

* PETALUMA

SONOMA COUNTY

PROPOSED OPERATING & CAPITAL IMPROVEMENT BUDGET

FISCAL YEAR 2021-2022





CITY OF PETALUMA CALIFORNIA



Proposed Operating Budget and Capital Improvement Program

City Council

Teresa Barrett, Mayor
Brian Barnacle, Vice Mayor
D'Lynda Fischer, Council Member
Mike Healy, Council Member
Dave King, Council Member
Kevin McDonnell, Council Member
Dennis Pocekay, Council Member

City Staff

Peggy Flynn, City Manager
Brian Cochran, Assistant City Manager
Eric Danly, City Attorney
Kendall Rose, City Clerk
Corey Garberolio, Finance Director
Cynthia Baron, Interim Human Resources Director
Ingrid Alverde, Economic Development & Open
Government
Jason Beatty, Public Works & Utilities Director
Ken Savano, Police Chief
Len Thompson, Fire Chief

Budget Acknowledgments

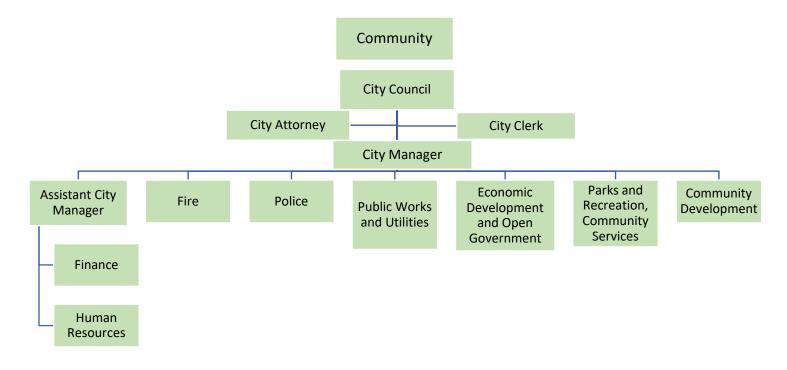
Finance Department Management and Staff: Finance Director-Corey Garberolio, Accountant Analyst-Isabel Craft, Finance Manager -Janine Tedrow and the entire Finance team who spent untold hours pulling this document together. All Department Directors and other department representatives who provided data and assisted throughout the creation of this annual budget document- thank you for your teamwork and dedication.

City Manager's Office 707-778-4345 – Finance Department - 707-778-4352

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www.cityofpetaluma.org

CITY ORGANIZATIONAL STRUCTURE



CITY MANAGER

CITY CLERK

ERIC DANLY

PEGGY FLYNN

City Manager

Provides general management oversight and direction to all City Departments. Also provides administrative support to the City Council. Oversees Recreation, Planning, Building, Economic Development and Housing, and Public Engagement.

KENDALL ROSE City Clerk

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

City Attorney

CITY ATTORNEY

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

FINANCE

FIRE

HUMAN RESOURCES

COREY GARBEROLIO

Finance Director

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

LEONARD THOMPSON

Fire Chief

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

CYNTHIA BARON

Interim Human Resources Director

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

Economic Development and Open Government

POLICE

KEN SAVANO **Police Chief**

enforcement services.

Provides public safety through crime prevention, community policing, and code

PUBLIC WORKS

JASON BEATTY Public Works Director

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

INGRID ALVERDE

Economic Development and Open Government Director

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

May 2021

Honorable Mayor and City Councilmembers, City Staff, and Our Beloved Petaluma Community--

I am pleased to submit to you the budget for the City of Petaluma for Fiscal Year 2021/22. As I outline below, and as you will see throughout this budget document, I foresee this to be a landmark and transformational year for our City.

When I wrote my budget message to you a year ago, we were in the very early throes of the COVID-19 pandemic, with such a high level of uncertainty in the air that none of us knew what was coming next. Many businesses were closed, local workers were furloughed / laid off, certain City revenue sources slowed to a trickle, little was known about the disease itself and vaccines were still many months from being a reality. Overlaid on this unprecedented situation was the City of Petaluma examining its own long-term viability through our fiscal and organizational sustainability ("FOS") process. As you know, this process culminated in the City Council placing onto the November 2020 ballot, and the voters approving, our Measure U sales tax with nearly 61% approval.

While both above items (COVID and Measure U) were historic and watershed moments for the City of Petaluma in Fiscal Year 2020/21, I foresee that they will continue to be driving forces behind much of our focus in Fiscal Year 2021/22, along with one additional existential threat:

COVID Recovery: Assisting our residents and businesses to get on their feet, recover from the pandemic, and ensure Petaluma remains strong and healthy, while maintaining and improving upon business innovations that we have realized during the pandemic.

Measure U Implementation: Implementing the City's workforce stabilization strategy, infrastructure investments and priority initiatives via our Measure U funding to build the City organization back up after decades of disinvestment and position ourselves to achieve the community's priorities.

Climate Action: From the City Council's 2019 action on a climate emergency resolution to the Climate Action Commission's recommendation and subsequent Council adoption of the Climate Emergency Framework, our City's goal of carbon neutrality by 2030 is shifting how we think about all City business.

Through all three of these lenses, the City will continue to emphasize robust and inclusive community engagement and timely, accurate, and helpful communication to our community. I'm proud of the strides we've made on this front over the past year: continually improved City website; daily to weekly community updates; strengthened social media presence; establishment and support of new committees and venues for community participation, such as the Ad Hoc Committee on Race Relations; and a proactive, evolution of our Latinx outreach and engagement initiative to ensure every voice in our community is heard and that everyone has access to the information, benefits, and activities offered by our City.

Petalumans will see additional improvements in how they can interact with their City and how we connect with them. With better, more diverse feedback and participation from our community, we can continue to hone our services and prioritize how to invest these precious public resources to maximize the benefits for our community.

COVID-19 Changes How We Do Business

The COVID pandemic has obviously presented our community and the entire world with unprecedented challenges. The devastating personal losses that we have suffered; the lack of social connection that we have endured; and the economic impacts that many of our residents and businesses have weathered; the social and economic inequities that have been exacerbated by this event that has been experienced by our most vulnerable communities—have all made this one of the most challenging years that any of us, of any age, have endured. In response to these challenges, the City workforce has changed how it provides services to our community during the pandemic and beyond. While most City facilities remain physically "closed" to the public, I'm proud of our workforce that has innovated and responded to provide our pre-pandemic level of service to the community virtually.

A benefit to the community, and a theme that I believe you will continue to see during 2021/22, is the continued innovation, diversification, and expansion of City services. During this pandemic, we have implemented online plan submittal and review; enabled staff to work remotely; updated and improved the information on our website; provided regular and informative community updates via email and social media; allowed for appointment scheduling for more complex transactions; and completely re-imagined our parks and recreation programming to be delivered virtually. While we are all looking forward to greeting each other and welcoming our community back into City facilities very soon, we also will be looking to keep and improve upon innovations that will have lasting benefits for our community members and our staff.

Support for our local businesses is also a theme that we will continue to emphasize during 2021/22. Petaluma's Free Range program has enabled a variety of businesses to operate outdoors during the pandemic, and we want to take the best of this program and continue to propel the recovery forward. We will continue to provide an individualized, flexible, and value-added approach to consulting with businesses to help them maximize their footprint and welcome back commerce to Petaluma. Our City staff recognize that a thriving business community is key to Petaluma's economic recovery, and strong partnerships with our businesses, non-profit organizations and regional partners will help ensure our economic vitality and viability.

Measure U Implementation

I cannot emphasize enough how critical the approval of Measure U by our residents is to Petaluma's future. As our FOS planning project showed, but for Measure U, Fiscal Year 2021/22 and beyond would have been facing an average \$6 million annual General Fund deficit; no

additional investment in City staffing or our woefully behind-market compensation package; and continued disinvestment in critical City buildings and infrastructure. As I bluntly stated in last year's budget message, without a new, ongoing source of supplemental General Fund revenues, our choices would be stark and cuts would be severe.

Gratefully, our City Council and community responded to this challenge in true Petaluma spirit. In response to our clear FOS challenges, and after listening to and articulating our community's stated priorities, nearly 61% of Petaluma voters approved Measure U, a 1% sales tax that will provide approximately \$13 million in additional revenue annually for our City. Measure U will truly enable Petaluma to be the full-service City that our community needs and deserves; reinvest in our staff and infrastructure that have suffered from decades of disinvestment; and ensure that Petaluma can operate sustainably for many years to come.

Since the adoption of Measure U, staff has worked to distill and prioritize these needs based upon what our residents have asked for, and what we committed to with the passage of the 1-cent sales tax. These include:

- **1. Deficit Backfill** As reported during the FOS process and more recent General Fund forecasts, the City expects to encounter an average annual budget deficit of approximately \$6.4 million each year over the five years of the forecast. Thus, nearly 50% of Measure U funds will serve to bolster existing programs and services, and ensure that additional budget cuts, layoffs or other service reductions are avoided.
- **2. Workforce Stabilization** This category is focused on rebuilding, stabilizing and improving the City workforce through a number of important initiatives, which results in improved service delivery to our community:
 - a. Classification and Compensation Study Implementation In January 2020, the City received the results of a classification and compensation study. This study included most job classifications in the City, and examined comparable classifications in other jurisdictions, the salaries, benefits, and other cash compensation. This study provides the City a benchmark for whether Petaluma's compensation is at or below market. More discussion of this category will be brought forth as we conclude the collective bargaining process with our labor unions and are able to implement the class/comp study.
 - **b.** Regular Cost of Living Adjustments A recommendation from the FOS process was to plan for and provide regular salary cost of living adjustments ("COLAs"). Once the class/comp study has been implemented, providing regular COLAs helps the City remain competitive in the broader employment marketplace by keeping salaries and benefits on pace with surrounding jurisdictions.
 - **c. Core Staffing** The City's General Fund-funded workforce was reduced significantly in response to the Great Recession and, while a few positions have been

added back, it remains approximately 16% below pre-recession levels. Note that core staffing is about what functions are needed to be a well-run, responsive, full-service City. This category will present recommendations intended to improve City service levels, address workload issues in a variety of departments, and respond to the community's and Council's stated priorities for Measure U.

- **3.** Infrastructure Investments The FOS process identified the significant gaps that currently exist in Petaluma's infrastructure investment. This includes more than \$100 million in deferred road maintenance; dozens of City-owned, community-supporting buildings that are badly in need of major refurbishing, including seismic retrofitting, energy efficiency, and safety upgrades; and many other infrastructure categories that require significant annual investment that the City has not performed for decades. Our streets, and other multi-modal infrastructure including pedestrian and bicycle improvements, need immediate investment to ensure the safe travel and connection for our community.
- **4. Priority Initiatives** There are several new and essential programs that have been identified for possible funding with Measure U revenues. More specifically, in the current fiscal year 2020/21, the City will be receiving an estimated \$2.5 million from the April June period from Measure U, as the measure officially begins to be collected within city limits on April 1, 2021. These priority initiatives would be funded with this initial pool of Measure U revenues:
 - Climate Ready 2030—the City has committed to be carbon neutral by 2030 and that requires very focused and strategic actions that will include setting annual targets for reductions in energy demand by increasing efficiencies and fossil fuel use by converting to sustainable alternatives. Equally as important is developing a coordinated effort within our community to reach our 2030 goal.
 - Crisis Intervention—Petaluma is leading the region with a pilot program to
 provide an innovative, community-based, first-response for crises involving
 mental health, homelessness, and substance use. Not only will this program
 reduce the number of calls for service to our police and fire, but will provide proactive and customized services to those in-need.
 - Housing our Unsheltered Neighbors—last year, the City launched the Downtown Streets Team (DST)—a work experience program that empowers individuals and assists with employment, housing, and other supportive services. This year, the City will continue it's whole-person care approach with the ultimate goal of permanent housing by offering a mobile shower program, provide additional funding for our partners at COTS and DST to fund case management and other staffing positions to ensure that we are assisting each and every unsheltered individual in our community. The City is, and will continue to, work with our partners to leverage funding to build permanent, supportive, housing for our

unsheltered neighbors.

- Emergency Preparedness—the City will continue to build upon our efforts over
 the last two years to ensure the safe and resiliency of our community during an
 emergency and/or disaster. This year, we will be investing in additional training
 for staff and our community volunteers, strengthening our regional partnerships,
 and improving our Emergency Operations Center facilities and technology
 infrastructure.
- Public Safety Facilities—to address the operational needs of our Police and Fire
 Departments and to provide for a safe, productive, and diverse workforce, the
 City will be investing in an assessment, site analysis, and a plan for our public
 safety buildings.

Acknowledgment

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

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

- City Manager's Office— Suzie Terry, Patrick Carter, Brian Cochran
- City Attorney—Eric Danly, Jordan Green, Lisa Rogers
- Community Development—Karen Shimizu, Charles Lucas, Heather Hines
- Economic Development & Open Government—Ingrid Alverde, Brendan Galten, Jessica Medina, Nancy Sands
- Fire—Len Thompson, Jeff Schach, Jessica Power
- Parks & Recreation—Drew Halter, Cindy Chong
- Police—Ken Savano, Brian Miller, Kate McCoy
- Public Works & Utilities—Jason Beatty, Gina Benedetti-Petnic, Kent Carothers, Ken Eichstaedt, Aaron Zavala, Denise Hill, and Jason Farnsworth; Transit—Jared Hall; Airport/Marina—Dan Cohen

A special thanks to our Mayor and City Council for your time and effort in reviewing this policy document and for being strong financial stewards of our community.

Embracing Our Potential

I am excited and energized about the prospects for Petaluma's future. With our community as our guide and the City Council as our policy leaders, we have already begun the work of reinvesting in our City organization to attain our potential as a responsive, innovative, and effective municipal government and leader. As we progress toward a more fiscally and organizationally sustainable organization, we will sharpen our focus on delivering Petaluma's priorities.

Emerge from the pandemic, Petaluma continues to demonstrate its ability to rise to the occasion in the face of challenges through our incredible, supportive community spirit. I look forward to working alongside our Council, City staff and community on a sustainable and resilient future for Petaluma!

In service together,

Reggy Flynn

Peggy Flynn City Manager

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CITYWIDE BUDGET OVERVIEW & HIGHLIGHTS

The City of Petaluma's Fiscal Year 2021-2022 Budget comprises the following operating fund types and the Capital Improvement Program (CIP):

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

The majority of the appropriations recommended support the General Fund, Utilities Funds and Capital Improvement Program. Citywide utilities funded by the City's Utility user rates bring water to residents and businesses and collect and/or treat wastewater. The second largest source of expenditures is the General Fund which primarily funds police, fire, public works, parks and recreation, economic development, public engagement as well as internal support, management and administration. In Fiscal Year 2022, Capital Improvement Funds provided by impact fees, user rates, grants and other sources will be used to rehabilitate roads, enhance and replace aging utility infrastructure and implement park projects.

The City's Fiscal Year 2021-2022 Budget recommends expenditures totaling \$256.5 million. This year's budget includes an increase of \$67.4 million over the Fiscal Year 2020-21 Revised Budget. Adjusted to remove Transfers In and Transfers Out¹, which are \$65.3 million each, appropriations for 2021-2022 are \$191.2 million and estimated revenues are \$163.3 million. Table 1 on the following page shows the change in Citywide appropriations from Fiscal 2020-21 Revised Budget to FY 2021-22 Budget. Also shown is a chart illustrating the total FY 2022 Budget allocated by percentage to each fund type. Any difference between appropriations and sources is offset from available fund balance (reserves).

Appropriations are supported by total Citywide estimated revenues of \$228.6 million as well as available fund reserves, in some cases. The following table, Table 3, presents the changes in revenues from Fiscal Year 2020-21 Revised Budget to Fiscal Year 2021-22 Budget by fund type.

¹ Transfers are utilized to transfer from a fund receiving the revenue to the fund that is making the expenditure.

Table 1 – Citywide Appropriations and Changes

Fund Type	FY 2021 Revised Budget		FY 2022 Budget			Y 21 Revised- FY 22 Budget Change	Percent Change
General Fund	\$	55,283,560	\$	62,140,604	\$	6,857,044	12.40%
Measure U Sales Tax	\$	2,500,000	\$	12,411,527	\$	9,911,527	396.46%
Special Revenue Funds		23,447,362		37,729,038		14,281,676	60.91%
Trust Funds		25,000		75,000		50,000	200.00%
Enterprise Funds		9,047,810		9,703,893		656,083	7.25%
Utility Funds		57,586,607		62,931,753		5,345,146	9.28%
Internal Service Funds		10,279,830		11,217,702		937,872	9.12%
Capital Project Funds		25,518,240		54,817,042		29,298,802	114.82%
Successor Agency Funds		5,413,597		5,516,095		102,498	1.89%
Total	\$	189,102,006	\$	256,542,654	\$	67,440,648	35.66%

FY 2022 Expenditure Budget by Fund/Program

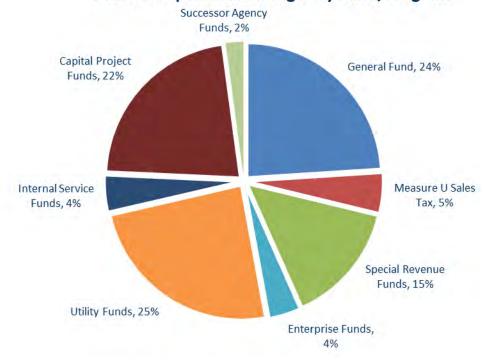


Table 2 – Citywide Positions by Function

FY 2021-22 Full Time Positions Authorized and Funded by Function							
Function	Funded						
Police	96.10						
Fire	64.00						
Public Works & Utilities	102.00						
Parks & Recreation	20.00						
Community Development	8.00						
Support Staff(Clerk, Legal, Finance, Human Resources, IT, etc.)	42.80						
Total Citywide Staff	332.90						
* More details on funded positions can be found in the Appendix section of this document							



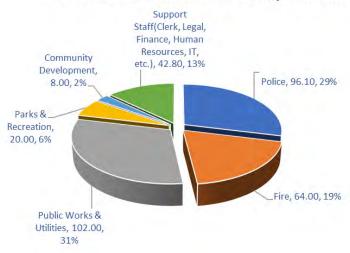


Table 3 – Citywide Revenues and Changes

Fund Type	FY	2021 Revised Budget	F'	FY 2022 Budget		Y 21 Revised- FY 22 Budget Change	Percent Change					
General Fund	\$	50,115,028	\$	59,293,000	\$	9,177,972	18.31%					
Measure U Sales Tax	\$	2,500,000	\$	12,500,000	\$	10,000,000	400.00%					
Special Revenue Funds		25,899,814		28,238,125		2,338,311	9.03%					
Trust Funds		2,252		2,252		-	0.00%					
Enterprise Funds		7,620,035		8,486,643		866,608	11.37%					
Utility Funds		54,045,934		56,548,172		2,502,238	4.63%					
Internal Service Funds		7,940,868		9,099,715		1,158,847	14.59%					
Capital Project Funds		26,435,539		48,965,314		22,529,775	85.23%					
Successor Agency Funds		5,449,140		5,421,651		(27,489)	-0.50%					
Total	\$	180,008,610	\$	228,554,872	\$	48,546,262	26.97%					
Note: Revenues may be less than expe	enitu	res, any difference	Note: Revenues may be less than expenitures, any difference is offset from fund balance.									

Citywide Revenues by Category	FY 2022
Taxes Revenue	\$ 54,853,407
Permits and Fees	13,372,818
Use of Property Revenue	3,384,395
Intergovernmental	16,325,571
Charges for Services/Sales	17,628,118
Utility Revenue	54,009,100
Sales Revenue	977,300
Other Revenue	2,715,499
Total Revenues	\$ 163,266,208
Note: Excluding Transfers In	

OVERVIEW BY FUND TYPE/PROGRAM

General Fund

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

As we draft this year's budget document, we continue to experience the impacts and effects of the ongoing pandemic. It has been approximately a year since the community experienced its first shelter in place as the result of the pandemic. The City declared a local emergency on March 9, 2020 and we continue to efficiently manage day-to-day operations utilizing technology to keep City business moving forward while maintaining safety protocols for staff and the public. We continue to collaborate with our partners in the community as well as other government agencies to assist and provide support citywide.

The City's sales tax revenues, the largest portion of General Fund revenues, continue to be impacted as a result of this crisis. Other revenues such as business license, permit and fees and charges for services continue to show reductions. Other non-general fund revenues, such as Transient Occupancy Tax continue to be severely impacted. Based on information provided by the City's sales tax consultant and local economist as well as historical revenue patterns, it is estimated that the impact to the City General Fund revenues will be approximately \$1.3m in FY 22. In addition, the Transient Occupancy Tax fund which provides resources to the General Fund is expecting losses in FY 22 estimated at \$.4 million. While estimates are based on detailed information that takes into consideration all revenue sectors, actual losses could differ as time passes and more information becomes available. Staff will continue to monitor the monthly and quarterly financial results and will revise and request adjustments as appropriate.

Due to the uncertainty of what lies ahead, revenue reductions have been incorporated into the 5-year forecast, much like what is expected in a recession. As time passes and the impacts are realized, the forecast will be adjusted to reflect updated long-term projections.

Despite the challenges faced by many in the community over the past year, and the anticipated revenue losses as a result of the ongoing pandemic, Measure U, the City's 1-cent sales tax measure was successfully passed by Petaluma voters in November. This add-on sales tax will

bring essential revenue to the City that was not available historically. In addition to allowing the City to continue providing core essential services to our residents by backfilling the projected historical deficit gap, the additional funding will provide for many other needs citywide such as investing in our staff – those who deliver the high-quality services to our residents, as well as addressing deferred maintenance on City roads and facilities.

Measure U estimated sales tax revenue and expenditures have been included in the proposed FY 21/22 budget. The expenditures included align with the balanced spending plan presented to Council at the March 8th, 2021 Workforce Stabilization and Roads and Infrastructure workshop. The estimated revenue incorporates a slight decline from previous estimates driven by the ongoing impacts resulting from the pandemic. We continue to monitor revenues closely and will bring forward information as soon as we are made aware.

General Fund revenues are expected to be up overall due to funds from the new Measure U sales tax revenues, however as mentioned prior, revenues continue to suffer due to COVID. Total General Fund and Transient Occupancy Tax Fund revenue losses since the onset of the pandemic and through June 30, 2021 are estimated at \$4.9 million. With FY 2021/22 estimated losses added to this total, the cumulative losses through June 30, 2022 are estimated at \$6.6 million. It is expected that over the next few months more detailed information will be released about the American Rescue Plan expected to bring funding to Petaluma. This federal funding is expected to backfill the estimated revenue losses in the General Fund, Transient Occupancy Tax and Utility Funds. This replenishment of resources in these funds will provide much needed resources for future investment in capital projects and programs. Staff will be coming back to Council with a recommended spending plan once more information is known.

Despite having additional sales tax revenue, it's important to remember this source is *finite*. While it provides financial resources that the City has not historically had, the needs far outweigh the available resources. We must continue to prudently manage our finances to maintain reserves and provide core services. Given the need to produce a balanced budget while also attempting to address many department requests, general fund departments were required to maintain a flat budget. Any additional needs, both operating and one-time, were brought forward for discussion. Only those requests considered critical to continue operations, were approved and incorporated into the FY 2021/22 budget.

General Fund Appropriations

The City's Fiscal Year 2021-22 Budget includes General Fund total appropriations of \$62,140,604 an increase of \$6.86m or 12.4% over Fiscal Year 2020-21 Revised Budget. The General Fund budget includes salary and benefit appropriations for 214.7 full time positions that perform a variety of core essential services such as 24-hour public safety, public works, parks and recreation and the many other City services that provide departments the support

necessary to operate. In addition to the funded positions, the FY 22 budget also includes funding for workforce stabilization which includes appropriations for core staffing needs to address increased demand in service levels, aligning classifications and compensation to comparable agencies in the area to remain competitive in the labor market and necessary funds for providing a 2.5% cost of living adjustment. Services and supplies appropriations include the funds necessary to perform day to day operations including operational supplies and contract services essential for delivering services. Intragovernmental appropriations provide funding for support services such as Information Technology, Risk Management, and General Services that are funded by charges to operating funds, including the General Fund. Lastly Transfers Out account for transactions that require funds to move from the General Fund to other funds where costs reside.

The increase of \$6.86m is primarily due to the following:

Expenditures	FY 2020/21 Revised	FY 2021/22 Budget	Amount of Change	Percent Change
Salaries	\$ 26,676,945	\$ 29,802,095	\$ 3,125,150	11.7%
Benefits	17,243,114	19,613,316	\$ 2,370,202	13.7%
Services/Supplies	6,835,199	7,428,910	\$ 593,711	8.7%
Utilities	1,006,800	1,044,518	\$ 37,718	3.7%
Intra-governmental	1,224,042	2,045,286	\$ 821,244	67.1%
Capital	-	266,972	\$ 266,972	100.0%
Transfers Out	2,297,460	1,939,507	\$ (357,953)	-15.6%
Total Expenditures	\$ 55,283,560	\$ 62,140,604	\$ 6,857,044	12.4%

- \$3.45m Workforce Stabilization- \$2.6m core staffing, \$.40m classification and compensation alignment and \$.45m cost of living adjustment
- \$.5m for cost of living adjustment of 1.25%
- \$.25m in Workers Compensation costs due to increased claims and staff shortages
- \$.8m for increased retirement costs due to PERS mandatory discount rate reduction from 7.5% to 7.0%, phased in over a period of five years, FY 22 fully phased in
- \$.2m salary and benefit cost of routine step advancements
- \$.15m slightly increased health premiums and employee benefit selection
- \$.4m increased overtime to align with recent actual trends in Fire and Police
- \$.1m increased part time in Parks and Recreation (post COVID)
- \$.5m risk management intragovernmental charges reinstatement (eliminated in FY 21 to balance budget but necessary to provide service)
- \$.3m information technology intragovernmental charges due to increased investment in technology resulting in increased capabilities citywide
- \$.3m capital appropriations for radio replacement and safety equipment in the Police Department

 \$.3m increase in transfers out to fund vehicle replacements in the vehicle replacement fund

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

-\$.55m less transfers out to fund one-time costs in FY 20/21 for general plan and artificial turf replacements

General Fund Revenues

General Fund Expenditures are supported by revenues of \$59.293 million (excluding sources from designated reserves) in Fiscal Year 2021-22, an increase of approximately \$8.1m from the FY 2020-21 Revised Revenue Budget. The majority of this difference is focused in to 5 categories- Taxes (+1,366,254), Inter governmental (+\$123,099), Charges for Services (+\$823,497), Transfers In from Measure U (+\$6,901,000) and Designated Reserves (-\$1,103,000). The table below shows general fund revenues by type:

	FY 2020/21			FY 2021/22	Amount of	Percent
General Fund Revenues		Revised		Budget	Change	Change
Taxes	\$	29,876,971	\$	31,243,225	\$ 1,366,254	4.6%
Permits and Fees		928,254		958,254	30,000	3.2%
Fines and Penalties		690,000		635,000	(55,000)	-8.0%
Investment Earnings and Rent		468,769		408,769	(60,000)	-12.8%
Intergovernmental		6,801,515		6,924,614	123,099	1.8%
Charges for Services		7,900,019		8,723,516	823,497	10.4%
Other		14,000		14,000	-	0.0%
Transfers-In		2,523,500		2,572,500	49,000	1.9%
Transfers-In from Measure U		912,000		7,813,122	6,901,122	756.7%
From Designated Reserves		3,190,000		2,087,000	(1,103,000)	-34.6%
Total General Fund Revenues	\$	53,305,028	\$	61,380,000	\$ 8,074,972	15.1%

Taxes are increased \$1,366,254 from the Revised 2020-21 budget due to revised projections and impacts resulting from COVID-19 Pandemic. Property Tax adjustments of approximately 3% are included which consider projected assessed valuation growth and new development. Sales Tax is expected to increase as we emerge out of the pandemic however despite this increase, sales tax revenues remain below pre COVID levels. Current estimated sales tax losses have been incorporated into FY 2021-22 and are estimated at approximately \$.8m. This estimated loss calculation takes into consideration an analysis of different sectors of sales tax including but not limited to auto sales, food products, construction, transportation and hospitality and is based on information provided by the City's sales tax consultant. Other losses in categories such as business license, fees and permits, and charges for services have also been analyzed

and combined reductions included of \$.4m in FY 2021-22. The reductions presented assume a partial recovery from the onset of the pandemic, but expectations are that the partial recovery could extend through all 12 months of FY 22 and into the out years of the forecast resulting in lasting financial impacts, much like a recession. Intergovernmental revenues of \$6,924,614 are \$123,099 greater than in 2020-21 and primarily reflects an increase in Motor Vehicle License Fees. Charges for Services are included at \$8,723,516 and account for service revenue such as Ambulance Transport fee revenue and Intragovernmental charges. The increase of \$823,497 is the result of increased intragovernmental charges to other funds for services provided by central service support departments such as City Manager, Finance, City Clerk and City Attorney. This increase supports workforce stabilization in these departments. Transfers-In represent funds coming in from the Transient Occupancy Tax fund, funds that are needed to offset the rising cost of salary and benefits. Also included are funds from other sources to support Police CAD functions and Park Maintenance. Transfers-In from Measure U are to support the current service levels and deficit that has existed for many years in addition to workforce stabilization that provides for additional, highly qualified trained staff to perform services and address increased demand (see Measure U below). The increase of \$6,901,122 represents a full year of revenue coming into the General Fund to support and preserve existing service levels and funds to implement Workforce Stabilization.

General Fund Reserves

The General fund beginning operating reserve at July 1, 2021 is expected to be \$.760 million. Fiscal Year 2021-22 Estimated Revenues of \$61.380 million and Expenditures of \$62.140 million result in a difference between the two of (-\$.760 million), a decrease in the available operating reserve. The balance at June 30, 2022 is estimated at \$0.

A designated reserve of \$7.6 million is maintained separate from the operating reserve and currently amounts to 12.5% of the General Fund budget. Approximately \$7.2 million of this balance is reserved for emergencies which is 12% of the General Fund operating budget. The reserve for emergencies is to be maintained at Council's 15% targeted policy or until City Council policy changes. As one-time revenues are received, or additional unexpected savings occur, funds will continue to be reserved for emergencies until we reach the goal of 15%.

Measure U Fund

Measure U sales tax revenues are estimated at \$12.5 million for FY 21-22. This is a slight reduction from prior estimates and represents the estimated revenue impact from the pandemic. Appropriations from this fund are transferred out to other funds where costs reside. Appropriations included are representative of the information presented to Council on March 8, 2021 at the Workforce Stabilization and Infrastructure Workshop. This includes the

investment categories discussed: backfilling our existing deficit in the General Fund so current operations can continue, aligning position classifications and compensation, providing for cost of living adjustments and recommended position additions intended to improve services and address workload issues in a variety of departments. Also included are funds for infrastructure investments to address deferred maintenance on City roads and buildings and priority initiatives. Below is a chart showing a summary of Measure U FY 21/22 appropriations-

Investment Themed Categories: 1. Deficit Backfill	Funding for existing operations	FY 2021/2022 4,844,527
2. Workforce Stabilization	Core Staffing, Class/Comp and COLA	2,968,595
Infrastructure Investments Priority Initiatives	Roads and Public Safety Facility Climate Initiatives- Energy Assessment, Electric Chargers, Generators (PSPS)	4,194,405 404,000
Total Measure U Spending		12,411,527

A Measure U ending fund balance at June 30, 2022 is estimated at \$88k.

More detailed information can be found in the Measure U Fund overview section of this document.

Special Revenue Funds

Special Revenue Funds account for revenues that are received for specifically identified purposes and cover corresponding appropriations. The special revenue funds that typically account for the larger share of revenues and corresponding appropriations in this fund grouping are Impact Fees, Street Maintenance and Transient Occupancy Tax. The Fiscal Year 2021-22 Budget recommends Special Revenue Funds appropriations of \$37.7 million, representing an increase of \$14.3 million over the Fiscal Year 2020-2021 Revised Budget. This increase is primarily due to the following:

- \$6.5 million increase in Street Maintenance to fund street related CIP projects at a higher level than the prior year and for workforce stabilization
- \$1.2 million increase in Traffic Mitigation Impact Fees for increased activity related to CIP projects Caulfield Bridge, D street improvements, traffic calming and pedestrian bridge improvements
- \$1.5 million increase in City Facilities Impact Fees uses due to increased facility improvements planned in FY 21/22
- \$4 million increase in Parkland Impact Fees for increased CIP project activity to occur in FY 21/22 for the Petaluma Community Baseball Field

- \$3.4 million increase in Public Works Grants to support CIP Projects- Petaluma Blvd.
 South Road Diet Extension and Washington Street Bridge Seismic Rehabilitation
- \$1.7 million increase in other special revenue funds- SLESF for PD radio replacement,
 Donations for Caufield Bridge and increased Measure M Parks for trail improvements
- \$ 4.0 million decrease programmed in Housing Funds due to less available balance to program and less confirmed and approved projects

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

Enterprise Funds

Enterprise Funds account for specific services that are funded directly through user fees. This fund grouping includes the Airport, Building, Marina, and Transit funds. These funds are intended to be fully self-supporting and are not subsidized by the General Fund or any other fund. The Fiscal Year 2021-22 Budget includes appropriations of \$9.7 million for Enterprise Funds. This represents an increase of \$.7 million, or 7% over the Fiscal Year 2020-21 Revised Budget. This increase is primarily due to the following:

- \$.6 million of increased spending in the Airport fund for workforce stabilization costs and increased capital project activity and corresponding transfers out
- \$.3 million of increased spending in the Transit fund and represents increased capital project activity and corresponding transfers out
- \$.2 million decreased spending in the Building fund due to the elimination of a one-time nonrecurring capital purchase for permit software upgrade to be completed in FY 21

Utility Funds

Utility Funds are Enterprise Funds by definition, as they are supported directly by user fees. This grouping includes Waste Water and Water Utilities. These funds are intended to be fully self-supporting and do not depend on or are supported by the General Fund or any other fund. The Fiscal Year 2021-22 Budget includes Utility Fund appropriations of \$63 million, representing an increase of \$5.3 million or 9% over the FY 2020-21 Revised Budget. This increase is primarily due to the following:

 \$7.2 million of increased spending in the Waste Water Operations to fund workforce stabilization costs, services and increased CIP activity

- \$2.3 million of decreased spending in the Water Operations due to less CIP due to less activity partially offset by increased costs for workers compensation and increased services costs
- \$.4 million of increased spending in the Storm Water fund for workforce stabilization costs and increase service costs for vegetation management

Internal Service Funds

The Internal Service Funds support the City's internal operations on a cost reimbursable basis. This includes Employee Benefits, General Services, Information Technology, Risk Management, Vehicle Replacement and Workers Compensation. The Fiscal Year 2021-22 budget for Internal Service Funds totals \$11.2 million, an increase of \$.9 million or 9% over the Fiscal Year 2020-21 Revised Budget. This increase is primarily due to the following:

- \$.4 million of increased spending in the Risk Management Fund due to the rise in insurance costs and expected payment of claims
- \$.2 million of increased spending in the Workers Compensation Fund due to the rise in insurance costs and expected payment of claims
- \$.1 million of increased spending in the Information Technology Fund due to increased spending for citywide technology improvements
- \$.25 million of increased spending on employee wellness program

Capital Improvement Program (CIP)

The CIP budget allocates available revenue to rehabilitate, restore, improve, enhance and increase the City's capital facilities. This fiscal year's budget is comprised of various funding sources, such as development impact fees, waste water and water rate fees, state and federal grants, gas tax and other City enterprise funds. The Fiscal Year 2021-22 budget totals \$54.8m, an increase of \$29.3 million over the Fiscal Year 2020-21 Revised Budget. This increase is due to both the delay in completing projects in FY 20/21 due to a variety of reasons including ongoing disaster and pandemic response and also reflects increased CIP activity in the coming year. The increase is primarily due to the following projects:

- \$2.8 million increased activity in Facility CIP projects. This includes generators to assist during Public Safety Power Shutoffs (PSPS) at City Hall and Police Headquarters, Community Center Repairs, Pubic Library Fire Suppression, Public Safety Facilities Assessment and Citywide Facilities Audit & Energy Program
- \$16.4 million increased activity in Public Works CIP projects. This includes a variety of pavement restoration and reconstruction, Bicycle and Pedestrian Master Plan and

- wayfinding and bridge assessments, Caufield Bridge and other bridge, intersection and streetlight projects
- \$5 million increased activity in Waste Water CIP projects. This includes PIPS force main replacement, system upgrades and replacements
- \$1 million increased activity in Airport CIP projects. This includes aircraft parking apron rehabilitation, bathroom for hangers, hanger repairs and emergency power backup
- \$6 million increased activity in Parks and Recreation CIP projects. This includes the Community Baseball fields, Turf Replacement and Trail improvements
- \$2 million decreased activity in Water CIP projects expected in upcoming fiscal year

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

REVENUES OF INTEREST

Sonoma County Measure M Parks Funding

On November 6, 2018 Sonoma County voters approved Measure M Parks, a Countywide 1/8 cent sales tax that will support Sonoma County's regional park system. A portion of the funds are also allocated to the Cities, and Petaluma is estimating to receive approximately \$650,000 in fiscal year 2021-22. A FY 21-22 budget of \$1,057,225 is recommended to be spent on a variety of areas. Funding will be utilized to continue to support a staffing allocation for park maintenance, a function that is critical in maintaining City parks. As well, funding is included to address ongoing maintenance, and to provide improvements in parks, playgrounds, tennis courts, trails and pathways. Included in the funding recommendations are the following:

		Fiscal Year 2021-22
		Budget
Expenditure Categories		
A. Walking Paths, Bike Trails, Park Connections and Access	Safety and Access, Improve Multi Use Pathways/Trails access and wayfinding signage	555,666
B. Playgrounds, Sports Courts, Active Recreation Spaces	Tennis and Pickleball Court Rehabilitation, Playground Replacements, Turf replacement	128,520
C. Natural Areas and River Enhancements	Improve River Access, Signage and Support Habitat Restoration	5,704
D. Enhanced Maintenance Activities	Increase Weed Abatement and Purchase of Equipment, Natural Grass Playing Field Repairs, Tree Care, Increase Mulching Program, Irrigation maintenance	117,816
E. Recreation and Aquatic Facilities; Park Amenities	Improve Park Restroom Facilities, Waste Receptacles, Signage, Information Kiosks	88,112
F. Creating New Park Spaces or Expanding Recreational Opportunities	Skateboard Park Re-Design, Group Picnic Area Restoration, Fitness Equipment, Youth Scholarship Programs, Swim Scholarships	155,704
G. Special Events and Community Programming Total Expenditures	Live Concert Series, Multi-cultural event	5,704 1,057,225

- Park Maintenance Staff \$194,080 for continuation of the maintenance of parks and additional seasonal help through the seasonal worker program to support weed abatement and turf maintenance
- Park, Trail and Pathway Improvements \$730,000 for pedestrian and bike pathway
 improvements at Westridge Trail and paths critical for park access with a primary focus
 on providing safe non-motorized travel important for City residents; funding design for
 skate park rejuvenation; funding support for replacement of playground equipment and
 improvements to existing fall protection surfaces
- Enhanced Maintenance Efforts \$133,145 for enhanced maintenance services that
 include water conservation improvements, and an increase in frequency of mulch
 replacement in support of weed abatement, receptacle upgrade, park amenity
 upgrades, restroom and concession facility repairs and tree care

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

Streets Fund

A Streets Fund budget of \$10.8 million is recommend for fiscal year 2021-22. This is an increase of \$5.9m over the revised budget for 2020-21. Estimated revenues are \$6.5 million and are \$.9 million more than revised estimates for 2020-21. The difference between the two is offset by operating reserve carryover. Over the last few years with the adoption of the increased Highway Users Tax (SB 1), additional resources have been allocated to addressing the cost of deferred street maintenance. Years of inadequate funding have resulted in poor road conditions with a repair cost that cannot be met even after factoring in the new SB1 funding. While this influx of revenues greatly assists with immediate needs, the ongoing need is much greater than the current revenue structure can solve. Additional funding from the passage of Measure U, a 1-cent locally controlled district sales tax, will provide resources toward repairing and replacing roads in Petaluma. In order to front-load the effort and prevent further deterioration of Petaluma's roads, staff will seek bond funding that allows this effort to move forward. These funds are programmed into the 2021/22 budget and includes increased funding allocated to the pavement maintenance and management program in addition to funding for bridge, intersection and road design. We will continue to monitor the revenues and request adjustments as appropriate.

Housing Funds

The Housing funds fiscal year 2021-22 budget includes appropriations of \$2.3 million and is \$4.1 million less than the revised budget for fiscal year 2020-21. The majority of this decrease is due to less funding programmed in FY 22 for affordable housing projects in Petaluma. This results in a higher estimated ending fund balance of \$4.2m which is available for appropriating as new projects arise. The City's needs for affordable housing are great. As funds become available from residual and excess payments from the City's housing partners in the community, they continue to be utilized to fund the building of desperately needed affordable housing units.

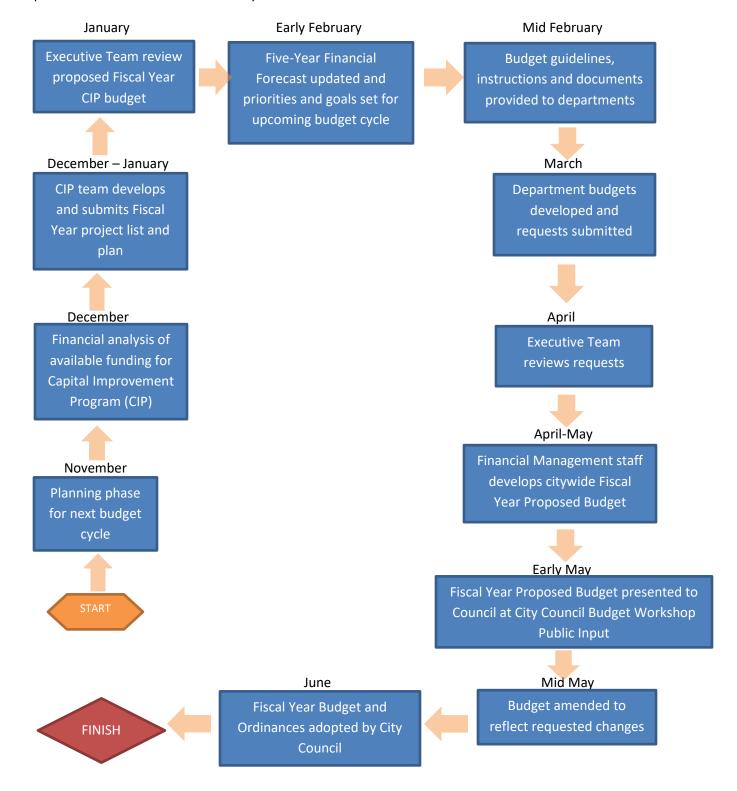
		Housing Fu	nds E	Budget			
	Estimated Beginning Fund Balance 7/1/2021	22 Budgeted Revenues	E	22 Adopted Budgeted penditures	E	ding Fund Balance /30/2022	Explanation
Commercial Linkage Fees Affordable Housing Program Services Administrative Costs to Housing Total Commercial Linkage	\$ 787,232	\$ 33,337	\$	60,000 191,093 251,093	\$	569,476	Housing Land Trust
Housing-in Lieu Fees Program Services Administrative Costs to Housing Total Housing in Lieu	\$ 1,507,532	\$ 2,010,440	\$	130,000 239,076 369,076	\$3	3,148,896	Petaluma People Services, COTS and Veterans Res Ctr
Community Development Block Grant (CDBG) Program Services Administrative Costs to Housing Total CDBG	\$ 64,830	\$ 355,539	\$	355,206 38,283 393,489	\$	26,880	Rebuilding Together and Petaluma People Services .
HOME/Begin Grants Affordable Housing Total HOME/Begin	\$ 1,130,034	\$ 163,982	\$	900,000	\$	394,016	Mid Pen Housing -
Successor Agency Housing Affordable Housing Adminstrative Costs Total Successor Agency Housing	\$ (82,665)	\$ 485,044	\$	340,271 340,271	\$	62,108	· ·
Mobile Home Rent Stabilization Program Services Administrative Costs to Housing Total Mobile Home Rent Stabilization	\$ 52,140	\$ 775	\$	23,957 23,957	\$	28,958	
Grand Total All Housing Funds	\$ 3,459,103	\$ 3,049,117	\$	2,277,886	\$4	1,230,334	

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

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

BUDGET DEVELOPMENT PROCESS

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



City of Petaluma

Fiscal Year 2021-22

City Background and Fiscal Overview

HISTORY AND GOVERNMENT

The City of Petaluma ("City") was incorporated in 1858, and is located in southern Sonoma County, California, approximately 40 miles north of San Francisco. Petaluma encompasses 13.8 square miles and includes residential communities, commercial retail areas and several industrial/office complexes. It also boasts 45 parks, 4 community centers and 2 outdoor pools.

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

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

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

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

As the City struggles to have enough resources to cover costs, one of its goals has been, and continues to be, to focus on ways of reducing costs and increasing revenues. Some strategies aim to find ways to operate in a more efficient manner using new training and technology. Other strategies focus on reducing the services that the City will provide.

City revenues come from taxes, fees, charges, and other services. Petaluma's Economic Development staff strive to attract and retain businesses in Petaluma. As part of that strategy staff has implemented a marketing program aimed at attracting jobs, talent and investment to the City. The Petaluma Star campaign highlights successful companies throughout the City and makes a strong case for Petaluma as a business destination by highlighting Petaluma's quality of life, cost of doing business and key demographics. Petaluma continues its strong business retention program reaching out to dozens of local companies and connecting them to local financial, real estate and business support services. This effort supports the local economy by providing 33,000 local jobs.

BUDGETARY POLICY AND CONTROL

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

The annual budget is prepared on a basis consistent with generally accepted accounting principles.

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

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

Petaluma's Budget has received the Government Finance Officers Association Distinguished Budget Presentation Award annually for the past decade. Petaluma's Financial Statements are audited annually by an outside professional auditing firm to verify accounting practices follow state and federal law. The City has received the Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Financial Report every year since 1996.

BUDGET SCHEDULE

Budget Calendar	Approximate Date
Budget Kick Off	Early January
Labor Allocations and CIP Review	Early February
Department Budget Worksheets	Late February
Department Meetings	Late March
Budgets Final, Narratives Complete	Early April
Budget Review – Finance & Manager	Mid-April
Draft Budget Delivered to Council	1st Council Meeting in May
Budget Workshop	Mid-May
City Council Review	Late May
Approval	on or before June 30

LONG TERM FINANCIAL PLANNING

The City is required to balance recurring revenues with recurring expenditures every year. This has been an ongoing challenge over the last decade. While Petaluma has recently shown increased sales and property tax related revenues, costs continue to show a growth rate larger than revenues creating annual shortfalls that must be addressed by reducing costs, related services or making policy decisions that affect the long-term sustainability of City programs.

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

Every two years, the City Council sets goals for the City that help staff prioritize work and estimate what costs would be necessary to meet those goals. Most recently, on April 26th, 2021, the City Council held a workshop to discuss the status of goals with the community.

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

ACCOUNTING SYSTEM AND INTERNAL CONTROL

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

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

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

Glossary of Terms

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

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

Assigned Fund Balance – The remainder of fund balance is "reserved" to indicate that it is not available for new spending because it has already been committed: 1) for liquidated contracts and purchase orders of the prior period; 2) to be set aside as a cash basis reserve; 3) to pay debt service; or, 4) for a variety of other restricted purposes.

Fund Structure

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

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

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

Governmental funds – Most of the City's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. The Governmental Funds include the General Fund, Special Revenue, Debt Service and Capital Projects funds. All funding sources are kept separate for both reporting and use of the money. These funds are reported using an accounting method called modified-accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The Governmental fund statements provide a detailed short-term

view of the City's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs.

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

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

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

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

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

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

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

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

Other Information

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

Award – The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting for its Comprehensive Financial Report for fiscal year ended June 30, 2020, marking the 24th year Petaluma has received the GFOA certificate.

2021-22 ALL FUNDS BUDGET SUMMARY

Budgeted appropriations for fiscal year 2021-22 total \$256,542,654. This amount represents all funds of the City and their major components, operations, capital improvements, debt service, and transfers.

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

General Fund appropriations are \$62,140,604. The General Fund is used to account for resources traditionally associated with government. These include City Administration, Finance, Public Safety, Building Services, Public Works, Parks and Recreation.

Measure U Sales Tax appropriations are \$12,411,527. The Measure U Sales Tax addresses the City's most immediate needs including investment themes of deficit elimination, workforce stabilization, and infrastructure. Additionally, funds are used for the community's priority initiatives.

Special Revenue Funds appropriations are \$37,804,038. This includes Street Maintenance, Housing, Landscape Assessment Districts, Developer Impact Fees, Grants, and Transient Occupancy funds. These funds are used for various projects and programs throughout the City which include the acquisition, development, and enhancement of neighborhood and community parks as well as housing assistance to people with low and moderate incomes.

Enterprise Funds appropriations are \$9,703,893. The Enterprise Funds account for the daily operation and maintenance of the Petaluma Airport, Development and Building Services, Petaluma Marina and Petaluma Transit Services.

Utility Funds appropriations are \$62,931,753. The Utilities provide for the comprehensive and integrated management of Petaluma's water resources, storm water and the collection and treatment of wastewater.

Internal Service Funds appropriations are \$11,217,702. Funds include Employee Benefits, General Services, Information Technology, Risk Management, Vehicle and Equipment Replacement, and Workers' Compensation. All Internal Service Fund costs are charged back to user departments in the City.

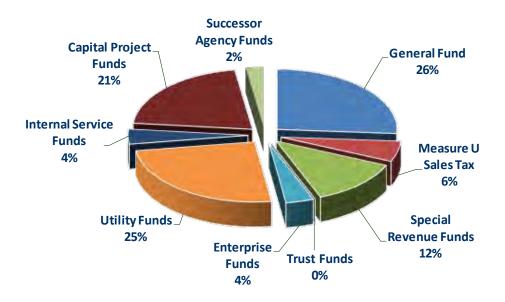
Capital Project Funds appropriations are \$54,817,042. These funds account for the collection of resources and the related expenditures on acquisition and construction of major capital improvement projects in the City. These funds include Airport, Facilities, Parks, Public Works, Surface Water, Transit, Water, Recycled Water and Wastewater.

Successor Agency Funds appropriations are \$5,516,095. These funds provide for debt service, program expenditures, and intergovernmental charges through the transfer of tax increment revenue received.

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

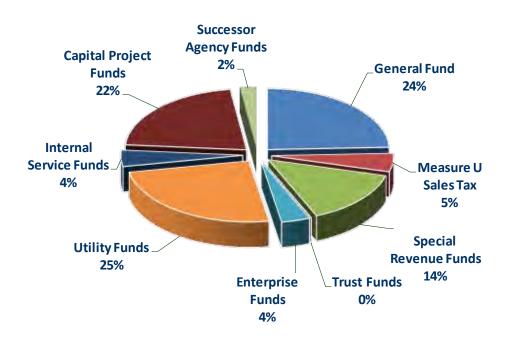
WHERE THE MONEY COMES FROM...

2021-2022 ESTIMATED REVENUES - \$227,240,725



WHERE THE MONEY GOES...

2021-2022 ESTIMATED APPROPRIATIONS - \$255,228,507



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

FUND SUMMARY

						FISCAL	빗	FISCAL YEAR 2020-21 Estimate	nate					
Fund Description	Beg. B	Beg. Bal. 7/1/2020		Estimated Revenues		Transfers In	Ú	Estimated Expenditures	Tra	Transfers Out	Adjus	YE Adjustments/Rese rve	Est. F 6/3	Est. Fund Bal. 6/30/2021
GENERAL FUND OPERATING	₩	2,739,136	↔	46,679,528	↔	3,435,500	₩	(51,746,100)	↔	(767,460)	\$	420,000		760,604
Measure U Sales and Use Tax	₩	1	↔	2,500,000					\$	(2,500,000)				• 00
ceneral rund Designated Reserves TOTAL GENERAL FUND	∽	14,087,124	€	49,179,528	€9	3,435,500	₩	(52,986,100)	\$	(1,530,000) (4,797,460)	₩	1,265,000	₩	9,422,988 10,183,592
Community Development Block Grant		88,641		963,799				(917,610)		(70,000)				64,830
Home/Begin Grants		966,052		163,982				(000,006)				900,000		1,130,034
Housing Successor Agency		(108,873)		35,899		157,500		(167,191)						(82,665)
Mobile Home Rent Program		75,365		24,775		•		(3,000)		(21,000)		(24,000)		52,140
Commercial Linkage Fees		1,467,850		156,900				(730,683)		(66,500)		(40,335)		787,232
Housing In-Lieu Fees		4,814,392		407,842				(3,515,640)				(199,062)		1,507,532
Parkland Acquistion Impact Fees-08		1,840,645		153,335				(2,837)				(133,311)		1,857,832
Parkland Development Impact Fees-08		3,106,197		480,583				(6,339)		(357,000)		(281,688)		2,938,753
Open Space Acquisition Impact Fees - 08		420,189		60,915				(1,176)				(47,349)		432,579
City Facilities Development Impact Fee		5,890,910		653,211				(12,113)		(846,000)		(443,229)		5,242,780
Storm Drainage Impact Fees		2,738,932		72,030						(139,000)				2,671,962
Storm Drainage Impact Fees - 08		564,502		13,482				(196)		•		(9,817)		567,971
Traffic Mitigation Impact Fees		3,466,464		34,522						(000'99)				3,434,986
Traffic Mitigation Impact Fees-08		26,510,305		2,542,294				(46,341)		1		(1,475,356)		27,530,902
Public Art Fees		408,228		254,542				(455,000)						207,770
3% Admin Impact Fees		659,762		696'06				(45,507)						705,224
Community Development Grants		(35,948)												(35,948)
Fire Department Grants		1		251,932		25,193		(277,125)						•
Police Grants		(13,967)		265,732		58,577		(331,499)						(21,157)
Public Works Grants		1,200,737		3,784,000						(875,000)				4,109,737
Gas Tax		505,489		2,753,999				(38,000)		(2,661,383)				560,105
Landscape Assessment Districts		987,349		419,190				(482,072)						924,467
Abandoned Vehicle Abatement		249,897		82,093				(125,521)						206,469
Asset Seizures		103,554		2,721				(640)		(32,021)				73,614
Street Maintenance Gas Tax		3,431,652		2,093,283		3,503,828		(3,464,407)		(1,448,562)		875,000		4,990,794
Transient Occupancy Tax		55,947		3,319,206		305,000		(630,799)		(2,874,890)		265,000		439,464
Tourism Improvement District		134,622		130,000		245,000		(345,000)				245,000		409,622
Haz Mat Fines		54,466		12,413				(008'9)						60,09
SLESF		343,664		151,575						(156,556)				338,683
Donations		244,722		1,647,000				(206)		(617,000)				1,274,216
Prince Park Trust		566,758		7,492				•		(56,500)				517,750
Tamae Baugh Trust		71,000		975				(71,000)		(1040,040)		75		- 440
Measure M Parks		383,383		000,676		'		(237,787)		(342,101)		000,67		403,447
TOTAL SPECIAL REVENUE FUNDS	'n	61,202,901		21,604,716		4,295,098		(12,817,789)		(10,629,573)		(294,147)		63,361,206

FISCAL YEAR 2020-21 Estimate

•			FISCAL	FISCAL YEAR 2020-21 Estimate	nate		
Fund Description	Beg. Bal. 7/1/2020	Estimated Revenues	Transfers In	Estimated Expenditures	Transfers Out	YE Adjustments/Rese rve	Est. Fund Bal. 6/30/2021
PRIVATE & PERMANENT TRUST FUNDS	1						
Wickersham Park Irust	25,295	556					25,551
Child Care Trust Thomas I ee Charitv Trust	173,484 25,479	1,757	,	(25,000)	'		150,241 25,718
PRIVATE & PERMANENT TRUST FUNDS	224,258	2,252	1	(25,000)		•	201,510
ENTERPRISE FUNDS							
Airport Operations	1,500,064	2,482,809	1	(1,848,985)	(1,063,400)		1,070,488
Development Services	1,483,292	1,649,832	•	(2,485,297)			647,827
Marina _	(373,789)	196,000	•	(238,321)			(416,110)
Transit	419,975	3,291,394		(3,298,647)	(113,160)		299,562
TOTAL ENTERPRISE FUNDS	3,029,542	7,620,035	•	(7,871,250)	(1,176,560)		1,601,767
UTILITIES							
Waste Water Utility	32,103,506	31,324,285	364,658	(22,476,827)	(7,876,000)	(1,020,000)	32,419,622
Waste Water Rate Stabilization	3,806,210	35,000					3,841,210
Water Utility	18,430,890	21,573,518		(17,989,233)	(8,585,900)	(1,700,000)	11,729,275
Storm Utility	579,654	250,000	498,473	(658,647)			669,480
TOTAL UTILITIES	54,920,260	53,182,803	863,131	(41,124,707)	(16,461,900)	(2,720,000)	48,659,587
INTERNAL SERVICE FUNDS							
Employee Benefits	1,863,500	1,284,234		(911,527)			2,236,207
General Services	357,985	277,663		(278,275)			357,373
Information Technology	(218,789)	2,307,422	425,000	(2,633,323)			(119,690)
Risk Management (Liability)	4,703,773	166,488		(1,809,752)			3,060,509
Vehicle and Equipment Replacement	1,026,169	14,745	874,276	(1,224,843)			690,347
Workers' Compensation	4,605,731	2,591,040		(3,422,110)			3,774,661
TOTAL INTERNAL SERVICE FUNDS	12,338,369	6,641,592	1,299,276	(10,279,830)	•	•	9,999,407
CAPITAL PROJECT FUNDS							
Facilities CIP	1,069,306		2,511,374	(3,141,641)		791,000	1,230,039
Community Development CIP	•						•
Fire CIP	200,000						200,000
Parks and Recreaction CIP	250,764	1,458,000	1,388,000	(1,450,958)			1,645,806
Public Works/Surface Water CID	2 7 4 8 580	1 449 528	3 3 4 0 4 1 6	(1 505 103)	(11 / / / / / / / / / / / / / / / / / /	000 889	3 507 056
FEMA Permanent CIP	(338,112)	0,00	1,00	(1,000,100)) † † ;-		(338,112)
TDACIP							` '
Airport CIP	47,462		1,063,400	(567,597)			543,265
Marina CIP	13,263						13,263
Transit CIP	•	73,000	113,160	(186,160)			1
Waste Water/Recycled Water CIP	412,461		8,764,161	(8,895,182)	(271,078)		10,362
Water Circ	000		000,4	(000,880,0)			1,0,0
TOTAL CAPITAL PROJECT FUNDS	5,271,553	2,980,528	23,455,011	(25,235,717)	(282,523)	1,454,000	7,642,852
SUCCESSOR AGENCY FUNDS							
Successor Agency Debt	3,581,451	5,168,687		(5,144,688)			3,605,450
Successor Agency Admin	(555,633)	280,453		(268,909)			(544,089)
TOTAL SUCCESSOR AGENCY FUNDS	3,025,818	5,449,140	•	(5,413,597)	•		3,061,361
TOTAL ALL FUNDS	\$ 154,099,825	\$ 146,660,594	\$ 33,348,016	\$ (155,753,990)	\$ (33,348,016)	\$ (295,147)	\$ 144,711,282

FUND SUMMARY FISCAL YEAR 2021-2022

				FISC	FISCAL YEAR 2021-2022	770					
Fund Description	Est. Fund Bal. 7/01/2021	- al-	Budgeted Revenues	Budgeted Transfers In	Budgeted Expenditures		Budgeted Transfers Out	Y Adjustn ese	YE Adjustments/R eserve	Pro	Proj. Fund Bal. 6/30/2022
GENERAL FUND OPERATING	\$ 760	760,604 \$	\$ 48,907,378	10,385,622	(59,356,097)	\$ (26	(997,507)	\$	300,000	⇔	•
Measure U Sales and Use Tax	\$	\$ -	12,500,000 \$		(000 \$78)	\$	(12,411,527)		•	⇔	88,473
TOTAL GENERAL FUND	\$ 10,183,592	3,592 \$	61,407,378 \$	10,385,622	\$ (60,201,097)	\$ (26	(14,351,034)	€	300,000	s	7,724,461
Community Development Block Grant	9	64,830	355,539		(363,489)	(68	(30,000)				26,880
Home/Begin Grants	1,130	1,130,034	163,982		(000,006)	(00					394,016
Housing Successor Agency	(82	(82,665)	35,899	449,145	(340,271)	71)					62,108
Mobile Home Rent Program	55	52,140	775		(3,000)	(00	(20,957)				28,958
Commercial Linkage Fees	787	787,232	33,337		(62,478)	(8/	(188,615)				569,476
Housing In-Lieu Fees	1,507	1,507,532	2,010,440		(159,503)	03)	(209,573)				3,148,896
Parkland Acquistion Impact Fees-08	1,857	1,857,832	251,055								2,108,887
Parkland Development Impact Fees-08	2,938	2,938,753	1,618,394				(4,400,147)				157,000
Open Space Acquisition Impact Fees - 08	432	432,579	131,774								564,353
City Facilities Development Impact Fee	5,242	5,242,780	1,666,559				(2,359,000)				4,550,339
Storm Drainage Impact Fees	2,671,962	1,962	72,030				(679,000)				2,064,992
Storm Drainage Impact Fees - 08	295	567,971	16,085								584,056
Traffic Mitigation Impact Fees	3,434	3,434,986	34,522				(1,321,000)				2,148,508
Traffic Mitigation Impact Fees-08	27,530,902	,902	4,517,880								32,048,782
Public Art Fees	207	207,770	4,542		(212,312)	12)					•
3% Admin Impact Fees	705	705,224	201,508		(149,810)	10)					756,922
Community Development Grants	(36	(35,948)									(35,948)
Fire Department Grants											•
Police Grants	(21	(21,157)	270,404		(249,247)	47)					(0)
Public Works Grants	4,108	4,109,737	1,069,000				(4,280,000)				898,737
Gas Tax	290	560,105	2,823,389		<u>`</u>	(122)	(3,382,692)				089
Landscape Assessment Districts	924	924,467	423,528		(482,952)	52)					865,043
Abandoned Vehicle Abatement	206	206,469	82,093		(144,746)	46)					143,816
Asset Seizures	73	73,614	2,721		3)	(896)	(30,000)				45,367
Street Maintenance Gas Tax	4,990,794	,794	2,253,590	4,242,692	(3,767,081)	81)	(7,001,870)				718,125
Transient Occupancy Tax	436	439,464	3,021,763		(502,130)	30)	(3,040,276)				(81,179)
Tourism Improvement District	408	409,622	110,000		(245,000)	(00					274,622
Haz Mat Fines)9	60,009	12,413								72,492
SLESF	338	338,683	151,575		(319,000)	(00	(100,000)				71,258
Donations	1,274	1,274,216	1,554,000		(1,0	(1,074)	(1,554,000)				1,273,142
Prince Park Trust	517	517,750	7,492				(171,500)		•		353,742
Tamae Baugh Trust									•		•
Measure M Parks	463	463,447	650,000		(327,225)	25)	(730,000)		'		56,222
TOTAL SPECIAL REVENUE FUNDS	5 63,361,206	,206	23,546,288	4,691,837	(8,230,408)	08)	(29,498,630)		•		53,870,294

FUND SUMMARY FISCAL YEAR 2021-2022

			FISC	FISCAL YEAR 2021-2022	2		
Fund Description	Est. Fund Bal. 7/01/2021	Budgeted Revenues	Budgeted Transfers In	Budgeted Expenditures	Budgeted Transfers Out	YE Adjustments/R eserve	Proj. Fund Bal. 6/30/2022
PRIVATE & PERMANENT TRUST FUNDS							
Wickersham Park Trust	25,551	256					25,807
Child Care Trust Thomas I ee Charity Trust	150,241 25,718	1,757	1	(75,000)	-	1	76,998
PRIVATE & PERMANENT TRUST FUNDS	201,510	2,252		(75,000)	'		128,762
ENTERPRISE FUNDS							
Airport Operations	1,070,488	2,814,184		(2,050,515)	(1,422,000)		412,157
Development Services	647,827	-		(2,270,162)			267,497
Marina	(416,110)			(279,018)			(476,128)
Transit	299,562	3,563,627		(3,377,198)		1	180,991
TOTAL ENTERPRISE FUNDS	1,601,767	8,486,643	•	(7,976,893)	(1,727,000)		384,517
UTILITIES							
Waste Water Utility	32,419,622	32,199,385	93,580	(24,155,658)	(13,431,500)		27,125,429
Waste Water Rate Stabilization	3,841,210	35,000		000			3,876,210
water offility Storm Utility	11,729,275	23,443,558	498.473	(18,008,544)	(0,05,082,00)	,	10,883,789
TOTAL UTILITIES	48,659,587	55,956,119	592,053	(43,219,753)	(19,712,000)	'	42,276,006
INTERNAL SERVICE FUNDS							
Employee Benefits	2 236 207	1.305.336		(1 164 154)			2 377 389
Ceneral Services	357,373	270,927		(1,104,134)			359,059
Information Technology	(119,690)	2,963,058		(2,744,271)			260'66
Risk Management (Liability)	3,060,509	996,972		(2,181,636)			1,875,845
Vehicle and Equipment Replacement	690,347	14,745	695,276	(1,205,768)			194,600
Workers' Compensation	3,774,661	2,853,401		(3,652,632)	-		2,975,430
TOTAL INTERNAL SERVICE FUNDS	9,999,407	8,404,439	695,276	(11,217,702)	•	•	7,881,420
CAPITAL PROJECT FUNDS							
Facilities CIP	1,230,039		4,440,500	(5,898,291)			(227,752)
Community Development CIP	' !						' '
Fire CIP	500,000		0000	- (100 100 1)			500,000
Parks and Recreacion Cir Police CIP	1,045,600		0,830,147	(7,044,224)			1,431,729
Public Works/Surface Water CIP	3,594,956	438	17,237,229	(20,960,413)	_		(127,790)
FEMA Permanent CIP	(338,112)						(338,112)
TDA CIP	- 5/3 265	71,000	1 4 12 000	(1 453 470)			- 540 705
Marina CIP	13.263		000,1	0.1.001.1			13.263
Transit CIP			305,000	(305,000)			
Waste Water/Recycled Water CIP	10,362		14,199,000	(14,633,585)			(424,223)
Water CIP	443,274		4,500,000	(4,522,059)			421,215
TOTAL CAPITAL PROJECT FUNDS	7,642,852	41,438	48,923,876	(54,817,042)	•	•	1,791,124
Successor Agency Debt	3,605,450	5,141,198	•	(5,141,197)			3,605,451
Successor Agency Admin	(544,089)	280,453		(374,898)		'	(638,534)
TOTAL SUCCESSOR AGENCY FUNDS	3,061,361	5,421,651	•	(5,516,095)	-	•	2,966,917
TOTAL ALL FUNDS	\$ 144,711,282	\$ 163,266,208	\$ 65,288,664	\$ (191,253,990)	\$ (65,288,664)	300,000	\$ 117,023,500

Sources and Uses of Funds Fiscal Year 2021/2022

	g	General Fund	Measure U	Specia & Tru	Special Revenue & Trust Funds	Enterprise		ī	Internal	Capital	Successor	All Funds
Revenue				inc	incl. LMH	Funds	Utilities	Servi	Service Funds	Project Funds	Agency Funds	
Taxes Revenue		31,243,226	12,500,000		5,355,807	85,000	278,176		•	•	5,391,198	54,853,407
Permits and Fees		1,593,254	•		10,007,364	1,766,600	5,600		٠	•	•	13,372,818
Use of Property Revenue		408,769	'		700,814	1,479,480	610,332		154, 109	438	30,453	3,384,395
Intergovernmental		6,924,614	•		5,237,694	4,122,263			٠	41,000	•	16,325,571
Charges for Sales		•	•						٠	•	•	•
Charges for Services/Sales		8,723,515	'		632,388	125,000			8,147,215	'	•	17,628,118
Utility Revenue		•	•		•	220,000	53,789,100		٠	•	•	54,009,100
Sales Revenue		6,000	•		•	681,300	290,000		•	•	•	977,300
Other Revenue		8,000			1,614,473	7,000	982,911		103,115		'	2,715,499
Total Revenues	⇔	48,907,378 \$	12,500,000	↔	23,548,540 \$	8,486,643 \$	55,956,119	↔	8,404,439 \$	41,438	\$ 5,421,651	\$ 163,266,208
Other Sources:												
Transfers In		10,385,622			4,691,837		592,053		695,276	48,923,876	1	65,288,664
Total Revenue and Other Sources	ь	59,293,000 \$	12,500,000	s	28,240,377 \$	8,486,643	56,548,172	s	9,099,715	48,965,314	\$ 5,421,651	\$ 228,554,872
Expenditures and Expenses												
Salaries and Benefits	↔	49,415,411 \$	•	\$	3,083,774 \$	2,290,820 \$	10,535,355	\$	1,860,487 \$	1,882,079	\$ 102,602	69,170,528
Supplies		1,140,709	'		497,510	970,000	10,654,550		168,040	'	300	13,431,109
Professional Services, Maint, Repair		5,547,972	•		3,257,914	2,961,775	5,902,100		1,113,194	52,366,406	32,400	71,181,761
Intragovemmental Charges		2,045,286	'		662,278	894,754	3,382,351		253,953	297,733	232,596	7,768,951
Utilities		1,044,518	•		365,969	174,175	2,532,535		•	'	3,000	4,120,197
Advertising, Promotion, Debt, Rent, Training		740,229	•		85,463	649,369	9,973,862		6,827,158	145,824	5,145,197	23,567,102
Capital Expenditures		266,972	•		352,500	36,000	239,000		994,870	125,000		2,014,342
Total Expenditures and Expenses	69	60,201,097 \$	•	\$	8,305,408 \$	7,976,893 \$	43,219,753	· •	11,217,702 \$	54,817,042	\$ 5,516,095	\$ 191,253,990
Other Uses: Transfers Out		1 939 507	12 411 527		29 498 630	1 727 000	19 712 000			'	,	65 288 664
		00000										
Total Expenditures, Expenses and Other Uses	ь	62,140,604	12,411,527	v	37,804,038	9,703,893	62,931,753	Уя	11,217,702 \$	54,817,042	\$ 5,516,095	\$ 256,542,654



2022 Budget General Fund by Function

Function	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget	Funded Position Allocation
Revenues					
General Government	42,113,074	41,813,917	42,704,874	51,884,746	
Planning	1,061,966	1,099,025	645,700	745,700	
Fire	4,384,034	5,232,792	4,484,100	4,547,600	
Recreation	1,052,438	683,526	884,200	814,200	
Police	1,312,905	906,588	1,202,200	1,106,800	
Public Works	391,576	508,666	193,954	193,954	
Total General Fund Revenues	50,315,993	50,244,514	50,115,028	59,293,000	
Appropriations					
General Government	6,820,272	7,636,845	10,088,696	13,509,373	31.30
Community Development	988,625	1,198,326	576,719	1,000,069	-
Fire	15,418,449	16,735,690	17,122,811	17,853,491	64.00
Parks and Recreation	4,113,471	4,107,357	4,440,699	4,909,444	18.15
Police	19,009,927	20,452,336	21,577,161	23,035,900	93.65
Public Works	1,435,691	1,621,014	1,477,474	1,832,327	7.67
Total General Fund Appropriations	47,786,435	51,751,568	55,283,560	62,140,604	214.77
Less Intragovernmental Offset	(2,743,619)	(2,857,625)	(2,976,171)	(3,706,165)	
General Fund Net Cost	45,042,816	48,893,943	52,307,389	58,434,439	

2022 Budget General Fund by Division

	General Fu	na by Division	1		
					Funded Position
Division	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget	Allocation
Revenues	40.440.0=4				
General Fund Cost Center	42,113,074	41,813,917	42,704,874	51,884,746	
Planning Admin	298,921	232,068	245,700	245,700	
Planning Cost Recovery	763,045	866,957	400,000	500,000	
Fire Admin	1,127,524	899,203	636,100	636,100	
Fire Prevention	87,627	101,031	80,000	110,000	
Ambulance	3,168,883	4,232,558	3,768,000	3,801,500	
Recreation Admin	202	497	10,000	10,000	
Recreation Community Center	331,976	223,439	267,800	237,800	
Recreation Youth/teens Programs	344,619	221,597	346,800	306,800	
Recreation Contract Classes	119,153	122,643	117,300	117,300	
Recreation Sports Programs	79,143	21,680	45,900	45,900	
Recreation Sports Field Lights	162,508	77,569	71,400	71,400	
Recreation Senior Programs	14,156	13,601	20,000	20,000	
Recreation Special Events	681	2,500	5,000	5,000	
Police Admin	1,312,905	906,588	1,202,200	1,106,800	
Pub Works Admin	390,742	508,666	192,954	192,954	
Turning Basin/D St Bridge	834	-	1,000	1,000 ,	
Total General Fund Revenues	50,315,993	50,244,514	50,115,028	59,293,000	
Appropriations					
General Fund Cost Center	1,176,556	1,379,138	2,299,198	1,941,203	
City Council Admin/operations	100,604	96,786	101,112	108,008	
City Attorney Admin/operations	1,093,122	936,619	1,075,504	1,093,881	4.00
City Clerk Admin/operations	239,187	278,474	284,102	346,407	1.60
City Clerk Elections	73,914	52,146	152,527	160,703	0.40
City Manager Admin/operations	842,781	1,035,692	1,236,082	1,191,063	4.00
Economic Development	334,387	484,771	593,192	571,939	1.50
Finance Admin	549,428	584,425	587,907	656,240	1.00
Finance Accounting Service	747,562	782,607	926,770	935,370	7.00
Finance Commercial Service	510,147	580,885	711,342	742,556	7.00
General Plan Admin/operations	480	68,899	- ,	-	
Human Resources Admin/operations	555,842	757,391	788,527	888,296	4.80
Non Departmental	596,262	599,012	1,332,433	4,873,707	
Planning Admin	222,551	333,960	172,719	496,069	
Planning Cost Recovery	766,074	864,366	404,000	504,000	
. Admining Cook i tood vory	. 00,01 7	304,000	ro- 1 ,000	30 1,000	

2022 Budget General Fund by Division

	General Fu	nd by Divisior	1		
					Funded Position
Division Appropriations (continuation)	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget	Allocation
	1 411 610	1 450 200	1 505 740	1 547 514	4.70
Fire Admin	1,411,612 2,970	1,458,280 2,704	1,525,743 75,000	1,547,514	4.78
Fire Disaster Preparedness Fire Hazardous Materials	166,015		186,902	75,000 317,824	0.85
		175,157			
Fire Prevention	370,340	389,407	369,736	416,357	1.38
Fire Suppression	12,588,430	13,665,885	10,196,073	10,674,515	39.00
Fire Suppression-apparatus	192,355	193,514	72,080	72,080	
Fire Suppression-building/grounds	33,081	36,401	19,500	19,500	
Fire Suppression-communications	33,249	30,562	21,400	21,400	
Fire Suppression-supplies	50,405	53,925	53,500	53,500	
Fire Suppression-training	28,465	31,305	17,800	17,800	40.00
Ambulance	541,527	698,550	4,585,077	4,638,001	18.00
Recreation Admin	651,926	712,676	918,505	955,379	7.00
Recreation Cavanagh Center	19,475	15,907	12,850	12,850	
Recreation Community Center	136,795	101,851	272,473	273,707	
Recreation Library/museum	34,279	32,453	36,365	66,784	
Recreation Youth/teens Programs	327,183	264,292	294,658	412,330	
Recreation Contract Classes	78,366	72,813	72,500	72,500	
Recreation Sports Programs	42,934	39,110	57,558	54,657	
Recreation Aquatic Programs	243,440	168,888	156,850	156,850	
Recreation Senior Programs	63,593	45,659	60,102	49,829	
Recreation Special Events	40,498	46,000	42,000	42,000	
Police Admin	3,361,784	3,816,099	3,824,223	4,674,445	10.00
Police Communication	1,671,290	1,544,801	1,743,107	1,795,315	12.60
Police Cad/rms	412,613	419,113	428,647	428,647	
Police Investigation	1,176,959	1,437,107	1,437,983	1,325,713	3.50
Police Patrol	10,101,328	10,660,649	11,597,554	12,701,274	55.55
Police Traffic Safety	1,324,273	1,543,153	1,434,593	1,055,009	3.00
Police Records	664,594	708,412	761,899	722,286	7.00
Parking Enforcement	297,086	323,002	349,155	333,211	2.00
Pub Works Admin	464,355	452,614	272,751	460,935	0.72
Pub Works Engineering Development	367,868	482,510	377,538	495,706	3.10
Pub Works Engineering Cip	78,813	120,648	197,458	232,047	1.55
Pub Works Engineering Traffic	44,508	84,682	67,393	72,505	0.55
Bldg/facility Maintenance	726,132	788,364	691,033	666,415	1.60
Pub Works Auto/equip Maint Shop	230,148	227,642	232,473	240,755	1.65
Pub Works Street Lights	127,593	130,846	175,000	175,000	
Parks Maintenance	1,748,850	1,819,344	1,825,805	2,146,143	9.55
Downtown Streets/sidewalks Maint	94,351	104,681	120,000	120,000	0.00
Pub Works Turning Basin/D St Bridge	28,055	17,391	34,861	35,379	0.10
Total General Fund Appropriations	47,786,435	51,751,568	55,283,560	62,140,604	214.77
Less Intragovernmental Offset	(2,743,619)	(2,857,625)	(2,976,171)	(3,706,165)	217/11
General Fund Net Cost	45,042,816	48,893,943	52,307,389	58,434,439	
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2022 Budget General Fund by Account

Account	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Revenues				
Taxes Revenue	30,739,747	29,611,204	29,876,971	31,243,226
Fees/permits And Fines Revenue	1,937,038	1,626,644	1,618,254	1,593,254
Use Of Property Revenue	895,679	709,078	468,769	408,769
Intergovernmental Revenue	7,027,798	7,020,481	6,801,515	6,924,614
Charges For Service Revenue	7,633,709	8,591,220	7,900,019	8,723,515
Sales Revenue	22,240	19,904	6,000	6,000
Miscellaneous	75,770	29,549	8,000	8,000
Transfers, Debt Proceeds, City Contribution	1,984,012	2,636,434	3,435,500	10,385,622
Total General Fund Revenues	50,315,993	50,244,514	50,115,028	59,293,000
Appropriations				
Salaries	23,607,178	25,415,661	26,676,945	29,802,095
Benefits	13,119,205	14,644,521	17,243,114	19,613,316
Supplies	1,291,509	1,379,560	1,111,509	1,140,709
Professional Services, Maintenance, Repairs	4,776,262	5,256,057	5,115,553	5,547,972
Intragovernmental Services	1,876,842	1,564,270	1,224,042	2,045,286
Utilities	1,072,760	1,098,436	1,006,800	1,044,518
Advertising, Promotion, Debt, Rent , Training	773,623	798,126	608,137	740,229
Capital Expenditures	94,003	217,208	-	266,972
Transfers	1,175,053	1,377,729	2,297,460	1,939,507
Total General Fund Appropriations	47,786,435	51,751,568	55,283,560	62,140,604
Less Intragovernmental Offset	(2,743,619)	(2,857,625)	(2,976,171)	(3,706,165)
GENERAL FUND NET COST	45,042,816	48,893,943	52,307,389	58,434,439

2022 Budget Measure U by Division

Division	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Revenues				
Measure U	-	-	2,500,000	12,500,000
Total Measure U Fund Revenues		-	2,500,000	12,500,000
Appropriations				
Measure U	-	-	2,500,000	12,411,527
Total Measure U Fund Appropriations	-	-	2,500,000	12,411,527

Measure U by Account

Account Type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Revenues				
Taxes Revenue	-	-	2,500,000	12,500,000
Total Measure U Fund Revenues	-		2,500,000	12,500,000
Appropriations	-			
Transfers	-	-	2,500,000	12,411,527
Total Measure U Fund Appropriations	-	-	2,500,000	12,411,527

2022 Budget Special Revenue & Trust Funds by Fund

Fund	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Revenues				
Commercial Linkage Fees	44,322	247,046	156,900	33,337
Housing In-lieu Impact Fees	385,305	207,090	407,842	2,010,440
Park Land Acquisition Impact Fees-08	273,967	276,970	153,335	251,055
Park Land Development Impact Fees-08	758,154	880,064	480,583	1,618,394
Open Space Acquisition Impact Fees-08	176,064	65,195	60,915	131,774
City Facilities Development Impact Fee	933,090	915,476	653,211	1,666,559
Storm Drainage Impact Fees	64,103	382,254	72,030	72,030
Storm Drainage Impact Fees - 08	54,952	99,431	13,482	16,085
Traffic Impact Fees	92,060	77,439	34,522	34,522
Traffic Impact Fees - 08	2,536,016	3,065,119	2,542,294	4,517,879
Public Art Fees	7,804	186,144	254,542	4,542
3% Admin Fee - 08	88,414	107,664	90,969	201,508
Cdbg	370,784	360,038	963,799	355,539
Home/begin	570,233	17,992	163,982	163,982
Fire Grants	-	74,312	277,125	-
Parks And Rec Grants	103,125	<u>-</u>	-	-
Police Grants	441,626	313,534	324,309	270,404
Public Works Grants	201,559	2,306,578	3,784,000	1,069,000
Donations/developer Contrib	3,663	(19,863)	1,647,000	1,554,000
Abandoned Vehicle Abatement	141,867	118,370	82,093	82,093
Asset Seizures	21,987	2,994	2,721	2,721
Haz Mat Fines-fire	23,253	775	12,413	12,413
SLESF	215,950	228,777	151,575	151,575
Gas Tax	2,443,710	2,542,169	2,753,999	2,823,389
Street Maintenance (hut)	5,314,079	5,761,491	5,548,111	6,446,807
Solid Waste Contract Management	47,286	49,475	49,000	49,475
Landscape Assessment Districts	429,252	442,084	419,190	423,528
Transient Occupancy Tax	3,398,447	2,712,785	3,624,206	3,021,763
Petaluma Tourism Improvement District	37,386	96,923	375,000	110,000
Prince Park Trust	12,976	8,742	7,492	7,492
Tamae M Baugh Trust	1,975	<u>-</u>	-	-
Measure M Parks	27,456	713,244	575,000	650,000
Wickersham Park Trust	487	358	256	256
Successor Agency Housing	769,386	428,834	193,399	485,044
Mobile Home Rent Program	25,764	1,168	24,775	775
Child Care Trust	3,344	3,251	1,757	1,757
Thomas Lee Charity Trust	205	336	239	239 ,
Total Special Revenue & Trust Funds Revenues	20,020,051	22,674,259	25,902,066	28,240,377
Total Openial Revenue & Trust I unius Nevenues	20,020,031	22,017,203	23,302,000	20,240,311

2022 Budget Special Revenue & Trust Funds by Fund

und	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget	Funded Position Allocation
Appropriations	2019 Actuals	2020 Actuals	2021 Neviseu	2022 Buuget	Allocation
Commercial Linkage Fees	185,810	113,898	797,183	251,093	
Community Facilities Impact Fees	1,116,220	-	-	-	
Fire Suppression Facilities Impact Fees	300,488				
Housing In-lieu Impact Fees	430,554	711,752	3,515,640	369,076	
Park Land Acquisition Impact Fees-08	4,941	4,887	2,837	-	
Park Land Development Impact Fees-08	151,994	213,236	366,339	4,400,147	
Open Space Acquisition Impact Fees-08	7,438	1,154	1,176	-	
Public Facilities Impact Fees	219,096				
City Facilities Development Impact Fee	16,484	1,264,917	858,113	2,359,000	
Storm Drainage Impact Fees	15,500	550	139,000	679,000	
Storm Drainage Impact Fees - 08	929	1,784	196	-	
Traffic Impact Fees	2,400	65,000	66,000	1,321,000	
Traffic Impact Fees - 08	38,917	49,734	46,341	-	
Public Art Fees	133,388	98,596	455,000	212,312	
3% Admin Fee - 08	14,410	937	45,507	149,810	
General Government Grants	-	652	-	-	
Comm Develop Grants	-	35,948	-	-	
Community Development Block Grant (CDBG)	568,203	359,369	987,610	393,489	
Home/begin	-	-	900,000	900,000	
Fire Grants	56,920	17,392	277,125	-	
Parks And Rec Grants	103,125	-	-	-	
Police Grants	375,250	301,696	331,499	249,247	1.00
Public Works Grants	92,714	2,006,578	875,000	4,280,000	
Donations/developer Contrib	7,458	57,143	617,506	1,555,074	
Abandoned Vehicle Abatement	118,442	129,228	125,521	144,746	1.00
Asset Seizures	115,174	122,415	32,661	30,968	
Haz Mat Fines-fire	726	567	6,800	-	
SLESF	100,000	100,000	156,556	419,000	
Gas Tax	2,529,569	2,641,459	2,699,383	3,382,814	
Street Maintenance (HUT)	2,749,941	4,452,385	3,504,336	9,330,526	9.40
Street Signs And Markings	530,425	485,321	602,813	593,713	4.25
Street Signals And Lights	682,395	677,385	734,936	792,785	2.40
Solid Waste Contract Mgmt	38,119	97,443	70,884	51,927	0.20
Landscape Assessment Districts	373,382	427,345	482,072	482,952	0.30
Transient Occupancy Tax	3,319,568	3,700,896	3,505,689	3,542,406	
Petaluma Tourism Improvement District	-	-	345,000	245,000	
Prince Park Trust	56,500	56,500	56,500	171,500	
Tamae M Baugh Trust	12,747	87,026	71,000	-	
Measure M Parks	29,356	320,231	579,948	1,057,225	1.00
Successor Agency Housing	244,450	672,777	167,191	340,271	0.45
Mobile Home Rent Program	13,500	16,000	24,000	23,957	
Child Care Trust	-	-	25,000	75,000	
otal Special Revenue & Trust Funds Appropri	14,756,533	19,292,201	23,472,362	37,804,038	20.00

2022 Budget Special Revenue & Trust Funds by Account

Account Type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Revenues				
Taxes Revenue	4,944,518	5,052,723	5,417,943	5,355,807
Fees/permits And Fines Revenue	4,039,300	5,089,135	4,500,403	10,007,364
Use Of Property Revenue	2,623,856	1,434,769	700,814	700,814
Intergovernmental Revenue	4,201,610	6,027,095	8,738,824	5,237,694
Charges For Service Revenue	576,032	553,561	541,511	632,388
Sales Revenue	-	-	-	-
Miscellaneous	30,919	457,357	1,707,473	1,614,473
Transfers, Debt Proceeds, City Contribution	3,603,816	4,059,619	4,295,098	4,691,837
Total Special Revenue & Trust Funds Revenues	20,020,051	22,674,259	25,902,066	28,240,377
Appropriations				
Salaries	1,509,851	1,733,589	1,818,814	1,963,321
Benefits	645,570	804,846	878,202	1,120,453
Supplies	318,619	739,379	785,310	497,510
Professional Services, Maintenance, Repairs	1,669,351	2,797,306	7,730,274	3,257,914
Intragovernmental Services	685,797	714,053	668,206	662,278
Utilities	291,156	329,072	356,451	365,969
Advertising, Promotion, Debt, Rent , Training	406,944	74,969	298,407	85,463
Capital Expenditures	339,125	24,428	307,125	352,500
Transfers	8,890,120	12,074,559	10,629,573	29,498,630
Total Special Revenue & Trust Funds Appropriations	14,756,533	19,292,201	23,472,362	37,804,038

2022 Budget Enterprise Funds by Fund

Fund	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget	Funded Position Allocation
Revenues					
Airport	1,921,286	2,414,103	2,482,809	2,814,184	
Buidling Services	2,043,021	1,831,458	1,649,832	1,889,832	
Marina	255,935	233,121	196,000	219,000	
Transit	3,258,255	3,887,322	3,291,394	3,563,627	
Total Enterprise Funds Revenues	7,478,497	8,366,004	7,620,035	8,486,643	
Appropriations					
Airport	1,852,892	2,478,038	2,912,385	3,472,515	2.28
Buidling Services	1,927,245	2,080,097	2,485,297	2,270,162	7.45
Marina	331,657	366,192	238,321	279,018	0.43
Transit	3,624,704	3,637,005	3,411,807	3,682,198	3.13
Total Enterprise Funds Appropriations	7,736,498	8,561,332	9,047,810	9,703,893	13.28

2022 Budget Enterprise Funds by Division

Division	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Revenues				
Airport Admin/operations	1,921,286	2,414,103	2,482,809	2,814,184
Building Admin	93,370	80,506	42,932	42,932
Building Services	1,902,932	1,570,770	1,506,900	1,746,900
Building Svc Cost Recovery	46,719	180,182	100,000	100,000
Marina Admin/operations	255,935	233,121	196,000	219,000
Transit Admin	1,324,391	1,909,204	1,610,155	1,315,439
Transit City Routes	1,664,959	1,573,298	1,355,683	1,254,713
Paratransit	268,905	404,820	325,556	993,475
Total Enterprise Funds Revenues	7,478,497	8,366,004	7,620,035	8,486,643
Appropriations				
Airport Admin/operations	1,245,071	1,947,597	2,178,835	2,834,665
Airport Fueling	518,674	448,026	621,450	525,750
Airport Hangars	89,147	82,415	112,100	112,100
Building Admin	134,570	136,758	-	-
Building Services	1,739,624	1,754,513	2,326,297	2,111,162
Building Svc Cost Recovery	53,051	188,826	159,000	159,000
Marina Admin/operations	331,657	366,192	238,321	279,018
Transit Admin	603,891	737,371	821,012	1,101,549
Transit City Routes	2,264,837	2,201,613	1,849,215	1,771,174
Paratransit	755,976	698,021	741,580	809,475
Total Enterprise Funds Appropriations	7,736,498	8,561,332	9,047,810	9,703,893

2022 Budget Enterprise Funds by Account

Account type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Revenues	2013 Actuals	2020 /(0:0013	ZOZI NOVISCU	2022 Budget
Taxes Revenue	72,846	93,430	85,000	85,000
Fees/permits And Fines Revenue	1,913,508	1,590,053	1,517,600	1,766,600
Use Of Property Revenue	1,489,931	1,422,816	1,432,278	1,479,480
Intergovernmental Revenue	2,744,423	4,048,018	3,622,857	4,122,263
Charges For Service Revenue	90,065	226,339	125,000	125,000
Utility Revenue	252,516	194,608	180,000	220,000
Sales Revenue	676,361	585,190	655,800	681,300
Miscellaneous	61,150	38,291	1,500	7,000
Transfers, Debt Proceeds, City Contribution	177,697	167,259	-	-
Total Enterprise Fund Revenues	7,478,497	8,366,004	7,620,035	8,486,643
Appropriations				
Salaries	1,022,297	1,173,948	1,379,771	1,531,337
Benefits	541,970	635,287	515,440	759,483
Supplies	921,661	954,643	1,100,182	970,000
Professional Services, Maintenance, Repairs	2,621,556	2,755,420	2,597,249	2,961,775
Intragovernmental Services	589,407	590,130	683,722	894,754
Utilities	194,025	170,049	164,500	174,175
Advertising, Promotion, Debt, Rent , Training	1,518,223	1,314,647	680,386	649,369
Capital Expenditures	-	-	750,000	36,000
Transfers	327,359	967,208	1,176,560	1,727,000
Total Enterprise Fund Appropriations	7,736,498	8,561,332	9,047,810	9,703,893

2022 Budget Utilities Funds by Fund

Fund Revenues	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget	Funded Position Allocation
Waste Water	34,887,677	33,845,643	31,688,943	32,292,965	
Waste Water Rate Stabilization	99,289	79,177	35,000	35,000	
Water	21,308,920	23,120,611	21,573,518	23,443,558	
Storm Water	686,510	725,817	748,473	776,649	
Total Utilities Fund Revenues	56,982,396	57,771,248	54,045,934	56,548,172	
Appropriations					
Waste Water	28,275,482	25,617,132	30,352,827	37,587,158	35.27
Water	16,942,442	17,064,888	26,575,133	24,289,044	27.54
Storm Water	403,165	466,648	658,647	1,055,551	2.05
Total Utilities Fund Appropriations	45,621,089	43,148,668	57,586,607	62,931,753	64.86

2022 Budget Utilities Funds by Division

Division	2010 Actuals	2020 Astuals	2021 Boulead	2022 Budget
Division Revenues	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Waste Water Admin	34,871,887	32,360,535	30,817,643	31,792,965
Waste Water Capacity Fees	15,790	1,485,108	871,300	500,000
Waste Water Rate Stabilization	99,289	79,177	35,000	35,000
Water Admin	20,431,597	22,388,002	21,147,118	22,943,558
Water Capacity Fees	847,239	730,608	426,400	500,000
Water Conservation	30,084	2,001	_	<u>-</u>
Storm Drainage Utility Admin	686,510	725,817	748,473	776,649
Total Utilities Fund Revenues	56,982,396	57,771,248	54,045,934	56,548,172
Appropriations				
Waste Water Admin	20,172,270	16,477,960	18,652,897	25,083,856
Waste Water Collect System	857,361	813,849	1,456,182	1,227,603
Waste Water Sewage Pump Stations	469,148	532,959	647,587	700,831
Waste Water Customer Svc	93,208	260,381	112,200	78,200
Waste Water Industrial	486,715	554,625	764,636	811,748
Waste Water Reclamation	845,971	703,300	1,241,254	1,447,599
Waste Water Storm Drain	161,527	145,544	244,148	194,143
Waste Water Ellis Creek Operations	5,189,282	6,128,514	7,233,923	8,043,178
Water Admin	6,155,705	5,576,875	11,588,400	9,983,504
Water Conservation	523,446	506,880	752,187	781,639
Water Customer Services	596,347	741,690	667,380	792,642
Water Leak Detect/cross Connect	122,756	133,677	134,645	137,770
Water Pumping	276,523	278,759	580,900	659,650
Water Source Of Supply	6,895,201	7,072,168	8,076,750	8,356,750
Water Transmission & Distribution	2,372,464	2,754,839	4,774,871	3,577,089
Storm Drainage Utility Admin	403,165	466,648	658,647	1,055,551
Total Utilities Fund Appropriations	45,621,089	43,148,668	57,586,607	62,931,753

2022 Budget Utilities Funds by Account

Account type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Revenues	2020 //00000	2020 //0/44/5	2022 11011000	Toll budget
Taxes Revenue	178,991	224,769	250,000	278,176
Fees/permits And Fines Revenue	8,000	4,200	5,600	5,600
Use Of Property Revenue	1,454,269	1,372,257	610,332	610,332
Intergovernmental Revenue	53,754	6,400	-	-
Charges For Service Revenue	5,454	-	-	-
Utility Revenue	45,706,808	49,903,236	50,832,960	53,789,100
Sales Revenue	53,365	65,990	501,000	290,000
Miscellaneous	17,476	49,439	982,911	982,911
Transfers, Debt Proceeds, City Contribution	9,504,279	6,144,957	863,131	592,053
Total Utilities Fund Revenues	56,982,396	57,771,248	54,045,934	56,548,172
Appropriations				
Salaries	4,956,269	5,456,818	6,660,578	7,180,809
Benefits	2,040,172	2,537,716	2,807,520	3,354,546
Supplies	8,325,332	8,804,658	10,361,200	10,654,550
Professional Services, Maintenance, Repairs	2,771,308	2,925,505	5,208,157	5,902,100
Intragovernmental Services	2,460,508	2,446,757	2,542,805	3,382,351
Utilities	1,823,700	1,904,477	2,205,500	2,532,535
Advertising, Promotion, Debt, Rent , Training	10,184,619	10,218,292	9,912,447	9,973,862
Capital Expenditures	-	-	1,426,500	239,000
Transfers	13,059,181	8,854,445	16,461,900	19,712,000
Total Utilities Fund Appropriations	45,621,089	43,148,668	57,586,607	62,931,753



2022 Budget Internal Service Funds by Fund

Fund	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget	Funded Position Allocation
Revenues					
Employee Benefits	1,397,050	1,315,698	1,284,234	1,305,336	
General Services	255,974	238,156	277,663	270,927	
Information Technology	1,847,210	1,904,397	2,732,422	2,963,058	
Risk Management	1,576,539	1,035,388	166,488	996,972	
Vehicle and Equipment Replacement	851,967	1,478,895	889,021	710,021	
Workers' Compensation	2,490,978	2,765,432	2,591,040	2,853,401	
Total Internal Service Funds Revenues	8,419,718	8,737,966	7,940,868	9,099,715	
Appropriations					
Employee Benefits	578,333	613,792	911,527	1,164,154	
General Services	212,424	145,177	278,275	269,241	2.00
Information Technolory	1,855,441	2,019,546	2,633,323	2,744,271	7.50
Risk Management	1,264,928	1,234,318	1,809,752	2,181,636	2.00
Vehicle and Equipment Replacement	642,373	682,797	1,224,843	1,205,768	
Workers' Compensation	6,215,529	1,487,584	3,422,110	3,652,632	
Total Internal Service Funds Appropriations	10,769,028	6,183,214	10,279,830	11,217,702	11.50

2022 Budget Internal Service Funds by Account

Account type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Revenues				
Use Of Property Revenue	356,128	338,483	154,109	154,109
Intergovernmental Revenue	-	886	-	-
Charges For Service Revenue	6,653,401	6,737,468	6,384,368	8,147,215
Sales Revenue	3,823	2,512	-	-
Miscellaneous	371,366	110,656	103,115	103,115
Transfers, Debt Proceeds, City Contribution	1,035,000	1,547,961	1,299,276	695,276
Total Internal Service Funds Revenues	8,419,718	8,737,966	7,940,868	9,099,715
Appropriations				
Salaries	1,050,104	1,047,574	1,184,165	1,237,031
Benefits	415,469	380,985	585,451	623,456
Supplies	104,872	83,150	108,040	168,040
Professional Services, Maintenance, Repairs	787,277	1,015,738	838,194	1,113,194
Intragovernmental Services	312,523	192,711	201,632	253,953
Advertising, Promotion, Debt, Rent , Training	8,008,783	3,463,056	5,902,781	6,827,158
Capital Expenditures	-	-	1,459,567	994,870
Transfers	90,000	-	-	-
Total Internal Service Funds Appropriations	10,769,028	6,183,214	10,279,830	11,217,702

2022 Budget Capital Projects Funds by Fund

Fund	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget	Funded Position Allocation
Revenues					
Facilities CIP	228,835	668,256	2,511,374	4,440,500	
Fire CIP	150,000	13,947	-	-	
Parks and Rec CIP	460,530	621,800	2,846,000	6,830,147	
Public Works CIP	2,697,269	4,260,058	4,789,944	17,237,667	
FEMA CIP	-	676,216	-	-	
Airport CIP	245,855	828,125	1,063,400	1,453,000	
Transit CIP	25,934	138,845	186,160	305,000	
Waste Water CIP	9,955,992	10,173,664	8,764,161	14,199,000	
Water CIP	2,008,261	831,904	6,274,500	4,500,000	
Total Capital Projects Funds Revenues	15,772,676	18,212,815	26,435,539	48,965,314	
Appropriations					
Facilities CIP	347,251	142,483	3,141,641	5,898,291	
Fire CIP	277,023	(741)	-	-	
Parks and Rec CIP	236,103	424,601	1,450,958	7,044,224	0.45
Public Works CIP	3,629,593	3,615,230	4,606,568	20,960,413	1.95
Airport CIP	-	12,066	567,597	1,453,470	0.05
Transit CIP	177,697	167,259	186,160	305,000	
Waste Water CIP	6,393,011	4,416,098	9,166,260	14,633,585	3.00
Water CIP	2,535,518	1,896,904	6,399,056	4,522,059	2.50
Total Capital Projects Funds Appropriations	13,596,196	10,673,900	25,518,240	54,817,042	7.95

2022 Budget Capital Projects Funds by Account

Account type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Revenues				
Use Of Property Revenue	45,881	35,769	438	438
Intergovernmental Revenue	667,716	3,927,197	8,007,600	41,000
Charges For Service Revenue	16,488	95,864	15,000	-
Sales Revenue				
Miscellaneous	339,287	(325,450)	1,557,490	-
Transfers, Debt Proceeds, City Contribution	14,703,304	14,479,435	16,855,011	48,923,876
Total Capital Projects Funds Revenues	15,772,676	18,212,815	26,435,539	48,965,314
Appropriations				
Salaries	234,791	298,324	1,063,301	1,225,974
Benefits	86,616	125,253	363,660	656,105
Supplies	61,400	5,396	-	-
Professional Services, Maintenance, Repairs	4,002,505	4,358,141	21,538,548	52,366,406
Intragovernmental Services	58,428	92,433	195,208	297,733
Advertising, Promotion, Debt, Rent , Training	50,257	32,629	-	145,824
Capital Expenditures	-	-	2,075,000	125,000
Transfers	9,102,199	5,761,724	282,523	-
Total Capital Projects Funds Appropriations	13,596,196	10,673,900	25,518,240	54,817,042

2022 Budget Successor Agency by Fund

Fund Revenues	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget	Funded Position Allocation
Successor Agency Debt Service	5,194,638	5,066,259	5,168,687	5,141,198	
Successor Agency Admin	251,532	125,706	280,453	280,453	
Total Successor Agency Funds Revenues	5,446,170	5,191,965	5,449,140	5,421,651	
Appropriations					
Successor Agency Debt Service	2,264,685	2,174,813	5,144,688	5,141,197	
Successor Agency Admin	239,073	201,927	268,909	374,898	0.55
Total Successor Agency Funds Appropriations	2,503,758	2,376,740	5,413,597	5,516,095	0.55

2022 Budget Successor Agency by Account

Account Type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Revenues				
Taxes Revenue	5,418,489	5,179,390	5,418,687	5,391,198
Use Of Property Revenue	27,681	12,575	30,453	30,453
Intergovernmental Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers, Debt Proceeds, City Contribution				
Total Successor Agency Funds Revenues	5,446,170	5,191,965	5,449,140	5,421,651
Appropriations				
Salaries	48,288	35,546	67,257	73,938
Benefits	17,748	9,070	30,831	28,664
Supplies	1,116	146	500	300
Professional Services, Maintenance, Repairs	41,160	22,910	32,600	32,400
Intragovernmental Services	125,571	128,970	131,121	232,596
Utilities	2,591	2,619	3,000	3,000
Advertising, Promotion, Debt, Rent , Training	2,267,284	2,177,479	5,148,288	5,145,197
Total Successor Agency Funds Appropriations	2,503,758	2,376,740	5,413,597	5,516,095

2022 Budget Citywide Capital Vehicle and Equipment Appropriations

Fund: General Fund Division: Police Patrol

Description	Justification / Explanation	Quantity	Cost	Department
Portable & Mobile Radios	Replacement to align with radio project upgrade needs and encryption capabilities		123,472	Police
Robot, Throw Bot, 360 Degree Camera- Bounce Imaging Explorer	Safety Equipment to support crisis response team which would reduce potential violent interactions through technology and intelligence gathering		76,500	Police
FARO	Replace failing system and expands capabilities to process crime scenes and minimize staff exposure to hazardous materials		67,000	Police
Police Patrol Subtotal			266,972	
General Fund Capital			266.972	

Fund: SLESF - CA Supplemental Law Enforcement Services Fund

Division: SLESF

Description	Justification / Explanation	Quantity	Cost	Department
Portable & Mobile Radios	Replacement to align with radio project upgrade needs and encryption capabilities		200,000	Police
Radio Project Upgrade	Replace radio infrastructure to improve public safety communications and support CalDOJ encryption legislation		119,000	Police
SLESF Subtotal			319,000	

Fund: Street Maintenance

Division: Street Signs and Markings

Description	Justification / Explanation	Quantity	Cost	Department
Electric Trail ATV	With the addition of the new streets crew an	1	16,500	PW & Utilities
	Electric ATV with trailer is required for			
	maintenance.			
Trailer for ATV	With the addition of the new streets crew an	1	17,000	PW & Utilities
	Electric ATV with trailer is required for			
	maintenance.			
Street Signs and Marking		33,500		
Special Revenue Fund Capita		352,500		

2022 Budget Citywide Capital Vehicle and Equipment Appropriations

Fund: Airport

Division: Airport Administration/Operations

Description	Justification / Explanation	Quantity	Cost	Department			
Utility Trailer	Reduce rental fees and increase staff efficiency	1	16,000	PW & Utilities			
Electric Vehicle	Replace a gas powered vehicle	1	20,000	PW & Utilities			
Airport Administratio	n/Operations Subtotal		36,000				
Enterprise Fund Capital 36,000							

Fund: Waste Water

Division: Waste Water Administration

Description	Justification / Explanation	Quantity	Cost	Department
e-Bolt Electric Vehicle	Will replace a fossil fueled pool car for GIS and	0.5	17,500	PW & Utilities
	Managers. Funded by Waste Water and Water			
	Funds			
Waste Water Administra	ation Subtotal		17,500	

Fund: Water

Division: Water Administration

Description	Justification / Explanation	Quantity	Cost	Department
e-Bolt Electric Vehicle	Will replace a fossil fueled pool car for GIS and	0.5	17,500	PW & Utilities
	Managers. Funded by Waste Water and Water			
	Funds			
Waste Water Administration		17,500		

Fund: Water

Division: Water Transmission & Distribution

Description	Justification / Explanation	Quantity	Cost	Department
Electric Van	With the addition of a new water crew to flush water mains, maintenance valves and fire hydrants a full electric cargo van will be utilized as the valve turning vehicle housing the valve turning machine. The second full electric cargo van will replace the current fossil fueled van used by the Utility Technician for USA's, cross connection, and fire service inspections.	2	106,000	PW & Utilities
Hybrid F-150	With the addition of a new water crew to flush water mains, maintenance valves and fire hydrants an F-150 with flatbed and side utility boxes is needed as a crew truck. The second F-150 will be to replace a current high milage fossil fueled truck.	2	98,000	PW & Utilities
Water Transmission & Distribu		204,000		
Utilities Fund Capital			239,000	

2022 Budget Citywide Capital Vehicle and Equipment Appropriations

Fund: Vehicle and Equipment Replacement

Division: Vehicle/Equipment Replacement admin gen gov

Description	Justification / Explanation	Quantity	Cost	Department			
Brush Chipper Truck	To maintain vegetation along trails, frontages, and for cleaning the creek	1	106,870	PW & Utilities			
Electric e-Bolt Pool Vehicles	Replacement of 2 pool cars at the end of their useful life cycle	2	105,000	PW & Utilities			
Electric Lean Green Mowers	Replacement of gas mower taken offline	2	63,000	Parks			
Electric Vehicle	Electric Vehicle Pilot program for Police Department	1	100,000	Police			
Patrol Vehicles	replacements of high mileage vehicles, identified as end of their life cycle	5	340,000	Police			
Vehicle and Equipment Replacement Subtotal 714,870							

Fund: Information Technology

Division: Information Technology Administration and Operations

Description	Justification / Explanation	Quantity Cost	Department			
Infrastructure Upgrade	Server virtualization and network upgrade	120,000	IT			
FARO 3D	PD 3D Crime Scheme technology.	25,000	IT			
EDEN Replacement	Consultant for ERP replacements needs. EDEN, the City's financial software system is being phased out by Tyler Technologies.	50,000	ΙΤ			
Multi-factor Authentication (MFA) / Single sign-on (SSO) / LastPasssolution password keeper	Enhanced user/staff security and ease of use.	70,000	ΙΤ			
Mobile Device Management (MDM)	Replacement of mobile device management to enhance connectivity, management and security	15,000	IT			
Information Technology Admi	nistration and Operations Subtotal	280,000				
Internal Service Fund Capital		994,870				
Total Capital Vehicle and Equipment Appropriations 1,889,342						



Climate Action Baseline Overview

Purchase of Fossil Fuels for Equipment and Facility Use

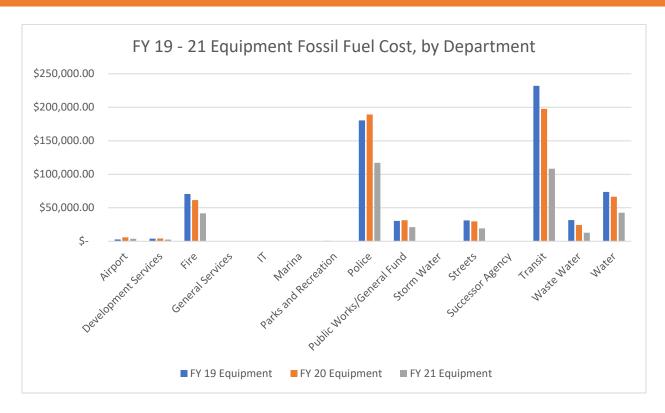
In recognition of Resolution No. 2019-055 N.C.S. declaring a Climate Emergency, Resolution No. 2021-007 N.C.S. adopting a Climate Emergency Framework, and priority action items recommended by the Climate Action Commission and accepted by the City Council on January 11, 2021, staff has prepared a summary of fossil fuel purchases for Fiscal Years 2019, 2020, and through April 1 of FY 2021. This information is provided both as a benchmark to track the City's direct contribution of fossil fuel purchases and resulting greenhouse gas emissions, and to provide information for focusing future decarbonization activities.

An important note for this section is that the information presented is fossil fuel cost, not gallons or therms consumed. Although staff concedes that fuel prices fluctuate over time making fuel use comparisons more difficult on a year-to-year basis, using the cost metric allows comparisons relative to other investments and expenditures much easier. Staff will continue analyzing data and will bring forth additional information with the Vehicle and Equipment Electrification Plan coming to Council during fiscal year 2022.

Donortmont	Fiscal Year 2019 Fiscal Year 2020 F					Fiscal Year 2021 (Through April)					
Department	FY	19 Equipment		FY 19 Facility	ŕ	20 Equipment	FY 20 Facility	FΥ	21 Equipment		FY 21 Facility
Airport	\$	2,634.60	\$	-	\$	5,927.70	\$ -	\$	3,589.85	\$	-
Development Services	\$	4,035.16	\$	-	\$	4,224.81	\$ -	\$	2,579.63	\$	-
Fire	\$	70,681.41	\$	5,488.60	\$	61,499.03	\$ 5,222.73	\$	41,746.76	\$	5,451.71
General Services	\$	139.40	\$	-	\$	68.68	\$ -	\$	30.00	\$	-
IT	\$	178.00	\$	-	\$	157.15	\$ -	\$	-	\$	-
Marina	\$	-	\$	768.95	\$	-	\$ 1,113.46	\$	-	\$	578.71
Parks and Recreation	\$	547.90	\$	84,276.86	\$	310.12	\$ 61,790.73	\$	-	\$	74,989.93
Police	\$	180,347.00	\$	762.40	\$	189,406.13	\$ 495.09	\$	117,120.23	\$	856.10
Public Works/General Fund	\$	30,372.06	\$	21,373.94	\$	31,436.29	\$ 22,455.72	\$	21,230.06	\$	21,504.55
Storm Water	\$	-	\$	206.62	\$	-	\$ 232.41	\$	-	\$	74.16
Streets	\$	31,097.88	\$	-	\$	29,652.28	\$ -	\$	19,232.30	\$	-
Successor Agency	\$	-	\$	425.59	\$	-	\$ 532.22	\$	-	\$	520.25
Transit	\$	232,059.06	\$	1,457.10	\$	197,755.91	\$ 1,353.13	\$	108,371.97	\$	1,292.47
Waste Water	\$	31,701.25	\$	25,470.56	\$	24,181.84	\$ 64,600.63	\$	12,661.72	\$	39,433.45
Water	\$	73,714.85	\$	1,463.56	\$	66,389.71	\$ 1,267.33	\$	42,631.20	\$	1,233.90
Total	\$	657,508.57	\$	141,694.18	\$	611,009.65	\$ 159,063.45	\$	369,193.72	\$	145,935.23

Equipment

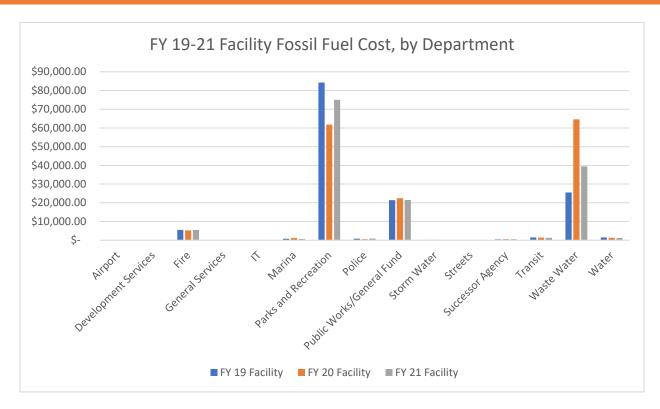
Overall, there was a slight reduction of equipment (e.g., vehicles and off-road equipment) fossil fuel costs from FY 19 to FY 20 and appears to continue through FY 21. While three electric vehicles were purchased and included to the pool vehicle fleet, much of the fuel cost reductions is expected to be a result of COVID-19-related restrictions causing fewer vehicle trips. Electrification of the City vehicle fleet is a high priority, and staff's plan for prioritization of vehicle and equipment electrification will be presented at a forthcoming City Council meeting.



On a departmental level, the highest fossil fuel costs are attributed to the Transit division, the Police Department, the Water Division, and the Fire Department. All these departments and divisions are vehicle dependent. Electric bus purchases are schedule for Council consideration in FY 2022, and an EV pilot program for police vehicles are included in this budget, and staff will continue to monitor the availability of equivalent electric equipment replacements for other departments with specific functional needs (heavy-duty trucks, fire vehicles, and off-road equipment). As applicable replacements become available, as is expected within the next several years, staff will prepare reports for City Council consideration. Capital Improvement Project C11502015 (Electric Vehicle Chargers, \$254,000) will provide infrastructure funding to fast-track installation electric vehicle chargers in priority locations to speed fleet electrification.

Facilities

Regarding facility fossil fuel use, overall costs increased from FY 19 to FY 20 and are trending higher due to an increase of natural gas use at the Ellis Creek Water Recycling Facility in FY 21.



On a departmental level, the highest non-renewable natural gas usage costs are attributed to the City's pools, the Ellis Creek Water Recycling Facility, General Fund-facilities (including City Hall, Community Center, Corporation Yard, Kenilworth Teen Center, and Museum), and the City's three fire stations. The FY 22 Budget includes Capital Improvement Projects (C11202116-Community Center Emergency Generator Purchase and Building Modifications-\$468,000, and the proposed City-Wide Facilities Audit & Energy Program-\$280,000) to examine facilities for energy efficiency and decarbonization and will include all facilities identified above.



General Fund Operating Budget Overview

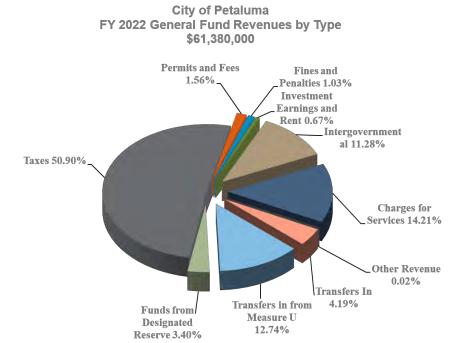
FY 21-22 Budget

		FY 2019 Actual		FY 2020 Actual		FY 2021 Revised Budget		FY 2022 Budget
Revenues						Budget		
Taxes	\$	30,739,746	\$	29,611,204	\$	29,876,971	\$	31,243,226
Permits and Fees	·	1,302,860	·	1,219,536		928,254	•	958,254
Fines and Penalties		634,177		407,108		690,000		635,000
Investment Earnings and Rent		895,678		709,078		468,769		408,769
Intergovernmental		7,027,800		7,020,481		6,801,515		6,924,614
Charges for Services		7,700,722		8,591,220		7,900,019		8,723,515
Other Revenue		145,820		97,214		14,000		14,000
Transfers In		1,984,011		2,636,434		2,523,500		2,572,500
Transfers in from Measure U				<u>-</u>		912,000		7,813,122
					_		_	
Total Revenues	\$	50,430,814	<u>\$</u>	50,292,275	\$	50,115,028	\$	59,293,000
Funds from Designated Reserve					\$	3,190,000	\$	2,087,000
Total Sources					\$	53,305,028	\$	61,380,000
Expenditures/Appropriations								
Salaries	\$	23,704,350	\$	25,415,663	\$	26,676,945	\$	29,802,095
Benefits	Ψ	13,212,472	Ψ	14,644,523	Ψ	17,243,114	Ψ	19,613,316
Services and Supplies		6,875,928		7,433,681		6,835,199		7,428,910
Utilities		1,072,760		1,098,436		1,006,800		1,044,518
Capital		94,003		217,208		1,000,000		266,972
Transfers Out		1,175,053		1,377,729		2,297,460		1,939,507
Intragovernmental		1,876,842		1,564,270		1,224,042		2,045,286
initiago verimientai		1,070,042		1,004,210		1,227,072		2,040,200
Total Expenditures/Appropriations	\$	48,011,408	\$	<u>51,751,510</u>	\$	55,283,560	\$	62,140,604
				(, ,== ===				
Difference	<u>\$</u>	<u>2,419,406</u>	<u>\$</u>	(1,459,235)	<u>\$</u>	(1,978,532)	<u>\$</u>	<u>(760,604)</u>
Beginning Working Capital Balance	\$	3,162,821	\$	3,173,198	\$	2,739,136	\$	760,604
Ending Working Capital Balance *	\$	3,173,198	\$	2,739,136	\$	760,604	\$	
*** * * * * * * * * * * * * * * * * * *								

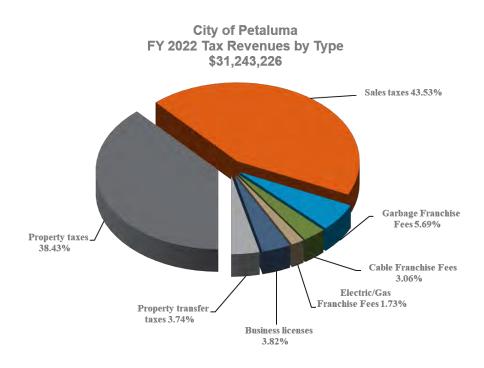
^{*} Note: Does not include designated reserves

Revenues

Total General Fund revenues in FY 2021/22 are projected to be \$61,380,000. This represents a 15.0% increase over FY 2020/21 revised revenues. The chart below shows total General Fund revenues by type.



Tax revenues make up 50.90% of total General Fund revenues. The chart below shows tax revenues by type as a percentage of total tax revenue.



Sales Tax revenue is the largest revenue source in the General Fund. Sales Tax represents 43.5% of General Fund tax revenues and is projected to approximate \$13.6 million during FY 2021/22. Due to the ongoing financial impacts resulting from the COVID-19 Pandemic, sales tax revenues have been adjusted to reflect the most recent updated forecasted amount provided by the City's sales tax consultant. Revenue losses are expected in FY 2021/22 when compared to pre COVID estimates and are approximated at \$.85m. Despite this expected impact, the overall change from the prior year shows an increase of \$.7m or about a 5.6% increase over FY 2020/21 revised revenue. This revenue estimate is based on information provided by the City's sales tax consultant as well as from local economist and analysis of past recession era revenue patterns. The estimates included, assume a partial recovery from the onset of the pandemic, but expectations are that it could take all of FY 2021/22 for the economy to recover and possibly longer resulting in lasting financial impacts in the out years of the forecast, much like a recession. Due to the uncertainty, sales tax revenues in the out years of the forecast have been reduced to reflect an overall reduction to the projections. This reduction will reset the base and beginning in FY 2022/23 moderate recovery is assumed to occur and is included at an average growth rate of 3% per year. Due to the rarity of such a situation, it remains challenging to predict what could occur. Projections brought forward since the beginning of the pandemic have come within 3% of actual year end revenue totals. We continue to analyze revenues and work closely with the City's sales tax consultant and any further adjustments will be brought forward in conjunction with quarterly budget adjustments as the year progresses. As the economy continues to recover, strong growth is expected in the General Retail, Transportation, Business to Business and Food Products categories. Moderate growth continues in the out years of the forecast. We continue to work closely with the sales tax consultants to refine the forecast and provide updates as results are known.

Property Tax revenue is the second largest individual source of revenue in the General Fund and makes up 38% of General Fund tax revenues. FY 2021/22 overall property tax revenues are projected to be \$12 million. This amount is up \$.35 million from FY 2020/21 and represents an overall increase of 3%. This estimate was developed in conjunction with the Sonoma County Auditor/Controller's office. The County considers economic factors, Proposition 8 reassessments, median home prices, and the number of property resales in estimating a growth factor for the upcoming year. This also accounts for the growth recognized from the residual payment related to the dissolution of redevelopment that has grown over the last several years. At this time, we are not including any reductions to property tax resulting from the pandemic and growth is expected at about 2% in the out years of the forecast.

Franchise Fee revenues make up \$3.3 million or 10.5% of General Fund tax revenues. Franchise Fees overall are expected to remain relatively flat going into the next year. This revenue category is continuing a pattern of slow overall growth over time largely based on the Refuse Rate Index which is estimated around 2.5-3% annually.

Business License revenues make up approximately 3.8% of General Fund tax revenues. Revenues in this category are estimated to be \$1.2 million in FY 2021/22, no change from FY 2020/21. Due to the significant impact the pandemic has had on local businesses, this category is not expected to change and reflects the financial challenges faced by many businesses in the community. We continue to support

businesses whenever possible and remain optimistic that strong recovery continues. Beginning in FY 2022/23, this revenue category resumes with a pattern of slow overall growth over time.

Property Transfer Taxes revenues are projected to be \$1.2m during FY 2021/22. This revenue category has continued to show strong growth through the pandemic driven by a strong housing market. Revenues are up by \$.15m from FY 2020/21. Beginning in FY 2022/23, this revenue category is continuing a pattern of slow overall growth over time.

Permits and Fees revenue is expected to be slightly higher due to increased activity post COVID resulting in the collection of permits and fees and is projected to be \$1.0m during FY 2021/22. This is an increase of approximately \$.03m from FY 2020/21. This category also shows moderate growth beginning in FY 23 and through the remaining years of the forecast.

Fines and Penalties revenue is expected to be \$.65m, mostly flat from the prior year. Minimal growth is expected and included at 2.0% year over year.

Investment Earnings & Rent are also expected to be virtually flat year over year. Recent interest earnings have declined due to declining short-term interest rates therefore out of caution, revenues for this category are remaining flat.

Intergovernmental revenues accounts for funds from other government agencies including federal, state and local agencies. Revenues in this category are projected to be \$6.9m during FY 2021/22. The main driver of this increase in this category is Motor Vehicle License Fees which is projected to be up \$.1 million, a growth factor determined by assessed valuation growth.

Charges for Services revenues are projected to be \$8.7 million next fiscal year. This revenue category is up approximately \$.8 million and is the result of some losses associated with COVID-19 offset by an expected increase in ambulance transport fee revenues associated with annual CPI fee escalator and increased intragovernmental charges for services performed by support departments and charged to other funds.

Transfers in from Transient Occupancy Tax to the General Fund during the upcoming fiscal year will be approximately \$2.3 million, virtually flat compared to the prior year. The transfer in from the Transient Occupancy Tax Fund remains unchanged however we will continue to monitor the ability of the fund to continue to transfer funds and its ability to cover the cost of other programs. It is expected that the Transient Occupancy Tax Fund has sufficient fund balance to continue funding the ongoing transfer to the General Fund but given the losses experienced in FY 2019/20 of \$.8m and additional losses in FY 2020/21 estimated at \$.5m, we will continue to monitor the revenues closely.

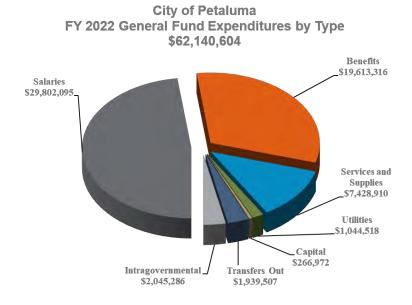
Funds transferred in from Measure U will be \$7.8 million, an increase of \$6.9 million from revised FY 2020/21. FY 2021/22 is the first full year of the new sales tax that goes into effect April 1, 2021. This general sales tax is available to cover the general fund deficit and the ongoing costs of operations. It is also intended to cover workforce stabilization, road and facility maintenance and other priority initiatives identified by the community. Included in the \$7.8 million is funding of \$4.8m estimated to

backfill the deficit so current operations and services can continue without the need to cut services or staffing. Also included is \$2.9 million of anticipated workforce stabilization funding that includes aligning position classifications and compensation to market based on recent study, providing for cost of living adjustments and recommended position additions intended to improve services citywide and address workload issues. All of the costs included align with information presented to Council at the March 8th Workforce Stabilization and Infrastructure workshop. All other funds spent from Measure U are transferred to where costs reside such as infrastructure costs which are transferred to the CIP fund. Any costs not spent at year end, will remain in the Measure U fund and will be available for appropriating the following year.

Funds transferred in from designated reserves will be \$2.1 million, a decrease of \$1 million from revised FY 2020/21. Most of this decrease is due to less designated funds coming into fund employee compensation, funds that were set aside years ago using one-time general fund revenues and intended to ease the burden of rising personnel costs through FY 2020/21. There are also less General Plan and artificial turf replacement costs budgeted in FY 2021/22. General Plan reserves are generated by fees collected on development activity which is set aside to cover the cost of a future General Plan update. These reductions are partially offset by increased funds coming in from encumbrance carryovers for Measure U costs approved at FY 2020/21 mid-year budget adjustments but not spent until FY 2021/22 and directly offset by increased expenditures.

Expenditures

Overall General Fund expenditures are projected at approximately \$62.14 million, an increase of approximately \$6.85 million next year over FY 2020/21 revised budget. The chart below shows expenditures by type.



Salaries include appropriations for funding 214.7 positions and are expected to be higher by about \$3.1 million. This reflects workforce stabilization costs of \$1.9 million funded by Measure U which include updating classifications and compensation to align with regional market, cost of living adjustments and adding 11 funded positions to meet demand and improve service levels. Also included are the expected increases resulting from ongoing negotiations, position step advancements and increased overtime costs in Police and Fire to align with recent years and expected activity. Police recruitment and retention program continues to be included as in the prior year.

Benefits include appropriations for all benefits offered to City employees such as health, dental and vision coverage and retirement. Benefits are expected to increase next fiscal year by approximately \$2.4 million. This increase is largely related to increased retirement costs as well as benefits associated with workforce stabilization mentioned above which account for approximately \$1.2 million. Also adding to the costs are increases associated anticipated ongoing negotiation impacts, and an increase in Workers Compensation due to a rise in injury claims.

Services and supplies are appropriations for services and supplies necessary to carry out daily operations and provide services to the community. This expenditure category is increasing by approximately \$.6 million due mainly to implementing workforce stabilization of \$.3 million and increased professional services in the Community Development department to meet demand and improve community services. Also included are appropriations for increased professional training for police department staff.

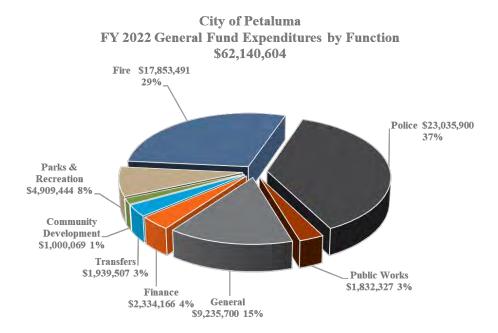
Utilities represent electric, gas, water and wastewater costs in the general fund. Costs are expected to increase in FY 2021/22 and therefore appropriations have increased by \$.04 million over FY 2020/21 budget.

Capital expenditures are increasing by \$.3 million due to a one-time non-recurring capital purchases in FY 2021/22 for safety radio replacements and equipment.

Transfers out are decreasing by \$.35 million due to less transfers out to fund general plan of \$.25 million and artificial turf replacement \$.33 million directly offset and funded by designated reserves. Offsetting this decrease slightly is increased transfers out of \$.3 million to the Vehicle and Equipment Replacement Fund, a transfer eliminated in FY 2020/21 as a budget balancing strategy but necessary to fund the replacement of aging City vehicles and equipment. Transfers that continue to be included are transfers to cover storm water costs, the planned payback of the inter-fund loan to the storm drainage impact fee fund and the payment related to the litigation settlement. The chart below shows General Fund expenditures by function.

Intragovernmental charges are up about \$.8 million due to increased intergovernmental charges for Information Technology and Risk Management. Information Technology increases represent allocations to cover the cost of enhancing technology capabilities citywide. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation

that was eliminated in the FY 2020/21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.



Five-Year Forecast Update

The revised long-term General Fund forecast is located on the following page. Revenue and expenditure assumptions have been updated. Property Tax growth is expected to be nominal over the next several years at about 2%. Sales Tax revenues are expected to recover post COVID and long-term growth is anticipated to be in the 3% range annually over the next several years. Expenditures have been updated and include workforce stabilization as discussed throughout this document. Other personnel costs will be increasing significantly over the duration of the forecast due mainly to continued benefit related cost increases.

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69,615,413 \$

67,216,301 \$

64,888,803 \$

62,595,700 \$

55,283,560 \$ 62,140,604 \$

s

Total Expenditures

Storm w ater transfer Transfers Out

General Fund Long Term Operating Forecast

	Revised	Budget	Forecast	Forecast	Forecast	Forecast	Forecast
Revenue Categories	2021	2022	2023	2024	2025	2026	2027
Property Taxes	11,659,464	12,006,499	12,246,629	12,491,562	12,741,393	12,996,221	13,256,145
Sales and Use Taxes	12,876,100	13,600,000	14,348,200	14,755,900	15,144,600	15,460,600	15,794,300
Business License Tax	1,194,168	1,194,168	1,229,993	1,266,893	1,304,900	1,344,047	1,384,368
Property Transfer Tax	994,318	1,167,204	1,240,548	1,265,359	1,290,666	1,316,480	1,342,809
Franchise Fees	3,152,921	3,275,354	3,373,615	3,474,823	3,579,068	3,686,440	3,797,033
Permits and Fees	928,254	958,254	987,002	1,016,612	1,047,110	1,078,523	1,110,879
Fines and Penalties	690,000	635,000	647,700	660,654	673,867	687,344	701,091
Investment Earnings and Rent	468,769	408,769	421,032	433,663	446,673	460,073	473,875
ntergovernmental Revenues	6,801,515	6,924,614	7,132,352	7,346,323	7,566,713	7,793,714	8,027,525
Charges for Services	7,900,019	8,723,516	8,897,986	9,075,946	9,257,465	9,442,614	9,631,467
Other Revenues	14,000	14,000	14,280	14,566	14,857	15,154	15,457
Transfers from Transient Occupancy Tax	2,337,000	2,271,000	2,271,000	2,271,000	2,271,000	2,271,000	2,271,000
Transfers from Measure U Sales Tax Fund (Deficit + Workforce Stabilization)	912,000	7,813,122	9,298,864	10,329,004	11,391,490	12,576,703	13,648,723
Other Transfers and Sources	3,376,500	2,388,500	486,500	486,500	486,500	486,500	486,500
Total Revenues \$	53,305,028	\$ 61,380,000 \$	62,595,701	\$ 64,888,803 \$	\$ 67,216,301 \$	69,615,412	\$ 71,941,172
Expenditure Categories							
Salaries and Wages	26,676,945	29,802,095	30,891,048	31,972,235	33,091,263	34,249,457	35,488,188
Benefits	17,243,114	19,613,316	20,873,737	21,888,985	22,896,853	23,933,157	24,811,480
Services & Supplies	6,835,199	7,428,910	6,681,808	6,815,444	6,951,753	7,090,788	7,232,604
Utilities	1,006,800	1,044,518	1,065,408	1,086,717	1,108,451	1,130,620	1,153,232
Intragovernmental	1,224,042	2,045,286	2,086,192	2,127,916	2,170,474	2,213,883	2,258,161
Fixed Assets & Cap. Outlay	1	266,972		1	1	1	1

Rev. Over (Under) Exp.	(1,978,532) \$	(760,604) \$	\$ 0	\$ (0)	\$ (0)	\$ (0)	0

Total Unassigned Bal. Beg. of Yr	\$ 2,739,136 \$	760,604	· ·	\$ 0	\$ 0	\$ 0	0
Total Unassigned Bal. End of Yr	\$ 760,604 \$	•	\$ 0 \$	\$ 0	\$ 0	\$ 0	0

Resources coming in from the Measure U fund are estimated to provide sufficient funding for implementing workforce stabilization costs and will serve to bolster existing programs and services, and ensure that additional budget cuts, layoffs or other service reductions are avoided. The unassigned fund balance is anticipated to be exhausted in the current fiscal year and for the remainder of the forecast, the budget is balanced with revenues equaling expenditures resulting in no unassigned ending fund balance. Due to the ongoing uncertainty about financial impacts resulting from the COVID-19 Pandemic, staff will continue to monitor financial results and bring forward any adjustments deemed necessary in conjunction with quarterly budget adjustments.

Assigned reserves are excluded from the Unassigned Fund Balance above as they have been committed or reserved by either Council Policy or Council Action. A balance of \$7.6 million is maintained separate from the Unassigned (operating) reserve and currently amounts to 12.5% of the General Fund budget. Approximately \$7.2 million of this balance is reserved for emergencies and is approximately 12% of the General Fund operating budget. The reserve for emergencies will continue to be maintained at the Council's 15% target or until City Council policy changes.

It is critical to maintain existing reserves and continue building reserves to meet the minimum target. Reserves provide agencies flexibility when responding to emergencies or natural disasters as well as economic factors such as a downturn in the economy or fluctuations or volatility in revenues or expenditures; or during a pandemic like the one we are experiencing currently. City Council policy states when possible, to continue building reserves with both one-time revenues as well as any unanticipated savings. As you might recall, the City relied on reserves during the 2008 financial crisis. It allowed the City to adjust accordingly while still maintaining an acceptable level of service to the Community.

It is important to note that the amounts contained in the forecast are estimates. While a "most likely" estimate has been presented, the amounts will change based on new updated information. Revenue generation options will continue to be evaluated including a robust recovery strategy that will preserve economic development opportunities. The forecast presented here, along with future updates, will provide financial perspective as we progress into the future.



Measure U Fund Overview

Beginning in 2019, the City commenced a concerted, two-pronged community engagement effort to address the City's long-term fiscal and organizational sustainability ("FOS") by: gathering as much community feedback as possible about City services and priorities, including online and paper surveys, in-person workshops, emails and phone calls, and statistically-valid professionally-conducted public opinion research; and conducting comprehensive analysis and community education on the City's long-term fiscal challenges and the level of revenue/investment required by the City's General Fund to maintain quality-of-life services and infrastructure. In response to the City's outreach efforts, Petaluma community members identified the following priorities for enhanced, locally controlled funding:

- Ensuring public health, wildfire, natural disaster emergency preparedness and maintaining 911 emergency response times to ensure first responders can respond quickly to calls for services;
- Maintaining and preventing cuts to firefighting equipment/fire engines and adequate 24- hour staffing;
- Continuing homelessness prevention programs and community partnerships while ensuring our local businesses, public areas, and neighborhoods are safe, stable and secure for everyone;
- Maintaining properly trained community-based public safety officers, community outreach programs, and ensuring adequate 24-hour staffing;
- Keeping public areas safe and clean; supporting local businesses and job retention through recovery;
- Enhancing street maintenance, repaving, and pothole repair on Petaluma's 396 miles of streets;
- Addressing existing road hazards and improving road safety for drivers, bicyclists and pedestrians, including maintaining safe routes to schools; and
- Improving conditions of local roads by better addressing \$141 million in repairs backlog and preventing road ratings from further decreasing per the standard Paving Condition Index.

The City's community engagement effort regarding the City's fiscal and organizational stability culminated on August 3, 2020, with the City Council unanimously adopting an urgency ordinance placing before Petaluma voters at the November 3, 2020 election a one-cent general purpose transactions and use or sales tax measure. Petaluma voters approved the tax measure, designated as Measure U, passing by a vote of 20,961 or 60.82% of those voting in favor. Although clearly identified as a general tax, both the ordinance placing Measure U before the voters and the ordinance itself for adoption by the voters included the Petaluma community's spending priorities listed above for use of the tax proceeds. This tax went into effect on April 1, 2021.

Revenues

The total budgeted revenues of the Measure U Fund for FY 2022 are \$12.5 million, which is a \$10 million increase from FY 2021 and represents a full year of sales tax revenues compared to the \$2.5 million of revenues received in FY 2021 from April 1- June 30, 2021. This estimate is lower than what was

estimated in 2019 when the outreach began due to the ongoing financial impacts resulting from the pandemic. This sales tax is a district tax which means 100% of the amount collected is kept local and is available to spend on the many needs citywide.

Expenditures

The City's FOS process that began in 2019 and concluded in July 2020, identified many important areas of investment that will encompass the annual Measure U funds. Since the adoption of Measure U, staff has worked to distill and prioritize these needs into several thematic categories which were presented to the Council at the March 8th, 2021 Workforce Stabilization and Infrastructure Workshop. These categories are:

- 1. Deficit Backfill As reported during the FOS process and more recent General Fund forecasts, the City expects to encounter an average annual budget deficit of approximately \$6.4 million each year over the five years of the forecast. Thus, nearly 50% of Measure U funds will serve to bolster existing programs and services, and ensure that additional budget cuts, layoffs or other service reductions are avoided.
- 2. Workforce Stabilization This category is focused on rebuilding, stabilizing and improving the City workforce through a number of important initiatives, which in turn improves the City services:
 - a. Classification and Compensation Study Implementation In January 2020, the City received the results of a classification and compensation study. This study included most job classifications in the City, and examined comparable classifications in other jurisdictions, the salaries, benefits, and other cash compensation. This study provides the City a benchmark for whether Petaluma's compensation is at or below market. More discussion of this category will be brought forth as we conclude the collective bargaining process with our labor unions and are able to implement the class/comp study.
 - b. Regular Cost of Living Adjustments A recommendation from the FOS process was to plan for and provide regular salary cost of living adjustments ("COLAs"). Once the class/comp study has been implemented, providing regular COLAs helps the City remain competitive in the broader employment marketplace by keeping salaries and benefits on pace with surrounding jurisdictions.
 - c. Core Staffing The City's General Fund-funded workforce was reduced significantly in response to the Great Recession and, while a few positions have been added back, it remains approximately 16% below pre-recession levels. Note that core staffing is about what functions are needed to be a well-run, responsive, full-service City. This category includes recommendations intended to improve City service levels, address workload issues in a variety of departments, and respond to the community's and Council's stated priorities for Measure U.
- 3. Infrastructure Investments The FOS process identified the significant gaps that currently exist in Petaluma's infrastructure investment. This includes more than \$100 million in deferred road

maintenance; dozens of City-owned buildings that are badly in need of major refurbishing; and many other infrastructure categories that require significant annual investment that the City has not performed for decades.

4. Priority Initiatives – There are several new and/or important programs that have been identified for possible funding with Measure U revenues. Funding for priority initiatives is estimated to be available annually to fund various programs and projects.

Total budgeted expenditures of the Measure U Fund for FY 2022 is \$12.4 million, which is a \$10 million increase over FY 2021 and represents a full year of appropriations funded by a full year of revenue. Below is a summary chart that shows appropriations by category:

Investment Themed Categories:		FY 2021/2022
1. Deficit Backfill	Funding for existing operations	4,844,527
2. Workforce Stabilization	Core Staffing, Class/Comp and COLA	2,968,595
3. Infrastructure Investments	Roads and Public Safety Facility	4,194,405
4. Priority Initiatives	Climate Initiatives- Energy Assessment, Electric Chargers, Generators (PSPS)	404,000
Total Measure U Spending		12,411,527

Shown below is the Citywide core staffing summary table presented at the March 8th City Council workshop. Positions showing as either partially or fully funded by the General Fund, will be utilizing the new revenue source to fund core staffing needs. Other core staffing costs shown as funded by nongeneral fund sources represent other non-general fund core staffing needs which are funded by other enterprise or utility funding resources. This summary table does include one change since presented on March 8th and now includes a limited term position in the City Clerk's office determined to be crucial for meeting rising demand and implementing new software and more efficient processes in the City Clerk department. This table includes core staffing by department and does not include classification and compensation alignment or cost of living adjustments also included in Workforce Stabilization:

Core S	taffir	ng Recommended Addit	ions - First Phase			
City Department		General Fund Cost	Non General Fund Cost		Total Cost	Total FTE Additions*
City Attomey	Ś	49,744	\$ 49,744	ė	99,487	0.50
• •	Ş	•		Ş	•	
Economic Development and Open Government		161,618	162,460		324,078	2.00
City Clerk		45,000	45,000		90,000	1.00
City Manager		138,945	138,945		277,890	2.00
Finance		22,795	22,795		45,590	-
Fire		122,234	-		122,234	1.00
Community Development (Building, Planning, Housing) A		348,534	318,348		666,881	1.5 + Reorg
Human Resources		60,537	60,537		121,074	1.00
Police		1,037,213	-		1,037,213	6.50
Public Works and Utilities		49,871	1,381,070		1,430,941	11.50
Parks and Recreation		82,106	-		82,106	-
Grand Total	\$	2,118,595	\$ 2,178,898	\$	4,297,493	27.00
A Reorganization to provide increased support						
*Represents new positions, if blank only position reclassificati	ons a	are recommended				

Infrastructure appropriations include funding necessary to address deferred road and facility maintenance and allow for the issuance of bonds in the coming year to jump start citywide pavement management.

Finally, priority initiatives include \$100,000 of funding for fast electric chargers and \$124,000 for generators at the City Hall and Police Department to address the ongoing need due to the rise in public safety power shutoffs. Also included is \$180,000 for an energy assessment of all City facilities.

Measure U sales tax revenues are received into the Measure U fund and transferred out to other City funds where appropriations reside. Revenue received in excess of estimates, will remain in the Measure U Fund and be available for future appropriations.

Measure U is essential for day-to-day operations of the City. Critical services such as public safety are partially funded by Measure U. Because the General Fund depends on this revenue source for continuing operations, a five-year forecast is shown below. Like the forecast presented for the General Fund, this forecasting will assist with proactive long-term financial planning. It is expected that funds provided by Measure U will be sufficient to backfill and bolster existing programs and services and ensure that additional budget cuts are avoided, implement workforce stabilization, increase infrastructure investments, and cover associated debt service and provide funding for future priority initiatives. An estimated \$88k is projected at the end of FY 2021/22 and for the duration of the 5- year forecast.

Measure U Long Term Operating Forecast

Revenue Categories	Revised 2021		Budget 2022		orecast 2023	-	orecast 2024		orecast 2025	-	orecast 2026		orecast 2027
Sales and Use Taxes	2,500,000	1:	2,500,000	1	3,300,000	1	3,699,000	14	4,109,970	1	4,533,269	14	4,969,267
Total Revenues	\$2,500,000	\$1	2,500,000	\$1	3,300,000	\$1	3,699,000	\$1	4,109,970	\$1	4,533,269	\$14	4,969,267
Expenditure Categories													
General Fund Deficit - Maintain Service Level			4,844,527		5,467,804		6,162,863	(6,682,728		7,314,663	-	7,831,633
Worforce Stabilzation	67,000		2,968,595		3,831,060		4,166,141		4,708,762		5,259,040	,	5,817,090
Infrastrucure Investment/Bonding/Debt Service)		4,194,405		3,701,136		3,069,996	:	2,418,480		1,659,566		1,020,544
Priority Initiatives	2,433,000		404,000		300,000		300,000		300,000		300,000		300,000
Total Expenditures	\$2,500,000	\$1:	2,411,527	\$1	3,300,000	\$1	3,699,000	\$1	4,109,970	\$1	4,533,269	\$14	4,969,267
Rev. Over (Under) Exp.	\$ -	\$	88,473	\$	-	\$	-	\$	-	\$	0	\$	0
Beginning Fund Balance	\$ -	\$	-	\$	88,473	\$	88,473	\$	88,473	\$	88,473	\$	88,473
Ending Fund Balance	\$ -	\$	88,473	\$	88,473	\$	88,473	\$	88,473	\$	88,473	\$	88,473

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

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

Measure U Fund	FY 20	021 Revenues	FY	2022 Revenues	\$ Change	% Change
Measure U Fund	\$	2,500,000	\$	12,500,000	\$ 10,000,000	400%
Total Measure U Fund	\$	2,500,000	\$	12,500,000	\$ 10,000,000	400%

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

Measure U Fund	FY 2	021 Revised Budget	FY	2022 Budget	\$ Change	% Change
Transfers Out	\$	2,500,000	\$	12,411,527	\$ 9,911,527	396%
Total Measure U Fund	\$	2,500,000	\$	12,411,527	\$ 9,911,527	396%



Special Revenue Funds Overview

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

Revenues

The total budgeted revenues of the Special Revenue Funds for FY 2022 is \$ 28.2 million which is \$2.3 million or 9 percent, higher than FY 2021. This overall increase is largely due to an increase in impact fees estimated to be received during FY 2022 and paid by developers. Partially offsetting the increase is a decrease in grants resulting from decreased grant revenues in FY 2022 to fund a variety of current active capital projects such as the Washington St. Bridget Rehabilitation, Petaluma Blvd South Road Diet, Guardrail & Pedestrian Safety Improvements, Citywide bridge repair and Community Center Emergency Generator Purchase.

Expenses

The total budgeted expenditures of the Special Revenue funds for FY 2022 is \$37.8 million, which is a \$14.3 million increase, or 61 percent higher than FY 2021. The primary drivers of this increase are increased transfers of Impact Fee, Streets, grants and donation funds to Capital projects funds.

Reserves

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

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

Special Revenue Funds

Development Impact Fee Funds

Revenues in this category come from new development activity that generates development impact fees and is used to fund City infrastructure such as parks, city facilities and transportation improvements. The projected revenue in the Development Impact Fee funds is \$8.5 million for FY 2022, \$4.2 million more than the prior year, primarily reflecting increased receipts from anticipated development activity in the coming year. Impact Fees are largely used to fund capital projects and therefore FY 2022 Capital Improvement Plan includes transfers of \$4.4 million from the Parkland Development Impact Fee Fund, \$2.4 million from the City Facility Impact Fee Fund, \$.7 million from the

Storm Drain Impact Fee Fund and \$1.3 million from the Traffic Mitigation Impact Fee Fund. Fees collected in the current year and not used are reserved for future capital improvements, as can be seen in the FY 2022-2026 Capital Improvement Plan which includes future transfers of \$3 million from the Parkland Impact Fees Fund and \$5.8 million from the City Facilities Impact Fees Fund as well as an additional \$5.2 million from Traffic Mitigation Impact Fees to fund future project costs.

Annually, the Finance Department issues a report of the activities in these funds including the remaining balances within them. The 2020 AB1600 annual report ending June 30, 2020, is available on the City's website at CityofPetaluma.org under the Financial Documents section of the Finance Page.

Street Funds

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

Based on preliminary estimates from the State Department of Finance, the projected Gas Tax revenues are estimated to be \$2.8 million for FY 2022. This is comprised of \$1.6 million from gas tax and \$1.2 million from Road Maintenance and Rehabilitation Account (S.B.1). This level of receipts remains relatively constant to the prior year and includes adjustments to Highway Users Tax Account (HUTA) allocations and the S.B. 1. In FY 2022, \$7 million is programmed to be transferred to the Capital Improvement Fund for various citywide transportation projects that include projects for bridge and pavement restoration. The Gas Tax revenues are required to be tracked in a separate fund and are transferred to the Street maintenance Fund to fund allowable projects.

Transient Occupancy Tax Fund

This fund is used to account for the tax collected from travelers who stay in temporary lodging facilities within the City. This tax was established by ordinance and funds collected are to be used according to the guidelines within the ordinance. It is estimated that \$3m will be collected during FY 2022 of which \$2.3m is transferred to the General Fund for support of city services and the remainder will be used for capital projects, purchases and programs. The City has recognized significant TOT revenue losses since the onset of the pandemic. It is estimated that total revenue losses through June 30, 22 will be approximately \$1.4 million. Due to the nature of the ongoing pandemic, revenues estimated for the year, will continue to be closely monitored and as more financial results are recognized, any adjustments deemed necessary will be brought forward for discussion.

Housing Funds

This category of funds includes revenues received from development activity such as Housing-in-Lieu and Commercial Linkage fees which are required of commercial, industrial, and residential developers. These fees are used to provide housing for the City's Housing Program. This fund category also includes funding from the Federal government for the Community Development Block Grant (CDBG) program which provides funds to expand and maintain affordable housing supply, promote housing opportunities, improve and maintain community facilities, and increase economic opportunities for

persons of low and moderate income. Also included in this category are revenues and activity from the Federal HOME Grant program, mobile home rent program and housing successor activity. Total FY 2022 revenues are estimated at \$3 million of which \$2.3 million will be provided as financial assistance in the development of various active housing projects.

Measure M Parks Fund

This fund is used to account for the voter approved 1/8 cent sales tax that supports the Sonoma County regional park system. The funding is allocated among all Sonoma County cities and Petaluma is expected to receive \$650,000 in FY 2022. Community Outreach has been an integral part of the process and public input has been robust and is represented in the various priority categories of spending. The FY 22 investments include funding for park maintenance, parks, playgrounds, and trail improvements, pathway improvements and turf replacement. Community input will continue to guide the spending plan into the future.

Grant Funds

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

Public Safety Special Revenue Funds

These funds are used to account for grant, fines and fees associated with public safety programs. Many of these programs are mandated by either the State or Federal Government.

Trust Funds

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

Tourism Improvement District

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

Landscape Assessment District

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

Donations

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

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

	FY 2021	FY 2022		
Special Revenue Funds	Revenues	Revenues	\$ Change	% Change
Development Impact Fee	\$ 4,355,883	\$ 8,514,348	\$ 4,158,465	95%
Streets	8,351,110	9,319,671	968,561	12%
Transient Occupancy Tax	3,624,206	3,021,763	(602,443)	-17%
Housing	1,910,697	3,049,117	1,138,420	60%
Measure M Parks Tax	575,000	650,000	75,000	13%
Grants	4,385,434	1,339,404	(3,046,030)	-69%
Pubic Safety Special Revenue	248,802	248,802	-	0%
Trust	9,744	9,744	-	0%
Tourism Improvement District	375,000	110,000	(265,000)	-71%
Landscape Assessment District	419,190	423,528	4,338	1%
Donations	1,647,000	1,554,000	(93,000)	-6%
Total Special Revenue Funds	\$25,902,066	\$ 28,240,377	\$2,338,311	9%

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

	FY 2021 Revised			
Special Revenue Funds	Budget	FY 2022 Budget	\$ Change	% Change
Development Impact Fee	\$1,980,509	\$9,121,269	\$7,140,760	361%
Streets	7,612,352	14,151,765	6,539,413	86%
Transient Occupancy Tax	3,505,689	3,542,406	36,717	1%
Housing	6,391,624	2,277,886	(4,113,738)	-64%
Measure M Parks Tax	579,948	1,057,225	477,277	82%
Grants	1,483,624	4,529,247	3,045,623	205%
Pubic Safety Special Revenue	321,538	594,714	273,176	85%
Trust	127,500	246,500	119,000	93%
Tourism Improvement District	345,000	245,000	(100,000)	-29%
Landscape Assessment District	482,072	482,952	880	0%
Donations	617,506	1,555,074	937,568	152%
Total Special Revenue Funds	\$23,447,362	\$37,804,038	\$14,356,676	61%

Special Revenue Fund Revenues – FY 2022 Revenues by Fund and Account Type

Special Revenue Funds	Taxes	Licenses, permits and fees	Intergovernmental/ grants	Investment earnings and rent	Donations/ Other	Transfers In	Total
Impact Fee Funds		\$7,898,026		\$370,142	\$246,180		\$8,514,348
Street Funds	1,709,307	-	\$3,313,084	27,588	27,000	4,242,692	9,319,671
Transient Occupancy Tax	2,996,500			25,263			3,021,763
Housing Funds		1,987,338	355,206	257,428		449,145	3,049,117
Measure M Parks Tax	650,000						650,000
Grant Funds			1,339,404				1,339,404
Public Safety Special Revenue Funds		12,000	230,000	6,802			248,802
Trust Funds				9,744			9,744
Other Special Revenue Funds		110,000		3,847	1,973,681		2,087,528
Total Special Revenue Funds	\$5,355,807	\$10,007,364	\$5,237,694	\$700,814	\$2,246,861	\$4,691,837	\$28,240,377

Special Revenue Fund Expenditures – FY 2022 Expenditures by Fund and Account Type

Special Revenue Funds	Salaries and Benefits	Services and Supplies	Utilities	Intergovern mental	Capital	Transfers Out	Total
Impact Fee Funds		\$209,992		\$152,130		\$8,759,147	\$9,121,269
Street Funds	2,410,949	910,963	204,869	206,922	33,500	10,384,562	14,151,765
Transient Occupancy Tax		385,000		117,130		3,040,276	3,542,406
Housing Funds	126,621	1,549,256		152,864		449,145	2,277,886
Measure M Parks Tax	114,079	206,000		7,146		730,000	1,057,225
Grant Funds	249,247					4,280,000	4,529,247
Public Safety Special Revenue Fun	133,651	10,000		2,063	319,000	130,000	594,714
Trust Funds		\$75,000				171,500	246,500
Other Special Revenue Funds	49,227	494,676	161,100	24,023		1,554,000	2,283,026
Total Special Revenue Funds	\$3,083,774	\$3,840,887	\$365,969	\$662,278	\$352,500	\$29,498,630	\$37,804,038



Enterprise Funds Overview

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

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

Revenues

The total budgeted revenues of the Enterprise Funds for FY 2022 are \$8.5 million, which is \$.9 million or 11 percent, greater than FY 2021. This overall increase is due to FY 2022 revenues in the Airport, Community Development and Transit Funds. The Airport fund is expecting increased funding in FY 2022 due to more funding from the Federal Aviation Administration for the aircraft parking apron rehabilitation project to be fully completed in FY 23. Community Development and building fee revenues are expected to increase due to higher level of activity expected in FY 22. The Transit fund revenues are also expected to be higher mainly driven by increased project activity for electrification projects to occur in FY 22 and funded by Transit Development Act (TDA).

Expenditures

The total budgeted expenditures of the Enterprise funds for FY 2022 is \$9.7 million, which is \$.65 million or 7 percent higher than FY 2021. The change is comprised of an increase in expenditures in the Airport and Transit budgets partially offset by decreases in the Community Development expenditures. Airport expenditures are up due to increased transfers out to fund capital improvement projects funded by airport funds. Transit expenditures are up due to increased capital project activity in FY 22 funded by Transit funds from TDA. Community Development services expenditures are lower and associated with a one-time non-recurring appropriation for a new permit system expected to be installed and completed during FY 2021.

Fees

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

Reserves

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

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

Enterprise Funds

Municipal Airport

This fund accounts for the daily operation and maintenance of the Petaluma Airport. The fund manages 167 City owned aircraft storage hangers, 2 commercial business hangers, 4 executive hangers, 22 private hangers and 118 tie-down spaces for a total capacity of 240 aircraft. The airport also supports an automated weather observation system and a ground communication outlet as well as provides self-service fueling 24/7. It is estimated that \$2m will be generated mainly by fees and fuel sales collected from the rental of hangers and property and self-service fueling and \$.8m in grants of which \$2.1m will be used to support operations and \$1.4m (including prior reserves and grants) will be used for Airport capital improvement projects.

Development Services

This fund accounts for cost recovery services, including building services, development services and planning services provided to developers, where fees charged are required to cover costs of providing services. FY 2022 revenues are estimated at \$1.9m of which \$2.3m (including prior reserves) will be used to support the cost of operations and one-time cost increases due to vacant positions.

Marina

This fund accounts for the daily operation and maintenance of the Petaluma Marina, structural and equipment improvements, and planning and implementing promotional campaigns. The Petaluma Marina has 167 berths and offers gasoline and diesel fuel sales for maritime vessels. The Marina fund is expecting to receive \$.2m of revenues of which \$.3m will be used to support the cost of operations. The Marina has continually operated with a deficit of approximately \$.15m annually. It is expected once dredging occurs that activity at the Marina and associated revenues will increase.

Transit

This fund is used to account for the operation of City's transit services. The Transit division consists of City staff and a contracted transit operator that manage a fleet of buses operating 7 days a week on various routes. FY 2022 revenues are estimated at \$3.6m of which \$3.7m (including prior reserves) will be used to support the cost of operations and capital projects.

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

Enterprise Fund Revenues – Changes from Prior Year to Current Year

	FY 2021				
Enterprise Funds	Revenues	FY	2022 Revenues	\$ Change	% Change
Airport	\$2,482,809	\$	2,814,184	\$331,375	13%
Development Services	1,649,832		1,889,832	240,000	15%
Marina	196,000		219,000	23,000	12%
Transit	3,291,394		3,563,627	272,233	8%
Total Enterprise Funds	\$7,620,035	\$	8,486,643	\$866,608	11%

Enterprise Fund Expenditures – Changes from Prior Year to Current Year

	FY	2021 Revised				
Enterprise Funds		Budget	FY	2022 Budget	\$ Change	% Change
Airport	\$	2,912,385	\$	3,472,515	\$ 560,130	19%
Development Services		2,485,297		2,270,162	(215,135)	-9%
Marina		238,321		279,018	40,697	17%
Transit		3,411,807		3,682,198	270,391	8%
Total Enterprise Funds	\$	9,047,810	\$	9,703,893	\$ 656,083	7%,

Enterprise Fund Revenues - FY 2022 Revenues by Fund and Account Type

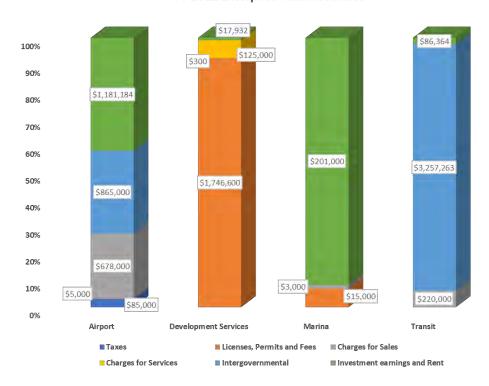
FY 2022 Enterprise Fund			D	evelopment					
Revenues		Airport		Services	ı	Marina		Transit	Total
Taxes	\$	85,000	\$	-	\$	-	\$	-	\$ 85,000
Licenses, Permits and Fees	\$	5,000	\$	1,746,600	\$	15,000	\$	-	\$ 1,766,600
Charges for Sales	\$	678,000	\$	300	\$	3,000	\$	220,000	\$ 901,300
Charges for Services	\$	-	\$	125,000	\$	-	\$	-	\$ 125,000
Intergovernmental	\$	865,000	\$	-	\$	-	\$3	3,257,263	\$ 4,122,263
Investment earnings and Rent	\$1	1,181,184	\$	17,932	\$2	201,000	\$	86,364	\$ 1,486,480
Total Enterprise Funds	\$2	2,814,184	\$	1,889,832	\$2	219,000	\$3	3,563,627	\$ 8,486,643

Enterprise Fund Expenditures – FY 2022 Expenditures by Fund and Account Type

FY 2022 Enterprise Fund		De	evelopment					
Expenditures	Airport		Services	Marina		Transit		Total
Salaries and Benefits	\$ 487,327	\$	1,191,473	\$	94,946	\$	517,074	\$ 2,290,820
Services and Supplies	\$ 737,925	\$	646,150	\$	60,900	\$2	,617,725	\$ 4,062,700
Utilities	\$ 95,025	\$	-	\$	55,000	\$	24,150	\$ 174,175
Intragovernmental	\$ 175,794	\$	432,539	\$	68,172	\$	218,249	\$ 894,754
Capital	\$ 36,000	\$	-	\$	-	\$	-	\$ 36,000
Debt Service	\$ 518,444	\$	-	\$	-	\$	-	\$ 518,444
Transfers Out	\$ 1,422,000	\$	-	\$	-	\$	305,000	\$ 1,727,000
Total Enterprise Funds	\$ 3,472,515	\$	2,270,162	\$	279,018	\$3	,682,198	\$ 9,703,893

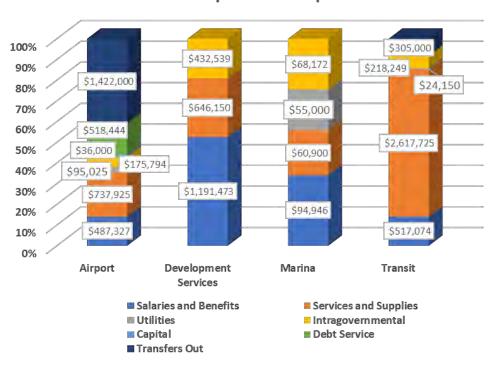
Enterprise Fund Revenues - FY 2022 Revenues by Fund and Account Type

FY 2022 Enterprise Fund Revenues



Enterprise Fund Expenditures - FY 2022 Expenditures by Fund and Account Type

FY 2022 Enterprise Fund Expenditures



Utility Funds Overview

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

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

Revenues

The total budgeted revenues of the Utility Funds for FY 2022 are \$56.5 million, which is \$2.5 million or 5 percent, higher than FY 2021. This overall increase is largely due to FY 2022 revenues resulting from the annual fee increase applied to user rates.

Expenses

The total budgeted expenditures of the Utility funds for FY 2022 are \$62.9 million, which is a \$5.3 million, or a 9 percent increase over FY 2021. Expenditures are expected to increase in both Wastewater and Storm funds slightly offset by a decrease in the Water fund. Wastewater expenditures are expected to increase by \$7.2 m and are being driven by increased transfers out to fund capital projects that include a variety of lift station and system upgrades, sewer replacements and outfall and force main replacements and increased salary costs for workforce stabilization staffing needs that support these enterprises. Water expenditures are decreasing by \$2.3 m and is mainly comprised of decreased capital purchases as well as decreased transfers out for capital projects partially offset by increased costs for workforce stabilization. Finally, Stormwater shows a slight increase in expenditures resulting from increased services and supplies Denman and Capri projects, outreach program on alternative pesticides and workforce stabilization.

Fees

Utility Rates are updated annually on July 1st. Rates are set by resolution and require Council approval. In general, the size and timing of rate adjustments consider the cost of providing the service, current and future revenue requirements, capital projects and reserve levels.

Reserves

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

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

Utility Funds

Wastewater

This fund accounts for the daily operation and maintenance of the Ellis Creek Water Recycling Facility. This fund accounts for the management of the entire facility including but not limited collecting, treating and re-using Wastewater. FY 2022 revenues generated by user fees are estimated at \$32.3m of which \$24.1m will be used to support the cost of operations and \$13.4m (including prior reserves) will be used for the Wastewater capital improvement program.

Water

This fund accounts for the daily operation and maintenance of the Water delivery to residents. It accounts for the management of the water system and citywide water conservation programs. FY 2022 revenues generated by user fees are estimated at \$23.4m of which \$18m will be used to support the cost of operations and \$6.3m (including prior reserves) will be used for the Water capital improvement program.

Storm Water

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

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

Utility Fund	Revenues -	Changes	from	Prior '	Year	to	Current Year

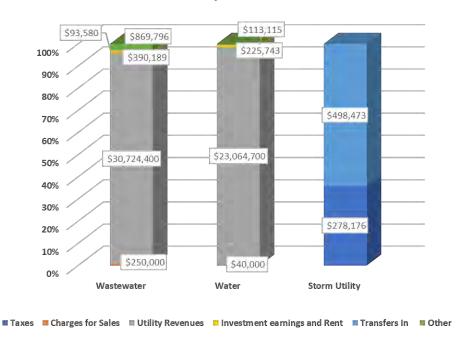
Utility Funds	FY 2	021 Revenues	FY	2022 Revenues	\$ Cł	nange	% Change	
Waste Water	\$	31,723,943	\$	32,327,965	\$	604,022		2%
Water		21,573,518		23,443,558		1,870,040		9%
Storm Utility		748,473		776,649		28,176		4%
Total Utility Funds	\$	54,045,934	\$	56,548,172	\$	2,502,238		5%

Utility Fund Expenditures – Changes from Prior Year to Current Year

	FY	2021 Revised					
Utility Funds		Budget	FY 2022 Budget	\$ C	hange	% Change	
Waste Water	\$	30,352,827	\$ 37,587,158	\$	7,234,331		24%
Water		26,575,133	24,289,044		(2,286,089)		-9%
Storm Utility		658,647	1,055,551		396,904		60%
Total Utility Funds	\$	57,586,607	\$ 62,931,753	\$	5,345,146		9%

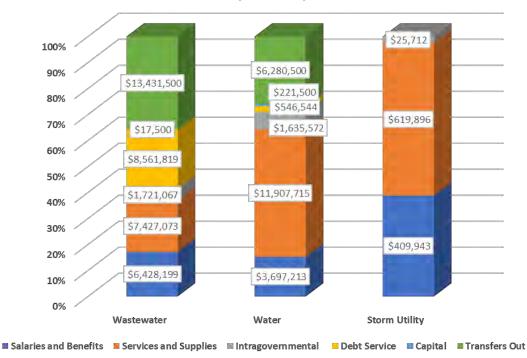
Utility Fund Revenues - FY 2022 Revenues by Fund and Account Type

FY 2022 Utility Fund Revenues



Utility Fund Expenditures - FY 2022 Expenditures by Fund and Account Type

FY 2022 Utility Fund Expenditures





Internal Service Funds Overview

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

Revenues

The total budgeted revenues of the Internal Service Funds for FY 2022 are \$9.1 million, which is \$1.15 million or a 15 percent, increase from FY 2021. This overall increase is largely due to increased revenues in the Information Technology, Risk Management and Workers Compensation Funds partially offset by decreased revenues coming into the Vehicle and Equipment Replacement Fund. Due to the ongoing lack of funds for technological investments, certain programs and processes are out of date and are in need of updating. The IT revenues are increasing as a result of an increased budget to address these needs, charged out to operating funds resulting in increased recovery through intragovernmental charges. Risk Management increased revenues is the result of a reinstatement of allocations to departments to fund Risk Management services, thereby increasing revenues in the fund, an allocation out to departments that was eliminated in the FY 2020/21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service. The Workers Compensation program has experienced increases in claims due to increased overtime due to staffing shortages in recent years driving up the cost of the program. To recover the cost of the program, charges to operating funds are increasing resulting in increased revenues from increased intragovernmental charges. Finally, the Vehicle & Equipment Replacement Fund has less transfers in to fund capital purchases in FY 2022.

Expenditures

The total budgeted expenditures of the Internal Service funds for FY 2022 is \$11.2 million, which is a \$.9 million, or 9 percent increase from FY 2021. The primary factors for the increase are due to increased expenditures in the Information Technology, Risk Management and Workers Compensation funds partially offset by decreased expenditures in the Vehicle & Equipment Replacement Fund. The Information Technology Fund is expecting increased costs in the coming year to address outdated programs and processes in need of updating. This improvement in technology will benefit City processes and customer access and efficiency. The Risk Management Fund is expecting increased costs resulting from ongoing and active claims as well as rising costs related to increased insurance premiums across all sectors resulting from the recent California wildfires. Workers Compensation is also experiencing increased costs resulting from rising claims over the last several years. Employee Benefits includes funds for an employee wellness program. Finally, the Vehicle & Equipment Replacement Fund has decreased costs due to the reduced one-time capital asset purchases not expected in FY 2022.

Internal Service Funds

Employee Benefits

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

General Services

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

Information Technology

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

Risk Management

The fund accounts for the accumulation of the resources and expenses related to the City's risk management activities and general insurance programs. The City is self-insured up to a maximum of \$500,000 for each general liability claim. The City carries additional liability coverage and is a member of the public entity risk pool. The intent of the Risk Management fund is to fully recover the cost of providing the program through intragovernmental charges to operating funds.

Workers Compensation

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

Vehicle Replacement

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

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

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

Internal Service Funds	FY 2	2021 Revenues	FY	2022 Revenues	\$	Change	% Change
Employee Benefits	\$	1,284,234	\$	1,305,336	\$	21,102	2%
General Services		277,663		270,927		(6,736)	-2%
Information Technology		2,732,422		2,963,058		230,636	8%
Risk Management		166,488		996,972		830,484	499%
Vehicle & Equipment Replacement		889,021		710,021		(179,000)	-20%
Workers Compensation		2,591,040		2,853,401		262,361	10%
Total Internal Service Funds	\$	7,940,868	\$	9,099,715	\$1	,158,847	15%

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

Internal Service Funds	FY 2	021 Revised Budget	F	Y 2022 Budget	\$ Change	% Change
Employee Benefits	\$	911,527	\$	1,164,154	\$ 252,627	28%
General Services		278,275		269,241	(9,034)	-3%
Information Technology		2,633,323		2,744,271	110,948	4%
Risk Management		1,809,752		2,181,636	371,884	21%
Vehicle & Equipment Replacement		1,224,843		1,205,768	(19,075)	-2%
Workers Compensation		3,422,110		3,652,632	230,522	7%
Total Internal Service Funds	\$	10,279,830	\$	11,217,702	\$ 937,872	9%

Internal Service Fund Revenues - FY 2022 Revenues by Fund and Account Type

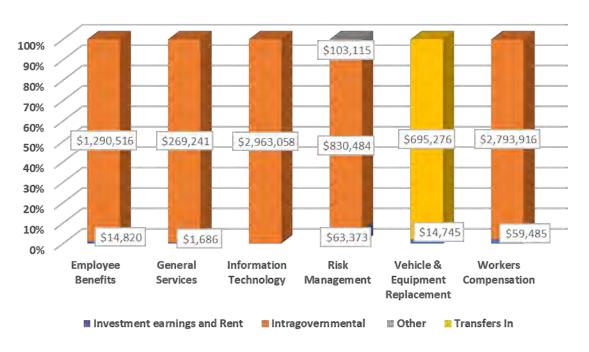
FY 2022 Internal Service Fund Revenues	Employee Benefits	General ervices	nformation Technology	IV	Risk Ianagement	Vehicle & Equipment Replacement	Workers Compensation		Total
Investment earnings and Ren	\$ 14,820	\$ 1,686	\$ -	\$	63,373	\$ 14,745	\$	59,485	\$ 154,109
Intragovernmental	\$ 1,290,516	\$ 269,241	\$ 2,963,058	\$	830,484	\$ -	\$	2,793,916	\$ 8,147,215
Other	\$ -	\$ -	\$ -	\$	103,115	\$ -	\$	-	\$ 103,115
Transfers In	\$ -	\$ -	\$ -	\$	-	\$ 695,276	\$	-	\$ 695,276
Total Internal Service Funds	\$ 1,305,336	\$ 270,927	\$ 2,963,058	\$	996,972	\$ 710,021	\$	2,853,401	\$ 9,099,715

Internal Service Fund Expenditures – FY 2022 Expenditures by Fund and Account Type

		1									J 1	
FY 2022 Internal Service Fund Expenditures					I	nformation		Risk	Vehicle & Equipment		Workers	
Expenditures	Employee Benefits			General Services		Technology		lanagement	Replacement	Compensation		Total
Salaries and Benefits	\$	125,000	\$	164,334	\$	1,248,884	\$	322,269	\$ -	\$	-	1,860,487
Services and Supplies	\$	1,036,349	\$	96,820	\$	1,199,700	\$	1,825,500	\$ 490,898	\$	3,459,125	8,108,392
Intragovernmental	\$	2,805	\$	8,087	\$	15,687	\$	33,867	\$ -	\$	193,507	253,953
Capital	\$	-	\$	-	\$	280,000	\$	-	\$ 714,870	\$	-	994,870
Transfers Out	\$		\$	-	\$	-	\$	-	\$ -	\$	-	-
Total Internal Service Funds		1,164,154		269,241		2,744,271		2,181,636	1,205,768		3,652,632	11,217,702

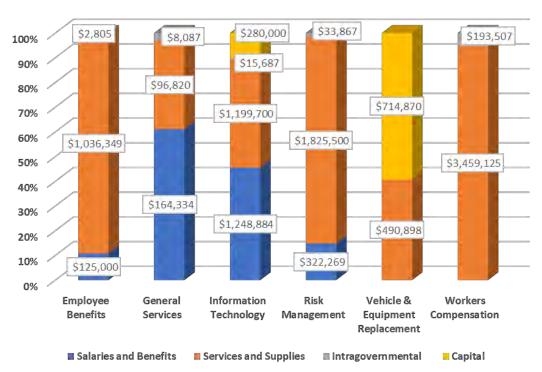
Internal Service Fund Revenues – FY 2022 Revenues by Fund and Account Type





Internal Service Fund Expenditures – FY 2022 Expenditures by Fund and Account Type

FY 2022 Internal Service Fund Expenditures



City Council

















Departmental Budget Overview

11300 CITY COUNCIL ADMIN/OPERATIONS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	47,101	41,575	45,975	35,218
Benefits	35,996	42,704	44,094	61,013
Services & Supplies	17,507	12,507	11,043	11,777
City Council Admin/operations	100,604	96,786	101,112	108,008
Less Intragovernmental Offset	(43, 163)	(39,214)	(57,682)	(63,256)
General Fund City Council Admin/operations Net Cost	57,441	57,572	43,430	44,752

Description

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

Major Accomplishments and Highlights

Annually, the City Council establishes their Goals and Priorities which cover a rolling two-year fiscal period. In FY19, the Council established five overall goals: A City that Works for Everyone, Our Environmental Legacy, A Safe Community that Thrives, An Economy that Prospers, and Spaces and Places that Inspire. There were 157 workplan items associated with those goals. From June 2019 when the Goals and Priorities were approved by Council until February 2020, the City had either completed or had in progress 71% of the workplan items. A special workshop is set for April 26th, 2021 to review and prioritize remaining goals. A full listing of the Council Goals and Priorities can be found at www.cityofpetaluma.org/goals.

Administration Budget

11300 CITY COUNCIL ADMIN/OPERATIONS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	47,101	41,575	45,975	35,218
Benefits	35,996	42,704	44,094	61,013
Services & Supplies	17,507	12,507	11,043	11,777
City Council Admin/operations	100,604	96,786	101,112	108,008
Less Intragovernmental Offset	(43, 163)	(39,214)	(57,682)	(63,256)
General Fund City Council Admin/operations Net Cost	57,441	57,572	43,430	44,752

A total City Council budget of \$108,008 is recommended for 2021/22. This is an increase of \$6,896 from 2020/21.

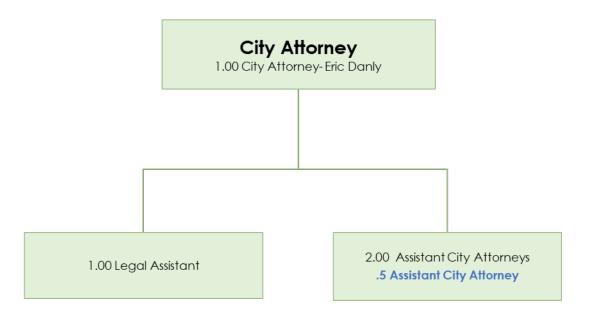
Salaries of \$35,218 are recommended for 2021/22, a decrease of \$10,757 from 2020/21. This is mainly attributed to council members' benefit selections.

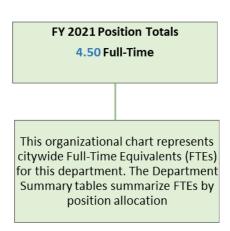
Benefits of \$61,013 are recommended for 2021/22, an increase of \$16,919 over 2020/21. These changes represent the estimated cost in 2021/22 of the present City Council, including the current benefit choices selected by each member.

Services and Supplies are budgeted at \$11,777, a slight increase of \$734 over 2020/21. This is mainly attributed to an increase in intragovernmental charges for Risk Management. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020-21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service slightly offset by a decrease in intragovernmental charges for Information Technology.



City Attorney Department





Note: This organizational chart includes core staffing positions recommended as part of Workforce Stabilization

Departmental Budget Overview

11310 CITY ATTORNEY ADMIN/OPERATIONS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	572,918	576,290	631,271	626,931
Benefits	203,533	194,917	214,102	205,379
Services & Supplies	316,671	165,412	230,131	261,571
City Attorney Admin/operations	1,093,122	936,619	1,075,504	1,093,881
Less Intragovernmental Offset	(335,369)	(406,800)	(397,266)	(395,095)
General Fund Attorney Admin/operations Net Cost	757 753	529 819	678 238	698 786

Description

The City Attorney's Office was created by the City Council effective July 1, 2013, with the hiring of an in-house City Attorney. The City Attorney's Office is responsible for providing, coordinating and managing all of the City's legal service needs. By City Charter, the City Attorney: prosecutes Charter and Municipal Code violations; attends to all suits and matters to which the City is a party or in which the City has an interest; gives written advice to City officials and bodies whenever required to do so; passes on the sufficiency and validity of bonds and contracts of the City; and drafts proposed ordinances, resolutions, laws, rules, contracts, bonds and all other legal papers for the City. The City Attorney's Office consists of the City Attorney, two Assistant City Attorneys and a Legal Assistant. The City Attorney's Office provides legal services and support for the City Council, all City subordinate bodies (commissions and committees), the City Manager, Assistant City Manager and all City departments. In accordance with City Council goals focused on maintaining long-term financial sustainability of the City, the City Attorney's Office seeks to maximize in-house performance of the City's legal services.

Major Accomplishments and Highlights

During 2020-2021, the City Attorney's Office:

- assisted the City Council, City Manager and staff with implementation of fiscal and organizational sustainability goals to provide for the City's future, including by researching and drafting the text of Measure U and related documents, which the voters approved on November 3;
- prepared and with the City Manager and Mayor negotiated the City/SMART
 agreement for Corona Station, prepared and negotiated the Corona Residential
 Project Development Agreement, prepared and with staff negotiated the SMART
 Depot amendment, and performed related work for achieving the Corona Station,
 including ultimately rescinding the Corona Residential Project entitlements;
- with Planning staff researched and drafted the City's all-electric local amendments to the California Building Standards Code;
- supported City housing programs that provide affordable rental and ownership housing, including advising on multiple affordable housing purchase/lease closings with the Housing Land Trust of Sonoma County;
- advised City staff and decision makers regarding lawful and humane responses to homeless encampments in the City;
- reviewed numerous state and county health orders, and worked closely with Human Resources staff to develop the City's COVID policies to protect the community and City staff;
- conducted multiple training sessions for City subordinate bodies on state open meeting laws;
- worked closely with the City Manager's Office and Public Works, Planning, Building and Fire Prevention staff to enforce multiple, ongoing code violations at the Petaluma Creamery, achieve compliance through a consent order, and recover more than \$1 million in delinquent charges and penalties for the City's wastewater enterprise;
- worked closely with Planning Staff to address public safety issues related to the proposed Verizon cell tower installation at the Petaluma Creamery, resulting in withdrawal of the Verizon application;
- updated lease agreements for the non-profit service provider leasees of City property;
- advised the Council and staff regarding the Black Lives Matter street mural government speech project and creation of a designated forum for speech at Leghorns Park;
- helped prepare the Climate Emergency Framework;
- worked with staff to amend the Climate Action Commission enabling legislation to add seats for youth commissioners;

- prepared documents for Council approval of sale of the Polly Klaas Theater to the Polly Klaas foundation, and prepared the purchase and sale closing documents;
- prepared the employment agreement and assisted with the onboarding of the new City Clerk, Kendall Rose;
- coordinated with Sonoma County, the Sonoma County City Attorneys, and the California League of Cities regarding adoption of state and local tenant protection regulations;
- prepared emergency declarations for the Glass and Shady fires and the COVID-19 pandemic;
- prepared template agreements for working with local non-profit service providers and faith-based organizations to provide shelter and other services for evacuees from future emergency events;
- worked with staff to prepare the second amendment to the City's solid waste franchise agreement with Recology;
- worked with staff to prepare an SB-2162 policy for the Danco affordable housing project;
- worked with staff to prepare an agreement for sale of CNG to fuel Recology's waste hauling and recycling trucks;
- worked with staff to amend the Rooster Run Golf Course lease;
- advised regarding establishing the Ad Hoc Community Advisory Committee on Petaluma race relations, police policies and diversity, equity and inclusion efforts;
- worked closely with Planning staff to prepare regulations banning new fossil fuel gas stations;
- worked with staff to prepare an Asian American and Pacific Islander solidarity resolution for Council adoption;
- worked with staff to prepare a resolution urging CalPERS to divest from and provide alternatives to investments in fossil fuel companies; and
- managed 14 active lawsuits, and resolved 6 pending litigation

Goals and Priorities

The City Attorney's Office Goals and Priorities for FY 2021-2022 include:

- working with the City Manager's Office, Human Resources and other departments to provide City professional staff training in: agenda materials preparation, purchasing, open meetings and records and records management; ethics; and other important professional development topics that will enhance City operations and staff effectiveness;
- working with the City Manager's Office and Planning to update the City's telecommunications regulations;

- working with the City Manager's Office, Finance and other City departments to update the City's purchasing regulations;
- working with Planning to update the City's zoning ordinance to ensure applicability of environmental review to all discretionary projects;
- working with the Fire Prevention Bureau to update the City's CUPA regulations;
- working with Public Works and Utilities to update the City's wastewater regulations;
- working with staff to prepare and present for City Council consideration new City regulations regarding recreational vehicle parking, retail tobacco sales, and other priority regulatory topics;
- working with the City Manager's Office, Human Resources and all City departments to provide guidelines and policies for safely reopening City facilities and programs in the wake of the COVID-19 pandemic;
- working with Planning Staff and the General Plan Advisory Committee on development of the City's next General Plan;
- working with the City Manager, Police Chief, Tracey Webb and the Ad Hoc Community Advisory Committee on Petaluma race relations, police policies and diversity, equity and inclusion efforts to develop and implement successful City policies and programs to advance diversity, equity and inclusion throughout the City;
- working with the City Manager's Office, the Economic Development and Open Government Department, and other City departments to develop the City's plans for developing the Fairgrounds property as a multi-purpose community asset that preserves the fair and other agricultural and community programs; and
- working with the City Manager's Office to achieve the Corona Station.

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

Department Budget Summary

11310 CITY ATTORNEY ADMIN/OPERATIONS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	572,918	576,290	631,271	626,931
Benefits	203,533	194,917	214,102	205,379
Services & Supplies	316,671	165,412	230,131	261,571
City Attorney Admin/operations	1,093,122	936,619	1,075,504	1,093,881
Less Intragovernmental Offset	(335,369)	(406,800)	(397,266)	(395,095)
General Fund Attorney Admin/operations Net Cost	757,753	529,819	678,238	698,786

A City Attorney department budget of \$1,093,881 is recommended for 2021/22. This is an increase of \$18,377 over 2020/21. The overall budget increase is driven by an increase in services and supplies offset slightly by decreased salary and benefit costs, each of which are addressed below.

Salaries are recommended at \$626,931 representing a decrease of \$4,340 from 2020/21. This decrease is mainly resulting from newly filled positions budgeted at a lower step in the salary range.

Benefits are recommended at \$205,379 representing a decrease of \$8,723 from 2020/21. This change is attributed to the newly filled position budgeted at a lower step in the salary range slightly offset by increased retirement costs and employee benefit selections.

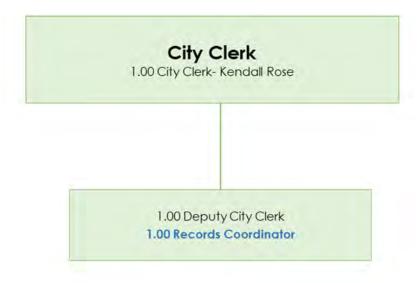
Services and Supplies are recommended at \$261,571, an increase of \$31,440 over 2020/21. This category mainly reflects charges for contracted outside legal services and professional memberships. This increase is due to an increase in intragovernmental charges for Information Technology and Risk Management. Information Technology increases represent allocations to cover the cost of enhancing technology capabilities citywide. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020-21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.

Workforce Stabilization – Core Staffing

Although core staffing appropriations are budgeted in the General Fund non-departmental division, as the year progresses and as more specifics are finalized, these appropriations will be moved to each general fund department where costs will permanently reside. More information can be found in the Measure U Overview and in the associated narrative. Below is a summary of core staffing costs attributable to the City Attorney's department:

Annual Cost Estimate:	.5 Assi	stant City Attorney
General Fund		49,744
Non General Fund		49,744
Total Cost Estimate	\$	99,487

City Clerk



This organizational chart represents citywide Full-Time Equivalents (FTEs) for this department. The Department Summary tables summarize FTEs by position allocation

Note: This organizational chart includes core staffing ... positions recommended as part of Workforce Stabilization

Departmental Budget Overview

City Clerk		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		164,365	180,421	191,982	222,107
Benefits		65,460	79,581	89,128	85,908
Services & Supplies		83,276	70,888	155,519	199,095
	General Fund City Clerk	313,101	330,890	436,629	507,110
	Less Intragovernmental Offset	(106,798)	(110,613)	(119,711)	(130,733)
	General Fund City Clerk Net Cost	206,303	220,277	316,918	376,377

Description

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

As the Legislative Administrator:

- Prepares the legislative agenda, verifies legal notices have been posted or published, and facilitates effective meetings.
- Records legislative decisions which constitute the Municipal Code and City Charter.

As the City Elections Official:

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

As the Records Manager:

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

Other Responsibilities:

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

Major Accomplishments and Highlights

- Administered the November 3, 2020 General Municipal Election, resulting in the election of two new City Council members, the reappointment of one City Council member, and the passage of the City Council led ballot initiative.
- Procured and implemented campaign statement and statement of economic interest filing software through which filers can more easily file statements in a timely manner without error, reducing liability for both filers and the City.
- Facilitated an update to the Citywide Records Retention Schedule thereby reducing the City's exposure and liability and reducing the cost of storing outdated records.
- Procured board management software to streamline the application and appointment process and to track ethics and anti-harassment training, for City committees, commissions, and boards.
- Procured agenda management and meeting management software to improve the efficiency of electronic City Council meeting packet preparation and to increase public engagement for virtual City Council meetings.
- Conducted multiple successful recruitments and onboarding for City committees and commissions, including to the appointment of eight individuals to fill unscheduled vacancies, 27 annual appointments, 28 appointments to the newly formed Ad-Hoc Community Advisory Committee, and 21 appointments to the newly formed General Plan Advisory Committee.

Goals and Priorities

- Complete the implementation and training for the agenda management and meeting management software, first for City Council followed by Planning Commission and other City committees and commissions.
- Complete the implementation and training for the board management software, ensure all appointed members are current on ethics and anti-harassment training, and administer the annual recruitment process to fill vacancies on City commissions, committees, and boards.
- Procure and implement public records request software to streamline the request process, improve internal workflows, reduce the response turnaround time, increase staff capacity, and reduce the City's liability.
- Train staff on how to use the Records Retention Schedule; implement the updated Schedule by utilizing automated retention features in the existing Electronic Document Management System (EDMS); audit the existing physical records inventory and coordinate a Citywide destruction to comply with the updated Records Retention Schedule.
- Arrange for more staff training in use of the City's Electronic Document Management System (EDMS) and encourage departments to store scanned records in the EDMS whereby making these records searchable, accessible, and protected.

Department Budget Summary

City Clerk		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		164,365	180,421	191,982	222,107
Benefits		65,460	79,581	89,128	85,908
Services & Supplies		83,276	70,888	155,519	199,095
	General Fund City Clerk	313,101	330,890	436,629	507,110
	Less Intragovernmental Offset	(106,798)	(110,613)	(119,711)	(130,733)
	General Fund City Clerk Net Cost	206.303	220.277	316.918	376.377

A City Clerk department budget of \$507,110 is recommended for 2021/22. This is an increase of \$70,481 over 2020/21.

Salaries are recommended at \$222,107, an increase of \$30,125 over 2020/21. This is attributed to the newly revised City Clerk salary range.

Benefits are recommended at \$85,908 representing a decrease of \$3,220 from 2020/21. This is mainly due to employee benefit selections partially offset by increased retirement costs.

Services and Supplies are recommended at \$199,095, an increase of \$43,576 over 2020/21. This increase represents a one-time cost of upgrading the Agenda Management Software as well as increased intragovernmental charges for Risk Management. This budget also includes funding for special election and/or districting costs during the year. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020/21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.

Workforce Stabilization – Core Staffing

Although core staffing appropriations are budgeted in the General Fund non-departmental division, as the year progresses and as more specifics are finalized, these appropriations will be moved to each general fund department where costs will permanently reside. More information can be found in the Measure U Overview and in the associated narrative. Below is a summary of core staffing costs attributable to the City Clerk's department:

Annual Cost Estimate:	Records	Coordinator
General Fund		45,000
Non General Fund		45,000
Total Cost Estimate	\$	90,000

Administration

The City Clerk Administration and Operations primary responsibilities include City Council Support, Legislative Administration, Elections, Public Relations and Information and Records and Information Management.

Administration Budget

11320 CITY CLERK ADMIN/OPERATIONS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	133,585	144,239	156,299	178,585
Benefits	53,606	63,617	72,284	68,727
Services & Supplies	51,996	70,618	55,519	99,095
City Clerk Admin/operations	239,187	278,474	284,102	346,407
Less Intragovernmental Offset	(92,031)	(107,852)	(108,706)	(123, 162)
General Fund City Clerk Admin/operations Net Cost	147,156	170,622	175,396	223,245

A City Clerk Admin/Operations budget of \$346,407 is recommended for 2021/22. This is an increase of \$62,305 over 2020/21.

Salaries are recommended at \$178,585, an increase of \$22,286 over 2020/21. This increase reflects the recently revised City Clerk salary schedule.

Benefits are recommended at \$68,727, a decrease of \$3,557 from 2020/21. This is mainly due to employee benefit selections partially offset by increased retirement costs.

Services and Supplies are recommended at \$99,095, an increase of \$43,576 over 2020/21 due to one-time cost for Agenda Management Software purchase and increased intragovernmental charges for Risk Management. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020/21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.

Elections

City Clerk Elections handles processing elections for the City and Board of the Petaluma Joint Union High School District as well as filing for Fair Political Practices Commission (FPPC) Campaign Statement and Statement of Economic Interest disclosures.

Elections Budget

11321 CITY CLERK ELECTIONS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	30,780	36,182	35,683	43,522
Benefits	11,854	15,964	16,844	17,181
Services & Supplies	31,280	-	100,000	100,000
City Clerk Election	s 73,914	52,146	152,527	160,703
Less Intragovernmental Offset	(14,767)	(2,761)	(11,005)	(7,571)
General Fund City Clerk Elections Net Co	st 59,147	49,385	141,522	153,132

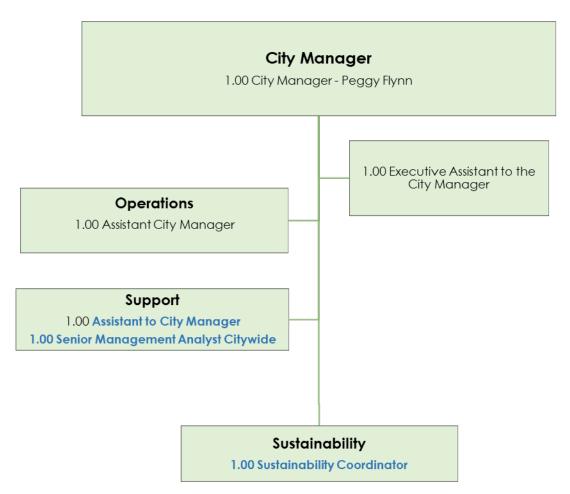
A City Clerk Elections budget of \$160,703 is recommended for 2021/22, an increase of \$8,176 over 2020/21.

Salaries recommended at \$43,522, an increase of \$7,839 over 2020/21. This increase reflects the recently revised City Clerk salary schedule.

Benefits are recommended at \$17,181, an increase of \$337 over 2020/21. This is mainly due to employee benefit selections and increased retirement costs.

Services and Supplies of \$100,000 are recommended, same as 2020/21, and is appropriated to cover any special election and/or districting costs during the year.

City Manager



This organizational chart represents citywide Full-Time Equivalents (FTEs) for this department. The Department Summary tables summarize FTEs by position allocation

Note: This organizational chart includes core staffing positions recommended as part of Workforce Stabilization FY 2021 Position Totals 6.00 Full-time

Departmental Budget Overview

11330 CITY MANAGER ADMIN/OPERATIONS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	573,943	559,396	625,878	638,461
Benefits	153,304	142,198	200,165	217,936
Services & Supplies	115,534	334,098	410,039	334,666
City Manager Admin/operations	842,781	1,035,692	1,236,082	1,191,063
Less Intragovernmental Offset	(271,116)	(272,149)	(376, 389)	(433,089)
General Fund City Manager Admin/operations Net Cost	571,665	763,543	859,693	757,974

Description

Under the Council/Manager form of government and the City Charter, the City Manager is the administrative head of the City. The City Manager is appointed by the City Council and provides policy advice to, and serves at the pleasure of, the City Council. 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. The City Manager 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. In addition to the general direction that the City Manager provides to all City departments, daily oversight is performed for Parks and Recreation, Housing, Building, Advanced and Current Planning functions (the proposed Community Development Department), the Transient Occupancy Tax program, and the Successor Agency to the Former Petaluma Community Development Commission (PCDC).

Major Accomplishments and Highlights

- Facilitated and supported the Climate Action Commission's development and Council's adoption of a Climate Emergency Framework, including cross-departmental reviews and editing of multiple drafts. Ongoing and focus to ensure City actions are consistent with Framework.
- Directed the Citywide response to multiple disasters, including the COVID-19 pandemic and the Glass / Walbridge fire emergencies
- Led the City Council and community process to complete the Fiscal and Organizational Sustainability efforts
- Provided public information and Citywide communications about the Measure U sales tax initiative, ultimately ending with voter approval of Measure U
- Presented a comprehensive Measure U implementation plan to respond to community priorities, stabilize the City workforce and make significant investments in City infrastructure
- Supported the launch and implementation of the Downtown Streets Team in Petaluma
- Successfully negotiated an extension to the City's waste franchise, including new composting and waste diversion programs in response to SB 1383 requirements
- Oversaw the implementation of Petaluma's "Free Range" program to assist restaurants and business with outdoor seating and shopping options in response to the COVID-19 pandemic

 Provided information and analysis about Sonoma Clean Power's EverGreen program, ultimately resulting in Council approval to enroll all City-controlled accounts in that program by July 2021

Goals and Priorities

- Implement the Measure U—by stabilizing the City workforce and investing in the City's failing infrastructure. Create a mission-driven organization.
- Develop and implement a robust recovery plan to address impacts due to the COVID-19 pandemic.
- Continue to move the General Plan update process forward toward a successful completion.
- Support the development of a Climate Action and Adaptation Plan in conjunction with the General Plan update process.
- Implement early action items identified in the Climate Action Framework that will assist the City in achieving carbon neutrality by 2030.
- Develop recommendations with the Ad Hoc Community Advisory Committee to improve race relations and eradicate organizational and systemic racism in our community.
- Work with service providers and countywide agencies to coordinate response and solutions
 to the City's unsheltered population including leveraging state and federal funding to
 provide unsheltered Petalumans with permanent housing.
- Further develop and resource the Climate Ready Petaluma 2030 initiative to educate and empower community members toward equitable decarbonization of buildings and transportation.
- Install solar panels on city-owned properties and work with Sonoma Clean Power on a solar program for potential revenue generation.
- Incentivize housing developers to build a variety of housing types to address the housing crisis in our City and County.
- Improve the City's agenda management system and process.
- Secure the second SMART station at Corona.
- Continue the transition of the fleet from fossil fuels to electric and sustainably-produced fuels.
- Promote emergency preparedness and resiliency strategies to our residents and businesses.
- Engage the community to envision and adopt a master plan for the fairgrounds property.

Department Budget Summary

11330 CITY MANAGER ADMIN/OPERATIONS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	573,943	559,396	625,878	638,461
Benefits	153,304	142,198	200,165	217,936
Services & Supplies	115,534	334,098	410,039	334,666
City Manager Admin/operations	842,781	1,035,692	1,236,082	1,191,063
Less Intragovernmental Offset	(271,116)	(272, 149)	(376, 389)	(433,089)
General Fund City Manager Admin/operations Net Cost	571,665	763,543	859,693	757,974

A City Manager Operations budget of \$1,191,063 is recommended for 2021/22, which is a \$45,019 decrease from the revised budget for 2020/21.

Salaries are recommended at \$638,461, an increase of \$12,583 over 2020/21. This reflects negotiated cost of living adjustments and employee step advancements through the salary ranges.

Benefits are recommended at \$217,936, an increase of \$17,771 over the revised budget for 2020/2021. The increase reflects employee benefit selections and increases in retirement costs.

Services and supplies are budgeted at \$334,666 which is a decrease of \$75,373 from 2020/21. This category reflects charges for community programs and engagement consulting services, equipment leases, repairs/maintenance, leadership education and dues, community and employee recognitions and intragovernmental charges. This mainly represents the elimination of a one-time professional services costs for fiscal and organizational sustainability efforts slightly offset by increased intragovernmental charges for Risk Management. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020-21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.

Workforce Stabilization - Core Staffing

Although core staffing appropriations are budgeted in the General Fund non-departmental division, as the year progresses and as more specifics are finalized, these appropriations will be moved to each general fund department where costs will permanently reside. More information can be found in the Measure U Overview and in the associated narrative. Below is a summary of core staffing costs attributable to the City Manager's department:

	Sustainability	Citywide Sr. Mgmt.	Reclassification	
Annual Cost Estimate:	Coordinator	Analyst	Reclassification	Total
General Fund	64,676	67,034	7,235	138,945
Non General Fund	64,676	67,034	7,235	138,945
Total Cost Estimate	\$ 129,352	\$ 134,068	\$ 14,470	\$ 277,890

Community Development



Note: This organizational chart includes core staffing positions recommended as part of Workforce Stabilization

9.50 Full-time

This organizational chart represents citywide Full-Time Equivalents (FTEs) for this department. The Department Summary tables summarize FTEs by position allocation

FY 2022 Position Totals

Departmental Budget Overview

By Account Type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	726,875	734,843	801,465	923,583
Benefits	342,009	362,126	376,341	497,113
Services & Supplies	3,151,124	3,889,200	7,759,243	4,050,174
Utilities	2,591	2,619	3,000	3,000
Capital Expenditures	-	-	625,000	-
Transfers	240,291	228,600	157,500	449,145
Community Devepolment	4,462,890	5,217,388	9,722,549	5,923,015
by Cost Center	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Planning Admin	222,551	333,960	172,719	496,069
Planning Cost Recovery	766,074	864,366	404,000	504,000
General Fund Community Development	988,625	1,198,326	576,719	1,000,069
Commercial Linkage Fees	185,810	113,898	797,183	251,093
Housing In-lieu Impact Fees	430,554	711,752	3,515,640	369,076
Cdbg	568,203	359,369	987,610	393,489
Home	-	-	900,000	900,000
Successor Agency Housing	244,450	672,777	167,191	340,271
Mobile Home Rental Stabilization	13,500	16,000	24,000	23,957
Successor Agency Housing Admin	239,073	201,927	268,909	374,898
Building Services	1,739,624	1,754,513	2,326,297	2,111,162
Building Svc Cost Recovery	53,051	188,826	159,000	159,000
Non General Fund Community Development	3,474,265	4,019,062	9,145,830	4,922,946
Community Development Net Cost	4,462,890	5,217,388	9,722,549	5,923,015

Description

Planning Division

The Planning Division is responsible for all development and associated improvements on private property, including residential, industrial, and commercial projects. The Planning Division leads the effort to implement the City's General Plan and enforce the regulations in the Implementing Zoning Ordinance, Smart Code, and other adopted regulations. The Building Division is responsible for plan review of all proposed construction to ensure that State and Local Building Code requirements are reflected on plans. These codes include disabled access 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 Division also serves to interpret City policies, ordinances, and codes, and works closely with the City Manager and other City departments. Planning staff interacts with a variety of public and private organizations and citizen groups in developing programs and implementing policies to find creative solutions to planning issues. Planning staff develops specific proposals for action on current City planning proposals; makes interpretations of City regulations and various ordinances, codes and applicable laws to ensure compliance; and works closely with the City Council, citizen boards and commissions, and public and private officials to provide technical assistance, advice, and recommendations related to urban development within the overarching vision of the City's General Plan.

The Planning 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. Planning also provides environmental review support for other City Departments, including Public Works and Utilities. The planning team 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 facilitates the City's Development Review Committee.

Building Division

The Building Division is entrusted with the protection of public health and safety in all buildings in the City through the enforcement of State and Local Building Codes. In addition to 7 full-time staff, the Building Division utilizes the assistance of outside plan check consultants to assure that plan review turnaround times are consistently met.

Housing Division

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

Major Accomplishments and Highlights

- Secured and allocated \$450,000 of CDBG funds to address the impacts of the COVID-19. Funded Petaluma People Services Center and Committee on the Shelter less to provide rental assistance to low and very low-income renters
- Responded to the increase of unsheltered members in our community. Increased funding by \$120,000 to COTS for staffing and increased shelter capacity.
 Initiated a partnership and contract in the amount of \$250,000 with the Downtown Streets Team. A best practices model to clean the City while providing a path out of homelessness for Team Members
- Financed the PEP River City Senior Housing Project with \$1,500,000 of Housing In-Lieu funds. A 54 unit project currently under construction and opening in spring of 2022.
- Provided CDBG and City In-Lieu funding to non-profit organizations that serve venerable and low income members of our community, provide Partnerships include Petaluma People Services Center, Sonoma County Housing Land Trust, Rebuilding Together, Nations Finest Veterans Services, COTS, and Boys and Girls Clubs of Sonoma-Marin.
- Financed site acquisition in the amount of \$1,100,000 for the MidPen Project. A
 44-unit low income rental housing development located at 414 Petaluma Blvd.
 North.
- Triennial code adoption, including all electric incentive, greywater requirements, and enhanced solar regulations.
- Consulted on development of all-electric code for new construction.
- Maintained onsite staffing during covid to ensure permitting and inspections were maintained.
- Increased attendance and involvement in the Development Review Committee function.
- Began accepting digital plans for some projects.
- Participated in implementation of the Free Range program to respond to local business needs during COVID.
- Processed increased numbers of both permits issued and inspections each month.
- Collaborated on reconfiguration of west wing to enhance permit center operations.
- Worked collaboratively with the City Manager's office to refine the Climate Action Framework for Council adoption
- Created application and entitlement processing guidelines for state housing streamlining, including AB 2162, SB 35, and SB 330.
- Reviewed and issued approvals for the Burbank Housing (50 units) and MidPen Housing (40 units) projects under SB 35.
- Prepared AB 2162 policy recommendations for Council consideration for the Meridian at Corona Station project (Danco project).
- Prepared legislative updates to prohibit new fossil fuel gas stations.
- Prepared legislative updates to require all-electric in all new construction.

- Facilitated Urban Land Institute Technical Advisory Panel regarding facilitating affordable housing.
- Conducted initial outreach to draft and subsequently issued detailed General Plan and Housing Update RFP.
- Kicked off General Plan, Housing Element, and Climate Action and Adaptation Plan.
- Facilitated Technical Advisory Committee consideration of local Vehicle Miles Traveled Guidelines for City Council consideration.
- Created a pre-screened list of environmental consultants for City consultation.
- Organized and executed Black Lives Matter mural on Fairgrounds Drive.
- Facilitated rehabilitation of Cherry Soda.
- Worked with artist, Public Art Committee, and Downtown Business District to complete the Keller Street Garage mural.
- Participated in implementation of the Free Range program to respond to local business needs during COVID.
- Created online Development Review Committee forum to continue to provide coordinated city department response to projects.
- Developed tools to implement remote counter function.
- Submittal of application for Certified Local Government status.
- Ongoing coordination with Danco and SMART for joint application for funds through the Affordable Housing Sustainable Communities program for the Meridian at Corona Station.
- Designation of new Priority Development Area around the Corona Station and modification of PDA around the Downtown Station.
- Submittal of grant applications, including state LEAP and REAP and PDA funding.

Goals and Priorities

- Conduct a Housing Workshop to explore policy, zoning, strategic partnerships and financing tools that will support the development and preservation of housing for moderate, low and very-low-income families, individuals, seniors, and persons with physical and mental disabilities.
- Develop a City of Petaluma Homeless Services Plan in partnership with the County and community organizations that will guide and measure the collaborative services provided for the unsheltered members of our community.
- Continue to provide funding to local non-profit organizations that provide services in the areas of fair housing, food security, homeless and youth services, and housing preservation.
- Identify and access federal, state and private funding to address the community development needs of the community and leverage local funding.
- Update administrative systems to efficiently manage all local, state and federal grant funded programs effectively with financially sound practices.
- Consult and support in adoption of permit ready plans for Accessory Dwelling Units.

- Facilitate reconfiguration of west wing permit center to facilitate improved customer service and efficiency while cognizant of COVID risks.
- Implement new online permitting system and continue to implement digital plan submissions.
- Recreate a cohesive Community Development Department
- Focus on new ways, both regulations and incentives, to increase sustainability and respond to the City's climate neutrality goals.
- Continue to provide excellent customer service by facilitating a proactive concierge function.
- Increase coordination and efficiency in impact fee assessment.
- Consider ways to more actively engage with local contractors and building professionals.
- Improve tracking mechanisms to assist in required annual reporting such as the Housing Element Annual Progress Report.
- Bring more plan check capabilities in house to facilitate greater discretion and oversight in the review process.
- Recruit and hire a new Chief Building Official.
- Develop public art grant program to better facilitate public art partnerships and installation of small artworks.
- Continue to refine and publicize the City's public art inventory.
- Facilitate completion of existing public artworks in progress.
- Continue to prepare legislative updates to improve coordination between the City's zoning regulations and climate initiatives.
- Facilitate adoption of local VMT guidelines and continue to address city wide mitigation measures.
- Continue to facilitate realization of Corona SMART station.
- Adoption of Objective Design Standards.
- Adoption of permit ready plans for Accessory Dwelling Units.
- Facilitate reconfiguration of west wing permit center to facilitate improved customer service and efficiency while cognizant of COVID risks.
- Implement concrete ways to facilitate affordable housing in line with 5th cycle RHNA.
- Continue to facilitate General Plan update and Housing Element preparation.
- Implement new online permitting system and continue to implement digital plan submissions.
- Update Chapter 24 to address structural issues with permit processing, public notification, and improve consistency and transparency in entitlement review processes.
- Recreate a cohesive Community Development Department
- Transition to reopening of City Hall to reintroduce in person functions.
- Continue to pursue funding sources to facilitate implementation of Petaluma's policies.
- Pursue creative and multi-prong ways to aggressively pursue carbon neutrality goals.

- Increase translation resources for all public meetings to increase public involvement and decrease language barriers in the City's operations.
- Seek a greater range of staff resources to learn, support, and increase the City's commitment to diversity, equity, and inclusion.

Department Budget Summary

By Account Type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	726,875	734,843	801,465	923,583
Benefits	342,009	362,126	376,341	497,113
Services & Supplies	3,151,124	3,889,200	7,759,243	4,050,174
Utilities	2,591	2,619	3,000	3,000
Capital Expenditures	-	-	625,000	-
Transfers	240,291	228,600	157,500	449,145
Community Devepolment	4,462,890	5,217,388	9,722,549	5,923,015

A Division budget of \$5,923,015 is recommended for 2021/22. This is a decrease of \$3,799,534 from the revised budget for 2020/21.

Salaries are recommended at \$923,583, an increase of \$122,118 over 2020/21. This is attributed to position step advancements.

Benefits are recommended at \$497,113, an increase of \$120,772 over 2020/21. This is attributed primarily to employee benefit selection and retirement changes.

Services and supplies are recommended at \$4,050,174, a decrease of \$3,709,069 from 2020/21. This budget includes contracted building and planning support services partially recovered through development activity, program costs in the housing division to support affordable housing programs and intragovernmental charges for Administration, Risk Management, and Information Technology. The decrease is primarily attributed to reductions in housing programs budgeted for 2021/22.

Capital Expenditures are recommended at \$0, a decrease of \$625,000 from 2020/21. No capital purchases are recommended for 2021/22.

Transfers out are recommended at \$449,145, an increase of \$291,645 over 2020/21 which is attributed to transfers out to the Successor Agency Housing Fund.

Workforce Stabilization - Core Staffing

Although core staffing appropriations are budgeted in the General Fund non-departmental division, as the year progresses and as more specifics are finalized, these appropriations will be moved to each general fund department where costs will permanently reside. More information can be found in the Measure U Overview and in the associated narrative. Below is a summary of core staffing costs attributable to the Community Development's department:

Annual Cost Estimate:	.5 Housing Tech	Plans Examiner	Planning Support	Reclassification	Total
General Fund	32,894	4	315,640	-	348,534
Non General Fund	32,894	98,431	182,000	5,022	318,347
Total Cost Estimate	\$ 65,788	8 \$ 98,431	\$ 497,640	\$ 5,022	\$ 666,881

Planning Division Summary

Planning	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies	988,625	1,198,326	576,719	1,000,069
General Fund Planning	988,625	1,198,326	576,719	1,000,069

Planning Administration

In addition to professional planners, planning staff includes a full time administrative position. This position provides the following support to planners, other city departments and staff, and boards and commissions:

- Creates and disseminates all public noticing
- Clerks Planning Commission, Historic and Cultural Preservation, and Public Art Committee meetings
- Completes packets for Boards and Commissions
- Oversees cost recovery invoicing
- Regular reconciliation for all cost recovery accounts with the Finance Department
- Provides administrative support to the Building Division
- Facilitates intake and approval of associated agreements, cash bond deposits, outside contracts

Planning Administration Budget

12100	PLANNING ADMINISTRATION	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Service	s & Supplies	222,551	333,960	172,719	496,069
	Planning Administration	222,551	333,960	172,719	496,069

A Planning Administration budget of \$496,069 is recommended for 2021/22. This represents an increase of \$323,350 over the revised budget for 2020/21.

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

Services and Supplies represent the entire \$496,069 recommended budget, which increased \$323,350 over 2020/21. The increase is primarily due to workforce stabilization and increased contract services cost necessary to meet increased service level demand.

Planning Cost Recovery

The review of all development applications is completed on a cost recovery basis where the full cost of time and materials associated with the processing and review of applications is paid by the applicant. An initial deposit is collected upon submittal and is based on the scope of the project and requested entitlement and consistent with the fee schedule adopted by the City Council. When the cost recovery account for any given project is exhausted the applicant is invoiced for the anticipated additional costs associated with the application. If there is a remaining balance in the cost recovery account upon completion of the project that amount is refunded to the applicant. Monthly invoices are sent to all cost recovery applicants with a negative balance requesting payment.

Planning Cost Recovery Budget

12700 Planning Cost Recovery	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies	766,074	864,366	404,000	504,000
Planning Cost Recovery	766,074	864,366	404,000	504,000

A Planning Cost Recovery budget of \$504,000 is recommended for 2021/22. This represents an increase of \$100,000 over the revised budget for 2020/21.

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

Services and Supplies represent the entire \$504,000 recommended budget, which increased \$100,000 over 2020/21. This increase is due to increased activity expected to occur in the coming year which is directly offset by corresponding revenues.

Building Division Summary

Building		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		606,155	644,402	683,324	768,111
Benefits		297,637	338,383	313,768	423,362
Services & Supplies		888,883	960,554	863,205	1,078,689
Capital Expenditures		-	-	625,000	0
	Buildina	1.792.675	1.943.339	2.485.297	2.270.162

Building Services

Building Services is responsible for plan review of all proposed construction to ensure that State and Local Building Code requirements are reflected on plans. The Building Division staff consists of seven full-time employees. In addition, Building Services utilizes the assistance of one primary outside plan check engineer consultant to assure that plan review turnaround times are consistently met. Staff maintains a presence at the Front Counter so the general public and the construction community can talk to the Chief Building Official, Plan Checkers or Field Inspectors about requirements and regulations that apply to projects.

Building Services Budget

63200 BUILDING SERVI	CES	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		606,155	644,402	683,324	768,111
Benefits		297,637	338,383	313,768	423,362
Services & Supplies		835,832	771,728	704,205	919,689
Capital Expenditures		-	-	625,000	0
	Building Services	1,739,624	1,754,513	2,326,297	2,111,162

A Building Services budget of \$2,111,162 is recommended for 2021/22. This represents a decrease of \$215,135 from the revised budget for 2020/21.

Salaries are recommended at \$768,111, an increase of \$84,787 over 2020/21. This increase is attributed to position changes and step advancements.

Benefits are recommended at \$423,362 an increase of \$109,594 over 2020/21. This is attributed to employee benefit selections and increases in retirement costs.

Services and Supplies are recommended at \$919,689 an increase of \$215,484 over 2020/21. The increase is attributed to higher intragovernmental administrative overhead charges, risk management and additional costs for workforce stabilization to support the building division.

Capital Expenditures are recommended at \$0 a decrease of \$625,000 from 2020/21. This is due to the elimination of a one-time non-recurring capital purchase for a permit software upgrade expected to be completed in FY 21. No capital purchases are recommended in 2021/22.

Building Cost Recovery

Building Cost Recovery accounts for activity related to development applications completed on a cost recovery basis where the full cost of time and materials associated with the processing and review of applications is paid by the applicant. This cost center accounts for activity performed by the Metropolitan Planning Group for projects created prior to 2010.

Building Cost Recovery Budget

63500 Building Service Cost Recovery	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies	53,051	188,826	159,000	159,000
Building Service Cost Recovery	53,051	188,826	159,000	159,000

A Building Cost Recovery budget of \$159,000 is recommended for 2021/22. This represents no change from the revised budget for 2020/21.

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

Services and Supplies represent the entire 2021/22 recommended budget of \$159,000, which has remained flat with \$0 change from 2020/21.

Housing Division

HOUSING FUNDS		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		120,720	72,344	117,466	154,912
Benefits		44,372	23,743	62,573	73,751
Services & Supplies		1,103,170	1,748,417	6,319,994	1,971,976
Utilities		2,591	2,619	3,000	3,000
Transfers		410,737	228,600	157,500	449,145
	Total Housing Funds	1,681,590	2,075,723	6,660,533	2,652,784

Commercial Linkage

Fees are collected through commercial new development to fund costs to make housing affordable.

Commercial Linkage Budget

21150 COMMERCIAL LINKAGE FEES	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies	137,810	65,898	730,683	62,478
Transfers	48,000	48,000	66,500	188,615
Commercial Linkage Fees	185,810	113,898	797,183	251,093

A Commercial Linkage budget of \$251,093 is recommended for 2021/22. This is a decrease of \$546,090 from the revised budget for 2020/21.

There are no salaries or benefits included in this budget.

Services and Supplies of \$62,478 are recommended, which represents a decrease of \$668,205 from 2020/21. The change represents decreased program funding for affordable housing budgeted in FY 2021/22. The City will continue to contract with the Housing Land Trust of Sonoma County to provide stewardship and administer resale activities. As projects become known, staff will bring forth spending options.

Transfers are budgeted at \$188,615, which is an increase of \$122,115 from 2020/21. The transfer out is to fund the cost of affordable housing administration.

Housing in Lieu

Fees are collected through new housing development to fund costs to make housing affordable.

Housing In-Lieu Budget

21300 HOUSING IN-LIEU IMPACT FEES	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies	342,054	572,752	3,515,640	159,503
Transfers	88,500	139,000	-	209,573
Housing In-lieu Impact Fees	430,554	711,752	3,515,640	369,076

A Housing In-Lieu budget of \$369,076 is recommended for 2021/22. This is a decrease of \$3,146,564 from the revised budget for 2020/21.

There are no salaries or benefits included in this budget.

A budget for Services and Supplies of \$159,503 is recommended, which represents a decrease of \$3,356,137 from the revised 2020/21 budget. The majority of this change is due to a large housing development and apartment projects funded during the year and not carrying forward to FY 2021/22. As projects become known, staff will bring forth spending options.

The budget for Transfers is recommended at \$209,573. This is an increase of \$209,573 over the 2020/21 budget of \$0. The transfer out is to fund the cost of affordable housing administration.

Community Development Block Grant (CDBG)

The CDBG is a grant program that provides funds to the City to pay for projects and programs that help low income households.

CDBG Budget

22210 CDBG		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies		477,912	333,769	917,610	363,489
Transfers		90,291	25,600	70,000	30,000
	CDBG	568,203	359,369	987,610	393,489

A Community Development Block Grant (CDBG) budget of \$393,489 is recommended for 2021/22 and is a decrease of \$594,121 from the revised budget for 2020/21.

There are no salaries or benefits included in this budget.

Services and Supplies of \$363,489 are recommended, which is a decrease of \$554,121 from 2020/21 due to a reduction in program costs. These costs represent those services that are funded through CDBG such as the Senior Meals Program and Rebuilding Together.

Transfers are recommended at \$30,000, a decrease of \$40,000 from 2020/21. The transfer out is to fund CDBG program administration.

Home/Begin

Funds support affordable housing projects.

Home/Begin Budget

22220 HOME/BEGIN		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies		-	-	900,000	900,000
	Home/Begin	-	-	900,000	900,000

A Home/Begin budget of \$900,000 is recommended for 2021/22, which is the same amount as the revised budget for 2020/21, resulting in \$0 change.

There are no salaries or benefits included in this budget.

Services and Supplies of \$900,000 represent the entire recommended 2021/22 budget. Funds in this budget will support the Mid Pen Housing's 44-unit low income rental housing apartment project. This was originally budgeted in 2020/21 but is not expected to occur until 2021/22.

Successor Agency Housing

The Successor Agency was established to assume the housing functions of the former PCDC. As a result, low-and moderate-income housing funds of the former PCDC and funds generated by the former PCDC assets were transferred to the Successor Agency.

Successor Agency Housing Budget

51150 SUCCESSOR AGENCY HOUSING	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	72,432	36,798	50,209	80,974
Benefits	26,624	14,673	31,742	45,087
Services & Supplies	145,394	621,306	85,240	214,210
Successor Agency Housing	244,450	672,777	167,191	340,271

A Successor Agency Housing budget of \$340,271 is recommended for 2021/22. This is an increase of \$173,080 over the revised budget for 2020/21.

Salaries are recommended at \$80,974, an increase of \$30,765 over 2020/21 attributed to position changes and workforce stabilization.

Benefits are recommended at \$45,087, an increase of \$13,345 over 2020/21 due to changes in benefit selection, higher retirement costs and workforce stabilization.

Services and Supplies of \$214,210 are recommended, which represent an increase of \$128,970 over 2020/21. This is attributed to increased intragovernmental administrative overhead charges, contractual City Data support, and homeless services consulting.

Mobile Home Rent Stabilization

The City Council adopted a Mobile Home Park Space Stabilization Program in 1993 to help stabilize rents for Petaluma mobile homeowners, who tend to be low-income. Mobile home park rent increases are only allowed to take place on an annual basis, and the increases cannot exceed the rate of inflation.

Mobile Home Rent Stabilization Budget

51160 Mobile Home Rental Stabilization	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies	-	-	3,000	3,000
Transfers	13,500	16,000	21,000	20,957
Mobile Home Rental Stabilization	13,500	16,000	24,000	23,957

A Mobile Home Rent Stabilization budget of \$23,957 is recommended for 2021/22. This is a \$43 decrease from the revised budget for 2020/21.

There are no salaries or benefits included in this budget.

A Services and Supplies budget of \$3,000 is recommended, which is the same amount budgeted in 2020/21, resulting in \$0 change.

Transfers of \$20,957 are recommended, representing a minor decrease of \$43 from 2020/21. The transfer out is to fund Housing administration.

Successor Agency Housing Admin

The Successor Agency was established to assume the housing functions of the former PCDC. 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. On July 1, 2018, Petaluma's Oversight Board was dissolved and there is now only one Oversight Board for the County of Sonoma.

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.

Successor Agency Housing Admin Budget

54150 Successor Agency Admin	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	48,288	35,546	67,257	73,938
Benefits	17,748	9,070	30,831	28,664
Services & Supplies	170,446	154,692	167,821	269,296
Utilities	2,591	2,619	3,000	3,000
Successor Agency Administration	239,073	201,927	268,909	374,898

A Successor Agency Housing Admin budget of \$374,898 is recommended for 2021/22. This is an increase of \$105,989 over the revised budget for 2020/21.

Salaries are recommended at \$73,938, an increase of \$6,681 over 2020/21, attributed to position changes.

Benefits are recommended at \$28,664, a decrease of \$2,167 from 2020/21, which is attributed to retirement benefit changes.

Services and Supplies of \$269,296 are recommended, which represents an increase of \$101,475 over 2020/21. This is attributed to increased intragovernmental administrative overhead charges.

Utilities are recommended at \$3,000, representing the same amount budgeted in 2020/21 and resulting in \$0 change.

Economic Development and Open Government



This organizational chart represents citywide Full-Time Equivalents (FTEs) for this department. The Department Summary tables summarize FTEs by position allocation

Note: This organizational chart includes core staffing positions recommended as part of Workforce Stabilization

Departmental Budget Overview

by Account Type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	936,140	1,031,929	1,033,541	1,084,173
Benefits	263,537	243,639	368,669	400,517
Services & Supplies	990,151	1,228,749	1,194,305	1,551,520
Capital Expenditures	-	-	630,000	280,000
Economic Developement and Open Government	2,189,828	2,504,317	3,226,515	3,316,210
Less Intragovernmental Offset	(340,865)	(355,878)	(370,232)	(377,944)
Economic Development and Open Government Net Cost	1,848,963	2,148,439	2,856,283	2,938,266
by Cost Center	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
ECONOMIC DEVELOPMENT	334,387	484,771	593,192	571,939
Less Intragovernmental Offset	(340,865)	(355,878)	(370,232)	(377,944)
Economic Development Net Cost	(6,478)	128,893	222,960	193,995
INFORMATION TECHNOLOGY	1,855,441	2,019,546	2,633,323	2,744,271
Economic Development and Open Government Net Cost	1,848,963	2,148,439	2,856,283	2,938,266

Description

Department goal is to leverage technology and human ingenuity to solve problems and support a positive relationship between the City and its constituents.

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

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

Major Accomplishments and Highlights

Economic Development

- Implemented and managed the temporary outdoor operations "Free Range" permitting program:
 - 57 businesses received Free Range permits allowing them to operate outdoors while indoor operations were restricted.
 - 32 businesses received City-purchased or rented tents to support outdoor operations.
 - 3 constructed parklets (funded by Creative Sonoma grant) received permits.
- Participated in regional economic recovery efforts led by the Sonoma County Economic Development Board and industry groups.
- Provided information and referrals to help businesses navigate COVID-19 requirements and access local, state, and federal relief programs.
- Helped businesses navigate City requirements for opening and/or major development.
- Managed lease renewals, future development, and other actions related to select City-owned properties.
- Served in Public Information function of Emergency Operations Center (EOC) during two declared emergencies (COVID-19 and Wallbridge/Meyers Fires).
- With IT and communications staff, provided administrative and strategic support to help Technology Advisory Committee establish goals and coordinate agenda for 2021.

Communications

- Improved external communications and increased community engagement:
 - Sent Community Updates via email (English and Spanish versions, daily at the height of emergency communications, then transitioned to weekly)
 - Increased social media posting frequency and implemented strategic approach to content maximize engagement

- Functioned as main hub for all City communications, gathering information from various departments to distribute to the public
- Partnered with external agencies (like the Downtown Association and other non-profits) to share important messaging with the community
- Closely followed and adapted County emergency messaging for Petaluma audience
- Grew and updated CityofPetaluma.org website
 - Contracted dedicated resource to handle web updates
 - Worked closely with departments to update information, create new pages, outline campaign page structures, and write content
- Diversity, Equity, & Inclusion
 - Created new DEI hub on website to house information on various City DEI initiatives
 - Held photo shoot focused on more inclusive photography for image library that represents a wide range of Petaluma residents
 - Kicked-off a year-long Latinx engagement strategy to gain insight from the Latinx community on the best ways to engage and share information
 - Ramped up translation efforts and created a dedicated "Ayuda en Español" section on our website
 - Served in Public Information function of Emergency Operations Center (EOC) during two declared emergencies (COVID-19 and Wallbridge/Meyers Fires)

Information Technology & GIS

- In response to pandemic-related restrictions, provided software, hardware, and training to enable staff across the organization to work remotely.
- Initiated infrastructure build-out of Virtual Desktop environment and entered final testing phase.
- Initiated network upgrade to Sonic fiber to greatly improved network speeds.
- Introduced Help Desk improvement, including Open Help Desk hours to improve customer service and request outcomes
- Upgraded video surveillance systems to improve quality and accessibility of video footage for law enforcement.
- Updated Police Department core networking equipment and restructured network design to assure reliable, improved network access for all Police personnel.
- Participated in recruitment and onboarding of one new staff member.
- Modernized and improved SQL data management for many City data sources.
- Planned and enabled regular, comprehensive server and desktop upgrade services to improve security and operation.
- Migrated most non-Police Department Staff to a cloud-based desktop storage system (OneDrive).
- Served in Planning and Logistics functions of Emergency Operations Center (EOC) during two declared emergencies (COVID-19 and Wildfires)
- Implemented DocuSign to facilitate remote signing of contract documents.
- Implemented Zoom Webinars to manage all public meetings remotely.
- Began implementation of Tyler EnerGov Permit Management System which continues on schedule and on budget with anticipated go live in August 2021.

Completed upgrade to the Laserfiche Document Management System.

Goals and Priorities

Economic Development

- **Fairgrounds** Complete due diligence of the current property conditions, work with the General Plan team to undergo a vision for the fairgrounds and develop a plan for engaging the community to fine tune future goals and uses for the property.
- **COVID Recovery** Design and implement a program to help businesses recover from the impacts of Covid.
- Business Expansion and Retention Continue to support new and expanding businesses by providing ombudsman services for City permitting, business education and support, and outreach.
- Business License Program streamline the safety inspections, zoning clearance, and license program to assure that all businesses get their licenses timely.
- **Economic Development Element** Work with the planning team to draft and complete the Economic Development Element of the General Plan.
- **Technology Advisory Committee** Provide administrative and strategic support to help Technology Advisory Committee achieve goals

Communications

- Maximize existing communications platforms to coordinate all external messaging.
- Develop and deliver information about City services, budgets, and community engagement opportunities.
- Improve social media engagement through videos, stories, and regular content.

Information Technology & GIS

- Implement new software systems to improve staff and customer efficiency:
 - Energov Permit Management System
 - PrimeGov Agenda Management
 - Laserfiche
 - Bluebeam
 - Snow Software Asset Management System
- Complete transition to Sonic fiber network and restructure network design to take advantage of greatly increased network speeds.
- Update City core networking equipment and restructure network design to assure reliable, improved network access for all City personnel.
- Plan and implement server and network upgrades to Public Works facilities to include probable virtualization of server resources.
- Develop a data warehouse that is accessible and transparent.
- Improve delivery of Help Desk services with existing and new software.
- Improve work-from-home hardware offerings.

- Work with City leadership to develop and implement staff plan and policy for inperson and remote work.
- Prepare onsite facilities, specifically Council Chambers, for anticipated in-person and remote meeting attendance.
- Continued improvement in SQL best practices and data protection.
- Evaluate and implement opportunities to move servers and applications to cloud based platforms.
- Evaluate phone system replacement.
- Complete restructuring of GIS databases.
- Implementation of ArcGIS Portal to allow greater access to GIS resources to the organization.
- Evaluate existing Council Chambers A/V system and make necessary modifications to allow for hybrid live/zoom public meetings.

Department Budget Summary

by Account Type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	936,140	1,031,929	1,033,541	1,084,173
Benefits	263,537	243,639	368,669	400,517
Services & Supplies	990,151	1,228,749	1,194,305	1,551,520
Capital Expenditures	-	-	630,000	280,000
Economic Developement and Open Government	2,189,828	2,504,317	3,226,515	3,316,210
Less Intragovernmental Offset	(340,865)	(355,878)	(370,232)	(377,944)
Economic Development and Open Government Net Cost	1,848,963	2,148,439	2,856,283	2,938,266

An Economic Development and Open Government Department budget of \$3,316,210 is recommended for 2021/22. This represents an increase of \$89,695 over the revised budget for 2020/21.

Salaries are recommended at \$1,084,173, representing an increase of \$50,632 over 2020/21. This reflects increases for workforce stabilization that includes aligning classification and compensation to remain competitive in the labor market as well as funds for an annual cost of living adjustment of 2.5%. Also driving the increase are position step advancements through the salary ranges.

Benefits are recommended at \$400,517 representing an increase of \$31,848 over 2020/21. This is attributed to the benefits associated with workforce stabilization as well as employee benefit selections and increased retirement costs.

Services and supplies are recommended at \$1,551,520, an increase of \$357,215 overall from FY 2020/21. This category reflects operational services and supplies, hardware and software maintenance contracts, social media services, fairgrounds consulting services, outside IT consulting services, and technology to work remotely. This increase is due the addition of one-time costs to increase technology capabilities citywide and increased intragovernmental charges for Information Technology and Risk Management. Information Technology increases represent allocations to cover the cost of enhancing technology capabilities citywide. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020-21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.

Capital costs are recommended at \$280,000, a decrease of \$350,000 due to less Information Technology capital needs in FY 21/22 for projects completed in FY 20/21 for internet high speed connection and cloud backup and software upgrades.

Workforce Stabilization – Core Staffing

Although core staffing appropriations are budgeted in the General Fund non-departmental division, as the year progresses and as more specifics are finalized, these appropriations will be moved to each general fund department where costs will permanently reside. More information can be found in the Measure U Overview and in the associated narrative. Below is a summary of core staffing costs attributable to the Economic Development and Open Government's department:

	Senior	Eco	n Dev Manager	Reclassifications			
Annual Cost Estimate:	Communication	ו	ii Dev ivialiagei	Reciassifications		Total	
General Fund	81,0	25	73,500	7,092	\$	161,617	
Non General Fund	81,0	25	73,500	7,936		162,461	
Total Cost Estimate	\$ 162,0	50 \$	147,000	\$ 15,028	\$	324,078	

Economic Development

The ED Division supports a healthy, diversified local economy by helping businesses start, thrive, and grow in Petaluma. The ED Division has developed award-winning tools and programs to assist businesses in areas such as:

- Navigating City requirements.
- Recruiting/retaining a quality workforce.
- Finding and/or modifying commercial real estate to meet space and infrastructure needs.
- Accessing incentives and other services offered by state and regional economic development programs.
- Staying informed about and engaged in the larger Petaluma community.

The Division offers customized assistance to established businesses as well as to startups and those interested in starting a business. It also supports a strong mass communications program through its website (petalumastar.com); social media; quarterly newsletter; and through its participation in stories published in local newspapers and magazines. The Division's communications are designed for existing Petaluma businesses; prospective businesses; and top talent who are being recruited by Petaluma businesses.

The ED Division develops and maintains relationships with County agencies, business groups and local business leaders to identify and address business concerns early. Strong relationships allow the ED Division to offer resources and support to local businesses from throughout the region and state. The ED Division works with regional programs and resources to help maintain and develop a strong workforce in Petaluma.

Local companies also benefit from staff support for talent attraction through informational brochures, industry group meetings and networking. This work has recently supported talent attraction for the City of Petaluma through new brochures and a video aimed at attracting top talent to work for the City of Petaluma.

The Division also takes the lead in preparing local business for emergencies and helps business respond and recovery after an emergency. Other policy initiatives related to business are handled by the Division and take the form of policy outreach, research and development, adoption, and education.

Economic Development Budget

11340 ECONOMIC DEVELOPMENT	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	174,132	235,351	169,735	170,966
Benefits	55,051	72,099	49,456	64,840
Services & Supplies	105,204	177,321	374,001	336,133
Economic Development	334,387	484,771	593,192	571,939
Less Intragovernmental Offset	(340,865)	(355,878)	(370,232)	(377,944)
General Fund Economic Development Net Cost	(6,478)	128,893	222,960	193,995

An Economic Development Budget of \$571,939 is recommended for 2021/22. This represents a slight decrease of \$21,253 from 2020/21.

Salaries are recommended at \$170,966, a slight increase of \$1,231 compared to FY 20/21. This slight increase is the result of position step advancements and slightly less overtime budgeted.

Benefits are recommended at \$64,840 representing an increase of \$15,384 over 2020/21. This increase is due to employee benefit selection, step advancements and increased retirement costs.

Services and supplies are recommended at \$336,133, a decrease of \$37,868 from 2020/21. This budget reflects operational services and supplies, social media services, and fairgrounds planning services. The FY 21/22 budget decrease is primarily due to the elimination of non-recurring costs for fiscal and organizational sustainability partially offset by increased intragovernmental charges for Information Technology and Risk Management. Information Technology increases represent allocations to cover the cost of enhancing technology capabilities citywide. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020-21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.

Information Technology

Information Technology is charged with responsibility for the City's diverse technology assets. Technology solutions are conceived jointly by IT and the departments, and then are planned and deployed appropriately and efficiently.

This division supports the technological needs of all the operating departments – over 340 full time users, 350 desktop computers, over six dozen laptop/mobiles, over six dozen network servers, and an interconnecting wide area network that covers 20 different locations. All users are provided with broad application, email, and internet support, telephone (both cellular and land lines) and communication services. The Division supports over 250 systems for public safety, including dispatch, police and fire records; many databases for enterprise-wide financial systems and permitting; customer

resource and requests (CRM) and work order systems; Geographic Information Systems (GIS) and computer-aided drafting (CAD); document management and webstreaming and archiving for all meetings; police body cameras, video surveillance and door access controls (key cards); and a collection of web-front ended systems for various uses, including HR/timecards and payments. Many of the application and management systems are cloud-based. The city has also become increasingly dependent upon video surveillance systems, which include over 100 cameras and access controlled (key cards) doors.

Information Technology provides data management, network security, purchasing, and environmentally friendly equipment disposal. IT provides general project assistance to all departments and on all levels. The division serves as the staff liaison to the Technology Committee, is the City representative to Petaluma Community Access (PCA), and coordinates and monitors video/cable TV franchise issues for the City.

Information Technology Budget

73100 INFORMATION TECH ADMISTRATION AND OPERATIONS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	762,008	796,578	863,806	913,207
Benefits	208,486	171,540	319,213	335,677
Services & Supplies	884,947	1,051,428	820,304	1,215,387
Capital Expenditures			630,000	280,000
Information Tech Administration and Operations	1,855,441	2,019,546	2,633,323	2,744,271

An Information Technology Budget of \$2,744,271 is recommended for 2021/22. This represents an increase of \$110,948 over 2020/21.

Salaries are recommended at \$913,207 representing an increase of \$49,401 over 2020/21. This reflects increases for workforce stabilization that includes aligning classification and compensation to remain competitive in the labor market as well as funds for an annual cost of living adjustment of 2.5%. Also driving the increase are position step advancements through the salary ranges.

Benefits are recommended at \$335,677 representing an increase of \$16,464 over 2020/21. This increase is due employee benefit selection and increased retirement costs.

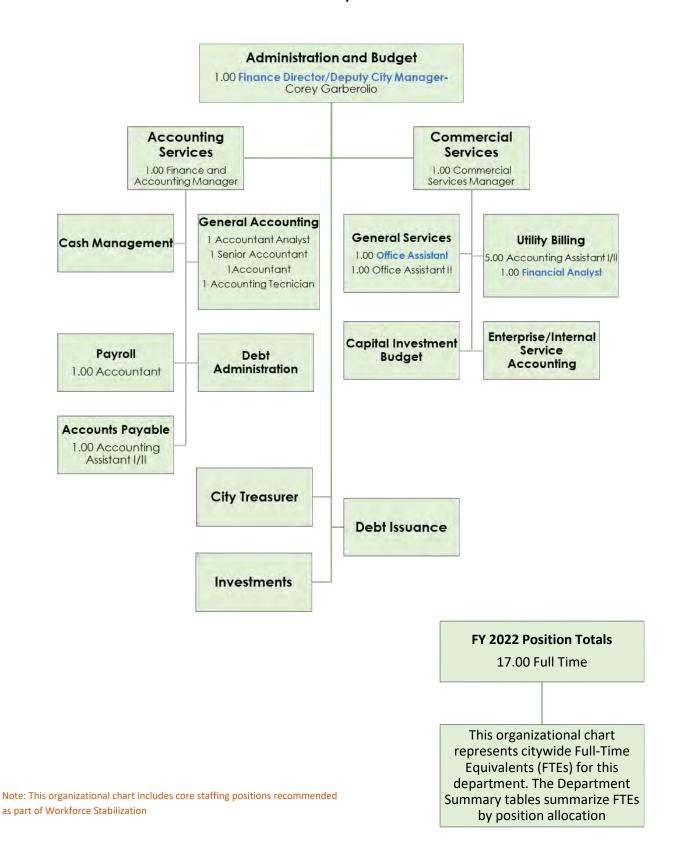
Services and supplies are recommended at \$1,215,387, an increase of \$395,083 over 2020/21. This budget reflects operational services and supplies, along with, software and hardware maintenance contracts, outside IT consulting services, and technology to work remotely. The FY 21/22 increase is due to the addition of one-time costs to increase technology capabilities citywide such as funding for database modernization and repair, additional consulting to meet demand, server virtualization and network upgrade. Also contributing to the increase is increased intragovernmental charges Risk Management. Risk Management increases are the result of a reinstatement of

allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020-21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.

Capital costs are recommended at \$280,000 a decrease of \$350,000 from 2020/21. This decrease reflects non-recurring costs for completed projects that include internet cloud storage and software upgrades.



Finance Department



Departmental Budget Overview

by Account Type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	1,112,052	1,152,450	1,402,110	1,421,731
Benefits	399,416	447,706	601,558	622,925
Services & Supplies	508,093	492,938	500,626	558,751
Finance Dept	2,019,561	2,093,094	2,504,294	2,603,407
Less Intragovernmental Offset	(1,245,343)	(1,284,837)	(1,259,461)	(1,493,667)
Finance Dept Net Cost	774,218	808,257	1,244,833	1,109,740
By Cost Center	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Finance Admin	549,428	584,425	587,907	656,240
Finance Accounting Service	747,562	782,607	926,770	935,370
Finance Commercial Service	510,147	580,885	711,342	742,556
Finance	1,807,137	1,947,917	2,226,019	2,334,166
Less Intragovernmental Offset	(1,245,343)	(1,284,837)	(1,259,461)	(1,493,667)
General Fund Finance Net Cost	561,794	663,080	966,558	840,499
General Svc-admin	7,038	5,754	5,647	8,087
General Svc-mail Services	93,267	65,107	141,585	135,847
General Svc-printing Services	112,119	74,316	131,043	125,307
Non General Fund Finance Net Cost	212,424	145,177	278,275	269,241
Finance Dept Net Cost	774,218	808,257	1,244,833	1,109,740

Description

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

Major Accomplishments and Highlights

- Received the Government Finance Officers Association Award for Excellence in Financial Reporting for prior fiscal year
- Received the Government Finance Officers Association Distinguished Budget Presentation Award for Fiscal Year 2020-2021
- Significant focus and effort on developing short- and long-term strategies for Fiscal and Organizational Sustainability during COVID and into the future
- Analysis of various financial assistance programs designed to support the residents of Petaluma and the local business community
- Continue implementation of strategies to reduce costs when and wherever possible
- Continued efficiencies made to online City payment systems to improve functionality while streamlining processes
- Redesign budget document to provide additional transparency and ease of understanding for the reader

Goals and Priorities

- Update the City's Cost Allocation Plan
- Continue to improve an automated online form entry and submission.
- Implement systems to facilitate efficiency during a natural disaster including offsite payment processing and electronic deposit, additional online electronic bill presentment and payment options, and inhouse electronic check scanning and deposit
- Assist with RFP selection for replacement Enterprise Resource Planning (ERP) system
- Complete review of all City fees and prepare to initiate fee study

Department Budget Summary

by Account Type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	1,112,052	1,152,450	1,402,110	1,421,731
Benefits	399,416	447,706	601,558	622,925
Services & Supplies	508,093	492,938	500,626	558,751
Finance Dept	2,019,561	2,093,094	2,504,294	2,603,407
Less Intragovernmental Offset	(1,245,343)	(1,284,837)	(1,259,461)	(1,493,667)
Finance Dept Net Cost	774,218	808,257	1,244,833	1,109,740

A Finance Department budget of \$2,603,407 is recommended for 2021/22. This represents an increase of \$99,113 over the revised budget for 2020/21.

Salaries are recommended at \$1,421,731, representing an increase of \$19,621 over 2020/21. This reflects increases for position step advancements.

Benefits are recommended at \$622,925 representing an increase of \$21,367 over 2020/21. This is attributed to employee benefit selections, increased retirement and workers compensation costs.

Services and supplies are recommended at \$558,751, an increase of \$58,125 over 2020/21. This category is mainly for audit, banking and online bill pay services, armor truck services, and equipment lease and intragovernmental charges. The FY21/22 increase is primarily due to an increase in intragovernmental charges for Information Technology and Risk Management. Information Technology increases represent allocations to cover the cost of enhancing technology capabilities citywide. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020-21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.

Workforce Stabilization – Core Staffing

Although core staffing appropriations are budgeted in the General Fund non-departmental division, as the year progresses and as more specifics are finalized, these appropriations will be moved to each general fund department where costs will permanently reside. More information can be found in the Measure U Overview and in the associated narrative. Below is a summary of core staffing costs attributable to the Finance department:

Annual Cost Estimate:	Recla	assification
General Fund		22,795
Non General Fund		22,795
Total Cost Estimate	\$	45,590

Administration

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

Administration Budget

11400 FINANCE ADMINISTRATION	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	149,115	184,325	180,798	188,432
Benefits	31,986	42,742	48,780	53,794
Services & Supplies	368,327	357,358	358,329	414,014
Finance Admin	549,428	584,425	587,907	656,240
Less Intragovernmental Offset	(436,649)	(409,886)	(386, 113)	(435,363)
General Fund Finance Administration Net Cost	112,779	174,539	201,794	220,877

A Finance Administration budget of \$656,240 is recommended for 2021/2022. This represents an increase of \$68,333 over 2020/21.

Salaries are recommended at \$188,432, representing an increase of \$7,634 over 2020/21. This increase is resulting from previously negotiated cost of living adjustments.

Benefits are recommended at \$53,794 and represents an increase of \$5,014 over 2020/21. This increase is mainly attributed to increased retirement and workers compensation costs and increases resulting from previously negotiated cost of living adjustments.

Services and supplies are recommended at \$414,014, an increase of \$55,685 over 2020/21. This category is mainly for audit services, banking services, Sonoma County property administration fees, online billing services and intragovernmental charges. The FY 21/22 increase is mainly attributed to an increase in intragovernmental charges for Information Technology and Risk Management. Information Technology increases represent allocations to cover the cost of enhancing technology capabilities citywide. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020/21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.

Accounting Services

The Accounting Services Division provides financial services for the City and is responsible for maintaining the City's accounting, payroll, and accounts payable systems. The Division is also responsible for grant fiscal management, capital asset reporting and the treasury function. The Team's primary objective is maintenance of complete and accurate financial records, safeguarding of City assets, implementation of effective internal controls and accurate and timely

payments to vendors and employees. Financial records are maintained in compliance with Generally Accepted Accounting Principles. The group works with the City's independent auditor and produces the Comprehensive Annual Financial Reports and Single Audit Reports. The Division provides information to outside agencies, City staff, the City Manager and the City Council.

Accounting Services Budget

11410 FINANCE ACCOUNTING SERVICE	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	497,060	490,729	616,617	618,394
Benefits	194,595	210,594	281,363	288,186
Services & Supplies	55,907	81,284	28,790	28,790
Finance Accounting Service	747,562	782,607	926,770	935,370
Less Intragovernmental Offset	(385,890)	(397,450)	(421,749)	(451,791)
General Fund Finance Accounting Service Net Cost	361,672	385,157	505,021	483,579

An Accounting Services budget of \$935,370 is recommended for 2021/22. This represents an increase of \$8,600 over 2020/21.

Salaries are recommended at \$618,394, an increase of \$1,777 over the prior year. This reflects increases for position step advancements and overtime costs.

Benefits are recommended at \$288,186, representing an increase of \$6,823 over 2020/21. This is attributed to employee benefit selections and increases in retirement and workers compensation costs.

Services and supplies are recommended at \$28,790, same as 2020/21.

Commercial Services

In the Finance Department, the Commercial Service division is responsible for revenue generating billing, cashiering, receivable and collection, and customer service 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 over 600 receipts per day. The City has approximately 5,200 business licenses generating approximately \$1,200,000 in annual revenues to the General Fund. A primary goal tor the department will be the development of more online payment options for customers.

Commercial Services Budget

11420 FINANCE COMMERCIAL SERVICE	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	364,255	412,214	496,663	510,693
Benefits	135,002	161,351	203,639	220,823
Services & Supplies	10,890	7,320	11,040	11,040
Finance Commercial Service	510,147	580,885	711,342	742,556
Less Intragovernmental Offset	(422,804)	(477,501)	(451,599)	(606,513)
General Fund Finance Commercial Service Net Cost	87,343	103,384	259,743	136,043

A Commercial Services budget of \$742,556 is recommended for 2021/22. This represents an increase of \$31,214 over 2020/21.

Salaries are recommended at \$510,693, an increase of \$14,030 over 2020/21. This reflects increases for position step changes.

Benefits are recommended at \$220,823, an increase of \$17,184. This is attributed to employee benefit selections slightly offset by increases in retirement and workers compensation costs.

Services and supplies are recommended at \$11,040, same as 2020/21.

General Services

The Commercial Services Division manages the City's General Services function, which includes mail, copying, purchasing and lockbox services.

General Services Budget

General Services	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	101,622	65,182	108,032	104,212
Benefits	37,833	28,019	67,776	60,122
Services & Supplies	72,969	51,976	102,467	104,907
General Services Total	212,424	145,177	278,275	269,241

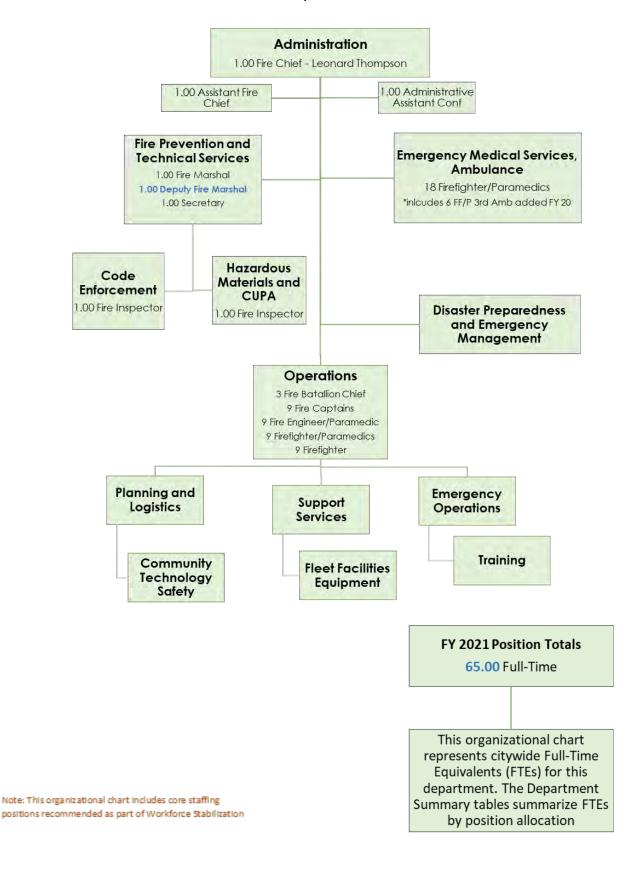
A General Services Division budget of \$269,241 is recommended for 2021/22. This represents a decrease of \$9,034 from the revised budget for 2020/21.

Salaries are recommended at \$104,212, representing a minor decrease of \$3,820 resulting from a vacant position budgeted at a lower step in the salary range.

Benefits are recommended at \$60,122, a \$7,654 decrease from the previous year due to changes in employee benefit selections and increased retirement and workers compensation costs.

Services and supplies are recommended at \$104,907, an increase of \$2,440 over 2020/21. This reflects an increase in Brinks and Bank Lockbox service charges. This budget is mainly for armor truck services, and equipment lease, repairs / maintenance.

Fire Department



Departmental Budget Overview

by Account Type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	8,301,566	8,731,174	9,089,584	9,431,050
Benefits	5,422,393	5,989,126	6,905,956	7,163,762
Services & Supplies	1,640,805	1,800,561	1,089,271	1,214,979
Utilities	53,685	47,018	38,000	43,700
Capital Expenditures		167,811		
General Fund Fire Department	15,418,449	16,735,690	17,122,811	17,853,491
By Cost Center	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Fire Admin	1,411,612	1,458,280	1,525,743	1,547,514
Fire Disaster Preparedness	2,970	2,704	75,000	75,000
Fire Hazardous Materials	166,015	175,157	186,902	317,824
Fire Prevention	370,340	389,407	369,736	416,357
Fire Suppresions	12,588,430	13,665,885	10,196,073	10,674,515
Fire Suppression-apparatus	192,355	193,514	72,080	72,080
Fire Suppression-building/grounds	33,081	36,401	19,500	19,500
Fire Suppression-communications	33,249	30,562	21,400	21,400
Fire Suppression-supplies	50,405	53,925	53,500	53,500
Fire Suppression-training	28,465	31,305	17,800	17,800
Ambulance	541,527	698,550	4,585,077	4,638,001

15,418,449

General Fund Fire Departmnet

17,122,811

16,735,690

17,853,491

Description

The Petaluma Fire Department is an all-risk department whose primary responsibility is the prevention and extinguishment of fires. Additionally, the Department provides medical treatment and transport of the sick and traumatically injured, extrication and rescue of victims, the overall management of emergency-related events impacting the health, welfare and safety of citizens and visitors to the Petaluma area. Founded in 1857, the Department has delivered emergency services 24-hours a day, every day for over 164 years. Petaluma's population has grown to over 62,000, and the call volume for emergency service has increased proportionately. During FY 2020/21, crews responded to over 7000 emergency events; averaging roughly 19+ active calls for service each day. Emergency calls for service are projected to increase 5% during FY 2021/2022.

Major Accomplishments and Highlights

- Over 30 personnel assisted in the LNU Lightning Complex and Glass firefights that impacted several Sonoma County communities and threatened many others during the summer and fall of 2020. Petaluma firefighters also assisted at several other large fires throughout the state during this past fiscal year.
- At the onset of the COVID-19 pandemic the Fire Prevention Bureau implemented innovative processes including virtual fire code and new construction inspections using "facetime". This ensured the continued fire safety within the community and enabled contractors to continue construction on vital housing projects that were allowed to continue during the pandemic. The Bureau also provided guidance, support, and enforcement of new programs such as Free-Range and others to ensure life and fire safety.
- The Fire Department implemented several personal protective procedures and equipment to prevent the spread of COVID between medical patients and Fire Department personnel. The Department also implemented multiple mitigation measures in the fire stations to prevent the spread amongst personnel.
- The Fire Prevention Bureau's fleet and the Fire Chief's sedan were replaced with more fuel-efficient models. The Fire Chief's vehicle was acquired through a lease to ensure future upgrades as technology changes and carbon-neutral alternatives develop.
- The Citizens Organized to Prepare for Emergencies (COPE) program continued throughout the pandemic using virtual platforms.

Goals and Priorities

- Replace the Fire Headquarters Station to ensure seismic stability to ensure availability of personnel and equipment during and after an earthquake.
- Upgrade and modernize Fire Department facilities to increase member privacy, accommodate a more diverse work force, and become carbon neutral.
- Continuously re-evaluate emergency service demand and opportunities to support community risk reduction to determine proper staffing levels and deployments.

- Continuously re-evaluate the Fire Department fleet's age, condition, and replacement
 options to plan for acquiring and maintaining a reliable fleet while planning for carbonneutral alternatives as technology changes.
- Obtain ongoing revenue for scheduled or emergency replacement of equipment, personal protective supplies, and apparatus.

Department Budget Summary

	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	8,301,566	8,731,174	9,089,584	9,431,050
Benefits	5,422,393	5,989,126	6,905,956	7,163,762
Services & Supplies	1,640,805	1,800,561	1,089,271	1,214,979
Utilities	53,685	47,018	38,000	43,700
Capital Expenditures	-	167,811	-	-
General Fund Fire Department	15,418,449	16,735,690	17,122,811	17,853,491

A Fire Department budget of \$17,853,491 is recommended for 2021/2022. This is an increase of \$730,680 over 2020/2021.

Salaries are recommended at \$9,431,050 an increase of \$341,466 over 2020/2021. This increase is mainly attributed position step advancements, higher overtime costs and an increase in special pays for qualifying employees.

Benefits are recommended at \$7,163,762, an increase of \$257,806 over 2020/2021. This increase is attributed position step advancements, and an increase in retirement and workers compensation costs.

Services and supplies are budgeted at \$1,214,979 an increase of \$125,708 over 2020/2021. This budget is mainly for dispatch services, software support, fire suppression equipment maintenance and repairs, fire stations supplies, maintenance and repairs, and training along with education. The Ambulance billing services appropriations are also included in this budget. The FY20/21 increase is mainly attributed to an increase in intragovernmental charges for Information Technology and Risk Management. Information Technology increases represent allocations to cover the cost of enhancing technology capabilities citywide. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020/21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.

Utilities are budgeted at \$43,700 and increase of \$5,700 over 2020/2021. This is mainly attributed to anticipated utility costs increase.

No capital purchases are recommended in 2021/2022.

Workforce Stabilization – Core Staffing

Although core staffing appropriations are budgeted in the General Fund non-departmental division, as the year progresses and as more specifics are finalized, these appropriations will be moved to each general fund department where costs will permanently reside. More information can be found in the Measure U Overview and in the associated narrative. Below is a summary of core staffing costs attributable to the Fire department:

	Fire Prevention Deput		
Annual Cost Estimate:		Fire Marshall	
General Fund	\$	122,234	
Non General Fund			
Total Cost Estimate	\$	122,234	

Administration

Fire Administration provides comprehensive administrative oversight and support to the Fire Department with an emphasis on strategic planning, personnel management, recruitment, budget preparation, expenditure control, implementation of new revenue-producing programs and it is responsible for the leadership, management, and support of the Fire Department. This work is accomplished through cooperation from the Department's five divisions: Operations/Disaster Preparedness, Fire Prevention/Inspections, Communication/Technology, Training/Logistics, Support Services (Safety/Wellness, Fleet, and Facilities), and Emergency Medical Services. Fire Administration is responsible for ensuring that the Mission, Goals, Policies and Priorities of the Petaluma Fire Department and of the City of Petaluma are accomplished.

Administration Budget

13100 FIRE ADMINISTRATION		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		464,083	456,380	681,202	555,452
Benefits		259,897	305,722	417,690	433,803
Services & Supplies		633,947	649,160	388,851	514,559
Utilities		53,685	47,018	38,000	43,700
General	Fund Fire Administration	1,411,612	1,458,280	1,525,743	1,547,514

A Fire Administration budget of \$1,547,514 is recommended for 2021/2022. This is an increase of \$21,771 over 2020/2021.

Salaries are recommended at \$555,452 representing a decrease of \$125,750 from 2020/2021. This decrease is mainly attributed to reallocation of personnel wages to Hazardous materials and Fire prevention cost centers to reflect the costs to operate the City's fire prevention division, a vacant position budgeted at a lower step, slightly offset by position step advancements.

Benefits are recommended at \$433,803 representing an increase of \$16,113 over 2020/21. This is mainly due to increased retirement costs, workers' compensation costs, and employee benefit selections, slightly offset by the associated benefits related to reallocation of personnel wages to Hazardous materials and Fire prevention divisions.

Services and supplies are budgeted at \$514,559, an increase of \$125,708 over 2020/2021. This budget is mainly for fire dispatch services, intragovernmental charges and software maintenance and support. The FY 20/21 increase is mainly attributed to an increase in intragovernmental charges for Information Technology and Risk Management. Information Technology increases represent allocations to cover the cost of enhancing technology capabilities citywide. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020/21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.

Utilities are budgeted at \$43,700, an increase of \$5,700. This is mainly attributed to anticipated utility costs increase.

Disaster Preparedness Program

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 on FEMA-required training associated with the National Incident Management System (NIMS), Standardized Emergency Management System (SEMS) and Incident Command System (ICS). Annual training on managing the Emergency Operations Center (EOC) is provided to City personnel. The Fire Department hosts a quarterly community presentation on Disaster Preparedness entitled COPE (Citizens Organized to be Prepared for Emergencies). Through the COPE program, the Department offers disaster preparation advice and materials for participants to help organize their own neighborhoods. 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.

Disaster Preparedness Program Budget

13200 FIRE DISASTER PREPAREDNESS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies	2,970	2,704	75,000	75,000
General Fund Fire Disaster Preparedness	2,970	2,704	75,000	75,000

There are no salaries or benefits in this budget section.

A Disaster Preparedness program budget for services and supplies of \$75,000 is recommended for 2021/2022 and represents no change from 2020/2021.

Hazardous Materials (Hazmat CUPA program)

The Fire Prevention Bureau (FPB) regulates the use of hazardous materials in Petaluma and is certified by CalEPA as a Certified Unified Program Agency (CUPA). Through the CUPA inspection program FPB staff assists our community in maintaining compliance. The FPB employs hazardous materials specialists who respond to releases of hazardous materials in the community and provide technical support and oversight for cleanups. The FPB strives to assist businesses in Petaluma by providing training and education to help them understand the regulations to prevent accidents and releases of hazardous materials that could pose a significant health hazard and threat to life, property, and the environment, if such a release occurred. FPB personnel work cooperatively with Fire Operations staff to maintain hazardous materials response readiness.

Hazardous Materials Budget

13300 FIRE HAZARDOUS MATERIALS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	101,354	103,984	111,356	196,252
Benefits	61,322	66,090	73,696	119,722
Services & Supplies	3,339	5,083	1,850	1,850
General Fund Fire Hazardous Materials	166,015	175,157	186,902	317,824

A Hazardous Materials budget of \$317,824 is recommended for 2021/2022 and represents an increase of \$130,922 over 2020/2021.

Salaries are recommended at \$196,252 for 2021/2022. This is an increase of \$84,896 over 2020/2021 and is attributed to reallocation of personnel wages from the administration cost center to reflect the costs to operate the City's fire prevention division, slightly offset by a vacant position budgeted at a lower step.

Benefits are recommended at \$119,722 for 2021/2022. This is an increase of \$46,026 over 2020/2021 and due to increased retirement costs and the associated benefits related to reallocation of personnel wages to Hazardous materials and Fire prevention divisions.

Services and supplies of \$1,850 are recommended for 2021/2022 and represents no change from 2020/2021.

Fire Prevention & Technical Services

The Fire Prevention Bureau's (FPB) primary mission is to provide fire and life safety public education to all age groups of the community, as well as to enforce local and State laws that promote safety and protect life and the environment, as well as personal and public property. The FPB provides detailed, pre-development plan reviews to ensure compliance with the law, and it coordinates efforts with other City departments, such as Building, Planning, and Public Works to ensure fire and life safety protection is present in all new, expanded and/or remodeled buildings. FPB personnel deliver fire prevention and life safety messages to multiple facets within the community throughout each year.

Fire Prevention & Technical Budget

13400 FIRE PREVENTION	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	159,970	171,766	216,767	245,096
Benefits	102,564	110,841	127,569	145,861
Services & Supplies	107,806	106,800	25,400	25,400
General Fund Fire Prevention	370,340	389,407	369,736	416,357

A Fire Prevention & Technical Services budget of \$416,357 is recommended for 2021/2022 and represents an increase of \$46,621 over 2020/2021.

Salaries are recommended at \$245,096 for 2021/2022, an increase of \$28,329 from 2020/2021. This increase is attributed to reallocation of personnel wages from the administration cost center to reflect the City's fire prevention division operations cost, slightly offset by a vacant position budgeted at a lower step.

Benefits are recommended at \$145,861 for 2021/2022, an increase of \$18,292 over 2020/2021. This is mainly due to increased retirement and workers' compensation costs.

Services and supplies of \$25,400 are recommended for 2021/2022 and represents no change from 2020/2021.

Emergency Response Division-Suppression/Operations

The Emergency Response Division is responsible for all services related to emergency operations including fire suppression, emergency medical treatment and transport, extrication and rescue, communications and the health, safety, and protection of all Fire Department members. This Division is responsible for the delivery of essential emergency services to all residents, businesses and visitors in Petaluma and parts of the surrounding area through automatic and mutual aid agreements with surrounding fire agencies. The Department daily staffs one Battalion Chief, two engines, a cross-staffed engine/ladder truck, and three ALS ambulances with Firefighter/Paramedics that are also a part of most suppression/operation responses including fires, rescues, and vehicle accidents. Over 80% of the time, Petaluma Fire Department apparatus are staffed with at least one paramedic and are able to deliver first-response medical care at the Advanced Life Support (ALS) level of care. The Department successfully maintains an Insurance Services Office (ISO) rating of 2.

Suppression/Operations Budget

Fire Suppression	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	7,533,671	7,935,892	5,684,374	6,127,500
Benefits	4,995,140	5,504,099	4,454,699	4,490,015
Services & Supplies	397,174	571,601	241,280	241,280
General Fund Fire Suppression	12,925,985	14,011,592	10,380,353	10,858,795

A Suppression/Operations budget of \$10,858,795 is recommended for 2021/2022. This represents an increase of \$478,442 over 2020/2021.

Salaries are recommended at \$6,127,500, an increase of \$443,126 over 2020/2021. This increase is mainly attributed to overtime costs, benefits selections, wage increases for step advancements, and an increase in special pays for qualifying employees.

Benefits are recommended at \$4,490,015, an increase of \$35,316 over 2020/2021. This is mainly attributed to increased retirement and workers' compensation costs.

Services and supplies are recommended at \$241,280 for 2021/2022 and represents no change from 2020/2021. This budget is mainly for fire safety and rescue equipment, fire vehicle maintenance and repairs, fire stations supplies, maintenance and repairs, communication equipment supplies, and employee training and education.

Emergency Response Division- Ambulance Emergency Response

The Ambulance Response Division consists of three ALS paramedic ambulances and one part-time Basic Life support (BLS) ambulance. In addition to providing service to the 62,000 residents and visitors to the City, these ambulances also provide care and transport to persons in much of the South County area and parts of Marin County. This division is managed by the Operations Division but much of this service requires contract support services including a quality improvement coordinator/educator, a medical director, and an ambulance service billing contractor.

Personnel staffing the ALS ambulances are also a vital part of fire, rescue, and other responses. A large portion of the cost of this program is off set through ambulance billing and both state and federal reimbursement.

Ambulance Budget

13600 AMBULANCE	2	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		42,488	63,152	2,395,885	2,306,750
Benefits		3,470	2,374	1,832,302	1,974,361
Services & Supplies		495,569	633,024	356,890	356,890
	Ambulance	541,527	698,550	4,585,077	4,638,001

An Ambulance Emergency Response budget of \$4,638,001 is recommended for 2021/2022. This represents an increase of \$52,924 over 2020/2021.

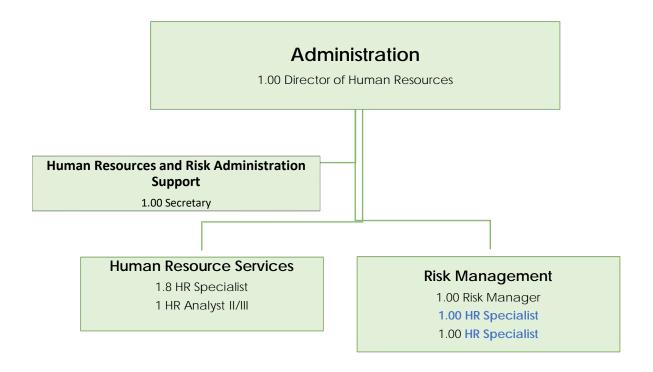
Salaries are recommended at \$2,306,750, a decrease of \$89,135 from 2020/2021. This decrease is mainly attributed to lower overtime costs, slightly offset by wage increases for step advancements, and an increase in part time wages.

Benefits are recommended at \$1,874,361, an increase of \$142,059 over 2020/2021. This is mainly attributed to employee benefits selection, increased retirement, and workers' compensation costs.

Services and supplies are recommended at \$356,890 for 2020/2021 and represents no change from 2020/2021. This budget is mainly for the Ambulance billing service and medical supplies.



Human Resources Department



This organizational chart represents citywide Full-Time Equivalents (FTEs) for this department. The Department Summary tables summarize FTEs by position allocation

Note: This organizational chart includes core staffing positions recommended as part of Workforce Stabilization

Departmental Budget Overview

by Account Type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	546,523	661,831	715,228	722,829
Benefits	290,506	334.044	351,465	411,092
Services & Supplies	7,687,603	3,096,885	5,865,223	6,752,797
Transfers	90,000	-	-	0,702,707
Human Resources Department	8,614,632	4,092,760	6,931,916	7,886,718
Less Intragovernmental Offset	(400,966)	(388, 134)	(395,430)	(513,516)
Human Resources Department Net Cost	8,213,666	3,704,626	6,536,486	7,373,202
By Cost Center	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Human Resources Administration and Operations	555,842	757,391	788,527	888,296
Less Intragovernmental Offset	(400,966)	(388, 134)	(395,430)	(513,516)
General Fund Human Resources Admin/operations Net Cost	154,876	369,257	393,097	374,780
Employee Benefit-admin/other	156,484	110,415	33,178	285,805
Employee Benefit-dental Program	-	-	-	-
Employee Benefit-retirEmployee Benefits	297,309	318,452	313,423	313,423
Employee Benefit-unemployment Program	6,409	74,088	30,000	30,000
Employee Benefit-vision Program	-	-	=	-
Employee Benefit	118,131	110,837	534,926	534,926
Workers Comp	6,215,529	1,487,584	3,422,110	3,652,632
Employee Benefits	6,793,862	2,101,376	4,333,637	4,816,786
Risk Mgmt Admin/operations	1,264,928	1,233,993	1,809,752	2,181,636
Risk Mgmt Admin/operations	1,264,928	1,233,993	1,809,752	2,181,636
Human Resources Department Net Cost	8,213,666	3,704,626	6,536,486	7,373,202

Description

The Human Resources Department provides a full range of human resources services and support to departments within the City. Those services include recruitment and selection; employee orientation and training; classification and compensation; policy development and documentation; performance management; risk management; labor relations; and employee relations. The Department also ensures compliance with federal, state, and local employment law, manages the City's benefit programs, and oversees the City's workplace safety program. Additionally, the department encompasses the Risk Management division.

Major Accomplishments and Highlights

- Developed and implemented various COVID-19 related policies and procedures to limit and manage potential employee exposure to COVID-19 and in turn support continuity of essential City services. (City Council Objective 1, workplan item #10)
- In line with City Council Objective 1, workplan item #8, HR will have conducted roughly fifty (50) full-time and part-time recruitments and will have screened approximately 1,600 applications by the end of the fiscal year. Ensuring City staffing needs are met timely and that the City recruits and retains a diverse and skilled workforce remains a top priority for the department.
- Worked with bargaining Units 1-3, 4, 9, and 11 to negotiate non-economics, including consolidated contracts to achieve efficiencies in managing labor relations.
- In compliance with state regulations, rolled out expanded anti-harassment training to all City staff. (City Council Objective 1, workplan item #12)
- Recovered \$22,900 from at fault parties for damages to City property.

Goals and Priorities

- Work with all five labor groups to negotiate successor contracts and/or meet reopener requirements.
- Update City of Petaluma Personnel Rules and Regulations and Administrative Policies.
- Host a variety of trainings in compliance with federal/state regulations, hands-only CPR and automated external defibrillator demonstration, safety, de-escalation and workplace security, and various trainings through the LCW Consortium. (City Council Objective 1, workplan items #10 and 12)
- Review and evaluate the City's overall insurance programs to maintain fiscal sustainability through limiting and reducing expenditures.
- Prioritize staff health and wellness to ensure that our staff are physically and mentally healthy. Develop a Wellness Committee to a reprioritize staff safety initiatives. (City Council Objective 1, workplan item #10)

Department Budget Summary

by Account Type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	546,523	661,831	715,228	722,829
Benefits	290,506	334,044	351,465	411,092
Services & Supplies	7,687,603	3,096,885	5,865,223	6,752,797
Transfers	90,000	-	=	-
Human Resources Department	8,614,632	4,092,760	6,931,916	7,886,718
Less Intragovernmental Offset	(400,966)	(388, 134)	(395,430)	(513,516)
Human Resources Department Net Cost	8,213,666	3,704,626	6,536,486	7,373,202

A Human Resources Department budget of \$7,886,718 is recommended for 2021/22. This represents an increase of \$954,802 over 2020/21.

Salaries are recommended at \$722,829 for 2021/22 representing an increase of \$7,601 over 2020/21. This increase is mainly due to attributable to a full year's cost of for the recent Risk Manager position and position step advancements.

Benefits are recommended at \$411,092 for 2021/22 representing an increase of \$59,627 over 2020/21. This is attributed to employee benefit selections and increased retirement costs.

Services and supplies are recommended at \$6,752,797 for 2021/22, an increase of \$887,574 over 2020/21. This budget is mainly for a consultant labor negotiator, employee education and training, pers interfund loan paydown, insurance premiums, and risk and workers compensation settlements. The FY 21/22 increase is mainly due to anticipated increased insurance premium costs, settlements and claims in both the Risk Management and Workers Compensation funds as well as increased intragovernmental charges for Risk Management in Human Resources Administration, and employee wellness program.

Transfers are recommended at \$0.

Workforce Stabilization – Core Staffing

Although core staffing appropriations are budgeted in the General Fund non-departmental division, as the year progresses and as more specifics are finalized, these appropriations will be moved to each general fund department where costs will permanently reside. More information can be found in the Measure U Overview and in the associated narrative. Below is a summary of core staffing costs attributable to the Human Resources department:

Annual Cost Estimate:	HR Specialist	Reclassification	Total
General Fund	56,167	4,371	60,537
Non General Fund	56,167	4,371	60,537
Total Cost Estimate	\$ 112,333	\$ 8,741	\$ 121,074

Administration

Human Resources Administration provides a full range of human resources services and support to departments within the City.

Administration Budget

11600 HUMAN RESOURCES ADMIN/OPERATIONS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	360,049	476,017	502,901	503,217
Benefits	121,356	152,618	153,003	183,435
Services & Supplies	74,437	128,756	132,623	201,644
Human Resources Admin/operations	555,842	757,391	788,527	888,296
Less Intragovernmental Offset	(400,966)	(388,134)	(395,430)	(513,516)
General Fund Human Resources Admin/operations Net Cost	154,876	369,257	393,097	374,780

A Human Resources Administration General Fund budget of \$888,296 is recommended for 2021/22. This represents an increase of \$99,769 over 2020/21.

Salaries are recommended at \$503,217 for 2021/22 representing an increase of \$316 over 2020/21.

Benefits are recommended at \$183,435 for 2021/22 representing an increase of \$30,432 over 2020/21. This is attributed to employee benefit selections and increased retirement costs.

Services and supplies are recommended at \$201,644 an increase of \$69,021 over 2020/21. This budget mainly reflects the operational services and supplies, an outside labor relations consultant, and employee education and training. The FY21/21 increase is due to increased legal services and consulting costs in addition to increased intragovernmental charges for Information Technology and Risk Management. Information Technology increases represent allocations to cover the cost of enhancing technology capabilities citywide. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020-21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.

Employee Benefits

The Human Resources Department administers employee and retiree health benefits.

Employee Benefits Budget

Employee Benefits	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	-	=	=	=
Benefits	111,563	120,258	125,000	125,000
Services & Supplies	466,770	493,534	786,527	1,039,154
E	Employee Benefits 578,333	613,792	911,527	1,164,154

Employee Benefits budget of \$1,164,154 is recommended for 2021/22. This is a slight increase of \$252,627 over 2020/21.

Benefits are recommended at \$125,000 for 2021/22 and represent estimated payments to retirees for post-employment benefits. This is unchanged from 2020/21.

Services and Supplies are recommended at \$1,039,154 for 2021/22. This is a slight increase of \$252,627 over 2020/21. Appropriations in this category account for the annual payback for the outstanding interfund loan initiated in 2017 to paydown a portion of the PERS unfunded liability, resulting in annual savings of approximately \$200k/year. Resources for this loan come from all other funds where employees' costs are budgeted. Also included are costs for unemployment and additional expenses for post-employment benefit payments. The overall increase is mainly attributed to an increase in intragovernmental charges for Risk Management. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020/21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service, and an employee wellness program.

Risk Management

Risk Management is responsible for the management and administration of the City's self-insurance and purchased insurance programs. It also provides a multitude of risk management services and guidance to the City Council, City Management, City staff, and the citizens.

Risk Management is a division of the Human Resources Department. Its primary objectives are the City of Petaluma's safety program, risk mitigation, and implementation of various risk transfer programs and activities that minimize the City's exposure to litigation. Risk Management strives to manage, control, minimize or eliminate risk, to the extent that citizens and personnel can be reasonably protected from hazards, while ensuring that the financial solvency of the City will not be jeopardized so that City resources can be conserved for other uses. This function 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 Risk Management program is oriented toward comprehensive proactive global 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.

Risk Management Budget

74100 Risk Mgmt Administration and Operations	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	186,474	185,814	212,327	219,612
Benefits	57,587	61,168	73,462	102,657
Services & Supplies	930,867	987,011	1,523,963	1,859,367
Transfers	90,000	-	-	-
Risk Mgmt Admin/operations	1,264,928	1,233,993	1,809,752	2,181,636

A Risk Management budget of \$2,181,636 is recommended for 2021/22. This represents an increase of \$371,884 over 2020/21.

Salaries are recommended at \$219,612 an increase of \$7,285 over 2020/21 due to a full year cost of the revised Risk Manager classification, employees advancing in the salary step range and workforce stabilization costs.

Benefits are recommended at \$102,657 an increase of \$29,195 over 2020/21. This change is attributed to employee benefit selection and increased retirement costs.

Services and Supplies are recommended at \$1,859,367 an increase of \$335,404 over 2020/21. This increase is mainly due to anticipated higher insurance premium costs and increased settlements and claims.

Transfers are recommended at \$0. This remains unchanged from 2020/21.

Workers' Compensation

Risk Management also manages the City's Workers' Compensation (WC) program, which pays medical costs and wage replacement in accordance with California law for employees injured on the job.

Workers' Compensation Budget

76100 Workers Comp		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies		6,215,529	1,487,584	3,422,110	3,652,632
	Workers Comp	6,215,529	1,487,584	3,422,110	3,652,632

The Workers Compensation budget of \$3,652,632 is recommended for 2021/22. This represents an increase of \$230,522 over 2020/21. This increase is mainly based on anticipated increased settlements and claims from the current actuarial report.

Measure U Cost Center

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

Since the adoption of Measure U, staff worked to distill and prioritize the needs into several thematic categories. This information was brought forward for discussion on March 8th at a City Council special workshop titled *Workforce Stabilization and Infrastructure*. These categories are:

- Deficit Backfill As reported during the FOS process and more recent General Fund forecasts, the City expects to encounter an average annual budget deficit of approximately \$6.4 million each year over the five years of the forecast. Thus, nearly 50% of Measure U funds will serve to bolster *existing* programs and services, and ensure that additional budget cuts, layoffs or other service reductions are avoided.
- 2. Workforce Stabilization This category is focused on rebuilding, stabilizing and improving the City workforce through a number of important initiatives, which in turn improves the City services:
 - a. Classification and Compensation Study Implementation In January 2020, the City received the results of a classification and compensation study. This study included most job classifications in the City, and examined comparable classifications in other jurisdictions, the salaries, benefits, and other cash compensation. This study provides the City a benchmark for whether Petaluma's compensation is at or below market. More discussion of this category will be brought forth as we conclude the collective bargaining process with our labor unions and are able to implement the class/comp study.
 - b. Regular Cost of Living Adjustments A recommendation from the FOS process was to plan for and provide regular salary cost of living adjustments ("COLAs"). Once the class/comp study has been implemented, providing regular COLAs helps the City remain competitive in the broader employment marketplace by keeping salaries and benefits on pace with surrounding jurisdictions.
 - c. Core Staffing The City's General Fund-funded workforce was reduced significantly in response to the Great Recession and, while a few positions have been added back, it remains approximately 16% below pre-recession levels. Note that core staffing is about what functions are needed to be a well-run, responsive, full-service City. This category includes recommendations intended to improve City service levels, address workload issues in a variety of departments, and respond to the community's and Council's stated priorities for Measure U.

- 3. Infrastructure Investments The FOS process identified the significant gaps that currently exist in Petaluma's infrastructure investment. This includes more than \$100 million in deferred road maintenance; dozens of City-owned buildings that are badly in need of major refurbishing; and many other infrastructure categories that require significant annual investment that the City has not performed for decades.
- 4. Priority Initiatives There are several new and/or important programs that have been identified for possible funding with Measure U revenues. Funding for priority initiates is estimated to be available annually to fund various programs. More specifically, in the current fiscal year 2021, the City will be receiving an estimated \$2.5 million from the April June period from Measure U, as the measure officially begins to be collected with city limits on April 1, 2021. Many priority initiatives were brought forward for discussion and approved through mid year budget adjustments. The current year priority initiatives included new programs, initiatives and one-time projects that require funding to jump start which have been identified as Council and community priorities. They include homeless prevention, technology upgrades, emergency preparedness, climate action initiatives, and the initial CAHOOTS model funding. Additional priority initiatives have been identified for FY 2022 and are discussed below.

Measure U Budget

11150 MEASURE U		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies		-	-	-	-
Transfers				2,500,000	12,411,527
	Measure U Fund	_	-	2.500.000	12.411.527

Measure U sales tax revenues are estimated at \$12.5M for FY 21/22, slightly lower than previous estimates due to impacts resulting from the pandemic. As with other sales tax estimates, we will continue to monitor closely and adjust as more information is received.

A Measure U budget of \$12,411,527 is recommended for 2021/22. Funds are *transferred out* to the applicable fund where the costs reside. This is representative a full year of sales tax revenue programmed to cover the various costs in the themed categories shown below:

Investment Themed Categories: 1. Deficit Backfill	Funding for existing operations	FY 2021/2022 4,844,527
2. Workforce Stabilization	Core Staffing, Class/Comp and COLA	2,968,595
Infrastructure Investments Priority Initiatives	Roads and Public Safety Facility Climate Initiatives- Energy Assessment, Electric Chargers, Generators (PSPS)	4,194,405 404,000
Total Measure U Spending	· ,	12,411,527

Deficit backfill provides necessary resources to maintain existing service levels without the threat of layoffs. For many years, the City has relied on the General Fund 5-year forecast which has proven to be accurate and assisted with planning. The forecast has continued to show, on average, an annual deficit of approximately \$6.4m each year over the duration of the forecast.

Thus, nearly 50% of Measure U funds will serve to bolster existing programs and services and ensure that additional budget cuts or service reductions are avoided.

Workforce Stabilization is essential for delivering services to the Community. Rebuilding, stabilizing, and improving the City workforce through the initiatives discussed above will improve City services. This is vital to be successful in initiating new programs and projects in the community. Below is the Citywide core staffing summary table presented at the March 8th Workforce Stabilization Council workshop. Positions showing as either partially or fully funded by the General Fund, will be utilizing the new revenue source to fund the need. Other positions necessary to meet service levels and show as funded by non-general funded sources, will not be utilizing the new revenue source and instead will be funded by other enterprise or utility funding sources. This table includes one addition since the workshop and that is funds for the City Clerk's office to address rising demand and includes a limited term Records Coordinator to assist with responding to internal and external requests. This table includes core staffing only by department and does not include class/comp or COLA also included in Workforce Stabilization:

Core Staffing Recommended Additions - First Phase							
City Department		General Fund Cost	Non General Fund Cost		Total Cost	Total FTE Additions*	
City Attorney	\$	49,744	\$ 49,744	\$	99,487	0.50	
Economic Development and Open Government		161,618	162,460		324,078	2.00	
City Clerk		45,000	45,000		90,000	1.00	
City Manager		138,945	138,945		277,890	2.00	
Finance		22,795	22,795		45,590	-	
Fire		122,234	-		122,234	1.00	
Community Development (Building, Planning, Housing) A		348,534	318,348		666,881	1.5 + Reorg	
Human Resources		60,537	60,537		121,074	1.00	
Police		1,037,213	-		1,037,213	6.50	
Public Works and Utilities		49,871	1,381,070		1,430,941	11.50	
Parks and Recreation		82,106	-		82,106	-	
Grand Total	\$	2,118,595	\$ 2,178,898	\$	4,297,493	27.00	
A Reorganization to provide increased support							
*Represents new positions, if blank only position reclassifications are recommended							

Infrastructure investments provides the resources necessary to jump start the road maintenance and reconstruction program that is significantly needed in Petaluma. As discussed during the March 8th workshop, staff is recommending the City issue bonds to front load the road maintenance effort. Funding the program up front will provide the resources necessary to improve City streets immediately and have the most positive impact on PCI, preventing further deterioration of City streets and additional increased costs to repair. Funding is also included to improve city owned public safety facilities. A site analysis will be initiated during FY 22 and it is anticipated that a plan will be brought forward during the fiscal year once more information is obtained.

Finally, priority initiatives include \$100,000 of funding for fast electric chargers and \$124,000 for generators at the City Hall and Police Department to address the ongoing need due to the rise in public safety power shutoffs. Also included is \$180,000 for an energy assessment of all City facilities.

Non-Departmental Description

The Non-Departmental budget provides for General Fund expenses which are of a citywide benefit and/or not more appropriately charged to any other budget, such as Petaluma's dues for agencies such as Association of Bay Area Governments (ABAG), Local Agency Formation Commission (LAFCO), and the League of California Cities. Appropriations are also used to offset anticipated employee separation costs, and/or to budget monies held in reserve for employee salary adjustments. Also included in non-department for FY 2021-22 are workforce stabilization appropriations funded by Measure U. Funds from Measure U are transferred into the General Fund to cover workforce stabilization costs appropriated in this cost center.

Non-Departmental Budget

11800 NON DEPARTME	ENTAL	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		-	-	128,812	2,401,243
Benefits				563,621	1,832,464
Services & Supplies		596,262	599,012	640,000	640,000
	General Fund Non Departmental	596,262	599,012	1,332,433	4,873,707

A Non-Departmental budget of \$4,873,707 is recommended for 2021/22. This is an increase of \$3,541,274 over 2020/21.

Salaries and benefits are recommended at \$4,233,707, an increase of \$3,541,274 over 2020/21. Appropriations in this department will provide the resources necessary to initiate Workforce Stabilization in the General Fund. A total of \$3,079,000 is included for increased costs to address core staffing needs, adjustments to bring classifications and compensation in alignment with neighboring agencies to remain competitive in hiring and retaining talented staff and funding for a 1.25% cost of living adjustment (COLA) in FY 22 and expected annually thereafter. A portion of this budget, \$426,546, is directly offset by increased revenues resulting from allocating a portion of costs to non-general fund departments. Additional funding of approximately \$500,000 is included to fund anticipated negotiation impacts and accounts for the other 1.25% cost of living adjustment for a total COLA of 2.5%. Funding of \$125,000 is included for the ongoing recruitment program in the Police Department. Also included is funding of \$500,000 for costs incurred when an employee separates employment from the City. As the year progresses, negotiations are settled, and more specifics are finalized, the appropriations held in this non-departmental category will be moved to each general fund department budget where costs will permanently reside.

Services and Supplies of \$640,000 are recommended, no change from 2020/21, and reflects costs for the animal control services that is currently contracted out as well as dues and membership costs.

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

General Fund Cost Center

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

General Fund Cost Center Budget

11100 GENERAL FUND COST CENTER	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Benefits			-	-
Services & Supplies	1,503	1,409	1,738	1,696
Transfers	1,175,053	1,377,729	2,297,460	1,939,507
General Fund Cost Center	1.176.556	1.379.138	2.299.198	1.941.203

A General Fund budget of \$1,941,203 is recommended for 2021/22. This represents a decrease of \$357,995 from 2020/21.

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

Services and supplies are budgeted at \$1,696, a decrease of \$42 from 2020/21.

Transfers Out are budgeted at \$1,939,507 for 2021/22, a decrease of \$357,953 from 2020/21. Transfers out include funding of \$498,473 to support Storm Water operating costs in the Storm Water fund, \$93,580 to the Waste water fund for settlement costs, \$34,000 to Parks CIP for playground equipment replacement, \$71,454 to the CIP for LED Streetlight Interfund Loan payback, \$300,000 to the Vehicle Replacement Fund to fund purchase of vehicles necessary to perform services, and reserved funds for the General Plan Update of \$742,000 and Turf Replacement of \$200,000 transferred to the applicable funds to cover costs of the project. This decrease is mainly the result of less transfers out expected in FY 22 than occurred in FY 21 for both the General Plan and Turf Replacement projects.

Transient Occupancy Tax- Community Promotion

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

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

Transient Occupancy Tax Budget

2520 Transient Occupancy Tax		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies		624,931	419,387	630,799	502,130
Transfers		2,694,637	3,281,509	2,874,890	3,040,276
Tr	ransient Occupany Tax	3.319.568	3.700.896	3.505.689	3.542.406

A Transient Occupancy Tax budget of \$3,542,406 is recommended for 2021/22. This represents an increase of \$36,717 over the revised budget for 2020/21. One-time uses recommended for 2021/22 are itemized below. Transfers to the General Fund of \$2,271,000 is also recommended at the same level as the prior year as well as additional transfers of \$395,000 for a loan payback initiated in FY 2017 to fund the purchase of safety vehicles. This payback continues through FY 2024 at which time the loan will be fully paid off. Transfers of \$250,000 to the Downtown ADA improvement project continues to be appropriated. Funding for a portion of COTS and Downtown Streets Team are also appropriated from the fund and are partially funded by Measure U funds carried over from the prior fiscal year and re appropriated for this purpose.

It is recommended that annual revenues accruing to this fund continue to fund the ongoing efforts noted in the narrative, as a means of helping to offset escalating salary and benefit costs in the General Fund. Due to the COVID-19 Pandemic, revenues are expected to be impacted so a reduction to revenues in this fund of \$400,000 has been factored into FY 2021/2022. Staff will continue to monitor the fund as the year progresses. Revenue losses are anticipated to be recovered through the Federal COVID stimulus package however at this time, we are awaiting details of the program.

Projects	Recommended
Trestle Rehabilitation Efforts	\$63,000
Petaluma Library Roof Completion	\$8,000
Petaluma Museum Seismic Retrofit	\$53,000

Petaluma Tourism Improvement District

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

Petaluma Tourism Improvement District Budget

2525 Petaluma Tourism Improvement District	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies	-	-	345,000	245,000
Transfers	-	-	-	-
Petaluma Tourism Improvement District	-	-	345.000	245.000

A Petaluma Tourism Improvement District budget of \$245,000 is recommended for 2021/22, which is a \$100,000 decrease from 2020/21. This cost is directly offset by revenue from the Petaluma Tourism Improvement District and in FY 22 will be funded by Measure U sources carried over from the prior fiscal year and re appropriated for this purpose. The appropriations recommended support a portion of the ongoing costs for the services provided by the Downtown Streets Team.

Vehicle and Equipment Replacement

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

Vehicle and Equipment Replacement Budget

Vehicle & Equipment Replacement Fund	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies	642,373	682,797	395,276	490,898
Capital Expenditures	-	-	829,567	714,870
Vehicle Replacement Fund	642,373	682,797	1,224,843	1,205,768

A Vehicle and Equipment Replacement budget of \$1,205,768 is recommended for 2021/22. This represents a decrease of \$19,075 from the revised budget for 2020/21.

Services and supplies are recommended at \$490,898, an increase of \$95,622 over 2020/21. This reflects costs for the payback of an interfund loan initiated in 2017 for the purchase of public safety vehicles. The annual debt service is \$395,276 and will be ongoing until the loan is paid in full in FY 24. The increase in overall costs in this category is due to costs for leasing vehicles.

Capital Expenditures are recommended at \$714,870, a decrease of \$114,697 from 2020/21. Below is the recommended list of vehicles for purchase in FY 22 by department:

PW&U – Brush Truck to haul vegetation from maintenance of trails and frontages \$106,870

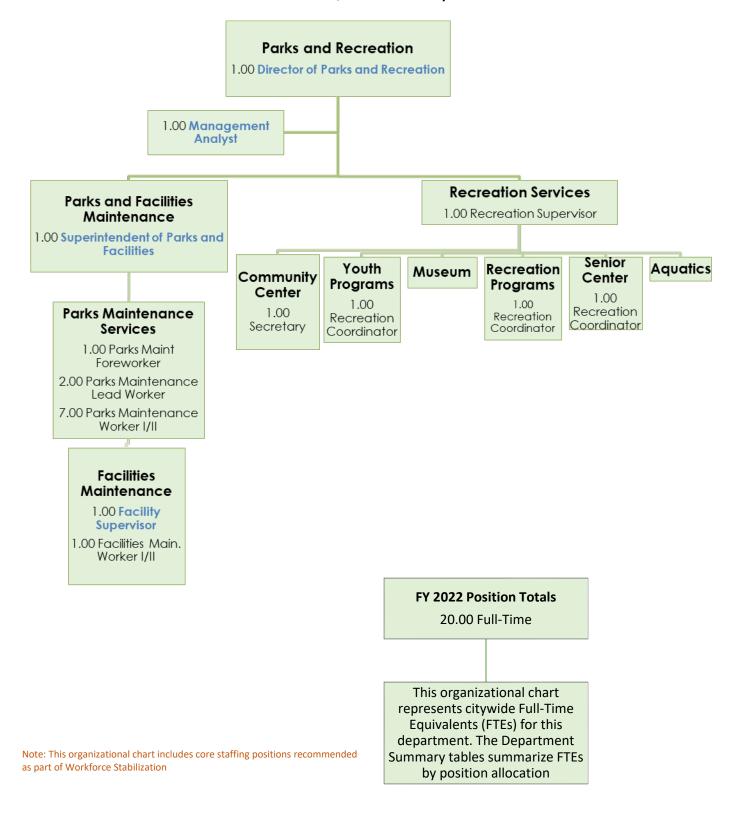
2 Electric Pool Vehicles (replacement) for Engineers \$105,000

Parks – 2 Electric Green Mowers to replace gas mowers \$63,000

Police - 1 Electric Vehicle for Pilot Program \$100,000

5 Patrol Vehicles replacements of high mileage vehicles \$340,000

Parks and Recreation / Community Services



Departmental Budget Overview

by Account Type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	1,548,172	1,688,382	2,106,468	2,181,444
Benefits	478,188	490,423	657,440	737,254
Services & Supplies	1,279,309	1,188,452	1,161,678	1,539,189
Utilities	837,158	855,331	752,900	778,783
Transfers	-	205,000	342,161	730,000
Parks and Recreation / Community Services	4,142,827	4,427,588	5,020,647	5,966,669
by Cost Center	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Recreation Admin	651,926	712,676	918,505	955,379
Recreation Cavanagh Center	19,475	15,907	12,850	12,850
Recreation Community Center	136,795	101,851	272,473	273,707
Recreation Library/museum	34,279	32,453	36,365	66,784
Recreation Youth/teens Programs	327,183	264,292	294,658	412,330
Recreation Contract Classes	78,366	72,813	72,500	72,500
Recreation Sports Programs	42,934	39,110	57,558	54,657
Recreation Aquatic Programs	243,440	168,888	156,850	156,850
RecreationSenior Programs	63,593	45,659	60,102	49,829
Recreation Special Events	40,498	46,000	42,000	42,000
Bulding/Facility Maintenance	726,132	788,364	691,033	666,415
Parks Maintenance	1,748,850	1,819,344	1,825,805	2,146,143
General Fund Parks and Recreation / Community Services	4,113,471	4,107,357	4,440,699	4,909,444
Measure M Parks	29,356	320,231	579,948	1,057,225
Non General Fund Parks and Recreation / Community Services	29,356	320,231	579,948	1,057,225

4,142,827

4,427,588

5,020,647

5,966,669

Parks and Recreation / Community Services Net Cost

Description

Recreation Services

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, Kenilworth Recreation Center, Petaluma Swim Center, Cavanagh Pool, the Senior Center, Petaluma Historical Library and Museum, and oversight of the Cavanagh Recreation Center. The division is also responsible for planning and implementing community-wide special events; presenting a wide array of recreation classes and camps; managing an aquatic agreement that provides programming and pool operations; facilitates athletic field allocation and reservation calendar; and, providing a comprehensive adult sports program. The Division 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 Division is highly engaged in a variety of volunteer and partnership projects with several advocacy groups. The Parks Maintenance function has been aligned with the Public Works Department since 2009-2010. In an effort to improve service delivery, communication, coordination and collaboration, the Recreation, Parks, and Facilities divisions are reconsolidated under one Parks & Recreation Department in Fiscal Year 2021-2022. Re-uniting the department is an essential first step in providing strategic planning as well as providing quality and seamless Parks and Recreation services.

Parks Maintenance

Parks Maintenance maintains nearly 100 sites, including 47 developed parks, 27 playgrounds, pedestrian and bike paths through parks, public landscaping, and open space. This includes responsibility for 450 acres or parkland, 175 of which are natural turf. Staff supports the Tree Committee and Recreation, Music and Parks Commission, provides professional oversight of City trees, and administers the City's integrated pest management plan. Responsibilities include debris removal, playground safety inspections, and repairs, restroom cleaning, irrigation maintenance and repair, mowing, turf and ball field maintenance, pruning, fertilization, weed control, repairs due to vandalism, graffiti eradication, cleaning and repairing structures, tree maintenance, mulching, minor plumbing and construction work, as well as tracking and responding to calls for service requests from the public.

Building and Facilities Maintenance

Facilities Maintenance are responsible for repairs to City facilities, including Heating Ventilation and Air Conditioning equipment (HVAC), electrical and plumbing systems, minor remodeling and interior improvements, roofing, moisture exclusion systems, energy and water conservation upgrades, two pool mechanical systems and marina docks. Tasks include repairs due to vandalism, graffiti eradication, cleaning and repairing structures and responding to calls for service from City staff and the public. Contracted janitorial services for City Hall, Community Center, Senior Center, Kenilworth Center, Transit Building, Police station, Museum, and Parks/Depot Restrooms are accounted for in this cost center and administered by the Parks and Facilities Maintenance Manager.

Major Accomplishments and Highlights

- Throughout the COVID-19 pandemic, public parks, green spaces, and recreational
 programming have played a critical role in improving the physical and mental
 wellbeing of Petaluma residents. Recreation Services continued to engage with park
 users, volunteers, and non-profit organizations on park and recreation initiatives
 while simultaneously adapting programming to provide community services.
- Modified in person activities, provided health and safety messaging specific to park users. Created and re-created public signage to reflect continuously evolving health and safety orders from the County and State. Re-opened playgrounds and public restrooms under new guidance, maintained recreational facilities and amenities daily while managing a surge in park users across the region.
- Designed and created the city's first Virtual Recreation Center and #PetalumaPlaysatHome Social Media Campaign that featured daily activities, challenges, and virtual special events aimed at encouraging families to stay active while sheltering in place. Events included Week of the Young Child, a Talent Show, Cupcake Decorating Contest, Fishing Derby, Halloween Costume Contest, Pumpkin Carving and Decorating, Ugly Holiday Sweater Contest, and a Sugar Cookie Decorating Contest.
- Modified in-person classes to a virtual format and added new virtual programming for ageing adults. Classes included Qi Gong, Pre-Ballet, Feldenkrais, Senior Book Club, Ted Talk Discussions, Meet Me at the Movies discussion group, and a Senior Trivia group.
- In person Special Events were modified to align with County and State Guidelines.
 - Coordinated a Drive-In Movie ("Hocus Pocus") at the Sonoma-Marin Fairgrounds in October with 200 vehicles in attendance.
 - Collaborated with several NGO's and service clubs to host, "Hallowluma," a
 Halloween drive thru event at the Sonoma-Marin Fairgrounds with over two
 thousand participants spaced over the course of the day.
 - Partnered with Turkey Trot race organizers to produce a Virtual Petaluma Turkey Trot in November. 500 community members participated and nearly \$5,000 was raised for the Redwood Empire Food Bank.
 - Launched the Petaluma Proud Fitness Challenge, encouraging community members to run, walk, or bicycle 14.5 miles (the size of Petaluma) or exercise 14.5 minutes per day throughout the month of May.
 - Created a Letters to Santa program, with mailboxes to the North Pole at the Community Center and City Hall. Facilitated 165 letter responses.
- Provided modified in-person programming and childcare incorporating County, State, and industry health and safety guidelines. This included a nine-week Summer Camp program for 250 participants each week, Tiny Tots Preschool with 24 daily participants, Youth Tennis, Total Body Fitness, Petaluma Park Yoga, and Rythmic Gymnastics.
- Staff served as disaster service workers in setting up and operating in person congregate evacuation shelters at the Petaluma Community Center and Sonoma Marin Fairgrounds in response to the Glass Wildfire in September.
- Virtual exhibits at the Petaluma Historical Museum & Library.
 - The Women's Suffrage Movement exhibit was presented in the Fall.

- Supported Petaluma Blacks for Community Development in debuting a new Black History Month program that focused on celebrating family. The exhibit included portrait artwork displayed in over 40 Petaluma storefronts.
- The PMA debuted "Petaluma History Spots" in Spring of 2021 featuring over 25 historical landmarks in Downtown Petaluma that include audio files accessed through scanning a QR code with a smart phone, unlocking a recording or video of famous Petaluma historical figures giving background on historical landmarks.
- Completed design and awarded construction contracts to rehabilitate the tennis and pickleball courts at Lucchesi Park, McNear Park, and Del Oro. Seven courts will be repaired, re-resurfaced, and receive lighting upgrades and one court at Lucchesi Park will be transitioned into four dedicated pickle ball courts.
- Habitat Restoration at Shollenberger Park continued in partnership with the STRAW program and Point Blue Conservation Science organization who planted native plants along levees within Shollenberger Park.
- Launched the Age-Friendly Community Survey and received over 900 responses from community members related to how the City of Petaluma can better support its aging population.

Goals and Priorities

- Complete a Parks and Recreation department greenhouse gas emissions (GHG) inventory assessment and identify areas of investment that will help achieve our goal of carbon neutrality by 2030.
- Assemble project specifications and solicit bids for interior and exterior facility improvements at the Community Center, which includes but is not limited to: repairing sections of roof, carpet throughout, interior lighting, and repairing gutters over lobby, resealing windows, and replacing damaged walls.
- Engage local stakeholders and initiate the re-design of the Petaluma Skate Park with industry consultants and regional partners.
- Support Miracle League of North Bay by developing alternate programming options during the off-season, consistent with the intended use of site.
- Implement all-inclusive programming for participants with differing abilities.
- Complete final design for baseball field at Petaluma Community Sports Fields, assemble project specifications, solicit and award bid for construction.
- Design, solicit feedback, and complete a playground replacement project at Anna's Meadow Park.
- Create and implement a Summer Camp scholarship program for youth and families with financial need.
- Host a series of four 'Drive-In Movie' community events at the Fairgrounds.
- Provide department representation on district one board of the California Parks and Recreation Society (CPRS) to improve collaboration, incorporate industry-leading programing, and develop best practices from leaders across the state.
- Incorporate more inclusive programming and communications through social media,
 Activity Guide publication, flyers, posters, signage, and cultural events.

Department Budget Summary

by Account Type	_	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		1,548,172	1,688,382	2,106,468	2,181,444
Benefits		478,188	490,423	657,440	737,254
Services & Supplies		1,279,309	1,188,452	1,161,678	1,539,189
Utilities		837,158	855,331	752,900	778,783
Transfers		-	205,000	342,161	730,000
	Parks and Recreation / Community Services	4,142,827	4,427,588	5,020,647	5,966,669

A Division budget of \$5,966,669 is recommended for 2021/22. This represents an increase of \$946,022 over the revised budget for 2020/21.

Salaries are recommended at \$2,181,444, an increase of \$74,976 over 2020/21. This is attributed to one additional park maintenance position included and funded by Prince Park Trust in addition to position step advancements slightly offset by position allocation changes.

Benefits are recommended at \$737,254, an increase of \$79,814 over 2020/21. This is attributed primarily to the additional park maintenance position included funded by Prince Park Trust and employee benefit selection changes as well as increased retirement costs.

Services and supplies are recommended at \$1,539,189, an increase of \$377,511 from 2020/21. This budget reflects operational services and supplies, community outreach with park services, contract employee classes, services and supplies for youth and adult sports programs, building repairs/maintenance and landscape, and service contracts for Arborist, urban canopy, tree maintenance, organic weed abatement, high weed moving and green custodial services. The FY 21/22 increase is primarily due to park upgrade operating costs and increases in park maintenance contract service as well as increased Measure M appropriations in this category. Also included are increased intragovernmental charges for Information Technology and Risk Management.

Utilities are recommended at \$778,783, \$25,883 higher than 2020/21. This is mainly attributed to anticipated utility costs increase.

Transfers out are recommended at \$730,000, an increase of \$387,839 over 2020/21. The increase is primarily due to funding additional Parks CIP projects.

Workforce Stabilization - Core Staffing

Although core staffing appropriations are budgeted in the General Fund non-departmental division, as the year progresses and as more specifics are finalized, these appropriations will be moved to each general fund department where costs will permanently reside. More information can be found in the Measure U Overview and in

the associated narrative. Below is a summary of core staffing costs attributable to the Parks and Recreation department:

Annual Cost Estimate: Reclassifications
General Fund 82,106
Non General Fund Total Cost Estimate \$ 82,106

Recreation Services Administration

The City Manager conducts administrative oversight of the division and is responsible for supervision of recreation programming, community centers, the Museum, and administration of the contracts for pool management and Cavanagh Center operations. The division also supports the Recreation, Music and Parks Commission, Youth Commission, 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 division priorities such as park acquisition and development.

Recreation Services Administration Budget

14100 Park/Rec Admin	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	307,590	383,380	570,306	514,963
Benefits	122,144	128,363	200,789	223,006
Services & Supplies	222,192	200,933	147,410	217,410
General Fund Park	rec Admin 651,926	712,676	918,505	955,379

A Recreation Services Administration budget of \$955,379 is recommended for 2021/22. This is an increase of \$36,874 over the revised budget for 2020/21.

Full-time salaries are recommended at \$514,963, a decrease of \$55,343 from 2020/21 due position allocations and positions budgeted at a lower step in the pay range.

Full-time employee benefits are recommended at \$223,006, an increase of \$22,217 over 2020/21. The increase is attributed to changes in employee benefit selections.

Services and Supplies of \$217,410 are recommended, an increase of \$70,000 over 2020/21 levels. This budget reflects operational services and supplies, community outreach with parks services, and banking fees. This increase is primarily due to an increase in intragovernmental charges for Information Technology and Risk Management. Information Technology increases represent allocations to cover the cost of enhancing technology capabilities citywide. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020-21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.

Cavanagh Recreation Center

Formerly the McNear branch of the Petaluma Boys and Girls Club, Cavanagh Recreation Center was purchased in December of 1996 by the City of Petaluma. In 2014 the City executed an agreement with Mentor Me for occupancy, operation and renovation of the facility. The agreement requires that existing City programs continue to have access, allows Mentor Me to operate on-site, and allows Mentor Me to plan and fund renovations to the building, subject to City review and approval.

Cavanagh Recreation Center Budget

14200 PR Cavanagh Center	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies	160	128	-	-
Utilities	19,315	15,779	12,850	12,850
General Fund Pr Cavanagh	Center 19,475	15,907	12,850	12,850

A Cavanagh Recreation Center budget of \$12,850 is recommended for 2021/22. This is the same as the 2020/21 revised budget amount, resulting in \$0 change.

There are no salaries or benefits included in this budget.

The services and supplies amount of \$12,850 budgeted for 2021/22 is for utility services necessary for Cavanagh Pool operations.

Petaluma Community Center

The Petaluma Community Center provides space for private parties, weddings, fundraisers, meetings, and a wide array of activities and events. The Community Center also provides space for enrichment classes, fitness classes, day camps, special events, pre-school programs, and other services that encourage healthy lifestyles, social connections, and new learning experiences.

Petaluma Community Center Budget

14210 PR Community Center	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	110,543	113,034	179,515	185,932
Benefits	9,549	(29,304)	19,458	14,275
Services & Supplies	16,703	18,121	73,500	73,500
General Fund Pr Community Center	136,795	101,851	272,473	273,707

A Petaluma Community Center budget of \$273,707 is recommended for 2021/22. This represents an increase of \$1,234 over the revised budget for 2020/21.

Part-time salaries are recommended at \$185,932, an increase of \$6,417 over 2020/21 due to part time staffing costs projected to be higher in 2021/22.

Part-time benefits are recommended at \$14,275, a decrease of \$5,183 from 2020/21. The decrease is attributed to lower retirement benefit costs.

Services and Supplies of \$73,500 are recommended, which represents the same level of funding as 2020/21.

Carnegie Library/ Museum

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. 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. Through the efforts of community volunteers, the Historical Library Museum Association (PMA) coordinates and presents programming and oversees artifact collection, preservation, and display. The City of Petaluma provides building and grounds maintenance and administrative support to the PMA Board of Directors. Recreation staff will continue to support the efforts of the PMA in planning and fundraising for renovation of the facility.

Carnegie Library/ Museum Budget

14220 PR Library/Museum	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	18,408	18,147	20,051	48,939
Benefits	1,136	1,190	1,314	2,845
Services & Supplies	11,445	9,978	10,000	9,250
Utilities	3,290	3,138	5,000	5,750
General Fund Pr Library/museum	34,279	32,453	36,365	66,784

A Carnegie Library/Museum budget of \$66,784 is recommended for 2021/22. This is an increase of \$30,419 over the revised budget for 2020/21.

Part-time salaries are recommended at \$48,939, an increase of \$28,888 over 2020/21. The increase is a result of increased part time hours.

Benefits are recommended at \$2,845, an increase of \$1,531 over 2020/21. This reflects the benefits associated with the increase in wages.

Services and Supplies of \$9,250 are recommended, which represents a decrease of \$750 from 2020/21.

Utilities of \$5,750 are recommended, which represents an increase of \$750 over 2020/21. This is attributed to anticipated utility costs increase.

Youth Program

The Tiny Tots (ages 3-5) and KinderReady (ages 4-5) pre-school programs offer children a positive first learning experience while promoting physical, social, emotional, cognitive, and creative development. Children are assessed several times during the school year as they progress toward achieving developmental milestones. Summer camps include Camp Sunshine (ages 3-5), Kids Klub (grades 1-3), Camp K2 (grades 4-6) which are offered for 9-10 weeks each summer.

Youth Program Budget

14420 PR Youth/Teens Programs	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	259,937	208,366	213,485	331,749
Benefits	26,573	19,886	38,173	37,581
Services & Supplies	40,673	36,040	43,000	43,000
General Fund Pr Youth/teens Programs	327,183	264,292	294,658	412,330

A Youth Program budget of \$412,330 is recommended for 2021/22. This is an increase of \$117,672 over the revised budget for 2020/21.

Part-time salaries are recommended at \$331,749, an increase of \$118,264 over 2020/21 due to increased part time staffing needs compared to 2020/21.

Benefits are recommended at \$37,581, a decrease of \$592 from 2020/21. The decrease is mainly due to lower retirement benefit costs driven by position at a lower step in the salary range.

Services and Supplies of \$43,000 are recommended, which represents the same level of funding as 2020/21.

Contract Classes

Classes are held at the Petaluma Community Center as well as at offsite locations. Classes are advertised in the Activity Guide and are distributed by the Argus Courier and Press Democrat to Petaluma residents with newspaper subscriptions. The Activity Guide is also distributed to various locations within the community including the Visitors Center, City Hall, Library, Cavanagh Recreation Center, Swim Center, Senior Center and Museum. The guide is also available online at the city's website and promoted on Facebook and Instagram. All classes are taught by instructors under contract with the City of Petaluma and whom have been vetted by Recreation staff. The City receives all income from registration, pays the contractor, and retains 30% to 70% of the proceeds.

Contract Classes Budget

14500 PR Contract Classes		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies		78,366	72,813	72,500	72,500
	General Fund Pr Contract Classes	78,366	72,813	72,500	72,500

A Contract Classes budget of \$72,500 is recommended for 2021/22. This represents the same level of funding as the revised budget for 2020/21.

There are no salaries or benefits included in this budget.

A services and supplies budget of \$72,500 is recommended for 2021/22. This represents the same level of funding as 2020/21.

Sports Program

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

Sports Program Budget

14600 PR Sports Programs	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	5,132	3,461	12,249	9,415
Benefits	129	87	309	242
Services & Supplies	37,673	35,562	45,000	45,000
General Fund Pr Sports Programs	42,934	39,110	57,558	54,657

A Sports Program budget of \$54,657 is recommended for 2021/22. This represents a decrease of \$2,901 from the revised budget for 2020/21.

Part-time salaries are recommended at \$9,415, a decrease of \$2,834 from 2020/21. The decrease is associated with decreased part time hours.

Benefits are recommended at \$242, a decrease of \$67 from 2020/21. This reflects decreased benefits associated with the decrease in wages.

Services and Supplies of \$45,000 are recommended, which represents the same level of funding as 2020/21. Appropriations here cover the cost for adult softball umpires, scorekeepers and other spring and summer sports and dugout benches.

Aquatics

Petaluma Swim Center and Cavanagh Pool provide comprehensive programming including instructional classes, fitness, open recreation swim, rentals and 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 conducts all pool operations. The management model was implemented in order to reduce expenses, work toward program improvement, and ultimately establish more consistent season schedules. The result has been continuation and improvement in all aquatic programming, extension of the swim season, and a reduction in City expense for aquatic programming.

In 2020/21 the Petaluma Swim Center and Cavanagh Pool operated throughout winter. Keeping the pools open accommodated local high school swim teams, community swim clubs, aqua fitness groups, and other off-season aquatic users.

Aquatics Budget

14700 PR Aquatic Programs	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies	74,500	45,799	30,500	24,183
Utilities	168,940	123,089	126,350	132,668
General Fund Pr Aquatic Program	s 243,440	168,888	156,850	156,850

An Aquatics budget of \$156,850 is recommended for 2021/22. This represents the same level of funding as the 2020/21 revised budget.

There are no salaries or benefits included in this budget.

Services and Supplies of \$24,183 are recommended for 2021/22.

Utilities of \$132,668 are recommended, which represents an increase of \$6,318 over 2020/21. This is attributed to anticipated utility costs increase.

Senior Program

Petaluma Senior Center has become a resource center that offers active adult programs for the purpose of supporting the health, wellness, and independence of older adults. The goal of the Senior Center program is to promote self-managed programs, encouraging physical activity and fitness. Additional programming includes teaching fall prevention and balance, nutrition programs that encourage healthy eating and programs that promote social engagement.

Senior Program Budget

14800 PR Senior Programs	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	23,529	22,748	26,544	19,449
Benefits	5,441	2,213	6,558	3,380
Services & Supplies	22,409	12,731	16,800	15,270
Utilities	12,214	7,967	10,200	11,730
General Fund Pr Senior Programs	63,593	45,659	60,102	49,829

A Senior Program budget of \$49,829 is recommended for 2021/22. This is a decrease of \$10,273 from the revised budget for 2020/21.

Part-time salaries are recommended at \$19,449, a decrease of \$7,095 from 2020/21. The decrease is a result of projected decreased part time hours.

Benefits are recommended at \$3,380 a decrease of \$3,178 from 2020/21. This reflects reduced benefits associated with the decrease in wages.

Services and Supplies of \$15,270 are recommended.

Utilities of \$11,730 are recommended, which represents an increase of \$1,530 over 2020/21. This is attributed to anticipated utility costs increase.

Special Events

This budget supports special event program development. Providing special events helps individuals and families get connected to Petaluma and are integral and essential to vibrant communities. Successful programs require staff time and other resources to properly produce an event.

Special Events Budget

14900 PR Special Events	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies	40,498	46,000	42,000	42,000
General Fund Pr Special Events Programs	40,498	46.000	42.000	42.000

A Special Events budget of \$42,000 is recommended for 2021/22, which represents the same level of funding as the 2020/21 revised budget.

There are no salaries or benefits included in this budget.

Services and Supplies of \$42,000 are recommended, which represents the same level of funding as 2020/21.

Building and Facilities Maintenance

Public Works Building and Facility Maintenance is the part of Operations that maintains and repairs City facilities, including Heating Ventilation and Air Conditioning equipment (HVAC), electrical and plumbing systems, minor remodeling and interior improvements, roofing, moisture exclusion systems, energy and water conservation upgrades, two pool mechanical systems and marina docks. Tasks include repairs due to vandalism, graffiti eradication, cleaning and repairing structures and responding to requests from City staff and the public. Contracted janitorial services for City Hall, Community Center, Senior Center, Kenilworth Center, Transit Building, Police station, Museum, and Parks/Depot Restrooms are accounted for in this cost center.

Building and Facilities Maintenance

16300 Building/Facility Maintenance	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	169,899	188,485	166,002	142,498
Benefits	79,054	80,585	72,551	71,437
Services & Supplies	288,709	319,781	318,980	312,305
Utilities	188,470	199,513	133,500	140,175
General Fund Bldg/facility Maintenance	726,132	788,364	691,033	666,415

A Building and Facilities Maintenance budget of \$666,415 is recommended for 2021/22. This is a decrease of \$24,618 from the revised budget for 2020/21.

Salaries are recommended at \$142,498, a decrease of \$23,504 from 2020/21 mainly due to position allocations, decreased standby and overtime.

Benefits are recommended at \$71,437, a decrease of \$1,114 from 2020/21 mainly due to employee benefit selection, slightly offset by increased retirement costs and workers compensation costs.

Services and Supplies of \$312,305 are recommended. Appropriations in this category are for operating maintenance, landscape and building services and supplies. The decrease is minor; the budget reflects use expectations similar to 2020/21.

Utilities of \$140,175 are recommended, which represents an increase of \$6,675 over 2020/21. This is attributed to anticipated utility costs increase.

Parks Maintenance

Parks Maintenance supports the maintenance of nearly 100 sites, including 47 developed parks, 27 playgrounds, pedestrian and bike paths, public landscaping, and open space. This includes maintenance for over 450 acres, 175 of which are turf. Staff supports the Tree Committee and Recreation, Music and Parks Commission, provides professional oversight of City trees, including enforcement of related ordinances, and administers the City's integrated pest management plan. Responsibilities include debris removal, playground safety inspections, and repairs, restroom cleaning, irrigation maintenance and repair, mowing, turf and ball field maintenance, pruning, fertilization, weed control, repairs due to vandalism, graffiti eradication, cleaning and repairing structures, tree maintenance, mulching, minor plumbing and construction work, and responding to requests from the public.

Parks Maintenance Budget

16540 Parks Maintenance		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		634,627	696,014	780,234	861,479
Benefits		223,313	247,879	279,946	337,429
Services & Supplies		445,981	369,606	300,625	471,625
Utilities		444,929	505,845	465,000	475,610
Ger	neral Fund Parks Maintenance	1,748,850	1,819,344	1,825,805	2,146,143

A Parks Maintenance budget of \$2,146,143 is recommended for 2021/22. This is an increase of \$320,338 over the revised budget for 2020/21.

Salaries are recommended at \$861,479, an increase of \$81,245 over 2020/21 mainly due to an additional maintenance worker funded by Prince Park Trust and step advancements through the salary ranges.

Benefits are recommended at \$337,429, an increase of \$57,483 over 2020/21 due to an additional maintenance worker funded by Prince Park Trust, increased retirement and workers compensation costs, and changes in employee benefit selections.

Services and Supplies of \$471,625 are recommended for 2020/21, an increase of \$171,000 over 2020/21. The increase is primarily due to increased service contracts for Arborist, urban canopy, tree maintenance, organic weed abatement, high weed moving and green custodial services.

Utilities of \$475,610 are recommended, which represents an increase of \$10,610 over 2020/21. This is attributed to anticipated utility costs increase.

Measure M Parks

Measure M is a Countywide ballot initiative approved by Sonoma County voters in November 2018, which uses a 1/8 cent sales tax to distribute 2/3 of funds collected to support Sonoma County Regional Parks, and the remaining 1/3 distributed to the nine major cities in the County based on population. Allowed uses of the funding include supporting park improvement projects, trail and pathway restoration, enhanced maintenance for city parks, waterways, natural areas, recreation facilities, and expanding community programming. Approximately \$650,000 is estimated to be available for City use in FY 2021/22. A comprehensive public outreach effort undertaken during the FY2020/21 year included a city-wide survey, a facilitated community workshop, and several public meetings, which resulted in identifying seven prioritized categories of investment, which was supported by the Recreation, Music, and Parks Commission. The prioritized categories include A) Walking Paths, Bike Trails, Park Connections, and Access, B) Playgrounds, Sports Courts, Active Recreation Spaces, C) Natural Areas and River Enhancements, D) Enhanced Maintenance Activities, E) Recreation/Aquatics Facilities and Park Amenities, F) Creating New Park Spaces or Expanding Recreational Opportunities, G) Special Events and Community Programming. In addition to the seven investment categories, staff is recommending that all park improvement projects consider impacts to safety, maintenance, and the environment.

Measure M Parks Budget

27100 Measure M Parks	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	18,507	54,747	138,082	67,020
Benefits	10,849	39,524	38,342	47,059
Services & Supplies	-	20,960	61,363	213,146
Capital Expenditures	-	-	-	-
Transfers	-	205,000	342,161	730,000
	Measure M Parks 29,356	320,231	579,948	1,057,225

A Measure M Parks budget of \$1,057,225 is recommended for 2021/22. This is an increase of \$477,277 over the revised budget for 2020/21.

Salaries are recommended at \$67,020 and provide funding for 1 Park Maintenance worker. A decrease of \$71,062 from 2020/21 is primarily due to reducing appropriations for part time staffing which is now budgeted as a seasonal contract service in Services and Supplies.

Benefits are recommended at \$47,059, an increase of \$8,717 over 2020/21 due to changes in employee benefit selections and higher retirement benefit costs.

Services and Supplies of \$213,146 are recommended for 2021/22, an increase of \$151,783 over 2020/21. This primarily represents park upgrade operating costs and increases in contract services for facility repairs, water conservation irrigation upgrades, park waste/recycle receptacles, tree maintenance, janitorial, and seasonal work.

Fiscal Voor 2021 22

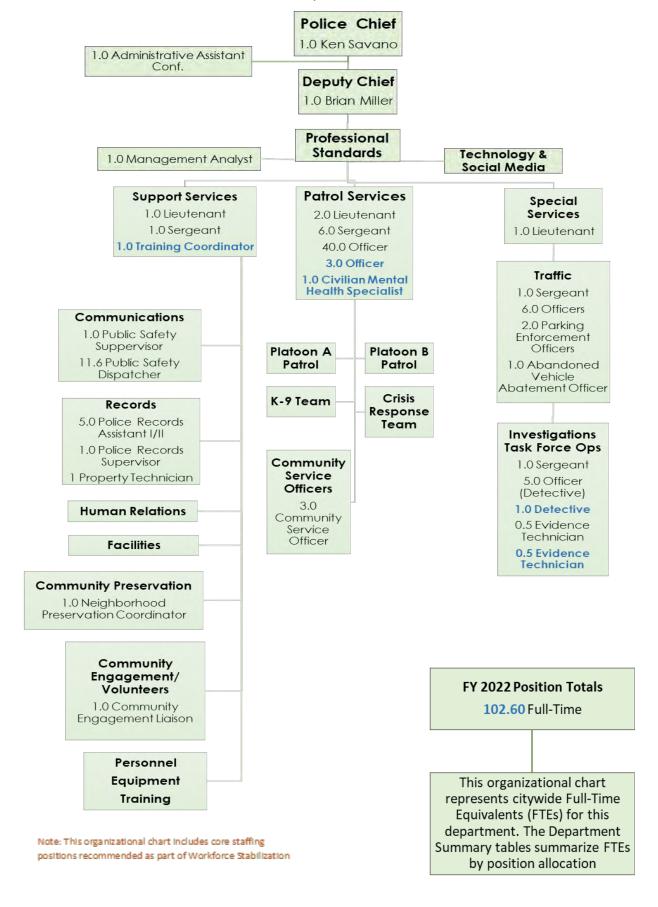
Transfers out are recommended at \$730,000, an increase of \$387,839. Projects appropriated include playground replacements, skate park design, improvements to Westridge Trail and ongoing loan payback for the Tennis Courts. The increase is attributable to increased funding from Measure M for park CIP projects in FY 21/22.

Costs allocated by prioritized category are below:

		Fiscal Year 2021-22
		Budget
Expenditure Categories		
A. Walking Paths, Bike Trails, Park Connections and Access	Safety and Access, Improve Multi Use Pathways/Trails access and wayfinding signage	555,666
B. Playgrounds, Sports Courts, Active Recreation Spaces	Tennis and Pickleball Court Rehabilitation, Playground Replacements, Turf replacement	128,520
C. Natural Areas and River Enhancements	Improve River Access, Signage and Support Habitat Restoration	5,704
D. Enhanced Maintenance Activities	Increase Weed Abatement and Purchase of Equipment, Natural Grass Playing Field Repairs, Tree Care, Increase Mulching Program, Irrigation maintenance	117,816
E. Recreation and Aquatic Facilities; Park Amenities	Improve Park Restroom Facilities, Waste Receptacles, Signage, Information Kiosks	88,112
F. Creating New Park Spaces or Expanding Recreational Opportunities	Skateboard Park Re-Design, Group Picnic Area Restoration, Fitness Equipment, Youth Scholarship Programs, Swim Scholarships	155,704
G. Special Events and Community Programming Total Expenditures	Live Concert Series, Multi-cultural event	5,704 1,057,225



Police Department



Departmental Budget Overview

By Account Type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	10,563,678	11,417,098	11,643,555	11,763,547
Benefits	6,156,901	6,960,535	7,782,890	8,391,389
Services & Supplies	2,577,988	2,403,401	2,566,836	2,960,950
Utilities	48,852	52,829	40,900	47,035
Capital Expenditures	156,200	49,397	-	266,972
Total Police Department	19,503,619	20,883,260	22,034,181	23,429,893
By Cost Center	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Police Admin	3,361,784	3,816,099	3,824,223	4,674,445
Police Communication	1,671,290	1,544,801	1,743,107	1,795,315
Police Cad/rms	412,613	419,113	428,647	428,647
Police Investigation	1,176,959	1,437,107	1,437,983	1,325,713
Police Patrol	10,101,328	10,660,649	11,597,554	12,701,274
Police Traffic Safety	1,324,273	1,543,153	1,434,593	1,055,009
Police Records	664,594	708,412	761,899	722,286
Parking Enforcement	297,086	323,002	349,155	333,211
General Fund Police Department	19,009,927	20,452,336	21,577,161	23,035,900
Police Grants	375,250	301,696	331,499	249,247
Abandoned Vehicle Abatement	118,442	129,228	125,521	144,746
Non General Fund Police Department	493,692	430,924	457,020	393,993
Total Police Department	19,503,619	20,883,260	22,034,181	23,429,893

Our Mission

We are committed to *Working with our community to provide professional police services since 1858*. The Police Department provides a full range of law enforcement services to the community. The Department is divided into three divisions; **Patrol Services, Special Services, and Support Services.** Within these divisions employees are assigned to specific functions including uniformed patrol, traffic enforcement, parking enforcement, code enforcement, investigations, records, communications, and administration. The FY 21-22 Police Department budget reflects this structure.

Major Accomplishments and Highlights

- Continued to provide professional, compassionate, and accountable policing services to the community that has developed public trust and confidence.
- Maintained emergency services without disruption throughout the COVID-19 pandemic and staffing shortages.
- Technology enhancements to emergency operations center (EOC) preparedness and applications during declared emergencies.
- Continued implementation and refinement of best practices in policing from the President's Task Force report on 21st Century Policing and Mayor's Pledge:
 - Building Public Trust and Legitimacy
 - ➤ Technology and Social Media
 - > Training and Education

- Policy and Oversight
- Community Policing/Crime Reduction
- Officer Safety and Wellness
- Crime reduction and improved quality of life for our most vulnerable in our community.

Goals and Priorities

- Continue building public trust and legitimacy through proactive community policing and engagement efforts utilizing Social Media, in person or virtual public meetings, and enhancing our Police Transparency Portal.
- Continuously re-imagine policing to develop new and innovative ways to improve community safety and service delivery.
- Continue to collaborate with community-based organizations and service providers to proactively address mental health, substance abuse, homelessness, youth offenders, and social justice.
- Develop a Five (5) Year Strategic Plan to guide the professional development of staff
 to ensure public expectations continue to be met with regard to professional
 standards, training, education, diversity, and best practices in policing and public
 safety facilities.
- Expand and diversify proactive recruitment and retention efforts to stabilize the departmental workforce and ensure adequate essential services to the community.
- Enhance departmental trainings to include an emphasis on and completion of core foundational trainings, crisis intervention, de-escalation, and diversity and cultural sensitivity and awareness.

Department Budget Summary

By Account Type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	10,563,678	11,417,098	11,643,555	11,763,547
Benefits	6,156,901	6,960,535	7,782,890	8,391,389
Services & Supplies	2,577,988	2,403,401	2,566,836	2,960,950
Utilities	48,852	52,829	40,900	47,035
Capital Expenditures	156,200	49,397	-	266,972
Total Police Department	19,503,619	20,883,260	22,034,181	23,429,893

A Police Department budget of \$23,429,893 is recommended for 2021/2022. This represents an increase of \$1,395,712 over 2020/2021.

Salaries are recommended at \$11,763,547 representing an increase of \$119,992 over 2020/2021. This change is mainly due to funding additional police officer trainees, annual step increases, slightly offset by employee benefit selection and vacant and recently hired positions at a lower step in the pay range.

Benefits are recommended at \$8,391,389 representing an increase of \$608,499 over 2020/2021. This change is due to increased retirement costs, workers compensation costs, and employee benefit selections.

Services and supplies are recommended at \$2,960,950 an increase of \$394,114 over 2020/2021. This category is mainly for operating services and supplies, CAHOOTS, employee training, vehicle fleet repairs and maintenance, 911 services, cleaning services and communications services. The increases in this category represent funds for additional officer training and an increase in intragovernmental charges for Information Technology and Risk Management. Information Technology increases represent allocations to cover the cost of enhancing technology capabilities citywide. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020/21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.

Utilities are recommended at \$47,035 representing an increase of \$6,135. This is attributed to anticipated utility costs increase.

Capital expenditures are recommended at \$266,972 representing an increase of \$266,972 over 2020/2021. The expenditures include the replacement of portable and mobile police radios needed to support encryption, the replacement of the failing FARO system that expands capabilities to process crime scenes, and the purchase of intelligent/ robotic safety equipment that will reduce potential violent interactions during crisis responses.

Workforce Stabilization - Core Staffing

Although core staffing appropriations are budgeted in the General Fund non-departmental division, as the year progresses and as more specifics are finalized, these appropriations will be moved to each general fund department where costs will permanently reside. More information can be found in the Measure U Overview and in the associated narrative. Below is a summary of core staffing costs attributable to the Police department:

Addition	Cost Estimate	General F	und Non General Fund	FTE Additions*
.5 CSI Evidence Technician	\$ 55,517	\$ 55	517	0.50
1 Detective	176,654	176	,654	1.00
3 Police Officers	529,963	529	,963	3.00
Civilian Mental Health Specialist	123,664	123	,664	1.00
Training Coordinator	151,415	151	415	1.00
Total	\$ 1,037,213	\$ 1,037	.213 -	6.50

Administration

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

Administration Budget

15100 POLICE ADMIN	IISTRATION	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		1,263,227	1,631,799	1,444,800	1,668,562
Benefits		792,390	1,069,463	942,381	1,189,649
Services & Supplies		1,257,315	1,062,008	1,396,142	1,769,199
Utilities		48,852	52,829	40,900	47,035
	General Fund Police Administration	3,361,784	3,816,099	3,824,223	4,674,445

An Administration budget of \$4,674,455 is recommended for 2021/2022. This represents an increase of \$850,222 over 2020/2021.

Salaries are recommended at \$1,668,562 representing an increase of \$223,762 over 2020/2021. This increase is mainly due to additional police officer trainees, position step advancements, overtime costs, an increase in special pays for qualifying employees slightly offset by lower part time wages.

Benefits are recommended at \$1,189,649 representing an increase of \$247,268 over 2020/2021. This increase is mainly due to an increase in retirement and workers compensation costs, and employee benefit selection.

Services and Supplies are recommended at \$1,769,199 an increase of \$373,057 over 2020/2021. In addition to ongoing operating services and supplies, also included in this category are appropriations for additional officer training. Cahoots and the Police Department Audit are also included and are appropriations funded by Measure U encumbrance carryovers. Also attributing to the overall increase is intragovernmental charges for Information Technology and Risk Management. Information Technology increases represent allocations to cover the cost of enhancing technology capabilities citywide. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020/21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.

Utilities are recommended at \$47,035 an increase of 6,135. This is attributed to anticipated utility costs increase.

Communications

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

Communication Budget

15200 POLICE COMMUN	NICATION	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		1,240,943	1,179,559	1,223,572	1,227,086
Benefits		360,684	355,770	507,035	555,729
Services & Supplies		69,663	9,472	12,500	12,500
G	eneral Fund Police Communication	1,671,290	1,544,801	1,743,107	1,795,315

A Communication budget of \$1,795,315 is recommended for 2021/2022. This represents an increase of \$52,208 over 2020/2021.

Salaries are recommended at \$1,227,086 representing an increase of \$3,514 over 2020/2021. This is mainly due to position step increases.

Benefits are recommended at \$555,729 representing an increase of \$48,694 over 2020/2021. This is mainly attributed to increased retirement costs and employee benefit selection.

Services and Supplies are recommended at \$12,500 the same as 2020/2021.

CAD/RMS

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

CAD/RMS Budget

15210 POLICE CAD/RMS		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies		412,613	419,113	428,647	428,647
	General Fund Police Cad/rms	412,613	419,113	428,647	428,647

A CAD/RMS budget of \$428,647 is recommended for 2021/2022 the same as 2020/2021

There are no salaries or benefits in this budget.

Investigations

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

Investigations Budget

15500 POLICE INVESTIGATION	2019 Ad	tuals 2020 Actuals	2021 Revised	2022 Budget
Salary	72	8,636 853,047	858,052	709,233
Benefits	37	9,160 520,710	538,931	555,480
Services & Supplies	6	9,163 63,350	41,000	61,000
General Fu	nd Police Investigation 1,17	6,959 1,437,107	1,437,983	1,325,713

An Investigation budget of \$1,325,713 is recommended for 2021/2022. This represents a decrease of \$112.270 from 2020/2021.

Salaries are recommended at \$709,233 representing a decrease of \$148,819 from 2020/2021. This is mainly attributed to the reallocation of personnel costs to the Patrol division, slightly offset by increased overtime costs.

Benefits are recommended at \$555,480 representing an increase of \$16,549 over 2020/2021. This change is mainly due to increased retirement and workers compensation costs, slightly offset by the associated benefits related to the reallocation of personnel wages mentioned above.

Services and Supplies are recommended at \$61,000 representing an increase of \$20,000. This is mainly attributed to the lease of detective vehicles.

Patrol

The Patrol Division is comprised of the six (6) uniformed patrol teams that provide 24 hour a day general and emergency response to calls for service. The six patrol teams are divided into two platoons with opposite days off. Also included are the Code Enforcement, K-9 Unit, Gang Team, Field Training Officer program, Jail management, alcohol licenses, Planning Design Review, Alcohol Related Nuisance Ordinance and RBS compliance. The division is managed by two (2) Lieutenants, one in charge of each platoon.

Patrol Budget

15600 POLICE PATROL		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		5,710,023	6,002,444	6,395,014	6,873,284
Benefits		3,746,618	3,971,640	4,672,231	4,970,709
Services & Supplies		644,687	679,212	530,309	590,309
Capital Expenditures		-	7,353	-	266,972
	General Fund Police Patrol	10,101,328	10,660,649	11,597,554	12,701,274

A Patrol budget of \$12,701,274 is recommended for 2021/2022. This represents an increase of \$1,103,720 over 2020/2021.

Salaries are recommended at \$6,873,284 representing an increase of \$478,270 over 2020. This increase is mainly due to the reallocation of personnel costs from the Detective and Traffic divisions, and position step advancements.

Benefits are recommended at \$4,970,709 representing an increase of \$298,478 over 2020/2021. This change is mainly due to benefits associated with the salary increases mentioned above, increased retirement costs, workers compensation costs, and employee benefit selection.

Services and supplies are recommended at \$590,309 an increase of \$60,000. This budget is mainly for vehicles repairs/maintenance, cleaning services, safety equipment, and patrol communications. The FY21/22 increase is mainly due to increased safety police equipment, a reallocation from parking enforcement's budget, slightly offset by a decrease in maintenance contracts.

Capital Expenditures are recommended at \$266,972 and increase of \$266,972. The expenditures include the replacement of portable and mobile police radios needed to support encryption, the replacement of the failing FARO system that expands capabilities to process crime scenes, and the purchase of intelligent/ robotic safety equipment for crisis responses.

Traffic Safety

Traffic Safety provides enforcement of traffic regulations throughout the community. The Traffic Team recognizes the impact fatal, injury, and property damage collisions have in the community. Preventing death, injury, and property damage on City streets remains the highest public safety priority. To further reduce injury and death, impaired and distracted driving, occupant protection/safety belt use, bicycle and pedestrian safety, and motorcycle safety are also high enforcement priorities.

Traffic Safety Budget

15620 POLICE TRAFFIC SA	AFETY	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		774,108	874,585	792,548	454,786
Benefits		507,352	636,988	618,545	576,723
Services & Supplies		42,813	31,580	23,500	23,500
G	eneral Fund Police Traffic Safety	1,324,273	1,543,153	1,434,593	1,055,009

A Traffic Safety budget of \$1,055,009 is recommended for 2021/2022. This represents a decrease of \$379,584 from 2020/2021.

Salaries are recommended at \$454,786 representing a decrease of \$337,762 from 2020/2021. This decrease is attributed to reallocation of personnel to the Patrol division.

Benefits are recommended at \$576,723 representing a decrease of \$41,822 from 2020/2021. This decrease is attributed to benefits associated with the salary reallocation of personnel mentioned above, slightly offset by increased retirement and workers compensation costs.

Services and Supplies are recommended at \$23,500, same as 2020/2021.

Records

Records Assistants manage subpoenas, process towed vehicle releases, provide clearance letters, deliver crime data to the press and the FBI, report crime statistics, issue taxi permits, solicitor permits, massage permits and registrations. The Property Technician is also under Records and is responsible for preserving evidence taken into police custody, maintains accurate chain of custody records, and manages the transfer and disposition of all items. The Records Unit is also responsible for staffing the Police Department's front desk and non-emergency telephone lines during business hours.

Records Budget

15700 POLICE RECORDS	20	019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		439,532	477,236	475,939	454,486
Benefits		200,603	211,930	267,960	249,800
Services & Supplies		24,459	19,246	18,000	18,000
G	eneral Fund Police Records	664,594	708,412	761,899	722,286

A Records budget of \$722,286 is recommended for 2021/2022. This represents a decrease of \$39.613 from 2020/2021.

Salaries are recommended at \$454,486 representing a decrease of \$21,453 from 2020/2021. This decrease is mainly attributed retirements, promotions and positions being filled at a lower step, slightly offset by a position step increases.

Benefits are recommended at \$249,800 representing a decrease of \$18,160 from 2020/2021. This decrease is mainly attributed to benefits associates with the wage decrease mentioned above, slightly offset by increased retirement and workers compensation costs.

Services and Supplies are recommended at \$18,000, same as 2020/2021.

Parking Enforcement

The Parking Enforcement Team is staffed by two full-time Parking Enforcement Officers, (PEO) and one part-time PEO. The PEO's are responsible for enforcement of the City's Municipal Code regarding parking regulations, and a majority of their time is spent in the downtown business district.

Parking Enforcement Budget

15800 PARKING EN	FORCEMENT	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		147,014	177,155	174,600	171,644
Benefits		41,422	53,536	67,855	114,867
Services & Supplies		108,650	92,311	106,700	46,700
	General Fund Parking Enforcement	297,086	323,002	349,155	333,211

A Parking Enforcement budget of \$333,211 is recommended for 2021/2022. This represents a decrease of \$15,944 from 2020/2021.

Salaries are recommended at \$171,644 representing a decrease of \$2,956 from 2020/21. This decrease is attributed to a vacant position budgeted at a lower step, slightly offset by increased part time wages.

Benefits are recommended at \$114,867 representing an increase of \$47,012 over 2020/2021. This increase is mainly attributed to increased retirement costs, and employee benefit selections.

Services and Supplies are recommended at \$46,700 a decrease of \$60,000. This is mainly due to reallocation of program costs to Patrol operating division.

Grants

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

Grants Budget

22500 Police Grants		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		179,803	142,770	199,013	134,414
Benefits		104,545	105,419	132,486	114,833
Services & Supplies		90,902	53,507	-	-
	Police Grants	375,250	301,696	331,499	249,247

A Grants budget of \$249,247 is recommended for 2021/2022. This represents a decrease of \$82,252 from 2020/2021.

Salaries are recommended at \$134,414 representing a decrease of \$64,599 from 2020/2021. This is due to a decrease in reimbursable costs funded by police grants.

Benefits are recommended at \$114,833 representing a decrease of \$17,653 from 2020/2021. This is due to a decrease in reimbursable costs funded by police grants.

No services and supplies are recommended in 2021/2022.

Abandoned Vehicle Abatement

Abandoned Vehicle Abatement (AVA) consists of one full-time civilian officer. The AVA officer targets abandoned vehicles and vehicles left parked on City streets for more than 72 hours. The Department receives approximately 120 calls for service a month regarding abandoned vehicles and the goal is to reduce the number of calls for service and increase enforcement of abandoned vehicles left on City streets and private property.

Abandoned Vehicle Abatement Budget

23100 Abandoned Vehicle Abatement	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	80,392	78,503	80,017	70,052
Benefits	24,127	35,079	35,466	63,599
Services & Supplies	13,923	15,646	10,038	11,095
Abandoned Vehicle Abatement	118,442	129,228	125,521	144,746

An Abandoned Vehicle Abatement budget of \$144,746 is recommended for 2021/2022. This represents an increase of \$19,225 over 2020/2021.

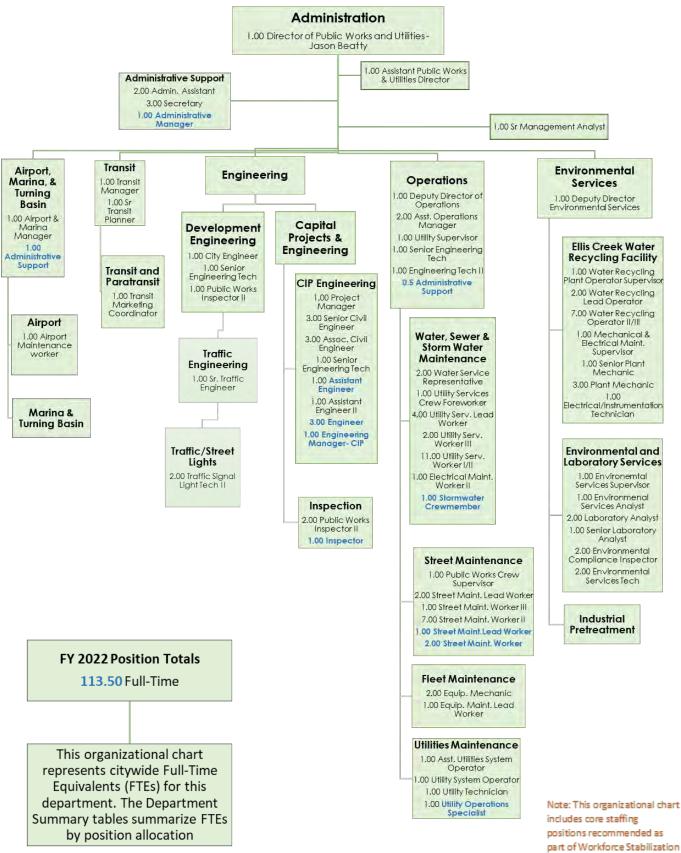
Salaries are recommended at \$70,052 representing a decrease of \$9,965 from 2020/2021. This decrease is due to employee benefit selection.

Benefits are recommended at \$63,599 representing an increase of \$28,133 over 2020/2021. This increase is due to employee benefit selection, increased retirement and workers compensation costs.

Services and supplies are recommended at \$11,095 an increase of \$1,057 over 2020/2021. This is mainly attributed to an increase in intragovernmental charges for Risk Management, that are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020/21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.



Public Works and Utilities



Departmental Budget Overview

By Account Type	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	7,018,398	7,878,963	9,371,661	10,336,214
Benefits	2,690,429	3,407,772	3,905,129	4,873,166
Services & Supplies	30,223,545	30,925,765	34,199,372	36,298,435
Utilities	2,442,587	2,542,460	2,914,951	3,192,651
Capital Expenditures	220,008	7,036	1,581,500	308,500
Transfers	17,174,897	15,270,259	21,748,405	31,823,562
Public Works And Utilities	59,769,864	60,032,255	73,721,018	86,832,528
By Cost Center	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Pub Works Admin	464,355	452,614	272,751	460,935
Pub Works Engineering Development	367,868	482,510	377,538	495,706
Pub Works Engineering Cip	78,813	120,648	197,458	232,047
Pub Works Engineering Traffic	44,508	84,682	67,393	72,505
Pub Works Auto/equip Maint Shop	230,148	227,642	232,473	240,755
Pub Works Street Lights	127,593	130,846	175,000	175,000
Downtown Streets/sidewalks Maintenance	94,351	104,681	120,000	120,000
Pub Works Turning Basin/d St Bridge	28,055	17,391	34,861	35,379
General Fund Public Works and Utilities	1,435,691	1,621,014	1,477,474	1,832,327
Gas Tax	2,529,569	2,641,459	2,699,383	3,382,814
Street Maintenance (HUT)	2,749,941	4,452,385	3,504,336	9,330,526
Street Signs And Markings	530,425	485,321	602,813	593,713
Street Signals And Lights	682,395	677,385	734,936	792,785
Solid Waste Contract Mgt	38,119	97,443	70,884	51,927
Streets Fund	4,000,880	5,712,534	4,912,969	10,768,951
LAD Admin/operations	373,382	427,345	482,072	482,952
Airport Admin/operations	1,245,071	1,947,597	2,178,835	2,834,665
Airport Hangara	518,674	448,026	621,450	525,750
Airport Hangars	89,147	82,415	112,100	112,100
Airport Fund	1,852,892 331,657	2,478,038 366,192	2,912,385 238,321	3,472,515
Marina Admin/operations Transit Admin	603,891	737,371	821,012	279,018 1,101,549
City Routes	2,264,837	2,201,613	1,849,215	1,771,174
Paratransit	755,976	698,021	741,580	809,475
Transit Fund	3,624,704	3,637,005	3,411,807	3,682,198
Waste Water Admin	20,172,270	16,477,960	18,652,897	25,083,856
Waste Water Collect System	857,361	813,849	1,456,182	1,227,603
Waste Water Sewage Pump Stations	469,148	532,959	647,587	700,831
Waste Water Customer Svc	93,208	260,381	112,200	78,200
Waste Water Industrial	486,715	554,625	764,636	811,748
Waste Water Reclamation	845,971	703,300	1,241,254	1,447,599
Waste Water Storm Drain	161,527	145,544	244,148	194,143
Waste Water Ellis Creek Operations	5,189,282	6,128,514	7,233,923	8,043,178
Waste Water Fund	28,275,482	25,617,132	30,352,827	37,587,158
Water Admin	6,155,705	5,576,875	11,588,400	9,983,504
Water Conservation	523,446	506,880	752,187	781,639
Water Customer Services	596,347	741,690	667,380	792,642
Water Leak Detect/cross Connect	122,756	133,677	134,645	137,770
Water Pumping	276,523	278,759	580,900	659,650
Water Source Of Supply	6,895,201	7,072,168	8,076,750	8,356,750
Water Transmission & Distribution	2,372,464	2,754,839	4,774,871	3,577,089
Water Fund	16,942,442	17,064,888	26,575,133	24,289,044
Storm Drainage Utility Admin	403,165	466,648	658,647	1,055,551
Non General Fund Public Works and Utilities	58,334,173	58,411,241	72,243,544	85,000,201
Total Public Works And Utilities	59,769,864	60,032,255	73,721,018	86,832,528

Description

The Public Works and Utilities department is comprised of the following operating units: Administration, Engineering, Environmental Services, Operations, Transit, Airport, Marina, Capital Projects, and Development Engineering. The department operates and maintains the City's public facilities, transportation systems, streets, streetlights and traffic control devices; marina and airport, water, wastewater and stormwater infrastructure; fleet; and the Ellis Creek WRF. Comprehensive engineering services address new development and utility service permits, right-of-way management, design, construction management and inspections, and traffic engineering. The organizational mission is to deliver superior service to the community through dedication and innovation. The climate crisis, equity and improving the quality of life for all residents informs our purpose and actions. Success relies on the sharing and management of equipment, resources, expertise across divisions and workgroups, including cross-training of personnel, to maximize efficiency and leverage opportunities; providing optimum public service within existing fiscal constraints.

Major Accomplishments and Highlights

- Overview: A major and unexpected accomplishment was the demonstration of the Department's tremendous resiliency in response to multiple overlapping emergencies: first, and underlying all of our efforts was the COVID-19 pandemic; followed by public safety power shutoffs/outages; and then nearby wildfires prompting the emergency sheltering of evacuees. The Department rapidly adapted to new ways of carrying out our many missions to deliver essential services, keeping the community safe and supported through the pandemic and wildfires. Public Works along with all city departments agilely changed internal protocols and added protective measures to keep staff safe while carrying out essential duties. The Department provided protections and guidance to the community on the safe use of facilities and transit; prepared for the possible temporary shutdown of the water supply to the City; and supported the community during Covid mandated restrictions with implementation of new programs like "Slow Streets" and "Free Range". Following are highlights in each of the Department's major program areas.
- Environmental Services (Ellis Creek Water Recycling Facility (WRF) and Environmental Programs: Continued start-up and implementation of the Biogasto-Biofuel (B2B) project at Ellis Creek Water Recycling Facility (WRF) to beneficially use bio-methane produced as a byproduct of the municipal wastewater solids to produce Compressed Renewable Natural Gas (RNG) to fuel the City's refuse disposal vehicle fleet; continued expansion of the recycled water system to serve additional customers; successfully renewed the National Pollution Discharge Elimination System (NPDES) permit for the Ellis Creek Water Recycling Facility and collection system; continued the biosolids management strategy adapting to upcoming regulatory requirements; completed 100% design of the tertiary recycled water expansion project; and actively managed application of pretreatment requirements on the City's industrial users while

- many industries were navigating significant changes to their operations during the pandemic.
- Operations (Water, Wastewater, and Streets): Continued with 5-year master planning for increased resiliency of the major export force main and the City's well field; continued with the replacement of undersized water mains, inferior services and antiquated sewer mains; updated Supervisory Control and Data Acquisition (SCADA) system for water operations; oversaw the Corp Yard Phase 1 Demolition Project and began planning for Phase 2; continued development of a master plan for City Corp Yard to meet future needs; moved forward with electrification of pool cars; updated the Urban Water Management Plan and the Water Shortage Contingency Plan; managed barriers, barricades and signage in support of Free Range, Slow Streets, and street mural project.
- **Engineering** includes Development and Capital Improvement Program (CIP): Updated the engineer's estimate and initiated permit process and environmental studies for Caulfield "Southern Crossing" Bridge; improved Airport safety through hangar repairs and runway lighting upgrades; improved community facilities and parks; completed the Cavanaugh Center roof replacement and initiated the Library and Community Center roof repairs; performed deferred maintenance work on multi-use paths, sports courts, and turf fields; sustainably reconstructed a significant portion of Maria Drive using an innovative full-depth asphalt reclamation method; increased vehicle, pedestrian, and bicycle safety through sidewalk, crosswalk, and bicycle facility upgrades throughout the City. We supported U.S. Army Corps of Engineers activities to dredge the Petaluma River and Turning Basin; ensured the Shollenberger Park dredge disposal site was ready to receive dredge materials and kept viable for use during dredging operations. Public Works continued replacement of aging water services and waste water collection infrastructure, including the completion of the Watermain and water services on Petaluma Boulevard South and water services on North McDowell Boulevard and other east side neighborhoods; initiated significant pavement restoration work for 50 lane miles of roadway; and made significant progress in design efforts for solar installations at four city facility locations. Development Engineering was instrumental in the successful formation of the Oak and Water Street Benefit Assessment District, and provided technical support and engineering oversight for major development projects throughout the City.
- Airport: Finalized the Runway Lighting electrical upgrade project and completed work on the Fuel Systems Upgrade project; obtained FAA Approval of the Airport Layout Plan. Completed initial phase of Hangar Maintenance work.
- Marina & Turning Basin: Facilitated dredging of the Petaluma River and Turning Basin; replaced pump-out station at the Marina.
- Transit: Completed ADA accessibility improvement project at Transit Facility (555 N. McDowell Blvd); replaced stormwater backflow valve; implemented paratransit application review processes in house with existing staff; maintained all baseline transit service during COVID-19 outbreak; received over \$1 million dollars in revenue from the Coronavirus Aid, Relief, and Economic Security Act (CARES); provided free transit service from March 2020 to February 2021 as a

COVID-19 safety measure; participated in the regional Bay Area Healthy Transit Plan; participated in the Metropolitan Planning Commission (MTC) Blue Ribbon Transit Recovery Task Force and Sonoma County Transportation Authority (SCTA) "Future of Transit" Ad-Hoc committee; coordinated with SCTA for the installation of a bikeshare system throughout Petaluma; served on the Petaluma Vehicle Miles Traveled (VMT) Technical Advisory Committee and the General Plan Advisory Committee (GPAC).

Goals and Priorities

- Environmental Services: Complete and successfully start up the High Strength Waste portion of the Biomass to Biofuel (B2B) project, re-using waste locally to produce fuel for the City's refuse truck fleet. Establish bids for construction of the tertiary recycled water expansion project. Begin transitioning the City's National Pollutant Discharge Elimination System (NPDES) permit from the Phase II Municipal Separate Storm Sewer System (MS4) to the Bay Area Regionwide MS4 NPDES permit. Initiate regulatory process for relocating the Ellis Creek outfall. Study options and feasibility for solar power generation and storage at Ellis Creek ponds.
- Operations: Complete water delivery and wastewater collection master planning
 effort to provide five and ten-year investment plans to increase resiliency and
 reliability. Flush water distribution mains, maintenance valves and fire hydrants to
 align with State requirements. Complete Master Plan for Corp Yard to increase
 Operational efficiency and long-term effectiveness for Water, Wastewater,
 Streets, Parks, Facilities, and City service partners.
- Engineering: Complete reconstruction of McDowell Boulevard and Petaluma Blvd. South Road Diet "Complete Streets", including ADA and bike/ped improvements; and construct pavement restoration (slurry and cape sealing) citywide. Manage planning, design, and construction of the solar power projects at the Police Department, Community Center, Airport, and Swim Center. Complete upgrades at several uncontrolled crosswalks and improve pedestrian safety. Complete the design of the Caulfield Bridge.
- Airport & Marina: Continue City Planning process for updating airport zoning.
 Continue needed repairs to hangars. Complete design for Airport apron
 rehabilitation and emergency power backup; and complete Airport Sign
 installation. Prepare design and permits for Marina dredging and dock upgrades.
- Transit: Begin procurement actions for of first wave of Petaluma Transit electric buses. Create plan for near term electrical improvements of the Transit Facility. Create Veteran's Free ride program. Complete real-time transit sign project. Complete the initial rollout of the Petaluma Bikeshare Program, update the Short-Range Transit Plan.
- Parks & Facilities: Complete update of the Integrated Pest Management Plan.
 Complete Tennis Court resurfacing project. Begin construction of the Petaluma
 Community Baseball Field. Continue improvements to multi-use paths with a
 focus on safety and wayfinding signage. Construct Payran segment of Lynch
 Creek Trail multi-use path improvements. Complete Turning Basin Dock repairs.
 Continue playground equipment replacement program at City parks.

Department Budget Summary

By Account Type	_	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		7,018,398	7,878,963	9,371,661	10,336,214
Benefits		2,690,429	3,407,772	3,905,129	4,873,166
Services & Supplies		30,223,545	30,925,765	34,199,372	36,298,435
Utilities		2,442,587	2,542,460	2,914,951	3,192,651
Capital Expenditures		220,008	7,036	1,581,500	308,500
Transfers		17,174,897	15,270,259	21,748,405	31,823,562
	Public Works And Utilities	59,769,864	60,032,255	73,721,018	86,832,528

A Public Works and Utilities Department budget of \$86,832,528 is recommended for 2021/22. This represents an increase of \$13,111,510 over 2020/21 and includes budgets in Utilities, Enterprise, and Special Revenue funds as well as costs supported by the General Fund.

Total salaries are recommended at \$10,336,214 representing an increase of \$964,553 over 2020/21. Workforce stabilization costs are included which impact salaries and benefits and incorporate adding positions for core staffing needs to address increased demand in service levels, aligning classifications and compensation to comparable agencies in the area to remain competitive in the market and necessary funds for providing a 2.5% cost of living adjustment. Workforce stabilization costs impact many Public Works cost centers and are referenced throughout this narrative. Changes in staffing allocations and step advancements also contribute to the increase.

Total Benefits are recommended at \$4,873,166 and represent an increase of \$968,037 over 2020/21. The increase in benefits costs is attributed to workforce stabilization, increased retirement and workers compensation costs, as well as employee benefit selections.

Total services and supplies are recommended at \$36,298,435, which is mainly costs for wholesale water purchases, contracts for contract bus service, biosolid hauling, maintenance, water master plan and rate study as well as debt service payments, inspections, maintenance of water supply and wastewater lines, lab testing, purchases of fuel and other supplies, and intragovernmental charges for administrative overhead, Information Technology and Risk Management. This is an increase of \$2,099,063 over 2020/21. This increase is primarily due to an increase in intragovernmental charges for Information Technology and Risk Management. Information Technology increases represent allocations to cover the cost of enhancing technology capabilities citywide. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020/21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service. Also included are increases due to leased vehicle costs, professional services, wholesale water and other supplies required to operate.

Utilities are recommended at \$3,192,651, an increase of \$277,700 over 2020/21 due to the transition to 100% renewable energy and increased water, electricity and natural gas costs.

Capital expenditures are recommended at \$308,500 reflecting a decrease of \$1,273,000 from 2020/21. This is due to fewer capital purchases recommended in 2021/22.

Transfers out are recommended at \$31,823,562 representing an increase of \$10,075,157 due primarily to increased activity related to CIP projects and corresponding transfers out.

Workforce Stabilization – Core Staffing

Although core staffing appropriations are budgeted in the General Fund non-departmental division, as the year progresses and as more specifics are finalized, these appropriations will be moved to each general fund department where costs will permanently reside. More information can be found in the Measure U Overview and in the associated narrative. Below is a summary of core staffing costs attributable to the Public Works and Utilities' department:

Addition	Reclassifications	Cost Estimate	General Fund	Non General Fund	FTE Additions*
.5 Utilities Administrative Support		54,178	-	54,178	0.50
1 CIP Engineer - Streets		141,109	-	141,109	1.00
2 CIP Engineers		243,355	-	243,355	2.00
1 CIP Engineering Manager		175,431	-	175,431	1.00
1 Inspector		125,022	-	125,022	1.00
	1 Utility Operations Specialist(fm Utility Tech)	4,033	-	4,033	-
1 Stormwater Crewmember		117,219	29,305	87,914	1.00
3 Street Positions- 1 Lead and 2 Maintenance		310,138	-	310,138	3.00
Administrative Manager		150,000	15,000	135,000	1.00
Airport Administration		104,890	-	104,890	1.00
	Assistant Engineer(fm Engineering Tech)	5,566	5,566	-	
Total		1,430,941	49,871	1,381,070	11.50

Administration

Administration staff promotes accountability, fiscal control, collaboration, and sound fiscal oversight while coordinating customer service requests and supporting the asset management and work order systems. Administration staff assist in the preparation and coordinate Council agenda reports, and budget and annual report documents; prepare annual fiscal projections; perform grant and contract administration; oversee asset management and customer service requests; manage utility rates and provide clerical support of department and division managers and Council-appointed committees and commissions.

Administration Budget

16100 PUB WORKS ADMIN	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	61,637	86,377	48,834	66,048
Benefits	23,852	38,002	19,483	30,513
Services & Supplies	378,866	328,235	204,434	364,374
General Fund Pub Works Admin	464,355	452,614	272,751	460,935

A Public Works Administrative budget of \$460,935 is recommended for 2021/22. This is an increase of 188,184 over 2020/21.

Salaries are recommended at \$66,048, an increase of \$17,214 over 2020/21. This increase is related to changes in staffing allocations and position step advancements.

Benefits are recommended at \$30,513, an increase of \$11,030 over 2020/21. The increase is mainly due to employee benefit selections as well as increased retirement costs.

Services and Supplies of \$364,374 are recommended which represents an increase of \$159,940. This increase is primarily due to an increase in intragovernmental charges for Information Technology and Risk Management. Information Technology increases represent allocations to cover the cost of enhancing technology capabilities citywide. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020/21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service. Also included is the purchase of 3 electric bicycles for staff use as an alternative to pool vehicles.

Engineering Division

The Engineering Division provides engineering services for the City capital projects and development reviews, permitting and inspections, and traffic engineering. Combining these functions in a single division allows for the sharing of engineering resources. It creates a broader knowledge base of engineering-related activities and services, which fosters collaboration and enhances services to the community.

Engineering Division Budget

16200 PUB WORKS ENGINEERING DIVISION	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	265,654	339,616	259,525	326,419
Benefits	91,904	136,815	105,338	156,612
Services & Supplies	10,310	6,079	12,675	12,675
General Fund Pub Works Engineering Division	367.868	482,510	377.538	495.706

A Public Works and Utilities Engineering Division budget of \$495,706 is recommended for 2021/22, an increase of \$118,168 over 2020/21.

Salaries are recommended at \$326,419, an increase of \$66,894 over 2020/21 related to changes in staffing allocations and position step advancements.

Benefits are recommended at \$156,612 an increase of \$51,274 over 2020/21. The increase is mainly due to employee benefit selections as well as increased retirement costs.

Services and Supplies are recommended at \$12,675, unchanged from the previous fiscal year.

Capital Projects

Capital Projects, which is part of Engineering, is responsible for managing the City's Capital Improvement Program (CIP) and providing project management of the individual projects and grants related to the CIP. Tasks include preliminary and final design services, permitting, inspections and construction management, grants administration, and setting annual water, sewer, and pavement improvement priorities. Capital improvements include streets rehabilitation and upgrades; new signage, streetlights, and traffic controls; bridge evaluations and repairs; upgrades to water and wastewater facilities; improvements to trails and parks; maintenance of public buildings; drainage and flood control systems; and upgrades to airport, marina and transit facilities. The CIP team, consisting of the project managers, engineers, inspectors, and technical staff, drives projects from conception to completion by effectively managing project budgets, design and permitting activities, and construction contractors while collaborating with other City departments, and funding and regulatory agencies.

Capital Projects Budget

16210 PUB WORKS ENGINEERING CIP	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	58,057	86,484	146,190	172,722
Benefits	19,946	33,465	49,192	57,249
Services & Supplies	810	699	2,076	2,076
General Fund Pub Works Engineering Cip	78,813	120,648	197,458	232,047

A Public Works Capital Projects budget of \$232,047 is recommended for 2021/22, an increase of \$34,589 over 2020/21.

Salaries are recommended at \$172,722 an increase of \$26,532 over 2020/21 due to changes in staffing allocations and position step advancements.

Benefits are recommended at \$57,249, an increase of \$8,057 over 2020/21, resulting from increased retirement costs.

Services and Supplies are recommended at \$2,076, unchanged from the previous fiscal year.

Traffic Engineering

Managed by Engineering, traffic engineering provides funding to manage signal and streetlight maintenance and controls; review traffic infrastructure improvements; assess traffic impacts caused by private development and transportation permits; and reviews and prepares traffic and parking control plans. Staff serves as liaison to the Pedestrian and Bicycle Advisory Committee and participates in the Countywide Pedestrian and Bicycle, and the Sonoma-Marin Area Rail Transit (SMART) advisory committees.

Traffic Engineering Budget

16220 PUB WORKS ENGINEERING TRAFFIC	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	35,129	34,301	52,376	56,752
Benefits	8,741	10,901	13,117	13,853
Services & Supplies	638	39,480	1,900	1,900
General Fund Pub Works Engineering Traffic	44,508	84,682	67,393	72,505

A Public Works Engineering Traffic budget of \$72,505 is recommended for 2021/22, an increase of \$5,112 over 2020/21.

Salaries are recommended at \$56,752, an increase of \$4,376 over 2020/21 related to step advancements.

Benefits are recommended at \$13,853, an increase of \$736 over 2020/21 due to increased retirement costs.

Services and Supplies are recommended at \$1,900, no change compared to 2020/21.

Auto/Equipment Maintenance Shop

The Automotive/Equipment Maintenance Shop, managed by Operations, maintains and repairs the City's fleet, ensuring the safe and reliable operation of nearly one hundred vehicles and pieces of mobile equipment.

Auto/Equipment Maintenance Shop Budget

16400 PUB WORKS AUTO/EQUIP MAINT SHOP	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	143,021	144,459	147,379	150,425
Benefits	58,642	63,204	64,694	69,930
Services & Supplies	28,485	19,979	20,400	20,400
General Fund Pub Works Auto/equip Maint Shop	230.148	227.642	232.473	240.755

An Auto/Equip Maintenance Shop budget of \$240,755 is recommended for 2021/22. This is an increase of \$8,282 over 2020/21.

Salaries are recommended at \$150,425, an increase of \$3,046 over 2020/21 mainly due to increased budgeted overtime.

Benefits are recommended at \$69,930, an increase of \$5,236 over 2020/21 mainly due to increased retirement costs.

Services and Supplies of \$20,400 are recommended no change compared to 2020/21.

Streetlights

Streetlights, managed by Engineering, provides for the proper operation of streetlights which comprises nearly 6,000 City-owned streetlights.

Streetlights Budget

16530 Pub Works Street Lights	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies	-	-	-	-
Utilities	127,593	130,846	175,000	175,000
General Fund Pub Works Street Lights	127,593	130,846	175,000	175,000

Utilities are recommended at \$175,000 for 2021/22, no change compared to 2020/21.

Downtown Streets/ Sidewalks Maintenance

Downtown Streets/Sidewalks Maintenance, overseen by Parks, Facilities, and Operations, funds street and sidewalk maintenance in the downtown area, regular sidewalk and parking garage cleaning, and inspections to ensure that ADA standards are being met.

Downtown Streets/ Sidewalks Maintenance Budget

16550 DOWNTOWN STREETS/SIDEWALKS MAINTENANCE	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies	94,351	104,681	120,000	120,000
General Fund Downtown Streets/sidewalks Maintenance	94,351	104,681	120,000	120,000

A Downtown Street and Sidewalks Maintenance budget of \$120,000 is recommended for 2021/22, no change from 2020/21.

Services and Supplies of \$120,000 are recommended for maintenance contracts, no change from 2020/21.

Turning Basin/ D Street Bridge

Public Works Turning Basin and D Street Bridge, managed by the Operations Division, funds the operation and maintenance of the D Street Bridge, and Marina Administration oversees repairs to the City docks in the Turning Basin.

Turning Basin/ D Street Bridge Budget

16600 PUB WORKS TURNING BASIN/D ST BRIDGE	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	6,028	7,473	9,514	9,512
Benefits	1,876	3,268	3,947	4,467
Services & Supplies	20,151	6,650	21,400	21,400
General Fund Pub Works Turning Basin/D St Bridge	28.055	17.391	34.861	35.379

A Public Works Turning Basin and D St Bridge budget of \$35,379 is recommended for 2021/22. This represents an increase of \$518 over 2020/21.

Salaries are recommended at \$9,512, basically unchanged from 2020/21.

Benefits are recommended at \$4,467, an increase of \$520 over 2020/21 due to increased retirement costs.

Services and Supplies of \$21,400 are recommended, no change from 2020/21.

Gas Tax

The Gas Tax fund receives gas tax revenues. These are transferred to the Street Operations fund and used to maintain City streets, signs, signals, and streetlights.

Gas Tax Budget

24100 GAS TAX		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies		38,512	38,264	38,000	122
Transfers		2,491,057	2,603,195	2,661,383	3,382,692
	Gas Tax	2,529,569	2,641,459	2,699,383	3,382,814

A Gas Tax budget of \$3,382,814 is recommended for 2021/22. This is an increase of \$683,431 over 2020/21.

Services and Supplies of \$122 are recommended, a decrease of \$37,878 from 2020/21, costs are funded from Street Maintenance fund in 2021/22.

Transfers Out are recommended at \$3,382,692 an increase of \$721,309 over 2020/21. This represents an increased transfer to the Street Maintenance Fund to fund operating and capital expenditures.

Streets Division Summary

Streets		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		1,046,301	1,159,528	1,314,376	1,573,332
Benefits		456,248	549,739	629,092	837,617
Services & Supplies		800,945	959,436	1,295,588	1,117,763
Utilities		180,078	191,384	195,351	204,869
Capital Expenditures		220,008	7,036	30,000	33,500
Transfers	Streets	1,297,300 4.000.880	2,845,411 5.712.534	1,448,562 4.912.969	7,001,870 10,768,951

Street Maintenance- Highway Users Tax (HUT)

Street Maintenance, a part of Operations, funds pavement and right-of-way rehabilitation and repairs, includes pothole patching, overlays, trench repair, dig-outs of broken pavement, crack sealing, weed abatement, debris removal, trail surface maintenance, and tree trimming. The street crews also provide emergency response during floods and natural disasters and temporary mitigation in support of the sidewalk repair program, while Engineering staff manages the sidewalk repair program.

Street Maintenance (HUT) Budget

24110 STREET MAINTENANCE (HUT)	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	548,388	643,121	771,368	1,030,972
Benefits	254,526	333,136	382,284	597,906
Services & Supplies	491,677	570,296	847,122	642,278
Utilities	46,703	53,385	55,000	57,500
Capital Expenditures	111,347	7,036	-	-
Transfers	1,297,300	2,845,411	1,448,562	7,001,870
Street Maintenance (HUT) 2,749,941	4,452,385	3,504,336	9,330,526

A Street Maintenance budget of \$9,330,526 is recommended for 2021/22. This is an increase of \$5,826,190 over 2020/21.

Salaries are recommended at \$1,030,972, an increase of \$259,604 over 2020/21. Workforce stabilization costs are included which impact salaries and benefits and incorporate adding positions for core staffing needs to address increased demand in service levels, aligning classifications and compensation to comparable agencies in the area to remain competitive in the market and necessary funds for providing a 2.5% cost of living adjustment. Also contributing to the increase are staffing reallocations and salary step advancements as well as increased budgeted overtime.

Benefits are recommended at \$597,906, an increase of \$215,622 over 2020/21 due to increased retirement and workers compensation costs as well as changes in employee benefit selections.

Services and supplies budget of \$642,278 is recommended for 2021/22. This represents a decrease of \$204,844 from 2020/21 due to one-time costs in 2020/21. The decrease is partially offset by an increase in intragovernmental charges for Information Technology and Risk Management. Information Technology increases represent allocations to cover the cost of enhancing technology capabilities citywide. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020-21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service. Maintenance contracts and supplies for street repairs are also included in this category.

Utilities are recommended at \$57,500, an increase of \$2,500 over 2021/22, due to increase water and sewer costs.

No Capital Expenditures are recommended, unchanged from 2020/21.

Transfers Out are recommended at \$7,001,870 an increase of \$5,553,308 over 2020/21. This represents an increase in street related capital project activity and corresponding transfers out.

Street Signs and Markings

Street Signals and Markings, part of the Operations Division, installs and maintains street markings and signage, including regulatory, directional, street, and special signs; and applies traffic markings such as crosswalks, fog lines, bike lanes, reflectors, painted curbs, and yellow traffic buttons.

Street Signs and Markings Budget

	Street Signs And Markings	530,425	485,321	602,813	593,713
Capital Expenditures		68,587	-	30,000	33,500
Services & Supplies		99,174	128,723	157,631	160,242
Benefits		110,551	111,954	143,859	123,350
Salary		252,113	244,644	271,323	276,621
24111 STREET SIGNS A	AND MARKINGS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget

A Street Signs and Markings budget of \$593,713 is recommended for 2021/22. This is a decrease of \$9,100 from 2020/21.

Salaries are recommended at \$276,621, an increase of \$5,298 over 2020/21 due to workforce stabilization costs as well as salary step increases.

Benefits are recommended at \$123,350 a decrease of \$20,509 from 2020/21 due to employee benefit selections.

Services and Supplies of \$160,242 are recommended, an increase of \$2,611 over 2020/21 due to an increase in intragovernmental charges for Risk Management. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020/21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service. Also included are costs of maintenance contracts and supplies.

Capital expenditures of \$33,500 are recommended, an increase of \$3,500 from 2020/21 due to purchases of an Electrical Trail ATV and trailer for street maintenance.

Street Signals

Street Signals and Lights, managed by Engineering, provides for the proper operation of streetlights and traffic signals, which comprises nearly 6,000 City-owned streetlights and 52 traffic-signal-controllers. Traffic signal technicians perform preventative maintenance and respond to nearly 3,000 annual requests for underground service alerts.

Street Signals Budget

24112 STREET SIGNALS AND LIGHTS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	223,540	235,172	237,400	251,218
Benefits	83,028	90,162	93,183	104,521
Services & Supplies	202,378	214,052	264,002	289,677
Utilities	133,375	137,999	140,351	147,369
Capital Expenditures	40,074	-	-	-
Street Signa	Is And Lights 682,395	677,385	734,936	792,785

A Street Signals and Lights budget of \$792,785 is recommended for 2021/22, an increase of \$57,849 over 2020/21.

Salaries are recommended at \$251,218, an increase of \$13,818 over 2020/21 due to workforce stabilization costs, salary step advancements and position reallocations as well as an increase in budgeted overtime.

Benefits are recommended at \$104,521, an increase of \$11,338 over 2020/21 due to increased retirement costs as well as employee benefit selections.

Services and Supplies are recommended at \$289,677 an increase of \$25,675 over 2020/21 due to leased vehicles expenses for a hybrid Ford F150 and a Bucket truck. Also included are costs for annual inspections and maintenance contracts.

Utilities are recommended at \$147,369, an increase of \$7,018 over 2020/21 due mainly to anticipated utility costs increase.

Capital expenditures are recommended at \$0 for 2021/22, unchanged from 2020/21.

Solid Waste Contract Management

Solid Waste Contract Management provides oversight and contract administration resources for the responsible management of the City's Refuse and Recycle Franchise Agreement and for the franchise agreements for several Construction and Debris Hauler contractors. Primary responsibilities include holding the contractors accountable to the franchise agreements, including performing critical reviews of the annual reports and refuse rate index calculations; providing City representation to the Sonoma County Waste Management Agency; and responding to customer service requests.

Solid Waste Contract Management Budget

24113 SOLID WASTE CONTRACT MGT	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	22,260	36,591	34,285	14,521
Benefits	8,143	14,487	9,766	11,840
Services & Supplies	7,716	46,365	26,833	25,566
Solid Waste Contract Mgt	38,119	97,443	70,884	51,927

A Solid Waste Contract Management budget of \$51,927 is recommended for 2021/22. This is a decrease of \$18,957 from 2020/21.

Salaries are recommended at \$14,521, a decrease of \$19,764 from 2020/21 due to staffing reallocation.

Benefits are recommended at \$11,840, an increase of \$2,074 over 2020/21 due to increased retirement costs.

Services and Supplies of \$25,556 are recommended, a decrease of \$1,267 from 2020/21 due to a reduction in intergovernmental administrative overhead.

LAD Administration/ Operations

Public Works Landscape Assessment Districts, managed by Operations, supports maintenance contracts, utilities, and supplies for 45 lighting and Landscape Assessment Districts (LLAD) city-wide. Management responsibilities include developing and budgeting for an annual work plan to maintain and improve each of the LLADs, inspecting planting installations, testing irrigation systems and eliminating leaks, working with citizen groups and resolving complaints, and inspecting work performed by outside contractors and holding them accountable. Annually, staff develops individual assessment district work plans and prepares the annual LLAD budgets and engineering reports for each assessment district before recommending annual assessments. The City Council conducts a public meeting for any changes to the assessments.

LAD Administration/ Operations Budget

25100 LAD ADMINISTRATION/OPERA	TIONS 2019 Act	uals 2020 Actuals	2021 Revised	2022 Budget
Salary	30	,160 34,361	36,442	36,969
Benefits	13	,855 11,274	11,074	12,258
Services & Supplies	218	,289 244,022	273,456	272,625
Utilities	111	,078 137,688	161,100	161,100
LAD Administr	ation/Operations 373	,382 427,345	482,072	482,952

A Public Works LAD Admin/operations budget of \$482,952 is recommended for 2021/22. This is an increase of \$880 over 2020/21.

Salaries are recommended at \$36,969, an increase of \$527 over 2020/21 due to step advancements through the salary ranges.

Benefits are recommended at \$12,258, an increase of \$1,184 over 2020/21 due to increased retirement costs.

Services and Supplies of \$272,625 are recommended for 2021/22, a decrease of \$831 from 2020/21 due to a reduction in intergovernmental administrative overhead. Contracts for landscape maintenance are also included in this category.

Utilities of \$161,100 are recommended, unchanged from 2020/21.

Airport Division Summary

Airport		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		149,224	196,323	238,478	335,726
Benefits		17,816	53,817	53,008	151,601
Services & Supplies		1,268,962	1,308,815	1,466,999	1,432,163
Utilities		115,465	90,958	90,500	95,025
Capital Expenditures		-	-	-	36,000
Transfers		301,425	828,125	1,063,400	1,422,000
	Airport	1,852,892	2,478,038	2,912,385	3,472,515

Airport Administration/ Operations

The Airport, managed by Administration, experiences approximately 60,000 take-offs and landings each year. The cost center supports the management of 167 City-owned aircraft storage hangars, 2 commercial business hangars, 4 executive hangars, 22 private hangars on City ground leases, and 118 tie-down spaces for a total capacity of 240 aircraft. In addition, an automated weather observation system and a ground communication outlet are supported because they are safety features important to charter aircraft business. A self-serve fueling island provides 24/7 Avgas and jet fuel is available on-call. These are accounted for in a related cost center.

Airport Administration/ Operations Budget

61100 AIRPORT ADMINISTRATION/OPERATIONS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	149,224	196,323	238,478	335,726
Benefits	17,816	53,817	53,008	151,601
Services & Supplies	720,988	824,292	774,949	837,888
Utilities	55,618	45,040	49,000	51,450
Capital Expenditures	-	-	-	36,000
Transfers	301,425	828,125	1,063,400	1,422,000
Airport Administration/operat	ions 1,245,071	1,947,597	2,178,835	2,834,665

An Airport Admin/Operations budget of \$2,834,665 is recommended for 2021/22. This is an increase of \$655,830 over 2020/21.

Salaries are recommended at \$335,726, an increase of \$97,248 over 2020/21 due to workforce stabilization costs, changes in staffing allocations and step advancements through the salary ranges.

Benefits are recommended at \$151,601, an increase of \$98,593 over 2020/21. The increase is due to workforce stabilization costs, employee benefit selection and increased retirement costs.

Services and Supplies of \$837,888 are recommended, an increase of \$62,939 over 2020/21 mainly due to increased supplies, temporary employee services, as well an increase in intragovernmental charges for Administrative Overhead, Information Technology and Risk Management. Debt service payments for financing related to airport improvements are also included in this amount.

Utilities are recommended at \$51,450, an increase of \$2,450 over 2020/21 due mainly to anticipated increased utility costs.

Capital Expenditures of \$36,000 are recommended to purchase an electric vehicle and utility trailer.

Transfers Out is budgeted at \$1,422,000, an increase of \$358,600 over 2020/21. This represents an increase in capital project activity and corresponding transfers out.

Airport Fueling

The Airport offers Avgas service via a self-serve fueling island 24/7 and jet fuel service available on-call during normal working hours. Net income from this cost center covers fuel costs and funds airport operations.

Airport Fueling Budget

61200 AIRPORT FUELING		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies		518,674	448,026	621,450	525,750
	Airport Fueling	518,674	448,026	621,450	525,750

An Airport Fueling budget of \$525,750 is recommended for 2021/22, a decrease of \$95,700 from 2020/21.

Services and Supplies of \$525,750 mainly for fuel purchased, are recommended. This is a decrease of \$95,700 due to a reduction in the budgeted cost of fuel purchases, slightly offset by an increase in repairs and maintenance costs.

Airport Hangers

The Airport has 167 City-owned aircraft storage hangars, 2 commercial business hangars, 4 executive hangars, 22 private hangars on City ground leases, and 118 tie-down spaces for a total capacity of 240 aircraft. Hanger management is overseen by the Administration Division. Net income from the cost center funds airport operations and maintenance.

Airport Hangers Budget

61300 AIRPORT HANGARS		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies		29,300	36,497	70,600	68,525
Utilities		59,847	45,918	41,500	43,575
	Airport Hangars	89.147	82,415	112,100	112.100

An Airport Hangers budget of \$112,100 is recommended for 2021/22. This is unchanged from 2020/21.

Services and Supplies of \$68,525 are recommended, a \$2,075 decrease from 2020/21.

Utilities of \$43,575 are recommended, a \$2,075 increase over 2020/21 due to anticipated increased utility costs.

Marina Administration/ Operations

Overseen by the Administration Division, the Airport and Marina Manager manages the Petaluma Marina with 167 berths varying from 22 ft. to 40 ft. with a current occupancy rate at 33%. The Marina offers gasoline and diesel fuel sales for maritime vessels.

Marina Administration/ Operations Budget

64100 MARINA ADMINISTRATION/OPERATIONS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	30,572	66,029	65,346	72,968
Benefits	8,735	14,280	10,769	21,978
Services & Supplies	237,456	229,014	112,206	129,072
Utilities	54,894	56,869	50,000	55,000
Transfers	-	-	-	
Marina Administration/operations	331,657	366,192	238,321	279,018

A Marina budget of \$279,018 is recommended for 2021/22. This is an increase of \$40,697 over 2020/21.

Salaries are recommended at \$72,968, an increase of \$7,622 over 2020/21 due to changes in staffing allocations.

Benefits are recommended at \$21,978 an increase of \$11,209 over 2020/21 due to increased retirement costs and employee benefit selections.

Services and Supplies of \$129,072 are recommended, including maintenance, lease costs and intergovernmental charges. This is an increase of \$16,866 over 2020/21 primarily due to an increase in intragovernmental charges for Information Technology and Risk Management. Information Technology increases represent allocations to cover the cost of enhancing technology capabilities citywide. Risk Management increases are the result of a reinstatement of allocations to departments to fund Risk Management services, an allocation that was eliminated in the FY 2020-21 budget as a one-time budget balancing strategy but critical to fund the ongoing cost of the service.

Utilities of \$55,000 are recommended, an increase of \$5,000 over 2020/21 due to anticipated increased utility costs.

Transit Division Summary

Transit		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		236,346	267,151	392,623	354,532
Benefits		83,212	92,048	137,887	162,542
Services & Supplies		3,255,546	3,115,942	2,619,137	2,835,974
Utilities		23,666	22,781	24,000	24,150
Capital Expenditures		-	-	125,000	-
Transfers		25,934	139,083	113,160	305,000
	Transit	3,624,704	3,637,005	3,411,807	3,682,198

Transit Administration

Petaluma Transit and Petaluma Paratransit are managed by the Transit Division, which consists of City staff and a contracted transit operator. This cost center accounts for the Transit administrative functions, including staffing, financial and operational oversight of the contract operations, and support of City Council and Transit Advisory Committee activities. The operation and maintenance contract, currently with MV Transportation, Inc., is accounted for in a related cost center.

Transit Administration Budget

65100 TRANSIT ADMINISTRATION	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	236,275	267,151	392,623	354,532
Benefits	83,198	92,048	137,887	162,542
Services & Supplies	250,174	218,424	243,870	255,325
Utilities	23,666	22,781	24,000	24,150
Capital Expenditures	-	-	-	-
Transfers	10,578	136,967	22,632	305,000
Transit Administration	603,891	737,371	821,012	1,101,549

A Transit Administration budget of \$1,101,549 is recommended for 2021/22, an increase of \$280,537 over 2020/21.

Salaries are recommended at \$354,532, a decrease of \$38,091 from 2020/21 due to changes in staffing allocations.

Benefits are recommended at \$162,542, an increase of \$24,655 over 2020/21. The increase is due to increased retirement costs as well as employee benefit selections.

Services and Supplies includes costs for bus service, professional services, maintenance, and repairs. A budget of \$255,325 is recommended for 2021/22, an

increase of \$11,455 over 2020/21. This is mainly attributed to an increase in repairs and maintenance.

Utilities are recommended at \$24,150, an increase of \$150 over 2020/21, due to anticipated increased utility costs.

Transfers of \$305,000 are recommended, an increase of \$282,368 over 2020/21. This represents an increase in capital project activity and corresponding transfers out.

Transit - Fixed Routes

This cost center accounts for the contract services related to the fixed route system using a modern fleet of 14 buses operating 7 days per week on 6 distinct routes. The system provided 320,000 trips annually (Pre-Covid). Expanded capacity is provided at school bell times to accommodate high volumes of student riders at the local middle and high schools. Routes operate on 30- and 60-minute headways on weekdays from 6:15 am to 8:25 pm, Saturdays from 7:30 am to 8:25 pm, and Sundays from 8:30 am to 5:25 pm with limited holiday service. The Eastside Transit Center (ETC) is located next to the Washington Square Shopping Center; the Copeland Street Transit Mall is between Washington and D Street. Buses feature a low floor, are fully accessible, and are equipped with Wi-Fi and a state-of-the-art automatic vehicle location/real-time bus information system.

City Routes Budget

65200 CITY ROUTES	2	019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		71		-	-
Benefits		14		-	-
Services & Supplies		2,249,396	2,199,497	1,633,687	1,771,174
Capital Expenditures		-	-	125,000	-
Transfers		15,356	2,116	90,528	-
	City Routes	2,264,837	2,201,613	1,849,215	1,771,174

A City Routes budget of \$1,771,174 is recommended for 2021/22. This is a decrease of \$78,041 from 2020/21.

Services and Supplies of \$1,771,174, including a contract for bus operating service, maintenance contracts and fuel costs is recommended for 2021/22, an increase of \$137,487 over 2020/21. This is mainly due to an increase in contract operation cost, as well as increased intergovernmental costs for risk management and information technology.

No Capital expenditures are recommended for 2021/22.

No Transfers Out are recommended for 2021/22.

Paratransit

This cost center accounts for the contract services related to the "on-call" paratransit that has the same operating schedule as Petaluma Transit and provides approximately 20,000 door-to-door trips annually for people whose disabilities prevent them from utilizing fixed-route buses. All vehicles feature on board computers that communicate with Paratransit dispatch in real-time.

Paratransit Budget

65300 PARATRANSIT		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies		755,976	698,021	741,580	809,475
Capital Expenditures		-	-	-	-
	Paratransit	755,976	698,021	741,580	809,475

A Paratransit budget of \$809,475 is recommended for 2021/22. This is an increase of \$67,895 over 2020/21.

Services and Supplies budget of \$809,475 including a contract for bus operating service and fuel costs is recommended for 2021/22, an increase of \$67,895 over 2020/21. This is mainly due to an increase in contract operation costs.

No Capital expenditures are budgeted for 2021/22.

Wastewater Division Summary

Waste Water	_	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		2,863,446	3,214,880	3,894,126	4,435,238
Benefits		1,173,323	1,470,364	1,584,902	1,992,961
Services & Supplies		12,222,963	12,395,458	14,727,299	15,471,424
Utilities		1,693,540	1,760,370	2,035,500	2,238,535
Capital Expenditures		-	-	235,000	17,500
Transfers		10,322,210	6,776,060	7,876,000	13,431,500
	Waste Water	28,275,482	25,617,132	30,352,827	37,587,158

Wastewater Administration

Wastewater Administration serves the Wastewater Enterprise operations, located at the Ellis Creek Water Recycling Facility (WRF) and the Field Office, and works collaboratively with operational staff to promote efficiency, accountability, fiscal and asset management, and provide customer service. Primary responsibilities include preparation of Council agenda reports and other correspondence, budget analysis and coordination, fiscal projections and analysis, grant and contract administration, coordination of asset management and customer service request programs, and management of utility rates. The cost center includes transfers to CIP accounts, intergovernmental charges, and membership costs to key wastewater and recycled water agencies, including Bay Area Clean Water Agencies (BACWA), and California Association of Sanitation Agencies (CASA).

Wastewater Administration Budget

	Waste Water Administration	20,172,270	16,477,960	18,652,897	25,083,856
Capital Expenditures		-	-	-	17,500
Transfers		10,322,210	6,776,060	7,876,000	13,431,500
Utilities		13,798	15,388	21,000	22,000
Services & Supplies		9,412,481	9,181,548	10,144,931	10,776,933
Benefits		113,339	138,704	159,460	280,845
Salary		310,442	366,260	451,506	555,078
66100 WASTE WATER	ADMINISTRATION	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget

A Wastewater Administrative budget of \$25,083,856 is recommended for 2021/22. This is an increase of \$6,430,959 over 2020/21.

Salaries are recommended at \$555,078 an increase of \$103,572 due to increased costs for advancements through the salary ranges and workforce stabilization as well as costs for a part time intern.

Benefits are recommended at \$280,845, an increase of \$121,385 over 2020/21 due to increased retirement and employee benefit selections.

Services and Supplies of \$10,776,933 are recommended which represents an increase of \$632,002 over 2020/21 mainly due to professional services related to Sewer Master Plan, lateral grant program and Rate Study as well as increased intergovernmental costs for admin, risk management and information technology. This category also includes debt service payments.

Utilities are recommended at \$22,000, an increase of \$1,000 over 2020/21 due to an increase in budgeted electric costs.

Transfers Out of \$13,431,500 are recommended which represents an increase of \$5,555,500 over 2020/21. This represents an increase in capital project activity related and corresponding transfers out.

Capital expenditures are recommended at \$17,500, an increase of \$17,500 over 2020/21 for a leased electric vehicle.

Wastewater Collection System

Wastewater Collection System, under Operations, provides 24/7 collection and conveyance of domestic, commercial, and industrial wastewater generated within Petaluma and Penngrove to the ECWRF. The system connects sewer lateral piping from sewer mains and trunks that convey business and residential sewer through more than 195 miles of sewer collection pipes. Operation and maintenance of the nine sewer pump stations are funded from a related cost center. A continuous inspection program identifies problem areas when (3) remote control TV cameras are inserted through the main pipelines. Preventative repairs and cleaning, done with the use of a high-pressure water jet vacuum truck, are initiated based on inspection results.

Wastewater Collection System Budget

66200 WASTE WATER COLLECT SYSTEM	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	526,165	473,259	686,803	587,769
Benefits	215,057	233,439	291,379	284,834
Services & Supplies	93,925	82,206	453,000	328,540
Utilities	22,214	24,945	25,000	26,460
Waste Water Collec	t System 857,361	813,849	1,456,182	1,227,603

A Wastewater Collect System budget of \$1,227,603 is recommended for 2021/22. This is a decrease of \$228,579 from 2020/21.

Salaries are recommended at \$587,769, a decrease of \$99,034 from 2020/21 due to unfiled positions budgeted at lower salary step level.

Benefits are recommended at \$284,834, a decrease of \$6,545 from 2020/21 due to unfilled positions budgeted at lower salary step level.

Services and Supplies includes costs for repairs & maintenance of underground inspection equipment and wastewater pipes. A budget of \$328,540 is recommended, a decrease of \$124,460 from 2020/21 due to one-time costs in the prior year.

Utilities are recommended at \$26,460, an increase of \$1,460 over 2020/21 mainly due to anticipated increased utility costs.

Wastewater Pump Stations

Wastewater Pump Stations, managed by Environmental Services, funds the reliable operations and management of the City's nine sewer pump stations that deliver 6.7 million gallons per day (mgd) average dry weather flow, and up to 36 mgd wet weather flow of wastewater to the Ellis Creek Water Recycling Facility (ECWRF).

Wastewater Pump Stations Budget

Waste Water Sewage Pump Stations	469,148	532,959	647,587	700,831
Capital Expenditures			-	-
Utilities	207,021	180,696	210,000	220,500
Services & Supplies	58,980	109,693	177,000	166,500
Benefits	57,934	71,813	74,297	95,923
Salary	145,213	170,757	186,290	217,908
66250 WASTE WATER SEWAGE PUMP STATIONS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget

A Wastewater Pump Station budget of \$700,831 is recommended for 2021/22. This is an increase of \$53,244 over 2020/21.

Salaries are recommended at \$217,908, an increase of \$31,618 over 2020/21 due to workforce stabilization costs and step advancements through the salary ranges.

Benefits are recommended at \$95,923, an increase of \$21,626 over 2020/21 due to increased retirement costs and changes in employee benefit selections.

Services and Supplies of \$166,500, including repairs, maintenance and equipment rentals, are recommended, down \$10,500 from 2020/21.

Utilities are recommended at \$220,500, an increase of \$10,500 from 2020/21 mainly due to anticipated increased utility costs.

Wastewater Customer Services

Customer Service is part of the Operations Division that works closely with the Finance Department to investigate and resolve customer-billing issues by addressing customer billing inquiries, respond to service orders, and requests for utility billing system support.

Wastewater Customer Services Budget

66300 WASTE WATER CUSTOMER SVC	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Services & Supplies	93,208	260,381	112,200	78,200
Waste Water Customer Svc	93.208	260.381	112,200	78,200

A Wastewater Customer Service budget of \$78,200 is recommended for 2021/22. This is a decrease of \$34,000 from 2020/21.

Services and Supplies of \$78,200 are recommended, a decrease of \$34,000 from 2020/21. This accounts for online billing platform service fees.

Wastewater Industrial

Wastewater Industrial, within Environmental Services, funds environmental compliance for wastewater treatment and disposal, industrial wastewater pretreatment, laboratory analysis, pollution prevention, and other permit requirements. Treated wastewater is analyzed for over 100 chemical constituents, and results are submitted monthly to the State environmental regulators.

Wastewater Industrial Budget

66400 WASTE WATER INDUSTRIAL	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	145,951	180,242	237,006	322,187
Benefits	47,255	74,901	106,130	118,061
Services & Supplies	293,509	299,482	421,500	371,500
Waste Water Industrial	486,715	554,625	764,636	811,748

A Wastewater Industrial budget of \$811,748 is recommended for 2021/22. This is an increase of \$47,112 over 2020/21.

Salaries are recommended at \$322,187, an increase of \$85,181 over 2020/21 due to workforce stabilization costs and changes to salary allocations.

Benefits are recommended at \$118,061, an increase of \$11,931 over 2020/21 due to increased retirement and workforce stabilization costs.

Services and Supplies consist mainly of lab testing services and supplies costs. A budget of \$371,500 is recommended, a decrease of \$50,000 from 2020/21 due to one-time non-recurring consulting services included in 2020/21.

Wastewater Reclamation

Wastewater Reclamation within Environmental Services funds tertiary wastewater treatment, pumping, storage, and distribution of recycled water to urban and agricultural customers. Wastewater treated effluent is further treated by filtration and ultraviolet light disinfection prior to delivery to ranches, golf courses, vineyards, city parks, schools, greenbelts, the airport, and ECWRF buildings and grounds.

Wastewater Reclamation Budget

66500 WASTE WATER RECLAMATION	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	319,110	355,961	410,543	568,498
Benefits	133,942	160,211	160,211	208,601
Services & Supplies	319,356	93,428	555,500	535,500
Utilities	73,563	93,700	115,000	135,000
Capital Expenditures				
Waste Water F	Reclamation 845,971	703,300	1,241,254	1,447,599

A Wastewater Reclamation budget of \$1,447,599 is recommended for 2021/22. This is an increase of \$206,345 over 2020/21.

Salaries are recommended at \$568,498, an increase of \$157,955 over 2020/21. Workforce stabilization costs are included which impact salaries and benefits and incorporate adding positions for core staffing needs to address increased demand in service levels, aligning classifications and compensation to comparable agencies in the area to remain competitive in the market and necessary funds for providing a 2.5% cost of living adjustment due. Also contributing to the increases is employees advancing in the salary step range.

Benefits are recommended at \$208,601, an increase of \$48,390 over 2020/21 due to workforce stabilization and increased retirement costs and changes in employee benefit selection.

Services and Supplies, the majority of which is costs for annual inspections and calibration as well as maintenance and repairs, is recommended at \$535,500, a decrease of \$20,000 from 2020/21.

Utilities are recommended at \$135,000, an increase of \$20,000 due to increase in budgeted Electricity costs.

Wastewater Storm Drain

Wastewater Storm Drain, managed by Operations, funds the portion of storm drain maintenance program that is directly related to the operation of the Sewer Utility. Storm water crews clear, clean, and maintain approximately 4,645 storm drain catch basins, miles of culverts and open ditches, and the storm water pump stations located at Payran, Vallejo, and Wilson Streets to reduce inflow of stormwater into the City's sewer collection system.

Wastewater Storm Drain Budget

	Waste Water Storm Drain	161,527	145,544	244,148	194,143
Capital Expenditures		-	-	50,000	-
Utilities		442	526	500	575
Services & Supplies		8,556	7,770	49,050	40,875
Benefits		44,164	37,021	39,616	51,126
Salary		108,365	100,227	104,982	101,567
66600 WASTE WATER S	STORM DRAIN	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget

A Wastewater Storm Drain budget of \$194,143 is recommended for 2021/22. This is a decrease of \$50,005 from 2020/21.

Salaries are recommended at \$101,567, a decrease of \$3,415 from 2020/21 due to an unfiled position being budgeted at a lower salary, partially offset by workforce stabilization costs.

Benefits are recommended at \$51,126, an increase of \$11,510 over 2020/21 due to employee benefit selections.

Services and Supplies of \$40,875 are recommended, a decrease of \$8,175 from 2020/21 due to one time costs in 2020/21.

Utilities are recommended at \$575 an increase of \$75 over 2020/21 due to anticipated increased utility costs.

No Capital Expenditures are recommended, a \$50,000 decrease from 2020/21 due to funding for a Vehicle in support of Wastewater in 2020/21.

Wastewater Ellis Creek Operations

Wastewater Ellis Creek Operations within Environmental Services accounts for operations and maintenance of the liquids and solids wastewater treatment facilities and management of the polishing wetland areas. Ellis Creek Wastewater Recycling Facility (ECWRF) has an average dry and wet weather design capacity of 6.7 million gallons per day (mgd) and 36 mgd, respectively, and treats domestic, commercial, and industrial wastewater generated within the City's service area including Penngrove

Wastewater Ellis Creek Operations Budget

66700 WASTE WATER ELLIS CREEK OPERATIONS	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	1,308,200	1,568,174	1,816,996	2,082,231
Benefits	561,632	754,275	753,809	953,571
Services & Supplies	1,942,948	2,360,950	2,814,118	3,173,376
Utilities	1,376,502	1,445,115	1,664,000	1,834,000
Capital Expenditures	-	-	185,000	
Waste Water Ellis Creek Operations	5,189,282	6,128,514	7,233,923	8,043,178

A Wastewater Ellis Creek operations budget of \$8,043,178 is recommended for 2021/22. This is an increase of \$809,255 over 2020/21.

Salaries are recommended at \$2,082,231, an increase of \$265,235 over 2020/21 Workforce stabilization costs are included which impact salaries and benefits and incorporate adding positions for core staffing needs to address increased demand in service levels, aligning classifications and compensation to comparable agencies in the area to remain competitive in the market and necessary funds for providing a 2.5% cost of living adjustment due. Also contributing to the increases are changes in position allocations and employees advancing in the salary step ranges.

Benefits are recommended at \$953,571, an increase of \$199,762 over 2020/21 due to workforce stabilization and increased retirement costs and employee benefit selections.

Services and Supplies budget consists mainly of contracts for biosolids hauling and management, living roof maintenance, bulk chemicals and parts for compressed natural gas equipment. Also included are intergovernmental costs for administrative overhead, risk management and information technology. A budget of \$3,173,376 is recommended, an increase of \$359,258 over 2020/21 due to sewer replacement, increased costs for biosolids hauling and management, chemicals and maintenance.

Utilities are recommended at \$1,834,000, an increase of \$170,000 in electrical costs to transition to Evergreen 100% renewable energy as well as an increase in natural gas use in boiler.

No Capital expenditures are recommended for 2021/22, a decrease of \$185,000 from 2020/21.

Water Division Summary

Water	_	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		1,913,000	2,063,157	2,578,419	2,490,681
Benefits		798,518	996,618	1,149,571	1,206,532
Services & Supplies		11,367,653	11,835,647	12,902,243	13,799,331
Utilities		126,300	141,081	167,500	290,500
Capital Expenditures		-	-	1,191,500	221,500
Transfers		2,736,971	2,028,385	8,585,900	6,280,500
	Waste Water	16,942,442	17,064,888	26,575,133	24,289,044

Water Administration

Water Administration serves the Water Enterprise operations, located primarily at the Field Office, and works collaboratively with operational staff to promote efficiency, accountability, fiscal and asset management, and customer service. Primary responsibilities include preparation of Council agenda reports and other correspondence, budget analysis and coordination, fiscal projections and analysis, grant and contract administration, coordination of asset management and customer service request programs, and management of utility rates. The cost center includes transfers to CIP accounts and intergovernmental charges.

Water Administration Budget

67100 WATER ADMINISTRATION	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	342,196	426,706	481,470	557,939
Benefits	128,451	169,335	176,214	244,514
Services & Supplies	2,923,987	2,925,584	2,317,316	2,852,551
Utilities	24,100	26,865	27,500	30,500
Capital Expenditures	-	-	-	17,500
Transfers	2,736,971	2,028,385	8,585,900	6,280,500
Water Administration	6,155,705	5,576,875	11,588,400	9,983,504

A Water Administrative budget of \$9,983,504 is recommended for 2021/22. This is a decrease of \$1,604,896 from 2020/21.

Salaries are recommended at \$557,939, an increase of \$76,469 over 2020/21 due to workforce stabilization costs, position reallocations and step advancements through salary ranges.

Benefits are recommended at \$244,514 an increase of \$68,300 due to workforce stabilization and increased retirement costs and employee benefit selections.

Services and Supplies of \$2,852,551 are recommended which represents an increase of \$535,235 over 2020/21 mainly due to consulting engineering and modeling services needed to complete a water distribution master plan as well as costs to perform a utility rate study. Also, increased intergovernmental costs for administrative overhead, risk management and information technology contribute to the increase. Debt service payments are also included in this amount.

Utilities are recommended at \$30,500, an increase of \$3,000 over 2020/21 due to an increase in electricity costs.

Capital expenditures are recommended at \$17,500, an increase of \$17,500 over 2020/21 for a leased electric vehicle.

Transfers Out of \$6,280,500 are recommended, which represents a decrease of \$2,305,400 from 2020/21. This represents an decrease in capital project activity and corresponding transfers out that are expected to occur.

Water Conservation

Water Conservation within Water Operations funds water conservation outreach programs, including "WaterWise" house calls, drought response, and water supply planning. Water Conservation programs include Mulch Madness for turf replacement, rebates for toilets and washing machines, demonstration garden conversions, and public outreach at special events and on the internet.

Water Conservation Budget

67200 WATER CONSERVATION		2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary		149,684	185,663	157,737	224,659
Benefits		67,838	86,167	75,136	75,424
Services & Supplies		305,924	235,050	482,814	481,556
Capital Expenditures		-	-	36,500.00	-
	Water Conservation	523,446	506,880	752,187	781,639

A Water Conservation budget of \$781,639 is recommended for 2021/22. This is an increase of \$29,452 over 2020/21.

Salaries are recommended at \$224,659, an increase of \$66,922 over 2020/21 due to workforce stabilization costs partially offset by a PT intern position being budgeted at a lower salary rate.

Benefits are recommended at \$75,424, an increase of \$288 over 2020/21 related to increased retirement costs offset by changes to employee benefit selections.

Services and Supplies of \$481,556 are recommended, a decrease of \$1,258 from 2020/21 due to a reduction in budgeted maintenance costs partially offset by increased intragovernmental charges for Information Technology. Costs for landscape maintenance and public outreach are also included in this budget.

Capital Expenditures are recommended at .00, a decrease of \$36,500 due to the purchase of an Electric Pool Vehicle in 2020/21.

Water Customer Services

Water Customer Service is part of the Operations Division and works closely with the Finance Department to investigate and resolve customer-billing issues by addressing customer billing inquiries related to high water use or leaks, responds to service orders for meter turn-ons/off and read checks, and requests for utility billing system support.

Water Customer Services Budget

67300 WATER CUSTOMER SERVICES	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	171,068	171,068	170,421	189,190
Benefits	91,856	108,275	102,696	86,793
Services & Supplies	333,423	462,347	394,263	516,659
Water Customer Servio	ces 596,347	741,690	667,380	792,642

A Water Customer Services budget of \$792,642 is recommended for 2021/22. This is an increase of \$125,262 over 2020/21.

Salaries are recommended at \$189,190 This is an increase of \$18,769 over 2020/21 mainly due to employee selections of medical cash back in 2021/22.

Benefits are recommended at \$86,793 This is a decrease of \$15,903 from 2020/21 mainly due to employee benefit selections.

Services and Supplies include contracts for remote payment processing, water meter management, maintenance, and repairs as well as intergovernmental costs for administrative overhead, risk management and information technology. A budget of \$516,659 is recommended, an increase of \$122,396 over 2020/21. This is mainly attributed to an increase in intragovernmental charges for Information Technology.

Water Leak Detect/Cross Connect

Water Leak Detect/Cross Connect, under Operations, utilizes leak detection equipment to identify water leaks, and manages the California Department of Health Services mandated cross-connection control program.

Water Leak Detect/Cross Connect Budget

67400 WATER LEAK DETECT/CROSS CONNECT	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	80,221	83,781	81,951	80,725
Benefits	41,358	45,013	43,594	46,545
Services & Supplies	1,177	4,883	9,100	10,500
Capital Expenditures				
Water Leak Detect/Cross Connect	122,756	133,677	134,645	137,770

A Water Leak Detect/Cross Connect budget of \$137,770 is recommended for 2021/22. This is an increase of \$3,125 over 2020/21.

Salaries are recommended at \$80,725, a decrease of \$1,226 from 2020/21 due to less standby pay budgeted for 2020/21.

Benefits are recommended at \$46,545 an increase of \$2,951 over 2020/21 due to increased retirement costs and employee benefit selections.

Services and Supplies of \$10,500 are recommended, an increase of \$1,400 over 2020/21 due to increased budgeted supplies.

Water Pumping

Potable water from the wholesale supplier and twenty-one City wells is distributed to customers through nine water pump stations (WPS), ten storage reservoirs with 10.1 million gallons of combined capacity, five pressure zones, and over 270 miles of water mains. Managed by Operations, this cost center funds the operations and maintenance of these WPS, reservoirs, and wells. The wholesale purchase of the City water supply from the Sonoma County Water Agency is accounted for by a related cost center.

Water Pumping Budget

67500 WATER PUMPING	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	51,38	50,705	46,368	47,320
Benefits	25,449	24,548	25,532	27,830
Services & Supplies	97,493	89,290	369,000	324,500
Utilities	102,200	114,216	140,000	260,000
	Water Pumping 276,523	278,759	580,900	659,650

A Water Pumping budget of \$659,650 is recommended for 2021/22. This is an increase of \$78,750 over 2020/21.

Salaries are recommended at \$47,320, an increase of \$952 over 2020/21 due to workforce stabilization costs

Benefits are recommended at \$27,830, an increase of \$2,298 over 2020/21 due to workforce stabilization, increased retirement costs and employee benefit selections.

Services and Supplies of \$324,500 are recommended mainly for inspections, and maintenance of well pumps. This is a decrease of \$44,500 from 2020/21 mainly due to lower budgeted repairs and maintenance.

Utilities are recommended at \$260,000, an increase of \$120,000 over 2020/21 for an increase in electrical costs to transition to Evergreen 100% renewable energy.

Water Source of Supply

Overseen by the Operations Division, this cost center funds the purchase of the City's water supply from the Sonoma County Water Agency under the terms of the wholesale water purchase agreement.

Water Source of Supply Budget

Water Source Of Supply	6,895,201	7,072,168	8,076,750	8,356,750
Services & Supplies	6,895,201	7,072,168	8,076,750	8,356,750
67600 WATER SOURCE OF SUPPLY	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget

A Water Source of Supply budget of \$8,356,750 is recommended for 2021/22. This is an increase of \$280,000 over 2020/21.

Services and Supplies consist of wholesale water costs. A budget of \$8,356,750 is recommended, an increase of \$280,000 over 2020/21. This represents an increase in wholesale water costs passed through from Sonoma County Water Agency.

Water Transmission and Distribution

Managed by the Operations Division, potable water is transmitted and distributed to City customers through nine water pump stations, ten active storage reservoirs with 10.1 million gallons of capacity, five pressure zones, and over 270 miles of transmission and distribution pipelines serving 20,159 metered customers with over 7,686 valves and appurtenances. This cost center funds the maintenance and repair of the pipelines, including a California State certified Water System Operator, to assure water quality and reliability of service of the distribution system. Quality and reliability are achieved by overseeing continuous testing for pathogens and chlorine levels; and continuous monitoring of deliveries, leaks, and system pressures.

Water Transmission and Distribution Budget

67700 WATER TRANSMISSION & DISTRIBUTION	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget		
Salary	1,118,450	1,145,234	1,640,472	1,390,848		
Benefits	443,566	563,280	726,399	725,426		
Services & Supplies	810,448	1,046,325	1,253,000	1,256,815		
Capital Expenditures			1,155,000	204,000		
Water Transmission & Distribution	2,372,464	2,754,839	4,774,871	3,577,089		

A Water Transmission and Distribution budget of \$3,577,089 is recommended for 2021/22. This is a decrease of \$1,197,782 from 2020/21.

Salaries are recommended at \$1,390,848, a decrease of \$249,624 from 2020/21 due to three positions, one lead worker and two utility service workers that were included in the 2020/21 budget but have not yet been authorized, offset slightly with workforce stabilization costs.

Benefits are recommended at \$725,426 a decrease of \$973 from 2020/21 due to three positions included in the 2020/21 budget that have not yet been authorized.

Services and Supplies of \$1,256,815 are recommended, an increase of \$3,815 over 2020/21 due mainly to increased costs of parts and supplies for water supply lines, fire hydrants and signage as well as weed abatement and leased vehicle expense offset by a decrease in construction contracts.

Capital expenditures are recommended at \$204,000 for 2021/22, a decrease of \$951,000 from 2020/21 due to the non-recurring purchase of a Vac-Con truck and water main flushing equipment in 2020/21. Recommended purchases for 2021/22 include two electric vans and 2 Hybrid Trucks to replace high mileage fossil fuel vehicles.

Storm Drainage Utility Administration

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

Storm Drainage Utility Administration Budget

68100 STORM DRAINAGE UTILITY ADMINISTRATION	2019 Actuals	2020 Actuals	2021 Revised	2022 Budget
Salary	179,823	178,241	188,033	254,890
Benefits	68,331	70,734	73,047	155,053
Services & Supplies	151,151	164,647	395,067	642,108
Utilities	3,860	3,026	2,500	3,500
Capital Expenditures	-	-	-	
Transfers	-	50,000		-
Storm Drainage Utility Administration	403,165	466,648	658,647	1,055,551

A Storm Drainage Utility Administrative budget of \$1,055,551 is recommended for 2021/22. This is an increase of \$396,904 over 2020/21.

Salaries are recommended at \$254,890, an increase of \$66,857 over 2020/21 due to workforce stabilization costs, salary reallocations and advancements in the salary step ranges.

Benefits are recommended at \$155,053, an increase of \$82,006 due to workforce stabilization, increased retirement costs and employee benefit selections.

Services and Supplies of \$642,108 are recommended which represents an increase of \$247,041 over 2020/21 due to increased costs to continue vegetation establishment services for the constructed, mitigation riparian and wetland habitat of the Denman and Capri projects as well as an outreach program on alternative pesticides.

Utilities of \$3,500 are recommended, an increase of \$1,000 over 2020/21 due to anticipated increased utility costs.

No Capital or Transfers out are recommended.



CITY OF PETALUMA CALIFORNIA



Capital Improvement Program

Five Year Plan

Fiscal Years 2022-2026



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C61502110	Aircraft Parking Apron Rehabilitation	
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New	Skate Park Rejuvenation – Design	
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C14502009	Multi-Use Path & Park Pathways Restoration	
C14402010	Marina Dredging & Dock Upgrades	
New	Petaluma River Dredging Program	
C14502011	Tennis & Pickleball Court Reconstruction	
C14502011	Shollenberger Improvements	
C14502114	Lynch Creek Trail	
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	<u> </u>	

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C16102032	Intersection, Sidewalk Curb Returns ADA Improvements	CIP-58
New	Traffic Signal Installation	CIP-59
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e16502022	Trestle Rehabilitation	CIP-62
C16401824	Caulfield Bridge and Extension	CIP-63
C16402141	1st and F St Bridge Replacement	CIP-64
C16501412	LED Streetlight and Facility Lighting Retrofit	CIP-65
E16102130	Local Road Safety Plan	CIP-66
New	Traffic Calming & Bike Boulevards	CIP-67
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C66401302	Recycled Water Turnout and Meter Replacements	CIP-77
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C66501834	Recycled Water System Extension -Phase 1 Maria Loop	CIP-79
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C16301518	Old Corona Road Water Quality Mitigation	CIP-82
C16501931	Strom Drain Trash Capture Device Pilot	CIP-83
C16302144	Edith St Drainage Improvements	CIP-84
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Transit Projects.		CIP-87
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New	Bus Stop Improvements	
New	Transit Yard Gate Electrification	

Transit Projects	s (cont.)	
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New	Transit Yard Electrification Planning & prelim construction	
	cility Projects	
C66501003		
C66501518	C	
C66501840	, 18	
C66401728	8 8	
New	Sewer Rehabilitation- Payran & Madison	CIP-98
Projected	Sewer Main Replacement Future	CIP-99
C66501923	Oakmead, Redwood, and Outlet Mall Lift Station Upgrades	CIP-100
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E66502027	Corp Yard Tank Demo- Phase 2	CIP-106
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C67502012	Bodega and Webster Water Main Replacement	CIP-112
C67501007	Hardin & Manor Tank Exterior Recoating	CIP-115
C67402215	Copeland St. Water Main Replacement	CIP-116
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	Icon Indicators: Shovel ready projects Climate ready pr	rojects



FY 2021-22 CIP Budget

USES AND SOURCES

(dollars in \$000)

	Airport	Facilities	F	Parks	Pub	olic	Su	rface	Tr	ansit	Water	Recycled	Waste	Adv	anced	F	udget
	CIP	CIP		CIP	Wo			ater		CIP	CIP	•	Water CIP		nning		Y 21-22
USES (dollars in \$000)/FUND	6190	3110		3140	310			160		6590	6790	6690	6690		3110		OTAL
Planning/Environmental	35	262		90		424		5		18	25	20	260		-		1,139
Land & Easements	5	-		5		125		_		10	10	14	_		_		169
Design	80	507		255	3	3,704		166		33	325	205	740		-		6,015
Legal Services	-	-		1		-		_		-	9	4	23		_		37
Administration	-	10		1		8		5		5	18	30	33		1,042		1,152
Construction Contracts	1,133	3,448		6,103	14	4,880		705		190	2,797	1,411	9,315		-		39,982
Construction Management	95	202		174		336		30		18	630	156	597		-		2,238
Contingency	95	335		400		468		70		25	633	662	1,057		-		3,745
CIP Overheads	10	92		15		32		2		6	75	14	93		-		339
TOTAL USES	\$ 1,453	\$ 4,856	\$	7,044	\$ 19	9,977	\$	983	\$	305	\$ 4,522	\$ 2,516	\$ 12,118	\$	1,042	\$	54,816
SOURCES (dollars in \$000)																	
Airport Operating	598					10											608
Bond Measure U Sales Tax					4	4,194											4,194
City Facilities Impact Fee		2,359															2,359
Developer Contributions/Donations				1,000		554											1,554
Federal Aviation Administration (FAA) Grant	814																814
Federal Transit Adminitration (FTA) Grant										90							90
General Fund				34													34
General Fund Reserves- Turf Replacement				200													200
General Fund Reserves- General Plan															742		742
General Fund -Measure U		404															404
Measure M Parks				686													686
Park Land Development Impact Fees				4,400													4,400
Grants		654		416		3,210											4,280
Road Maint and Rhab Acct (RMRA)					2	2,462											2,462
State Grant	41																41
Storm Drainage Impact Fees								679									679
Street Maintenance		68			4	4,376		22									4,466
TDA Transit Capital										215							215
Traffic Mitigation Impact Fees				50	1	1,271											1,321
Transient Occupancy Tax		61				313											374
Waste Water Capital		68										1,375	11,628				13,071
Water Capital		85									4,500	1,141	55				5,781
Undetermined				1,702		210											1,912
Future Infrastructure Bond Funds						1,806											1,806
Prior-year funds & timing of reimbursements	-	1,157		(1,444)	1	1,571		282		-	22	-	435		300		2,323
TOTAL SOURCES	\$ 1,453	\$ 4,856	\$	7,044	\$ 19	9,977	\$	983	\$	305	\$ 4,522	\$ 2,516	\$ 12,118	\$	1,042	\$	54,816

FY 2021-22 CIP Budget by Project

			 \$000
Airport CIP	C61202014	Hangar and Apron Repairs	\$ 127
	C61502110	Aircraft Parking Apron Rehabilitation - AIP	885
	C61502115	Windsock Paving	67
	C61202116	Bathroom Hangers 6-9	184
	C61502117	Safety Zone Improvements by Drainage Channel	90
		Airport Emergency Power Backup	 100
			1,453
Facilities CIP	C16201304	Community Center Interior Repairs	676
	C11201501	Petaluma Library & Museum Seismic Retrofit	53
	C11502015	Electric Vehicle Chargers	254
	C11501911	Reserve Apparatus Storage & Security Gate Insatallation	169
	C11202017	City Hall West Wing Space Remodel	511
	C11202116	Community Center Emergency Generator Purchase and Building Modifications	468
	C11202018	Emergency Generators City Hall and Police Headquarters	363
	C11202019	Council Chambers Improvements	131
	C11202121	Petaluma Library ADA Improvements	175
		Public Library New Fire Supression System	932
	C11201603	Public Library Roof Replacement	79
	c11502122	Police Department Parking Lot Paving	37
		City-Wide Facilities Audit & Energy Program	280
		Public Safety Facilities Assessmnet	200
		Police Dept Facility Remodel	478
	e11202026	27 Howard Improvements for Sale	50
		p a constant	4,856
Parks CIP	C00400205	Playground Replacements	172
	C14501607	Petaluma Community Sports Fields Baseball Diamond	4,882
		Skate Park Rejuvination	150
	C14502008	Lucchesi Turf Field Replacement	619
	C14502009	Multi-Use Path & Park Pathways Restoration	33
	e14502024	Marina Dredging & Dock Upgrades	232
		Petaluma River Dredging Program	40
	C14502011	Tennis and Pickleball Court Reconstruction	52
	C14502012	Shollenberger Improvements	228
	c14502114	Lynch Creek Trail	186
		Westridge Parkway	450
			7,044
Public Works	C16101201	Washington St Bridge Seismic Rehabilitation	546
	C16101601	Road Diet Extension Petaluma Blvd South	2,902
	C16501602	Downtown ADA Improvements	369
	c16102139	Pavement Restoration FY 20/21- Various Streets	2,952
		Pavement Restoration FY 21/22- McDowell	2,135
		Pavement Restoration & Reconstruction- Citywide	6,000
	C16102032	Intersection, Sidewalk Curb Returns and ADA Improvements	55
		Traffic Signal Installation	200
		Traffic Signal Timing Upgrade Improvements	150

FY 2021-22 CIP Budget by Project

		<u> </u>	
Public Works	e16502022	Trestle Rehabilitation	273
(continue)	C16401824	Caulfield Bridge and Extension	1,825
	c16402141	1st and F St Bridge Replacement	900
	c16501412	LED Streetlight and Facility Lighting Retrofit	681
	e16102130	Local Road Safety Plan	40
		Traffic Calming & Bike Boulevards	211
		D Street Improvement Project	200
		Pedestrian Bridge Assessment	25
		Pedestrian Bridge Renovations Project	200
	c16102145	City-Wide Striping Improvements Project	80
		Bike/Ped Master Plan & Wayfinding	160
		E. Washington Sidewalk Frontage Improvements	73
		2. Washington side walk Frontage improvements	 19,977
Recycled Water	C66401416	Tertiary Filtration System Expansion	45
•	C66401302	Recycled Water Turnout and Meter Replacements	388
	C66501936	Recycled Water System Expansion for Agriculture	942
	C66501834	Recycled Water System Extension- Phase 1/Maria Loop	1,141
			 2,516
			_,
Surface Water	C16301518	Old Corona Road Water Quality Mitigation	281
	C16501931	Storm Drain Trash Capture Device Pilot	517
	C16302144	Edith St. Drainage Improvements	105
	0100011	Wilson Stormwater Pump Station Upgrades	80
			 983
Transit	C65202110	Transit Admin Building Roof Overlay	33
		Bus Stop Improvements	52
		Transit Yard Gate Electrification	88
		Transit Yard Generator & Transfer Switch Installation	75
		Transit Yard Electrification Planning	57
		Tallott raid Electrinication Flamming	305
Waste Water CIP	C66501003	Manhole Rehabilitation	316
	C66501518	CNG Fueling Station Ellis Creek	13
	C66501840	Chemical System Upgrade at Ellis Creek	2,207
	C66401728	Ellis Creek High Strength Waste Facilities	150
		Sewer Main Replacement - Payran & Madison	2,855
	C66502032	PIPS Forcemain Replacement	3,566
		Sewer Forcemain Replacement Program	40
	C66501930	Replace PIPS High Capacity Pumps	40
	C66501838	Ellis Creek Outfall Replacement	1,866
	e66502027	Corp Yard Tank Demo-Phase 2	830
	c66402144	Corp yard Master Plan	115
		Ellis Creek Water Recycling Facility Energy Savings Assessment	120
			 12,118
			, -
Water CIP	C67501611	Well Construction	300
	C67501007	Hardin & Manor Tank Exterior Recoating	1,772
	C67502121	Water Service Replacement FY20/21 - FY21/22	900
	new	12-inch Santa Rosa Junior College Water Main	850
	new	SCADA Upgrades	50
	new	Payran & Madison Area Water Main Replacement	650
		·	 4,522
Advanced Planning	g e11502028	General Plan & Housing Element Comprehensive Update	1,042
		TOTAL CIP BUDGET	\$ 54,816



AIRPORT PROJECTS FY 2021-2022

AIRPORT CAPITAL IMPROVEMENT PROGRAM BUDGET FY 21-22 PROJECT SUMMARY

Fund 6190.61999

PROJECTS (dollars in \$000)		Actual Life to Date thru FY 20	Estimate FY 20-21	Estimate Life to Date thru FY 21	Proposed Budget FY 21-22	FY 22-23	PROJE	FY 24-25	FY 25-26	Total Project Estimate	
C61202014		12	137	149	127	-	-	-	-	276	
C61502009	Taxiway A Rehabilitation - AIP	-	-	-	-	120	-	1,018	-	1,138	
C61502110	Aircraft Parking Apron Rehabilitation - AIP	-	40	40	885	886	-	-	-	1,811	
C61502115	Windsock Paving	-	-	-	67	-	-	-	-	67	
C61202116	Bathroom Hangers 6 - 9	-	30	30	184	-	-	-	-	214	
C61502117	Safety Zone Improvements by Drainage Channel	-	-	-	90	160	-	-	-	250	
new	Airport Emergency Power Backup	-	•	-	100	1	-	-	-	100	
	TOTAL	\$ 12	\$ 207	\$ 219	\$ 1,453	\$ 1,166	\$ -	\$ 1,018	\$ -	\$ 3,856	

Airport Operating Fund	12	207	219	598	36	-	56	-	909
State AIP Grant	-	-	-	41	46	-	46	-	133
FAA Grant	-	-	-	814	924	-	916	-	2,654
Undetermined	-	-	-	-	160	-	-	-	160
TOTAL	\$ 12	\$ 207	\$ 219	\$ 1,453	\$ 1,166	\$ -	\$ 1,018	\$ -	\$ 3,856

Hangar and Apron Repairs

C61202014

Purpose and Description

The Hangar and Apron Repairs project will provide a coordinated effort to address numerous deficiencies identified during a 2017 inspection of the airport hangars. The airport hangars require repairs throughout the inventory, including hangar doors, electrical systems, roofing, siding, drainage, and structural components. Additionally, minor apron pavement repairs in the hangars are a part of the project. This project began in FY20/21, will be ongoing through FY22 and is funded entirely through Airport Operating Funds.

The Airport has performed an initial pilot program for Airport Hanger Row 2. Electrical work took place in all 12 hanger units (Hangers A through L) of Hanger Row 2. The pilot program was a success and will move forward into a full-scale project. The pilot phase replaced existing fluorescent strip lights with brand new LED vapor tight strip fixtures as well as install additional LED strip fixtures to improve internal lighting (depending on hanger size). In addition, they corrected, removed, and disposed of non-standard electrical and lighting elements.



Financial Overview

C61202014	Expense	s and Funds	Received			BUD	GET		
	Actual Life to Date	Estimate	Estimate Life to Date	Proposed Budget					Total Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-						-
Land & Easements			-						-
Design	6	10	16	10					26
Legal Services			-						-
Administration			-						-
Construction Contracts	4	100	104	90					194
Construction Mgmt	1	15	16	15					31
Contingency		10	10	10					20
CIP Overheads	1	2	3	2					5
TOTAL USES	12	137	149	127	-		-	-	276

Airport Operating Fund	12	137	149	127				276
TOTAL FUNDS	12	137	149	127	-	-	-	276

Taxiway "A" Rehabilitation

C61502009

Purpose and Description

In 2017, as part of the Airport Pavement Management System Report, the assessment rated the condition of Inner Taxiway "A" as Medium to High Severity. Due to the declining pavement conditions, cracks are forming, and the pavement needs repairs in the next two to three years. The Taxiway "A" Rehabilitation project involves the rehabilitation of the Inner Taxiway "A"; the work will consist of dig outs, edge repairs, crack seal, and overlay. The project is reimbursable from the Federal Aviation Administration (FAA) and Caltrans Division of Aeronautics and will be funded through an FAA grant with matching funding through a combination of State grant and Airport Operating Funds. Design is scheduled for completion in FY 22/23 with construction slated for FY 24/25.



Financial Overview

C61502009	Expense	s and Funds	Received						
	Actual Life		Estimate	Proposed		1 1001	ECTED		Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-						-
Land & Easements			-						-
Design			-		120				120
Legal Services			-						-
Administration			-						-
Construction Contracts			-				813		813
Construction Mgmt			-				100		100
Contingency			-				100		100
CIP Overheads			-				5		5
TOTAL USES	-	ı	-	•	120	ı	1,018	•	1,138
SOURCES (dollars in \$000)									
Airport Operating Fund			-		6		56		62
State AIP Grant			-		5		46		51
FAA Grant			-		109		916		1,025
TOTAL FUNDS	-	-	-	-	120	-	1,018	-	1,138

Aircraft Parking Apron Rehabilitation

C61502110

Purpose and Description

The Aircraft Parking Apron Rehabilitation project involves rehabilitating the eastern half of the Aircraft Parking Apron, including drainage upgrades. The pavement condition was rated as Medium to High in Severity in the Airport Pavement Management System Report of 2017. Current drainage is inadequate and water during heavy rains accelerating pools deterioration of the pavement and necessitating rehabilitation. The Federal Aviation Administration (FAA) has already paid for design. Construction of this project is reimbursable from the FAA and Caltrans Division of Aeronautics. Construction is anticipated to occur in FY 21/22. The project is funded primarily through an FAA grant with match funding through a combination of State grant and Airport Operating Funds.



Financial Overview

C61502110	Expense	s and Funds	Received			BUD	GET		
						PROJI	CTED		
	Actual Life		Estimate	Proposed		PROJE	CIED		Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-						-
Land & Easements			-						-
Design		40	40						40
Legal Services			-						-
Administration			-						-
Construction Contracts			-	783	783				1,566
Construction Mgmt			-	50	50				100
Contingency			-	50	50				100
CIP Overheads			-	2	3				5
TOTAL USES	-	40	40	885	886	1	1	-	1,811
SOURCES (dollars in \$000)									
Airport Operating Fund		40	40	30	30				100
State AIP Grant			-	41	41				82
FAA Grant			-	814	815				1,629
Undetermined			-						-
TOTAL FUNDS	-	40	40	885	886	-	-	-	1,811

Windsock Paving

C61502115

Purpose and Description

The Windsock Paving project, funded through Airport Operating Funds, will address the need of surfacing the Federal Aviation Administration (FAA) registered windsock area. Currently, ongoing weeding and stenciling efforts require Airport resources to resolve; new paving and stenciling will reduce staffing needs and increase overall safety.



Financial Overview

C61502115	Expense	s and Funds	Received	BUDGET						
	Actual Life to Date	Estimate	Estimate Life to Date	J	E) / 00 00	F) / 00 0 4	5 14 0 4 0 5	EV 05 00	Total Project	
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate	
Planning/Environmental			-						-	
Land & Easements			-						-	
Design			-	5					5	
Legal Services			-						-	
Administration			-						-	
Construction Contracts			-	50					50	
Construction Mgmt			-	5					5	
Contingency			-	5					5	
CIP Overheads			-	2					2	
TOTAL USES	-	-	-	67	-	-	-	-	67	

CONCES (donars in \$600)												
Airport Operating Fund			-	67					67			
TOTAL FUNDS	-		-	67	-	-	-	-	67			

Bathroom Hangers 6 – 9

C61202116

Purpose and Description

The Bathroom Hangers 6 – 9 project addresses the need of a bathroom facility serving the hangers at the south end of the airfield. This project, funded through Airport Operating Funds, will install a single American with Disabilities Act (ADA) compliant restroom facility near Hangers 6-9.



Financial Overview

C61202116	Expenses and Funds Received				BUDGET					
						PROJI	ECTED			
USES (dollars in \$000)	Actual Life to Date thru FY 20	Estimate	Estimate Life to Date thru FY 21	Proposed Budget FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Total Project Estimate	
Planning/Environmental			-						-	
Land & Easements			-						-	
Design		30	30						30	
Legal Services			-						-	
Administration			-						-	
Construction Contracts			-	150					150	
Construction Mgmt			-	15					15	
Contingency			-	15					15	
CIP Overheads			-	4					4	
TOTAL USES	-	30	30	184	-	-	-	-	214	

Airport Operating Fund		30	30	184					214
TOTAL FUNDS	-	30	30	184	-	-	-	-	214

Safety Zone Improvements by Drainage Channel

C61502117

Purpose and Description

The airport's sideline safety zone has a drainage channel that crosses the runway. The Safety Zone Improvements by Drainage Channel project is to address significant erosion and slope repair needed to bring the area around the drainage channel into compliance with the Federal Aviation Administration (FAA) as a sideline safety zone.



Financial Overview

TOTAL FUNDS

C61502117	Expense	s and Funds	Received						
						PROJE	ECTED		
	Actual Life		Estimate	Drangad					Total
	to Date	Estimate	Life to Date	Proposed Budget					Project
USES (dollars in \$000)	thru FY 20		thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-	30					30
Land & Easements			-						-
Design			-	60					60
Legal Services			-						-
Administration			-						-
Construction Contracts			-		160				160
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	-	1	-	90	160	1	1	1	250
	·								
SOURCES (dollars in \$000)									
Airport Operating Fund			-	90					90
Undetermined			-		160				160

160

250

Airport Emergency Power Backup

New

Purpose and Description

Following on the recent Runway Lighting Electrical Upgrade project, this project will address the need for emergency power back-up at the airport to provide power to runway lighting, navigation facilities, and support operations during power outages. The Petaluma Airport is the primary staging area for incoming supplies in a local emergency. Having a reliable source of emergency power for this critical facility increases Petaluma's emergency preparedness. Alternatives to a fossil fuel powered generator will be explored, but reliability and capacity of the power source will be a major consideration on final selection.



Financial Overview

Airport Emergency Power Backup	Expense	s and Funds	Received			BUD	GET		
	Actual Life to Date	Estimate	Estimate Life to Date	U					Total Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental				5					5
Land & Easements			-	5					5
Design			-	5					5
Legal Services			-						-
Administration			-						-
Construction Contracts			-	60					60
Construction Mgmt			-	10					10
Contingency			-	15					15
CIP Overheads			•						-
TOTAL USES	-	-	-	100	-	-	-	-	100

SOURCES (dollars in \$000)

Airport Operating Fund

TOTAL FUNDS

. ,						
I		-	100			100
TAL FUNDS	-		100		-	100

FACILITIES PROJECTS FY 2021-2022

FACILITIES CAPITAL IMPROVEMENT PROGRAM BUDGET FY 21-22

PROJECT SUMMARY

Fund 3110.31100

		Actual Life		Estimate	Proposed		PROJ	ECTED		Total
PROJECTS (d	Iollars in \$000)	to Date thru FY 20	Estimate FY 20-21	Life to Date thru FY 21	Budget FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Project Estimate
C16201304	Community Center Repairs	191	15	206	676	1	-	-	-	882
C11201501	Petaluma Museum Seismic Retrofit	53	-	53	53	3,486	-	-	-	3,592
€ C11502015	Electric Vehicle Chargers	3	58	61	254	327	106	106	106	960
C11501911	Reserve Apparatus Storage & Security Gate Insatallation	-	51	51	169	-	-	-	-	220
C11202017	City Hall West Wing Space Remodel	47	102	149	511	-	-	-	-	660
C11202116	Community Center Emergency Generator Purchase and Building Modifications	-	21	21	468	-	-	-	-	489
C11202018	Emergency Generators City Hall and Police Headquarters	1	10	11	363	-	-	-	-	374
C11202019	Council Chambers Audio and Video Improvements	1	25	26	131	-	-	-	-	157
C11202121	Petaluma Library ADA Improvements	-	12	12	175	187	185	-	-	559
new	Public Library New Fire Suppression System	-	-	-	932	-	-	-	-	932
C11201603	Public Library Roof Replacement	9	-	9	79	-	-	-	-	88
c11502122	Police Department Parking Lot Paving	-	30	30	37	-	-	-	-	67
€ e11202132	City-Wide Facilities Audit & Energy Program	-	50	50	280	200	240	400	-	1,170
new	Public Safety Facilities Assessmet	-	-	-	200	-	-	-	-	200
new	New Fire Station	-	-	-	-	200	900	7,000	13,000	21,100
new	Police Dept Facility Remodel	-	-	-	478	-	-	-	-	478
new	Public Safety Boathouse	-	-	-		378	-	-	-	378
e11202026	27 Howard Improvements for Sale	1	12	13	50	-	-	-	-	63
	TOTAL	\$ 306	\$ 386	\$ 692	\$ 4,856	\$ 4,778	\$ 1,431	\$ 7,506	\$ 13,106	\$ 32,369

SOURCES (dollars in \$000)

City Facilities Impact Fees
General Fund
General Fund- Measure U
Infrastructure Bond- Measure U
Transient Occupancy Tax
Grants
Water Capital
Waste Water Capital
PG&E- Rebates
Developer Contributions/ Donations
Steet Maintenance
Undetermined

TOTAL

213	232	445	2,359	117	617	17	5,017	8,572
250	17	267	-	-	-	-	-	267
-	613	613	404	100	100	100	100	1,417
-	-	-	-	-	-	7,000	8,000	15,000
651	12	663	61	-	-	-	-	724
-	15	15	654	-	-	-	-	669
-	-	-	85	-	-	-	-	85
-	-	-	68	-	-	-	-	68
3	-	3	-	-	-	-	-	3
-	22	22	-	100	300	-	-	422
-	-	-	68	-	-	-	-	68
-	-	-	-	4,249	425	400	-	5,074
\$ 1,117	\$ 911	\$ 2,028	\$ 3,699	\$ 4,566	\$ 1,442	\$ 7,517	\$ 13,117	\$ 32,369

Community Center Repairs /

C16201304

Purpose and Description

The Community Center Repairs project will make repairs to the building's exterior to prevent water intrusion and protect the interior, which has been damaged by leaks in the roof and windows. Work addressing the water intrusion and damage will include repairs to gutters and flat roofing, windows, walls, floors, and ceilings. As the funding allows, interior doors, aging heating and ventilation equipment, and lighting will be repaired or replaced. These repairs are necessary to maintain the well-used community center. The project started in FY 18/19, with over 4,500 square feet of vinyl flooring being replaced. In FY 20/21, the large roof and gutters are being replaced along with select window replacements. In FY 21/22, additional improvements will be made such as Heating, Ventilation, and Air Conditioning (HVAC) and carpet replacement, as well as lighting retrofits. The project is funded by the Transient Occupancy Tax. Funding for future years has not yet been identified.



BUDGET

Financial Overview

C16201304

						PROJI	ECTED		
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental	52		52						52
Land & Easements			-						-
Design	35	15	50	25					75
Legal Services			-						-
Administration			-						-
Construction Contracts	99		99	530					629
Construction Mgmt	2		2	50					52
Contingency			-	55					55
CIP Overheads	3		3	16					19
TOTAL USES	191	15	206	676	ı	-	ı	ı	882
SOURCES (dollars in \$000)									
General Fund- Measure U		363	363						363
Transient Occupancy Tax	516		516	-					516
PG&E- Rebates	3		3						3
TOTAL FUNDS	519	363	882	-	-	-	-	-	882

Expenses and Funds Received

Petaluma Museum Seismic Retrofit /

C11201501

Purpose and Description

The Petaluma Museum, housed in the 1906 Carnegie Library building and listed on the National Register of Historic Places, needs seismic retrofitting and rehabilitation. The funds allocated in FY 15/16 were used to analyze and document the existing conditions and provide a summary report of recommended improvements and engineer estimates which can be used to seek grants and other funding. Future year's project costs encompass the seismic retrofit for historical renovation and replacement or improvement of various building systems. Funding for future years has not yet been identified.



BUDGET

Financial Overview

Transient Occupancy Tax

Undetermined

C11201501

	A -411:6-		F - 45 4 -	Downstand		PROJI	ECTED		T-4-1
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget	- 1,00,00	5 1,000,01	=> / 0 / 0=	=> / 0= 00	Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-						-
Land & Easements			-						-
Design	52	-	52	52					104
Legal Services			-						-
Administration			-						-
Construction Contracts			-		3,000				3,000
Construction Mgmt			-		100				100
Contingency			-		300				300
CIP Overheads	1		1	1	86				88
TOTAL USES	53	-	53	53	3,486	-	-	-	3,592
SOURCES (dollars in \$000)									

55

55

53

3,484

3,484

Expenses and Funds Received

55

55

TOTAL FUNDS

108

3,484

3,592

Electric Vehicle Chargers



C11502015

Purpose and Description

The Bay Area Air Quality Management District (BAAQMD) awarded a grant for the purchase and installation of four electric vehicle chargers. The City is funding the project from the collected electric vehicle charging stations fees and the Green Building donation. Future funding will support additional planning, investigation and design documentation of existing building electrical capacity to prioritize Electric Vehicle Charger installation at city facilities.



Financial Overview

C11502015	Expense	s and Funds	Received			BUD	GET		
						PROJE	ECTED		
	Actual Life		Estimate	Proposed					Total
	to Date thru	Estimate	Life to Date	3					Project
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-	5					5
Land & Easements			-						-
Design	3	4	7	125	10	10	10	10	172
Legal Services			-						-
Administration		3	3		6	6	6	6	27
Construction Contracts		47	47	109	311	90	90	90	737
Construction Mgmt		1	1	9					10
Contingency		2	2	5					7
CIP Overheads		1	1	1					2
TOTAL USES	3	58	61	254	327	106	106	106	960

City Facilities Impact Fee			-	17	17	17	17	17	85
General Fund		17	17						17
General Fund- Measure U		100	100	100	100	100	100	100	600
BayAreaAirQualityMgtDistrict Grant		15	15						15
Water Capital			-	85					85
Waste Water Capital			-	68					68
Donation- Green Building		22	22						22
Steet Maintenance				68					68
TOTAL FUNDS	-	154	154	338	117	117	117	117	960

Reserve Apparatus Storage & Security Gate Installation C11501911

Purpose and Description

In FY19/20, the Fire Department upgraded its frontline apparatus to include a new ladder truck, an engine, and two ambulances. The replacement of these vehicles provided a surplus of equipment, some of which is utilized in various ways. Most of the former front-line apparatus will be stored as reserve vehicles and used as relief when the newer front-line vehicles need maintenance or repair. Due to the lack of indoor vehicle storage at the three fire station locations, and no other storage facility options in the City, it will become necessary to shelter the reserve fleet in newly created outdoor protective housing. housing will consist of permanent, lightweight structures designed for easy assembly and installation by the manufacturer and sized to accommodate the fleet of reserve apparatus. These structures can be installed at various locations in the City to accommodate the reserve fleet. Security fencing and gate will be installed for protection of these assets.



Financial Overview

C11501911	
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USES (dollars in \$000)
Planning/Environmental
Land & Easements
Design
Legal Services
Administration
Construction Contracts
Construction Mgmt
Contingency
CIP Overheads

	Expenses	and Funds	Received			BUD	GET		
	Actual Life		Estimate Life to	Proposed		PROJI	ECTED		Total
	to Date	Estimate	Date thru	Budget					Project
0)	thru FY 20	FY 20-21	FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
d			-	2					2
			-						-
	-	1	1	10					11
			-						-
			-	3					3
3		50	50	120					170
			-	15					15
			-	15					15
			-	4					4
TOTAL USES	-	51	51	169	-	-	-	-	220

SOURCES (dollars in \$000)

City Facilities Impact Fee

 Fee
 50
 50
 100
 120
 220

 TOTAL FUNDS
 50
 50
 100
 120
 220

City Hall West Wing Space Remodel

C11202017

Purpose and Description

Programming the west wing of City Hall, recently vacated by County of Sonoma services, for use by City of Petaluma departments, including the development of a consolidated area for all City Permits. The second task will include space planning the same area to define individual office sizes and location, identifying building improvements to meet code, and providing a cost estimate to complete the defined changes.



Financial Overview

C11202017	Expense	s and Funds	Received						
	Actual Life		Estimate	Proposed	PROJECTED				Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-						-
Land & Easements			-						-
Design	45	100	145	200					345
Legal Services			-						-
Administration			-	2					2
Construction Contracts	1	1	2	250					252
Construction Mgmt			-	25					25
Contingency			-	25					25
CIP Overheads	1	1	2	9					11
TOTAL USES	47	102	149	511	=	=	-	-	660

City Facilities Impact Fee	38	10
Grants -SB2		
TOTAL FUNDS	38	10

38	102	140	355					495
		-	165					165
38	102	140	520	_	_	_	_	660

Community Center Emergency Generator Purchase and Building Modifications] C11202116

Purpose and Description

The Community Center is the City's primary temporary shelter and evacuation center. This project will modify the building electrical system to allow quick connection of an emergency generator. Grant funds from the Federal Emergency Management Agency (FEMA) or the California Governor's Office of Emergency Services (CalOES) will be sought following an update of the City's Local Hazard Mitigation Plan.



BUDGET

Financial Overview

C1	- 1	_	u	~	- 1	- 1	U

USES (dollars in \$000)

Planning/Environmental Land & Easements Design Legal Services Administration Construction Contracts Construction Mgmt Contingency

CIP Overheads

							_		
						PROJI	ECTED		
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
		6	6						6
			-						-
		13	13						13
			-						-
		2	2						2
			-	400					400
			-	15					15
			-	40					40
			-	13					13
TOTAL USES	-	21	21	468	-	-	-	-	489

SOURCES (dollars in \$000)

Local Hazard Mitigation Grant

TOTAL FUNDS

Expenses and Funds Received

		-	489					489
-	_	-	489	-	_	_	-	489

Emergency Generators City Hall & Police Headquarters C11202018

Purpose and Description

The Petaluma Police Department is the City's Emergency Operations Center and currently has a generator that is past its service life. The generator needs to be replaced to ensure uninterrupted operations. City Hall does not have a generator for general operations and so City services cannot continue during a PG&E Public Safety Power Shutdown or other emergency event. This project will design the correct size generator for each facility and connect to the facility including the proper disposal of existing equipment.



Financial Overview

C11202018	Expense	s and Funds	s Received			BUD	GET		
						PROJI	CTED		
	Actual Life to Date	Estimate	Estimate Life to Date	Proposed Budget					Total Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-	5					5
Land & Easements			-						-
Design	1	10	11						11
Legal Services			-						-
Administration			-						-
Construction Contracts			-	300					300
Construction Mgmt			-	20					20
Contingency			-	30					30
CIP Overheads			-	8					8
TOTAL US	ES 1	10	11	363	-	-	-	-	374

General Fund	250		250						250
General Fund- Measure U				124					124
TOTAL FUNDS	250	-	250	124	-	1	-	1	374

Council Chambers Audio and Video Improvements

C11202019

Purpose and Description

The Council Chambers Audio and Video Improvements project is a project that addresses technology needs and improvements in the Council Chambers. The Council Chambers, almost fifty years old, hosts all Council, Committee, Commission meetings, effectively servicing as the City's primary location for Legislative business. As technology has evolved, current technology was adapted to the location and incrementally expanded as modern uses become more digital and internet-based. This project will improve audio and video capability and add several video displays for the members on the dais and the audience.



Financial Overview

C11	20	20	19
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USES (dollars in \$000) Planning/Environmental Land & Easements Design Legal Services Administration Construction Contracts Construction Mgmt Contingency

CIP Overheads

	Expense	s and Funds	Received			BUD	GET		
	Actual Life		Estimate	Proposed		PROJI	ECTED		Total
	to Date	Estimate	Life to Date	J	EV 00 00	EV 00 04	EV 04.05	E)/ 05 00	Project
00)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
al			-						-
			-						-
	1	25	26	25					51
			-						-
			-						-
is			-	80					80
			-	15					15
			-	8					8
			-	3					3
TOTAL USES	1	25	26	131	-	-	-	-	157

SOURCES (dollars in \$000)

City Facilities Impact Fee

TOI	ΓΔΙ	FUN	DS	

	75	50	125	32				157
;	75	50	125	32	_	_	_	157

Petaluma Library ADA Improvements

C11202121

Purpose and Description

Sonoma County Library is making improvements to the interior of the building. California Building Code requires that a portion of the project focus on accessibility improvements to the path of travel. The City owns the building and is required by the lease agreement to make improvements to the building exterior. The path of travel improvements include adjusting the slope of the front entry walk, adding curb cuts at the crosswalks, repaving and restriping the parking lot, replacing the ADA parking stall surface, and adding ramps to the remaining building doors. In FY20/21 the project will be funded with Transient Occupancy Tax. Funding for future years has not been identified.



BUDGET

Financial Overview

C11202121

	Actual Life		Estimate	Proposed		PROJI	CTED		Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental		1	1		1	1			3
Land & Easements			-						-
Design		10	10	-	10	8			28
Legal Services			-						-
Administration		1	1		1	1			3
Construction Contracts			-	150	150	150			450
Construction Mgmt			-	5	5	5			15
Contingency			-	15	15	15			45
CIP Overheads			-	5	5	5			15
TOTAL USES	-	12	12	175	187	185	-	-	559
SOURCES (dollars in \$000)									
City Facilities Impact Fee			-	175					175
Transient Occupancy Tax		12	12						12
Undetermined			-		187	185			372
TOTAL FUNDS	-	12	12	175	187	185	-	-	559

Expenses and Funds Received

Public Library New Fire Suppression System

new

Purpose and Description

Sonoma County Library is making improvements to the interior of the building. State Fire Code requires that publicly occupied spaces are protected with a fire suppression system. The 2002 Community Room expansion included a new fire suppression system, but the 1978 library building has not been retrofitted. The City of Petaluma owns the Library building and any component permanently attached to the building is the responsibility of the City.



Financial Overview

Public Library New Fire Suppression System	Expense	Expenses and Funds Received			BUDGET					
						PROJI	ECTED			
	Actual Life		Estimate	Proposed					Total	
	to Date	Estimate	Life to Date	Budget					Project	
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate	
Planning/Environmental			-						-	
Land & Easements			-						-	
Design			-						-	
Legal Services			-						-	
Administration			-						-	
Construction Contracts			-	815					815	
Construction Mgmt			-	15					15	
Contingency			-	80					80	
CIP Overheads			-	22					22	
TOTAL USES	-	•	-	932	-	-	-	-	932	

SOURCES (dollars in \$000)

City Facilities Impact Fee

			-	932					932	
TOTAL FUNDS	1	-	1	932	-	-	1	-	932	

Petaluma Library Roof Replacement [

C11201603

Purpose and Description

The library roof is beyond its expected life and needs to be replaced. Facilities Maintenance staff repair the intermittent leaks annually which is paid for from the Facilities Operating budget. The City and County Library have a lease agreement which places the responsibility for the roof replacement with the City.



Financial Overview

C11201603

USES (dollars in \$000)	Actual Life to Date thru FY 20
Planning/Environmental	
Land & Easements	
Design	8
Legal Services	
Administration	
Construction Contracts	
Construction Mgmt	
Contingency	

	Expenses and Funds Received				BUDGET							
	Actual Life to Date	Estimate	Estimate Life to Date	Proposed Budget	FY 22-23	PROJI	ECTED FY 24-25	FY 25-26	Total Project			
	thru FY 20	FY 20-21	thru FY 21	FY 21-22	F1 22-23	F1 23-24	F1 24-23	F1 23-20	Estimate			
			-						-			
			-						-			
	8		8						8			
			-						-			
			-						-			
			-	69					69			
			-	5					5			
			-	4					4			
	1		1	1					2			
TOTAL USES	9	-	9	79	-	-	-	-	88			

SOURCES (dollars in \$000)

Transient Occupancy Tax

CIP Overheads

(80		80	8					88
TOTAL FUNDS	80	_	80	8	_	_	_	_	88

Police Department Parking Lot Paving

C11502122

Purpose and Description

The public parking lot in front of the Police Department is in poor condition and needs to be be repaved.. The rear private parking lot for the Police Department vehicles has localized pavement repairs that need to be made. This project will be funded from City Facilities Impact Fees.



Financial Overview

c11502122	Expense	s and Funds	s Received	BUDGET					
	Actual Life		Estimate	Proposed		PROJI	ECTED		Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental		1	1						1
Land & Easements			-						-
Design		7	7						7
Legal Services			-						-
Administration		1	1						1
Construction Contracts		15	15	30					45
Construction Mgmt		3	3	3					6
Contingency		2	2	3					5
CIP Overheads		1	1	1					2
TOTAL USES	-	30	30	37	-	-	-	-	67

City Facilities Impact Fee		30	30	37					67
TOTAL FUNDS	1	30	30	37	-	-	ı	ı	67

City-Wide Facilities Audit & Energy Program 🔎



e11202132

Purpose and Description

A high-level Facilities Condition Assessment of 46 City owned buildings was completed in early 2020, identifying over \$30 million in deferred, i.e. past due, maintenance costs, and another \$22 million in maintenance costs coming due in the next 20 years. The Assessment provided a high-level list of projects to be completed. This follow-on effort is to identify, prioritize and begin execution of projects that can reduce energy usage, providing an energy cost savings that would go towards offsetting the project costs and be part of the City's effort to address the climate crisis. An investment grade audit will be performed identifying specific projects for implementation. This audit will be coordinated with the Public Safety Facilities Assessment CIP project. Early implementation will be focused on the low cost, high impact projects throughout our facilities. Projects related to our public safety facilities will be leveraged for implementation with that buildout. FY20/21 has Measure U funding. Future grants will be pursued to fund this project.



BUDGET

Financial Overview

City-Wide Facilities Audit & Energy Program

							PROJE	CTED		
	А	Actual Life		Estimate	Proposed					Total
		to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	th	hru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			50	50	50					100
Land & Easements				-						-
Design				-	30		40			70
Legal Services				-						-
Administration				-						-
Construction Contracts				-	200	200	200	400		1,000
Construction Mgmt				-						-
Contingency				-						-
CIP Overheads				-						-
	TOTAL USES	-	50	50	280	200	240	400	-	1,170
SOURCES (dollars in \$000)										

Expenses and Funds Received

General Fund- Measure U

Undetermined

150 180 330 150 200 240 400 840 **TOTAL FUNDS** 150 150 180 200 240 400 1,170

Public Safety Facilities Assessment

Purpose and Description

The public safety facilities assessment will be used to inform future new construction and renovations to address inadequate police and fire facilities city wide. Staff will coordinate this effort with the Citywide Facilities Energy Audit to incorporate and leverage energy efficient measures throughout. Fire Stations 1, 2 and 3 no longer meet the operational needs for multi-gender crews, with crew space lacking, deferred maintenance for each ranging from \$3M for Fire Station 1; and \$500,000 each for Fire Stations 2 and 3. The Police Station similarly is poorly configured to meet the needs of a modern police department with inadequate locker space, showers, meeting, and office space. This project will take a holistic look at the public safety facilities citywide in a comprehensive planning effort to shape strategic investment in these critical facilities. This planning effort will be funded from City Facilities Impact Fees

New





200

200

Financial Overview

	essmnet
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USES (dollars in \$000)
Planning/Environmental
Land & Easements
Design
Legal Services
Administration
Construction Contracts
Construction Mgmt
Contingency
CIP Overheads

ssessmnet	Expense	Expenses and Funds Received			Expenses and Funds Received BUDGET						
						PROJE	ECTED				
	Actual Life		Estimate	Proposed					Total		
	to Date thru FY 20	Estimate FY 20-21	Life to Date thru FY 21	Budget FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Project Estimate		
			-	200					200		
			-						=		
			-						-		
			-						-		
			-						-		
			-						-		
			-						-		
TOTAL USES	-	-	-	200	-	-	-	-	200		

SOURCES (dollars in \$000)

City Facilities Impact Fee

TOTAL FUNDS - - - 20

CI	P-27

New Fire Station New

Purpose and Description

This project for the construction of a New Fire Station to replace Fire Station No.1 will be informed by the Public Safety Facilities Assessment from FY 21/22. Fire Station No.1 does not meet the operational needs of the department. It lacks adequate space and does not accommodate multi-gender crews, This historic building has over \$3 Million in deferred maintenance and requires a full seismic retrofit. The current location at the corner of D Street and 2nd Street has challenges with traffic and circulation and does not have room for expansion on the first floor, so it has been anticipated that a new site will be needed. Construction would be funded from City Facilities Impact Fees, possible grants, a proposed infrastructure bond measure against Measure U.



Financial Overview

New Fire Station	Expense	s and Funds	s Received			BUD	GET		
					PROJECTED				
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-						-
Land & Easements			-						-
Design			-		200	900			1,100
Legal Services			-						-
Administration			-				7,000	13,000	20,000
Construction Contracts			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USE	-	-	-	•	200	900	7,000	13,000	21,100

SOURCES (dollars in \$000)

City Facilities Impact Fee
Infrastructure Bond- Measure U
Developer Contributions/ Donations

TOTAL FUNDS

I			-		100	600		5,000	5,700
							7,000	8,000	15,000
			-		100	300			400
ò	1	-	-	-	200	900	7,000	13,000	21,100

Police Department Facility Remodel

New

Purpose and Description

The police station on Petaluma Blvd. No. has inadequate space for basic departmental operations and staff. There are also functional issues with the restroom facilities that require deferred maintenance attention and finishes. This project is a short-term measure to remodel the current detention (jail cell) area, which is no longer certified or usable in that capacity due to updated DOJ standards, to create space for staff workstations and offices. Restroom/locker room modifications will also be incorporated into the project scope of work. These are near-term solutions that will ultimately be further resolved with the broader scope CIP project for "Public Safety Facilities" will take a holistic approach within the context of other police and fire facilities improvement needs.



Financial Overview

Police Dept Facility Remodel	Expense	s and Funds	Received						
					PROJECTED				
						FROJ	LCILD	1	
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-						-
Land & Easements			-						-
Design			-	40					40
Legal Services			-						-
Administration			-	5					5
Construction Contracts			-	360					360
Construction Mgmt			-	15					15
Contingency			-	50					50
CIP Overheads			-	8					8
TOTAL USES	_	-	-	478	-	-	-	-	478

City Facilities Impact Fee		-	478					478
TOTAL FUNDS			478	-	_	-	-	478

Public Safety Boathouse

New

Purpose and Description

The Petaluma Fire Department (PFD) responds to water related emergencies from the HQ station located at 198 D Street. The station houses the department's inflatable rescue boat. During emergency calls for service to the Marina, river front, or turning basin, the Fire Department must tow the IRB (Inflatable Rescue Boat) to the Marina for launching. This routinely extends response times. Currently, there is no land-based storage near the Marina boat launch for any City boats or equipment. Thus, the same response time and logistic issues faced by the PFD are also shared by the Petaluma Police Department (PPD) as well as the Ellis Creek Wastewater Treatment Facility (ECWTF). This project aims to create a convenient land-based boat and equipment storage at the Marina. The project will increase public safety by reducing response time, save valuable City agency staff time, and protect City property from the elements.



Financial Overview

USES (dollars in \$000)
Planning/Environmental
Land & Easements
Design
Legal Services
Administration
Construction Contracts
Construction Mgmt
Contingency
CIP Overheads

	Expense	s and Funds	Received			BUD	GET			
						PROJECTED				
	Actual Life to Date thru FY 20	Estimate	Estimate Life to Date thru FY 21	Proposed Budget FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Total Project Estimate	
			1		5				5	
			-		5				5	
			-		20				20	
			-						-	
			-		4				4	
			-		280				280	
			-		20				20	
			-		40				40	
			-		4				4	
TOTAL USES	-	-	-	-	378	-	-	-	378	

SOURCES (dollars in \$000)

Undetermined

			ı		378				378
TOTAL FUNDS	-	-	1	-	378	-	ı	ı	378

27 Howard Improvements for Sale 🔏



e11202026

Purpose and Description

The City intends to sell the small building that has been used by the GIS, Housing and Economic Development departments. The building has been rezoned for residential use. Some interior repairs are needed prior to advertising this building for sale.



Financial Overview

e11202026	Expense	s and Funds	Received						
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-						-
Land & Easements			-						-
Design	1	10	11						11
Legal Services			-						-
Administration			-						-
Construction Contracts		-	-	35					35
Construction Mgmt		-	-	10					10
Contingency		-	-	5					5
CIP Overheads		2	2						2
TOTAL USES	1	12	13	50	-	-	-	-	63

City Facilities Impact Fee	50		50	13					63
TOTAL FUNDS	50	-	50	13	-	-	-	-	63



PARKS PROJECTS FY 2021-2022

PARKS CAPITAL IMPROVEMENT PROGRAM BUDGET FY 21-22 PROJECT SUMMARY

Fund 3140.31400

		Actua	l Life		Estimate	Proposed		PROJ	ECTED		Total
DDO IECTO (4-	Hore in \$000\	to Date		Estimate FY 20-21	Life to Date thru FY 21	Budget FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Project Estimate
PROJECTS (do	mars m \$000)	ГТ.	20	F 1 20-21	tillu F f Z l	F 1 21-22	F1 22-23	F1 23-24	F1 24-25	F1 25-20	Estimate
C00400205	Playground Replacements	\$	410	\$ 90	\$ 500	\$ 172	\$ 90	\$ 90	\$ -	\$ -	\$ 852
C14501607	Petaluma Community Baseball Field		408	50	458	4,882	777	2,472	-	-	8,589
new	Skate Park Rejuvenation - Design		-	-	-	150	-	-	-	-	150
C14502008	Lucchesi Turf Field Replacement		3	50	53	619	-	-	-	-	672
C14502009	Multi-Use Path & Park Pathways Restoration		52	20	72	33	75	75	75	-	330
√ c14402010	Marina Dredging & Dock Upgrades		176	357	533	232	2,168	720	-	-	3,653
new	Petaluma River Dredging Program		-	-	-	40	20	20	20	2,000	2,100
C14502011	Tennis and Pickleball Court Reconstruction		8	380	388	52	-	-	-	-	440
C14502012	Shollenberger Improvements		6	12	18	228	-	-	-	-	246
√ c14502114	Lynch Creek Trail		-	133	133	186	2,324	1,459	1,458	1,800	7,360
🎝 new	Westridge Trail		-	30	30	450	-	-	-	-	480
	TOTAL	\$ 1	1,063	\$ 1,122	\$ 2,185	\$ 7,044	\$ 5,454	\$ 4,836	\$ 1,553	\$ 3,800	\$ 24,872

Parkland Impact Fees	\$ 516	\$ 369	\$ 885	\$ 4,400	\$ -	\$ -	\$ -	\$ -	\$ 5,285
Bonds - Savings from Refinancing	34	34	68	34	34	34	-	-	170
Donations/Developer Contributions	62	30	92	1,000	-	-	-	-	1,092
Measure M - Parks	205	223	428	686	131	111	-	-	1,356
Grants	168	-	168	222	213	-	-	-	603
Grants	-	-	-	194	-	-	-	-	194
Interfund Loan	-	395	395	-	-	-	-	-	395
General Fund Reserves - Turf Replacement	68	350	418	200	-	-	-	-	618
Transient Occupancy Tax (TOT)	173	-	173	-	-	-	-	-	173
Traffic Impact Fees	-	-	-	50	2,324	37	-	-	2,411
Storm Drainage Utility	50	-	50	-	-	-	-	-	50
Undetermined	-	-	-	350	3,381	4,619	1,808	2,367	12,525
TOTAL	\$ 1,276	\$ 1,401	\$ 2,677	\$ 7,136	\$ 6,083	\$ 4,801	\$ 1,808	\$ 2,367	\$ 24,872

Playground Replacements /

C00400205

Purpose and Description

Playgrounds are required to meet Federal standards including the Americans with Disability Act. The City's playground replacement program was suspended in 2008 as funding levels were exhausted and severe austerity measures were used to re-allocate funding to support critical services. In 2014, the City refinanced Redevelopment Bonds and savings from that effort are distributed to the various taxing entities, including the City of Petaluma and the County of Sonoma. Petaluma's share of these savings is estimated at an average of \$34,000 per year. Since 2014, playgrounds have been replaced at Meadowview, Miwok, and Arroyo Parks. Several playgrounds remain in poor condition and are identified as in critical need of replacement. These playgrounds include: Bond Park, Anna's Meadow, and Grant Park. In addition, several playgrounds require new ground cover and pathway reconstruction that will provide for increased safety and accessibility. These playgrounds include those located at Kenilworth, Westridge, La Tercera and Wiseman Park. Leveraging funds from Redevelopment Bonds, Parkland Impact Fees, and revenue from the recently approved Parks Measure M tax initiative will allow for accelerated playground replacement program than was budgeted in previous years.

TOTAL FUNDS



Financial Overview

C00400205	Expense	s and Funds	Received						
					PROJECTED				
USES (dollars in \$000)	Actual Life to Date thru FY 20	Estimate FY 20-21	Estimate Life to Date thru FY 21	Proposed Budget FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Total Project Estimate
Planning/Environmental	5		5						5
Land & Easements			-						-
Design			-						-
Legal Services			-						-
Administration			-						-
Construction Contracts	397	90	487	172	90	90			839
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads	8		8						8
TOTAL USES	410	90	500	172	90	90	-	-	852
SOURCES (dollars in \$000)									
Parkland Impact Fees	105		105						105
Bonds - Savings from Refinancing	34	34	68	34	34	34			170
Donations/Developer Contributions	61		61						61
Measure M - Parks	56	56	112	56	56	56			280
Housing Related Parks Prog Grant	168		168						168
General Fund Reserves - Turf Replacement	68		68						68

582

90

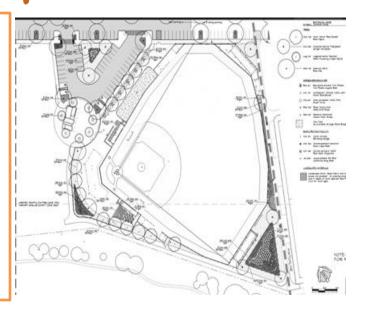
852

Petaluma Community Baseball Field /

C14501607

Purpose and Description

This project will construct a regulation-sized baseball field, with spectator bleachers, lighting, and increase parking capacity. The site will be relocating an existing impacted wetlands area requiring Federal and State permitting. The project will address the expansive adobe soils present throughout the area which is critical to maintaining the exacting surface slopes required for the ballfield. The project will be funded partially by Parkland Impact Fees with significant contributions from donors expected. Adequate funds have not yet accumulated for full construction. The construction funds include a restroom and concession building adjacent to the ballpark. Construction is based on acquiring sufficient funding. Future construction phases will include a softball field, a baseball field, and a multiuse field and additional amenities.



Financial Overview

C14501607

USES (dollars in \$000)

Planning/Environmental

Land & Easements

Design

Legal Services

Administration

Construction Contracts

Construction Mgmt

Contingency CIP Overheads

TOTAL USES

SOURCES (dollars in \$000)

Parkland Impact Fees
Donations/Developer Contributions

Undetermined

TOTAL FUNDS

Expense	s and Funds	s Received	BUDGET								
					PROJECTED						
Actual Life to Date thru FY 20	Estimate FY 20-21	Estimate Life to Date thru FY 21	Proposed Budget FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Total Project Estimate			
25		25						25			
		-						-			
362	50	412						412			
		-						-			
		-						-			
6		6	4,400	577	2,273			7,256			
3		3	122	38	37			200			
		-	350	158	158			666			
12		12	10	4	4			30			
408	50	458	4,882	777	2,472	-	-	8,589			

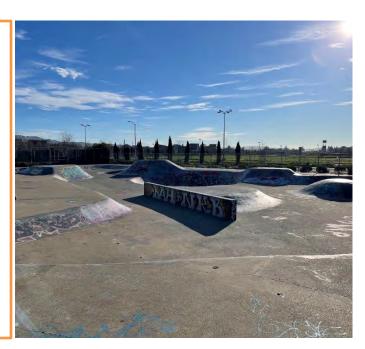
ſ	409		409	4,244					4,653
	-		-	1,000					1,000
			-	-	815	2,121			2,936
	409	-	409	5,244	815	2,121	-	-	8,589

Skate Park Design and Site Analysis

New

Purpose and Description

The Petaluma Skate Park is located at 900 East Washington Street adjacent to the Swim Center. The park was originally constructed in 1997 and it remains one of the oldest skate parks of its kind in the state of California. Public skate parks serve as important spaces for open gatherings as well as provide unique recreational opportunities for city residents, especially the youth. The current design includes elements that are less relevant to the sport today and lacks features that encourage development and participation from a broad range of ages and abilities. The scope of work will include funding a design consultant to engage stakeholders, facilitate community outreach, solicit private partnerships, and grant opportunities, as well as fund the redesign of the existing site, or potential layout and site analysis for other sites. FY 21/22 funding will be from Measure M - Parks.



Financial Overview

Skate Park	Rejuvenation	- Design
------------	--------------	----------

USES (dollars in \$000)
Planning/Environmental
Land & Easements
Design
Legal Services
Administration
Construction Contracts
Construction Mgmt
Contingency

sign	Expenses	s and Funds	Received			BUD	GET		
						PROJE	CTED		
	Actual Life		Estimate	Proposed					Total
	to Date thru	Estimate	Life to Date	Budget					Project
	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
			-		-				-
			-						-
			-	150					150
			-						-
			-						-
			-						-
			-						-
			-						-
			-						-
TOTAL USES	-	-	-	150	-	-	-	-	150

SOURCES (dollars in \$000)

Measure M - Parks

CIP Overheads

٠,									
			-	150					150
TOTAL FUNDS	-	-	-	150	-	-	_	-	150

Lucchesi Turf Field Replacement

C14502008

Purpose and Description

This project will replace the synthetic turf and other issues at the Lucchesi Park field. The soccer field is nearing the end of its expected service life. Drainage issues are involved in the initial repair of the field, prior to the turn replacement. Fees charged for the use of the field will provide the majority of the funds for the project.



Financial Overview

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USES (dollars in \$000)Planning/Environmental

Land & Easements
Design
Legal Services
Administration
Construction Contracts
Construction Mgmt
Contingency

CIP Overheads

	Expense	Expenses and Funds Received				BUD	GET		
					PROJECTED				
	Actual Life		Estimate	Proposed					Total
	to Date thru	Estimate	Life to Date	Budget					Project
	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
									-
			-						-
	3		3						3
			-						-
			-						-
		50	50	539					589
			-	40					40
			-	40					40
			-						-
TOTAL USES	3	50	53	619	-	-	-	-	672

SOURCES (dollars in \$000)

Measure M - Parks General Fund Reserves - Turf Replacement TOTAL FUNDS

30	92	122					122
	350	350	200				550
30	442	472	200	-	-	-	672

Multi-Use and Park Pathways Restoration

C14502009

Purpose and Description

This project will address deferred maintenance issues on several of the City's multi-use and park pathways. Focus will be on safety and access issues on heavily used pathways, such as the Prince Park, and paths critical for park access. A primary objective is to provide for the safe non-motorized travel to schools, senior housing, medical offices, community centers, parks, shopping centers and other facilities important for the City's residents.



Financial Overview

Transportation Fund for Clean Air- TFCA

TOTAL FUNDS

C14502009	Expense	s and Funds	Received		BUDGET					
						PROJECTED				
	Actual Life		Estimate	Proposed					Total	
	to Date thru	Estimate	Life to Date	Budget					Project	
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate	
Planning/Environmental	1		1		-				1	
Land & Easements			-						-	
Design	22		22						22	
Legal Services			-						-	
Administration			-						-	
Construction Contracts	26	20	46	33	75	75	75		304	
Construction Mgmt			-						-	
Contingency			-						-	
CIP Overheads	3		3						3	
TOTAL USES	52	20	72	33	75	75	75	-	330	
SOURCES (dollars in \$000)										
Measure M - Parks	75	75	150		75	55			280	

150

50

50

330

Marina Dredging & Dock Upgrades

c14402010

Purpose and Description

This project involves dredging the marina to its design depth, making repairs to the floating docks and gangways at both the marina and the turning basin, ensuring dredging occurs under the docks in the turning basin, and carrying out the responsibilities of being the non-Federal sponsor supporting the dredging of the Federal Channel and Turning Basin by the U.S. Army Corps of Engineers.



Financial Overview

c14402010		Expense	s and Funds	s Received			BUD	GET				
							PROJI	ECTED				
		Actual Life		Estimate	Proposed					Total		
		to Date	Estimate	Life to Date	Budget					Project		
USES (dollars in \$000)		thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate		
Planning/Environmental		119	-	119	50					169		
Land & Easements			-	-	5					5		
Design		55	-	55	95					150		
Legal Services			-	-	1					1		
Administration			-	-	1					1		
Construction Contracts			305	305	80	1,738	720			2,843		
Construction Mgmt			35	35		100				135		
Contingency			15	15		325				340		
CIP Overheads		2	2	4		5				9		
	TOTAL USES	176	357	533	232	2.168	720	_	_	3.653		

Parkland Impact Fees
Transient Occupancy Tax (TOT)
Storm Drainage Utility
Undetermined

,									
		357	357	137					494
(TOT)	173		173						173
	50		50						50
			ı		2,216	720			2,936
TOTAL FUNDS	223	357	580	137	2,216	720	-	-	3,653

Petaluma River Dredging Program

New

Purpose and Description

The U.S. Army Corps of Engineers (USACE) is responsible for maintaining the Federal channel of the Petaluma River to include the turning basin dredged to a depth of 8 feet. Funding for Federal dredging projects has remained the same as the costs of dredging have greatly increased. This has left shallow draft channels like the Petaluma River that do not have great amount of commercial boating traffic, not competing for Federal dredging funding against the large ports of the Bay Area. As a result, the frequency of dredging completed by the USACE is expected to be in excess of 15 years between events as was the case with the last dredging events. This frequency will result in a river channel and turning basin that will be unnavigable by most recreational and commercial vessels. This program allots funding to be used for a smaller dredging project, every 6 years, to keep the turning basin and a 50 foot wide channel clear dredged to a depth of 6 feet, which would allow most recreational boats and smaller commercial vessels to navigate to the turning basin and moor. In between dredging events, planning efforts would be undertaken to leverage regional partnerships with the other shallow draft channel stakeholders of the North Bay, USACE, nonprofit agencies, and develop programs for beneficial re-use of dredge material, to include initiatives such as wetland and habitat restoration and protection from sea-level rise.



Financial Overview

TOTAL FUNDS

Petaluma River Dredging Program		Evnono	s and Funds	Possivad				BUD	CET		
r etaiuma river Dieuging Program	-	Lyperise	s and Fund	Neceiveu	ı			БОР	GLI		
		FY21						PROJI	ECTED		
	Actual Life	Budget	Actual		Estimate	Proposed					Total
	to Date	(including	Jul-Oct	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	BAs)	2020	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental					-	40	20	20	20		100
Land & Easements					-					50	50
Design					-						-
Legal Services					-						-
Administration					-						-
Construction Contracts					-					1,800	1,800
Construction Mgmt					-					50	50
Contingency					-					100	100
CIP Overheads					-						-
TOTAL USES	-	-	-	-	-	40	20	20	20	2,000	2,100
SOURCES (dollars in \$000)											
Undetermined					-	350	350	350	350	700	2,100

2,100

350

Tennis and Pickleball Court Reconstruction

C14502011

Purpose and Description

This project will rehabilitate tennis and pickleball court surfaces and appurtenances (fence, benches, netting, etc.) located at four active community park sites including Lucchesi, McNear, and Del Oro Parks. The project will involve planning/design with the objective of establishing effective rehabilitation techniques for resurfacing each of the seven public tennis courts maintained by the City. Recognizing the number of deteriorating court surfaces prevalent in City parks, it is critical that staff identify alternative surfacing options, opportunities to leverage funds, and estimates on long term maintenance requirements to preserve quality play surfacing. The work will be prioritized for safety and funded through Measure M Parks and an interfund loan that will be paid back by Measure M funds.

Expenses and Funds Received

44

45

TOTAL FUNDS

395

395



BUDGET

Financial Overview

C14502011

Measure M - Parks

Interfund Loan- CFIF

	Actual Life to Date thru	Estimate	Estimate Life to Date	Proposed Budget					Total Project
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-		-				-
Land & Easements			-						-
Design	7	23	30						30
Legal Services			-						-
Administration			-						-
Construction Contracts		241	241	52					293
Construction Mgmt		10	10						10
Contingency		106	106						106
CIP Overheads	1		1						1
TOTAL USES	8	380	388	52	-	-	-	-	440
SOURCES (dollars in \$000)									
Donations/Developer Contributions	1		1						1

44

395

440

44

395

440

Shollenberger Improvements 1

C14502012

Purpose and Description

This project will construct environmental educational kiosk and an outdoor amphitheater for elementary school classes and public environmental education lectures and demonstrations at Shollenberger Park. This project is primarily funded by a grant for Outdoor Environmental Education Facilities Programs offered by the California State Parks. The grant application was coordinated with the Petaluma Wetlands Alliance.



BUDGET

Financial Overview

C14502012

				_		PROJI	ECTED		
	Actual Life		Estimate	Proposed					Total
UCEC (dellers in \$000)	to Date thru		Life to Date	Budget	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Project
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-		-				-
Land & Easements			-						-
Design	5	12	17						17
Legal Services			-						-
Administration			-						-
Construction Contracts			-	201					201
Construction Mgmt			-	12					12
Contingency			-	10					10
CIP Overheads	1		1	5					6
TOTAL USES	6	12	18	228	-	-	-	-	246
SOURCES (dollars in \$000)									
Parkland Impact Fees	2	12	14	19					33
California State Parks Grant		12	14	10	213				213
	2	12	- 11	10	213				246
TOTAL FUNDS	2	12	14	19	213	-	-	-	240

Expenses and Funds Received

Lynch Creek Trail 🏅

C14502114

Purpose and Description

The Lynch Creek multi-use trail is 2.3 miles long going from Prince Park west to downtown Petaluma. It provides a critical non-motorized east-west connection in the heart of Petaluma. It serves schools, senior housing, medical facilities, shopping centers, community centers, parks and recreational centers that are connected for walkers and bikers. There are needed improvements to the trail surface and drainage systems. Safety and hazard mitigation are viewed as the critical work elements. The focus of the work is to improve safety throughout the trail. The project will be initially funded out of Traffic Impact Fees.



Financial Overview

TFCA

SCTA TDA

Undetermined

Traffic Impact Fees

TOTAL FUNDS

c14502114	Expense	s and Funds	Received			BUDGET								
						PROJEC	TED							
	Actual Life		Estimate	Proposed					Total					
	to Date thru	Estimate	Life to Date	Budget					Project					
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate					
Planning/Environmental			-		-				-					
Land & Easements			-						-					
Design		20	20						20					
Legal Services			-						-					
Administration		2	2						2					
Construction Contracts		111	111	186	2,294	1,459	1,458	1,800	7,308					
Construction Mgmt			-		10				10					
Contingency			-		20				20					
CIP Overheads			-						-					
TOTAL USES	-	133	133	186	2,324	1,459	1,458	1,800	7,360					
SOURCES (dollars in \$000)														
Donations/Developer Contributions	-	30	30						30					

172

194

50

416

2,324

2,324

37

1,458

1,458

1,428

1,465

1,667

172

194

2,411

4,553

7,360

Westridge Trail 🔏

New

Purpose and Description

The Westridge Trail comprises of two trails surrounding the drainage channel in the Westridge neighborhood. There are a number of access points from the neighborhoods, and a community garden and playground are supported by this trail. The trail has a mix of degraded asphaltic concrete and unimproved dirt conditions. There is significant use of this area with the trails providing recreation and connectivity for biking and walking options. Background drawings will be developed with initial planning and project phasing. Funding sources will be identified to fully develop the improvements needed to improve this resource.



Financial Overview

Measure M - Parks

TOTAL FUNDS

Westridge Trail	Expense	s and Funds	Received			BUD	GET		
						PROJI	ECTED		
	Actual Life		Estimate	Proposed					Total
	to Date thru	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-		-				-
Land & Easements			-						-
Design		30	30	10					40
Legal Services			-						-
Administration			-						-
Construction Contracts			-	440					440
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	-	30	30	450	-	-	-	-	480
SOURCES (dollars in \$000)									

480

480

PUBLIC WORKS PROJECTS FY 2021-2022

PUBLIC WORKS CAPITAL IMPROVEMENT PROGRAM BUDGET FY 21/22 PROJECT SUMMARY

Fund 3160.31600

			Actual Life		Estimate	Proposed	PROJECTED		Total		
	DO IECTS (4	ollers in \$000\	to Date thru FY 20	Estimate FY 20-21	Life to Date thru FY 21	Budget	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Project Estimate
٢	C16101201	ollars in \$000) Washington Street Bridge Seismic	284	80	364	FY 21-22 546	1,680	FY 23-24	FY 24-25	FY 25-20	2,590
	C10101201	Rehabilitation	204	80	304	340	1,000	-	-	-	2,390
	C00501204	Rainier Avenue Cross-Town Connector	10,283	-	10,283	-	16,275	41,800	11,800	-	80,158
	C16101601	Road Diet Ext Petaluma Blvd S	168	200	368	2,902	-	-	-	-	3,270
	C16101519	Rivertrail - 101/Crossing	36	-	36	-	3,164	-	-	-	3,200
•	C16501602	Downtown ADA Improvements	627	128	755	369	313	108	-	-	1,545
Į	c16102139	Pavement Restoration FY 20/21 & FY21/22- Citywide	-	72	72	2,952	-	-	-	-	3,024
	new	Pavement Restoration & Reconstruction- Citywide	-	50	50	6,000	9,831	9,952	5,000	-	30,833
	new	North McDowell Boulevard Complete Streets	-	-	-	2,135	3,080	-	-	-	5,215
	C16401925	Citywide Bridge Repair	-	-	-	-	354	-	-	-	354
	C16102032	Intersection, Sidewalk Curb Returns and ADA Improvements - Citywide	-	33	33	55	90	355	90	-	623
	new	Traffic Signal Installation	-	-	-	200	800	-	-	-	1,000
	new	Traffic Signal Timing Upgrade Improvements- Citywide	-	-	-	150	150	150	-	-	450
Į	e16502022	Trestle Rehabilitation	20	60	80	273	5,975	1,010	-	-	7,338
	c16401824	Caulfield Bridge and Extension	151	150	301	1,825	1,200	22,000	26,000	-	51,326
Į	c16402141	1st and F St Bridge Replacement	-	75	75	900	-	-	-	-	975
	c16501412	LED Streetlight and Facility Lighting Retrofit	894	69	963	681	-	-	-	-	1,644
	e16102130	Local Road Safety Plan	-	39	39	40	-	-	-	-	79
	new	Traffic Calming & Bike Boulevards	-	139	139	211	105	105	105	105	770
Ţ	new	D Street Improvement	-	-	-	200	300	2,000	1,500	-	4,000
	new	Pedestrian Bridge Assessment	-	25	25	25	-	-	-	-	50
	new	Pedestrian Bridge Renovations	-	-	-	200	1,000	800	-	-	2,000
	c16102145	City-Wide Striping Improvements	-	73	73	80	80	80	80	80	473
	new	Bike/Ped Master Plan & Wayfinding	-	20	20	160	20	-	-	-	200
	new	E. Washington Sidewalk Frontage Improvements	-	-	-	73	-	-	-	-	73
		TOTAL	\$ 12,463	\$ 1,213	\$ 13,676	\$ 19,977	\$ 44,417	\$ 78,360	\$ 44,575	\$ 185	\$ 201,190

PUBLIC WORKS CAPITAL IMPROVEMENT PROGRAM BUDGET FY 21/22 PROJECT SUMMARY

Fund 3160.31600

ionars in \$000)									
Traffic Mitigation Impact Fees	\$ 735	\$ 155	\$ 890	\$ 1,271	\$ 4,439	\$ 419	\$ 123	\$ 123	\$ 7,265
Street Maintenance	258	232	490	4,376	3,743	2,020	152	62	10,843
Transient Occupancy Tax	825	30	855	313	-	250	-	250	1,668
Road Maint & Rehab Acct (RMRA)	-	72	72	2,462	4,380	2,003	-	-	8,917
Airport Operating Fund	-	-	-	10	-	-	-	-	10
Bond- Measure U Sales Tax	-	-	-	6,000	9,500	9,500	-	-	25,000
Public Works Grants	318	102	420	3,210	1,839	-	-	-	5,470
Successor Agency - PCDC	10,224	-	10,224	-	-	-	-	-	10,224
Developer Contributions	207	595	802	554	-	-	-	-	1,356
Interfund Loan	1,490	-	1,490	-	-	-	-	-	1,490
PGE On-Bill Financing	142	-	142	-	-	-	-	-	142
GASB 31	40	-	40	-	3,150	-	-	-	3,190
Waste Water	20	-	20	-	-	-	-	-	20
Undetermined	-	-	-	210	19,275	66,810	39,300	-	125,595
TOTAL	\$ 14,259	\$ 1,186	\$ 15,445	\$ 18,406	\$ 46,326	\$ 81,002	\$ 39,575	\$ 435	\$ 201,190

Washington Street Bridge Seismic Rehabilitation

C16101201

Purpose and Description

The Washington Street Bridge over the Petaluma River was designed in 1968 prior to current seismic design standards. The seismic retrofit of the existing structure is eligible for Highway Bridge Program (HBP) funds with an 11.5% local match. The design work involves two distinct phases. Engineering staff first completed a field investigation with soil samples and submitted a proposed rehabilitation plan to Caltrans. This will be followed by environmental clearance document prepared in 20/21 and a complete set of construction drawings to be prepared in 21/22. It is expected that the same HBP funding source will be available for construction. The funding for the required match will be from the Street Maintenance Fund.



Financial Overview

C16101201	Expense	s and Funds	Received			BUD	GET		
						PROJI	ECTED		
	A		- ·· ·	Б					.
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental	5		5						5
Land & Easements			-						-
Design	264	80	344	546					890
Legal Services			-						-
Administration	3		3						3
Construction Contracts			-		1,680				1,680
Construction Mgmt	5		5						5
Contingency			-						-
CIP Overheads	7		7						7
TOTAL USE	\$ 284	\$ 80	\$ 364	\$ 546	\$ 1,680	\$ -	\$ -	\$ -	\$ 2,590

Traffic Mitigation Impact Fees	11		11						11
Street Maintenance	76	10	86	66	201				353
Fed Hwy Bridge Program (HBP) Grant	190	70	260	480	1,485				2,226
TOTAL FUNDS	\$ 277	\$ 80	\$ 357	\$ 546	\$ 1.686	\$ -	\$ -	\$ -	\$ 2.590

Rainier Undercrossing Structure & Right-of-Way Acquisition

C00501204

Purpose and Description

An environmental impact report (EIR) has been completed for this cross-town connector project. The design of the Highway 101 undercrossing structure was completed by Caltrans and funded by the City. The structure will be constructed by Caltrans as part of the Highway 101 MSN-C2 widening project. Funding for the undercrossing is bond funding along with Traffic Mitigation Impact Fee funds. Future phases will extend Rainier Avenue under Highway 101 to create a cross-town connector. Funding is needed for the final design of the roadway, real property acquisition, easements and is dependent on private development contributions.



Financial Overview

RAINIER AVENUE CROSS-TOWN CONNECTOR PHASE 1 - UNDERCROSSING STRUCTURE

C00501204	Expense	s and Funds	Received	ed BUDGET						
					PROJECTED					
	Actual Life		Estimate	Proposed					Total	
	to Date	Estimate	Life to Date	Budget					Project	
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate	
Planning/Environmental	2,028		2,028						2,028	
Land & Easements	27		27		2,000				2,027	
Design	1,034		1,034		2,450				3,484	
Legal Services	8	-	8		10				18	
Administration	31	-	31		5				36	
Construction Contracts	7,000	-	7,000		10,000	40,000	10,000		67,000	
Construction Mgmt	7	-	7		700	700	700		2,107	
Contingency		-	-		1,000	1,000	1,000		3,000	
CIP Overheads	148	-	148		110	100	100		458	
TOTAL USES	\$ 10,283	\$ -	\$ 10,283	\$ -	\$ 16,275	\$ 41,800	\$ 11,800		\$ 80,158	

Traffic Mitigation Impact Fees	724		724		3,768				4,492
Successor Agency - PCDC	10,224		10,224						10,224
Developer Contributions	2		2						2
GASB 31	40		40						40
Undetermined			-		11,800	41,800	11,800		65,400
TOTAL FUNDS	\$ 10,990	\$ -	\$ 10,990	\$ -	\$ 15,568	\$ 41,800	\$ 11,800	\$ -	\$ 80,158

Petaluma Blvd. South Road Diet Extension

C16101601

Purpose and Description

The purpose of this project is to reconfigure the current 4-through lanes to 2-through lanes and bike lanes and one 2-way left turn lane on Petaluma Blvd. South from E street to Crystal Lane (Roundabout) to provide adequately sized driving lanes. This will improve safety for all modes of transportation and encourage more bicycle and pedestrian use. The project will include reconstruction of the roadway, adding bicycle lanes, improving sidewalks and making ADA improvements. Funding for this project is from the Cycle 2 One Bay Area Grant (OBAG 2) program which regionally distributes Federal Surface Transportation Program (STP) funds. The grant does require an 11.5% local match that will come from the Street Maintenance Fund.



Financial Overview

C16101601	Expense	s and Funds	Received			BUD	GET		
					PROJECTED				
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental	2		2						2
Land & Easements			-						-
Design	158		158	20					178
Legal Services			-						-
Administration			-						-
Construction Contracts		200	200	2,800					3,000
Construction Mgmt			-						-
Contingency			-	82					82
CIP Overheads	8		8						8
TOTAL USES	\$ 168	\$ 200	\$ 368	\$ 2,902	\$ -	\$ -	\$ -	\$ -	\$ 3,270

Street Maintenance	170		170	342					512
OBAG 2 Grant	128		128	2,630					2,758
TOTAL FUNDS	\$ 298	\$ -	\$ 298	\$ 2,972	\$ -	\$ -	\$ -	\$ -	\$ 3,270

Rivertrail – 101/Crossing

C16101519

Purpose and Description

The purpose of this project is to design and construct a significant portion of the Rivertrail crossing under Hwy 101 and across the SMART tracks connecting the Riverfront development to the Marina. This segment, when complete, will connect the trail from Alman Marsh through the Marina to Hopper Street which ultimately leads to downtown. The path will allow cyclists and pedestrians an alternative route to traveling along Lakeville Highway. The preliminary engineering is funded through a contribution from the Riverfront development. Future phases are currently unfunded. The City is searching for new grant funding.



Financial Overview

C16101519	Expense	s and Funds	Received			BUD	GET		
					PROJECTED				
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental	20		20						20
Land & Easements			-						-
Design	13		13						13
Legal Services			-						-
Administration			-		1				1
Construction Contracts			-		3,082				3,082
Construction Mgmt	2		2		30				32
Contingency			-		50				50
CIP Overheads	1		1		1				2
TOTAL USES	\$ 36	\$ -	\$ 36	\$ -	\$ 3.164	\$ -	\$ -	\$ -	\$ 3.200

Developer Contributions	50		50						50
PW Grants			-		3,150				3,150
TOTAL FUNDS	\$ 50	\$ -	\$ 50	\$ -	\$ 3,150	\$ -	\$ -	\$ -	\$ 3,200

Downtown Pedestrian ADA Improvements /

C16501602

Purpose and Description

The City will be upgrading curb ramps, sidewalks, and other facilities in the downtown area to meet current Americans with Disabilities Act standards. The work will be ongoing over many years as funding allows and is recommended for funding using Transient Occupancy Tax funds. Waste Water funds were approved in FY 18/19 to cover impacts of unanticipated sewer system repairs.



Financial Overview

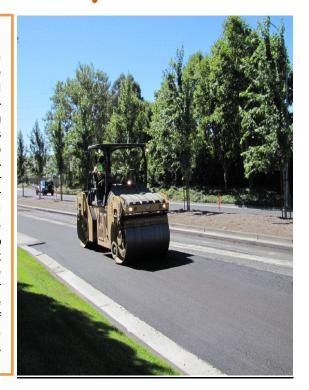
C16501602	Expense	s and Funds	Received			BUD	GET		
					PROJECTED				
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-						-
Land & Easements			-						-
Design	73	-	73	50	50	20			193
Legal Services									-
Administration			-						-
Construction Contracts	485	125	610	260	220	80			1,170
Construction Mgmt	59		59	6	10	5			80
Contingency		-	-	50	30	3			83
CIP Overheads	10	3	13	3	3				19
TOTAL USES	\$ 627	\$ 128	\$ 755	\$ 369	\$ 313	\$ 108	\$ -	\$ -	\$ 1.545

Transient Occupancy Tax	775		775	250		250		250	1,525
Waste Water	20		20						20
TOTAL FUNDS	\$ 795	\$ -	\$ 795	\$ 250	\$ -	\$ 250	\$ -	\$ 250	\$ 1,545

Pavement Restoration 20/21 & 21/22 – Citywide I C16102139

Purpose and Description

This annual project will reduce the continued degradation of the City's street system by implementing pavement maintenance measures as much as funding allows. Paving treatments will consist primarily of seal coats and overlays with associated digouts of failed areas and crack sealing. Active Transportation elements will be assessed and included in the project. This includes Americans with Disabilities Act improvements to sidewalks and curb ramps, bike facilities and sidewalk bulbouts. The Active Transportation elements will be included either as part of the paving project or as a separate project whenever possible. Funding for this work is a combination of the Road Maintenance and Recovery Act (RMRA), also known as Senate Bill 1 (SB1), Street Maintenance Funds along with Utility Fees to compensate for damage done to the streets due to placement and maintenance of sewer and water facilities. This year the project will focus on preventative maintenance on a higher number of streets and not the full reconstruction of a single street. This approach addresses the need to keep more of streets from degrading to the point of needing a full and more expensive reconstruction. The proposed street list for this project was approved by City Council in March 2020.



Financial Overview

c16102139	Expense	s and Funds	Received		BUDGET				
	Actual Life		Estimate	Proposed		PROJI	ECTED		Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental		1	1						1
Land & Easements			-						-
Design		68	68						68
Legal Services		1	1						1
Administration		2	2						2
Construction Contracts			-	2,724					2,724
Construction Mgmt			-	114					114
Contingency			-	114					114
CIP Overheads			-						-
TOTAL USES	\$ -	\$ 72	\$ 72	\$ 2,952	\$ -	\$ -	\$ -	\$ -	\$ 3,024

Street Maintenance			-	767					767
Road Maint & Rehab Acct (RMRA)		72	72	2,185					2,257
TOTAL FUNDS	\$ -	\$ 72	\$ 72	\$ 2,952	\$ -	\$ -	\$ -	\$ -	\$ 3,024

Pavement Restoration & Reconstruction Citywide – FY21-24 New

Purpose and Description

This annual project will reduce the continued degradation of the City's streets using restoration or reconstruction measures. Projects will consist primarily of seal coats and overlays with associated dig-outs of failed areas and crack sealing. Active Transportation elements will be assessed and included in the project. This includes Americans with Disabilities Act improvements to sidewalks and curb ramps, bike facilities and sidewalk bulb-outs. The Active Transportation elements will be included whenever possible to leverage available funding for "Complete Streets" implementation. With a focus on active transportation and multi-modal opportunities, projects will include new bicycle lane striping, bulb-outs for road calming and pedestrian safety, as well as transit accommodations where appropriate. The program will balance pavement preservation projects to use the limited funding for the most impact - between roads that can be inexpensively sealed to prolong their life and failed roads that require the costliest full reconstruction. With one project scheduled per year, the funding will come from a combination of Street Maintenance Funds, Road Maintenance & Rehab. Account (from water/sewer utility fees), and Measure U Sales Tax bonds over a three-year period. The total budget through FY 24/25 is \$31 M.



Financial Overview

Pavement Restoration & Reconstruction- Citywide

USES (dollars in \$000)
Planning/Environmental
Land & Easements
Design
Legal Services
Administration
Construction Contracts
Construction Mgmt
Contingency
CIP Overheads

	Expense	s and Funds	Received			BUD	GET		
wide									
	Actual Life		Estimate	Proposed		PROJI	ECTED		Total
	to Date	Estimate	Life to Date	Budget					Project
))	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
I			-		1	1			2
			-						-
		50	50		75	78			203
			-		1	1			2
			-	2	4	4			10
•			-	5,906	9,390	9,497	5,000		29,793
			-	30	160	166			356
			-	60	195	200			455
			-	2	5	5			12
TOTAL USES	\$ -	\$ 50	\$ 50	\$ 6,000	\$ 9,831	\$ 9,952	\$ 5,000	\$ -	\$ 30,833

SOURCES (dollars in \$000)

Street Maintenance
Road Maint & Rehab Acct (RMRA)
Bond- Measure U Sales Tax
TOTAL FUNDS

s	\$ -	\$ 50	\$ 50	\$ 6,000	\$ 12,331	\$ 12,452	\$ -	\$ -	\$ 30,833
				6,000	9,500	9,500			25,000
			-		1,918	2,003			3,921
		50	50		913	949			1,912

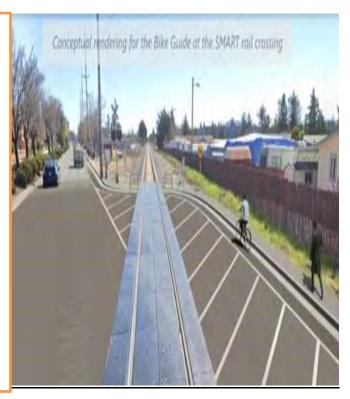
North McDowell Boulevard Complete Streets

New

Purpose and Description

The North McDowell Blvd Complete Streets project is to include the full rehabilitation of North McDowell Blvd from Sunrise Parkway to Old Redwood Highway. This corridor serves as one of the City's main arterials. There are core business, industry and residential hubs of the City located off it, as well as sites of significant future development. Active Transportation elements are an integral part of the project for implementation. The Project is expected to include:

- Roadway surface reconstruction
- Pedestrian facilities (including ADA access, curb ramps, crossings, sidewalks, and other safety improvements)
- Bicycle facilities (including Class I, II and IV bike facilities, wayfinding, and other improvements)
- Traffic calming measures (including sidewalk bulbouts, and other measures)
- Transit stop improvements
- Traffic signal connectivity, coordination, and detection upgrades
- Design and schedule coordination with planned development



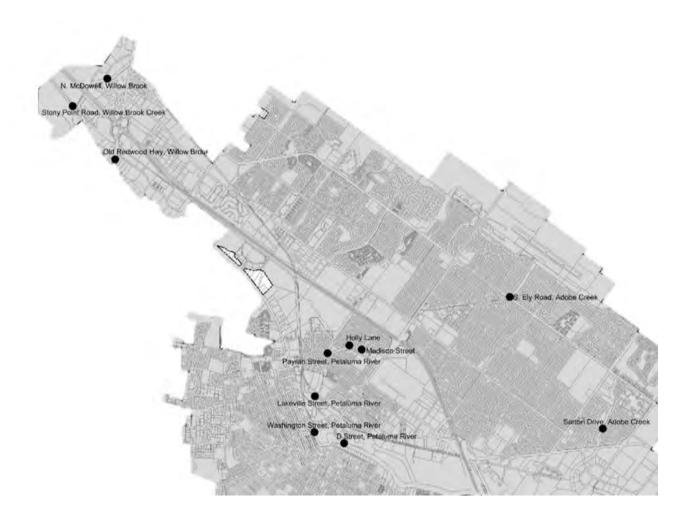
Financial Overview

North McDowell Boulevard Complete Streets	Expenses	Expenses and Funds Received BUDGET							
	Actual Life		Estimate	Proposed		PROJI	ECTED		Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-	10					10
Land & Easements			-						-
Design			-	600					600
Legal Services			-						-
Administration			-						-
Construction Contracts			-	1,237	3,000				4,237
Construction Mgmt			-	144	40				184
Contingency			-	144	40				184
CIP Overheads			-						-
TOTAL USES	\$ -	\$ -	\$ -	\$ 2,135	\$ 3,080	\$ -	\$ -	\$ -	\$ 5,215

Street Maintenance			-	1,421	1,055				2,476
Road Maint & Rehab Acct (RMRA)			-	277	2,462				2,739
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 1,698	\$ 3,517	\$ -	\$ -	\$ -	\$ 5,215



Citywide Bridge Repair Map

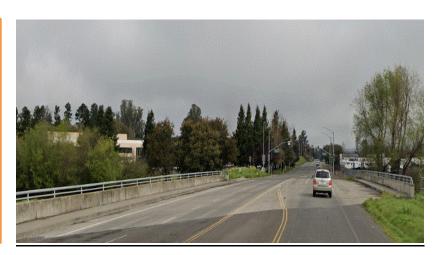


Citywide Bridge Repair

C16401925

Purpose and Description

Caltrans inspects most of the bridges within the City limits bi-annually. The inspections result in a report with recommendations for repairs and maintenance. This grant is funded thru Caltran's Highway Bridge Program (HBP) with a 11.5% local match. This project is primarily sealing of concrete and bridge decks.



Financial Overview

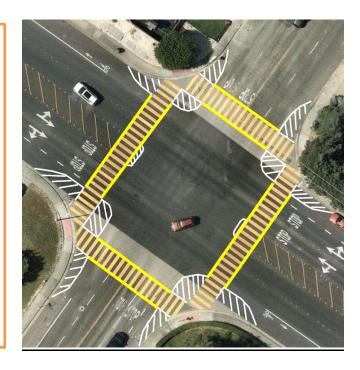
C16401925	Expense	Expenses and Funds Received BUDGET							
	Actual Life		Estimate	Proposed		PROJI	ECTED		Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-		20				20
Land & Easements			-						-
Design			-		25				25
Legal Services			-		3				3
Administration			-		3				3
Construction Contracts			-		260				260
Construction Mgmt			-		15				15
Contingency			-		25				25
CIP Overheads			-		3				3
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 354	\$ -	\$ -	\$ -	\$ 354

Highway Bridge Program (PW Grant)		ı		354				354
TOTAL FUNDS	\$ -	\$ \$ -	\$ -	\$ 354	\$ -	\$ -	\$ -	\$ 354

Intersection, Sidewalk Curb Returns and ADA Improvements-Citywide C16102032

Purpose and Description

The project will undertake ADA and paving improvements at various intersections. to allow thermoplastic striping and installation of ADA ramps. FY 21/22 projects will include some pavement replacement for accessible routes to the City's multiuse paths. The City also seeks to construct new ADA compliant curb returns, where possible. If tangential sidewalk sections are being mitigated, the City strives to address ADA sidewalk and crossing improvements in the area at the same time. This project will include downtown sidewalk repairs as deteriorated sidewalks are identified and as repairs are needed.



Financial Overview

C16102032

USES (dollars in \$000)
Planning/Environmental
Land & Easements
Design
Legal Services
Administration
Construction Contracts
Construction Mgmt
Contingency
CIP Overheads

	Ex	penses and I	Funds Receiv	<i>r</i> ed	BUDGET						
	Actual Life Estimate Proposec						Total				
00)	to Date thru FY 20	Estimate FY 20-21	Life to Date thru FY 21	•	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Project Estimate		
tal			-						-		
		3	- 3 -	5	10	10	10		- 38 -		
ts		30	30	50	80	345	80		- 585 -		
			-						-		
TOTAL USES	-	33	33	55	90	355	90	=	623		

SOURCES (dollars in \$000)

Street Maintenance

		33	33	55	90	355	90		623
TOTAL FUNDS	\$ -	\$ 33	\$ 33	\$ 55	\$ 90	\$ 355	\$ 90	\$ -	\$ 623

Traffic Signal Installation

new

Purpose and Description

This project will design and construct two new traffic signals at D Street and Copeland Street and Caulfield Lane at Hopper street. Installation of traffic signals were identified through traffic studies from neighboring development projects. The project will be funded through traffic impact fees which includes the developer's contribution that was identified in the development.



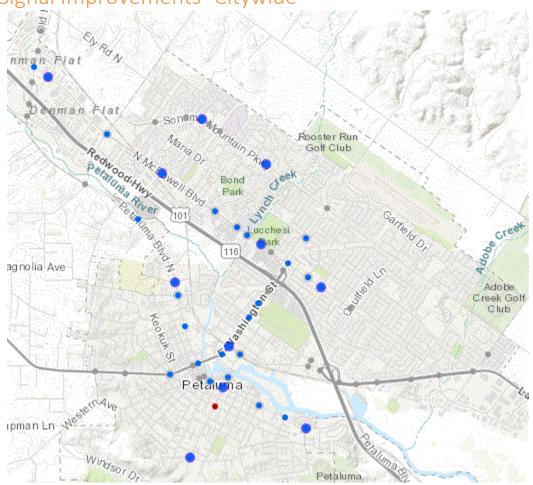
Financial Overview

Traffic Signal Installation	Expenses and Funds Received			BUDGET					
	Actual Life		Estimate	Proposed		PROJI	ECTED		Total
	to Date thru	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-						-
Land & Easements			-						-
Design			-	200					200
Legal Services			-						-
Administration			-						-
Construction Contracts			-		800				800
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	-	-	-	200	800				\$ 1,000
SOLIDOES (dollars in \$000)									

SOL	JRCES	(dol	lare	in	\$000)	

Traffic Mitigation Impact Fees			-	45	179				224
Street Maintenance			1	155	621				776
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 200	\$ 800	\$ -	\$ -	\$ -	\$ 1.000

Traffic Signal Improvements- Citywide





Traffic Signal Timing Upgrade Improvements- Citywide

New

Purpose and Description

This annual project is focused on improving traffic signal infrastructure citywide, with improvements to the traffic management system to better manage signal timing, installation of battery back-up systems, controller and cabinet upgrades, signal head replacements, and video detection replacement



Financial Overview

Traffic Signal	Timing	Upgrade
Improvement	s- Cityw	ide

USES (dollars in \$000) Planning/Environmental Land & Easements Design Legal Services Administration **Construction Contracts**

Construction Mgmt Contingency

CIP Overheads

TOTAL USE	5
SOURCES (dollars in \$000)	

Street Maintenance TOTAL FUNDS

Traffic Mitigation Impact Fees

Ex	penses and	Funds Receiv	ed ed					
					PROJI	ECTED		
Actual Life to Date thru	Estimate	Estimate Life to Date	Proposed Budget					Total Project
FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
		-						-
		-						-
		-		10	10			20
		-						-
		-						-
		-	150	140	140			430
		-						-
		-						-
		-						-
s -	-	-	150	150	150	-	-	\$ 450

		-	34	34	34			101
		-	116	116	116			349
\$ -	\$ -	\$ -	\$ 150	\$ 150	\$ 150	\$ -	\$ -	\$ 450

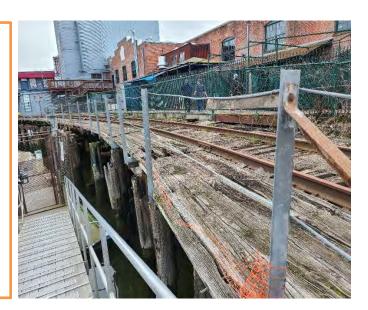
Trestle Rehabilitation]

e16502022

Purpose and Description

This project will develop an updated cost estimate and funding plan to proceed with the rehabilitation of the wooden railroad trestle on the southwest bank of the Petaluma River Turning Basin. The City developed rehabilitation plans in 2013 funded by a grant from the California Coastal Commission. The construction cost estimate for the designed project exceeded the funding capacity of the City and was put on hold. This project can be made shovel-ready with environmental permitting and updates scheduled for FY21/22.

This project meets City Council Goal 151 which states: Develop a plan to rehabilitate the trestle which will include funding options.



Financial Overview

e16502022		Ex	penses and F	unds Receiv	ed			BUDGET		
		Actual Life		Estimate	Proposed	PROJECTED			Total	
		to Date thru	Estimate	Life to Date						Project
USES (dollars in \$000)		FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			10	10	40	10				60
Land & Easements				-						-
Design		20	50	70	220	30				320
Legal Services				-		5				5
Administration				-		5				5
Construction Contracts				-		5,500	1,000			6,500
Construction Mgmt				-		100	-			100
Contingency				-		300	-			300
CIP Overheads				-	13	25	10			48
	TOTAL USES	20	60	80	273	5,975	1,010	•	-	\$ 7,338

Transient Occupancy Tax	50	30	80	63					143
Undetermined			-	210	5,975	1,010			7,195
TOTAL FUNDS	\$ 50	\$ 30	\$ 80	\$ 273	\$ 5,975	\$ 1,010	\$ -	\$ -	\$ 7,338

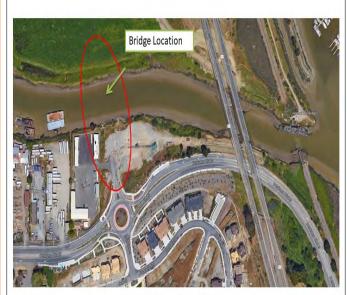
Caulfield Bridge and Extension

C16401824

Purpose and Description

Initial project efforts have been to determine bridge type, bridge layout, and estimated construction costs for a bridge over the Petaluma River extending Caulfield Lane to Petaluma Blvd. South. Initial consultant work has received Coast Guard approval for the vertical and horizontal clearances, as well as general bridge openings. The conceptual design and layout have been developed and now the project can proceed into the environmental permitting phase. The planning and permitting effort will identify the permits needed, studies required (i.e. traffic, cultural, biological, etc.), execution of said studies and detailed costing.

Outyears will address future work yet to be conducted for the crossing. The intent is to seek developer and other undetermined grant sources for funding. The cost for the bridge and approaches is based on the consultant's study done in FY19-20. However, planning and flood modeling efforts conducted in FY20/21 will confirm the bridge configuration and will provide an update to the overall project costs



Project Area - Location Map

Caulfield Bridge and Extension City Project No. C16401824

Financial Overview

c16401824	Exp	penses and	Funds Recei	ved			BUDGET		
						PROJI	ECTED		
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental	9		9	200	200				409
Land & Easements			-	125					125
Design	126	150	276	1,500	1,000				2,776
Legal Services			-						-
Administration			-						-
Construction Contracts			-			20,000	25,000		45,000
Construction Mgmt	12		12			2,000	1,000		3,012
Contingency			-						-
CIP Overheads	4		4						4
TOTAL USES	\$ 151	\$ 150	\$ 301	\$ 1,825	\$ 1,200	\$ 22,000	\$ 26,000	\$ -	\$ 51,326

Traffic Mitigation Impact Fees			-	822					822
Developer Contributions	155	595	750	554					1,304
Undetermined			•		1,200	22,000	26,000		49,200
TOTAL FUNDS	\$ 155	\$ 595	\$ 750	\$ 1.376	\$ 1.200	\$ 22.000	\$ 26,000	\$ -	\$ 51.326

1st and F St Bridge Replacement

C16402141

Purpose and Description

The timber framed bridge at 1st and F Streets in Petaluma covers the outfall of a historic creek and storm sewer draining into the Petaluma River. This structure was initially a railroad bridge first then has been incorporated into the street and carries pedestrian, bicycle, automobile, and truck traffic. The age of this bridge has elements dating back to the early 1900 's. Portions of the bridge are showing signs of rot and overstress of some of the primary load carrying components is a subsequent concern. The funding of this bridge replacement project is Street Maintenance funds.



Financial Overview

c16402141	Exp	penses and	Funds Recei	ved			BUDGET		
					PROJECTED				
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental		5	5						5
Land & Easements			-						-
Design		70	70						70
Legal Services			-						-
Administration			-						-
Construction Contracts			-	900					900
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			•						-
TOTAL USES	\$ -	\$ 75	\$ 75	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ 975

Street Maintenance		75	75	900					975
TOTAL FUNDS	\$ -	\$ 75	\$ 75	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ 975

LED Streetlight and Facility Lighting Retrofit

C16501412

Purpose and Description

The City previously completed two projects retrofitting street lights with more energy-efficient LED lamps. The project replaced over 4,000 streets. The remaining interfund waste water loan will be used to further reduce the City's energy use and maintenance cost by replacing older lights at some of the City's sports fields, courts, parking lots and pathways where the existing lighting is nearing the end of its service life. This project is funded with an interfund loan and PG&E's On-Bill Financing program, which offers government agencies and businesses interest free loans.



Financial Overview

c16501412	Exp	penses and	Funds Recei	ved	BUDGET				
	Actual Life		Estimate	Proposed	PROJECTED			Total	
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental	4	1	5	4					9
Land & Easements			-						-
Design	67	10	77	65					142
Legal Services			-						-
Administration	1	1	2	1					3
Construction Contracts	790	39	829	571					1,400
Construction Mgmt	22	10	32	30					62
Contingency		7	7						7
CIP Overheads	10	1	11	10					21
TOTAL USES	\$ 894	\$ 69	\$ 963	\$ 681	\$ -	\$ -	\$ -	\$ -	\$ 1,644

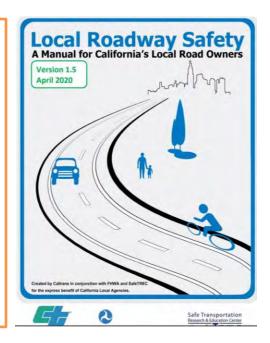
Street Maintenance	12		12					12
Interfund Loan	1,490		1,490					1,490
PGE On-Bill Financing	142		142					142
TOTAL FUNDS	\$ 1,644	\$ -	\$ 1,644	\$ -	\$ -	\$ -	\$ \$ -	\$ 1,644

Local Road Safety Plan

e16102130

Purpose and Description

Local Road Safety Plan: This project is a data driven local road safety plan that utilizes existing crash data from our crossroads data base and identifies safety needs through out the City and comes up corrective measures. A local road safety plan is required for all future Highway Safety Improvement Grant (HSIP) submittals. deliverables (graphics, cost estimates, benefit cost ratio) from the local road safety plan could then be issued in future grant applications.



Financial Overview

e16102130	Ex	penses and I	Funds Receiv	<i>e</i> d			BUDGET		
	Actual Life		Estimate	Proposed	PROJECTED		Total		
	to Date thru	Estimate	Life to Date	•					Project
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-						-
Land & Easements			-						-
Design		39	39	40					79
Legal Services			-						-
Administration			-						-
Construction Contracts			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	-	39	39	40					\$ 79

Street Maintenance		7	7	7					14
Highway Safety limprovement Grant		32	32	33					65
TOTAL FUNDS	\$ -	\$ 39	\$ 39	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ 79

Traffic Calming & Bike Boulevards

New

Purpose and Description

This Project is to harden the current pilot Slow Streets that began in April 2020, during the COVID-19 crisis, to support safe physical activity by creating more space for physical distancing for pedestrians and bicyclists under the County Health Officer's Shelter in Place SIP order. Ultimately, the City implemented three phases of Slow Streets and received supportive public feedback. The City currently maintains 29 signage installations for a total of 5 miles of implemented Slow Streets. This project will move the process forward to harden the installations. This will include public input, planning, design and construction of bulb outs, striping improvements, signage, chicanes, and landscape improvements.



Financial Overview

Traffic Calming & Bike Boulevards	Ex	penses and l	Funds Receiv	<i>r</i> ed	BUDGET					
	Actual Life		Estimate	Proposed	PROJECTED				Total	
	to Date thru	Estimate	Life to Date	Budget					Project	
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate	
Planning/Environmental		10	10	10					20	
Land & Easements			-						-	
Design		10	10	20					30	
Legal Services			-						-	
Administration		5	5	5					10	
Construction Contracts		100	100	150	105	105	105	105	670	
Construction Mgmt		5	5	10					15	
Contingency		7	7	12					19	
CIP Overheads		2	2	4					6	
TOTAL USES	_	139	139	211	105	105	105	105	\$ 770	

. ,									
Traffic Mitigation Impact Fees		139	139	211	105	105	105	105	770
TOTAL FUNDS	\$ -	\$ 139	\$ 139	\$ 211	\$ 105	\$ 105	\$ 105	\$ 105	\$ 770

D Street Improvements

New

Purpose and Description

This project would include the reconstruction of D Street from Windsor to Petaluma Boulevard South. The work would include the reconstruction of the existing roadway, new ADA curb ramp, Rectangular Rapid Flashing Beacons at all of the uncontrolled crosswalks, new striping, installation of traffic signal interconnect and new video detection system.



BUDGET

Financial Overview

D Street Improvement

	Actual Life		Estimate	Proposed	PROJECTED				Total	
	to Date thru	Estimate	Life to Date	Budget					Project	
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate	
Planning/Environmental			-							-
Land & Easements			-							-
Design			-	200	300				50	0
Legal Services			-							-
Administration			-							-
Construction Contracts			-			2,000	1,500		3,50	0
Construction Mgmt			-							-
Contingency			-							-
CIP Overheads			-							-
TOTAL USES	-	-	-	200	300	2,000	1,500	-	\$ 4,00	0
SOURCES (dollars in \$000)										
Street Maintenance			-	200					20	0
Undetermined			-		300	2,000	1,500		3,80	0
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 200	\$ 300	\$ 2,000	\$ 1,500	\$ -	\$ 4.00	0

Expenses and Funds Received

Pedestrian Bridge Assessment

New

Purpose and Description

This project will perform an initial assessment of the approximate 15 pedestrian bridges that the City maintains. The primary focus is the Balshaw Bridge downtown that is over 30 years old. An operation and maintenance manual will be developed, and long-range planning conducted to ensure the longevity of the bridges. Significant repair work is intended to be covered in a follow-on project not currently scoped or budgeted.



Financial Overview

Pedestrian Bridge Assessment	Ex	Expenses and Funds Received				BUDGET					
	Actual Life		Estimate	Proposed	PROJECTED			Total			
	to Date thru	Estimate	Life to Date	Budget					Project		
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate		
Planning/Environmental			-						-		
Land & Easements			-						-		
Design		25	25	25					50		
Legal Services			-						-		
Administration			-						-		
Construction Contracts			-						-		
Construction Mgmt			-						-		
Contingency			-						-		
CIP Overheads			-						-		
TOTAL USES	-	25	25	25	-	-	-	-	\$ 50		
								-			
SOURCES (dollars in \$000)											
Traffic Mitigation Impact Fees			-	16					16		
Street Maintenance			-	34					34		
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ 50		

Pedestrian Bridge Renovations

New

Purpose and Description

The project is for long-term improvements and maintenance of the City's pedestrian bridges. The initial assessment of these bridges will likely result in needed improvements (such as meeting ADA criteria) and ongoing maintenance needs for the wood and steel structures. The locations are: Balshaw Bridge at the turning basin, Lynch Creek Trail bridge at Water street north lift station, Lynch Creek Trail at Washington Creek near Payran, Lynch Creek Trail near Holly Lane, Lynch Creek Trail at Prince Park, Allman Marsh boardwalk, Adobe Creek bridge at Allman Marsh/Schollenberger, 3 Schollenberger Park Bridges, Mannion Knoll.



Financial Overview

Pedestrian Bridge Renovations	Expenses and Funds Received				BUDGET					
	Actual Life		Estimate	Proposed	PROJECTED				Total	
	to Date thru	Estimate	Life to Date	Budget					Project	
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate	
Planning/Environmental			-						-	
Land & Easements			-						-	
Design			-	200					200	
Legal Services			-						-	
Administration			-						-	
Construction Contracts			-		1,000	800			1,800	
Construction Mgmt			-						-	
Contingency			-						-	
CIP Overheads			-						-	
TOTAL USES	-	-	-	200	1,000	800	-	-	\$ 2,000	

Traffic Mitigation Impact Fees			-	66	328	262		ĺ	656
Street Maintenance			-	134	672	538			1,344
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 200	\$ 1,000	\$ 800	\$ -	\$ -	\$ 2,000

City-Wide Striping Improvements

c16102145

Purpose and Description

This project is to provide for the striping improvements on primarily arterial and collector roadways to allow safer pedestrian and bicycle travel. The use of bulb-outs, lane narrowing, and pedestrian refuge islands would be implemented. There are opportunities to improve pedestrian and bike markings to make for a safer roadway. Bike boxes and sharrows will be reviewed for installation.

Expenses and Funds Received



BUDGET

Financial Overview

c16102145

Street Maintenance

TOTAL FUNDS \$

	Actual Life		Estimate	Proposed		PROJE	ECTED		Total
	to Date thru	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-						-
Land & Easements			-						-
Design			-	8	10	10	10	10	48
Legal Services			-						-
Administration			-						-
Construction Contracts		63	63	72	70	70	70	70	415
Construction Mgmt			-						-
Contingency		10	10						10
CIP Overheads			-						-
TOTAL USES	-	73	73	80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 473
SOURCES (dollars in \$000)									
Traffic Mitigation Impact Fees		16	16	18	18	18	18	18	106

73

367

473

Bike/Pedestrian Master Plan & Wayfinding

New

Purpose and Description

This project will update the 2008 Bicycle and Pedestrian Plan (Plan), in coordination with the General Plan update now underway. The Plan update will incorporate a fresh look at best practices in active transportation, updating city standards for bike and ped facilities. The existing conditions will be evaluated, and the needs of future projects and programs identified with costs and funding opportunities.

The wayfinding program will develop a comprehensive plan for pedestrian and bicycle wayfinding signage City-wide. This project includes installation of the downtown area signage in FY 21/22. The update of the Plan will include a robust community outreach program and rely heavily on collaboration with community stakeholders through a Technical Advisory Committee (TAC), with guidance from the Pedestrian & Bicycle Advisory Committee (PBAC).







Financial Overview

Bike/Ped Master Plan & Wayfinding	Ex	Expenses and Funds Received				BUDGET				
USES (dollars in \$000)	Actual Life to Date thru FY 20	Estimate FY 20-21	Estimate Life to Date thru FY 21	Proposed Budget FY 21-22	FY 22-23	PROJI	FY 24-25	FY 25-26	Total Project Estimate	
Planning/Environmental		20	20	160					180	
Land & Easements			-						-	
Design			-						-	
Legal Services			-						-	
Administration			-						-	
Construction Contracts			-		20				20	
Construction Mgmt			-						-	
Contingency			-						-	
CIP Overheads			-						-	
TOTAL USES	-	20	20	160	20	-	-	-	\$ 200	

00011020 (dollaro ili 4000)									
Traffic Mitigation Impact Fees			-	59	7				66
Street Maintenance			-	54	13				67
TDA Grant			-	67				l	67
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 180	\$ 20	\$ -	\$ -	\$ -	\$ 200

E. Washington Sidewalk Frontage Improvements

New

Purpose and Description

This project will improve the street frontage along East Washington fronting the airport, golf course and part of Petaluma Community Sports Fields, providing additional protection of the multi-use path from vehicles on East Washington and make vehicle access improvements into the airport property.



Financial Overview

E. Washington Sidewalk Frontage I	Expenses and Funds Received				BUDGET					
	Actual Life		Estimate	Proposed	PROJECTED				Total	
	to Date thru	Estimate	Life to Date	Budget					Project	
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate	
Planning/Environmental			-							-
Land & Easements			-							-
Design			-	5						5
Legal Services			-							-
Administration			-							-
Construction Contracts			-	60					6	0
Construction Mgmt			-	2						2
Contingency			-	6						6
CIP Overheads			-							-
TOTAL USES	-	-	-	73					\$ 7	3
SOURCES (dollars in \$000)										
Street Maintenance			-	63					6	3
Airport Operating Fund			-	10					1	0
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 73	\$ -	\$ -	\$ -	\$ -	\$ 7	3



RECYCLED WATER PROJECTS FY 2021-2022

RECYCLED WATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 21-22 PROJECT SUMMARY

Fund 6690.66999

PROJECTS (de	ollars in \$000)
C66401416	Tertiary Filtration System Expansion
C66401302	Recycled Water Turnout And Meter Replacements
C66501936	Recycled Water System Expansion for Agriculture
C66501834	Recycled Water System Extension- Phase 1/Maria Loop
new	Recycled Water Park Irrigation Conversions
	TOTAL

Actual Life		Estimate	Proposed		PROJE	ECTED		Total
to Date thru	Estimate	Life to Date	Budget					Project
FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
1,124	138	1,262	45	4,946	4,669	-	-	10,922
-	-	-	388	360	-	-	-	748
100	1,113	1,213	942	1,700	1,700	-	-	5,555
420	1,359	1,779	1,141	-	-	1,665	1,510	6,095
-	-	-	-	740	-	-	-	740
\$ 1,644	\$ 2,610	\$ 4,254	\$ 2,516	\$ 7,746	\$ 6,369	\$ 1,665	\$ 1,510	\$ 24,060

SOURCES (dollars in \$000)

Waste Water Capital Funds
Water Capital Funds
Dept. of Water Resources grant
TOTAL

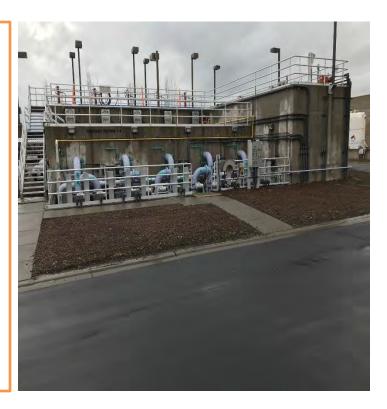
\$ 1,225	\$ 1,250	\$ 2,475	\$ 1,375	\$ 7,006	\$ 2,769	\$ -	\$ -	\$ 13,625
421	1,358	1,779	1,141	740	-	1,665	1,510	6,835
-	-		-	-	3,600	-	-	3,600
\$ 1,646	\$ 2,608	\$ 4,254	\$ 2,516	\$ 7,746	\$ 6,369	\$ 1,665	\$ 1,510	\$ 24,060

Tertiary Filtration System Expansion

C66401416

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. Currently, due to the increased demand on the recycled water system for agricultural irrigation, the tertiary system exceeds its capacity during high demand periods. This project will expand the filtration and disinfection capacity of the system used to treat wastewater effluent to produce up to 6.8 MGD of tertiary recycled water. To provide additional recycled water treatment capacity, the City will add pumping capacity, two cloth media filters and add a third ultraviolet (UV) light system in an existing channel constructed for this purpose. While the majority of the project funding is Waste Water Capital, the City is in the process of securing a \$3.6M through a partnership with the North Bay Water Reuse Authority. Design will be completed in the Spring 2021 and Construction will begin in the Fall of 2022.



Financial Overview

C66401416	Expense	s and Funds	Received			BUD	GET		
						PROJI	ECTED		
USES (dollars in \$000)	Actual Life to Date thru FY 20	Estimate FY 20-21	Estimate Life to Date thru FY 21	Proposed Budget FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Total Project Estimate
Planning/Environmental	9	25	34			50			84
Land & Easements			-						-
Design	1,094	110	1,204	30	160	125			1,519
Legal Services			-						-
Administration			-	15					15
Construction Contracts			-		4,446	4,204			8,650
Construction Mgmt	1		1		250	200			451
Contingency			-		85	80			165
CIP Overheads	20	3	23		5	10			38
TOTAL USES	\$ 1,124	\$ 138	\$ 1,262	\$ 45	\$ 4,946	\$ 4,669	\$ -	\$ -	\$ 10,922

Waste Water Capital Funds	1,125	137	1,262	45	5	4,946	1,069			7,322
DWR Grant via NBWRA			-				3,600			3,600
TOTAL FUNDS	\$ 1,125	\$ 137	\$ 1,262	\$ 45	5 \$	4,946	\$ 4,669	\$ -	\$ -	\$ 10,922

Recycled Water Turnout and Meter Replacements C66401302

Purpose and Description

Construction of the City of Petaluma's recycled water system began in 1981 and expanded over time. Recycled water is conveyed from the oxidation ponds at Lakeville Highway and currently serve 871 acres of agricultural land and 339 acres of golf courses, parks, and greenbelts. During the dry weather season the City distributes water to recycled irrigation customers. The existing turnouts 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 turnouts, meter assemblies and their laterals. This project is funded by Waste Water Capital.



Financial Overview

C66401302	Expense	s and Funds	Funds Received				BUDGET					
						PROJI	ECTED					
	Actual Life		Estimate	Proposed					Total			
	to Date	Estimate	Life to Date	Budget					Project			
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate			
Planning/Environmental			-						-			
Land & Easements			-	14					14			
Design			-	34					34			
Legal Services			-						-			
Administration			-	11					11			
Construction Contracts			-	232	360				592			
Construction Mgmt			-	36					36			
Contingency			-	55					55			
CIP Overheads			-	6					6			
TOTAL USES	\$ -	\$ -	\$ -	\$ 388	\$ 360	\$ -	\$ -	\$ -	\$ 748			

•									
Waste Water Capital Funds			•	388	360				748
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 388	\$ 360	\$ -	\$ -	\$ -	\$ 748

Recycled Water System Expansion for Agriculture

C66501936

Purpose and Description

This project is part of the City's plan to expand the recycled water system to additional high demand agricultural irrigation accounts. Agricultural customers consume the largest portion of the recycled water produced by the Ellis Creek Water Recycling Facility (ECWRF). There are several potential high demand agricultural customers along the Lakeville Highway corridor which are in close proximity to the ECWRF. This project is phase 1 of a 3-phase expansion project that will deliver recycled water to several parcels on the southwest side of Lakeville Highway. The City is seeking funding from federal and state sources through a partnership with the North Bay Water Reuse Authority (NBWRA). The construction of the project is dependent on the partnership with NBWRA and the efforts to receive grant funding from federal and state sources.



Financial Overview

C66501936	Expense	s and Funds	Received	BUDGET					
						PROJI	ECTED		
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	0					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental	98	30	128						128
Land & Easements			-						-
Design		80	80						80
Legal Services			-						-
Administration			-						-
Construction Contracts		800	800	750	1,700	1,700			4,950
Construction Mgmt		80	80	70					150
Contingency		120	120	120					240
CIP Overheads	2	3	5	2					7
TOTAL USES	\$ 100	\$ 1,113	\$ 1,213	\$ 942	\$ 1,700	\$ 1,700	\$ -	\$ -	\$ 5,555

Waste Water Capital Funds	100	1,113	1,213	942	1,700	1,700			5,555
TOTAL FUNDS	\$ 100	\$ 1,113	\$ 1,213	\$ 942	\$ 1,700	\$ 1,700	\$ -	\$ -	\$ 5,555

Recycled Water System Expansion-Phase 1/Maria Loop C66501834

Purpose and Description

This project will extend the City's recycled water system to offset potable water used for irrigation to schools, greenbelts, and parks. FY 21/22 work will install a new pipeline to connect the recently installed recycled water main within Maria Drive to the Prop 1A/Sonoma Mountain pipeline and provide recycled water for irrigation to various Schools, Parks, and landscape assessment districts (LADs). Additional phases of the pipeline project in out years serve to install a pipeline from Maria Drive to the existing recycled water main located near Prince Park to create a looped system for redundancy and to reach additional schools, parks, and LADs.



Financial Overview

C66501834	Expense	s and Funds	Received						
						DDO II	ECTED		
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental	1	5	6	20			50		76
Land & Easements			-						-
Design	24	25	49	141			100		290
Legal Services			-	4			5		9
Administration			-	4			5	5	14
Construction Contracts	367	1,163	1,530	429			1,000	1,000	3,959
Construction Mgmt	18	60	78	50			150	150	428
Contingency		100	100	487			350	350	1,287
CIP Overheads	10	6	16	6			5	5	32
TOTAL USES	\$ 420	\$ 1,359	\$ 1,779	\$ 1,141	\$ -	\$ -	\$ 1,665	\$ 1,510	\$ 6,095

Water Capital Funds	421	1,358	1,779	1,141			1,665	1,510	6,095
TOTAL FUNDS	\$ 421	\$ 1,358	\$ 1,779	\$ 1,141	\$ -	\$ -	\$ 1,665	\$ 1,510	\$ 6,095

Recycled Water Park Irrigation Conversions

New

Purpose and Description

The City of Petaluma plans to deliver recycled water to high potable water users such as schools, parks, and landscape assessment districts in the northeastern section of the City. Once the expansion of the recycled water system is complete, the City will begin delivery to individual sites based on potable water use and the cost to deliver the recycled water. This project involves converting park irrigation systems to comply with regulations associated with the use of recycled water. The conversion includes replacement of sprinkler heads, valve boxes, and signage to indicate use of recycled water at each site.



Financial Overview

Recycled Water Park Irrigation	Ex	penses and	Funds Recei	ved					
					PROJECTED				
	Actual Life to Date	Estimate	Estimate Life to Date	Proposed Budget					Total Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-		20				20
Land & Easements			-						-
Design			-		35				35
Legal Services			-		2				2
Administration			-		3				3
Construction Contracts			-		550				550
Construction Mgmt			-		50				50
Contingency			-		75				75
CIP Overheads			-		5				5
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 740	\$ -	\$ -	\$ -	\$ 740

Water Capital Funds			-		740				740
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 740	\$ -	\$ -	\$ -	\$ 740

SURFACE WATER PROJECTS FY 2021-2022

SURFACE WATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 21-22 PROJECT SUMMARY

Fund 3160.31600

		Actual Life		Estimate	Proposed		PROJ	ECTED		Total
		to Date thru	Estimate	Life to Date	Budget					Project
PROJECTS (de	ollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
C16301518	Old Corona Road Water Quality Mitigation	24	1,103	1,127	281	-	-	-	-	1,408
C16501931	Storm Drain Trash Capture Device Pilot	-	46	46	517	-	-	-	-	563
C16302144	Edith St. Drainage Improvements	-	5	5	105	-	-	-	-	110
new	Wilson Stormwater Pump Station Upgrades	-	-	-	80	425	-	-	-	505
new	Corona Creek Restoration	-	-	-	-	-	135	360	27	522
	TOTAL	\$ 24	\$ 1,154	\$ 1,178	\$ 983	\$ 425	\$ 135	\$ 360	\$ 27	\$ 3,108
SOURCES (do	llars in \$000)			ı		Ī		Ī		
	Storm Drainage Impact Fees	\$ 30	\$ 51	\$ 81	\$ 679	\$ 425	\$ -	\$ -	\$ -	\$ 1,185
	SCWA Zone 2A Funds	-	-	-	-	-	135	360	27	522

1,379

1,460

22

701 \$

425 \$

135 \$

360 \$

1,379

1,409

Caltrans Co-op Agreement

TOTAL

Street Maintenance

1,379

3,108

22

Old Corona Road Water Quality Mitigation

C16301518

Purpose and Description

This project will improve the water filtration and carrying capacity of an existing roadside open ditch adjacent to Old Corona Road. The ditch receives surface water flows from Highway 101 for a distance of 550 linear feet and approximately 25-30' in width. At the downstream end of the roadside open ditch the low flow will be diverted to two bioretention basins for further water quality improvement prior to discharge to the Petaluma River. This project is fully funded by Caltrans as a mitigation measure to upstream impacts caused by the 101-widening project. Design began in the summer of 2017; construction to follow dependent on execution of a cooperative agreement and permitting. Caltrans funding will be set aside to pay for maintenance activities for 20 years post construction.



Financial Overview

C16301518	Expense	s and Funds	s Received	BUDGET					
					PROJECTED				
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-						-
Land & Easements			-						-
Design	21	147	168	56					224
Legal Services			-						-
Administration			-						-
Construction Contracts		745	745	225					970
Construction Mgmt	1	70	71						71
Contingency		112	112						112
CIP Overheads	2	29	31						31
TOTAL USES	24	\$ 1,103	\$ 1,127	\$ 281	\$ -	\$ -	\$ -	\$ -	\$ 1,408

SOURCES (dollars in \$000)

Storm Drainage Impact Fees Caltrans Co-op Agreement

TOTAL FUNDS

	29		29						29
	1,379	-	1,379	-					1,379
,	1,408	\$ -	\$ 1,408	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,408

Storm Drain Trash Capture Device Pilot

C16501931

Purpose and Description

To meet new State Water Resource Control Board trash reduction requirements for storm drainage, the City is developing and implementing a compliance plan. This plan will include installation of trash capture devices in certain locations in the City's storm drainage system. The installation of a trash capture device is one of the first steps in compliance and a pilot test for future installations.



Financial Overview

6501	

USES (dollars in \$000) Planning/Environmental Land & Easements Design Legal Services Administration Construction Contracts Construction Mgmt Contingency

CIP Overheads

TOTAL USES

	Expense	s and Funds	s Received						
	Actual Life		Estimate	Proposed		PROJI	ECTED		Total
	to Date	Estimate	Life to Date	Budget					Project
	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
ſ		19	19						19
			-						-
		25	25	35					60
			-						-
			-						-
			-	380					380
			-	30					30
			_	70					70
		0	_						
Ļ		2	2	2					4
S	-	\$ 46	\$ 46	\$ 517	\$ -	\$ -	\$ -	\$ -	\$ 563

SOURCES (dollars in \$000)

Storm Drainage Impact Fees

TOTAL FUNDS

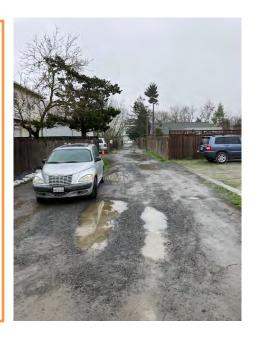
	1	46	47	516					563
3	1	\$ 46	\$ 47	\$ 516	\$ -	\$	\$ -	\$ -	\$ 563

Edith St. Drainage Improvements

C16302144

Purpose and Description

Localized ponding of water is occurring in the unpaved City alleyway that runs between Edith and Wilson Streets. The ponding water is threatening to flood some properties along Edith St. There is no drain inlet and insufficient slope to provide for surface drainage of rain water to either Jefferson or D St. This project is to alleviate the issue by installing a drain inlet and new storm drainage piping and re-grading the alleyway.



Financial Overview

C16302144	Ex	Expenses and Funds Received BUDGET							
	Actual Life		Estimate	Proposed		PROJI	ECTED		Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-						-
Land & Easements			-						-
Design		5	5	5					10
Legal Services			-						-
Administration			-						-
Construction Contracts			-	100					100
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-	-					-
TOTAL USES	\$ -	\$ 5	\$ 5	\$ 105	\$ -	\$ -	\$ -	\$ -	\$ 110

Storm Drainage Impact Fees		5	5	83					88
Street Maintenance			-	22					22
TOTAL FUNDS	\$ -	\$ 5	\$ 5	\$ 105	\$ -	\$ -	\$ -	\$ -	\$ 110

Wilson Stormwater Pump Station Upgrades

New

Purpose and Description

This project is to assess and upgrade the existing Wilson Stormwater Pump Station. The pump station equipment is nearing the end of its useful life and has required high levels of maintenance. This project will address maintenance requirements and ensure the pump station is in good working order for high rainfall events ensuring the integrity of the storm water infrastructure in the area.



Financial Overview

Wilson Stormwater Pump Station	Expense	s and Funds	Received	ceived BUDGET					
	Actual Life		Estimate	Proposed	PROJECTED		Total		
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-	5					5
Land & Easements			-						-
Design			-	70	70				140
Legal Services			-						-
Administration			-	5	10				15
Construction Contracts			-		250				250
Construction Mgmt			-		35				35
Contingency			-		50				50
CIP Overheads			-		10				10
TOTAL USES	-	\$ -	\$ -	\$ 80	\$ 425	\$ -	\$ -	\$ -	\$ 505

Storm Drainage Impact Fees		-	80	425				5	505
TOTAL FUNDS	\$ -	\$ -	\$ 80	\$ 425	\$ -	\$ -	\$ -	\$ 5	505

Corona Creek Restoration

New

Purpose and Description

This project is to restore and maintain Corona Creek from Sonoma Mountain Parkway to Kenilworth Junior High at Riesling Road. This project includes sediment removal, general cleanup, and replanting of appropriate landscaping in the creek area. Currently the funding source is undetermined and that we are seeking Sonoma County Water Agency (SCWA) funding.



Financial Overview

Corona	Creek	Resto	ration
COLOLIA	CIECK	110310	ιαιισι

USES (dollars in \$000)
Planning/Environmental
Land & Easements
Design
Legal Services
Administration
Construction Contracts
Construction Mgmt
Contingency
CIP Overheads

storation	Expense	s and Funds	Received			BUD	GET		
	Actual Life		Estimate	Proposed		PROJI	ECTED		Total
	to Date	Estimate	Life to Date	Budget					Project
\$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
mental			-			50	10		60
ts			-			10			10
			-			75	25		100
			-						-
			-				10	2	12
tracts			-				250	15	265
nt			-				25	5	30
			-				25	5	30
			-				15		15
TOTAL USES	-	\$ -	\$ -	\$ -	\$ -	\$ 135	\$ 360	\$ 27	\$ 522

SCWA Zone 2	A Assessr	nents
	ΤΟΤΔΙ	FUNDS

			-			135	360	27	522
,	-	\$ -	\$ -	\$ -	\$ -	\$ 135	\$ 360	\$ 27	\$ 522

TRANSIT PROJECTS FY 2021-2021

TRANSIT CAPITAL IMPROVEMENT PROGRAM BUDGET FY 21-22 PROJECT SUMMARY

Fund 6590.65999

		Actual Life		Estimate	Proposed		PROJI	ECTED		Total
		to Date thru	Estimate	Life to Date	Budget					Project
PROJECTS (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
C65202110	Transit Admin Building Roof Overlay	-	40	40	33	-	-	-	-	73
new	Bus Stop Improvements	-	-	-	52	-	-	-	-	52
new	Transit Yard Gate Electrification	-	-	-	88	-	-	-	-	88
new	Transit Yard Generator & Transfer Switch Installation	-	-	-	75	-	-	-	-	75
new	Transit Yard Electrification Planning	-	-	-	57	200	100	-	-	357
	TOTAL	\$ -	\$ 40	\$ 40	\$ 305	\$ 200	\$ 100	\$ -	\$ -	\$ 645
SOURCES (d	ollars in \$000)									
	TDA Transit Capital funds	\$ -	\$ 13	13	\$ 215	\$ -	\$ -	\$ -	\$ -	\$ 228
	Federal Transit Administration	\$ -	\$ 27	27	90	-	-	-	-	117
	Undetermined	\$ -	\$ -	-	-	200	100	-	-	300
	TOTAL	\$ -	\$ 40	\$ 40	\$ 305	\$ 200	\$ 100	\$ -	\$ -	\$ 645

Transit Admin Building Roof Overlay

C65202110

Purpose and Description

The Transit Administration building roof is beyond its useful life and requires replacement. The cost estimate is based on the recent work of overlay of the existing roof with TPO. The project is fully funded through FTA 5307 grant funding and TDA sales tax enterprise funds.

Expenses and Funds Received

27

40



BUDGET

Financial Overview

C65202110

FTA 5307 TCP

TOTAL FUNDS

	Actual Life		Estimate	Proposed		PROJI	ECTED		Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental		1	1						1
Land & Easements			-						-
Design		6	6						6
Legal Services			-						-
Administration		1	1						1
Construction Contracts		25	25	25					50
Construction Mgmt		3	3	3					6
Contingency		3	3	4					7
CIP Overheads		1	1	1					2
TOTAL USES	-	40	40	33	-	•	•	-	73
	•				•			•	
SOURCES (dollars in \$000)									
TDA Transit Capital funds		13	13	13					26

27

40

20

33

Bus Stop Improvements

New

Purpose and Description

This project will add pedestrian improvements such as additional concrete passenger waiting pads at a number of bus stop locations throughout Petaluma. Adding these passenger waiting pads will allow for improved ADA pedestrian access to the stops along with ability to place amenities at them such as shelters, benches and bike racks.



Financial Overview

Bus Stop Improvements	Expense	s and Funds	Received			BUD	GET		
						PROJI	ECTED		
	Actual Life		Estimate	Proposed					Total
	to Date thru	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			1	1					1
Land & Easements			-						-
Design			-	5					5
Legal Services			-						-
Administration			-						-
Construction Contracts			-	35					35
Construction Mgmt			-	5					5
Contingency			-	5					5
CIP Overheads			-	1					1
TOTAL USES	_	_	-	52	-	_	_	_	52

TDA Transit Capital funds			-	52					52
TOTAL FUNDS	ı	-		52	ı	1	1	ı	52

Transit Yard Gate Electrification

New

Purpose and Description

During the first phase of improvements to the Transit Facility (555. N. McDowell Blvd) completed in FY21, ADA improvements were made to the facility along Transport Way. This allowed for the yard to be closed to the public as the building is now ADA accessible from the primary entrance point.

As the next phase of improvements to the Transit Facility, this separate project, will perform the planning and design work necessary to replace the deteriorating existing fencing system. The current fencing system provides inadequate site security and relies on outdated technology to provide access to the Transit Facility. The project will also provide enhanced site access to the Transit Center fleet as well as added safety and security for the property.



Financial Overview

Transit Yard Gate Electrification	Expense	s and Funds	Received		BUDGET				
						PROJE	ECTED		
	Actual Life		Estimate	Proposed					Total
	to Date thru	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-	1					1
Land & Easements			-						-
Design			-	8					8
Legal Services			-						-
Administration			-						-
Construction Contracts			-	70					70
Construction Mgmt			-	5					5
Contingency			-	3					3
CIP Overheads			-	1					1
TOTAL USES	-	-	-	88	-	-	-	-	88

TDA Transit Capital funds			-	18					18
FTA 5307 TCP			-	70					70
TOTAL FUNDS	ı	-	ı	88	ı	-	-	-	88

Transit Yard Generator and Transfer Switch Installation

New

Purpose and Description

Currently, the transit center does not have any backup power source to provide essential transportation and logistics coordination during emergency events. This project will allow the Transit Center to retain all necessary functions in the case of a power outage or public safety power shutoff (PSPS) including communications, internet, and power. This will benefit Petaluma and other nearby communities throughout Sonoma County and beyond. Renewable energy based generators will be considered



Financial Overview

Transit Yard Generator & Transfer	Expense	s and Funds	Received		BUDGET				
					PROJECTED				
	Actual Life		Estimate	Proposed		1 1100	10.25		Total
	to Date thru	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			1	1					1
Land & Easements			-						-
Design			-	5					5
Legal Services			-						-
Administration			-						-
Construction Contracts			-	60					60
Construction Mgmt			-	5					5
Contingency			-	3					3
CIP Overheads			-	1					1
TOTAL USES	-	-	-	75	-	-	-	-	75

SOUR	CES /	(doll:	are in	የበበበ2

TDA Transit Capital funds			1	75					75
TOTAL FUNDS	ı	•	ı	75	ı	ı	ı	ı	75

Transit Yard Electrification Planning

New

Purpose and Description

Transit will begin the process of procuring its first wave of electric transit vehicles in Q1 2021. This will be in the form of four fixed route buses; a process that takes approx. one year. As noted in the recent Fleet and Facility Electrification Plan (2019), the Transit Facility cannot accommodate the electric infrastructure needed to adequately charge the vehicles without site improvements.

This project involves the planning and potentially initial construction phases for the first wave of electrical upgrades to the Transit Center. City staff will be working with PG&E to create a fleet-ready program for the future planned electrification of the Petaluma Tranist bus fleet and infrastructure upgrades needed to accommodate the first wave of electric vehicles.



Financial Overview

Transit Yard Electrification Planning	Expense	s and Funds	nd Funds Received BUDGET						
						PROJI	ECTED		
	Actual Life		Estimate	Proposed					Total
	to Date thru	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-	15					15
Land & Easements			-	10					10
Design			-	15					15
Legal Services			-						-
Administration			-	5					5
Construction Contracts			-		200	100			300
Construction Mgmt			-						-
Contingency			-	10					10
CIP Overheads			-	2					2
TOTAL USES	-	-	-	57	200	100	-	-	357

TDA Transit Capital funds			-	57					57
Undetermined					200	100			300
TOTAL FUNDS	-	-	-	57	200	100	-	-	357

WASTEWATER UTILITY PROJECTS FY 2021-2022

WASTEWATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 21-22 PROJECT SUMMARY

Fund 6690.66999

		Actual Life		Estimate	Proposed		PROJE	CTED		Total
PROJECTS (de	ollars in \$000)	to Date thru FY 20	Estimate FY 20-21	Life to Date thru FY 21	Budget FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Project Estimate
C66501003	Manhole Rehabilitation	483	50	533	316	356	-	356	-	1,561
C66501518	CNG Fueling Station at Ellis Creek	7,189	238	7,427	13	12	-	-	-	7,452
C66501840	Chemical System Upgrade at Ellis Creek	10	413	423	2,207	2,977	-	-	-	5,607
C66401728	Ellis Creek High Strength Waste Facilities	6,420	225	6,645	150	10	-	-	-	6,805
new	Sewer Main Replacement- Payran & Madison	-	-	-	2,855	-	-	-	-	2,855
future	Sewer Main Replacement Future	-	-	-	-	3,098	2,500	3,094	2,500	11,192
C66501923	Oakmead, Redwood, And Outlet Mall Lift Station Upgrades	-	-	-	-	955	1,808	-	-	2,763
C66502032	PIPS Forcemain Replacement	37	1,053	1,090	3,566	3,098	6,095	-	-	13,849
new	Sewer Forcemain Replacement Program	-	-	-	40	450	380	-	-	870
C66501930	Replace PIPS High Capacity Pumps	-	20	20	40	240	2,600	-	-	2,900
C66501838	Ellis Creek Outfall Replacement	180	50	230	1,866	-	-	-	-	2,096
C66502042	C Street Pump Station and Collection Area Upgrades	91	219	310	-	-	2,889	1,000	-	4,199
e66502027	Corp Yard Tank Demo-Phase 2	-	237	237	830	-	-	-	-	1,067
c66402144	Corp Yard Master Plan	-	-	-	115	200	-	-	-	315
new	Ellis Creek Water Recycling Facility Energy Savings Assessment	-	-	-	120	-	-	-	-	120
	TOTAL	\$ 14,410	\$ 2,505	\$ 16,915	\$ 12,118	\$ 11,396	\$ 16,272	\$ 4,450	\$ 2,500	\$ 63,651

SOURCES (dollars in \$000)

California Energy Comm Grant
Waste Water
Water Capital
TOTAL

\$	3,000	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000
	11,262	2,619	13,881	11,628	11,765	16,272	4,450	2,500	60,496
	-	-	-	55	100	-	-	-	155
\$	14,262	\$ 2,619	\$ 16,881	\$ 11,683	\$ 11,865	\$ 16,272	\$ 4,450	\$ 2,500	\$ 63,651

Manhole Rehabilitation

C66501003

Purpose and Description

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 80 brick manholes in need of replacement. The first construction project to rehabilitate the manholes is completed. The next phase will occur in FY 20/21 and will be funded by Waste Water Capital.



Financial Overview

C66501003	Expense	s and Funds	Received								
						PROJECTED					
	Actual Life		Estimate	Proposed					Total		
	to Date	Estimate	Life to Date	Budget					Project		
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate		
Planning/Environmental			-						-		
Land & Easements			-						-		
Design	28		28	25	15		15		83		
Legal Services			-	2	2		2		6		
Administration	2		2	2					4		
Construction Contracts	411	50	461	250	250		250		1,211		
Construction Mgmt	34		34	30	30		30		124		
Contingency			-		50		50		100		
CIP Overheads	8		8	7	9		9		33		
TOTAL USES	\$ 483	\$ 50	\$ 533	\$ 316	\$ 356	\$ -	\$ 356	\$ -	\$ 1,561		

SOURCES (dollars in \$000)

Waste Water

	482	51	533	316	356		356		1,561
TOTAL FUNDS	\$ 482	\$ 51	\$ 533	\$ 316	\$ 356	\$ -	\$ 356	\$ -	\$ 1,561

CNG Fueling Station Ellis Creek

C66501518

Purpose and Description

This project includes the design and construction of a gas scrubbing facility, a Compressed Natural Gas (CNG) fueling station and related site improvements at the Ellis Creek Water Recycling Facility (ECWRF) and Recology Sonoma Marin's facility in Petaluma. The anaerobic digester at ECWRF produces methane gas that is currently used to fuel a boiler to heat sludge. The excess methane gas is flared off. With the construction of another digester and the addition of high strength waste to the treatment process, the plant will produce nearly double the amount of methane gas. The gas will be scrubbed, compressed, and used to fuel City and Recology vehicles. The City obtained grant funds from the California Energy Commission for the construction of the CNG facilities, with the remainder of the funding coming from Waste Water Capital. Construction is expected to be substantially complete in FY 20/21.



Financial Overview

C66501518	Expense	s and Funds	Received	d BUDGET					
						PROJI	ECTED	ı	
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental	279	35	314						314
Land & Easements			-						-
Design	872	75	947						947
Legal Services			-						-
Administration			-	10	10				20
Construction Contracts	5,608	45	5,653						5,653
Construction Mgmt	334	75	409						409
Contingency			-						-
CIP Overheads	96	8	104	3	2				109
TOTAL USES	\$ 7,189	\$ 238	\$ 7,427	\$ 13	\$ 12	\$ -	\$ -	\$ -	\$ 7,452

000110 <u>10</u> (ucharo in \$000)									
California Energy Comm Grant	3,000		3,000						3,000
Waste Water	4,084	343	4,427	13	12				4,452
TOTAL FUNDS	\$ 7,084	\$ 343	\$ 7,427	\$ 13	\$ 12	\$ -	\$ -	\$ -	\$ 7,452

Chemical System Upgrade at Ellis Creek

C66501840

Purpose and Description

This project will upgrade chemical, mechanical, and electrical equipment used for disinfection and dechlorination of effluent into the environment. The equipment is over 25 years old and will be upgraded to comply with current regulations and safety standards while improving chemical efficiency. This project addresses replacement of 2,200 feet of deteriorated double-walled sodium hypochlorite piping that runs from the Outfall building to the Wetlands Effluent Pump Station. The project will replace and relocate pumps for disinfection and dechlorination chemicals. The work will also upgrade structural, mechanical and electrical deficiencies at the chemical storage buildings. It will also provide new switchgears, a motor control center, and an emergency-standby generator. Additionally, a 7000-foot roadway will be constructed to allow for access by large, chemical delivery trucks. completion, this project will lower annual maintenance and operation costs.



Financial Overview

C66501840	Expenses	and Funds	Received			BUD	GET		
	Actual		Estimate			PROJI	ECTED		
	Life to		Life to	Proposed					Total
	Date thru	Estimate	Date thru						Project
USES (dollars in \$000)	FY 20	FY 20-21	FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental	2	8	10	15	20				45
Land & Easements			-						-
Design	7	400	407	410	100				917
Legal Services			-						-
Administration			-						-
Construction Contracts			-	1,440	2,380				3,820
Construction Mgmt			-	120	190				310
Contingency			-	217	280				497
CIP Overheads	1	5	6	5	7				18
TOTAL USES	\$ 10	\$ 413	\$ 423	\$ 2,207	\$ 2,977	\$ -	\$ -	\$ -	\$ 5,607

SOURCES (dollars in \$000)

Ellis Creek High Strength Waste Facilities

C66401728

Purpose and Description

Repurpose existing acid-phase digesters at the Ellis Creek Water Recycling Facility to receive and blend high strength waste from local industries with wastewater solids for anaerobic digestion. The project includes the addition of screw press sludge dewatering capacity. Design of this project began in FY 16/17 and construction for this Waste Water Capital funded project is expected to be substantially complete in FY 20/21, in conjunction with the CNG fueling project. Additional state permitting requirements may delay full operation of the System until FY 21/22.



Financial Overview

C66401728	Expense	s and Funds	Received						
	Actual Life		Estimate	Proposed		PROJI	ECTED		Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental	8	35	43						43
Land & Easements			-						-
Design	1,018	120	1,138	20					1,158
Legal Services			-						-
Administration			-	10	10				20
Construction Contracts	5,127	40	5,167	90					5,257
Construction Mgmt	196	30	226	30					256
Contingency			-						-
CIP Overheads	71		71						71
TOTAL USES	\$ 6.420	\$ 225	\$ 6.645	\$ 150	\$ 10	\$ -	\$ -	\$ -	\$ 6.805

Waste Water		6,342	303	6,645	150	10				6,805
	TOTAL FUNDS	\$ 6,342	\$ 303	\$ 6,645	\$ 150	\$ 10	\$ -	\$ -	\$ -	\$ 6,805

Sewer Rehabilitation- Payran and Madison

New

Purpose and Description

This project is to replace aging and deteriorated sewer mains in the Payran and Madison Street area. this project will use a mixture of open trench and pipe bursting methods as some sewer mains are located within residential backyards.



Financial Overview

Sewer Main Replacement- Payran &	Expense	s and Funds	Received			BUD	GET		
	Actual Life		Estimate	Proposed	PROJECTED			Total	
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-	10					10
Land & Easements			-						-
Design			-	70					70
Legal Services			-	5					5
Administration			-	10					10
Construction Contracts			-	2,200					2,200
Construction Mgmt			-	210					210
Contingency			-	330					330
CIP Overheads			-	20					20
TOTAL USES	\$ -	\$ -	\$ -	\$ 2,855	\$ -	\$ -	\$ -	\$ -	\$ 2,855

Waste Water				-	2,855					2,855
	TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 2,855	\$ -	\$ -	\$ -	\$ -	\$ 2,855

Sewer Main Replacement Future

Purpose and Description

This is the projected future program for needed sewer main replacements of the City's aging Waste Water collection system. New sewer mains and laterals will be installed to assist in eliminating groundwater intrusion and ensure the integrity of the distribution system. Wastewater Capital funds will used for this project.



Financial Overview

Sewer Main Replacement Future	Expense	s and Funds	Received						
	Actual Life		Estimate	Proposed		PROJI	ECTED		Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-		15	10	15	10	50
Land & Easements			-		9	5	5	5	24
Design			-		200	180	200	180	760
Legal Services			-		7	5	7	5	24
Administration			-		7	5	7	5	24
Construction Contracts			-		2,200	1,700	2,200	1,700	7,800
Construction Mgmt			-		180	150	180	150	660
Contingency			-		420	395	420	395	1,630
CIP Overheads			-		60	50	60	50	220
TOTAL USES	\$ -	\$ -	\$	\$ -	\$ 3,098	\$ 2,500	\$ 3,094	\$ 2,500	\$ 11,192

Waste Water				-		3,098	2,500	3,094	2,500	11,192
	TOTAL FLINDS	¢ _	¢ _	¢ _	¢ _	\$ 3,008	\$ 2500	\$ 3.004	\$ 2500	\$ 11 102

Oakmead, Redwood, and Outlet Mall Lift Station Upgrades

C66501923

Purpose and Description

This project upgrades pumps and controls of several lift stations that serve various portions of the City. These lift stations were constructed around the same period and upgrades will be similar. Currently, operations must respond to these stations immediately due to small storage capacities. The project includes necessary electrical upgrades, pump replacement and valve improvements along with instrumentation upgrades for integration into SCADA. This Waste Water Capital funded project will bring the lift stations into cohesive operation with the Ellis Creek Water Recycling Facility. Design is scheduled for 2023 and construction for 2024.



Financial Overview

C66501923	Expense	penses and Funds Received			nses and Funds Received BUDGET				BUDGET					
					PROJECTED									
	Actual Life		Estimate	Proposed		PROJI	ECTED		Total					
	to Date	Estimate	Life to Date	Budget					Project					
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate					
Planning/Environmental			-		5	5			10					
Land & Easements			-		10				10					
Design			-		140	70			210					
Legal Services			-		1	1			2					
Administration			-		2	2			4					
Construction Contracts			-		500	1,300			1,800					
Construction Mgmt			-		120	180			300					
Contingency			-		150	210			360					
CIP Overheads			-		27	40			67					
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 955	\$ 1,808	\$ -	\$ -	\$ 2,763					

SOURCES (dollars in \$000)

Waste Water - 955 1,808 2,763

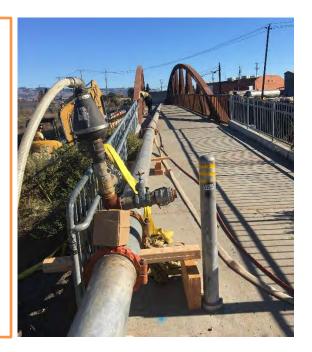
TOTAL FUNDS \$ - \$ - \$ - \$ 955 \$ 1,808 \$ - \$ - \$ 2,763

PIPS Forcemain Replacement

C66502032

Purpose and Description

All the wastewater generated in the City is pumped through a single 2.5-mile-long 36 inch diameter forcemain from Hopper Street to Ellis Creek. The forcemain is roughly 40 years old and is nearing the end of its service life. This project involves installing a parallel forcemain adjacent to the existing forcemain. This project will include the assessment of the existing forcemain and rehabilitation to provide redundant service of this critical conveyance pipeline. Cost shown below is for the first of several phases of work.



Financial Overview

C66502032	Expense	s and Funds	Received	BUDGET					
	Actual Life		Estimate	Proposed		PROJ	ECTED		Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental		250	250						250
Land & Easements		260	260						260
Design	36	514	550	50	50				650
Legal Services		10	10	1	2	3			16
Administration		5	5	1	1	2			9
Construction Contracts			-	3,219	2,750	5,500			11,469
Construction Mgmt			-	77	78	155			310
Contingency			-	210	210	420			840
CIP Overheads	1	14	15	8	7	15			45
TOTAL USES	\$ 37	\$ 1,053	\$ 1,090	\$ 3,566	\$ 3,098	\$ 6,095	\$ -	\$ -	\$ 13,849

Waste Water		56	1,034	1,090	3,097	3,567	6,095			13,849
	TOTAL FUNDS	\$ 56	\$ 1,034	\$ 1,090	\$ 3,097	\$ 3,567	\$ 6,095	\$ -	\$ -	\$ 13,849

Replace PIPS High-Capacity Pumps

C66501930

Purpose and Description

This Waste Water Capital funded project will replace four high capacity 450 horse-power pumps and variable frequency drive units (VFD) at the Primary Influent Pump Stations (PIPS). Existing pumps were installed in 1999 and have required significant maintenance. Preliminary work is expected to begin late in FY 20/21 with design to follow in FY 22/23 and construction to occur the following year.



Financial Overview

C66501930	Expense	s and Funds	Received						
	Actual Life		Estimate	Proposed	PROJECTED				Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental		20	20	20					40
Land & Easements			-	-					-
Design			-	20	240				260
Legal Services			-	-					-
Administration			-						-
Construction Contracts			-			2,600			2,600
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-	-					-
TOTAL USES	\$ -	\$ 20	\$ 20	\$ 40	\$ 240	\$ 2,600	\$ -	\$ -	\$ 2,900

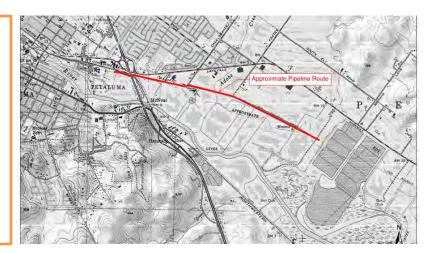
SOURCES (dollars in \$000)

Sewer Forcemain Replacement Program

New

Purpose and Description

This project is to install new forcemains at our existing Copeland, Wilmington, and Victoria Sewer Lift Stations. The existing forecemains are nearing the end of their useful life, and installation of a new forcemain would add protection and resiliency for operation of the City's lift stations.



Financial Overview

Sewer Forcemain Replacement Program	Expense	s and Funds	Received	BUDGET					
	Actual Life		Estimate	Proposed		PROJ	CTED		Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-	20	20				40
Land & Easements			-		25				25
Design			-	20	200				220
Legal Services			-						-
Administration			-						-
Construction Contracts			-		150	275			425
Construction Mgmt			-		25	45			70
Contingency			-		25	55			80
CIP Overheads			-		5	5			10
TOTAL USES	\$ -	\$ -	\$ -	\$ 40	\$ 450	\$ 380	\$ -	\$ -	\$ 870

Waste Water					40	450	380			87	'0
	TOTAL FLINDS	¢	Ф	¢	\$ 40	¢ 450	\$ 380	¢	¢	¢ 97	7 0

Ellis Creek Outfall Replacement

C66501838

Purpose and Description

This project will replace approximately 3,200 linear feet of 48 inch diameter outfall piping that was found to have significant loss in structural integrity. The 43 year-old pipe is constructed out of a composite material called Techite, a pipe material used in the 1970s. Techite is brittle and has been the cause of many catastrophic pipeline failures nationwide. This pipeline is used to discharge treated water from the Ellis Creek Water Recycling facility to the Petaluma River during the winter months. A temporary pipe was constructed in FY 16/17 under a separate contract. This project will include permitting, design, and construction of a new outfall pipe. This project will also evaluate the possibility of relocating the facility's discharge location, which could alleviate the need for costly construction in sensitive wetland habitat. It will be funded by Waste Water capital.



Financial Overview

C66501838	Expenses	and Funds	Received		BUDGET				
			Estimate		PROJECTED				
	Actual Life		Life to	Proposed					Total
	to Date	Estimate	Date thru	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental	149		149						149
Land & Easements			-						-
Design	27	50	77	100					177
Legal Services			-						-
Administration			-						-
Construction Contracts			-	1,466					1,466
Construction Mgmt	1		1	100					101
Contingency			-	200					200
CIP Overheads	3		3						3
TOTAL USES	\$ 180	\$ 50	\$ 230	\$ 1,866	\$ -	\$ -	\$ -	\$ -	\$ 2,096

SOURCES (dollars in \$000)

Waste Water

,	196		196	1,900					2,096
TOTAL FUNDS	\$ 196	\$ -	\$ 196	\$ 1,900	\$ -	\$ -	\$ -	\$ -	\$ 2,096

C Street Pump Station and Collection Area Upgrades

C66502042

Purpose and Description

The C Street Pump Station and the associated collection system runs at and above design capacity during large storm events. This project will assess the performance and condition of the collection system, pump station, and pump station force main and fund the needed upgrades. The project will be funded by Waste Water funds.



Financial Overview

C66502042	Expense	s and Funds	Received	BUDGET									
						DD0 1	-0755						
						PROJE	CIED						
	Actual Life		Estimate	Proposed									
	to Date thru	Estimate	Life to Date	Budget					Project				
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate				
Planning/Environmental	90		90						90				
Land & Easements	-		-						-				
Design	-	219	219			51	150		420				
Legal Services	-		-						-				
Administration	-		-						-				
Construction Contracts	-		-			2,600	850		3,450				
Construction Mgmt	-		-			100			100				
Contingency	-		-			100			100				
CIP Overheads	1		1			38			39				
TOTAL USES	\$ 91	\$ 219	\$ 310	\$ -	\$ -	\$ 2,889	\$ 1,000	\$ -	\$ 4,199				

Waste Water		91	219	310			2,889	1,000		4,199
TOTAL FUI	IDS :	\$ 91	\$ 219	\$ 310	\$ -	\$ -	\$ 2,889	\$ 1,000	\$ -	\$ 4,199

Corp Yard Tank Demo-Phase 2

e66502027

Purpose and Description

The Phase 1 of the demolition project at the corporation yard is complete, which included the clarifier, and biofilter tanks. Phase 2 of this demolition work will involve further demolition, including the digester tanks and chlorination building, along with cleanup within the former operations building. Additional paving and fencing will be installed to increase the usable work area at the corporation yard and along perimeter of the Mary Isaak Center.



Financial Overview

e66502027	Expense	s and Funds	s Received			BUD	GET				
						PROJI	ECTED				
	Actual Life		Estimate	Proposed					Total		
	to Date	Estimate	Life to Date	Budget					Project		
USES (dollars in \$000)	thru FY 19	FY 19-20	thru FY 20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Estimate		
Planning/Environmental			-						-		
Land & Easements			-						-		
Design		7	7						7		
Legal Services			-						-		
Administration		10	10						10		
Construction Contracts		200	200	650					850		
Construction Mgmt		20	20	30					50		
Contingency			-	100					100		
CIP Overheads			-	50					50		
TOTAL LISES		227	237	830					1.067		

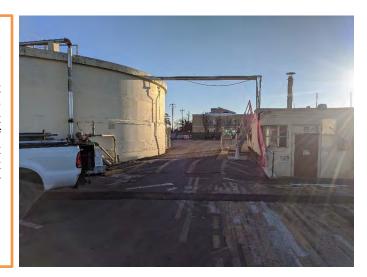
Waste Water			237	237	830					1,067
	TOTAL FUNDS	\$ -	\$ 237	\$ 237	\$ 830	\$ -	\$ -	\$ -	\$ -	\$ 1.067

Corp Yard Master Plan

C66402144

Purpose and Description

The City's Corporation Yard has several disparate functions that are collocated. The current Water and Wastewater Operations are inefficiently split between two locations. The City is looking to consolidate the Water and Wastewater Operations at the Hopper Street location. Two phases of demolition of the former waste water treatment plant will be opening additional useable space, making it an appropriate time for the City to carefully plan for future well-informed use of the site.



Financial Overview

c66402144	Expense	s and Funds	Received	BUDGET									
						PROJI	ECTED						
	Actual Life		Estimate	Proposed		Total							
	to Date thru	Estimate	Life to Date	Budget					Project				
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate				
Planning/Environmental			-	75	25				100				
Land & Easements			-		25				25				
Design			-	25	150				175				
Legal Services			-	15					15				
Administration			-						-				
Construction Contracts			-						-				
Construction Mgmt			-						-				
Contingency			-						-				
CIP Overheads			-						-				
TOTAL USES	\$ -	\$ -	\$ -	\$ 115	\$ 200	\$ -	\$ -	\$ -	\$ 315				

SOURCES (dollars in \$000)									
Waste Water			-	60	100				160
Water Capital			-	55	100				155
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 115	\$ 200	\$ -	\$ -	\$ -	\$ 315

Ellis Creek Water Recycling Facility Energy Savings Assessment





Purpose and Description

The City's largest energy use is through the collection and processing of waste water. This project will assess and evaluate energy savings opportunities for the collection, monitoring, treatment processes of waste water, and recycled treatment and distribution systems. water Subsequent CIP projects will be defined as a result of this work. Supplemental sources of funding for energy savings projects will also be evaluated.



Financial Overview

c66402144	Expense	s and Funds	Received						
						PROJI	ECTED		
	Actual Life		Estimate	Proposed		Total			
	to Date thru	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-	120					120
Land & Easements			-						-
Design			-						-
Legal Services			-						-
Administration			-						-
Construction Contracts			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	\$ -	\$ -	\$ -	\$ 120	\$ -	\$ -	\$ -	\$ -	\$ 120

SOURCES	(dollars in	\$000)
000.1000	(4011410 111	Ψυυυ,

Waste Water				-	120					120
	TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 120	\$ -	\$ -	\$ -	\$ -	\$ 120

WATER UTILITY PROJECTS FY 2021-2022

WATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 21/22 PROJECT SUMMARY

Fund 6790.67999

			Actual Life		Estimate	Proposed		PROJI	ECTED		Total
			to Date thru	Estimate	Life to Date	Budget					Project
Р	ROJECTS (do	ollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
	C67501611	Well Construction	22	615	637	300	677	777	-	777	3,168
	C67502012	Bodega and Webster Water Main Replacement	-	-	-	-	-	-	2,667	-	2,667
Ţ	C67501007	Hardin & Manor Tank Exterior Recoating	-	80	80	1,772	1,035	-	-	-	2,887
	C67402215	Copeland St. Water Main Replacement	-	-	-	-	-	-	-	1,470	1,470
	C67502121	Water Service Replacement FY20/21 - FY21/22	-	-	-	900	1,000	-	-	-	1,900
	projected	Projected Water Service Replacement Program	-	-	-	-	1,700	1,900	1,700	1,900	7,200
	C67402122	La Cresta Tank Project	15	15	30	-	-	-	375	2,595	3,000
	projected	Oak Hill Tank Replacement	-	-	-	-	-	2,890	2,475	-	5,365
Ţ	new	12-inch Santa Rosa Junior College Water Main	-	25	25	850	-	-	-	-	875
	projected	Water Main Replacement Program	-	-	-	-	1,650	1,650	1,650	1,650	6,600
	new	Water Main Replacement at Washington at Highway 101	-	-	-	-	100	535	-	-	635
	new	SCADA Upgrades	-	-	-	50	2,170	2,140	-	-	4,360
	new	Water Booster Pump Station Upgrades	-	-	-	-	-	-	125	2,430	2,555
	new	Payran & Madison Area Water Main Replacement	-	10	10	650	1,000	-	-	-	1,660
	new	D Street Water Main Replacement	-	-	-	-	-	2,305	-	-	2,305
	new	Pressure Reducing Valve Resilency Program	-	-	-	-	-	565	350	-	915
TOTAL			\$ 37	\$ 745	\$ 782	\$ 4,522	\$ 9,332	\$ 12,762	\$ 9,342	\$ 10,822	\$ 47,562

SOURCES (dollars in \$000)

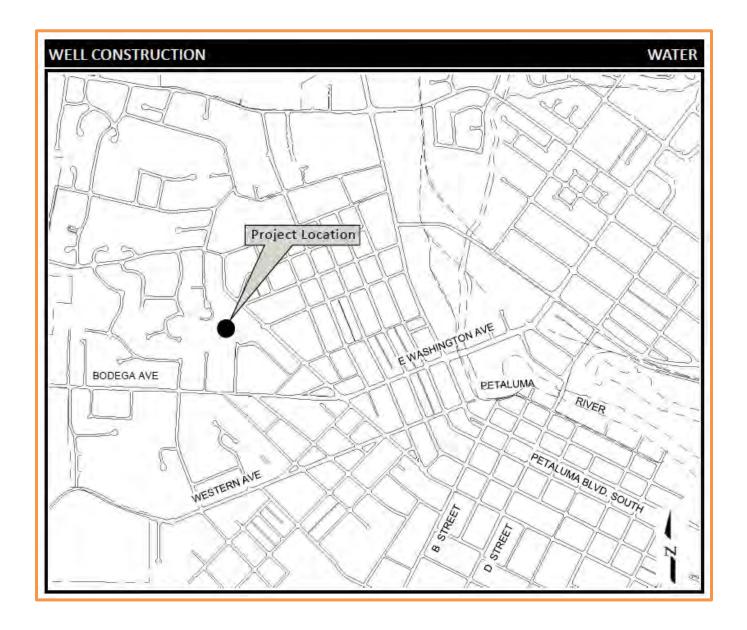
Water Capital PGE

TOTAL

\$ 37	\$ 720	\$ 757	\$ 4,500	\$ 9,379	\$ 12,762	\$ 9,342	\$ 10,822	\$ 47,562
\$ _	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 37	\$ 720	\$ 757	\$ 4,500	\$ 9,379	\$ 12,762	\$ 9,342	\$ 10,822	\$ 47,562

Well Construction

C67501611



Well Construction C67501611

Purpose and Description

This project will continue the efforts to expand the City's local water supply and meet the 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. The project will explore new possible well sites, determine which sites are most feasible, and ultimately drill a new well to add to the City's existing local water supply. Detailed investigation and some design to occur in FY 20/21. Two to three possible well sites have been selected which will bring the City closer to obtaining its goal. Additional sites will have to be evaluated once planned wells are complete, and well construction will continue after an additional site evaluation. This project may include well head treatment for existing city wells to meet changes in water quality requirements.



Financial Overview

C67501611		Ex	penses and	Funds Rece	eived		BUDGET				
		FY21						PROJ	ECTED		
	Actual Life	Budget	Actual		Estimate	Proposed					Total
	to Date	(including	Jul-Oct	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	BAs)	2020	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental	11			50	61						61
Land & Easements					-						-
Design	5	24	8	80	85		50	50		50	235
Legal Services		1		1	1		1	1		1	4
Administration		1		1	1		1	1		1	4
Construction Contracts	5	650		400	405	250	500	600		600	2,355
Construction Mgmt		59	1	40	40	25	60	60		60	245
Contingency		60		40	40	23	60	60		60	243
CIP Overheads	1	5		3	4	2	5	5		5	21
TOTAL USES	\$ 22	\$ 800	\$ 9	\$ 615	\$ 637	300	\$ 677	\$ 777	\$ -	\$ 777	\$ 3,168

SOURCES (dollars in \$000)

Water Capital 22 800 615 637 300 677 777 777 3,168

TOTAL FUNDS \$ 22 \$ 800 \$ - \$ 615 \$ 637 \$ 300 \$ 677 \$ 777 \$ - \$ 777 \$ 3,168

Bodega and Webster Water Main Replacement

C67502012

Purpose and Description

This project involves the replacement of aged water mains to reduce maintenance costs and improve service. The replacement of the older 8-inch water main in Webster with a 12-inch water main will allow for better hydraulic performance with Paula Lane and Mountain View tanks in Zone 2. The current pipe sizes are restricting flow. The new water main will increase water service levels and increase fire protection.



Financial Overview

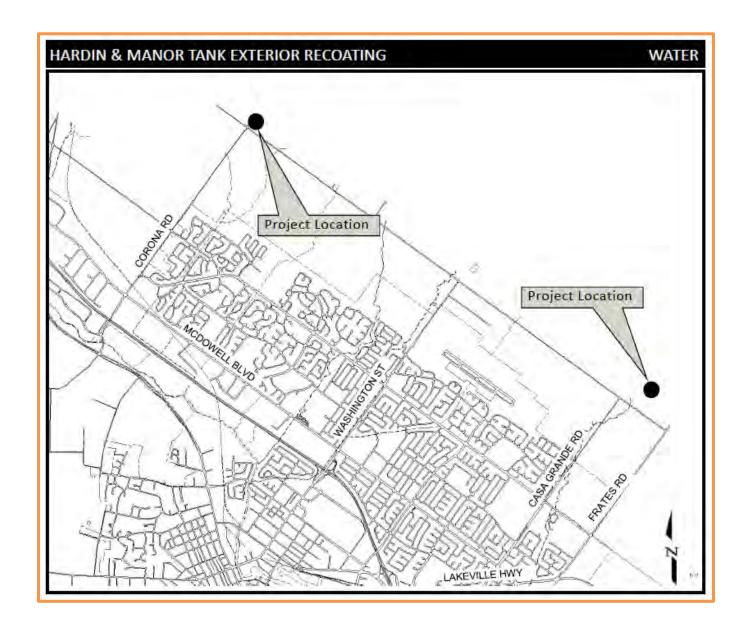
C67502012	Ex	penses and	Funds Recei	ved			BUDGET		
						PROJI	ECTED		
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental	-		-				5		5
Land & Easements			-						-
Design			-				90		90
Legal Services	-		-				4		4
Administration			-				8		8
Construction Contracts			-				2,100		2,100
Construction Mgmt	-		-				200		200
Contingency			-				240		240
CIP Overheads			-				20		20
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,667	\$ -	\$ 2,667

Water Capital			-				2,667		2,667
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,667	\$ -	\$ 2,667



Hardin and Manor Tank Recoating

C67501007



Hardin and Manor Tank Recoating

C67501007

Purpose and Description

This project involves removal and replacement of the exterior and interior coating protection for the existing welded steel tanks, including minor equipment repairs and replacement. The rehabilitation work will extend the useful life of the tanks, evaluate and implement seismic and cathodic protection needs. Manor Tank and Hardin Tank are part of the City's Zone 4 pressure zone servicing the eastern portion of the City. Manor Tank will undergo its rehabilitation first with Hardin Tank the following fiscal year. This is to ensure the Zone 4 pressure system will maintain equalization and fire storage protection throughout the project.



Financial Overview

C67501007	Ex	penses and	Funds Recei	ved			BUDGET		
						PROJI	ECTED		
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-	5					5
Land & Easements			-						-
Design		80	80	120	100				300
Legal Services			-	1					1
Administration			-	1					1
Construction Contracts			-	1,247	700				1,947
Construction Mgmt			-	200	140				340
Contingency			-	180	80				260
CIP Overheads			-	18	15				33
TOTAL USES	\$ -	\$ 80	\$ 80	\$ 1.772	\$ 1.035	\$ -	\$ -	\$ -	\$ 2.887

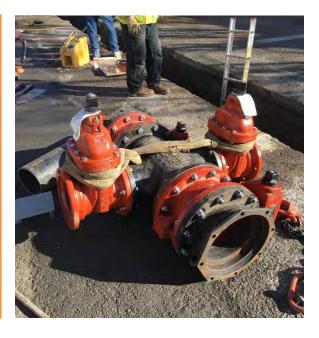
Water Capital	80	80	1,725	1,082				2,887
TOTAL FUNDS	\$ \$ 80	\$ 80	\$ 1,725	\$ 1,082	\$ -	\$ -	\$ -	\$ 2,887

Copeland St. Water Main Replacement

C67402215

Purpose and Description

This project will use Water Capital funds to replace aged water mains to reduce maintenance costs and improve service in FY 25/26. The project is dependent on development activities in the area.



Financial Overview

C67402215	Е	xpenses and	Funds Rece	ived			BUDGET		
						PROJE	ECTED		
	Actual								
	Life to		Estimate	Proposed					Total
	Date thru	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-						-
Land & Easements	-		-						-
Design	-		-					20	20
Legal Services	-		-						-
Administration	-		-					10	10
Construction Contracts	-		-					1,250	1,250
Construction Mgmt	-		-					75	75
Contingency	-		-					110	110
CIP Overheads	1		-					5	5
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,470	\$ 1,470

Water Capital			-					1,470	1,470
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1.470	\$ 1.470

Water Service Replacement FY 20/21- FY21/22

C67502121

Purpose and Description

The Water Service Replacement FY 20/21-FY21/22 is the projected future program needed to replace polybutylene water services. The water services installed throughout the 1970's and early 1980's included polybutylene "blue-tube" piping from the main to the water meter. Polybutylene is a form of plastic resin pipe with fittings that scale and flake and become brittle, causing micro-fractures that result in pipe failure. Maintenance personnel are continuously replacing these old pipes as the service and saddles fail. The program will upgrade the deteriorated water services and saddles to current standards to reduce maintenance costs.



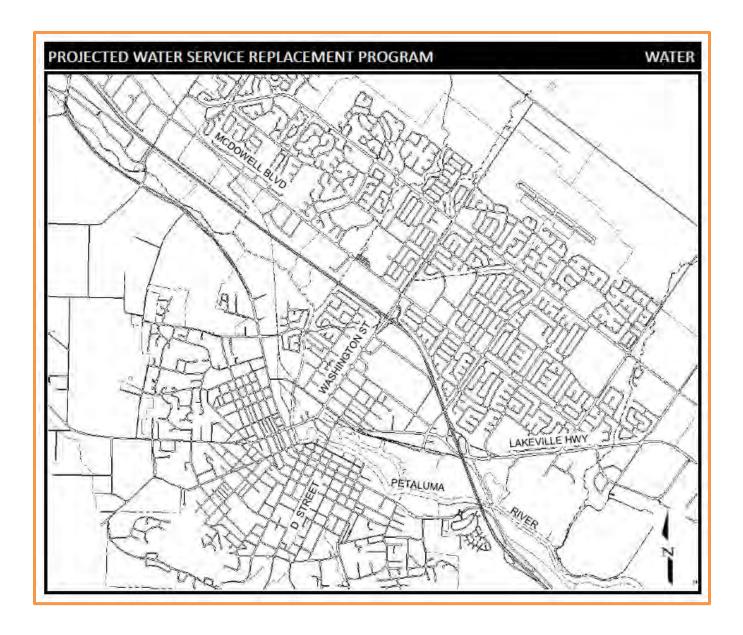
Financial Overview

C67502121	Ex	Expenses and Funds Received					BUDGET		
						PROJI	ECTED		
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental	-		-	10					10
Land & Easements			-						-
Design			-	80					80
Legal Services	-		-	4					4
Administration			-	10					10
Construction Contracts			-	400	1,000				1,400
Construction Mgmt	-		-	175					175
Contingency			-	200					200
CIP Overheads			-	21					21
TOTAL USES	\$ -	\$ -	\$ -	\$ 900	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,900

SOURCES (dollars in \$000)

Water Capital - 900 1,000 1,000 1,900 TOTAL FUNDS \$ - \$ - \$ 900 \$ 1,000 \$ - \$ - \$ - \$ 1,900

Projected Water Service Replacement Program



Projected Water Service Replacement Program

Purpose and Description

The Projected Water Service Replacement Program is the projected future program needed to replace polybutylene water services. The water services installed throughout the 1970's and early 1980's included polybutylene "blue-tube" piping from the main to the water meter. Polybutylene is a form of plastic resin pipe with fittings that scale and flake and become brittle, causing micro-fractures that result in pipe failure. Maintenance personnel are continuously replacing these old pipes as the service and saddles fail. The program will upgrade the deteriorated water services and saddles to current standards to reduce maintenance costs. Funding for this program is from Water Capital..



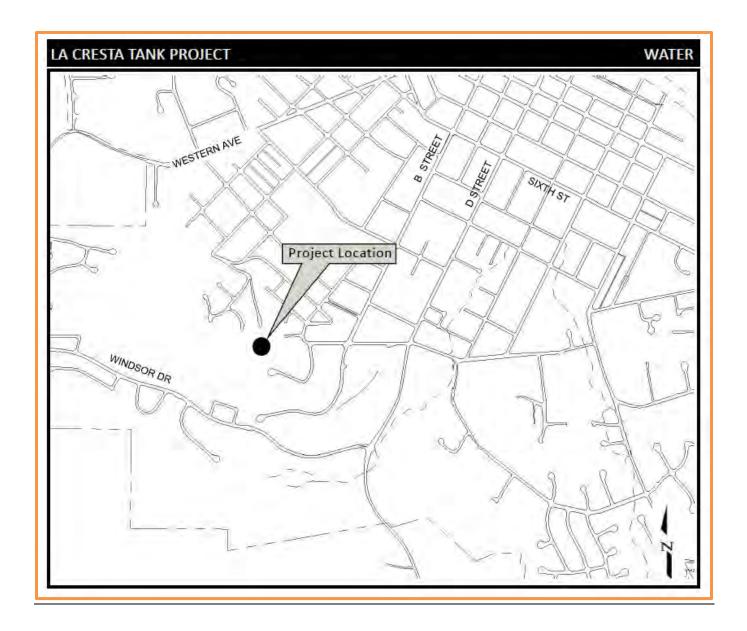
Financial Overview

Projected Water Service Repla	Exp	penses and	Funds Recei	ved					
						PROJE	ECTED		
	Actual Life		Estimate	Proposed					Total
	to Date	Estimate	Life to Date	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-		10	10	10	10	40
Land & Easements			-						-
Design			-		80	80	80	80	320
Legal Services			-		4	4	4	4	16
Administration			-		10	10	10	10	40
Construction Contracts			-		1,200	1,400	1,200	1,400	5,200
Construction Mgmt			-		175	175	175	175	700
Contingency			-		200	200	200	200	800
CIP Overheads			-		21	21	21	21	84
TOTAL USES	\$ -	\$ -	\$ -	-	\$ 1,700	\$ 1,900	\$ 1,700	\$ 1,900	\$ 7,200

OCCINCTO (acinals in 4000)									
Water Capital	-		1		1,700	1,900	1,700	1,900	7,200
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 1,700	\$ 1,900	\$ 1,700	\$ 1,900	\$ 7,200

La Cresta Tank Replacement

C67402122



La Cresta Tank Replacement

C67402122

Purpose and Description

The La Cresta Tank Replacement project is for the construction of a new 1.0 MG potable water tank at the La Cresta Tank Site. This project is to replace the existing two steel tanks at the site, which are undersized, require substantial rehabilitation, and not seismically compliant. The project will use Water Capital Funds.



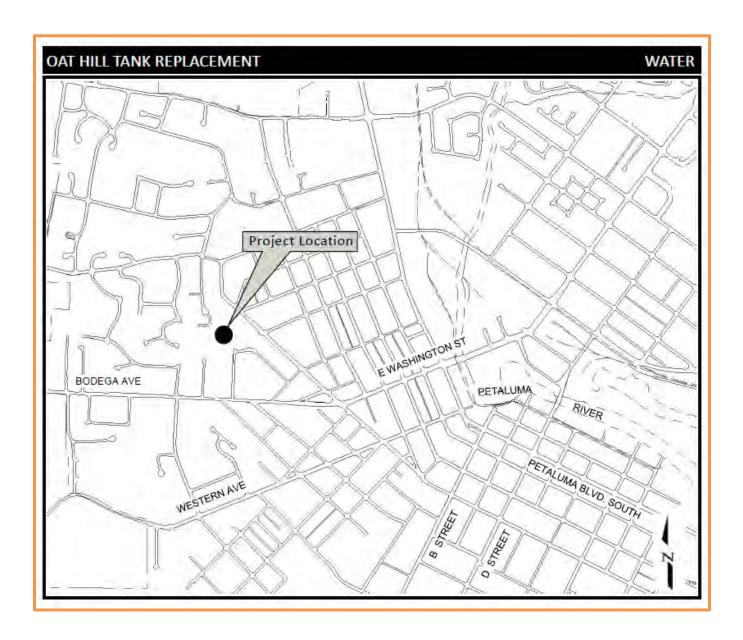
Financial Overview

C67402122	Е	Expenses and I	Funds Received			BUDGET			
	A -4 :f-		T-4:4- 1:f-	Danasa		PROJI	CTED		T-4-1
	Actual Life		Estimate Life						Total
	to Date	Estimate	to Date thru	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental	10		10				40		50
Land & Easements			-				5		5
Design	5	15	20				330		350
Legal Services			-					5	5
Administration			-					5	5
Construction Contracts			-					2,000	2,000
Construction Mgmt			-					250	250
Contingency			-					300	300
CIP Overheads			-					35	35
TOTAL USES	\$ 15	\$ 15	\$ 30	\$ -	\$ -	\$ -	\$ 375	\$ 2,595	\$ 3,000

SOURCES (dollars in \$000)

Water Capital 15 15 30 30 375 2,595 3,000 TOTAL FUNDS \$ 15 \$ 15 \$ 30 \$ - \$ - \$ - \$ 375 \$ 2,595 \$ 3,000

Oak Hill Tank Replacement



Oak Hill Tank Replacement

New

Purpose and Description

The Oak Hill Tank Replacement project is for the removal and replacement of a 2.0 MG tank at the Oak Hill Tank Site. The Oak Hill Tank is an important part of the City's Zone 1 pressure zone, offering equalization and fire storage to the downtown area. The design and construction of the Oak Hill Tank are to take place after the City completes its water system master planning, to ensure the future tank is sized and designed correctly to reflect the City's water system needs.

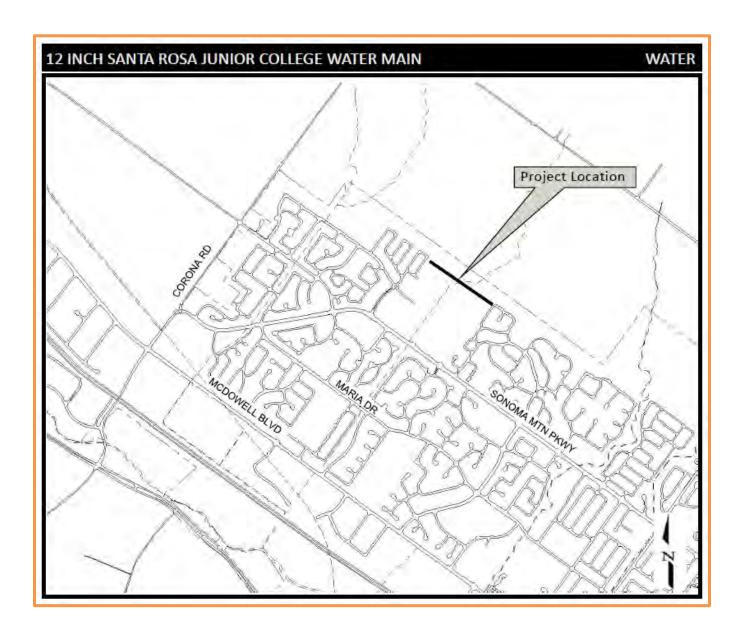


Financial Overview

Oak Hill Tank Replacement	E	Expenses and Funds Received					BUDGET		
						PROJI	ECTED		
	Actual Life		Estimate Life	Proposed					Total
	to Date	Estimate	to Date thru	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-			50			50
Land & Easements			-			5			5
Design			-			350			350
Legal Services			-			5			5
Administration			-			5			5
Construction Contracts			-			2,000	2,000		4,000
Construction Mgmt			-			200	200		400
Contingency			-			250	250		500
CIP Overheads			-			25	25		50
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,890	\$ 2,475	\$ -	\$ 5,365

Water Capital			1			2,890	2,475		5,365
TOTAL FUNDS	\$ -	\$ -	\$	\$ -	. \$	\$ 2,890	\$ 2.475	\$ -	\$ 5.365

12-inch Santa Rosa Junior College Water Main



BUDGET

12-inch Santa Rosa Junior College Water Main

New

Purpose and Description

This project is for the installation of a 12-inch water main across an easement located on the Santa Rosa Junior College (SRJC), Petaluma Campus. This water main will connect the distribution system on both sides of the SRJC campus and create a looped distribution system for, providing reliability and redundancy in the event of a water main failure. This project is to be done prior to the Manor and Hardin Tank rehabilitation project, as it is necessary for the water system protection when taking a water storage tank offline.



Financial Overview

12-inch Santa Rosa Junior College Water Main

12 mon danta ridda danidi ddiidg	o maior maiir	-	=xponoco ana	- anas 1 (555)	-					
							PROJ	ECTED		
		Actual Life		Estimate Life						Total
		to Date	Estimate	to Date thru	Budget		E) / 00 0 /		=> / 0= 00	Projec
USES (dollars in \$000)		thru FY 20	FY 20-21	FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimat
Planning/Environmental				-	5					
Land & Easements				-	5					
Design			25	25	25					5
Legal Services				-	2					
Administration				-	2					
Construction Contracts				-	600					60
Construction Mgmt				-	100					10
Contingency				-	100					10
CIP Overheads				-	11					1
	TOTAL USES	\$ -	\$ 25	\$ 25	\$ 850	\$ -	\$ -	\$ -	\$ -	\$ 87
SOURCES (dollars in \$000)										
Water Capital				-	875					87
	TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 875	\$ -	\$ -	\$ -	\$ -	\$ 87

Expenses and Funds Received

Water Main Replacement Program

Purpose and Description

This program will replace smaller, aging water mains that are prone to failure and in need of replacement.. This program is funded by the Water Capital Fund.



Financial Overview

Water Main Replacement Program	- E	Expenses and	Funds Received	t	BUDGET				
						PROJI	ECTED		
	Actual Life		Estimate Life	Proposed					Total
	to Date	Estimate	to Date thru	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-		5	5	5	5	20
Land & Easements			-		5	5	5	5	20
Design			-		50	50	50	50	200
Legal Services			-		2	2	2	2	8
Administration			-		5	5	5	5	20
Construction Contracts			-		1,300	1,300	1,300	1,300	5,200
Construction Mgmt			-		130	130	130	130	520
Contingency			-		130	130	130	130	520
CIP Overheads			-		23	23	23	23	92
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 1,650	\$ 1,650	\$ 1,650	\$ 1,650	\$ 6,600

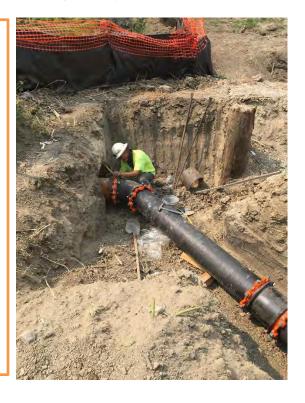
Water Capital			-		1,650	1,650	1,650	1,650	6,600
	TOTAL FUNDS	 	\$ -	\$ -	\$ 1,650	\$ 1,650	\$ 1,650	\$ 1,650	\$ 6,600

Water Main Replacement at Washington at Highway 101

New

Purpose and Description

This project is to replace aging and water mains within Washington St at Highway 101. These transmission potable water mains are vital infrastructure pipelines connecting the city potable water storage tanks to the areas west of the freeway. Replacement of these pipelines will ensure a reliable and well maintained water distribution network.



Financial Overview

Water Main Replacement at Washington at	E	Expenses and I	Funds Received	t	BUDGET				
						PROJE	ECTED		
	Actual Life		Estimate Life	Proposed					Total
	to Date	Estimate	to Date thru	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-		15				15
Land & Easements			-		15				15
Design			-		45	35			80
Legal Services			-		25				25
Administration			-			10			10
Construction Contracts			-			375			375
Construction Mgmt			-			25			25
Contingency			-			75			75
CIP Overheads			-			15			15
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 535	\$ -	\$ -	\$ 635

Water Capital				-		100	535			635
	TOTAL FLINIDS	Ф	9	9	A	¢ 100	¢ 535	•	Φ.	¢ 63F

SCADA Upgrades

New

Purpose and Description

This project is to upgrade the City's SCADA communication system which relays information from the City's water distribution network, including water tanks, pump stations and turnouts, to the Water Field Office. The SCADA system allows operation staff to view important information like pressures, flows and statuses so city staff can response to needs or emergencies efficiently. The project will also increase security and protect the city's communication network.



Financial Overview

SCADA Upgrades		E	Expenses and	d	BUDGET					
							PROJI	ECTED		
		Actual Life		Estimate Life	Proposed					Total
		to Date	Estimate	to Date thru	Budget					Project
USES (dollars in \$000)		thru FY 20	FY 20-21	FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental				-						-
Land & Easements				-						-
Design				-	50	550				600
Legal Services				-						-
Administration				-						-
Construction Contracts				-		1,500	2,000			3,500
Construction Mgmt				-		20	20			40
Contingency				-		100	120			220
CIP Overheads				-						-
	TOTAL USES	\$ -	\$ -	\$ -	\$ 50	\$ 2,170	\$ 2,140	\$ -	\$ -	\$ 4,360

00011020 (uonaro in 4000)									
Water Capital			-	50	2,170	2,140			4,360
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 50	\$ 2.170	\$ 2.140	\$ -	\$ -	\$ 4.360

Water Booster Pump Station Upgrades

New

Purpose and Description

This project will upgrades electrical, mechanical, and communication equipment at the City's various water pump stations. These stations include the McNear Pump Station, Payran Pump Station, Washington Pump Station, and Magnolia Pump Station.



Financial Overview

Water Booster Pump Station Upgrades	Expenses and Funds Received BUDGET								
						PROJI	ECTED		
	Actual Life		Estimate Life	Proposed					Total
	to Date	Estimate	to Date thru	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-				25		25
Land & Easements			-				25		25
Design			-				75	125	200
Legal Services			-						-
Administration			-					10	10
Construction Contracts			-					1,700	1,700
Construction Mgmt			-					240	240
Contingency			-					340	340
CIP Overheads			-					15	15
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125	\$ 2,430	\$ 2,555

Water Capital			-				125	2,430	2,555
	TOTAL FUNDS	\$ -	\$ \$ -	\$ -	\$ -	\$ -	\$ 125	\$ 2,430	\$ 2,555

Payran Madison Water Replacement

New

Purpose and Description

This project is to replace aging water mains in the Payran/Madison Street neighborhood. This project will be in conjunction with a sewer project that will done in the area at the same time, to minimum disruption to the neighborhood.



Financial Overview

Payran & Madison Area Water Main Rep	lac	Expenses and	Funds Receive	d	BUDGET				
						PROJI	ECTED		
	Actual Life		Estimate Life	Proposed					Total
	to Date	Estimate	to Date thru	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental		5	5	5					10
Land & Easements			-	5					5
Design		5	5	50					55
Legal Services			-	2					2
Administration			-	5					5
Construction Contracts			-	300	1,000				1,300
Construction Mgmt			-	130					130
Contingency			-	130					130
CIP Overheads			-	23					23
TOTAL US	ES \$ -	\$ 10	\$ 10	\$ 650	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,660

		_								
Water Capital			10	10	650	1,000				1,660
TOTAL	FUNDS \$	_	\$ 10	\$ 10	\$ 650	\$ 1,000	\$ -	¢ _	¢ _	\$ 1,660

D Street Water Replacement

New

Purpose and Description

This project is to replace aging water mains and water services in the D Street area, between Payran Street and Lakeville Street.



Financial Overview

D Street Water Main Replacement	E	Expenses and I	Funds Received	d			BUDGET		
						PROJI	ECTED		
	Actual Life		Estimate Life	Proposed					Total
	to Date	Estimate	to Date thru	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-			20			20
Land & Easements			-						-
Design			-			75			75
Legal Services			-						-
Administration			-			10			10
Construction Contracts			-			1,800			1,800
Construction Mgmt			-			80			80
Contingency			-			300			300
CIP Overheads			-			20			20
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,305	\$ -	\$ -	\$ 2,305

SOURCES	(dollars in	\$000\

Water Capital				-			2,305			2,305
	TOTAL FUNDS	Φ _	\$ -	4	\$ -	\$ -	\$ 2305	¢ _	¢ _	\$ 2305

Pressure Reducing Valve Resiliency Program

New

Purpose and Description

This project is to upgrade and maintain the City's Pressure Reducing Valves for the City's water distribution system, located at the City's connection to the Sonoma County Water Agency's aqueduct throughout the city. This program is also to ensure the City's Risk and Resiliency planning upgrade is enforced and satisfies EPA requirements.



Financial Overview

Pressure Reducing Valve Resilency Program	E	Expenses and	Funds Received	l			BUDGET		
						PROJI	CTED		
	Actual Life		Estimate Life	Proposed					Total
	to Date	Estimate	to Date thru	Budget					Project
USES (dollars in \$000)	thru FY 20	FY 20-21	FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate
Planning/Environmental			-						-
Land & Easements			-						-
Design			-			75			75
Legal Services			-						-
Administration			-						-
Construction Contracts			-			350	250		600
Construction Mgmt			-			20	20		40
Contingency			-			120	80		200
CIP Overheads			-						-
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 565	\$ 350	\$ -	\$ 915

SOURCES	(dollars in	\$000)
SOUNCES	(uviiai 5 iii	φυυυ

Water Capital				-			565	350		915
	TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 565	\$ 350	\$ -	915

ADVANCED PLANNING PROGRAM PROJECTS FY 2021-2022

ADVANCED PLANNING PROGRAM BUDGET FY 21-22

PROJECT SUMMARY

Fund 3110.31100

PROJECTS (dollars in \$000)

e11502028 General Plan & Housing Element Comprehensive Update

TOTAL

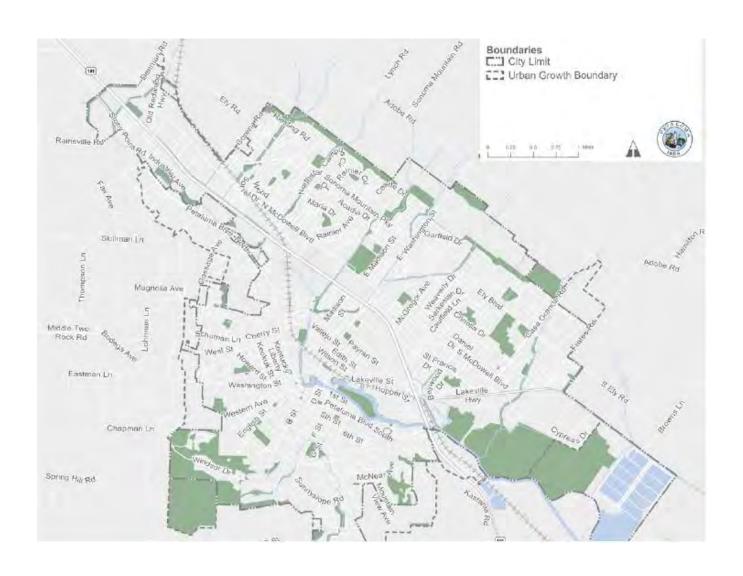
Actual Life		Estimate	Proposed		PROJECTED						
to Date thru	Estimate	Life to Date	Budget					Project			
FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Estimate			
-	700	700	1,042	640	418	-	-	2,800			
\$ -	\$ 700	\$ 700	\$ 1,042	\$ 640	\$ 418	\$ -	\$ -	\$ 2,800			

SOURCES (dollars in \$000)

General Fund Reserves- General Plan

TOTAL

-	1,000	1,000	742	-	-	-	-	1,742
-	-	-	-	640	418	-	-	1,058
\$ -	\$ 1,000	\$ 1,000	\$ 742	\$ 640	\$ 418	\$ -	\$ -	\$ 2,800



General Plan & Housing Element Comprehensive Update e11502028

Purpose and Description

The City of Petaluma is working with qualified planning consultant teams to develop a comprehensive update to its General Plan and Housing Element Update and including development of a Climate Action and Adaptation Plan.

The General Plan identifies current and future needs in areas such as land use, housing, transportation, public services, environmental quality, and economic viability. The General Plan is also a policy document that embodies the community's goals and guides decisions about physical development over the long term.



Total Project

Estimate

2,800

2,800

FY 25-26

Financial Overview

e11502028		Expense	s and Funds	Received			BUD	GET
		Actual Life		Estimate	Proposed		PROJ	ECTED
		to Date	Estimate	Life to Date	Budget			
USES (dollars in \$000)		thru FY 20	FY 20-21	thru FY 21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Planning/Environmental				-				
Land & Easements				-				
Design				-				
Legal Services				-				
Administration			700	700	1,042	640	418	
Construction Contracts				-				
Construction Mgmt				-				
Contingency				-				
CIP Overheads				-				
	TOTAL USES	-	700	700	1,042	640	418	-

SOURCES	dollare in	(0002
SOURCES	(uviiai 5 iii	DUUU

City Facilities Impact Fee			-						-
General Fund			-						-
General Fund Reserves- General Plan		1,000	1,000	742					1,742
Transient Occupancy Tax			-						-
Grants			-		640	418			1,058
Water Capital			-						-
Waste Water Capital			-						-
PG&E- Rebates			-						-
Developer Contributions/ Donations			-						-
Undetermined			-						-
TOTAL FUNDS	-	1,000	1,000	742	640	418	-	-	2,800



DRAFT

RESOLUTION ADOPTING THE FISCAL YEAR 2021-2022 GENERAL AND MEASURE U FUNDS BUDGET

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2021 through June 30, 2022, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2021-2022 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2021-2022 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2021-2022 budget is balanced and does not require additional taxes; and

WHEREAS, Article XIII B of the California State Constitution and Government Code Section 7910 requires a City to establish its appropriations limit for each fiscal year; and

WHEREAS, the expenditures provided in said Proposed Budget, together with any revisions to it, are within the expenditure limitations imposed by Article XIII B of the California Constitution; and

WHEREAS, in compliance with Government Code Section 7910 fifteen days prior to the June 7, 2021 meeting documentation used in the determination of the appropriations limit was available to the public; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 10, 2021, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, based on the foregoing, staff recommends acceptance of the project on behalf of the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Petaluma hereby:

- 1. Declares the above recitals to be true and correct and are incorporated into this resolution as findings of the City Council.
- 2. Finds the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.
- 3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
- 4. Adopts the FY 2021-2022 Preliminary Budget as the FY 2021-2022 General and Measure U Funds Adopted Budget.

Orders the City Clerk to file the FY 2021-2022 Appropriations, referred to as Exhibit A, which lists Appropriations by Department and by Fund.

DRAFT

RESOLUTION ADOPTING THE FISCAL YEAR 2021-2022 ENTERPRISE FUNDS BUDGET

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2021 through June 30, 2022, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2021-2022 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2021-2022 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2021-2022 budget is balanced and does not require additional taxes; and

WHEREAS, Article XIII B of the California State Constitution and Government Code Section 7910 requires a City to establish its appropriations limit for each fiscal year; and

WHEREAS, the expenditures provided in said Proposed Budget, together with any revisions to it, are within the expenditure limitations imposed by Article XIII B of the California Constitution; and

WHEREAS, in compliance with Government Code Section 7910 fifteen days prior to the June 7, 2021 meeting documentation used in the determination of the appropriations limit was available to the public; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 10, 2021, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, based on the foregoing, staff recommends acceptance of the project on behalf of the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Petaluma hereby:

- 1. Declares the above recitals to be true and correct and are incorporated into this resolution as findings of the City Council.
- 2. Finds the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.
- 3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
- 4. Adopts the FY 2021-2022 Preliminary Budget as the FY 2021-2022 Airport, Building Services, Marina, and Transit Funds Adopted Budget.

Orders the City Clerk to file the FY 2021-2022 Appropriations, referred to as Exhibit A, which lists Appropriations by Department and by Fund.

DRAFT

RESOLUTION ADOPTING THE FISCAL YEAR 2021-2022 UTILITIES FUNDS BUDGET

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2021 through June 30, 2022, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2021-2022 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2021-2022 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2021-2022 budget is balanced and does not require additional taxes; and

WHEREAS, Article XIII B of the California State Constitution and Government Code Section 7910 requires a City to establish its appropriations limit for each fiscal year; and

WHEREAS, the expenditures provided in said Proposed Budget, together with any revisions to it, are within the expenditure limitations imposed by Article XIII B of the California Constitution; and

WHEREAS, in compliance with Government Code Section 7910 fifteen days prior to the June 7, 2021 meeting documentation used in the determination of the appropriations limit was available to the public; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 10, 2021, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, based on the foregoing, staff recommends acceptance of the project on behalf of the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Petaluma hereby:

- 1. Declares the above recitals to be true and correct and are incorporated into this resolution as findings of the City Council.
- 2. Finds the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.
- 3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
- 4. Adopts the FY 2021-2022 Preliminary Budget as the FY 2021-2022 Storm Water Utility, Waste Water, Waste Water Stabilization, and Water Funds Adopted Budget.

Orders the City Clerk to file the FY 2021-2022 Appropriations, referred to as Exhibit A, which lists Appropriations by Department and by Fund.

DRAFT

RESOLUTION ADOPTING THE FISCAL YEAR 2021-2022 INTERNAL SERVICE FUNDS BUDGET

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2021 through June 30, 2022, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2021-2022 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2021-2022 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2021-2022 budget is balanced and does not require additional taxes; and

WHEREAS, Article XIII B of the California State Constitution and Government Code Section 7910 requires a City to establish its appropriations limit for each fiscal year; and

WHEREAS, the expenditures provided in said Proposed Budget, together with any revisions to it, are within the expenditure limitations imposed by Article XIII B of the California Constitution; and

WHEREAS, in compliance with Government Code Section 7910 fifteen days prior to the June 7, 2021 meeting documentation used in the determination of the appropriations limit was available to the public; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 10, 2021, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, based on the foregoing, staff recommends acceptance of the project on behalf of the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Petaluma hereby:

- 1. Declares the above recitals to be true and correct and are incorporated into this resolution as findings of the City Council.
- 2. Finds the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.
- 3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
- 4. Adopts the FY 2021-2022 Preliminary Budget as the FY 2021-2022 Employee Benefits, General Services, Information Technology, Risk Management, Vehicle and Equipment Replacement, Workers' Compensation Funds Adopted Budget.

Orders the City Clerk to file the FY 2021-2022 Appropriations, referred to as Exhibit A, which lists Appropriations by Department and by Fund.

DRAFT

RESOLUTION ADOPTING THE FISCAL YEAR 2021-2022 SPECIAL REVENUES AND TRUST FUNDS BUDGET

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2021 through June 30, 2022, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2021-2022 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2021-2022 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2021-2022 budget is balanced and does not require additional taxes; and

WHEREAS, Article XIII B of the California State Constitution and Government Code Section 7910 requires a City to establish its appropriations limit for each fiscal year; and

WHEREAS, the expenditures provided in said Proposed Budget, together with any revisions to it, are within the expenditure limitations imposed by Article XIII B of the California Constitution; and

WHEREAS, in compliance with Government Code Section 7910 fifteen days prior to the June 7, 2021 meeting documentation used in the determination of the appropriations limit was available to the public; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 10, 2021, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, based on the foregoing, staff recommends acceptance of the project on behalf of the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Petaluma hereby:

- 1. Declares the above recitals to be true and correct and are incorporated into this resolution as findings of the City Council.
- 2. Finds the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.
- 3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
- 4. Adopts the FY 2021-2022 Preliminary Budget as the FY 2021-2022 Special Revenues and Trust Funds Adopted Budget.

Orders the City Clerk to file the FY 2021-2022 Appropriations, referred to as Exhibit A, which lists Appropriations by Department and by Fund.

RESOLUTION ADOPTING THE FISCAL YEAR 2021-2022 CAPITAL PROJECTS AND DEBT FUNDS BUDGET

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2021 through June 30, 2022, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2021-2022 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2021-2022 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2021-2022 budget is balanced and does not require additional taxes; and

WHEREAS, Article XIII B of the California State Constitution and Government Code Section 7910 requires a City to establish its appropriations limit for each fiscal year; and

WHEREAS, the expenditures provided in said Proposed Budget, together with any revisions to it, are within the expenditure limitations imposed by Article XIII B of the California Constitution; and

WHEREAS, in compliance with Government Code Section 7910 fifteen days prior to the June 7, 2021 meeting documentation used in the determination of the appropriations limit was available to the public; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 10, 2021, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, based on the foregoing, staff recommends acceptance of the project on behalf of the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Petaluma hereby:

- 1. Declares the above recitals to be true and correct and are incorporated into this resolution as findings of the City Council.
- 2. Finds the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.
- 3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
- 4. Adopts the FY 2021-2022 Preliminary Budget as the FY 2021-2022 Capital Projects and Debt Funds Adopted Budget.

Orders the City Clerk to file the FY 2021-2022 Appropriations, referred to as Exhibit A, which lists Appropriations by Department and by Fund.

RESOLUTION ADOPTING THE UPDATED AUTHORIZED AND FUNDED POSITION SCHEDULE

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2021 through June 30, 2022, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2021-2022 includes authorized and funded positions and

WHEREAS, the schedules has been updated to include positions recommended in the FY 2021-2022; and

WHEREAS, the FY 2021-2022 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 10, 2021, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, based on the foregoing, staff recommends acceptance of the project on behalf of the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Petaluma hereby:

1. Declares the above recitals to be true and correct and are incorporated into this resolution as findings of the City Council.

- 2. Finds the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.
- 3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
- 4. Adopts the Updated Authorized and Funded Position Schedule included in the FY 2021-2022 Preliminary Budget.

Orders the City Clerk to file the FY 2021-2022 Updated Authorized and Funded Position Schedule, referred to as Exhibit B.

Exhibit A

CITY OF PETALUMA, CA

FY 2021-22 BUDGET

APPROPRIATIONS BY	Y DEPARTMENT A	ND FUND	
	Budgeted	Budgeted	Total
	Appropriations	Transfers Out	Budget
GENERAL FUND			
General Fund Cost Center	1,696	1,939,507	1,941,203
City Council	108,008	-	108,008
City Attorney	1,093,881	-	1,093,881
City Clerk	507,110	-	507,110
City Manager	1,191,063	-	1,191,063
Economic Development	571,939	-	571,939
Finance	2,334,166	-	2,334,166
Human Resources	888,296	-	888,296
Non Departmental	4,873,707	-	4,873,707
Planning	1,000,069	-	1,000,069
Fire	17,853,491	-	17,853,491
Parks and Recreaction	4,909,444	-	4,909,444
Police	23,035,900	-	23,035,900
Public Works	1,832,327	<u>-</u>	1,832,327
TOTAL GENERAL FUND	60,201,097	1,939,507	62,140,604
Measure U	-	12,411,527	12,411,527
TOTAL MEASURE U FUND	-	12,411,527	12,411,527
SPECIAL REVENUE & TRUST FUNDS			
Community Development Block Grant	363,489	30,000	393,489
Home/ Begin Grants	900,000	00,000	900,000
Housing Successor Agency	340,271	_	340,271
Mobile Home Rent Program	3,000	20,957	23,957
Commercial Linkage Fees	62,478	188,615	251,093
Housing In-Lieu Fees	159,503	209,573	369,076
Parkland Development Impact Fees-08	-	4,400,147	4,400,147
City Facilities Development Impact Fee	_	2,359,000	2,359,000
Storm Drainage Impact Fees	_	679,000	679,000
Traffic Mitigation Impact Fees	_	1,321,000	1,321,000
Public Art Fees	212,312	-	212,312

Exhibit A

CITY OF PETALUMA, CA

FY 2021-22 BUDGET

APPROPRIATIONS BY DEPARTMENT AND FUND								
	Budgeted	Budgeted	Total					
	Appropriations	Transfers Out	Budget					
3% Admin Impact Fees	149,810	-	149,810					
Police Grants	249,247	-	249,247					
Public Works Grants	-	4,280,000	4,280,000					
Gas Tax	122	3,382,692	3,382,814					
Landscape Assessment Districts	482,952	-	482,952					
Abandoned Vehicle Abatement	144,746	-	144,746					
Asset Seizures	968	30,000	30,968					
Street Maintenance Gas Tax	3,767,081	7,001,870	10,768,951					
Transient Occupancy Tax	502,130	3,040,276	3,542,406					
Petaluma Tourism Improvement District	245,000		245,000					
SLESF	319,000	100,000	419,000					
Donations	1,074	1,554,000	1,555,074					
Prince Park Trust	-	171,500	171,500					
Measure M Parks Sales Tax	327,225	730,000	1,057,225					
Child Care Trust	75,000	-	75,000					
TOTAL SPECIAL REVENUE & TRUST FUNDS		29,498,630	37,804,038					
ENTERPRISE FUNDS								
Airport Operations	2,050,515	1,422,000	3,472,515					
Building Services	2,270,162	1,422,000	2,270,162					
Marina	279,018	_	279,018					
Public Transportation	3,377,198	305,000	3,682,198					
TOTAL ENTERPRISE FUNDS	7,976,893	1,727,000	9,703,893					
	,,,,,,,,,,	., ,	-,,					
UTILITIES								
Waste Water Utility	24,155,658	13,431,500	37,587,158					
Water Utility	18,008,544	6,280,500	24,289,044					
Storm Utility	1,055,551		1,055,551					
TOTAL UTILITY FUNDS	43,219,753	19,712,000	62,931,753					
INTERNAL SERVICE FUNDS								
Employee Benefits	1,164,154	_	1,164,154					
General Services	269,241	_	269,241					
Information Technology	2,744,271	_	2,744,271					
Risk Management (Liability)	2,181,636		2,181,636					
Vehicle and Equipment Replacement	1,205,768	_	1,205,768					
Workers' Compensation	3,652,632	_	3,652,632					
TOTAL INTERNAL SERVICE FUNDS	11,217,702		11,217,702					
			Exhibit A					

CITY OF PETALUMA, CA

FY 2021-22 BUDGET

F1 ZUZ	I-ZZ BUDGE I		
APPROPRIATIONS B	Y DEPARTMENT A	ND FUND	
	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
CAPITAL PROJECT FUNDS			
Facilities CIP	5,898,291	-	5,898,291
Parks and Recreation CIP	7,044,224	-	7,044,224
Public Works/Surface Water CIP	20,960,413	-	20,960,413
Airport CIP	1,453,470		1,453,470
Transit CIP	305,000	-	305,000
Waste Water/Recycled Water CIP	14,633,585	-	14,633,585
Water CIP	4,522,059		4,522,059
TOTAL CAPITAL PROJECT FUNDS	54,817,042	-	54,817,042
Successor Agency Debt	5,141,197	-	5,141,197
Successor Agency Admin	374,898		374,898
TOTAL SUCCESSOR AGENCY FUNDS	5,516,095	-	5,516,095
GRAND TOTAL	<u>\$ 191,253,990</u>	<u>\$ 65,288,664</u>	<u>\$ 256,542,654</u>

Exhibit B

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

					•	•		Allocation	
	FY 19-	-20	FY 20-	-21	FY 21	-22		Enterprise	Other
DEPARTMENT POSITION	Authorized	Funded A			Authorized	Funded	Fund	Funds	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		
Secretary Confidential	1.00	0.00	1.00	0.00	1.00	0.00			
Total City Clerk	3.00	2.00	3.00	2.00	3.00	2.00	2.00	0.00	0.00
<u>CITY ATTORNEY</u>									
City Attorney	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant City Attorney	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Legal Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Total City Attorney	4.00	4.00	4.00	4.00	4.00	4.00	4.00	0.00	0.00
CITYMANACED									
CITY MANAGER 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	0.00	1.00	0.00	1.00	0.00	1.00		
Senior Planner Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Exec. Asst. to City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Secretary	1.00	0.00	1.00	0.00	1.00	0.00	1.00		
Total City Manager	6.00	4.00	6.00	4.00	6.00	4.00	4.00	0.00	0.00
Total Gity Manager	0.00	4.00	0.00	4.00	0.00	4.00	4.00	0.00	0.00
ECONOMIC DEV./REDEVELOPMENT									
Director of Economic Develop & Open Gov	1.00	1.00	1.00	1.00	1.00	1.00	0.50		0.50
Economic Development Manager	1.00	0.00	1.00	0.00	1.00	0.00	0.00		
Economic Development Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Total Econ. Dev./Redev.	3.00	2.00	3.00	2.00	3.00	2.00	1.50	0.00	0.50
HUMAN RESOURCES									
Director Human Resources	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Human Resources Analyst II/III	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Human Resources Asst. II Conf	1.00	0.00	1.00	0.00	1.00	0.00	0.00		
Human Resources Specialist Conf	1.80	1.80	1.80	1.80	1.80	1.80	1.80		
Secretary Confidential	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Total Human Resources	4.80	3.80	5.80	4.80	5.80	4.80	4.80	0.00	0.00
PARKS & RECREATION / COMMUNITY SERVICES									
Administrative Technician	0.00	0.00	0.00	0.00	0.00	0.00			
Office Assistant II	0.00	0.00	0.00	0.00	0.00	0.00			
Deputy Director of Parks and Recreation	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Facilities Maintenance Worker I/II	0.00	0.00	0.00	0.00	1.00	1.00	0.80	0.20	
Parks & Facilities Manager	0.00	0.00	0.00	0.00	1.00	1.00	0.55	0.10	0.35
Parks Maintenance Foreworker	0.00	0.00	0.00	0.00	1.00	1.00	1.00		
Parks Maintenance Lead Worker	0.00	0.00	0.00	0.00	3.00	2.00	2.00		
Parks Maintenance Worker I/II	0.00	0.00	0.00	0.00	10.00	7.00	6.00		1.00
Recreation Coordinator	3.00	3.00	3.00	3.00	3.00	3.00	3.00		
Recreation Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Secretary	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Senior Mechanical Facilities Technician	0.00	0.00	0.00	0.00	1.00	1.00	0.80	0.20	
Total Parks & Recreation /Community Services	7.00	7.00	7.00	7.00	24.00	20.00	18.15	0.50	1.35

Exhibit B

								Allocation	
	FY 19-	-20	FY 20-	-21	FY 21-	-22	General	Enterprise	Other
DEPARTMENT POSITION	Authorized	Funded	Authorized	Funded	Authorized	Funded	Fund	Funds	Funds
INFORMATION TECHNOLOGY									
Info Tech Specialist 1/2/3	4.00	4.00	4.00	4.00	4.00	4.00			4.00
Information Technology 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
FINANCE DEPARTMENT									
Director of Finance	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Principal Financial Analyst	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Accountant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Accountant	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
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	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Technician	1.00	0.00	1.00	0.00	1.00	0.00			
Revenue Development Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Commercial Services Mgr.	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Finance and Accounting Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
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
Total Finance	19.00	17.00	19.00	17.00	19.00	17.00	15.00	0.00	2.00
FIRE									
Administrative Assistant Conf	1.00	0.00	1.00	0.00	1.00	0.00	0.00		
Administrative Technician Conf	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Fire Battalion Chief - EMS Mgr	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
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 Engineer	0.00	0.00	0.00	0.00	0.00	0.00			
Fire Engineer/Fire Eng Paramedic	9.00	9.00	9.00	9.00	9.00	9.00	9.00		
Fire Inspector	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Fire Marshal	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Firefighter	9.00	9.00	9.00	9.00	9.00	9.00	9.00		
Firefighter/Paramedic	27.00	27.00	27.00	27.00	27.00	27.00	27.00		
Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Total Fire	65.00	64.00	65.00	64.00	65.00	64.00	64.00	0.00	0.00

Exhibit B

								Allocation	
	FY 19	-20	FY 20	-21	FY 21-	-22	General	Enterprise	Other
DEPARTMENT POSITION	Authorized	Funded	Authorized	Funded	Authorized	Funded	Fund	Funds	Funds
BOUGE									
POLICE									
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Deputy Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Assistant Conf	1.00	1.00	1.00	1.00	1.00	1.00	1.00		4.00
Abandoned Vehicle Abatement Officer	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Community Service Officer	5.00	1.00	5.00	1.00	5.00	3.00	3.00		
Evidence Technician	0.50	0.50	0.50	0.50	0.50	0.50	0.50		
Management Analyst II	0.00	1.00	1.00	1.00	1.00	1.00	1.00		
Property Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Lieutenant	4.00	4.00	4.00	4.00	4.00	4.00	4.00		4.00
Police Officer	60.00	53.00	60.00	53.00	60.00	51.00	50.00		1.00
Police Records Assistant I/II	5.50	5.00	5.50	5.00	5.50	5.00	5.00		
Parking Enforcement Officer	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Police Records Supervisor	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	11.60	12.00	11.60	12.00	11.60	11.60		
Public Safety Dispatch Supervisor	1.00	1.00	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	
Community Engagement Liaison	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Public Safety Comm Mgr	1.00	0.00	1.00	0.00	1.00	0.00			
Secretary	1.00	0.00	1.00	0.00	1.00	0.00			
Total Police	110.00	96.10	111.00	96.10	111.00	96.10	93.65	0.45	2.00
HOUSING									
Housing Administrator	1.00	1.00	1.00	1.00	0.00	0.00			
Housing Manager	0.00	0.00	0.00	0.00	1.00	1.00			1.00
Housing Program Specialist	1.00	0.00	1.00	0.00	1.00	0.00			
Total Housing Division	2.00	1.00	2.00	1.00	2.00	1.00	0.00	0.00	1.00
DUIL DING SEDVICES									
BUILDING SERVICES Building Inspector I/II	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Permit Processing Tech	2.00	2.00	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	1.00	1.00	1.00	1.00	1.00		1.00	
Senior Building Inspector	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Total Building Services	7.00	7.00	7.00	7.00	7.00	7.00	0.00	7.00	0.00
Total Building Services	7.00	7.00	7.00	7.00	7.00	7.00	0.00	7.00	0.00
RISK MANAGEMENT									
Risk and Safety Officer	1.00	1.00	1.00	0.00	1.00	0.00			
Risk Manager	1.00	0.00	1.00	1.00	1.00	1.00			1.00
Secretary	1.00	0.00	0.00	0.00	0.00	0.00			
HR Assistant I/II Conf	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Total Risk Management	4.00	2.00	3.00	2.00	3.00	2.00	0.00	0.00	2.00

Exhibit B

Allocation									
	FY 19	-20	FY 20	-21	FY 21	-22	General	Enterprise	Other
DEPARTMENT POSITION	Authorized	Funded	Authorized	Funded	Authorized	Funded	Fund	Funds	Funds
PUBLIC WORKS & UTILITIES									
Administrative Assistant	2.00	2.00	2.00	2.00	2.00	2.00	0.20	1.60	0.20
Administrative Technician	1.00	0.00	1.00	0.00	1.00	0.00	0.20		0.20
Airport & Marina Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Airport Manager	0.00	0.00	0.00	0.00	0.00	0.00			
Airport Maintenance Worker	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Associate Civil Engineer	3.00	3.00	3.00	3.00	3.00	3.00	0.10	2.20	0.70
Asst. Engineer II	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Asst. Operations Manager	2.00	2.00	2.00	2.00	2.00	2.00	0.20	1.00	0.80
Asst. Utility System Operator	1.00	1.00	1.00	1.00	1.00	1.00	0.20	1.00	0.00
Dir. Public Works & Utilities	1.00	1.00	1.00	1.00	1.00	1.00	0.07	0.83	0.10
Assistant. PW & Utilities Director	1.00	1.00	1.00	1.00	1.00	1.00	0.15	0.70	0.15
Deputy Director DP&U	0.00	0.00	0.00	0.00	0.00	0.00			
Budget Grants/Project Manager	1.00	0.00	1.00	0.00	1.00	0.00			
City Engineer	1.00	1.00	1.00	1.00	1.00	1.00	0.60	0.20	0.20
Deputy Director of Environmental Services	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Deputy Director of Operations	1.00	1.00	1.00	1.00	1.00	1.00		0.85	0.15
Electrical / Instrumentation Technician	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Electrical Maintenance Worker II	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Engineering Tech II	3.00	2.00	3.00	2.00	3.00	2.00	0.10	1.65	0.25
Environmental Compliance Inspector	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Environmental Services Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Environmental Services Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Environmental Services Analyst	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Environmental Services Tech	3.00	3.00	2.00	2.00	2.00	2.00		2.00	
Equipment Mechanic	2.00	2.00	2.00	2.00	2.00	2.00	0.70	1.15	0.15
Equipment Maintenance Lead Worker	1.00	1.00	1.00	1.00	1.00	1.00	0.75	0.15	0.10
Facilities Maintenance Worker I/II	1.00	1.00	1.00	1.00	0.00	0.00			
Laboratory Analyst	1.00	1.00	2.00	2.00	2.00	2.00		2.00	
Management Analyst II	0.00	0.00	0.00	0.00	0.00	0.00			
Mechanical and Electrical Maint Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Mechanical Technician	3.00	3.00	0.00	0.00	0.00	0.00		0.00	
Office Assistant II	3.00	0.00	3.00	0.00	3.00	0.00		0.00	
Operations Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Parks & Facilities Manager	1.00	1.00	1.00	1.00	0.00	0.00			
Parks Maintenance Foreworker	1.00	1.00	1.00	1.00	0.00	0.00			
Parks Maintenance Lead Worker	3.00	1.00	3.00	2.00	0.00	0.00			
Parks Maintenance Worker I/II	10.00	7.00	10.00	7.00	0.00	0.00			
Plant Mechanic	0.00	0.00	3.00	3.00	3.00	3.00		3.00	
Project Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.20		0.80
Public Works Crew Supervisor	2.00	1.00	2.00	1.00	2.00	1.00	0.10		0.90
Public Works Inspector I	1.00	0.00	1.00	0.00	1.00	0.00			
Public Works Inspector II	3.00	3.00	3.00	3.00	3.00	3.00	1.95	0.70	0.35
Public Works Supervisor	1.00	0.00	1.00	0.00	1.00	0.00			
Secretary	3.00	3.00	3.00	3.00	3.00	3.00	0.75	1.90	0.35
Senior Civil Engineer	3.00	3.00	3.00	3.00	3.00	3.00	0.55	1.90	0.55
Senior Engineering Technician	3.00	3.00	3.00	3.00	3.00	3.00	0.80	1.90	0.30
Senior Laboratory Analyst	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	0.10	0.80	0.10
Senior Mechanical Technician	1.00	1.00	0.00	0.00	0.00	0.00			

Exhibit B

								- Allocation	
	FY 19-	-20	FY 20	-21	FY 21	-22	General	Enterprise	Other
DEPARTMENT POSITION	Authorized	Funded A	Authorized	Funded	Authorized	Funded	Fund	Funds	Funds
PUBLIC WORKS & UTILITIES (cont.)									
Senior Mechanical Facilities Technician	1.00	1.00	1.00	1.00	0.00	0.00			
Senior Plant Mechanic	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Senior Transit Planner	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Street Maintenance Lead Wkr	2.00	2.00	2.00	2.00	2.00	2.00			2.00
Street Maintenance Worker II	8.00	7.00	8.00	7.00	8.00	7.00			7.00
Street Maintenance Worker III	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Traffic Signal Light Technician II	3.00	2.00	3.00	2.00	3.00	2.00			2.00
Senior Traffic Engineer	1.00	1.00	1.00	1.00	1.00	1.00	0.35	0.20	0.45
Transit Marketing Coordinator	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Transit Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Utility Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Utility Services Crew Foreworker	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
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	10.00	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	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
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 Recycling Lead Operator	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Water Recycling Plant Operator II/III	7.00	7.00	7.00	7.00	7.00	7.00		7.00	
Water Recycling Plant Operations Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Water Resources Tech	1.00	1.00	1.00	0.00	1.00	0.00			
Water Service Rep Lead Worker	1.00	0.00	1.00	0.00	1.00	0.00			
Water Service Representative	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Total Public Works & Utilities	132.00	111.00	135.00	115.00	118.00	102.00	7.67	75.73	18.60
Total Position Summary	373.80	327.90	377.80	332.90	377.80	332.90	214.77	83.68	34.45

ORDINANCE NO. _____ N.C.S

Introduced by: Seconded by:

AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF PETALUMA GENERAL AND MEASURE U FUNDS FROM JULY 1, 2021 THROUGH JUNE 30, 2022

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2021 through June 30, 2022, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2021-2022 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2021-2022 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2021-2022 budget is balanced and does not require additional taxes; and

WHEREAS, Article XIII B of the California State Constitution and Government Code Section 7910 requires a City to establish its appropriations limit for each fiscal year; and

WHEREAS, the expenditures provided in said Proposed Budget, together with any revisions to it, are within the expenditure limitations imposed by Article XIII B of the California Constitution; and

WHEREAS, in compliance with Government Code Section 7910 fifteen days prior to the June 7, 2021 meeting documentation used in the determination of the appropriations limit was available to the public; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be

seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 10th, 2021, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, based on the foregoing, staff recommends acceptance of the project on behalf of the City.

NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PETALUMA AS FOLLOWS:

<u>Section 1</u>. The above recitals are declared to be true and correct and are incorporated into this resolution as findings of the City Council.

Section 2. The adoption of the fiscal year budget is found exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

Section 3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.

Section 4. There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2021 through June 30, 2022, the amounts set in the attached Exhibit A, incorporated by herein reference, and distributed to the various funds as set out in said exhibit and shall be expended and used in accordance therewith.

Section 5. Changes with relation to the above appropriations between each respective department or fund may be made by resolution adopted by the City Council. The City Manager may administratively make changes within the departmental appropriations as approved, so long as the total amounts do not exceed, as a result of the change, the amounts set forth in the approved appropriation.

<u>Section 6</u>. The City Council hereby finds and determines the amount of appropriations provided hereby does not exceed the estimated revenue, other sources and available fund balances in the amounts set in Exhibit A, which will be on file with the City Clerk for the fiscal year ending June 30, 2022.

<u>Section 7</u>. All ordinance or parts of ordinances in conflict herewith are hereby repealed.

<u>Section 8</u>. The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.

INTRODUCED and	ordered publis	shed and posted this	day of	, 2021.
ADOPTED this	day of	2021 by the fol	lowing vote:	

ORDINANCE NO. _____ N.C.S

Introduced by: Seconded by:

AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF PETALUMA ENTERPRISE FUNDS FROM JULY 1, 2021 THROUGH JUNE 30, 2022

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2021 through June 30, 2022, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2021-2022 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2021-2022 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2021-2022 budget is balanced and does not require additional taxes; and

WHEREAS, Article XIII B of the California State Constitution and Government Code Section 7910 requires a City to establish its appropriations limit for each fiscal year; and

WHEREAS, the expenditures provided in said Proposed Budget, together with any revisions to it, are within the expenditure limitations imposed by Article XIII B of the California Constitution; and

WHEREAS, in compliance with Government Code Section 7910 fifteen days prior to the June 7, 2021 meeting documentation used in the determination of the appropriations limit was available to the public; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be

seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 10th, 2021, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, based on the foregoing, staff recommends acceptance of the project on behalf of the City.

NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PETALUMA AS FOLLOWS:

<u>Section 1</u>. The above recitals are declared to be true and correct and are incorporated into this resolution as findings of the City Council.

Section 2. The adoption of the fiscal year budget is found exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

Section 3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.

Section 4. There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2021 through June 30, 2022, the amounts set in the attached Exhibit A, incorporated by herein reference, and distributed to the various funds as set out in said exhibit and shall be expended and used in accordance therewith.

Section 5. Changes with relation to the above appropriations between each respective department or fund may be made by resolution adopted by the City Council. The City Manager may administratively make changes within the departmental appropriations as approved, so long as the total amounts do not exceed, as a result of the change, the amounts set forth in the approved appropriation.

Section 6. The City Council hereby finds and determines the amount of appropriations provided hereby does not exceed the estimated revenue, other sources and available fund balances in the amounts set in Exhibit A, which will be on file with the City Clerk for the fiscal year ending June 30, 2022.

<u>Section 7</u>. All ordinance or parts of ordinances in conflict herewith are hereby repealed.

<u>Section 8</u>. The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.

INTRODUCED and	ordered publis	shed and posted this	day of	, 2021.
ADOPTED this	day of	2021 by the fol	lowing vote:	

ORDINANCE NO. _____ N.C.S

Introduced by: Seconded by:

AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF PETALUMA UTILITY FUNDS FROM JULY 1, 2021 THROUGH JUNE 30, 2022

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2021 through June 30, 2022, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2021-2022 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2021-2022 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2021-2022 budget is balanced and does not require additional taxes; and

WHEREAS, Article XIII B of the California State Constitution and Government Code Section 7910 requires a City to establish its appropriations limit for each fiscal year; and

WHEREAS, the expenditures provided in said Proposed Budget, together with any revisions to it, are within the expenditure limitations imposed by Article XIII B of the California Constitution; and

WHEREAS, in compliance with Government Code Section 7910 fifteen days prior to the June 7, 2021 meeting documentation used in the determination of the appropriations limit was available to the public; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be

seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 10th, 2021, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, based on the foregoing, staff recommends acceptance of the project on behalf of the City.

NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PETALUMA AS FOLLOWS:

<u>Section 1</u>. The above recitals are declared to be true and correct and are incorporated into this resolution as findings of the City Council.

Section 2. The adoption of the fiscal year budget is found exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

Section 3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.

Section 4. There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2021 through June 30, 2022, the amounts set in the attached Exhibit A, incorporated by herein reference, and distributed to the various funds as set out in said exhibit and shall be expended and used in accordance therewith.

Section 5. Changes with relation to the above appropriations between each respective department or fund may be made by resolution adopted by the City Council. The City Manager may administratively make changes within the departmental appropriations as approved, so long as the total amounts do not exceed, as a result of the change, the amounts set forth in the approved appropriation.

Section 6. The City Council hereby finds and determines the amount of appropriations provided hereby does not exceed the estimated revenue, other sources and available fund balances in the amounts set in Exhibit A, which will be on file with the City Clerk for the fiscal year ending June 30, 2022.

<u>Section 7</u>. All ordinance or parts of ordinances in conflict herewith are hereby repealed.

<u>Section 8</u>. The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.

INTRODUCED and	ordered publis	shed and posted this	day of	, 2021.
ADOPTED this	day of	2021 by the fol	lowing vote:	

ORDINANCE NO. N.C.S

Introduced by: Seconded by:

AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF PETALUMA INTERNAL SERVICE FUNDS FROM JULY 1, 2021 THROUGH JUNE 30, 2022

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2021 through June 30, 2022, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2021-2022 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2021-2022 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2021-2022 budget is balanced and does not require additional taxes; and

WHEREAS, Article XIII B of the California State Constitution and Government Code Section 7910 requires a City to establish its appropriations limit for each fiscal year; and

WHEREAS, the expenditures provided in said Proposed Budget, together with any revisions to it, are within the expenditure limitations imposed by Article XIII B of the California Constitution; and

WHEREAS, in compliance with Government Code Section 7910 fifteen days prior to the June 7, 2021 meeting documentation used in the determination of the appropriations limit was available to the public; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be

seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 10th, 2021, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, based on the foregoing, staff recommends acceptance of the project on behalf of the City.

NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PETALUMA AS FOLLOWS:

<u>Section 1</u>. The above recitals are declared to be true and correct and are incorporated into this resolution as findings of the City Council.

Section 2. The adoption of the fiscal year budget is found exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

Section 3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.

Section 4. There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2021 through June 30, 2022, the amounts set in the attached Exhibit A, incorporated by herein reference, and distributed to the various funds as set out in said exhibit and shall be expended and used in accordance therewith.

Section 5. Changes with relation to the above appropriations between each respective department or fund may be made by resolution adopted by the City Council. The City Manager may administratively make changes within the departmental appropriations as approved, so long as the total amounts do not exceed, as a result of the change, the amounts set forth in the approved appropriation.

Section 6. The City Council hereby finds and determines the amount of appropriations provided hereby does not exceed the estimated revenue, other sources and available fund balances in the amounts set in Exhibit A, which will be on file with the City Clerk for the fiscal year ending June 30, 2022.

<u>Section 7</u>. All ordinance or parts of ordinances in conflict herewith are hereby repealed.

<u>Section 8</u>. The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.

INTRODUCED an	d ordered publis	shed and posted this	day of	, 2021.
ADOPTED this	day of	2021 by the fo	llowing vote:	

ORDINANCE NO. N.C.S

Introduced by: Seconded by:

AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF PETALUMA SPECIAL REVENUES AND TRUST FUNDS FROM JULY 1, 2021 THROUGH JUNE 30, 2022

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2021 through June 30, 2022, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2021-2022 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2021-2022 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2021-2022 budget is balanced and does not require additional taxes; and

WHEREAS, Article XIII B of the California State Constitution and Government Code Section 7910 requires a City to establish its appropriations limit for each fiscal year; and

WHEREAS, the expenditures provided in said Proposed Budget, together with any revisions to it, are within the expenditure limitations imposed by Article XIII B of the California Constitution; and

WHEREAS, in compliance with Government Code Section 7910 fifteen days prior to the June 7, 2021 meeting documentation used in the determination of the appropriations limit was available to the public; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be

seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 10th, 2021, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, based on the foregoing, staff recommends acceptance of the project on behalf of the City.

NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PETALUMA AS FOLLOWS:

<u>Section 1</u>. The above recitals are declared to be true and correct and are incorporated into this resolution as findings of the City Council.

Section 2. The adoption of the fiscal year budget is found exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

Section 3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.

Section 4. There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2021 through June 30, 2022, the amounts set in the attached Exhibit A, incorporated by herein reference, and distributed to the various funds as set out in said exhibit and shall be expended and used in accordance therewith.

Section 5. Changes with relation to the above appropriations between each respective department or fund may be made by resolution adopted by the City Council. The City Manager may administratively make changes within the departmental appropriations as approved, so long as the total amounts do not exceed, as a result of the change, the amounts set forth in the approved appropriation.

Section 6. The City Council hereby finds and determines the amount of appropriations provided hereby does not exceed the estimated revenue, other sources and available fund balances in the amounts set in Exhibit A, which will be on file with the City Clerk for the fiscal year ending June 30, 2022.

<u>Section 7</u>. All ordinance or parts of ordinances in conflict herewith are hereby repealed.

<u>Section 8</u>. The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.

INTRODUCED an	d ordered publis	shed and posted this	day of	, 2021.
ADOPTED this	day of	2021 by the fo	llowing vote:	

ORDINANCE NO. _____ N.C.S

Introduced by: Seconded by:

AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF PETALUMA CAPITAL PROJECTS AND DEBT FUNDS FROM JULY 1, 2021 THROUGH JUNE 30, 2022

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2021 through June 30, 2022, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2021-2022 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2021-2022 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2021-2022 budget is balanced and does not require additional taxes; and

WHEREAS, Article XIII B of the California State Constitution and Government Code Section 7910 requires a City to establish its appropriations limit for each fiscal year; and

WHEREAS, the expenditures provided in said Proposed Budget, together with any revisions to it, are within the expenditure limitations imposed by Article XIII B of the California Constitution; and

WHEREAS, in compliance with Government Code Section 7910 fifteen days prior to the June 7, 2021 meeting documentation used in the determination of the appropriations limit was available to the public; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be

seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 10th, 2021, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, based on the foregoing, staff recommends acceptance of the project on behalf of the City.

NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PETALUMA AS FOLLOWS:

<u>Section 1</u>. The above recitals are declared to be true and correct and are incorporated into this resolution as findings of the City Council.

Section 2. The adoption of the fiscal year budget is found exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

Section 3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.

Section 4. There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2021 through June 30, 2022, the amounts set in the attached Exhibit A, incorporated by herein reference, and distributed to the various funds as set out in said exhibit and shall be expended and used in accordance therewith.

Section 5. Changes with relation to the above appropriations between each respective department or fund may be made by resolution adopted by the City Council. The City Manager may administratively make changes within the departmental appropriations as approved, so long as the total amounts do not exceed, as a result of the change, the amounts set forth in the approved appropriation.

Section 6. The City Council hereby finds and determines the amount of appropriations provided hereby does not exceed the estimated revenue, other sources and available fund balances in the amounts set in Exhibit A, which will be on file with the City Clerk for the fiscal year ending June 30, 2022.

<u>Section 7</u>. All ordinance or parts of ordinances in conflict herewith are hereby repealed.

<u>Section 8</u>. The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.

INTRODUCED an	d ordered publis	shed and posted this	day of	, 2021.
ADOPTED this	day of	2021 by the fo	llowing vote:	

FISCAL YEAR 2022

Allocation of Internal Service Funds and Administrative Overhead Charges

	Information Technology	General Service	Risk FY 2022	Administrative Charges	Total Allocation	
Department/Division	FY 2022	FY 2022		FY 2022	FY 2022	
General		1,696			1,696	
City Council		334	5,643		5,977	
City Attorney	72,992	10,703	5,481		89,176	
City Clerk	35,469	2,423	2,311		40,203	
City Manager	30,253	1,915	6,223		38,391	
Economic Development	46,888	1,414	2,503		50,805	
Finance	180,910	10,273	19,531		210,714	
Human Resources	32,474	1,704	4,447		38,625	
Community Development	30,448	2,016	2,515		34,979	
Fire	160,708	15,681	103,630		280,019	
Recreation	52,054	23,274	55,720		131,048	
Police	579,121	46,818	183,824		809,763	
Public Works	176,591	6,140	131,159		313,890	
General Fund	1,397,908	124,391	522,987	-	2,045,286	
Housing In-Lieu	13,348	39	569	10,547	24,503	
Impact fees			1,640	152,968	154,608	
CDBG	1,410	29	1,064	5,780	8,283	
General Government Donations		33	76	965	1,074	
Special Revenue		71	1,218	7,920	9,209	
Street Maintenance	14,560	2,103	40,025	150,234	206,922	
Landscape Assessment Districts	2,184	808	1,527	18,430	22,949	
тот			1,514	115,616	117,130	
Governmental CIP		430	31,998	176,807	209,235	
Special Revenue Funds	31,502	3,513	79,631	639,267	<u>753,913</u>	
Airport Operation Airport CIP	27,682	1,675	17,388	129,049 663	175,794 663	
Building Services	122,401	3,510	10,883	295,755	432,549	
Marina	12,135	1,279	16,053	38,705	68,172	
Marina CIP					7,920	
Transit Operations	113,022	5,216	18,836	81,175	218,249	
Transit CIP				953	953	
Wastewater Administration	563,338	58,582	62,601	1,036,546	1,721,067	
Wastewater CIP		251	2,599	60,791	63,641	
Water Administration	653,469	60,665	69,844	851,584	1,635,562	
Water CIP		192	1,959	21,090	23,241	
Storm Utility		1,332	4,482	19,898	25,712	
Enterprise Funds	1,492,047	132,702	204,645	2,536,209	4,373,523	

FISCAL YEAR 2022

Allocation of Internal Service Funds and Administrative Overhead Charges

Department/Division	Information Technology FY 2022	General Service FY 2022	Risk FY 2022	Administrative Charges FY 2022	Total Allocation FY 2022	
Information Technology		5,467	10,220		15,687	
Employee Benefits		174	2,631		2,805	
Workers Compensation	2,791		5,595	185,121	193,507	
General Services	7,396		691		8,087	
Risk Management	31,415	2,452		_	33,867	
Internal Service Funds	41,602	8,093	19,137	185,121	253,953	
Successor Agency Housing		184	1,793	115,623	117,600	
Successor Agency		358	2,293	229,945	232,596	
Successor Agency Funds		542	4,086	345,568	350,196	
TOTAL ALLOCATIONS	<u>\$ 2,963,059</u>	<u>\$ 269,241</u>	\$ 830,486	<u>\$ 3,706,165</u>	<u>\$ 7,776,871</u>	

TRANSFERS OUT

FROM	ТО	AMOUNT	PURPOSE
General Fund	Waste Water	93 580	Waste Water Settlement
General Fund	Storm Utility	•	loan repayment
General Fund	Storm Utility		legal costs Waste Water settlement
General Fund	Storm Utility		operating costs
General Fund	Vehicle Replacement	· ·	vehicle replacements
General Fund	Parks CIP		·
General Fund	PW CIP		C00400205 - Playground Equip Funded by TAB refinance savings
General Fund	Parks CIP		C16501412(LED Streetlight) - Interfund loan debt payment c14502008 - Lucchesi Turf Field Replacement
		· ·	•
General Fund	Advanced Planning Pro	1,939,507	_e11502028 - General Plan & Housing Element Comprehensive Update
General Fund- Measure U	General Fund	7 912 122	Current Services and Workforce Stabilization
General Fund- Measure U	PW CIP		Pavement Restoration & Reconstruction- Citywide pending Bond Approval
General Fund- Measure U	Facilities CIP		
			c11502015 - Electric Vehicle Chargers
General Fund Measure U	Facilities CIP		c11202018 - Emergency Generators City Hall and Police Headquarters
General Fund- Measure U	Facilities CIP		_City-Wide Facilities Audit & Energy Program
		12,411,527	
Commercial Linkage Fees	Housing Successor Ag	188,615	sar051150 - Successor Agency Housing
		188,615	
Housing In-Lieu	Housing Successor Ag	209 573	sar051150 - Successor Agency Housing
nousing in Lieu	Tiousing successor rig	209,573	_
Parkland Impact Fees	Parks CIP	4,244,147	c14501607 - Petaluma Comm Sports Fields Baseball
Parkland Impact Fees	Parks CIP	137,000	c14402010 - Marina Dredging & Dock Upgrades
Parkland Impact Fees	Parks CIP	19,000	C14502012 - Shollenberger Improvements
	·	4,400,147	-
Storm Drainage Impact Fees	Surface Water CIP	516,000	c16501931 - Storm Drain Trash Capture Device Pilot
Storm Drainage Impact Fees	Surface Water CIP	· ·	C16302144 - Edith St. Drainage Improvements
Storm Drainage Impact Fees	Surface Water CIP		Wilson Stormwater Pump Station Upgrades
Storm Bramage impact rees	Surface Water en	679,000	-
City Facilities Impact Fee	Facilities CIP		c11502015 - Electric Vehicle Chargers
City Facilities Impact Fee	Facilities CIP		C11501911 - Reserve Apparatus Storage
City Facilities Impact Fee	Facilities CIP		c11202017 - City Hall West Wing Space Remodel
City Facilities Impact Fee	Facilities CIP		c11202019 - Council Chambers Audio and Video Improvements
City Facilities Impact Fee	Facilities CIP	· ·	C11202121 - Petaluma Library ADA Improvements
City Facilities Impact Fee	Facilities CIP	•	Public Library New Fire Suppression System
City Facilities Impact Fee	Facilities CIP		c11502122 - Police Department Parking Lot Paving
City Facilities Impact Fee	Facilities CIP		Public Safety Facilities Assessmnet
City Facilities Impact Fee	Facilities CIP		Police Dept Facility Remodel
City Facilities Impact Fee	Facilities CIP		_ e11202026 - 27 Howard Improvements for Sale
		2,359,000	
Traffic Mitigation Impact Fees	Parks CIP	50.000	c14502114 - Lynch Creek Trail
Traffic Mitigation Impact Fees	PW CIP	· ·	Traffic Signal Installation
Traffic Mitigation Impact Fees	PW CIP		Traffic Signal Timing Upgrade Improvements- Citywide
Traffic Mitigation Impact Fees	PW CIP	· ·	Traffic Calming & Bike Boulevards
Traffic Mitigation Impact Fees	PW CIP		c16401824 - Caulfield Bridge and Extension
Traffic Mitigation Impact Fees	PW CIP		Pedestrian Bridge Assessment
Traffic Mitigation Impact Fees	PW CIP		Pedestrian Bridge Renovations
Traffic Mitigation Impact Fees	PW CIP		City-Wide Striping Improvements
Traffic Mitigation Impact Fees	PW CIP		Bike/Ped Master Plan & Wayfinding
		1,321,000	
		,,	

TRANSFERS OUT

CDBG	FROM	то	AMOUNT	PURPOSE
Public Works Grants Parks CIP 36,0000 C145000009 - Multi-Use and Park Pathways Restoration Public Works Carnis Parks CIP 36,0000 C14500114- Lynch Creek Trail Public Works Grants Public Works CIP 48,0000 C15500210 - Washington St. Bridge Rehabilitation Public Works CIP 4,00000 C15500210 - Washington St. Bridge Rehabilitation Public Works CIP 33,000 e15500210 - Local Road Safety Plan 67,000 Bilk-Works Grants Public Works CIP 7,000 E1500220 - Local Road Safety Plan 67,000 Bilk-Works Grants Public Works CIP 15,000 C1200007 - C104 Hall West Wing Space Remodel Public Works Crants Pacifities CIP 2,000 C1200007 - C104 Hall West Wing Space Remodel 48,000 C1200007 - C104 Hall West Wing Space Remodel 48,000 C1200007 - C104 Hall West Wing Space Remodel 1,000 C100000 C14503007 - Pealure Community Resolution Parks CIP 1,000 C1200007 - C104 Hall West Wing Space Remodel 1,000 C100000 C14503007 - Pealure Community Resolution Parks CIP 1,000 C14503007 - Pealure Community Resolution CIP 1,000 C14503007 - Pealure CIP 1,000 C14503007 - P				
Public Works Grants Parks CIP 36,0000 CL4502000 - Nulti-Use and Park Pathways Restoration Public Works Carnis Parks CIP 36,0000 CL45020114 - Lynch Creek Trail Public Works Carnis Public Works CIP 48,0000 CL6502114 - Lynch Creek Trail Public Works Carnis Public Works CIP 48,0000 CL6502114 - Lynch Creek Trail Public Works Carnis Public Works CIP 5,0000 CL6502101 - Washington St. Bridge Rehabilitation Public Works Carnis Publ	CDBG	Housing Successor Ag	30,000	sar051150 - Successor Agency Housing
Public Works Grants				<u> </u>
Public Works Grants	Public Works Grants	Parks CIP	50,000	C14502009 - Multi-Use and Park Pathways Restoration
Public Works Carlas				
Public Works Cards Public Works Grants Public Works Gr	Public Works Grants	Public Works CIP		•
Public Works Grants Public Works CIP 15,000 Bilk-Ped Master Plan & Wayfinding 1200116 1200117 1200116 1200117 1200116 1200117 1200116 1200117 1200116 1200117 1200116 1200117 1200116 1200117 1200116 1200117 1200116 1200117 1200116 1200117	Public Works Grants	Public Works CIP		
Public Works Grants Facilities CIP	Public Works Grants	Public Works CIP	33,000	e16102130 - Local Road Safety Plan
Public Works Grants Facilities CIP 489,000. 42800.000	Public Works Grants	Public Works CIP	67,000	Bike/Ped Master Plan & Wayfinding
Donations/Developer Contributions Parks CIP Donations/Developer Contributions PW CIP Donations/Developer Contributions Donations/Developer Contributions PW CIP Donations/Developer Contributions Donations/Developer Contributions Donations/Developer Contributions Developer Con	Public Works Grants	Facilities CIP	165,000	C11202017 - City Hall West Wing Space Remodel
Donations/Developer Contributions Parks CIP 1,000,000 C14501607 - Petaluma Community Baseball Field 554,000 C16401824 - Caulfield Bridge and Extension 1,554,000 C16401824 - Caulfield Bridge and Extension 1,554,000 C16401824 - Caulfield Bridge and Extension C16401824 - Caulfield Bridge C16401824 - Caulfield	Public Works Grants	Facilities CIP	489,000	c11202116 - Community Center Emergency Generator Purchase and Building Modifications
Donations/Developer Contributions PW CIP 1,554,000 C15401824 - Cauffield Bridge and Extension 1,554,000 C15401824 - Cauffield Bridge Self-size 1,554,000 C15401824 - Cauffield Bridge Replacement 1,554,000 C15401824 - Cauffield Bridge Replacement 1,554,000 C15401824 - Cauffield Bridge Replacement 1,554,000 C15401824 - Cauffield Bridge Bridge Replacement 1,554,000 C15401824 - Cauffield Bridge Assessment 1,554,000 C15401824 - Cauffield Bridge Assessment 1,554,000 C15401824 - Cauffield Bridge Bridge Replacement 1,554,000 C15401824 - Cauffield Bridge Bridg			4,280,000	
Asset Seizure General Fund 30,000 general support 30,000 Steet Maintenance Street Maintenance Street Maintenance PW CIP A120,000 Street Maintenance PW CIP A	Donations/Developer Contributions	s Parks CIP	1,000,000	c14501607 - Petaluma Community Baseball Field
Asset Seizure General Fund 30,000 General Support 30,000 SLESF General Fund 100,000 CAD/RMS system 100,000 Gas Tax Street Maintenance Facilities CIP 67,500 Street Maintenance Facilities CIP 67,500 Street Maintenance FW CIP 66,000 CISIO1201- Washington Street Bridge Seismic Rehabilitation Freet Maintenance FW CIP 767,000 SIGNO SIGNO STREET Bridge Seismic Rehabilitation Street Maintenance FW CIP 767,000 SIGNO SIGNO SIGNO STREET Bridge Seismic Rehabilitation Street Maintenance FW CIP 767,000 SIGNO SIGNO SIGNO STREET Bridge Seismic Rehabilitation Street Maintenance FW CIP 767,000 SIGNO SIGNO SIGNO STREET Bridge Seismic Rehabilitation Street Maintenance FW CIP 1218,000 SIGNO SIGNO STREET SIGNO SIGNO SIGNO STREET SIGNO SI	Donations/Developer Contributions	s PW CIP	554,000	C16401824 - Caulfield Bridge and Extension
SILESF General Fund 100,000 CAD/RMS system CAD/RMS system CAD/RMS system 100,000 CAD/RMS system CAD/			1,554,000	-
SLESF General Fund 100,000 CAD/RMS system 100	Asset Seizure	General Fund	30,000	general support
Street Maintenance Facilities CIP 67,500 c11502015 - Electric Vehicle Chargers			30,000	
Street Maintenance Facilities CIP 67,500 C11502015 - Electric Vehicle Chargers	SLESF	General Fund	100,000	CAD/RMS system
Street Maintenance Pacilities CIP 67,500 c11502015 - Electric Vehicle Chargers Street Maintenance PW CIP 66,000 C15010201 - Washington Street Bridge Seismic Rehabilitation Street Maintenance PW CIP 342,000 c15010201 - Road Diet Extension Petaluma BI. South Street Maintenance PW CIP 767,000 c16102139 - Pavement Restoration FY 20/21 - Citywide Street Maintenance PW CIP 1,421,000 Pavement Restoration FY 20/21 - Citywide (RMRA) Street Maintenance PW CIP 1,421,000 Pavement Recontruction FY 21/22 - McDowell (RMRA) Street Maintenance PW CIP 277,000 Pavement Recontruction FY 21/22 - McDowell (RMRA) Street Maintenance PW CIP 277,000 Pavement Recontruction FY 21/22 - McDowell (RMRA) Street Maintenance PW CIP 25,000 Traffic Signal Installation Street Maintenance PW CIP 155,000 Traffic Signal Installation Street Maintenance PW CIP 150,000 Traffic Signal Installation Street Maintenance PW CIP 900,000 C16402141 - 11 and FS 8 traige Replacement Street Maintenance PW CIP 7,000 e1501230 - Local Road Safety Plan Street Maintenance PW CIP 7,000 e1501230 - Local Road Safety Plan Street Maintenance PW CIP 74,700 C1650142(EID Streetlight) - Interfund loan debt payment Street Maintenance PW CIP 34,000 Pedestrian Bridge Assessment Street Maintenance PW CIP 134,000 Pedestrian Bridge Rehoacement Street Maintenance PW CIP 34,000 Dedestrian Bridge Rehoacement Street Maintenance PW CIP 34,000 Dedestrian Bridge Rehoacement Street Maintenance PW CIP 62,000 City-Wide Striping Improvements Street Maintenance PW CIP 63,000 E- Washington Sidewalk Frontage Improvements Street Maintenance PW CIP 63,000 C (15801602 - Downtown Pedestrian ADA Improvements Transient Occupancy Tax PW CIP 63,000 C16501602 - Downtown Pedestrian ADA Improvements Transient Occupancy Tax Facilities CIP 8,000 C11201639 - Pedestrian ADA Improvements Transient Occupancy Tax Facilities CIP 53,000 C11201639 - Pedestrian Bridge Replacement Transient Occupancy Tax Facilities CIP 53,000 C11201639 - Pedestrian Bridge Replacement Transient Occupancy Tax Faci			100,000	-
Street Maintenance PW CIP 27,000 Pavement Restoration FY 20/21- Citywide (RMRA) Street Maintenance PW CIP 342,000 Ci5010201- Vashington Street Bridge Seismic Rehabilitation Street Maintenance PW CIP 342,000 Ci5010201- Road Diet Extender Petaluma BI. South Street Maintenance PW CIP 767,000 Ci5010201- Road Diet Extender Petaluma BI. South Street Maintenance PW CIP 2,185,000 Ci501239 - Pavement Restoration FY 20/21- Citywide Street Maintenance PW CIP 1,421,000 Pavement Recontruction FY 21/22- McDowell Street Maintenance PW CIP 277,000 Pavement Recontruction FY 21/22- McDowell (RMRA) Street Maintenance PW CIP 277,000 Pavement Recontruction FY 21/22- McDowell (RMRA) Street Maintenance PW CIP 25,000 Ci5010232- Intersection, Sidewalk Curb Returns and ADA Improvements Street Maintenance PW CIP 155,000 Traffic Signal Installation Street Maintenance PW CIP 116,000 Traffic Signal Installation Street Maintenance PW CIP 900,000 Ci6402141- 115 and FS Bridge Replacement Street Maintenance PW CIP 7,000 e1501230 - Local Road Safety Plan Street Maintenance PW CIP 7,000 e1501230 - Local Road Safety Plan Street Maintenance PW CIP 34,000 Pedestrian Bridge Replacement Street Maintenance PW CIP 134,000 Pedestrian Bridge Replacement Street Maintenance PW CIP 63,000 City-Mide Striping Improvements Street Maintenance PW CIP 63,000 E-Washington Sidewalk Frontage Improvements Street Maintenance PW CIP 63,000 City-Mide Striping Improvements Street Maintenance PW CIP 63,000 E-Washington Sidewalk Frontage Improvements Street Maintenance PW CIP 63,000 City-Mide Striping Improvements Street Maintenance PW CIP 63,000 City-Mide Striping Improvements Street Maintenance PW CIP 63,000 City-Mide Striping Improvements Street Maintenance PW CIP FOR MIDE PROVINGE STRIPING STRIPI	Gas Tax	Street Maintenance	3,382,692	Highway Users Tax (HUT) revenue
Street Maintenance PW CIP 36,000 C15012012 - Washington Street Bridge Seismic Rehabilitation Street Maintenance PW CIP 342,000 C15011601 - Road Diet Extension Ptealum B I. South Street Maintenance PW CIP 2,185,000 C16102139 - Pawement Restoration FY 20/21 - Citywide (RMRA) Street Maintenance PW CIP 1,421,000 Pawement Recontruction FY 21/22 - McDowell (RMRA) Street Maintenance PW CIP 277,000 Pawement Recontruction FY 21/22 - McDowell (RMRA) Street Maintenance PW CIP 55,000 C16102033 - Intersection, Sidewalk Curb Returns and ADA Improvements Street Maintenance PW CIP 155,000 Traffic Signal Installation Street Maintenance PW CIP 1000 Traffic Signal Installation Street Maintenance PW CIP 7,000 C16402141 - 1st and F St Bridge Replacement Street Maintenance PW CIP 7,000 C1650142(LIED Streetlight) - Interfund loan debt payment Street Maintenance PW CIP 74,370 C1650142(LIED Streetlight) - Interfund loan debt payment Street Maintenance PW CIP 34,000 Pedestrian Bridge Assessment				
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Street Maintenance PW CIP 342,000 C16101601- Road Diet Extension Petaluma BI. South Street Maintenance PW CIP 767,000 C16102139 - Pavement Restoration FY 20/21- Citywide (RMRA) Street Maintenance PW CIP 2,185,000 C16102139 - Pavement Restoration FY 20/21- Citywide (RMRA) Street Maintenance PW CIP 1,421,000 Pavement Recontruction FY 21/22- McDowell Street Maintenance PW CIP 55,000 C16102032 - Intersection, Sidewalk Curb Returns and ADA Improvements Street Maintenance PW CIP 155,000 Traffic Signal Installation Street Maintenance PW CIP 116,000 Traffic Signal Installation Street Maintenance PW CIP 1900,000 C16402141 - 1st and F St Bridge Replacement Street Maintenance PW CIP 7,000 c16102130 - Local Road Safety Plan Street Maintenance PW CIP 74,370 C1650142[LED Streetlight] - Interfund loan debt payment Street Maintenance PW CIP 74,370 C1650142[LED Streetlight] - Interfund loan debt payment Street Maintenance PW CIP 62,000 C14,400 Pedestrian Bridge Assessment				· · · · · · · · · · · · · · · · · · ·
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Street Maintenance PW CIP 155,000 C16102032 - Intersection, Sidewalk Curb Returns and ADA Improvements Street Maintenance PW CIP 155,000 Traffic Signal Installation Street Maintenance PW CIP 116,000 Traffic Signal Imstallation Street Maintenance PW CIP 900,000 c16402141 - 1st and F St Bridge Replacement Street Maintenance PW CIP 7,000 e16102130 - Local Road Safety Plan Street Maintenance PW CIP 200,000 D Street Improvement Street Maintenance PW CIP 74,370 C16501412(LED Streetlight) - Interfund loan debt payment Street Maintenance PW CIP 34,000 Pedestrian Bridge Assessment Street Maintenance PW CIP 134,000 Pedestrian Bridge Renovations Street Maintenance PW CIP 62,000 City-Wide Striping Improvements Street Maintenance PW CIP 63,000 Ei. Washington Sidewalk Frontage Improvements Street Maintenance PW CIP 63,000 E. Washington Sidewalk Frontage Improvements Street Maintenance PW CIP 63,000 E. Washington Sidewalk Frontage Improvements Street Maintenance PW CIP 63,000 E. Washington Sidewalk Frontage Improvements Transient Occupancy Tax General Fund 2,100,000 general support Transient Occupancy Tax PW CIP 63,000 C16501602 - Downtown Pedestrian ADA Improvements Transient Occupancy Tax Facilities CIP 8,000 C11201603 - Public Library Roof Replacement Transient Occupancy Tax Facilities CIP 53,000 c11201603 - Public Library Roof Replacement Transient Occupancy Tax General Fund 171,000 DT Beautification and Park Maintenance Prince Park General Fund 56,500 general support	Street Maintenance	PW CIP	1,421,000	Pavement Recontruction FY 21/22- McDowell
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Transient Occupancy Tax PW CIP 63,000 e16502022 - Trestle Rehabilitation Transient Occupancy Tax Facilities CIP 8,000 C11201603 - Public Library Roof Replacement Transient Occupancy Tax Facilities CIP 53,000 c11201501 - Petaluma Museum Seismic Retrofit Transient Occupancy Tax General Fund 171,000 DT Beautification and Park Maintenance Transient Occupancy Tax Vehicle Replacement 395,276 Interfund Ioan debt payment 3,040,276 Prince Park General Fund 56,500 general support				
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3,040,276 Prince Park General Fund 56,500 general support	Transient Occupancy Tax	General Fund		
Prince Park General Fund 56,500 general support	Transient Occupancy Tax	Vehicle Replacement	395,276	Interfund loan debt payment
			3,040,276	-
Prince Park Congral Fund 115 000 Additional maintenance worker	Prince Park	General Fund	56,500	general support
Finite Fair General Fund 113,000 Additional maintenance worker	Prince Park	General Fund	115,000	Additional maintenance worker
171,500			171,500	

TRANSFERS OUT

FROM	ТО	AMOUNT	PURPOSE
Measure M Parks Sales Tax	Parks CIP	44,000	c14502011 (loan) - Tennis & Pickleball Court Reconstructions
Measure M Parks Sales Tax	Parks CIP	56,000	C00400205 - Playground Replacements
Measure M Parks Sales Tax	Parks CIP		Skate Park Rejuvenation - Design
Measure M Parks Sales Tax	Parks CIP	480,000	Westridge Trail
		730,000	-
Mobile Home Rent Program	Housing Successor Ag	20,957 20,957	_sar051150 - Successor Agency Housing
Airport State AIP Grant	Airport CIP	814,000 814,000	c61502110 - Aircraft Parking Apron Rehabilitation - AIP
Airmort Operating	Airmort CID		CC1202014 Hangar & Annan Banaira
Airport Operating	Airport CIP		C61202014 - Hangar & Apron Repairs
Airport Operating	Airport CIP		c61502110 - Airport Parking Apron Rehabilitation
Airport Operating	Airport CIP		c61202115 - Windsock Paving
Airport Operating	Airport CIP	•	c61202116 - Bathroom Hangers 6 - 9
Airport Operating	Airport CIP		c61502117 - Safety Zone Improvements by Drainage Channel
Airport Operating	Airport CIP		Airport Emergency Power Backup
Airport Operating	PW CIP	608,000	E. Washington Sidewalk Frontage Improvements
Transit	Transit CIP	22 000	c65202110 - Transit Admin Building Roof Overlay
Transit	Transit CIP	-	Bus Stop Improvements
Transit	Transit CIP		Transit Yard Gate Electrification
Transit	Transit CIP	•	Transit Yard Gate Electrification Transit Yard Generator & Transfer Switch Installation
Transit	Transit CIP		Transit Yard Electrification Planning
Hallsit	Hallsit CIF	305,000	Transit raid Electrification Framing
Waste Water Capital	Streets	361.000	pavement mgmt program
Waste Water Capital	Facilities CIP		c11502015 - Electric Vehicle Chargers
Waste Water Capital	WW CIP	•	C66501003 - Manhole Rehabilitation
Waste Water Capital	WW CIP	•	C66501840 - Chemical System Upgrade - Ellis Creek
Waste Water Capital	WW CIP		C66501518 - CNG Fueling Station Ellis Creek
Waste Water Capital	WW CIP		C66401728 - Ellis Creek Hi Strength Waste Facilities
Waste Water Capital	WW CIP	2,855,000	Sewer Main Replacement- Payran & Madison
Waste Water Capital	WW CIP	3,097,000	C66502032 - PIPS Forcemain Replacement
Waste Water Capital	WW CIP	40,000	c66501930 - Replace PIPS High Capacity Pumps
Waste Water Capital	WW CIP	40,000	Sewer Forcemain Replacement Program
Waste Water Capital	WW CIP	1,900,000	C66501838 - Ellis Creek Outfall Replacement
Waste Water Capital	WW CIP	830,000	e66502027 - Corp Yard Tank Demo-Phase 2
Waste Water Capital	WW CIP	60,000	c66402144 - Corp yard Master Plan
Waste Water Capital	WW CIP	120,000	c66402144 - Ellis Creek Water Recycling Facility Energy Savings Assessment
Waste Water Capital	Recycled Water CIP	45,000	C66401416 - Tertiary Filtration System Expansion
Waste Water Capital	Recycled Water CIP	388,000	C66401302 - Recycled Water Turnout and Meter Replacements
Waste Water Capital	Recycled Water CIP	942,000	C66501936 - Recycled Water System Expansion for Agriculture
		13,431,500	
Water Capital	Streets	499,000	pavement mgmt program
Water Capital	Facilities CIP	85,500	c11502015 - Electric Vehicle Chargers
Water Capital	WW CIP	55,000	c66402144 - Corp yard Master Plan
Water Capital	Water CIP	300,000	c67501611 - Well Construction
Water Capital	Water CIP	1,725,000	C67501007 - Hardin and Manor Tank Recoating
Water Capital	Water CIP	900,000	C67502121 - Water Service Replacements 20/21 - FY 21/22
Water Capital	Water CIP	875,000	12-inch Santa Rosa Junior College Water Main
Water Capital	Water CIP	50,000	SCADA Upgrades
Water Capital	Water CIP	650,000	Payran & Madison Area Water Main Replacement
Water Capital	Recycled Water CIP		_C66501834 - Recycled Water System Expansion- Phase 1/Maria Loop
		6,280,500	

TRANSFERS IN

ТО	FROM	AMOUNT	PURPOSE
General Fund	Asset Seizure		general support
General Fund	SLESF		CAD/RMS system
General Fund	Transient Occupancy Tax		general support
General Fund	Transient Occupancy Tax	•	DT Beautification and Park Maintenance
General Fund	Prince Park		general support
General Fund	Prince Park		Additional maintenance worker
General Fund	General Fund- Measure U		_Current Services and Workforce Stabilization
		10,385,622	
Street Maintenance	Gas Tax	3 382 692	Highway Users Tax (HUT) revenue
Street Manntenance		3,382,692	Ingliway osers tax (not) revenue
		-,,	
Streets	Waste Water Capital	361,000	pavement mgmt program
Streets	Water Capital	499,000	_pavement mgmt program
		860,000	
Advanced Planning Prog	Conoral Fund	742 000	o11502029 Conoral Plan & Housing Floment Comprehensive Undate
Advanced Planning Prog	General Fund	742,000	_ e11502028 - General Plan & Housing Element Comprehensive Update
		742,000	
Facilities CIP	City Facilities Impact Fee	17,000	c11502015 - Electric Vehicle Chargers
Facilities CIP	City Facilities Impact Fee	120,000	C11501911 - Reserve Apparatus Storage
Facilities CIP	City Facilities Impact Fee	355,000	c11202017 - City Hall West Wing Space Remodel
Facilities CIP	City Facilities Impact Fee	32,000	c11202019 - Council Chambers Audio and Video Improvements
Facilities CIP	City Facilities Impact Fee	175,000	C11202121 - Petaluma Library ADA Improvements
Facilities CIP	City Facilities Impact Fee	932,000	Public Library New Fire Suppression System
Facilities CIP	City Facilities Impact Fee	37,000	c11502122 - Police Department Parking Lot Paving
Facilities CIP	City Facilities Impact Fee	200,000	Public Safety Facilities Assessmnet
Facilities CIP	City Facilities Impact Fee	478,000	Police Dept Facility Remodel
Facilities CIP	City Facilities Impact Fee	13,000	e11202026 - 27 Howard Improvements for Sale
Facilities CIP	Street Maintenance	67,500	c11502015 - Electric Vehicle Chargers
Facilities CIP	Transient Occupancy Tax	8,000	C11201603 - Public Library Roof Replacement
Facilities CIP	Transient Occupancy Tax	53,000	c11201501 - Petaluma Museum Seismic Retrofit
Facilities CIP	Waste Water Capital	67,500	c11502015 - Electric Vehicle Chargers
Facilities CIP	Water Capital	85,500	c11502015 - Electric Vehicle Chargers
Facilities CIP	Public Works Grants	165,000	C11202017 - City Hall West Wing Space Remodel
Facilities CIP	Public Works Grants	489,000	c11202116 - Community Center Emergency Generator Purchase and Building Modifications
Facilities CIP	General Fund- Measure U	100,000	c11502015 - Electric Vehicle Chargers
Facilities CIP	General Fund- Measure U	124,000	c11202018 - Emergency Generators City Hall and Police Headquarters
Facilities CIP	General Fund- Measure U	180,000	_City-Wide Facilities Audit & Energy Program
		3,698,500	
Parks CIP	General Fund	3/1 000	C00400205 - Playground Equip Funded by TAB refinance savings
Parks CIP	General Fund		c14502008 - Lucchesi Turf Field Replacement
Parks CIP	Parkland Impact Fees	•	c14501607 - Petaluma Comm Sports Fields Baseball
Parks CIP	Parkland Impact Fees		c14402010 - Marina Dredging & Dock Upgrades
Parks CIP	Parkland Impact Fees		C14502012 - Shollenberger Improvements
Parks CIP	Traffic Mitigation Impact Fees		c14502114 - Lynch Creek Trail
Parks CIP	Donations/Developer Contributions		c14501607 - Petaluma Community Baseball Field
Parks CIP	Measure M Parks Sales Tax		c14502011 (loan) - Tennis & Pickleball Court Reconstructions
Parks CIP	Measure M Parks Sales Tax		C00400205 - Playground Replacements
Parks CIP	Measure M Parks Sales Tax		Skate Park Rejuvenation - Design
Parks CIP	Measure M Parks Sales Tax		Westridge Trail
Parks CIP	Public Works Grants	•	C14502009 - Multi-Use and Park Pathways Restoration
Parks CIP	Public Works Grants		c14502114 - Lynch Creek Trail
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TRANSFERS IN

Surface Water CIP Storm Drainage Impact Fees \$3,000 C16501931 - Storm Drainage Improvements \$3,000 C165	ТО	FROM	AMOUNT	PURPOSE
Surface Water CIP Storm Drainage Impact Fees 80,000 William Stormwater Pump Station Upgrades Surface Water CIP Steet Ministenance 2,000 Clas20141-6-14th St. Drainage Improvements PW CIP General Fund 71,44 4,194,405 Powerent Restoration & Reconstruction-Citywide pending Bond Approval PW CIP Traffic Miligation impact Fees 45,000 Traffic Signal Installation PW CIP Traffic Miligation impact Fees 211,000 Traffic Calming & Bike Boulewords PW CIP Traffic Miligation impact Fees 82,000 Traffic Calming & Bike Boulewords PW CIP Traffic Miligation impact Fees 16,000 Pedestration Bridge Assessment PW CIP Traffic Miligation impact Fees 18,000 Clywide String improvements PW CIP Traffic Miligation impact Fees 18,000 Clywide String improvements PW CIP Traffic Miligation impact Fees 18,000 Clywide String improvements PW CIP Traffic Miligation impact Fees 18,000 Clywide String improvements PW CIP Traffic Miligation impact Fees 18,000 Clywide String improvements PW CI	Surface Water CIP	Storm Drainage Impact Fees	516,000	c16501931 - Storm Drain Trash Capture Device Pilot
Surface Water CIP Street Maintenance 22,000 ClaS02144 - Edith St. Drainage Improvements PWCIP General Fund 41,94.05 Pawment Restoration & Reconstruction- Citywide pending Bond Approval PWCIP PWCIP Traffic Mitigation Impact Fees 41,94.05 Payment Restoration & Reconstruction- Citywide PWCIP Traffic Mitigation Impact Fees 211,000 Traffic Calming & Bute Boulevards PWCIP Traffic Mitigation Impact Fees 16,000 Pedestrian Bridge Recovarions PWCIP Traffic Mitigation Impact Fees 16,000 Pedestrian Bridge Recovarions PWCIP Traffic Mitigation Impact Fees 16,000 Pedestrian Bridge Recovarions PWCIP Traffic Mitigation Impact Fees 18,000 City-Wide Striping Improvements PWCIP Traffic Mitigation Impact Fees 18,000 City-Wide Striping Improvements PWCIP Traffic Mitigation Impact Fees 18,000 City-Wide Striping Improvements PWCIP Traffic Mitigation Impact Fees 18,000 City-Wide Striping Improvements PWCIP Street Maintenance 34,000 Cito-Guazaa-Park Park Way-Minding PWCIP S	Surface Water CIP	Storm Drainage Impact Fees		•
PWCIP General Fund	Surface Water CIP	Storm Drainage Impact Fees	80,000	Wilson Stormwater Pump Station Upgrades
PW CIP	Surface Water CIP	Street Maintenance	22,000	C16302144 - Edith St. Drainage Improvements
PW CIP	PW CIP	General Fund- Measure U	4,194,405	Pavement Restoration & Reconstruction- Citywide pending Bond Approval
PW CIP	PW CIP	General Fund	71,454	C16501412(LED Streetlight) - Interfund loan debt payment
PW CIP Traffic Mitigation impact Fees 211,000 Traffic Calming & Bike Boulewards PW CIP Traffic Mitigation impact Fees 16,000 Pedestrian Bridge Assessment Traffic Mitigation impact Fees 16,000 Pedestrian Bridge Assessment PW CIP Traffic Mitigation impact Fees 16,000 Pedestrian Bridge Renovations PW CIP Traffic Mitigation impact Fees 59,000 Bike/Ped Master Plan & Wayfinding PW CIP Donations/Developer Contributions St.000 City-Wide Strippin improvements PW CIP Donations/Developer Contributions St.000 City-Wide Strippin improvements PW CIP Street Maintenance 66,000 Citi. 160,002.01-Washington Street Bridge and Extension PW CIP Street Maintenance 767,000 Cit. 160,002.01-Washington Street Bridge and Extension PW CIP Street Maintenance 767,000 Cit. 160,002.01-Washington Street Bridge and Extension PW CIP Street Maintenance 1,200,000 Pavement Restoration PY 20/21-Citywide City Citywide PW CIP Street Maintenance 1,200,000 Pavement Restoration PY 20/21-Citywide City Citywide PW CIP Street Maintenance 277,000 Pavement Recontruction PY 21/22-McDowell RMRA) PW CIP Street Maintenance 1,200,000 Pavement Recontruction PY 21/22-McDowell RMRA) PW CIP Street Maintenance 155,000 Traffic Signal Installation PW CIP Street Maintenance 1,000 Traffic Signal Installation PW CIP Street Maintenance 200,000 Cid-002.41- 1st and F St Bridge Replacement PW CIP Street Maintenance 200,000 Street Improvements PW CIP Street Maintenance 200,000 Street Improvement PW CIP Street Maintenance 200,000 Street Improvement PW CIP Street Maintenance 200,000 Street Improvement PW CIP Street Maintenance 200,000 Street Maintenance 200,000 Street Improvement PW CIP Street Maintenance 200,000 Street Maintenance 200,000 Street Py City City City City City City City Cit	PW CIP	Traffic Mitigation Impact Fees	45,000	Traffic Signal Installation
PW CIP	PW CIP	Traffic Mitigation Impact Fees	34,000	Traffic Signal Timing Upgrade Improvements- Citywide
PW CIP	PW CIP	Traffic Mitigation Impact Fees	211,000	Traffic Calming & Bike Boulevards
PW CIP Traffic Miligation Impact Fees 18,000 Pedestrian Bridge Renovations PW CIP Traffic Miligation Impact Fees 59,000 Bike/Ped Master Plan & Wayfinding PW CIP Donations/Developer Contributions 554,000 Clt9-Wide Striping Improvements SPW CIP Street Maintenance 56,000 Clt0-Iolio Steek Bridge Seismic Rehabilitation PW CIP Street Maintenance 76,7000 clt0-Iolio Street Bridge Seismic Rehabilitation PW CIP Street Maintenance 77,7000 clt0-Iolio Street Maintenance 12,185,000 Clt0-Iolio Street Bridge Seismic Rehabilitation PW CIP Street Maintenance 1,215,000 Clt0-Iolio Street Bridge Seismic Rehabilitation PW CIP Street Maintenance 1,215,000 Clt0-Iolio Street Bridge Seismic Rehabilitation PW CIP Street Maintenance 1,215,000 Clt0-Iolio Street Bridge Seismic Rehabilitation PW CIP Street Maintenance 55,000 Clt0-Iolio Street Maintenance 1,215,000 Clt0-Iolio Street Maintenance 1,215,000 Clt0-Iolio Street Maintenance 1,215,000 Clt0-Iolio Street Maintenance 1,215,000 Traffic Signal Installation Improvements Cltywide PW CIP Street Maintenance 1,000 Clt0-Iolio Street Maintena	PW CIP	Traffic Mitigation Impact Fees	822,000	c16401824 - Caulfield Bridge and Extension
PW CIP Traffic Miligation Impact Fees 5,000 City-Wide Striping Improvements PW CIP Donations/Developer Contributions 55,000 Cit-6/001824 - Caulifield Bridge and Extension PW CIP Street Maintenance 66,000 Cit-6/001824 - Caulifield Bridge and Extension Rehabilitation PW CIP Street Maintenance 76,000 Cit-6/001824 - Caulifield Bridge and Extension Pt 20/21 - Citywide PW CIP Street Maintenance 2,185,000 Cit-6/001824 - Caulifield Bridge and Extension Pt 20/21 - Citywide PW CIP Street Maintenance 2,185,000 Cit-6/0018219 - Pavement Restoration Pt 70/21- Citywide (RMRA) PW CIP Street Maintenance 2,185,000 Cit-6/0018219 - Pavement Restoration Pt 70/21- Citywide (RMRA) PW CIP Street Maintenance 77,000 Pavement Recontruction Pt 721/22 McDowell (RMRA) PW CIP Street Maintenance 155,000 Cit-6/00239 - Internation Pt 721/22 McDowell (RMRA) PW CIP Street Maintenance 155,000 Cit-6/002303 - Intersection, Sidewalk Curror Returns and ADA Improvements PW CIP Street Maintenance 155,000 Traffic Signal Timing Upgrade Improvements - Citywide PW CIP Street Maintenance 90,000 Cit-6/02141 - 1st and F St Bridge Replacement PW CIP Street Maintenance 70,000 cit-6/02141 - 1st and F St Bridge Replacement PW CIP Street Maintenance 70,000 cit-6/02140 - Ist and F St Bridge Replacement PW CIP Street Maintenance 70,000 cit-6/02140 - Ist and F St Bridge Replacement PW CIP Street Maintenance 70,000 cit-6/02140 - Ist and F St Bridge Replacement PW CIP Street Maintenance 70,000 cit-6/02140 - Ist and F St Bridge Replacement PW CIP Street Maintenance 70,000 cit-6/02140 - Ist and F St Bridge Replacement PW CIP Street Maintenance 70,000 cit-6/02140 - Ist and F St Bridge Replacement PW CIP Street Maintenance 70,000 cit-6/02140 - Ist and F St Bridge Replacement PW CIP Street Maintenance 70,000 cit-6/02140 - Ist and F St Bridge Replacement PW CIP Street Maintenance 70,000 cit-6/02140 - Ist and F St Bridge Replacement PW CIP Street Maintenance 70,000 cit-6/02140 - Ist and F St Bridge Replacement PW CIP Street Maintenance 70,000 cit-6/02140 - Ist and F St Bridge	PW CIP	Traffic Mitigation Impact Fees	16,000	Pedestrian Bridge Assessment
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Airport CIP Airport Operating 184,000 c61202116 - Bathroom Hangers 6 - 9 Airport CIP Airport Operating 90,000 c61502117 - Safety Zone Improvements by Drainage Channel Airport CIP Airport Operating 100,000 Airport Emergency Power Backup Airport CIP Airport State AIP Grant 814,000 c61502110 - Aircraft Parking Apron Rehabilitation - AIP	Airport CIP	Airport Operating	30,000	c61502110 - Airport Parking Apron Rehabilitation
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Airport CIP Airport Operating 100,000 Airport Emergency Power Backup Airport CIP Airport State AIP Grant 814,000 c61502110 - Aircraft Parking Apron Rehabilitation - AIP	Airport CIP	Airport Operating	184,000	c61202116 - Bathroom Hangers 6 - 9
Airport CIP Airport State AIP Grant 814,000 c61502110 - Aircraft Parking Apron Rehabilitation - AIP	Airport CIP	Airport Operating	90,000	c61502117 - Safety Zone Improvements by Drainage Channel
	Airport CIP	Airport Operating	100,000	Airport Emergency Power Backup
1,412,000	Airport CIP	Airport State AIP Grant	814,000	c61502110 - Aircraft Parking Apron Rehabilitation - AIP
			1,412,000	

TRANSFERS IN

ТО	FROM	AMOUNT	PURPOSE
Transit CIP	Transit	22,000	occionata. Transit Admin Duilding Doof Overlay
	Transit		c65202110 - Transit Admin Building Roof Overlay
Transit CIP Transit CIP	Transit	•	Bus Stop Improvements Transit Yard Gate Electrification
Transit CIP	Transit	•	Transit Yard Generator & Transfer Switch Installation
Transit CIP	Transit	•	Transit Yard Electrification Planning
ITAIISIL CIP	Halisit	305,000	Transit faid Electrification Planning
		303,000	
Waste Water	General Fund	93.580	Waste Water Settlement
		93,580	-
WW CIP	Waste Water Capital	316,000	C66501003 - Manhole Rehabilitation
WW CIP	Waste Water Capital	2,207,000	C66501840 - Chemical System Upgrade - Ellis Creek
WW CIP	Waste Water Capital	13,000	C66501518 - CNG Fueling Station Ellis Creek
WW CIP	Waste Water Capital	150,000	C66401728 - Ellis Creek Hi Strength Waste Facilities
WW CIP	Waste Water Capital	2,855,000	Sewer Main Replacement- Payran & Madison
WW CIP	Waste Water Capital	3,097,000	C66502032 - PIPS Forcemain Replacement
WW CIP	Waste Water Capital	40,000	c66501930 - Replace PIPS High Capacity Pumps
WW CIP	Waste Water Capital	40,000	Sewer Forcemain Replacement Program
WW CIP	Waste Water Capital	1,900,000	C66501838 - Ellis Creek Outfall Replacement
WW CIP	Waste Water Capital	830,000	e66502027 - Corp Yard Tank Demo-Phase 2
WW CIP	Waste Water Capital	60,000	c66402144 - Corp yard Master Plan
WW CIP	Waste Water Capital	120,000	c66402144 - Ellis Creek Water Recycling Facility Energy Savings Assessment
Recycled Water CIP	Waste Water Capital	45,000	C66401416 - Tertiary Filtration System Expansion
Recycled Water CIP	Waste Water Capital	388,000	C66401302 - Recycled Water Turnout and Meter Replacements
Recycled Water CIP	Waste Water Capital	942,000	C66501936 - Recycled Water System Expansion for Agriculture
WW CIP	Water Capital	55,000	c66402144 - Corp yard Master Plan
Recycled Water CIP	Water Capital		_C66501834 - Recycled Water System Expansion- Phase 1/Maria Loop
		14,199,000	
Water CIP	Water Capital	300.000	c67501611 - Well Construction
Water CIP	Water Capital	,	C67501007 - Hardin and Manor Tank Recoating
Water CIP	Water Capital		C67502121 - Water Service Replacements 20/21 - FY 21/22
Water CIP	Water Capital		12-inch Santa Rosa Junior College Water Main
Water CIP	Water Capital	•	SCADA Upgrades
Water CIP	Water Capital		Payran & Madison Area Water Main Replacement
	·	4,500,000	- ,
Storm Utility	General Fund	37,383	loan repayment
Storm Utility	General Fund	11,090	legal costs Waste Water settlement
Storm Utility	General Fund		operating costs
		498,473	
Vehicle Replacement	General Fund	300,000	vehicle replacements
Vehicle Replacement	Transient Occupancy Tax	•	Interfund loan debt payment
•	. ,	695,276	<u>.</u>
		,2.0	
	GRAND TOTAL	\$ 65,288,664	

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

								Allocation		
	FY 19-20 FY 20-21				FY 21	-22	General Enterprise		Other	
DEPARTMENT POSITION	Authorized	Funded	Authorized	Funded	Authorized	Funded	Fund	Funds	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			
Secretary Confidential	1.00	0.00	1.00	0.00	1.00	0.00				
Total City Clerk	3.00	2.00	3.00	2.00	3.00	2.00	2.00	0.00	0.00	
<u>CITY ATTORNEY</u>										
City Attorney	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Assistant City Attorney	2.00	2.00	2.00	2.00	2.00	2.00	2.00			
Legal Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Total City Attorney	4.00	4.00	4.00	4.00	4.00	4.00	4.00	0.00	0.00	
CITY MANAGER										
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	0.00	1.00	0.00	1.00	0.00				
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Exec. Asst. to City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Secretary	1.00	0.00	1.00	0.00	1.00	0.00				
Total City Manager	6.00	4.00	6.00	4.00	6.00	4.00	4.00	0.00	0.00	
ECONOMIC DEV./REDEVELOPMENT										
Director of Economic Develop & Open Gov	1.00	1.00	1.00	1.00	1.00	1.00	0.50		0.50	
Economic Development Manager	1.00	0.00	1.00	0.00	1.00	0.00	0.00		0.00	
Economic Development Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Total Econ. Dev./Redev.	3.00	2.00	3.00	2.00	3.00	2.00	1.50	0.00	0.50	
LILIMAN PEROLIPOES										
HUMAN RESOURCES	4.00	4.00	4.00	4.00	4.00	4.00	4.00			
Director Human Resources	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Human Resources Analyst II/III	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Human Resources Asst. II Conf	1.00	0.00	1.00	0.00	1.00	0.00	0.00			
Human Resources Specialist Conf	1.80	1.80	1.80	1.80	1.80	1.80	1.80			
Secretary Confidential Total Human Resources	0.00 4.80	0.00 3.80	1.00 5.80	1.00 4.80	1.00 5.80	1.00 4.80	1.00 4.80	0.00	0.00	
PARKS & RECREATION / COMMUNITY SERVICES										
Administrative Technician	0.00	0.00	0.00	0.00	0.00	0.00				
Office Assistant II	0.00	0.00	0.00	0.00	0.00	0.00				
Deputy Director of Parks and Recreation	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Facilities Maintenance Worker I/II	0.00	0.00	0.00	0.00	1.00	1.00	0.80	0.20		
Parks & Facilities Manager	0.00	0.00	0.00	0.00	1.00	1.00	0.55	0.10	0.35	
Parks Maintenance Foreworker	0.00	0.00	0.00	0.00	1.00	1.00	1.00			
Parks Maintenance Lead Worker	0.00	0.00	0.00	0.00	3.00	2.00	2.00			
Parks Maintenance Worker I/II	0.00	0.00	0.00	0.00	10.00	7.00	6.00		1.00	
Recreation Coordinator	3.00	3.00	3.00	3.00	3.00	3.00	3.00			
Recreation Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Secretary	2.00	2.00	2.00	2.00	2.00	2.00	2.00			
Senior Mechanical Facilities Technician	0.00	0.00	0.00	0.00	1.00	1.00	0.80	0.20		
Total Parks & Recreation /Community Services	7.00	7.00	7.00	7.00	24.00	20.00	18.15	0.50	1.35	

							Allocation			
	FY 19-	-20	FY 20-	-21	FY 21-	-22	General	Enterprise	Other	
DEPARTMENT POSITION	Authorized	Funded	Authorized	Funded	Authorized	Funded	Fund	Funds	Funds	
INFORMATION TECHNOLOGY										
Info Tech Specialist 1/2/3	4.00	4.00	4.00	4.00	4.00	4.00			4.00	
Information Technology 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	
FINANCE DEPARTMENT										
Director of Finance	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Principal Financial Analyst	1.00	0.00	1.00	0.00	1.00	0.00	1.00			
Senior Accountant	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Accountant	2.00	2.00	2.00	2.00	2.00	2.00	2.00			
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	1.00	1.00	1.00	1.00	1.00	1.00			
Administrative Technician	1.00	0.00	1.00	0.00	1.00	0.00	1.00			
Revenue Development Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Commercial Services Mgr.	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Finance and Accounting Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
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	
Total Finance	19.00	17.00	19.00	17.00	19.00	17.00	15.00	0.00	2.00	
<u>FIRE</u>										
Administrative Assistant Conf	1.00	0.00	1.00	0.00	1.00	0.00	0.00			
Administrative Technician Conf	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Assistant Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Fire Battalion Chief - EMS Mgr	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
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 Engineer	0.00	0.00	0.00	0.00	0.00	0.00				
Fire Engineer/Fire Eng Paramedic	9.00	9.00	9.00	9.00	9.00	9.00	9.00			
Fire Inspector	2.00	2.00	2.00	2.00	2.00	2.00	2.00			
Fire Marshal	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Firefighter	9.00	9.00	9.00	9.00	9.00	9.00	9.00			
Firefighter/Paramedic	27.00	27.00	27.00	27.00	27.00	27.00	27.00			
Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Total Fire	65.00	64.00	65.00	64.00	65.00	64.00	64.00	0.00	0.00	

	Allocation								•	
	FY 19-20 FY 20-2			-21	FY 21	-22	General Enterprise		Other	
DEPARTMENT POSITION	Authorized	Funded A			Authorized	Funded	Fund	Funds	Funds	
	•									
<u>POLICE</u>										
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Deputy Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Administrative Assistant Conf	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Abandoned Vehicle Abatement Officer	1.00	1.00	1.00	1.00	1.00	1.00			1.00	
Community Service Officer	5.00	1.00	5.00	1.00	5.00	3.00	3.00			
Evidence Technician	0.50	0.50	0.50	0.50	0.50	0.50	0.50			
Management Analyst II	0.00	1.00	1.00	1.00	1.00	1.00	1.00			
Property Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Police Lieutenant	4.00	4.00	4.00	4.00	4.00	4.00	4.00			
Police Officer	60.00	53.00	60.00	53.00	60.00	51.00	50.00		1.00	
Police Records Assistant I/II	5.50	5.00	5.50	5.00	5.50	5.00	5.00			
Parking Enforcement Officer	2.00	2.00	2.00	2.00	2.00	2.00	2.00			
Police Records Supervisor	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	11.60	12.00	11.60	12.00	11.60	11.60			
Public Safety Dispatch Supervisor	1.00	1.00	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		
Community Engagement Liaison	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Public Safety Comm Mgr	1.00	0.00	1.00	0.00	1.00	0.00				
Secretary	1.00	0.00	1.00	0.00	1.00	0.00				
Total Police	110.00	96.10	111.00	96.10	111.00	96.10	93.65	0.45	2.00	
<u>HOUSING</u>										
Housing Administrator	1.00	1.00	1.00	1.00	0.00	0.00				
Housing Manager	0.00	0.00	0.00	0.00	1.00	1.00			1.00	
Housing Program Specialist	1.00	0.00	1.00	0.00	1.00	0.00				
Total Housing Division	2.00	1.00	2.00	1.00	2.00	1.00	0.00	0.00	1.00	
BUILDING SERVICES										
Building Inspector I/II	2.00	2.00	2.00	2.00	2.00	2.00		2.00		
Permit Processing Tech	2.00	2.00	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	1.00	1.00	1.00	1.00	1.00		1.00		
Senior Building Inspector	1.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00		
Total Building Services	7.00	7.00	7.00	7.00	7.00	7.00	0.00	7.00	0.00	
RISK MANAGEMENT										
Risk and Safety Officer	1.00	1.00	1.00	0.00	1.00	0.00				
Risk Manager	1.00	0.00	1.00	1.00	1.00	1.00			1.00	
Secretary	1.00	0.00	0.00	0.00	0.00	0.00				
HR Assistant I/II Conf	1.00	1.00	1.00	1.00	1.00	1.00			1.00	
Total Risk Management	4.00	2.00	3.00	2.00	3.00	2.00	0.00	0.00	2.00	

									Allocation			
	FY 19-20 FY 20-21			-21	FY 21	-22	General Enterprise		Other			
DEPARTMENT POSITION	Authorized	Funded A	uthorized	Funded	Authorized	Funded	Fund	Funds	Funds			
PUBLIC WORKS & UTILITIES												
Administrative Assistant	2.00	2.00	2.00	2.00	2.00	2.00	0.20	1.60	0.20			
Administrative Technician	1.00	0.00	1.00	0.00	1.00	0.00						
Airport & Marina Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00				
Airport Manager	0.00	0.00	0.00	0.00	0.00	0.00						
Airport Maintenance Worker	1.00	1.00	1.00	1.00	1.00	1.00		1.00				
Associate Civil Engineer	3.00	3.00	3.00	3.00	3.00	3.00	0.10	2.20	0.70			
Asst. Engineer II	1.00	1.00	1.00	1.00	1.00	1.00		1.00				
Asst. Operations Manager	2.00	2.00	2.00	2.00	2.00	2.00	0.20	1.00	0.80			
Asst. Utility System Operator	1.00	1.00	1.00	1.00	1.00	1.00		1.00				
Dir. Public Works & Utilities	1.00	1.00	1.00	1.00	1.00	1.00	0.07	0.83	0.10			
Assistant. PW & Utilities Director	1.00	1.00	1.00	1.00	1.00	1.00	0.15	0.70	0.15			
Deputy Director DP&U	0.00	0.00	0.00	0.00	0.00	0.00						
Budget Grants/Project Manager	1.00	0.00	1.00	0.00	1.00	0.00						
City Engineer	1.00	1.00	1.00	1.00	1.00	1.00	0.60	0.20	0.20			
Deputy Director of Environmental Services	1.00	1.00	1.00	1.00	1.00	1.00		1.00				
Deputy Director of Operations	1.00	1.00	1.00	1.00	1.00	1.00		0.85	0.15			
Electrical / Instrumentation Technician	0.00	0.00	1.00	1.00	1.00	1.00		1.00				
Electrical Maintenance Worker II	1.00	1.00	1.00	1.00	1.00	1.00		1.00				
Engineering Tech II	3.00	2.00	3.00	2.00	3.00	2.00	0.10	1.65	0.25			
Environmental Compliance Inspector	2.00	2.00	2.00	2.00	2.00	2.00		2.00				
Environmental Services Manager	1.00	0.00	1.00	0.00	1.00	0.00						
Environmental Services Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00				
Environmental Services Analyst	1.00	1.00	1.00	1.00	1.00	1.00		1.00				
Environmental Services Tech	3.00	3.00	2.00	2.00	2.00	2.00		2.00				
Equipment Mechanic	2.00	2.00	2.00	2.00	2.00	2.00	0.70	1.15	0.15			
Equipment Maintenance Lead Worker	1.00	1.00	1.00	1.00	1.00	1.00	0.75	0.15	0.10			
Facilities Maintenance Worker I/II	1.00	1.00	1.00	1.00	0.00	0.00						
Laboratory Analyst	1.00	1.00	2.00	2.00	2.00	2.00		2.00				
Management Analyst II	0.00	0.00	0.00	0.00	0.00	0.00						
Mechanical and Electrical Maint Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00				
Mechanical Technician	3.00	3.00	0.00	0.00	0.00	0.00		0.00				
Office Assistant II	3.00	0.00	3.00	0.00	3.00	0.00		0.00				
Operations Manager	1.00	0.00	1.00	0.00	1.00	0.00						
Parks & Facilities Manager	1.00	1.00	1.00	1.00	0.00	0.00						
Parks Maintenance Foreworker	1.00	1.00	1.00	1.00	0.00	0.00						
Parks Maintenance Lead Worker	3.00	1.00	3.00	2.00	0.00	0.00						
Parks Maintenance Worker I/II	10.00	7.00	10.00	7.00	0.00	0.00						
Plant Mechanic	0.00	0.00	3.00	3.00	3.00	3.00		3.00				
Project Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.20		0.80			
Public Works Crew Supervisor	2.00	1.00	2.00	1.00	2.00	1.00	0.10		0.90			
Public Works Inspector I	1.00	0.00	1.00	0.00	1.00	0.00						
Public Works Inspector II	3.00	3.00	3.00	3.00	3.00	3.00	1.95	0.70	0.35			
Public Works Supervisor	1.00	0.00	1.00	0.00	1.00	0.00						
Secretary	3.00	3.00	3.00	3.00	3.00	3.00	0.75	1.90	0.35			
Senior Civil Engineer	3.00	3.00	3.00	3.00	3.00	3.00	0.55	1.90	0.55			
Senior Engineering Technician	3.00	3.00	3.00	3.00	3.00	3.00	0.80	1.90	0.30			
Senior Laboratory Analyst	1.00	1.00	1.00	1.00	1.00	1.00		1.00				
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	0.10	0.80	0.10			
Senior Mechanical Technician	1.00	1.00	0.00	0.00	0.00	0.00						

							Allocation			
	FY 19	-20	FY 20-21		FY 21-22		General	Enterprise	Other	
DEPARTMENT POSITION	Authorized	Funded A	Authorized	Funded	Authorized	Funded	Fund	Funds	Funds	
PUBLIC WORKS & UTILITIES (cont.)										
Senior Mechanical Facilities Technician	1.00	1.00	1.00	1.00	0.00	0.00				
Senior Plant Mechanic	0.00	0.00	1.00	1.00	1.00	1.00		1.00		
Senior Transit Planner	0.00	0.00	1.00	1.00	1.00	1.00		1.00		
Street Maintenance Lead Wkr	2.00	2.00	2.00	2.00	2.00	2.00			2.00	
Street Maintenance Worker II	8.00	7.00	8.00	7.00	8.00	7.00			7.00	
Street Maintenance Worker III	1.00	1.00	1.00	1.00	1.00	1.00			1.00	
Traffic Signal Light Technician II	3.00	2.00	3.00	2.00	3.00	2.00			2.00	
Senior Traffic Engineer	1.00	1.00	1.00	1.00	1.00	1.00	0.35	0.20	0.45	
Transit Marketing Coordinator	1.00	1.00	1.00	1.00	1.00	1.00		1.00		
Transit Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00		
Utility Manager	1.00	0.00	1.00	0.00	1.00	0.00				
Utility Services Crew Foreworker	1.00	1.00	1.00	1.00	1.00	1.00		1.00		
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	10.00	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	0.00	0.00	1.00	1.00	1.00	1.00		1.00		
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 Recycling Lead Operator	2.00	2.00	2.00	2.00	2.00	2.00		2.00		
Water Recycling Plant Operator II/III	7.00	7.00	7.00	7.00	7.00	7.00		7.00		
Water Recycling Plant Operations Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00		
Water Resources Tech	1.00	1.00	1.00	0.00	1.00	0.00				
Water Service Rep Lead Worker	1.00	0.00	1.00	0.00	1.00	0.00				
Water Service Representative	2.00	2.00	2.00	2.00	2.00	2.00		2.00		
Total Public Works & Utilities	132.00	111.00	135.00	115.00	118.00	102.00	7.67	75.73	18.60	
Total Position Summary	373.80	327.90	377.80	332.90	377.80	332.90	214.77	83.68	34.45	



