and energy conservation. The Building Division also performs field inspections of all approved building construction to assure compliance with the approved plans and state and local building codes. The Building Division also investigates complaints about unpermitted construction and substandard housing in collaboration with the Neighborhood Preservation Officer and Field Inspectors.

The Building Division maintains a presence at the Front Counter in the area shared by Planning and Building, so members of the Public and the construction community have access to the Building Official, Plans Examiners and Field Inspectors for questions about the requirements and regulations that apply to projects. The Building Division also answers questions by email and phone.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Successfully converted Permit Processing software from Accella to Eden, greatly reducing annual costs. Eden software enables direct interaction with the Finance Department for payment processing.
- Hired an additional Permit Technician, to reduce permit processing time and wait times at the Counter. This additional staffing has also allowed the Division to reinstate the notification to property owners of expiring permits.
- Hired a Plans Examiner, to increase the percentage of plan checks conducted in-house, and to reduce the plan checks completed by an outside consultant. This reduces the overall cost of plan checking, and increases access to the Plans Examiner during business hours.
- Adopted the 2013 California Building Standards Codes. The Part 11 (CalGreen) was adopted at a Modified Tier One level which has more stringent Green Building requirements than the Mandatory level. Part 2 (Building) was also modified to address local soils conditions and to implement swimming pool safety requirements not directly adopted by the State.
- Worked cooperatively with contractors during the construction the Regency Project, which was completed on schedule.
- Currently working with contractors on the Deer Creek Village project. The anchor store, Friedman's Home Improvement, is scheduled to open on May 3.
- The Building Division continues to provide next business day inspection services for all permit holders.

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- Coordinate with other divisions and departments to streamline building permit process.
- Maintain an open dialogue with the public to help maintain a constructive relationship with the Building Community.
- Publish guidelines and code explanations on paper and on the City’s web site to help the public better understand the requirements of the new 2013 California Building Standards Codes.
- Continue to improve and streamline internal review procedures and working relationships with other departments and outside agencies.
- Continue with staff cross training to better ensure the customer projects will continue to move freely through the process even in times of temporary staff shortages.

12100 CDD ADMIN	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SUPPLIES	593	139	0	250
PROF SERVICES, MAINT, REPAIR	87,116	89,640	121,960	112,000
INTRAGOVERNMENTAL SERVICES	41,500	41,500	32,720	29,083
UTILITIES, RENT, TRAINING	2,428	2,748	2,100	2,200
ADVERTISING, PROMOTION, DEBT	538	1,195	0	260
CDD ADMIN	132,175	135,222	156,780	143,793

12700 COST RECOVERY	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SUPPLIES	0	56	0	0
PROF SERVICES, MAINT, REPAIR	338,754	391,987	352,000	404,000
COST RECOVERY	338,754	392,043	352,000	404,000

Full Time Positions - Authorized and Funded - Allocation by Home Department

DEPARTMENT POSITION	FY 12-13		FY 13-14		FY 14-15		----- Allocation -----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>BUILDING SERVICES</u>									
Building Inspector I	2.00	2.00	2.00	2.00	2.00	2.00			2.00
Permit Processing Tech	1.00	1.00	2.00	2.00	2.00	2.00			2.00
Chief Bldg Official	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Plans Examiner	1.00	0.00	1.00	1.00	1.00	1.00			1.00
Senior Building Inspector	1.00	0.00	1.00	0.00	1.00	0.00			
Total Building Services	6.00	4.00	7.00	6.00	7.00	6.00	0.00	6.00	0.00

HOUSING DIVISION OVERVIEW

The Housing Division is responsible for addressing City Council goals to: enhance the quality of life for senior citizens and low-income youth 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 regional (ABAG), state (HCD), and federal (HUD) housing partners; and, has been instrumental in providing seamless delivery of services during the dissolution of the city's redevelopment agency resulting in an annual revenue loss of \$3,000,000.

2013-14 MAJOR ACCOMPLISHMENTS AND HIGHLIGHTS

- Logan Place Apartments was completed in October 2013. 66 apartments for work force families.
- Kellgren Senior Apartments was completed in February 2014 providing 49 units for the very low senior population.
- Round Walk Village has provided 129 homes for very-low-income families since 1996. This year it underwent refinancing and a major rehabilitation, including energy upgrades.
- Applied for a Housing-Related Parks Program grant of over \$400,000 to benefit our local parks – Meadowview and East Washington.

2014-2015 DEPARTMENTAL GOALS, PROGRAM INITIATIVES AND PRIORITIES

- Housing Element update in coordination with the Station Area Plan.
- Continue to finance and build on the success of the Boys' and Girls' clubs at our family rental communities.
- Continue to finance and build on the success of the PPSC's Senior Meals and Rental Assistance program for low income persons.
- Continue to finance and build on the success of the rehabilitation program for low income persons through Rebuilding Together Petaluma.
- Programs funded during fiscal Year 2014-2015:

CDBG:

Meals on Wheels – Petaluma People Services Center	\$ 47,000
Rehab Program – Rebuilding Together Petaluma	\$ 221,692
Administrative costs	<u>\$ 59,650</u>
	\$328,342

IN-LIEU HOUSING FUND:

Supportive Services – Homeless – COTS	\$ 200,000
Rental Assistance & Fair Housing – PPSC	\$ 111,175
Facilities Maintenance	\$ 75,000
Administrative Costs	<u>\$ 100,000</u>
	\$ 486,175

COMMERCIAL HOUSING LINKAGE:

Work Force Housing Subsidy – Housing Land Trust of SC	\$ 25,000
Supportive Services – Family - Boys & Girls Club	\$ 400,000
Administrative Costs	<u>\$ 100,000</u>
	\$ 525,000

HOUSING SUCCESSOR:

Mobile Home Admin costs	\$ 15,000
Rehabilitation of Family Rental – Madrone	<u>\$ 150,000</u>
	\$ 165,000

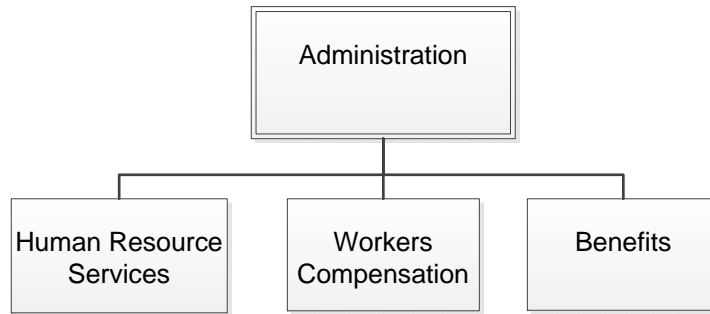
21150 COMMERCIAL LINKAGE FEES	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
PROF SERVICES, MAINT, REPAIR	25,000	25,000	125,000	425,000
INTRAGOVERNMENTAL SERVICES	12,656	17,343	19,324	2,421
TRANSFERS	0	75,000	150,000	100,000
COMMERCIAL LINKAGE FEES	37,656	117,343	294,324	527,421

21300 HOUSING IN-LIEU IMPACT FEES	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SUPPLIES	86	0	0	0
PROF SERVICES, MAINT, REPAIR	965,340	799,019	804,250	390,425
INTRAGOVERNMENTAL SERVICES	30,426	39,499	43,296	21,060
TRANSFERS	0	75,000	150,000	100,000
HOUSING IN-LIEU IMPACT FEES	995,852	913,518	997,546	511,485

22210 CDBG	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	9,117	359	0	0
BENEFITS	2,833	56	0	0
SUPPLIES	78	0	0	0
PROF SERVICES, MAINT, REPAIR	267,102	258,266	255,792	281,202
INTRAGOVERNMENTAL SERVICES	10,200	10,200	10,740	5,270
ADVERTISING, PROMOTION, DEBT	656	914	508	900
TRANSFERS	0	25,000	0	35,500
CDBG	289,986	294,795	267,040	322,872



Human Resources



HUMAN RESOURCES DIVISION OVERVIEW

The Human Resources Division provides a full range of human resources services and support to departments within the City. Those services include recruitment and staffing; employee orientation and training; classification and compensation; policy development and documentation; performance management; and, employee relations. The Division also ensures compliance with federal, state, and local employment law, manages the City’s benefit programs, and oversees the City’s workplace safety program.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Ensuring that City staffing needs are met in a timely manner remains the highest priority for Human Resources. Despite continued reduced HR staff all City staffing requests have been met. By the end of the fiscal year HR will have conducted over forty (40) full-time and part-time recruitments resulting in fifty-five (55) full-time and part-time appointments.
- Human Resources has taken necessary steps to measure, track and implement the provisions of the Patient Protection and Affordable Care Act (ACA).
- The City’s performance management evaluation program is fully implemented and in use.

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- Continue to work to meet City staffing needs.
- Continue to work on the implementation of the Patient Protection and Affordable Care Act.
- Continue to update and/or revise City administrative policies.

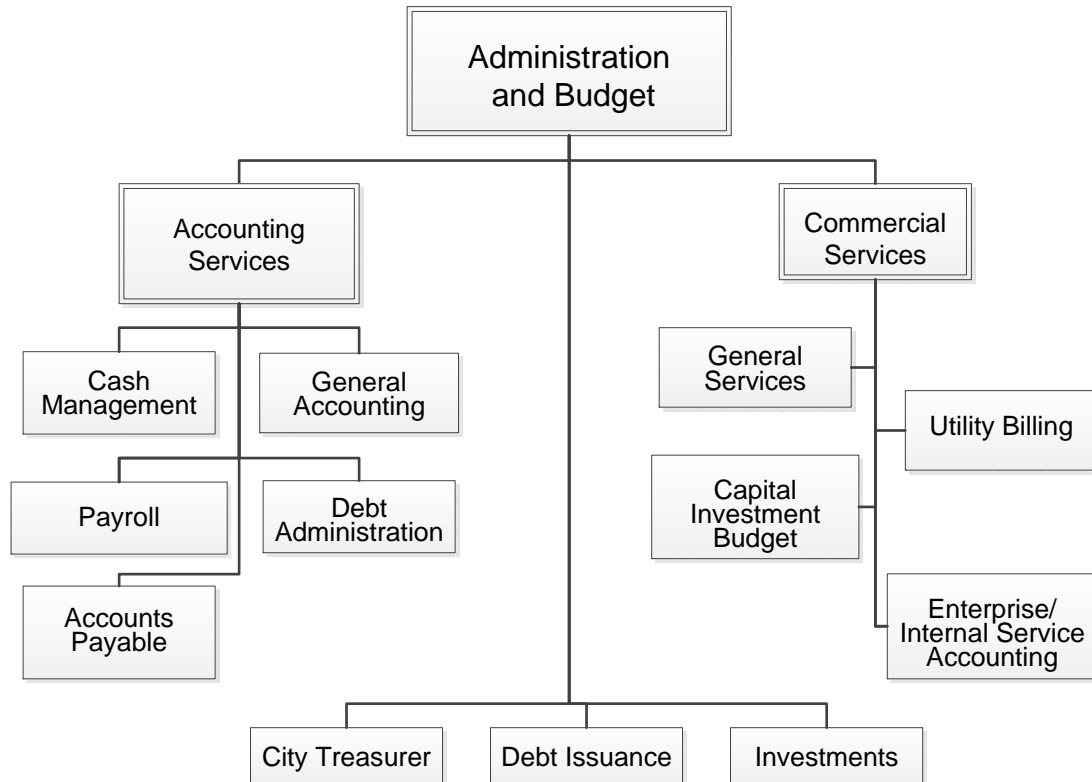
11600 HUMAN RESOURCES ADMIN/OPS	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	148,031	153,297	187,952	291,206
BENEFITS	23,944	24,676	33,070	96,168
SUPPLIES	2,516	931	1,250	1,279
PROF SERVICES, MAINT, REPAIR	11,968	9,668	8,370	10,370
INTRAGOVERNMENTAL SERVICES	15,260	15,260	15,320	-
UTILITIES, RENT, TRAINING	-	259	-	-
HUMAN RESOURCES ADMIN/OPS	201,719	204,091	245,962	399,023
LESS INTRAGOVERNMENTAL OFFSET	(95,650)	(94,896)	(92,893)	(272,504)
HUMAN RESOURCES ADMIN/OPS NET COST	106,069	109,195	153,069	126,519

<u>71100 EE BENEFIT - ADMIN/OTHER</u>	<u>2012 Actuals</u>	<u>2013 Actuals</u>	<u>2014 Revised</u>	<u>2015 Budget</u>
SALARY			250,000	300,000
BENEFITS	521-	1,672-	100,000	120,930
SUPPLIES	14,230	11,997	16,000	16,000
PROF SERVICES, MAINT, REPAIR	26,514	18,897	21,500	21,500
INTRAGOVERNMENTAL SERVICES	5,350	5,350	5,350	96,623
UTILITIES, RENT, TRAINING	3,464	4,525	3,000	6,800
EE BENEFIT ADMIN/OTHER	49,037	39,097	395,850	561,853
<u>71200 EE BENEFIT-DENTAL PROGRAM</u>	<u>2012 Actuals</u>	<u>2013 Actuals</u>	<u>2014 Revised</u>	<u>2015 Budget</u>
PROF SERVICES, MAINT, REPAIR	38,675	35,320	36,630	35,000
INTRAGOVERNMENTAL SERVICES	3,150	3,150	3,150	0
UTILITIES, RENT, TRAINING	444,098	349,208	385,000	352,000
EE BENEFIT-DENTAL PROGRAM	485,923	387,678	424,780	387,000
<u>71300 EE BENEFIT-RETIREE BENEFITS</u>	<u>2012 Actuals</u>	<u>2013 Actuals</u>	<u>2014 Revised</u>	<u>2015 Budget</u>
SALARY	49,106	49,048	299,584	0
BENEFITS	130,541	124,285	210,862	259,750
PROF SERVICES, MAINT, REPAIR	5,947	3,401	3,910	4,400
INTRAGOVERNMENTAL SERVICES	3,100	3,100	3,100	0
UTILITIES, RENT, TRAINING	128,015	136,089	155,460	162,578
EE BENEFIT-RETIREE BENEFITS	316,709	315,923	672,916	426,728
<u>71400 EE BENEFIT - UNEMPLOYMENT PROG</u>	<u>2012 Actuals</u>	<u>2013 Actuals</u>	<u>2014 Revised</u>	<u>2015 Budget</u>
INTRAGOVERNMENTAL SERVICES	900	900	900	0
UTILITIES, RENT, TRAINING	57,973	49,248	45,260	22,000
EE BENEFIT - UNEMPLOYMENT PROGRAM	58,873	50,148	46,160	22,000
<u>71500 EE BENEFIT - VISION PROGRAM</u>	<u>2012 Actuals</u>	<u>2013 Actuals</u>	<u>2014 Revised</u>	<u>2015 Budget</u>
PROF SERVICES, MAINT, REPAIR	7,641	7,269	8,000	8,000
INTRAGOVERNMENTAL SERVICES	250	250	250	0
UTILITIES, RENT, TRAINING	25,248	23,452	25,000	25,000
EE BENEFIT - VISION PROGRAM	33,139	30,971	33,250	33,000
<u>76100 WORKERS COMP</u>	<u>2012 Actuals</u>	<u>2013 Actuals</u>	<u>2014 Revised</u>	<u>2015 Budget</u>
SALARY	74,211	74,009	74,772	0
BENEFITS	38,625	6,100	27,048	0
PROF SERVICES, MAINT, REPAIR	100,762	104,197	119,380	125,000
INTRAGOVERNMENTAL SERVICES	19,690	19,690	19,930	123,659
UTILITIES, RENT, TRAINING	1,432,445	1,362,377	1,103,040	1,352,500
WORKERS COMP	1,665,733	1,566,373	1,344,170	1,601,159

Full Time Positions - Authorized and Funded - Allocation by Home Department

DEPARTMENT POSITION	FY 12-13		FY 13-14		FY 14-15		----- Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>HUMAN RESOURCES</u>									
Director Human Resources	0.00	0.00	0.00	0.00	1.00	1.00	1.00		
Human Resources Analyst II/III	1.00	0.00	1.00	0.00	1.00	1.00	1.00		
Human Resources Asst. II	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Human Resources Manager	1.00	1.00	1.00	1.00	0.00	0.00			
Human Resources Specialist	1.00	1.00	1.00	1.00	1.00	0.00			
Total Human Resources	4.00	3.00	4.00	3.00	4.00	3.00	3.00	0.00	0.00

Finance Department



FINANCE DEPARTMENT

by Account Type	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	653,516	651,274	733,648	1,177,117
BENEFITS	204,890	134,411	263,390	451,559
SUPPLIES	16,640	21,606	21,700	24,000
PROF SERVICES, MAINT, REPAIR	303,617	196,830	293,750	275,200
INTRAGOVERNMENTAL SERVICES	136,750	136,750	144,000	-
UTILITIES, RENT, TRAINING	17,937	16,724	23,300	25,350
ADVERTISING, PROMOTION, DEBT	4,169	3,518	800	1,800
CAPITAL EXPENDITURES	-	-	16,700	16,700
FINANCE DEPT	1,337,519	1,161,113	1,497,288	1,971,726
LESS INTRAGOVERNMENTAL OFFSET	(837,900)	(770,227)	(722,156)	(1,141,066)
FINANCE DEPT NET COST	499,619	390,886	775,132	830,660

by Cost Center	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
FINANCE ADMIN	459,962	372,369	577,229	521,848
FINANCE ACCOUNTING SERVICE	442,860	441,534	488,153	621,991
FINANCE COMMERCIAL SERVICE	102,108	101,028	108,843	593,140
FINANCE DEPT	1,004,930	914,931	1,174,225	1,736,979
LESS INTRAGOVERNMENTAL OFFSET	(837,900)	(770,227)	(722,156)	(1,141,066)
FINANCE NET COST	167,030	144,704	452,069	595,913

GENERAL SERVICES - ADMIN NET COST	56,468	41,944	55,651	18,200
GENERAL SERVICES - MAIL SVCS	103,584	87,933	104,618	96,324
GENERAL SERVICES - PRINTING SVC	125,277	108,521	127,667	120,073
GENERAL SERVICES - PURCHASING	47,260	7,784	35,127	150
GENERAL SERVICES	332,589	246,182	323,063	234,747
FINANCE DEPARTMENT NET COST	499,619	390,886	775,132	830,660

DEPARTMENT OVERVIEW

The Finance Department oversees the management and operations of financial and other administrative functions of the City. Functional divisions within the Department include Finance Administration, Accounting, and Commercial and General Services. The department mission is to serve the community of Petaluma by providing honest, dedicated and trustworthy services; support the City Council, City Manager, and City staff with services that contribute and add value to the work and mission of the City; and, create a positive and productive workplace where all are respected, valued and empowered to deliver excellent service to the community of Petaluma. Each functional area of the Finance Department is outlined in the narratives that follow.

2013-2014 MAJOR ACCOMPLISHMENTS and HIGHLIGHTS

- Prepared and presented the 2013-14 City budget to the City Council. The budget was submitted and adopted on time.
- Completed the June 30, 2013 Comprehensive Annual Financial Report before December 31, 2013. Received an unqualified opinion on the FY 2012-13 audits. Completed the single audit of 2 programs.
- Ended the June 31, 2013 fiscal year with a total of \$4.1 million in General Fund reserves; \$2.4 million of which are designated for specific contingencies.
- Hired a Principal Financial Analyst to work on the City Council's goal of achieving fiscal stability and maintaining financial sustainability.
- Completed an updated cost allocation plan for the City's central and internal service departments.
- Negotiated an audit contract extension that saved the City \$22,000 over three years.
- Provided significant information to Moody's that resulted in the maintenance of the City's Tax Allocation Bond and General Obligation credit ratings.
- Dealt with numerous public records act and subpoena requests, the processing of which continues to require significant staff time.

2014-2015 DEPARTMENT GOALS, PROGRAM INITIATIVES and PRIORITIES

- Continue to closely monitor the fiscal sustainability plan for the City's General Fund. Present semi-annual long term forecast updates.
- Make significant progress on the City's goal of Financial Stability and the establishment of a Long Range Financial Plan including:
 - Complete a comprehensive fee study.
 - Complete an analysis of CalPERS unfunded liability and make funding recommendations.
 - Prepare long term financial forecasts for Utility and Special Revenue funds.
 - Review/establish reserve policies for all major Utility, Special Revenue, and Internal Service funds.
 - Evaluate the benefits of establishing Revenue Recovery and Purchasing Specialist positions.

FINANCE ADMINISTRATION OVERVIEW

Finance Administration provides oversight of the Department and coordinates the preparation of the City’s annual budget. Consulting services are also provided to the City Manager and City Council regarding financial matters.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Continued to proactively monitor the fiscal sustainability plan for the General Fund. Prepared and presented semi-annual updates of the long term financial forecast.
- Continued to refine the Eden position budgeting module. The system is integrated with the payroll module and provides accurate salary and benefit information for use in the budget process.
- Established analytical procedures for position comparison by developing techniques to compare position budgeting to positions included in the payroll system.
- Continued monitoring of the Successor Agency and reporting of fund balances to the State.

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- Continue to expand on the capabilities of the Eden budget preparation module. Train departments on the integrated system and develop additional financial and budget reporting capabilities.
- Expand the long term financial forecasting process to include Utility and other major funds.

11400 FINANCE ADMIN	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	67,813	69,801	147,338	228,718
BENEFITS	19,341	21,604	76,251	83,980
SUPPLIES	4,978	8,863	7,000	7,000
PROF SERVICES, MAINT, REPAIR	244,807	147,257	215,250	192,300
INTRAGOVERNMENTAL SERVICES	119,180	119,180	124,690	-
UTILITIES, RENT, TRAINING	3,747	5,566	6,000	9,150
ADVERTISING, PROMOTION, DEBT	96	98	700	700
FINANCE ADMIN	459,962	372,369	577,229	521,848
LESS INTRAGOVERNMENTAL OFFSET	(332,550)	(323,652)	(313,707)	(362,833)
FINANCE ADMIN NET COST	127,412	48,717	263,522	159,015

ACCOUNTING SERVICES OVERVIEW

The Accounting 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 annual Comprehensive Annual Financial Reports and Single Audit Reports. The Division provides information to outside agencies, City staff, the City Manager and the City Council.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Continued implementation of the Eden time sheet module.
- Established a system to track weekly hours for all City part time employees to comply with the Affordable Care Act.
- Continued to streamline workflows within the department/division to facilitate efficiencies in work processes.
- Received the GFOA award for Excellence in Financial Reporting for the June 30, 2013 Comprehensive Annual Financial Report.
- Established procedures for reconciling the newly implemented EDEN permit and inspection module and designed policies and reports for depositing and tracking encroachment permits.
- Compiled complex data and prepared reports related to the new State ambulance cost reimbursement program.
- Met all filing deadlines from regulatory agencies.

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- Prepare a RFP for banking services.
- Establish policies and procedures for all finance and accounting functions.
- Evaluate the feasibility of adding certificates of deposit to the City’s list of routinely considered investments.
- Evaluate the feasibility of performing increased active portfolio management.

11410 FINANCE ACCOUNTING SERVICE	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	349,183	344,953	346,786	428,264
BENEFITS	74,997	82,273	99,667	145,427
SUPPLIES	1,290	2,184	3,000	3,000
PROF SERVICES, MAINT, REPAIR	16,091	10,559	38,700	40,000
INTRAGOVERNMENTAL SERVICES	-	-	-	-
UTILITIES, RENT, TRAINING	694	835	-	4,300
ADVERTISING, PROMOTION, DEBT	605	730	-	1,000
FINANCE ACCOUNTING SERVICE	442,860	441,534	488,153	621,991
LESS INTRAGOVERNMENTAL OFFSET	(447,800)	(396,253)	(362,545)	(311,057)
FINANCE ACCOUNTING SERVICE NET COST	(4,940)	45,281	125,608	310,934

COMMERCIAL AND GENERAL SERVICES OVERVIEW

The Commercial Services Division is responsible for billing, customer service, cashiering, collection and receivable reconciliation activities. Staff is split between cashiering and deposit operations and billing and collection functions. The department handles over 240,000 billing transactions per year and processes approximately 1,000 receipts per day. The City has approximately 5,000 business licenses generating approximately \$900,000 in annual revenues to the General Fund. The Commercial Services Division is responsible for the supervision of the City’s General Services Department, which includes mail, copying, purchasing and lockbox services.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Revised the online business license renewal payment system to handle multiple year license payments and online address change notifications.
- Implemented a proprietary auto-pay system for utility billing customers and initiated the accounts receivable online payment system.
- Replaced a part-time Accounting Assistant I position with a full-time employee to perform front counter cashiering duties, provide telephone coverage, and cross-train as a business license specialist.
- Created a paperless document retention system for utility billing, recurring bills and adjustments; and performed comprehensive update of utility billing off-site records.

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- Fully develop the business license online payment system.
- Implement online utility billing service requests by linking the Public Works & Utilities Department’s asset management system and the Information Technology Department’s public service request system to the Utility Billing work order system.
- Design and implement collection functions to enhance revenue. Add email, phone and billing notification systems to increase collections on past due accounts.
- Upgrade the General Services color copier to incorporate significant technology improvements that support heavy color coverage associated with background fill and photographs.
- Implement UPS ‘Smart Pick-up Service’ to reduce rising shipping costs. This service eliminates the daily UPS truck stopover.

11420 FINANCE COMMERCIAL SERVICE	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	78,810	78,452	81,422	421,075
BENEFITS	20,359	21,344	26,121	170,765
SUPPLIES	536	1,232	1,300	1,300
PROF SERVICES, MAINT, REPAIR	2,403	-	-	-
FINANCE COMMERCIAL SERVICE	102,108	101,028	108,843	593,140
LESS INTRAGOVERNMENTAL OFFSET	(57,550)	(50,322)	(45,904)	(467,176)
FINANCE COMMERCIAL SERVICE NET COST	44,558	50,706	62,939	125,964

City of Petaluma, California
Fiscal Year 2015 Budget

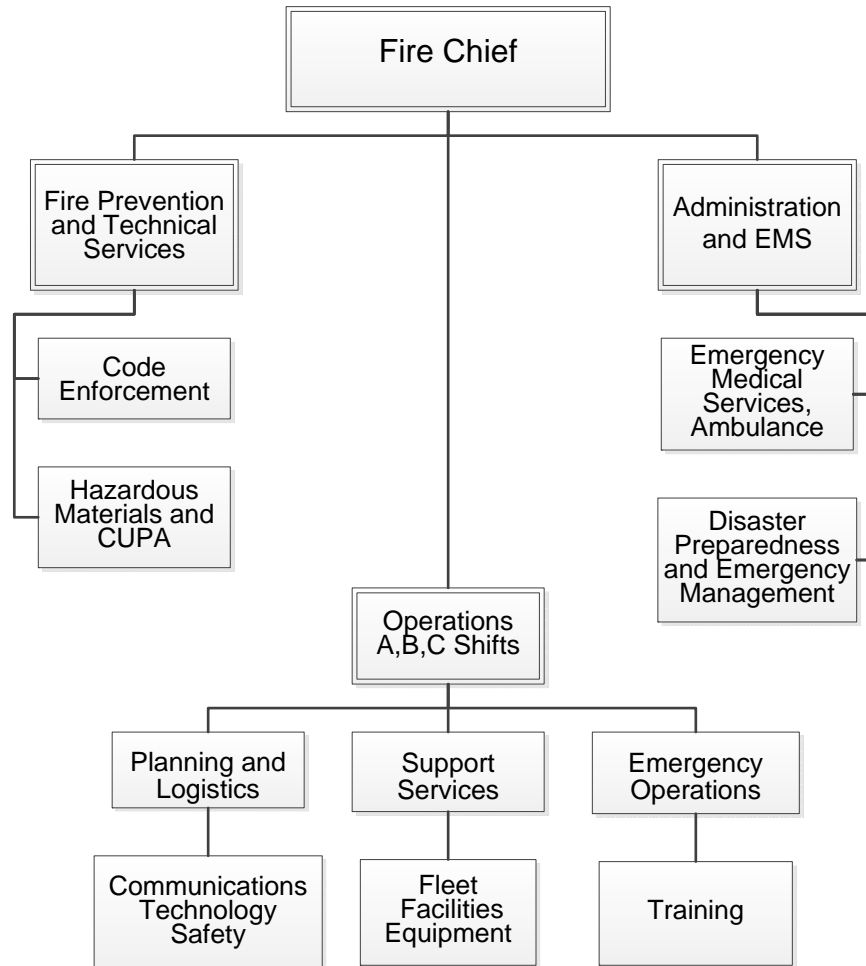
72100 GENERAL SERVICES - ADMIN	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	32,854	27,431	26,438	0
BENEFITS	2,467	693	533	0
PROF SERVICES, MAINT, REPAIR	9,427	2,100	1,500	1,500
INTRAGOVERNMENTAL SERVICES	9,030	9,030	10,480	0
ADVERTISING, PROMOTION, DEBT	2,690	2,690	0	0
CAPITAL EXPENDITURES	0	0	16,700	16,700
GENERAL SERVICES - ADMIN	56,468	41,944	55,651	18,200
72200 GENERAL SERVICES - MAIL SVCS	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	53,941	53,321	53,532	49,530
BENEFITS	29,095	12,729	25,596	25,694
SUPPLIES	236	577	400	300
PROF SERVICES, MAINT, REPAIR	15,137	16,144	19,400	19,400
INTRAGOVERNMENTAL SERVICES	4,250	4,250	4,390	0
UTILITIES, RENT, TRAINING	925	912	1,300	1,400
GENERAL SERVICES - MAIL SVCS	103,584	87,933	104,618	96,324
72300 GENERAL SERVICES - PRINTING SVC	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	53,941	53,320	53,532	49,530
BENEFITS	29,095	12,730	25,595	25,693
SUPPLIES	9,600	8,750	10,000	12,400
PROF SERVICES, MAINT, REPAIR	15,752	20,770	18,850	21,950
INTRAGOVERNMENTAL SERVICES	3,540	3,540	3,690	0
UTILITIES, RENT, TRAINING	12,571	9,411	16,000	10,500
ADVERTISING, PROMOTION, DEBT	778	0	0	0
GENERAL SERVICES - PRINTING SVC	125,277	108,521	127,667	120,073
72400 GENERAL SERVICES - PURCHASING	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	16,974	23,996	24,600	0
BENEFITS	29,536	16,962	9,627	0
PROF SERVICES, MAINT, REPAIR	0	0	50	50
INTRAGOVERNMENTAL SERVICES	750	750	750	0
ADVERTISING, PROMOTION DEBT	0	0	100	100
GENERAL SERVICES - PURCHASING	47,260	7,784	35,127	150

Full Time Positions - Authorized and Funded - Allocation by Home Department

DEPARTMENT POSITION	FY 12-13		FY 13-14		FY 14-15		Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
FINANCE DEPARTMENT									
Dir. Of Finance	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Principal Financial Analyst	0.00	0.00	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		
Accountant Analyst	1.00	1.00	1.00	1.00	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	0.00	1.00	0.00	1.00	0.00			
Administrative Technician	1.00	0.00	1.00	0.00	1.00	0.00			
Commercial Services Mgr.	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Finance and Act Mgr.	1.00	0.00	1.00	0.00	1.00	0.00			
Mail Service Assistant	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Office Assistant II	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Senior Accountant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Total Finance	17.00	14.00	18.00	15.00	18.00	15.00	13.00	0.00	2.00



Fire Department



FIRE DEPARTMENT

by Account Type	<u>2012 Actuals</u>	<u>2013 Actuals</u>	<u>2014 Revised</u>	<u>2015 Budget</u>
SALARY	5,722,747	6,271,551	6,497,874	6,716,505
BENEFITS	2,887,503	3,448,645	4,006,846	4,350,485
SUPPLIES	341,800	280,923	310,316	312,910
PROF SERVICES, MAINT, REPAIR	420,168	397,652	467,584	560,080
INTRAGOVERNMENTAL SERVICES	204,820	204,820	278,200	341,156
UTILITIES, RENT, TRAINING	65,508	71,401	73,160	77,350
ADVERTISING, PROMOTION, DEBT	2,314	2,004	5,000	3,000
CAPITAL EXPENDITURES	21,620	11,603	-	-
TOTAL FIRE DEPARTMENT	9,666,480	10,688,599	11,638,980	12,361,486

by Cost Center	<u>2012 Actuals</u>	<u>2013 Actuals</u>	<u>2014 Revised</u>	<u>2015 Budget</u>
FIRE ADMIN	929,147	972,523	1,116,770	1,326,531
FIRE DISASTER PREPAREDNESS	2,058	2,160	2,660	2,660
FIRE HAZARDOUS MATERIALS	49,242	59,946	116,113	146,865
FIRE PREVENTION	264,328	281,454	336,284	306,253
FIRE SUPPRESSION	7,897,620	8,940,650	9,566,643	10,075,477
FIRE SUPPRESSION-APPARATUS	140,399	125,728	142,300	142,300
FIRE SUPPRESION-BUILDING/GROUNDS	94,001	27,200	14,000	14,000
FIRE SUPPRESION-COMMUNICATIONS	-	2,243	9,900	9,900
FIRE SUPPRESSION-SUPPLIES	25,355	22,806	43,000	43,000
FIRE SUPPRESSION-TRAINING	21,217	17,350	23,560	21,250
AMBULANCE	243,113	236,539	267,750	273,250
TOTAL FIRE DEPARTMENT	9,666,480	10,688,599	11,638,980	12,361,486

FIRE DEPARTMENT OVERVIEW

The Petaluma Fire Department is responsible for the prevention and extinguishment of fires, medical treatment and transport of the sick and traumatically injured, extrication and rescue of victims, and the overall management of related emergency events impacting the health, welfare, and safety of citizens and visitors to Petaluma. Incident responses increased slightly this period by 1.3% totaling 5,340 emergency events. Projections for FY 2014/15 are trending higher.

2013-14 MAJOR ACCOMPLISHMENTS AND HIGHLIGHTS

- Completed City Council Goal 4-A, Priority F: Develop Plan for City-Wide Fleet Replacement
- Completed 90% of Council Goal 4-A, Priority G: Plan Development/Improvement of 3 Stations
- Completed 60% of Council Goal 4-A, Priority I and J: Adobe Fire Partnership & Staffing Plan
- Completed GEMT Medical Reimbursement Process Generating a New Revenue Source
- Purchased Technology Systems for Mobile Reporting, Speed, & Efficiency
- Participated in an Ongoing Large Scale Public Education Initiative for Hands-only-CPR
- The Department Continues to Implement its 14 Strategic Priorities. Link to Priorities - <http://cityofpetaluma.net/firedept/pdf/strategic-priorities.pdf>. (See Progress to Date in Table Below)

2014-2015 DEPARTMENT GOALS, PROGRAM INITIATIVES and PRIORITIES

14 Strategic Priorities of the Petaluma Fire Department		FY 2013/14	FY 2012/13	FY 2011/12	FY 2010/11	% Completed
1	FireFighter Operational Safety	30	5	5	10	50
2	Career & Professional Development, Training, Skills Maintenance	3	7	7	7	24
3	Succession Planning	40	25	15	20	100
4	Operational Analysis & Data Collection	7.5	6	7	20	40.5
5	Emergency Service Demand	4	7	9	20	40
6	Management of Aging Facilities	6	30	30	21	87
7	Fleet Replacement	3	30	25	14	72
8	Tools & Equipment Replacement	3	50	20	8	81
9	Technology & Communications	18	21	15	10	64
10	Type III Engine	3	35	15	7	60
11	Downtown Fire Sprinkler Plan	43	12	25	20	100
12	Bureau Records Management System	6	13	13	13	45
13	Bureau Master Plan	15	10	10	9.5	44.5
14	Department Business Plan	0	0	0	0	0

- Continue Implementation of Strategic Priorities Leading to a 20 Year Business Plan
- Complete CAD to FireHouse Data Transfer Project
- Complete City Council Goals 4-A, Priority G, I, and J

ADMINISTRATION OVERVIEW

Administration provides oversight to the Fire Department with an emphasis on strategic planning, personnel management, budget preparation and expenditure control. This is accomplished through the Department’s three divisions, Operations, Fire Prevention- Technical Services, and Administration- Emergency Medical Services.

2013-2014 MAJOR ACCOMPLISHMENTS and HIGHLIGHTS

- Generated Ending Fund Balance Through Revenue, Vacancy Savings & Expenditure Controls
- Completed LAFCO Municipal Services Review (MSR) Update for Petaluma Emergency Services

2014-2015 DIVISION GOALS, PROGRAM INITIATIVES and PRIORITIES

- Continue to Implement Cost Savings and Expenditure Control Strategies
- Prepare Annual Report of Department Operations
- Manage the Ongoing Recruitment, Promotion, & Selection of Department Personnel

13100 FIRE ADMIN	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	325,128	340,193	378,823	397,354
BENEFITS	161,985	176,494	222,607	250,591
SUPPLIES	3,187	3,398	2,850	1,950
PROF SERVICES, MAINT, REPAIR	200,810	208,328	200,490	291,980
INTRAGOVERNMENTAL SERVICES	204,820	204,820	278,200	341,156
UTILITIES, RENT, TRAINING	33,168	39,194	33,800	43,500
ADVERTISING, PROMOTION, DEBT	49	96	-	-
FIRE ADMIN	929,147	972,523	1,116,770	1,326,531

DISASTER PREPAREDNESS PROGRAM OVERVIEW

The Fire Department is responsible for Emergency Management (EM) coordination and preparation in Petaluma. It provides EM information, training and support to all City departments, Schools, and citizen groups that request assistance. The Department is the point of contact for EM information to Sonoma County and various State agencies, and it is the representative agency for the California Region 2 Area to the State Office of Emergency Services.

2013-2014 MAJOR ACCOMPLISHMENTS and HIGHLIGHTS

- Coordinated, Delivered, & Participated in Annual City-wide Emergency Management Exercise
- Provided Annual Training to new City Employees in Basic NIIMS ICS

2014-2015 DIVISION GOALS, PROGRAM INITIATIVES and PRIORITIES

- Develop, Deliver, & Participate in 2014 Annual City-wide Emergency Management Exercise
- Train all New City Employees in Basic NIIMS ICS

13200 FIRE DISASTER PREPAREDNESS	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SUPPLIES	58	160	-	660
PROF SERVICES, MAINT, REPAIR	2,000	2,000	2,160	2,000
UTILITIES, RENT, TRAINING	-	-	500	-
FIRE DISASTER PREPAREDNESS	2,058	2,160	2,660	2,660

FIRE PREVENTION & TECHNICAL SERVICES DIVISION OVERVIEW

The Fire Prevention Bureau’s primary mission is to provide public education to all age groups and to enforce local and state laws that protect life safety, the environment, and property both personal and public. The Bureau provides detailed pre-development plan reviews to insure compliance with the law, and it coordinates efforts with other City departments, such as Building and Planning, to ensure fire and life safety protection in all new, expanded, and/or remodeled buildings.

2013-2014 MAJOR ACCOMPLISHMENTS and HIGHLIGHTS

- Development Review – Participant in Several Major Developments (Deer Creek, etc.)
- Implemented New State Fire Code Including Petaluma Amendments
- Implemented Technology Initiatives to Meet State Mandates & Maximize Efficiency/Productivity

2014-2015 DIVISION GOALS, PROGRAM INITIATIVES and PRIORITIES

- Prioritize Fire/Life Safety Public Education to At-Risk Groups - Elderly, Children, & Disadvantaged
- Reduce/Eliminate Fire Hazards Through Code Compliance Fire Inspection Program
- Implement Firehouse Engine Company iPad Firehouse Data System Technology.

13400 FIRE PREVENTION	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	162,430	166,550	193,115	173,126
BENEFITS	75,910	86,179	97,569	95,027
SUPPLIES	2,709	2,372	3,000	3,000
PROF SERVICES, MAINT, REPAIR	20,585	22,900	31,300	27,800
UTILITIES, RENT, TRAINING	2,437	3,308	6,300	4,300
ADVERTISING, PROMOTION, DEBT	257	145	5,000	3,000
FIRE PREVENTION	264,328	281,454	336,284	306,253

HAZARDOUS MATERIALS (HAZMATS) OVERVIEW

The Fire Prevention Bureau regulates the use of HazMats in Petaluma, and it is compensated as a designated California State Certified *Unified Program Agency*. HazMats are regulated in Petaluma to ensure safe use during production, storage, and in transit primarily along Hwy 101 and the Lakeville corridors. The Bureau regulates HazMat industrial uses and production practices. When chemicals are released into the environment through mismanagement or accidental uses, they pose a significant health hazard and threat to life, property, and the environment. The Bureau provides technical HazMat incident management response, oversight, mitigation, cleanup, and final disposition in all Petaluma HazMat related events.

2013-2014 MAJOR ACCOMPLISHMENTS and HIGHLIGHTS

- Made Significant Progress Towards Mitigating Payran UST Remediation Site
- Successfully Completed CalEPA CUPA Audit
- Initiated Major CUPA Enforcement Action

2014-2015 DIVISION GOALS, PROGRAM INITIATIVES and PRIORITIES

- Implement Garrison iPad and CERS Data Exchange Program.
- Provide High Level HazMat Emergency Response Training to PFD Operational Personnel
- Reduce/Eliminate Community Risk to HazMats Through Technical CUPA Inspection Program

13300 FIRE HAZARDOUS MATERIALS	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	38,006	46,597	78,109	92,537
BENEFITS	11,236	13,349	34,454	51,478
PROF SERVICES, MAINT, REPAIR	-	-	3,050	2,350
UTILITIES, RENT, TRAINING	-	-	500	500
FIRE HAZARDOUS MATERIALS	49,242	59,946	116,113	146,865

SUPPRESSION / AMBULANCE / EMERGENCY RESPONSE DIVISION OVERVIEW

The Emergency Response Division is responsible for all services related to emergency operations including fire suppression, emergency medical treatment, transport, extrication and rescue. This Division is responsible for the delivery of essential emergency services to all residents, businesses and visitors within four minutes or less, 90% of the time, and when requested through the 911 System.

2013-2014 MAJOR ACCOMPLISHMENTS and HIGHLIGHTS

- Provided ALS Medical Treatment & Transport to over 3,100 Sick & Injured Patients
- Extinguished 131 Fires (first 9 months)
- Placed New River/Water Rescue Craft into Service
- Actively Represented Petaluma on County-wide Dispatch Operations Advisory Group
- Implemented TeleStaff Web Based Computer Automated Staffing Program
- Completed Specifications for Future Purchase of Type III Fire Engine Due for Replacement
- Purchased a State of the Art Braun Ambulance at a Significant Cost Reduction
- Implemented iPad Tablet Based Pre-Emergency-Plans
- Hosted Active-Shooter Training Presentation Profiling Santa Monica Multiple Deaths Shooting

2014-2015 DIVISION GOALS, PROGRAM INITIATIVES and PRIORITIES

- Continue Technical Skills Training, Professional Development, & Certification of all Personnel
- Implement Mandated Electronic Pre-Hospital Patient Care Report Program
- Complete Program to Install Grant-acquired Automated Defibrillators in all Petaluma Schools
- Participate in County wide Coordinated Emergency Operational Group Meetings & Initiatives
- Develop and Implement Contemporary Active Shooter Protocols

13500 FIRE SUPPRESSION	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	5,197,183	5,718,211	5,847,827	6,053,488
BENEFITS	2,638,372	3,172,623	3,652,216	3,953,389
SUPPLIES	30,504	37,052	42,066	41,400
PROF SERVICES, MAINT, REPAIR	26,194	9,715	21,634	25,000
UTILITIES, RENT, TRAINING	4,587	2,077	2,900	2,200
ADVERTISING, PROMOTION, DEBT	780	972	-	-
FIRE SUPPRESSION	7,897,620	8,940,650	9,566,643	10,075,477

13510 FIRE SUPPRESSION-APPARATUS	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SUPPLIES	106,622	99,539	100,000	100,000
PROF SERVICES, MAINT, REPAIR	33,777	26,189	42,300	42,300
FIRE SUPPRESSION-APPARATUS	140,399	125,728	142,300	142,300

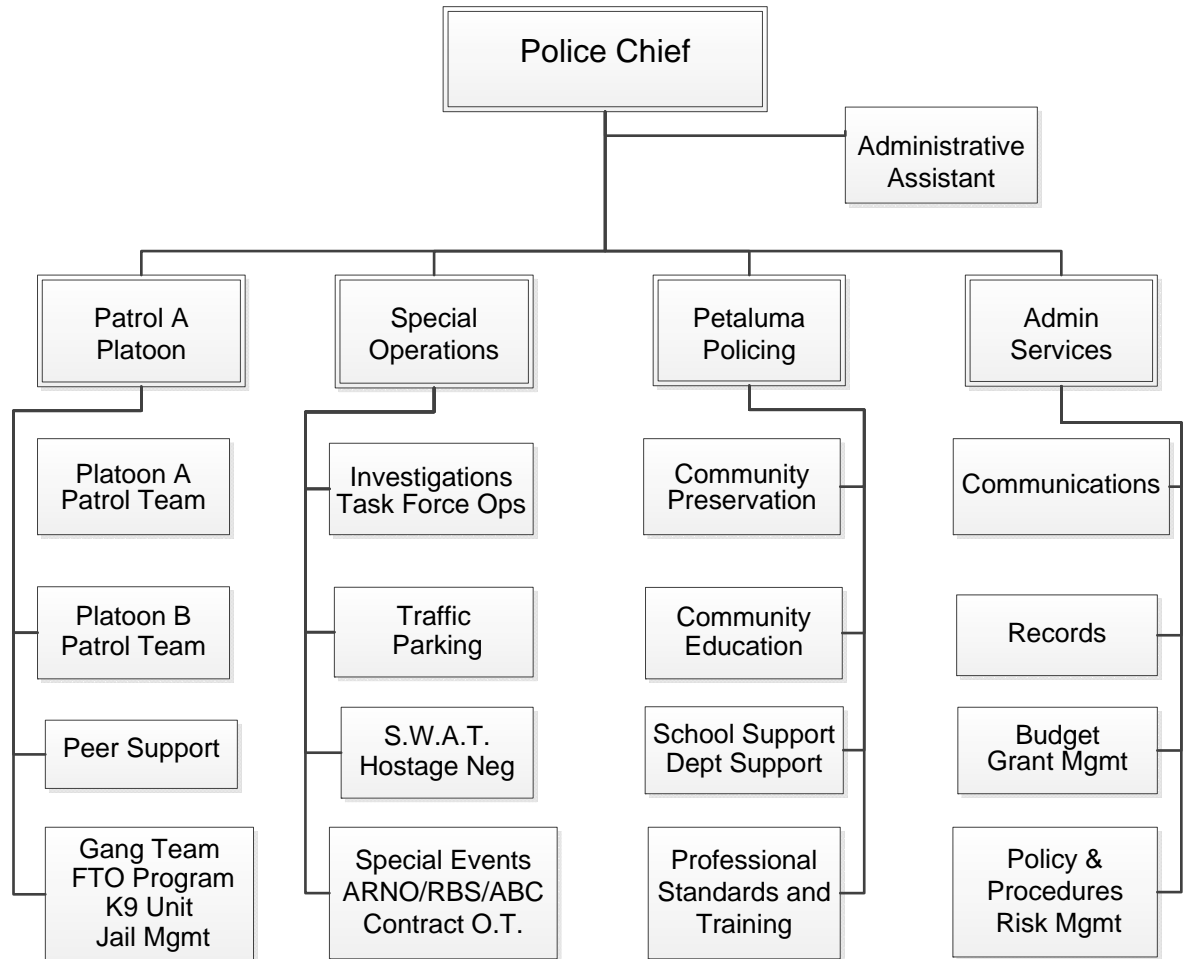
13520 FIRE SUPPRESSION-BLDG/GRNDS	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SUPPLIES	78,702	12,750	3,000	3,000
PROF SERVICES, MAINT, REPAIR	14,644	14,450	11,000	11,000
ADVERTISING, PROMOTION, DEBT	655	-	-	-
FIRE SUPPRESSION-BUILDING/GROUNDS	94,001	27,200	14,000	14,000
13530 FIRE SUPP-COMMUNICATIONS	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SUPPLIES	-	2,243	9,900	9,900
FIRE SUPPRESSION-COMMUNICATIONS	-	2,243	9,900	9,900
13540 FIRE SUPPRESSION-SUPPLIES	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SUPPLIES	25,355	16,311	43,000	43,000
CAPITAL EXPENDITURES	-	6,495	-	-
FIRE SUPPRESSION-SUPPLIES	25,355	22,806	43,000	43,000
13550 FIRE SUPPRESSION-TRAINING	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SUPPLIES	2,336	1,743	3,000	3,000
PROF SERVICES, MAINT, REPAIR	2,153	-	5,000	5,000
UTILITIES, RENT, TRAINING	16,728	15,607	15,560	13,250
FIRE SUPPRESSION-TRAINING	21,217	17,350	23,560	21,250
13600 AMBULANCE	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SUPPLIES	92,327	105,355	103,500	107,000
PROF SERVICES, MAINT, REPAIR	120,005	114,070	150,650	152,650
UTILITIES, RENT, TRAINING	8,588	11,215	13,600	13,600
ADVERTISING, PROMOTION, DEBT	573	791	-	-
CAPITAL EXPENDITURES	21,620	5,108	-	-
AMBULANCE	243,113	236,539	267,750	273,250

Full Time Positions - Authorized and Funded - Allocation by Home Department

DEPARTMENT POSITION	FY 12-13		FY 13-14		FY 14-15		Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
FIRE									
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Fire Battalion Chief - EMS Mgr	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	9.00	9.00	9.00	9.00	9.00		
Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Fire Engineer	6.00	4.00	4.00	4.00	4.00	4.00	4.00		
Fire Engineer/Paramedic	3.00	5.00	5.00	5.00	6.00	6.00	6.00		
Fire Inspector	3.00	1.00	3.00	1.00	3.00	2.00	2.00		
Fire Marshal	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Firefighter	14.00	16.00	16.00	12.00	12.00	12.00	12.00		
Firefighter/Paramedic	16.00	14.00	14.00	18.00	17.00	17.00	17.00		
Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Total Fire	59.00	57.00	59.00	57.00	59.00	58.00	58.00	0.00	0.00



Police Department



POLICE DEPARTMENT

by Account Type	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	9,098,467	9,054,887	9,265,087	9,432,900
BENEFITS	3,933,600	4,233,494	4,677,856	4,935,620
SUPPLIES	417,517	457,471	365,500	345,400
PROF SERVICES, MAINT, REPAIR	709,632	618,778	837,894	872,051
INTRAGOVERNMENTAL SERVICES	499,500	499,500	605,930	775,856
UTILITIES, RENT, TRAINING	164,304	215,659	165,400	220,900
ADVERTISING, PROMOTION, DEBT	38	1,857	-	-
CAPITAL EXPENDITURES	50,039	-	92,000	-
TOTAL POLICE DEPT	14,873,097	15,081,646	16,009,667	16,582,727

by Cost Center	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
POLICE ADMIN	1,518,522	2,502,125	2,728,013	3,020,790
POLICE COMMUNICATION	1,042,256	1,002,155	1,198,770	1,192,499
POLICE CAD/RMS	261,391	255,851	273,500	284,450
POLICE INVESTIGATION	839,392	1,271,331	1,126,492	1,130,008
POLICE PATROL	8,641,291	7,447,116	7,771,540	8,091,756
POLICE AUTO THEFT	163,471	2	155,523	180,810
POLICE TRAFFIC SAFETY	953,222	1,177,302	1,266,487	1,161,358
POLICE RECORDS	559,407	563,836	588,749	639,171
PARKING ENFORCEMENT	272,264	321,276	370,528	311,707
POLICE GRANTS	621,781	537,031	505,346	500,000
ABANDONED VEHICLE ABATEMENT	100	3,621	24,719	70,178
TOTAL POLICE DEPT	14,873,097	15,081,646	16,009,667	16,582,727

Police Department Overview

The mission of the police department is to provide professional police services with innovation and excellence. The police department provides a full range of law enforcement services to the community. The police department is divided into operational units with employees assigned to specific functions including uniformed patrol, traffic enforcement, parking enforcement, investigations, records, communications and administration. The FY 14-15 Police Department budget reflects this structure.

The department budget presented for FY14-15 was prepared within guidelines requiring minimal adjustments to supplies and services over the previous year. The budget reflects no staffing reductions. The staffing increases identified below were either approved by the City Council during FY13-14, or directly relate to a new source of funds. Anticipated costs relative to salary overhead have been included.

2013-14 Major Accomplishments and Highlights

- Continued implementation of the Petaluma Policing Initiative. This involved the following:
 - **District Policing.** Designated officers have been assigned responsibility for 15 specific neighborhoods to establish community relationships, prioritize neighborhood issues, and develop problem-solving strategies.
 - **Town Hall Meetings.** Eight neighborhood meetings and one citywide meeting have been attended by hundreds of community members connecting with the police department on matters relating to public safety and quality of life.
 - **Citizen Academy.** 57 members of the community have now participated in a 10-week orientation to police operations in the interest of education and transparency.
 - **Junior Police Camp.** 75 children have now attended a 4-day camp designed to educate Petaluma youth and build relationships with the police.
 - **Volunteer Programs.** Over 50 community members are now participating in the Reserve Community Service Officer, Chaplaincy, Police Volunteer and Intern programs.
- Council approved the hiring of a 10th dispatcher which facilitated the promotion of a dispatcher to ½-time Communications Supervisor.
- Council approved hiring a full-time Vehicle Abatement Officer which will likely be self-funded through abatement activity.
- Implemented a system of Daily Training Bulletins to keep staff current on legal, policy and procedural matters.
- Realigned patrol shift schedules in an effort to meet service demands and reduce overtime.
- A police officer was assigned as the School Resource Officer to Petaluma High School for the first semester of the school year. Staffing limitations required this position as well as two other specialty positions to be reassigned to patrol at mid-year.

- Secured and managed grants in support of DUI enforcement, the countywide Avoid the 13 program, ABC enforcement, radio infrastructure improvements and a closed-circuit television system in the police facility.

2014-15 Department Goals, Program Initiatives and Priorities

- Continued development of the Petaluma Policing Initiative. This will include building stronger community relationships, emphasizing a culture of transparency and service, and continuing toward a goal of 100 community volunteers.
- Begin the process of accreditation by CALEA – the Commission on Accreditation of Law Enforcement Agencies – to further inspire public confidence and fully implement a wide range of law enforcement “best practices.”
- Upon receipt of anticipated funding from the Graton Rancheria, hire three part-time employees for administrative and investigative support needs. These employees will be classified as a Volunteer Coordinator, Administrative Analyst and Crime Analyst.
- Continue seeking grant opportunities relating to public safety, education, and staffing needs.
- Implementation of an Enhanced 9-1-1 system for the communications unit.
- Implement a “body camera” program for field personnel to document public interactions and meet increasing public expectations in this area.
- Increase investigative resources and efficiency by making smartphones and related applications available to officers.

15100 POLICE ADMIN	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	560,542	1,175,042	1,239,950	1,269,550
BENEFITS	268,994	613,028	694,293	713,118
SUPPLIES	13,711	21,682	20,000	23,400
PROF SERVICES, MAINT, REPAIR	66,996	15,019	41,540	66,966
INTRAGOVERNMENTAL SERVICES	499,400	499,400	605,830	775,856
UTILITIES, RENT, TRAINING	108,841	176,187	126,400	171,900
ADVERTISING, PROMOTION, DEBT	38	1,767	-	-
POLICE ADMIN	1,518,522	2,502,125	2,728,013	3,020,790
15200 POLICE COMMUNICATION	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	828,216	804,327	979,365	925,169
BENEFITS	210,191	191,649	207,905	259,330
SUPPLIES	227	1,029	1,500	-
PROF SERVICES, MAINT, REPAIR	3,622	5,150	10,000	8,000
POLICE COMMUNICATION	1,042,256	1,002,155	1,198,770	1,192,499
15210 POLICE CAD/RMS	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
PROF SERVICES, MAINT, REPAIR	261,391	255,851	273,500	284,450
POLICE CAD/RMS	261,391	255,851	273,500	284,450

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15500 POLICE INVESTIGATION	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	555,689	839,168	707,612	702,738
BENEFITS	235,732	420,354	386,880	394,770
SUPPLIES	4,293	6,750	8,000	6,500
PROF SERVICES, MAINT, REPAIR	43,678	5,059	24,000	26,000
POLICE INVESTIGATION	839,392	1,271,331	1,126,492	1,130,008
15600 POLICE PATROL	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	5,511,810	4,643,527	4,678,818	4,883,750
BENEFITS	2,630,286	2,380,384	2,623,922	2,761,106
SUPPLIES	336,758	287,085	325,000	305,000
PROF SERVICES, MAINT, REPAIR	91,385	99,254	104,800	92,900
UTILITIES, RENT, TRAINING	43,879	36,776	39,000	49,000
ADVERTISING, PROMOTION, DEBT	-	90	-	-
CAPITAL EXPENDITURES	27,173	-	-	-
POLICE PATROL	8,641,291	7,447,116	7,771,540	8,091,756
15610 POLICE AUTO THEFT	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	106,973	-	89,031	110,658
BENEFITS	56,498	2	66,492	70,152
POLICE AUTO THEFT	163,471	2	155,523	180,810
15620 POLICE TRAFFIC SAFETY	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	643,152	761,393	831,119	729,853
BENEFITS	283,702	380,860	420,368	415,505
SUPPLIES	4,396	12,782	2,500	5,000
PROF SERVICES, MAINT, REPAIR	21,972	22,267	12,500	11,000
POLICE TRAFFIC SAFETY	953,222	1,177,302	1,266,487	1,161,358
15700 POLICE RECORDS	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	421,437	418,921	421,253	438,770
BENEFITS	132,706	138,353	157,996	193,401
SUPPLIES	2,145	2,059	4,500	3,000
PROF SERVICES, MAINT, REPAIR	3,119	4,503	5,000	4,000
POLICE RECORDS	559,407	563,836	588,749	639,171
15800 PARKING ENFORCEMENT	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	140,924	148,314	151,799	153,328
BENEFITS	37,554	42,258	49,729	52,379
SUPPLIES	4,739	269	4,000	2,500
PROF SERVICES, MAINT, REPAIR	89,047	130,435	73,000	103,500
CAPITAL EXPENDITURES	-	-	92,000	-
PARKING ENFORCEMENT	272,264	321,276	370,528	311,707

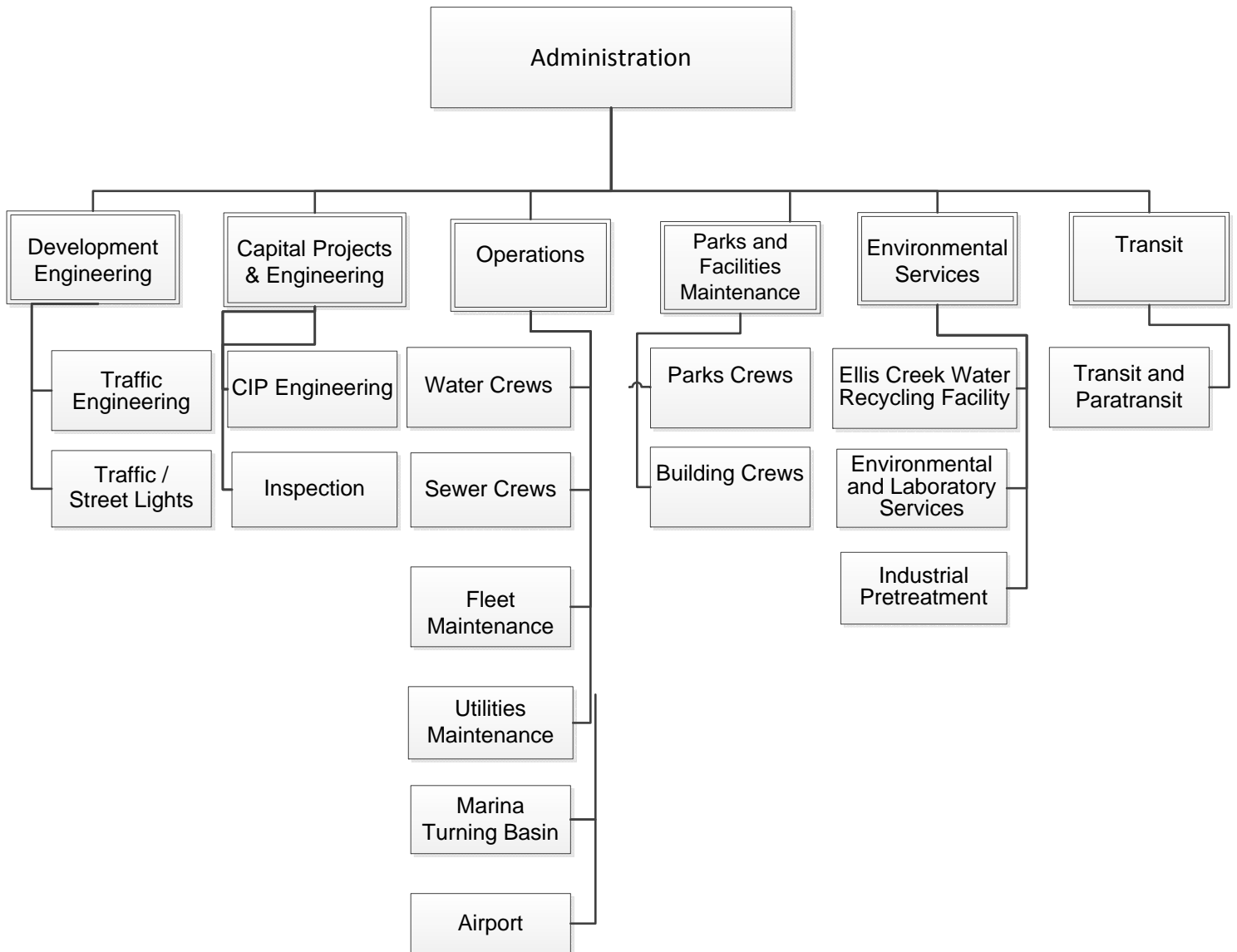
22500 POLICE GRANTS	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	329,724	260,958	143,374	154,594
BENEFITS	77,937	66,322	68,418	70,171
SUPPLIES	51,248	125,815	-	-
PROF SERVICES, MAINT, REPAIR	128,422	81,240	293,554	275,235
UTILITIES, RENT, TRAINING	11,584	2,696	-	-
CAPITAL EXPENDITURES	22,866	-	-	-
POLICE GRANTS	621,781	537,031	505,346	500,000

23100 ABANDONED VEHICLE ABATEMENT	2012 Actuals	2013 Actuals	2014 Revised	2015 Budget
SALARY	-	3,237	22,766	64,490
BENEFITS	-	284	1,853	5,688
INTRAGOVERNMENTAL SERVICES	100	100	100	-
ABANDONED VEHICLE ABATEMENT	100	3,621	24,719	70,178

Full Time Positions - Authorized and Funded - Allocation by Home Department

DEPARTMENT POSITION	FY 12-13		FY 13-14		FY 14-15		----- Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
	<u>POLICE</u>								
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Abandoned Vehicle Abatement Offi	0.00	0.00	1.00	0.00	1.00	1.00			1.00
Community Service Officer	5.00	1.00	5.00	1.00	5.00	1.00	1.00		
Evidence Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Lieutenant	5.00	4.00	5.00	5.00	5.00	5.00	5.00		
Police Officer	60.00	47.00	60.00	47.00	60.00	47.00	46.00		1.00
Police Records Assistant II	5.50	4.50	5.50	4.50	5.50	4.50	4.50		
Parking Enforcement Officer	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Sergeant	10.00	9.00	10.00	9.00	10.00	9.00	9.00		
Public Safety Dispatcher	12.00	9.00	12.00	9.00	12.00	9.00	9.00		
Public Safety Dispatch Supervisor	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Neighbor. Pres. Coord.	1.00	1.00	1.00	1.00	1.00	1.00	0.55	0.45	
Public Safety Comm Mgr	1.00	0.00	1.00	0.00	1.00	0.00			
Secretary	1.00	0.00	1.00	0.00	1.00	0.00			
Total Police	106.50	81.50	108.50	83.50	108.50	84.50	82.05	0.45	2.00

Public Works and Utilities



PUBLIC WORKS AND UTILITIES

by Account Type	<u>2012 Actuals</u>	<u>2013 Actuals</u>	<u>2014 Revised</u>	<u>2015 Budget</u>
SALARY	7,222,318	7,354,902	7,456,188	7,090,912
BENEFITS	2,536,424	2,163,863	3,074,564	3,127,595
SUPPLIES	8,292,847	10,068,621	10,835,030	10,846,885
PROF SERVICES, MAINT, REPAIR	5,032,019	5,344,902	6,301,918	8,356,417
INTRAGOVERNMENTAL SERVICES	2,338,171	2,338,170	2,677,680	3,134,007
UTILITIES, RENT, TRAINING	2,863,629	2,742,249	3,006,829	3,005,207
ADVERTISING, PROMOTION, DEBT	12,121,823	13,974,086	11,346,967	11,204,743
CAPITAL EXPENDITURES	703,074	328,403	1,779,910	794,500
TRANSFERS	26,633,965	19,944,956	17,679,850	25,558,600
TOTAL PUBLIC WORKS AND UTILITIES	67,744,270	64,260,152	64,158,936	73,118,866

by Cost Center	<u>2012 Actuals</u>	<u>2013 Actuals</u>	<u>2014 Revised</u>	<u>2015 Budget</u>
PUB WORKS ADMIN	1,044,826	679,533	345,104	409,827
PUB WORKS ENGINEERING DEVELOPMENT	218,313	236,013	309,913	307,260
PUB WORKS ENGINEERING CIP	45,566	119,048	84,123	85,939
PUB WORKS ENGINEERING TRAFFIC	54,739	25,495	33,610	42,761
PUB WORKS BLDG/FACILITY MAINTENANCE	631,848	645,746	656,313	640,591
PUB WORKS AUTO/EQUIP MAINT SHOP	232,725	222,569	187,035	187,937
PUB WORKS PARKS MAINTENANCE	1,386,626	1,458,719	1,526,018	1,531,203
DOWNTOWN STREETS/SIDEWALKS MAINTENANCE	0	0	136,012	136,000
PUB WORKS TURNING BASIN/D ST BRIDGE	11,716	10,846	11,300	32,055
GAS TAX	2,206,426	1,182,629	1,284,500	1,200,600
STREET MAINTENANCE (HUT)	1,826,238	3,024,726	2,118,511	2,826,022
STREET SIGNS AND MARKINGS	0	505,345	564,806	478,169
STREET SIGNALS AND LIGHTS	0	603,727	637,508	679,502
SOLID WASTE CONTRACT MANAGEMENT	0	0	44,267	46,372
LAD ADMIN/OPERATIONS	395,248	378,383	328,589	268,660
AIRPORT ADMIN/OPERATIONS	1,813,953	1,267,840	1,147,918	1,948,330
AIRPORT FUELING	782,007	733,241	755,600	779,000
AIRPORT HANGARS	48,105	33,672	45,550	46,800
MARINA ADMIN/OPERATIONS	530,191	528,707	429,302	306,955
TRANSIT ADMIN	192,145	250,268	1,333,036	2,246,391
TRANSIT CITY ROUTES	1,661,240	1,578,982	1,956,375	1,606,281
PARATRANSIT	667,313	825,572	948,761	755,693
WASTE WATER ADMIN	29,610,159	24,155,033	21,924,253	25,496,121
WASTE WATER COLLECT SYSTEM	1,465,296	1,483,012	1,626,144	1,263,366
WASTE WATER SEWAGE PUMP STATIONS	0	0	0	549,860
WASTE WATER CUSTOMER SVC	101,011	209,134	311,651	115,800
WASTE WATER INDUSTRIAL	347,531	367,387	496,673	420,907
WASTE WATER RECLAMATION	793,302	783,068	695,698	1,085,234
WASTE WATER STORM DRAIN	388,501	193,728	144,372	203,632
WASTE WATER ELLIS CREEK OPERATIONS	4,141,827	4,122,872	4,902,472	5,269,572
WATER ADMIN	7,561,077	7,929,500	7,010,306	10,664,717
WATER CONSERVATION	578,012	474,227	660,148	755,480
WATER CUSTOMER SERVICES	863,925	771,863	899,887	468,335
WATER LEAK DETECT/CROSS CONNECT	120,625	114,791	120,162	125,893
WATER PUMPING	80,347	82,242	147,100	459,250
WATER SOURCE OF SUPPLY	5,048,916	6,374,463	7,067,150	6,900,000
WATER TRANSMISSION & DISTRIBUTION	2,732,193	2,520,568	2,798,250	2,353,913
STORM DRAINAGE UTILITY ADMIN	162,323	367,203	470,520	424,138
TOTAL PUBLIC WORKS AND UTILITIES	67,744,270	64,260,152	64,158,937	73,118,566

PUBLIC WORKS AND UTILITIES - DEPARTMENT OVERVIEW

The Public Works and Utilities Department is responsible for operation and maintenance of the City's public facilities; transportation systems; streets and traffic control devices; and water, wastewater and stormwater infrastructure. Major service areas include: engineering design, construction and inspection of public and private improvements; traffic engineering; operation of the City's transit system, airport, marina, and turning basin; maintenance of parks, building facilities and fleet equipment; and 24/7 operation and monitoring of the potable water distribution, pumping and storage systems, the wastewater collection, treatment and recycling systems, and the stormwater and flood management systems. The mission of the Department is: working cooperatively with the public, Public Works and Utilities provides creative and responsible stewardship of the City's infrastructure and water resources.

The department was created by merging the former Public Works, and Water Resources and Conservation Departments in 2012 and is comprised of the following divisions: Administration, Capital Projects, Development Engineering, Environmental Services, Operations, Parks and Facility Maintenance, and Transit. The new Public Works and Utilities Department relies on sharing of resources and cross training of existing personnel to maximize efficiencies and provide optimum public service within existing constraints. The final steps in the reorganization process are underway and are resulting in consolidation of forces and reassessment of service delivery processes.

2013-2014 MAJOR ACCOMPLISHMENTS and HIGHLIGHTS

- See these items within divisional narratives.

2014-2015 DEPARTMENT GOALS, PROGRAM INITIATIVES and PRIORITIES

- See these items within divisional narratives.

ADMINISTRATION OVERVIEW

Administration serves as liaison between department staff, City Manager and City Council to ensure that department activities and priorities align with goals set by City Council and the General Plan. The management and support functions provided by administrative staff promote accountability, collaboration and sound fiscal oversight among the department's various divisions. Customer service staff coordinates customer inquiries regarding water-billing questions, requests for field service orders, water turn-ons and shut-offs, and utility billing support.

This division budget reimburses services provided for General Fund administrative overhead, risk management, legal, and information technology; and pays the debt on the Revenue bonds, and the State Revolving Fund Loan.

2013-2014 ACCOMPLISHMENTS and HIGHLIGHTS

- Prepared 87 Council agenda memorandum packages.
- Cross trained administrative staff to perform a variety of critical functions as needed.
- Implemented Eden Permits Database Module.
- Field Office staff fielded 8,717 telephone inquiries over the last twelve months.
- Administrative staff now supporting 4 of the City committee/commissions.

2014-2015 PROGRAM INITIATIVES and PRIORITIES

- Support improvement of asset management and customer request tracking systems.
- Initiate quarterly operating statement reviews.
- Complete Class Specification Update Program to align job descriptions with duties required for new department.
- Upgrade department website and expand social media presence.

City of Petaluma, California
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16100 PUB WORKS ADMIN	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	114,870	123,799	45,714	34,266
BENEFITS	26,100	35,755	12,590	16,549
SUPPLIES	4,668	5,833	7,000	5,000
PROF SERVICES, MAINT, REPAIR	58,725	39,879	60,550	59,550
INTRAGOVERNMENTAL SERVICES	149,580	149,580	208,350	280,562
UTILITIES, RENT, TRAINING	12,155	12,942	10,200	13,200
ADVERTISING, PROMOTION, DEBT	489	1,745	700	700
CAPITAL EXPENDITURES	678,239	310,000	-	-
PUB WORKS ADMIN	1,044,826	679,533	345,104	409,827

66100 WASTE WATER ADMIN	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	309,248	323,742	373,370	263,746
BENEFITS	131,996	33,781	144,953	101,510
SUPPLIES	10,510	11,388	25,500	12,000
PROF SERVICES, MAINT, REPAIR	194,252	250,687	370,000	396,000
INTRAGOVERNMENTAL SERVICES	696,530	696,530	782,130	756,165
UTILITIES, RENT, TRAINING	40,288	19,125	60,000	44,000
ADVERTISING, PROMOTION, DEBT	9,013,233	10,632,780	9,753,200	9,759,700
CAPITAL EXPENDITURES	-	-	410,000	10,000
TRANSFERS	19,214,102	12,187,000	10,005,100	14,153,000
WASTE WATER ADMIN	29,610,159	24,155,033	21,924,253	25,496,121

67100 WATER ADMIN	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	441,826	454,558	357,023	284,051
BENEFITS	114,315	87,337	134,923	108,985
SUPPLIES	28,416	157	25,500	29,000
PROF SERVICES, MAINT, REPAIR	134,111	119,214	409,000	485,000
INTRAGOVERNMENTAL SERVICES	394,000	394,000	465,500	1,155,411
UTILITIES, RENT, TRAINING	53,245	39,386	67,000	76,500
ADVERTISING, PROMOTION, DEBT	1,525,796	1,595,580	663,360	650,770
CAPITAL EXPENDITURES	-	-	270,000	190,000
TRANSFERS	4,869,368	5,239,268	4,618,000	7,685,000
WATER ADMIN	7,561,077	7,929,500	7,010,306	10,664,717

68100 STORM DRAINAGE UTILITY ADMIN	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	51,501	103,252	154,789	185,760
BENEFITS	23,826	52,699	65,356	79,561
SUPPLIES	7,796	20,246	15,750	19,750
PROF SERVICES, MAINT, REPAIR	62,121	141,365	177,000	39,300
INTRAGOVERNMENTAL SERVICES	3,313	6,625	6,625	53,767
UTILITIES, RENT, TRAINING	13,630	11,179	18,000	21,000
ADVERTISING, PROMOTION, DEBT	136	31,837	28,000	25,000
CAPITAL EXPENDITURES	-	-	5,000	-
STORM DRAINAGE UTILITY ADMIN	162,323	367,203	470,520	424,138

CAPITAL PROJECTS OVERVIEW

The Capital Projects Division staff manages preliminary and final design, permitting, and construction of the City's infrastructure improvements utilizing grants and integrating green and sustainable practices whenever possible. Division staff develops the annual water and sewer main replacement priorities and set pavement maintenance goals. Capital infrastructure improvements address needs to roads and traffic controls; bridges; water and wastewater facilities; trails and parks; public buildings; drainage and flood control systems; and airport, marina, and transit facilities. The Capital Project team, consisting of a manager, project managers, engineers, inspectors, and technical staff, drives projects from conception to completion by effectively managing the project budgets, design teams, and construction contractors; and collaborating with City departments and funding agencies. Division staff inspects private construction within the public right-of-way, and City CIP projects.

2013-2014 ACCOMPLISHMENTS AND HIGHLIGHTS

- East Washington Street Interchange Project: A majority of the project was completed by December 2013 with some punch list items and easement coordination lingering into spring 2014.
- Old Redwood Highway Interchange Project: Construction continued through this fiscal year and is still on target for July 2015 completion.
- Rainier Cross-Town Connector Project: Finalizing the environmental document to incorporate the undercrossing structure into design of the Marin Sonoma Narrows C-2 widening project and project coordination continues with SCTA and Caltrans. MTC (Metropolitan Transportation Commission) placed environmental phase on current RTP (Regional Transportation Plan).
- Completed East Washington Street 18" Water Main Replacement, Phase 2, Edith to the River; Wilmington Pump Station Upgrade; Recycled Water Pump Station Upgrade; G Street Water and Sewer Main Replacement; Halsey and Glendon Way Sewer Main Replacement; Sewer Manhole Rehabilitation Phase 2; McDowell Well Improvements.
- Completed Prince Park Well Replacement; Victoria Pump Station Upgrade project; East Washington Street 18" Water Main Replacement Project Phase 3, Western Avenue Water Main Replacement.
- Completed design and advertised East Washington Park – Phase 1 for construction.
- Completion of recycled water system upgrades allowing City to deliver 1 MGD (million gallons per day) more tertiary water than last year.
- Completed design of final phase of Petaluma River Flood Control Project and achieved "Work Plan" status by USACE (U.S. Army Corps of Engineers).

2014-2015 DEPARTMENTAL GOALS, PROGRAM INITIATIVES AND PRIORITIES

- Construct the Wiseman Park restroom.
- Construct East Washington Park – Phase 1

- Complete design for the rehabilitation of aircraft apron parking area and southwest taxiway.
- Construct East Washington Street 18” Water Main Replacement Project Phase 3 from McDowell to Sutter
- Construct the Victoria Pump Station Upgrade project.
- Construct Magnolia Pump Station Upgrade project.
- Complete ECWRF Solids Handling Assessment and scope projects for accepting High Strength Waste
- Install ECWRF Headworks Screen Replacement.
- Complete SCADA installation to Wastewater Pump Stations.
- Construct Mission Drive, to Middlefield 2” Water Main Replacement project.
- Construct Mission Drive, McNear backyard, Cherry Street, Kent Street, 8Th Street, and Wallace Court Sewer Main Replacement project.
- Design of Copeland Pump Station.
- Design and Construction of Water Service Replacements.
- Construct Western Avenue Water Main Extension.
- Construct Park Place Payran Flood Control Project: Work with the Army Corps of Engineers for construction of the Sheet pile Wall Extension, Pile Cap Repair and Embankment Slide Report project; and on completion of the operations and maintenance (O & M) manual for the flood control project.
- Develop a Capital Pavement Maintenance plan introducing new pavement prescriptions such as micro-surfacing and cape seals into the City’s tools to more efficiently improve pavement condition.
- Update the water and sewer line replacement program goals on a rolling five-year basis.
- Replace vacant engineering and project management positions to increase capacity of division to perform in-house design and construction management.

16210 PUB WORKS ENGINEERING CIP	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	34,344	99,901	58,175	58,730
BENEFITS	9,991	18,616	24,573	26,209
SUPPLIES	130	211	250	-
UTILITIES, RENT, TRAINING	1,101	320	1,125	1,000
PUB WORKS ENGINEERING CIP	45,566	119,048	84,123	85,939

DEVELOPMENT ENGINEERING OVERVIEW

Development Engineering addresses site development, encroachments, and traffic engineering through the City Engineer who also manages or supervises Traffic Signal and Street Light Technicians, a part-time traffic engineer, senior traffic technician, public works inspection of privately funded developments and contract land surveyors. Staff reviews, approves, and inspects engineering elements of private development projects to assure conformance to City policies, ordinances, resolutions, codes, and standards. Projects include tentative maps, environmental impact reports, conditional use permits, certificates of compliance, and site plans. Development engineering staff approve subdivision improvement plans, public improvements, plot maps, final parcel maps, lot line adjustments and mergers; and maintains the City's street design and construction standards. Division staff provides code enforcement and issues encroachment permits for work within the public right of way and public easements. City Engineer serves as the Floodplain Administrator and administers the FEMA National Flood Insurance Program, manages the City's ADA (American Disability Act) Transition Plan, and oversees portions of the City's Phase II Stormwater Program. Traffic engineering staff reviews traffic infrastructure improvements, traffic impacts caused by private development, and other projects affecting public streets. Traffic signal technicians perform preventative maintenance and operation of the traffic signal and street light systems including nearly 6,000 City-owned street lights and 50 traffic signal controls, and respond to nearly 1,500 requests for underground service alerts per year. The City Engineer staffs the Pedestrian and Bicycle Advisory Committee; and participates in the Countywide Pedestrian and Bicycle, and the Sonoma-Marín Area Rail Transit (SMART) advisory committees.

2013-2014 ACCOMPLISHMENTS AND HIGHLIGHTS

- Completed and implemented phase II of the coordinated traffic signal timing on the East Washington Street corridor.
- Completed land deals and inter-agency construction agreements with Sonoma Marin Area Rail Transit for the Haystack Landing, Caulfield Exit Gate Improvements, Central Instrument Location on Lakeville Street and Sheet Pile Wall (I-Wall) Easements on the Petaluma River upstream of Lakeville Street.
- Inspected development of Deer Creek Plaza Shopping Center including improvements to North McDowell Boulevard, Lynch Creek Way, roadway extension of Rainier Avenue as well as a new traffic signal at Professional Drive and North McDowell.
- In conjunction with the Federal Emergency Management Agency, completed flood insurance rate maps effective February 19, 2014,
- Reviewed 37 planning entitlements including environmental impact reports, tentative maps, major and minor subdivision improvement plans, lot line adjustments and design review.
- Repaired 640 streetlights and performed annual preventive maintenance inspections for City's traffic signal system.
- Reviewed and approved 833 encroachment permits.

- Completed and issued 61 work orders from the Traffic Engineering Division
- Completed update of Safe Routes to School Plan in conjunction with capital projects division.
- Assisted Capital Projects Division on protective permissive left turn traffic signal head removal project and Lakeville/Pineview safety enhancement project.

2014-2015 DEPARTMENTAL GOALS, PROGRAM INITIATIVES AND PRIORITIES

- Implementation of the City's updated ADA Transition Plan adopted by the City Council in January 2011.
- Continue coordination on traffic signal, intersection and grade crossing improvements, rail alignment, regional trail multi-use path (MUP) and station improvements with the Sonoma Marin Area Rail Transit (SMART) for future passenger train services.
- Update City's roadway design and construction standards and specifications.
- Implement on-line encroachment and transportation permit tracking system.
- Assist in updating the City's Pedestrian and Bicycle Plan.
- Update the City's street cut policy based on current best management practices to maximize longevity of pavement sections.
- Reinstigate City's Sidewalk Program and facilitate transfer of program to Operations Division.
- Increase energy efficiency efforts, and monitor/track energy savings for streetlights and traffic signals. Program to include LED retrofit through PG&E zero percent interest, on-bill financing program. In addition to PG&E programs, explore additional funding opportunities for streetlight retrofitting.
- Maintain current Class 6 Community Rating System rating through the National Flood Insurance Program to preserve existing 20 percent flood insurance premium discount to homeowner's within the special flood hazard area.
- Update the City's Floodplain Management Plan as part of the Community Rating System 5-Year Program Re-verification.
- Coordinate with the Federal Emergency Management Agency on the Bay Coastal Study.
- Evaluate and implement efficiencies to create synergies in permit processing with Building and Planning Departments.

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16200 PUB WORKS ENGINEERING DEV	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	160,804	168,653	212,378	207,319
BENEFITS	50,197	50,633	84,860	87,266
SUPPLIES	4,694	7,233	4,950	5,625
PROF SERVICES, MAINT, REPAIR	221	6,858	5,700	5,700
UTILITIES, RENT, TRAINING	2,397	2,636	2,025	1,350
PUB WORKS ENGINEERING DEV	218,313	236,013	309,913	307,260

16220 PUB WORKS ENGINEERING TRAFFIC	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	53,517	24,199	31,779	40,745
BENEFITS	993	501	631	816
SUPPLIES	130	81	300	100
UTILITIES, RENT, TRAINING	99	714	900	1,100
PUB WORKS ENGINEERING TRAFFIC	54,739	25,495	33,610	42,761

24112 STREET SIGNALS AND LIGHTS	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	-	138,811	178,692	183,068
BENEFITS	-	51,099	74,716	80,997
SUPPLIES	-	24,219	36,000	35,500
PROF SERVICES, MAINT, REPAIR	-	67,545	40,000	47,500
INTRAGOVERNMENTAL SERVICES	-	-	-	24,337
UTILITIES, RENT, TRAINING	-	322,053	300,600	302,100
CAPITAL EXPENDITURES	-	-	7,500	6,000
STREET SIGNALS AND LIGHTS	-	603,727	637,508	679,502

ENVIRONMENTAL SERVICES OVERVIEW

This Division's primary functions include wastewater treatment, water reuse, laboratory and environmental compliance and supports utility master planning, wetland area management, solid waste, water conservation and NPDES permit compliance for wastewater, biosolids, and stormwater, and the industrial pretreatment program.

Environmental compliance staff provides regulatory and program management of the industrial pretreatment program, wastewater treatment compliance, MS4 (municipal separate sewer and storm drain system) stormwater permit, and sampling and testing for water, wastewater and storm water programs. Staff work with the Regional Water Quality Control Board (RWQCB) for compliance with existing permits. The RWQCB regulates operation and maintenance of the City's wastewater treatment facility, biosolids production, and the stormwater system through the City's National Pollutant Discharge Elimination System (NPDES) permits. Treated wastewater is analyzed for over 100 chemical constituents and results are submitted monthly to the regional board. The MS4 permit for storm water includes public education and outreach.

Staff also manages water conservation as outlined in the Water Conservation Plan and the City's Water Conservation Ordinance, which reduces water use by existing customers and assures that new developments utilize most water efficient technology and systems. Community awareness and support for conservation is promoted through a variety of incentive and rebate programs.

The Ellis Creek Water Recycling Facility (ECWRF), with an average dry and wet weather design capacity of 6.7 million gallons per day (mgd) and 36 mgd, respectively, treats the community's domestic, commercial, and industrial wastewater generated within the City's service area including the Penngrove area. Operations staff operates and maintains the treatment system, recycled water system, and sewer collection system pump stations. Tertiary treated wastewater is recycled through a system of pump stations, pipelines and customer connections. ECWRF supplies tertiary recycled water to three dairies, two ranches, two golf courses, two vineyards, city parks, greenbelts, the airport, and ECWRF buildings. Operations staff coordinate with users, monitor irrigation, prepare an annual regulatory report, and assist in the development of capital improvements for ECWRF facilities.

2013-2014 ACCOMPLISHMENTS AND HIGHLIGHTS

- Produced 589 million gallons of recycled water, treated 1.799 billion gallons of wastewater and managed 9,011 tons of biosolids for the preceding 12 months.
- Installed new pumps at the sewer collection Primary Influent Pump Station (PIPS) to replace existing pumps that had been damaged by rags and other debris.
- Expanded urban recycled water distribution pipelines to serve Prince Park, Wiseman Park, the airport, and Casa Grande High School, thus offsetting potable water use.
- Rehabilitated Wilmington sewer pump station and the recycled water pump station, resulting in better performance and reduced energy costs.
- Completed the maintenance monitoring and management plan for the Shollenberger dredge spoils site to comply with the biological order from fish and wildlife.

- Recruited and hired new Environmental Services Technician and Environmental Services Manager.
- Entered into a long term landscaping contract for ECWRF grounds.
- Obtained \$330,000 in federal grant funding for water conservation programs and achieved total annual water savings over 210 million gallons.
- Conducted 8 conservation workshops, tours and seminars for Petaluma residents. Topics ranged from rainwater catchment systems, installing water efficient landscapes, installing gray water systems, sheet mulching techniques and general water conservation practices.
- Converted over 700,000 square feet of turf into low water use gardens. This results in over 17.5 million gallons of water savings.
- Managed first year of new Garbage Franchise agreement.

2014-2015 DEPARTMENTAL GOALS, PROGRAM INITIATIVES AND PRIORITIES

- Upgrade ECWRF influent screens to more effectively remove rags and disposable wipes that detrimentally impact operations of the treatment plant.
- Complete an engineering assessment of the solid treatment processes at the ECWRF including treatment of high strength waste.
- Complete assessment of liquids treatment train at ECWRF, including oxidation ditches, clarifiers, and polishing wetlands, and identify projects for optimization.
- Expand the recycled water delivery system to service additional urban areas for potable water offset and additional agricultural customers in the vicinity of ECWRF.
- Update the Sanitary Sewer Master Plan.
- Pursue funding opportunities for ECWRF optimization, recycled water expansion, and sustainable reuse of food waste, high strength waste, and wastewater biosolids.
- Improve operation of wetlands and enhance habitat functionality of waterways by removing excess vegetation in polishing ponds and Shollenberger decant channel.
- Develop long-term contracts for wetland landscape maintenance services, vermin management and removal, annual wetland plant surveys, and semi-annual frog management tasks.
- Initiate a groundwater study of the Petaluma Valley groundwater basin with the United States Geological Survey and the Sonoma County Water Agency.
- Develop technical and financial foundation for a dedicated stormwater funding program, i.e. Stormwater Utility.
- Reduce commercial turf areas to reduce irrigation demands and incentivize the installation of mixed use water meters for metering irrigation water separately.
- Develop an in-house waste recycling program and procurement process to expand use of recycled materials in City projects and programs.

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66250 WASTE WATER SEWAGE PUMP STATIONS	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	-	-	-	106,397
BENEFITS	-	-	-	48,463
SUPPLIES	-	-	-	50,000
PROF SERVICES, MAINT, REPAIR	-	-	-	155,000
UTILITIES, RENT, TRAINING	-	-	-	190,000
WASTE WATER SEWAGE PUMP STATIONS	-	-	-	549,860
66400 WASTE WATER INDUSTRIAL	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	69,006	71,480	135,481	96,226
BENEFITS	29,326	21,027	63,792	42,681
SUPPLIES	45,783	47,160	63,150	56,650
PROF SERVICES, MAINT, REPAIR	193,725	220,937	209,000	204,500
INTRAGOVERNMENTAL SERVICES	4,250	4,250	4,250	-
UTILITIES, RENT, TRAINING	5,441	1,758	6,000	5,550
ADVERTISING, PROMOTION, DEBT	-	775	-	300
CAPITAL EXPENDITURES	-	-	15,000	15,000
WASTE WATER INDUSTRIAL	347,531	367,387	496,673	420,907
66500 WASTE WATER RECLAMATION	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	122,004	127,748	140,248	205,167
BENEFITS	87,313	(5,119)	52,049	85,067
SUPPLIES	54,971	98,825	100,000	100,000
PROF SERVICES, MAINT, REPAIR	301,659	446,659	246,000	545,000
INTRAGOVERNMENTAL SERVICES	7,400	7,400	7,400	-
UTILITIES, RENT, TRAINING	219,955	106,786	150,000	150,000
ADVERTISING, PROMOTION, DEBT	-	769	-	300
WASTE WATER RECLAMATION	793,302	783,068	695,697	1,085,534
66700 WASTE WATER ELLIS CREEK OPS	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	1,083,102	1,087,713	1,161,871	1,077,755
BENEFITS	340,477	343,369	449,721	454,493
SUPPLIES	720,644	625,567	739,500	728,500
PROF SERVICES, MAINT, REPAIR	956,799	925,879	1,115,000	1,500,000
INTRAGOVERNMENTAL SERVICES	255,930	255,930	291,880	291,824
UTILITIES, RENT, TRAINING	781,645	880,546	1,058,500	1,148,000
ADVERTISING, PROMOTION, DEBT	3,230	3,868	4,000	4,000
CAPITAL EXPENDITURES	-	-	82,000	65,000
WASTE WATER ELLIS CREEK OPERATIONS	4,141,827	4,122,872	4,902,472	5,269,572
67200 WATER CONSERVATION	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	94,335	93,882	87,090	169,296
BENEFITS	42,525	32,595	30,178	101,784
SUPPLIES	61	25	400	400
PROF SERVICES, MAINT, REPAIR	387,283	291,346	484,210	478,000
INTRAGOVERNMENTAL SERVICES	53,040	53,040	46,770	-
UTILITIES, RENT, TRAINING	768	3,339	6,500	6,000
CAPITAL EXPENDITURES	-	-	5,000	-
WATER CONSERVATION	578,012	474,227	660,148	755,480
24113 SOLID WASTE CONTRACT MGMT	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	-	-	31,041	30,539
BENEFITS	-	-	13,226	13,975
INTRAGOVERNMENTAL SERVICES	-	-	-	1,858
SOLID WASTE CONTRACT MGMT	-	-	44,267	46,372

OPERATIONS OVERVIEW

Operations includes maintenance of fleet equipment, streets and signage, water distribution and pumping systems, sewer collection system, storm water facilities and airport and marina operations.

The street crew performs pothole-patching, overlays, trench repair, crack sealing, weed abatement, debris removal, and flood response. Typically, crews apply fifteen to twenty tons of asphalt per week in the off-season and two hundred to four hundred tons per week in season. Streets staff provides on-call service to operate the D Street Bridge. Fleet mechanics maintain and repair many of the City's vehicles and pieces of equipment. The sign and striping crew installs and maintains regulatory, directional, street, and special signs; and applies traffic markings such as crosswalks, fog lines, bike lanes, reflectors, painted curbs and yellow traffic buttons.

Potable water is purchased from the Sonoma County Water Agency and distributed to customers through nine pump stations, ten active storage reservoirs with 10.1 million gallons of capacity, five pressure zones, and over 270 miles of pipeline. Water operations staff continually monitor and adjust pressure and flow of water to meet customer demands, and perform operation and maintenance of twenty-one wells (six active, five on standby, 10 inactive); water pump stations; and, reservoirs. Water crews maintain and repair transmission and distribution pipeline, including 19,627 fully metered customer services, and over 7,100 valves and appurtenances. Crews replace aging and deteriorated water mains and services to improve fire flows and system efficiency. Water crews manage the cross-connection control program to protect from outside contamination in compliance with the California Department of Health Services regulations.

Customer Service staff answers customer billing inquiries, reads meters, responds to field service orders, conducts water turn-ons and shut-offs, and supports the utility billing system. Staff read over 19,700 City water meters every 30 days, perform minor meter and leak repairs, and working closely with the Finance Department investigate and resolve customer-billing inquiries.

Stormwater crews clear, clean, and maintain the storm water drainage system consisting of approximately 780 storm drain catch basins, culverts and open ditches. Storm water management includes a flood alert system and storm water pump stations located at Payran, Vallejo and Wilson Streets.

The sewer collection system consists of more than 190 miles of sewer mains, and nine pump stations to transport raw wastewater from customers to the ECWRF for treatment. Sewer crews inspect problem pipes with remote control TV cameras inserted in the sewer mains and repair or clean lines using a high pressure water jet vacuum truck.

The Petaluma Municipal Airport records approximately 60,000 take-offs and landings each year. There are 167 aircraft storage hangars, including 2 commercial businesses and 4 executive hangars, 22 private hangars, and 118 tie-down spaces for 240-based aircrafts. A self-serve fueling island provides 24 hours-a-day service and jet fuel is available during business hours with after-hours service available for a call-out fee. The automated weather observation system and a ground communication outlet are safety features important to attract charter aircraft business.

Managed by Contracted Harbormaster, the Petaluma Marina operations were combined with those of the Turning Basin during FY 12-13. The Marina rents 167 berths in varying size from 22' – 40' and has an overall occupancy average of 60%. The Turning Basin has 60+ berths available for non-live-aboard monthly rentals, and temporary transient moorings.

2013-2014 ACCOMPLISHMENTS AND HIGHLIGHTS

- Successfully overlaid 4 complete streets and six partial streets, replaced traffic and street signs throughout the city, replaced and installed new traffic marking buttons.
- Cleaned 69 miles of sewer pipeline, inspected 30 miles of sewer pipeline, made repairs to sewer mains at 81 locations and read 212,652 meters.
- Completed Phase 4 and 5 of the Automatic Meter Reader (AMR) project with installation of over 2,918 more AMR's.
- Distributed 3.174 billion gallons of potable water with 53 million gallons from local supply. Performed valve control on approximately 5,000 gate valves, conducted 77 water main repairs, 344 water service repairs, inspected 1,115 Storm Water catch basins and removed 6,308 cubic yards of debris from managed channels.
- Operated the D Street Bridge for approximately 800 recreational and 80 commercial vessels. Continued enforcement of existing City Waterways Ordinance and Marina Regulations including termination of agreements for serious violations.

2014-2015 PROGRAM INITIATIVES AND PRIORITIES

- Complete the Airport business model to attract aviation related businesses.
- Acquire and implement a new CMMS (computerized maintenance management system) for all field operation crews including backflow prevention program.
- Implement city-wide sidewalk repair and replacement program starting with City owned sidewalk and expanding out to residents.
- Upgrade City well facilities capacity to meet SCWA goal of 40% local production capability during droughts and other water delivery curtailments. Refinish interior of Paula Lane reservoir and re-roof Oak Hill reservoir.
- Complete programming, design and construction of AIP 24 to rehabilitate runway and tarmac asphalt.
- Construct new Marina fueling system for both gas and diesel.
- Improve revenue collection procedures at Turning Basin by improving the customer experience when reserving bridge openings, and obtaining daily mooring permits.
- Improve security and sanitation at Turning Basin, including installation of security gates at both ends of the eastern docks and partnering for a new restroom and shower facility.
- Amend Marina fees and agreements, including a live-aboard addendum. Implement new fees to increase Marina revenues.

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	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
16400 PUB WORKS AUTO/EQUIP MAINT				
SALARY	165,249	159,561	120,450	119,092
BENEFITS	50,707	54,782	50,285	52,345
SUPPLIES	8,983	101	9,000	10,000
PROF SERVICES, MAINT, REPAIR	6,344	6,686	6,200	4,500
UTILITIES, RENT, TRAINING	364	354	1,100	900
ADVERTISING, PROMOTION, DEBT	1,078	1,085	-	1,100
PUB WORKS AUTO/EQUIP MAINT	232,725	222,569	187,035	187,937
24100 GAS TAX				
SALARY	10,248	-	-	-
SUPPLIES	4,183	-	-	-
PROF SERVICES, MAINT, REPAIR	34,412	31,155	33,500	32,000
INTRAGOVERNMENTAL SERVICES	1,000	1,000	1,000	-
UTILITIES, RENT, TRAINING	310,329	-	-	-
TRANSFERS	1,846,254	1,150,474	1,250,000	1,168,600
GAS TAX	2,206,426	1,182,629	1,284,500	1,200,600
24110 STREET MAINTENANCE				
SALARY	1,053,741	716,173	706,329	661,079
BENEFITS	380,816	293,949	375,362	392,409
SUPPLIES	39,713	488,358	293,500	393,000
PROF SERVICES, MAINT, REPAIR	40,358	15,043	115,570	135,100
INTRAGOVERNMENTAL SERVICES	102,190	102,190	133,000	203,934
UTILITIES, RENT, TRAINING	36,814	61,954	26,300	64,000
ADVERTISING, PROMOTION, DEBT	60,771	59,296	700	1,000
CAPITAL EXPENDITURES	24,835	18,403	90,000	5,500
TRANSFERS	87,000	1,269,360	377,750	970,000
STREET MAINTENANCE	1,826,238	3,024,726	2,118,511	2,826,022
24111 STREET SIGNS AND MARKINGS				
SALARY	-	288,129	296,189	209,138
BENEFITS	-	110,205	130,487	96,841
SUPPLIES	-	102,468	124,000	90,000
PROF SERVICES, MAINT, REPAIR	-	3,815	13,630	50,000
INTRAGOVERNMENTAL SERVICES	-	-	-	29,690
UTILITIES, RENT, TRAINING	-	728	500	500
CAPITAL EXPENDITURES	-	-	-	2,000
STREET SIGNS AND MARKINGS	-	505,345	564,806	478,169
66200 WASTE WATER COLLECT SYSTEM				
SALARY	631,668	605,968	621,142	563,944
BENEFITS	228,339	188,270	254,752	233,772
SUPPLIES	139,663	133,058	139,000	126,000
PROF SERVICES, MAINT, REPAIR	230,097	325,140	340,000	190,000
INTRAGOVERNMENTAL SERVICES	24,650	24,650	24,650	-
UTILITIES, RENT, TRAINING	210,429	205,926	206,600	23,400
ADVERTISING, PROMOTION, DEBT	450	-	15,000	15,000
CAPITAL EXPENDITURES	-	-	25,000	111,250
WASTE WATER COLLECT SYSTEM	1,465,296	1,483,012	1,626,144	1,263,366

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	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
66300 WASTE WATER CUSTOMER SERVICE				
SALARY	161,821	160,805	146,566	-
BENEFITS	92,074	(5,231)	42,885	-
SUPPLIES	1,026	621	2,300	1,000
PROF SERVICES, MAINT, REPAIR	64,113	72,152	75,600	77,800
INTRAGOVERNMENTAL SERVICES	6,400	6,400	6,400	-
ADVERTISING, PROMOTION, DEBT	(224,423)	(25,613)	34,900	34,000
CAPITAL EXPENDITURES	-	-	3,000	3,000
WASTE WATER SEWAGE PUMP STATIONS	101,011	209,134	311,651	115,800
66600 WASTE WATER STORM DRAIN				
SALARY	161,380	130,532	60,241	80,050
BENEFITS	68,938	34,028	26,356	37,682
SUPPLIES	30,005	12,528	27,750	28,750
PROF SERVICES, MAINT, REPAIR	78,674	7,137	18,500	18,500
INTRAGOVERNMENTAL SERVICES	9,938	6,625	6,625	-
UTILITIES, RENT, TRAINING	10,162	2,878	4,900	4,900
ADVERTISING, PROMOTION, DEBT	29,404	-	-	-
CAPITAL EXPENDITURES	-	-	-	33,750
WASTE WATER STORM DRAIN	388,501	193,728	144,372	203,632
67300 WATER CUSTOMER SERVICES				
SALARY	364,536	355,068	344,988	194,643
BENEFITS	144,978	93,927	141,059	103,392
SUPPLIES	2,881	3,930	7,500	7,500
PROF SERVICES, MAINT, REPAIR	83,892	86,160	102,800	102,800
INTRAGOVERNMENTAL SERVICES	207,600	207,600	243,840	-
ADVERTISING, PROMOTION, DEBT	59,293	24,980	56,000	56,000
UTILITIES, RENT, TRAINING	745	198	700	1,000
CAPITAL EXPENDITURES	-	-	3,000	3,000
WATER CUSTOMER SERVICES	863,925	771,863	899,887	468,335
67400 WATER LEAK DETECT/CROSS CONNECT				
SALARY	78,984	78,670	72,259	72,254
BENEFITS	36,620	30,199	35,053	37,639
SUPPLIES	283	216	500	6,500
PROF SERVICES, MAINT, REPAIR	1,888	856	3,000	3,000
INTRAGOVERNMENTAL SERVICES	2,850	2,850	2,850	-
UTILITIES, RENT, TRAINING	-	2,000	1,500	1,500
CAPITAL EXPENDITURES	-	-	5,000	5,000
WATER LEAK DETECT/CROSS CONNECT	120,625	114,791	120,162	125,893
67500 WATER PUMPING				
SALARY	4,091	4,093	-	-
BENEFITS	10,894	(7,857)	-	-
SUPPLIES	28,232	33,348	12,000	318,250
PROF SERVICES, MAINT, REPAIR	10,946	43,984	128,000	130,000
INTRAGOVERNMENTAL SERVICES	1,600	1,600	1,600	-
UTILITIES, RENT, TRAINING	24,584	7,074	5,500	11,000
WATER PUMPING	80,347	82,242	147,100	459,250

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67600 WATER SOURCE OF SUPPLY	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SUPPLIES	5,014,761	6,331,083	7,033,000	6,900,000
PROF SERVICES, MAINT, REPAIR	-	9,430	-	-
INTRAGOVERNMENTAL SERVICES	33,950	33,950	33,950	-
UTILITIES, RENT, TRAINING	205	-	200	-
WATER SOURCE OF SUPPLY	5,048,916	6,374,463	7,067,150	6,900,000
67700 WATER TRANSMISSION & DISTRIBUTION	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	951,480	968,696	998,030	1,047,906
BENEFITS	330,658	299,406	428,520	468,007
SUPPLIES	907,962	871,829	929,000	563,000
PROF SERVICES, MAINT, REPAIR	342,495	237,911	268,000	239,000
INTRAGOVERNMENTAL SERVICES	45,200	45,200	45,200	-
UTILITIES, RENT, TRAINING	147,381	90,422	129,500	16,000
ADVERTISING, PROMOTION, DEBT	7,017	7,104	-	-
CAPITAL EXPENDITURES	-	-	-	20,000
WATER TRANSMISSION & DISTRIBUTION	2,732,193	2,520,568	2,798,250	2,353,913
61100 AIRPORT ADMIN/OPERATIONS	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	97,895	104,382	118,087	144,251
BENEFITS	36,772	34,137	44,411	55,619
SUPPLIES	8,570	14,308	10,100	8,400
PROF SERVICES, MAINT, REPAIR	186,983	82,205	68,585	53,885
INTRAGOVERNMENTAL SERVICES	98,510	98,510	103,480	110,880
UTILITIES, RENT, TRAINING	45,292	32,999	47,975	59,375
ADVERTISING, PROMOTION, DEBT	833,932	901,299	570,280	570,920
TRANSFERS	505,999	-	185,000	945,000
AIRPORT ADMIN/OPERATIONS	1,813,953	1,267,840	1,147,918	1,948,330
61200 AIRPORT FUELING	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SUPPLIES	754,359	703,691	730,000	731,400
PROF SERVICES, MAINT, REPAIR	21,481	23,630	19,600	21,000
INTRAGOVERNMENTAL SERVICES	4,500	4,500	4,500	-
ADVERTISING, PROMOTION, DEBT	1,667	1,420	1,500	1,600
CAPITAL EXPENDITURES	-	-	-	25,000
AIRPORT FUELING	782,007	733,241	755,600	779,000
61300 AIRPORT HANGARS	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SUPPLIES	33	166	-	-
PROF SERVICES, MAINT, REPAIR	7,945	5,406	9,550	28,800
INTRAGOVERNMENTAL SERVICES	500	500	500	-
UTILITIES, RENT, TRAINING	39,627	27,600	35,500	18,000
AIRPORT HANGARS	48,105	33,672	45,550	46,800

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64100 MARINA ADMIN/OPERATIONS	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	13,045	15,473	27,049	30,607
BENEFITS	427	1,827	5,573	6,724
SUPPLIES	16,625	19,421	20,300	18,400
PROF SERVICES, MAINT, REPAIR	80,294	92,730	71,450	73,500
INTRAGOVERNMENTAL SERVICES	42,210	42,210	44,330	64,424
UTILITIES, RENT, TRAINING	115,207	103,680	78,000	95,800
ADVERTISING, PROMOTION, DEBT	262,383	253,366	182,600	17,500
MARINA ADMIN/OPERATIONS	530,191	528,707	429,302	306,955
16600 PUB WORKS TURNING BASIN/BRIDGE	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	-	-	-	3,611
BENEFITS	-	-	-	2,144
SUPPLIES	2,008	1,735	2,300	2,300
PROF SERVICES, MAINT, REPAIR	305	-	1,000	16,500
UTILITIES, RENT, TRAINING	9,403	9,111	8,000	7,500
PUB WORKS TURNING BASIN/D ST BRIDGE	11,716	10,846	11,300	32,055

PARKS AND FACILITIES MAINTENANCE OVERVIEW

Parks and Facilities Maintenance Division maintains and repairs City facilities, including HVAC, electrical and plumbing systems, minor remodeling and interior improvements, installation of energy and water conservation upgrades, two pool mechanical systems and marina docks. Staff oversees contract janitorial services for City Hall, Community Center, Transit Building, Police and Fire stations, Keller Street Garage, Putnum Plaza restroom, Water Field Office and Ellis Creek WRF.

Parks and Facilities Maintenance also maintains nearly 100 sites citywide including parks, bus stops, several miles of medians, numerous pedestrian and bike paths, public landscaping, and open space totaling over 300 acres of which 113 acres are turf. The division manager is the City arborist and oversees maintenance contracts for 44 landscape assessment districts. Division personnel consist of a manager, a foreman, six parks maintenance workers, and two building maintenance workers. Tasks include litter pickup, emptying garbage, restroom cleaning, irrigation maintenance and repair, mowing, turf and ball field maintenance, pruning, fertilization, pest control, repairs due to vandalism, graffiti eradication, cleaning and repairing structures, tree maintenance, and responds to requests from the public.

2013-2014 ACCOMPLISHMENTS AND HIGHLIGHTS

- The Adopt-A-Park program and other volunteer efforts continued throughout the year. The Sonoma County Youth Ecology Corp assisted Parks in renovating landscaped areas at Leghorns and Penry Parks, and worked with the Petaluma Wetlands Alliance and Parks in clearing weeds along the Alman Marsh Trail. The Petaluma Girls Softball Association renovated the three softball fields at Prince Park. Staff assisted with realigning irrigation lines and valves. The Petaluma Mothers Club volunteered to power wash the play equipment and paint picnic tables at Kenilworth Park. Members and friends of the Youth Commission spread 100 yards of mulch in front of Luchessi Park and removed tree stakes. The Petaluma Rosarians funded the pruning of all the roses at the Visitor Center. Volunteers from the Downtown Association painted two sets of stairwell walls at Keller parking structure.
- Thirteen new concrete picnic tables were installed at various parks; five at McDowell, six at Miwok and two at Del Oro Parks. Funds for these tables were donated through the Georgette Skellenger Trust.
- At Center Park, one of the three redwood trees was removed due to decay at its base. The entire root zone of remaining trees was aerated and compost added. Taller header boards were installed to retain several inches of additional mulch and a cedar post and rail fence was installed around the perimeter of the Park. The fence was funded by the Petaluma Rotary Club and Merlone-Geier donated funds for the improvements.
- More than 100 yards of aquatic weeds were harvested out of the Luchessi Park pond as part of the on-going effort to improve its water quality.
- The large wooden play structure at Arroyo Park was sanded and resealed and the Wiseman Park playground was renovated with the removal of 200 yards of sand replaced with fibar, new rubber fall zone pads were poured and the play equipment

- power washed. Other park playgrounds received new toppings of fibar and various pieces of equipment were repaired or replaced.
- The Putnam Plaza fountain was repaired. A new fence railing was installed along the deck behind the Museum Library. Ten soccer field lights were replaced at the Luchessi field. Tennis court lights were replaced at Leghorns and Luchessi Parks.
- Staff prepared the turf area at Luchessi for the installation of the traveling Vietnam Veterans Memorial Wall.
- The Community Center roof had nine more sections overlaid. The Swim Center mechanical building had its roof resheathed and tiles replaced. A contractor replaced the boilers and other pool control equipment including electrical components.
- The HVAC unit was replaced at Fire Station #2 and the shower stalls and fixtures replaced at Fire Station #1. Handicap shower benches were replaced at the Cavanaugh Pool. Interior components of the new HVAC system in the city manager wing of City Hall were finished.
- The ceiling, walls and floors on two levels of the Keller Street Garage were steam cleaned.

2014-2015 DEPARTMENTAL GOALS, PROGRAM INITIATIVES and PRIORITIES

- Improve ADA accessibility at all park playgrounds.
- Expand Adopt-A-Park and volunteer program and secure donations/funding for playground equipment replacement.
- Resurface tennis courts.
- Complete Community Center roof rehabilitation
- Complete the first phase of building East Washington Park sports fields.
- Complete Wiseman Park restroom.
- Convert parks and LAD's to recycled water when available.

16300 PUB WORKS BLDG/FACILITY MAINT	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	199,355	188,008	157,624	143,604
BENEFITS	56,101	58,798	59,539	63,837
SUPPLIES	49,896	61,813	43,600	54,600
PROF SERVICES, MAINT, REPAIR	215,486	218,556	283,050	263,150
UTILITIES, RENT, TRAINING	110,773	118,571	112,500	115,400
ADVERTISING, PROMOTION, DEBT	237	-	-	-
PUB WORKS BLDG/FACILITY MAINTENANCE	631,848	645,746	656,313	640,591

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16540 PUB WORKS PARKS MAINT	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	572,812	524,407	568,889	583,007
BENEFITS	181,771	196,500	253,929	244,996
SUPPLIES	102,779	132,254	110,280	125,300
PROF SERVICES, MAINT, REPAIR	120,836	124,938	111,000	111,000
UTILITIES, RENT, TRAINING	408,303	480,278	466,900	466,900
ADVERTISING, PROMOTION, DEBT	125	342	-	-
CAPITAL EXPENDITURES	-	-	15,020	-
PUB WORKS PARKS MAINTENANCE	1,386,626	1,458,719	1,526,018	1,531,203
25100 LAD ADMIN/OPERATIONS	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	26,125	26,125	25,878	25,938
BENEFITS	8,681	9,390	11,069	11,927
SUPPLIES	12,681	-	-	-
PROF SERVICES, MAINT, REPAIR	142,187	195,795	146,201	117,082
INTRAGOVERNMENTAL SERVICES	7,430	7,430	7,850	20,763
UTILITIES, RENT, TRAINING	188,745	126,606	126,064	81,078
ADVERTISING, PROMOTION, DEBT	9,399	13,037	11,527	11,872
LAD ADMIN/OPERATIONS	395,248	378,383	328,589	268,660
16550 DOWNTOWN STREETS/SIDEWALKS MAINT	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
PROF SERVICES, MAINT, REPAIR	-	-	136,012	136,000
DOWNTOWN STREETS/SIDEWALKS MAINT	-	-	136,012	136,000

TRANSIT OVERVIEW

Established in 1976, Petaluma Transit and Paratransit provide over 350,000 annual rides with a basic bus network operating along six fixed routes. Expanded capacity is available at school bell times to accommodate high volumes of student riders at the local junior highs and high schools. Routes connect major retailers, local secondary schools, hospitals, downtown, and many other area attractions and operate on 30 and 60 minute headways weekdays from 6:15 am to 7:15 pm, Saturdays from 7:20 am to 5:45 pm, and Sundays from 8:20 am to 5:45 pm with limited holiday service and no service on four major holidays. The Eastside Transit Center (ETC) at Maria Drive next to the Washington Square Shopping Center and Copeland Street Transit Mall compliment the service. Service is provided with a growing fleet (11 buses) of modern, low-floor, fully accessible buses.

Petaluma Paratransit provides approximately 2,000 door-to-door trips annually for people with disabilities that prevent them from utilizing fixed route buses. This service shares the same operating schedule as Petaluma Transit. Implementation of industry best practices and modern technology have streamlined daily operations enabling the transport of more passengers with existing resources. Transit coordinates with Golden Gate and Sonoma County Transit agencies to meet the inter-city and regional transit needs of Petaluma's citizens, and with the Petaluma Transit Advisory Committee on transit improvements.

2013-2014 ACCOMPLISHMENTS AND HIGHLIGHTS

- Grew fixed route transit ridership by 10% with additional weekend services and escalated marketing activities.
- Two new paratransit vans were ordered in March 2014, and are anticipated to arrive early in FY 14-15. The "communications equipment" has been scoped as a full CAD/AVL (computer dispatch/vehicle location) system, and the procurement is underway, with purchase and delivery anticipated early in FY 14-15.
- Fixed route ridership in the senior/disabled fare category held steady in FY 13-14.
- Completed Phase I of the Transit Maintenance and Operations Building Rehabilitation and seek funding for design of Phase II.

2014-2015 DEPARTMENTAL GOALS, PROGRAM INITIATIVES AND PRIORITIES

- Grow fixed route transit ridership by 10% with the addition of extended evening services and escalated marketing activities.
- Install comprehensive CAD/AVL (computer aided dispatch/automatic vehicle location) system on fixed route fleet.
- Implement a fare increase on both fixed route and paratransit.
- Order two new paratransit vans to replace two vans that have expended their FTA recommended useful lives.
- Prepare specifications, including fuel choice, for next order of (4) new fixed route buses. If funds become available in time, execute procurement and obtain Council approval and place order for production and delivery in FY 15-16.

- Increase fixed route ridership in the senior fare category by 5% by expanding the travel-training program for seniors and escalating outreach.
- Install (10) new bus shelters at bus stops (on order late in FY 13-14).
- Update the 2012 Short Range Transit Plan.
- Refine marketing efforts to increase fixed-route ridership: informational videos, system maps & posters, information centers, mobile (and traditional) website are informative, colorful, and attractive. Through the AVL/CAD project, begin deployment of real-time bus arrival information at bus stops and via smartphones.

65100 TRANSIT ADMIN	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	-	-	7,420	136,851
BENEFITS	-	-	2,666	61,034
SUPPLIES	683	33	-	11,200
PROF SERVICES, MAINT, REPAIR	9,057	80,293	8,000	1,284,500
INTRAGOVERNMENTAL SERVICES	70,950	70,950	70,950	40,658
UTILITIES, RENT, TRAINING	213	138	-	74,154
ADVERTISING, PROMOTION, DEBT	-	-	-	994
TRANSFERS	111,242	98,854	1,244,000	637,000
TRANSIT ADMIN	192,145	250,268	1,333,036	2,246,391

65200 TRANSIT CITY ROUTES	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	110,333	65,762	85,970	61,477
BENEFITS	25,322	20,630	26,925	1,523
SUPPLIES	219,902	234,233	263,000	342,560
PROF SERVICES, MAINT, REPAIR	649,061	689,037	769,850	878,000
INTRAGOVERNMENTAL SERVICES	107,250	107,250	126,650	99,734
UTILITIES, RENT, TRAINING	49,807	40,600	36,590	-
ADVERTISING, PROMOTION, DEBT	499,565	421,470	25,000	52,987
CAPITAL EXPENDITURES	-	-	622,390	170,000
TRANSIT CITY ROUTES	1,661,240	1,578,982	1,956,375	1,606,281

65300 PARATRANSIT	<i>2012 Actuals</i>	<i>2013 Actuals</i>	<i>2014 Revised</i>	<i>2015 Budget</i>
SALARY	84,998	145,312	131,426	70,395
BENEFITS	26,267	28,610	34,125	9,348
SUPPLIES	69,816	82,482	59,600	66,200
PROF SERVICES, MAINT, REPAIR	416,269	482,474	456,360	474,750
INTRAGOVERNMENTAL SERVICES	7,400	7,400	7,400	-
UTILITIES, RENT, TRAINING	24,522	30,348	37,650	4,000
ADVERTISING, PROMOTION, DEBT	38,041	48,946	200	1,000
CAPITAL EXPENDITURES	-	-	222,000	130,000
PARATRANSIT	667,313	825,572	948,761	755,693

Full Time Positions - Authorized and Funded - Allocation by Home Department

DEPARTMENT POSITION	FY 12-13		FY 13-14		FY 14-15		----- Allocation-----			
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds	
<u>PUBLIC WORKS</u>										
Administrative Assistant	1.00	0.00	1.00	0.00	1.00	0.00				
Airport Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00		
Dir. Public Works & Utilities	0.50	0.50	0.50	0.50	0.50	0.15	0.05			0.10
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	0.55	0.25		0.20
Engineering Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.10	0.40		0.50
Equipment Mechanic	1.00	1.00	1.00	1.00	1.00	1.00	0.70	0.20		0.10
Equipment Maintenance Lead Wkr	1.00	1.00	1.00	1.00	1.00	1.00	0.70	0.20		0.10
Facilities Maintenance Worker I/II	2.00	2.00	2.00	2.00	2.00	2.00	1.90	0.10		
Green Building Project Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.20			0.80
Inspection Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	0.85			0.15
Office Assistant II	2.00	1.00	2.00	1.00	2.00	1.00	0.25	0.60		0.15
Parks Landscape Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.75			0.25
Parks Maintenance Foreworker	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Parks Maintenance Lead Worker	3.00	0.00	3.00	0.00	3.00	0.00				
Parks Maintenance Worker I	2.00	0.00	2.00	0.00	2.00	0.00				
Parks Maintenance Worker II	8.00	6.00	8.00	6.00	8.00	6.00	6.00			
Public Works Crew Supervisor	2.00	1.00	2.00	1.00	2.00	1.00	0.05			0.95
Public Works Inspector I	1.00	0.00	1.00	0.00	1.00	0.00				
Public Works Inspector II	2.00	2.00	2.00	2.00	2.00	2.00	0.30	1.15		0.55
Public Works Supervisor	1.00	0.00	1.00	0.00	1.00	0.00				
Secretary	2.00	1.00	2.00	1.00	2.00	1.00	0.55	0.45		
Senior Civil Engineer	2.00	2.00	2.00	2.00	2.00	2.00	0.20	0.65		1.15
Street Maintenance Lead Wkr	1.00	2.00	1.00	1.00	2.00	2.00				2.00
Street Maintenance Worker II	10.00	9.00	10.00	10.00	9.00	8.00				8.00
Traffic Signal Light Technician	3.00	2.00	3.00	2.00	3.00	2.00				2.00
Transit Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00		
Total Public Works	53.50	38.50	53.50	38.50	53.50	37.15	14.15	6.00		17.00

Full Time Positions - Authorized and Funded - Allocation by Home Department

DEPARTMENT POSITION	FY 12-13		FY 13-14		FY 14-15		----- Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
WATER RESOURCES/CONSERVATION									
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	0.10	0.80	0.10
Administrative Technician	1.00	1.00	1.00	1.00	1.00	1.00	0.05	0.95	
Assistant Engineer I	0.00	0.00	0.00	1.00	0.00	1.00		1.00	
Associate Civil Engineer	1.00	1.00	2.00	1.00	2.00	1.00		1.00	
Asst. Utility System Operator	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Dir. Public Works & Utilities	0.50	0.50	0.50	0.50	0.50	0.85		0.85	
Electrical Maintenance Worker II	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Engineering Manager	1.00	1.00	0.00	0.00	0.00	0.00			
Engineering Tech II	1.00	1.00	3.00	3.00	3.00	3.00		2.90	0.10
Environmental Compliance Inspector	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Environmental Services Manager	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Environmental Services Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Environmental Services Tech	0.00	0.00	1.00	1.00	2.00	2.00		2.00	
Laboratory Analyst	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Maintenance Supervisor	0.00	0.00	0.00	0.00	1.00	1.00		1.00	
Mechanical Technician	1.00	1.00	2.00	1.00	2.00	2.00		2.00	
Office Assistant II	1.00	1.00	1.00	1.00	1.00	1.00		0.90	0.10
Operations Manager	0.00	0.00	1.00	1.00	1.00	1.00		0.80	0.20
Secretary	1.00	1.00	1.00	1.00	1.00	1.00		0.95	0.05
Senior Civil Engineer	1.00	1.00	1.00	1.00	1.00	1.00		0.35	0.65
Senior Engineering Tech	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Senior Laboratory Analyst	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Senior Mechanical Technician	1.00	1.00	1.00	1.00	1.00	0.00			
Utility Manager	1.00	1.00	1.00	1.00	1.00	0.00			
Utility Service Lead Worker	4.00	4.00	4.00	4.00	4.00	4.00		4.00	
Utility Service Worker I/II	11.00	11.00	11.00	11.00	11.00	11.00		11.00	
Utility Service Worker III	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Utility Supervisor	2.00	2.00	2.00	2.00	2.00	2.00	0.10	1.00	0.90
Utility System Operator	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Utility Technician	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Water Conservation Coordinator	1.00	1.00	1.00	1.00	1.00	1.00		0.75	0.25
Water Recycling Lead Operator	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Water Recycling Operator II/III	4.00	4.00	4.00	4.00	4.00	4.00		4.00	
Water Recycling Operator Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Water Resources Tech	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Water Resource & Conserv Eng Mgr	1.00	1.00	0.00	0.00	0.00	0.00			
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	2.00	2.00	2.00	2.00		2.00	
Total Water Res./Conserv.	54.50	54.50	59.50	58.50	61.50	59.85	0.25	57.25	2.35

SUCCESSOR AGENCY TO THE FORMER PCDC OVERVIEW

On February 1, 2012, in response to the passage of AB x1 26 & 27, all California Redevelopment Agencies, including the Petaluma Community Development Commission (PCDC) were eliminated. The Petaluma City Council elected to become the Housing Successor Agency to the PCDC and established a new Successor Agency to unwind the affairs of the former PCDC. State law allows the Petaluma Community Development Successor Agency (PCDSA) to establish a list of and pay for enforceable obligations of the former PCDC. That list, called the Recognized Obligation Payment Schedule (ROPS), is the basis for all future funds paid to the Successor Agency from property tax funds formerly allocated to PCDC.

The Successor Agency and its Oversight Board must approve a ROPS every six months. The Oversight Board, appointed in 2012, represents the taxing agencies that receive the property tax funds that are not used to pay enforceable obligations. Before the County releases funds to the Successor Agency, the County Auditor Controller and the State Department of Finance (DOF) must review and approve the ROPS.

The DOF denied many of the enforceable obligations of the former PCDC despite vigorous disputes from the PCDSA. The PCDSA filed, and is pursuing, litigation as a final remedy to the DOF's denials for the Old Redwood Highway Interchange, the East Washington Interchange, and the Rainier Crosstown Connector/Interchange projects. While litigation continues, the Successor Agency received a Certificate of Completion from the DOF, which allowed it to allocate proceeds from bonds issued prior to 2011. The DOF approved an allocation of the PCDSA pre-2011 bonds for the Old Redwood Highway Project, which is currently under construction.

The loss of \$14,000,000 annually to the former Petaluma Community Development Commission severely limits the City's ability to fund existing and future infrastructure and building projects, to collaborate in economic development projects, and to support nonprofits who utilized \$3 million annually from redevelopment funds to serve the low-income citizens in Petaluma.

2012-2013 MAJOR ACCOMPLISHMENTS and HIGHLIGHTS

- Complete a Long Range Property Management Plan.
- Completed all activities required to secure a Certificate of Completion from DOF.
- Continued litigation to dispute the Department of Finance's denial of major capital improvement projects
- Adopted and filed ROPS 13-14A and 13-14B covering the 2013-14 fiscal year.
- Completed State Controller Audit.

2013-2014 DEPARTMENT GOALS, PROGRAM INITIATIVES and PRIORITIES

- Adopt and File ROPS 14-15A and B for the 2014-15 fiscal year.
- Secure DOF approval of Long Range Property Management Plan.
- Implement activities outlined in Long Range Property Management Plan including the transfer and sale of properties owned by the former PCDSA.

<u>52150 SUCCESSOR AGENCY DEBT</u>	<u>2012 Actuals</u>	<u>2013 Actuals</u>	<u>2014 Revised</u>	<u>2015 Budget</u>
TRANSFERS	2,752,312	500,000	1,892,000	836,000
TOTAL SUCCESSOR AGENCY DEBT	2,752,312	500,000	1,892,000	836,000
<u>52151 SUCCESSOR AG DS 2001 TAB</u>	<u>2012 Actuals</u>	<u>2013 Actuals</u>	<u>2014 Revised</u>	<u>2015 Budget</u>
PROF SERVICES, MAINT, REPAIR	-	250	-	-
INTRAGOVERNMENTAL SERVICES	-	1,000	-	-
ADVERTISING, PROMOTION DEBT	379,658	411,975	407,550	-
TOTAL SUCCESSOR AG DS 2001 TAB	379,658	413,225	407,550	-
<u>52152 SUCCESSOR AGENCY DS 2003 TAB</u>	<u>2012 Actuals</u>	<u>2013 Actuals</u>	<u>2014 Revised</u>	<u>2015 Budget</u>
PROF SERVICES, MAINT, REPAIR	-	250	-	-
INTRAGOVERNMENTAL SERVICES	-	1,000	-	-
ADVERTISING, PROMOTION, DEBT	1,000,006	1,660,083	1,494,380	1,469,230
TOTAL SUCCESSOR AGENCY DS 2003 TAB	1,000,006	1,661,333	1,494,380	1,469,230
<u>52153 SUCCESSOR AGENCY DS 2005 TAB</u>	<u>2012 Actuals</u>	<u>2013 Actuals</u>	<u>2014 Revised</u>	<u>2015 Budget</u>
PROF SERVICES, MAINT, REPAIR	-	250	-	-
INTRAGOVERNMENTAL SERVICES	-	1,000	-	-
ADVERTISING, PROMOTION, DEBT	659,907	1,170,926	1,051,120	1,490,620
TOTAL SUCCESSOR AGENCY DS 2005 TAB	659,907	1,172,176	1,051,120	1,490,620
<u>52154 SUCCESSOR AGENCY DS 2007 TAB</u>	<u>2012 Actuals</u>	<u>2013 Actuals</u>	<u>2014 Revised</u>	<u>2015 Budget</u>
PROF SERVICES, MAINT, REPAIR	-	1,925	-	-
INTRAGOVERNMENTAL SERVICES	-	1,000	-	-
ADVERTISING, PROMOTION, DEBT	913,506	1,822,513	1,598,211	1,593,212
TOTAL SUCCESSOR AGENCY DS 2007 TAB	913,506	1,825,438	1,598,211	1,593,212
<u>52155 SUCCESSOR AGENCY DS 2011 TAB</u>	<u>2012 Actuals</u>	<u>2013 Actuals</u>	<u>2014 Revised</u>	<u>2015 Budget</u>
PROF SERVICES, MAINT, REPAIR	-	1,925	-	-
INTRAGOVERNMENTAL SERVICES	-	1,000	-	-
ADVERTISING, PROMOTION, DEBT	922,288	1,275,569	1,194,772	1,195,572
TOTAL SUCCESSOR AGENCY DS 2011 TAB	922,288	1,278,494	1,194,772	1,195,572
<u>54150 SUCCESSOR AGENCY ADMIN</u>	<u>2012 Actuals</u>	<u>2013 Actuals</u>	<u>2014 Revised</u>	<u>2015 Budget</u>
SALARY	201,451	174,624	134,922	36,525
BENEFITS	66,144	58,018	51,255	15,910
SUPPLIES	704	710	400	400
PROF SERVICES, MAINT, REPAIR	183,692	9,658,873	35,518	48,120
INTRAGOVERNMENTAL SERVICES	-	284,905	-	171,118
UTILITIES, RENT, TRAINING	9,613	19,906	9,402	11,366
CAPITAL EXPENDITURES	73,128	1,059,000	-	-
TRANSFERS	8,840,336	3,380,620	-	-
WORKERS COMP	9,375,068	14,636,656	231,497	283,439

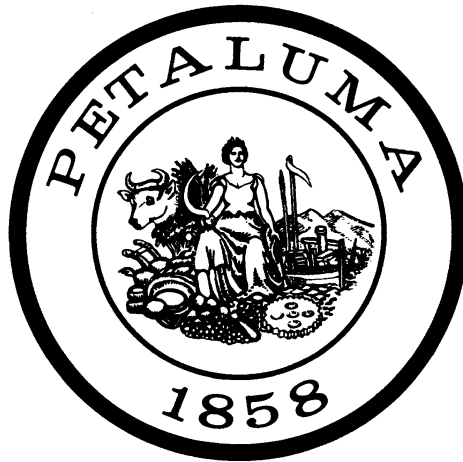
PETALUMA COMMUNITY DEVELOPMENT SUCCESSOR AGENCY
RECOGNIZED OBLIGATION PAYMENT SCHEDULE
July 1, 2014 through June 30, 2015

Note: #7, 31,32,35 have been reclassified to Administrative costs by the DOF
#6, 8-30, 33, 34, 37, 38 have been denied by the Department of Finance

Item #	Project Name/Debt obligation	Total Outstanding		Funding Source				Total Due During Fiscal Year 2014-2015
		Debt	123,461,128	Bond Proceeds	Reserve Balance	Admin Allowance	RPTTF	
1	2001A Tax Allocation Bonds	0			250,000		5,748,634	14,834,635
2	2003A Tax Allocation Bonds	19,870,000					1,469,230	1,469,230
3	2005A Tax Allocation Bonds	23,855,480					1,490,620	1,490,620
4	2007A Tax Allocation Bonds	57,343,473					1,593,212	1,593,212
5	2011 Tax Allocation Bonds	10,755,175					1,195,572	1,195,572
6	PM - Regulatory Agreement Compliance	0		0	0	0	0	0
7	PM - Financial Administration	0		0	0	0	0	0
8	PM - Constr. Project Management	0		0	0	0	0	0
9	HSG- COTS-HUD Grant Agreement	0		0	0	0	0	0
10	HSG- COTS - HUD Loan	0		0	0	0	0	0
11	HSG- COTS - HSC Loan -Restrictive Cov.	0		0	0	0	0	0
12	HSG-Mobile Home Rent Control Ord.	0		0	0	0	0	0
13	HSG-Rental Assistance	0		0	0	0	0	0
14	HSG-transitional Housing	0		0	0	0	0	0
15	HSG-transitional Housing	0		0	0	0	0	0
16	HSG-Rehab Single family homes	0		0	0	0	0	0
17	CIP-Old Redwood Hwy Interchange	0		0	0	0	0	0
18	CIP-Old Redwood Hwy Interchange	11,637,000	8,836,001	0	0	0	0	8,836,001
19	Finance	0		0	0	0	0	0
20	CIP-Rainier Ave Cross-Town Connector	0		0	0	0	0	0
21	CIP-Rainier Ave Cross-Town Connector	0		0	0	0	0	0
22	CIP-Petaluma River Trail	0		0	0	0	0	0
23	CIP-Petaluma River Trail	0		0	0	0	0	0
24	CIP-Petaluma River Trail	0		0	0	0	0	0
25	CIP-East Washington Interchange	0		0	0	0	0	0
26	CIP-East Washington Interchange	0		0	0	0	0	0
27	CIP-East Washington Interchange	0		0	0	0	0	0
28	CIP-Station Area Master Plan	0		0	0	0	0	0
29	CIP-Underground Tank Remediation	0		0	0	0	0	0
30	CIP-Brownsfields Program	0		0	0	0	0	0
31	MISC-Office Equipment Lease	0		0	0	0	0	0
32	MISC-Legal Services	0		0	0	0	0	0

Item #	Project Name/Debt obligation	Total Outstanding Debt	Funding Source				Total Due During Fiscal Year 2014-2015
			Bond Proceeds	Reserve Balance	Admin Allowance	RPTTF	
33	MISC-SMART Lease	0	0	0	0	0	0
34	MISC-Ice House Lease	0	0	0	0	0	0
35	MISC-Legal Services-Oversight Board	0	0	0	0	0	0
36	MISC-DOF Due Diligence Reivew	0	0	0	0	0	0
37	MISC-Petaluma Marina	0	0	0	0	0	0
38	MISC-Econ. Dev./Site Development	0	0	0	0	0	0
39	ADM-Administrative Payments	0	0	250,000	0	0	250,000

CITY OF PETALUMA
CALIFORNIA



Capital Improvement Program

Five Year Plan

Fiscal Years 2015-2019



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FY 2014-15 CIP Budget

USES AND SOURCES

(dollars in \$000)

USES (dollars in \$000)/FUND	Airport		IT	Marina	Parks	Public Works	Surface Water	Transit	Water	Recycled	Waste	FEMA	Budget FY 14-15 TOTAL
	CIP	Fire CIP											
	6190	3130	7300	6490	3140	3160	3160	6590	6790	6690	6690	3161	
Planning/Environmental						319	117	10	9	70	282		807
Land & Easements					4,000	20			6	60	30		4,116
Design		130			15	341	109	25	255	190	1,473		2,538
Legal Services					5	3	1		26	10	5		50
Administration						11			41	16	27		95
Construction Contracts	770		110	140	5,109	10,529	1,290	575	5,656	1,884	6,605	865	33,533
Construction Management	25			5	140	409	70		515	260	615	80	2,119
Salaries and Benefits	50			8	229	298	122		376	160	373		1,616
Contingency	75				515	504	319	40	781	400	1,474		4,108
CIP Overheads	25				184	239	9	15	128	61	180		841
TOTAL USES	\$ 945	\$ 130	\$ 110	\$ 153	\$ 10,197	\$ 12,673	\$ 2,037	\$ 665	\$ 7,793	\$ 3,111	\$ 11,064	\$ 945	\$ 49,823
SOURCES (dollars in \$000)													
Community Facilities Impact Fees						20							20
Dept of Water Resources Grant							978						978
Developer Contributions					2,000	23							2,023
FAA Grant	900												900
Federal Grant - FEMA												1,332	1,332
Fire Suppression Impact Fees		130											130
FTA State of Good Repair (5309)								227					227
Gas Tax						12							12
General Fund						44							44
Housing Related Parks Program					600								600
Interfund Loan						(309)							(309)
IT Operating *			110										110
MTC Transit Performance Incentive								247					247
Open Space Grant					4,000								4,000
Parkland Acquisition Impact Fees					3,494								3,494
PG&E Loan						200							200
Public Works Grants					103	941							1,044
SCWA Zone 2A Assessments							579						579
State AIP Grant	45												45
State Grant								370					370
Storm Drainage Impact Fees							64						64
Street Maintenance 2411						970							970
Successor Agency - Former PCDC						8,836							8,836
TDA Transit Capital funds								163					163
Transient Occupancy Tax													-
Traffic Mitigation Impact Fees						1,816		28					1,844
Water Capital									6,095				6,095
Water Operating									1,590				1,590
Waste Water Capital Funds										3,111	11,042		14,153
Prior-year funds & timing of reimbursements				153		120	46	-	108	-	22	(387)	62
TOTAL SOURCES	\$ 945	\$ 130	\$ 110	\$ 153	\$ 10,197	\$ 12,673	\$ 2,037	\$ 665	\$ 7,793	\$ 3,111	\$ 11,064	\$ 945	\$ 49,823

* IT project in operating fund, 7300.

FY 2014-15 CIP Budget by Project

			\$000
Airport CIP	C61501402	AIP 24 Rehabilitation of Runway 11/29	945
Fire CIP	C00300405 C14101406 C14501407	Expansion of Fire Stations 2 & 3 Fire Station #2 Corona Rd. Secondary Access Fire Station #2 Above-Ground Fuel Tank	120 9 <u>1</u> 130
Information Technology *	e73501401	Technology Equipment Replacement	110
Marina	C64501401	Marina Fuel System Upgrade	153
Parks CIP	C00400206 C00400205 C14501402 C01400104 C14501403	Wiseman Park Restroom Playground Replacements La Cresta Ridge and Ravine Property Acquisition East Washington Park Phase 1 East Washington Park Multi-use Pathway Connection	10 56 4,000 6,028 <u>103</u> 10,197
Public works	C02500104 C16101006 C00501304 C16101201 C00501204 C16101303 C16201306 C03200503 C16101309 C16501410 C16101416 C16101301 C16101308 C16501412 e16042012 e16082012 e16102015	Rule 20A Petaluma Blvd North Protected Left-Turn Signal Upgrade Old Redwood Hwy Interchange Washington St Bridge Seismic Rehab Rainier Ave Cross-town Connector Various Street Maintenance & Overlays Community Center Roof River Trail - Washington to Lakeville Channelization Lakeville & Pine View Way Willow Brook Creek Bridge Scour Repair Petaluma Complete Streets Traffic Signal Infrastructure Capital Replacement Program Lighted Crosswalk on Washington & Edith LED Streetlight Retrofit Safe Routes to School Plan Payran UST Caulfield Lane Grade Crossing Improvements	12 34 9,897 115 497 561 64 35 209 57 160 400 159 209 16 25 <u>223</u> 12,673
Recycled Water	C66400902 C66401301 C66401415	Recycled Water Pump Station Improvements Brown's Lane Recycled Water Main Replacement Recycled Water Pipeline System Extensions	153 1,388 <u>1,570</u> 3,111
Surface Water	C00500208 C16301307 C16301413 C16301415 C00500308 C16301414 C16301417	River Plan - Denman Reach Phase 3 Petaluma River Flood Control Capri Creek Re-contouring and Terracing Surface Water Projects Stream and Precipitation Gauges Kelly Creek Modifications Washington Creek Repair & Enhancement	1,273 10 458 28 36 57 <u>175</u> 2,037
Transit CIP	C65101402 C66501503	Transit Signal Priority Petaluma Transit Automatic Vehicle Location System	165 <u>500</u> 665

FY 2014-15 CIP Budget by Project

			<u>\$000</u>
Water CIP	C00500101	Paula Lane Reservoir #1 & #2	858
	C67401201	Well Construction & Repair	600
	C67401004	Pump Stations Emergency Power	107
	C67501303	2" Water Main Replacements	1,355
	C67500903	Automatic Meter Read Replacement	800
	C67501407	Western Avenue Water Main Extension	642
	C67501406	Water Service Replacement	1,250
	C67401003	E. Washington St. 18" Water Main Replacement phase Three - McDowell to Sutter	1,659
	C67501408	Water Service Connections Petaluma Blvd. N	395
	C67501405	Oak Hill Reservoir	127
			<hr style="width: 100%; border: 0.5px solid black;"/> 7,793
Waste Water CIP	C00501400	Wilmington Pump Station	217
	C66501002	Victoria Pump Station Replacement	603
	C66501004	Lift Station Upgrades	1,074
	C66501003	Manhole Rehabilitation	132
	C66501305	Ellis Creek Solids Handling Upgrades	2,984
	C66401417	Sewer Main Replacement & Rehabilitation	3,389
	C66401314	Petaluma Blvd So Sewer Trunk Main	343
	C66501306	Ellis Creek Headworks Screen Upgrade	2,322
			<hr style="width: 100%; border: 0.5px solid black;"/> 11,064
FEMA	f00111806	B Street - Rip Rap Repair	46
	f00127706	Petaluma Bridge - Rip Rap Repair	131
	f00228506	Site 6 Hopper Street - AC Repair	550
	f00242006	Hawk and Noriel - Rip Rap Repair	20
	f00334806	Marina Dredging	198
			<hr style="width: 100%; border: 0.5px solid black;"/> 945

TOTAL CIP BUDGET

\$ 49,823

* Project in IT operating fund, 7300.



AIRPORT PROJECTS FY 2014-2015

AIRPORT CAPITAL IMPROVEMENT PROGRAM BUDGET FY 14-15

PROJECT SUMMARY

Fund 6190.61999

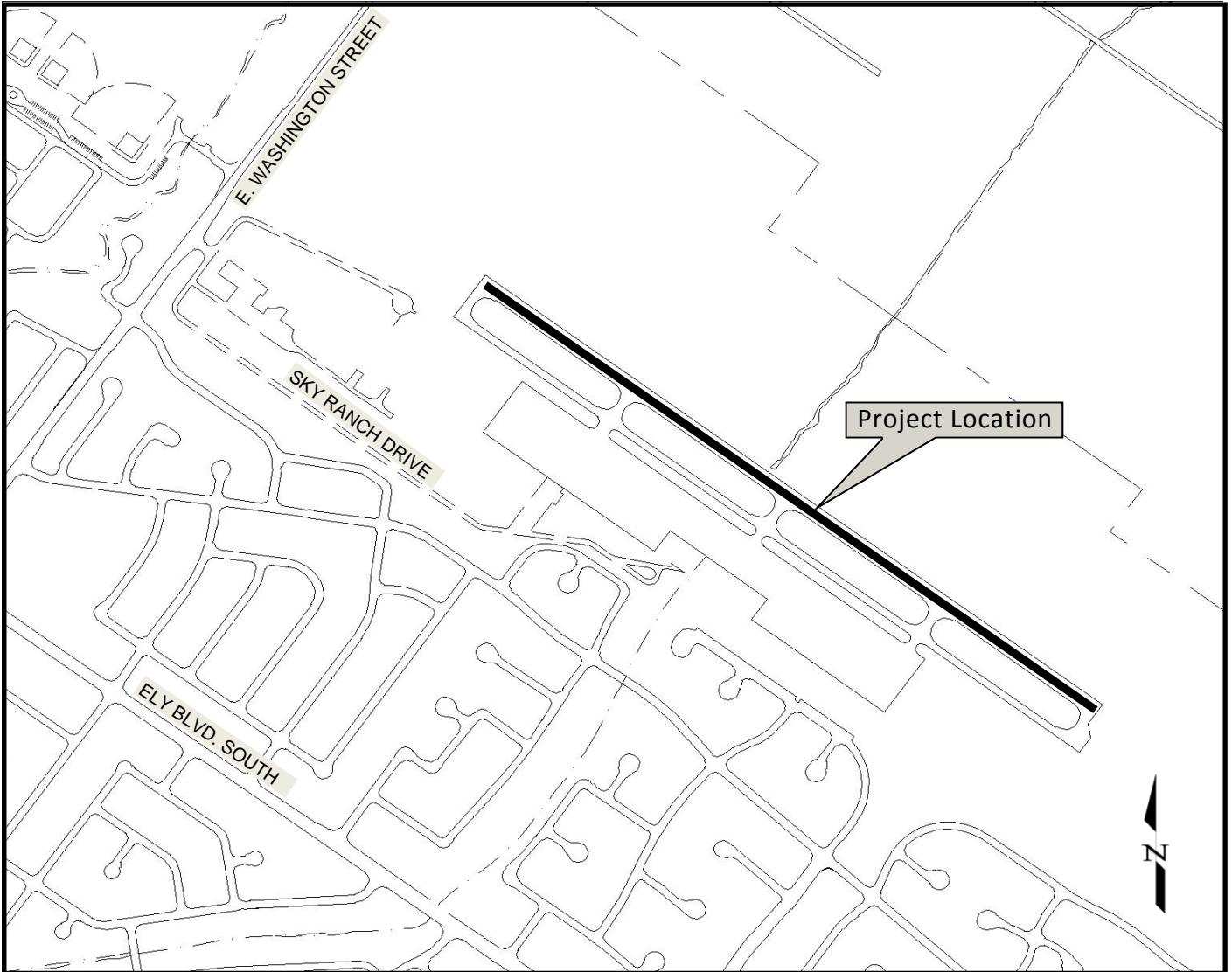
PROJECTS (dollars in \$000)	Actual Life to Date thru 6/30/13	Estimate FY 13-14	Proposed FY 14-15	PROJECTED				Total Estimate
				Estimate FY 15-16	Estimate FY 16-17	Estimate FY 17-18	Estimate FY 18-19	
C61501402 AIP 24 Rehabilitation of Runway 11/29	-	55	945	-	-	-	-	1,000
TOTAL	-	\$ 55	\$ 945	\$ -	\$ -	\$ -	\$ -	\$ 1,000

SOURCES (DOLLARS IN \$000)

Airport Operating Fund	-	55	-	-	-	-	-	55
State AIP Grant	-	-	45	-	-	-	-	45
FAA Grant	-	-	900	-	-	-	-	900
TOTAL	\$ -	\$ 55	\$ 945	\$ -	\$ -	\$ -	\$ -	\$ 1,000

AIP 24 Rehabilitation of Runway 11/29

AIRPORT



Project Title: AIP 24 Rehabilitation of Runway 11/29

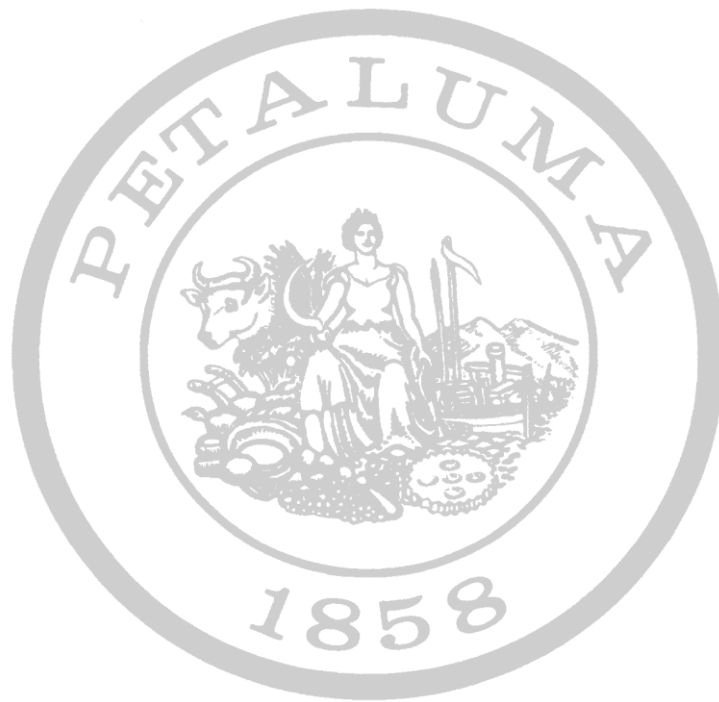
C61501402

PROJECT PURPOSE AND DESCRIPTION

This project will encompass major repairs to runway 11/29. A crack seal was completed five years ago but more substantial repairs are now required. This project is reimbursable from the Federal Aviation Administration at 90%. The grant will also fund the manufacture and placement of airport guidance signs. Design will be completed in FY 13-14 with construction expected to occur in early FY 14-15

FINANCIAL OVERVIEW

C61501402	BUDGET		Expenses and Funds Received		BUDGET					
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental	-		-	-						-
Land & Easements	-		-	-						-
Design	-		50	50						50
Legal Services	-		-	-						-
Administration	-		-	-						-
Construction Contracts	160		-	-	770					770
Construction Management	16		-	-	25					25
Salaries and Benefits	5		5	5	50					55
Contingency	-		-	-	75					75
CIP Overheads	4		-	-	25					25
TOTAL USES	185	-	55	55	945	-	-	-	-	1,000
SOURCES (dollars in \$000)										
Airport Operating Fund	27		55	55		-	-	-	-	55
State AIP Grant			-	-	45					45
FAA Grant	158		-	-	900					900
TOTAL FUNDS	185	-	55	55	945	-	-	-	-	1,000



FIRE DEPARTMENT PROJECTS FY 2014-2015

FIRE DEPARTMENT CAPITAL IMPROVEMENT PROGRAM BUDGET FY 14-15

PROJECT SUMMARY

Fund 3130.31300

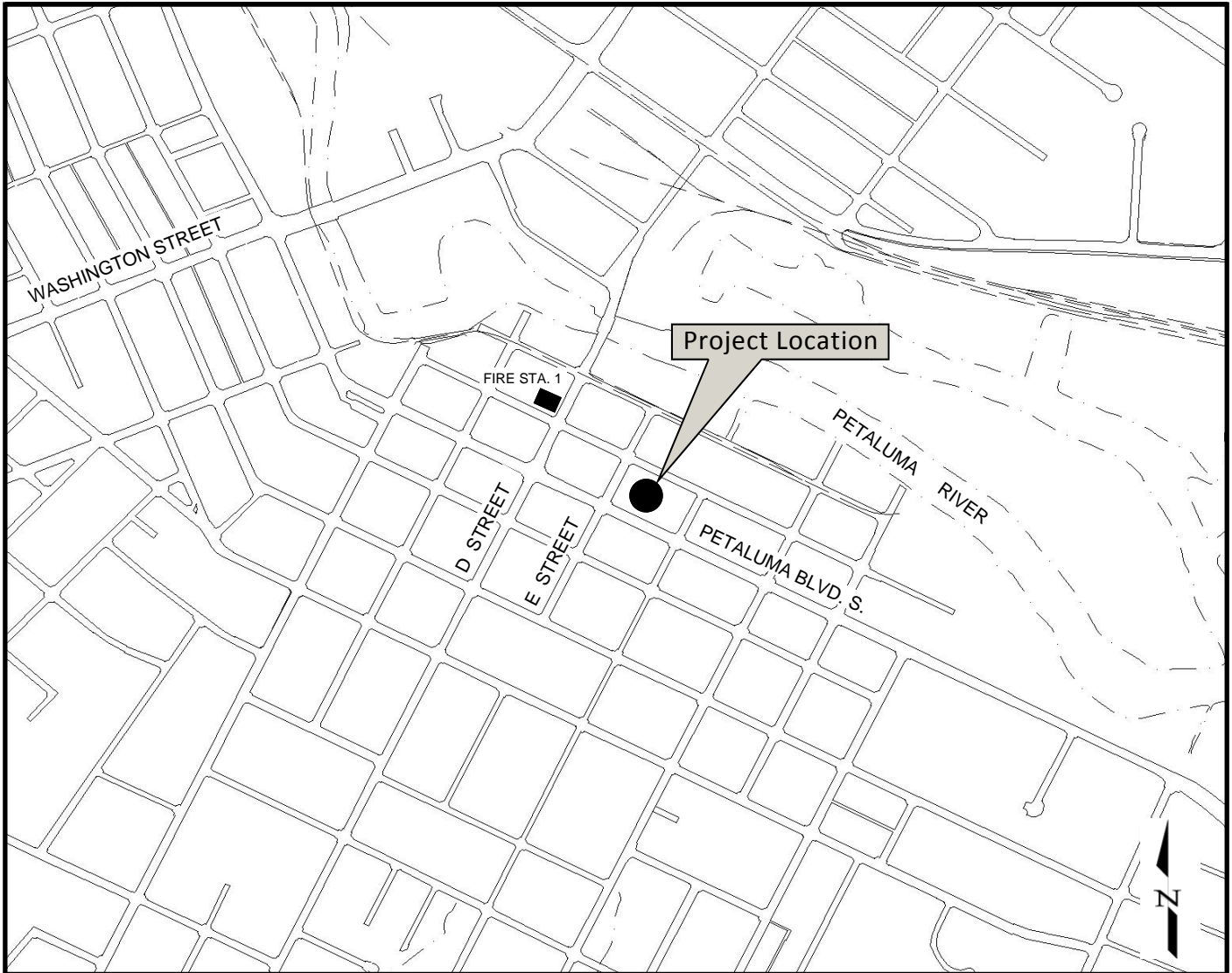
PROJECTS (dollars in \$000)	Life to Date thru 6/30/13	Estimate FY 13-14	Budget FY 14-15	PROJECTED				Total Estimate
				FY 15-16	FY 16-17	FY 17-18	FY 18-19	
C00300305 Relocation of Fire Station 1	\$ 2,428	\$ -	\$ -	\$ 13,038	\$ -	\$ -	\$ -	\$ 15,466
C00300405 Expansion of Fire Stations 2 & 3	40	74	120	7,125	-	-	-	7,359
C14101406 Fire Station #2 Corona Rd. Secondary Access	-	5	9	649	-	-	-	663
C14501407 Fire Station #2 Above-Ground Fuel Tank	-	1	1	203	-	-	-	205
TOTAL	\$ 2,468	\$ 80	\$ 130	\$ 21,015	\$ -	\$ -	\$ -	\$ 23,693

SOURCES (dollars in \$000)

Fire Suppression Impact Fees	\$ 119	\$ 80	\$ 130	\$ -	\$ -	\$ -	\$ -	\$ 329
PCDC	594	-	-	-	-	-	-	594
Grants and Stimulus Aid	-	-	-	4,406	-	-	-	4,406
Donations/Developer Contrib	2,255	-	-	-	-	-	-	2,255
Undetermined	-	-	-	16,109	-	-	-	16,109
TOTAL	\$ 2,968	\$ 80	\$ 130	\$ 20,515	\$ -	\$ -	\$ -	\$ 23,693

RELOCATE FIRE STATION #1

FIRE



Project Title: Relocation of Fire Station #1

C00300305

PROJECT PURPOSE AND DESCRIPTION

This project will replace Fire Station #1, currently located at 198 D Street, with a new three-story facility relocated to 307 Petaluma Blvd. South. The new station will be equipped with four drive-through apparatus bays. The second floor will include living quarters, training classroom, and office workstations for eleven firefighters. The third floor will house all administrative offices and be equipped with a combination Training, EOC, and Community use room. The new facility supports the Department's geographic based "Standards of Coverage" plan for the quick deployment of emergency response units within national response time standards.

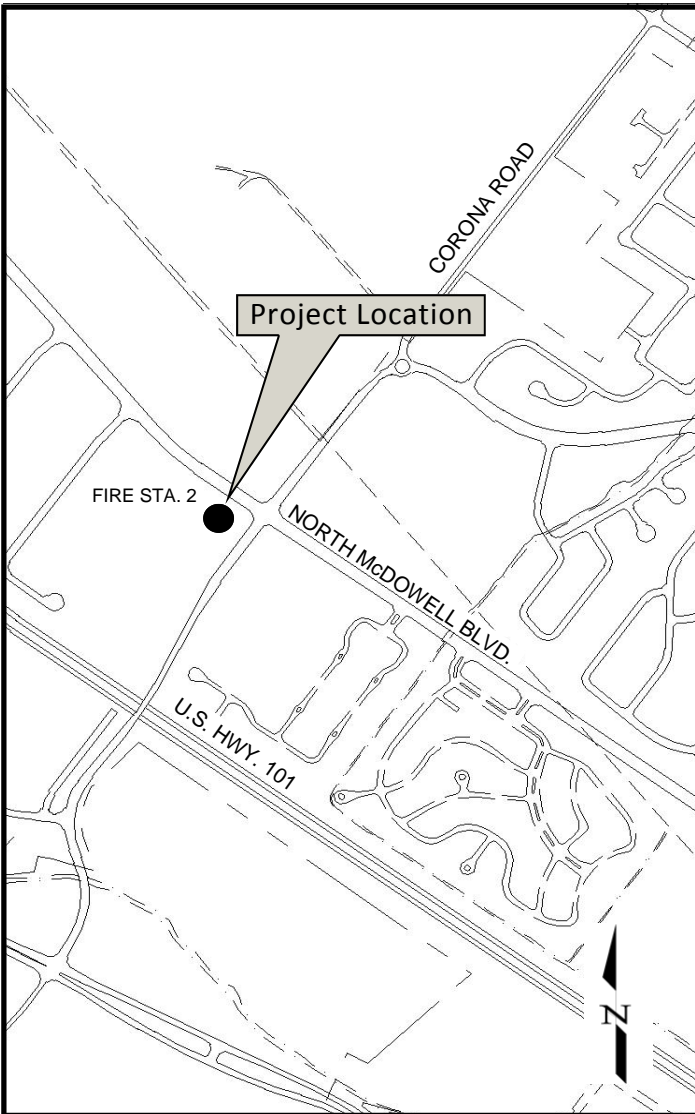
FINANCIAL OVERVIEW

C00300305

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental	555	555	-	555		37								592
Land & Easements	1,755	1,755	-	1,755										1,755
Design	73	73	-	73		393								466
Legal Services	7	7	-	7										7
Administration	3	3	-	3										3
Construction Contracts	3	3	-	3		10,567								10,570
Construction Management			-	-		650								650
Salaries and Benefits			-	-										-
Contingency			-	-		1,085								1,085
CIP Overheads	32	32	-	32		306								338
TOTAL USES	2,428	2,428	-	2,428	-	13,038	-	-	-	-	-	-	-	15,466
SOURCES (dollars in \$000)														
Fire Suppression Impact Fees	79	79	-	79										79
PCDC	594	594	-	594										594
Grants & Stimulus Aid			-	-		4,406								4,406
Donations/Developer Contrib	2255	2255	-	2,255										2,255
Undetermined			-	-		8,132								8,132
TOTAL FUNDS	2,928	2,928	-	2,928	-	12,538	-	-	-	-	-	-	-	15,466

EXPANSION OF FIRE STATIONS #2 & #3

FIRE



Project Title: Expansion of Fire Stations #2 & #3

C00300405

PROJECT PURPOSE AND DESCRIPTION

Fire Stations 2 and 3 (FS2 & FS3) will be reconfigured and expanded to accommodate a growing and diverse workforce as well as extend the facilities' useful life. These stations are ideally located to provide maximum emergency response coverage. A "Standards of Coverage" optimization study was completed in conjunction with the Office of the California State Fire Marshal and the State Fire Training Academy which confirmed this geographic analysis. While these facilities need to remain in their current locations, they are in need of modernization and expansion to provide adequate cover for fire apparatus, tools, and equipment, and to provide state and federal safety requirements. The reconfiguration and expansion work will extend the life of these facilities 50+ years at less cost than new fire stations. The new facilities will improve operational efficiency while reducing heating, maintenance and piecemeal capital improvements costs. FS2 is 31 years old and FS3 is 41 year old. Both fire stations are currently undergoing schematic design, space programming, and site analysis by a local architect.

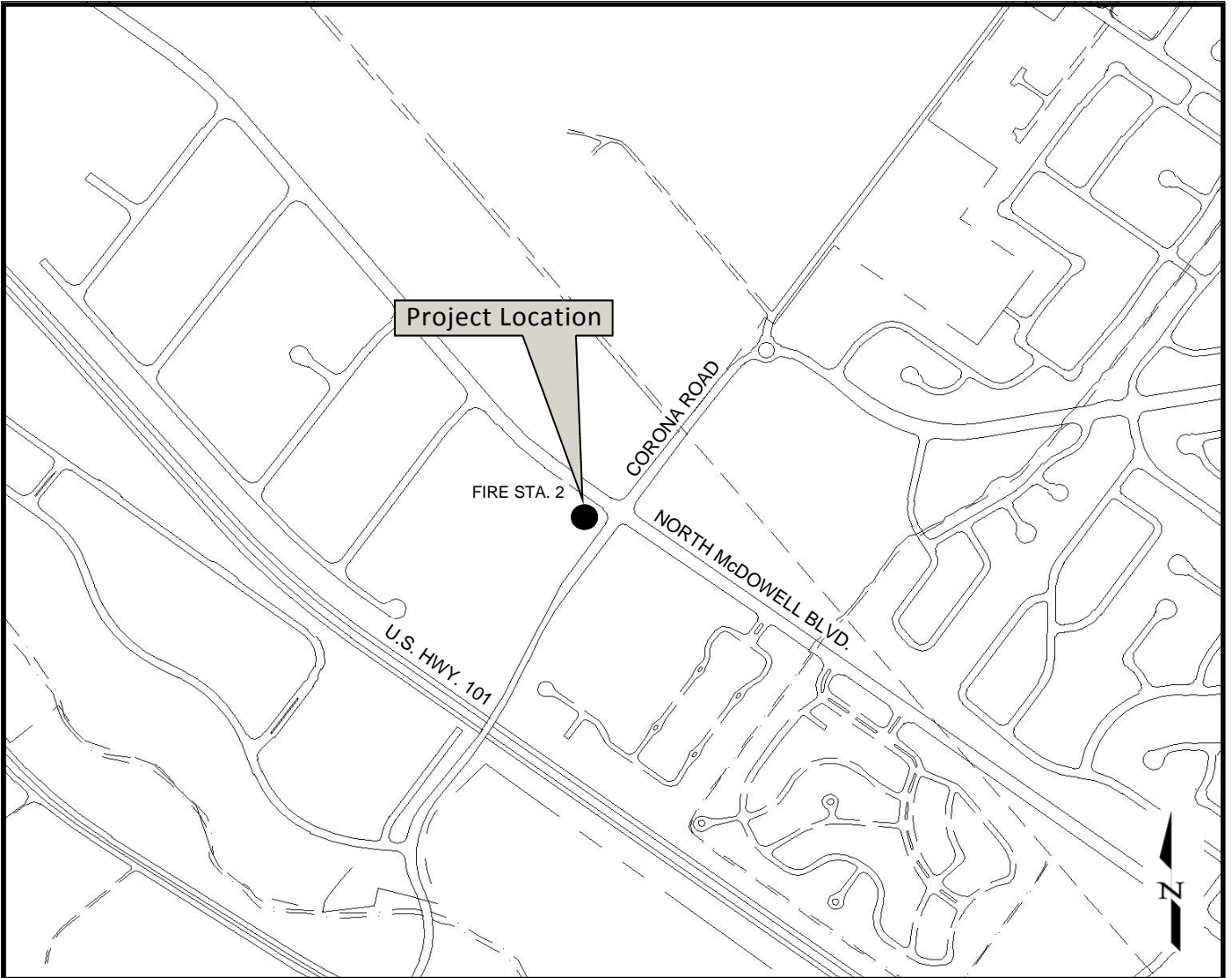
FINANCIAL OVERVIEW

C00300405

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental			-	-										-
Land & Easements			-	-										-
Design	234	39	74	113	120	495								728
Legal Services			-	-										-
Administration			-	-		149								149
Construction Contracts			-	-		6,241								6,241
Construction Management			-	-		119								119
Salaries and Benefits			-	-										-
Contingency			-	-		121								121
CIP Overheads		1	-	1										1
TOTAL USES	234	40	74	114	120	7,125	-	-	-	-	-	-	-	7,359
SOURCES (dollars in \$000)														
Fire Suppression Impact Fees	234	40	74	114	120									234
Undetermined			-	-		7,125								7,125
TOTAL FUNDS	234	40	74	114	120	7,125	-	-	-	-	-	-	-	7,359

FIRE STATION #2 SECONDARY ACCESS

FIRE



Project Title: Fire Station #2 Corona Rd. Secondary Access

C14101406

PROJECT PURPOSE AND DESCRIPTION

This is a site improvement project that reconfigures Fire Station #2 with the addition of a secondary access and egress on Corona Road. It was originally incorporated into the combined Fire Station 2 & 3 CIP. It has been separated due to the magnitude and the benefits of the project as well as the necessity to move it forward as soon as possible contingent on available funding. The primary purpose of this project is speed, efficiency and productivity. It will greatly improve operation efficiency, relieve congestion and improve firefighter and public safety. By having two access/egress points response time is improved especially during routine heavy traffic.

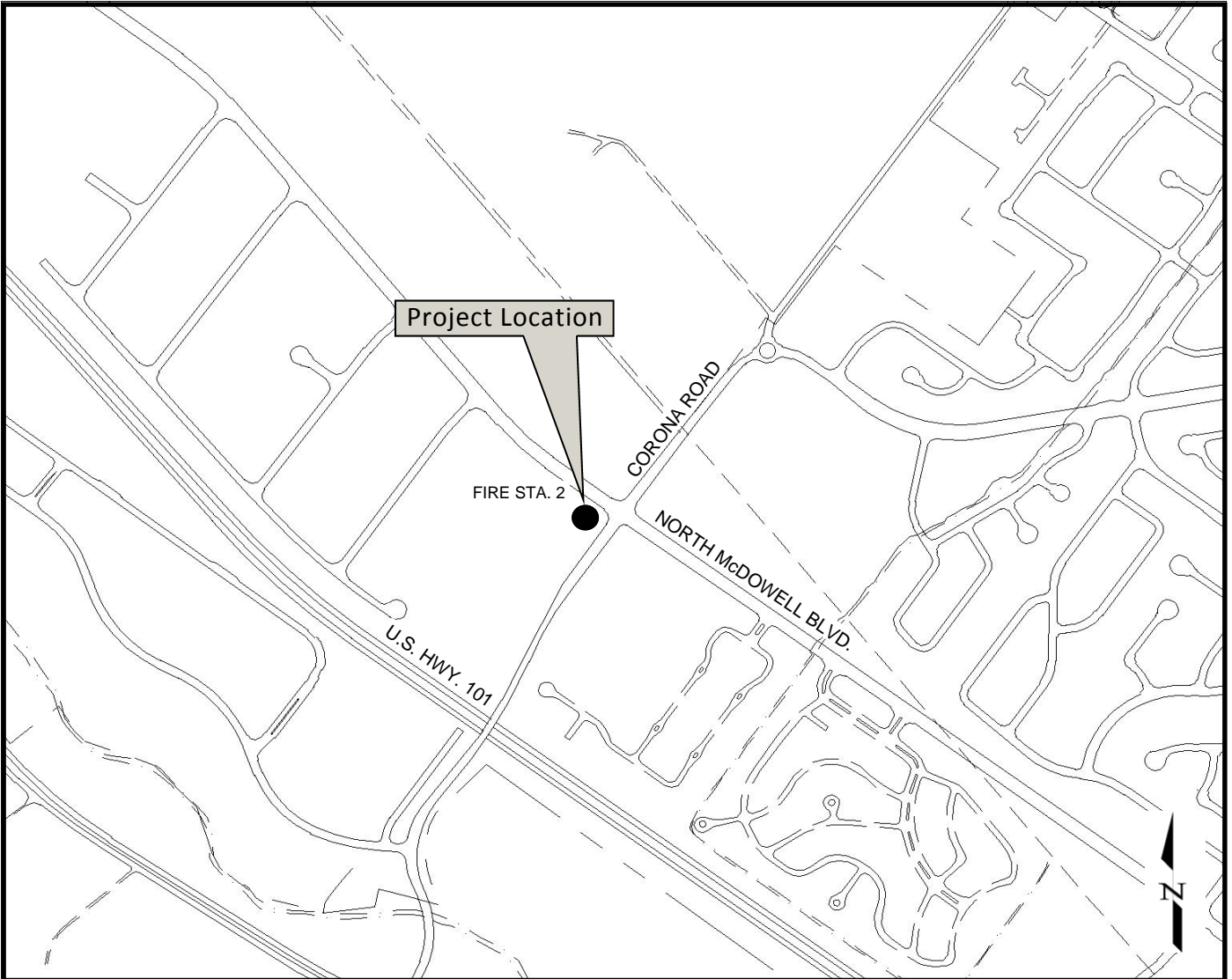
FINANCIAL OVERVIEW

C14101406

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental			-	-		27								27
Land & Easements			-	-										-
Design	14		5	5	9	91								105
Legal Services			-	-										-
Administration			-	-		12								12
Construction Contracts			-	-		494								494
Construction Management			-	-		10								10
Salaries and Benefits			-	-										-
Contingency			-	-		15								15
CIP Overheads			-	-										-
TOTAL USES	14	-	5	5	9	649	-	-	-	-	-	-	-	663
SOURCES (dollars in \$000)														
Fire Suppression Impact Fees	14		5	5	9									14
Undetermined			-	-		649								649
TOTAL FUNDS	14	-	5	5	9	649	-	-	-	-	-	-	-	663

FIRE STATION #2 ABOVE GROUND FUEL TANK

FIRE



Project Title: Fire Station #2 Above-Ground Fuel Tank

C14501407

PROJECT PURPOSE AND DESCRIPTION

The FS2 fuel tank CIP will equip fire station #2 with an onsite fuel dispensing system. This project was originally incorporated into the combined Fire Station 2 & 3 CIP. It has been separated due to the benefit of advancing this project forward as soon as possible contingent on available funding. Emergency units will not have to leave the station for fuel. The fuel tank will reduce travel distance and response times when out of the area and dispatched during fueling. It will reduce apparatus travel miles by approximately 240 annually resulting in lower fuel costs, maintenance costs and degradation of the apparatus. Given the project's positive impact on emergency response time, disaster preparedness and reduced operations costs, it will receive significantly more consideration under grant programs administered by FEMA, DHS, and AFG.

FINANCIAL OVERVIEW

C14501407

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental			-	-										-
Land & Easements			-	-										-
Design	2		1	1	1	16								18
Legal Services			-	-										-
Administration			-	-		4								4
Construction Contracts			-	-		176								176
Construction Management			-	-		4								4
Salaries and Benefits			-	-										-
Contingency			-	-		3								3
CIP Overheads			-	-										-
TOTAL USES	2	-	1	1	1	203	-	-	-	-	-	-	-	205
SOURCES (dollars in \$000)														
Fire Suppression Impact Fees	2		1	1	1									2
Undetermined			-	-		203								203
TOTAL FUNDS	2	-	1	1	1	203	-	-	-	-	-	-	-	205



INFORMATION TECHNOLOGY PROJECTS FY 2014-2015

INFORMATION TECHNOLOGY CAPITAL IMPROVEMENT PROGRAM BUDGET FY 14-15

PROJECT SUMMARY

Fund 7300.73100

PROJECTS (dollars in \$000)	Actual Life to Date thru 6/30/13	Estimate FY 13-14	Budget FY 14-15	PROJECTED				Total Estimate
				FY 15-16	FY 16-17	FY 17-18	FY 18-19	
e73501401 Technology Equipment Replacement		100	110	130	130	176	-	646
TOTAL	\$ -	\$ 100	\$ 110	\$ 130	\$ 130	\$ 176	\$ -	\$ 646

SOURCES (dollars in \$000)								
Community Facilities Impact Fees		-	-	-	-	26	-	26
IT Operating		90	110	130	130	150	-	610
TOT		10	-	-	-	-	-	10
TOTAL	\$ -	\$ 100	\$ 110	\$ 130	\$ 130	\$ 176	\$ -	\$ 646

Project Title: Technology Equipment Replacement

e73501401

PROJECT PURPOSE AND DESCRIPTION

This project will identify and replace technology and computer equipment items as needed for the next five years. Technology equipment has been installed to provide more efficient access to information for all City users. The technology infrastructure is comprised of video systems, computer workstations, network servers, network switches, network routers, firewalls and voice servers. As these components age, their effectiveness diminishes. Common ages vary around a 5-7 year span. The IT Division typically applies updates and moderate expansion to extend the economic life of each component.

FINANCIAL OVERVIEW

e73501401

		BUDGET						
		Proposed FY 14-15	PROJECTED				Total Estimate	
Actual Life to Date thru 6/30/13	Estimate Life to Date FY 13-14		FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)								
Video	10				20		30	
Workstation Replacement	30	50	70	70	70		290	
Servers and Network Infrastructure	60	60	60	60	86		326	
Legal Services							-	
TOTAL USES	-	100	130	130	176	-	646	
SOURCES (dollars in \$000)								
Community Facilities Impact Fees					26		26	
IT Operating	90	110	130	130	150		610	
TOT	10						10	
TOTAL FUNDS	-	100	130	130	176	-	646	

MARINA PROJECTS FY 2014-2015

MARINA CAPITAL IMPROVEMENT PROGRAM BUDGET FY 14-15

PROJECT SUMMARY

Fund 6490.64999

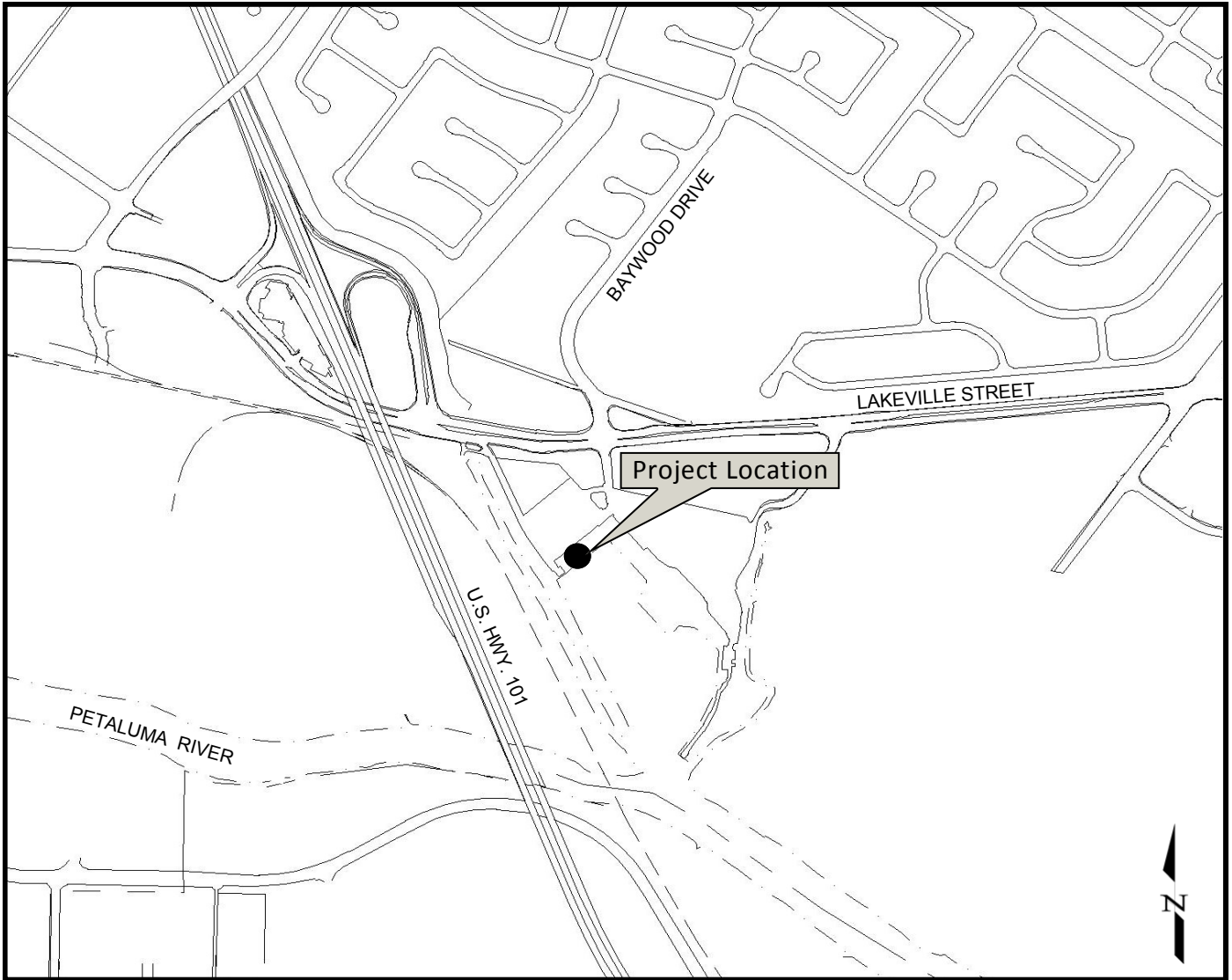
PROJECTS (dollars in \$000)	Actual Life to Date thru 6/30/13	Estimate FY 13-14	Budget FY 14-15	PROJECTED				Total Estimate
				FY 15-16	FY 16-17	FY 17-18	FY 18-19	
C64501401 Marina Fuel System Upgrade	-	47	153	-	-	-	-	200
TOTAL	\$ -	\$ 47	\$ 153	\$ -	\$ -	\$ -	\$ -	\$ 200

SOURCES (dollars in \$000)

Transient Occupancy Tax	-	200	-	-	-	-	-	200
TOTAL	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200

FUEL SYSTEM UPGRADE

MARINA



Project Title: Marina Fuel System Upgrade

C64501401

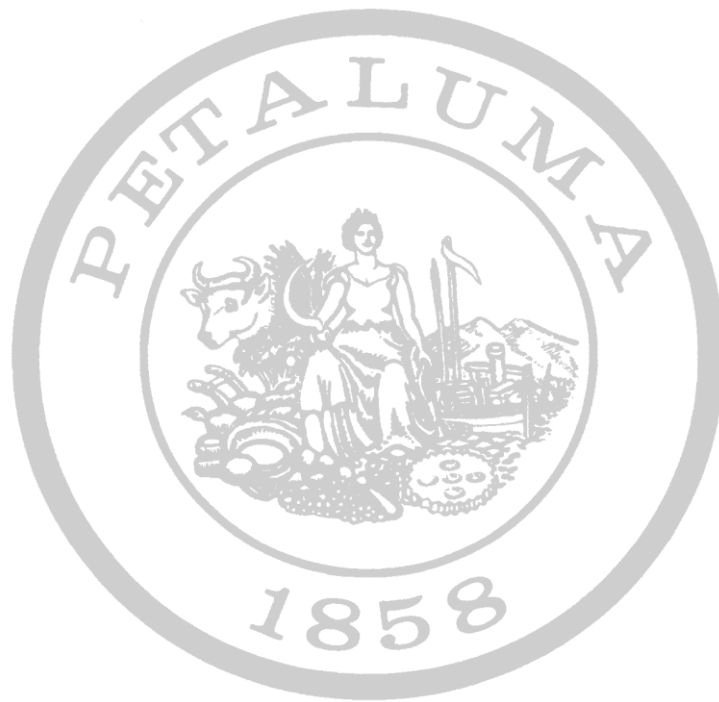
PROJECT PURPOSE AND DESCRIPTION

This project will provide for the upgrade of the Petaluma Marina’s fuel system to meet current State and Regional regulatory code requirements as well as future requirements that go into effect over the next couple of years. Work will include design, construction, and permitting for the removal of an existing above-ground 1,000 gallon tank and fueling system and the installation of a new fueling system. The new fuel system will include an above-ground 2,000 gallon two compartment gasoline and diesel tank, tank top equipment, concrete slab, secondarily contained product and vapor recovery piping to and from dispenser, two-product dual hose dispenser with containment basin, security fencing and repairing existing bollards adjacent to tank. Design work will be completed in FY 13-14 with installation to occur early in FY 14-15.

FINANCIAL OVERVIEW

C64501401

	BUDGET				Expenses and Funds Received					BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED								
					FY 15-16	FY 16-17	FY 17-18	FY 18-19						
USES (dollars in \$000)														
Planning/Environmental			-	-					-					
Land & Easements			-	-					-					
Design	26		27	27					27					
Legal Services			-	-					-					
Administration			-	-					-					
Construction Contracts	150		-	-	140				140					
Construction Mgmt	10		-	-	5				5					
Salaries and Benefits			2	2	8				10					
Contingency	9		14	14					14					
CIP Overheads	5		4	4					4					
TOTAL USES	200	-	47	47	153	-	-	-	200					
SOURCES (dollars in \$000)														
Transient Occupancy Tax	200		200	200					200					
TOTAL FUNDS	200	-	200	200	-	-	-	-	200					



PARKS PROJECTS FY 2014-2015

**PARKS & RECREATION CAPITAL IMPROVEMENT PROGRAM BUDGET FY 14-15
 PROJECT SUMMARY
 Fund 3140.31400**

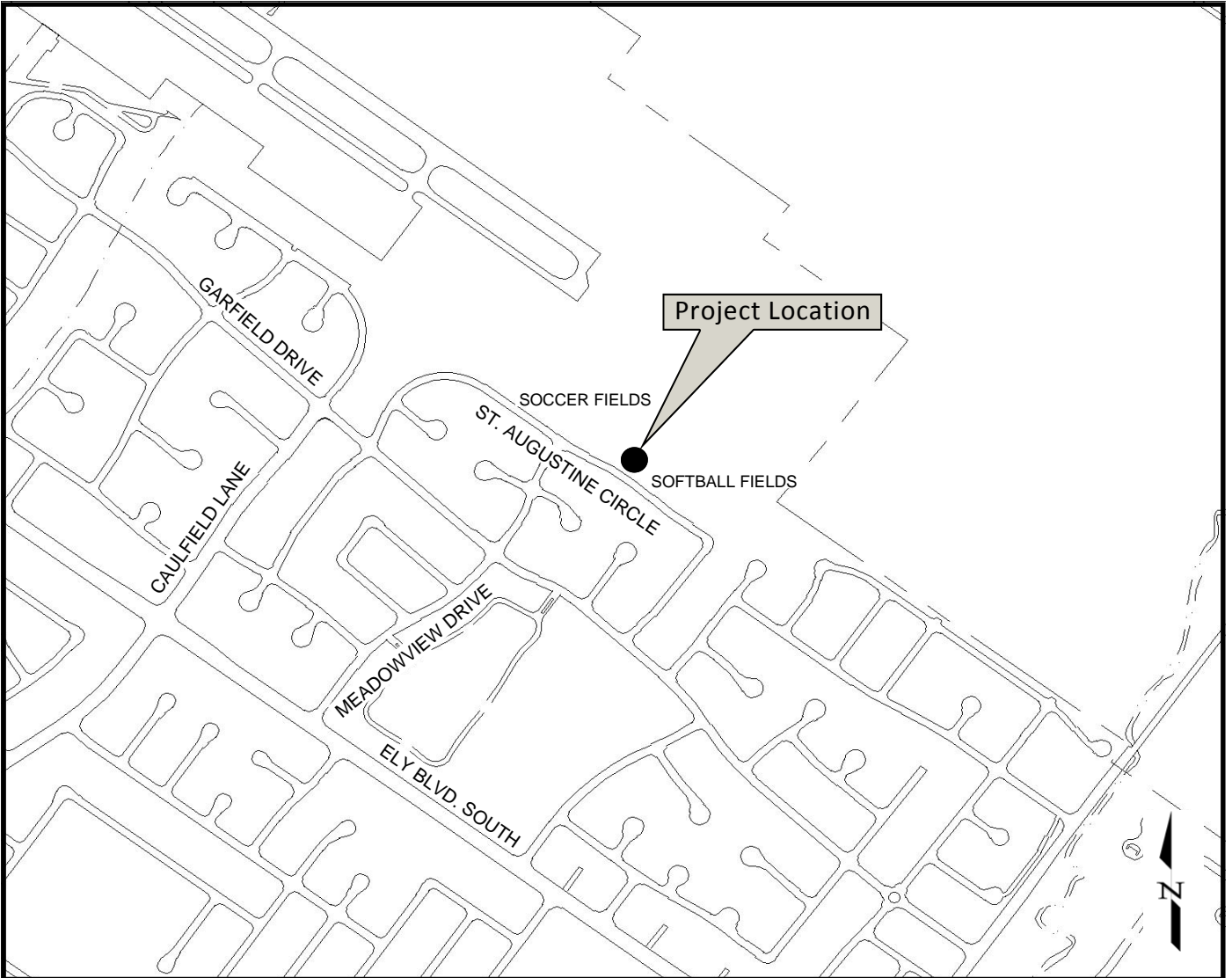
PROJECTS (dollars in \$000)	Actual Life to Date thru 6/30/13	Estimate FY 13-14	Budget FY 14-15	PROJECTED				Total Estimate
				FY 15-16	FY 16-17	FY 17-18	FY 18-19	
C00400206 Wiseman Park Restroom	\$ 8	\$ 122	\$ 10	\$ -	\$ -	\$ -	\$ -	\$ 140
C00400205 Playground Replacements	120	-	56	63	63	63	80	445
C14501402 La Cresta Ridge and Ravine Property Acquisition	-	-	4,000	-	-	-	-	4,000
C01400104 East Washington Park Phase 1	-	122	6,028	-	-	-	-	6,150
C14501403 East Washington Park Multi-use Pathway Connection	-	20	103	450	-	-	-	573
TOTAL	\$ 128	\$ 264	\$ 10,197	\$ 513	\$ 63	\$ 63	\$ 80	\$ 11,308

SOURCES (dollars in \$000)

Parkland Impact Fees	\$ 65	\$ 226	\$ 3,494	\$ 10	\$ 10	\$ 10	\$ 18	\$ 3,833
Open Space Grant	-	-	4,000	-	-	-	-	4,000
Public Works Grant TDA-3	-	20	103	45	-	-	-	168
Housing Related Parks Prog Grant	-	-	600	-	-	-	-	600
Developer Contributions	-	-	2,000	-	-	-	-	2,000
Donations	81	-	-	405	-	-	-	486
Undetermined	-	-	-	53	53	53	62	221
TOTAL	\$ 146	\$ 246	\$ 10,197	\$ 513	\$ 63	\$ 63	\$ 80	\$ 11,308

WISEMAN PARK RESTROOM

PARKS AND RECREATION



PROJECT TITLE: WISEMAN PARK RESTROOM

C00400206

PROJECT PURPOSE AND DESCRIPTION

This project consists of building a restroom in the area between the soccer fields and softball diamonds near the south end of Wiseman Park. Users of the Wiseman athletic facilities partnered with the City and contributed \$20,000 in cash donations to complete this project. Staff met with the adjacent residents and in an effort to reduce their concerns has moved the restroom further from the street which is the primary reason the project estimate has increased. Additionally the residents requested security lighting and screening landscaping, both of which will be completed by City staff outside of this project budget. Construction is expected to be completed in early summer.

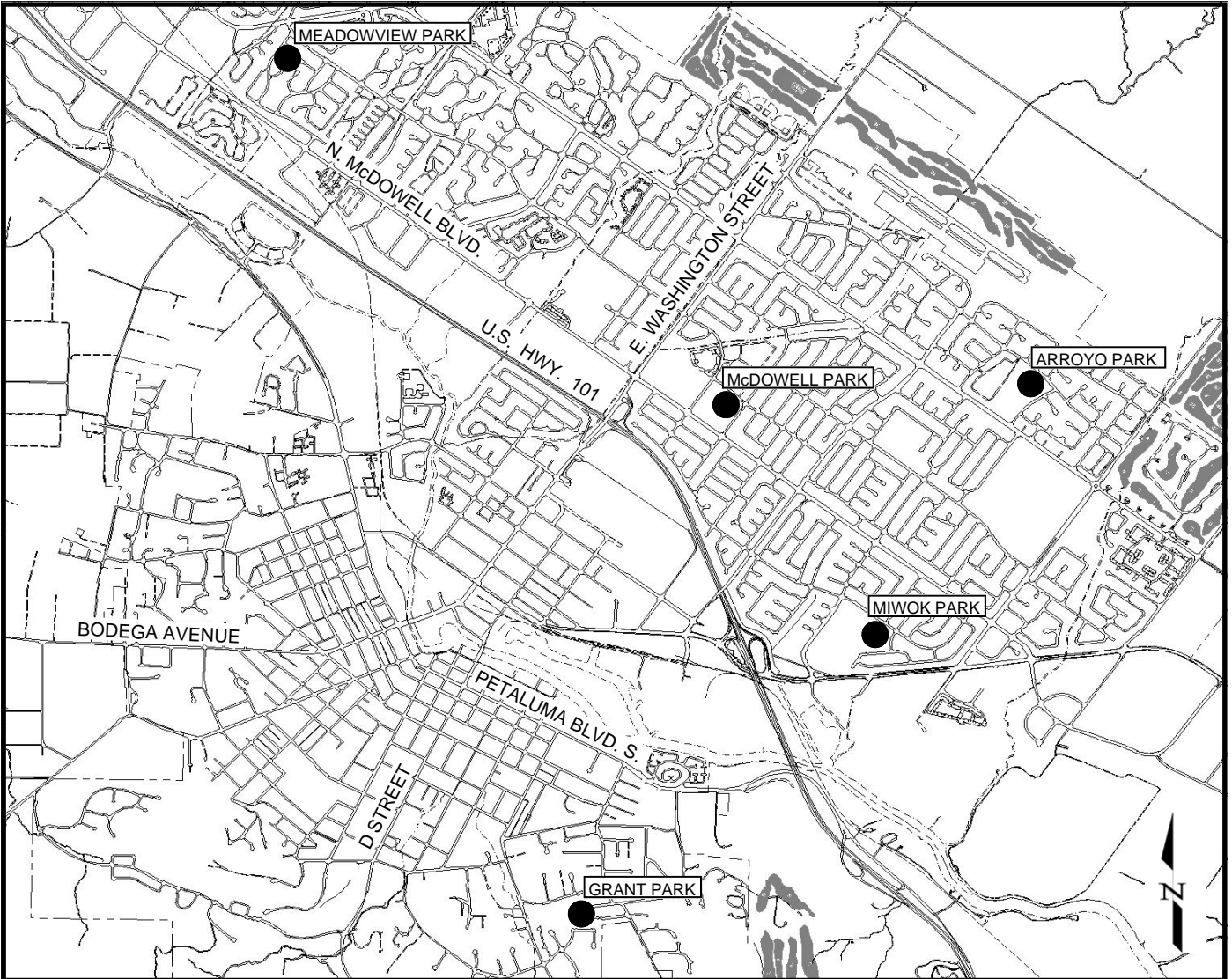
FINANCIAL OVERVIEW

C00400206

	BUDGET				Expenses or Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental	-		-	-										-
Land & Easements	-		-	-										-
Design	8	5	-	5										5
Legal Services	1		-	-										-
Administration	-		-	-										-
Construction Contracts	73	2	95	97	9									106
Construction Mgmt	-		3	3										3
Salaries and Benefits	8	1	10	11	1									12
Contingency	8		10	10										10
CIP Overheads	2		4	4										4
TOTAL USES	100	8	122	130	10	-	-	-	-	-	-	-	-	140
SOURCES (dollars in \$000)														
Parkland Acquisition Impact Fees	80	6	104	110	10									120
Donations	20	20	-	20										20
TOTAL FUNDS	100	26	104	130	10	-	-	-	-	-	-	-	-	140

PLAYGROUND REPLACEMENT

PARKS AND RECREATION



● Project Locations

PROJECT TITLE: Playground Replacements

C00400205

PROJECT PURPOSE AND DESCRIPTION

The Americans with Disability Act (ADA) requires all playgrounds to meet Federal standards. Playgrounds are replaced as funding becomes available. The City has replaced twelve playgrounds to date. Several playgrounds are left to replace, and include: Arroyo, Grant, McDowell, Miwok and Meadowview. Additionally, several playgrounds require new ground cover that will provide for increased safety and accessibility, and these parks include; Bond, Wiseman, Kenilworth, and Westridge.

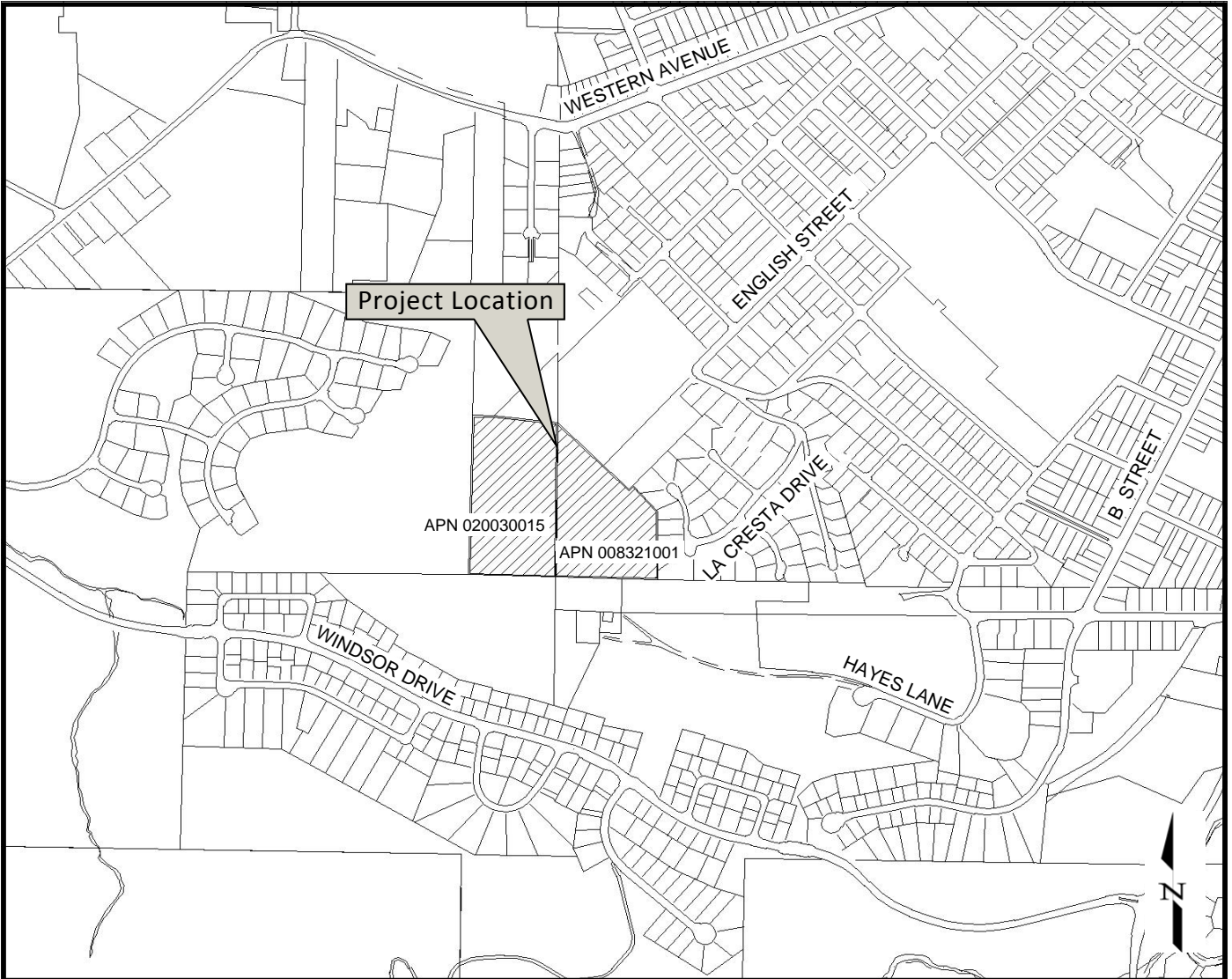
FINANCIAL OVERVIEW

C00400205

	BUDGET				Expenses or Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental	5	5	-	5										5
Land & Easements			-	-										-
Design			-	-										-
Legal Services			-	-										-
Administration			-	-										-
Construction Contracts	109	109	-	109	50	60	60	60	75					414
Construction Mgmt			-	-										-
Salaries and Benefits			-	-	5									5
Contingency			-	-										-
CIP Overheads	6	6	-	6	1	3	3	3	5					21
TOTAL USES	120	120	-	120	56	63	63	63	80					445
SOURCES (dollars in \$000)														
Parkland Acquisition Impact Fees	59	59	-	59	6	10	10	10	18					113
Housing Related Parks Prog Grant					50									50
Donations	61	61	-	61										61
Undetermined						53	53	53	62					221
TOTAL FUNDS	120	120	-	120	56	63	63	63	80					445

LA CRESTA RIDGE & RAVINE PROPERTY ACQUISITION

PARKS AND RECREATION



PROJECT TITLE: La Cresta Ridge & Ravine Property Acquisition

C14501402

PROJECT PURPOSE AND DESCRIPTION

The City seeks to add this piece of property to its open-space inventory. The La Cresta acquisition consists of 13.6 acres. It is located within the Petaluma city limits bordered by La Cresta Drive on the East, City of Petaluma property to the North, and dedicated open space owned by the West Haven and Victoria HOA to the west and south. The La Cresta land acquisition will be characterized as a bargain sale. The owners, Cal Water, are willing to donate 50% of the land value to meet the City's local match requirement, with the remaining 50% purchased through the grant process. The grant application was predicated on an anticipated appraised value of \$4 million.

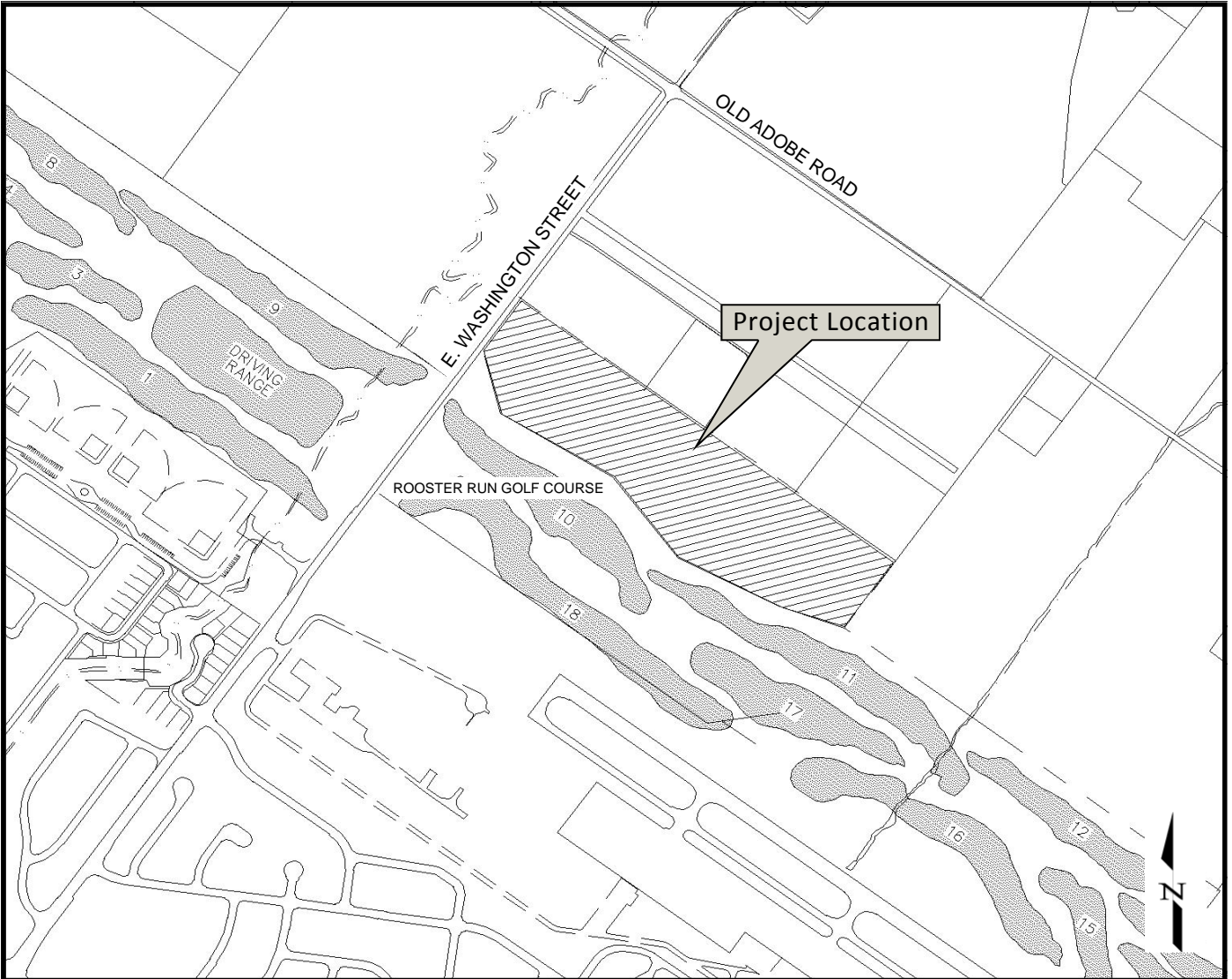
FINANCIAL OVERVIEW

C14591492

	BUDGET				Expenses or Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental			-	-										-
Land & Easements	6		-	-	4,000									4,000
Design			-	-										-
Legal Services			-	-										-
Administration			-	-										-
Construction Contracts			-	-										-
Construction Mgmt			-	-										-
Salaries and Benefits			-	-										-
Contingency			-	-										-
CIP Overheads			-	-										-
TOTAL USES	6	-	-	-	4,000	-	-	-	-	-	-	-	-	4,000
SOURCES (dollars in \$000)														
Parkland Acquisition Impact Fees	6		-	-										-
Open Space Grant					2,000									2,000
Developer Contributions					2,000									2,000
TOTAL FUNDS	6	-	-	-	4,000	-	-	-	-	-	-	-	-	4,000

EAST WASHINGTON PARK

PARKS AND RECREATION



PROJECT TITLE: East Washington Park Phase 1

C01400104

PROJECT PURPOSE AND DESCRIPTION

East Washington Park is to be located on 24.8 acres on East Washington Street, ¼ mile west of Adobe Rd., adjacent to Rooster Run Golf Club. Phase 1 will include East Washington Street frontage improvements, two synthetic turf fields with soccer and lacrosse field striping, field lighting, pedestrian and bicycle pathway, sidewalk, irrigation, water, recycled water, electrical, an asphalt concrete access road and parking, ADA parking, provisions for seating areas, and fencing. Design work for Phase 1 was completed in FY 13/14 and construction will begin in early summer 2014.

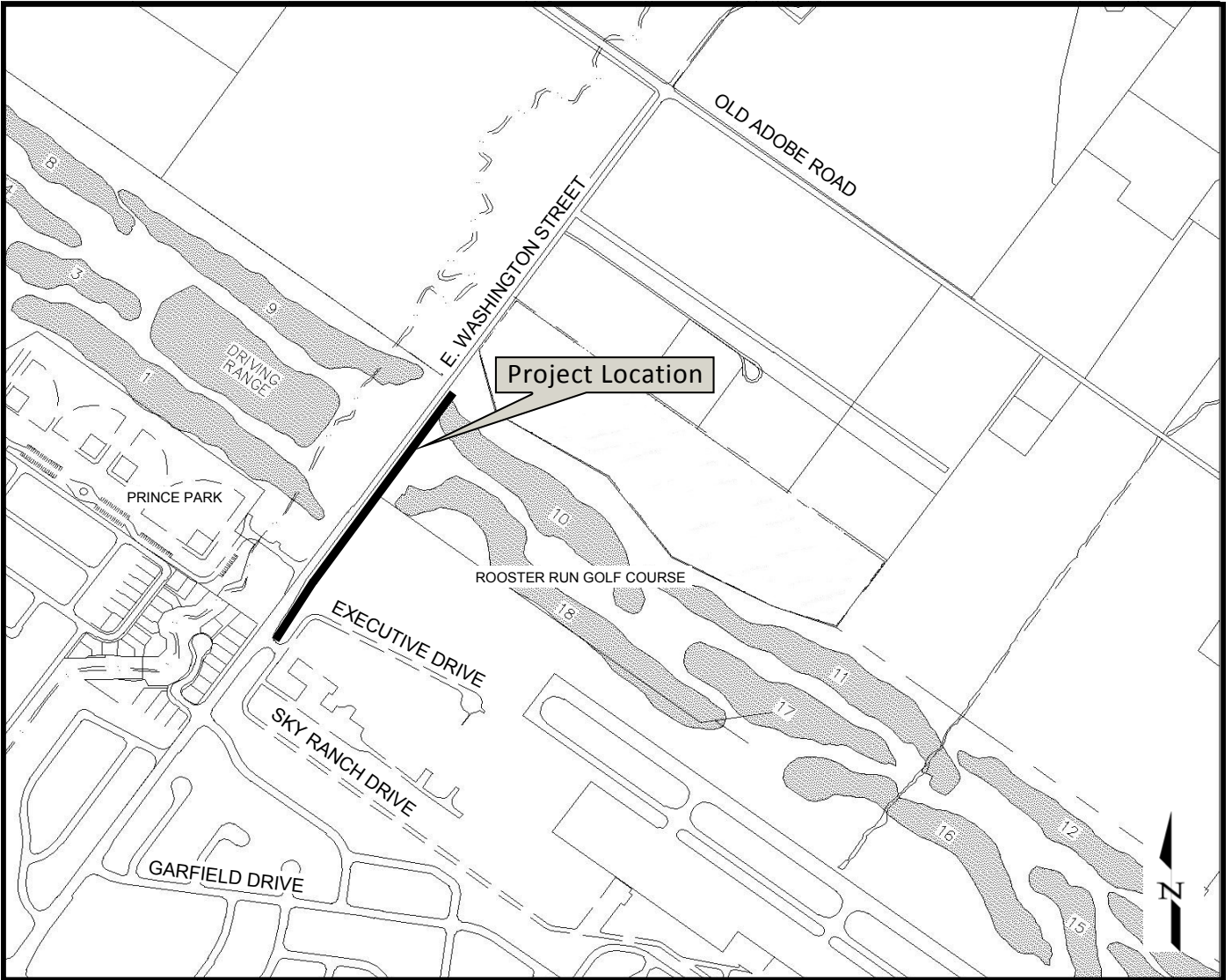
FINANCIAL OVERVIEW

C01400104

	BUDGET		Expenses or Funds Received		BUDGET					Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
					FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)										
Planning/Environmental			-	-					-	
Land & Easements			-	-					-	
Design			100	100	15				115	
Legal Services			-	-	5				5	
Administration			-	-					-	
Construction Contracts			-	-	5,000				5,000	
Construction Mgmt			-	-	140				140	
Salaries and Benefits			22	22	173				195	
Contingency			-	-	515				515	
CIP Overheads			-	-	180				180	
TOTAL USES	-	-	122	122	6,028	-	-	-	6,150	
SOURCES (dollars in \$000)										
Parkland Acquisition Impact Fees			122	122	3,478				3,600	
Open Space Grant					2,000				2,000	
Housing Related Parks Prog Grant					550				550	
TOTAL FUNDS	-	-	122	122	6,028	-	-	-	6,150	

EAST WASHINGTON PARK MULTI-USE PATHWAY

PARKS AND RECREATION



PROJECT TITLE: East Washington Park Multi-Use Pathway Connection C14501403

PROJECT PURPOSE AND DESCRIPTION

The environmental document for the East Washington Park identified the need to connect the existing sidewalk west of the airport to the new park. This project involves constructing an 8' or wider ADA compliant multi-use path from the existing sidewalk terminus at Sky Ranch Drive to the park property line. The path within the park will be part of the project that will construct the playing fields.

FINANCIAL OVERVIEW

C14501403

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental			-	-										-
Land & Easements			12	12										12
Design			-	-										-
Legal Services			-	-										-
Administration			-	-										-
Construction Contracts			-	-	50	346								396
Construction Mgmt			-	-		10								10
Salaries and Benefits			8	8	50	29								87
Contingency			-	-		55								55
CIP Overheads			-	-	3	10								13
TOTAL USES	-	-	20	20	103	450	-	-	-	-	-	-	-	573
SOURCES (dollars in \$000)														
Public Works Grant TDA-3			20	20	103	45								168
Public Works Grant ATP						405								405
TOTAL FUNDS	-	-	20	20	103	450	-	-	-	-	-	-	-	573



PUBLIC WORKS PROJECTS FY 2014-2015

**PUBLIC WORKS CAPITAL IMPROVEMENT PROGRAM BUDGET FY 13-14
 PROJECT SUMMARY
 Fund 3160.31600**

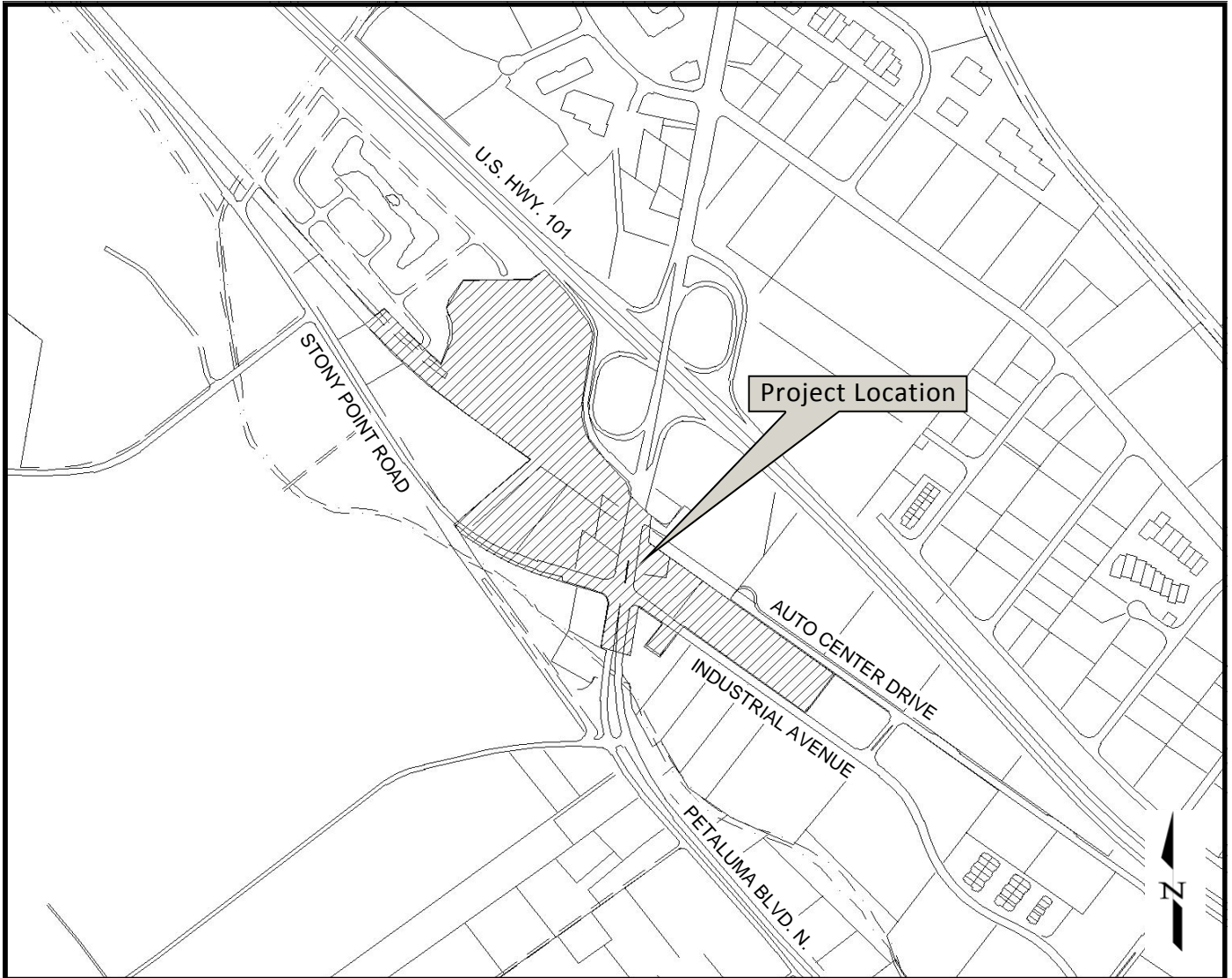
PROJECTS (dollars in \$000)	Actual Life to Date thru 6/30/13	Estimate FY 13-14	Budget FY 14-15	PROJECTED				Total Estimate
				FY 15-16	FY 16-17	FY 17-18	FY 18-19	
C02500104 Rule 20A Petaluma Blvd North	\$ 75	\$ 1	\$ 12	\$ -	\$ -	\$ -	\$ -	\$ 88
C16101006 Protected Left-Turn Signal Upgrade	109	304	34	-	-	-	-	447
C00501304 Old Redwood Hwy Interchange	5,596	147	9,897	2,019	-	-	-	17,659
C16101201 Washington St Bridge Seismic Rehab	122	141	115	3,310	-	-	-	3,688
C03500104 Rule 20A Bodega Phase II	49	-	-	-	358	-	-	407
C00501204 Rainier Ave Cross-town Connector	2,540	193	497	-	8,556	-	-	11,786
C16101303 Various Street Maintenance & Overlays	30	28	561	1,000	1,000	1,000	1,000	4,619
C16201306 Community Center Roof	57	61	64	29	-	-	-	211
C03200503 River Trail Washington to Lakeville	1,681	51	35	-	-	-	-	1,767
C16101309 Channelization Lakeville & Pine View Way	1	6	209	-	-	-	-	216
C16501410 Willow Brook Creek Bridge Scour Repair	2	8	57	-	-	-	-	67
C16101416 Petaluma Complete Streets	-	67	160	1,911	-	-	-	2,138
C16101301 Traffic Signal Infrastructure Replacement	-	-	400	675	675	675	675	3,100
C16201304 Community Center Interior Repairs	-	-	-	300	-	-	-	300
C16201305 HVAC - Community Center	-	-	-	435	-	-	-	435
C16101308 Lighted Crosswalk on Washington & Edith	-	22	159	-	-	-	-	181
C16501411 Asphalt Rehab Public Paths, Parking and Courts	-	-	-	190	-	-	-	190
C16501412 LED Streetlight Retrofit	-	53	209	-	-	-	-	262
e16042012 Safe Routes to School Plan 2011	63	51	16	-	-	-	-	130
e16082012 Payran UST	475	281	25	25	-	-	-	806
e16102015 Caulfield Lane Grade Crossing Improvements	-	-	223	-	-	-	-	223
TOTAL	\$ 10,800	\$ 1,414	\$ 12,673	\$ 9,894	\$ 10,589	\$ 1,675	\$ 1,675	\$ 48,720

SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees	\$ 2,572	\$ 27	\$ 1,816	\$ 1,776	\$ -	\$ -	\$ -	\$ 6,191
Community Ctr Facilities Impact Fees	12	13	20	207	-	-	-	252
Gas Tax	114	5	12	-	308	-	-	439
Street Maintenance 2411	213	38	970	859	150	100	100	2,430
Public Works Grants	965	636	941	4,063	-	-	-	6,605
Measure M	815	-	-	821	-	-	-	1,636
PCDC	2,249	-	-	(370)	-	-	-	1,879
Successor Agency - Former PCDC	1,429	566	8,836	-	7,127	-	-	17,958
General Fund	44	44	44	34	-	-	-	166
Proposition 1B	49	-	-	-	-	-	-	49
Assessment District 21	75	-	-	-	-	-	-	75
Developer Contributions	2,313	3	23	-	1,429	-	-	3,768
Interfund Loan	381	(72)	(309)	-	-	-	-	-
PG&E Loan	-	50	200	-	-	-	-	250
Sales - Taxable Rev	2	2	-	-	-	-	-	4
Undetermined	-	-	-	2,293	1,575	1,575	1,575	7,018
TOTAL	\$ 11,233	\$ 1,312	\$ 12,553	\$ 9,683	\$ 10,589	\$ 1,675	\$ 1,675	\$ 48,720

RULE 20A PETALUMA BLVD. NORTH

PUBLIC WORKS



Project Title: Rule 20A Petaluma Blvd. North

C02500104

PROJECT PURPOSE AND DESCRIPTION

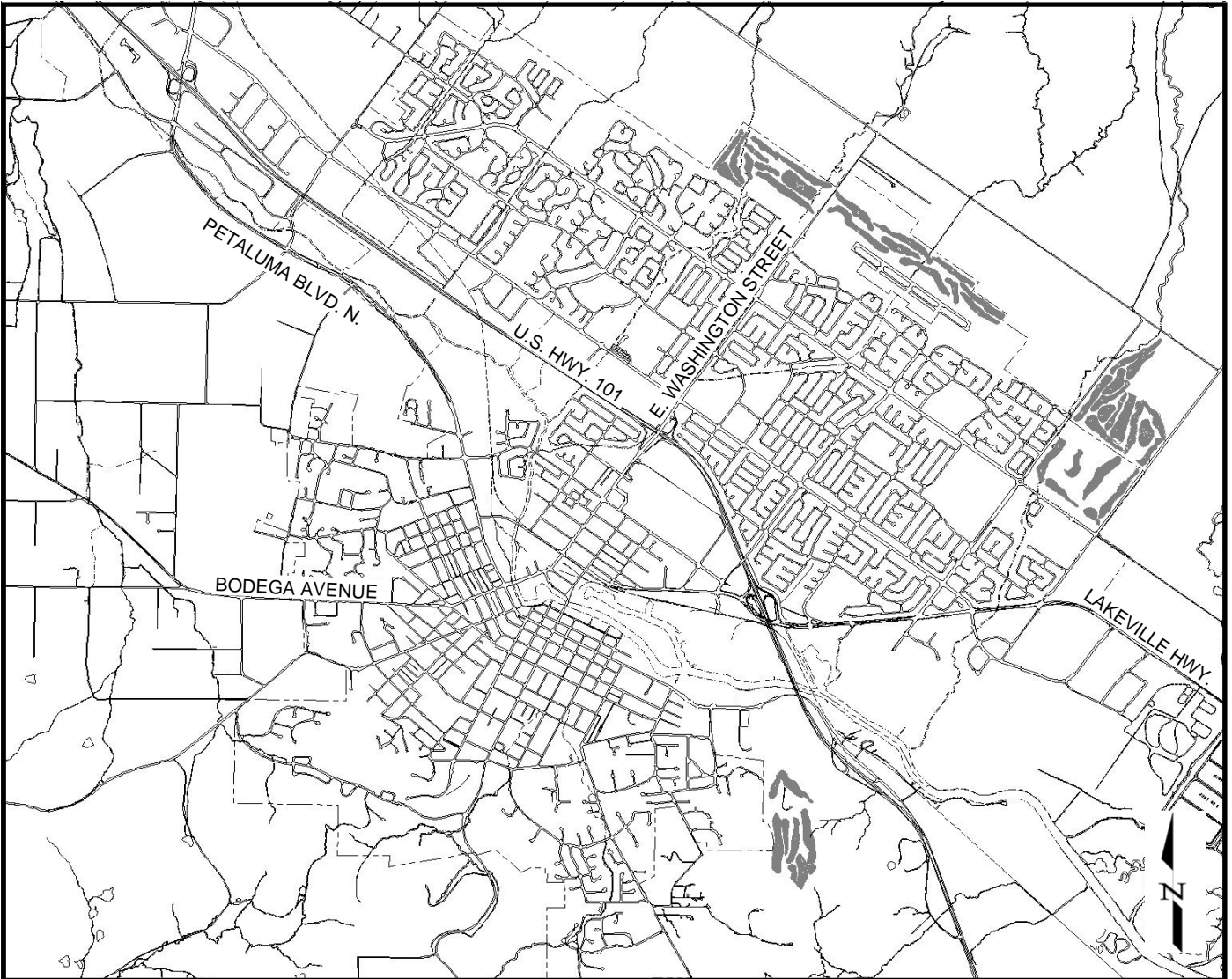
Underground district (Rule 20A) projects are safety and aesthetic improvements involving removal of overhead wires, their supporting poles, and the overhead service drops to individual properties. PG&E, under the Public Utility Commission Rule 20A, is required to allocate funds to communities to underground existing overhead wires. The Petaluma Blvd. North project is located in the Stony Point Road and Industrial Avenue area. The work was essentially completed in FY 13/14 but removal of the poles will be completed by ATT when their schedule allows and may not occur until FY 14/15.

FINANCIAL OVERVIEW

C02500104	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental			-	-										-
Land & Easements	19	18	-	18										18
Design	6	6	-	6										6
Legal Services			-	-										-
Administration			-	-										-
Construction Contracts			-	-										-
Construction Mgmt		1	-	1										1
Salaries and Benefits	56	44	1	45	12									57
Contingency			-	-										-
CIP Overheads	2	6	-	6										6
TOTAL USES	83	75	1	76	12	-	-	-	-	-	-	-	-	88
SOURCES (dollars in \$000)														
Gas Tax	83	71	5	76	12									88
TOTAL FUNDS	83	71	5	76	12	-	-	-	-	-	-	-	-	88

PROTECTED LEFT-TURN SIGNAL UPGRADE (VARIOUS LOCATIONS)

PUBLIC WORKS



Project Title: Protected Left-Turn Signal Upgrade

C16101006

PROJECT PURPOSE AND DESCRIPTION

The Caltrans HSIP funds will evaluate and improve 26 protected/permissive left-turn signals with high numbers of traffic incidents and upgrade ADA ramps. Council approved intersections will be upgraded to protected left-turn only signals as required. Work will generally include: environmental review, design, construction engineering, traffic control, traffic signal upgrade, signage, striping, electrical work, traffic counts, and signal timing. Construction began in Spring of 2014 and will be completed in the Fall of 2014.

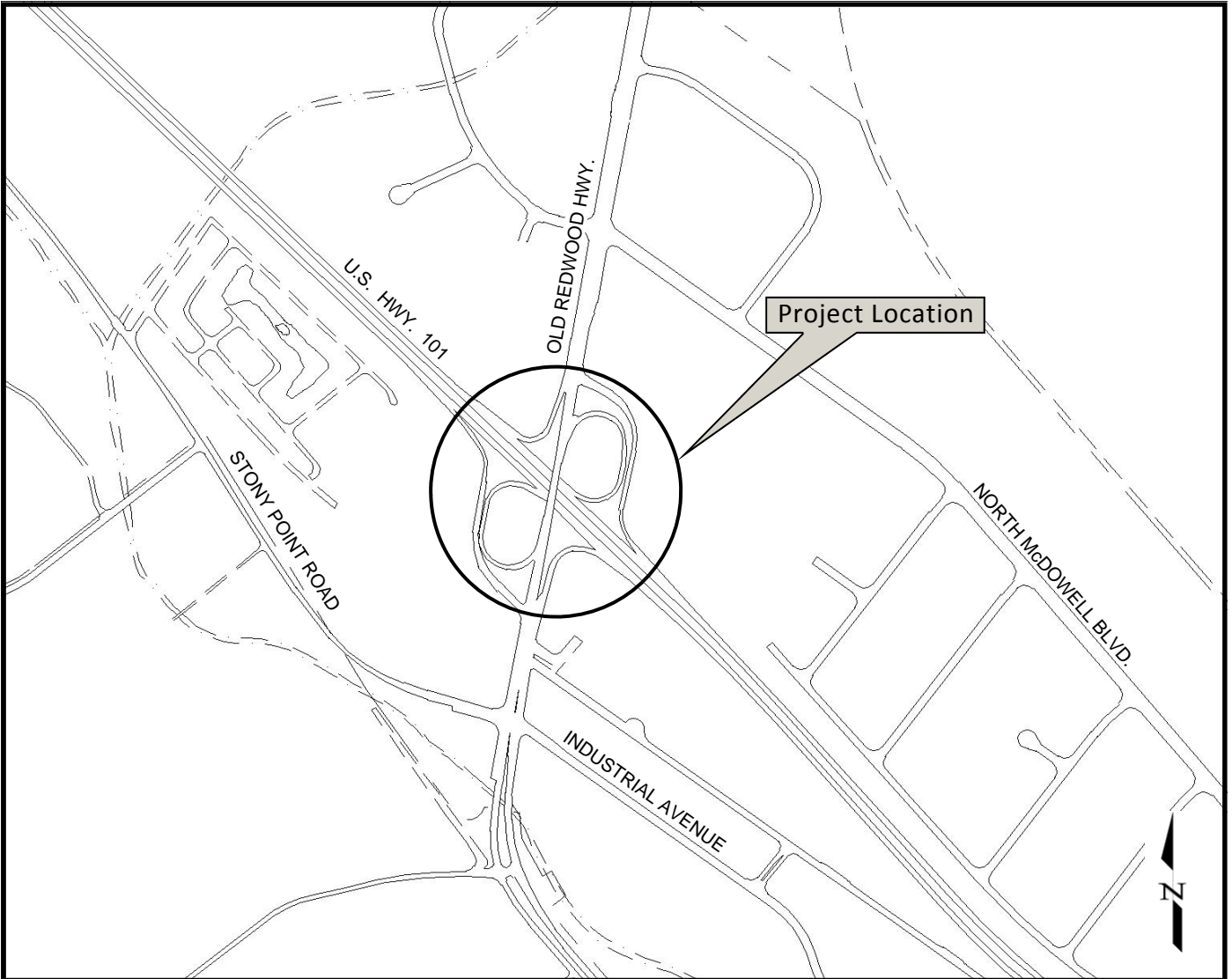
FINANCIAL OVERVIEW

C16101006

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental		-	-	-										-
Land & Easements														-
Design	84	54	-	54										54
Legal Services	1		-	-										-
Administration	7	-	-	-										-
Construction Contracts	282		240	240	27									267
Construction Mgmt	32		12	12										12
Salaries and Benefits	83	49	25	74	3									77
Contingency	8		27	27										27
CIP Overheads	10	6	-	6	4									10
TOTAL USES	507	109	304	413	34	-	-	-	-	-	-	-	-	447
SOURCES (dollars in \$000)														
Street Maintenance 2411	17	17	-	17										17
Fed Hwy Safety Imprvmt HSIP Grant	441	65	282	347	34									381
Proposition 1B	49	49	-	49										49
TOTAL FUNDS	507	131	282	413	34	-	-	-	-	-	-	-	-	447

OLD REDWOOD HIGHWAY INTERCHANGE

PUBLIC WORKS



Project Title: Old Redwood Highway Interchange

C00501304

PROJECT PURPOSE AND DESCRIPTION

This project provides for replacing the existing two-lane overcrossing on Old Redwood Highway at Highway 101 with a new four-lane facility with bicycle lanes, sidewalks on both sides and ADA improved pedestrian ramps. The interchange ramp improvements are also included to provide better traffic flow on and off Highway 101. Construction is ongoing and proceeding on schedule with an expected completion in July 2015.

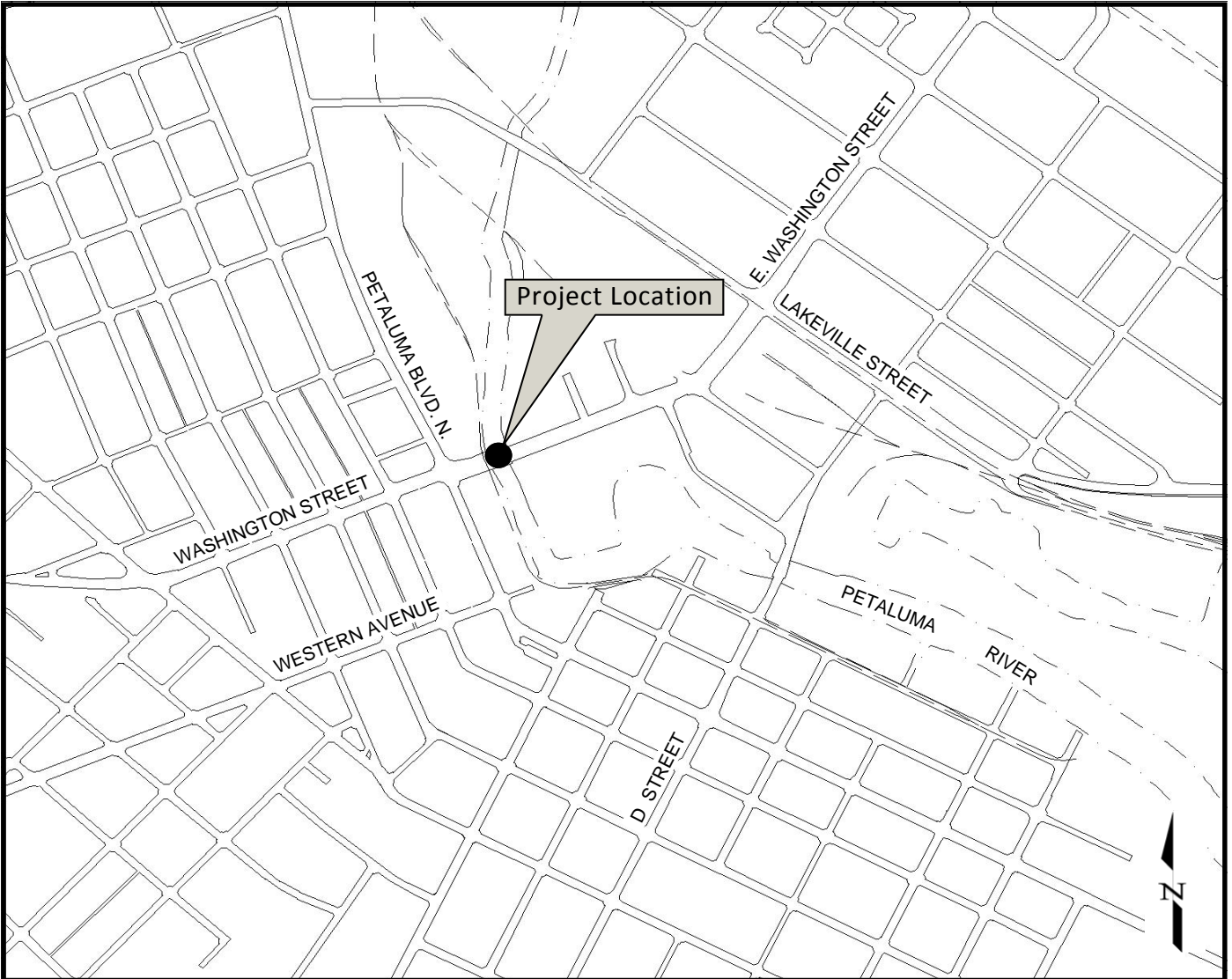
FINANCIAL OVERVIEW

C00501304

	Expenses and Funds Received				BUDGET					Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
					FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)										
Planning/Environmental	385	385	-	385					385	
Land & Easements	-	-	-	-					-	
Design	3,519	3,551	100	3,651	50				3,701	
Legal Services	11	9	-	9	2	2			13	
Administration	23	16	-	16	4	4			24	
Construction Contracts	10,400	1,200	-	1,200	8,836	1,503			11,539	
Construction Mgmt	2,050	10	-	10	405	-			415	
Salaries and Benefits	368	289	47	336	70	26			432	
Contingency	412	-	-	-	330	469			799	
CIP Overheads	428	136	-	136	200	15			351	
TOTAL USES	17,596	5,596	147	5,743	9,897	2,019	-	-	17,659	
SOURCES (dollars in \$000)										
Traffic Mitigation Impact Fees	2,064	2,064	-	2,064	1,061	1,883			5,008	
Measure M	8,919	-	-	-					-	
Successor Agency - Former PCDC	1,429	1,429	-	1,429	8,836				10,265	
Assessment District 21	75	75	-	75					75	
Developer Contributions	2,311	2,311	-	2,311					2,311	
TOTAL FUNDS	14,798	5,879	-	5,879	9,897	1,883	-	-	17,659	
CALTRANS										
Right-of-Way	6,326	-	-	-	6,326				6,326	
Construction	4,609	-	13,528	13,528	2,081	2,295			17,904	
TOTAL CALTRANS EXPENSES	10,935	-	13,528	13,528	8,407	2,295	-	-	24,230	
SLPP										
SLPP	4,609	-	4,609	4,609					4,609	
Measure M (LSP)	-	-	8,919	8,919	1,081				10,000	
Measure M (101)	6,326	-	-	-	7,326	2,295			9,621	
TOTAL CALTRANS SOURCES	10,935	-	13,528	13,528	8,407	2,295	-	-	24,230	

WASHINGTON STREET BRIDGE SEISMIC REHABILITATION

PUBLIC WORKS



Project Title: Washington Street Bridge Seismic Rehabilitation

C16101201

PROJECT PURPOSE AND DESCRIPTION

The Washington Street Bridge over the Petaluma River was designed in 1968 prior to current seismic design standards. This project is eligible for Highway Bridge Program (HBP) funds to design a seismic retrofit of the existing structure. The design work will be done in two distinct phases. The first preliminary engineering will complete a field investigation with soil samples and will result in a specific rehabilitation method. Staff will submit the proposed rehabilitation plan to Caltrans for approval. Upon approval a complete set of construction drawings will be prepared for bidding. It is expected that the same HBP funding source will be available for construction, but is not yet committed.

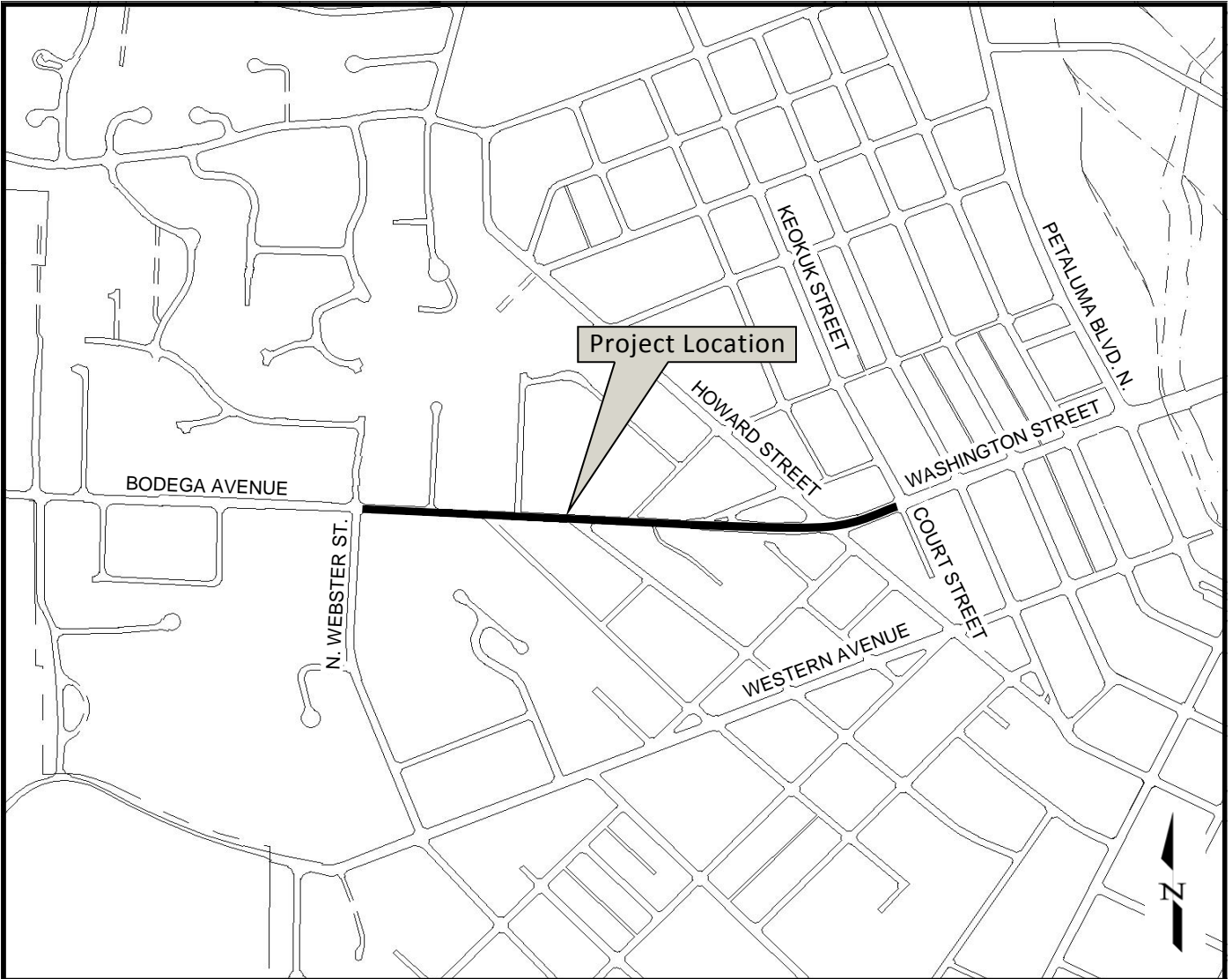
FINANCIAL OVERVIEW

C16101201

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental			-	-										-
Land & Easements			-	-										-
Design	260	104	129	233	96									329
Legal Services			-	-										-
Administration	-		-	-										-
Construction Contracts			-	-		2,500								2,500
Construction Mgmt	-		-	-		150								150
Salaries and Benefits	40	15	8	23	15	150								188
Contingency	13		-	-	-	375								375
CIP Overheads	7	3	4	7	4	135								146
TOTAL USES	320	122	141	263	115	3,310	-	-	-	-	-	-	-	3,688
SOURCES (dollars in \$000)														
Street Maintenance 2411	100	25	-	25	13	500								538
Fed Hwy Bridge Program (HBP) Grant	220	531	131	662	102	2,386								3,150
TOTAL FUNDS	320	556	131	687	115	2,886	-	-	-	-	-	-	-	3,688

RULE 20A BODEGA PHASE II

PUBLIC WORKS



Project Title: Rule 20A Bodega Phase II

C03500104

PROJECT PURPOSE AND DESCRIPTION

Underground district (Rule 20A) projects are safety and aesthetic improvements involving removal of overhead wires, their supporting poles, and the overhead service drops to individual properties. PG&E, under the Public Utility Commission Rule 20A, is required to allocate funds to communities to underground existing overhead wires. The limits for the Bodega Phase II project are from North Webster Street to Court St.

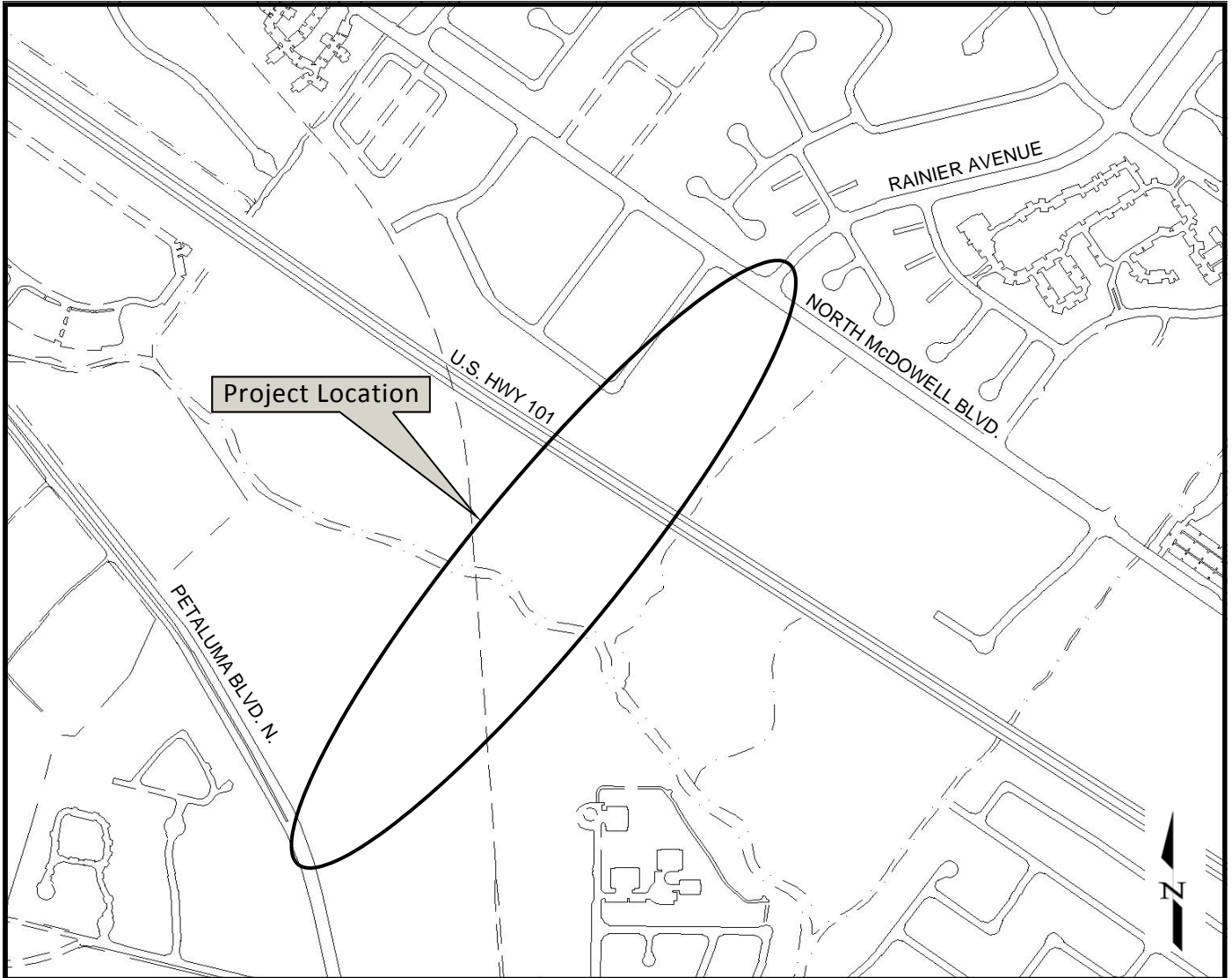
FINANCIAL OVERVIEW

C03500104

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental			-	-										-
Land & Easements			-	-			25							25
Design	36	35	-	35			50							85
Legal Services	-	1	-	1										1
Administration			-	-										-
Construction Contracts			-	-			222							222
Construction Mgmt	-		-	-										-
Salaries and Benefits	8	11	-	11			32							43
Contingency			-	-			22							22
CIP Overheads	2	2	-	2			7							9
TOTAL USES	46	49	-	49	-	-	358	-	-	-	-	-	-	407
SOURCES (dollars in \$000)														
Gas Tax	43	43	-	43			308							351
Street Maintenance 2411	3	3	3	6			50							56
TOTAL FUNDS	46	46	3	49	-	-	358	-	-	-	-	-	-	407

RAINIER AVENUE CROSS-TOWN CONNECTOR / INTERCHANGE

PUBLIC WORKS



**Project Title: Rainier Cross-town Connector / Interchange
Phase 1 – Undercrossing Structure**

C00501204

PROJECT PURPOSE AND DESCRIPTION

This project currently is funded for completion of an environmental impact report (EIR) and design/construction of the undercrossing structure of existing Highway 101 as a separate component of the total interchange project. The structure will be constructed by Caltrans as part of the future Highway 101 MSN-C2 widening project which is currently underfunded. Future City projects will extend Rainier Ave. under the future 101 undercrossing to create a cross town connector and a full 101 interchange.

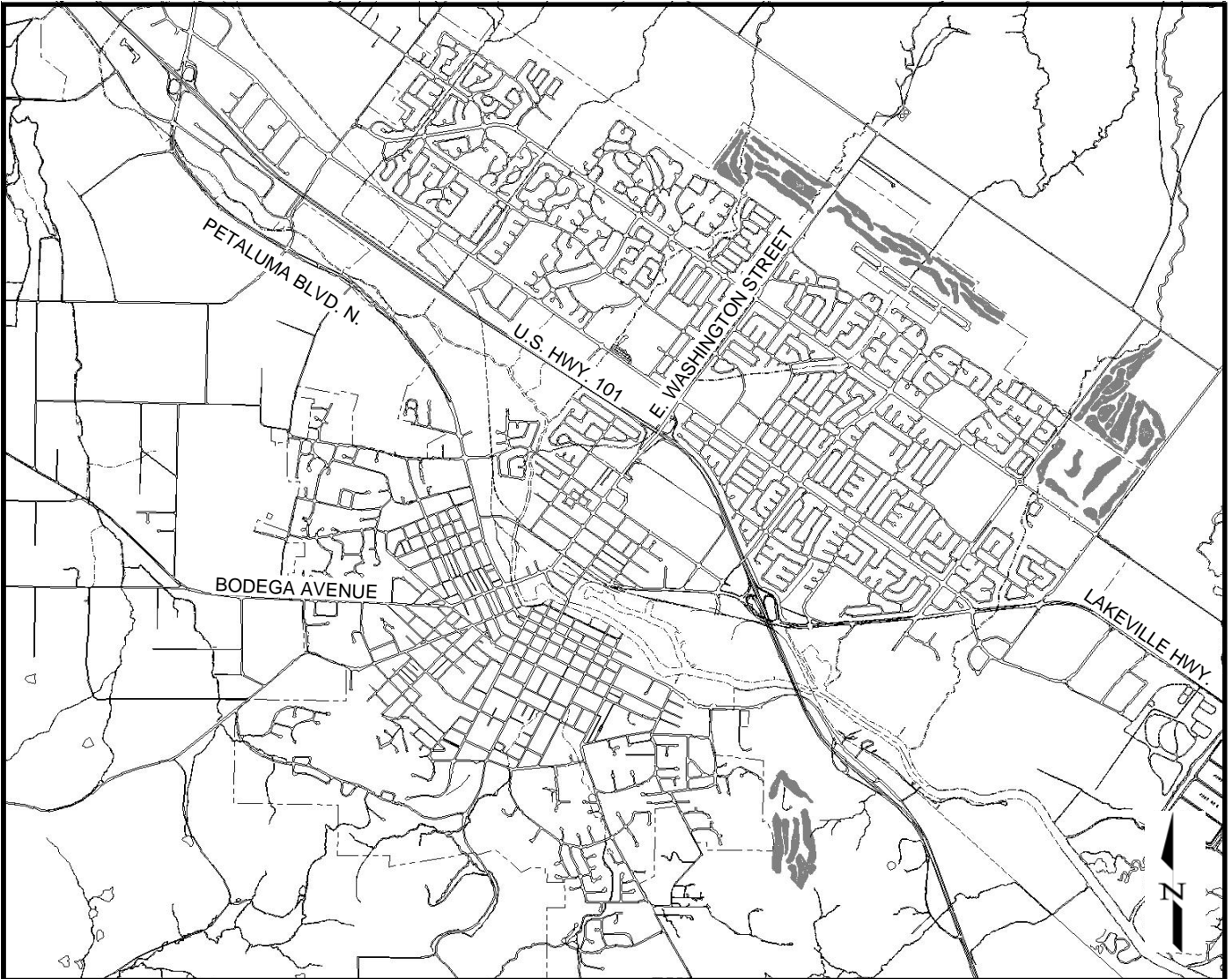
FINANCIAL OVERVIEW

C00501204

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental	2,101	1,698	104	1,802	299									2,101
Land & Easements			-	-										-
Design	617	487	40	527										527
Legal Services	8	8	10	18										18
Administration	10	9	1	10										10
Construction Contracts			-	-			7,000							7,000
Construction Mgmt			-	-			700							700
Salaries and Benefits	338	245	30	275	58		100							433
Contingency	49		-	-	134		547							681
CIP Overheads	107	93	8	101	6		209							316
TOTAL USES	3,230	2,540	193	2,733	497	-	8,556	-	-	-	-	-	-	11,786
SOURCES (dollars in \$000)														
Traffic Mitigation Impact Fees	355	355	22	377	497									874
PCDC	1,788	1,788	-	1,788										1,788
Successor Agency/Traffic Mit	566		566	566			7,127							7,693
Developer Contributions	2	2	-	2			1,429							1,431
TOTAL FUNDS	2,711	2,145	588	2,733	497	-	8,556	-	-	-	-	-	-	11,786

VARIOUS STREET MAINTENANCE AND OVERLAYS

PUBLIC WORKS



Project Title: Various Street Maintenance & Overlays

C16101303

PROJECT PURPOSE AND DESCRIPTION

This project will reduce the continued degradation of the City's street system by implementing pavement maintenance measures. It is anticipated that this will include an annual crack sealing project and an annual seal coat project, along with pavement overlay projects. Projects will be selected to provide the most cost effective improvements for the entire pavement system and the most benefit for the travelling public. Americans with Disabilities Act (ADA) improvements to sidewalks and curb ramps will be included either as part of a paving project, or as a separate project.

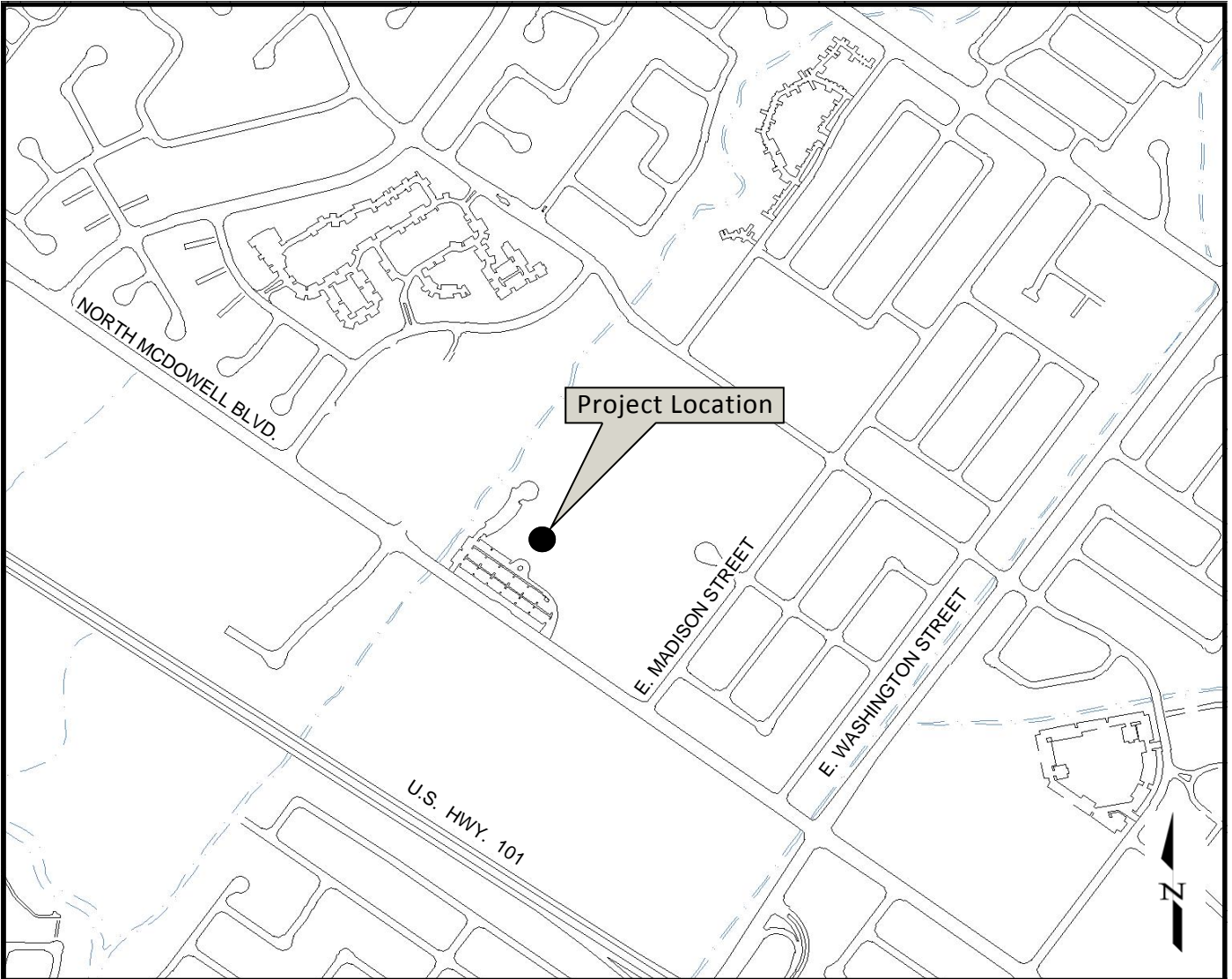
FINANCIAL OVERVIEW

C16101303

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental			-	-										-
Land & Easements			-	-										-
Design	19	18	7	25										25
Legal Services			-	-										-
Administration			-	-										-
Construction Contracts	542		-	-	542	1,000	1,000	1,000	1,000					4,542
Construction Mgmt			-	-										-
Salaries and Benefits	40	10	21	31	19									50
Contingency			-	-										-
CIP Overheads	14	2	-	2										2
TOTAL USES	615	30	28	58	561	1,000	1,000	1,000	1,000					4,619
SOURCES (dollars in \$000)														
Street Maintenance 2411	615	163	15	178	441									619
Undetermined			-	-		1,000	1,000	1,000	1,000					4,000
TOTAL FUNDS	615	163	15	178	441	1,000	1,000	1,000	1,000					4,619

COMMUNITY CENTER ROOF REPAIRS

PUBLIC WORKS



Project Title: Community Center Roof

C16201306

PROJECT PURPOSE AND DESCRIPTION

The existing roof has reached the end of its useful life and needs to be replaced. It will be replaced in sections as funds become available.

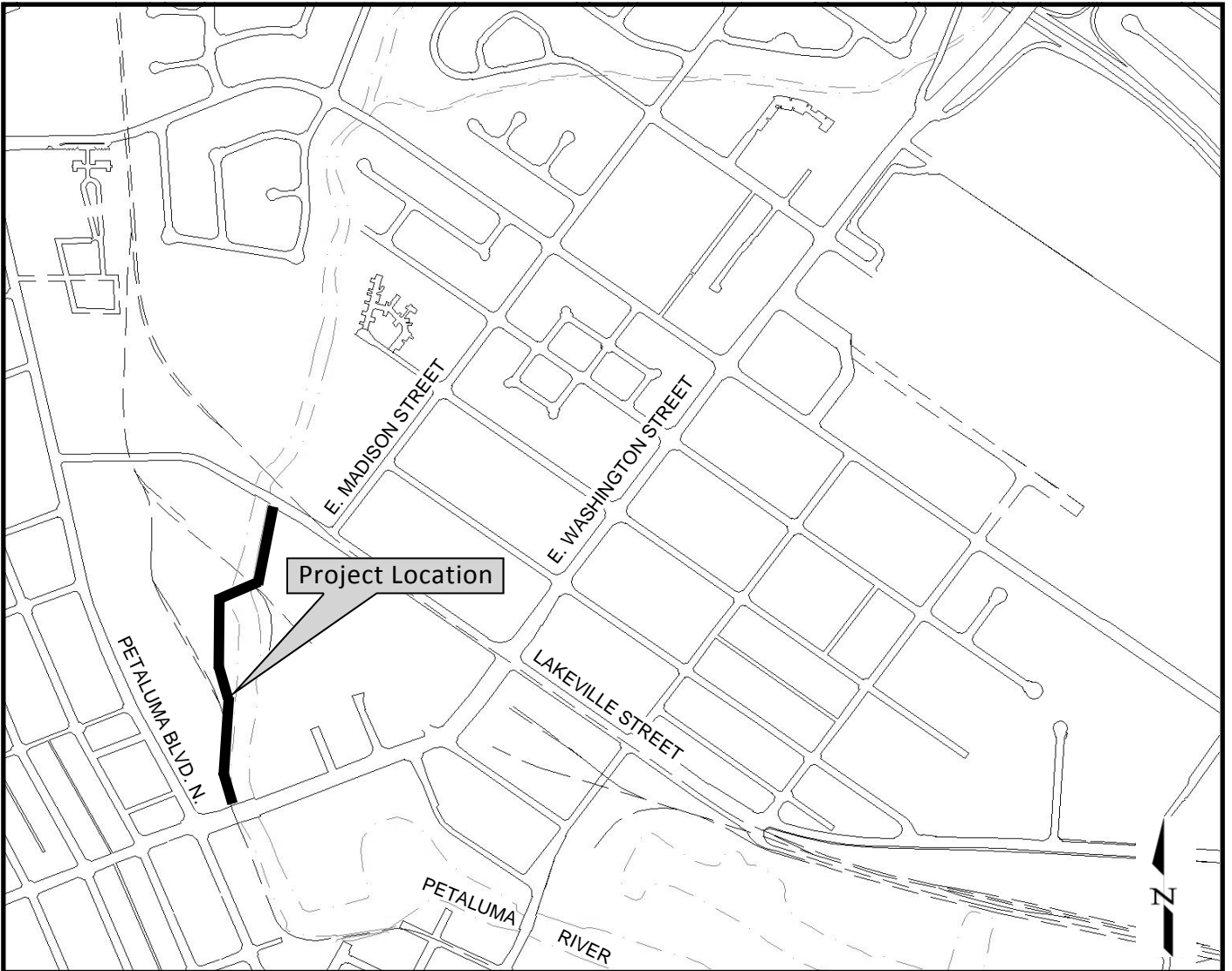
FINANCIAL OVERVIEW

C16201306

	Expenses and Funds Received				BUDGET					Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental			-	-						-
Land & Easements			-	-						-
Design			-	-						-
Legal Services			-	-						-
Administration			-	-						-
Construction Contracts	83	54	56	110	64	29				203
Construction Mgmt			-	-						-
Salaries and Benefits	12	3	5	8						8
Contingency	13		-	-						-
CIP Overheads	5		-	-						-
TOTAL USES	113	57	61	118	64	29	-	-	-	211
SOURCES (dollars in \$000)										
Community Ctr Facilities Impact Fees	25	12	13	25	20					45
General Fund	88	44	44	88	44	34				166
TOTAL FUNDS	113	56	57	113	64	34	-	-	-	211

RIVER TRAIL - WASHINGTON TO LAKEVILLE

PUBLIC WORKS



Project Title: River Trail - Washington to Lakeville

C03200503

PROJECT PURPOSE AND DESCRIPTION

The project implements the Petaluma River Trail Access and Enhancement Plan from Lakeville Street to Washington Street, primarily developing ADA-compliant pedestrian/bike paths along the river. A partial construction project is expected to be completed, with two small portions excluded until additional property rights are acquired along Water Street, and the Army Corps of Engineers completes the flood wall near Lakeville Street.

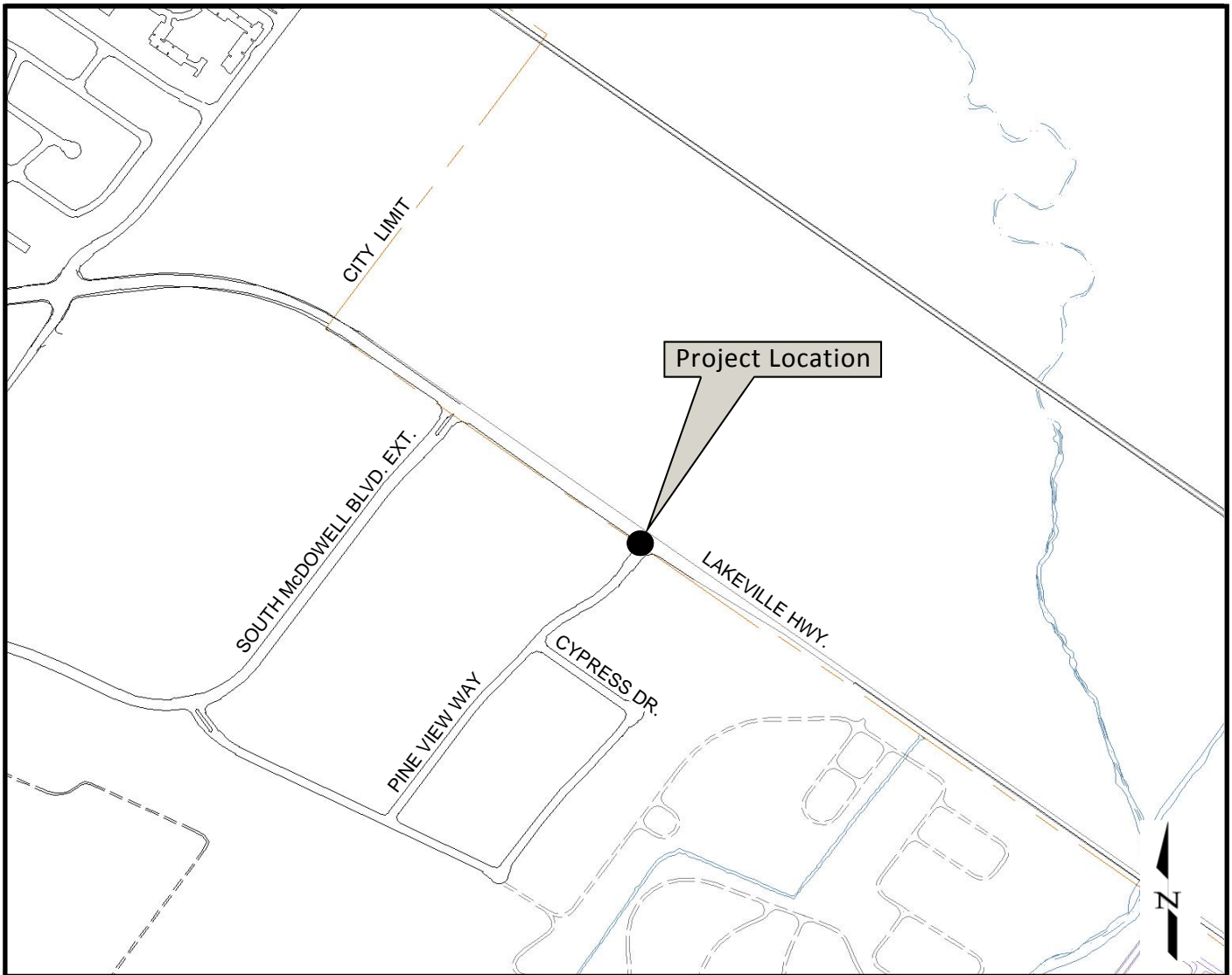
FINANCIAL OVERVIEW

C03200503

	BUDGET		Expenses and Funds Received		BUDGET					Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental	20	20	-	20						20
Land & Easements	61	62	-	62	20					82
Design	194	196	-	196						196
Legal Services	21	21	-	21						21
Administration	16	16	-	16						16
Construction Contracts	967	1,000	36	1,036						1,036
Construction Mgmt	49	71	-	71						71
Salaries and Benefits	230	211	10	221	10					231
Contingency	120		-	-						-
CIP Overheads	89	84	5	89	5					94
TOTAL USES	1,767	1,681	51	1,732	35	-	-	-	-	1,767
SOURCES (dollars in \$000)										
Traffic Mitigation Impact Fees	153	153	5	158	35	(107)				86
Measure M	1,203	815	-	815		821				1,636
PCDC	411	411	-	411		(370)				41
Sales - Taxable Rev		2	2	4						4
TOTAL FUNDS	1,767	1,381	7	1,388	35	344	-	-	-	1,767

CHANNELIZATION LAKEVILLE & PINE VIEW WAY

PUBLIC WORKS



Project Title: Channelization Lakeville & Pine View Way

C16101309

PROJECT PURPOSE AND DESCRIPTION

The project will upgrade the intersection of Lakeville Highway at Pine View Way with raised concrete medians, signage, pavement markings and striping to delineate the turning movements. The through travel lanes will be delineated by use of raised medians at the right turn onto Pine View and the merge from Pine View onto Lakeville Highway. The project will improve safety for vehicular traffic.

FINANCIAL OVERVIEW

C16101309		Expenses and Funds Received				BUDGET				
USES (dollars in \$000)	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
Planning/Environmental			-	-						-
Land & Easements			-	-						-
Design	41		-	-	41					41
Legal Services			-	-						-
Administration	5		-	-	5					5
Construction Contracts	115		-	-	115					115
Construction Mgmt			-	-						-
Salaries and Benefits	30	1	6	7	23					30
Contingency	20		-	-	20					20
CIP Overheads	5		-	-	5					5
TOTAL USES	216	1	6	7	209	-	-	-	-	216
SOURCES (dollars in \$000)										
Street Maintenance 2411	31		2	2	29					31
Highway Safety Improvement Program	185		5	5	180					185
TOTAL FUNDS	216	-	7	7	209	-	-	-	-	216

WILLOW BROOK CREEK BRIDGE SCOUR REPAIR

PUBLIC WORKS



Project Title: Willow Brook Creek Bridge Scour Repair

C16501410

PROJECT PURPOSE AND DESCRIPTION

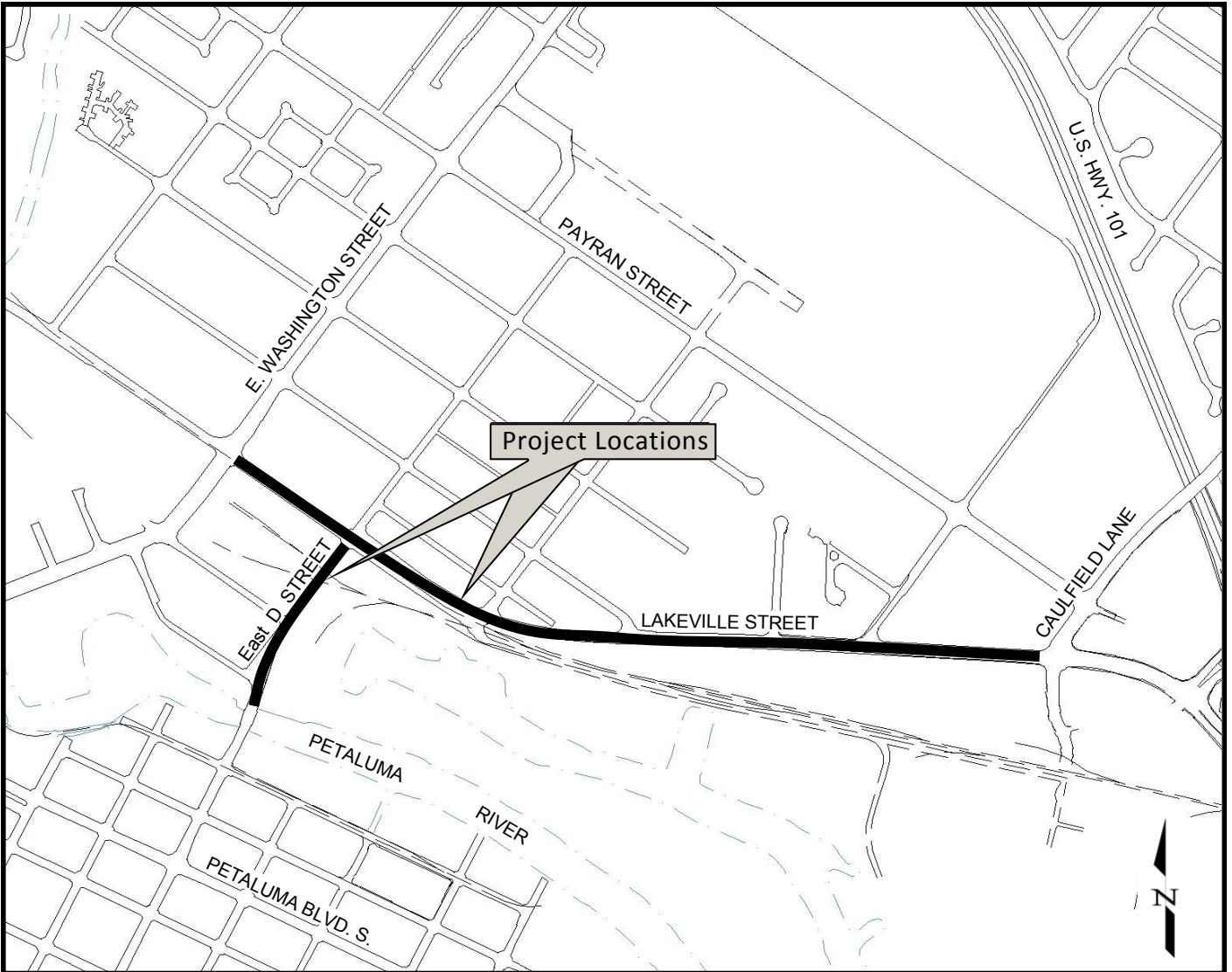
This project will fill a void behind the abutment, encase the exposed portion of the piles, and place rip rap to protect from further scour. Work is expected to occur in the summer 2014.

FINANCIAL OVERVIEW

C16501410

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental			-	-										-
Land & Easements			-	-										-
Design	3	1	2	3										3
Legal Services	-		-	-										-
Administration	-		-	-										-
Construction Contracts	40		-	-	40									40
Construction Mgmt	-		-	-										-
Salaries and Benefits	14	1	6	7	7									14
Contingency	8		-	-	8									8
CIP Overheads	2		-	-	2									2
TOTAL USES	67	2	8	10	57	-	-	-	-	-	-	-	-	67
SOURCES (dollars in \$000)														
Street Maintenance 2411	67	5	5	10	57									67
TOTAL FUNDS	67	5	5	10	57	-	-	-	-	-	-	-	-	67

REHABILITATION OF VARIOUS STREETS—LAKEVILLE STREET. & EAST D STREET PUBLIC WORKS



Project Title: Petaluma Complete Streets

C16101416

PROJECT PURPOSE AND DESCRIPTION

The project will rehabilitate roadway surfaces on Lakeville Street from East Washington Street to Caulfield Lane and East D Street from the D Street Bridge to Lakeville Street. Additionally it will add Class II bicycle lanes on Lakeville Street, provide sidewalk gap closures on both streets, and include ADA ramp improvements. Design will be completed in FY 14/15 with construction to follow in FY 15/16. Project name has been modified to match title provided by Metropolitan Transportation Commission.

FINANCIAL OVERVIEW

C16101416

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental			-	-										-
Land & Easements			-	-										-
Design	220		50	50	119									169
Legal Services	1		-	-	1									1
Administration			-	-										-
Construction Contracts			-	-		1,747								1,747
Construction Mgmt			-	-	4	45								49
Salaries and Benefits	28		17	17	33	74								124
Contingency			-	-										-
CIP Overheads	5		-	-	3	45								48
TOTAL USES	254	-	67	67	160	1,911	-	-	-	-	-	-	-	2,138
SOURCES (dollars in \$000)														
Street Maintenance 2411	34		10	10	21	259								290
One Bay Area Grant (OBAG)	220		57	57	139	1,652								1,848
TOTAL FUNDS	254	-	67	67	160	1,911	-	-	-	-	-	-	-	2,138

Project Title: Traffic Signal Infrastructure Capital Replacement Program C16101301

PROJECT PURPOSE AND DESCRIPTION

The project will repair and replace traffic signal infrastructure such as poles, lights, loops, controllers, push buttons, pedestrian audible heads, in-ground pavement light systems, etc. on an as-needed basis. This important work is currently unfunded.

FINANCIAL OVERVIEW

C16101301	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental			-	-									-	
Land & Easements			-	-									-	
Design			-	-	35	100	100	100	100				435	
Legal Services			-	-									-	
Administration			-	-									-	
Construction Contracts			-	-	350	500	500	500	500				2,350	
Construction Mgmt			-	-									-	
Salaries and Benefits			-	-	15	75	75	75	75				315	
Contingency			-	-									-	
CIP Overheads			-	-									-	
TOTAL USES	-	-	-	-	400	675	675	675	675				3,100	
SOURCES (dollars in \$000)														
Street Maintenance 2411			-	-	400	100	100	100	100				800	
Undetermined			-	-		575	575	575	575				2,300	
TOTAL FUNDS	-	-	-	-	400	675	675	675	675				3,100	

Project Title: Community Center Interior Repairs

C16201304

PROJECT PURPOSE AND DESCRIPTION

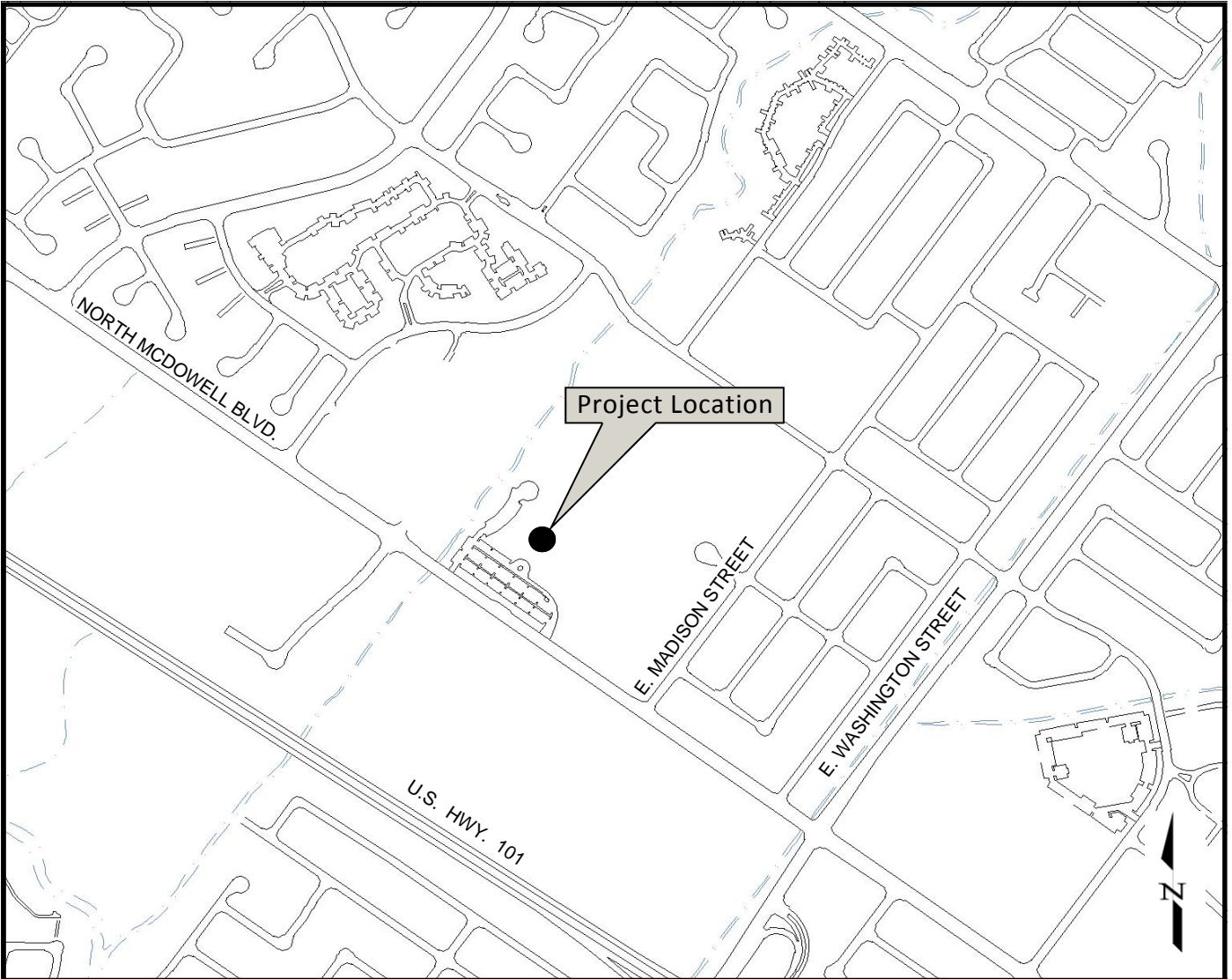
The project will make repairs to the building interior primarily caused by roof leaks. Repairs are expected to include replacement of ceiling tiles, dry wall, and carpeting. These repairs are necessary to maintain the well-used community center, but no funds are designated at this time.

FINANCIAL OVERVIEW

C16201304	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental			-	-										-
Land & Easements			-	-										-
Design			-	-		20								20
Legal Services			-	-										-
Administration			-	-										-
Construction Contracts			-	-		210								210
Construction Mgmt			-	-										-
Salaries and Benefits			-	-		20								20
Contingency			-	-		40								40
CIP Overheads			-	-		10								10
TOTAL USES	-	-	-	-	-	300	-	-	-	-	-	-	-	300
SOURCES (dollars in \$000)														
Community Ctr Facilities Impact Fees			-	-		67								67
Undetermined			-	-		233								233
TOTAL FUNDS	-	-	-	-	-	300	-	-	-	-	-	-	-	300

COMMUNITY CENTER HVAC REPAIRS

PUBLIC WORKS



Project Title: HVAC – Community Center

C16201305

PROJECT PURPOSE AND DESCRIPTION

This project will replace the existing HVAC units at the Petaluma Community Center. The existing units are beyond their useful life. Replacing the units will reduce energy and maintenance costs. Funding has not yet been identified for this project.

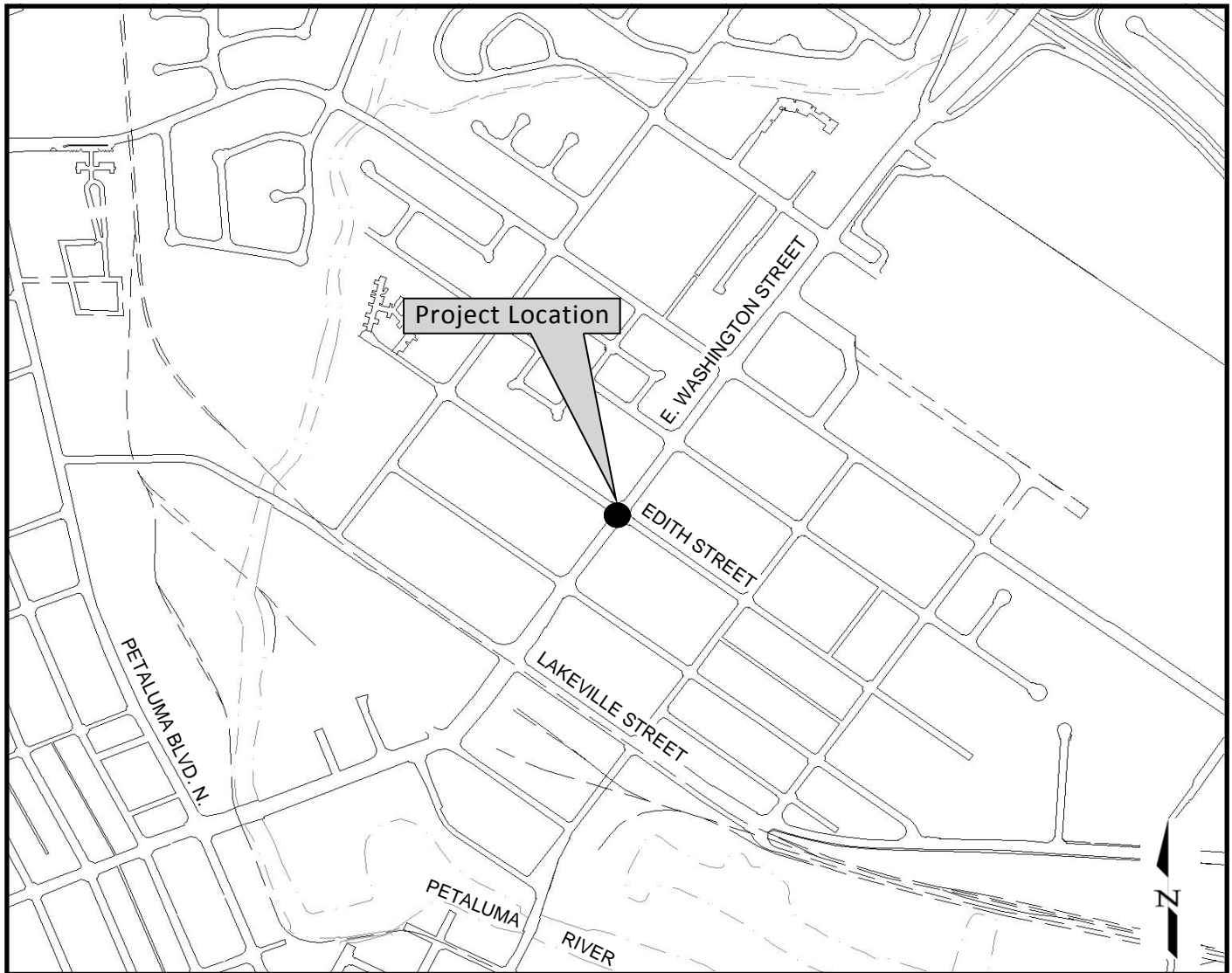
FINANCIAL OVERVIEW

C16201305

	BUDGET		Expenses and Funds Received		BUDGET					Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental			-	-						-
Land & Easements			-	-						-
Design			-	-		40				40
Legal Services			-	-						-
Administration			-	-		10				10
Construction Contracts			-	-		300				300
Construction Mgmt			-	-		30				30
Salaries and Benefits			-	-						-
Contingency			-	-		45				45
CIP Overheads			-	-		10				10
TOTAL USES	-	-	-	-	-	435	-	-	-	435
SOURCES (dollars in \$000)										
Community Ctr Facilities Impact Fees			-	-		98				98
Undetermined			-	-		337				337
TOTAL FUNDS	-	-	-	-	-	435	-	-	-	435

LIGHTED CROSSWALK - WASHINGTON STREET & EDITH STREET

PUBLIC WORKS



Project Title: Lighted Crosswalk on Washington & Edith

C16101308

PROJECT PURPOSE AND DESCRIPTION

The project is for the design and construction of two lighted crosswalks and ADA compliant ramps on East Washington Street at Edith Street. There have been ten pedestrian-related accidents in the Edith Street crossing at East Washington Street within the past twelve years with the most recent on January 1, 2012. The intersection currently requires pedestrians to cross five travel lanes with vehicular speeds ranging from 35 to over 40 miles per hour. Edith Street is half-way between the two nearest signalized intersections. The project will improve pedestrian safety at this crossing.

FINANCIAL OVERVIEW

C16101308

	BUDGET		Expenses and Funds Received		BUDGET					Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental			-	-						-
Land & Easements			-	-						-
Design			-	-						-
Legal Services			-	-						-
Administration	5		3	3	2					5
Construction Contracts	122		-	-	122					122
Construction Mgmt			-	-						-
Salaries and Benefits	38		18	18	20					38
Contingency	12		-	-	12					12
CIP Overheads	4		1	1	3					4
TOTAL USES	181	-	22	22	159	-	-	-	-	181
SOURCES (dollars in \$000)										
Highway Safety Improvement Program	155		19	19	136					155
Developer Contributions	26		3	3	23					26
TOTAL FUNDS	181	-	22	22	159	-	-	-	-	181

Project Title: Asphalt Rehabilitations for Public Paths, Parking and Courts C16501411

PROJECT PURPOSE AND DESCRIPTION

The asphalt surface of the City's public paths, parking areas, and playing courts requires periodic rehabilitation. The rehabilitation method will vary depending on the specific condition and use. This project is unfunded.

FINANCIAL OVERVIEW

C16501411

	BUDGET		Expenses and Funds Received			BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental			-	-						-
Land & Easements			-	-						-
Design			-	-						-
Legal Services			-	-						-
Administration			-	-						-
Construction Contracts			-	-		150				150
Construction Mgmt			-	-		15				15
Salaries and Benefits			-	-						-
Contingency			-	-		20				20
CIP Overheads			-	-		5				5
TOTAL USES	-	-	-	-	-	190	-	-	-	190
SOURCES (dollars in \$000)										
Community Ctr Facilities Impact Fees			-	-		42				42
Undetermined			-	-		148				148
TOTAL FUNDS	-	-	-	-	-	190	-	-	-	190

Project Title: LED Streetlight Retrofit

C16501412

PROJECT PURPOSE AND DESCRIPTION

The City recently retrofitted many of our street lights with more energy efficient LED lamps. This project will continue the retrofit program by replacing the street lights at the City’s intersections. Funding is expected through PG&E’s “on-bill financing”, which is a loan to be repaid through the energy savings.

FINANCIAL OVERVIEW

C16501412

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental			-	-										-
Land & Easements			-	-										-
Design			-	-										-
Legal Services			-	-										-
Administration			-	-										-
Construction Contracts	250		50	50	199									249
Construction Mgmt			-	-										-
Salaries and Benefits	5		3	3	3									6
Contingency			-	-										-
CIP Overheads	7		-	-	7									7
TOTAL USES	262	-	53	53	209	-	-	-	-	-	-	-	-	262
SOURCES (dollars in \$000)														
Street Maintenance 2411	12		3	3	9									12
PG&E Loan	250		50	50	200									250
TOTAL FUNDS	262	-	53	53	209	-	-	-	-	-	-	-	-	262



Project Title: Safe Routes to School Plan

e16042012

PROJECT PURPOSE AND DESCRIPTION

This project will create a new Safe Routes to School Plan encompassing 11 elementary school campuses and 3 middle school campuses. The plan will include recommended infrastructure and ADA improvements within a half mile radius of each school campus.

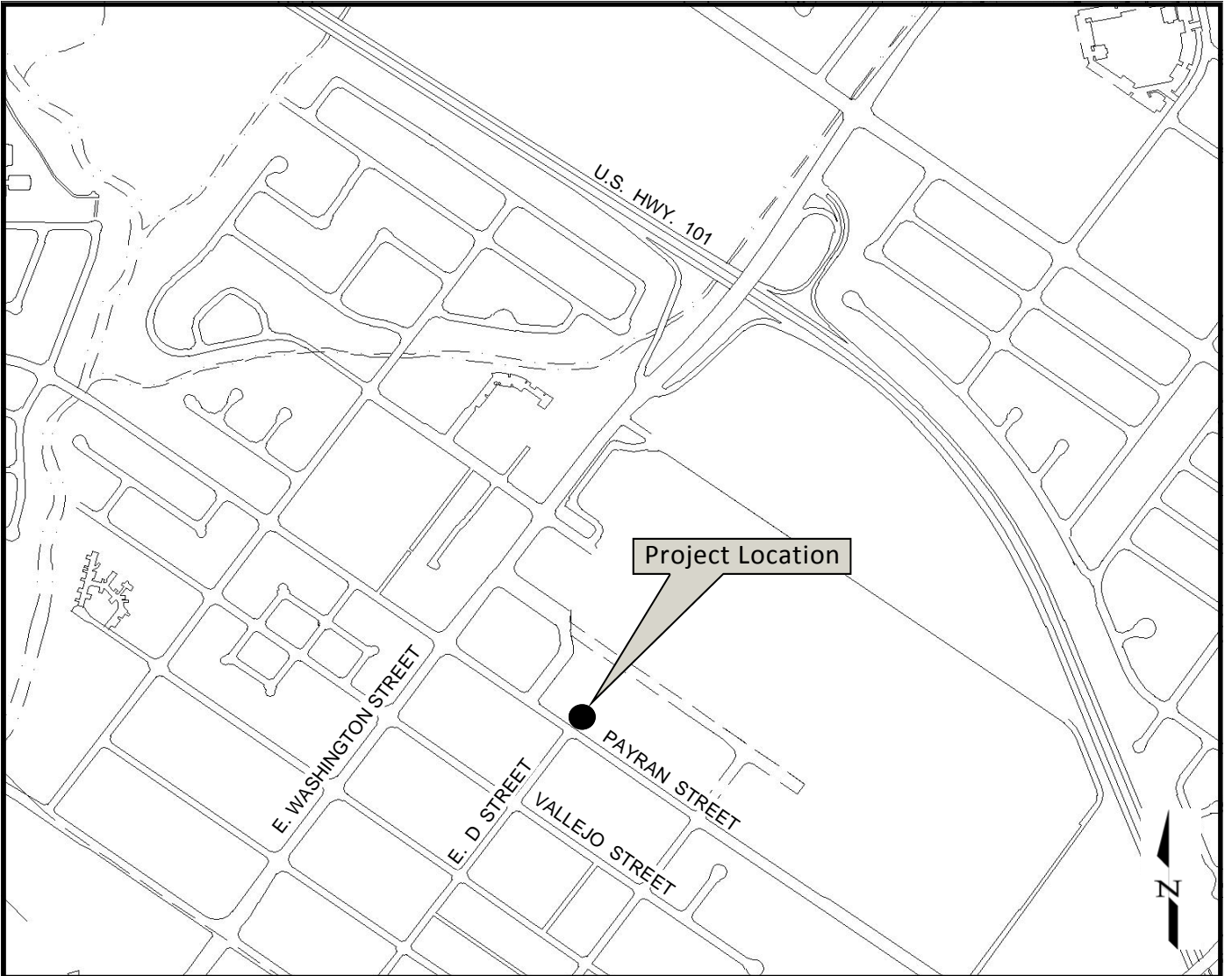
FINANCIAL OVERVIEW

e16042012

	BUDGET		Expenses and Funds Received				BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED					
						FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)											
Planning/Environmental			-	-							-
Land & Easements			-	-							-
Design		1	-	1							1
Legal Services			-	-							-
Administration			-	-							-
Construction Contracts	115	55	48	103	11						114
Construction Mgmt			-	-							-
Salaries and Benefits	15	7	3	10	5						15
Contingency			-	-							-
CIP Overheads			-	-							-
TOTAL USES	130	63	51	114	16	-	-	-	-	-	130
SOURCES (dollars in \$000)											
Cycle 3 Fed Safe Routes to School Grant	130	17	97	114	16						130
TOTAL FUNDS	130	17	97	114	16	-	-	-	-	-	130

PAYRAN U S T

PUBLIC WORKS



Project Title: Payran UST

e16082012

PROJECT PURPOSE AND DESCRIPTION

301 Payran Street is the former site of a City Fire station and an underground storage tank (UST). The site has had an extensive history of subsurface investigations and remediation work. The City of Petaluma is required to continue remediation and monitoring of the site until allowed to be closed by the County. City costs will be reimbursed by the State UST Clean-up Fund. The timing of the reimbursements is dependent on the availability of State funds and, therefore, a loan from the Risk Management Fund is needed for cash flow.

FINANCIAL OVERVIEW

e16082012

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental	699		-	-	20	20								40
Land & Easements			-	-										-
Design		51	269	320										320
Legal Services	1	1	-	1										1
Administration			-	-										-
Construction Contracts		399	6	405										405
Construction Mgmt			-	-										-
Salaries and Benefits	28	24	6	30	5	5								40
Contingency	6		-	-										-
CIP Overheads			-	-										-
TOTAL USES	734	475	281	756	25	25	-	-	-	-	-	-	-	806
SOURCES (dollars in \$000)														
State UST Clean-up Fund	350	352	45	397	334	25								756
PCDC	33	50	-	50										50
Interfund Loan	351	381	(72)	309	(309)									-
TOTAL FUNDS	734	783	(27)	756	25	25	-	-	-	-	-	-	-	806



Project Title: Caulfield Lane Grade Crossing Improvements

e16102015

PROJECT PURPOSE AND DESCRIPTION

SMART is expected to commence passenger rail service through Petaluma in 2016. The purpose of this project is to authorize a contract with SMART to design and construct the required exit gate upgrades at the Caulfield Lane Grade Crossing as approved by the California Public Utilities Commission (PUC). The City is required by the PUC to fund the improvements. The developer of the Riverfront Project, Basin Street Properties, has voluntarily agreed to fund ½ of the total exit gate system project costs as a project condition of approval.

FINANCIAL OVERVIEW

e16102015

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental	-	-	-	-		-								-
Land & Easements														-
Design														-
Legal Services	-													-
Administration														-
Construction Contracts					223									223
Construction Mgmt	-													-
Salaries and Benefits	-	-												-
Contingency														-
CIP Overheads														-
TOTAL USES	-	-	-	-	223	-	-	-	-	-	-	-	-	223
SOURCES (dollars in \$000)														
Traffic Mitigation Impact Fees					223									223
TOTAL FUNDS	-	-	-	-	223	-	-	-	-	-	-	-	-	223



RECYCLED WATER PROJECTS FY 2014-2015

**RECYCLED WATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 14-15
 PROJECT SUMMARY
 Fund 6690.66900**

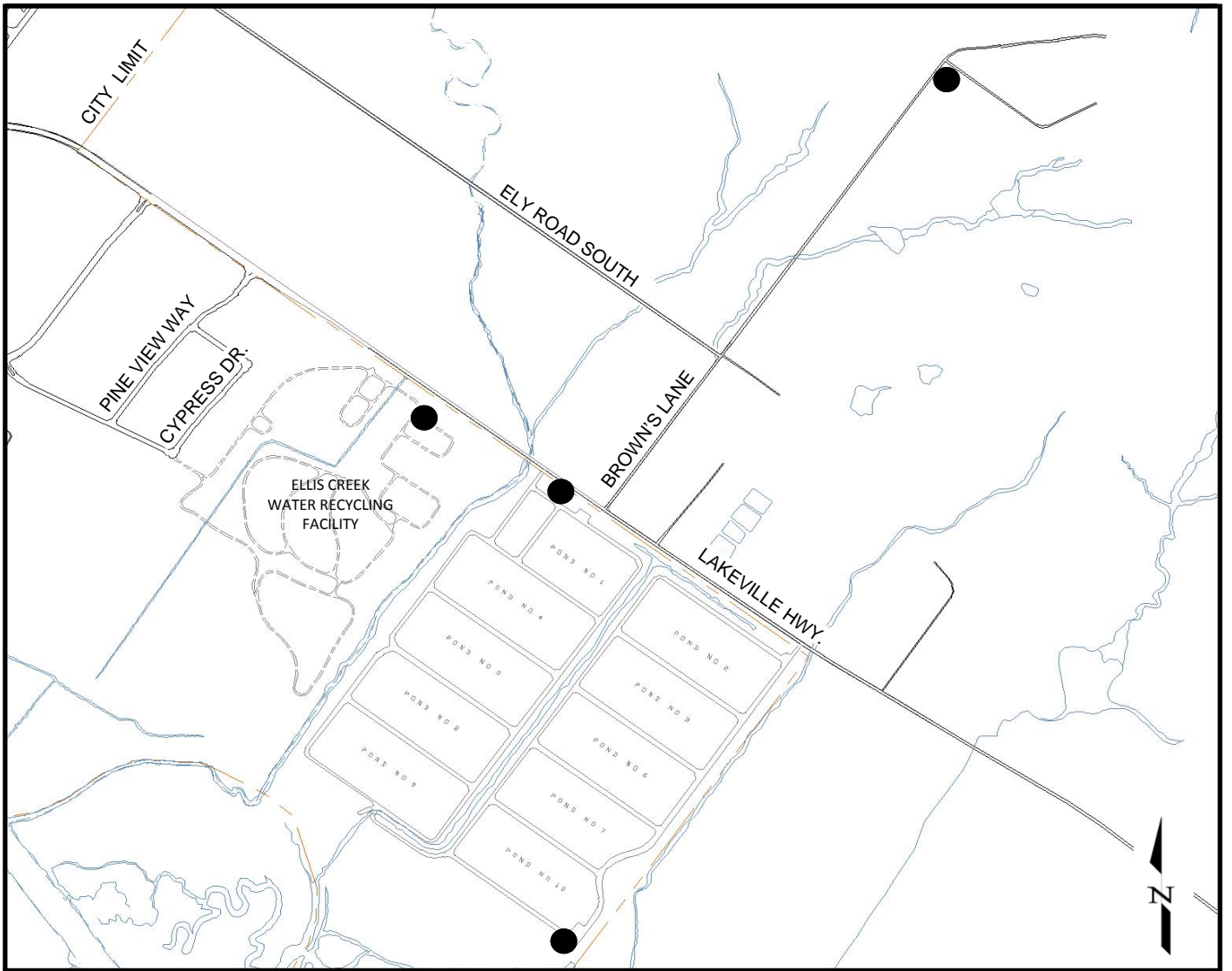
PROJECTS (dollars in \$000)	Actual Life to Date thru 6/30/13	Estimate FY 13-14	Budget FY 14-15	PROJECTED				Total Estimate
				FY 15-16	FY 16-17	FY 17-18	FY 18-19	
C66400902 Recycled Water Pump Station Improvements	\$ 882	\$ 1,675	\$ 153	\$ -	\$ -	\$ -	\$ -	2,710
C66401301 Brown's Lane Recycled Water Main Replacement	-	24	1,388	597	-	-	-	2,009
C66401415 Recycled Water Pipeline System Extensions	40	43	1,570	2,740	-	-	-	4,393
C66401416 Tertiary Filtration System Expansion	-	-	-	287	4,145	-	-	4,432
C66401302 Recycled Water Hydrant Replacement	-	-	-	-	388	-	-	388
TOTAL	\$ 922	\$ 1,742	\$ 3,111	\$ 3,624	\$ 4,533	\$ -	\$ -	\$ 13,932

SOURCES (dollars in \$000)

Waste Water Capital Funds

	1,186	1,438	3,111	3,624	4,533	-	-	13,892
TOTAL	\$ 1,186	\$ 1,438	\$ 3,111	\$ 3,624	\$ 4,533	\$ -	\$ -	\$ 13,892

PUMP STATION IMPROVEMENTS **RECYCLED WATER**



● PROJECT LOCATIONS

Project Title: Recycled Water Pump Station Improvements

C66400902

PROJECT PURPOSE AND DESCRIPTION

The recycled water pump stations were built in 1981. The system had previously conveyed secondary recycled water from the oxidation ponds to vineyards, fields and golf courses for disposal during the dry season, while tertiary water was used only at the Ellis Creek Water Recycling Facility for plant processing and site irrigation. The project will allow termination of secondary treated wastewater for recycled water use and eliminate two of the City's four recycled water pump stations used for this purpose and provide tertiary recycled water to approximately 850 acres of agricultural land. The project will modify two of the existing pump stations; upgrade a critical pressure-reducing station; rehabilitate mechanical, electrical and control systems; and correct structural and HVAC deficiencies. Improvements include installation of a 20" pipeline connection, a pond outfall and HVAC upgrades at Pump Station No. 2. The majority of the work was completed in FY 13/14 and closeout of the project will occur in FY 14/15

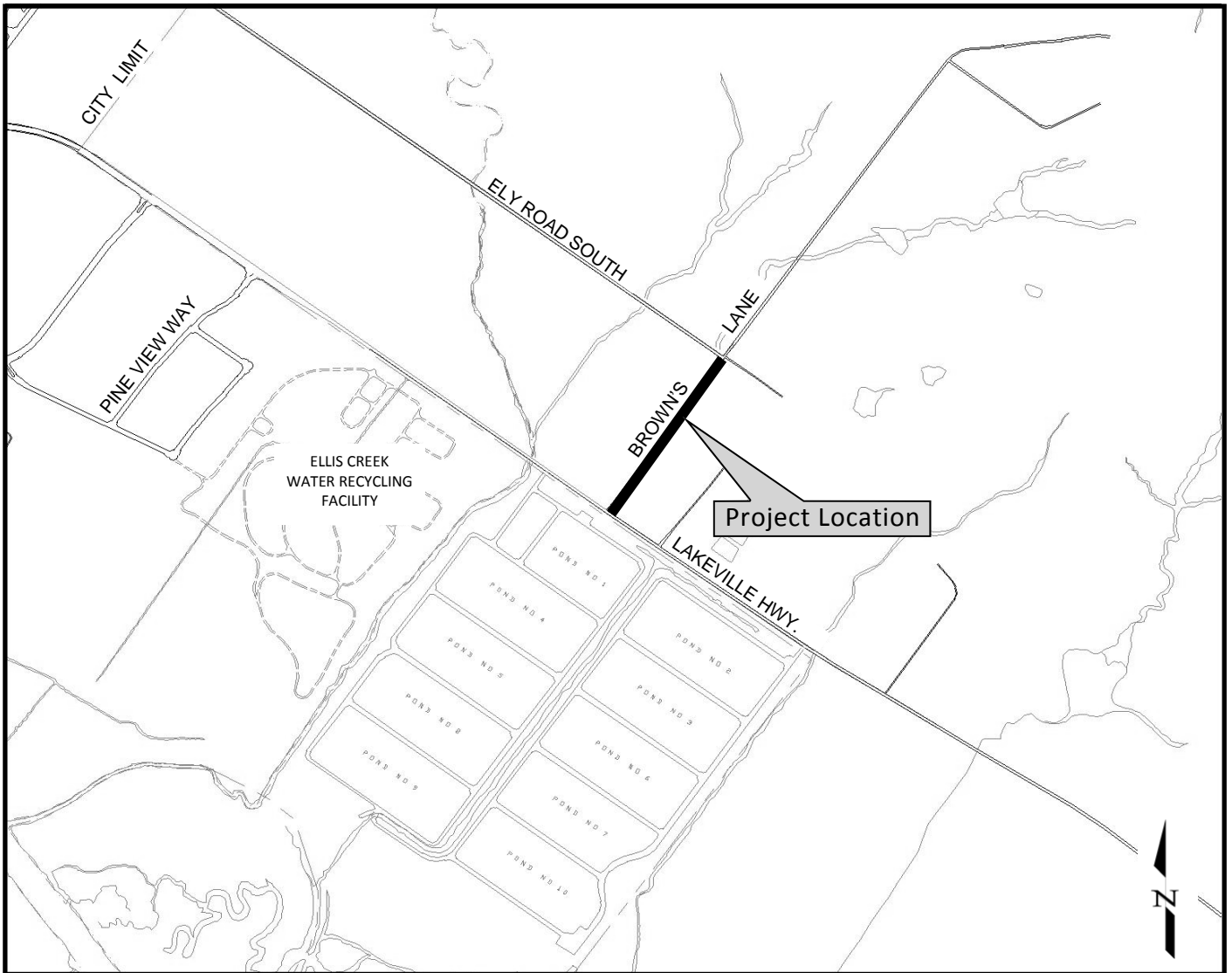
FINANCIAL OVERVIEW

C66400902

	BUDGET		Expenses and Funds Received				BUDGET			
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental	-		-	-						-
Land & Easements	-		-	-						-
Design	454	454	5	459						459
Legal Services	-		-	-						-
Administration	6		-	-	2					2
Construction Contracts	2,004	318	1,489	1,807	134					1,941
Construction Mgmt	300	82	143	225	5					230
Salaries and Benefits	120	14	28	42	10					52
Contingency	225		-	-						-
CIP Overheads	60	14	10	24	2					26
TOTAL USES	3,169	882	1,675	2,557	153	-	-	-	-	2,710
SOURCES (dollars in \$000)										
Waste Water Capital Funds	3,169	1,186	1,371	2,557	153					2,710
TOTAL FUNDS	3,169	1,186	1,371	2,557	153	-	-	-	-	2,710

BROWN'S LANE RECYCLED WATER MAIN REPLACEMENT

RECYCLED WATER



Project Title: Brown's Lane Recycled Water Main Replacement

C66401301

PROJECT PURPOSE AND DESCRIPTION

This recycled water transmission main was built in 1981 and conveys recycled water from Recycled Water Booster Pump No. 1 on Lakeville Hwy (State Route 116) to Booster Pump Station No. 2 on Brown's Lane. The existing asbestos concrete pipe is old and its joints are subject to acute failure. This project consists of replacing 2000 feet of a high pressure 20" recycled water main on Brown's Lane from Lakeville Hwy to Ely Rd. Design will begin in spring of 2014 with construction in summer of 2015.

FINANCIAL OVERVIEW

C66401301

	BUDGET	Expenses and Funds Received				BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental	10		1	1	50					51
Land & Easements	-		-	-	60					60
Design	20		15	15	90					105
Legal Services	1		1	1	10					11
Administration	1		1	1	4	3				8
Construction Contracts	-		-	-	800	400				1,200
Construction Mgmt	-		-	-	80	40				120
Salaries and Benefits	5		5	5	70	30				105
Contingency	-		-	-	200	100				300
CIP Overheads	1		1	1	24	24				49
TOTAL USES	38	-	24	24	1,388	597	-	-	-	2,009
SOURCES (dollars in \$000)										
Waste Water Capital Funds	38		24	24	1,388	597				2,009
TOTAL FUNDS	38	-	24	24	1,388	597	-	-	-	2,009



Project Title: Recycled Water Pipeline System Extensions

C66401415

PROJECT PURPOSE AND DESCRIPTION

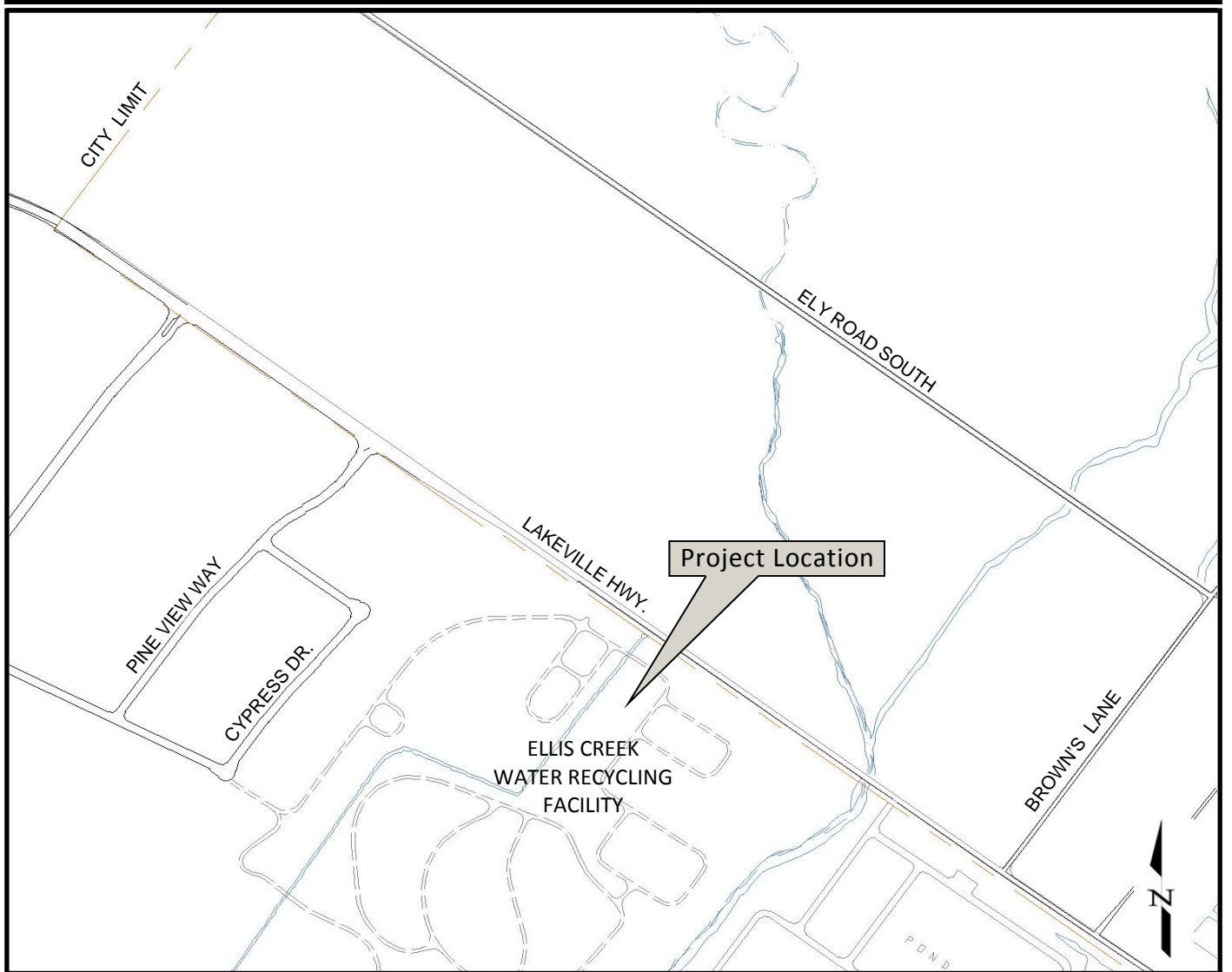
This project is identified in the General Plan as a key component of the City’s water supply plan and includes providing tertiary recycled water for irrigation of parks, golf courses, and open space areas. This project will extend the recycled water to offset potable water to schools, greenbelts, and parks. Fiscal Years 14/15 and 15/16 include extensions to Arroyo Park and the new East Washington Park, replacement of a recycled main at Prince Park, and extensions across SRJC to Kenilworth Jr. High and Corona Creek. Future years will include extensions to Lucchesi Park and other greenbelts and parks along Maria Drive.

FINANCIAL OVERVIEW

C66401415

	BUDGET		Expenses and Funds Received				BUDGET			
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental	70		-	-	20					20
Land & Easements	-		-	-						-
Design	115		5	5	100					105
Legal Services	10		-	-						-
Administration	-		-	-	10	10				20
Construction Contracts	-		25	25	950	2,020				2,995
Construction Mgmt	-		5	5	175	250				430
Salaries and Benefits	-		8	8	80	100				188
Contingency	-		-	-	200	300				500
CIP Overheads	5		-	-	35	60				95
TOTAL USES	200	-	43	43	1,570	2,740	-	-	-	4,353
SOURCES (dollars in \$000)										
Waste Water Capital Funds	200		43	43	1,570	2,740				4,353
TOTAL FUNDS	200	-	43	43	1,570	2,740	-	-	-	4,353

TERTIARY FILTRATION SYSTEM EXPANSION **RECYCLED WATER**



Project Title: Tertiary Filtration System Expansion

C66401416

PROJECT PURPOSE AND DESCRIPTION

The existing tertiary treatment system at the Ellis Creek Water Recycling Facility can process up to 5.0 MGD of tertiary level recycled water, of which 0.5 MGD is used in-plant. This project will increase the amount of tertiary recycled water that can be sent offsite for use as potable water offset by expanding the capacity of the tertiary filters and UV disinfection processes

FINANCIAL OVERVIEW

C66401416

	BUDGET		Expenses and Funds Received				BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED					
						FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)											
Planning/Environmental			-	-		80					80
Land & Easements			-	-							-
Design			-	-		200	120				320
Legal Services			-	-							-
Administration			-	-							-
Construction Contracts			-	-			3,200				3,200
Construction Mgmt			-	-			320				320
Salaries and Benefits			-	-			100				100
Contingency			-	-			350				350
CIP Overheads			-	-		7	55				62
TOTAL USES	-	-	-	-	-	287	4,145	-	-	-	4,432
SOURCES (dollars in \$000)											
Waste Water Capital Funds			-	-		287	4,145				4,432
TOTAL FUNDS	-	-	-	-	-	287	4,145	-	-	-	4,432

Project Title: Recycled Water Hydrant Replacement

C66401302

PROJECT PURPOSE AND DESCRIPTION

The City of Petaluma’s recycled water system was constructed in 1981. It conveys secondary recycled water from the oxidation ponds at Lakeville Highway for irrigation of vineyards, golf courses and other agricultural land, serving over 850 acres. During the dry-weather season the City distributes water to recycled irrigation customers. The existing hydrants are at the end of their useful life having been in service for 30+ years. Maintenance is becoming difficult as parts are no longer available. This project will remove and replace recycled water irrigation hydrants, meter assemblies and their laterals.

FINANCIAL OVERVIEW

C66401302

	BUDGET		Expenses and Funds Received				BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED					
						FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)											
Planning/Environmental			-	-							-
Land & Easements			-	-			14				14
Design			-	-			24				24
Legal Services			-	-							-
Administration			-	-			11				11
Construction Contracts			-	-			232				232
Construction Mgmt			-	-			23				23
Salaries and Benefits			-	-			23				23
Contingency			-	-			55				55
CIP Overheads			-	-			6				6
TOTAL USES	-	-	-	-	-	-	388	-	-	-	388
SOURCES (dollars in \$000)											
Waste Water Capital Funds			-	-			388				388
TOTAL FUNDS	-	-	-	-	-	-	388	-	-	-	388

SURFACE WATER PROJECTS FY 2014-2015

SURFACE WATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 14-15

PROJECT SUMMARY

and 3160.31600

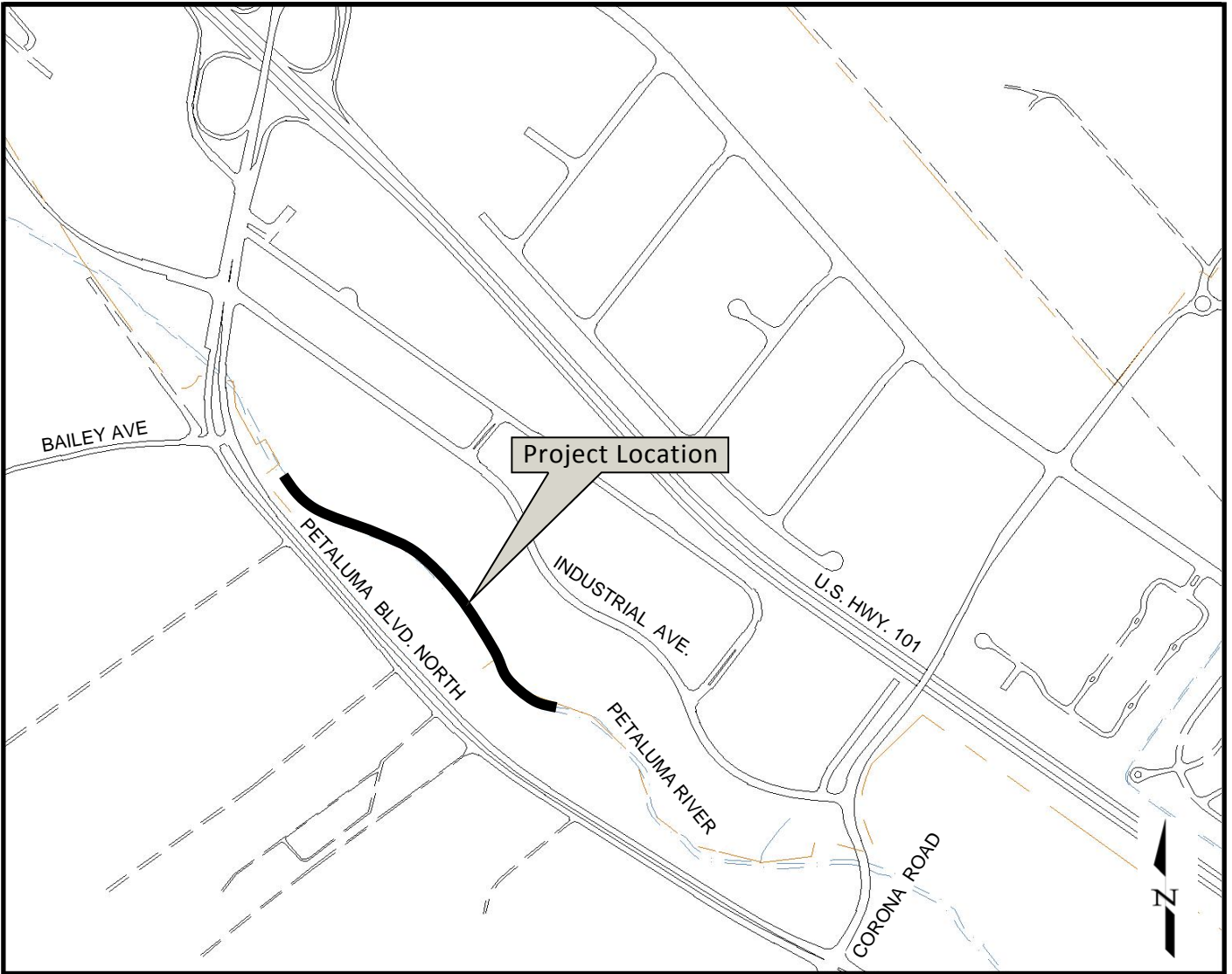
PROJECTS (dollars in \$000)	Actual Life to Date thru 6/30/13	Estimate FY 13-14	Budget FY 14-15	PROJECTED				Total Estimate
				FY 15-16	FY 16-17	FY 17-18	FY 18-19	
C00500208 River Plan - Denman Reach Phase 3	\$ 34	\$ 1,224	\$ 1,273	\$ -	\$ -	\$ -	\$ -	\$ 2,531
C16301307 Petaluma River Flood Control	339	2	10	460	460	-	-	1,271
C16301413 Capri Creek Re-contouring & Terr	-	22	458	620	-	-	-	1,100
C16301415 Surface Water Projects	-	2	28	-	1,230	-	1,230	2,490
C00500705 Lakeville Channel Improvements	20	-	-	-	211	-	-	231
C00500308 Stream and Precipitation Gauges	-	143	36	-	-	-	-	179
C16301414 Kelly Creek Modifications	-	-	57	1,110	-	-	-	1,167
C16301417 Washington Creek Repair & Enhancement	-	-	175	-	-	-	-	175
TOTAL	\$ 393	\$ 1,393	\$ 2,037	\$ 2,190	\$ 1,901	\$ -	\$ 1,230	\$ 9,144

SOURCES (dollars in \$000)

Storm Drainage Impact Fees	\$ 364	\$ 31	\$ 64	\$ 269	\$ 671	\$ -	\$ -	\$ 1,399
State Grants	-	1,015	370	455	-	-	-	1,840
SCWA Zone 2A Assessments	230	368	579	165	-	-	-	1,342
Dept of Water Resources Grant	-	15	978	-	-	-	-	993
Undetermined	-	-	-	1,110	1,230	-	1,230	3,570
TOTAL	\$ 594	\$ 1,429	\$ 1,991	\$ 1,999	\$ 1,901	\$ -	\$ 1,230	\$ 9,144

RIVER PLAN—DENMAN REACH PHASE 3

SURFACE WATER



Project Title: Denman Reach Phase 3

C00500208

PROJECT PURPOSE AND DESCRIPTION

This project is located along the Petaluma River, upstream of Corona Road within the Denman Reach. The project consists of acquiring properties and obtaining temporary construction and permanent trail easements to allow the excavation of a longitudinal bench along the low-flow channel of the river to create a flood terrace and restore the wetland and upland habitat areas upstream of the previously constructed Phase 1 and 2 projects. This will stabilize the existing incised river channel and unstable bank areas, improve hydraulic function, and reduce localized flood levels currently impacting adjacent development in the City and unincorporated areas.

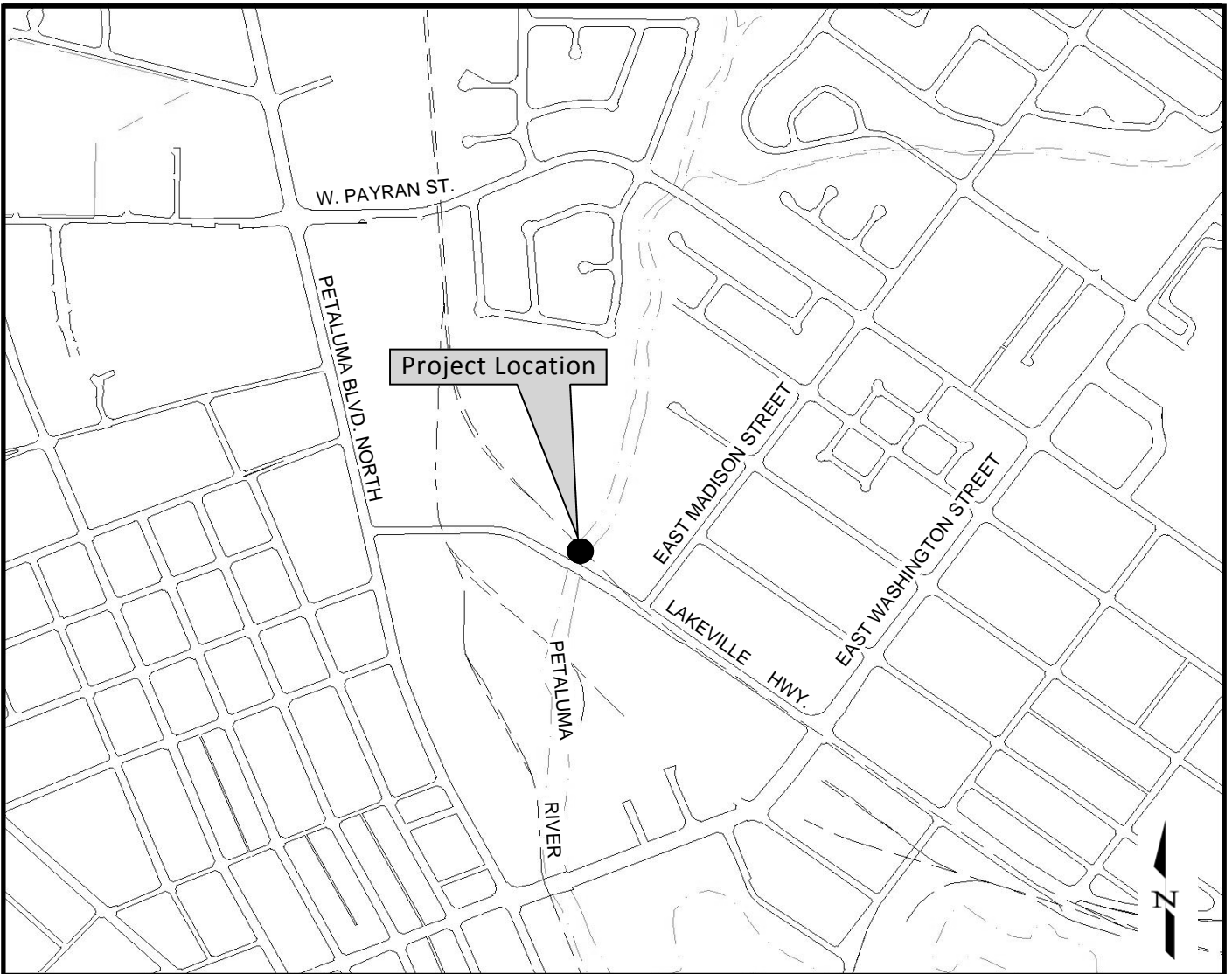
FINANCIAL OVERVIEW

C00500208

	BUDGET				BUDGET					Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental	86		15	15	50					65
Land & Easements	760		1,047	1,047						1,047
Design	-	21	140	161	35					196
Legal Services	5	2	2	4	1					5
Administration	-		-	-						-
Construction Contracts	-		-	-	905					905
Construction Mgmt	8	8	-	8	22					30
Salaries and Benefits	20	2	20	22	15					37
Contingency	-		-	-	244					244
CIP Overheads	3	1	-	1	1					2
TOTAL USES	882	34	1,224	1,258	1,273	-	-	-	-	2,531
SOURCES (dollars in \$000)										
Storm Drainage Impact Fees	8	8	-	8						8
Natural Resource Agency Grant	850		1,015	1,015						1,015
SCWA Zone 2A Assessments	169	26	194	220	295					515
Dept of Water Resources Grant			15	15	978					993
TOTAL FUNDS	1,027	34	1,224	1,258	1,273	-	-	-	-	2,531

PETALUMA RIVER FLOOD CONTROL

SURFACE WATER



Project Title: Petaluma River Flood Control

C16301307

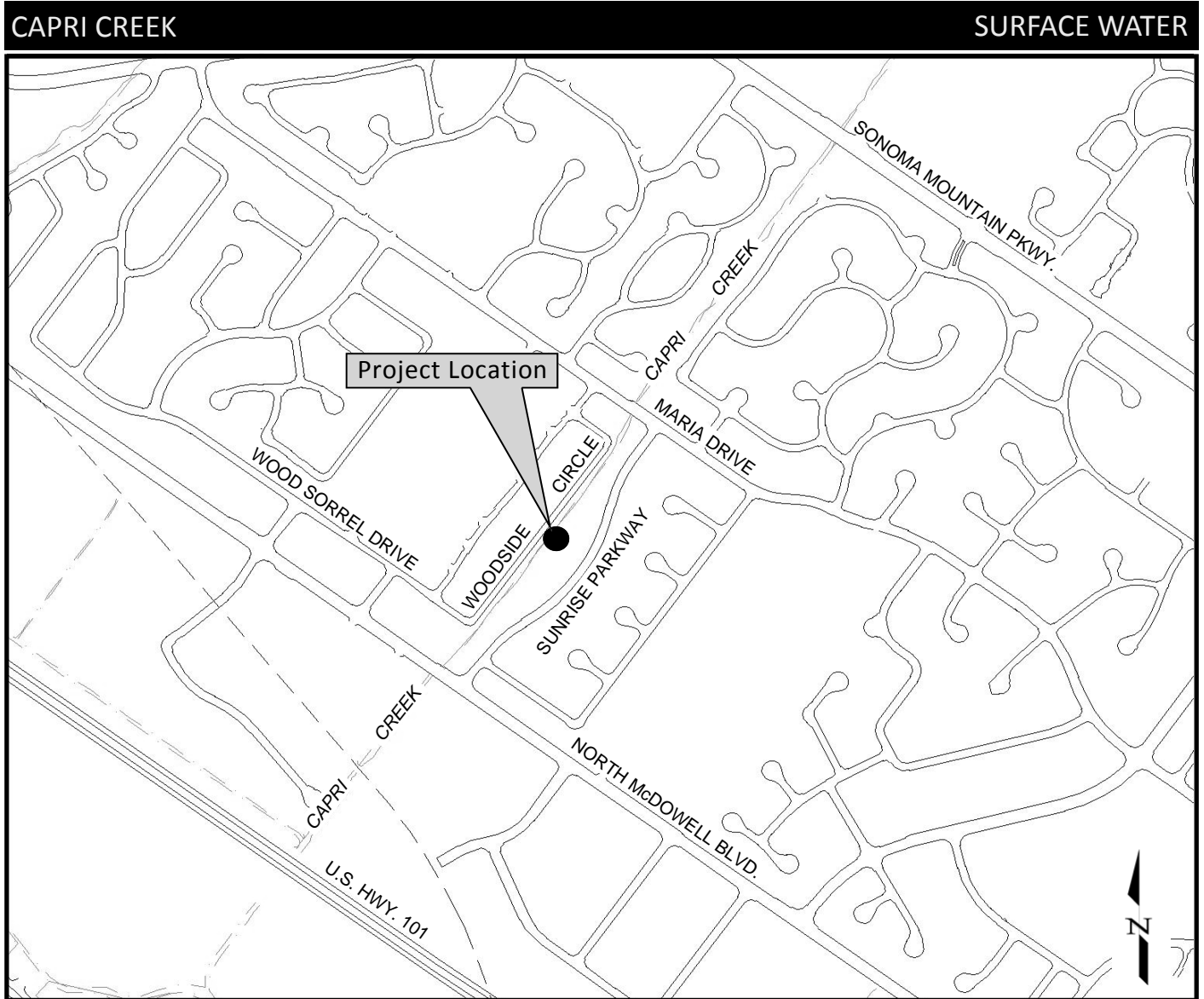
PROJECT PURPOSE AND DESCRIPTION

This project completes the U.S. Corps of Engineers Payran Flood Control Project. This work includes 100 ft. of sheet pile flood wall extension to the SMART bridge abutment, embankment and storm drain outfall repair, and sheet pile cap repair. Projected costs represent only the City's 35% cost share of the proposed project. The work is not yet scheduled but expected to occur in the summer of 2015.

FINANCIAL OVERVIEW

C16301307

	BUDGET	Expenses and Funds Received				BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental			-	-						-
Land & Easements		1	-	1						1
Design			-	-						-
Legal Services			-	-						-
Administration	327	327	-	327						327
Construction Contracts	300		-	-		450	450			900
Construction Mgmt			-	-						-
Salaries and Benefits	13	3	2	5	10	10	10			35
Contingency			-	-						-
CIP Overheads	8	8	-	8						8
TOTAL USES	648	339	2	341	10	460	460	-	-	1,271
SOURCES (dollars in \$000)										
Storm Drainage Impact Fees	648	336	2	338		269	460			1,067
SCWA Zone 2A Assessments		204	-	204						204
TOTAL FUNDS	648	540	2	542	-	269	460	-	-	1,271



Project Title: Capri Creek Re-contouring and Terracing

C16301413

PROJECT PURPOSE AND DESCRIPTION

The project will improve channel hydraulic capacity to reduce out of bank flooding, and ease of maintenance. The creek will be re-contoured west of Maria Drive to better define low flow channel, create a flood terrace, and create a sediment/debris removal basin at the downstream inlet. . Additionally in-stream habitat structures and plantings of native trees and shrubs will be added along the newly defined riparian corridor. The project will be funded largely through a State grant and Zone 2A funding with additional supplemental funding with Storm Drainage Impact Fees.

FINANCIAL OVERVIEW

C16301413

	BUDGET				Expenses and Funds Received					BUDGET			
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate			
						FY 15-16	FY 16-17	FY 17-18	FY 18-19				
USES (dollars in \$000)													
Planning/Environmental	88		-	-									-
Land & Easements	-		-	-									-
Design	76		-	-									-
Legal Services			-	-									-
Administration			-	-									-
Construction Contracts			-	-	250	500							750
Construction Mgmt			-	-	45	82							127
Salaries and Benefits			22	22	80	25							127
Contingency			-	-	75								75
CIP Overheads			-	-	8	13							21
TOTAL USES	164	-	22	22	458	620	-	-	-	-	-	-	1,100
SOURCES (dollars in \$000)													
Storm Drainage Impact Fees	58		22	22	36								58
State Grant			-	-	370	455							825
SCWA Zone 2A Assessments	106		-	-	52	165							217
TOTAL FUNDS	164	-	22	22	458	620	-	-	-	-	-	-	1,100



Project Title: Surface Water Projects

C16301415

PROJECT PURPOSE AND DESCRIPTION

A five-year surface water project list will be developed to prioritize future capital projects. Likely future projects include creation of a sediment basin on Adobe Creek, developing a stewardship program and improving creekside trails on Adobe Creek, Lynch Creek, and Washington Creek, bank stabilization on Lynch Creek and detention/retention ponds for Willowbrook Creek.

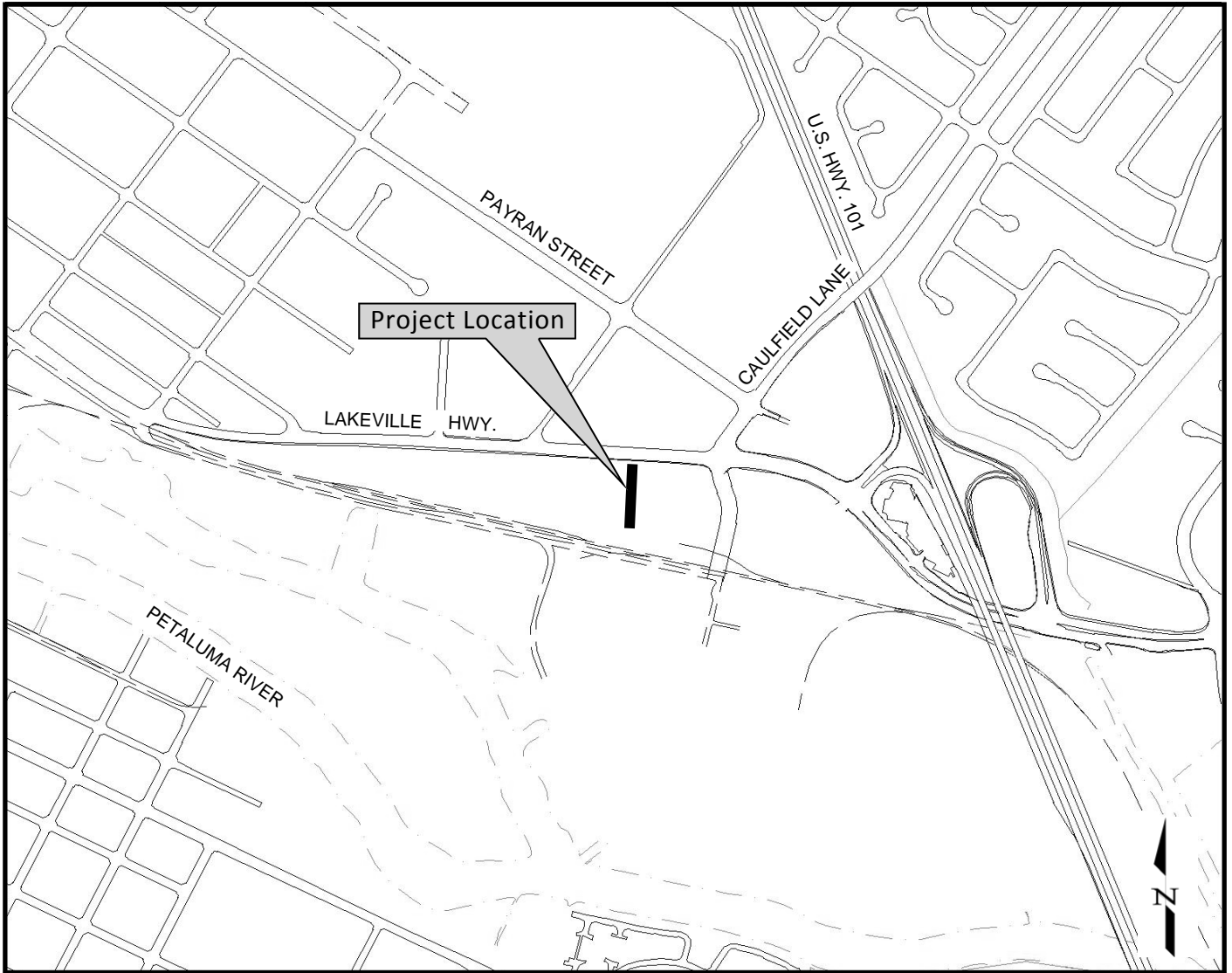
FINANCIAL OVERVIEW

C16301415

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental	20		-	-	18									18
Land & Easements	-		-	-	-	-								-
Design	-		-	-	-	-								-
Legal Services	-		-	-	-	-								-
Administration	-		-	-	-	-								-
Construction Contracts	-		-	-			1,000				1,000			2,000
Construction Mgmt	-		-	-			80				80			160
Salaries and Benefits	10		2	2	10		50				50			112
Contingency	-		-	-			100				100			200
CIP Overheads	-		-	-	-		-				-			-
TOTAL USES	30	-	2	2	28	-	1,230	-	-	-	1,230	-	-	2,490
SOURCES (dollars in \$000)														
Storm Drainage Impact Fees	30		2	2	28									30
Undetermined							1,230				1,230			2,460
TOTAL FUNDS	30	-	2	2	28	-	1,230	-	-	-	1,230	-	-	2,490

LAKEVILLE CHANNEL IMPROVEMENTS

SURFACE WATER



Project Title: Lakeville Channel Improvements

C00500705

PROJECT PURPOSE AND DESCRIPTION

The City currently owns and maintains an open drainage ditch at 960 Lakeville Street. The ditch conveys storm water runoff from Lakeville Street and the surrounding area into an adjacent channel. Maintaining adequate flow capacity of this ditch is exacerbated by the growth of cattails. This project will clean out the ditch and install approximately 500 linear feet of pipe. The potential environmental impacts of this proposed project have been determined, and mitigation alternatives need to be evaluated in order to proceed with the construction of this project.

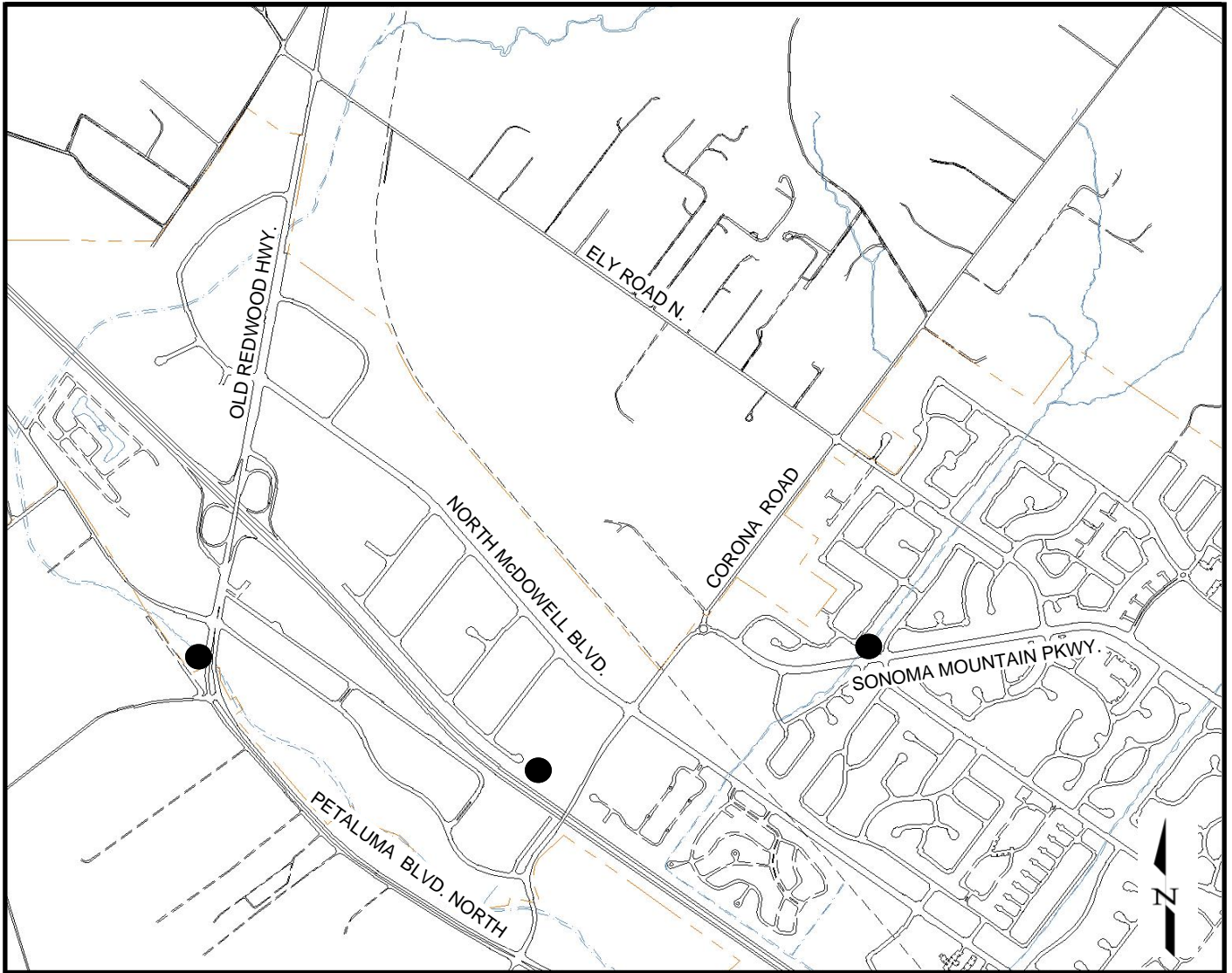
FINANCIAL OVERVIEW

C00500705

	BUDGET		Expenses and Funds Received				BUDGET			
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental	19	19	-	19			1			20
Land & Easements			-	-						-
Design			-	-						-
Legal Services			-	-						-
Administration			-	-						-
Construction Contracts			-	-			170			170
Construction Mgmt			-	-			15			15
Salaries and Benefits			-	-			10			10
Contingency			-	-			15			15
CIP Overheads	1	1	-	1						1
TOTAL USES	20	20	-	20	-	-	211	-	-	231
SOURCES (dollars in \$000)										
Storm Drainage Impact Fees	20	20	-	20			211			231
TOTAL FUNDS	20	20	-	20	-	-	211	-	-	231

STREAM AND PRECIPITATION GUAGES

SURFACE WATER



● PROJECT LOCATIONS

Project Title: Stream and Precipitation Gauges

C00500308

PROJECT PURPOSE AND DESCRIPTION

This project is located throughout the Petaluma River watershed within the City limits, as well as unincorporated Sonoma County. The project consists of the installation of ten additional gauges to measure and record stream depth and precipitation. The purpose is to obtain additional data necessary to evaluate surface water runoff and flooding in the watershed. These gauges will also augment the existing gauges used for City flood response activities. This project has been approved for funding by SCWA Zone 2A.

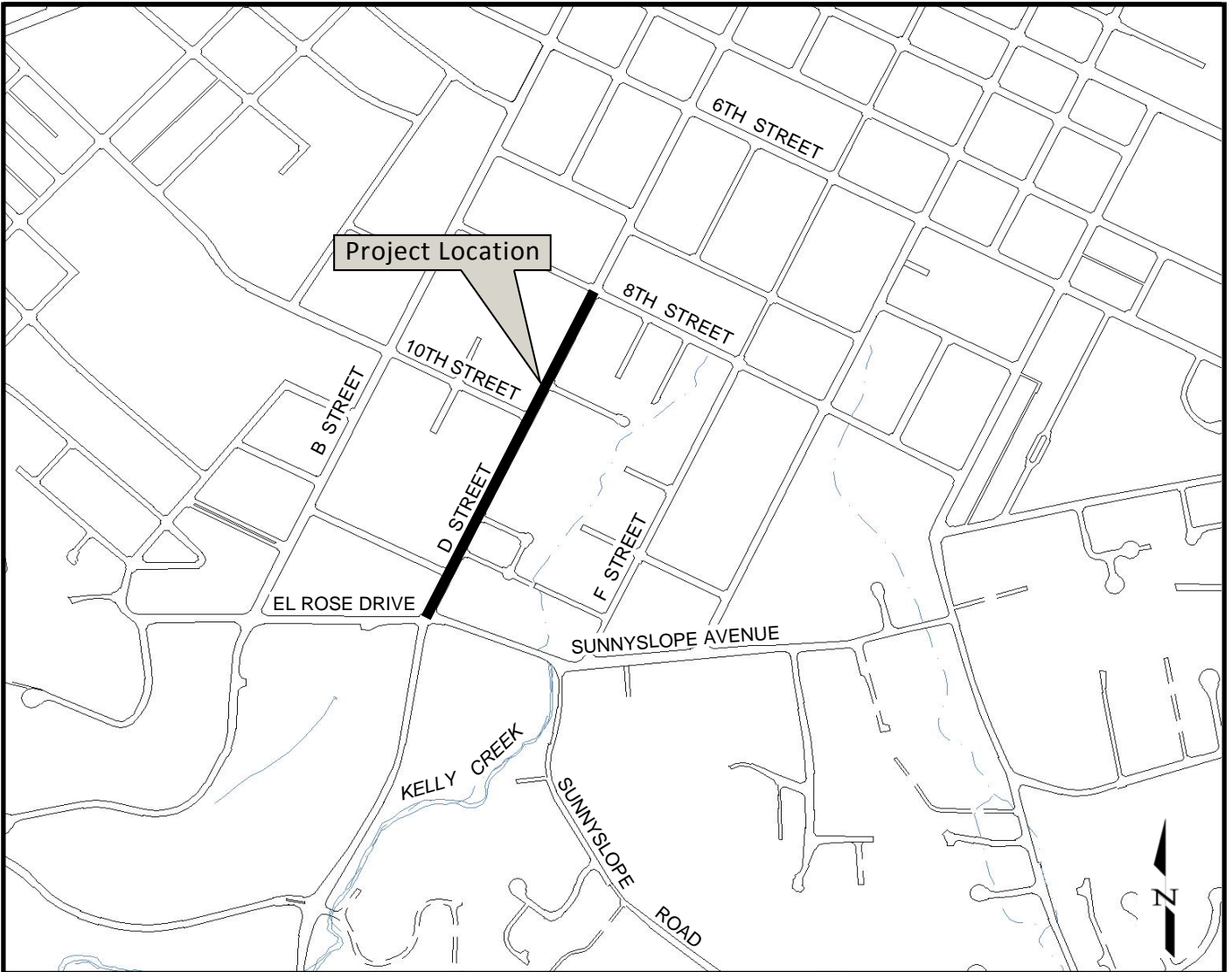
FINANCIAL OVERVIEW

C00500308

	BUDGET	Expenses and Funds Received				BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental	-		-	-						-
Land & Easements	-		-	-						-
Design	-		-	-						-
Legal Services	5		3	3						3
Administration	5		-	-						-
Construction Contracts	51		114	114	30					144
Construction Mgmt	5		8	8	3					11
Salaries and Benefits	10		13	13	3					16
Contingency	-		-	-						-
CIP Overheads	5		5	5						5
TOTAL USES	81	-	143	143	36	-	-	-	-	179
SOURCES (dollars in \$000)										
Storm Drainage Impact Fees	-		5	5						5
SCWA Zone 2A Assessments	81		174	174						174
TOTAL FUNDS	81	-	179	179	-	-	-	-	-	179

KELLY CREEK

SURFACE WATER



Project Title: Kelly Creek Modifications

C16301414

PROJECT PURPOSE AND DESCRIPTION

The project will redirect culvert flow to a new storm drain line in D Street and reconnect the natural flow from Kelly Creek at Sunnyslope back into the Kelly Creek natural channel. The first phase of work is to assess the current conditions and existing capacity in the storm drain system to determine the project scope. The second phase is construction. The schedule will be based on priority and available funding. Initial funding for preliminary analysis and engineering will be Zone 2A. Staff is seeking funds for construction.

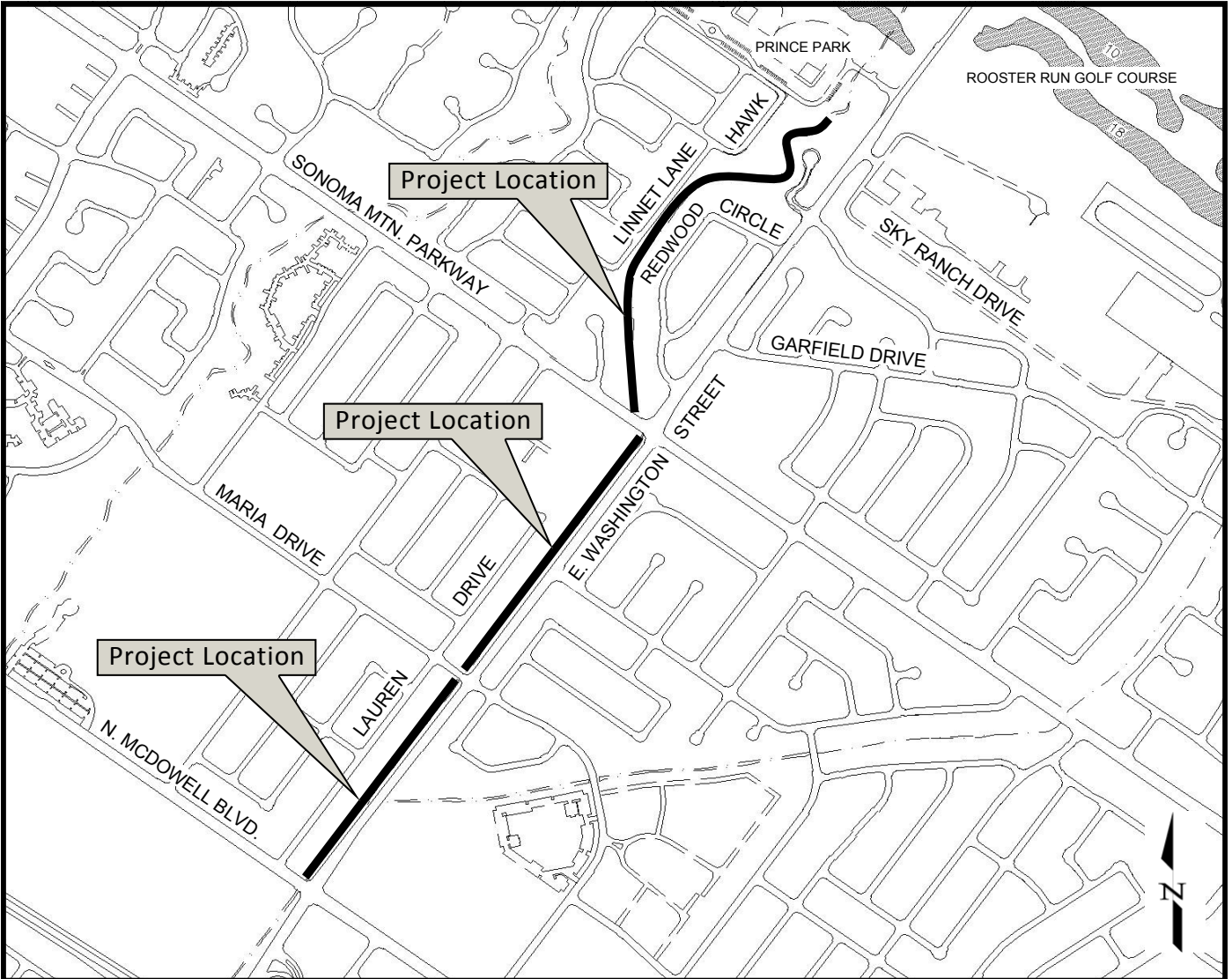
FINANCIAL OVERVIEW

C16301414

	Expenses and Funds Received				BUDGET					Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental			-	-	9					9
Land & Easements			-	-						-
Design			-	-	44					44
Legal Services			-	-						-
Administration			-	-						-
Construction Contracts			-	-		900				900
Construction Mgmt			-	-		50				50
Salaries and Benefits			-	-	4	40				44
Contingency			-	-		90				90
CIP Overheads			-	-		30				30
TOTAL USES	-	-	-	-	57	1,110	-	-	-	1,167
SOURCES (dollars in \$000)										
SCWA Zone 2A Assessments			-	-	57					57
Undetermined						1,110				1,110
TOTAL FUNDS	-	-	-	-	57	1,110	-	-	-	1,167

WASHINGTON CREEK REPAIR

SURFACE WATER



Project Title: Washington Creek Repair & Enhancement

C16301417

PROJECT PURPOSE AND DESCRIPTION

The project includes bank repair and native riparian plantings on Washington Creek starting at N. McDowell Blvd. meandering upstream through subdivisions to Prince Park. Environmental analysis, permitting and design are scheduled for 2014 with construction in 2015.

FINANCIAL OVERVIEW

C16301417

	BUDGET		Expenses and Funds Received				BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate	
						FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)											
Planning/Environmental			-	-	40					40	
Land & Easements			-	-						-	
Design			-	-	30					30	
Legal Services			-	-						-	
Administration			-	-						-	
Construction Contracts			-	-	105					105	
Construction Mgmt			-	-						-	
Salaries and Benefits			-	-						-	
Contingency			-	-						-	
CIP Overheads			-	-						-	
TOTAL USES	-	-	-	-	175	-	-	-	-	175	
SOURCES (dollars in \$000)											
SCWA Zone 2A Assessments			-	-	175					175	
TOTAL FUNDS	-	-	-	-	175	-	-	-	-	175	



TRANSIT PROJECTS FY 2014-2015

**TRANSIT CAPITAL IMPROVEMENT PROGRAM BUDGET FY 14-15
 PROJECT SUMMARY**

Fund 6590.65999

PROJECTS (dollars in \$000)	Actual Life to Date thru 6/30/13	Estimate FY 13-14	Budget FY 14-15	PROJECTED				Total Estimate
				FY 15-16	FY 16-17	FY 17-18	FY 18-19	
C65101402 Transit Signal Priority	-	32	165	-	-	-	-	197
C65501503 Automatic Vehicle Location System	-	-	500	-	-	-	-	500
TOTAL	-	\$ 32	\$ 665	\$ -	\$ -	\$ -	\$ -	\$ 697

SOURCES (dollars in \$000)

TDA Transit Capital funds	-	-	163	-	-	-	-	163
FTA State of Good Repair (5309)	-	-	227	-	-	-	-	227
MTC Transit Performance Incentive	-	-	247	-	-	-	-	247
Traffic Mitigation Impact Fees	-	32	28	-	-	-	-	60
TOTAL	-	\$ 32	\$ 665	\$ -	\$ -	\$ -	\$ -	\$ 697

Project Title: Transit Signal Priority

C65101402

PROJECT PURPOSE AND DESCRIPTION

The pilot Transit Signal Priority (TSP) project will involve replacing the City’s aging TSP detection equipment in the pilot corridor and upgrading all signal controller equipment at each intersection. Because many of the controllers and detectors around the community are reaching the end of their useful lives, the project will provide great benefit by upgrading key equipment. Emitters will be purchased for Petaluma Transit fixed route buses, and a central managerial monitoring and reporting software package will be obtained to evaluate the system’s performance.

FINANCIAL OVERVIEW

C65101402

	BUDGET		Expenses and Funds Received			BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental			32	32	10					42
Land & Easements			-	-						-
Design			-	-						-
Legal Services			-	-						-
Administration			-	-						-
Construction Contracts			-	-	155					155
Construction Mgmt			-	-						-
Salaries and Benefits			-	-						-
Contingency			-	-						-
CIP Overheads			-	-						-
TOTAL USES	-	-	32	32	165	-	-	-	-	197
SOURCES (dollars in \$000)										
TDA Transit Capital funds			-	-	7					7
MTC Transit Performance Incentive			-	-	152					152
Traffic Mitigation Impact Fees			32	32	6					38
TOTAL FUNDS	-	-	32	32	165	-	-	-	-	197

Project Title: Petaluma Transit Automatic Vehicle Location System C65501503

PROJECT PURPOSE AND DESCRIPTION

Petaluma Transit currently has no way of knowing where exactly its passengers get on and off the buses except for trip-level data which can be captured manually by drivers as they perform their duties. This project's goals include the ability to provide riders "real time" predictive bus arrival information, capture and access a complete spectrum of planning data, ADA compliant visual and audible stop announcements, NTD (National Transit Database) accepted ridership data (via automatic passenger counters installed at bus doorways) and expanded dispatch to bus communications. AVL/CAD systems are sweeping the transit industry due to their power as dispatching and planning tools that collect data on system performance.

FINANCIAL OVERVIEW

C65501503

	BUDGET		Expenses and Funds Received			BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental			-	-						-
Land & Easements			-	-						-
Design			-	-	25					25
Legal Services			-	-						-
Administration			-	-						-
Construction Contracts			-	-	420					420
Construction Mgmt			-	-						-
Salaries and Benefits			-	-						-
Contingency			-	-	40					40
CIP Overheads			-	-	15					15
TOTAL USES	-	-	-	-	500	-	-	-	-	500
SOURCES (dollars in \$000)										
TDA Transit Capital funds			-	-	156					156
FTA State of Good Repair (5309)			-	-	227					227
MTC Transit Performance Incentive			-	-	95					95
Traffic Mitigation Impact Fees			-	-	22					22
TOTAL FUNDS	-	-	-	-	500	-	-	-	-	500



WATER UTILITY PROJECTS FY 2014-2015

**WATER UTILITY CAPITAL IMPROVEMENT PROGRAM BUDGET FY 14-15
PROJECT SUMMARY
Fund 6690.66900**

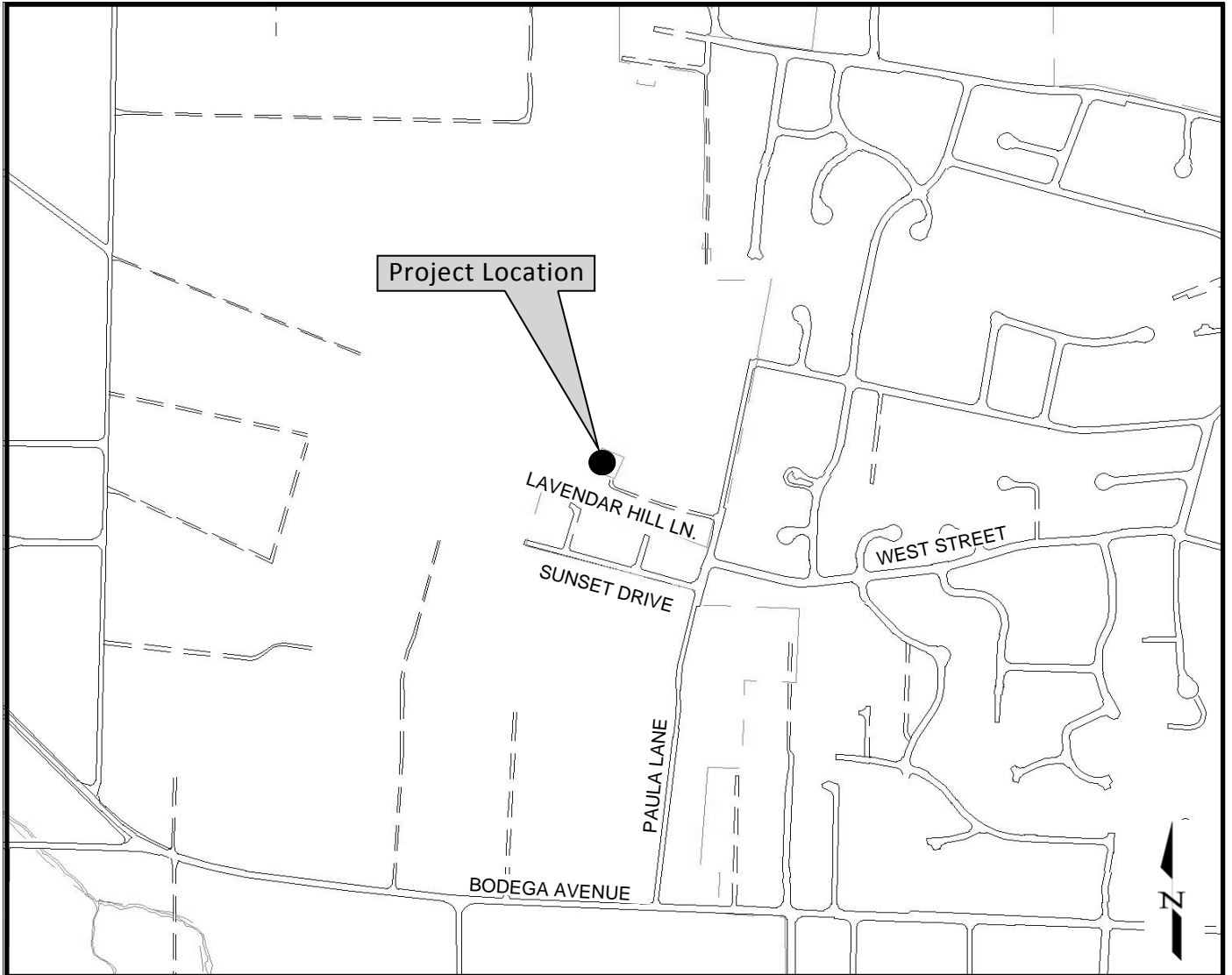
PROJECTS (dollars in \$000)	Actual Life to Date thru 6/30/13	Estimate FY 13-14	Budget FY 14-15	PROJECTED				Total Estimate
				FY 15-16	FY 16-17	FY 17-18	FY 18-19	
C00500101 Paula Lane Reservoir #2	\$ 759	\$ 15	\$ 858	\$ -	\$ -	\$ 87	\$ 1,935	\$ 3,654
C67401201 Well Construction & Repair	49	48	600	454	500	500	500	2,651
C67401004 Pump Stations Emergency Power	9	170	107	31	-	-	-	317
C67501303 2" Water Main Replacements	1	11	1,355	428	600	920	600	3,915
C67500903 Automatic Meter Read Replacement	235	757	800	-	-	-	-	1,792
C67501407 Western Avenue Water Main Extension	-	57	642	-	-	-	-	699
c67501406 Water Service Replacement	-	8	1,250	250	150	250	150	2,058
C67401003 E. Washington St. 18" Water Main Replacement - Maria to River Ph 3	-	41	1,659	-	-	-	-	1,700
C67501408 Water Service Connections Petaluma Blvd N.	-	6	395	-	-	-	-	401
C67501007 Hardin Tank Exterior Recoating	-	-	-	700	650	-	-	1,350
C67501304 Petaluma Blvd. 12" Water Main Replacement (B St to Kent St)	-	-	-	-	2,405	2,430	-	4,835
C67501405 Oak Hill Reservoir	-	-	127	-	-	100	2,355	2,582
C67401006 Casa Grande Road 16" Water Main Extension	-	-	-	-	1,530	-	-	1,530
C67401005 Petaluma Blvd. North 12" Water Main Extension	-	-	-	-	-	2,545	-	2,545
C67501302 SRJC 12" Water Main Extension	-	-	-	-	-	470	-	470
TOTAL	\$ 1,053	\$ 1,113	\$ 7,793	\$ 1,863	\$ 5,835	\$ 7,302	\$ 5,540	\$ 30,499

SOURCES (dollars in \$000)

Water Operating	\$ 1,202	\$ 705	\$ 1,590	\$ -	\$ -	\$ 87	\$ 1,935	\$ 5,519
Water Capital	64	232	6,095	1,934	5,835	7,215	3,605	24,980
TOTAL	\$ 1,266	\$ 937	\$ 7,685	\$ 1,934	\$ 5,835	\$ 7,302	\$ 5,540	\$ 30,499

PAULA LANE RESERVOIR #1 AND #2

WATER UTILITY



Project Title: Paula Lane Reservoir #1 & #2

C00500101

PROJECT PURPOSE AND DESCRIPTION

This project will provide needed maintenance at Reservoir No. 1, built in 1963, including sand blasting and recoating the interior, cathodic protection, seismic upgrades, replacement of the vents with screens, recoating of the exterior and implementing safety improvements. The maintenance work will occur in FY 14/15. This project also includes future installation of a second reservoir needed to increase the City's water storage capacity by 1.7 MG. The reservoir will provide the City with 14.7 MG of storage, (approximately two days of average demand), improve the integrity and security of the City's water system, and support the future replacement of the Oak Hill Reservoir which was constructed in the 1880's.

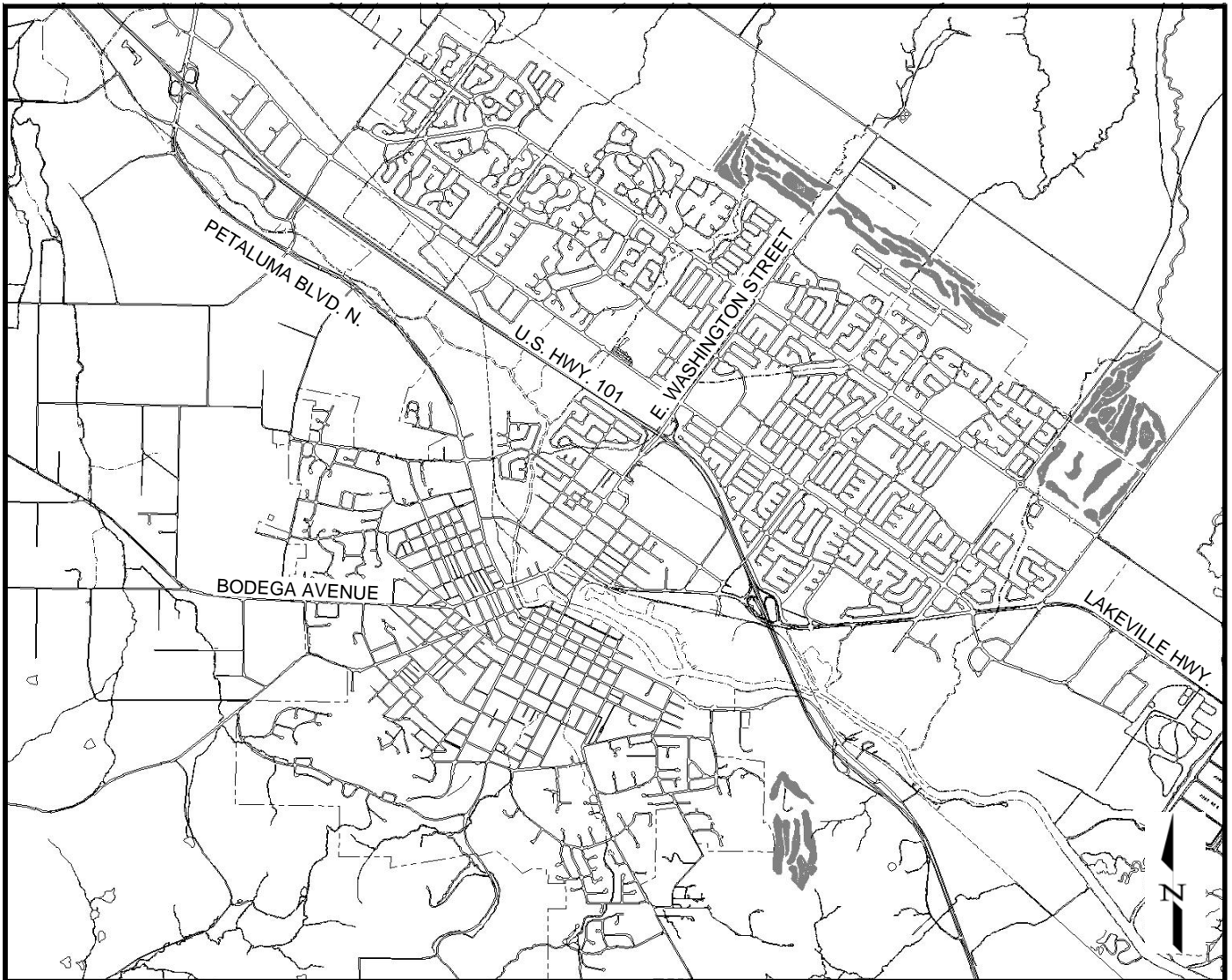
FINANCIAL OVERVIEW

C00500101

	BUDGET		Expenses and Funds Received				BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED					
						FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)											
Planning/Environmental	257	257	-	257	5			10			272
Land & Easements	414	414	-	414	6			6			426
Design	18	18	10	28	40			50			118
Legal Services	3	3	-	3	25						28
Administration	5	5	-	5	2					3	10
Construction Contracts	49	49	-	49	600					1,395	2,044
Construction Mgmt			-	-	80					200	280
Salaries and Benefits			5	5	25			20	100		150
Contingency			-	-	60				210		270
CIP Overheads	13	13	-	13	15			1	27		56
TOTAL USES	759	759	15	774	858	-	-	87	1,935	3,654	
SOURCES (dollars in \$000)											
Water Operating	842	842	-	842	790			87	1,935		3,654
TOTAL FUNDS	842	842	-	842	790	-	-	87	1,935	3,654	

WELL CONSTRUCTION AND REPAIR (VARIOUS LOCATIONS)

WATER UTILITY



Project Title: Well Construction & Repair

C67401201

PROJECT PURPOSE AND DESCRIPTION

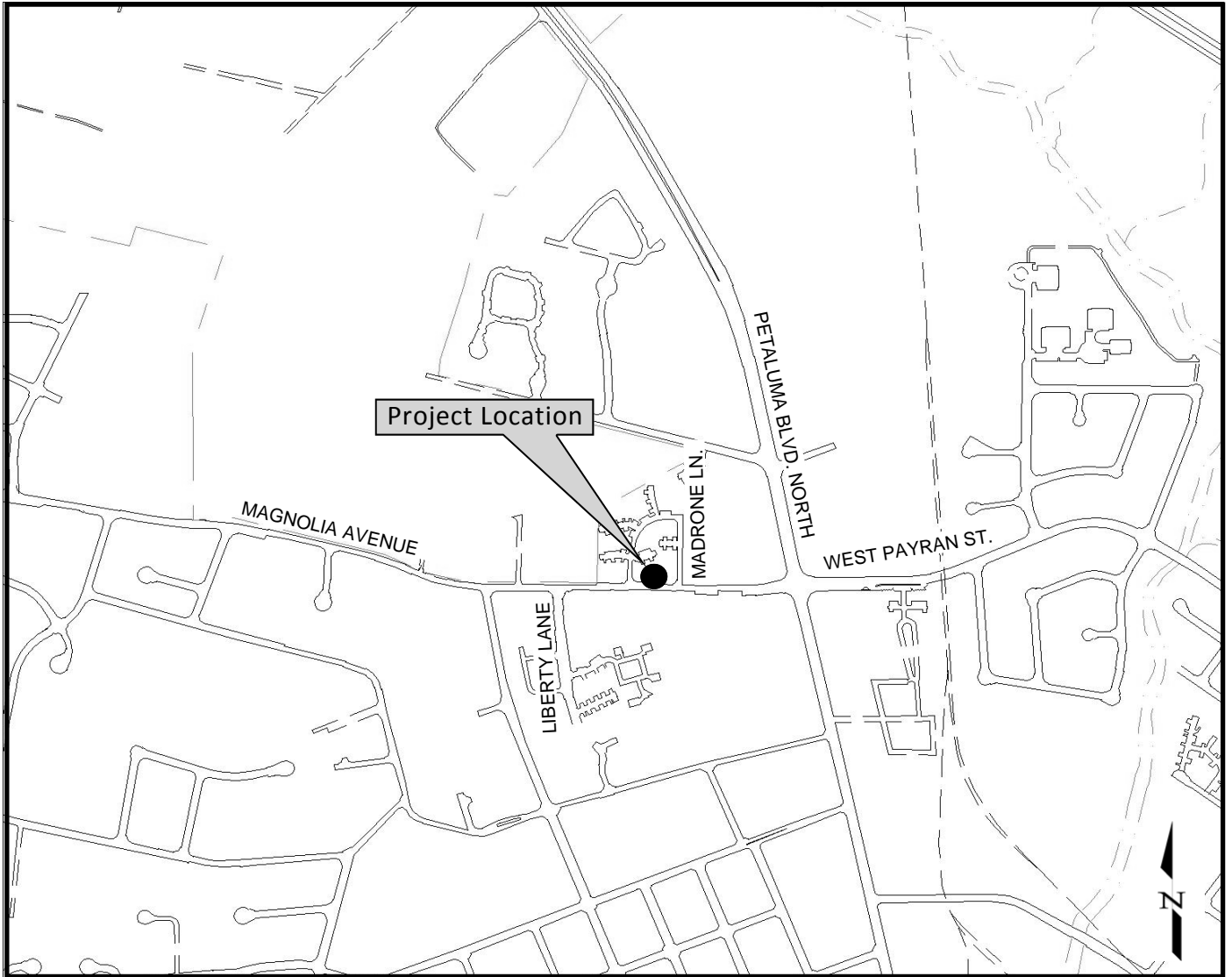
This project is necessary to maintain the needed peaking and emergency flexibility of the current water system per a Sonoma County Water Agency capacity goal that local agencies increase emergency and drought delivery to 40% of the average day of the maximum month demand. FY 14/15: Park Place well has failed and will be re-drilled and put back into service to provide 400 gpm of expected capacity. FY 15/16: Willowbrook well is also non-functional and will be developed and well head treatment installed to meet State water quality criteria. FY 17/18 and 18/19: Upgrades to existing wells include re-drilling and minor repairs. New well sites will also be developed.

FINANCIAL OVERVIEW

C67401201	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental	-		-	-										-
Land & Easements	-		-	-										-
Design	75		30	30	20	30	15	15	15					125
Legal Services	-		-	-										-
Administration	5		-	-	3	3	3	3	3					15
Construction Contracts	213	47	10	57	441	300	350	350	350					1,848
Construction Mgmt	17		-	-	35	30	35	35	35					170
Salaries and Benefits	12	1	8	9	25	25	21	21	21					122
Contingency	33		-	-	70	60	70	70	70					340
CIP Overheads	5	1	-	1	6	6	6	6	6					31
TOTAL USES	360	49	48	97	600	454	500	500	500					2,651
SOURCES (dollars in \$000)														
Water Operating	54	54	-	54										54
Water Capital	306	32	11	43	600	454	500	500	500					2,597
TOTAL FUNDS	360	86	11	97	600	454	500	500	500					2,651

PUMP STATIONS EMERGENCY POWER

WATER UTILITY



Project Title: Pump Stations Emergency Power

C67401004

PROJECT PURPOSE AND DESCRIPTION

The project will replace the existing power service to the City's wells and replace them with new service receptacles that will allow for the proper and safe connection of the well service to a portable power generation unit. Emergency power upgrades at the Victoria and Country Club pump stations have been completed. Fiscal year 14/15 includes upgrades at the Frates and Victoria pump stations and minor alterations to receptacles at all pump stations. This project is meant to fully address the General Plan directive to ensure operation of the wells in an emergency mode.

FINANCIAL OVERVIEW

C67401004

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental	-		-	-										-
Land & Easements	-		-	-										-
Design	10		15	15	10									25
Legal Services	-		-	-	-									-
Administration	-		2	2	-									2
Construction Contracts	120	9	101	110	80	20								210
Construction Mgmt	5		20	20	5	2								27
Salaries and Benefits	5		10	10	5	3								18
Contingency	15		20	20	6	5								31
CIP Overheads	4		2	2	1	1								4
TOTAL USES	159	9	170	179	107	31	-	-	-	-	-	-	-	317
SOURCES (dollars in \$000)														
Water Operating	19	19	-	19										19
Water Capital	140	32	97	129	67	102								298
TOTAL FUNDS	159	51	97	148	67	102	-	-	-	-	-	-	-	317

Project Title: 2" Water Main Replacements

C67501303

PROJECT PURPOSE AND DESCRIPTION

This project will replace the existing undersized 2-inch water mains throughout the City. Most of the 2-inch water mains are deteriorating steel mains. The project will replace the deteriorated water mains with new polyvinyl chloride (PVC) 8-inch water main, water services and fire hydrants to reduce maintenance cost and improve fire flow. Fiscal years 14-15 projects include finishing Mission Dr. and Kandace Ct, G St. at McNear Park, Brainerd, and Hinmann St. Fiscal year 15-16 projects include Webster St. from Hayes to B St., and Hayes from Hill to Webster. Fiscal year 16-17 projects include I St., Hawthorne Court, and English St. Fiscal year 17-18 projects include E Street, Manor Way, and La Cresta. The water service replacements are concurrent with planned sewer replacement projects.

FINANCIAL OVERVIEW

C67501303

	Expenses and Funds Received				BUDGET					Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental	-		-	-						-
Land & Easements	-		-	-						-
Design	25		7	7	50	20	30	45	30	182
Legal Services	-		-	-						-
Administration	5		1	1	15	5	7	10	7	45
Construction Contracts	256			-	900	280	400	600	400	2,580
Construction Mgmt	26		-	-	130	28	40	60	40	298
Salaries and Benefits	39	1	2	3	60	33	33	70	33	232
Contingency	71		-	-	180	55	80	120	80	515
CIP Overheads	6		1	1	20	7	10	15	10	63
TOTAL USES	428	1	11	12	1,355	428	600	920	600	3,915
SOURCES (dollars in \$000)										
Water Capital	428		12	12	1,355	428	600	920	600	3,915
TOTAL FUNDS	428	-	12	12	1,355	428	600	920	600	3,915

Project Title: Automatic Meter Read Replacement

C67500903

PROJECT PURPOSE AND DESCRIPTION

This project involves replacement of the City's manual read water meters with the new automatic read meters (AMR) which are fitted with radio transmitting devices that allow the meters to be read remotely. Automatic Meter Read technology offers many benefits including support of monthly billing, read accuracy and speed, timely identification of leaks, water conservation benefits such as water use profiling, and improved customer service and satisfaction. The City began installing AMRs in 2001 as aging meters were replaced and new development occurred. Approximately 13,000 of the City's 19,000 meters have been converted to AMR to date. The installation of the AMR meters will be done with a combination of contract and City forces to achieve economies of scale. City staff expects completion of AMR conversion by the end of 2015.

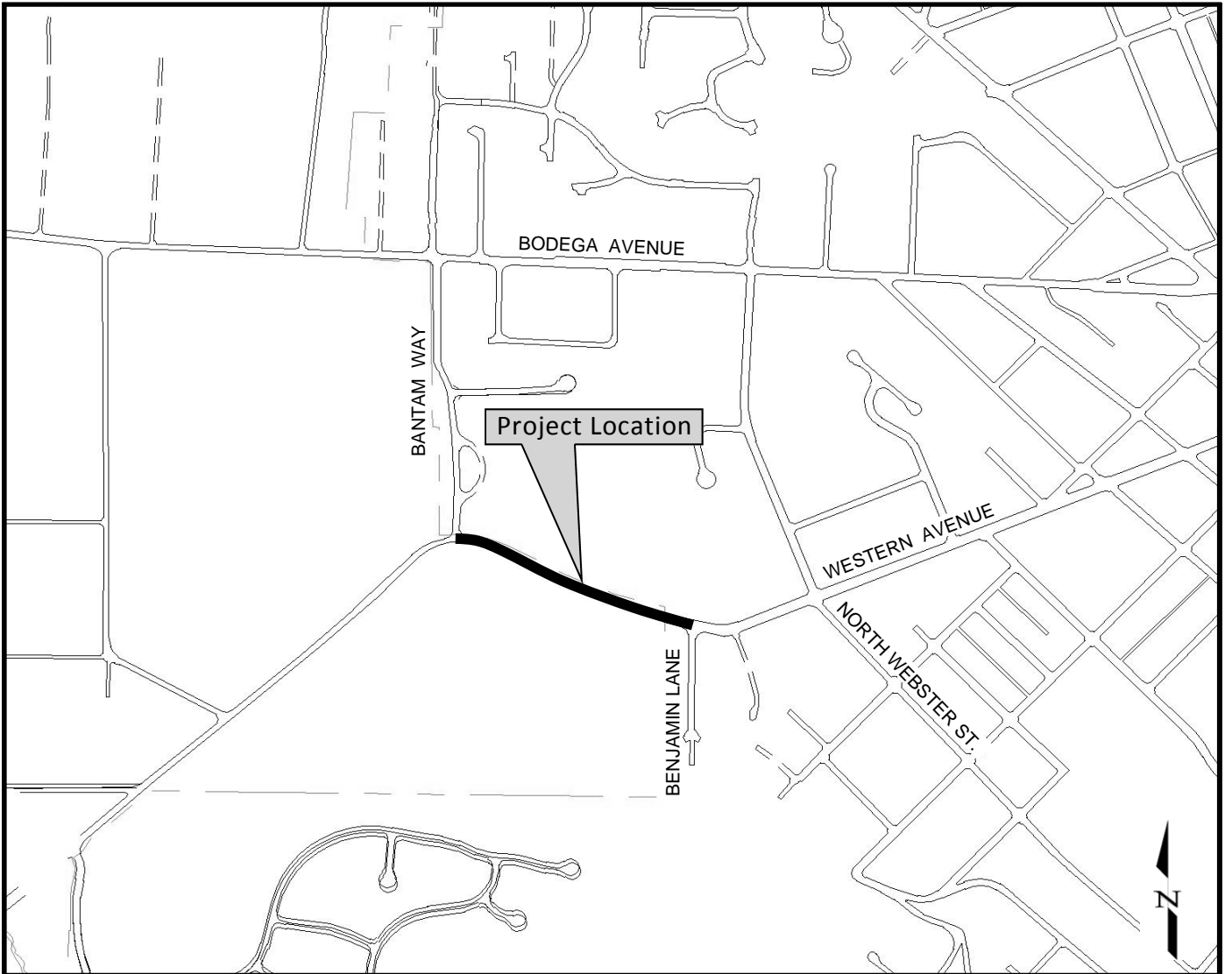
FINANCIAL OVERVIEW

C67500903

	BUDGET		Expenses and Funds Received			BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental			-	-	-					-
Land & Easements			-	-	-					-
Design			7	7	-					7
Legal Services			-	-	-					-
Administration	76		2	2	-					2
Construction Contracts	884	205	737	942	760					1,702
Construction Mgmt	-		-	-	-					-
Salaries and Benefits	15	29	11	40	15					55
Contingency	10		-	-	10					10
CIP Overheads	18	1	-	1	15					16
TOTAL USES	1,003	235	757	992	800	-	-	-	-	1,792
SOURCES (dollars in \$000)										
Water Operating	1,003	287	705	992	800					1,792
TOTAL FUNDS	1,003	287	705	992	800	-	-	-	-	1,792

WESTERN AVENUE WATER MAIN EXTENSION

WATER UTILITY



Project Title: Western Avenue Water Main Extension

C67501407

PROJECT PURPOSE AND DESCRIPTION

This project will install a 10-inch water main on Western Avenue from Benjamin to Bantam Way. The project completes a service loop to improve fire flow and avoid consistent shutdowns at the western distribution areas. This project will install fire hydrants and reduce maintenance cost.

FINANCIAL OVERVIEW

C67501407

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental	-		3	3										3
Land & Easements	-		-	-										-
Design	50		30	30	20									50
Legal Services	-		-	-										-
Administration	5		-	-	4									4
Construction Contracts	316			-	450									450
Construction Mgmt	32		-	-	35									35
Salaries and Benefits	53		24	24	55									79
Contingency	63		-	-	70									70
CIP Overheads	8		-	-	8									8
TOTAL USES	527	-	57	57	642	-	-	-	-	-	-	-	-	699
SOURCES (dollars in \$000)														
Water Capital	527		57	57	642									699
TOTAL FUNDS	527	-	57	57	642	-	-	-	-	-	-	-	-	699



Project Title: Water Service Replacement

C67501406

PROJECT PURPOSE AND DESCRIPTION

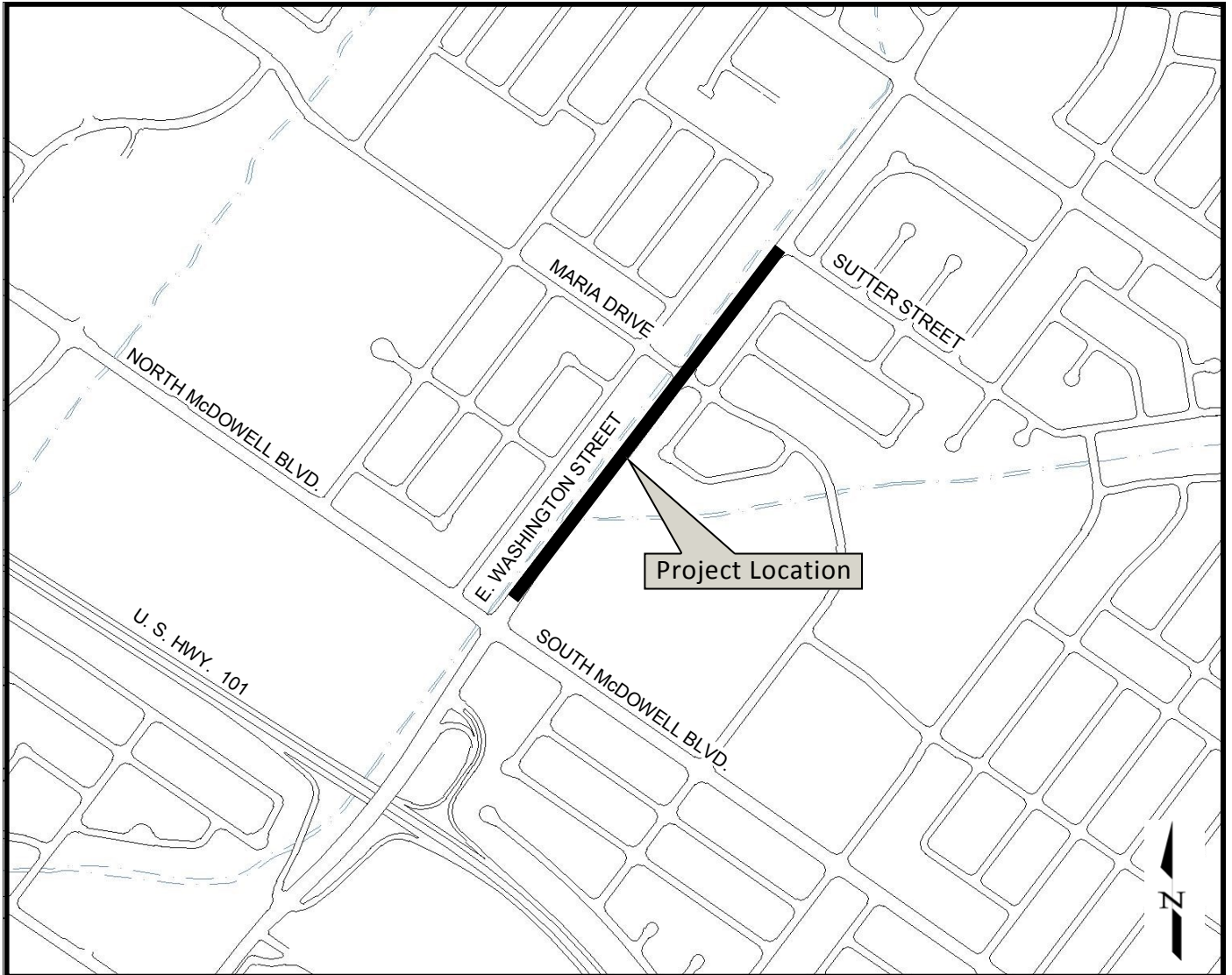
This project will replace polybutylene water services throughout the City. The water services installed throughout the 1970's and early 80's included polybutylene "blue-tube" piping from the main to the water meter. Polybutylene is a form of plastic resin pipe and fittings that scale and flake and become brittle causing micro-fractures that result in pipe failure. Maintenance personnel are continuously replacing these old services as the service and saddles fail. The project will upgrade the deteriorated water services and saddles to current standards to reduce maintenance costs. Increased failures in these service lines have elevated the priority of this project.

FINANCIAL OVERVIEW

C67501406

	BUDGET	Expenses and Funds Received				BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental	-		-	-						-
Land & Easements	-		-	-						-
Design	45		4	4	75	15	9	15	9	127
Legal Services	-		-	-						-
Administration	5		-	-	5	5	5	5	5	25
Construction Contracts	450			-	850	150	90	150	90	1,330
Construction Mgmt	45		-	-	75	15	9	15	9	123
Salaries and Benefits	74		4	4	76	31	17	31	17	176
Contingency	120		-	-	150	30	18	30	18	246
CIP Overheads	11		-	-	19	4	2	4	2	31
TOTAL USES	750	-	8	8	1,250	250	150	250	150	2,058
SOURCES (dollars in \$000)										
Water Capital	750		8	8	1,250	250	150	250	150	2,058
TOTAL FUNDS	750	-	8	8	1,250	250	150	250	150	2,058

E. WASHINGTON ST. 18" WATER MAIN REPLACEMENT PHASE 3— MCDOWELL TO SUTTER WATER UTILITY



**Project Title: E Washington St 18” Water Main Replacement – Maria to River
 Phase Three – McDowell Blvd to Sutter C67401003**

PROJECT PURPOSE AND DESCRIPTION

This project will replace the existing 8-inch, 10-inch and 12-inch cast iron water mains in East Washington Street from McDowell Blvd. to Sutter Street. Some of these existing utilities are over 70 years old, are in failure mode and need to be upgraded. Recent failures in these lines have required an elevation of the priority for this project. Existing parallel lines will be replaced with a new single polyvinyl chloride (PVC) 18” water transmission main, water services and fire hydrants.

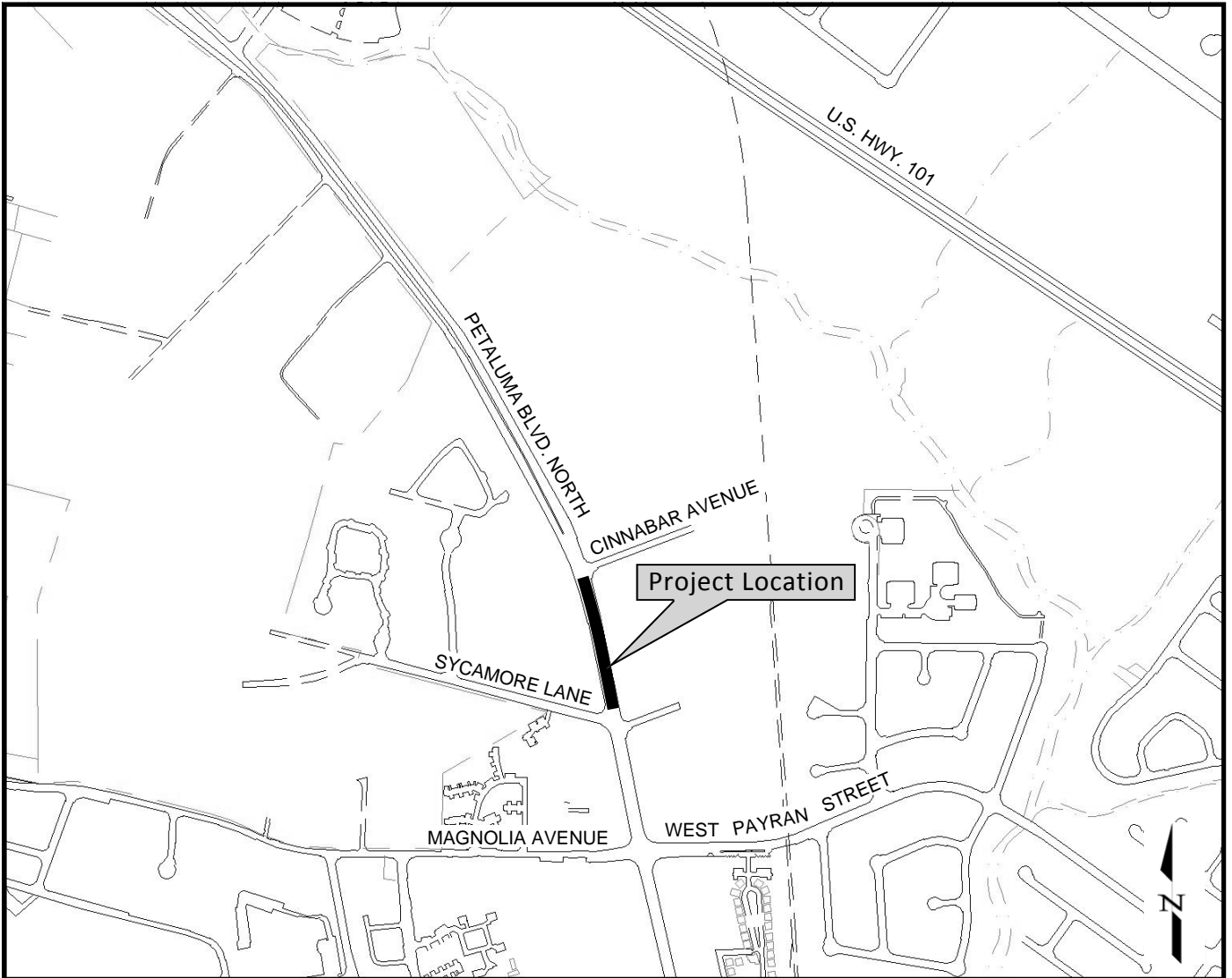
FINANCIAL OVERVIEW

C67401003

	BUDGET	Expenses and Funds Received				BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental	-		-	-						-
Land & Easements	-		-	-						-
Design	120		25	25	30					55
Legal Services	-		-	-						-
Administration	-		2	2	10					12
Construction Contracts	-		-	-	1,200					1,200
Construction Mgmt	-		-	-	120					120
Salaries and Benefits	40		12	12	85					97
Contingency	36		-	-	180					180
CIP Overheads	4		2	2	34					36
TOTAL USES	200	-	41	41	1,659	-	-	-	-	1,700
SOURCES (dollars in \$000)										
Water Capital	200		41	41	1,659					1,700
TOTAL FUNDS	200	-	41	41	1,659	-	-	-	-	1,700

WATER SERVICE CONNECTIONS PETALUMA BLVD. NORTH

WATER UTILITY



Project Title: Water Service Connections Petaluma Blvd. North

C67501408

PROJECT PURPOSE AND DESCRIPTION

This project will connect the existing water services on the west side of Petaluma Blvd. North to the 12-inch water main from Sycamore Lane to Cinnabar Avenue. The services are currently connected to an undersized 2- inch steel water main. This project includes installation of a fire hydrant on the west side of the boulevard. The project will reduce maintenance cost and improve fire flow.

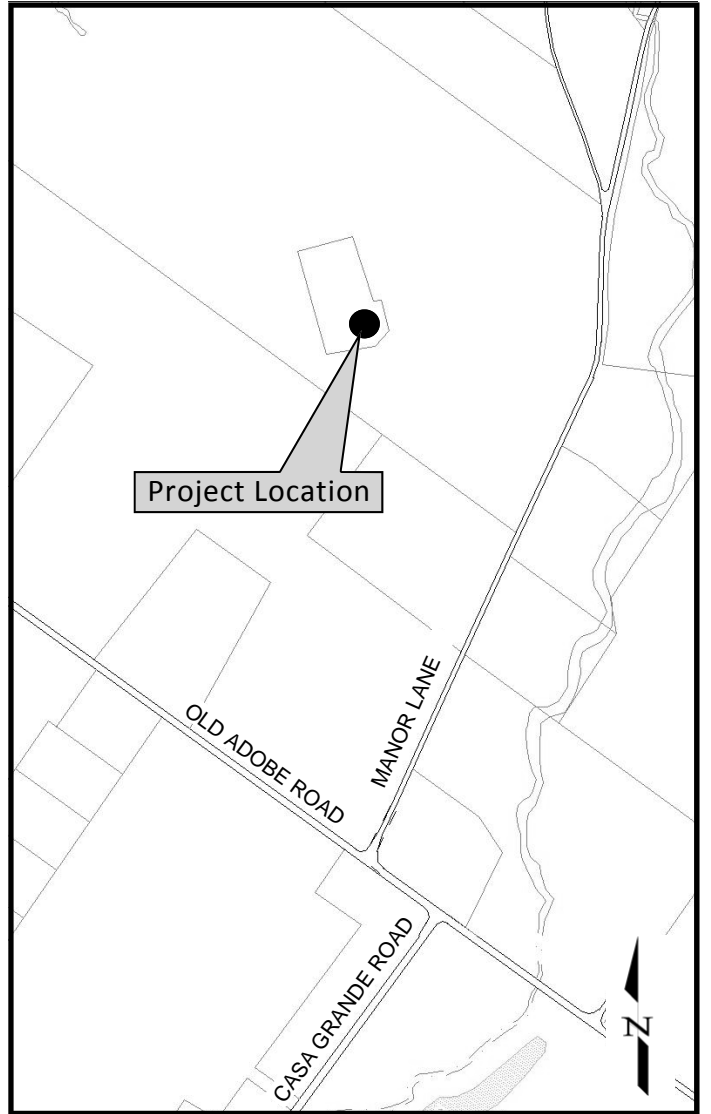
FINANCIAL OVERVIEW

C67501408

	BUDGET		Expenses and Funds Received				BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED					
						FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)											
Planning/Environmental			-	-	2						2
Land & Easements			-	-	-						-
Design			3	3	5						8
Legal Services			-	-	1						1
Administration			-	-	2						2
Construction Contracts				-	300						300
Construction Mgmt			-	-	20						20
Salaries and Benefits			3	3	20						23
Contingency			-	-	40						40
CIP Overheads			-	-	5						5
TOTAL USES	-	-	6	6	395	-	-	-	-	-	401
SOURCES (dollars in \$000)											
Water Capital			6	6	395						401
TOTAL FUNDS	-	-	6	6	395	-	-	-	-	-	401

HARDIN & MANOR TANKS EXTERIOR RECOATING

WATER UTILITY



Project Title: Hardin & Manor Tanks Exterior Recoating

C67501007

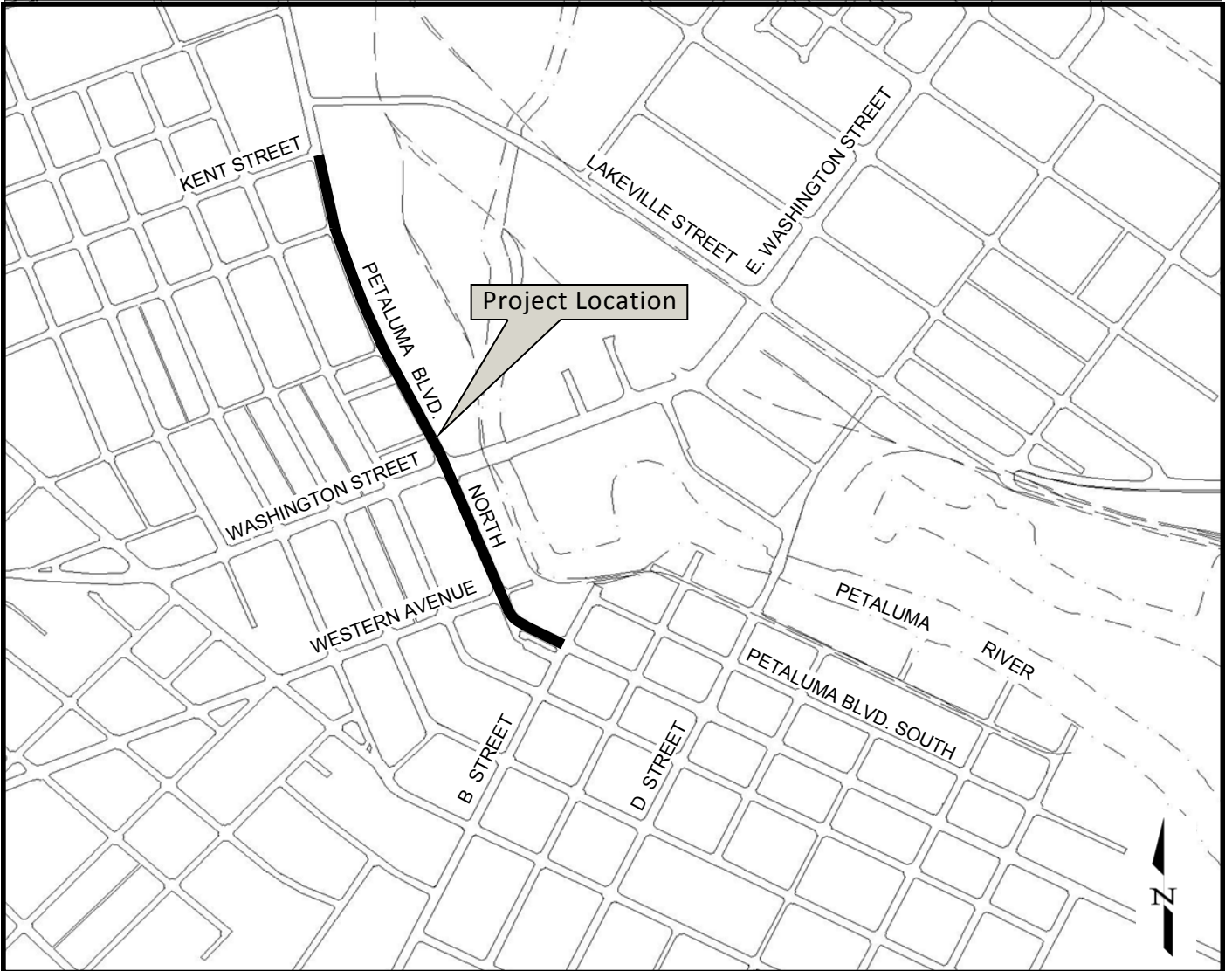
PROJECT PURPOSE AND DESCRIPTION

This project involves applying a new coating surface to the existing water tanks and removing old and deteriorated paint. The project will also include a seismic assessment and cathodic protection. This project will improve the life of the tanks as well as improve the aesthetics. The interior of both tanks will be inspected in the spring of 2014.

FINANCIAL OVERVIEW

C67501007		Expenses and Funds Received				BUDGET				
USES (dollars in \$000)	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
Planning/Environmental			-	-		-				-
Land & Easements			-	-		-				-
Design			-	-		70	20			90
Legal Services			-	-		-				-
Administration			-	-		10	10			20
Construction Contracts			-	-		400	400			800
Construction Mgmt			-	-		100	100			200
Salaries and Benefits			-	-		30	30			60
Contingency			-	-		80	80			160
CIP Overheads			-	-		10	10			20
TOTAL USES	-	-	-	-	-	700	650	-	-	1,350
SOURCES (dollars in \$000)										
Water Capital			-	-		700	650			1,350
TOTAL FUNDS	-	-	-	-	-	700	650	-	-	1,350

PETALUMA BLVD. 12" WATER MAIN REPLACEMENT — B ST TO KENT ST **WATER UTILITY**



**Project Title: Petaluma Blvd. 12” Water Main Replacement
 (B Street to Kent Street)**

C67501304

PROJECT PURPOSE AND DESCRIPTION

This project will replace the existing 4-inch, cast iron and steel water mains in Petaluma Blvd. from B Street to Kent Street over two phases. This main is over 75 years old. This project will replace old, deteriorated, and undersized water mains with a new polyvinyl chloride (PVC) 12” water main, water services, fire services, and fire hydrants to reduce maintenance costs and to improve fire flow.

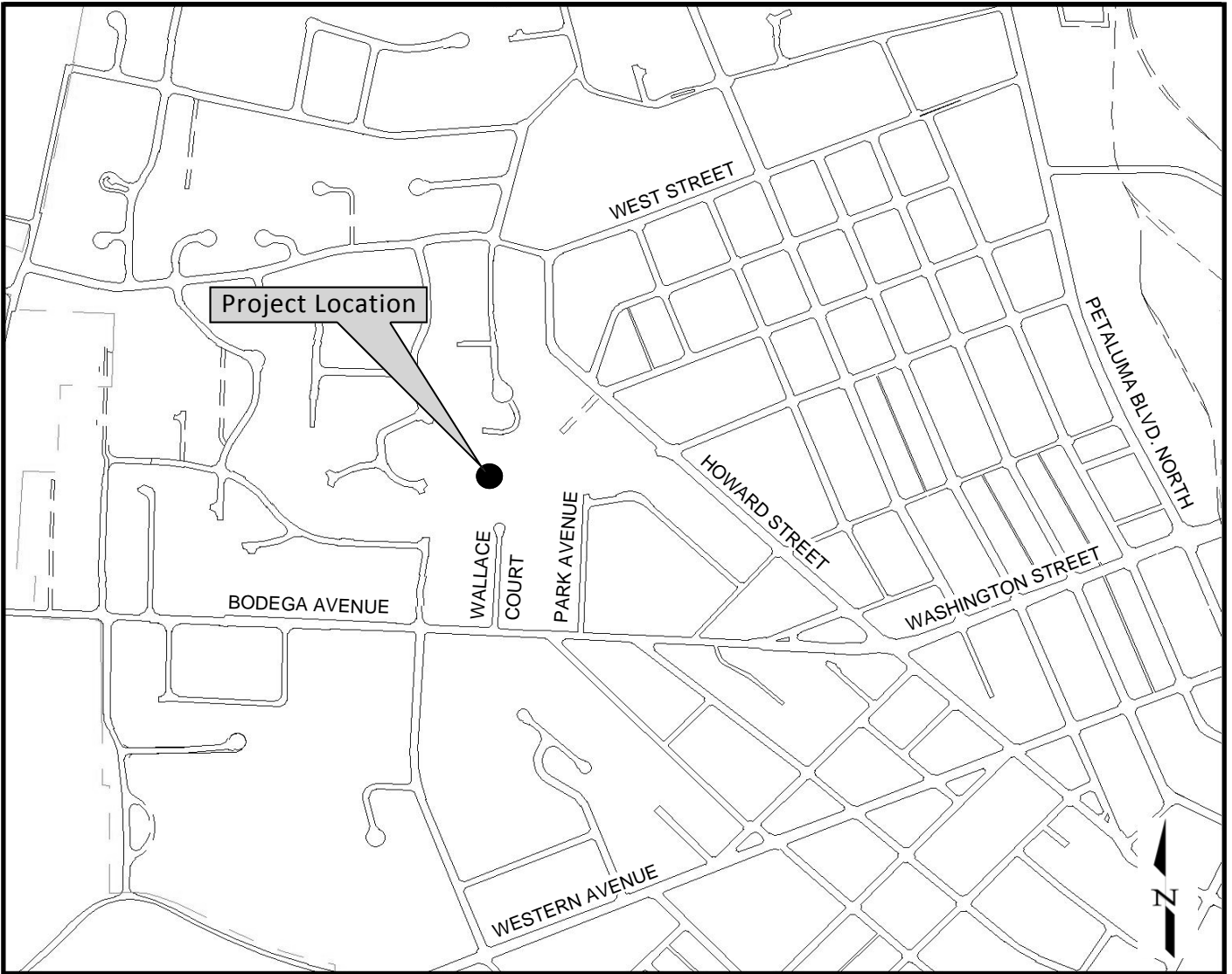
FINANCIAL OVERVIEW

C67501304

	BUDGET		Expenses and Funds Received				BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED					
						FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)											
Planning/Environmental			-	-			50				50
Land & Easements			-	-			-				-
Design			-	-			250	30			280
Legal Services			-	-			15				15
Administration			-	-			5	5			10
Construction Contracts			-	-			1,450	1,750			3,200
Construction Mgmt			-	-			225	230			455
Salaries and Benefits			-	-			145	150			295
Contingency			-	-			225	225			450
CIP Overheads			-	-			40	40			80
TOTAL USES	-	-	-	-	-	-	2,405	2,430	-	-	4,835
SOURCES (dollars in \$000)											
Water Capital			-	-			2,405	2,430			4,835
TOTAL FUNDS	-	-	-	-	-	-	2,405	2,430	-	-	4,835

OAK HILL RESERVOIR

WATER UTILITY



Project Title: Oak Hill Reservoir

C67501405

PROJECT PURPOSE AND DESCRIPTION

The existing Oak Hill Reservoir, circa 1885, is an underground brick-lined reservoir with a storage volume of 2.0 MG. The reservoir has been re-lined twice with cement grout and has a redwood roof. Fiscal Year 14/15 will include a new roof to extend its service life and meet State standards. This project will also assess the alternatives to potentially replacing the existing reservoir in FY 18/19 to improve the integrity and security of the City's water system.

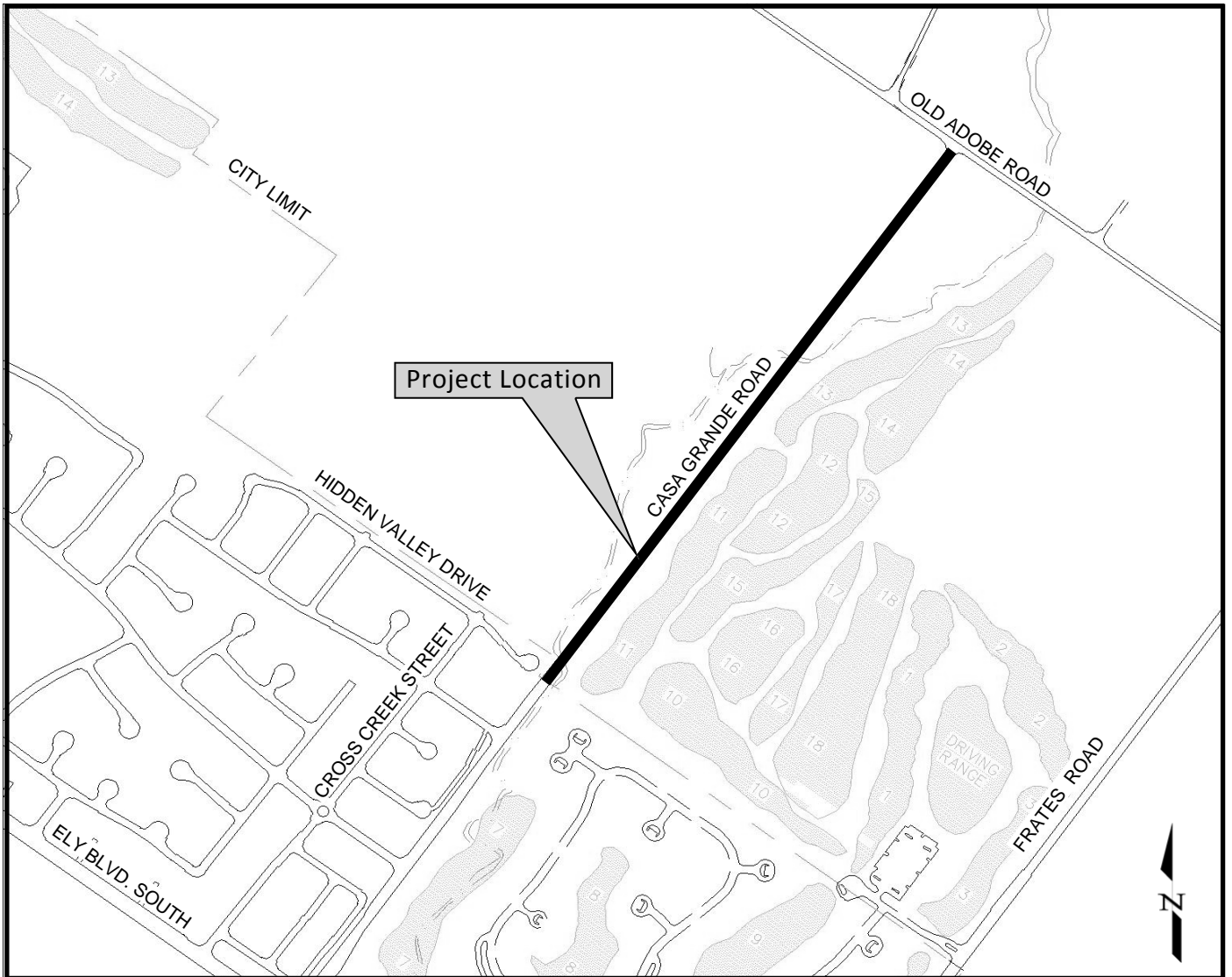
FINANCIAL OVERVIEW

c67501405

	BUDGET		Expenses and Funds Received				BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate	
						FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)											
Planning/Environmental			-	-	2		-	20	-	22	
Land & Easements			-	-			-	-	-	-	
Design			-	-	5			75	175	255	
Legal Services			-	-			-	5	-	5	
Administration			-	-					5	5	
Construction Contracts			-	-	75				1,650	1,725	
Construction Mgmt			-	-	15				175	190	
Salaries and Benefits			-	-	10				100	110	
Contingency			-	-	15				250	265	
CIP Overheads			-	-	5					5	
TOTAL USES	-	-	-	-	127	-	-	100	2,355	2,582	
SOURCES (dollars in \$000)											
Water Capital			-	-	127			100	2,355	2,582	
TOTAL FUNDS	-	-	-	-	127	-	-	100	2,355	2,582	

CASA GRANDE ROAD 16" WATER MAIN EXTENSION

WATER UTILITY



Project Title: Casa Grande Road 16” Water Main Extension

C67401006

PROJECT PURPOSE AND DESCRIPTION

This project will install a new 16-inch water main in Casa Grande Road between Adobe Road and Cross Creek Street. This project will improve utilization of the Manor Lane reservoir by providing an improved transmission main and reducing interference with the Frates pumping station operations. It will also reduce maintenance costs to the system in that area by reducing the pressure fluctuations. By creating this loop the pressure from the Manor Lane tank will provide more consistent load on the system and reduce wear and tear on its components.

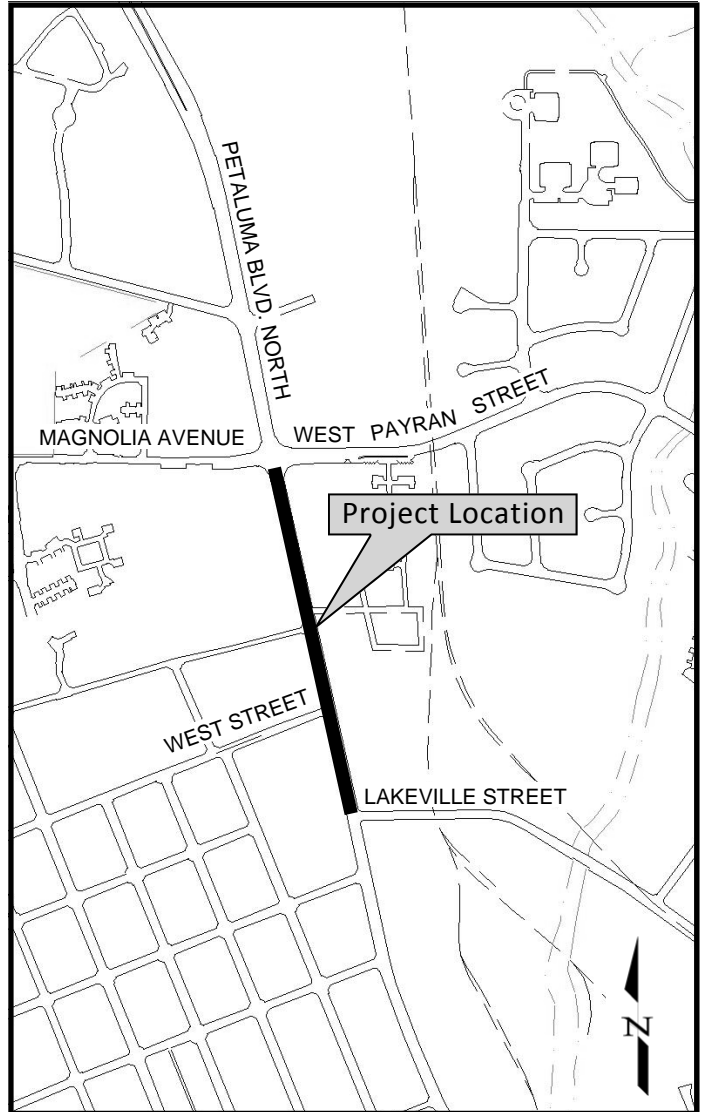
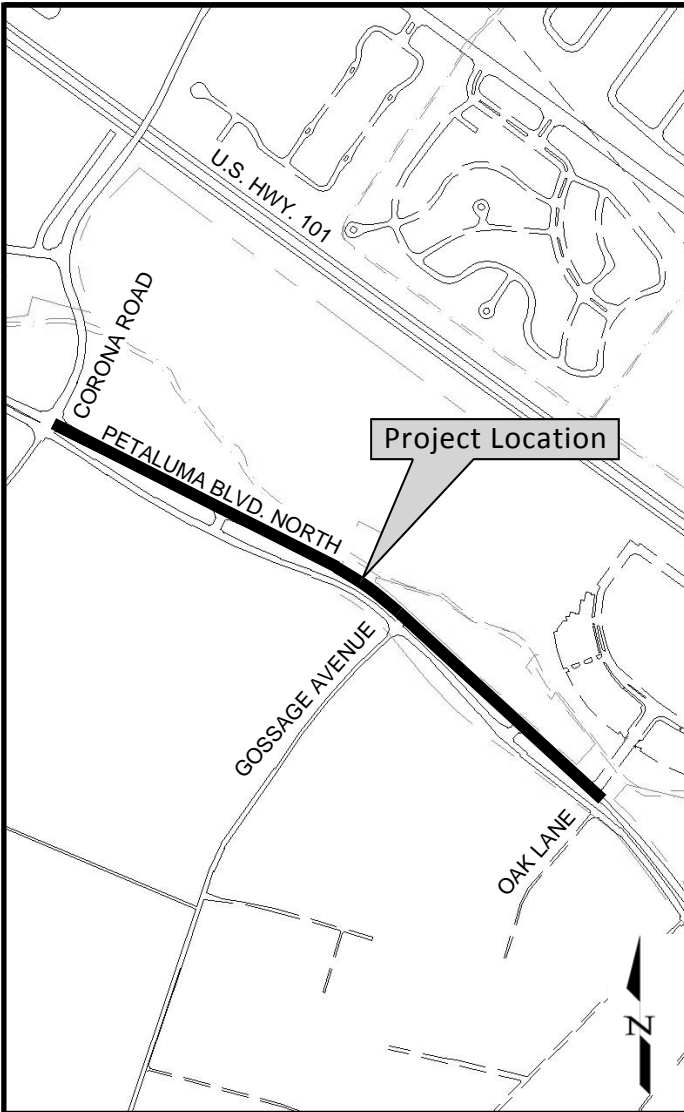
FINANCIAL OVERVIEW

C67401006

	BUDGET		Expenses and Funds Received				BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED					
						FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)											
Planning/Environmental			-	-				-			-
Land & Easements			-	-				-			-
Design			-	-			100				100
Legal Services			-	-			-				-
Administration			-	-			5				5
Construction Contracts			-	-			1,000				1,000
Construction Mgmt			-	-			100				100
Salaries and Benefits			-	-			150				150
Contingency			-	-			150				150
CIP Overheads			-	-			25				25
TOTAL USES	-	-	-	-	-	-	1,530	-	-	-	1,530
SOURCES (dollars in \$000)											
Water Capital			-	-			1,530				1,530
TOTAL FUNDS	-	-	-	-	-	-	1,530	-	-	-	1,530

PETALUMA BLVD. NORTH 12" WATER MAIN EXTENSION

WATER UTILITY



Project Title: Petaluma Blvd. North 12” Water Main Extension

C67401005

PROJECT PURPOSE AND DESCRIPTION

This project will install a new 12-inch water main in Petaluma Blvd. North, between Corona Road and Oak Lane, thereby closing a gap in the existing water system. It will also install a 12-inch water main in Petaluma Blvd. North, between Magnolia Avenue and Lakeville Street, to provide a higher capacity main and improved service to central Petaluma. By improving the infrastructure, the project will increase water service levels and fire protection along Petaluma Blvd North. The main will also allow the utility to abandon an under-river water main which failed in 2009.

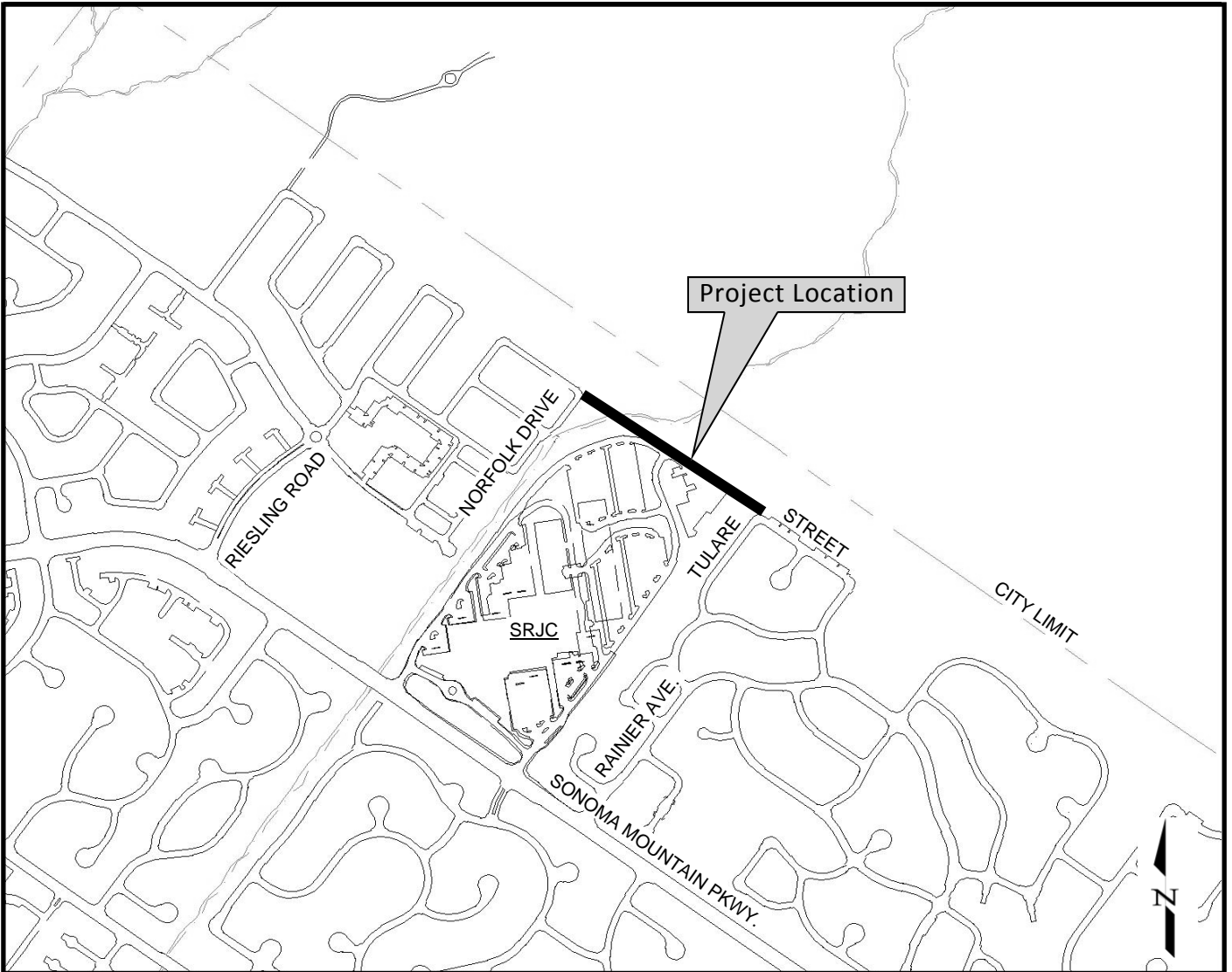
FINANCIAL OVERVIEW

C67401005

	BUDGET		Expenses and Funds Received				BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate	
						FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)											
Planning/Environmental			-	-						-	
Land & Easements			-	-						-	
Design			-	-				200		200	
Legal Services			-	-				15		15	
Administration			-	-				5		5	
Construction Contracts			-	-				1,500		1,500	
Construction Mgmt			-	-				150		150	
Salaries and Benefits			-	-				150		150	
Contingency			-	-				300		300	
CIP Overheads			-	-				225		225	
TOTAL USES	-	-	-	-	-	-	-	2,545	-	2,545	
SOURCES (dollars in \$000)											
Water Capital			-	-				2,545		2,545	
TOTAL FUNDS	-	-	-	-	-	-	-	2,545	-	2,545	

W SRJC 12" WATER MAIN EXTENSION

WATER UTILITY



Project Title: SRJC 12” Water Main Extension

C67501302

PROJECT PURPOSE AND DESCRIPTION

This project will install a new 12-inch water main between Norfolk Drive and Tulare Street across the eastern portion of the SRJC. This project will complete a gap in the existing water system. By providing this loop this project will provide more consistent load on the system and reduce wear and tear on its components. It will improve utilization by providing an improved transmission main and reducing interference with pumping station operations. This project will reduce maintenance costs to the system in that area by reducing the pressure fluctuations. It will also increase water service levels by improving infrastructure and increasing fire protection.

FINANCIAL OVERVIEW

C67501302

	BUDGET	Expenses and Funds Received				BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental			-	-				-		-
Land & Easements			-	-				20		20
Design			-	-				40		40
Legal Services			-	-				-		-
Administration			-	-				5		5
Construction Contracts			-	-				300		300
Construction Mgmt			-	-				30		30
Salaries and Benefits			-	-				40		40
Contingency			-	-				30		30
CIP Overheads			-	-				5		5
TOTAL USES	-	-	-	-	-	-	-	470	-	470
SOURCES (dollars in \$000)										
Water Capital			-	-				470		470
TOTAL FUNDS	-	-	-	-	-	-	-	470	-	470



WASTEWATER UTILITY PROJECTS FY 2014-2015

**WASTEWATER UTILITY CAPITAL IMPROVEMENT PROGRAM BUDGET FY 14-15
 PROJECT SUMMARY
 Fund 6690.66900**

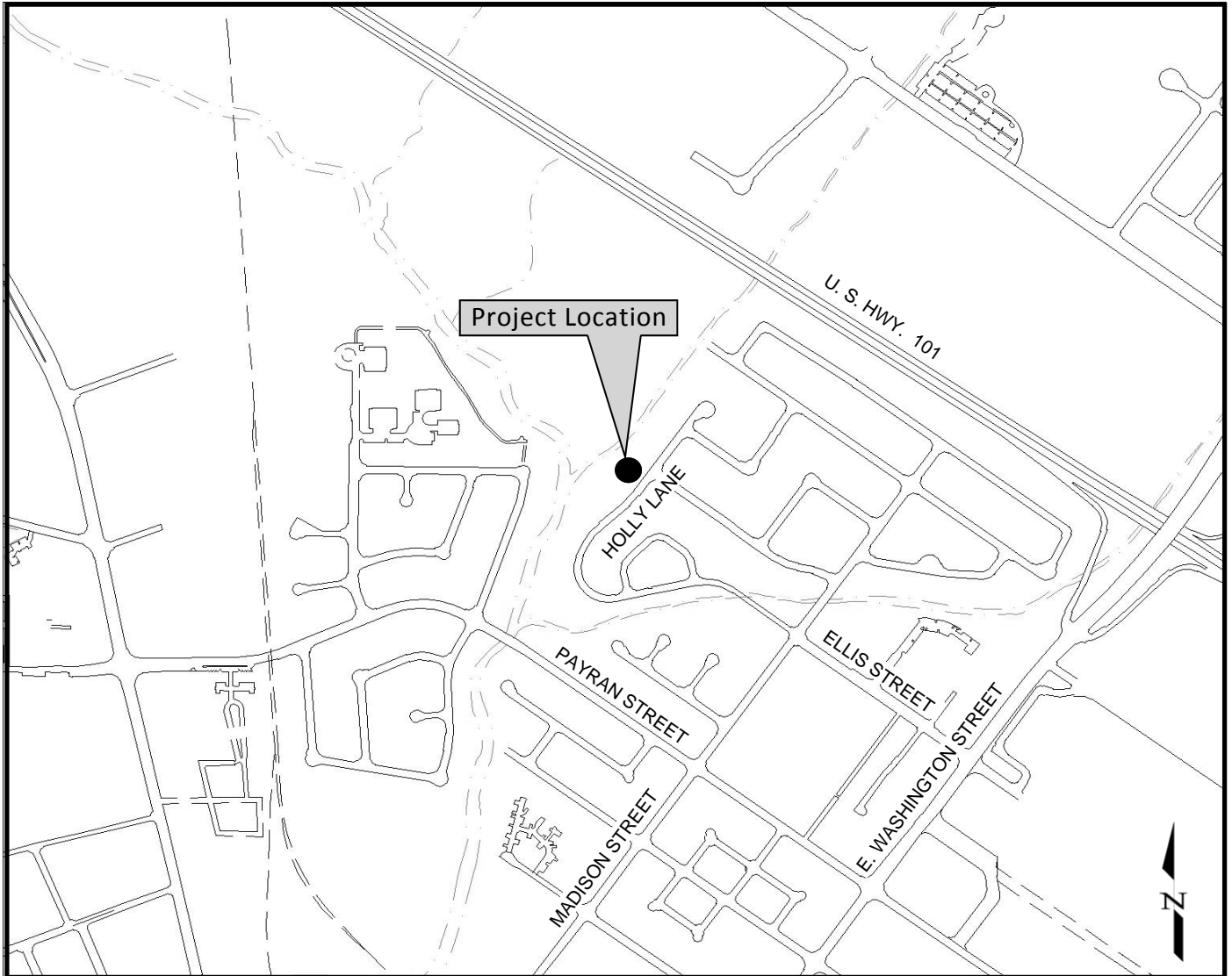
PROJECTS (dollars in \$000)	Actual Life to Date thru 6/30/13	Estimate FY 13-14	Budget FY 14-15	PROJECTED				Total Estimate
				FY 15-16	FY 16-17	FY 17-18	FY 18-19	
C00501400 Wilmington Pump Station	\$ 300	\$ 1,796	\$ 217	\$ -	\$ -	\$ -	\$ -	\$ 2,313
C66501002 Victoria Pump Station Replacement	50	47	603	-	-	-	-	700
C66501004 Lift Station Upgrades	3	18	1,074	2,520	2,500	2,190	255	8,560
C66501003 Manhole Rehabilitation	170	249	132	688	62	688	-	1,989
C66501305 Ellis Creek Solids Handling Upgrades	4	138	2,984	6,939	-	-	-	10,065
c66401417 Sewer Main Replacement & Rehabilitation	-	39	3,389	100	2,939	2,169	-	8,636
C66401314 Petaluma Blvd So Sewer Trunk Main	-	37	343	2,733	-	-	-	3,113
C66501306 Ellis Creek Headworks Screen Upgrade	-	30	2,322	-	-	-	-	2,352
C66501307 Polishing Ponds Improvements	-	-	-	116	699	-	-	815
C66501308 Chlorine System Improvements	-	-	-	-	779	1,333	-	2,112
TOTAL	\$ 527	\$ 2,354	\$ 11,064	\$ 13,096	\$ 6,979	\$ 6,380	\$ 255	\$ 40,655

SOURCES (dollars in \$000)

Calif Energy Commission Grant	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000
Waste Water Capital	952	1,959	11,042	10,088	6,979	6,380	255	37,655
TOTAL	\$ 952	\$ 1,959	\$ 11,042	\$ 13,088	\$ 6,979	\$ 6,380	\$ 255	\$ 40,655

WILMINGTON PUMP STATION

WASTEWATER UTILITY



Project Title: Wilmington Pump Station Upgrade

C00501400

PROJECT PURPOSE AND DESCRIPTION

The Wilmington Pump Station pumps raw wastewater to the City's Water Recycling Facility. The pump station had a minor upgrade in 1995 and is at the end of the useful life of those components. The station is experiencing repeated faults and failures requiring significant attention by maintenance. These faults have ranged from complete shutdown of the station to inaccurate alarms. These types of faults could result in a significant release of sewage if we are unable to repair or reset the offending systems. This project will update the structure, mechanical, electrical and instrumentation systems. It will also include construction of an odor control system, replacement of fencing and installation of landscaping to enhance the site aesthetics in the residential area.

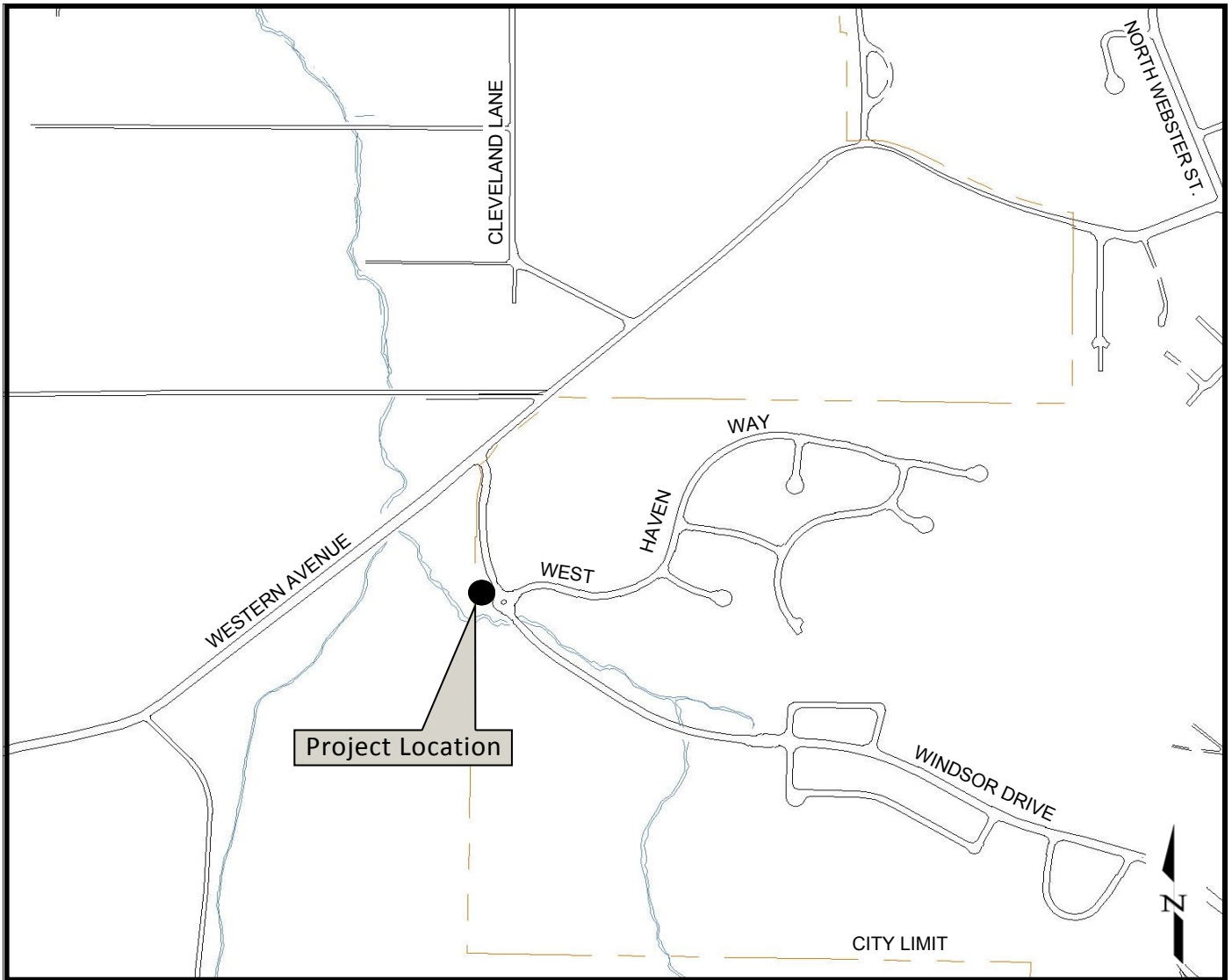
FINANCIAL OVERVIEW

C00501400

	BUDGET		Expenses and Funds Received				BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED					
						FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)											
Planning/Environmental	-	18	19	37							37
Land & Easements	-		-	-							-
Design	510	265	215	480	30						510
Legal Services	5		1	1							1
Administration	5	3	2	5	2						7
Construction Contracts	1,500		1,464	1,464	150						1,614
Construction Mgmt	360	1	-	1	15						16
Salaries and Benefits	90	8	67	75	15						90
Contingency	300		-	-							-
CIP Overheads	38	5	28	33	5						38
TOTAL USES	2,808	300	1,796	2,096	217	-	-	-	-		2,313
SOURCES (dollars in \$000)											
Waste Water Capital	2,949	536	1,560	2,096	217						2,313
TOTAL FUNDS	2,949	536	1,560	2,096	217	-	-	-	-		2,313

VICTORIA PUMP STATION REPLACEMENT

WASTEWATER UTILITY



Project Title: Victoria Pump Station Replacement

C66501002

PROJECT PURPOSE AND DESCRIPTION

This project upgrades pumps and controls of the lift station that serves the Rock Ridge and Victoria Subdivision. The need for upgrades at the site is significant given its location and its limited storage. Currently, operations must respond to the site within 90 minutes. The project will also include necessary pump and valve improvements along with power and instrumentation upgrades to integrate it into SCADA. The overall project cost has increased with the additional scope of work to replace more electrical and pumping components.

FINANCIAL OVERVIEW

C66501002

	BUDGET		Expenses and Funds Received				BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED					
						FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)											
Planning/Environmental	-		6	6	2						8
Land & Easements	-		-	-							-
Design	120	46	29	75	5						80
Legal Services	-		-	-							-
Administration	5		1	1	10						11
Construction Contracts	250		-	-	470						470
Construction Mgmt	50		-	-	50						50
Salaries and Benefits	25	3	10	13	16						29
Contingency	35		-	-	45						45
CIP Overheads	6	1	1	2	5						7
TOTAL USES	491	50	47	97	603	-	-	-	-	-	700
SOURCES (dollars in \$000)											
Waste Water Capital	491	115	-	115	585						700
TOTAL FUNDS	491	115	-	115	585	-	-	-	-	-	700

Project Title: Lift Stations Upgrades

C66501004

PROJECT PURPOSE AND DESCRIPTION

The City currently operates and maintains ten wastewater pumping stations. The PIPS and Wilmington upgrades were recently completed. Copeland and Victoria are scheduled for upgrades. This project will evaluate and upgrade all electrical, mechanical, structural, and instrumentation at the six remaining wastewater lift stations (Copeland, Payran, Oakmead, Prince Park, Redwood and Outlet Mall) to bring them up to current standards and code compliance. This project will bring the system into full cohesive operation with the Ellis Creek WRF. For FY 14-15 the project will conduct condition assessment, engineering, and initial construction for the rehabilitation of the Copeland pump station and will upgrade the SCADA components for the pump stations. FY 15-16 projects include construction at the Copeland Pump Station and design of the Payran Pump Station. For FY 16-17 the projects include construction of the Payran Pump Station and design of Oakmead and Prince Park. For FY 17-18 the projects include construction of Oakmead, Prince Park, Outlets, and Redwood. FY 18-19 projects include design of improvements to PIPS. This project meets the City Council goal to assess, prioritize and develop a capital replacement schedule for wastewater systems.

FINANCIAL OVERVIEW

C66501004

	BUDGET		Expenses and Funds Received			BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental	42	2	11	13	20	50	20	20	10	133
Land & Easements			-	-	30	-	30	-		60
Design	300		5	5	300	255	255	200	200	1,215
Legal Services			-	-	-	-	-	-		-
Administration	5		-	-	5	5	5	5		20
Construction Contracts	350		-	-	400	1,425	1,425	1,400		4,650
Construction Mgmt	40		-	-	60	215	215	150		640
Salaries and Benefits	25	1	2	3	100	90	90	90	40	413
Contingency	45		-	-	124	425	425	300		1,274
CIP Overheads	5		-	-	35	55	35	25	5	155
TOTAL USES	812	3	18	21	1,074	2,520	2,500	2,190	255	8,560
SOURCES (dollars in \$000)										
Waste Water Capital	812	25	-	25	1,070	2,520	2,500	2,190	255	8,560
TOTAL FUNDS	812	25	-	25	1,070	2,520	2,500	2,190	255	8,560

Project Title: Manhole Rehabilitation

C66501003

PROJECT PURPOSE AND DESCRIPTION

This project addresses an on-going concern for the Wastewater collection system. Many of the City's older manholes were constructed with brick and mortar. These brick manholes are a significant cause of high infiltration and inflows (I&I), in part due to the interior surfaces having deteriorated and the mortar eroding which allows ground water to enter the system. The system currently has approximately 160 brick manholes in need of replacement. The project will span a number of years and will replace approximately 80 manholes in the worst condition every other year. Design will occur in 14/15 with budget for emergency repairs as needed. The first construction project to rehabilitate the manholes will occur in 15/16. Then design of the next phase will occur in 16/17 with construction to follow in the next fiscal year. This project meets the City Council goal to assess, prioritize and develop a capital replacement schedule for wastewater systems.

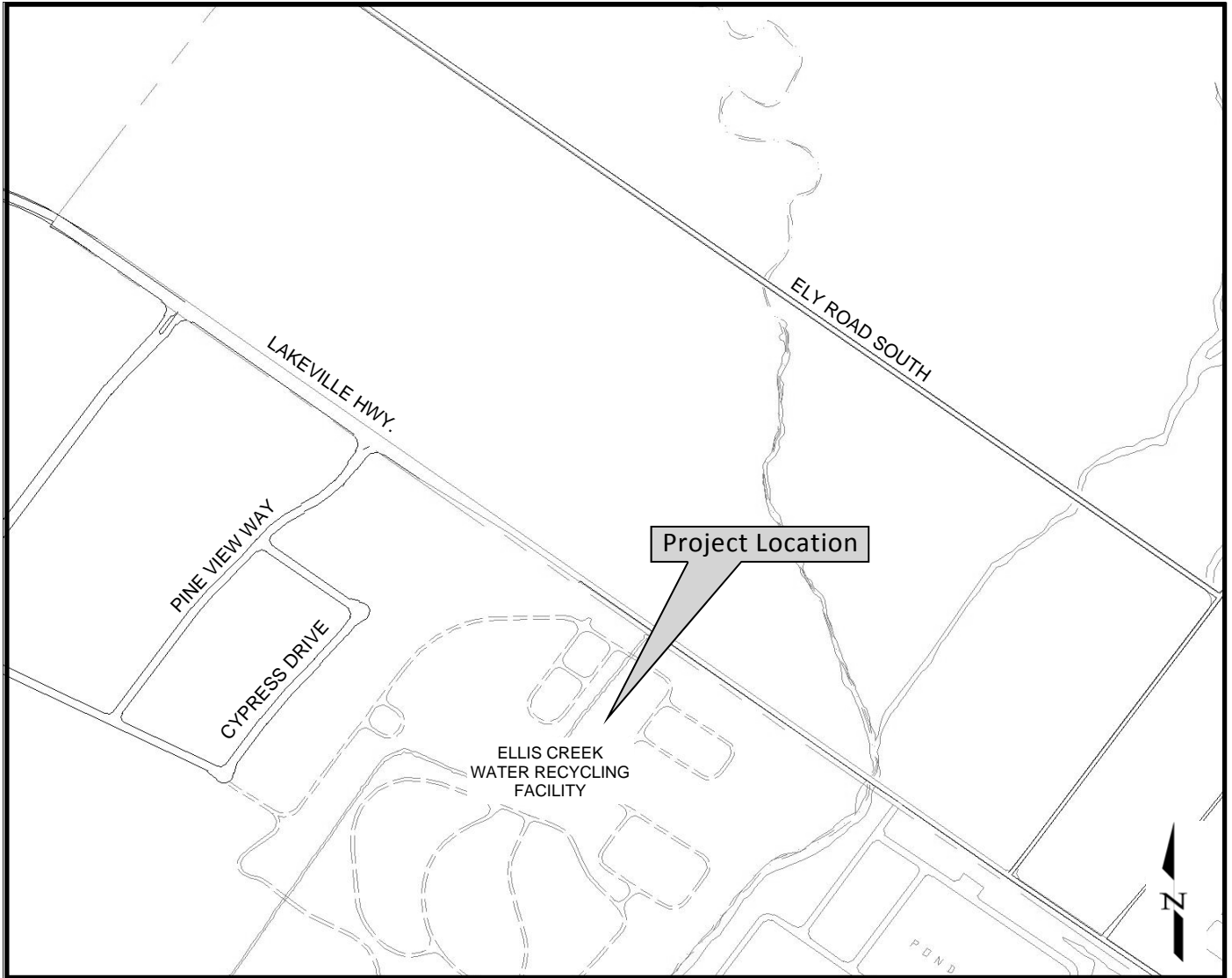
FINANCIAL OVERVIEW

C66501003

	BUDGET				Expenses and Funds Received					BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19					
USES (dollars in \$000)														
Planning/Environmental	-		-	-									-	
Land & Easements	-		-	-									-	
Design	45		-	-	30	15	30	15					90	
Legal Services	-		-	-									-	
Administration	5		-	-		5		5					10	
Construction Contracts	595	148	183	331	60	450		450					1,291	
Construction Mgmt	85	5	20	25	5	30		30					90	
Salaries and Benefits	93	13	28	41	30	101	30	101					303	
Contingency	100		10	10	5	70		70					155	
CIP Overheads	23	4	8	12	2	17	2	17					50	
TOTAL USES	946	170	249	419	132	688	62	688				-	1,989	
SOURCES (dollars in \$000)														
Waste Water Capital	946	196	223	419	132	688	62	688					1,989	
TOTAL FUNDS	946	196	223	419	132	688	62	688				-	1,989	

ELLIS CREEK SOLIDS HANDLING UPGRADES

WASTEWATER UTILITY



Project Title: Ellis Creek Solids Handling Upgrades

C66501305

PROJECT PURPOSE AND DESCRIPTION

This project will assess the current solids waste treatment chain to optimize existing facilities and increase solids handling capacity to include additional digester feed sources, including high strength waste (HSW) and food waste. This project will include the installation of an additional gravity belt thickener, construction of anaerobic digesters, and the conversion or re-purposing of the septage receiving station and acid phase digesters. The project will also implement waste to energy improvements and optimize solids conveyance equipment by replacing the cake pump which has experienced high maintenance and operational costs with a more efficient biosolids conveyance system. Staff has applied for a \$3,000,000 grant from the California Energy Commission.

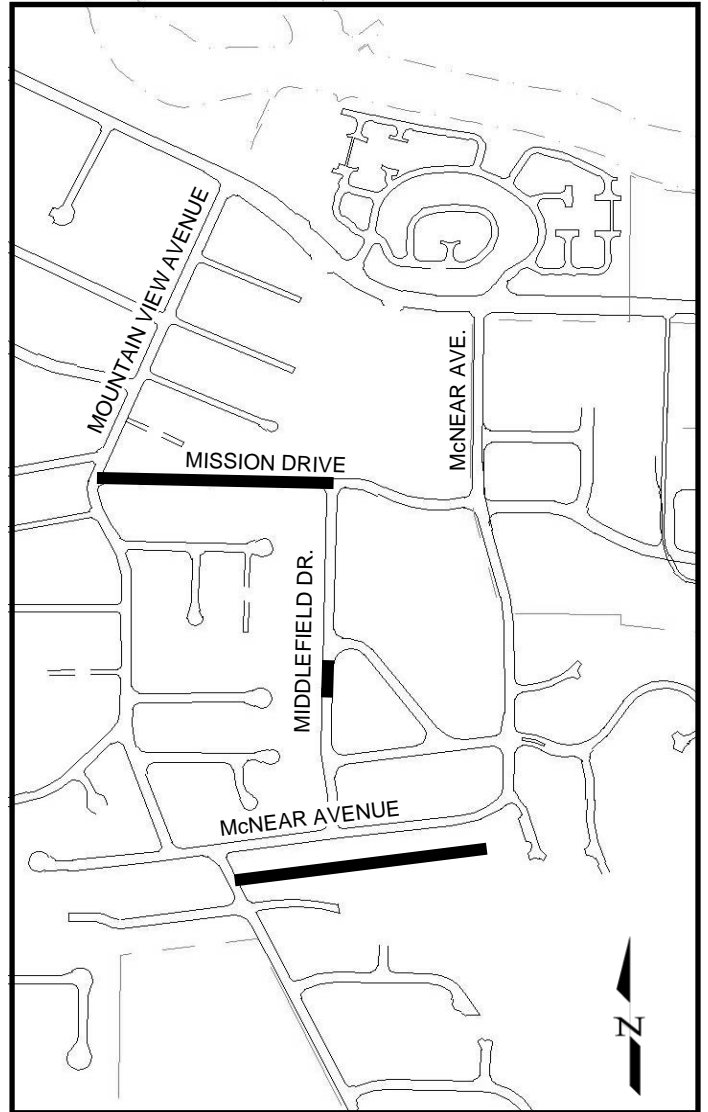
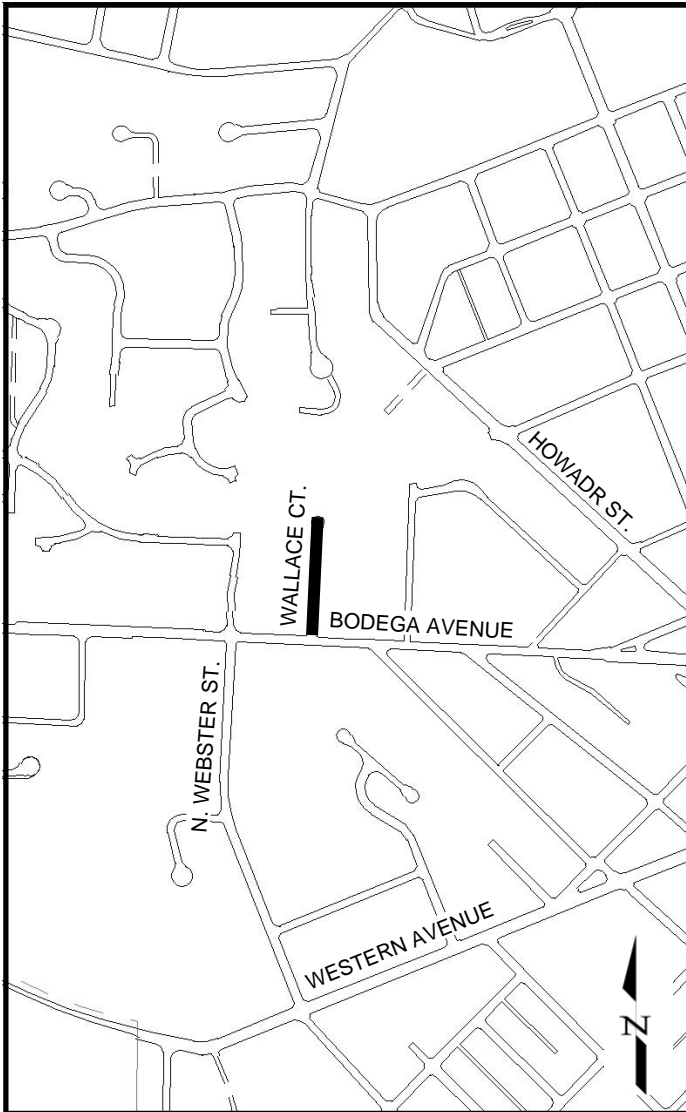
FINANCIAL OVERVIEW

C66501305

	BUDGET		Expenses and Funds Received				BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED					
						FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)											
Planning/Environmental	100		135	135	250						385
Land & Easements	-		-	-	-						-
Design	210		-	-	847						847
Legal Services	-		-	-	-						-
Administration	5		-	-	5						5
Construction Contracts	1,400		-	-	1,475	6,302					7,777
Construction Mgmt	140		-	-	135						135
Salaries and Benefits	40	3	3	6	17	17					40
Contingency	245		-	-	200	500					700
CIP Overheads	50	1	-	1	55	120					176
TOTAL USES	2,190	4	138	142	2,984	6,939	-	-	-	-	10,065
SOURCES (dollars in \$000)											
Calif Energy Commission Grant	-		-	-		3,000					3,000
Waste Water Capital	2,140	50	100	150	2,984	3,931					7,065
TOTAL FUNDS	2,140	50	100	150	2,984	6,931	-	-	-	-	10,065

SEWER MAIN REPLACEMENT AND REHABILITATION (13-14 PROJECTS)

WASTEWATER UTILITY



PROJECT LOCATIONS

Project Title: Sewer Main Replacement & Rehabilitation

C66401417

PROJECT PURPOSE AND DESCRIPTION

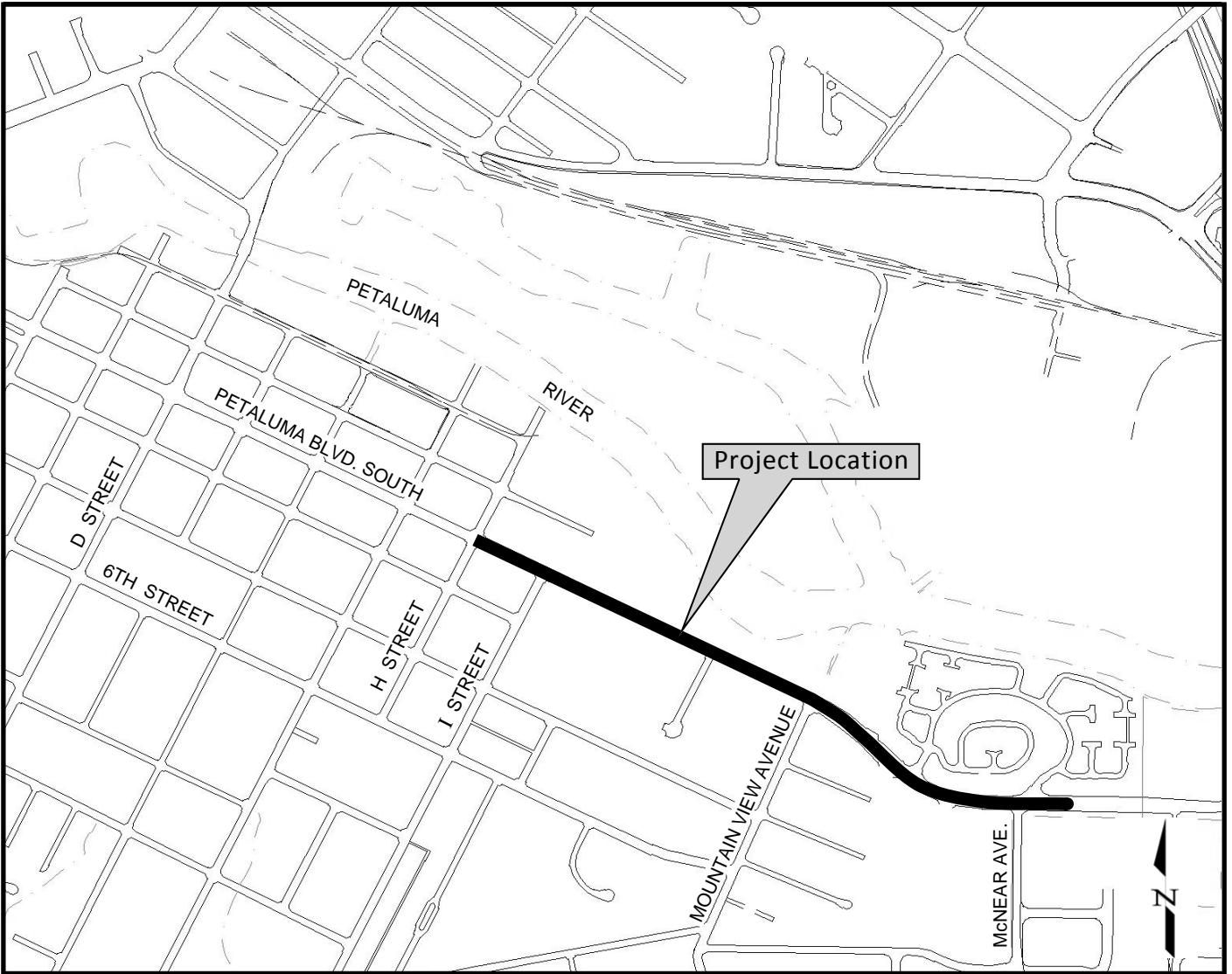
This project is an ongoing program to upgrade existing sewer mains throughout the City, reduce infiltration and inflow, and reduce maintenance cost. This project will replace the deteriorating and cracked sewer mains, mostly vitrified clay pipe (VCP), which has exceeded its service life and is contributing to inflow and infiltration. Fiscal year 14-15 projects include completing Mission Drive, Wallace Court, Cherry Street, Kent Street, 8th Street, and the backyard rehabilitation on Philips, Mission and McNear Ave. Fiscal year 14-15 has a second phase including San Carlos, Avery, Marin, and Vallejo backyard sewers, Arden Way, East D, Wilson at Jefferson, and Madison at San Carlos. Fiscal Year 15-16 projects include La Cresta backyards, Belle View, Orchard, Webster St from Hayes to B, and Hayes from Hill to Webster. Fiscal year 16-17 include Coronado, Cortes and Stuart backyards along with Joan Dr from Maria to Novak, Daniel Dr from Elizabeth to Bungalow, and Albert Way at Weaverly. Fiscal year 17-18 projects include Haven and Scenic backyards, La Cresta Dr, Manor Way, H St at Wickersham Park, Broadway from English to Dana, and Sonoma Ave to North Fair St. The sewer replacement and rehabilitation projects are concurrent with planned water main replacement projects.

FINANCIAL OVERVIEW

C66401417	BUDGET		Expenses and Funds Received			BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental			-	-	-	10				10
Land & Easements			-	-	-					-
Design	35		15	15	41	90		65		211
Legal Services			-	-	-					-
Administration	5		-	-	5		5	5		15
Construction Contracts	740		-	-	2,500		2,200	1,300		6,000
Construction Mgmt	116		-	-	200		200	312		712
Salaries and Benefits	65		24	24	123		100	195		442
Contingency	140		-	-	500		400	260		1,160
CIP Overheads	17		-	-	20		34	32		86
TOTAL USES	1,118	-	39	39	3,389	100	2,939	2,169	-	8,636
SOURCES (dollars in \$000)										
Waste Water Capital	1,118		39	39	3,389	100	2,939	2,169		8,636
TOTAL FUNDS	1,118	-	39	39	3,389	100	2,939	2,169	-	8,636

PETALUMA BLVD. SO. SEWER TRUNK MAIN

WASTEWATER UTILITY



Project Title: Petaluma Blvd So Sewer Trunk Main

C66401314

PROJECT PURPOSE AND DESCRIPTION

The Petaluma Blvd South project is meant to address undersized multiple parallel sewer mains as well as severe infiltration and inflow (I&I) problems on this main trunk sewer line. The system in the southwest portion of the City is vitrified clay pipe (VCP) which, due to its age and fragility, is cracked and broken. This project will replace the existing pipes with an appropriately sized trunk main. It will reduce the possibility of future failures and infiltration and reduce maintenance costs.

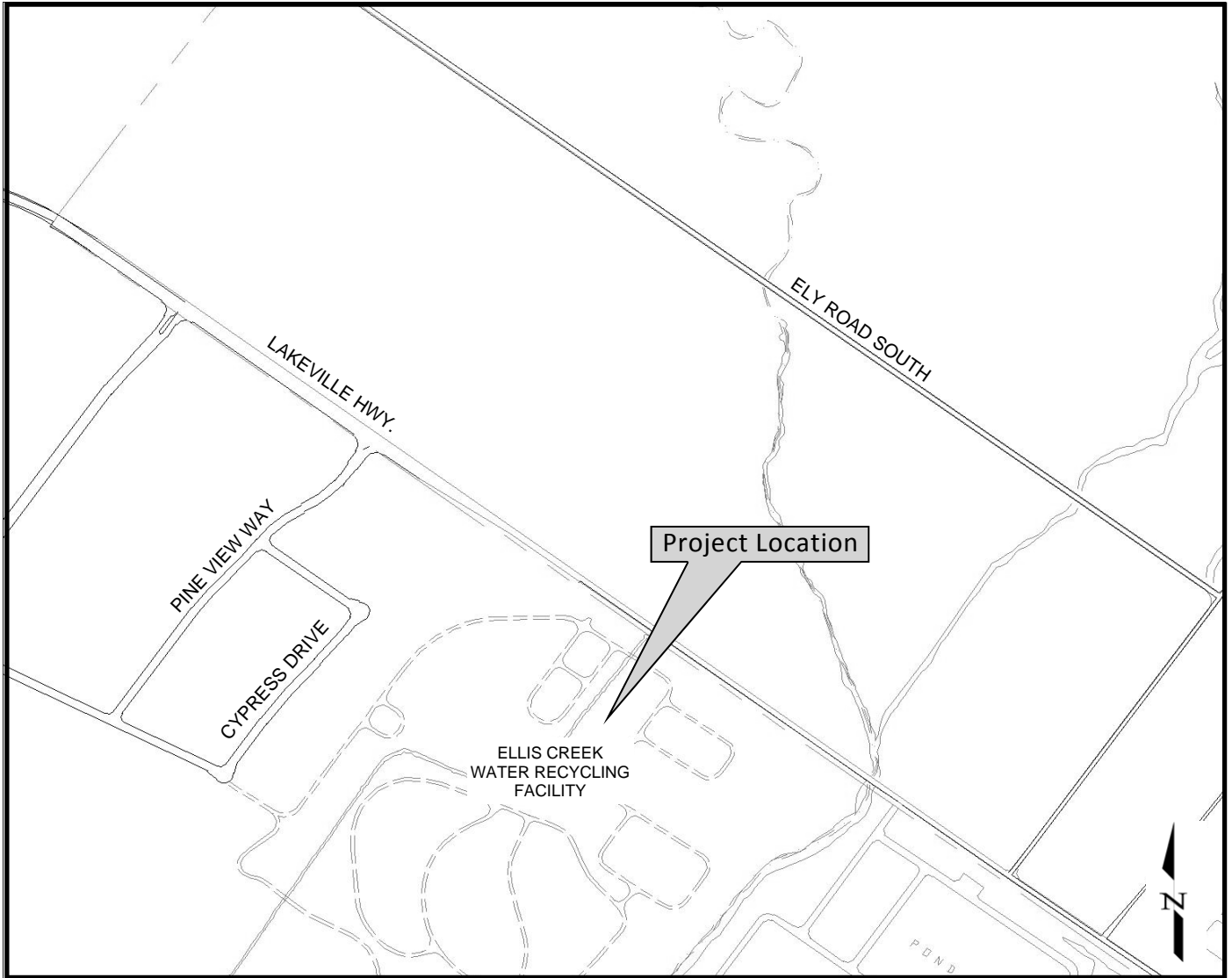
FINANCIAL OVERVIEW

C66401314

	BUDGET		Expenses and Funds Received			BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental	10		-	-	10					10
Land & Easements	-		-	-	-					-
Design	90		-	-	180	10				190
Legal Services	5		-	-	5					5
Administration	-		-	-	-	5				5
Construction Contracts	-		-	-	-	1,900				1,900
Construction Mgmt	-		-	-	-	190				190
Salaries and Benefits	10		37	37	40	135				212
Contingency	-		-	-	100	455				555
CIP Overheads	3		-	-	8	38				46
TOTAL USES	118	-	37	37	343	2,733	-	-	-	3,113
SOURCES (dollars in \$000)										
Waste Water Capital	235		37	37	343	2,733				3,113
TOTAL FUNDS	235	-	37	37	343	2,733	-	-	-	3,113

ELLIS CREEK HEADWORKS SCREEN UPGRADES

WASTEWATER UTILITY



Project Title: Ellis Creek Headworks Screen Upgrade

C66501306

PROJECT PURPOSE AND DESCRIPTION

This project will replace the existing headworks screen. Since the design of the plant 12 years ago, an emerging issue surrounding ragging caused by disposable hand wipes has emerged. The current screens are not fine enough to deal with this new waste input and so the Water Recycling Facility is experiencing significant operational and maintenance issues with the ragging of pumps and other equipment. This is costing the Utility significant amounts of time and money to clean and repair. The new screens will alleviate the majority of this by removing the rags from the influent before they enter the treatment train.

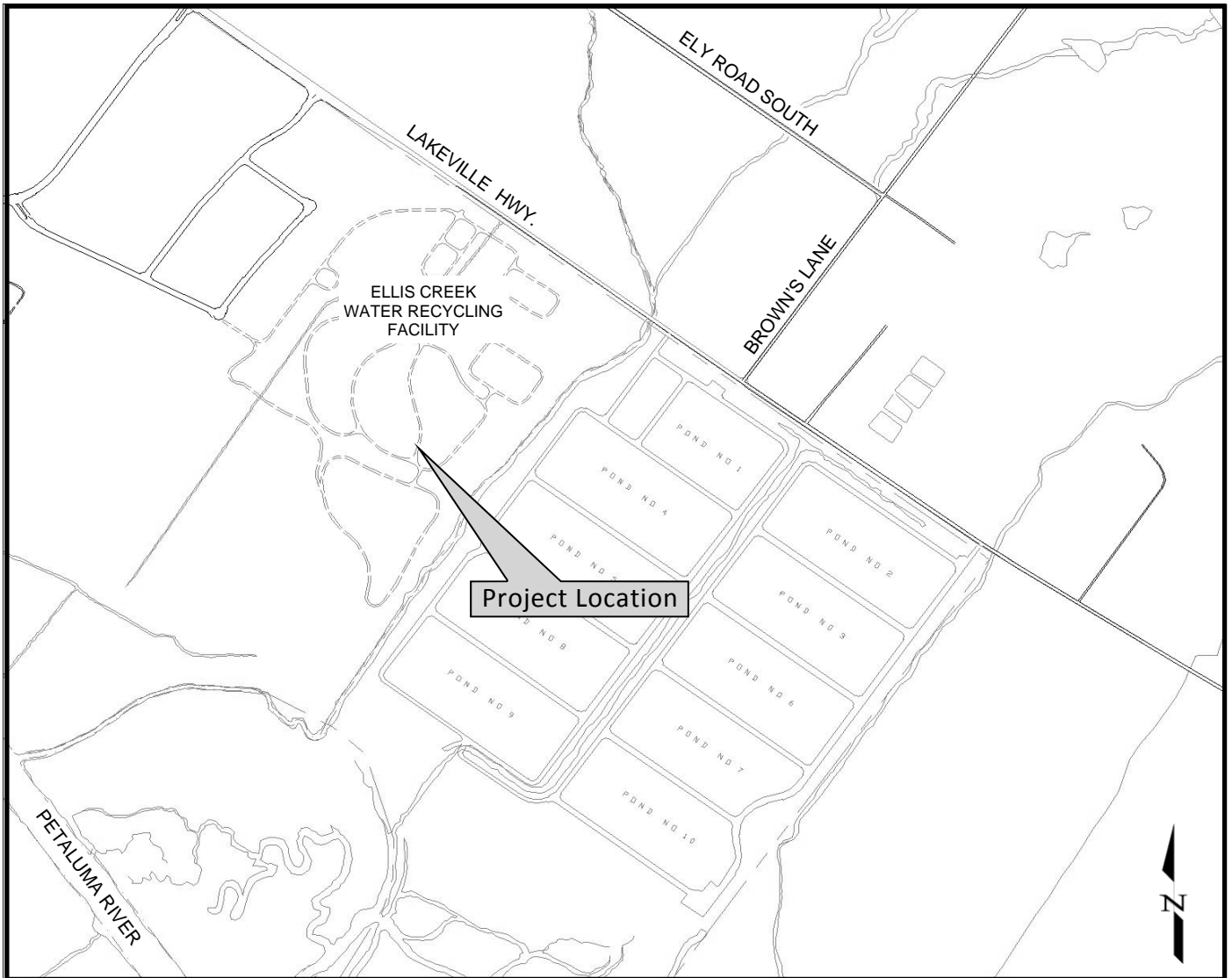
FINANCIAL OVERVIEW

C66501306

	BUDGET		Expenses and Funds Received				BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED					
						FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)											
Planning/Environmental	-		22	22	-	-					22
Land & Easements	-		-	-	-	-					-
Design	40		-	-	40						40
Legal Services	-		-	-		-					-
Administration	-		-	-							-
Construction Contracts	715		-	-	1,550						1,550
Construction Mgmt	85		-	-	150						150
Salaries and Benefits	40		8	8	32						40
Contingency	80		-	-	500						500
CIP Overheads	20		-	-	50	-					50
TOTAL USES	980	-	30	30	2,322	-	-	-	-	-	2,352
SOURCES (dollars in \$000)											
Waste Water Capital	980	30	-	30	2,322						2,352
TOTAL FUNDS	980	30	-	30	2,322	-	-	-	-	-	2,352

POLISHING WETLANDS ALGAE REMOVAL SYSTEM

WASTEWATER UTILITY



Project Title: Polishing Pond Improvements

C66501307

PROJECT PURPOSE AND DESCRIPTION

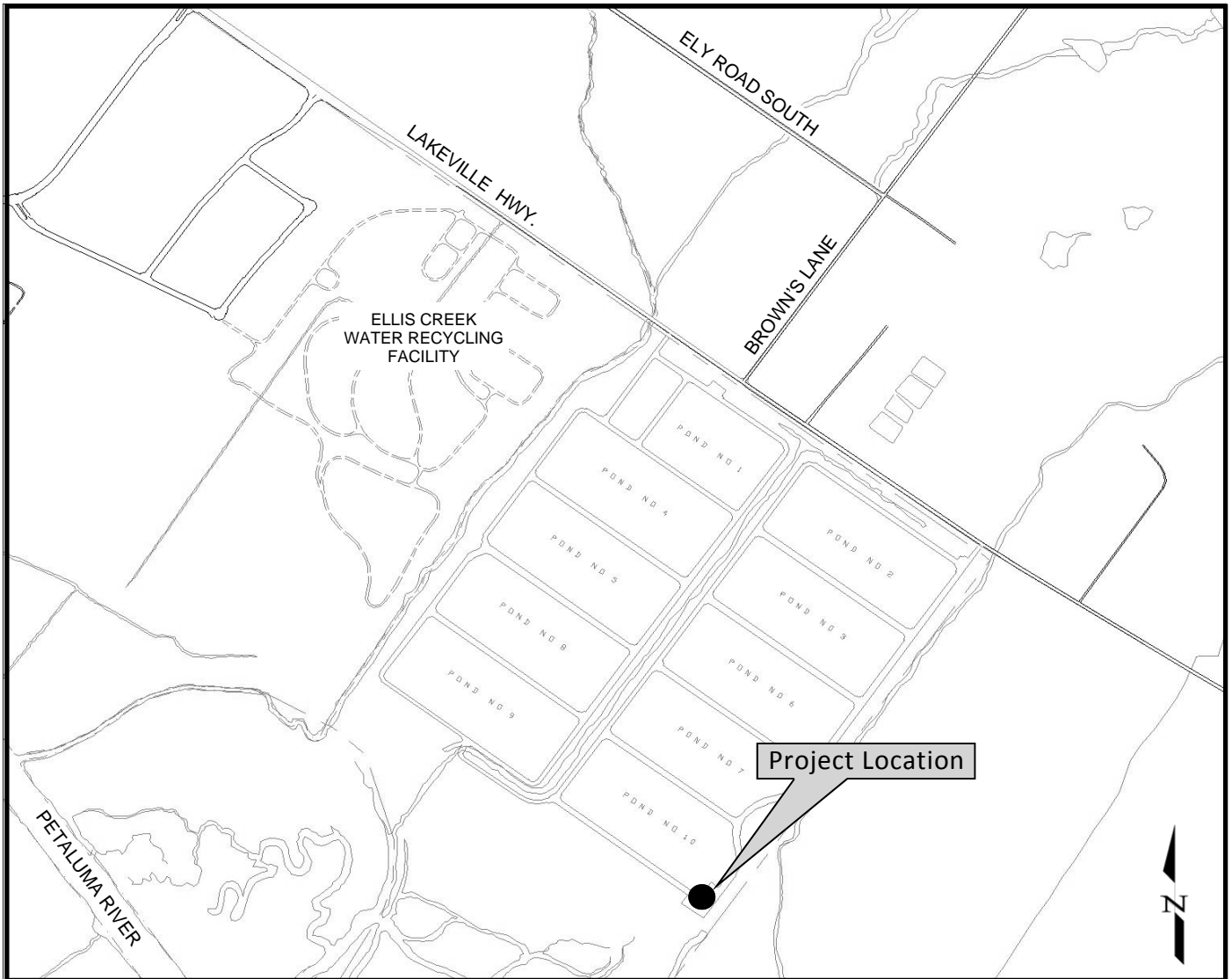
This project will remove all of the current vegetation in oxidation ponds 9 and 10. The vegetation has overgrown its area and needs to be removed. The vegetative load currently in the ponds is stripping the water of dissolved oxygen (DO), which means that it cannot be discharged directly to the river from the oxidation ponds and must be further treated to add back the necessary DO for discharge. The removal of the material will restore the water surface area to provide the necessary air to water surface interface, enhance the DO and increase storage capacity in the ponds.

FINANCIAL OVERVIEW

C66501307

	BUDGET		Expenses and Funds Received				BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED					
						FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)											
Planning/Environmental			-	-		10	-				10
Land & Easements			-	-		-	-				-
Design			-	-		90	-				90
Legal Services			-	-		-	-				-
Administration			-	-		3	-				3
Construction Contracts			-	-		-	450				450
Construction Mgmt			-	-		-	62				62
Salaries and Benefits			-	-		10	60				70
Contingency			-	-		-	110				110
CIP Overheads			-	-		3	17				20
TOTAL USES	-	-	-	-	-	116	699	-	-	-	815
SOURCES (dollars in \$000)											
Waste Water Capital			-	-		116	699				815
TOTAL FUNDS	-	-	-	-	-	116	699	-	-	-	815

OXIDATION PONDS CHLORINE SYSTEM IMPROVEMENTS **WASTEWATER UTILITY**



Project Title: Chlorine System Improvements

C66501308

PROJECT PURPOSE AND DESCRIPTION

This project will upgrade chemical, mechanical, electrical and instrumentation equipment at the oxidation pond chlorine system. The facilities are over 20 years old and need to be upgraded to comply with current codes and safety standards and to improve chemical efficiency and lower maintenance and operation costs. This project will move the existing chlorine storage and delivery systems at the oxidation ponds to a new location closer to the dosing point. The current system has over a quarter of a mile of small diameter piping which, along with temperature variations due to the depth of the line, tends to cause the chlorine to come out of the solution during transit making dosing difficult. This project will also upgrade mechanical and electrical deficiencies at the main pump station, outfall structure and electrical structures.

FINANCIAL OVERVIEW

C66501308	BUDGET		Expenses and Funds Received				BUDGET			
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental			-	-	-	-	-	-	-	-
Land & Easements			-	-	-	-	-	-	-	-
Design			-	-	-		25	-		25
Legal Services			-	-	-		-	-		-
Administration			-	-	-		-	5		5
Construction Contracts			-	-	-		600	1,000		1,600
Construction Mgmt			-	-	-		60	100		160
Salaries and Benefits			-	-	-		15	35		50
Contingency			-	-	-		60	160		220
CIP Overheads			-	-	-		19	33		52
TOTAL USES	-	-	-	-	-	-	779	1,333	-	2,112
SOURCES (dollars in \$000)										
Waste Water Capital			-	-	-		779	1,333		2,112
TOTAL FUNDS	-	-	-	-	-	-	779	1,333	-	2,112



FEMA PROJECTS FY 2014-2015

**FEMA PROGRAM BUDGET FY 14-15
 PROJECT SUMMARY
 Fund 3161.31610**

PROJECTS (dollars in \$000)

f00111806	B Street - Rip Rap Repair
f00127706	Petaluma Bridge - Rip Rap Repair
f00228506	Site 6 Hopper Street - AC Repair
f00242006	Hawk and Noriel - Rip Rap Repair
f00334806	Marina Dredging

TOTAL

Actual Life to Date thru 6/30/13	Estimate FY 13-14	Proposed FY 14-15	PROJECTED				Total Estimate
			Estimate FY 15-16	Estimate FY 16-17	Estimate FY 17-18	Estimate FY 18-19	
61	-	46	-	-	-	-	107
79	-	131	-	-	-	-	210
964	1	550	-	-	-	-	1,515
75	-	20	-	-	-	-	95
991	1	198	-	-	-	-	1,190
\$ 2,170	\$ 2	\$ 945	\$ -	\$ -	\$ -	\$ -	\$ 3,117

SOURCES (dollars in \$000)

FEMA

TOTAL

\$ 1,785	\$ -	\$ 1,332	\$ -	\$ -	\$ -	\$ -	\$ 3,117
\$ 1,785	\$ -	\$ 1,332	\$ -	\$ -	\$ -	\$ -	\$ 3,117

Project Title: B Street – Rip Rap Repair

f00111806

PROJECT PURPOSE AND DESCRIPTION

This project will make repairs to the B Street outfall to the Petaluma River that was damaged during the 2005/2006 New Year's Eve flooding. Work will include rock riprap replacement at the 48" culvert outlet on the bank of the Petaluma River. Hazard Mitigation: special concrete will be used to repair CMP culvert bottom.

FINANCIAL OVERVIEW

f00111806

	BUDGET	Expenses and Funds Received				BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental	21		-	-						-
Land & Easements			-	-						-
Design	40	53	-	53						53
Legal Services			-	-						-
Administration			-	-						-
Construction Contracts			-	-	36					36
Construction Mgmt		6	-	6	10					16
Salaries and Benefits		2	-	2						2
Contingency			-	-						-
CIP Overheads			-	-						-
TOTAL USES	61	61	-	61	46	-	-	-	-	107
SOURCES (dollars in \$000)										
FEMA	50	5	-	5	102					107
TOTAL FUNDS	50	5	-	5	102	-	-	-	-	107

Project Title: Petaluma Bridge - Rip Rap Repair

f00127706

PROJECT PURPOSE AND DESCRIPTION

This project will make repairs to the Petaluma Blvd. North Twin Bridges that was damaged during the 2005/2006 New Year's Eve flooding. Work will include the removal of sediment in front of two bridge abutments; replace rock slope protection at two bridge abutments, place concrete in the scour area at the abutments and under the wing wall at the southeast corner of the western most bridge and place filter fabric on all slopes at four abutments

FINANCIAL OVERVIEW

f00127706

	BUDGET	Expenses and Funds Received				BUDGET				
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				Total Estimate
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental	19		-	-						-
Land & Easements			-	-						-
Design	60	69	-	69						69
Legal Services			-	-						-
Administration			-	-						-
Construction Contracts		1	-	1	116					117
Construction Mgmt		6	-	6	15					21
Salaries and Benefits		3	-	3						3
Contingency			-	-						-
CIP Overheads			-	-						-
TOTAL USES	79	79	-	79	131	-	-	-	-	210
SOURCES (dollars in \$000)										
FEMA		33	-	33	177					210
TOTAL FUNDS	-	33	-	33	177	-	-	-	-	210

Project Title: Site 6 Hopper Street – AC Repair

f00228506

PROJECT PURPOSE AND DESCRIPTION

This project will make repairs to a portion of Hopper Street that was damaged during the 2005/2006 New Year's Eve flooding. Work will include the reconstruction of Hopper Street with new aggregate base, asphalt concrete, and striping.

FINANCIAL OVERVIEW

f00228506

	BUDGET	Expenses and Funds Received				BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental	64	7	-	7						7
Land & Easements			-	-						-
Design	900	85	-	85						85
Legal Services		1	-	1						1
Administration			-	-						-
Construction Contracts		642	-	642	500					1,142
Construction Mgmt		223	-	223	50					273
Salaries and Benefits		6	1	7						7
Contingency			-	-						-
CIP Overheads			-	-						-
TOTAL USES	964	964	1	965	550	-	-	-	-	1,515
SOURCES (dollars in \$000)										
FEMA	964	788	-	788	727					1,515
TOTAL FUNDS	964	788	-	788	727	-	-	-	-	1,515

Project Title: Hawk and Noriel – Rip Rap Repair

f00242006

PROJECT PURPOSE AND DESCRIPTION

This project will make repairs to the bridge at Hawk and Noriel Lane that was damaged during the 2005/2006 New Year's Eve flooding. Work will include repairing the east and west bank culvert outlets on the downstream side of the Noriel Lane – Prince park walking bridge. Riprap will be placed on the East bank of Washington Creek to repair erosion.

FINANCIAL OVERVIEW

f00242006

	BUDGET	Expenses and Funds Received				BUDGET				Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED				
						FY 15-16	FY 16-17	FY 17-18	FY 18-19	
USES (dollars in \$000)										
Planning/Environmental Land & Easements	15		-	-						-
Design	60		-	-						-
Legal Services			-	-						-
Administration			-	-						-
Construction Contracts		65	-	65	15					80
Construction Mgmt		7	-	7	5					12
Salaries and Benefits		3	-	3						3
Contingency			-	-						-
CIP Overheads			-	-						-
TOTAL USES	75	75	-	75	20	-	-	-	-	95
SOURCES (dollars in \$000)										
FEMA	75	45	-	45	50					95
TOTAL FUNDS	75	45	-	45	50	-	-	-	-	95

Project Title: Marina Dredging

f00334806

PROJECT PURPOSE AND DESCRIPTION

This project will complete dredging at the Petaluma Marina that was silted in during the 2005/2006 New Year's Eve flooding. The dredge spoils will be off-hauled to an approved facility.

FINANCIAL OVERVIEW

f00334806

	BUDGET	Expenses and Funds Received				BUDGET					Total Estimate
	Life to Date Budget thru 6/30/14	Actual Life to Date thru 6/30/13	Estimate FY 2014	Estimate Life to Date thru 6/30/14	Proposed FY 14-15	PROJECTED					
						FY 15-16	FY 16-17	FY 17-18	FY 18-19		
USES (dollars in \$000)											
Planning/Environmental Land & Easements		26	-	26							26
Design		335	-	335							335
Legal Services		21	-	21							21
Administration			-	-							-
Construction Contracts	991	545	1	546	198						744
Construction Mgmt		56	-	56							56
Salaries and Benefits		8	-	8							8
Contingency			-	-							-
CIP Overheads			-	-							-
TOTAL USES	991	991	1	992	198	-	-	-	-	-	1,190
SOURCES (dollars in \$000)											
FEMA	991	914	-	914	276						1,190
TOTAL FUNDS	991	914	-	914	276	-	-	-	-	-	1,190

**FISCAL YEAR 2015
 ALLOCATION OF INTERNAL SERVICE FUNDS AND ADMINISTRATIVE OVERHEAD CHARGES**

Department/Division	Information Technology FY 2015	General Service FY 2015	Risk FY 2015	Administrative Charges FY 2015	Total Allocation FY 2015
Police	331,213	19,884	424,759		775,856
Fire	113,427	14,144	213,585		341,156
Community Development	23,952	1,665	3,466		29,083
Public Works	148,717	5,969	125,876		280,562
Parks & Recreation	28,920	19,108	119,157		167,185
General Fund	<u>646,229</u>	<u>60,770</u>	<u>886,843</u>		<u>1,593,842</u>
Housing In-Lieu	-	84	5,855	10,164	16,103
Impact fees	-	25	1,124	2,033	3,182
CDBG	-	41	1,866	3,363	5,270
General Government Donations	-	114	874	2,665	3,653
Special Revenue	-	57	164	746	967
Street Maintenance	11,648	3,736	153,509	90,926	259,819
Landscape Assessment Districts	2,579	1,139	2,751	14,294	20,763
TOT	-	8	1,325	141,412	142,745
Governmental CIP	-	744	14,639	100,289	115,672
Special Revenue Funds	<u>14,227</u>	<u>5,948</u>	<u>182,107</u>	<u>365,892</u>	<u>568,174</u>
Airport Operation	13,163	11,832	20,180	69,330	114,505
Development Services	101,272	9,072	16,464	93,095	219,903
Marina	5,943	8,877	8,932	40,672	64,424
Transit Operations	67,753	8,147	23,834	43,158	142,892
Wastewater Administration	291,824	53,302	170,042	532,821	1,047,989
Wastewater CIP	-	-	-	24,600	24,600
Water Administration	390,927	66,667	184,532	513,285	1,155,411
Water CIP	-	-	-	10,300	10,300
Storm Utility	-	266	7,004	46,497	53,767
Enterprise Funds	<u>870,882</u>	<u>158,163</u>	<u>430,988</u>	<u>1,373,758</u>	<u>2,833,791</u>
Information Services	-	-	-	-	-
Employee Benefits	-	652	8,292	87,679	96,623
Workers Compensation	1,508	39	8,899	113,213	123,659
General Services	-	-	-	-	-
Risk Management	-	-	-	-	-
Internal Service Funds	<u>1,508</u>	<u>691</u>	<u>17,191</u>	<u>200,892</u>	<u>220,282</u>
Successor Agency Housing	-	774	5,418	55,309	61,501
Successor Agency	-	1,842	330	168,946	171,118
Successor Agency Funds	<u>-</u>	<u>2,616</u>	<u>5,748</u>	<u>224,255</u>	<u>232,619</u>
TOTAL ALLOCATIONS	<u>\$ 1,532,846</u>	<u>\$ 228,188</u>	<u>\$ 1,522,877</u>	<u>\$ 2,164,797</u>	<u>\$ 5,448,708</u>

TRANSFERS OUT

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
General Fund	Storm Utility	37,420	loan repayment
	Public Works CIP	44,000	C16201306
	Waste Water	93,580	Waste Water settlement
	Storm Utility	400,000	
	Vehicle Replacement	<u>100,000</u>	
		675,000	
Fire Suppression Impact Fees	Fire CIP	120,000	C00300405
	Fire CIP	9,000	C14101406
	Fire CIP	<u>1,000</u>	C14501407
		130,000	
Commercial Linkage	Housing Successor Agency	100,000	SAR051150
Housing In-Lieu Impact	Housing Successor Agency	100,000	SAR051150
Parkland Impact Fees	Parks CIP	10,000	C00400206
	Parks CIP	3,478,000	C01400104
	Parks CIP	<u>6,000</u>	C00400205
		3,494,000	
Storm Drainage Impact Fees	Public Works CIP	36,000	C16301413
	Public Works CIP	<u>28,000</u>	C16301415
		64,000	
Community Facilities Impact	Public Works CIP	20,000	C16201306
Traffic Mitigation	Public Works CIP	1,061,000	C00501304
	Public Works CIP	497,000	C00501204
	Public Works CIP	35,000	C03200503
	Public Works CIP	223,000	e161012015
	Transit CIP	6,000	C65101402
	Transit CIP	<u>22,000</u>	C65501503
		1,844,000	
CDBG	Housing Successor Agency	35,500	sar051150
Parks Grants	Parks CIP	50,000	C00400205
	Parks CIP	2,550,000	C01400104
	Parks CIP	<u>2,000,000</u>	C14501402
		4,600,000	
Public Works Grants	Public Works CIP	16,000	e16042012
	Public Works CIP	34,000	C16101006
	Public Works CIP	102,000	C16101201
	Public Works CIP	103,000	C14501403
	Public Works CIP	136,000	C16101308
	Public Works CIP	139,000	C16101416
	Public Works CIP	180,000	C16101309
	Public Works CIP	334,000	e16082012
	Public Works CIP	370,000	C16301413
	Public Works CIP	<u>978,000</u>	C00500208
		2,392,000	
	Donations	Public Works CIP	23,000
Parks CIP		<u>2,000,000</u>	C14501402
		2,023,000	
Asset Seizure	General Fund	30,000	general support
SLESF	General Fund	100,000	CAD/RMS system

TRANSFERS OUT

FROM	TO	AMOUNT	PURPOSE
Gas Tax	Public Works CIP	12,000	C02500104
	Street Maintenance	<u>1,156,600</u>	
		1,168,600	
Street Maintenance	Public Works CIP	9,000	C16501412
	Public Works CIP	13,000	C16101201
	Public Works CIP	21,000	C16101416
	Public Works CIP	29,000	C16101309
	Public Works CIP	57,000	C16501410
	Public Works CIP	400,000	C16101301
	Public Works CIP	<u>441,000</u>	C16101303
		970,000	
TOT	General Fund	1,430,512	general support
Prince Park	General Fund	56,500	general support
Successor Agency	Public Works CIP	8,836,000	C00501304
Airport Operating	Airport CIP	45,000	C61501402
	Airport CIP	<u>900,000</u>	C61501402
		945,000	
Transit Operating - FTA State of Good Repair	Transit CIP	227,000	C65501503
Transit Operating - MTC Transit Perf Review	Transit CIP	95,000	C65501503
Transit Operating - MTC Transit Perf Review	Transit CIP	152,000	C65101402
Transit Operating - TDA Transit	Transit CIP	7,000	C65101402
Transit Operating - TDA Transit	Transit CIP	<u>156,000</u>	C675501503
		637,000	
Waste Water Capital	Waste Water CIP	132,000	C65501003
	Waste Water CIP	217,000	C00501400
	Waste Water CIP	343,000	C66401314
	Waste Water CIP	585,000	C66501002
	Waste Water CIP	1,070,000	C66501004
	Waste Water CIP	2,322,000	C66501306
	Waste Water CIP	2,984,000	C66501305
	Waste Water CIP	3,389,000	C66401417
	Waste Water CIP	153,000	C66400902
	Waste Water CIP	1,388,000	C66401301
	Waste Water CIP	<u>1,570,000</u>	C66401415
		14,153,000	
Water Capital	Water CIP	67,000	C67401004
	Water CIP	127,000	C67501405
	Water CIP	395,000	C67501408
	Water CIP	600,000	C67401201
	Water CIP	642,000	C67501407
	Water CIP	1,250,000	C67501406
	Water CIP	1,355,000	C67501303
	Water CIP	<u>1,659,000</u>	C67401003
		6,095,000	
Water Operating	Water CIP	790,000	C00500101
	Water CIP	<u>800,000</u>	C67500903
		1,590,000	
GRAND TOTAL \$		51,489,112	

TRANSFERS IN

<u>TO</u>	<u>FROM</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
General Fund	Asset Seizure	30,000	general support
General Fund	SLESF	100,000	CAD/RMS system
General Fund	TOT	1,430,512	general support
General Fund	Prince Park	56,500	general support
		<u>1,617,012</u>	
Street Maintenance	Gas Tax	1,156,600	
Fire CIP	Fire Suppression Impact Fees	120,000	C00300405
Fire CIP	Fire Suppression Impact Fees	9,000	C14101406
Fire CIP	Fire Suppression Impact Fees	1,000	C14501407
		<u>130,000</u>	
Parks CIP	Parkland Impact Fees	10,000	C00400206
Parks CIP	Parkland Impact Fees	3,478,000	C01400104
Parks CIP	Parkland Impact Fees	6,000	C00400205
Parks CIP	Parks Grants	50,000	C00400205
Parks CIP	Parks Grants	103,000	C14501403
Parks CIP	Parks Grants	2,550,000	C01400104
Parks CIP	Parks Grants	2,000,000	C14501402
Parks CIP	Donations	2,000,000	C14501402
		<u>10,197,000</u>	
Public Works CIP	General Fund	44,000	C16201306
Public Works CIP	Storm Drainage Impact Fees	36,000	C16301413
Public Works CIP	Storm Drainage Impact Fees	28,000	C16301415
Public Works CIP	Community Facilities Impact	20,000	C16201306
Public Works CIP	Traffic Mitigation	1,061,000	C00501304
Public Works CIP	Traffic Mitigation	497,000	C00501204
Public Works CIP	Traffic Mitigation	35,000	C03200503
Public Works CIP	Traffic Mitigation	223,000	e161012015
Public Works CIP	Public Works Grants	16,000	e16042012
Public Works CIP	Public Works Grants	34,000	C16101006
Public Works CIP	Public Works Grants	102,000	C16101201
Public Works CIP	Public Works Grants	136,000	C16101308
Public Works CIP	Public Works Grants	139,000	C16101416
Public Works CIP	Public Works Grants	180,000	C16101309
Public Works CIP	Public Works Grants	334,000	e16082012
Public Works CIP	Public Works Grants	370,000	C16301413
Public Works CIP	Public Works Grants	978,000	C00500208
Public Works CIP	Donations	23,000	C16101308
Public Works CIP	Gas Tax	12,000	C02500104
Public Works CIP	Street Maintenance	9,000	C16501412
Public Works CIP	Street Maintenance	13,000	C16101201
Public Works CIP	Street Maintenance	21,000	C16101416
Public Works CIP	Street Maintenance	29,000	C16101309
Public Works CIP	Street Maintenance	57,000	C16501410
Public Works CIP	Street Maintenance	400,000	C16101301
Public Works CIP	Street Maintenance	441,000	C16101303
Public Works CIP	Successor Agency	8,836,000	C00501304
		<u>14,074,000</u>	
Housing Successor Agency	Commercial Linkage	100,000	SAR051150
Housing Successor Agency	Housing In-Lieu Impact	100,000	SAR051150
Housing Successor Agency	CDBG	35,500	sar051150
		<u>235,500</u>	
Airport CIP	Airport Operating	45,000	C61501402
Airport CIP	Airport Operating	900,000	C61501402
		<u>945,000</u>	
Transit CIP	Traffic Mitigation	6,000	C65101402
Transit CIP	Traffic Mitigation	22,000	C65501503

TRANSFERS IN

<u>TO</u>	<u>FROM</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
Transit CIP	Transit Operating - FTA State of Good Repair	227,000	C65501503
Transit CIP	Transit Operating - MTC Transit Perf Review	95,000	C65501503
Transit CIP	Transit Operating - MTC Transit Perf Review	152,000	C65101402
Transit CIP	Transit Operating - TDA Transit	7,000	C65101402
Transit CIP	Transit Operating - TDA Transit	156,000	C675501503
		<u>665,000</u>	
Waste Water	General Fund	93,580	Waste Water settlement
Waste Water CIP	Waste Water Capital	132,000	C65501003
	Waste Water Capital	217,000	C00501400
	Waste Water Capital	343,000	C66401314
	Waste Water Capital	585,000	C66501002
	Waste Water Capital	1,070,000	C66501004
	Waste Water Capital	2,322,000	C66501306
	Waste Water Capital	2,984,000	C66501305
	Waste Water Capital	3,389,000	C66401417
	Waste Water Capital	153,000	C66400902
	Waste Water Capital	1,388,000	C66401301
	Waste Water Capital	1,570,000	C66401415
		<u>14,153,000</u>	
Water CIP	Water Capital	67,000	C67401004
	Water Capital	127,000	C67501405
	Water Capital	395,000	C67501408
	Water Capital	600,000	C67401201
	Water Capital	642,000	C67501407
	Water Capital	800,000	C67500903
	Water Capital	1,250,000	C67501406
	Water Capital	1,355,000	C67501303
	Water Capital	1,659,000	C67401003
	Waste Water Operating	790,000	C00501101
		<u>7,685,000</u>	
Storm Utility	General Fund	400,000	
	General Fund	37,420	loan repayment
		<u>437,420</u>	
Vehicle Replacement	General Fund	100,000	
GRAND TOTAL \$		51,489,112	

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2014-15 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 12-13		FY 13-14		FY 14-15		----- 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			
Total City Clerk	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00	0.00	0.00
<u>CITY ATTORNEY</u>										
City Attorney	0.00	0.00	1.00	1.00	1.00	1.00	1.00			
Assistant City Attorney	0.00	0.00	2.00	2.00	2.00	2.00	2.00			
Legal Assistant	0.50	0.00	1.00	1.00	1.00	1.00	1.00			
Total City Attorney	0.50	0.00	4.00	4.00	4.00	4.00	4.00	0.00	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			
Senior Planner	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			
Secretary	1.00	0.00	1.00	0.00	1.00	0.00				
Total City Manager	5.00	4.00	5.00	4.00	5.00	4.00	4.00	0.00	0.00	0.00
<u>ECONOMIC DEV./REDEVELOPMENT</u>										
Economic Development Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Total Econ. Dev./Redevelopment	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00
<u>HUMAN RESOURCES</u>										
Director Human Resources	0.00	0.00	0.00	0.00	1.00	1.00	1.00			
Human Resources Analyst II/III	1.00	0.00	1.00	0.00	1.00	1.00	1.00			
Human Resources Asst. II	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Human Resources Manager	1.00	1.00	1.00	1.00	0.00	0.00				
Human Resources Specialist	1.00	1.00	1.00	1.00	1.00	0.00				
Total Human Resources	4.00	3.00	4.00	3.00	4.00	3.00	3.00	0.00	0.00	0.00
<u>INFORMATION TECHNOLOGY</u>										
Info Tech Specialist 1/2/3	4.00	4.00	4.00	4.00	4.00	4.00				4.00
Information Systems Manager	1.00	1.00	1.00	1.00	1.00	1.00				1.00
Geographic Info Systems Mgr.	1.00	1.00	1.00	1.00	1.00	1.00				1.00
Programmer Analyst	1.00	1.00	1.00	1.00	1.00	1.00				1.00
Total Information Technology	7.00	7.00	7.00	7.00	7.00	7.00	0.00	0.00	0.00	7.00

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
 FY 2014-15 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 12-13		FY 13-14		FY 14-15		----- Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
HOUSING									
Housing Administrator	1.00	0.50	1.00	0.00	1.00	0.00			
Housing Program Specialist	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Total Housing Division	2.00	1.50	2.00	1.00	2.00	1.00	0.00	0.00	1.00
FINANCE DEPARTMENT									
Dir. Of Finance	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Principal Financial Analyst	0.00	0.00	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		
Accountant Analyst	1.00	1.00	1.00	1.00	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	0.00	1.00	0.00	1.00	0.00			
Administrative Technician	1.00	0.00	1.00	0.00	1.00	0.00			
Commercial Services Mgr.	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Finance and Act Mgr.	1.00	0.00	1.00	0.00	1.00	0.00			
Mail Service Assistant	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Office Assistant II	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Senior Accountant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Total Finance	17.00	14.00	18.00	15.00	18.00	15.00	13.00	0.00	2.00
POLICE									
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Abandoned Vehicle Abatement Officer	0.00	0.00	1.00	0.00	1.00	1.00			1.00
Community Service Officer	5.00	1.00	5.00	1.00	5.00	1.00	1.00		
Evidence Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Lieutenant	5.00	4.00	5.00	5.00	5.00	5.00	5.00		
Police Officer	60.00	47.00	60.00	47.00	60.00	47.00	46.00		1.00
Police Records Assistant II	5.50	4.50	5.50	4.50	5.50	4.50	4.50		
Parking Enforcement Officer	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Sergeant	10.00	9.00	10.00	9.00	10.00	9.00	9.00		
Public Safety Dispatcher	12.00	9.00	12.00	9.00	12.00	9.00	9.00		
Public Safety Dispatch Supervisor	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Neighbor. Pres. Coord.	1.00	1.00	1.00	1.00	1.00	1.00	0.55	0.45	
Public Safety Comm Mgr	1.00	0.00	1.00	0.00	1.00	0.00			
Secretary	1.00	0.00	1.00	0.00	1.00	0.00			
Total Police	106.50	81.50	108.50	83.50	108.50	84.50	82.05	0.45	2.00

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
 FY 2014-15 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 12-13		FY 13-14		FY 14-15		----- Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>FIRE</u>									
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Fire Battalion Chief - EMS Mgr	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	9.00	9.00	9.00	9.00	9.00		
Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Fire Engineer	6.00	4.00	4.00	4.00	4.00	4.00	4.00		
Fire Engineer/Paramedic	3.00	5.00	5.00	5.00	6.00	6.00	6.00		
Fire Inspector	3.00	1.00	3.00	1.00	3.00	2.00	2.00		
Fire Marshal	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Firefighter	14.00	16.00	16.00	12.00	12.00	12.00	12.00		
Firefighter/Paramedic	16.00	14.00	14.00	18.00	17.00	17.00	17.00		
Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Total Fire	59.00	57.00	59.00	57.00	59.00	58.00	58.00	0.00	0.00
<u>BUILDING SERVICES</u>									
Building Inspector I	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Permit Processing Tech	1.00	1.00	2.00	2.00	2.00	2.00		2.00	
Chief Bldg Official	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Plans Examiner	1.00	0.00	1.00	1.00	1.00	1.00		1.00	
Senior Building Inspector	1.00	0.00	1.00	0.00	1.00	0.00			
Total Building Services	6.00	4.00	7.00	6.00	7.00	6.00	0.00	6.00	0.00
<u>PARKS & RECREATION</u>									
Administrative Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Office Assistant II	2.00	1.00	2.00	1.00	2.00	1.00	1.00		
Recreation Coordinator	2.00	1.00	3.00	3.00	3.00	3.00	3.00		
Recreation Supervisor	2.00	2.00	1.00	1.00	1.00	1.00	1.00		
Total Parks & Recreation	7.00	5.00	7.00	6.00	7.00	6.00	6.00	0.00	0.00
<u>RISK MANAGEMENT</u>									
Risk Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Secretary	1.00	0.00	1.00	0.00	1.00	0.00			
Total Risk Management	2.00	0.00	2.00	0.00	2.00	0.00	0.00	0.00	0.00

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2014-15 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 12-13		FY 13-14		FY 14-15		----- Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>PUBLIC WORKS</u>									
Administrative Assistant	1.00	0.00	1.00	0.00	1.00	0.00			
Airport Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Dir. Public Works & Utilities	0.50	0.50	0.50	0.50	0.50	0.15	0.05		0.10
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	0.55	0.25	0.20
Engineering Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.10	0.40	0.50
Equipment Mechanic	1.00	1.00	1.00	1.00	1.00	1.00	0.70	0.20	0.10
Equipment Maintenance Lead Wkr	1.00	1.00	1.00	1.00	1.00	1.00	0.70	0.20	0.10
Facilities Maintenance Worker I/II	2.00	2.00	2.00	2.00	2.00	2.00	1.90	0.10	
Green Building Project Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.20		0.80
Inspection Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	0.85		0.15
Office Assistant II	2.00	1.00	2.00	1.00	2.00	1.00	0.25	0.60	0.15
Parks Landscape Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.75		0.25
Parks Maintenance Foreworker	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Parks Maintenance Lead Worker	3.00	0.00	3.00	0.00	3.00	0.00			
Parks Maintenance Worker I	2.00	0.00	2.00	0.00	2.00	0.00			
Parks Maintenance Worker II	8.00	6.00	8.00	6.00	8.00	6.00	6.00		
Public Works Crew Supervisor	2.00	1.00	2.00	1.00	2.00	1.00	0.05		0.95
Public Works Inspector I	1.00	0.00	1.00	0.00	1.00	0.00			
Public Works Inspector II	2.00	2.00	2.00	2.00	2.00	2.00	0.30	1.15	0.55
Public Works Supervisor	1.00	0.00	1.00	0.00	1.00	0.00			
Secretary	2.00	1.00	2.00	1.00	2.00	1.00	0.55	0.45	
Senior Civil Engineer	2.00	2.00	2.00	2.00	2.00	2.00	0.20	0.65	1.15
Street Maintenance Lead Wkr	1.00	2.00	1.00	1.00	2.00	2.00			2.00
Street Maintenance Worker II	10.00	9.00	10.00	10.00	9.00	8.00			8.00
Traffic Signal Light Technician	3.00	2.00	3.00	2.00	3.00	2.00			2.00
Transit Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Total Public Works	53.50	38.50	53.50	38.50	53.50	37.15	14.15	6.00	17.00

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2014-15 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 12-13		FY 13-14		FY 14-15		----- Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>WATER RESOURCES/CONSERVATION</u>									
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	0.10	0.80	0.10
Administrative Technician	1.00	1.00	1.00	1.00	1.00	1.00	0.05	0.95	
Assistant Engineer I	0.00	0.00	0.00	1.00	0.00	1.00		1.00	
Associate Civil Engineer	1.00	1.00	2.00	1.00	2.00	1.00		1.00	
Asst. Utility System Operator	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Dir. Public Works & Utilities	0.50	0.50	0.50	0.50	0.50	0.85		0.85	
Electrical Maintenance Worker II	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Engineering Manager	1.00	1.00	0.00	0.00	0.00	0.00			
Engineering Tech II	1.00	1.00	3.00	3.00	3.00	3.00		2.90	0.10
Environmental Compliance Inspector	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Environmental Services Manager	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Environmental Services Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Environmental Services Tech	0.00	0.00	1.00	1.00	2.00	2.00		2.00	
Laboratory Analyst	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Maintenance Supervisor	0.00	0.00	0.00	0.00	1.00	1.00		1.00	
Mechanical Technician	1.00	1.00	2.00	1.00	2.00	2.00		2.00	
Office Assistant II	1.00	1.00	1.00	1.00	1.00	1.00		0.90	0.10
Operations Manager	0.00	0.00	1.00	1.00	1.00	1.00		0.80	0.20
Secretary	1.00	1.00	1.00	1.00	1.00	1.00		0.95	0.05
Senior Civil Engineer	1.00	1.00	1.00	1.00	1.00	1.00		0.35	0.65
Senior Engineering Tech	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Senior Laboratory Analyst	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Senior Mechanical Technician	1.00	1.00	1.00	1.00	1.00	0.00			
Utility Manager	1.00	1.00	1.00	1.00	1.00	0.00			
Utility Service Lead Worker	4.00	4.00	4.00	4.00	4.00	4.00		4.00	
Utility Service Worker I/II	11.00	11.00	11.00	11.00	11.00	11.00		11.00	
Utility Service Worker III	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Utility Supervisor	2.00	2.00	2.00	2.00	2.00	2.00	0.10	1.00	0.90
Utility System Operator	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Utility Technician	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Water Conservation Coordinator	1.00	1.00	1.00	1.00	1.00	1.00		0.75	0.25
Water Recycling Lead Operator	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Water Recycling Operator II/III	4.00	4.00	4.00	4.00	4.00	4.00		4.00	
Water Recycling Operator Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Water Resources Tech	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Water Resource & Conserv Eng Mgr	1.00	1.00	0.00	0.00	0.00	0.00			
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	2.00	2.00	2.00	2.00		2.00	
Total Water Res./Conserv.	54.50	54.50	59.50	58.50	61.50	59.85	0.25	57.25	2.35
Total Position Summary	327.00	273.00	339.50	286.50	341.50	288.50	187.45	69.70	31.35

FREQUENTLY ASKED QUESTIONS

The City of Petaluma designed the Annual Budget to offer citizens an understandable and meaningful budget document. This guide along with the Glossary of Terms will provide assistance to those unfamiliar with Petaluma's budgeting and financial processes.

WHAT IS A "FISCAL YEAR (FY)" AND WHEN DOES IT BEGIN AND END?

The City of Petaluma follows a Fiscal Year (FY) that starts on July 1st and ends on June 30th. A Fiscal Year is the period designated by the city for the beginning and ending of financial transactions or a budget cycle. The "2011 Annual Budget" or "Fiscal Year 2010 - 2011 (FY 2010)" refers to the period that begins on July 1, 2010 and concludes on June 30, 2011.

WHAT DOES IT MEAN TO "ADOPT THE BUDGET?"

Budget adoption is a formal action taken by the City Council that sets the city's priorities and spending limits for the next year. The Fiscal Year 2010 – 2011 will be formally adopted by the passage of the "Appropriations Ordinance", though city staff had been preparing the budget for months in advance.

WHAT IS AN "APPROPRIATING ORDINANCE?"

The City of Petaluma's charter requires that the budget be passed in two phases. The first is by a resolution that adopts the Preliminary Budget and the Adopted Budget. However, this acts only as formality since the budget requires an Ordinance that actually provides for the spending plan (appropriations). This ordinance requires a unanimous vote of the Council to become effective immediately. If there is not a unanimous vote, the Ordinance requires a second reading (approximately two weeks later) and then does not become effective for 30 days after the second reading.

WHAT IS MEANT BY "BUDGET APPROPRIATIONS?"

Budget appropriations refer to authorizations made by the City Council that permit the city to incur obligations and expend resources. When the City Council appropriates funds, they are saying the community should, for example, spend its money on public safety, or make investments that improve the quality of life in Petaluma. The city cannot collect or spend money unless it is appropriated, and this ensures the public's money is spent according to the public's needs as expressed by the democratically elected City Council.

WHAT IS THE DIFFERENCE BETWEEN THE CAPITAL IMPROVEMENT BUDGET AND THE OPERATING BUDGET?

The Capital Improvement Budget (CIP) is an appropriation of resources for improvements in city facilities that may include parks, buildings, streets, and water and sewer lines. The operating budget covers the costs of the city's day-to-day operations, such as employee salaries for such departments as Police, Fire, Recreation and supplies and contracts.

WHAT IS DEBT SERVICE?

A family's debt service is the payments they make on loans, such as a mortgage or credit cards. Principal and interest payments on outstanding bonds are referred to as debt service. Just like a family cannot skip a mortgage payment or credit card payment, the city must always keep up on its debt service payments, so this will always be part of the city's budget.

WHAT IS AN ENCUMBRANCE?

An encumbrance refers to the formal accounting recognition of commitments to expend resources in the future. For example, when a purchase order is issued for equipment, that fund is encumbered until delivery. Once the equipment arrives the invoice is paid and the encumbrance is relieved becoming an expense.

WHAT IS AN EXPENDITURE?

Expenditures represent a decrease in fund resources or, stated simply, a recorded expense.

WHAT IS A FULL-TIME EQUIVALENT POSITION (FTE)?

An FTE refers to one or more employees working a total of 40 hours per week, or 2,080 hours per year. For example, a part-time employee working 20 hours per week would be considered a 0.5 FTE.

WHAT IS THE DEFINITION OF A BUDGET FUND?

Petaluma has many budget funds to help keep track of and focus resources. These include the General Fund, Gas Tax Fund and Water Fund, to name just a few. A family might use several funds, too, in order to help manage their finances and determine how close they are to reaching certain goals. For instance, a family might have a children's college fund, a retirement fund, a vacation fund and household expenses fund. A budget fund, then, is a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources. Petaluma uses separate funds in order to correctly and legally track revenues and expenditures by program.

WHAT IS A FUND BALANCE?

Fund balance refers to the remainder or carryover that occurs when actual revenues exceed budgeted revenues and/or when actual expenditures are less than budgeted expenditures at the end of the fiscal year (June 30th). If the city has \$3 million available in resources and budgets (plans to spend) \$3 million on roads next year, but only spends \$2 million, there is a \$1 million fund balance.

WHAT ARE INFRASTRUCTURE AND CAPITAL IMPROVEMENTS?

Infrastructure and capital improvements refer to facilities that need to be in place in order to support the basic needs of residents and businesses in the community. Examples include roads, water lines, sewers, public buildings, parks and the airport.

WHAT EXACTLY IS A "PROGRAM" IN THE CITY BUDGET?

A program is a group of related activities performed by one or more organizational units for the purpose of accomplishing a city responsibility. For example, one program in the Police Department is Drug Enforcement. Based on staff's assessment of costs and needs, the desires of citizens and the priorities of the City Council, the Drug Enforcement program is budgeted a set amount of money to accomplish its objectives. These are sometimes referred to as "divisions" or "sections" for accounting purposes and/or organizational purposes.

WHERE DOES THE CITY'S REVENUE COME FROM?

Petaluma's revenue comes from a variety of sources, including sales taxes, property taxes, and user charges and from other units of governments such as the State of California. This budget includes a section detailing all the revenue sources for the City of Petaluma.

WHAT IS “STATE SUBVENTIONS”?

The State of California shares a portion of its tax revenues (gas tax and motor vehicle in-lieu taxes) with California cities and towns. This funding is divided amongst the local governments by various formulas, generally population. State subventions enables local governments to continue to provide basic services, such as police and fire protection, without burdening the residents with additional local taxes. These are the funds that are being jeopardized by the continuing state budget crisis.

WHAT IS A BUDGET TRANSFER?

A budget transfer moves budget appropriations between programs or funds. Transfers within funds may be done on the City Manager’s authority, the City Manager is appointed by the City Council to act as the city’s chief executive officer. Transfer between funds requires City Council approval.

WHAT ARE USER CHARGES?

User charges are fees paid in direct receipt of a public service by the party who benefits from the service. Fees paid for recreation classes are examples of user charges.

The above are some of the more frequently asked questions concerning the City of Petaluma’s budget. Additional definitions of terms used in the budget document are provided for in the Glossary of Budget Terminology. All questions concerning the City of Petaluma’s budget should be directed to:

City of Petaluma
Finance Department
11 English Street
Petaluma, CA 94952
finance@ci.petaluma.ca.us
(707) 778-4352
Fax – (707) 778-4428

GLOSSARY OF BUDGETARY TERMINOLOGY

TERMS

ADOPTED BUDGET	The City Council approved annual budget establishing the legal authority for the expenditure of funds as set forth in the Appropriation Ordinance.
ACCRUAL/ACCRUAL BASIS OF ACCOUNTING	A method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.
ANNUAL FINANCIAL REPORT	A financial report applicable to a single fiscal year.
APPROPRIATION	An authorization made by the City Council, which permits officials to incur obligations against and to make expenditures of resources. Appropriations are usually made to fixed amounts and are typically granted for one-year period.
ASSESSED VALUATION	A valuation set upon real estate or other property by a government as a basis for a tax levy.
ASSESSMENT DISTRICT	A defined area of land that is benefited by the acquisition, construction or maintenance of a public improvement. An assessment is levied and collected on the regular property tax bill to fund the improvements.
AUDIT	A view of the City accounts by an independent auditing firm to substantiate year-end fund, salaries, reserves, and cash on hand.
BALANCED BUDGET	The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of appropriations and available resources.
BASELINE BUDGET	The first annual budget for the City that provides a summary of the actual revenues and expenditures necessary to operate this City post start-up.
BEGINNING/ENDING FUND BALANCE	Appropriated resources available in a fund from the prior/current year after payment of the prior/current year's expenses. This is not necessarily cash on hand.
BOND	A City may raise capital by issuing a written promise to pay a specific sum of money, called the face value or principal amount, at a specified date or dates in the future, together with periodic interest at a specified rate.
BUDGET	A plan of financial operation embodying an estimate of proposed appropriations for a given period of time and the proposed means of financing them.
BUDGETARY BASIS	The method of accounting applied to the budgetary accounts and process
BUDGET MESSAGE OR BUDGET TRANSMITTAL LETTER	A general discussion of the proposed budget as presented in writing by the City Manager to the City Council. The message contains an explanation of principal budget items and summaries found in the prepared budget relative to the current year adopted budget.
CALLABLE BONDS	Bonds, which can be prepaid without penalty. Generally, bonds are issued with a period of time that prepayments can't be made without some sort of penalty. When those penalties no longer apply, the bonds can be paid off (called) without penalty.
CAPITAL BUDGET	The appropriation of bonds or operating revenue for improvements to City facilities, which may include buildings, streets, water and sewer lines, and parks.
CAPITAL EXPENDITURES	Amounts expended for fixed asset acquisitions and improvements.

CAPITAL IMPROVEMENT	Typically capital improvements include new street improvements, construction of public facilities, and major maintenance/repair projects such as street resurfacing or modifications to public facilities.
CAPITAL IMPROVEMENT PROGRAM (CIP)	A comprehensive 5-year plan of implementing proposed capital projects, which identifies priorities as to need, cost and method of financing them during the 5 years. The first year of the CIP is typically adopted as the current capital budget.
CAPITAL LEASE	An agreement that conveys the rights to use property, plant or equipment, usually for a stated period of time.
CAPITAL OUTLAY CERTIFICATES OF PARTICIPATION	Expenditures for the acquisition of capital assets. Bonds that are issued pursuant to some fixed asset that is owned by public agency, which is not the City. The City then leases the property from the lessor and makes lease payments equaling the debt service payment. In the event of default, the asset that was pledged backs the bonds.
DEBT SERVICE	Payment of interest and repayment of principal to holders of the City's debt instruments (bonds).
DEBT SERVICE FUND	Governmental fund type used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.
DEFICIT DEPARTMENT	An excess of expenditures or expenses over resources. An operational and budgetary unit designated by the City Council to define and organize City operations.
DEPRECIATION	The portion of the cost of a fixed-asset charged as an expense prorated over the estimated life of the asset.
E-COMMERCE ENCUMBRANCE	Fee and service transactions paid over City website. An amount of money committed for the payment of goods and services not yet received or paid for. A purchase order is a common encumbrance.
ENTERPRISE FUND	These funds are used to account for City operations that are financed and operated in a manner to private business enterprises. The intent of the City in using this type of fund is to see that the costs (expenses, including depreciation) of providing these services to the general public on a continuing basis are financed or recovered primarily through user fees.
ESTIMATED REVENUES	The budgeted, projected revenues expected to be realized during the budget (fiscal) year to finance all or part of the planned expenditures.
EXPENDITURE EXPENSES	The actual payment for goods and services. The incurrence of liabilities or the consumption of assets arising from the delivery or production of goods, rendering services or carrying out other activities that constitute the entity's ongoing major or central operation. The term applies to the City's Enterprise and Internal Service Funds.
FISCAL YEAR (FY)	A 12-month period of time to which the budget applies. For the City of Petaluma it is July 1 st through June 30 th .
FIXED ASSET	A long-lived tangible asset obtained or controlled as a result of past transactions, events or circumstances. Fixed assets include land, buildings, equipment, improvements to other assets and infrastructure (i.e., streets, highways, bridges, etc.)
FULL TIME EQUIVALENT (FTE) POSITION	The amount of time a position has been budgeted for in terms of the amount of time a regular, full-time employee normally works in a year (2,080 hours).
FUND	An accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual

	equities, or balances and changes therein are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.
FUND BALANCE	The difference between the assets (revenues and other resources) and liabilities (expenditures incurred or committed to) for a particular fund. It also represents the accumulated net resources of a fund available for reservation, designation or for appropriation.
GANN	Refers to the last name of the individual who championed Proposition 13 and secured the passage of the constitutional amendment that led to the property tax rollback in the 1970's.
GAS TAX	Administered by the State Board of Equalization, this is an 18-cent per gallon tax on fuel used to propel a motor vehicle or aircraft. Use of the revenue is for research, planning, construction, improvement, maintenance and operation of public streets and highways or public mass transit.
GASB 34	Governmental Accounting Standards Board.
GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)	Uniform minimum standards and guidelines for accounting and reporting. These standards govern the form and content of the annual financial statements of an entity. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB).
GENERAL FUND	The primary governmental fund used to account for all financial resources, except those required to be accounted for in another fund.
GENERAL PLAN	A comprehensive, long-range policy guide intended to promote efficient and desirable growth in the community.
GOAL	A general and timeless statement created with a purpose based on the needs of the community.
GOVERNMENTAL FUNDS	Distinguished by their measurement focus on determining financial position and changes in financial position.
GRANTS	Contributions of gifts or cash or other assets from another government to be used or expended for a specific purpose, activity or facility.
INFRASTRUCTURE	Facilities that support the continuance and growth of a community. Examples include roads, water lines, sewers, public buildings, parks and airports.
INTERFUND TRANSFERS	Monies moved from one fund to another. The money is transferred to finance the operations of another fund or to reimburse the fund for expenses.
INTERGOVERNMENTAL	Other agencies such as federal, state and county.
INTERNAL SERVICE FUNDS	A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.
INTRAGOVERNMENTAL	Departments within the City of Petaluma
LANDSCAPING DISTRICT	Frontage landscaping has been installed in various locations through the City of Petaluma to improve the aesthetic appearance of neighborhoods. Although maintenance is scheduled from a citywide standpoint, in actuality the neighborhoods stand alone in terms of utility usage, maintenance need, capital improvements, cost accounting and available funds. Budgets are established yearly as part of the assessment district activities, and detailed breakdowns are provided in the required engineer's reports.
LINE ITEM	The description of an object of expenditure, i.e. salaries, supplies, professional services, and other operational costs.

MAINTENANCE & OPERATION (M&O) COSTS	The day-to-day operating and maintenance costs of a municipality. These costs include personnel, gas, electric utility bills, telephone expense, reproduction costs, postage, and vehicle maintenance.
MODIFIED ACCRUAL	An adaptation of the accrual basis of accounting for governmental funds types. Revenues and other financing resources are recognized when they become available to finance expenditures of the current period. Expenditures are recognized when the fund liability is incurred.
MOTOR VEHICLE IN-LIEU	A State vehicle license fee imposed on motorists for the privilege of operating a motor vehicle on the public highways. It is imposed "in-lieu" of a local property tax.
NOTES	A paper that acknowledges a debt and promises payment to a specified party of a specific sum, describing a time of maturity that is either definite or will become definite.
OBJECT	An individual expenditure account.
OBJECTIVE	A measurable output that an organization strives to achieve within a designated time frame. The achievement of the objective advances an organization toward a corresponding goal.
OPERATING BUDGET	Plans of current expenditures and the proposed means of financing them. The annual operating budget, as distinguished from the capital program budget, is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled.
OPERATING DEFICIT	The deficiency of operating revenues under expenditures.
OPERATING EXPENSES	Expenditures for materials, supplies, and services which are ordinarily consumed with a fiscal year and which are not included in the program inventories.
OPERATING SURPLUS	The excess of operating revenues over operating expenditures.
ORDINANCE	A formal legislative enactment by the City Council. It is the full force and effect of law within the City boundaries unless pre-empted by a higher form of law. An ordinance has a higher legal standing than a resolution.
PERFORMANCE MEASURES	Measurement of service performance indicators that reflect the amount of money spent on services and the resulting outcomes at a specific level of services provided.
PERS	Public Employees Retirement System provides retirement and health care services for public employees throughout California. PERS is the largest pension plan in the world.
PROGRAM	A group of related activities performed by one or more organizational units for the purpose of accomplishing a City responsibility.
PROPERTY TAX	Property tax is imposed on real property (land and permanently attached improvement, such as buildings) and tangible personal property located within the City. The tax comprises one percent of the assessed value of the property.
PROPOSED BUDGET	This refers to the status of an annual budget, which has been submitted to the City Council by the City Manager and is pending public review and City Council adoption. Also referred to as the "Preliminary Budget".
PROPRIETARY FUNDS	Sometimes referred to as a commercial-type fund. All assets, liabilities, equities, revenues, expenses and transfers relating to the government business and activities are accounted for through this type of fund.
REDEVELOPMENT AGENCY (RDA)	A separate legal entity charged with the responsibility for elimination of blight through the process of redevelopment.

RESERVED FUND BALANCE	An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriations.
RESOLUTION	A special order of the City Council, which has a lower legal standing than an ordinance.
RESOURCES	Total amounts available for appropriation including estimated revenues, fund transfers and beginning fund balances.
RETAINED EARNINGS	An equity account reflecting the accumulated earnings of an enterprise or internal service fund.
REVENUE	Income received through such sources as taxes, fines, fees, grants or service charges that can be used to finance operations or capital assets.
REVENUE BONDS	A type of bond usually used to construct facilities. The bond is repaid from the revenue produced by the operation of these facilities.
RISK MANAGEMENT	An organized attempt to protect an organization's assets against accidental loss in the most cost-effective manner.
SALARIES AND BENEFITS	A budget category, which generally accounts for full-time and temporary employees, overtime and all employee benefits, such as medical, dental and retirements.
SELF INSURANCE	A term often used to describe the retention by an entity of a risk of loss arising out of the ownership of property or the activity of the agency. It is distinguished from the transfer of risk to a third party (insurance company).
SERVICE EFFORT	A measure of expected output by a budgetary program.
SPECIAL REVENUE FUNDS	A governmental fund type used to account for the proceeds of specific revenue sources (other than for major capital projects) that are legally restricted to expenditure for specified purposes.
SUBVENTIONS	Revenues collected by the State (or other level of government), which are allocated to the City on a formula basis. The major subventions received by the City come from the State of California and include motor vehicle in-lieu and gas tax
TAX ALLOCATION BONDS	A bond that issued that has a specific tax revenue source that backs the payment of the debt. In the City, these are not issued for General Fund purposes.
TAXES	Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.
TRANSFER IN/OUT	Movement of resources between two funds. Example: An Interfund transfer would include the transfer of operating resources from the General Fund to an Enterprise Fund.
TRANSIENT OCCUPANCY TAX (TOT)	This revenue source originates in a tax placed on lodging facilities for the occupancy of a room. Petaluma has a 10% tax for such occupancies.
TRUST FUNDS	Funds held by the City that are subject to the terms of the trust that created the source of funding.
UNRESERVED FUND BALANCE	Account used for excess funds not committed.
USER CHARGES	The payment of a fee in direct receipt of a public service by the party who benefits from the service.
WORKLOAD INDICATORS	Statistical information that indicates the demands for services within a given department or division. Workload indicators are a type of performance measure utilized by departments or divisions to assess its level of service.

ACRONYMS

Throughout the budget, acronyms are used that are familiar to those in government but are quite unfamiliar to those who do not work in that setting. Efforts were made to list as many of those that were used in the budget document and follow:

“AAU”	Amateur Athletic Union
“ALS”	Advanced Life Support
“BMP”	Best Management Practices
“CAD”	Computer Aided Dispatch
“CAD/RMS/MDC”	Computer Aided Dispatch/Records Management System/Mobile Data Computers
“CAFR”	Comprehensive Annual Financial Report or Annual Financial Report
“CDBG”	Community Development Block Grant
“CMOM”	Capacity Maintenance, Operations and Management System
“COPPS”	Community Oriented Policing and Problem Solving
“CRC”	Cavanaugh Recreation Center
“CSIF”	California Seismic Instrumentation Fee
“CSO”	Community Service Officer
“CSR’s”	Customer Service Representatives
“CUPA”	Certified Unified Program Agency
“CYO”	Catholic Youth Organization
“DARE”	Drug Abuse Resistance Education
“DBE”	Disadvantaged Business Enterprise
“DUI”	Driving while Under the Influence
“EIR”	Environmental Impact Report
“EMS”	Emergency Medical Service
“EOC”	Emergency Operations Center
“FPPC”	Fair Political Practices Commission
“FTP”	File Transfer Protocol
“FEIR”	Final Environmental Impact Report
“FEMA”	Federal Emergency Management Administration
“GIS”	Geographic Information Services
“HVAC”	Heating Ventilation and Air Conditioning
“IPM”	Integrated Pest Management
“IPP”	Industrial Pre-Treatment Program
“ISTEA”	Intermodal Surface Transportation Efficiency Act
“ISTEA-RTSOP”	ISTEA-Regional Traffic Signal Operations Program
“ISTEA-STP-5311”	ISTEA-Surface Transportation Program-5311
“LED”	Light Emitting Diode
“LLEBG”	Local Law Enforcement Block Grant
“LLESSF”	Law Enforcement Supplemental Services
“MDC”	Mobile Data Computing
“MOU”	Memorandum of Understanding
“OES”	Office of Emergency Services
“PBS”	Petaluma Boulevard South
“PCA”	Petaluma Community Access
“PCDC”	Petaluma Community Development Commission
“PG&E”	Pacific Gas & Electric
“POST”	Police Officers Standards and Training
“PPSC”	Petaluma People’s Services Center
“RIM”	Records and Information Management
“RMS”	Records Management System
“SCATT”	Sonoma County Auto Theft Task Force
“SCWA”	Sonoma County Water Agency
“SEMS”	Standardized Emergency Management System
“SPARC”	Site Plan and Architectural Review Committee

“STOP”	Serious Traffic Offender Program
“SWAT”	Special Weapons and Tactics
“TDA”	Transportation Development Act
“TEA-21”	Transportation efficiency Act of the 21 st Century
“TED”	Training and Education Development
“TFCA”	Transportation Fund for Clean Air
“WC”	Worker’s Compensation
“WRDA”	Water Resources Development Act
“WWTP”	Waste Water Treatment Plant