



PETALUMA

SONOMA COUNTY
CALIFORNIA-USA

ADOPTED OPERATING & CAPITAL IMPROVEMENT BUDGET

FISCAL YEAR 2022-2023





Cover Photographs:
Photos by Paige Green, www.paigegreenphotography.com
And City of Petaluma Staff

CITY OF PETALUMA CALIFORNIA



FISCAL YEAR 2022-2023 Proposed Operating Budget and Capital Improvement Program

City Council

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

City Staff

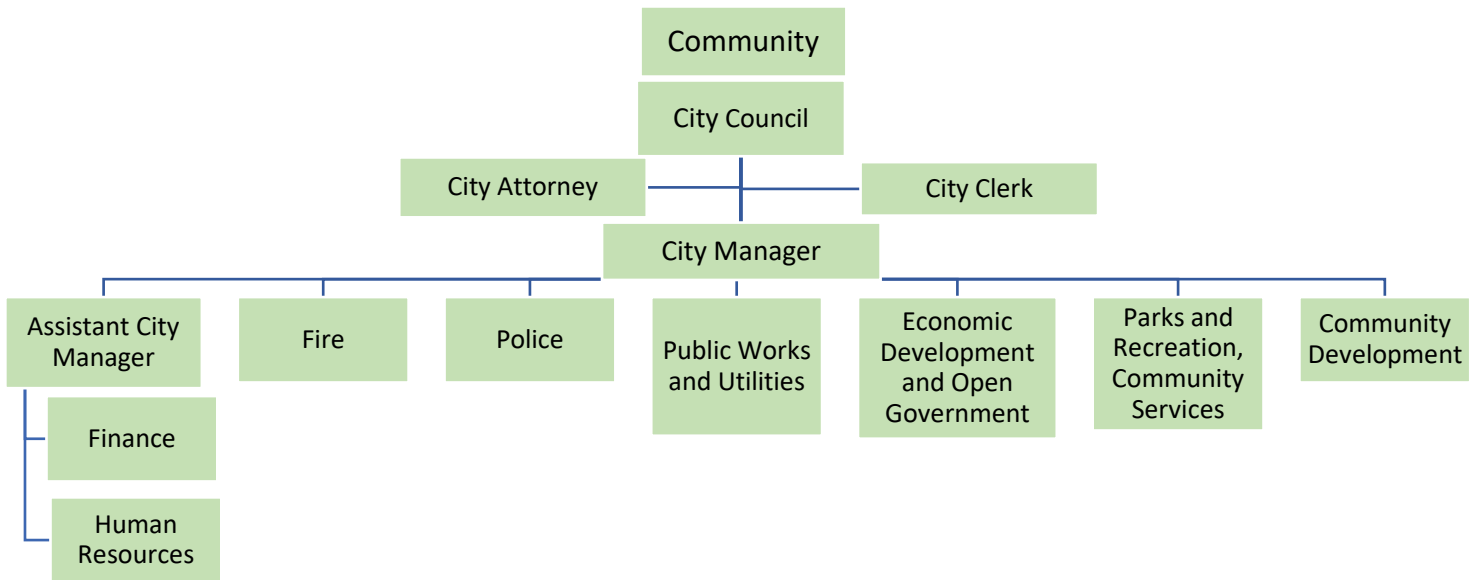
Peggy Flynn, City Manager
Brian Cochran, Assistant City Manager
Eric Danly, City Attorney
Kendall Rose, City Clerk
Corey Garberolio, Deputy City Manager/Finance Director
Charla Freckmann, Human Resources Director
Ingrid Alverde, Economic Development & Open
Government
Christopher Bolt, Public Works & Utilities Director
Drew Halter, Parks & Recreation Director
Alex Greenwood, Community Development Director
Ken Savano, Police Chief
Jeff Schach, Fire Chief

Budget Acknowledgments

Finance Department Management and Staff: Deputy City Manager/Finance Director-Corey Garberolio, Finance Analyst-Isabel Craft, Finance and Accounting Manager-Janine Tedrow, Revenue Manager- Sue Simmons 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.

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CITY ORGANIZATIONAL STRUCTURE



CITY MANAGER

PEGGY FLYNN

City Manager

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

CITY CLERK

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

ERIC DANLY

City Attorney

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

FINANCE

COREY GARBEROLIO

Deputy City Manager/Finance Director

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

FIRE

JEFF SCHACH

Fire Chief

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

HUMAN RESOURCES

CHARLA FRECKMANN

Human Resources Director

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

POLICE

KEN SAVANO

Police Chief

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

PUBLIC WORKS

CHRISTOPHER BOLT

Public Works Director

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

Economic Development and Open Government

INGRID ALVERDE

Economic Development and Open Government Director

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

Parks and Recreation

DREW HALTER

PARKS AND RECREATION DIRECTOR

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

Community Development

ALEX GREENWOOD

Community Development Director

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

May 2022

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 2022/23. As I outline below, and as you will see throughout this budget document, this upcoming year will be one of radical transformation through unprecedented and historic investment in our community that will benefit Petalumans for generations to come.

In my budget message to you a year ago, we were focused on two major themes: navigating the COVID-19 pandemic and implementation of the recently adopted Measure U sales tax. We didn't know how long the pandemic would last and we were actively transitioning our business processes to maximize our service responsiveness to the community; we have had tremendous success on that front. Meanwhile, with our community's gracious support of the Measure U 1% sales tax in November 2020, we have been hyper-vigilant over the past year in delivering on the implementation plan that the Council approved, including the priorities of: (1) Deficit Backfill to maintain core services; (2) Workforce Stabilization to rebuild the City workforce; (3) Infrastructure Investment to ensure City assets are maintained for the benefit of the community; and (4) Priority Initiatives to jumpstart key Council priorities.

During this public health emergency, the City also quickly responded to our community's needs by allocating approximately \$8.3 million in federal American Rescue Plan Act ("ARPA") funds for recovery, improving city operations for the long-term, and providing financial assistance to our community members in need who were severely impacted by the pandemic. These investments included Community Assistance Programs for Petaluma Residents and Businesses (\$3.05 million), City Facility COVID Workplace Safety and City operations (\$4.4 million), and Community Projects and Programs (\$853,000).

While for many of us, lives are slowly getting back to a new normal and the pandemic may seem to be behind us, the impacts of the pandemic continue. Recovery will take time—for our residents, for our businesses, and for our non-profits—and the City will be there to support every step of the way. We will continue to support the community and our local non-profit partners through the strategic deployment of ARPA funding as well as leveraging our City funds to attract local, state, and federal dollars. We estimate that at a minimum, we will receive \$38 million in grant revenues (local, state, and federal), which is more than five times the amount we received in the previous year. We are ensuring that Measure U funds are maximized and working for Petaluma.

We also continue to innovate and improve the resiliency and accessibility of City services through new online platforms wherever possible, allowing us to respond if future COVID variants or new health orders / shutdowns become a reality.

I mentioned at the outset the transformative nature of the upcoming year for Petaluma. Short of a major curveball or significant economic shock, by the end of the upcoming Fiscal Year 2022/23 (i.e. June 30, 2023), I can foresee the following being completed:

- The first City Councilmembers, elected by districts, will be seated on the Council;
- The City will have a new General Plan Housing Element;
- The City will have a Climate Action and Adaptation Plan, outlining the necessary steps to achieve the Council’s goal of carbon neutrality by 2030;
- Community-wide engagement on visioning the future of our fairgrounds property;
- The City will have deployed a significant amount of bond proceeds toward our roads-- tripling the annual investment in paving and reconstruction than we have done historically;
- The Petaluma Community Baseball Field will be completed;
- The City will have implemented a Police Department oversight model, including the hiring of an Independent Police Auditor and creation of a Community Public Safety Advisory Body.
- 60 permanent supportive housing units via Homekey, (“The Studios at Montero”), will be occupied.
- Construction-ready plans for a new Fire Station & Public Safety facility and for improvements to our existing fire stations and police department facilities.

We have much to be excited about and also more work to do. Even if the list above were all that we achieved over the next fiscal year, those would be nine major, historic, important steps forward for our community. With this message, I felt it would be critical to update the Council and community on three major driving forces behind this Fiscal Year 2022/23 Budget – COVID-19, Measure U, and the Capital Improvement Program.

Resiliency Emerging from the COVID-19 Pandemic

These last two years have presented our community and the entire world with unimaginable challenges. The personal losses and lack of social connection that we have endured; the economic impacts that many residents and businesses have weathered; the social and economic inequities that have been exacerbated by this event--have all made this one of the most challenging years that any of us, of any age, could ever have imagined in local government. With these challenges, came unprecedented creativity and opportunity. Our City team has continually innovated how we provide services to our community, both during the pandemic and into the future. We are also forever changed as an employer. As of this writing, City facilities are open to the public albeit likely with less-than-full-time hours. However, this doesn’t mean that services for our residents and businesses are any less available; quite the contrary, most services are available 24/7 via the wide array of online offerings that we have rolled out over the past year.

A benefit to the community, and a theme that I believe you will continue to see during 2022/23, is the continued innovation, diversification, and expansion of City services. Online plan submittal and review; paying bills online; registering for recreation classes; submitting comments and service requests to City departments; virtual participation in City Council meetings; and many other important services are all available to our community at any time of day, safely, and conveniently delivered. We welcome our community to visit City facilities if they need services, but also encourage them to check out our website and available online options – I think they will be impressed with what can be accomplished from the comfort of their home and without a trip to City Hall.

Measure U Implementation in Full Swing—No shortage of investments in our future!

I cannot emphasize enough what a watershed moment the community’s approval of Measure U was for Petaluma. Ours is a City with so many amazing assets, an engaged public, a high quality of life, an agricultural yet entrepreneurial spirit, and an enviable river-side downtown full of activity. Yet prior to 2020, we were also a City on the brink – financially and operationally.

Over the past 18 months since the adoption of Measure U, we have worked diligently to deliver on the promise: of a deficit-free General Fund; of a strengthened, stabilized and cutting-edge workforce; of renewed investment in the City’s tremendous capital assets; and of a focus on priority initiatives that our community expects (action on homelessness, climate solutions, public safety innovation, emergency preparedness, etc. to name a few).

We have made incredible progress toward our Measure U goals, but continue to have much more work to do. In the truest sense, we are “building the car while we are driving it.” It has excited me and the entire Management Team to see the new staff members enabled by Measure U and the immediate impact that those professionals can have on our ability to deliver excellent City services and achieve our goals. Yet at the same time, we likely have a dozen or more positions envisioned in our Measure U implementation plan that are still unfilled – a testament to how rigorous and extensive the recruitment process is to find amazing talent. I’ve said this many times – we are literally rebuilding our City – and I see the excitement, the growing pains, and the real-world impact that it is having on our community every day.

I am so excited by what this Fiscal Year 2022/23 means for our community, and the opportunities that we are seizing, and I hope every reader of this document is awestruck by the achievements and the promise of what Measure U can offer our City.

The Capital Improvement Program Re-Imagined

This final point may not be obvious to the casual reader. But under the direction of our Public Works and Utilities Department, and in collaboration with all other City departments, this year’s Capital Improvement Program (“CIP”) is a cut above. The team has been meeting consistently over the past six+ months to refine and redefine what you will see in the CIP section of the document. Budgets are well-scoped to the next year’s activities; project

descriptions have been overhauled to give the reader a clear sense of what is envisioned; and I feel the overall program is achievable and meaningful. It represents a community invested in taking swift action in mitigating the effects of climate change, housing all Petalumans, creating One Petaluma where we all feel safe and belong, and ensuring our streets are safe for all modes of transportation and that we eliminate traffic injuries and deaths forever.

The Fiscal Year 2022/23 CIP Budget includes both long-awaited projects (e.g. North McDowell Boulevard Complete Streets project) as well as “under the radar” projects in many infrastructure categories – airport, storm water, facilities, transit, etc. As I look at the totality of the CIP and what is envisioned for our City with the proposed program, I am truly inspired and energized about our future. The combination of Measure U funds along with leveraged grant opportunities in many categories is bringing maximum value to our community. After decades of disinvestment in City infrastructure, I’m proud of what this CIP budget will do to turn the corner, placing a renewed emphasis on improving the lives of every Petaluman and investing in our Climate Ready future.

Acknowledgment

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

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

- City Manager’s Office— Suzie Terry, Patrick Carter, Brian Cochran, Rhianna Frank, Aaron Zavala
- City Attorney—Eric Danly, Jordan Green, Dylan Brady, Lisa Rogers
- Community Development—Karen Shimizu, Charles Lucas, Heather Hines
- Economic Development & Open Government—Ingrid Alverde, Brendan Galten, Jessica Medina, Nancy Sands
- Fire—Jeff Schach, Jessica Power, David Catalinotto
- Parks & Recreation—Drew Halter, Cindy Chong, Delana Bradford
- Police—Ken Savano, Brian Miller, Kate McCoy
- Public Works & Utilities—Christopher Bolt, Gina Benedetti-Petnic, Ken Eichstaedt, Alyssa Teddy, Denise Hill, Jason Farnsworth, Jared Hall, 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 for our community.

Embracing Our Potential

I am excited and energized about how this budget will launch Petaluma forward. With our community as our guide and the City Council as our policy leaders, we have already begun reinvesting in our City organization to ensure our future as a responsive, innovative, and effective municipal government organization. While priorities can shift from year to year, our resolve to deliver outstanding services, safe and sustainable infrastructure and climate-first action to our community is unwavering.

Emerging from the pandemic, Petaluma continues to demonstrate its ability to rise to the occasion in the face of challenges through our incredibly supportive and creative community spirit. I look forward to working alongside our Council, City staff and community on a sustainable and resilient future for Petaluma, in Fiscal Year 2022/23 and beyond!

In your service,

A handwritten signature in cursive script that reads "Peggy Flynn". The signature is written in black ink and is positioned above the printed name and title.

Peggy Flynn
City Manager

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CITYWIDE BUDGET OVERVIEW & HIGHLIGHTS

The City of Petaluma’s Fiscal Year 2022-2023 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 2023, 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 2022-2023 Budget recommends expenditures totaling \$310.2 million. This year’s budget includes an increase of \$62.1 million over the Fiscal Year 2021-22 Revised Budget. Adjusted to remove Transfers In and Transfers Out¹, which are \$76.1 million each, appropriations for 2022-2023 are \$234 million and estimated revenues are \$196.1 million. Table 1 on the following page shows the change in Citywide appropriations from Fiscal 2021-22 Revised Budget to FY 2022-23 Budget. Also shown is a chart illustrating the total FY 2023 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 \$272.3 million as well as available fund reserves, in some cases. The following table, Table 3, presents the changes in revenues from Fiscal Year 2021-22 Revised Budget to Fiscal Year 2022-23 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 2022 Revised Budget	FY 2023 Budget	FY 22 Revised- FY 23 Budget Change	Percent Change
General Fund	\$ 62,931,573	\$ 65,066,834	\$ 2,135,261	3.39%
Measure U Sales Tax	\$ 11,887,653	\$ 15,713,929	\$ 3,826,276	32.19%
Special Revenue Funds	39,031,042	35,654,069	(3,376,973)	-8.65%
Trust Funds	75,000	-	(75,000)	-100.00%
Debt Funds	1,625,000	911,719	(713,281)	-43.89%
Enterprise Funds	11,866,559	12,455,824	589,265	4.97%
Utility Funds	60,298,178	93,221,606	32,923,428	54.60%
Internal Service Funds	13,034,778	11,291,148	(1,743,630)	-13.38%
Capital Project Funds	41,817,168	70,395,000	28,577,832	68.34%
Successor Agency Funds	5,516,795	5,478,874	(37,921)	-0.69%
Total	\$ 248,083,746	\$ 310,189,003	\$ 62,105,257	25.03%

FY 2023 Expenditure Budget by Fund/Program

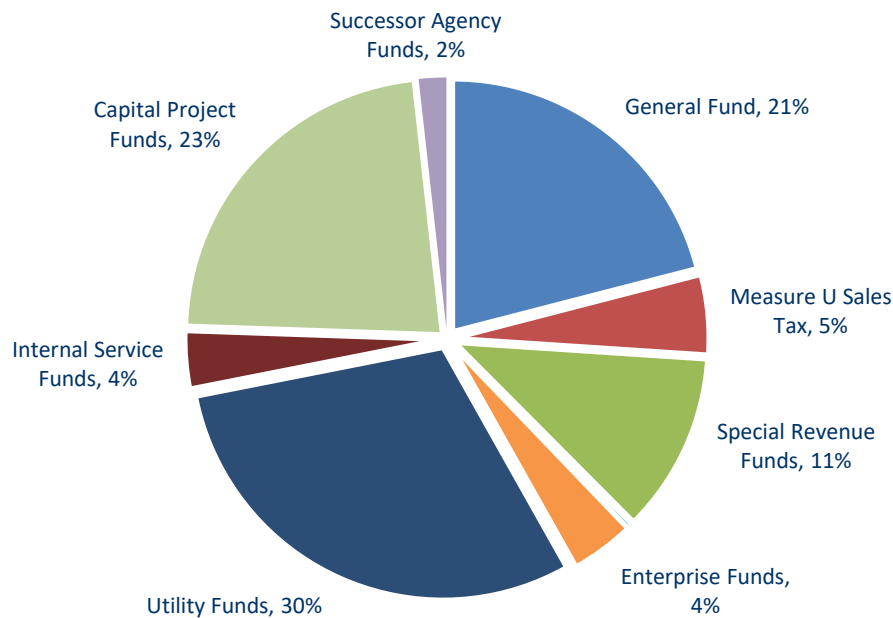


Table 2 – Citywide Positions by Function

FY 2022-23 Full Time Positions Funded by Function	
Function	Funded
Police	101.60
Fire	67.00
Public Works & Utilities	121.50
Parks & Recreation	21.00
Community Development & Housing	11.00
Support Staff(Clerk, Legal, Finance, Human Resources, IT, etc.)	47.30
Total Citywide Staff	369.40

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

FY 2023 Full Time Positions Funded by Function

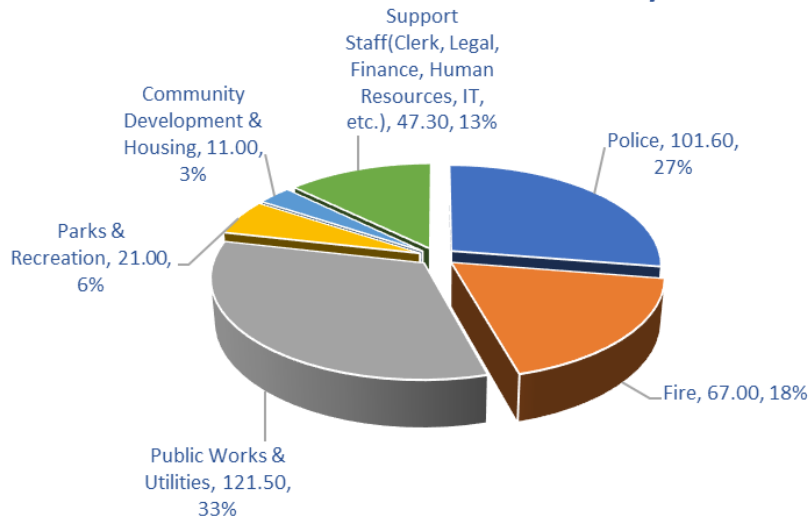


Table 3 – Citywide Revenues and Changes

Fund Type	FY 2022 Revised Budget	FY 2023 Budget	FY 22 Revised- FY 23 Budget Change	Percent Change
General Fund	\$ 60,139,925	\$ 63,956,834	\$ 3,816,909	6.35%
Measure U Sales Tax	13,125,000	13,581,750	456,750	3.48%
Special Revenue Funds	38,395,410	28,283,149	(10,112,261)	-26.34%
Trust Funds	2,252	2,145	(107)	-4.75%
Debt Funds	4,064,405	3,701,135	(363,270)	-8.94%
Enterprise Funds	10,756,666	11,782,006	1,025,340	9.53%
Utility Funds	56,616,272	69,133,301	12,517,029	22.11%
Internal Service Funds	9,910,115	11,131,148	1,221,033	12.32%
Capital Project Funds	41,412,262	65,333,262	23,921,000	57.76%
Successor Agency Funds	5,422,351	5,388,622	(33,729)	-0.62%
Total	\$ 239,844,658	\$ 272,293,352	\$ 32,448,694	13.53%

Note: Revenues may be less than expenditures, any difference is offset from fund balance.

Citywide Revenues by Category	FY 2023
Taxes Revenue	\$ 58,286,941
Permits and Fees	9,885,405
Use of Property Revenue	2,896,099
Intergovernmental	37,334,428
Charges for Services/Sales	19,484,672
Utility Revenue	52,895,900
Sales Revenue	749,700
Other Revenue	14,617,026
Total Revenues	\$ 196,150,171

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.

We have been through a lot in the last few years. Our dedication to the Community and our commitment to prudently manage the City's finances has contributed to our ability to endure these challenging times. As we draft this year's budget document, the impacts of the pandemic have subsided compared to the prior year but do remain ongoing and fluid and therefore continue to effect City operations and revenues. Recovery is occurring and revenues are nearing pre pandemic levels however the nature of the economy – from high inflation, supply chain shortages and ongoing world events – remains unstable. We continue to efficiently manage day-to-day operations utilizing technology to keep City business moving forward. 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 recover since the onset of the pandemic. Other revenues such as business license, permit and fees and charges for services continue also show recovery occurring. Other non-general fund revenues, such as Transient Occupancy Tax is recovering, albeit at slower pace compared to sales tax revenues. Despite the slower pace of recovery, it is expected that over the coming months, stronger recovery in the tourism industry will continue which will provide additional revenues and assist with replenishing the Transient Occupancy Tax fund balance. Based on information provided by the City's sales tax consultant and local economist and revenue trends, it is estimated that moderate growth will continue into the new year. All sectors of sales tax are expected to see growth with stronger growth in Transportation, General Retail and Food Products and steady growth in other sectors including Construction and Business to Business. While estimates are based on detailed information that takes into consideration all revenue sectors, actual amounts 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 state of the economy and the uncertainty of what lies ahead, from supply chain challenges and ongoing world events both of which impact tax revenues and could trigger a recession, revenues estimated and incorporated into the 5-year forecast, remain conservative. As time passes and revenue trends are evident, the forecast will be adjusted to reflect updated long-term projections.

We continue to be thankful to the community for the passage of Measure U, the City's 1-cent sales tax measure passed by Petaluma voters in November of 2020. This add-on sales tax brings essential revenue to the City that was not available historically. In addition to allowing the City to continue providing core essential services to our residents by 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.

General Fund revenues are expected to be up overall approximately 6% (excluding sources from designated reserves) due to projected growth in the coming year, however as mentioned prior, revenue estimates remain conservative due to ongoing uncertainty with the economy. Measure U estimated sales tax revenue and expenditures have been included in the proposed FY 22/23 budget. The expenditures included, align with community priorities and the balanced spending plan presented to Council. Staff have held two meetings with the Measure U Committee and have discussed the proposed spending plan for the year. The estimated sales tax revenue incorporates moderate growth of approximately 3.5% when compared to the prior year. Due to the unstable nature of the economy, the FY 2022/23 estimate remains conservative and thus actual revenues could be larger. We will continue to monitor revenues closely and bring forward information as soon as we are made aware.

Despite having additional sales tax revenue, it's important to remember this source is *finite*. While it provides financial resources that the City has not historically had, the needs far outweigh the available resources. We must continue to prudently manage our finances to maintain reserves and provide core services. Given the need to produce a balanced budget while also attempting to address many department requests, general fund departments were required to maintain a flat budget. Any additional needs, both operating and one-time, were brought forward for discussion. Only those requests considered critical to continue operations, were approved and incorporated into the FY 2022/23 budget.

General Fund Appropriations

The City's Fiscal Year 2022-23 Budget includes General Fund total appropriations of \$65,066,834 an increase of \$2.1m or 3.4% over Fiscal Year 2021-22 Revised Budget. The General Fund budget includes salary and benefit appropriations for 230.56 full time positions that perform a variety of core essential services such as 24-hour public safety, public works,

parcs and recreation and the many other City services that provide departments the support necessary to operate. This budget includes funding for workforce stabilization originally incorporated in FY 22 and ongoing into the future and 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% annual 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 \$2.1m is primarily due to the following:

Expenditures	FY 2021/22 Revised	FY 2022/23 Budget	Amount of Change	Percent Change
Salaries	\$ 31,174,749	\$ 31,358,289	\$ 183,540	0.6%
Benefits	19,051,551	20,768,611	\$ 1,717,060	9.0%
Services/Supplies	7,056,443	6,975,693	\$ (80,750)	-1.1%
Utilities	1,044,518	1,176,444	\$ 131,926	12.6%
Intra-governmental	2,045,286	2,795,290	\$ 750,004	36.7%
Capital	585,972	219,000	\$ (366,972)	100.0%
Transfers Out	1,973,054	1,773,507	\$ (199,547)	-10.1%
Total Expenditures	\$ 62,931,573	\$ 65,066,834	\$ 2,135,261	3.4%

- \$.59m for negotiated cost of living adjustment of 2%
- \$.1m for reallocation of positions from other funds
- \$.25m in Workers Compensation costs due to increased claims and staff shortages
- \$.9m 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
- \$.1m salary and benefit cost of routine step advancements
- \$.5m slightly increased health premiums and employee benefit selection
- \$.9m risk management intragovernmental charges partial reinstatement (eliminated in FY 21 to balance budget but necessary to provide service)
- \$.1m increased funding for external employee recruiting
- \$.1m increased electricity/gas costs expected in FY 2022/23 due to increased rates

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

- -\$.24m less one-time payments – elimination of non-recurring costs in FY 21/22 funded by the American Rescue Plan Act (ARPA)

- -\$.1m less information technology and general services intragovernmental charges due to elimination of one-time costs in FY 2021/22 for projects that have been completed and are therefore not needed in FY 2022/23
- -\$.25m of police staffing costs recovered from grant reimbursements
- -\$.36m less one-time capital costs in FY 2022/23 and includes the net impact of less funding needed for radio replacement and safety equipment in the Police Department partially offset by increased equipment necessary in Fire for operations and to outfit a new fire truck
- -\$.2m less transfers out to fund one-time costs in FY 21/22 for general plan and artificial turf replacements
- -\$.15m less professional services as a result of less consulting needed for fairgrounds outreach in FY 2022/23

General Fund Revenues

General Fund Expenditures are supported by revenues of \$63.9 million (excluding sources from designated reserves) in Fiscal Year 2022-23, an increase of approximately \$3.8m from the FY 2021-22 Revised Revenue Budget. The majority of this difference is focused in to 5 categories- Taxes (+\$839,886), Inter governmental (+\$250,830), Charges for Services (+\$79,552), Transfers In (-\$745,800) and Transfers In from Measure U (+\$3,369,546). The table below shows general fund revenues by type:

General Fund Revenues	FY 2021/22 Revised	FY 2022/23 Budget	Amount of Change	Percent Change
Taxes	\$ 31,923,225	\$ 32,763,111	\$ 839,886	2.6%
Permits and Fees	958,254	1,133,254	175,000	18.3%
Fines and Penalties	635,000	485,000	(150,000)	-23.6%
Investment Earnings and Rent	408,769	406,663	(2,106)	-0.5%
Intergovernmental	6,924,614	7,175,444	250,830	3.6%
Charges for Services	8,723,516	8,803,068	79,552	0.9%
Other	14,000	14,000	-	0.0%
Transfers-In	3,263,300	2,517,500	(745,800)	-22.9%
Transfers-In from Measure U	7,289,248	10,658,794	3,369,546	46.2%
From Designated Reserves	2,087,000	1,110,000	(977,000)	-46.8%
Total General Fund Revenues	\$ 62,226,926	\$ 65,066,834	\$ 2,839,908	4.6%

Taxes are increased \$839,886 from the Revised 2021-22 budget due to revised projections provided by the City's sales tax consultant. Property Tax adjustments of approximately 3% are included which consider projected assessed valuation growth and new development. Sales Tax

is expected to continue its recovery as we emerge out of the pandemic and are nearing pre pandemic levels however, the nature of the economy remains a concern. This estimate takes into consideration an analysis of different sectors of sales tax including but not limited to auto sales, food products, construction, transportation, and hospitality and is based on information provided by the City's sales tax consultant. Other revenue categories such as business license, fees and permits, and charges for services have also been analyzed and are expected their steady recovery into the new year. As mentioned prior, estimates are conservative and will be adjusted during the year as trends emerge. Intergovernmental revenues of \$7,175,444 are \$250,830 greater than in 2021-22 and primarily reflects an increase in Motor Vehicle License Fees. Charges for Services are included at \$8,803,068 and account for service revenue such as Ambulance Transport fee revenue and Intragovernmental charges. The increase of \$79,552 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 and previous encumbrances, funds that are needed to offset the rising cost of salary and benefits and to cover the cost of carryover appropriations. Also included are funds from other sources to support Police CAD functions and Park Maintenance. Less encumbrance funding is being carried over compared to the prior year which has resulted in a decrease in the Transfer In category of approximately \$745,800. 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 \$3,369,546 represents a full year of revenue coming into the General Fund to support and preserve existing service levels and funds for Workforce Stabilization.

General Fund Reserves

The General fund beginning operating reserve at July 1, 2022 is expected to be \$0 million. Fiscal Year 2022-23 Estimated Revenues and Expenditures equal each other resulting in no change to the operating reserve at June 30, 2023.

A designated reserve of \$8.5 million is maintained separate from the operating reserve and currently amounts to 15% of the General Fund operating budget. This balance is reserved for emergencies and 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 and maintained at 15%.

Measure U Fund

Measure U sales tax revenues are estimated at \$13.6 million for FY 22-23. This is an increase of \$456,750 over the FY 2021/22 revised budget. Appropriations from this fund are transferred out to other funds where costs reside. Appropriations included are representative of the community input which are incorporated into the themed categories shown below. This includes the investment categories discussed: backfilling our existing deficit in the General Fund so current operations can continue and critical for long-term operational sustainability, 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 22/23 appropriations-

Investment Themed Categories:		FY 2022/2023
1. Deficit Backfill	Funding for existing operations	6,527,606
2. Workforce Stabilization	Core Staffing, Class/Comp and COLA	3,987,188
3. Infrastructure Investments	Roads and Public Safety Facility	3,701,135
	Climate Initiatives- Climate Outreach, Electric Chargers, Evergreen; Addressing	
4. Priority Initiatives	Homelessness- SAFE; Technology- EDEN	1,498,000
	Replacement; Capital- Library Fire Suppression System and Baseball Field	
Total Measure U Spending		15,713,929

A Measure U ending fund balance at June 30, 2022 is estimated at \$2.1m declining to \$17k at June 30, 2023.

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

Special Revenue, Trust and Debt Funds

Special Revenue Funds account for revenues that are received for specifically identified purposes and cover corresponding appropriations. The special revenue funds that typically account for the larger share of revenues and corresponding appropriations in this fund grouping are Impact Fees, Street Maintenance and Transient Occupancy Tax. The Fiscal Year 2022-23 Budget recommends Special Revenue Funds appropriations of \$36.6 million, representing a decrease of \$4.2 million from the Fiscal Year 2021-2022 Revised Budget. This decrease is primarily due to the following:

- \$2.0 million increase in Traffic impact fees to support CIP projects- Caulfield Bridge Crosstown Connector, Petaluma Blvd South Complete Streets (road diet), Lynch Creek

Trail, Petaluma Community Baseball Field among other pedestrian, traffic, and transit projects

- \$.4 million increase in City Facilities Impact Fees uses due to increased facility improvements planned in FY 22/23
- \$1 million increase in Storm Drain Impact Fees for increased project activity managing the City's storm drain system in FY 2022/23
- \$4.7 million increase in Parkland Impact Fees for increased CIP project activity to occur in FY 22/23 for the Petaluma Community Baseball Field
- \$1.3 million increase in Grants to support Programs and Projects- People's Village operating costs, Shollenberger Amphitheater & Kiosk project, Kenilworth Park Revitalization, and police grants for the SAFE program
- \$1.3 million decrease in other special revenue funds- Transient Occupancy Tax and Petaluma Transient Improvement District, Bond Fund, Measure M Parks for less funds programmed for capital projects partially offset by increased costs for the Parks Master Plan.
- \$10.0 million decrease programmed in Public Works grants mainly due to the elimination of one-time ARPA costs removed in FY 22/23 and directly offset by reduced revenue
- \$3.6 million decrease in Street Maintenance revenues to fund street related CIP projects. Bond Funding of \$20m will provide the necessary resources to both address and fast track badly needed street repairs and reconstruction during FY 2022/23
- \$1.2 million increase programmed in Housing Funds largely due to a carryforward of costs originally budgeted in FY 2021/22 but now expected to occur in FY 2022/23

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 2022-23 Budget includes appropriations of \$12.5 million for Enterprise Funds. This represents an increase of \$.6 million, or 5% over the Fiscal Year 2021-22 Revised Budget. This increase is primarily due to the following:

- \$.2 million of increased spending in the Airport fund for increased operating costs including tree trimming and removal as well as increased costs for a preliminary feasibility study for hanger development
- \$.14 million of increased spending in the Building fund and represents increased capital purchases and operating costs
- \$.2 million increased spending in the Transit fund due to slightly increased capital purchased of electric busses in FY 2022/23

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 2022-23 Budget includes Utility Fund appropriations of \$93 million, representing an increase of \$32 million or 54% over the FY 2021-22 Revised Budget. This increase is primarily due to the following:

- \$17.9 million of increased spending in Waste Water Operations to fund services and increased CIP activity funded by utility and grant awards expected in FY 2022/23 and directly offset by increased revenues
- \$14.9 million of decreased spending in the Water Operations due to increased CIP activity funded by utility and grant awards expected in FY 2022/23 and directly offset by increased revenues

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 2022-23 budget for Internal Service Funds totals \$11.3 million, a decrease of \$1.7 million or 13% from the Fiscal Year 2021-22 Revised Budget. This increase is primarily due to the following:

- \$.3 million of decreased spending in the Risk Management Fund due to a decrease in claims expected in FY 2022/23 compared to FY 2021/22, partially offset by a rise in insurance costs
- \$.1 million of increased spending in the Workers Compensation Fund due to the rise in insurance costs and expected payment of claims
- \$.3 million of decreased spending in the Information Technology Fund due to the elimination of one-time funding in FY 2021/22 for citywide technology improvements

- \$1.25 million of decreased spending on one-time capital purchases that occurred in FY 2021/22 and eliminated in FY 2022/23

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 2022-23 budget totals \$70.4m, an increase of \$28.6 million over the Fiscal Year 2021-22 Revised Budget. This increase is due to both the delay in completing projects in FY 21/22 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:

- \$2.3 million increased activity in Facility CIP projects. This mainly includes HVAC & Energy Efficiency Upgrades, Library Facility Enhancement & Expansion, City Hall facilities remodel, Community Center repairs, Electric Vehicle Chargers, Emergency Power Backup systems
- \$6.9 million increased activity in Parks CIP projects. This includes a variety of CIP projects such as the Petaluma Community Baseball Field, Lucchesi Turf Field replacement, Lynch Creek Trail/Crosstown connector, Kenilworth Park Revitalization, Shollenberger Amphitheater & Kiosk Improvements, and Park Access Improvements.
- \$3.5 million increased activity in Public Works CIP projects. This includes a variety of pavement restoration and reconstruction, active transportation plan and wayfinding and bridge assessments, Caufield Bridge and other bridge, streetlight, and the trestle rehabilitation, projects. Included are also surface water projects to mitigate storm water and prevent flooding.
- \$11.9 million increased activity in Waste Water CIP projects. This includes PIPS force main replacement, Facility Oxidation pond flow structure rehabilitation, pump and chemical system upgrades and sewer main replacements, Tertiary Filtration system expansion, and urban and agricultural recycled water system expansions
- \$3.7 million increase activity in Water CIP projects expected in upcoming fiscal year. The projects that are included in this budget are water main replacements, well construction, and SCADA upgrades.
- \$3 million increased activity in the Airport and Transit CIP projects. This includes aircraft parking apron, taxiway and taxilane rehabilitations, transit facilities and bus stop improvements

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 \$850,000 in fiscal year 2022-23. A FY 22-23 appropriations budget of \$943,434 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, Included in the funding recommendations are the following:

		<u>Fiscal Year 2022-23</u> Budget
Expenditure Categories		
A. Walking Paths, Bike Trails, Park Connections and Access	Safety and Access, Improve Multi Use Pathways/Trails access and wayfinding signage	304,359
B. Playgrounds, Sports Courts, Active Recreation Spaces	Tennis and Pickleball Court Rehabilitation, Playground Replacements, Turf replacement	98,359
C. Natural Areas and River Enhancements	Improve River Access, Signage and Support Habitat Restoration	10,872
D. Enhanced Maintenance Activities	Increase Weed Abatement and Purchase of Equipment, Natural Grass Playing Field Repairs, Tree Care, Increase Mulching Program, Irrigation maintenance	78,487
E. Recreation and Aquatic Facilities; Park Amenities	Improve Park Restroom Facilities, Waste Receptacles, Signage, Informatio	179,615
F. Creating New Park Spaces or Expanding Recreational Opportunities	Skateboard Park Re-Design, Group Picnic Area Restoration, Fitness Equipment, Youth Scholarship Programs, Swim Scholarships	260,872
G. Special Events and Community Programming	Live Concert Series, Multi-cultural event	10,872
Total Expenditures		943,434

- Park Maintenance Staff - \$204,896 for continuation of the maintenance of parks and additional seasonal help through the seasonal worker program to support weed abatement and turf maintenance
- Parks Master Plan - \$150,000
- Park, Trail and Pathway Improvements - \$450,000 for pedestrian and bike pathway improvements at paths critical for park access with a primary focus on providing safe non-motorized travel important for City residents; funding for Kenilworth Park

Revitalization; facility improvements at Prince Park; Swim Center Pool Renovation and Repair

- Enhanced Maintenance Efforts - \$138,538 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 \$5.9 million is recommend for fiscal year 2022-23. This is a decrease of \$3.6m from the revised budget for 2021-22. Estimated revenues are \$6.3 million, virtually flat compared to FY 2021-22. 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, a \$20m bond issue was completed in FY 2022 in an effort to move projects forward. These funds are programmed into the 2022/23 budget and include 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. Please refer to the Capital Improvement Plan section of this document for more information on pavement projects currently underway and new projects planned in FY 2022/23.

Housing Funds

The Housing funds fiscal year 2022-23 budget includes appropriations of \$4.7million and is \$1.2 million greater than the revised budget for fiscal year 2021-22. Most of this increase is due to carryover appropriations for affordable housing projects in Petaluma included in the FY 2021/22 revised budget but not expected to occur until FY 2022/23. This results in an estimated ending fund balance of \$3.5m 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.

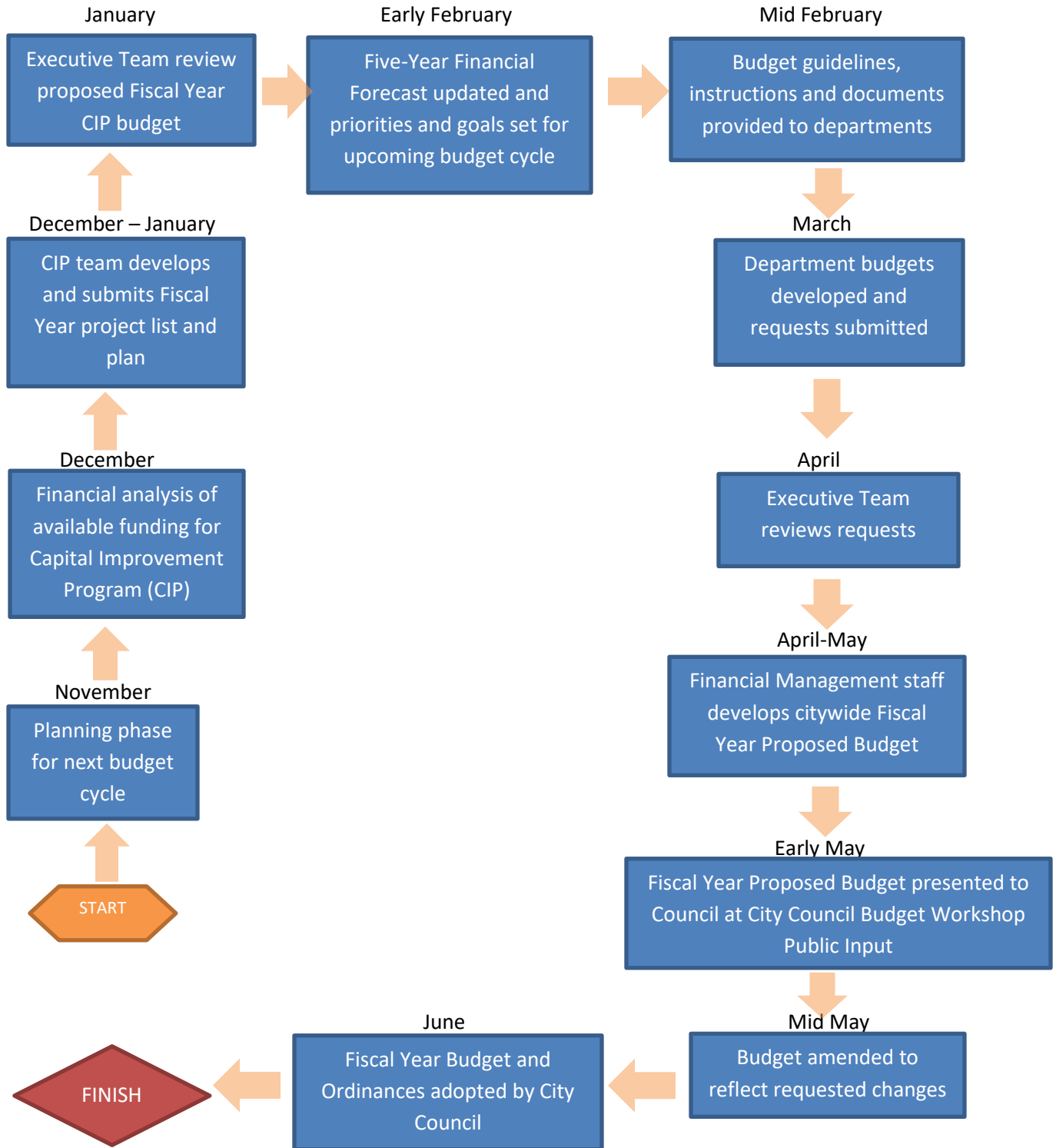
Housing Funds Budget					
	Estimated Beginning Fund Balance 7/1/2022	FY 23 Budgeted Revenues	FY 23 Proposed Budgeted Expenditures	Ending Fund Balance 6/30/2023	Explanation
Commercial Linkage Fees					
Affordable Housing			1,100,000		Meridian at Corona Crossing
Program Services					
Administrative Costs to Housing			150,879		
Total Commercial Linkage	\$ 1,719,446	\$ 9,131	\$ 1,250,879	\$ 477,698	
Housing-in Lieu Fees					
Affordable Housing			900,000		Meridian at Corona Crossing
Program Services			170,000		Petaluma People Services, Housing Land Trust
Administrative Costs to Housing			211,366		
Total Housing in Lieu	\$ 2,659,645	\$ 969,515	\$ 1,281,366	\$ 2,347,794	
Community Development Block Grant (CDBG)					
Program Services			724,000		Rebuilding Together (RBT), Petaluma People Services (PPSC) & Capital Projects - Seismic Analysis of City
Administrative Costs to Housing			85,848		Facilities & Emergency Power Backup Feasibility Study
Total CDBG	\$ 84,462	\$ 795,194	\$ 809,848	\$ 69,808	
HOME/Begin Grants					
Affordable Housing			900,000		Mid- Pen Housing
Total HOME/Begin	\$ 1,280,616	\$ 161,024	\$ 900,000	\$ 541,640	
Successor Agency Housing					
Affordable Housing					
Administrative Costs			397,006		
Total Successor Agency Housing	\$ 61,734	\$ 434,518	\$ 397,006	\$ 99,246	
Mobile Home Rent Stabilization					
Program Services					
Administrative Costs to Housing			19,150		
Total Mobile Home Rent Stabilization	\$ 31,530	\$ 452	\$ 19,150	\$ 12,832	
Grand Total All Housing Funds	\$ 5,837,433	\$ 2,369,834	\$ 4,658,249	\$ 3,549,018	

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 public 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 2022-23

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 programming and park management. The City oversees, protects and maintains many acres of parks and open space. Petaluma is home to approximately 62,000 residents, 22,000 homes and 5,000 businesses.

Below is a listing of services provided and authorized by charter-
[petaluma.municipal.codes/Charter](https://www.petaluma.municipal.codes/Charter):

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

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

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

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

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

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

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

BUDGET SCHEDULE

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

LONG TERM FINANCIAL PLANNING

The City is required to balance recurring revenues with recurring expenditures every year. This has been an ongoing challenge over the last decade, however with the passage of Measure U, a 1 cent district sales tax passed by Petaluma voters in November of 2020, the process of balancing the budget and preserving services, has been made more achievable. While Petaluma has recently shown increased sales and property tax related revenues, these sources are finite. Costs continue to show a growth rate slightly larger revenues creating budget decisions 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, in March of 2022, the City Council held a workshop to discuss and prioritize the status of goals with the community.

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

ACCOUNTING SYSTEM AND INTERNAL CONTROL

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

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

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

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.

Acronyms

Acronyms

ADA	American with Disabilities Act
AIP	Airport Improvement Program
AMI	Advanced Metering Infrastructure
ARPA	American Rescue Plan Act
AT	Active Transportation
BAAQMD	Bay Area Air Quality Management District
CAHOOTS	Crisis Assistance Helping Out on the Streets
CalOES	California Office of Emergency Services
CDBG	Community Development Block Grant
CEC Grant	California Energy Comm Grant
CIP	Capital Improvement Plan
CNG	Compressed Natural Gas
CPSM	Center for Public Safety Management
CRRSAA	Coronavirus Response and Relief Supplemental Appropriations Act
CUPA	Certified Unified Program Agency
DEI	Diversity Equity and Inclusion
DOJ	Department of Justice
DWR	Department of Water Resources
ECWRF	Ellis Creek Water Recycling Facility
EDMS	Electronic Document Management System
EOC	Emergency Operacion Center
EPA	US Environmental Protection Agency
ETC	Eastside Transit Center
EV	Electric Vehicle
FAA	Federal Aviation Administration
FOD	Foreign Object Debris
FPPC	Fair political Practices Commission
FPPC	Fair Political Practices Commission
FTA	Federal Transit Administration
GPAC	General Plan Advisory Committee
HBP	Caltrans Highway Bridge Program
HCD	Department of Housing and Community Development
HLT	Housing Land Trust
HVAC	Heating, Ventilation, and Air Conditioning
I&I	infiltration & outflows
IZO	Implementing Zoning Ordinance
LCT	Lynch Creek Trail
MGD	million gallons per day

Acronyms

NBWRA	North Bay Water Reuse Authority
NEPA	National Environmental Policy Act
OBAG	One Bay Area Grant
PBAC	Pedestrian and Bicycle Advisory Committee
PCA	Petaluma Community Access TV
PCI	Pavement Condition Index
PEP	Petaluma Ecumenical Properties
PIPS	Primary Influent Pump Station
PSPS	Public Safety power shutoff
PTASP	Petaluma Transit Public Transit Agency Safety Plan
PWA	Petaluma Wetlands Alliance
RFP	Request for proposal
RIPA	Racial and Identity Profiling Act
RMRA	Road Maintenance and Rehab Acct
SAF	Sustainable Aviation Fuels
SAFE	Specialized Assistance for everyone
SB2	Senate Bill 2 Planning Grants program
SCADA	Supervisory Control and Data Acquisition
SCTA	Sonoma County Transit Act
SCWA	Sonoma County Water Agency
SLESF	Supplemental Law Enforcement Services Fund
SPAR	Site Plan and Architectural Review
TDA	Transportations Development Act
TFCA	Transportation Fund for Clean Air
TIF	Traffic Impact Feed
TMDL	Total maximum daily load
TPO	Thermoplastic Polyolefin
UMDR Grant	Urban and Multi-benefit Drought Relief Grant Program
USACE	US Army Corps of Engineers
VMT	Vehicle miles traveled



2022-23 ALL FUNDS BUDGET SUMMARY

Budgeted appropriations for fiscal year 2022-23 total \$310,189,003. 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 \$65,066,834. 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 \$15,713,929. 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 \$36,565,788. 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 \$12,455,824. 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 \$93,221,606. 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 \$11,291,148. 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.

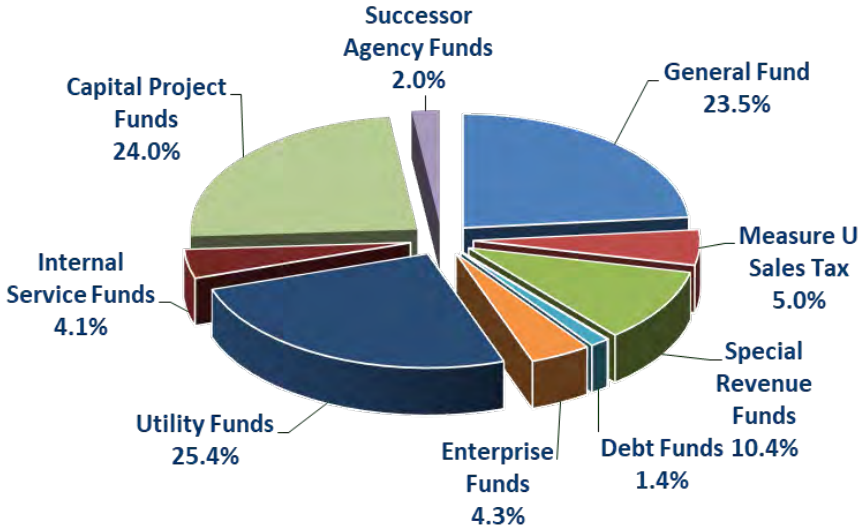
Capital Project Funds appropriations are \$70,395,000. These funds account for the collection of resources and the related expenditures on acquisition and construction of major capital improvement projects in the City. These funds include Airport, Facilities, Parks, Public Works, Surface Water, Transit, Water, Recycled Water and Wastewater.

Successor Agency Funds appropriations are \$5,478,874. 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.

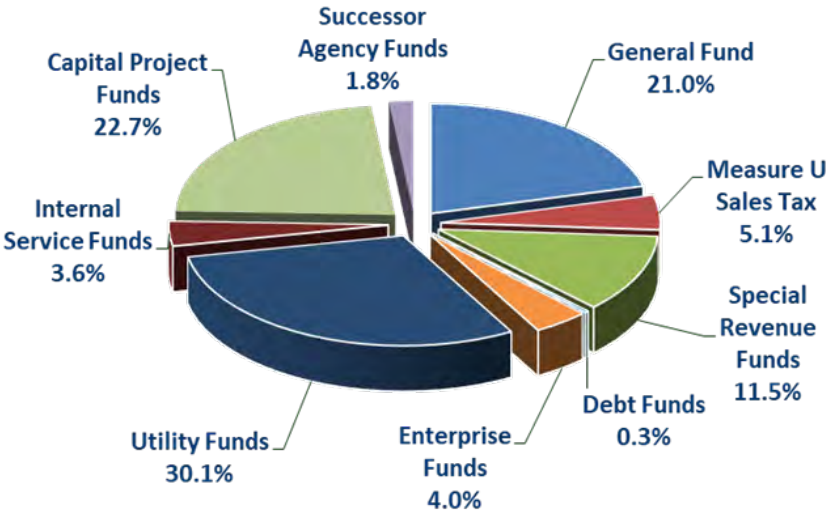
WHERE THE MONEY COMES FROM...

**2022-2023
ESTIMATED REVENUES - \$272,293,352**



WHERE THE MONEY GOES...

**2022-2023
ESTIMATED APPROPRIATIONS - \$310,189,003**



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

ALL FUNDS -- FUND SUMMARY

FUND SUMMARY
FISCAL YEAR 2021-22 Estimate

Fund Description	Beg. Bal. 7/1/2021	Estimated Revenues	Transfers In	Estimated Expenditures	Transfers Out	YE Adjustments/Reserve	Est. Fund Bal. 6/30/2022
GENERAL FUND OPERATING	\$ 704,647	\$ 49,587,378	\$ 10,552,547	\$ (60,113,518)	\$ (1,031,054)	\$ 300,000	-
Measure U Sales and Use Tax	\$ 912,285	\$ 13,125,000	-	-	\$ (11,887,653)	-	2,149,632
General Fund Designated Reserves	11,343,014	-	-	(845,000)	(942,000)	-	9,556,014
TOTAL GENERAL FUND	\$ 12,959,946	\$ 62,712,378	\$ 10,552,547	\$ (60,958,518)	\$ (13,860,707)	\$ 300,000	\$ 11,705,646
Community Development Block Grant	87,510	355,539	-	(363,489)	(30,000)	34,902	84,462
Home/Begin Grants	1,116,634	163,982	-	(900,000)	-	900,000	1,280,616
Housing Successor Agency	44,300	35,899	449,745	(373,765)	-	(94,445)	61,734
Mobile Home Rent Program	54,712	775	-	(3,000)	(20,957)	-	31,530
Commercial Linkage Fees	1,937,202	33,337	-	(62,478)	(188,615)	(945,735)	1,719,446
Housing In-Lieu Fees	3,084,016	2,010,440	-	(1,279,503)	(209,573)	(945,735)	2,659,645
Parkland Acquisition Impact Fees-08	1,977,562	251,055	-	-	(237,544)	(237,544)	1,991,073
Parkland Development Impact Fees-08	3,206,001	1,618,394	-	-	(264,147)	(939,357)	3,620,891
Open Space Acquisition Impact Fees - 08	456,434	131,774	-	-	(66,584)	(66,584)	521,624
Quimby Act Dedication and In-Lieu-08	-	-	-	-	-	-	-
City Facilities Development Impact Fee	5,640,247	1,666,559	-	-	(651,000)	(949,028)	5,706,778
Storm Drainage Impact Fees	2,786,320	72,030	-	-	(163,000)	-	2,695,350
Storm Drainage Impact Fees - 08	615,385	16,085	-	-	-	(12,420)	619,050
Traffic Mitigation Impact Fees	3,402,121	34,522	-	-	(775,000)	-	2,661,643
Traffic Mitigation Impact Fees-08	28,980,546	4,517,879	-	-	-	(2,211,803)	31,286,622
Public Art Fees	696,502	4,542	-	(212,312)	-	-	488,732
3% Admin Impact Fees	721,610	201,508	-	(149,810)	-	-	773,308
General Government Grants	45,000	-	1,228,000	(478,000)	-	-	45,000
Community Development Grants	(91,693)	-	33,547	(147,547)	-	-	658,307
Fire Department Grants	25,193	114,000	-	(310,000)	-	-	25,193
Parks and Rec Grants	-	310,000	-	(682,824)	-	-	-
Police Grants	493,333	270,404	-	(694,000)	(11,150,000)	401,517	482,430
Public Works Grants	2,907,051	9,183,351	100,000	(122)	(3,382,692)	100,000	446,402
Gas Tax	318,091	2,823,389	-	(473,952)	-	283,000	41,666
Landscape Assessment Districts	485,030	423,528	-	(145,646)	-	-	434,606
Abandoned Vehicle Abatement	282,292	82,093	900	(968)	-	-	219,639
Asset Seizures	37,127	2,721	-	(3,776,981)	(30,000)	8,880	8,880
Street Maintenance Gas Tax	4,684,367	2,253,590	4,417,236	(502,130)	(5,751,645)	1,826,567	1,826,567
Transient Occupancy Tax	(695,435)	3,721,763	12,543	(613,000)	(3,041,287)	-	(504,546)
Tourism Improvement District	19,903	110,000	368,000	-	-	250,000	134,903
Haz Mat Fines	55,057	12,413	-	-	-	-	67,470
SLESF	411,764	151,575	-	(1,074)	(419,000)	-	144,339
Donations	145,161	554,000	-	-	(554,000)	-	144,087
Prince Park Trust	513,659	7,492	-	-	(171,500)	-	349,651
Measure M Parks	511,819	650,000	800	(328,025)	(730,000)	-	104,594
TOTAL SPECIAL REVENUE FUNDS	64,954,819	31,784,639	6,610,771	(11,498,626)	(27,532,416)	(3,487,497)	60,831,690

FUND SUMMARY
FISCAL YEAR 2021-22 Estimate

Fund Description	Beg. Bal. 7/1/2021	Estimated Revenues	Transfers In	Estimated Expenditures	Transfers Out	Adjustments/Reserve	Est. Fund Bal. 6/30/2022
PRIVATE & PERMANENT TRUST FUNDS							
Wickersham Park Trust	25,451	256					25,707
Child Care Trust	149,511	1,757		(75,000)			76,268
Thomas Lee Charity Trust	25,085	239					25,324
PRIVATE & PERMANENT TRUST FUNDS	200,048	2,252	-	(75,000)	-	-	127,300
DEBT FUNDS							
General Government Debt	-	-	4,064,405	-	(1,625,000)	(913,979)	1,525,426
TOTAL DEBT FUNDS	-	-	4,064,405	-	(1,625,000)	(913,979)	1,525,426
ENTERPRISE FUNDS							
Airport Operations	1,539,663	2,814,184	51,842	(2,050,515)	(1,239,000)		1,116,174
Development Services	1,477,840	1,889,832	7,200	(2,277,362)			1,097,510
Marina	(1,124,678)	219,000	400	(279,418)			(1,184,696)
Transit	788,603	5,771,008	3,200	(5,715,264)	(305,000)		542,547
TOTAL ENTERPRISE FUNDS	2,681,428	10,694,024	62,642	(10,322,559)	(1,544,000)	-	1,571,535
UTILITIES							
Waste Water Utility	40,630,381	32,199,385	134,780	(24,250,910)	(8,108,500)		40,605,136
Waste Water Rate Stabilization	3,801,885	35,000					3,836,885
Water Utility	19,113,504	23,443,558	24,800	(19,185,205)	(7,704,912)		15,691,745
Storm Utility	838,496	278,176	500,573	(1,048,651)			568,594
TOTAL UTILITIES	64,384,266	55,956,119	660,153	(44,484,766)	(15,813,412)	-	60,702,360
INTERNAL SERVICE FUNDS							
Employee Benefits	2,179,677	1,305,336		(1,164,154)			2,320,859
General Services	507,545	270,927	1,200	(275,025)			504,647
Information Technology	(558,196)	2,963,058	7,000	(2,758,363)			(346,501)
Risk Management (Liability)	3,094,647	996,972	2,200	(3,083,836)			1,009,983
Vehicle and Equipment Replacement	992,436	14,745	1,495,276	(2,100,768)			401,689
Workers' Compensation	5,492,885	2,853,401		(3,652,632)			4,693,654
TOTAL INTERNAL SERVICE FUNDS	11,708,994	8,404,439	1,505,676	(13,034,778)	-	-	8,594,331
CAPITAL PROJECT FUNDS							
Facilities CIP	2,480,625		6,250,511	(5,550,291)	(12,543)	1,700,000	4,868,302
Fire CIP	500,000						500,000
Parks and Recreation CIP	633,997		2,007,147	(1,480,381)			1,160,763
Public Works/Surface Water CIP	1,745,441	4,229,593	12,414,599	(18,070,188)	(160,644)	1,083,000	1,241,801
Airport CIP	123,356	41,000	1,229,000	(1,271,470)	(49,842)		72,044
Marina CIP	58,686						58,686
Transit CIP	-		305,000	(305,000)			-
Waste Water/Recycled Water CIP	603,443		8,935,000	(8,865,038)			673,405
Water CIP	(587,089)		6,000,412	(6,051,771)			(638,448)
TOTAL CAPITAL PROJECT FUNDS	5,558,459	4,270,593	37,141,669	(41,594,139)	(223,029)	2,783,000	7,936,553
SUCCESSOR AGENCY FUNDS							
Successor Agency Debt	5,600,429	5,141,198		(5,141,197)			5,600,430
Successor Agency Admin	(606,805)	280,453	700	(375,598)		244,445	(456,805)
TOTAL SUCCESSOR AGENCY FUNDS	4,993,624	5,421,651	700	(5,516,795)	-	244,445	5,143,625
TOTAL ALL FUNDS	167,441,584	179,246,095	60,598,563	(187,485,181)	(60,598,564)	(160,052)	158,128,466

FUND SUMMARY
FISCAL YEAR 2022-2023

Fund Description	Est. Fund Bal. 7/01/2022	Budgeted Revenues	Budgeted Transfers In	Budgeted Expenditures	Budgeted Transfers Out	YE Adjustments/R eserve	Proj. Fund Bal. 6/30/2023
GENERAL FUND OPERATING	\$ -	\$ 50,780,540	\$ 13,176,294	\$ (63,293,327)	\$ (963,507)	\$ 300,000	-
Measure U Sales and Use Tax	\$ 2,149,632	\$ 13,581,750		\$	\$ (15,713,929)	\$	\$ 17,453
General Fund Designated Reserves	9,556,014				(810,000)		8,746,014
TOTAL GENERAL FUND	\$ 11,705,646	\$ 64,362,290	\$ 13,176,294	\$ (63,293,327)	\$ (17,487,436)	\$ 300,000	\$ 8,763,467
Community Development Block Grant	84,462	795,194		(298,848)	(511,000)		69,808
Home/Begin Grants	1,280,616	161,024		(900,000)			541,640
Housing Successor Agency	61,734	40,512	394,006	(397,006)			99,246
Mobile Home Rent Program	31,530	452		(3,000)	(16,150)		12,832
Commercial Linkage Fees	1,719,446	9,131		(1,105,526)	(145,353)		477,698
Housing In-Lieu Fees	2,659,645	969,515		(1,119,863)	(161,503)		2,347,794
Parkland Acquisition Impact Fees-08	1,991,073	349,581		(6,858)			2,333,796
Parkland Development Impact Fees-08	3,620,891	1,353,983		(22,581)	(4,947,000)		5,293
Open Space Acquisition Impact Fees - 08	521,624	98,690		(1,949)			618,365
Quimby Act Dedication and In-Lieu-08	-	-					-
City Facilities Development Impact Fee	5,706,778	1,168,520		(22,816)	(1,065,000)		5,787,482
Storm Drainage Impact Fees	2,695,350	13,737			(1,225,000)		1,484,087
Storm Drainage Impact Fees - 08	619,050	14,557		(248)			633,359
Traffic Mitigation Impact Fees	2,661,643	20,751			(2,682,394)		-
Traffic Mitigation Impact Fees-08	31,286,622	2,767,695		(52,727)	(125,606)		33,875,984
Public Art Fees	488,732	2,649		(480,121)			11,260
3% Admin Impact Fees	773,308	128,311		(159,170)			742,449
General Government Grants	45,000						45,000
Community Development Grants	658,307	1,455,000		(1,020,000)	(245,000)		848,307
Fire Department Grants	25,193				(429,000)		25,193
Parks and Rec Grants	-	429,000					-
Police Grants	482,430	709,657	250,000	(1,224,070)			218,017
Public Works Grants	446,402	1,052,000		(750,000)	(1,052,000)		(303,598)
Gas Tax	41,666	3,190,602		(307)	(3,184,593)		47,368
Landscape Assessment Districts	434,606	421,924		(485,156)			371,374
Abandoned Vehicle Abatement	219,639	1,221		(146,035)			74,825
Asset Seizures	8,880	1,587		(829)			9,638
Street Maintenance Gas Tax	1,826,567	2,228,022	4,074,593	(4,033,763)	(1,885,370)		2,210,049
Transient Occupancy Tax	(504,546)	3,790,707		(553,680)	(2,594,276)		138,205
Tourism Improvement District	134,903	140,000	245,000	(350,873)			169,030
HazMat Fines	67,470	241		(37)			67,674
SLESF	144,339	150,918			(130,000)		165,257
Donations	144,087	1,000,000		(4,427)	(1,000,000)		139,660
Prince Park Trust	349,651	4,369			(171,500)		182,520
Measure M Parks	104,594	850,000		(493,434)	(450,000)		11,160
TOTAL SPECIAL REVENUE FUNDS	60,831,690	23,319,550	4,963,599	(13,633,324)	(22,020,745)	-	53,460,770

FUND SUMMARY
FISCAL YEAR 2022-2023

Fund Description	Est. Fund Bal. 7/01/2022	Budgeted Revenues	Budgeted Transfers In	Budgeted Expenditures	Budgeted Transfers Out	YE Adjustments/R eserve	Proj. Fund Bal. 6/30/2023
PRIVATE & PERMANENT TRUST FUNDS							
Wickersham Park Trust	25,707	149					25,856
Child Care Trust	76,268	239					76,507
Thomas Lee Charity Trust	25,324	1,757					27,081
PRIVATE & PERMANENT TRUST FUNDS	127,300	2,145	-	-	-	-	129,445
DEBT FUNDS							
General Government Debt	1,525,426	-	3,701,135	(911,719)	-	-	4,314,842
TOTAL DEBT FUNDS	1,525,426	-	3,701,135	(911,719)	-	-	4,314,842
ENTERPRISE FUNDS							
Airport Operations	1,116,174	3,151,980		(2,250,915)	(1,239,000)		778,239
Development Services	1,097,510	1,706,257		(2,420,788)			382,979
Marina	(1,184,696)	237,500		(342,428)			(1,289,624)
Transit	542,547	6,686,269		(5,737,693)	(465,000)		1,026,123
TOTAL ENTERPRISE FUNDS	1,571,535	11,782,006	-	(10,751,824)	(1,704,000)	-	897,717
UTILITIES							
Waste Water Utility	40,605,136	35,925,655	93,580	(25,982,911)	(24,334,000)		26,307,460
Waste Water Rate Stabilization	3,836,885	20,410					3,857,295
Water Utility	15,691,745	32,317,007		(31,356,648)	(10,504,000)		6,148,104
Storm Utility	568,594	278,176	498,473	(1,044,047)			301,196
TOTAL UTILITIES	60,702,360	68,541,248	592,053	(58,383,606)	(34,838,000)	-	36,614,055
INTERNAL SERVICE FUNDS							
Employee Benefits	2,320,859	1,454,617		(1,183,094)			2,592,382
General Services	504,647	136,763		(191,348)	(93,000)		357,062
Information Technology	(346,501)	2,830,454	250,000	(2,480,953)			253,000
Risk Management (Liability)	1,009,983	2,349,977		(2,756,617)			603,343
Vehicle and Equipment Replacement	401,689	8,598	695,276	(872,276)			233,287
Workers' Compensation	4,693,654	3,405,463		(3,713,860)			4,385,257
TOTAL INTERNAL SERVICE FUNDS	8,584,331	10,185,872	945,276	(11,198,148)	(93,000)	-	8,424,331
CAPITAL PROJECT FUNDS							
Facilities CIP	4,868,302	15,000	3,090,000	(7,879,000)			94,302
Fire CIP	500,000						500,000
Parks and Recreation CIP	1,160,763		7,845,000	(8,416,000)			589,763
Public Works/Surface Water CIP	1,241,801	12,500,438	6,281,824	(21,700,000)			(1,675,937)
Airport CIP	72,044	53,000	1,239,000	(1,292,000)			72,044
Marina CIP	58,686						58,686
Transit CIP	-	496,000		(596,000)			(100,000)
Waste Water/Recycled Water CIP	673,405	24,091,000	24,091,000	(20,790,000)			3,974,405
Water CIP	(638,448)		9,722,000	(9,722,000)			(638,448)
TOTAL CAPITAL PROJECT FUNDS	7,936,553	12,568,438	52,764,824	(70,395,000)	-	-	2,874,815
Successor Agency Debt	5,600,430	5,138,622		(5,138,622)			5,600,430
Successor Agency Admin	(456,805)	250,000		(340,252)			(547,057)
TOTAL SUCCESSOR AGENCY FUNDS	5,143,625	5,388,622	-	(5,478,874)	-	-	5,053,373
TOTAL ALL FUNDS	\$ 158,128,466	\$ 196,150,171	\$ 76,143,181	\$ (234,045,822)	\$ (76,143,181)	\$ 300,000	\$ 120,532,815

Sources and Uses of Funds Fiscal Year 2022/2023

Revenue	General Fund	Measure U	Special Revenue & Trust Funds incl. Housing Funds	Enterprise Funds	Utilities	Internal Service Funds	Capital Project Funds	Successor Agency Funds	All Funds
Taxes Revenue	32,763,111	13,581,750	6,185,282	90,000	278,176	-	-	5,388,622	58,286,941
Permits and Fees	1,618,254	-	6,661,651	1,604,000	1,500	-	-	-	9,885,405
Use of Property Revenue	406,663	-	489,162	1,509,209	400,761	89,866	438	-	2,896,099
Intergovernmental	7,175,444	-	8,406,887	7,574,097	14,110,000	-	68,000	-	37,334,428
Charges for Sales	-	-	-	-	-	-	-	-	-
Charges for Services/Sales	8,803,068	-	566,713	122,000	-	9,992,891	-	-	19,484,672
Utility Revenue	-	-	-	176,000	52,719,900	-	-	-	52,895,900
Sales Revenue	6,000	-	-	705,700	38,000	-	-	-	749,700
Other Revenue	8,000	-	1,012,000	1,000	992,911	103,115	12,500,000	-	14,617,026
Total Revenues	\$ 50,780,540	\$ 13,581,750	\$ 23,321,695	\$ 11,782,006	\$ 68,541,248	\$ 10,185,872	\$ 12,568,438	\$ 5,388,622	\$ 196,150,171
Other Sources:									
Transfers In	13,176,294	-	8,664,734	-	592,053	945,276	52,764,824	-	76,143,181
Total Revenue and Other Sources	\$ 63,956,834	\$ 13,581,750	\$ 31,986,429	\$ 11,782,006	\$ 69,133,301	\$ 11,131,148	\$ 65,333,262	\$ 5,388,622	\$ 272,293,352
Expenditures and Expenses									
Salaries and Benefits	\$ 52,126,900	\$ -	\$ 3,375,613	\$ 2,706,771	\$ 11,661,940	\$ 2,168,270	\$ 1,892,973	\$ 110,220	\$ 74,042,687
Supplies	1,146,241	-	497,510	1,013,000	11,239,173	98,040	-	300	13,994,264
Professional Services,Maint, Repair	5,021,874	-	8,378,105	3,216,625	7,038,385	1,121,994	67,931,665	28,600	92,737,248
Intergovernmental Charges	2,795,290	-	938,945	1,000,549	3,422,134	331,108	346,538	193,392	9,027,956
Utilities	1,176,444	-	358,951	169,600	2,607,681	-	-	2,240	4,314,916
Advertising,Promotion,Debt, Rent, Training	807,578	-	995,919	719,779	9,988,793	7,001,736	148,824	5,144,122	24,806,751
Capital Expenditures	219,000	-	-	1,925,500	12,425,500	477,000	75,000	-	15,122,000
Total Expenditures and Expenses	\$ 63,293,327	\$ -	\$ 14,545,043	\$ 10,751,824	\$ 58,383,606	\$ 11,198,148	\$ 70,395,000	\$ 5,478,874	\$ 234,045,822
Other Uses:									
Transfers Out	1,773,507	15,713,929	22,020,745	1,704,000	34,838,000	93,000	-	-	76,143,181
Total Expenditures, Expenses and Other Uses	\$ 65,066,834	\$ 15,713,929	\$ 36,565,788	\$ 12,455,824	\$ 93,221,606	\$ 11,291,148	\$ 70,395,000	\$ 5,478,874	\$ 310,189,003



**2023 Budget
General Fund by Function**

Function	2021 Actual	2022 Revised	2023 Budget	Funded Position Allocation
Revenues				
General Government	45,270,294	52,412,672	56,337,680	
Planning	1,517,144	745,700	770,700	
Fire	6,094,440	4,547,600	4,379,600	
Recreation	488,217	814,200	924,200	
Police	726,737	1,425,800	1,200,700	
Public Works	560,708	193,954	343,954	
Total General Fund Revenues	54,657,540	60,139,926	63,956,834	
Appropriations				
General Government	9,441,333	11,322,966	11,549,023	36.80
Community Development	1,225,639	1,065,419	1,040,674	0.83
Fire	18,829,188	18,535,169	20,217,179	67.00
Parks and Recreation	4,074,517	5,089,735	5,251,706	19.70
Police	21,509,823	24,991,332	24,711,966	99.15
Public Works	1,716,351	1,926,952	2,296,286	7.78
Total General Fund Appropriations	56,796,850	62,931,573	65,066,834	231.26
Less Intragovernmental Offset	(2,857,625)	(2,976,171)	(3,706,165)	
General Fund Net Cost	53,939,225	59,955,402	61,360,669	

**2023 Budget
General Fund by Division**

Division	2021 Actual	2022 Revised	2023 Budget	Funded Position Allocation
Revenues				
General Fund Cost Center	45,270,294	52,412,672	56,337,680	
Planning Admin	679,368	245,700	270,700	
Planning Cost Recovery	837,776	500,000	500,000	
Fire Admin	2,034,233	636,100	636,100	
Fire Prevention	202,647	110,000	110,000	
Ambulance	3,857,560	3,801,500	3,633,500	
Recreation Admin	19,660	10,000	10,000	
Recreation Community Center	23,894	237,800	287,800	
Recreation Youth/teens Programs	187,417	306,800	366,800	
Recreation Contract Classes	192,843	117,300	117,300	
Recreation Sports Programs	17,073	45,900	45,900	
Recreation Sports Field Lights	42,110	71,400	71,400	
Recreation Senior Programs	-	20,000	20,000	
Recreation Special Events	5,220	5,000	5,000	
Police Admin	726,737	1,106,800	1,200,700	
Police Patrol	-	319,000	-	
Pub Works Admin	560,666	192,954	342,954	
Turning Basin/D St Bridge	42	1,000	1,000	
Total General Fund Revenues	54,657,540	60,139,926	63,956,834	
Appropriations				
General Fund Cost Center	2,514,431	1,974,750	1,775,821	
City Council Admin/operations	97,168	109,727	121,469	
City Attorney Admin/operations	1,065,842	1,249,671	1,324,316	4.50
City Clerk Admin/operations	364,909	411,876	516,985	2.40
City Clerk Elections	103,292	176,428	190,040	0.60
City Manager Admin/operations	1,109,646	1,556,303	1,763,780	6.00
Economic Development	657,375	1,031,002	695,985	2.50
Finance Admin	576,432	710,098	726,619	1.00
Finance Accounting Service	849,436	1,011,738	1,248,150	8.00
Finance Commercial Service	605,941	786,631	683,021	6.00
Human Resources Admin/operations	959,374	1,039,742	1,162,637	5.80
Non Departmental	606,386	1,265,000	1,340,200	
Planning Admin	390,276	561,419	536,674	0.83
Planning Cost Recovery	835,363	504,000	504,000	

**2023 Budget
General Fund by Division**

Division	2021 Actual	2022 Revised	2023 Budget	Funded Position Allocation
Appropriations (continuation)				
Fire Admin	1,712,026	1,729,774	2,089,457	5.70
Fire Disaster Preparedness	46,400	75,000	10,000	
Fire Hazardous Materials	163,063	375,353	418,411	2.02
Fire Prevention	617,526	481,833	539,299	2.28
Fire Suppression	11,094,974	10,949,093	11,787,197	39.00
Fire Suppression-apparatus	212,570	72,080	72,080	
Fire Suppression-building/grounds	40,649	19,500	19,500	
Fire Suppression-communications	34,592	21,400	21,400	
Fire Suppression-supplies	152,711	53,500	53,500	
Fire Suppression-training	38,614	17,800	17,800	
Ambulance	4,716,063	4,739,836	5,188,535	18.00
Recreation Admin	687,798	1,057,527	1,236,182	7.00
Recreation Cavanagh Center	13,677	12,850	12,850	
Recreation Community Center	68,010	223,911	209,350	
Recreation Library/museum	39,180	66,850	63,939	
Recreation Youth/teens Programs	259,848	411,473	392,169	
Recreation Contract Classes	96,531	72,500	72,500	
Recreation Sports Programs	14,439	54,658	54,415	
Recreation Aquatic Programs	243,767	202,950	202,950	
Recreation Senior Programs	15,354	49,801	46,413	
Recreation Special Events	25,727	52,183	52,183	
Police Admin	4,256,944	4,428,458	4,954,197	11.00
Police Communication	1,757,241	1,955,369	1,995,970	12.60
Police Cad/rms	401,124	428,647	428,647	
Police Investigation	1,096,394	1,459,366	1,349,813	5.00
Police Patrol	11,853,978	14,505,559	14,027,205	58.55
Police Traffic Safety	1,166,295	1,111,557	888,802	3.00
Police Records	699,199	754,325	795,309	7.00
Parking Enforcement	278,648	348,052	272,023	2.00
Pub Works Admin	475,420	518,823	803,771	0.83
Pub Works Engineering Development	488,129	512,452	570,005	3.30
Pub Works Engineering Cip	213,532	244,102	263,394	1.35
Pub Works Engineering Traffic	36,927	75,397	76,688	0.55
Bldg/facility Maintenance	646,405	663,532	674,951	2.20
Pub Works Auto/equip Maint Shop	241,553	248,374	253,285	1.65
Pub Works Street Lights	144,866	175,000	175,000	
Parks Maintenance	1,963,781	2,221,500	2,233,804	10.50
Downtown Streets/sidewalks Maint	91,576	117,000	117,000	
Pub Works Turning Basin/D St Bridge	24,348	35,804	37,143	0.10
Total General Fund Appropriations	56,796,850	62,931,574	65,066,834	231.26
Less Intragovernmental Offset	(2,857,625)	(2,976,171)	(3,706,165)	
General Fund Net Cost	53,939,225	59,955,403	61,360,669	

**2023 Budget
General Fund by Account**

Account	2021 Actual	2022 Revised	2023 Budget
Revenues			
Taxes Revenue	31,554,766	31,923,226	32,763,111
Fees/permits And Fines Revenue	1,833,740	1,593,254	1,618,254
Use Of Property Revenue	129,921	408,769	406,663
Intergovernmental Revenue	7,926,109	6,924,614	7,175,444
Charges For Service Revenue	9,492,323	8,723,515	8,803,068
Sales Revenue	12,514	6,000	6,000
Miscellaneous	272,667	8,000	8,000
Transfers, Debt Proceeds, City Contribution	3,435,500	10,552,548	13,176,294
Total General Fund Revenues	54,657,540	60,139,926	63,956,834
Appropriations			
Salaries	26,626,975	31,174,749	31,358,289
Benefits	16,228,646	19,051,551	20,768,611
Supplies	1,705,862	1,146,891	1,146,241
Professional Services, Maintenance, Repairs	6,107,911	5,152,250	5,021,874
Intragovernmental Services	1,224,041	2,045,286	2,795,290
Utilities	1,190,415	1,044,518	1,176,444
Advertising, Promotion, Debt, Rent , Training	999,097	757,302	807,578
Capital Expenditures	201,210	585,972	219,000
Transfers	2,512,693	1,973,054	1,773,507
Total General Fund Appropriations	56,796,850	62,931,574	65,066,834
Less Intragovernmental Offset	(2,857,625)	(2,976,171)	(3,706,165)
GENERAL FUND NET COST	53,939,225	59,955,403	61,360,669

2023 Budget Measure U by Division

Division	2021 Actual	2022 Revised	2023 Budget
Revenues			
Measure U	3,412,285	13,125,000	13,581,750
Total Measure U Fund Revenues	3,412,285	13,125,000	13,581,750
Appropriations			
Measure U	2,500,000	11,887,653	15,713,929
Total Measure U Fund Appropriations	2,500,000	11,887,653	15,713,929

Measure U by Account

Account Type	2021 Actual	2022 Revised	2023 Budget
Revenues			
Taxes Revenue	3,412,285	13,125,000	13,581,750
Total Measure U Fund Revenues	3,412,285	13,125,000	13,581,750
Appropriations			
Transfers	2,500,000	11,887,653	15,713,929
Total Measure U Fund Appropriations	2,500,000	11,887,653	15,713,929

2023 Budget
Special Revenue, Trust & Debt Funds by Fund

Account Type	2021 Actual	2022 Revised	2023 Budget
Revenues			
Taxes Revenue	4,515,590	6,055,807	6,185,282
Fees/permits And Fines Revenue	5,235,967	10,007,364	6,661,651
Use Of Property Revenue	674,319	700,814	489,162
Intergovernmental Revenue	7,730,280	13,776,045	8,406,887
Charges For Service Revenue	530,404	632,388	566,713
Sales Revenue	-	-	-
Miscellaneous	95,658	614,473	1,012,000
Transfers, Debt Proceeds, City Contribution	8,263,968	10,675,176	8,664,734
Total Special Revenue, Trust & Debt Funds Revenues	27,046,186	42,462,067	31,986,429
Appropriations			
Salaries	1,618,307	2,007,836	2,231,657
Benefits	859,252	1,060,609	1,143,956
Supplies	753,324	497,510	497,510
Professional Services, Maintenance, Repairs	5,512,085	6,452,914	8,378,105
Intragovernmental Services	684,474	662,278	938,945
Utilities	342,557	360,951	361,191
Advertising, Promotion, Debt, Rent , Training	151,948	90,481	993,679
Capital Expenditures	155,957	441,047	-
Transfers	10,253,215	29,157,416	22,020,745
Total Special Revenue, Trust & Debt Funds Appropriations	20,331,119	40,731,042	36,565,788

2023 Budget
Special Revenue, Trust & Debt Funds by Fund

Fund	2021 Actual	2022 Revised	2023 Budget	Funded Position Allocation
Appropriations				
Commercial Linkage Fees	208,127	251,093	1,250,879	
Housing In-lieu Impact Fees	2,429,420	1,489,076	1,281,366	
Park Land Acquisition Impact Fees-08	2,767	-	6,858	
Park Land Development Impact Fees-08	369,336	264,147	4,969,581	
Open Space Acquisition Impact Fees-08	685	-	1,949	
Public Facilities Impact Fees				
City Facilities Development Impact Fee	738,707	651,000	1,087,816	
Storm Drainage Impact Fees	2,500	163,000	1,225,000	
Storm Drainage Impact Fees - 08	964	-	248	
Traffic Impact Fees	66,000	775,000	2,808,000	
Traffic Impact Fees - 08	50,015	-	52,727	
Public Art Fees	258,272	212,312	480,121	
3% Admin Fee - 08	45,507	149,810	159,170	
General Government Grants	50,000	-	-	
Comm Develop Grants	441,745	478,000	1,265,000	
Community Development Block Grant (CDBG)	686,153	393,489	809,848	
Home/begin	13,605	900,000	900,000	
Fire Grants	-	147,547	-	
Parks And Rec Grants	-	310,000	429,000	
Police Grants	352,978	682,824	1,224,070	1.00
Public Works Grants	1,689,018	11,844,000	1,802,000	
Donations/developer Contrib	499,733	555,074	1,004,427	
Abandoned Vehicle Abatement	135,690	145,646	146,035	1.00
Asset Seizures	66,990	30,968	829	
Haz Mat Fines-fire	-	-	37	
SLESF	156,556	419,000	130,000	
Gas Tax	2,698,960	3,382,814	3,184,900	
Street Maintenance (HUT)	3,263,583	8,083,101	4,300,426	12.25
Street Signs And Markings	490,544	596,413	739,972	4.25
Street Signals And Lights	684,452	795,085	823,402	2.40
Solid Waste Contract Mgmt	70,733	54,027	55,333	0.20
Landscape Assessment Districts	446,331	473,952	485,156	0.30
Transient Occupancy Tax	3,189,682	3,543,417	3,147,956	
Petaluma Tourism Improvement District	283,734	613,000	350,873	
Prince Park Trust	56,500	171,500	171,500	
Measure M Parks	670,917	1,058,025	943,434	1.00
2021 Lease Revenue Bonds (Road Improveme	-	1,625,000	911,719	
Successor Agency Housing	227,118	373,765	397,006	0.95
Mobile Home Rent Program	21,000	23,957	19,150	
Child Care Trust	25,000	75,000	-	
Thomas Lee Charity Trust	540	-	-	
Total Special Revenue, Trust & Debt Funds Appropriations	20,393,862	40,731,042	36,565,788	23.35

2023 Budget
Special Revenue, Trust & Debt Funds by Account

Account Type	2021 Actual	2022 Revised	2023 Budget
Revenues			
Taxes Revenue	4,515,590	6,055,807	6,185,282
Fees/permits And Fines Revenue	5,235,967	10,007,364	6,661,651
Use Of Property Revenue	674,319	700,814	489,162
Intergovernmental Revenue	7,730,280	13,776,045	8,406,887
Charges For Service Revenue	530,404	632,388	566,713
Sales Revenue	-	-	-
Miscellaneous	95,658	614,473	1,012,000
Transfers, Debt Proceeds, City Contribution	8,263,968	10,675,176	8,664,734
Total Special Revenue, Trust & Debt Funds Revenues	27,046,186	42,462,067	31,986,429
Appropriations			
Salaries	1,618,307	2,007,836	2,231,657
Benefits	859,252	1,060,609	1,143,956
Supplies	753,324	497,510	497,510
Professional Services, Maintenance, Repairs	5,512,085	6,452,914	8,378,105
Intragovernmental Services	684,474	662,278	938,945
Utilities	342,557	360,951	361,191
Advertising, Promotion, Debt, Rent , Training	151,948	90,481	993,679
Capital Expenditures	155,957	441,047	-
Transfers	10,253,215	29,157,416	22,020,745
Total Special Revenue, Trust & Debt Funds Appropriations	20,331,119	40,731,042	36,565,788

**2023 Budget
Enterprise Funds by Fund**

Fund	2021 Actual	2022 Revised	2023 Budget	Funded Position Allocation
Revenues				
Airport	1,883,022	2,866,026	3,151,980	
Buidling Services	2,301,519	1,897,032	1,706,257	
Marina	208,012	219,400	237,500	
Transit	3,575,793	5,774,208	6,686,269	
Total Enterprise Funds Revenues	7,968,346	10,756,666	11,782,006	
Appropriations				
Airport	1,733,713	3,289,515	3,489,915	3.30
Buidling Services	2,050,867	2,277,362	2,420,788	9.12
Marina	1,900,335	279,418	342,428	0.43
Transit	3,595,603	6,020,264	6,202,693	4.15
Total Enterprise Funds Appropriations	9,280,518	11,866,559	12,455,824	17.00

**2023 Budget
Enterprise Funds by Division**

Division	2021 Actual	2022 Revised	2023 Budget
Revenues			
Airport Admin/operations	1,883,022	2,866,026	3,151,980
Building Admin	40,222	50,132	32,457
Building Services	2,191,992	1,746,900	1,573,800
Building Svc Cost Recovery	69,305	100,000	100,000
Marina Admin/operations	208,012	219,400	237,500
Transit Admin	1,772,179	2,602,911	3,177,475
Transit City Routes	1,373,416	2,177,822	2,423,000
Paratransit	430,198	993,475	1,085,794
Total Enterprise Funds Revenues	7,968,346	10,756,666	11,782,006
Appropriations			
Airport Admin/operations	1,245,876	2,651,665	2,852,165
Airport Fueling	391,239	525,750	525,750
Airport Hangars	96,598	112,100	112,000
Building Admin	-	-	155,687
Building Services	1,965,268	2,118,362	2,106,101
Building Svc Cost Recovery	85,599	159,000	159,000
Marina Admin/operations	1,900,335	279,418	342,428
Transit Admin	681,577	1,319,447	1,429,441
Transit City Routes	2,293,223	3,790,342	3,973,577
Paratransit	620,803	910,475	799,675
Total Enterprise Funds Appropriations	9,280,518	11,866,559	12,455,824

**2023 Budget
Enterprise Funds by Account**

Account type	2021 Actual	2022 Revised	2023 Budget
Revenues			
Taxes Revenue	89,148	85,000	90,000
Fees/permits And Fines Revenue	2,217,738	1,766,600	1,604,000
Use Of Property Revenue	1,324,737	1,479,480	1,509,209
Intergovernmental Revenue	3,413,501	6,329,644	7,574,097
Charges For Service Revenue	108,359	125,000	122,000
Utility Revenue	55,893	220,000	176,000
Sales Revenue	555,141	681,300	705,700
Miscellaneous	2,718	7,000	1,000
Transfers, Debt Proceeds, City Contribution	201,111	62,642	-
Total Enterprise Fund Revenues	7,968,346	10,756,666	11,782,006
Appropriations			
Salaries	1,167,120	1,630,137	1,939,104
Benefits	473,641	786,968	767,667
Supplies	790,064	970,000	1,013,000
Professional Services, Maintenance, Repairs	2,896,417	3,210,481	3,216,625
Intragovernmental Services	683,722	894,754	1,000,549
Utilities	171,461	174,175	169,600
Advertising, Promotion, Debt, Rent , Training	2,229,719	695,044	719,779
Capital Expenditures	-	1,961,000	1,925,500
Transfers	868,374	1,544,000	1,704,000
Total Enterprise Fund Appropriations	9,280,518	11,866,559	12,455,824

**2023 Budget
Utilities Funds by Fund**

Fund	2021 Actual	2022 Revised	2023 Budget	Funded Position Allocation
Revenues				
Waste Water	32,789,748	32,334,165	36,019,235	
Waste Water Rate Stabilization	17,126	35,000	20,410	
Water	20,910,028	23,468,358	32,317,007	
Storm Water	726,191	778,749	776,649	
Total Utilities Fund Revenues	54,443,093	56,616,272	69,133,301	
Appropriations				
Waste Water	20,012,924	32,359,410	50,316,911	41.22
Water	21,734,734	26,890,117	41,860,648	32.14
Storm Water	421,650	1,048,651	1,044,047	2.60
Total Utilities Fund Appropriations	42,169,308	60,298,178	93,221,606	75.96

2023 Budget Utilities Funds by Division

Division	2021 Actual	2022 Revised	2023 Budget
Revenues			
Waste Water Admin	32,002,721	31,834,165	35,269,235
Waste Water Capacity Fees	787,027	500,000	750,000
Waste Water Rate Stabilization	17,126	35,000	20,410
Water Admin	20,424,672	22,968,358	31,967,007
Water Capacity Fees	482,768	500,000	350,000
Water Conservation	2,588	-	-
Storm Drainage Utility Admin	726,191	778,749	776,649
Total Utilities Fund Revenues	54,443,093	56,616,272	69,133,301
Appropriations			
Waste Water Admin	11,361,172	19,588,856	36,232,990
Waste Water Collect System	718,705	1,473,355	1,493,075
Waste Water Sewage Pump Stations	551,303	702,831	864,913
Waste Water Customer Svc	405,211	78,200	78,200
Waste Water Industrial	480,127	813,848	869,646
Waste Water Reclamation	727,414	1,451,899	1,937,234
Waste Water Storm Drain	122,041	195,143	422,511
Waste Water Ellis Creek Operations	6,216,287	8,055,278	8,418,342
Water Admin	9,122,032	11,134,816	26,036,412
Water Conservation	511,992	782,839	1,363,615
Water Customer Services	878,488	794,542	821,871
Water Leak Detect/cross Connect	128,772	138,670	133,000
Water Pumping	313,345	660,150	657,169
Water Source Of Supply	7,617,906	8,356,750	8,884,750
Water Transmission & Distribution	2,592,863	5,022,350	3,963,831
Storm Drainage Utility Admin	421,650	1,048,651	1,044,047
Total Utilities Fund Appropriations	42,169,308	60,298,178	93,221,606

**2023 Budget
Utilities Funds by Account**

Account type	2021 Actual	2022 Revised	2023 Budget
Revenues			
Taxes Revenue	224,769	278,176	278,176
Fees/permits And Fines Revenue	1,644	5,600	1,500
Use Of Property Revenue	315,969	610,332	400,761
Intergovernmental Revenue	2,588	-	14,110,000
Charges For Service Revenue	-	-	-
Utility Revenue	50,227,561	53,789,100	52,719,900
Sales Revenue	38,112	290,000	38,000
Miscellaneous	52,791	982,911	992,911
Transfers, Debt Proceeds, City Contribution	3,558,208	660,153	592,053
Total Utilities Fund Revenues	54,421,642	56,616,272	69,133,301
Appropriations			
Salaries	5,566,566	7,777,239	8,006,189
Benefits	2,431,834	3,574,129	3,655,751
Supplies	9,494,367	10,654,550	11,239,173
Professional Services, Maintenance, Repairs	2,986,026	5,398,265	7,038,385
Intragovernmental Services	2,542,805	3,382,351	3,422,134
Utilities	2,031,152	2,532,535	2,607,681
Advertising, Promotion, Debt, Rent , Training	10,085,604	9,986,697	9,988,793
Capital Expenditures	-	1,179,000	12,425,500
Transfers	7,030,954	15,813,412	34,838,000
Total Utilities Fund Appropriations	42,169,308	60,298,178	93,221,606



**2023 Budget
Internal Service Funds by Fund**

Fund	2021 Actual	2022 Revised	2023 Budget	Funded Position Allocation
Revenues				
Employee Benefits	1,300,189	1,305,336	1,454,617	
General Services	283,813	272,127	136,763	
Information Technology	2,732,422	2,970,058	3,080,454	
Risk Management	16,718	999,172	2,349,977	
Vehicle and Equipment Replacement	904,130	1,510,021	703,874	
Workers' Compensation	2,926,961	2,853,401	3,405,463	
Total Internal Service Funds Revenues	8,164,233	9,910,115	11,131,148	
Appropriations				
Employee Benefits	542,771	1,164,154	1,183,094	
General Services	136,931	275,025	284,348	1.00
Information Technology	2,430,987	2,758,363	2,480,953	7.50
Risk Management	1,711,926	3,083,836	2,756,617	2.00
Vehicle and Equipment Replacement	760,226	2,100,768	872,276	
Workers' Compensation	3,098,983	3,652,632	3,713,860	
Total Internal Service Funds Appropriations	8,681,824	13,034,778	11,291,148	10.50

2023 Budget
Internal Service Funds by Account

Account type	2021 Actual	2022 Revised	2023 Budget
Revenues			
Use Of Property Revenue	38,186	154,109	89,866
Intergovernmental Revenue	32,877	-	-
Charges For Service Revenue	6,694,490	8,147,215	9,992,891
Sales Revenue	1,663	-	-
Miscellaneous	97,741	103,115	103,115
Transfers, Debt Proceeds, City Contribution	1,299,276	1,505,676	945,276
Total Internal Service Funds Revenues	8,164,233	9,910,115	11,131,148
Appropriations			
Salaries	1,019,024	1,256,772	1,316,903
Benefits	569,774	875,791	851,367
Supplies	145,850	168,040	98,040
Professional Services, Maintenance, Repairs	1,357,420	1,113,194	1,121,994
Intragovernmental Services	201,633	253,953	331,108
Utilities			
Advertising, Promotion, Debt, Rent , Training	5,388,123	7,381,536	7,001,736
Capital Expenditures	-	1,985,492	477,000
Transfers	-	-	93,000
Total Internal Service Funds Appropriations	8,681,824	13,034,778	11,291,148

**2023 Budget
Capital Projects Funds by Fund**

Fund	2021 Actual	2022 Revised	2023 Budget	Funded Position Allocation
Revenues				
Facilities CIP	2,558,590	6,250,511	3,105,000	
Fire CIP	-	-	-	
Parks and Rec CIP	1,343,520	2,007,147	7,845,000	
Public Works CIP	4,097,136	16,644,192	18,782,262	
FEMA CIP	338,112	-	-	
Airport CIP	182,359	1,270,000	1,292,000	
Transit CIP	51,449	305,000	496,000	
Waste Water CIP	2,820,391	8,935,000	24,091,000	
Water CIP	3,682,248	6,000,412	9,722,000	
Total Capital Projects Funds Revenues	15,073,805	41,412,262	65,333,262	
Appropriations				
Facilities CIP	1,149,532	5,562,834	7,879,000	0.25
Parks and Rec CIP	961,136	1,480,381	8,416,000	0.73
Public Works CIP	5,063,014	18,230,832	21,700,000	3.37
Airport CIP	106,464	1,321,312	1,292,000	0.28
Transit CIP	51,884	305,000	596,000	0.23
Waste Water CIP	2,629,409	8,865,038	20,790,000	3.90
Water CIP	3,502,700	6,051,771	9,722,000	3.05
Total Capital Projects Funds Appropriations	13,464,139	41,817,168	70,395,000	11.81

2023 Budget
Capital Projects Funds by Account

Account type	2021 Actual	2022 Revised	2023 Budget
Revenues			
Use Of Property Revenue	11,880	438	438
Intergovernmental Revenue	913,101	41,000	68,000
Charges For Service Revenue	15,334	34,750	-
Sales Revenue	-	-	-
Miscellaneous	319,195	-	-
Transfers, Debt Proceeds, City Contribution	13,814,295	41,336,074	65,264,824
Total Capital Projects Funds Revenues	15,073,805	41,412,262	65,333,262
Appropriations			
Salaries	654,475	1,225,974	1,410,896
Benefits	197,674	656,105	482,077
Supplies	37,685	-	-
Professional Services, Maintenance, Repairs	11,895,976	35,171,503	67,931,665
Intragovernmental Services	195,208	297,733	346,538
Utilities	-	-	-
Advertising, Promotion, Debt, Rent , Training	34,545	145,824	148,824
Capital Expenditures	165,295	4,097,000	75,000
Transfers	283,281	223,029	-
Total Capital Projects Funds Appropriations	13,464,139	41,817,168	70,395,000

2023 Budget Successor Agency by Fund

Fund	2021 Actual	2022 Revised	2023 Budget	Funded Position Allocation
Revenues				
Successor Agency Debt Service	7,182,216	5,141,198	5,138,622	
Successor Agency Admin	250,007	281,153	250,000	
Total Successor Agency Funds Revenues	7,432,223	5,422,351	5,388,622	
Appropriations				
Successor Agency Debt Service	2,068,690	5,141,197	5,138,622	
Successor Agency Admin	429,930	375,598	340,252	0.55
Total Successor Agency Funds Appropriations	2,498,620	5,516,795	5,478,874	0.55

Successor Agency by Account

Account Type	2021 Actual	2022 Revised	2023 Budget
Revenues			
Taxes Revenue	7,432,216	5,391,198	5,388,622
Use Of Property Revenue	7	30,453	-
Intergovernmental Revenue	-	-	-
Transfers, Debt Proceeds, City Contribution		700	
Total Successor Agency Funds Revenues	7,432,223	5,422,351	5,388,622
Appropriations			
Salaries	41,804	74,638	79,144
Benefits	21,249	28,664	31,076
Supplies	200	300	300
Professional Services, Maintenance, Repairs	230,688	32,400	28,600
Intragovernmental Services	131,121	232,596	193,392
Utilities	2,801	3,000	3,240
Advertising, Promotion, Debt, Rent , Training	2,070,757	5,145,197	5,143,122
Total Successor Agency Funds Appropriations	2,498,620	5,516,795	5,478,874

2023 Budget
Citywide Capital Vehicle and Equipment Appropriations

Fund: General Fund**Division: Fire Suppression**

Description	Justification / Explanation	Quantity	Cost	Department
Fire Engine Equipment/Supplies	Hose, ladders, appliances, tools, medical equipment, radios, and all other necessary equipment to fully outfit a new fire engine.		161,000	Fire
Fire Suppression Subtotal			161,000	

Division: Recreation Admin

Description	Justification / Explanation	Quantity	Cost	Department
Pool Boiler Replacement	Replace failed pool boiler that is past its service life.		50,000	Fire
Recreation Admin Subtotal			50,000	

Division: Public Works Admin

Description	Justification / Explanation	Quantity	Cost	Department
Asset Management Software	Upgrades to GIS Software for Asset Mgmt. Implementation	0.2	8,000	PW & Utilities
Public Works Admin Subtotal			8,000	
General Fund Capital			219,000	

Fund: Public Works CIP**Division: Public Works CIP**

Description	Justification / Explanation	Quantity	Cost	Department
Caulfield Bridge Crosstown Connector	Land Easements for Bridge		75,000	PW & Utilities
Public Works CIP Subtotal			75,000	

Fund: Airport**Division: Airport Administration/Operations**

Description	Justification / Explanation	Quantity	Cost	Department
Asset Management Software	Upgrades to GIS Software for Asset Mgmt. Implementation	0.2	8,000	PW & Utilities
Airport Administration/Operations Subtotal			8,000	

Fund: Development Services**Division: Building Services**

Description	Justification / Explanation	Quantity	Cost	Department
Workstations	Workstations for increased staff	3	19,500	Community Dev
Electric vehicle	Replacement of failing fuel fossil Inspector vehicle	1	40,000	Community Dev
Building Subtotal			59,500	

2023 Budget Citywide Capital Vehicle and Equipment Appropriations

Fund: Transit**Division: Transit Admin**

Description	Justification / Explanation	Quantity	Cost	Department
Asset Management Software	Upgrades to GIS Software for Asset Mgmt. Implementation	0.2	8,000	PW & Utilities
Transit Admin Subtotal			8,000	

Division: Transit City Routes

Description	Justification / Explanation	Quantity	Cost	Department
Electric Buses	Replacement of high mileage diesel buses	2	1,850,000	PW & Utilities
Transit City Routes Subtotal			1,850,000	

Enterprise Fund Capital			1,925,500	
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Fund: Waste Water**Division: Waste Water Administration**

Description	Justification / Explanation	Quantity	Cost	Department
Asset Management Software	Upgrades to GIS Software for Asset Mgmt. Implementation	0.2	8,000	PW & Utilities
Waste Water Administration Subtotal			8,000	

Division: Waste Water sewage pump station

Description	Justification / Explanation	Quantity	Cost	Department
Back-up 60HP pump	PIPS and C St pump stations have 60HP pumps, and a spare 60HP pump would provide a quick way to keep these pump stations fully operational in the event of a pump failure.	1	100,000	PW & Utilities
Waste Water sewage pump station Subtotal			100,000	

Division: Waste Water storm drain

Description	Justification / Explanation	Quantity	Cost	Department
Utility Truck & Camera Van	Replacement of one 20 year old truck and one camera van past their useful life	2	250,000	PW & Utilities
Waste Water storm drain Subtotal			250,000	

Division: Waste Water Ellis creek operations

Description	Justification / Explanation	Quantity	Cost	Department
Equipment replacement	Replacement of Waste Water equipment that fail during the year due to the corrosive environment to treat waste water		100,000	PW & Utilities
Technology upgrade for Ellis Creek Training room	Training room electronic equipment has reached its end of service life and requires replacement		30,000	PW & Utilities
Replacement Generator Oxidation Ponds	To replace the generator currently being rented to provide emergency backup power for the facilities at the ponds. BAAQMD declined the exemption the plant utilized for the City's existing generator.	1	60,000	PW & Utilities
Waste Water Ellis creek operations Subtotal			190,000	

2023 Budget
Citywide Capital Vehicle and Equipment Appropriations

Fund: Water**Division: Water Administration**

Description	Justification / Explanation	Quantity	Cost	Department
Asset Management Software	Upgrades to GIS Software for Asset Mgmt. Implementation	0.2	8,000	PW & Utilities
AMI Installations	Replace all 20,000+ water meters with new AMI cellular meters, cost includes installation and infrastructure/software upgrades. City was awarded a grant to fund these meters		11,500,000	PW & Utilities
Water Administration Subtotal			11,508,000	

Division: Water Conservation

Description	Justification / Explanation	Quantity	Cost	Department
City Facilities Fixture Upgrades	Upgrade of 158 city fixtures (faucets/toilets) to meet water-efficient plumbing code standards		100,000	PW & Utilities
Electric Van	Replacement of a inoperable Water conservation program vehicle that failed due to mechanical issues	1	49,500	PW & Utilities
Water Conservation Subtotal			149,500	

Division: Water Transmission & Distribution

Description	Justification / Explanation	Quantity	Cost	Department
Utility trucks	Replacement of 20 year old trucks past their useful life	3	220,000	PW & Utilities
Water Transmission & Distribution Subtotal			220,000	

Utilities Fund Capital	12,425,500
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Fund: Vehicle and Equipment Replacement**Division: Vehicle/Equipment Replacement admin gen gov**

Description	Justification / Explanation	Quantity	Cost	Department
Green Mowers 74" deck	Replacement of Two gas powered mowers that are at end of their life cycle.	2	80,000	Parks & Rec
Vehicles	Lease vehicles costs		156,000	Citywide
Vehicles	Lease vehicles and equipment	10	241,000	Police
Vehicle and Equipment Replacement Subtotal			477,000	

Internal Service Fund Capital	477,000
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Total Capital Vehicle and Equipment Appropriations	15,122,000
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Climate Action Baseline Overview

Climate First Policy

The City of Petaluma is currently in the process of updating purchasing policies to include sustainable procurement. "Sustainable Procurement" is purchasing that builds healthy communities, economies, and environments all along local and global supply chains. At the City, this means we seek to use our purchasing power to reduce carbon emissions, support human and labor rights, improve the health of our communities, and increase supplier diversity - and do this in a way that is ethical and makes financial sense. The intention is that this addition to the standing policy will create a climate lens that will provide guidance for all the City's programs and projects to reduce environmental impacts and to be more sustainable. This policy will specifically provide support for project managers in identifying embedded carbon within City processes.

Purchase of Fossil Fuels for Equipment and Facility Use

In recognition of Resolution No. 2019-055 N.C.S. declaring a Climate Emergency, Resolution No. 2021-007 N.C.S. adopting a Climate Emergency Framework, and priority action items recommended by the Climate Action Commission and accepted by the City Council on January 11, 2021, staff has prepared a summary of both fossil and renewable fuel purchases for Fiscal Years 2020, 2021, and through April 1 of FY 2022. This information is provided both as a benchmark to track the City's direct contribution of fossil fuel purchases and resulting greenhouse gas emissions, and to provide information for focusing future decarbonization activities.

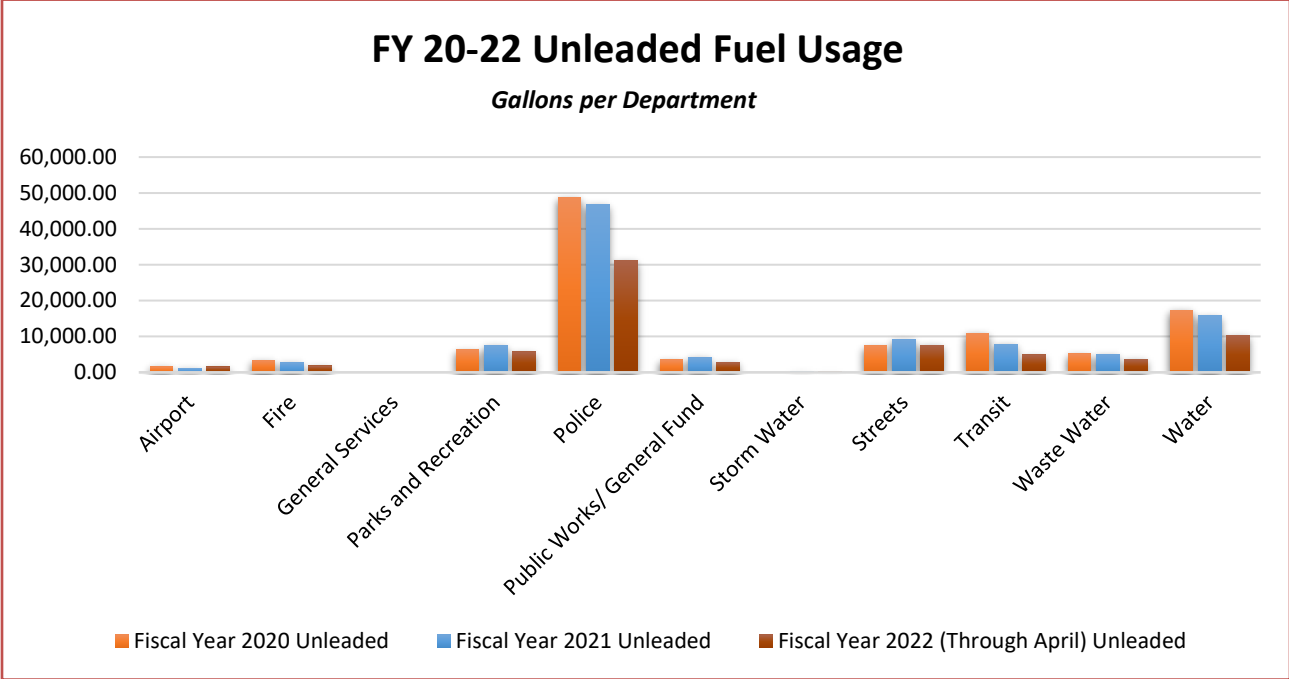
The information presented in this section has been calculated based on gallons of fuel purchased over the noted fiscal years. Staff will continue analyzing data and will bring forth additional information with the Fleet and Equipment Electrification Plan.

Department	Fiscal Year 2020			Fiscal Year 2021			Fiscal Year 2022 (Through April)		
	Unleaded	Diesel	Renewable Diesel	Unleaded	Diesel	Renewable Diesel	Unleaded	Diesel	Renewable Diesel
Airport	1,640.90	307.20		1,215.20	256.80		1,557.70	306.30	
Fire	3,361.41	101.04	16,669.49	2,809.98	39.73	19,646.07	1,827.70	27.40	13,213.98
General Services	21.70			16.40			8.20		
Parks and Recreation	6,336.70	1,979.30		7,530.30	2,064.40		5,680.30	1,241.50	
Police	48,856.81	632.05		46,871.75	456.73		31,260.84	1,427.68	
Public Works/ General Fund	3,528.80			4,191.30			2,820.10		
Storm Water	93.40	786.90		171.60	235.20		151.70	42.10	
Streets	7,416.80	2,167.90		9,153.00	2,331.30		7,601.50	1,956.50	
Transit	10,965.65	61.00	51,742.64	7,825.02		54,744.09	4,854.30		38,960.50
Waste Water	5,169.10	1,701.00		4,955.80	1,007.10		3,663.00	1,550.60	
Water	17,368.50	4,266.30		15,812.80	4,647.40		10,404.00	2,630.30	
Total	104,759.77	12,002.69	68,412.13	100,553.15	11,038.66	74,390.16	69,829.34	9,182.38	52,174.48

Fossil Fuel Usage

Overall, there was a slight reduction of fossil fuel usage from Fiscal Year 2020 to Fiscal Year 2021 which could be accredited to the reduction of transport caused by the Coronavirus Pandemic and resulting facility closures. This experience has provided Petaluma with an opportunity to transition to a hybrid remote work policy which will continue to facilitate a permanent reduction in fossil fuel usage in the workforce which is not represented here. The goal of the City vehicle fleet electrification is a high priority,

and staff is currently investigating opportunities to increase EV charging infrastructure city-wide which would allow for the comprehensive transition needed to meet this goal.



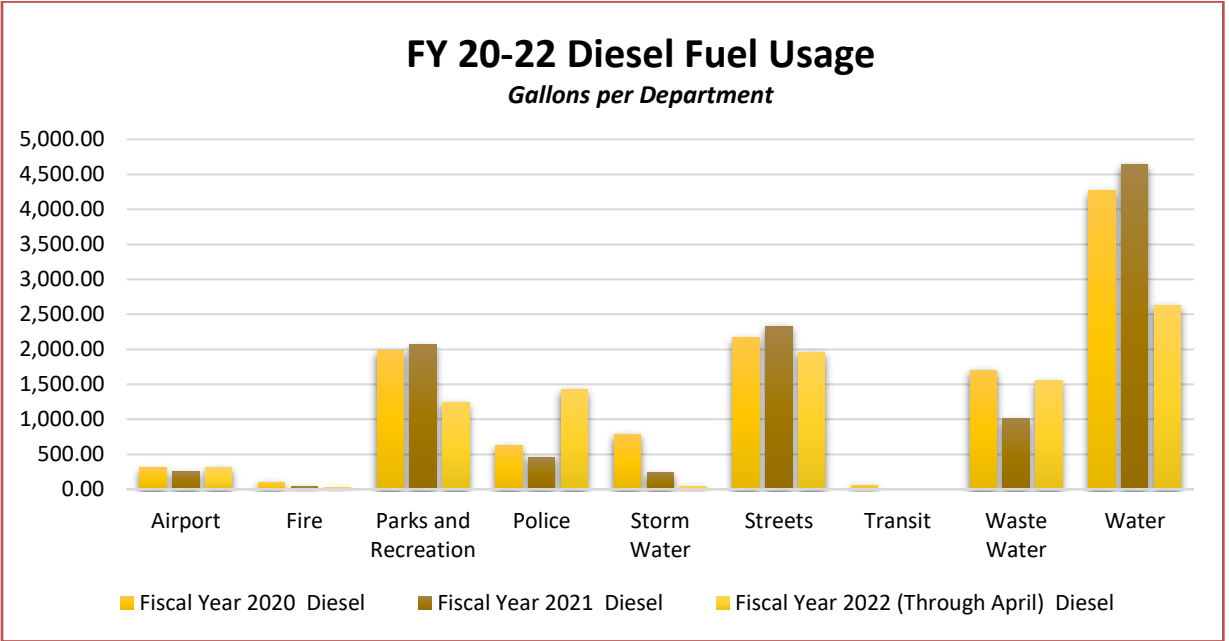
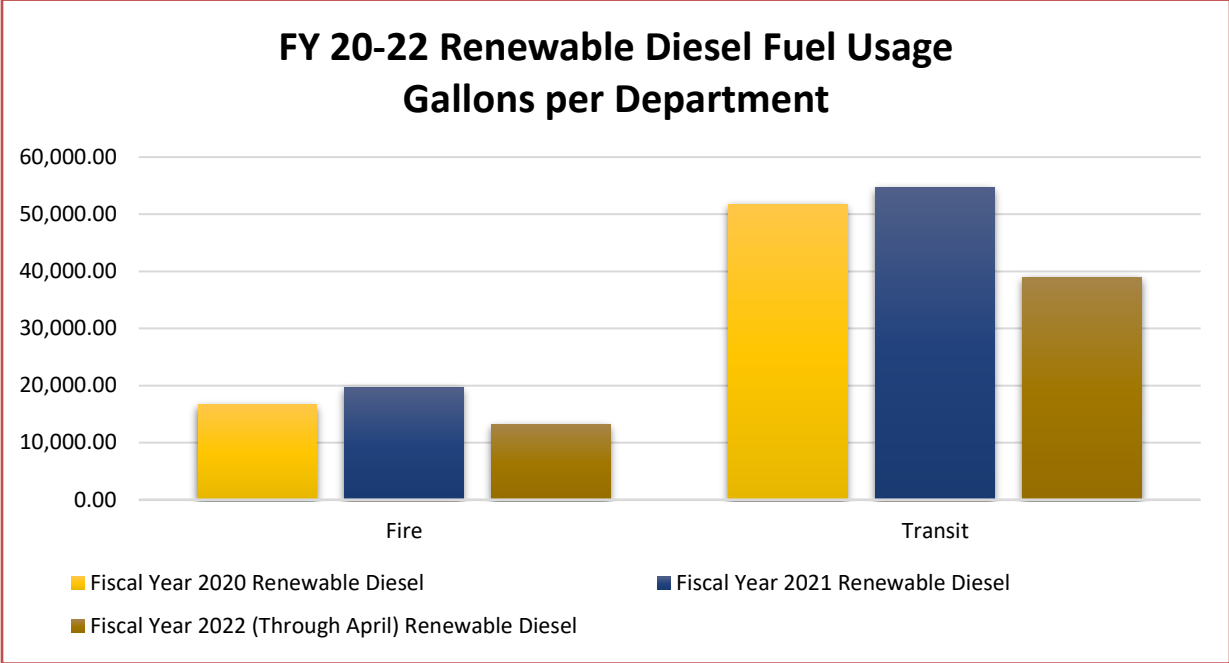
On a departmental level, the highest fossil fuel costs are attributed to the Police Department and the Water Division. Both departments are vehicle dependent with specific needs for vehicle specifications and the electric vehicle technology to meet these specifications is still being developed. The City of Petaluma is taking actions to begin replacing fuel powered vehicles in these departments with all-electric options as technology becomes available. 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.

Renewable and Fossil Diesel Usage

In Fiscal Year 2019, the Petaluma City School District transitioned from using traditional diesel fuel to using renewable diesel. Renewable diesel is made from the same renewable resources as biodiesel but uses a different production process. The result is a renewable fuel that is chemically identical to fossil diesel and meets the same standard specifications of fossil diesel. The use of Renewable diesel can reduce emissions of greenhouse gases up to 90% and has been found to reduce fine particulates and nitrogen oxides as well.

The City of Petaluma has been using the school district’s fueling station to meet the diesel needs for both the Transit and Fire Departments for many years. When the school district transitioned to renewable

diesel—these Departments transitioned as well. The City is actively pursuing the transition of its entire diesel fleet to renewable diesel until fleet electrification can be accomplished.



Several City departments are reliant on diesel fuel to efficiently provide day to day services to the Petaluma community as shown above. By the mid-term for Fiscal Year 2023, the hope is to have this fleet completely transitioned to renewable diesel until technology exists for complete electrification.



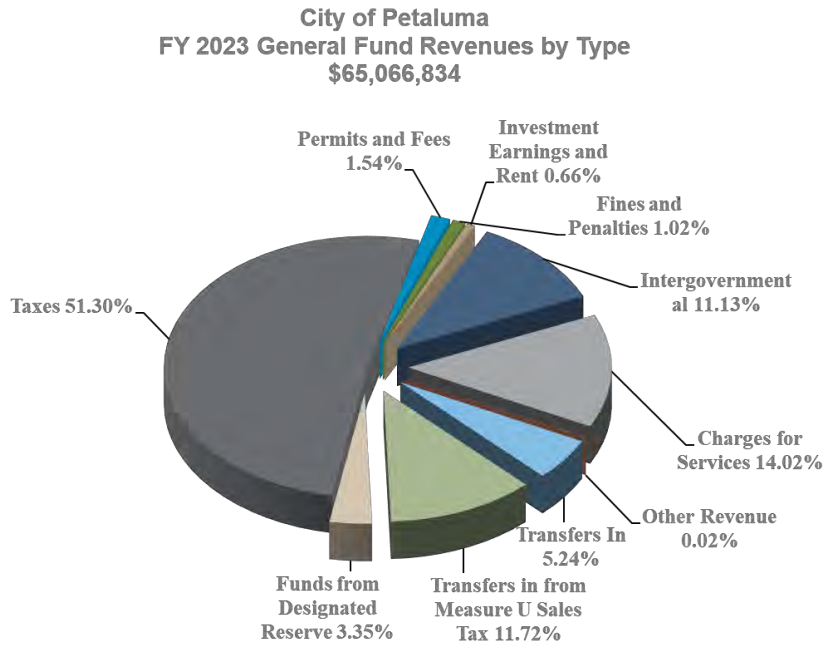
General Fund Operating Budget Overview

FY 22-23 Budget

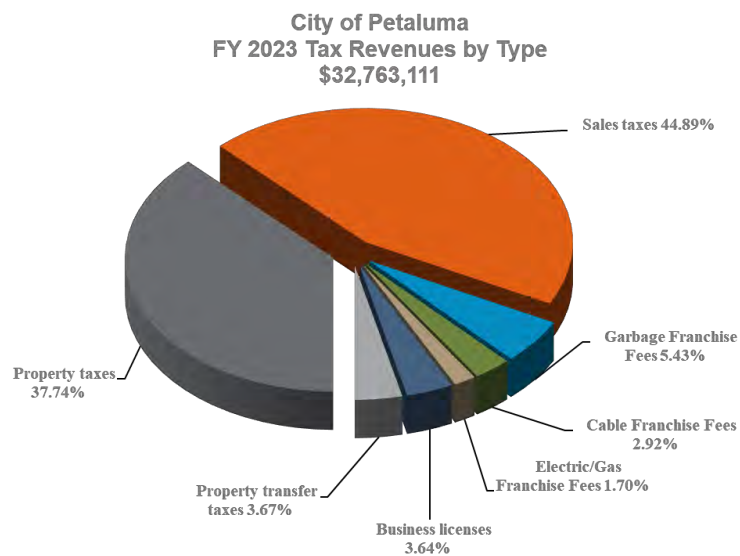
	FY 2020 Actual	FY 2021 Actual	FY 2022 Revised Budget	FY 2023 Budget
Revenues				
Taxes	\$ 29,611,204	\$ 31,554,766	\$ 31,923,226	\$ 32,763,111
Permits and Fees	1,219,536	1,671,811	958,254	1,133,254
Fines and Penalties	407,108	161,927	635,000	485,000
Investment Earnings and Rent	709,078	129,921	408,769	406,663
Intergovernmental	7,020,481	7,926,108	6,924,614	7,175,444
Charges for Services	8,591,220	9,582,790	8,723,515	8,803,068
Other Revenue	97,214	294,708	14,000	14,000
Transfers In	2,636,434	3,435,500	3,263,300	2,517,500
Transfers in from Measure U Sales Tax	-	-	7,289,248	10,658,794
Total Revenues	\$ 50,292,275	\$ 54,757,531	\$ 60,139,926	\$ 63,956,834
Funds from Designated Reserve			\$ 2,087,000	\$ 1,110,000
Total Sources			\$ 62,226,926	\$ 65,066,834
Expenditures/Appropriations				
Salaries	\$ 25,415,663	\$ 26,614,103	\$ 31,174,751	\$ 31,358,289
Benefits	14,644,523	16,232,042	19,051,549	20,768,611
Services and Supplies	7,433,681	8,794,225	7,056,443	6,975,693
Utilities	1,098,436	1,202,280	1,044,518	1,176,444
Capital	217,208	217,608	585,972	219,000
Transfers Out	1,377,729	2,512,693	1,973,054	1,773,507
Intragovernmental	1,564,270	1,224,042	2,045,286	2,795,290
Total Expenditures/Appropriations	\$ 51,751,510	\$ 56,796,993	\$ 62,931,573	\$ 65,066,834
Difference	\$ (1,459,235)	\$ (2,039,462)	\$ (704,647)	\$ -
Beginning Working Capital Balance	\$ 3,173,198	\$ 2,739,136	\$ 704,647	\$ (0)
Ending Working Capital Balance *	\$ 2,739,136	\$ 704,647	\$ (0)	\$ (0)

Revenues

Total General Fund revenues in FY 2022/23 are projected to be \$65,066,834. This represents a 4.6% increase over FY 2021/22 revised revenues. The chart below shows total General Fund revenues by type.



Tax revenues make up 51.30% 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 44.89% of General Fund tax revenues and is projected to approximate \$14.7 million during FY 2022/23. The recent trend shows recovery is occurring since the onset of the pandemic therefore sales tax revenues have been adjusted to reflect the most recent updated forecast amount provided by the City's sales tax consultant. The overall change from the prior year shows an increase of \$.4m or about a 3% increase over FY 2021/22 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 revenue patterns. The estimates included assume recovery continuing through FY 22/23. Due to the ongoing uncertainty of the economy – from high inflation, supply chain challenges and recent world events, sales tax revenues in the out years of the forecast reflect conservative growth. Growth is included at an average rate of approximately 3% per year. Due to the recent events and 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 approximately 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 Construction, Transportation, Business to Business and Food Products categories. Moderate growth in other sectors 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 37.74% of General Fund tax revenues. FY 2022/23 overall property tax revenues are projected to be \$12.4 million. This amount is up \$.4 million from FY 2021/22 and represents an overall increase of approximately 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 as well as development currently occurring. At this time, growth is expected at about 2% in the out years of the forecast.

Franchise Fee revenues make up \$3.3 million or 10% 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 3.7% of General Fund tax revenues. Revenues in this category are estimated to be \$1.2 million in FY 2022/23, no change from FY 2021/22. This category of revenue was not impacted as significantly as was originally expected and revenues have recovered from the early days of the pandemic. We continue to support businesses whenever possible and remain optimistic that strong recovery continues. Beginning in FY 2023/24, 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 2022/23. This revenue category has continued to show strong growth through the pandemic driven by a strong housing market. Revenues are up by \$.04m over FY 2021/22. Beginning in FY 2023/24, 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 recovery and is projected to be \$1.1m during FY 2022/23. This is an increase of approximately \$.175m. This category also shows moderate growth beginning in FY 24 and through the remaining years of the forecast.

Fines and Penalties revenue is expected to be \$.48m, a slight decrease from the prior year the result of aligning revenues with the recent historical trend in this category. Minimal growth is expected and included at 2.0% year over year.

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

Intergovernmental revenues account for funds from other government agencies including federal, state and local agencies. Revenues in this category are projected to be \$7.2m during FY 2022/23. The main driver of this increase in this category is Motor Vehicle License Fees which is projected to be up approximately \$.20 million, a growth factor determined by assessed valuation growth.

Charges for Services revenues are projected to be \$8.8 million next fiscal year. This revenue category is up approximately \$.1 million and is the result of 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 \$2.1 million, slightly down when compared to the prior year. The transfer in from the Transient Occupancy Tax Fund has been decreased to allow the fund to recover from significant losses realized during the pandemic. We are seeing recovery in the tourism sector and are realizing tax revenue increases therefore we will continue to monitor activity and fund balance in the Transient Occupancy Tax fund and adjust accordingly. It is expected that the Transient Occupancy Tax Fund has sufficient fund balance to continue funding the ongoing transfer to the General Fund but given the losses experienced since FY 2019/20, we will continue to track activity closely.

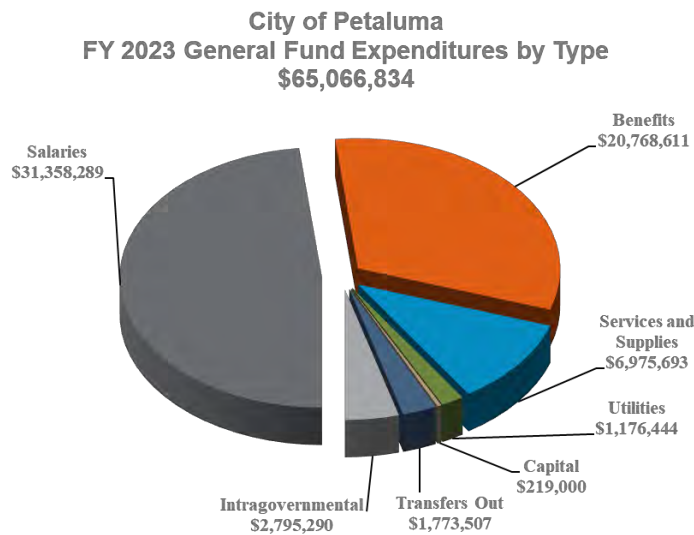
Funds transferred in from Measure U will be \$10.68 million, an increase of \$3.4 million from revised FY 2021/22. FY 2022/23 is the second full year of the new sales tax that went into effect April 1, 2021. This general sales tax is available to cover the general fund deficit and the associated ongoing 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 \$10.68 million is funding of \$6.68m estimated to backfill the deficit so current operations and services can continue without the need to cut services or staffing. Also included is \$4.0 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 position additions intended to improve services citywide and address workload issues. All of the costs included align with the community priorities. Two meetings with the Measure U Committee have occurred since the tax went into effect on April 1, 2021. The Committee has reviewed the proposed uses, provided feedback regarding future reporting and have adopted the report. 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 excess fund balance in the General Fund resulting from revenues greater than expected or expenditures less than anticipated will be maintained in the Measure U Fund and will be available for appropriating the following year.

Funds transferred in from designated reserves will be \$1.1 million, a decrease of \$1 million from revised FY 2021/22. Most of this decrease is due to less designated reserves coming into fund intended projects due to less General Plan and artificial turf replacement costs budgeted in FY 2022/23. 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.

Expenditures

Overall General Fund expenditures are projected at approximately \$65.07 million, an increase of approximately \$2.1 million over FY 2021/22 revised budget. The chart below shows expenditures by type.



Salaries include appropriations for funding 230.56 positions and are expected to be higher by about \$.2m million. Salaries and Benefits combined include workforce stabilization costs funded by Measure U as well as cost-of-living adjustments. Also included are the expected increases resulting from ongoing negotiations and position step advancements. Partially offsetting the overall increase is a reduction for a one-time payment to employees from American Rescue Plan Act (ARPA) funding included in FY 21/22

and not recurring in FY 22/23. 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 \$1.7 million. This increase is largely related to increased retirement costs as well as benefits associated with workforce stabilization and employee benefit selection. Also adding to the costs are increases related to ongoing negotiation impacts, and an increase in Workers Compensation resulting from the ongoing high cost of injury related claims.

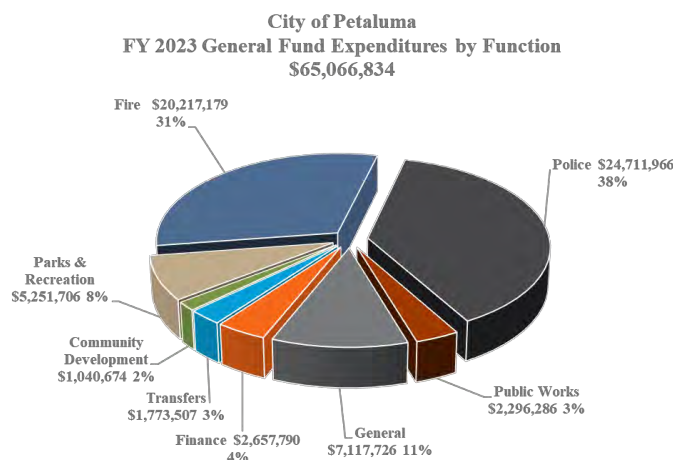
Services and supplies are appropriations for services and supplies necessary to carry out daily operations and provide services to the community. This expenditure category is decreasing slightly by approximately \$.08 million due mainly to one-time costs in FY 21/22 not expected to reoccur in FY 22/23. Also included are appropriations for ongoing 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 2022/23 and therefore appropriations have increased by \$.1 million over FY 2021/22.

Capital expenditures are decreasing by \$.4 million due to a one-time non-recurring capital purchase in FY 2021/22 for safety radio replacements and equipment.

Transfers out are decreasing by \$.2 million due to less transfers out to fund general plan of \$.1 million and artificial turf replacement \$.03 million directly offset and funded by designated reserves. Transfers that continue to be included are transfers to cover storm water costs, the planned payback of the inter-fund loan to the storm drainage impact fee fund and the payment related to the litigation settlement. Also included is the ongoing transfer to the City’s vehicle and equipment replacement fund necessary for the replacement of aging vehicles and for the transition to an electric fleet. The chart below shows General Fund expenditures by function.

Intragovernmental charges are up about \$.8 million due to increased intergovernmental charges for Risk Management. Risk Management increases are the result of a partial reinstatement of allocations to departments to fund Risk Management services, an allocation that was partially 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 continue to include workforce stabilization. Other personnel costs will be increasing significantly over the duration of the forecast due mainly to continued benefit related cost increases.

General Fund Long Term Operating Forecast

Revenue Categories	Revised 2022	Budget 2023	Forecast 2024	Forecast 2025	Forecast 2026	Forecast 2027	Forecast 2028
Property Taxes	12,006,499	12,363,947	12,611,226	12,863,450	13,120,719	13,383,134	13,650,797
Sales and Use Taxes	14,280,000	14,708,400	15,223,194	15,756,006	16,307,466	16,878,227	17,468,965
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	1,167,204	1,202,220	1,238,287	1,275,435	1,313,698	1,353,109	1,393,702
Franchise Fees	3,275,354	3,294,376	3,393,207	3,495,003	3,599,854	3,707,849	3,819,085
Permits and Fees	958,254	1,133,254	1,167,252	1,202,269	1,238,337	1,275,487	1,313,752
Fines and Penalties	635,000	485,000	494,700	504,594	514,686	524,980	535,479
Investment Earnings and Rent	408,769	406,663	418,863	431,429	444,372	457,703	471,434
Intergovernmental Revenues	6,924,614	7,175,444	7,390,707	7,612,429	7,840,801	8,076,025	8,318,306
Charges for Services	8,723,516	8,803,068	8,979,129	9,158,712	9,341,886	9,528,724	9,719,298
Other Revenues	14,000	14,000	14,280	14,566	14,857	15,154	15,457
Transfers from Transient Occupancy Tax	2,271,000	2,123,000	2,294,000	2,294,000	2,294,000	2,294,000	2,294,000
Transfers from Measure U Sales Tax Fund	7,289,248	10,658,794	11,675,139	12,741,463	13,452,691	14,208,324	14,939,982
Other Transfers and Sources	3,079,300	1,504,500	486,500	486,500	486,500	486,500	486,500
Total Revenues	\$ 62,226,926	\$ 65,066,834	\$ 66,616,477	\$ 69,102,749	\$ 71,274,767	\$ 73,533,263	\$ 75,811,126
Expenditure Categories							
Salaries and Wages	31,174,751	31,358,289	32,785,907	34,073,704	35,266,283	36,500,603	37,778,124
Benefits	19,051,549	20,768,611	21,846,386	22,640,609	23,200,720	23,789,919	24,339,037
Services & Supplies	7,056,443	6,975,693	6,892,285	7,133,515	7,383,188	7,641,600	7,909,056
Utilities	1,044,518	1,176,444	1,235,266	1,297,030	1,361,881	1,429,975	1,501,474
Intragovernmental	2,045,286	2,795,290	2,893,125	2,994,385	3,099,188	3,207,660	3,319,928
Fixed Assets & Cap. Outlay	585,972	219,000	-	-	-	-	-
Storm water transfer	592,053	592,053	592,053	592,053	592,053	592,053	592,053
Transfers Out	1,381,001	1,181,454	371,454	371,454	371,454	371,454	371,454
Total Expenditures	\$ 62,931,573	\$ 65,066,834	\$ 66,616,477	\$ 69,102,749	\$ 71,274,767	\$ 73,533,263	\$ 75,811,125
Rev. Over (Under) Exp.	\$ (704,647)	\$ -	\$ 0	\$ (0)	\$ (0)	\$ (0)	\$ 0
Total Unassigned Bal. Beg. of Yr	\$ 704,647	\$ -	\$ -	\$ 0	\$ (0)	\$ (0)	\$ (0)
Total Unassigned Bal. End of Yr	\$ -	\$ -	\$ 0	\$ (0)	\$ (0)	\$ (0)	\$ 0

Resources coming in from the Measure U fund are estimated to provide sufficient funding for supporting workforce stabilization costs long-term and will serve to bolster existing programs and services, and ensure that additional budget cuts, layoffs or other service reductions are avoided. The unassigned fund balance is anticipated to remain at \$0 for the remainder of the forecast, the budget is balanced with revenues equaling expenditures resulting in no unassigned ending fund balance. Due to the ongoing concerns regarding the pandemic, supply chain challenges and world events, and the

uncertainty about financial impacts resulting from these events, 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 \$8.5 million is maintained separate from the Unassigned (operating) reserve and currently amounts to 15% of the General Fund budget. Approximately \$8.5 million of this balance is reserved for emergencies. 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 2023 are estimated at \$13.6 million, which is a \$.5 million increase over FY 2022. This estimate is greater due to a trend realized in FY 22 of recovery occurring sooner than expected following the pandemic as well as conservative growth expected into FY 23. 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.

The Measure U Committee reviews the fiscal year end results as well as the upcoming proposed appropriations annually. The Committee reviewed the FY 2022/23 proposed Measure U budget on March 17, 2022. The Committee was supportive to see appropriations continue to be included for the important community priorities addressing Climate and Infrastructure needs as well as the ongoing funding for addressing homelessness. All Committee reports can be found at cityofpetaluma.org/meetings. The next report for FYE 2021/22 will be available and presented to the Committee in December of 2022.

Total budgeted expenditures of the Measure U Fund for FY 2023 is \$15.7 million, which is a \$3.8 million increase over FY 2021/2022 and represents increased spending utilizing current year revenues and the estimated fund balance carrying over from FY 22 into FY 23 of \$2.1m and intended for increased costs as well as additional priority initiatives. Below is a summary chart that shows appropriations by category:

Investment Themed Categories:	FY 2022/2023	
1. Deficit Backfill	Funding for existing operations	6,527,606
2. Workforce Stabilization	Core Staffing, Class/Comp and COLA	3,987,188
3. Infrastructure Investments	Roads and Public Safety Facility	3,701,135
	Climate Initiatives- Climate Outreach, Electric Chargers, Evergreen; Addressing	
4. Priority Initiatives	Homelessness- SAFE; Technology- EDEN	1,498,000
	Replacement; Capital- Library Fire Suppression System and Baseball Field	
Total Measure U Spending		15,713,929

General Fund Deficit supports continuity of essential services provided citywide and ongoing workforce stabilization including core staffing, classification and compensation alignment and cost of living adjustments, critical components for organizational sustainability in the long-term. Resources provided by Measure U are crucial for ongoing operations and has prevented serious cutbacks that would have drastically reduced service levels to the community.

Infrastructure appropriations include funding necessary to address deferred road and facility maintenance and provide ongoing funding for annual debt service on the bonds intended to jumpstart the pavement management program issued in FY 2022. An additional bond issue is planned for FY 25 to fund additional road work and a new fire station. This funding will be used for annual debt service for the life of the bonds.

Finally, priority initiatives include \$600,000 for a fire suppression system in the library, \$154,000 for the Community Baseball Field completion, \$100,000 of funding for fast electric chargers, \$75,000 for a climate outreach program, \$69,000 for ongoing costs related to the transition to clean energy Evergreen program, \$250,000 for the SAFE program funding needed to leverage other grant funding and provide full services through FY 23 and \$250,000 for technology needs including a financial system replacement.

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 or expenditures lower than anticipated, 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 \$17k is projected at the end of FY 2022/23 and declines to \$0 in FY 2023/24 and remains at this level for the duration of the 5-year forecast.

Measure U Long Term Operating Forecast

Revenue Categories	Revised 2022	Budget 2023	Forecast 2024	Forecast 2025	Forecast 2026	Forecast 2027	Forecast 2028
Sales and Use Taxes	13,125,000	13,581,750	13,991,906	14,481,623	14,988,480	15,513,077	16,056,034
Total Revenues	\$13,125,000	\$ 13,581,750	\$ 13,991,906	\$ 14,481,623	\$14,988,480	\$15,513,077	\$16,056,034
Expenditure Categories							
General Fund Deficit - Maintain Service Level	4,320,652	6,527,604	7,137,709	7,640,250	7,773,819	7,937,574	8,062,784
Workforce Stabilization	2,968,595	3,987,190	4,537,430	5,101,213	5,678,872	6,270,750	6,877,198
Infrastructure Investment/Bonding/Debt Service	4,194,405	3,701,135	2,034,221	1,440,160	1,235,789	1,004,753	816,052
Priority Initiatives	404,000	1,498,000	300,000	300,000	300,000	300,000	300,000
Total Expenditures	\$11,887,652	\$ 15,713,929	\$ 14,009,360	\$ 14,481,623	\$14,988,480	\$15,513,077	\$16,056,034
Rev. Over (Under) Exp.	\$ 1,237,348	\$ (2,132,179)	\$ (17,454)	\$ (0)	\$ (0)	\$ (0)	\$ 0
Beginning Fund Balance	\$ 912,285	\$ 2,149,633	\$ 17,454	\$ 0	\$ 0	\$ (0)	\$ (0)
Ending Fund Balance	\$ 2,149,633	\$ 17,454	\$ 0	\$ 0	\$ (0)	\$ (0)	\$ (0)

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 2022 Revised Revenues	FY 2023 Revenues	\$ Change	% Change
Measure U Fund	\$ 13,125,000	\$ 13,581,750	\$ 456,750	3%
Total Measure U Fund	\$ 13,125,000	\$ 13,581,750	\$ 456,750	3%

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

Measure U Fund	FY 2022 Revised Budget	FY 2023 Budget	\$ Change	% Change
Transfers Out	\$ 11,887,652	\$ 15,713,929	\$ 3,826,277	32%
Total Measure U Fund	\$ 11,887,652	\$ 15,713,929	\$ 3,826,277	32%

Special Revenue Funds Overview

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

Revenues

The total budgeted revenues of the Special Revenue and Trust Funds for FY 2023 is \$ 28.3 million which is \$10.1 million or 26 percent, lower than FY 2022. This overall decrease is largely due to a decrease in impact fees estimated to be received during FY 2023 and paid by developers. Also contributing to the decrease is a decrease in grants resulting from decreased grant revenues in FY 2023. Grants fund a variety of current active capital projects such as the Kenilworth Park Revitalization, Petaluma Blvd South Road Diet, Bicycle & Pedestrian Safety Improvements, Electric Vehicle Chargers, Housing Encampment, General Plan, and Shollenberger Park Amphitheatre.

The total budgeted expenditures of the Special Revenue funds for FY 2023 are \$35.7 million, which is a \$3.5 million decrease, or 9 percent lower than FY 2022. The primary drivers of this decrease are decreased 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 \$5.9 million for FY 2023, \$2.6 million less than the prior year, primarily reflecting a decrease in receipts from anticipated development activity in the coming year. Impact Fees are largely used to fund capital projects and therefore FY 2023 Capital Improvement Plan includes transfers of \$4.9 million from the Parkland Development Impact Fee Fund, \$1.1 million from the City Facility Impact Fee Fund, \$1.2 million from the Storm Drain Impact Fee Fund and \$2.8 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 2023-2027 Capital Improvement Plan which includes future transfers of \$8 million from the City Facilities Impact Fees Fund as well as an additional \$3.7 million from Traffic Mitigation Impact Fees to fund future project costs.

Annually, the Finance Department issues a report of the activities in these funds including the remaining balances within them. The 2021 AB1600 annual report ending June 30, 2021, 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 S.B.1 transportation funds and from federal and state funds earmarked for street improvements as well as vehicle impact fees. These funds are used for transportation and traffic-related capital projects.

Based on preliminary estimates from the State Department of Finance, the projected Gas Tax revenues are estimated to be \$3.2 million for FY 2023. This is comprised of \$1.8 million from gas tax and \$1.4 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 2023, \$1.9 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 \$3.8 m will be collected during FY 2023 of which \$2.1m 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. 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 2023

revenues are estimated at \$2.4 million. A total of \$4.6 million, including fund reserves 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 \$850,000 in FY 2023. 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 23 investments include funding for a park master plan, park maintenance, parks, playgrounds, and trail improvements, access and pathway improvements. Funding for parks facilities and signage, special events and programs and skate park redesign is also included. Community input will continue to guide the spending plan into the future.

Grant Funds

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

Public Safety Special Revenue Funds

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

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

Special Revenue Funds	FY 2022	FY 2023	\$ Change	% Change
	Revenues	Revenues		
Development Impact Fee	\$ 8,514,348	\$ 5,918,474	\$ (2,595,874)	-30%
Streets	9,494,215	9,493,217	(998)	0%
Transient Occupancy Tax	3,734,306	3,790,707	56,401	2%
Housing	3,049,717	2,369,834	(679,883)	-22%
Measure M Parks Tax	650,800	850,000	199,200	31%
Grants	11,239,302	3,895,657	(7,343,645)	-65%
Public Safety Special Revenue	249,702	153,967	(95,735)	-38%
Trust	9,744	6,514	(3,230)	-33%
Tourism Improvement District	478,000	385,000	(93,000)	-19%
Landscape Assessment District	423,528	421,924	(1,604)	0%
Donations	554,000	1,000,000	446,000	81%
Total Special Revenue Funds	\$ 38,397,662	\$ 28,285,294	(\$10,112,368)	-26%

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

Special Revenue Funds	FY 2022 Revised	FY 2023 Budget	\$ Change	% Change
	Budget			
Development Impact Fee	\$2,215,269	\$10,791,470	\$8,576,201	387%
Streets	12,911,440	9,104,033	(3,807,407)	-29%
Transient Occupancy Tax	3,543,417	3,147,956	(395,461)	-11%
Housing	3,431,380	4,658,249	1,226,869	36%
Measure M Parks Tax	1,058,025	943,434	(114,591)	-11%
Grants	13,462,371	4,720,070	(8,742,301)	-65%
Public Safety Special Revenue	595,614	276,901	(318,713)	-54%
Trust	246,500	171,500	(75,000)	-30%
Tourism Improvement District	613,000	350,873	(262,127)	-43%
Landscape Assessment District	473,952	485,156	11,204	2%
Donations	555,074	1,004,427	449,353	81%
Total Special Revenue Funds	\$39,106,042	\$35,654,069	(\$3,451,973)	-9%

Special Revenue Fund Revenues – FY 2023 Revenues by Fund and Account Type

Special Revenue Funds	Taxes	Licenses, permits and fees	Intergovernmental/grants	Investment earnings and rent	Donations/Other	Transfers In	Total
Impact Fee Funds		\$5,575,916		\$216,464	\$126,094		\$5,918,474
Street Funds	1,559,307	-	\$3,816,230	16,087	27,000	4,074,593	9,493,217
Transient Occupancy Tax	3,775,975			14,732			3,790,707
Housing Funds		945,735	795,000	229,155	\$5,938	394,006	2,369,834
Measure M Parks Tax	850,000						850,000
Grant Funds			3,645,657			\$250,000	3,895,657
Public Safety Special Revenue Funds		-	150,000	3,967			153,967
Trust Funds				6,514			6,514
Other Special Revenue Funds		140,000		2,243	1,419,681	\$245,000	1,806,924
Total Special Revenue Funds	\$6,185,282	\$6,661,651	\$8,406,887	\$489,162	\$1,578,713	\$4,963,599	\$28,285,294

Special Revenue Fund Expenditures – FY 2023 Expenditures by Fund and Account Type

Special Revenue Funds	Salaries and Benefits	Services and Supplies	Utilities	Intergovernmental	Capital	Transfers Out	Total
Impact Fee Funds		\$475,000		\$271,470		\$10,045,000	\$10,791,470
Street Funds	2,651,630	904,200	197,851	280,389	-	5,069,963	9,104,033
Transient Occupancy Tax		405,000		148,680		2,594,276	3,147,956
Housing Funds	146,594	3,492,550		185,099		834,006	4,658,249
Measure M Parks Tax	124,896	356,000		12,538		450,000	943,434
Grant Funds	262,681	\$2,731,389				1,726,000	4,720,070
Public Safety Special Revenue I	133,206	10,000		3,695	-	130,000	276,901
Trust Funds		\$0				171,500	171,500
Other Special Revenue Funds	56,606	585,676	161,100	37,074		1,000,000	1,840,456
Total Special Revenue Funds	\$3,375,613	\$8,959,815	\$358,951	\$938,945	\$0	\$22,020,745	\$35,654,069



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 2023 are \$11.8 million, which is \$1 million or 10 percent, greater than FY 2022. This overall increase is mainly due to FY 2023 revenues in the Airport and Transit Funds, offset slightly by decreased revenues in the Development Services Fund. The Airport fund is expecting increased funding in FY 2023 due to more funding from the Federal Aviation Administration for capital improvement projects anticipated to be fully completed in FY 23. Community Development and building fee revenues are expected to decrease slightly due to a lower level of activity expected in FY 23. The Transit fund revenues are also expected to be higher mainly driven by increased project activity for electrification projects to occur in FY 23 and funded by Transit Development Act (TDA).

Expenditures

The total budgeted expenditures of the Enterprise funds for FY 2023 is \$12.5 million, which is \$.6 million or 5 percent higher than FY 2022. The change is comprised of an increase in expenditures in the Airport, Development Services, Marina and Transit budgets. Airport expenditures are up due to increased transfers out to fund capital improvement projects funded by airport grant funds. Transit expenditures are up due to increased capital project activity in FY 23 funded by Transit funds from TDA. Community Development services expenditures are slightly increased mainly associated with a one-time non-recurring appropriation for capital assets including new electric vehicle. All funds also have increased intragovernmental charges from the Risk Management necessary to replenish fund balance and cover increased insurance premiums.

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 \$2.03m will be generated mainly by fees and fuel sales collected from the rental of hangers and property and self-service fueling and \$1.12m in grants of which \$2.25m will be used to support operations and \$1.2m (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 2023 revenues are estimated at \$1.7m of which \$2.4m (including prior reserves) will be used to support the cost of operations with a new Community Development Director and \$.06 for one-time capital purchases.

Marina

This fund accounts for the daily operation and maintenance of the Petaluma Marina, structural and equipment improvements, and planning and implementing promotional campaigns. The Petaluma Marina has 167 berths and offers gasoline and diesel fuel sales for maritime vessels. The Marina fund is expecting to receive \$.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 \$.15-\$.20m annually.

Transit

This fund is used to account for the operation of City's transit services. The Transit division consists of City staff and a contracted transit operator that manage a fleet of buses operating 7 days a week on

various routes. FY 2023 revenues are estimated at \$6.7m of which \$6.2m (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

Enterprise Funds	FY 2022			
	Revenues	FY 2023 Revenues	\$ Change	% Change
Airport	\$ 2,866,026	\$ 3,151,980	\$ 285,954	10%
Development Services	1,897,032	1,706,257	(190,775)	-10%
Marina	219,400	237,500	18,100	8%
Transit	5,774,208	6,686,269	912,061	16%
Total Enterprise Funds	\$ 10,756,666	\$ 11,782,006	\$ 1,025,340	10%

Enterprise Fund Expenditures – Changes from Prior Year to Current Year

Enterprise Funds	FY 2022 Revised			
	Budget	FY 2023 Budget	\$ Change	% Change
Airport	\$ 3,289,515	\$ 3,489,915	\$ 200,400	6%
Development Services	2,277,362	2,420,788	143,426	6%
Marina	279,418	342,428	63,010	23%
Transit	6,020,264	6,202,693	182,429	3%
Total Enterprise Funds	\$ 11,866,559	\$ 12,455,824	\$ 589,265	5%

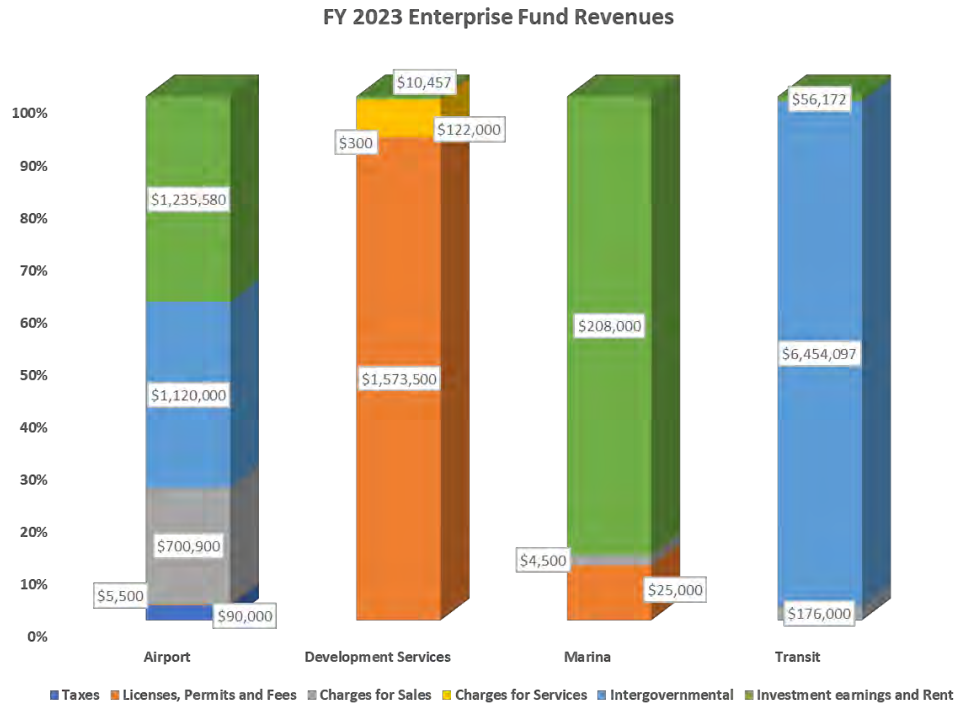
Enterprise Fund Revenues – FY 2023 Revenues by Fund and Account Type

FY 2023 Enterprise Fund Revenues	Development				Total
	Airport	Services	Marina	Transit	
Taxes	\$90,000				\$ 90,000
Licenses, Permits and Fees	5,500	1,573,500	25,000		1,604,000
Charges for Sales	700,900	300	4,500	176,000	881,700
Charges for Services		122,000			122,000
Intergovernmental	1,120,000			6,454,097	7,574,097
Investment earnings and Rent	1,235,580	10,457	208,000	56,172	1,510,209
Total Enterprise Funds	\$ 3,151,980	\$ 1,706,257	\$ 237,500	\$ 6,686,269	\$ 11,782,006

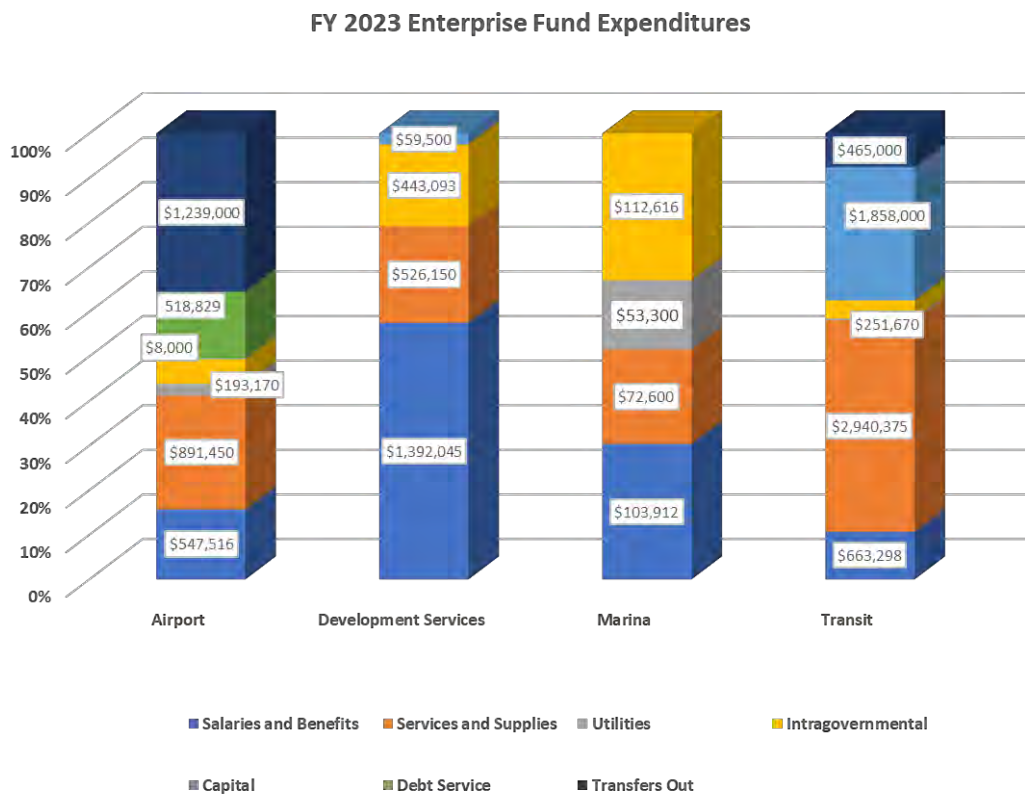
Enterprise Fund Expenditures – FY 2023 Expenditures by Fund and Account Type

FY 2023 Enterprise Fund Expenditures	Development				Total
	Airport	Services	Marina	Transit	
Salaries and Benefits	\$547,516	\$1,392,045	\$103,912	\$663,298	\$ 2,706,771
Services and Supplies	891,450	526,150	72,600	2,940,375	4,430,575
Utilities	91,950	-	53,300	24,350	169,600
Intragovernmental	193,170	443,093	112,616	251,670	1,000,549
Capital	8,000	59,500	-	1,858,000	1,925,500
Debt Service	518,829	-	-	-	518,829
Transfers Out	1,239,000	-	-	465,000	1,704,000
Total Enterprise Funds	\$ 3,489,915	\$ 2,420,788	\$ 342,428	\$ 6,202,693	\$ 12,455,824

Enterprise Fund Revenues – FY 2023 Revenues by Fund and Account Type



Enterprise Fund Expenditures – FY 2023 Expenditures by Fund and Account Type



Utility Funds Overview

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

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

Revenues

The total budgeted revenues of the Utility Funds for FY 2023 are \$69.1 million, which is \$12.5 million or 22 percent, higher than FY 2022. This overall increase is largely due to increased intergovernmental or grant revenues anticipated in FY 23 to fund a few large capital projects including the Adobe Agriculture Recycled Water Project and the Advanced Metering Infrastructure System which assists with the City's drought relief program.

Expenses

The total budgeted expenditures of the Utility funds for FY 2023 are \$93.2 million, which is a \$32.9 million, or a 55 percent increase over FY 2022. Expenditures are expected to increase in both Wastewater and Water funds slightly offset by a minimal decrease in the Storm Utility fund. Wastewater expenditures are expected to increase by \$17.9 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 Recycled Water projects funded by grants and Wastewater reserves. Water expenditures are increasing by \$14.9m and is mainly comprised of increased transfers out for capital projects including the Advanced Water Metering Infrastructure project funded by grants and Water reserves. Finally, Stormwater shows a slight decrease in expenditures resulting from decreased employee costs and associated benefit selections.

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. FY 23 fees remain at the same level as FY 22 until updated fee study is completed expected to occur in FY 23 at which time new fees would go into effect in FY 24.

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 2023 revenues generated by user fees are estimated at \$31.6m of which \$25.6m will be used to support the cost of operations and capital purchases and \$24.3m (including prior reserves and other revenues) will be used for the Wastewater capital improvement program.

Water

This fund accounts for the daily operation and maintenance of the Water delivery to residents. It accounts for the management of the water system and citywide water conservation programs. FY 2023 revenues generated by user fees are estimated at \$21.1m of which \$31.4m will be used to support the cost of operations and capital purchases and \$10.5m (including prior reserves and other revenues) will be used for the Water capital improvement program.

Storm Water

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

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

Utility Fund Revenues – Changes from Prior Year to Current Year

Utility Funds	FY 2022 Revenues	FY 2023 Revenues	\$ Change	% Change
Waste Water	\$ 32,334,165	\$ 36,019,235	\$ 3,685,070	11%
Water	23,468,358	32,317,007	8,848,649	38%
Storm Utility	778,749	776,649	(2,100)	0%
Total Utility Funds	\$ 56,581,272	\$ 69,112,891	\$ 12,531,619	22%

Utility Fund Expenditures – Changes from Prior Year to Current Year

Utility Funds	FY 2022 Revised Budget	FY 2023 Budget	\$ Change	% Change
Waste Water	\$ 32,359,410	\$ 50,316,911	\$ 17,957,501	55%
Water	26,890,117	41,860,648	14,970,531	56%
Storm Utility	1,048,651	1,044,047	(4,604)	0%
Total Utility Funds	\$ 60,298,178	\$ 93,221,606	\$ 32,923,428	55%

Utility Fund Revenues – FY 2023 Revenues by Fund and Account Type

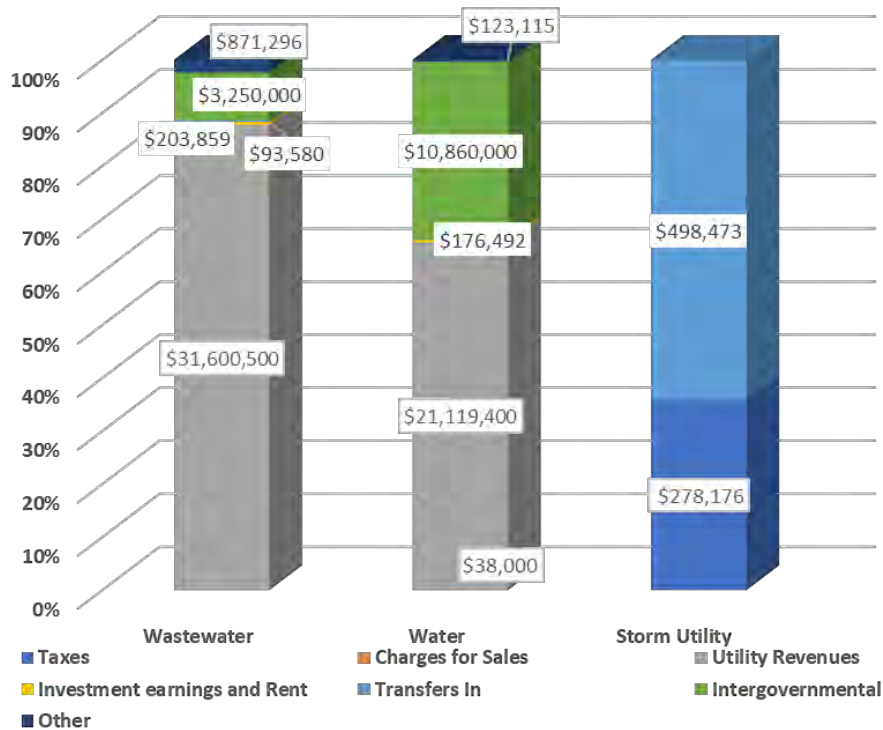
FY 2023 Utility Fund Revenues	Wastewater	Water	Storm Utility	Total
Taxes	\$ -	\$ -	\$ 278,176	\$ 278,176
Charges for Sales	-	38,000		38,000
Utility Revenues	31,600,500	21,119,400		52,719,900
Investment earnings and Rent	203,859	176,492		380,351
Transfers In	93,580		498,473	592,053
Intergovernmental	3,250,000	10,860,000		14,110,000
Other	871,296	123,115		994,411
Total Utility Funds	\$ 36,019,235	\$ 32,317,007	\$ 776,649	\$ 69,112,891

Utility Fund Expenditures – FY 2023 Expenditures by Fund and Account Type

FY 2023 Utility Fund Expenditures	Wastewater	Water	Storm Utility	Total
Salaries and Benefits	\$ 6,914,530	\$ 4,360,541	\$ 386,869	\$ 11,661,940
Services and Supplies	8,284,813	12,853,938	625,896	21,764,647
Intragovernmental	1,671,249	1,719,603	31,282	3,422,134
Debt Service	8,564,319	545,066		9,109,385
Capital	548,000	11,877,500		12,425,500
Transfers Out	24,334,000	10,504,000		34,838,000
Total Utility Funds	\$ 50,316,911	\$ 41,860,648	\$ 1,044,047	\$ 93,221,606

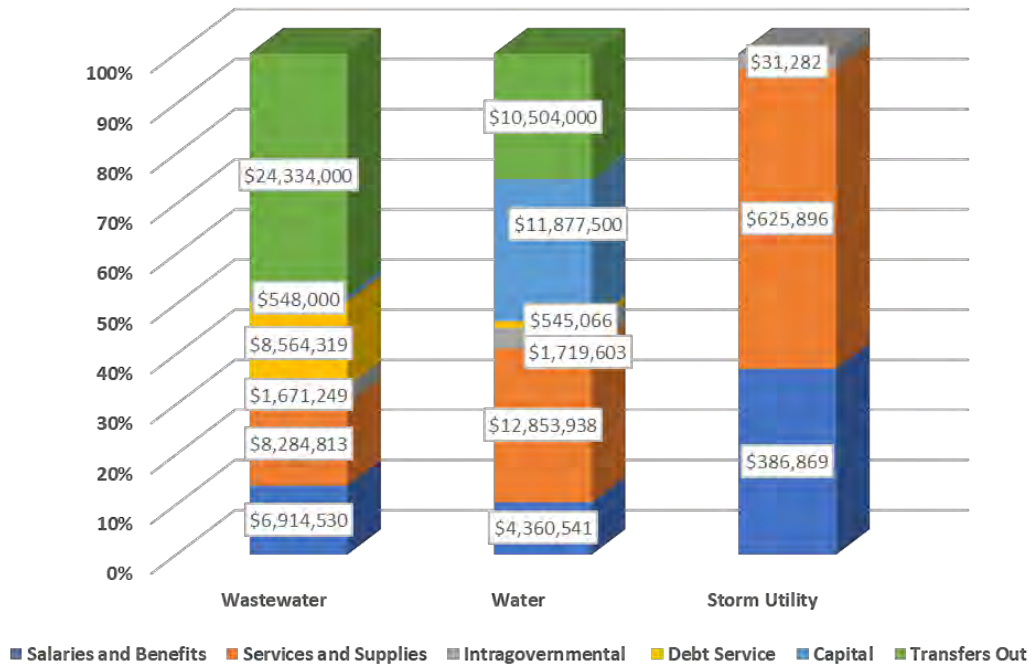
Utility Fund Revenues – FY 2023 Revenues by Fund and Account Type

FY 2023 Utility Fund Revenues



Utility Fund Expenditures – FY 2023 Expenditures by Fund and Account Type

FY 2023 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 2023 are \$11.1 million, which is \$1.2 million or a 12 percent, increase over FY 2022. This overall increase is largely due to increased revenues in the Risk Management and Workers Compensation Funds partially offset by decreased revenues coming into the Vehicle and Equipment Replacement Fund. The revenues in the Risk Liability and Workers Compensation Funds are increasing because of increased funds needed to both replenish and maintain fund balances at appropriate levels to maintain adequate liability coverage and provide workers compensation benefits to employees. Charges out to operating funds serve as the mechanism to recover costs through citywide intragovernmental charges. Risk Management increased revenues are the result of a partial reinstatement of allocations to departments to fund Risk Management services, 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 continues to experience increased claims, although in the most recent year much has been accomplished to limit costs to the City. Despite this improvement, past and current claim costs are expected to impact the reserves and drive up the cost of the program. To recover the cost of the program, charges to operating funds are increasing resulting in increased revenues from intragovernmental charges. Finally, the Vehicle & Equipment Replacement Fund has less transfers in to fund capital purchases in FY 2023.

Expenditures

The total budgeted expenditures of the Internal Service funds for FY 2023 is \$11.3 million, which is a \$1.7 million, or 13 percent decrease from FY 2022. The primary factors for the decrease are due to decreased expenditures in the Vehicle and Equipment Replacement and Information Technology Funds. Less capital purchases are expected to occur in FY 23 therefore less one-time purchases are budgeted in the Vehicle and Equipment Fund. The Information Technology Fund is expecting decreased costs in the coming year due to one-time increases to address outdated programs and processes in FY 22 not expected to re-occur in the coming year. The Risk Management Fund experienced significant costs in FY 22 that are not expected to re-occur however due to the cash outlay that occurred and the associated decreased fund balance, additional charges out to operating departments are necessary to replenish the fund balance to adequate levels which is occurring in FY 23 as mentioned above. This is critical in the

event of another emergency and associated claims as well as rising costs related to increased insurance premiums across all sectors. 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.

Internal Service Funds

Employee Benefits

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

General Services

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

Information Technology

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

Risk Management

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

Workers Compensation

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

Vehicle Replacement

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

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

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

Internal Service Funds	FY 2022 Revenues	FY 2023 Revenues	\$ Change	% Change
Employee Benefits	\$ 1,305,336	\$ 1,454,617	\$ 149,281	11%
General Services	272,127	136,763	(135,364)	-50%
Information Technology	2,970,058	3,080,454	110,396	4%
Risk Management	999,172	2,349,977	1,350,805	135%
Vehicle & Equipment Replacement	1,510,021	703,874	(806,147)	-53%
Workers Compensation	2,853,401	3,405,463	552,062	19%
Total Internal Service Funds	\$ 9,910,115	\$ 11,131,148	\$ 1,221,033	12%

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

Internal Service Funds	FY 2022 Revised Budget	FY 2023 Budget	\$ Change	% Change
Employee Benefits	\$ 1,164,154	\$ 1,183,094	\$ 18,940	2%
General Services	275,025	284,348	9,323	3%
Information Technology	2,758,363	2,480,953	(277,410)	-10%
Risk Management	3,083,836	2,756,617	(327,219)	-11%
Vehicle & Equipment Replacement	2,100,768	872,276	(1,228,492)	-58%
Workers Compensation	3,652,632	3,713,860	61,228	2%
Total Internal Service Funds	\$ 13,034,778	\$ 11,291,148	\$ (1,743,630)	-13%

Internal Service Fund Revenues – FY 2023 Revenues by Fund and Account Type

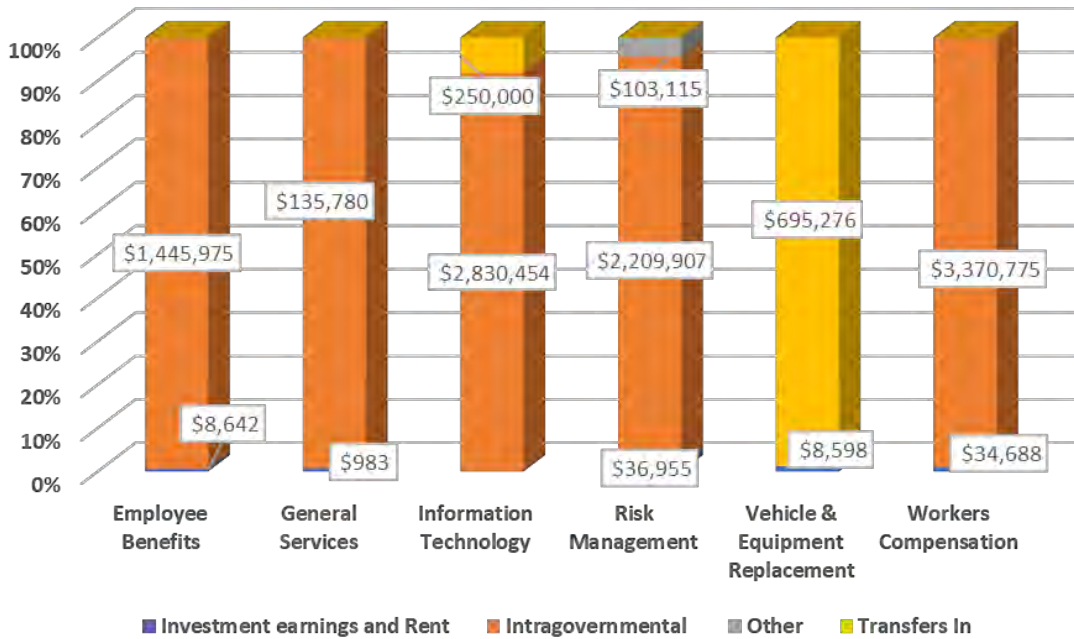
FY 2023 Internal Service Fund Revenues	Employee Benefits	General Services	Information Technology	Risk Management	Vehicle & Equipment Replacement	Workers Compensation	Total
Investment earnings and Rent	\$ 8,642	\$ 983	\$ -	\$ 36,955	\$ 8,598	\$ 34,688	\$ 89,866
Intragovernmental	\$ 1,445,975	\$ 135,780	\$ 2,830,454	\$ 2,209,907	\$ -	\$ 3,370,775	\$ 9,992,891
Other	\$ -	\$ -	\$ -	\$ 103,115	\$ -	\$ -	\$ 103,115
Transfers In	\$ -	\$ -	\$ 250,000	\$ -	\$ 695,276	\$ -	\$ 945,276
Total Internal Service Funds	\$ 1,454,617	\$ 136,763	\$ 3,080,454	\$ 2,349,977	\$ 703,874	\$ 3,405,463	\$ 11,131,148

Internal Service Fund Expenditures – FY 2023 Expenditures by Fund and Account Type

FY 2023 Internal Service Fund Expenditures	Employee Benefits	General Services	Information Technology	Risk Management	Vehicle & Equipment Replacement	Workers Compensation	Total
Salaries and Benefits	\$ 375,000	\$ 85,650	\$ 1,352,628	\$ 354,992			2,168,270
Services and Supplies	\$ 801,349	\$ 96,820	\$ 1,099,700	\$ 2,369,500	\$ 395,276	\$ 3,459,125	8,221,770
Intragovernmental	\$ 6,745	\$ 8,878	\$ 28,625	\$ 32,125		\$ 254,735	331,108
Capital					\$ 477,000		477,000
Transfers Out		\$ 93,000					93,000
Total Internal Service Funds	1,183,094	284,348	2,480,953	2,756,617	872,276	3,713,860	11,291,148

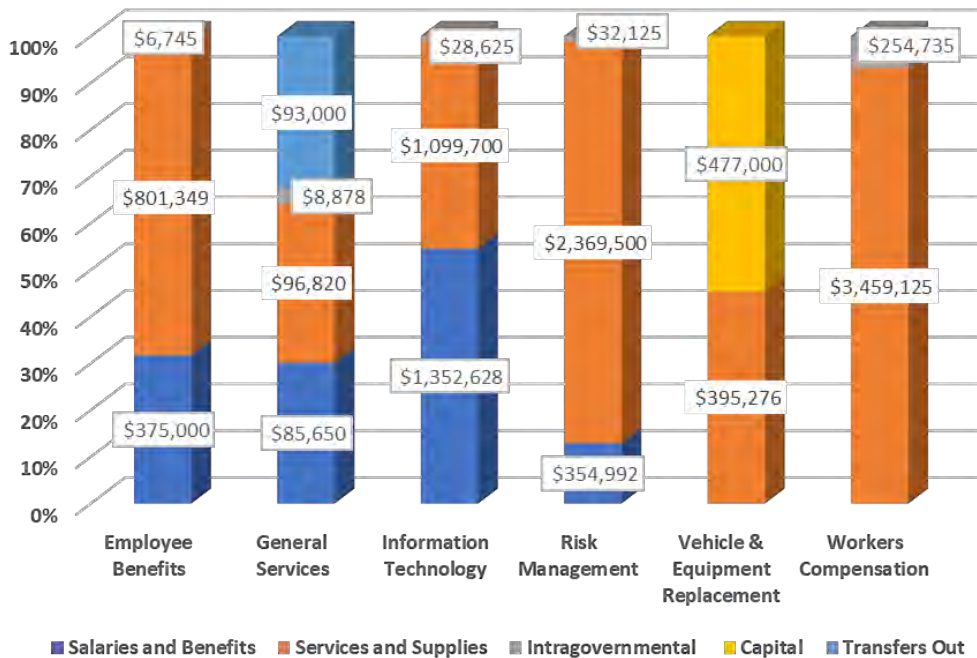
Internal Service Fund Revenues – FY 2023 Revenues by Fund and Account Type

FY 2023 Internal Service Fund Revenues



Internal Service Fund Expenditures – FY 2023 Expenditures by Fund and Account Type

FY 2023 Internal Service Fund Expenditures



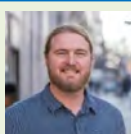
City Council



Mayor
Teresa Barrett



Vice Mayor
Dennis Pocekay



Council Member
Brian Barnacle



Council Member
D'Lynda Fischer



Council Member
Mike Healy



Council Member
Dave King



Council Member
Kevin McDonnell

Departmental Budget Overview

11300 CITY COUNCIL ADMIN/OPERATIONS	2021 Actual	2022 Revised	2023 Budget
Salary	35,428	35,503	32,705
Benefits	50,783	62,447	58,177
Services & Supplies	10,957	11,777	30,587
City Council Admin/operations	97,168	109,727	121,469
Less Intragovernmental Offset	(57,682)	(63,256)	(73,656)
General Fund City Council Admin/operations Net Cost	39,486	46,471	47,813

Description

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

Major Accomplishments and Highlights

Annually, the City Council establishes their Goals and Priorities which cover a rolling two-year fiscal period. In FY19, the Council established five overall goals: A City that Works for Everyone, Our Environmental Legacy, A Safe Community that Thrives, An Economy that Prospers, and Spaces and Places that Inspire. There were hundreds of workplan items associated with those goals. On August 2, 2021 the Council approved the workplan items for fiscal years 2022 and 2023. A goals and priorities workshop was held on March 14th, 2022 to further refine, prioritize and update workplans for the fiscal years 2022-2024. A full listing of the Council Goals and Priorities can be found at <https://cityofpetaluma.org/departments/city-goals-priorities/>

Administration Budget

11300 CITY COUNCIL ADMIN/OPERATIONS	<i>2021 Actual</i>	<i>2022 Revised</i>	<i>2023 Budget</i>
Salary	35,428	35,503	32,705
Benefits	50,783	62,447	58,177
Services & Supplies	10,957	11,777	30,587
City Council Admin/operations	97,168	109,727	121,469
Less Intragovernmental Offset	(57,682)	(63,256)	(73,656)
General Fund City Council Admin/operations Net Cost	39,486	46,471	47,813

A total City Council budget of \$121,469 is recommended for 2022/23. This is an increase of \$11,742 over 2021/22.

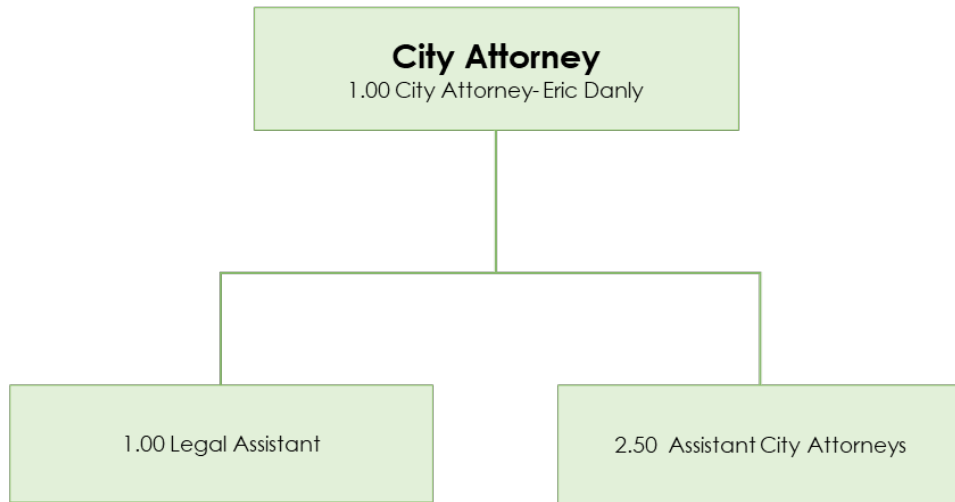
Salaries of \$32,705 are recommended for 2022/23, a decrease of \$2,798 from 2021/22. This is mainly attributed to council members' benefit selections.

Benefits of \$58,177 are recommended for 2022/23, a decrease of \$4,270 from 2021/22. These changes represent the estimated cost in 2022/23 of the present City Council, including the current benefit choices selected by each member.

Services and Supplies are budgeted at \$30,587, an increase of \$18,810 over 2021/2022. This is mainly attributed to an increase in Petaluma Community Access TV (PCA) costs and Risk Management intragovernmental charges.



City Attorney Department



FY 2023 Position Totals
4.5 Full-Time

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

Departmental Budget Overview

11310 CITY ATTORNEY ADMIN/OPERATIONS	2021 Actual	2022 Revised	2023 Budget
Salary	504,487	758,836	788,721
Benefits	179,005	229,264	278,622
Services & Supplies	382,350	261,571	256,973
City Attorney Admin/operations	1,065,842	1,249,671	1,324,316
Less Intragovernmental Offset	(397,266)	(413,827)	(370,805)
General Fund Attorney Admin/operations Net Cost	668,576	835,844	953,511

Description

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

Major Accomplishments and Highlights

During 2021-2022, the City Attorney's Office:

- worked with the City Manager's Office, the Economic Development and Open Government Department and other staff and outside counsel and consultants to conduct research and advise the City Council, provide information to the public, and prepare agenda materials including a district elections ordinance to achieve the City's transition to district elections;
- with Planning and Building Department staff presented for City Council consideration new City building regulations providing for visitable (accessible) new construction in the City;
- worked with the Planning Department to update the City's zoning ordinance to ensure applicability of environmental review to all discretionary projects;
- worked with Economic Development and Open Government, Police Department and other City staff to prepare and present for City Council consideration new

- City regulations regarding retail tobacco sales, and assisted with implementation of the new regulations;
- advised and assisted regarding the City's joining the national opioid settlement to receive funding for local opioid programs;
 - worked with the City Manager, Police Chief, and other staff, Tracey Webb, and the Ad Hoc Community Advisory Committee (AHCAC) on Petaluma race relations, police policies and diversity, equity and inclusion efforts to assist the AHCAC in deliberating on potential City policies and programs for advancing diversity, equity and inclusion throughout the City, presentation of the AHCAC recommendations to the City Council, and preparation of staff recommendations in response to the Council's direction regarding the AHCAC recommendations;
 - worked with the City Manager's Office, the Economic Development and Open Government Department, the Planning Department other City departments and Healthy Democracy to develop a community visioning process for considering and offering recommendations to the City Council and the Fourth District Agricultural Association regarding potential options for developing the Fairgrounds property as a community asset that provides multiple programmatic and quality of life benefits for the entire Petaluma community while preserving and enhancing the fair and other agricultural and community programs;
 - working with the Public Works Director, Risk Manager, and other staff assisted with the City's response to flooding and damaged residential properties on East Court;
 - worked with the Assistant City Manager, Finance Director and Parks and Recreation Director to conclude negotiations with Rooster Run Golf Club LLC on a restated lease and recycled water agreement;
 - worked with the City Manager's Office, the Human Resources Department, including the Risk Manager and all other City departments to provide guidelines and policies for safely operating and preparing to reopen City facilities and programs in response to the COVID-19 pandemic; and
 - managed 11 active lawsuits and resolved 16 pending litigation matters.

Goals and Priorities

The City Council has yet not formally adopted its 2023-2025 goals. Subject to the Council's final action and changes in priorities that may occur as a result, the City Attorney's Office Goals and Priorities for FY 2022-2023 include:

- working with the City Manager's Office and Planning Department to update the City's telecommunications regulations;
- working with the Police Department, Economic Development and Open Government Department and Finance Department to prepare and present for City Council consideration new storefront cannabis sales regulations and related regulations;
- working with the City Manager's Office and Housing Division to prepare and present for City Council consideration new just cause tenant eviction protections;

- working with the City Manager’s Office, Finance Department and other City departments to update the City’s purchasing regulations;
- working with the Police Department, the Economic Development and Open Government , and Planning to prepare and present for City Council consideration new City regulations regarding recreational vehicle parking;
- 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 Planning Staff and the General Plan Advisory Committee on development of the City’s next General Plan;

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	2021 Actual	2022 Revised	2023 Budget
Salary	504,487	758,836	788,721
Benefits	179,005	229,264	278,622
Services & Supplies	382,350	261,571	256,973
City Attorney Admin/operations	1,065,842	1,249,671	1,324,316
Less Intragovernmental Offset	(397,266)	(413,827)	(370,805)
General Fund Attorney Admin/operations Net Cost	668,576	835,844	953,511

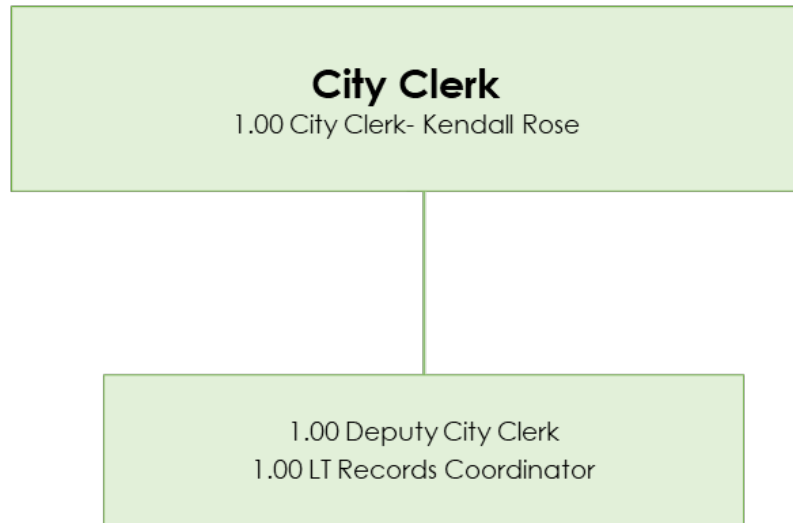
A City Attorney department budget of \$1,324,316 is recommended for 2022/23. This is an increase of \$74,645 over 2021/22. The overall budget increase is driven by an increase in salary and benefit costs, each of which are addressed below.

Salaries are recommended at \$788,721, an increase of \$29,885 over 2021/22. This increase is primarily due to negotiated salary and cost of living adjustments.

Benefits are recommended at \$278,622 representing an increase of \$49,358 over 2021/22. This change is primarily attributed to increased costs for employee benefit selections.

Services and Supplies are recommended at \$256,973, a decrease of \$4,598 from 2021/22. This change is due to lower overall intragovernmental charges. Reductions in FY 23 Information Technology and General Services intragovernmental charges offset the partial reinstatement of Risk Management intragovernmental charges following a rate holiday.

City Clerk



FY 2023 Position Totals
3.00 Full-Time

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

Departmental Budget Overview

City Clerk	2021 Actuals	2022 Revised	2023 Budget
Salary	253,424	289,966	304,113
Benefits	80,429	99,243	150,041
Services & Supplies	134,348	199,095	252,871
General Fund City Clerk	468,201	588,304	707,025
Less Intragovernmental Offset	(119,711)	(130,733)	(173,559)
General Fund City Clerk Net Cost	348,490	457,571	533,466

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

- Initiated training for the implementation of agenda management and meeting management software whereby improving the efficiency of electronic City Council meeting packet preparation and increasing public engagement for virtual or hybrid City Council meetings.
- Coordinated and prepared for the November 8, 2022 General Municipal Election, including the transition from at-large to district-based elections.
- Facilitated an update to the Citywide Records Retention Schedule whereby reducing the City's exposure and liability and reducing the cost of storing outdated records.
- Implemented board management software to streamline the application and appointment process and to track ethics and anti-harassment training, for City committees, commissions, and boards.
- Conducted an annual recruitment for approximately 30 vacancies on City committees and commissions, administered the Oath of Office for newly appointed members and oversaw the training and filing of statements of economic interest for all appointees.
- Audited the City's Conflict of Interest Code designated positions and list of designated filers to ensure compliance with FPPC and Government Code regulations for required conflict of interest filings.

Goals and Priorities

- Administer the November 8, 2022 General Municipal Election.
- Facilitate an update to the City Council Rules and Procedures to increase readability and align with current practices.
- Hire and train two new staff members in the City Clerk's Office, a Deputy City Clerk and a Records Coordinator.
- Audit the ethics and anti-harassment training filings for City Council and board and commission members to ensure all elected and appointed members are current. Provide opportunities for ethics and anti-harassment training sessions.
- 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	2021 Actuals	2022 Revised	2023 Budget
Salary	253,424	289,966	304,113
Benefits	80,429	99,243	150,041
Services & Supplies	134,348	199,095	252,871
General Fund City Clerk	468,201	588,304	707,025
Less Intragovernmental Offset	(119,711)	(130,733)	(173,559)
General Fund City Clerk Net Cost	348,490	457,571	533,466

A City Clerk department budget of \$707,025 is recommended for 2022/23. This is an increase of \$118,721 over 2021/22.

Salaries are recommended at \$304,113, an increase of \$14,147 over 2021/22. This is attributed to negotiated cost of living adjustments.

Benefits are recommended at \$150,041 representing an increase of \$50,798 over 2021/22. This is related to increased costs for employee benefit selections.

Services and Supplies are recommended at \$252,871, an increase of \$53,776 over 2021/22. This primarily represents a software purchase carryforward.

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	2021 Actuals	2022 Revised	2023 Budget
Salary	202,740	233,386	244,330
Benefits	64,646	79,395	120,034
Services & Supplies	97,523	99,095	152,621
City Clerk Admin/operations	364,909	411,876	516,985
Less Intragovernmental Offset	(108,706)	(123,162)	(156,900)
General Fund City Clerk Admin/operations Net Cost	256,203	288,714	360,085

A City Clerk Admin/Operations budget of \$516,985 is recommended for 2022/23. This is an increase of \$105,109 over 2021/22.

Salaries are recommended at \$244,330, an increase of \$10,944 over 2021/22. This is attributed to negotiated cost of living adjustments.

Benefits are recommended at \$120,034 representing an increase of \$40,639 over 2021/22. This is related to increased costs for employee benefit selections.

Services and Supplies are recommended at \$152,621, an increase of \$53,526 over 2021/22. This increase primarily represents a cost carryforward for upgrading the Agenda Management Software system.

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	<i>2021 Actuals</i>	<i>2022 Revised</i>	<i>2023 Budget</i>
Salary	50,684	56,580	59,783
Benefits	15,783	19,848	30,007
Services & Supplies	36,825	100,000	100,250
City Clerk Elections	103,292	176,428	190,040
Less Intragovernmental Offset	(11,005)	(7,571)	(16,659)
General Fund City Clerk Elections Net Cost	92,287	168,857	173,381

A City Clerk Elections budget of \$190,040 is recommended for 2022/23, an increase of \$13,612 over 2021/22.

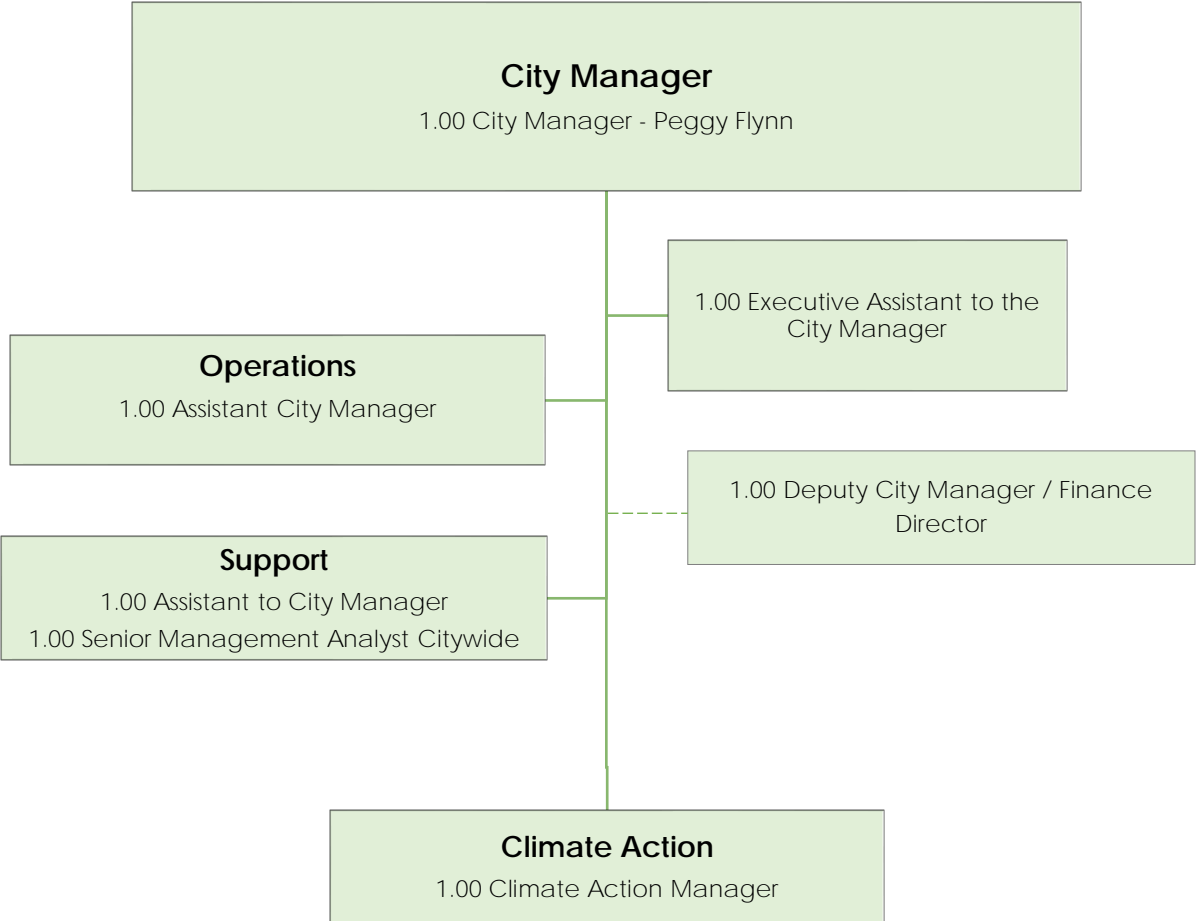
Salaries are recommended at \$59,783, an increase of \$3,203 over 2021/22. This is attributed to negotiated cost of living adjustments.

Benefits are recommended at \$30,007, an increase of \$10,159 over 2021/22. This is related to increased costs for employee benefit selections.

Services and Supplies of \$100,250 are recommended, nearly the same as 2021/22 with an increase of \$250. The appropriation is to cover any special election costs during the year.



City Manager



FY 2023 Position Totals
6.00 Full-time

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

Departmental Budget Overview

11330 CITY MANAGER ADMIN/OPERATIONS	2021 Actual	2022 Revised	2023 Budget
Salary	627,880	929,202	958,309
Benefits	203,514	292,435	351,968
Services & Supplies	278,252	334,666	453,503
City Manager Admin/operations	1,109,646	1,556,303	1,763,780
Less Intragovernmental Offset	(376,389)	(572,034)	(487,720)
General Fund City Manager Admin/operations Net Cost	733,257	984,269	1,276,060

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 Housing, Building, Advanced and Current Planning functions, 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 Council's deliberative process to transition to District Elections
- Directed the Citywide response to multiple disasters, including the COVID-19 pandemic and drought
- SAFE program implementation
- Creation of People's Village
- Project Homekey Hotel purchase
- Convened and facilitated a year-long effort of an Ad Hoc Committee on race relations and policing through recommendations to City Council. Developed proposed options for implementation.
- Adopted a mandatory organic waste reduction ordinance compliant with state law SB 1383 to reduce short lived climate pollutants
- 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

- Initiated an overall communications and engagement plan, including a community-based lottery engagement process, to inform the community and Council regarding the future of the Fairgrounds property

Goals and Priorities

- Implement 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.
- Create a Community Development Department lead by a Community Development Director overseeing Planning, Building, Code Enforcement, and Housing.
- Continue to move the General Plan and Housing Element 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.
- 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 Petalumens 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.
- Retrofit City facilities for energy efficiency, renewable energy generation and resilient backup power, and fuel switching to lead by example for the City’s 2030 carbon neutrality goals
- 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.
- Continue to engage the community to envision and adopt a master plan for the fairgrounds property.

Department Budget Summary

11330 CITY MANAGER ADMIN/OPERATIONS	<i>2021 Actual</i>	<i>2022 Revised</i>	<i>2023 Budget</i>
Salary	627,880	929,202	958,309
Benefits	203,514	292,435	351,968
Services & Supplies	278,252	334,666	453,503
City Manager Admin/operations	1,109,646	1,556,303	1,763,780
Less Intragovernmental Offset	(376,389)	(572,034)	(487,720)
General Fund City Manager Admin/operations Net Cost	733,257	984,269	1,276,060

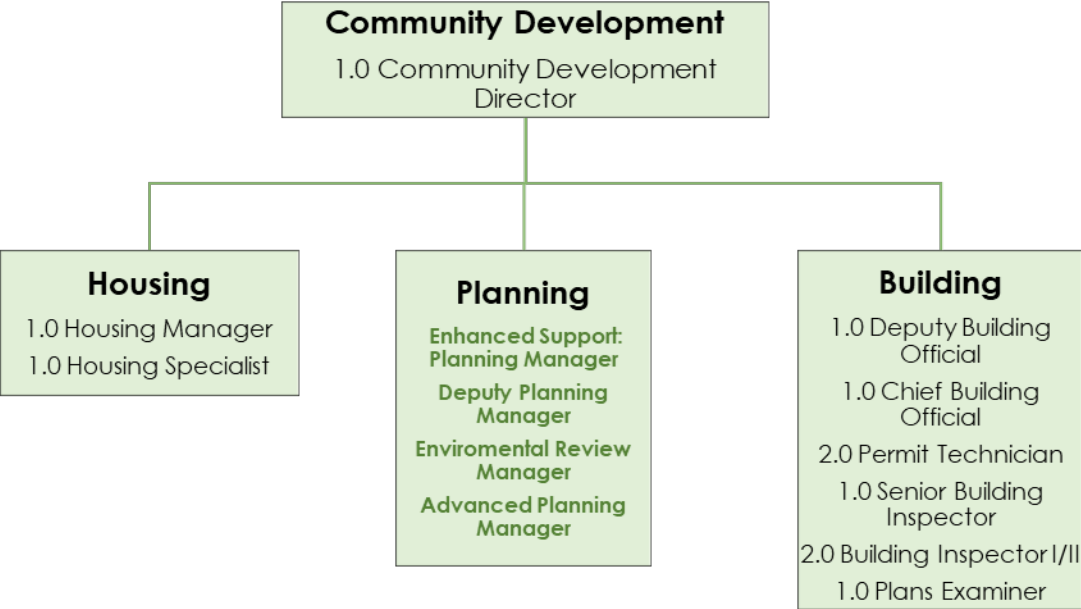
A City Manager Operations budget of \$1,763,780 is recommended for 2022/23, which is a \$207,477 increase over the revised budget for 2021/22.

Salaries are recommended at \$958,309, an increase of \$29,107 over 2021/22. This reflects negotiated cost of living adjustments and employee step advancements through the salary ranges slightly offset by one-time ARPA essential worker payment not expected to reoccur in FY 23 and decreased part time hours.

Benefits are recommended at \$351,968, an increase of \$59,533 over the revised budget for 2021/22. The increase reflects employee benefit selections and increases in retirement and workers compensation costs.

Services and supplies are budgeted at \$453,503 which is an increase of \$118,837 over 2021/22. 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. The increase is mainly due to increase professional services for Climate and Equity actions, diversity, equity and inclusion (DEI) program, employee education and development and the partial reinstatement of Risk Management intragovernmental charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY 23, slightly offset by lower Information Technology and General Services intragovernmental charges.

Community Development



FY 2023 Position Totals
11.00 Full-time

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

Departmental Budget Overview

By Account Type	<u>2021 Actuals</u>	<u>2022 Revised</u>	<u>2023 Budget</u>
Salary	699,879	1,011,243	1,240,807
Benefits	338,600	516,197	535,601
Services & Supplies	6,093,079	5,170,174	5,786,809
Utilities	2,801	3,000	3,240
Capital Expenditures	-	-	59,500
Transfers	157,500	449,145	834,006
Community Development	7,291,859	7,149,759	8,459,963
by Cost Center	<u>2021 Actuals</u>	<u>2022 Revised</u>	<u>2023 Budget</u>
Planning Admin	390,276	561,419	536,674
Planning Cost Recovery	835,363	504,000	504,000
General Fund Community Development	1,225,639	1,065,419	1,040,674
Commercial Linkage Fees	208,127	251,093	1,250,879
Housing In-lieu Impact Fees	2,429,420	1,489,076	1,281,366
CDBG	686,153	393,489	809,848
Home	13,605	900,000	900,000
Successor Agency Housing	227,118	373,765	397,006
Mobile Home Rental Stabilization	21,000	23,957	19,150
Successor Agency Housing Admin	429,930	375,598	340,252
Development Services Admin	-	-	155,687
Building Services	1,965,268	2,118,362	2,106,101
Building Services Cost Recovery	85,599	159,000	159,000
Non General Fund Community Development	6,066,220	6,084,340	7,419,289
Community Development Net Cost	7,291,859	7,149,759	8,459,963

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

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

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

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

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

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

Building Division

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

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

Transition to digital permit system completed in 2021. One additional Deputy Building Official FTE staff added to improve plans examination and administrative support for climate action initiatives.

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

- The People's Village project that provides 25 non-congregate shelter units with intensive case management, case management to support clients with removing barriers, housing location/navigation services to support clients with moving into permanent housing solutions.
- Triennial code adoption, including all electric incentive, greywater requirements, and enhanced solar regulations.
- Applied to The California Interagency Council on Homelessness and was awarded \$1,300,000 for an Encampment Clean-up Program.
- Applied to the HCD Project Homekey (2) Program in partnership with Burbank Housing Development Corporation and was awarded \$15,680,831. The County of Sonoma allocates 60 Housing Vouchers and contributed \$600,000 toward the capital match. The project will provide 60 units of Permanent Supportive Housing
- 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
- Established a Local Housing Trust Fund Program, a HCD matching funds program
- Financed the PEP River City Senior Housing Project with \$1,500,000 of Housing In-Lieu funds. A 54-unit project scheduled to open in July of 2022.
- Provided CDBG and City In-Lieu funding to non-profit organizations that serve venerable and low-income members of our community. Partnerships include Petaluma People Services Center, Sonoma County Housing Land Trust, Rebuilding Together, COTS, and Boys and Girls Clubs of Sonoma-Marín.
- Financed site acquisition in the amount of \$1,100,000 and financed project construction in the amount of \$900,000 of HOME Program funding for the MidPen Project. A 44-unit low-income rental housing development located at 414 Petaluma Blvd. North. The project started construction in April of 2022 and will be ready for residents to move in 2024.
- 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).
- Submitted a funding application in coordination with Danco and SMART for joint application for funds through the Affordable Housing Sustainable Communities program for the Meridian at Corona Station.

- Submittal of grant applications, including state LEAP and REAP and PDA funding.
- Conducted 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
- Maintained onsite staffing during COVID and expanded digital options for doing business such as virtual counter visits to ensure permitting and general customer service was maintained.
- Maintained weekly Development Review Committee meetings virtually to ensure ongoing access to City staff.
- Launched Energov online permitting and application submittal platform with digital plan review.
- Continued support of the Free Range program to respond to local business needs during COVID.
- Ongoing Collaboration on reconfiguration of west wing to enhance permit center operations.
- Created application and entitlement processing guidelines for SB 9.
- Supported funding applications for approved affordable housing projects, including Burbank, MidPen, and Danco.
- Approved the City's first AB 2162 supportive housing project, Meridian at Corona Station
- Prepared and presented Shelter Crisis resolution for City Council adoption
- Worked collaboratively on design, partnership, plan review, and installation of People's Village project.
- Expedited plan review in response to East Court flooding impacts.
- Ongoing work with General Plan Advisory Committee through Discovery and Visioning Phases of the General Plan Update.
- Kicked off Housing Element Update and public engagement efforts.
- Collaboration and partnership with community initiated efforts such as Cool Petaluma and SDAT.
- Processed and provided support for public murals, including Magnificent and Women in Science.
- Ongoing work with artist and Public Art Committee for installation of David Best's River Arch
- Creation of annual community art grant program and first three project awards for partnership with local art initiatives.
- Solicitation, review, and selection of two small artwork projects in East Petaluma (Swim Center and Kenilworth Middle School).
- Ongoing coordination with State Historic Preservation Office regarding the City's Certified Local Government.
- Ongoing coordination with Danco and SMART for funding of the second SMART station and Meridian at Corona Station affordable housing project.
- Participation in Healthy Democracy lottery engagement process for Fairground Visioning.
- Data collection and scoping for Climate Action and Adaptation Plan.

- Ongoing partnership with Sonoma Land Trust and Federated Indians of Graton Rancheria to explore acquisition of Cedar Grove property for open space.
- Development and processing of new visitability and universal design ordinance for all residential new construction.
- Development and processing of text amendments to Implementing Zoning Ordinance Chapter 24 to ensure the City's ability to conduct full environmental review for all SPAR projects.
- Conducted Historic SPAR training for Historic and Cultural Preservation Committee.
- Facilitated parking study session in joint session with City Council, Planning Commission, and Pedestrian and Bicycle Advisory Committee.

Goals and Priorities

- Develop a City of Petaluma 3 Year Homeless Services Action 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.
- Continue to build on regional partnerships to increase program funding and increase the level of community-based services.
- Create NEPA procedures for review of affordable housing project funding requests.
- Implement HomeKey project.
- Facilitate repopulation of City Hall post COVID pandemic
- Continue to refine new online permitting system and 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 to facilitate building decarbonization.
- 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.
- Continue to prepare legislative updates to improve coordination between the City's zoning regulations and climate initiatives.
- Continue to facilitate realization of Corona SMART station.
- Adoption of Objective Design Standards.

- Adoption of permit ready plans for Accessory Dwelling Units.
- Completion, adoption, and certification of 6th cycle housing element.
- Continue to facilitate General Plan update and Climate Action and Adaptation Plan.
- 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.
- Pursue adoption of ordinance updates to require decarbonization of existing building hand in hand with equity provisions.
- Develop updated parking regulations in concert with associated updates to public parking, transit, and active transportation facilities.
- Continue to build partnership with community-based initiatives.
- Work collaboratively with city departments to pursue acquisition and rehabilitation of the Trestle.
- Improve process efficiencies and decrease governmental barriers to housing production.

Department Budget Summary

By Account Type	2021 Actuals	2022 Revised	2023 Budget
Salary	699,879	1,011,243	1,240,807
Benefits	338,600	516,197	535,601
Services & Supplies	6,093,079	5,170,174	5,786,809
Utilities	2,801	3,000	3,240
Capital Expenditures	-	-	59,500
Transfers	157,500	449,145	834,006
Community Development	7,291,859	7,149,759	8,459,963

A Division budget of \$8,459,963 is recommended for 2022/23. This is an increase of \$1,310,204 over the revised budget for 2021/22.

Salaries are recommended at \$1,240,807, an increase of \$229,564 over 2021/22. This increase is attributed to the realignment of costs between salary and benefit categories following workforce stabilization implementation as well as adding the newly created Community Development Director position. Also contributing to the increase is the negotiated cost of living adjustments and step advancements through the salary ranges, slightly offset by the one-time ARPA essential worker payment not expected to reoccur in FY 23.

Benefits are recommended at \$535,601, an increase of \$19,404 over 2021/22. This is attributed to the realignment of costs between salary and benefit categories following workforce stabilization implementation as well as adding the newly created Community Development Director position, employee benefit selection, increased retirement and workers compensation costs.

Services and supplies are recommended at \$5,786,809, an increase of \$616,635 over 2021/22. 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 increase is primarily attributed to increased CDBG awards in FY 2022/23 for programs and projects not received in FY 2021/22.

Utilities are recommended at \$3,240, an increase of \$240 over 2021/22.

Capital Expenditures are recommended at \$59,500, an increase of \$59,500 over 2021/22. These appropriations will be to replace a building inspector vehicle with an electric vehicle and workstations needed for increased staffing levels.

Transfers out are recommended at \$834,006, an increase of \$384,861 over 2021/22 which is attributed to increased transfers out to CDBG for projects and funded by increased CDBG awards expected in FY 2022/23.

Planning Division Summary

Planning	2021 Actuals	2022 Revised	2023 Budget
Salary	-	52,845	93,868
Benefits	-	12,505	33,681
Services & Supplies	1,225,639	1,000,069	913,125
General Fund Planning	1,225,639	1,065,419	1,040,674

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	2021 Actuals	2022 Revised	2023 Budget
Salary	-	52,845	93,868
Benefits	-	12,505	33,681
Services & Supplies	390,276	496,069	409,125
Planning Administration	390,276	561,419	536,674

A Planning Administration budget of \$536,674 is recommended for 2022/23. This represents a decrease of \$24,745 from the revised budget for 2021/22.

Salaries are recommended at \$93,868, an increase of \$41,023 over the revised budget for 2021/22. This attributed to the recently approved Community Development Director position and the realignment of costs between planning and building functions.

Benefits are recommended at \$33,681 and increase of \$21,176 over the revised budget for 2021/22. This attributed to the benefits associated with the Community Development Director position.

Services and Supplies represent the entire \$409,125 recommended budget, which decreased \$86,944 from 2021/22. The decrease is primarily due to the projected savings from contract employees as a result of increased staffing levels slightly offset by an increase due to the partial reinstatement of Risk Management intragovernmental

charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY 23.

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	2021 Actuals	2022 Revised	2023 Budget
Services & Supplies	835,363	504,000	504,000
Planning Cost Recovery	835,363	504,000	504,000

A Planning Cost Recovery budget of \$504,000 is recommended for 2022/23, same as the revised 2021/22 budget.

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

Services and Supplies represent the entire \$504,000 recommended budget. Appropriations in cost recovery are directly offset by corresponding revenues.

Building Division Summary

Building	2021 Actuals	2022 Revised	2023 Budget
Salary	623,871	775,311	964,899
Benefits	296,016	423,362	427,146
Services & Supplies	1,130,980	1,078,689	969,243
Capital Expenditures	-	-	59,500
Building	2,050,867	2,277,362	2,420,788

Building Administration

Building Administration provides oversight of the Department including managing and measuring performance metrics. This division also supports the Planning and Housing divisions.

Building Administration Budget

63100 Building Administration	2021 Actuals	2022 Revised	2023 Budget
Salary	-	-	110,925
Benefits	-	-	44,762
Services & Supplies	-	-	0
Building Services	-	-	155,687

A Building Administration budget of \$155,687 is recommended for 2022/23.

Salaries are recommended at \$110,925. This is attributed to the recently approved Community Development Director position budgeted partially in building to manage the building function as well as in planning to oversee the planning and housing division.

Benefits are recommended at \$44,762. This is attributed to the recently approved Community Development Director position.

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 Services	2021 Actuals	2022 Revised	2023 Budget
Salary	623,871	775,311	853,974
Benefits	296,016	423,362	382,384
Services & Supplies	1,045,381	919,689	810,243
Capital Expenditures	-	-	59,500
Building Services	1,965,268	2,118,362	2,106,101

A Building Services budget of \$2,106,101 is recommended for 2022/23. This represents a decrease of \$12,261 from the revised budget for 2021/22.

Salaries are recommended at \$853,974, an increase of \$78,663 over 2021/22. This increase is attributed to realigning costs following workforce stabilization between salaries and benefits as well as adding the newly created Community Development Director position and negotiated cost of living adjustments, slightly offset by the one-time ARPA essential worker payment not expected to reoccur in FY 23.

Benefits are recommended at \$382,384 a decrease of \$40,978 from 2021/22. This is attributed to employee benefit selections, slightly offset by the new position and increases in retirement and workers compensation costs.

Services and Supplies are recommended at \$810,243 a decrease of \$109,446 from 2021/22. The decrease is mainly attributed to reduced professional services not needed due to increased staffing added to this division slightly offset by increased maintenance contracts and the partial reinstatement of Risk Management intragovernmental charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY 23.

Capital Expenditures are recommended at \$59,500, an increase of \$59,500 over the prior year. These appropriations will be to replace a failing inspector vehicle with an electric vehicle and workstations needed for increased staffing levels.

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	2021 Actuals	2022 Revised	2023 Budget
Services & Supplies	85,599	159,000	159,000
Building Service Cost Recovery	85,599	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 2022/23 recommended budget of \$159,000, which has remained flat with \$0 change from 2021/22.

Housing Division

HOUSING FUNDS	<i>2021 Actuals</i>	<i>2022 Revised</i>	<i>2023 Budget</i>
Salary	76,008	183,087	182,040
Benefits	43,406	80,330	74,774
Services & Supplies	3,735,638	3,091,416	3,904,441
Utilities	2,801	3,000	3,240
Transfers	157,500	449,145	834,006
Total Housing Funds	4,015,353	3,806,978	4,998,501

Commercial Linkage

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

Commercial Linkage Budget

21150 COMMERCIAL LINKAGE FEES	<i>2021 Actuals</i>	<i>2022 Revised</i>	<i>2023 Budget</i>
Services & Supplies	141,627	62,478	1,105,526
Transfers	66,500	188,615	145,353
Commercial Linkage Fees	208,127	251,093	1,250,879

A Commercial Linkage budget of \$1,250,890 is recommended for 2022/23. This is an increase of \$999,786 over the revised budget for 2020/21.

There are no salaries or benefits included in this budget.

Services and Supplies of \$1,105,526 are recommended, which represents an increase of \$1,043,048 over 2021/22. This budget includes funding for the Meridian at Corona Crossing project of \$1.1m, carried over from FY 2021/22 now expected to be completed in FY 2022/23.

Transfers are budgeted at \$145,353, which is a decrease of \$43,262 from 2021/22. 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	2021 Actuals	2022 Revised	2023 Budget
Services & Supplies	2,429,420	1,279,503	1,119,863
Transfers	-	209,573	161,503
Housing In-lieu Impact Fees	2,429,420	1,489,076	1,281,366

A Housing In-Lieu budget of \$1,281,366 is recommended for 2022/23. This is a decrease of \$207,710 from the revised budget for 2021/22.

There are no salaries or benefits included in this budget.

A budget for Services and Supplies of \$1,119,863 is recommended, which represents a decrease of \$159,640 from the revised 2021/22 budget. This budget includes funding for Meridian at Corona Crossing of \$900k originally budgeted in FY 2021/22 and now expected to occur in FY22/23, along with contributions to Housing Land Trust of Sonoma (HLT) and to Petaluma People Services Center (PPSC) for fair housing. As projects become known, staff will bring forth spending options.

The budget for Transfers is recommended at \$161,503. This is a decrease of \$48,070 from the 2021/22 budget. 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	2021 Actuals	2022 Revised	2023 Budget
Services & Supplies	616,153	363,489	298,848
Transfers	70,000	30,000	511,000
CDBG	686,153	393,489	809,848

A Community Development Block Grant (CDBG) budget of \$809,848 is recommended for 2022/23 and is an increase of \$416,359 over the revised budget for 2021/22.

There are no salaries or benefits included in this budget.

Services and Supplies of \$298,848 are recommended, which is a decrease of \$64,641 from 2021/22 due to reallocation of costs to Transfers category slightly offset by

increased administrative intragovernmental charges and the partial reinstatement of Risk Management intragovernmental charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY 23. These costs represent those services that are funded through CDBG such as the Senior Meals Program and Rebuilding Together.

Transfers are recommended at \$511,000, an increase of \$481,000 over 2021/22. The transfer out is to fund a seismic analysis of city facilities, and a city facilities emergency power backup feasibility study and CDBG program administration funded by increased grant awards anticipated in FY 2022/23.

Home/Begin

Funds support affordable housing projects.

Home/Begin Budget

22220 HOME/BEGIN	2021 Actuals	2022 Revised	2023 Budget
Services & Supplies	13,605	900,000	900,000
Home/Begin	13,605	900,000	900,000

A Home/Begin budget of \$900,000 is recommended for 2022, which is the same amount as the revised budget for 2021/22, resulting in \$0 change.

There are no salaries or benefits included in this budget.

Services and Supplies of \$900,000 represent the entire recommended 2022/23 budget. Funds in this budget will carry forward and support the Mid Pen Housing's 44-unit low-income rental housing apartment project. This was originally budgeted in 2021/22 but is not expected to occur until 2022/23.

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	2021 Actuals	2022 Revised	2023 Budget
Salary	34,204	108,449	102,896
Benefits	22,157	51,666	43,698
Services & Supplies	170,757	213,650	250,412
Successor Agency Housing	227,118	373,765	397,006

A Successor Agency Housing budget of \$397,006 is recommended for 2022/23. This is an increase of \$23,241 over the revised budget for 2021/22.

Salaries are recommended at \$102,896, a decrease of \$5,553 from 2021/22 attributed to a vacant position being budgeted at a lower step in the pay range and one-time ARPA essential worker payment not expected to reoccur in FY 23, slightly offset by the negotiated cost of living adjustment.

Benefits are recommended at \$43,698, a decrease of \$7,968 from 2021/22 due to employee benefit selections, slightly offset by higher retirement and workers compensation costs.

Services and Supplies of \$250,412 are recommended, which represent an increase of \$36,762 over 2021/22. This is attributed to the partial reinstatement of Risk Management intragovernmental charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY 23, and homeless services consulting and support.

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	2021 Actuals	2022 Revised	2023 Budget
Services & Supplies	-	3,000	3,000
Transfers	21,000	20,957	16,150
Mobile Home Rental Stabilization	21,000	23,957	19,150

A Mobile Home Rent Stabilization budget of \$19,150 is recommended for 2022/23. This is a \$4,807 decrease from the revised budget for 2021/22.

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 2021/22, resulting in \$0 change.

Transfers of \$16,150 are recommended, representing a minor decrease of \$4,807 from 2021/22. 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 PCDC 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	<i>2021 Revised</i>	<i>2022 Budget</i>	<i>2022 Budget</i>
Salary	41,804	74,638	79,144
Benefits	21,249	28,664	31,076
Services & Supplies	364,076	269,296	226,792
Utilities	2,801	3,000	3,240
Successor Agency Administration	429,930	375,598	340,252

A Successor Agency Housing Admin budget of \$340,252 is recommended for 2022/23. This is a decrease of \$35,346 from the revised budget for 2021/22.

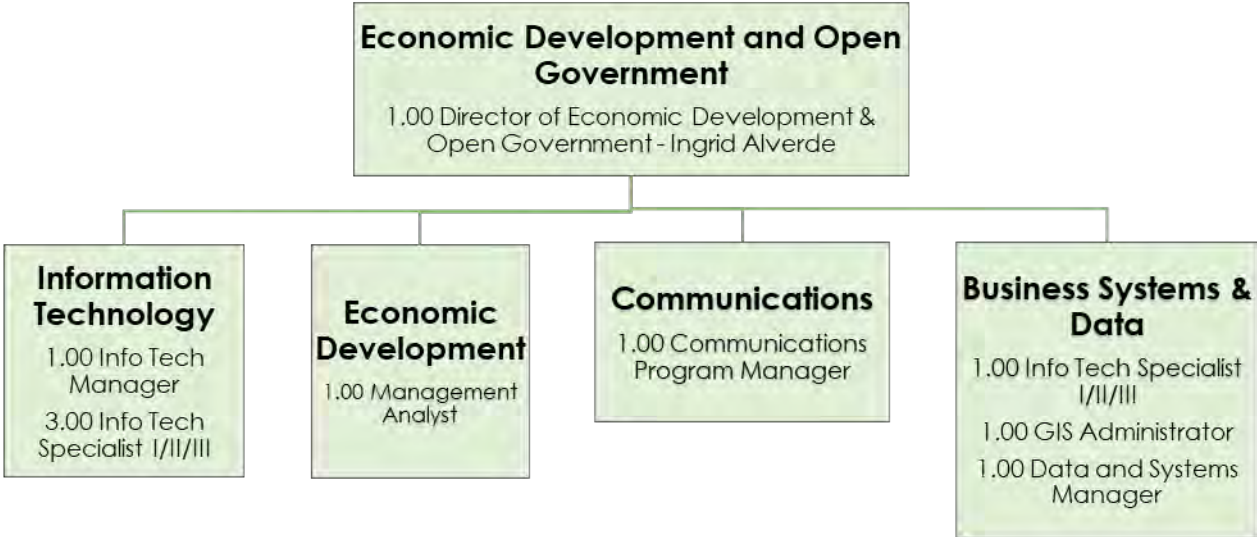
Salaries are recommended at \$79,144, an increase of \$4,506 over 2021/22, attributed to negotiated cost of living adjustments, slightly offset by the one-time ARPA essential worker payment not expected to reoccur in FY 23.

Benefits are recommended at \$31,076, an increase of \$2,412 over 2021/22, which is attributed to increased retirement and workers compensation costs.

Services and Supplies of \$226,792 are recommended, which represents a decrease of \$42,504 from 2021/22. This is mainly attributed to a decrease in intragovernmental administrative overhead charges, slightly offset by the partial reinstatement of Risk Management intragovernmental charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY 23.

Utilities are recommended at \$3,240, representing a slight increase of \$240 over 2021/22.

Economic Development and Open Government



FY 2023 Position Totals
10.00 Full-Time

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

Departmental Budget Overview

by Account Type	<u>2021 Actuals</u>	<u>2022 Revised</u>	<u>2023 Budget</u>
Salary	920,579	1,329,384	1,338,802
Benefits	355,627	508,461	445,635
Services & Supplies	1,812,155	1,671,520	1,392,501
Capital Expenditures	-	280,000	-
Economic Development and Open Government	3,088,361	3,789,365	3,176,938
Less Intragovernmental Offset	(370,232)	(532,469)	(426,263)
Economic Development and Open Government Net Cost	2,718,129	3,256,896	2,750,675
by Cost Center	<u>2021 Actuals</u>	<u>2022 Revised</u>	<u>2023 Budget</u>
ECONOMIC DEVELOPMENT	657,375	1,031,002	695,985
Less Intragovernmental Offset	(370,232)	(532,469)	(426,263)
Economic Development Net Cost	287,143	498,533	269,722
INFORMATION TECHNOLOGY	2,430,986	2,758,363	2,480,953
Economic Development and Open Government Net Cost	2,718,129	3,256,896	2,750,675

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) –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

- Managed the temporary outdoor operations “Free Range” permitting program (started FY 2020-2021):
 - Program continued into FY 2021-2022 in response to Covid-related mask mandates and restrictions.
 - 42 businesses participated in FY 2021-2022
 - Started development of and community outreach for a permanent parklet program
- 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.
- With City Attorney, implemented Tobacco Retail License ordinance
- Served as primary City contact for partnership with Petaluma Downtown Association/Business Improvement District
- Facilitated the design and contract for a Healthy Democracy Lottery-Selected Panel as part of a larger community engagement plan for Fairgrounds Visioning.
- Managed lease renewals, future development, and other actions related to select City-owned properties.
- With IT and communications staff, provided administrative and strategic support to help Technology Advisory Committee establish goals and coordinate agenda for 2022.

Communications

- Improved external communications and increased community engagement:
 - Increased monthly social media impressions from 100,000 to 400,000
 - Increased readership of weekly update from approximately 2,800 to almost 10,000.

- 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, the County of Sonoma, and other non-profits) to share important messaging with the community.
- Closely followed and adapted County emergency messaging for Petaluma audience.
- Created new process for emergency response communications
- 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.
- Designed and implemented a Drought community outreach campaign that successfully supported the City's efforts to reduce water usage by 30%. The campaign included bill inserts, argus ads, social media posts, videos, and tabling events.
- Designed and implemented a District Elections outreach campaign, including a digital mapping tool, that achieved high levels of community participation and over 30 community map submissions.
- Worked closely with Public Works & Utilities to create new processes and communications support structure for all Capital Improvement Projects.
- Prioritized Engaging Petaluma's Latinx Community
 - Partnered with key Latinx-focused organizations in Petaluma to share and distribute messaging as well as keep up-to-date on topics of interest for the Latinx community.
 - Engaged team of translators to provide live translations for select public meetings and translate written content for nearly all City communications.

Information Technology & GIS

- In response to varied pandemic-related restrictions, continued to provide software, improved work-from-home hardware offerings, and training to enable staff across the organization to work remotely.
- Implemented Esri's Redistricting solution allowing public participation and input to the City's transition to district elections.
- Implementation of ArcGIS Portal to allow greater access to GIS resources to the organization.
- Completed 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.
- Completed Modernization and improvement of SQL data management for many City data sources.
- Planned and enabled regular, comprehensive server and desktop upgrade services to improve security and operation.
- Implemented DocuSign to facilitate remote signing of contract documents.
- Implemented Zoom Webinars to manage all public meetings remotely.

- Continued implementation of Tyler EnerGov Permit Management System which continues on schedule and on budget
- Purchased and installed Okta single sign on solution to protect City networks and support staff
- Implemented a cyber security contract, Crowd Strike, to monitor and respond to cyber security threats
- Supported City Hall buildouts with IT networks
- Updated City core networking equipment and restructured network design to assure reliable, improved network access for all City personnel
- Completed City Council Chamber Upgrades to support hybrid meetings
- Completed restructuring of GIS databases
- Continued roll out of Virtual Desktop environment.
- Expect completion of SCADA environment virtualization at wastewater treatment facility

Goals and Priorities

Economic Development

- **Fairgrounds** – Complete community engagement plan and develop recommendations for City Council consideration regarding the future use of the city-owned fairgrounds property
- **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.
- Expand Latinx communication and engagement strategy

Information Technology & GIS

- Implement new software systems to improve staff and customer efficiency:
 - EnerGov – Continue to work with departments to refine and streamline implemented workflows.
 - Laserfiche – Develop a strategy group to drive higher usage of our document management system

- GIS – Encourage greater usage by Staff of GIS tools, migrate existing GIS web applications to new Portal platform
- Bluebeam
- Snow Software Asset Management System
- Plan and implement server and network upgrades to 202 McDowell, Public Works facility. Planning will take into account virtualization options for cost saving and manageability
- Investigate, plan, and implement new phone system
- Improve Okta services build out to take advantage of Single Sign On properties
- Plan and begin SharePoint migration
- Plan and begin groundwork for improved, on-site disaster recovery solution
- Continue Improvement delivery of Help Desk services with existing and new software

Department Budget Summary

by Account Type	<u>2021 Actuals</u>	<u>2022 Revised</u>	<u>2023 Budget</u>
Salary	920,579	1,329,384	1,338,802
Benefits	355,627	508,461	445,635
Services & Supplies	1,812,155	1,671,520	1,392,501
Capital Expenditures	-	280,000	-
Economic Development and Open Government	3,088,361	3,789,365	3,176,938
Less Intragovernmental Offset	(370,232)	(532,469)	(426,263)
Economic Development and Open Government Net Cost	2,718,129	3,256,896	2,750,675

An Economic Development and Open Government Department budget of \$3,176,938 is recommended for 2022/23. This represents a decrease of \$612,427 from the revised budget for 2021/22.

Salaries are recommended at \$1,338,802, representing an increase of \$9,418 over 2021/22. This reflects negotiated cost of living adjustments and position advancements through the salary ranges.

Benefits are recommended at \$445,635 representing a decrease of \$62,826 from 2021/22. This is attributed to employee benefit selections slightly reducing costs slightly offset by increased retirement and workers compensation costs.

Services and supplies are recommended at \$1,392,501, a decrease of \$279,019 overall from FY 2021/22. This category reflects operational services and supplies, hardware and software maintenance contracts, social media services, consulting services, outside IT consulting services, and technology to work remotely. This decrease is due to the elimination of one-time costs in FY 2021/22 not expected to reoccur in FY 22/23.

Increased intragovernmental charges for Risk Management slightly offset this overall decrease which is the result of a reinstatement of allocations to departments to fund Risk Management services, and to fund increased liability insurance costs, 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 \$0, a decrease of \$280,000 due to less Information Technology capital needs in FY 22/23 for projects completed in FY 21/22 for internet high speed connection and cloud backup and software upgrades.

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	2021 Actuals	2022 Revised	2023 Budget
Salary	171,496	403,503	328,748
Benefits	49,753	171,366	103,061
Services & Supplies	436,126	456,133	264,176
Economic Development	657,375	1,031,002	695,985
Less Intragovernmental Offset	(370,232)	(532,469)	(426,263)
General Fund Economic Development Net Cost	287,143	498,533	269,722

An Economic Development Budget of \$695,985 is recommended for 2022/23. This represents a decrease of \$335,017 from 2021/22.

Salaries are recommended at \$328,748, a decrease of \$74,755 compared to FY 2021/22. This decrease is the result of the reallocation of position costs between Economic Development and Information Technology, partially offset by negotiated cost of living adjustments and position step advancements.

Benefits are recommended at \$103,061 representing a decrease of \$68,305 from 2021/22. This decrease is due to the reallocation of position costs between Economic Development and Information Technology, employee benefit selection, partially offset by step advancements, increased retirement, and workers compensation costs.

Services and supplies are recommended at \$264,176, a decrease of \$191,957 from 2021/22. This budget reflects operational services and supplies, social media services, and various communication and planning services. The FY 22/23 budget decrease is primarily due to the elimination of non-recurring costs for communications and public outreach efforts initiated in FY 2021/22 expected at a lower level in FY 2022/23, 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, and increased liability insurance costs, 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 web-streaming 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 ADMINISTRATION AND OPERATIONS	2021 Actuals	2022 Revised	2023 Budget
Salary	749,083	925,881	1,010,054
Benefits	305,874	337,095	342,574
Services & Supplies	1,376,029	1,215,387	1,128,325
Capital Expenditures		280,000	
Information Tech Administration and Operations	2,430,986	2,758,363	2,480,953

An Information Technology Budget of \$2,480,953 is recommended for 2022/23. This represents a decrease of \$277,410 from 2021/22.

Salaries are recommended at \$1,010,054 representing an increase of \$84,173 over 2021/22. This reflects increases for the reallocation of position costs from Economic Development as well as negotiated cost of living adjustments and step advancements thought the salary ranges. The elimination of one-time payments to employees not expected to reoccur in FY 2022/23 slightly offset the overall increase.

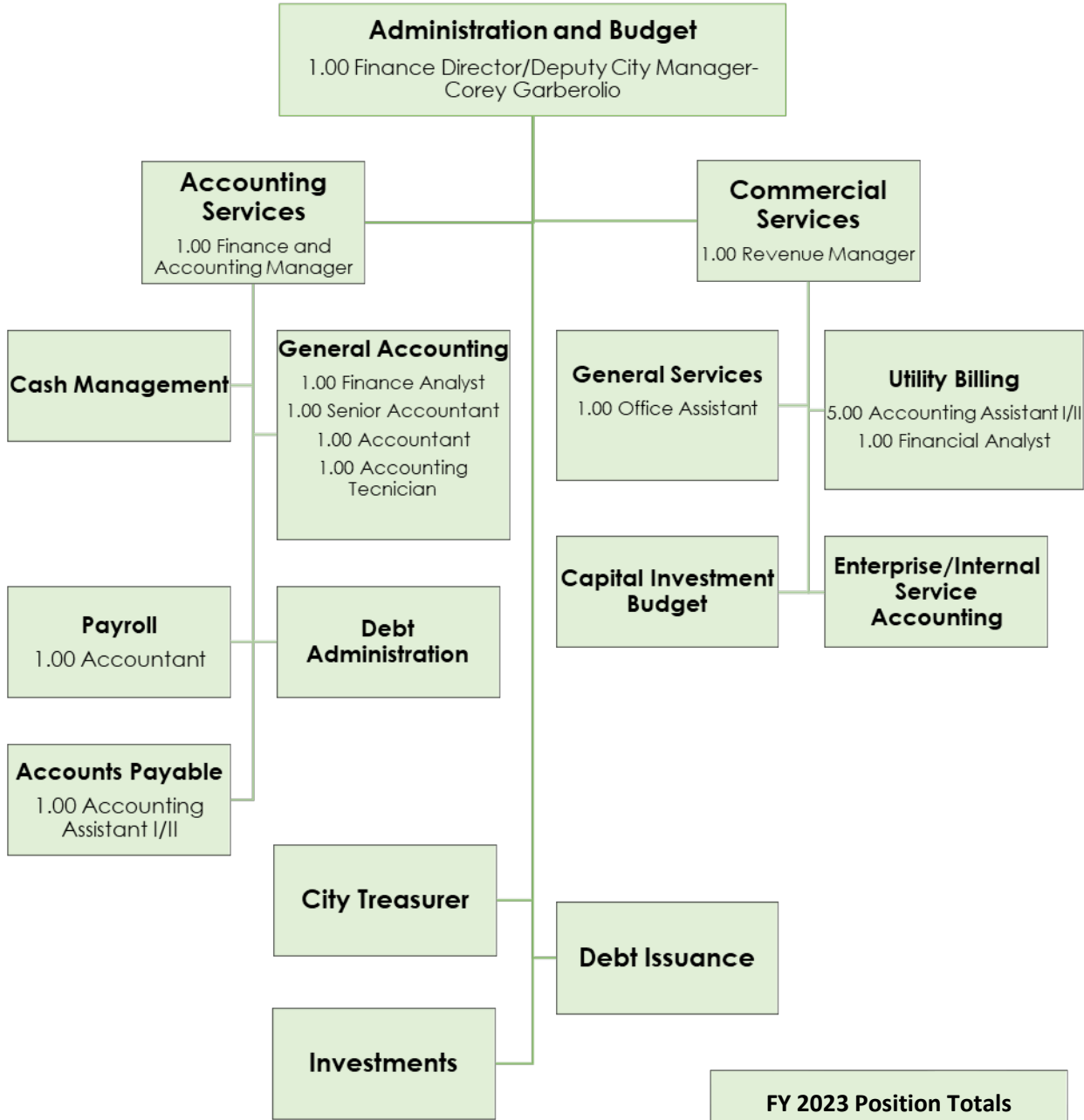
Benefits are recommended at \$342,574 representing an increase of \$5,479 over 2021/22. This increase is due associated benefit costs from the reallocation of position costs from Economic Development as well as employee benefit selection and increased retirement and workers compensation costs.

Services and supplies are recommended at \$1,128,325, a decrease of \$87,062 from 2021/22. 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 22/23 decrease is due to the elimination of one-time costs to

increase technology capabilities citywide such as funding for database modernization and repair, server virtualization and network upgrades completed in FY 2021/22. 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, and increased liability insurance costs, 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 \$0 a decrease of \$280,000 from 2021/22. This decrease reflects non-recurring costs for completed projects that include internet cloud storage and software upgrades.

Finance Department



FY 2023 Position Totals
16.00 Full Time

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

Departmental Budget Overview

by Account Type	<u>2021 Actuals</u>	<u>2022 Estimate</u>	<u>2023 Budget</u>
Salary	1,211,138	1,575,987	1,597,707
Benefits	469,946	648,754	582,407
Services & Supplies	487,656	558,751	669,024
Capital Expenditures	-	-	-
Transfers			93,000
Finance Dept	2,168,740	2,783,492	2,942,138
Less Intragovernmental Offset	(1,259,461)	(1,419,792)	(1,548,876)
Finance Dept Net Cost	909,279	1,363,700	1,393,262

By Cost Center	<u>2021 Actuals</u>	<u>2022 Estimate</u>	<u>2023 Budget</u>
Finance Admin	576,432	710,098	726,619
Finance Accounting Service	849,436	1,011,738	1,248,150
Finance Commercial Service	605,941	786,631	683,021
Finance	2,031,809	2,508,467	2,657,790
Less Intragovernmental Offset	(1,259,461)	(1,419,792)	(1,548,876)
General Fund Finance Net Cost	772,348	1,088,675	1,108,914
General Svc-admin	5,647	8,087	101,878
General Svc-mail Services	67,608	141,031	96,505
General Svc-printing Services	63,676	125,907	85,965
Non General Fund Finance Net Cost	136,931	275,025	284,348
Finance Dept Net Cost	909,279	1,363,700	1,393,262

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 2021-2022
- 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
- Ongoing improvement of budget document to provide additional transparency and ease of understanding for the reader
- Implement Workforce Stabilization through updating positions and associated changes to pay and benefits

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	<u>2021 Actuals</u>	<u>2022 Estimate</u>	<u>2023 Budget</u>
Salary	1,211,138	1,575,987	1,597,707
Benefits	469,946	648,754	582,407
Services & Supplies	487,656	558,751	669,024
Transfers	-	-	93,000
Finance Dept	2,168,740	2,783,492	2,942,138
Less Intragovernmental Offset	(1,259,461)	(1,419,792)	(1,548,876)
Finance Dept Net Cost	909,279	1,363,700	1,393,262

A Finance Department budget of \$2,942,138 is recommended for 2022/23. This represents an increase of \$158,646 over the revised budget for 2021/22.

Salaries are recommended at \$1,597,707, representing an increase of \$21,720 over 2021/22. This primarily reflects a net increase for position changes and negotiated cost of living adjustments.

Benefits are recommended at \$582,407 representing a decrease of \$66,347 from 2021/22. This is related to one-time payments to employees that are non-recurring in FY 23 offset slightly by increased costs for retirement, workers compensation and employee benefit selections.

Services and supplies are recommended at \$669,024, an increase of \$110,273 over 2021/22. This category is mainly for audit, banking and online bill pay services, armor truck services, and equipment lease and intragovernmental charges. The FY 22/23 increase is due to costs associated with a fee study expected to be completed during FY 22/23 and the partial reinstatement of Risk Management intragovernmental charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY 23. Reductions in FY 23 Information Technology and General Services intragovernmental charges slightly offset the other cost increases.

Transfers are recommended at \$93,000. There were no budgeted transfers in 2021/22. This represents an eliminated position's cost savings transfer to another department.

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	<u>2021 Actual</u>	<u>2022 Revised</u>	<u>2023 Budget</u>
Salary	182,304	234,305	231,804
Benefits	45,715	61,779	61,319
Services & Supplies	348,413	414,014	433,496
Finance Admin	576,432	710,098	726,619
Less Intragovernmental Offset	(386,113)	(446,551)	(484,737)
General Fund Finance Administration Net Cost	190,319	263,547	241,882

A Finance Administration budget of \$726,619 is recommended for 2022/23. This represents an increase of \$16,521 over 2021/22.

Salaries are recommended at \$231,804, a minor decrease of \$2,501 from the 2021/22 revised budget which had been updated for a position advancement and cost of living adjustments.

Benefits are recommended at \$61,319 and represent just a minor decrease of \$460 from 2021/22.

Services and supplies are recommended at \$433,496, an increase of \$19,482 over 2021/22. This category is mainly for audit and banking services, Sonoma County property administration fees, online billing services and intragovernmental charges. The FY 22/23 increase is mainly due to the partial reinstatement of Risk Management intragovernmental charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY 23. Reductions in FY 23 Information Technology and General Services intragovernmental charges slightly offset the Risk Management increase.

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	2021 Actual	2022 Revised	2023 Budget
Salary	535,926	683,259	827,216
Benefits	225,352	299,689	302,144
Services & Supplies	88,158	28,790	118,790
Finance Accounting Service	849,436	1,011,738	1,248,150
Less Intragovernmental Offset	(421,749)	(450,805)	(491,969)
General Fund Finance Accounting Service Net Cost	427,687	560,933	756,181

An Accounting Services budget of \$1,248,150 is recommended for 2022/23. This represents an increase of \$236,412 over 2021/22.

Salaries are recommended at \$827,216, an increase of \$143,957 over the prior year. This increase is due to the reallocation of positions between this division and the Commercial Services division in addition to negotiated cost of living adjustments.

Benefits are recommended at \$302,144, representing an increase of \$2,455 over 2021/22. This is attributed to employee benefit selections and increases in retirement and workers compensation costs.

Services and supplies are recommended at \$118,790, an increase of \$90,000 over 2021/22 to cover projected professional services costs to update City fees.

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 for the department will be the development of more online payment options for customers.

Commercial Services Budget

11420 FINANCE COMMERCIAL SERVICE	2021 Actual	2022 Revised	2023 Budget
Salary	434,764	549,344	473,731
Benefits	164,164	226,247	198,250
Services & Supplies	7,013	11,040	11,040
Finance Commercial Service	605,941	786,631	683,021
Less Intragovernmental Offset	(451,599)	(522,436)	(572,170)
General Fund Finance Commercial Service Net Cost	154,342	264,195	110,851

A Commercial Services budget of \$683,021 is recommended for 2022/23. This represents a decrease of \$103,610 from 2021/22.

Salaries are recommended at \$473,731, a decrease of \$75,613 from 2021/22. This reflects the reallocation of positions between costs in this division and the Accounting Services division. Offsetting the decrease slightly is an increase for negotiated cost of living adjustments.

Benefits are recommended at \$198,250, a decrease of \$27,997 from 2021/22. This is attributed to changes in retirement costs, workers compensation and employee benefit selections.

Services and supplies are recommended at \$11,040, same as 2021/22.

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	2021 Actuals	2022 Estimate	2023 Budget
Salary	58,144	109,079	64,956
Benefits	34,715	61,039	20,694
Services & Supplies	44,072	104,907	105,698
Transfers	-	-	93,000
General Services Total	136,931	275,025	284,348

A General Services Division budget of \$284,348 is recommended for 2022/23. This represents an increase of \$9,323 from the revised budget for 2021/22.

Salaries are recommended at \$64,956, representing a decrease of \$44,123. This decrease is mainly attributed to reallocation of a position to another division slightly offset by negotiated cost of living adjustments.

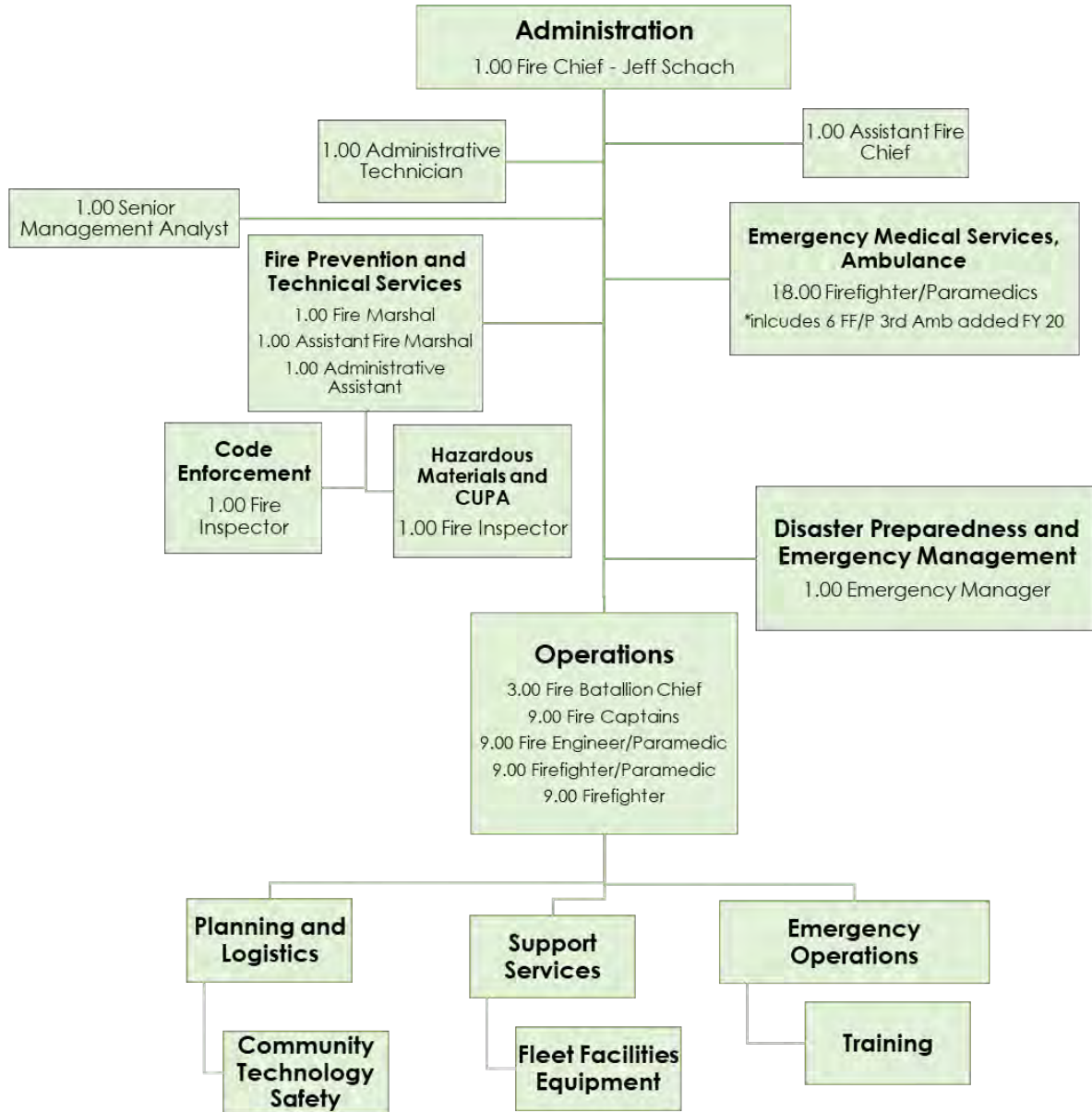
Benefits are recommended at \$20,694, a \$40,345 decrease from 2021/22 primarily due to the reallocation of a position to another division slightly offset by increases for retirement costs, workers compensation and employee benefit selections.

Services and supplies are recommended at \$105,698, a minor increase of \$791 over 2021/22. This budget is mainly for armor truck services, and equipment lease, repairs / maintenance.

Transfers are recommended at \$93,000. There were no budgeted transfers in 2021/22. The transfer represents the transfer of an eliminated position's cost savings to Parks and Recreation.



Fire Department



FY 2023 Position Totals
67.00 Full-Time

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

Departmental Budget Overview

by Account Type	<u>2021 Actuals</u>	<u>2022 Budget</u>	<u>2023 Budget</u>
Salary	9,891,113	10,058,918	10,282,636
Benefits	6,797,938	7,217,572	8,358,589
Services & Supplies	2,065,280	1,214,979	1,361,254
Utilities	51,587	43,700	53,700
Capital Expenditures	23,270	-	161,000
General Fund Fire Department	18,829,188	18,535,169	20,217,179

By Cost Center	<u>2021 Actuals</u>	<u>2022 Budget</u>	<u>2023 Budget</u>
Fire Admin	1,712,026	1,729,774	2,089,457
Fire Disaster Preparedness	46,400	75,000	10,000
Fire Hazardous Materials	163,063	375,353	418,411
Fire Prevention	617,526	481,833	539,299
Fire Suppressions	11,094,974	10,949,093	11,787,197
Fire Suppression-apparatus	212,570	72,080	72,080
Fire Suppression-building/grounds	40,649	19,500	19,500
Fire Suppression-communications	34,592	21,400	21,400
Fire Suppression-supplies	152,711	53,500	53,500
Fire Suppression-training	38,614	17,800	17,800
Ambulance	4,716,063	4,739,836	5,188,535
General Fund Fire Department	18,829,188	18,535,169	20,217,179

Description

The Petaluma Fire Department is an all-risk department which is responsible for the prevention and extinguishment of fires and provides medical treatment and transport of the sick and traumatically injured, extrication and rescue of victims, and provides the overall mitigation of emergency-related events impacting the health, welfare and safety of citizens and visitors to the Petaluma area. Founded in 1857, the Department this year celebrated its 165th year of service.

As development in-fills and Petaluma's population continues to grow and age, calls for service have increased more than proportionally anticipated. The department is on track to respond to over 8000 calls for service during this fiscal year, an increase of 17% over the previous fiscal year. Ten years ago, call volume was slightly over 5000 per year. The Fire Prevention Bureau has ensured that new development meets the code and safety requirements to keep residents and patrons of Petaluma safe.

Major Accomplishments and Highlights

- The Fire Department is conducting a Comprehensive Analysis by the Center for Public Safety Management (CPSM) to evaluate staffing, facilities, and administration. In part, this study will help determine a new future Fire Headquarters location and help determine best ways to leverage other needs such as an Emergency Operation Center (EOC) and potential for a shared facility with the Police Department. The Fire Department has been working with Public Works and Police Department partners conducting pre-work in anticipation of a public safety facilities assessment to develop recommendations with an implementation plan, costs, and timelines for Public Safety Facility Upgrades and/or a Replacement Implementation plan.
- Most Fire Department personnel assisted at some point on major wildland incidents in the state this summer, with Petaluma crews rotating every two weeks, for nearly three months. The majority of assistance Petaluma provided this summer was on the Dixie Fire, which devastated the communities around Lake Almanor and burned nearly a million acres. The city was reimbursed for all personnel costs, administrative costs, and fire engine use for mutual aid responses throughout the state for a total reimbursement of \$973,468.
- The Fire Department has a fire engine in production that uses "idle reduction technology" and will reduce the use of diesel fuel by nearly 500 gallons per year. It is a first-of-its-kind hybrid-style fire engine that uses lithium-ion battery technology to power emergency lights and radios while on an emergency scene. The fire engine is anticipated to arrive in the fall of 2022. The manufacturer is currently working on a plug-in electric fire engine prototype that is currently in the testing phase and will be an option for future purchase soon.
- During the global COVID-19 pandemic, the Fire Department continued to function at 100%. Operations staffing was maintained throughout the crisis and emergency response was never impacted. 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. Emergency Operations personnel implemented several personal protective procedures and equipment to prevent the spread of COVID between medical patients and Fire Department personnel. Though personnel contracted COVID-19, widespread infection was prevented through mitigation factors in place as well as vaccinations and routine screening.

- An extreme hazard to the community was removed with the persistence and support of the Fire Prevention Bureau. A large quantity of highly toxic anhydrous ammonia gas used for refrigeration was safely and permanently removed from a local business, which is surrounded by neighborhoods.
- Two staff vehicles were replaced with more fuel-efficient hybrid models through a lease to ensure future upgrades as technology changes and carbon-neutral alternatives develop.

Goals and Priorities

- Support the Measure U funded implementation of infrastructure investments.
- Review and evaluate best-practice recommendations from the CPSM Comprehensive Analysis.
- Move forward with replacement of 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 and 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 carbon-neutral alternatives as technology changes.
- Identify and obtain ongoing revenue for scheduled or emergency replacement of equipment, personal protective supplies, and apparatus.

Department Budget Summary

by Account Type	2021 Actuals	2022 Budget	2023 Budget
Salary	9,891,113	10,058,918	10,282,636
Benefits	6,797,938	7,217,572	8,358,589
Services & Supplies	2,065,280	1,214,979	1,361,254
Utilities	51,587	43,700	53,700
Capital Expenditures	23,270	-	161,000
General Fund Fire Department	18,829,188	18,535,169	20,217,179

A Fire Department budget of \$20,217,179 is recommended for 2022/2023. This is an increase of \$1,682,010 over 2021/2022.

Salaries are recommended at \$10,282,636, an increase of \$223,718 over 2021/2022. This increase is mainly attributed new positions reallocated from other departments, position step advancements, higher overtime costs and an increase in special pays for qualifying employees.

Benefits are recommended at \$8,358,589, an increase of \$1,141,017 over 2021/2022. This increase is attributed to related positions reallocated from other departments, position step advancements, and an increase in retirement and workers compensation costs.

Services and supplies are budgeted at \$1,361,254, an increase of \$146,275 over 2021/2022. This budget is mainly for dispatch services, software support, fire suppression equipment maintenance and repairs, fire station supplies, maintenance and repairs, and training along with education. The Ambulance billing services appropriations are also included in this budget. The FY 22/23 increase is mainly attributed to an increase in intragovernmental charges for Risk Management due to the 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 as well as increased liability insurance premiums.

Utilities are budgeted at \$53,700 an increase of \$10,000 over 2021/2022. This is mainly attributed to anticipated utility costs increase.

Capital expenditures are budgeted at \$161,000. This represents an increase to fund equipment purchases necessary for fire personnel to respond to emergencies.

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 several divisions: Operations, Disaster Preparedness, Fire Prevention and Inspections,

Communications, Technology, Training, Logistics, Support Services (Safety/Wellness, Fleet, and Facilities), and Emergency Medical Services. Fire Administration is responsible for ensuring that the Mission, Values, Goals, Policies and Priorities of the Petaluma Fire Department and of the City of Petaluma are accomplished.

Administration Budget

13100 FIRE ADMINISTRATION	2021 Actual	2022 Revised	2023 Budget
Salary	701,293	708,575	802,610
Benefits	410,286	462,940	563,313
Services & Supplies	551,830	514,559	670,834
Utilities	48,617	43,700	52,700
General Fund Fire Administration	1,712,026	1,729,774	2,089,457

A Fire Administration budget of \$2,089,457 is recommended for 2022/2023. This is an increase of \$359,683 over 2021/2022.

Salaries are recommended at \$802,610 representing an increase of \$94,035 over 2021/2022. This increase is mainly attributed to the reallocation of a position from another department as well as negotiated cost of living adjustments and position step advancements slightly offset by one-time payments to employees in FY 21/22 not expected to reoccur in FY 22/23.

Benefits are recommended at \$563,313 representing an increase of \$100,373 over 2021/22. This is mainly due to increased retirement costs, workers' compensation costs, employee benefit selections, and the associated benefits related to reallocation of personnel wages to this division from another department.

Services and supplies are budgeted at \$670,834, an increase of \$156,275 over 2021/2022. This budget is mainly for fire dispatch services, intragovernmental charges and software maintenance and support. The FY 22/23 increase is mainly attributed to an increase in intragovernmental charges for Risk Management due to the 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 as well as increased liability insurance premiums.

Utilities are budgeted at \$52,700, an increase of \$9,000. This is mainly attributed to anticipated utility cost increases.

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 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. In FY 21/22 the City contracted with an Emergency Management firm to assist with disaster preparation and response during the COVID-19 and fire season disasters. The consultant provided process improvements, training, and an update of the City’s Emergency Operations Plan. The city recently approved a full-time Emergency Manager position that will have a City-wide role but reside in the Fire Department. This position will further provide City Staff with Emergency Operations support, implementing a robust Emergency Management Program which will include EOC Management, Community Emergency Preparedness, Community Risk Reduction, and the development of Fire Safe Neighborhoods in our community.

Disaster Preparedness Program Budget

13200 FIRE DISASTER PREPAREDNESS	2021 Actual	2022 Revised	2023 Budget
Services & Supplies	46,400	75,000	10,000
General Fund Fire Disaster Preparedness	46,400	75,000	10,000

There are no salaries or benefits in this budget section.

A Disaster Preparedness program budget for services and supplies of \$10,000 is recommended for 2022/2023 a decrease due to one-time costs programmed in the prior year not anticipated to be re-occurring in FY 22/23.

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	2021 Actual	2022 Revised	2023 Budget
Salary	105,465	244,877	251,183
Benefits	56,611	128,626	165,378
Services & Supplies	987	1,850	1,850
General Fund Fire Hazardous Materials	163,063	375,353	418,411

A Hazardous Materials budget of \$418,411 is recommended for 2022/2023 and represents an increase of \$43,058 over 2021/2022.

Salaries are recommended at \$251,183 for 2022/2023. This is an increase of \$6,306 over 2021/2022 and is attributed to negotiated cost of living adjustments, position step advancements, slightly offset by one-time payment to employees in FY 21/22 not expected to re-occur in FY 22/23.

Benefits are recommended at \$165,378 for 2022/2023. This is an increase of \$36,752 over 2021/2022 and is due to increased retirement costs, employee benefit selection and the associated benefits related to cost-of-living adjustments.

Services and supplies of \$1,850 are recommended for 2022/2023 and represents no change from 2021/2022.

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, the environment, and 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	2021 Actual	2022 Revised	2023 Budget
Salary	171,971	301,493	306,992
Benefits	109,035	154,940	206,907
Services & Supplies	336,520	25,400	25,400
General Fund Fire Prevention	617,526	481,833	539,299

A Fire Prevention & Technical Services budget of \$539,299 is recommended for 2022/2023 and represents an increase of \$57,466 over 2021/2022.

Salaries are recommended at \$306,992 for 2022/2023, an increase of \$5,499 from 2021/2022. This increase is attributed to negotiated cost of living adjustments, position step advancements, slightly offset by one-time payment to employees in FY 21/22 not expected to re-occur in FY 22/23.

Benefits are recommended at \$206,907 for 2022/2023, an increase of \$51,967 over 2021/2022. This is mainly due to increased retirement, workers’ compensation costs and employee benefit selection.

Services and supplies of \$25,400 are recommended for 2022/2023 and represents no change from 2021/2022.

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, 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. Petaluma Fire Department engines are usually staffed with at least one paramedic and can deliver first-response medical care at the Advanced Life Support (ALS) level of care.

Suppression/Operations Budget

Fire Suppression	2021 Actuals	2022 Budget	2023 Budget
Salary	6,723,416	6,398,403	6,568,702
Benefits	4,271,211	4,493,690	4,982,495
Services & Supplies	566,313	241,280	258,280
Utilities	-	-	1,000
Capital Expenditures	13,170	-	161,000
General Fund Fire Suppression	11,574,110	11,133,373	11,971,477

A Suppression/Operations budget of \$11,971,477 is recommended for 2022/2023. This represents an increase of \$838,104 over 2021/2022.

Salaries are recommended at \$6,568,702, an increase of \$170,299 over 2021/2022. This increase is mainly attributed to negotiated cost of living adjustments, wage increases for step advancements, increase in special pays for qualifying employees slightly offset by vacant positions budgeted at lower steps.

Benefits are recommended at \$4,982,495, an increase of \$488,805 over 2021/2022. This is mainly attributed to increased retirement, workers' compensation costs and employee benefit selections.

Services, supplies and utilities are recommended at \$258,280 for 2022/2023 and represents an increase of \$17,000 over 2021/2022. This budget is mainly for fire safety and rescue equipment, fire vehicle maintenance and repairs, fire station supplies, maintenance and repairs, communication equipment supplies, and employee training and education.

Utilities are recommended at \$1,000 for FY2022/2023.

Capital expenditures are budgeted at \$161,000. This represents an increase to fund equipment purchases necessary for fire personnel to respond to emergencies.

Emergency Response Division- Ambulance Emergency Response

The Ambulance Response Division consists of three ALS paramedic ambulances that are always fully staffed and in service. On most days, during the daytime, the Fire Department also staffs a Basic Life Support (BLS) ambulance with part-time, non-sworn Emergency Medical Technicians (EMTs). 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.

Firefighters 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	2021 Actual	2022 Revised	2023 Budget
Salary	2,188,968	2,405,570	2,353,149
Benefits	1,950,795	1,977,376	2,440,496
Services & Supplies	576,300	356,890	394,890
Capital Expenditures		-	-
General Fund Ambulance	4,716,063	4,739,836	5,188,535

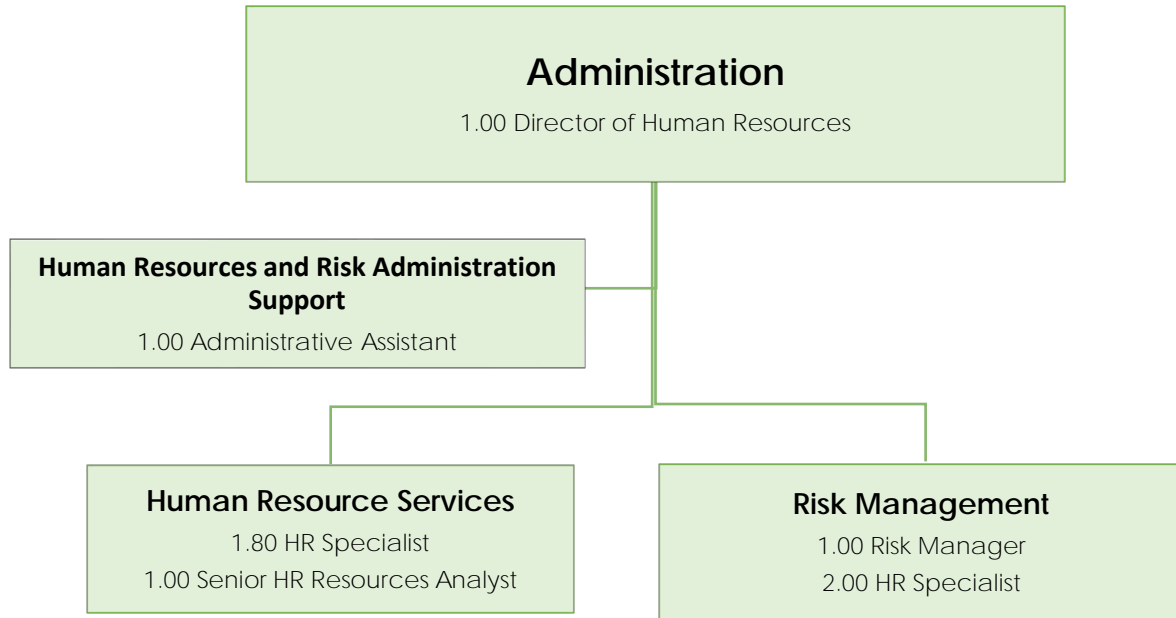
An Ambulance Emergency Response budget of \$5,188,535 is recommended for 2022/2023. This represents an increase of \$448,699 over 2021/2022.

Salaries are recommended at \$2,353,149, a slight decrease of \$52,421 from 2021/2022. This decrease is mainly attributed to lower overtime costs and vacant positions filled at lower step, slightly offset by wage increases for step advancements, and negotiated cost of living adjustments.

Benefits are recommended at \$2,440,496, an increase of \$463,120 over 2021/2022. This is mainly attributed to employee benefits selection, increased retirement, and workers' compensation costs.

Services and supplies are recommended at \$394,890 for 2022/2023 and represents an increase of \$38,000 over 2021/2022. This budget is mainly for the Ambulance billing service and medical supplies.

Human Resources Department



FY 2023 Position Totals
7.80 Full-Time

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

Departmental Budget Overview

by Account Type	<u>2021 Actuals</u>	<u>2022 Revised</u>	<u>2023 Budget</u>
Salary	687,012	852,315	892,508
Benefits	377,298	685,252	685,457
Services & Supplies	5,248,744	7,402,797	7,238,243
Human Resources Department	6,313,054	8,940,364	8,816,208
Less Intragovernmental Offset	(395,430)	(574,054)	(644,839)
Human Resources Department Net Cost	5,917,624	8,366,310	8,171,369

By Cost Center	<u>2021 Actuals</u>	<u>2022 Revised</u>	<u>2023 Budget</u>
Human Resources Administration and Operations	959,374	1,039,742	1,162,637
Less Intragovernmental Offset	(395,430)	(574,054)	(644,839)
General Fund Human Resources Admin/operations Net Cost	563,944	465,688	517,798
Employee Benefit-admin/other	34,115	285,805	304,745
Employee Benefit-dental Program	-	-	-
Employee Benefit-retirEmployee Benefits	350,064	313,423	313,423
Employee Benefit-unemployment Program	55,177	30,000	30,000
Employee Benefit-vision Program	-	-	-
Employee Benefit	103,415	534,926	534,926
Workers Comp	3,098,983	3,652,632	3,713,860
Employee Benefits	3,641,754	4,816,786	4,896,954
Risk Mgmt Admin/operations	1,711,926	3,083,836	2,756,617
Risk Mgmt Admin/operations	1,711,926	3,083,836	2,756,617
Human Resources Department Net Cost	5,917,624	8,366,310	8,171,369

Description

The Human Resources Department provides a full range of human resources services to support City departments and employees. These services include recruitment and selection, employee onboarding, training and development, classification and compensation, benefits administration, policy development and documentation, performance management, and labor and employee relations. Furthermore, the Department ensures the City's employment practices are in compliance with applicable federal, state, and local laws. The department also encompasses the Risk Management division which oversees the City's safety, wellness, and workers' compensation programs, general liability insurance program, and participation in member risk pools.

Major Accomplishments and Highlights

- Continued development and implementation of 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, including reopening of City facilities. (City Council Goal- A City that Works, workplan item #169)
- In line with City Council Goal- A City that Works, workplan item #8, HR conducted approximately sixty (60) full-time and part-time recruitments and screened approximately 1,500 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.
- Negotiated successor multi-year agreements with all five collective bargaining groups including completing reopener requirements.
- Implemented a Citywide classification and compensation study, including updating classification specifications and implementing equity adjustments consistent with recruiting and retention strategies. (City Council Goal- A City that Works, workplan item #8)
- Developed, updated, and finalized five existing City Administrative Policies and created five new City Administrative Policies (City Council Goal- A City that Works, workplan item #163) which included meeting and conferring with all five collective bargaining groups.
- Recovered approximately \$168,000 from at fault parties for damages to City property and from Risk Management's subrogation efforts.

Goals and Priorities

- Create an employee recognition program that recognizes years of service and exceptional achievement. (City Council Goal – A City that Works, workplan item #231)
- Create and market the City of Petaluma as an employer of choice by (1) encouraging creativity and innovation through employee participation in enhanced training programs, (2) providing competitive compensation and benefits, (3) establishing a comprehensive onboarding process, and (4) enhancing connections

between our staff and the community by incorporating diversity, equity, and inclusion (DEI) incentives in our recruitment and training programs. (City Council Goal - A City that Works, workplan items #8, 10, 11, 13, and 164)

- Continue to enhance the City of Petaluma’s Personnel Rules and Regulations and Administrative Policies by developing new policies and revising existing policies to maintain compliance with current federal and/or state law. (City Council Goal- A City that Works, workplan item #163)
- Host City-wide trainings including: (1) those required by federal/state regulations (e.g., Citywide anti-harassment training), (2) a variety of safety related topics, and (3) supervisory and leadership trainings. (City Council Goal - A City that Works, workplan items #11, 12, and 164)
- 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. Continue efforts to manage and enhance the City’s Wellness Program. (City Council Goal – A City that Works, workplan items #8 and 10)

Department Budget Summary

by Account Type	2021 Actuals	2022 Revised	2023 Budget
Salary	687,012	852,315	892,508
Benefits	377,298	685,252	685,457
Services & Supplies	5,248,744	7,402,797	7,238,243
Human Resources Department	6,313,054	8,940,364	8,816,208
Less Intragovernmental Offset	(395,430)	(574,054)	(644,839)
Human Resources Department Net Cost	5,917,624	8,366,310	8,171,369

A Human Resources Department budget of \$8,816,208 is recommended for 2022/23. This represents a decrease of \$124,156 from 2021/22.

Salaries are recommended at \$892,508 for 2022/23 representing an increase of \$40,193 over 2021/22. This increase is mainly due to negotiated cost of living adjustments, slightly offset by the one-time ARPA essential worker payment not expected to reoccur in FY 23.

Benefits are recommended at \$685,457 for 2022/23 representing an increase of \$205 over 2021/22. This is attributed to employee benefit selections offset by increased retirement and workers compensation costs.

Services and supplies are recommended at \$7,238,243 for 2022/23, a decrease of \$164,554 from 2021/22. 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 22/23 decrease is mainly due to projected lower settlements and claims, slightly offset by anticipated increased insurance premium costs, in both the Risk Management and Workers Compensation

funds as well as increased intragovernmental charges for Administration and Risk Management in Human Resources Administration, the professional external contract to recruit professional personnel and employee education and training.

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	2021 Actuals	2022 Revised	2023 Budget
Salary	475,215	630,503	650,615
Benefits	148,114	207,595	197,358
Services & Supplies	336,045	201,644	314,664
Hruman Resources Admin/operations	959,374	1,039,742	1,162,637
Less Intragovernmental Offset	(395,430)	(574,054)	(644,839)
General Fund Human Resources Admin/operations Net Cost	563,944	465,688	517,798

A Human Resources Administration General Fund budget of \$1,162,637 is recommended for 2022/23. This represents an increase of \$122,895 over 2021/22.

Salaries are recommended at \$650,615 for FY 2022/2023 representing an increase of \$20,112 over 2021/22, mainly due to negotiated cost of living adjustments, slightly offset by the one-time ARPA essential worker payment not expected to reoccur in FY 23.

Benefits are recommended at \$197,358 for 2022/23 representing a decrease of \$10,237 from 2021/22. This is attributed to employee benefit selections, slightly offset by increased retirement and workers compensation costs.

Services and supplies are recommended at \$314,664 an increase of \$113,020 over 2021/22. This budget mainly reflects the operational services and supplies, an outside labor relations consultant, and employee education and training. The FY22/23 increase is due to an external recruiting services contract to assist in the recruitment of qualified personnel and an increase in intragovernmental charges for Risk Management that are the result of a partial reinstatement of allocations to departments to fund Risk Management services following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY 23.

Employee Benefits

The Human Resources Department administers employee and retiree health benefits.

Employee Benefits Budget

Employee Benefits	2021 Actuals	2022 Revised	2023 Budget
Salary	-	-	-
Benefits	132,306	375,000	375,000
Services & Supplies	410,465	789,154	808,094
Employee Benefits	542,771	1,164,154	1,183,094

Employee Benefits budget of \$1,183,094 is recommended for 2022/23. This is a slight increase of \$18,940 over 2021/22.

Benefits are recommended at \$375,000 for 2022/23 and represent estimated payments to retirees for post-employment benefits. The budget remains unchanged from 2021/22.

Services and Supplies are recommended at \$808,094 for 2022/23. This is a slight increase of \$18,940 over 2021/22. 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 a citywide employee recognition program and a partial reinstatement of allocations to departments to fund Risk Management services following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY 23.

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	2021 Actuals	2022 Revised	2023 Budget
Salary	211,797	221,812	241,893
Benefits	96,878	102,657	113,099
Services & Supplies	1,403,251	2,759,367	2,401,625
Risk Mgmt Admin/operations	1,711,926	3,083,836	2,756,617

A Risk Management budget of \$2,756,617 is recommended for 2022/23. This represents a decrease of \$327,219 from 2021/22.

Salaries are recommended at \$241,893 an increase of \$20,081 over 2021/22 due to negotiated cost of living adjustments, slightly offset by the one-time ARPA essential worker payment not expected to reoccur in FY 23.

Benefits are recommended at \$113,099 an increase of \$10,442 over 2021/22. This change is attributed to employee benefit selection and increased retirement and workers compensations costs.

Services and Supplies are recommended at \$2,401,625 a decrease of \$357,742 from 2021/22. This decrease is mainly due to projected lower settlements and claims, slightly offset by anticipated higher insurance premium costs. High claims in FY 2021/22 has resulted in a fund balance that is lower than the actuarial determined acceptable level therefore increased charges out to departments will occur in FY 2022/23 to replenish the fund balance and increase reserves to appropriate levels should the funds be needed for future claims.

Workers' Compensation

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

Workers' Compensation Budget

76100 Workers Comp	2021 Actuals	2022 Revised	2023 Budget
Services & Supplies	3,098,983	3,652,632	3,713,860
Workers Comp	3,098,983	3,652,632	3,713,860

The Workers Compensation budget of \$3,713,860 is recommended for 2022/23. This represents an increase of \$61,228 over the FY 2021/22 budget. This is mainly due to an increase to the administrative intragovernmental charges and the increased costs of claims and associated reserve level replenishment.



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 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 at a City Council special workshop titled *Workforce Stabilization and Infrastructure*. 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. The upcoming year’s priority initiatives include new programs, initiatives and one-time projects that require funding to either jump start or complete the program and/or project and which have been identified as Council and community priorities. They include climate action initiatives, addressing homelessness, technology upgrades and capital infrastructure projects. Fiscal Year 2023 priority initiatives are discussed below.

The Measure U Committee reviews the fiscal year end results as well as the upcoming proposed appropriations annually. The Committee reviewed the FY 2022/23 proposed Measure U budget on March 17, 2022. The Committee was supportive to see appropriations continue to be included for the important community priorities addressing Climate and Infrastructure needs as well as the ongoing funding for addressing homelessness. All Committee reports can be found at cityofpetaluma.org/meetings. The next report for FYE 2021/22 will be available and presented to the Committee in December of 2022.

Measure U Budget

1115 Measure U Sales Tax	2021 Actual	2022 Revised	2023 Budget
Services & Supplies	-	-	-
Transfers	2,500,000	11,887,653	15,713,929
Measure U Sales Tax	2,500,000	11,887,653	15,713,929

Measure U sales tax revenues are estimated at \$13.6M for FY 22/23, slightly greater than the prior year by approximately 3.5%. We are seeing recovery occurring and reaching pre pandemic levels however, given the uncertainty of the economy including growing inflation and ongoing world events, we will continue to monitor revenues closely and adjust as more information is received.

A Measure U budget of \$15,713,929 is recommended for 2022/23. Funds are *transferred out* to the applicable fund where the costs reside. This is representative a full year of sales tax revenue programmed to cover the various costs in the themed categories shown below:

Investment Themed Categories:		FY 2022/2023
1. Deficit Backfill	Funding for existing operations	6,527,606
2. Workforce Stabilization	Core Staffing, Class/Comp and COLA	3,987,188
3. Infrastructure Investments	Roads and Public Safety Facility	3,701,135
	Climate Initiatives- Climate Outreach, Electric Chargers, Evergreen; Addressing Homelessness-SAFE; Technology- EDEN Replacement; Capital-Library Fire Suppression System and Baseball Field	1,498,000
4. Priority Initiatives		
Total Measure U Spending		15,713,929

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. New positions to maintain service levels and meet rising demand are essential to the sustainability of the city long-term. In addition to core staffing, providing classification and compensation comparable to market and neighboring agencies as well as providing for annual cost of living adjustments of approximately 2.5% will ensure the City is able to successfully recruit and retain highly qualified staff.

Infrastructure investments provides the resources necessary to jump start the road maintenance and reconstruction program that is significantly needed in Petaluma. The City successfully issued \$20m of bonds to front load the road maintenance effort. Funding the program up front will provide the resources necessary to improve City streets immediately and have the most positive impact on PCI, preventing further deterioration of City streets and additional increased costs to repair. A future bond issue will provide for additional road funds and will also provide for a new fire station. A site and needs analysis will be initiated during FY 23 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 ongoing funding for fast electric chargers and \$75,000 for Climate Outreach Campaign as well as funding of \$69,000 for transitioning to the clean energy program Evergreen, at all City facilities. Capital investment of \$600,000 is included to install a fire suppression system at the Petaluma library as well as \$154,000 of funding to construct the Baseball Field. Also included is \$250,000 for addressing homelessness in Petaluma and will ensure the continuation of the SAFE program through FY 2022/23. And finally, \$250,000 is included for the replacement of the City's financial system, a system that is 13 years old and will not be supported by late FY 24.

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

Non-Departmental Description

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

Non-Departmental Budget

11800 NON DEPARTMENTAL	2021 Actual	2022 Revised	2023 Budget
Salary	-	125,000	225,000
Benefits	-	500,000	500,000
Services & Supplies	606,386	640,000	615,200
General Fund Non Departmental	606,386	1,265,000	1,340,200

A Non-Departmental budget of \$1,340,200 is recommended for 2022/23. This is an increase of \$75,200 over 2021/22.

Salaries and benefits are recommended at \$225,000, an increase of \$100,000 over 2021/22. Additional funding of approximately \$100,000 is included to fund anticipated negotiation impacts that are currently ongoing. Funding of \$125,000 continues to be 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 \$615,200 are recommended, a slight decrease from 2021/22, and reflects costs for the animal control services that are currently contracted out as well as dues and membership costs.

General Fund Cost Center

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

General Fund Cost Center Budget

11100 GENERAL FUND COST CENTER	2021 Actual	2022 Revised	2023 Budget
Benefits	-	-	-
Services & Supplies	1,738	1,696	2,314
Transfers	2,512,693	1,973,054	1,773,507
General Fund Cost Center	2,514,431	1,974,750	1,775,821

A General Fund budget of \$1,775,821 is recommended for 2022/23. This represents a decrease of \$198,929 from 2021/22.

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

Services and supplies are budgeted at \$2,314, a minimal increase over 2021/22.

Transfers Out are budgeted at \$1,773,507 for 2022/23, a decrease of \$199,547 from 2021/22. 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, \$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 \$640,000 and Turf Replacement of \$170,000 transferred to the applicable funds to cover costs of the project. This decrease is mainly the result of less transfers out expected in FY 23 than occurred in FY 22 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, 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	2021 Actual	2022 Revised	2023 Budget
Services & Supplies	443,792	502,130	553,680
Transfers	2,745,890	3,041,287	2,594,276
Transient Occupancy Tax	3,189,682	3,543,417	3,147,956

A Transient Occupancy Tax budget of \$3,147,956 is recommended for 2022/23. This represents a decrease of \$395,461 from the revised budget for 2021/22. One-time uses recommended for 2022/23 are itemized below. Transfers to the General Fund of \$ 2,123,000 is also recommended at a slightly reduced level from 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 \$25,000 for the Petaluma River Dredging Program are included as well as \$51,000 for the Museum Seismic Retrofit Project. Services and Supplies Costs account for ongoing funding of COTS and the Downtown Streets Team (DST), partnerships that are critical to the success of addressing homelessness in Petaluma.

It is recommended that annual revenues accruing to this fund continue to fund the ongoing efforts noted in the narrative, as a means of helping to offset escalating salary and benefit costs in the General Fund. The pandemic has impacted the tourism industry over the past few years and thus revenues to the fund have been impacted. The fund is expected to recover in FY 22 and continuing in FY 23 however due to the uncertainty of the economy and pace of recovery in the tourism industry heading into the travel season, staff will continue to monitor the fund closely as the year progresses and bring adjustments forward as necessary.

Projects	Recommended
Petaluma River Dredging Program	\$25,000
Petaluma Museum Seismic Retrofit	\$51,000

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

<u>2525 Petaluma Tourism Improvement District</u>	<u>2021 Actual</u>	<u>2022 Revised</u>	<u>2023 Budget</u>
Services & Supplies	283,734	613,000	350,873
Petaluma Tourism Improvement District	283,734	613,000	350,873

A Petaluma Tourism Improvement District budget of \$350,873 is recommended for 2022/23, which is a \$262,127 a decrease from 2021/22. This decrease is the result of non-recurring costs offset by funding provided by Measure U in FY 21/22 not expected to reoccur in FY 22/23. The appropriations recommended support a portion of the ongoing costs for the services provided by the Downtown Streets Team as well as funding of \$100,000 to the Petaluma Downtown Association for small business recovery and support, downtown events, and development of a pilot downtown shuttle program.

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

<u>7500 Vehicle & Equipment Replacement Fund</u>	<u>2021 Actuals</u>	<u>2022 Estimate</u>	<u>2023 Budget</u>
Services & Supplies	760,226	395,276	395,276
Capital Expenditures	-	1,705,492	477,000
Vehicle Replacement Fund	760,226	2,100,768	872,276

A Vehicle and Equipment Replacement budget of \$872,276 is recommended for 2022/23. This represents a decrease of \$1,228,492 from the revised budget for 2021/22.

Services and supplies are recommended at \$395,276, no change from FY 2021/22. 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 \$477,000, a decrease of \$1,228,492 from 2021/22. This includes the cost of existing capital leases as well as new equipment purchases and vehicle leases. Below is the recommended list of vehicles for purchase in FY 23 by department:

Parks – 2 Electric Green Mowers to replace gas mowers \$80,000

Police – 10 Patrol Vehicles replacement of high mileage vehicles \$241,000

General Government Debt

2021 Lease Revenue Bonds (Road Improvement Projects Measure U)

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

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

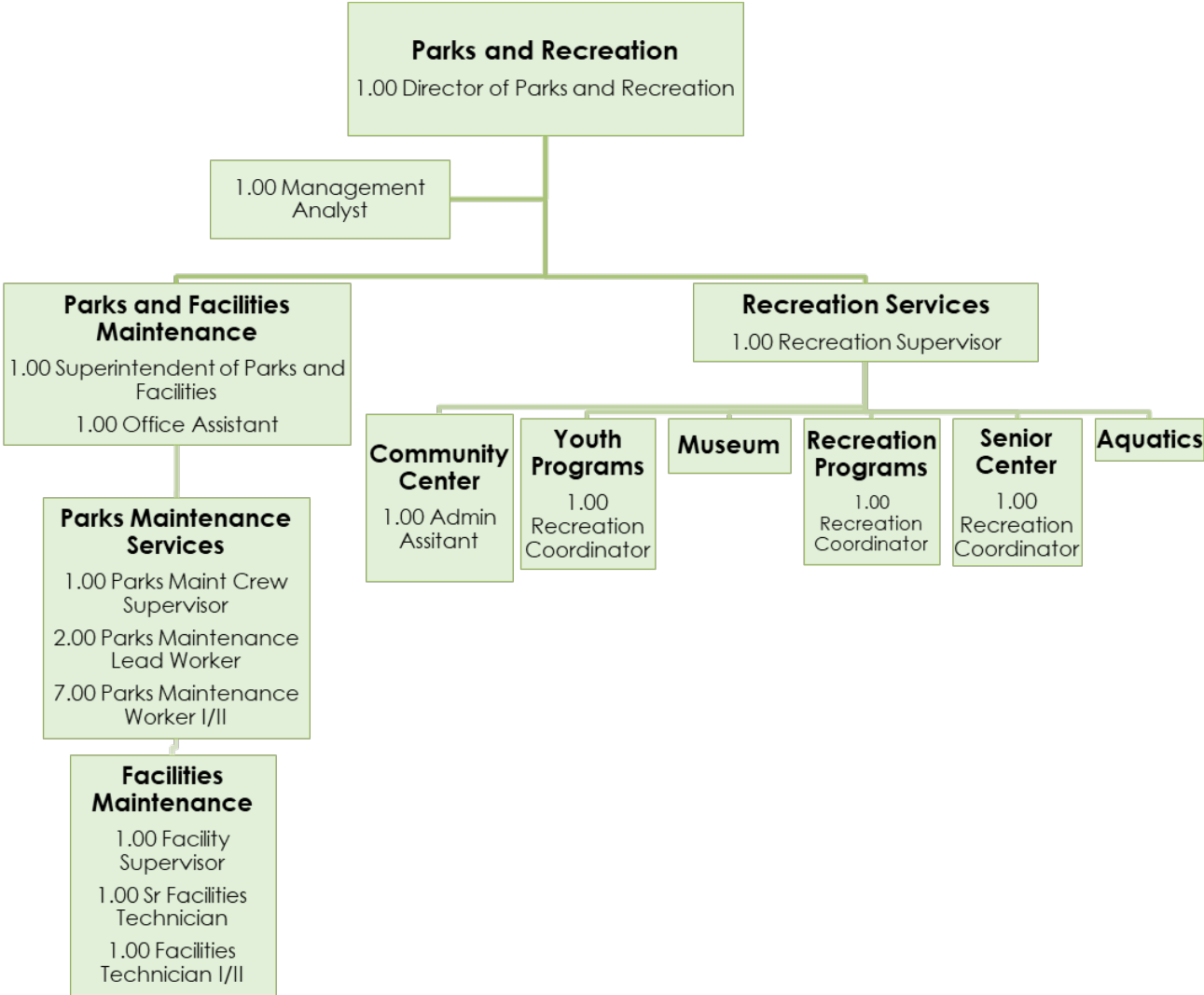
The Bonds are tax-exempt obligations with a repayment term of 30-years. The interest rate on the Bonds is fixed, meaning annual debt service is fixed if the Bonds are sold and not subject to change over the life of the bonds. Standard & Poor's has evaluated the proposed Bonds and assigned the Bonds a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

Please see below for the Bond Amortization Schedule:

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

More information can be found in the City's Annual Comprehensive Financial Report at <https://cityofpetaluma.org/documents/fiscal-year-2021-annual-financial-report/>

Parks and Recreation / Community Services



FY 2023 Position Totals
22.00 Full-Time

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

Departmental Budget Overview

by Account Type	<i>2021 Actuals</i>	<i>2022 Revised</i>	<i>2023 Budget</i>
Salary	1,592,583	2,376,912	2,397,578
Benefits	555,779	774,820	805,782
Services & Supplies	1,590,405	1,800,098	1,934,927
Utilities	1,066,837	939,883	1,042,009
Capital Expenditures	-	-	50,000
Transfers	386,161	730,000	450,000
Parks and Recreation / Community Services	5,191,765	6,621,712	6,680,296
by Cost Center	<i>2021 Actuals</i>	<i>2022 Revised</i>	<i>2023 Budget</i>
Recreation Admin	687,798	1,057,527	1,236,182
Recreation Cavanagh Center	13,677	12,850	12,850
Recreation Community Center	68,010	223,911	209,350
Recreation Library/museum	39,180	66,850	63,939
Recreation Youth/teens Programs	259,848	411,473	392,169
Recreation Contract Classes	96,531	72,500	72,500
Recreation Sports Programs	14,439	54,658	54,415
Recreation Aquatic Programs	243,767	202,950	202,950
Recreation Senior Programs	15,354	49,801	46,413
Recreation Special Events	25,727	52,183	52,183
Bulding/Facility Maintenance	646,405	663,532	674,951
Parks Maintenance	1,963,781	2,221,500	2,233,804
General Fund Parks and Recreation / Community Services	4,074,517	5,089,735	5,251,706
LAD	446,331	473,952	485,156
Measure M Parks	670,917	1,058,025	943,434
Non General Fund Parks and Recreation / Community Services	1,117,248	1,531,977	1,428,590
Parks and Recreation / Community Services Net Cost	5,191,765	6,621,712	6,680,296

Description

Serves to enhance health and wellness by providing diverse recreational opportunities that reflect the changing needs of the community and collectively build a stronger more resilient community. To improve service delivery, communication, coordination and collaboration, the Recreation, Parks, and Facilities divisions were re consolidated under one Parks & Recreation Department in 2021. The Parks Maintenance function had been in alignment with the Public Works Department since 2009-2010. Re-uniting the department was an essential first step in providing strategic planning as well as providing quality and seamless Parks and Recreation services.

Recreation Services

Plans, coordinates and implements recreation programs and classes for toddlers, youth, teens, adults and older adults. This includes 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 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. The Division is highly engaged in a variety of volunteer and partnership projects with several advocacy groups.

Parks Maintenance

Maintains nearly 100 sites, including 47 developed parks, 27 playgrounds, pedestrian and bike paths through parks, public landscaping, and open space. This responsibility spans 450 acres of parkland, 175 of which are natural turf. Staff supports the Tree Committee and Recreation, Music and Parks Commission, provides professional oversight of trees on public lands, 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, water conservation monitoring, as well as tracking and responding to calls for service requests from the public.

Building and Facilities Maintenance

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 managing a preventive maintenance schedule, 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 Superintendent of Parks and Facilities.

Major Accomplishments and Highlights

Throughout the COVID-19 pandemic, public parks, green spaces, and recreational programming have played a leading role fostering 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 ensure safe community programs and spaces. Some of the highlights include:

- 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, maintained recreational facilities and amenities daily while managing a surge in park users across the region.
- Planned and Implemented in-person Special Events in Compliance with County and State Guidelines which Included:
 - 4th of July Fireworks Spectacular (modified event for safe distancing)
 - Three Drive-In Movies at Sonoma-Marin Fairgrounds
 - 2nd Annual “Hallowluma” Drive Through Event at Sonoma-Marin Fair
 - Live on the Lawn music event at City Hall
 - Virtual Turkey Trot & Canned Food Drive Fun Run
 - Sponsored Live Music Event on River dubbed ‘Bands on the Basin’
 - Petaluma Walking Day – May
 - Virtual Fishing Derby – June
 - Light Up a Life – December
 - Facilitated 200 letter responses with mailboxes to the North Pole at the Community Center and City Hall.
- Offered In Person Programming for Active Adults Including:
 - Fall Proof, Line Dancing, Meditation, Card Games, Quilting, and Knitting
- Introduced New Classes for Active Adults Including:
 - Speaking of Death Discussion Group, Listening Bench Program, and Nutritional Seminars
- Expanded Partnership and Coordination with the Petaluma People Services and the Senior Café program to offer lunches daily and the Meals on Wheels program.
- Planned and Implemented 9 Weeks of In-Person Youth Camp programming for children ages 3 –12 serving 120 children in addition to facilitating several on- and off-site specialty camps serving an additional 30 youth daily.
- Increased attendance in the Tiny Tots Preschool from 24 children daily to 60.
- Contracted with Instructors to offer supplemental specialty camps for youth ages 6 – 12 including: Fencing, Cooking, STEM, Coding, Videography, and Sports.
- Offered a variety of programs through the Future Hearts, Minds, and Dreamers organization for youth and teens from art classes to kid’s yoga.
- Offered in-person adult programming, including: Total Body Fitness, Gentle Yoga, Yuan Qi Gong, Judo, Pre-Ballet, Bridge, and the Sonoma County Bicycle Coalition.
- Coordinated the successful return of in-person Adult Sports programs during the Summer and Fall of 2021. Approximately 64 teams made up of 1,200 players participated in our Adult Softball League during this time.
- Coordinated athletic field scheduling for 4 major soccer and lacrosse tournaments

- Partnered with Petaluma Girls Softball Association and Petaluma Youth Soccer League to offer successful seasons for hundreds of children.
- Virtual exhibits at the Petaluma Historical Museum & Library.
 - Welcomed the return of in person exhibits and events during the Summer of 2021, Fall 2021, and Winter 2021/2022.
 - Expansion of “History Spots” (interactive QR codes) throughout Downtown
 - Supported Collections Manager and PMA Board with improvements to permanent collections/exhibit inside the Museum
- Re-Opened newly Rehabilitated Tennis and Pickleball Courts at Lucchesi Park, McNear Park, and Del Oro which included the City’s first 4 dedicated Pickleball Courts at Lucchesi.
- Resurfaced Basketball and Sport Court Areas at Leghorns Park, Oakhill, La Tercera, and Bond Park.
- Completed Playground Replacement and Site Improvements at Bond Park.
- Replaced dozens of irrigation timers with upgraded smart meters that automate irrigation schedules and enable parks staff to efficiently monitor and irrigate trees and vegetation, detect leaks in real time, as well as turn off different zones, leading to significant water conservation that is essential during drought conditions.

Goals and Priorities

- Complete a Parks and Facilities 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.
- Leverage grant funding to support ReLeaf Petaluma’s tree planting initiative to improve Petaluma’s urban canopy.
- Engage stakeholders and implement a citywide Integrated Pest Management Plan that Reflects Community Needs.
- 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.
- Establish new park standards for waste, recycle, and compost receptacles.
- In collaboration with community partners, leverage the Cal Fire Urban & Community Forestry Grant to plant additional trees and create an inventory for tree management.

Department Budget Summary

by Account Type	2021 Actuals	2022 Revised	2023 Budget
Salary	1,592,583	2,376,912	2,397,578
Benefits	555,779	774,820	805,782
Services & Supplies	1,590,405	1,800,098	1,934,927
Utilities	1,066,837	939,883	1,042,009
Capital Expenditures	-	-	50,000
Transfers	386,161	730,000	450,000
Parks and Recreation / Community Services	5,191,765	6,621,712	6,680,296

A Division budget of \$6,680,296 is recommended for 2022/23. This represents an increase of \$58,584 over the revised budget for 2021/22.

Salaries are recommended at \$2,397,578, an increase of \$20,666 over 2021/22. This is attributed to the reallocation of position costs from another department, negotiated cost of living adjustments, step advancements through the salary ranges slightly offset by decreased part time salaries budgeted in FY 2022/23.

Benefits are recommended at \$805,782, an increase of \$30,962 over 20221/22. This is attributed primarily to the reallocation of position costs from another department, employee benefit selection, retirement, and workers compensation costs.

Services and supplies are recommended at \$1,934,927, an increase of \$134,830 over 2021/22. 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 22/23 increase is primarily due to costs associated with the Parks Master Plan, increased administrative overhead charges and due to the partial reinstatement of Risk Management intragovernmental charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY 23.

Utilities are recommended at \$1,042,009, an increase of 102,126 over FY2021/22. This is mainly attributed to anticipated utility cost increases.

Capital Expenditures of \$50,000 are recommended to replace the failed pool boiler at the Petaluma Swim center.

Transfers out are recommended at \$450,000, a decrease of \$280,000 from 2021/22. Transfers in this category account for transfers from Measure M Parks fund to capital projects. The decrease is primarily due to less fund transfers for Parks CIP projects.

Recreation Services Administration

The Parks and Recreation Director conducts administrative oversight of the division and the Recreation Supervisor 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 Park Maintenance, as well as identification of division priorities such as park acquisition and development.

Recreation Services Administration Budget

14100 Park/Rec Admin	2021 Actuals	2022 Revised	2023 Budget
Salary	390,598	600,884	650,418
Benefits	135,587	239,233	240,614
Services & Supplies	161,613	217,410	295,150
Capital Expenditures	-	-	50,000
General Fund Park/rec Admin	687,798	1,057,527	1,236,182

A Recreation Services Administration budget of \$1,236,182 is recommended for 2022/23. This is an increase of \$178,655 over the revised budget for 2021/22.

Full-time salaries are recommended at \$650,418, an increase of \$49,534 over 2021/22 due negotiated cost of living adjustments, slightly offset by the one-time ARPA essential worker payment not expected to reoccur in FY 23.

Full-time employee benefits are recommended at \$240,614, an increase of \$1,381 over 2021/22. The increase is attributed to changes in employee benefit selections.

Services and Supplies of \$295,150 are recommended, an increase of \$77,740 over 2021/22 levels. This budget reflects operational services and supplies, community outreach with parks services, and banking fees. This increase is primarily due to the partial reinstatement of Risk Management intragovernmental charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY 23, slightly offset by the reductions in the Information Technology and General Services intragovernmental charges.

Capital Expenditures of \$50,000 are recommended to replace the failed pool boiler at the Petaluma Swim center.

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	2021 Actuals	2022 Revised	2023 Budget
Utilities	13,677	12,850	12,850
General Fund Pr Cavanagh Center	13,677	12,850	12,850

A Cavanagh Recreation Center budget of \$12,850 is recommended for 2022/23. This is the same as the 2021/22 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 2022/23 is for utility services necessary for Cavanagh Pool operations.

Petaluma Community Center

The Petaluma Community Center provides space for community programming, private parties, weddings, fundraisers, meetings, parks and recreation administrative offices, 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	2021 Actuals	2022 Revised	2023 Budget
Salary	33,319	185,932	177,214
Benefits	7,896	14,479	8,636
Services & Supplies	26,795	23,500	23,500
General Fund Pr Community Center	68,010	223,911	209,350

A Petaluma Community Center budget of \$209,350 is recommended for 2022/23. This represents a decrease of \$14,561 from the revised budget for 2021/22.

Part-time salaries are recommended at \$177,214, a decrease of \$8,718 from 2021/22 due to projected decrease in part time hours.

Part-time benefits are recommended at \$8,636, a decrease of \$5,843 from 2021/22. The decrease is attributed to projected decreased part time hours.

Services and Supplies of \$23,500 are recommended, which represents the same level of funding as 2021/22.

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	2021 Actuals	2022 Revised	2023 Budget
Salary	19,318	48,939	46,190
Benefits	1,429	2,911	2,749
Services & Supplies	15,231	9,250	9,250
Utilities	3,202	5,750	5,750
General Fund Pr Library/museum	39,180	66,850	63,939

A Carnegie Library/Museum budget of \$63,939 is recommended for 2022/23. This is an decrease of \$2,911 from the revised budget for 2021/22.

Part-time salaries are recommended at \$46,190, a decrease of \$2,749 over 2021/22. This is due to projected decrease in part time hours.

Benefits are recommended at \$2,749, a decrease of \$162 over 2021/22. This reflects the benefits associated with the decrease in part time hours.

Services and Supplies of \$9,250 are recommended, same as FY2021/22

Utilities of \$5,750 are recommended, same as FY2021/22.

Youth Programs

The Tiny Tots (ages 3-5) and Kinder-Ready (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	2021 Actuals	2022 Revised	2023 Budget
Salary	213,485	331,749	311,749
Benefits	36,458	36,724	37,420
Services & Supplies	9,905	43,000	43,000
General Fund Pr Youth/teens Programs	259,848	411,473	392,169

A Youth Program budget of \$392,169 is recommended for 2022/23. This is a decrease of \$19,304 from the revised budget for 2021/22.

Part-time salaries are recommended at \$311,749, a decrease of \$20,000 from FY 2021/22. This is due to projected decrease in part time hours.

Benefits are recommended at \$37,420, an increase of \$696 over 2021/22. The increase is mainly due to higher retirement benefit costs.

Services and Supplies of \$43,000 are recommended, which represents the same level of funding as 2021/22.

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 between 20%-30% of the proceeds.

Contract Classes Budget

14500 PR Contract Classes	2021 Actuals	2022 Revised	2023 Budget
Services & Supplies	96,531	72,500	72,500
General Fund Pr Contract Classes	96,531	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 2021/22.

There are no salaries or benefits included in this budget.

A services and supplies budget of \$72,500 is recommended for 2022/23. This represents the same level of funding as 2021/22.

Sports Program

This budget includes adult sports leagues, instructional programs (youth and adult) and 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	2021 Actuals	2022 Revised	2023 Budget
Salary	814	9,415	9,179
Benefits	309	242	236
Services & Supplies	13,316	45,001	45,000
General Fund Pr Sports Programs	14,439	54,658	54,415

A Sports Program budget of \$54,415 is recommended for 2021/22. This represents a slight decrease of \$243 from the revised budget for 2021/22.

Part-time salaries are recommended at \$9,179, a decrease of \$236 from 2021/22. The decrease is associated with decreased part time hours.

Benefits are recommended at \$236, a decrease of \$6 from 2021/22. This reflects decreased benefits associated with the decrease in wages.

Services and Supplies of \$45,000 are recommended, which mainly 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 2021/22 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	2021 Actuals	2022 Revised	2023 Budget
Services & Supplies	80,596	24,183	24,183
Utilities	163,171	178,768	178,768
General Fund Pr Aquatic Programs	243,767	202,950	202,950

An Aquatics budget of \$202,950 is recommended for 2022/23. This represents the same level of funding as the 2021/22 revised budget.

There are no salaries or benefits included in this budget.

Services and Supplies of \$24,183 are recommended for 2022/23.

Utilities of \$178,768 are recommended, same as FY 2021/22.

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	2021 Actuals	2022 Revised	2023 Budget
Salary	4,600	19,449	17,291
Benefits	886	3,352	2,122
Services & Supplies	5,146	15,270	15,270
Utilities	4,722	11,730	11,730
General Fund Pr Senior Programs	15,354	49,801	46,413

A Senior Program budget of \$46,413 is recommended for 2022/23. This is a decrease of \$3,388 from the revised budget for 2021/22.

Part-time salaries are recommended at \$17,291, a decrease of \$2,158 from 2021/22. The decrease is a result of projected decreased part time hours.

Benefits are recommended at \$2,122 a decrease of \$1,230 from 2021/22. This reflects reduced benefits associated with the decrease in wages.

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

Utilities of \$11,730 are recommended.

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	2021 Actuals	2022 Revised	2023 Budget
Services & Supplies	25,727	52,183	52,183
General Fund Pr Special Events Programs	25,727	52,183	52,183

A Special Events Services and Supplies budget of \$52,183 is recommended for 2022/23, which represents the same level of funding as the 2020/21 revised budget.

There are no salaries or benefits included in this budget.

Building and Facilities Maintenance

The 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 PUB WORKS BLDG/FACILITY MAINTENANCE	2021 Actual	2022 Revised	2023 Budget
Salary	120,058	147,862	153,248
Benefits	63,586	72,190	78,223
Services & Supplies	276,174	303,305	282,279
Utilities	186,587	140,175	161,201
General Fund Pub Works Bldg/facility Maintenance	646,405	663,532	674,951

A Building and Facilities Maintenance budget of \$674,951 is recommended for 2022/23. This is an increase of \$11,419 over the revised budget for 2021/22.

Salaries are recommended at \$153,248, an increase of \$5,386 over 2021/22 mainly due to negotiated cost of living adjustment, increased projected overtime, slightly offset by the one-time ARPA essential worker payment not expected to reoccur in FY 23.

Benefits are recommended at \$78,223, an increase of \$6,033 over 2021/22 mainly due to workers compensation costs, and benefits associated with the cost of living adjustments.

Services and Supplies of \$282,279 are recommended, a decrease of \$21,026 from 2021/22. Appropriations in this category are for operating maintenance, landscape and building services and supplies.

Utilities of \$161,201 are recommended for FY2022/23. This is mainly attributed to anticipated utility cost increases.

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	2021 Actuals	2022 Revised	2023 Budget
Salary	708,569	927,893	916,595
Benefits	259,827	346,372	369,974
Services & Supplies	430,622	471,625	436,625
Utilities	564,763	475,610	510,610
General Fund Parks Maintenance	1,963,781	2,221,500	2,233,804

A Parks Maintenance budget of \$2,233,804 is recommended for 2022/23. This is an increase of \$12,304 over the revised budget for 2021/22.

Salaries are recommended at \$916,595, a decrease of \$11,298 from 2021/22 mainly due to the realignment of position costs and a one-time ARPA essential worker payment not expected to reoccur in FY 23, slightly offset by the reallocation of position costs from another department.

Benefits are recommended at \$369,974, an increase of \$23,602 over 2021/22 due to realignment of position costs, employee benefit selections, increased retirement workers compensation costs.

Services and Supplies of \$436,625 are recommended for 2020/21, a decrease of \$35,000 from FY2021/22. Appropriations in this category are for service contracts for Arborist, urban canopy, tree maintenance, organic weed abatement, high weed moving and green custodial services.

Utilities of \$510,610 are recommended for FY 2022/23. This is mainly attributed to anticipated utility cost increases.

LAD Administration/ Operations

Landscape Assessment Districts, managed by the Facilities Division, supports maintenance contracts, utilities, and supplies for 45 Lighting and Landscape Assessment Districts (LLADs) 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, eliminating leaks, working with citizen groups, resolving complaints, and inspecting work performed by outside contractors to hold 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

<u>25100 LAD Administration Operations</u>	<u>2021 Actuals</u>	<u>2022 Revised</u>	<u>2023 Budget</u>
Salary	38,473	36,969	42,740
Benefits	11,121	12,258	13,866
Services & Supplies	266,022	263,625	267,450
Utilities	130,715	161,100	161,100
Transfers			
LAD Administration Operations	446,331	473,952	485,156

A LAD Admin/operations budget of \$485,156 is recommended for 2022/23. This is an increase of \$11,204 over 2021/22.

Salaries are recommended at \$42,740, an increase of \$5,771 over 2021/22 due to negotiated cost of living adjustments.

Benefits are recommended at \$13,866, an increase of \$1,608 over 2021/22 due to increased retirement and workers compensation costs.

Services and Supplies of \$267,450 are recommended for 2022/23, an increase of \$3,825 over 2021/22 due to the administrative overhead charges and the partial reinstatement of Risk Management intragovernmental charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY 23, slightly offset by the Information Technology and General Services intragovernmental charges.

Utilities of \$161,100 are recommended, unchanged from 2021/22.

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 \$850,000 is estimated to be available for City use in FY 2022/23. 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	2021 Actuals	2022 Revised	2023 Budget
Salary	63,349	67,820	72,954
Benefits	38,680	47,059	51,942
Services & Supplies	182,727	213,146	368,538
Transfers	386,161	730,000	450,000
Measure M Parks	670,917	1,058,025	943,434

A Measure M Parks budget of \$943,434 is recommended for 2022/23. This is a decrease of \$114,591 from the revised budget for 2021/22.

Salaries are recommended at \$72,954 and provide funding for 1 Park Maintenance worker. An increase of \$5,134 over 2021/22 is primarily due to negotiated cost of living adjustments, slightly offset by the one-time ARPA essential worker payment not expected to reoccur in FY 23.

Benefits are recommended at \$51,942, an increase of \$4,883 over 2021/22 due to increased retirement benefit and workers compensation costs.

Services and Supplies of \$368,538 are recommended for 2022/23, an increase of \$155,392 over 2021/22. The increase is mainly due to costs associated with the Parks Master Plan included in FY 2022/23.

Transfers out are recommended at \$450,000 a decrease of \$280,000. Projects appropriated include park access improvements, Kenilworth park revitalization, Prince park concession and restroom facility remodel/ repair, swim center pool renovation &

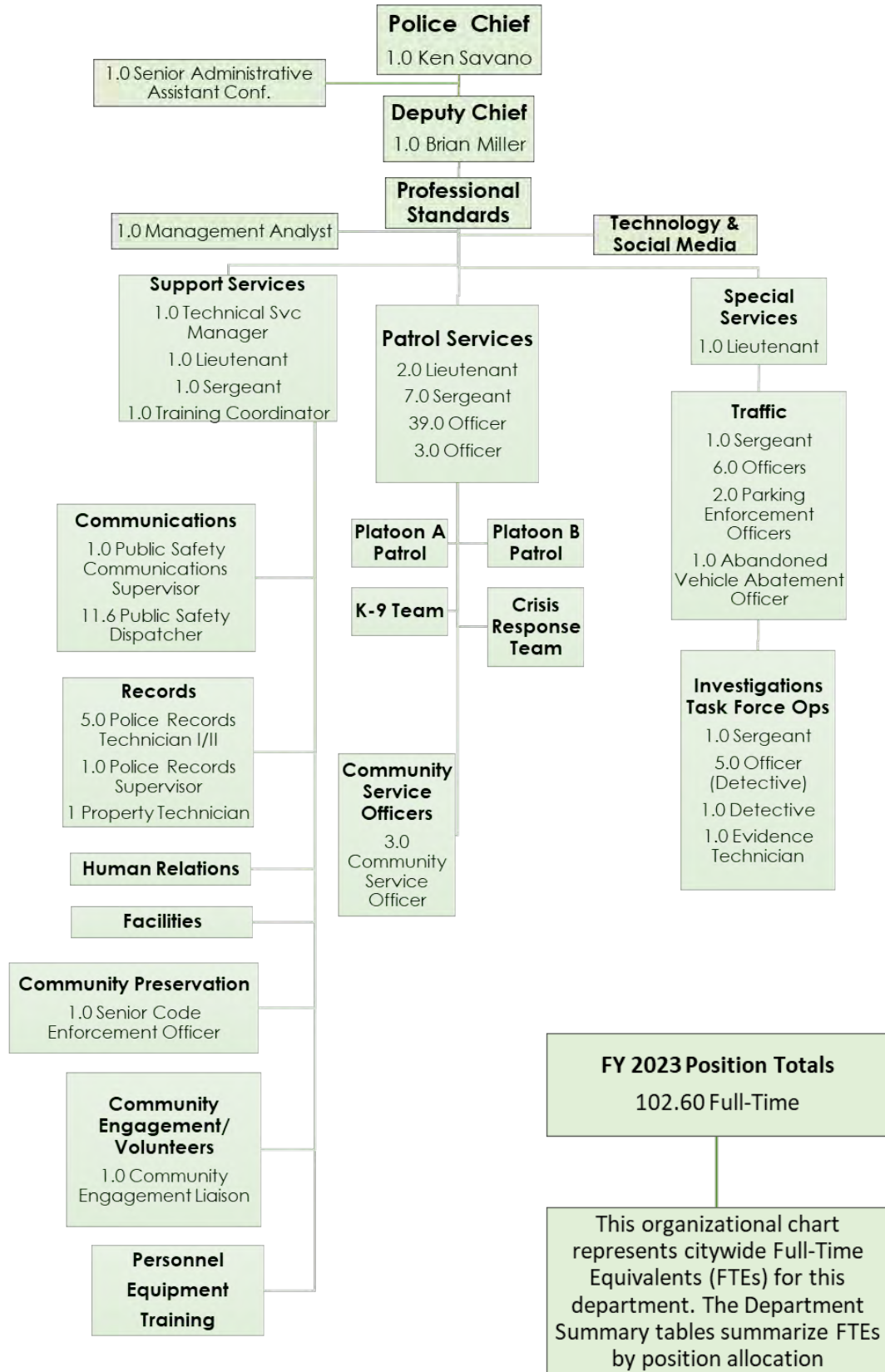
repair, and the ongoing loan payback for the Tennis Courts. The decrease is attributable to decreased funding from Measure M for park CIP projects in FY 22/23.

Costs allocated by prioritized category are below:

		<u>Fiscal Year 2022-23</u> Budget
Expenditure Categories		
A. Walking Paths, Bike Trails, Park Connections and Access	Safety and Access, Improve Multi Use Pathways/Trails access and wayfinding signage	304,359
B. Playgrounds, Sports Courts, Active Recreation Spaces	Tennis and Pickleball Court Rehabilitation, Playground Replacements, Turf replacement	98,359
C. Natural Areas and River Enhancements	Improve River Access, Signage and Support Habitat Restoration	10,872
D. Enhanced Maintenance Activities	Increase Weed Abatement and Purchase of Equipment, Natural Grass Playing Field Repairs, Tree Care, Increase Mulching Program, Irrigation maintenance	78,487
E. Recreation and Aquatic Facilities; Park Amenities	Improve Park Restroom Facilities, Waste Receptacles, Signage, Information Kiosks	179,615
F. Creating New Park Spaces or Expanding Recreational Opportunities	Skateboard Park Re-Design, Group Picnic Area Restoration, Fitness Equipment, Youth Scholarship Programs, Swim Scholarships	260,872
G. Special Events and Community Programming	Live Concert Series, Multi-cultural event	10,872
Total Expenditures		943,434



Police Department



Departmental Budget Overview

By Account Type	<i>2021 Actuals</i>	<i>2022 Revised</i>	<i>2023 Budget</i>
Salary	11,459,793	13,366,857	13,157,458
Benefits	7,675,982	8,845,739	9,208,173
Services & Supplies	2,573,143	2,974,200	3,662,105
Utilities	54,310	47,035	54,335
Capital Expenditures	235,263	585,972	-
Total Police Department	21,998,491	25,819,803	26,082,071

By Cost Center	<i>2021 Actuals</i>	<i>2022 Revised</i>	<i>2023 Budget</i>
Police Admin	4,256,944	4,428,458	4,954,197
Police Communication	1,757,241	1,955,369	1,995,970
Police Cad/rms	401,124	428,647	428,647
Police Investigation	1,096,394	1,459,366	1,349,813
Police Patrol	11,853,978	14,505,559	14,027,205
Police Traffic Safety	1,166,295	1,111,557	888,802
Police Records	699,199	754,325	795,309
Parking Enforcement	278,648	348,052	272,023
General Fund Police Department	21,509,823	24,991,333	24,711,966
Police Grants	352,978	682,824	1,224,070
Abandoned Vehicle Abatement	135,690	145,646	146,035
Non General Fund Police Department	488,668	828,470	1,370,105
Total Police Department	21,998,491	25,819,803	26,082,071

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 as we focus on our four primary tenants;

**Reducing Crime
Increasing Traffic Safety
Improving the Quality of Life
Engaging with 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 22-23 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.
- Continued to maintain emergency services without disruption throughout the ongoing COVID-19 pandemic and subsequent Delta and Omicron variant surges, despite significant impacts on departmental staffing.
- 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
- Identified as a California Department of Justice Wave 4 Early Adopter Agency after proactively collecting and reporting all data on traffic stops and officer contacts earlier than legislatively required by The Racial and Identity Profiling Act of 2015 or California Assembly Bill 953.
- Developed and implemented a 24/7 mobile crisis intervention program, known as Specialized Assistance For Everyone or S.A.F.E., serviced by contract with Petaluma People Service.
- Participated with City Manager's Office to create and participate in the Ad Hoc Community Advisory Committee.
- Stabilized departmental staffing, specifically Patrol staffing, increasing overall officer available time and allowing for the restoration of certain specialty assignments such as DUI Enforcement Officer, Traffic Motorcycle Officer, and Detective.
- Upgraded the department's mobile command vehicle to function as an independent standalone communications center for emergency operations use and demonstrated

its importance and use during a significant atmospheric river event which interrupted normal police radio communications.

- Completed a Police Operations and Data Analysis study conducted by the Center for Public Safety Management (CPSM).
- Completed 7-year emergency radio communications upgrade project.

Goals and Priorities

- Complete a Public Safety Facilities Needs Assessment (Police/Fire/EOC).
- Implement our adopted three (3) Year Strategic Plan identifying five strategic goals:
 - Organizational wellness and professional development,
 - Crime and collision reduction,
 - Active partnerships
 - Safe spaces, and
 - Transparent accountability

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

- Continue building public trust and legitimacy through proactive community policing and engagement efforts utilized via social media, and begin restoring in person town hall and community event meetings.
- Enhance our Police Transparency Portal and work to add additional data regarding specific governing body approved equipment and RIPA stop reporting.
- Develop effective responses to crime and traffic safety through intelligence-led policing and technology.
- 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 as we work to expand and/or improve our existing programs.
- Continue efforts to expand and diversify proactive recruitment and retention efforts to stabilize the departmental workforce and ensure adequate essential services to the community.
- Continue ongoing efforts and enhancement of departmental trainings to include an emphasis on and completion of core foundational trainings, crisis intervention, de-escalation, and diversity and cultural sensitivity and awareness.
- Review, and evaluate the recommendations received from the Police Operations and Data Analysis study conducted by the Center for Public Safety Management (CPSM).
- Implement city-wide Safe Spaces Security System with video surveillance technology

Department Budget Summary

By Account Type	<u>2021 Actuals</u>	<u>2022 Revised</u>	<u>2023 Budget</u>
Salary	11,459,793	13,366,857	13,157,458
Benefits	7,675,982	8,845,739	9,208,173
Services & Supplies	2,573,143	2,974,200	3,662,105
Utilities	54,310	47,035	54,335
Capital Expenditures	235,263	585,972	-
Total Police Department	21,998,491	25,819,803	26,082,071

A Police Department budget of \$26,082,071 is recommended for 2022/2023. This represents an increase of \$262,268 over 2021/2022.

Salaries are recommended at \$13,157,458 representing a decrease of \$209,399 from 2021/2022. This change is mainly due to one-time ARPA essential worker payment not expected to reoccur in FY 23, vacant position budgeted at lower steps and a reclass of salaries to Police grants, slightly offset by reallocation or positions costs and negotiated cost of living adjustments.

Benefits are recommended at \$9,208,173 representing an increase of \$362,434 over 2021/2022. This change is due to increased retirement costs, workers compensation costs, and employee benefit selections.

Services and supplies are recommended at \$3,662,105 an increase of \$687,905 over 2021/2022. This category is mainly for operating services and supplies, the SAFE program, employee training, vehicle fleet repairs and maintenance, 911 services, cleaning services and communications services. The increases in this category represent funds for the SAFE program and the result of a partial reinstatement of allocations to departments to fund Risk Management services following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY 23, slightly offset by a one-time purchase of safety equipment.

Utilities are recommended at \$54,335 an increase of \$7,300 over 2021/2022 due to rising utility costs expected in FY 2022/23.

Capital expenditures are recommended at \$0 in FY2022/2023, a decrease of \$585,972 due to non-recurring capital expenditures that occurred in FY 2021/22, not expected in FY 2022/23.

Administration

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

Administration Budget

15100 POLICE ADMINISTRATION	2021 Actual	2022 Revised	2023 Budget
Salary	1,881,164	1,892,825	1,962,389
Benefits	1,093,458	1,219,399	1,423,492
Services & Supplies	1,070,604	1,269,199	1,513,981
Utilities	54,310	47,035	54,335
Capital Expenditures	157,408		
General Fund Police Administration	4,256,944	4,428,458	4,954,197

An Administration budget of \$4,954,197 is recommended for 2022/2023. This represents an increase of \$525,739 over 2021/2022.

Salaries are recommended at \$1,962,389 representing an increase of \$69,564 over 2021/2022. This increase is mainly due to reallocation or positions costs and negotiated cost of living adjustments, slightly offset by a combination of lower part time wages and one-time ARPA essential worker payment not expected to reoccur in FY 23.

Benefits are recommended at \$1,423,492 representing an increase of \$204,093 over 2021/2022. This is mainly due to employee benefit selection, and an increase in retirement and workers compensation costs.

Services and Supplies are recommended at \$1,513,981 an increase of \$244,782 over 2021/2022. In addition to ongoing operating services and supplies, the overall increase is due to the partial reinstatement of allocations to departments to fund Risk Management services following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY 23, slightly offset by lower Information Technology and General Services intragovernmental charges.

Utilities are recommended at \$54,335 an increase of \$7,300 over 2021/2022 due to rising utility costs expected in FY 2022/23.

Communications

As the primary public safety answering point (PSAP) for Petaluma, all emergency and non-emergency calls and text to 9-1-1 communications come into the Communications Center. The calls for service range from general questions regarding City services, civil disputes, and reporting emergency calls like fire, injury traffic collisions, violence, and medical emergencies. In addition to answering phone calls and dispatching field personnel, public safety dispatchers process field requests and registration checks on

individuals and vehicles; request towing services and enter vehicles and property into state and federal computer systems. As the PSAP, the team continues to receive all 911 and emergency calls for fire, ambulance and police services. However, once the initial call is determined to be of a fire or medical nature only, the call is transferred to REDCOM for the dispatching of the appropriate Fire and Emergency Medical Service (EMS) resources. The Communications Center also coordinates dispatching services for the newly developed SAFE mobile crisis intervention team.

Communication Budget

15200 POLICE COMMUNICATION	2021 Actual	2022 Revised	2023 Budget
Salary	1,249,984	1,375,685	1,403,397
Benefits	490,313	567,184	580,073
Services & Supplies	16,944	12,500	12,500
Capital Expenditures			
General Fund Police Communication	1,757,241	1,955,369	1,995,970

A Communication budget of \$1,995,970 is recommended for 2022/2023. This represents an increase of \$40,601 over 2021/2022.

Salaries are recommended at \$1,403,397 representing an increase of \$27,712 over 2021/202. This is mainly due to negotiated cost of living adjustments, increased part time wages and overtime, slightly offset by the one-time ARPA essential worker payment not expected to reoccur in FY 23.

Benefits are recommended at \$580,073 representing an increase of \$12,889 over 2020/2021. This is mainly attributed to increased retirement costs, slightly offset by employee benefit selection.

Services and Supplies are recommended at \$12,500 the same as 2021/2022.

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	2021 Actual	2022 Revised	2023 Budget
Services & Supplies	401,124	428,647	428,647
General Fund Police Cad/rms	401,124	428,647	428,647

A CAD/RMS budget of \$428,647 is recommended for 2022/2023. This budget is for the Consortium – 911 upgrades. 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	2021 Actual	2022 Revised	2023 Budget
Salary	592,499	825,196	813,000
Benefits	435,366	573,170	475,813
Services & Supplies	68,529	61,000	61,000
General Fund Police Investigation	1,096,394	1,459,366	1,349,813

An Investigations budget of \$1,349,813 is recommended for 2022/2023. This represents a decrease of \$109,553 from 2021/2022.

Salaries are recommended at \$813,000 representing a decrease of \$12,196 from 2021/2022. This is mainly attributed to the reallocation of personnel costs to the Patrol division, vacant positions budgeted at lower steps, the one-time ARPA essential worker payment not expected to reoccur in FY 23, slightly offset by increased overtime costs and negotiated cost of living adjustments.

Benefits are recommended at \$475,813 representing a decrease of \$97,357 from 2021/2022. This change is mainly due to the benefits associated with the reallocation of personnel wages mentioned above, slightly offset with increased retirement and workers compensation costs.

Services and Supplies are recommended at \$61,000 the same as FY 2021/2022.

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	2021 Actual	2022 Revised	2023 Budget
Salary	6,343,511	7,899,929	7,650,905
Benefits	4,640,635	5,416,099	5,792,741
Services & Supplies	839,200	603,559	583,559
Capital Expenditures	30,632	585,972	-
General Fund Police Patrol	11,853,978	14,505,559	14,027,205

A Patrol budget of \$14,027,205 is recommended for 2022/2023. This represents a decrease of \$478,354 from 2021/2022.

Salaries are recommended at \$7,650,905 representing a decrease of \$249,024 from 2021/22. This decrease is mainly due to a combination of projected reduced overtime and the one-time ARPA essential worker payment not expected to reoccur in FY 23 and a reclass of salaries to Police grants, slightly offset by increases related to negotiated cost of living adjustments and the reallocation of personnel costs from the Police Investigation Division.

Benefits are recommended at \$5,792,741 representing an increase of \$372,642 over 2021/2022. This change is mainly due to increased retirement costs, workers compensation costs, employee benefit selection, and benefits associated with the reallocation of personnel costs from other divisions.

Services and supplies are recommended at \$583,559 a decrease of \$20,000 from 2021/2022. This budget is mainly for vehicles repairs/maintenance, cleaning services, safety equipment, and patrol communications. The FY22/23 slight decrease is mainly due to a one-time non-recurring safety supplies purchased in FY 2021/22.

There are no Capital Expenditures are recommended for FY 2022/23 for safety equipment and radio replacement completed in FY 2021/22 and not reoccurring in FY 2022/23

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 SAFETY	<i>2021 Actual</i>	<i>2022 Revised</i>	<i>2023 Budget</i>
Salary	574,171	502,024	427,876
Benefits	534,125	586,033	437,426
Services & Supplies	57,999	23,500	23,500
General Fund Police Traffic Safety	1,166,295	1,111,557	888,802

A Traffic Safety budget of \$888,802 is recommended for 2022/2023. This represents a decrease of \$222,755 from 2021/2022.

Salaries are recommended at \$427,876 representing a decrease of \$74,148 from 2021/2022. This is mainly attributed to a decrease in overtime, a vacant position budgeted at a lower step, the one-time ARPA essential worker payment not expected to reoccur in FY 23, slightly offset by the negotiated cost of living adjustments.

Benefits are recommended at \$437,426 representing a decrease of \$148,607 from 2021/22. This decrease is mainly attributed to employee benefit selections and to the benefits associated with the vacant position being budgeted at a lower step.

Services and Supplies are recommended at \$23,500, same as 2021/2022.

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, responding to discovery requests, 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	<i>2021 Actual</i>	<i>2022 Revised</i>	<i>2023 Budget</i>
Salary	454,131	482,214	515,234
Benefits	223,591	254,111	262,075
Services & Supplies	21,477	18,000	18,000
General Fund Police Records	699,199	754,325	795,309

A Records budget of \$795,309 is recommended for 2022/2023. This represents an increase of \$40,984 over 2021/2022.

Salaries are recommended at \$515,234 representing an increase of \$33,020 over 2021/2022. This increase is mainly attributed negotiated cost of living adjustments,

increased part time wages, slightly offset by the one-time ARPA essential worker payment not expected to reoccur in FY 23.

Benefits are recommended at \$262,075 representing an increase of \$7,964 over 2021/2022. This increase is mainly attributed to employee benefit selections, increased retirement, and workers compensation costs.

Services and Supplies are recommended at \$18,000, same as 2021/2022.

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 ENFORCEMENT	2021 Actual	2022 Revised	2023 Budget
Salary	148,422	183,618	153,801
Benefits	69,550	117,734	71,522
Services & Supplies	60,676	46,700	46,700
General Fund Parking Enforcement	278,648	348,052	272,023

A Parking Enforcement budget of \$272,023 is recommended for 2022/2023. This represents a decrease of \$76,029 from 2021/2022.

Salaries are recommended at \$153,801 representing a decrease of \$29,817 from 2021/22. This is mainly attributed to decreased part time wages, slightly offset the one-time ARPA essential worker payment not expected to reoccur in FY 23 and negotiated cost of living adjustments.

Benefits are recommended at \$71,522 representing a decrease of \$46,212 from 2021/2022. This decrease is mainly attributed to employee benefit selections.

Services and Supplies are recommended at \$46,700 the same as 2021/2022.

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	2021 Actuals	2022 Revised	2023 Budget
Salary	145,479	134,414	157,055
Benefits	129,407	48,140	105,626
Services & Supplies	30,869	500,270	961,389
Capital Expenditures	47,223	-	-
Police Grants	352,978	682,824	1,224,070

A Grants budget of \$1,224,070 is recommended for 2022/2023. This represents an increase of \$541,246 over 2021/2022.

Salaries are recommended at \$157,055 representing an increase of \$22,641 over 2021/2022. This is due to an increase in reimbursable costs funded by police grants.

Benefits are recommended at \$105,626 representing an increase of \$57,486 from 2021/2022. This is due to an increase in reimbursable costs funded by police grants.

Services and Supplies are recommended at 961,389 representing an increase of \$461,119 over 2021/2022. This is mainly due to appropriations for the SAFE program.

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 160 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	2021 Actuals	2022 Revised	2023 Budget
Salary	70,432	70,952	73,801
Benefits	59,537	63,599	59,405
Services & Supplies	5,721	11,095	12,829
Abandoned Vehicle Abatement	135,690	145,646	146,035

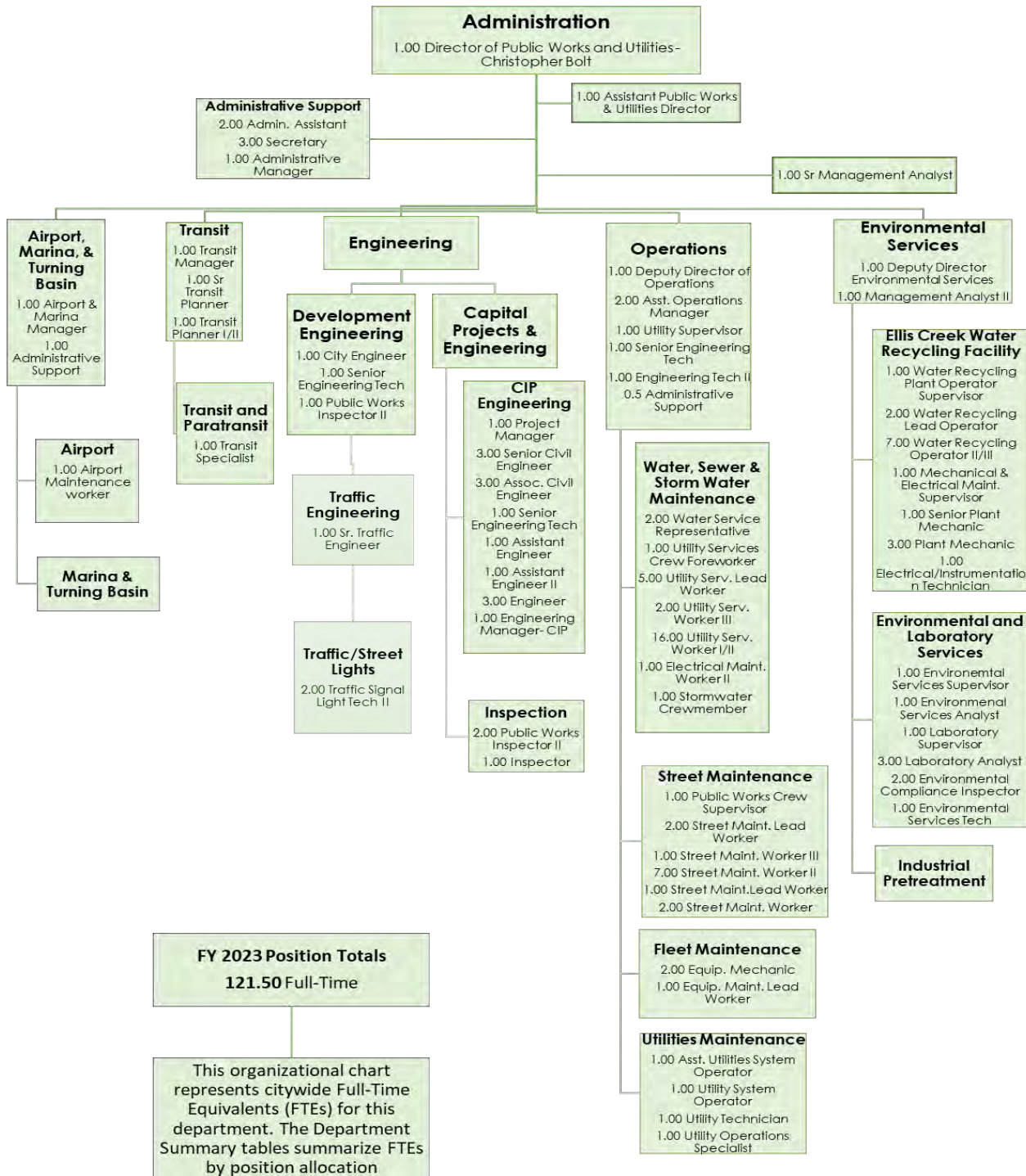
An Abandoned Vehicle Abatement budget of \$146,035 is recommended for 2022/2023. This represents a slight increase of \$389 over 2021/2022.

Salaries are recommended at \$73,801 representing an increase of \$2,849 over 2021/2022. This increase is mainly due to negotiated cost of living adjustments, increased overtime, slightly offset by the one-time ARPA essential worker payment not expected to reoccur in FY 23.

Benefits are recommended at \$59,405 representing a decrease of \$4,194 from 2021/2022. This decrease is due to employee benefit selection, slightly offset by increased retirement costs.

Services and supplies are recommended at \$12,829 an increase of \$1,734 over 2021/2022. This increase is attributed to the partial reinstatement of Risk Management intragovernmental charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY 23.

Public Works and Utilities



Departmental Budget Overview

By Account Type	2021 Actual	2022 Revised	2023 Budget
Salary	8,156,181	11,087,582	11,714,942
Benefits	4,114,529	5,121,194	5,257,976
Services & Supplies	31,491,860	35,759,681	38,603,948
Utilities	2,566,900	3,092,061	3,168,632
Capital Expenditures	-	3,173,500	14,299,500
Transfers	11,994,112	26,491,749	41,611,963
Public Works And Utilities	58,323,582	84,725,767	114,656,961
By Cost Center	2021 Actual	2022 Revised	2023 Budget
Pub Works Admin	475,420	518,823	803,771
Pub Works Engineering Development	488,129	512,452	570,005
Pub Works Engineering Cip	213,532	244,102	263,394
Pub Works Engineering Traffic	36,927	75,397	76,688
Pub Works Auto/equip Maint Shop	241,553	248,374	253,285
Pub Works Street Lights	144,866	175,000	175,000
Downtown Streets/sidewalks Maintenance	91,576	117,000	117,000
Pub Works Turning Basin/d St Bridge	24,348	35,804	37,143
General Fund Public Works and Utilities	1,716,351	1,926,952	2,296,286
Gas Tax	2,698,960	3,382,814	3,184,900
Street Maintenance (HUT)	3,263,583	8,083,101	4,300,426
Street Signs And Markings	490,544	596,413	739,972
Street Signals And Lights	684,452	795,085	823,402
Solid Waste Contract Mgt	70,733	54,027	55,333
Streets Fund	4,509,312	9,528,626	5,919,133
Airport Admin/operations	1,245,876	2,651,665	2,852,165
Airport Fueling	391,239	525,750	525,750
Airport Hangars	96,598	112,100	112,000
Airport Fund	1,733,713	3,289,515	3,489,915
Marina Admin/operations	1,900,335	279,418	342,428
Transit Admin	681,577	1,319,447	1,429,441
City Routes	2,293,223	3,790,342	3,973,577
Paratransit	620,803	910,475	799,675
Transit Fund	3,595,603	6,020,264	6,202,693
Waste Water Admin	11,361,172	19,588,856	36,232,990
Waste Water Collect System	718,705	1,473,355	1,493,075
Waste Water Sewage Pump Stations	551,303	702,831	864,913
Waste Water Customer Svc	405,211	78,200	78,200
Waste Water Industrial	480,127	813,848	869,646
Waste Water Reclamation	727,414	1,451,899	1,937,234
Waste Water Storm Drain	122,041	195,143	422,511
Waste Water Ellis Creek Operations	6,216,287	8,055,278	8,418,342
Waste Water Fund	20,582,260	32,359,410	50,316,911
Water Admin	9,122,032	11,134,816	26,036,412
Water Conservation	511,992	782,839	1,363,615
Water Customer Services	878,488	794,542	821,871
Water Leak Detect/cross Connect	128,772	138,670	133,000
Water Pumping	313,345	660,150	657,169
Water Source Of Supply	7,617,906	8,356,750	8,884,750
Water Transmission & Distribution	2,592,863	5,022,350	3,963,831
Water Fund	21,165,398	26,890,117	41,860,648
Storm Drainage Utility Admin	421,650	1,048,651	1,044,047
Non General Fund Public Works and Utilities	56,607,231	82,798,815	112,360,675
Total Public Works And Utilities	58,323,582	84,725,767	114,656,961

Description

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

The department is comprised of the following operating divisions: Administration, Capital Improvement Projects/Engineering, Environmental Services, Operations, Transit, Airport, Marina, and Development Engineering. The department operates and maintains the City's public facilities, transportation systems, fleet, streets, streetlights and traffic control devices, marina and airport, infrastructure for water, wastewater, and stormwater, and the Ellis Creek Water Recycling Facility (WRF). Comprehensive development engineering services address new development and utility service permits, right-of-way management, design, construction management and inspections, and traffic engineering.

Major Accomplishments and Highlights

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

- **Environmental Services** (Ellis Creek WRF and Environmental Programs):
 - Continued the start-up and implementation of the Biogas-to-Biofuel (B2B) project at Ellis Creek 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 WRF and collection system.
 - Continued the biosolids management strategy in an effort to adapt to upcoming regulatory requirements.
 - Completed 100% design of the tertiary recycled water expansion project.
 - Actively managed application of pretreatment requirements on the City's industrial users while many industries were navigating significant changes to their operations.

- **Operations** (Water, Wastewater, and Streets):
 - Ongoing severe drought conditions have required dedication of resources to implement increasingly stringent water conservation measures and to pursue grant funding opportunities to improve drought resiliency and expand our recycled water system.
 - Continued with five-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.
 - Continued development of a master plan for the 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 a street mural project.

- **Engineering** (including Development Engineering and Capital Improvement Program (CIP) engineering):
 - With passage of the Measure U sales tax initiative and use of the proceeds for a bond issue, we have been able to achieve unprecedented large-scale pavement improvement projects throughout the City. This work will continue at an accelerated pace over the next few years as we seek to rehabilitate our street and surface transportation infrastructure with an emphasis on incorporating active transportation, traffic calming, and complete streets elements.
 - Continued work on agency permits and environmental studies for Caulfield “Southern Crossing” Bridge.
 - Improved airport safety through hangar repairs and runway lighting upgrades.
 - Improved numerous 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.
 - Completed construction of Petaluma Boulevard South Road Diet project from E Street to Crystal Lane.
 - Increased vehicle, pedestrian, and bicycle safety through sidewalk, crosswalk, and bicycle facility upgrades throughout the City.
 - Supported the U.S. Army Corps of Engineers activities to dredge the Petaluma River and Turning Basin, and ensured the Shollenberger Park dredge disposal site was ready to receive dredge materials and kept viable for use during dredging operations.
 - Continued replacement of aging water services and wastewater collection infrastructure, including completion of the water main and water services

- on Petaluma Boulevard South, the McNear Park neighborhood, and water services on North McDowell Boulevard and other 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 provided technical support and engineering oversight for major development projects throughout the City.
- **Airport:**
 - Completed installation of the airport monument sign that will prominently feature 4 of the airport-based commercial businesses.
 - Finalized electrical upgrades for Hangar Rows 1-8, providing better illumination, lower energy usage, and removal of non-compliant fixtures.
 - Implemented a new vehicle gate access policy and transitioned the airport from a common code access system to a secure, managed access card system for a safer and more secure airfield.
 - Acquired a new electric utility vehicle, and the City's first electric ride-on mower, in alignment with City Council's zero-emission goals.
 - Designed and purchased new airport noise procedure signs to increase pilot awareness and reduce aircraft noise in sensitive areas.
 - Implemented new refuse disposal rules for the airport, in compliance with AB1826, and installed a new solar-powered, monitored disposal site.
 - Completed the design and scoping for the Hangar Restroom Project scheduled for FY24.
- **Marina & Turning Basin:**
 - Completed the purchase of a new marina management software system to provide better dock management, a Turning-Basin dock reservation system, and a public-facing point-of-sale system.
 - Removed several vessels from the marina that were abandoned or non-compliant with City requirements.
- **Transit:**
 - Started the Veteran & Active-Duty Military Fare Free Program.
 - Processed 112 paratransit applications in-house.
 - Maintained all baseline transit services during the COVID-19 outbreak.
 - Received over \$2 million in revenue from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) and American Recovery Plan (ARP).
 - Created the first-ever Petaluma Transit Public Transit Agency Safety Plan (PTASP).
 - Petaluma Transit vehicles participated in six community outreach parades/events.
 - 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).
- Completed the installation of an emergency generator power transfer switch at the Petaluma Transit Yard.
- Helped coordinate driver training for the Petaluma Health Center (PHC) Mobile Medical Clinic, working in conjunction with PHC staff.
- Made improvements to a dozen bus stop locations by adding additional fixtures such as benches and shelters.

Goals and Priorities

- **Environmental Services:**
 - Complete and successfully launch 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 implementation of the statewide trash provisions for new and redevelopment projects, including City projects.
 - Begin implementation of the bacteria total maximum daily load (TMDL) adopted into the Petaluma River basin plan.
 - Begin the construction process for relocating the Ellis Creek outfall.
 - Study options for increasing recycled water storage and expansion of the distribution system in concert with completion of an updated Recycled Water Master Plan.
- **Operations:**
 - Complete water delivery and wastewater collection master planning efforts to provide 5 and 10-year investment plans to increase resiliency and reliability.
 - Flush water distribution mains, maintenance valves, and fire hydrants to align with state requirements.
 - Complete the master plan for the Corp Yard to increase operational efficiency and long-term effectiveness for water, wastewater, streets, parks, facilities, and city service partners.
- **Engineering** (including Development Engineering and Capital Improvement Program (CIP) engineering):
 - Implement the approved Capital Improvement Plan.
 - Develop the CIP team by filling 40% vacancies and establishing new practices and protocols for excellence in project management execution.
 - Ensure that the Trestle Rehabilitation Project is shovel ready and continue to aggressively seek funding opportunities for construction.
 - Continue efforts to implement Vehicle Miles Traveled (VMT) principles.

- Continue efforts to update the City's floodplain models and FEMA maps, accounting for sea level rise.
- **Airport:**
 - Continue City Planning process for updating airport zoning and Planned Community Development (PCD).
 - Continue needed repairs to Hangar Rows 1-8.
 - Complete the Airport apron rehabilitation project and start the design process for the Taxiway A / Taxilane B rehabilitation project.
 - Complete revisions to Municipal Code Title 16 & the Airport Minimum Commercial Standards.
- **Marina:**
 - Secure funding for Marina dredging.
 - Conduct a Marina & Turning-Basin dock evaluation.
 - Integrate the new marina management software into existing systems and procedures.
 - Install a network for the Marina.
- **Transit:**
 - Complete procurement actions for of first wave of Petaluma Transit electric buses.
 - Complete plan for near term electrical improvements of the Transit Facility.
 - Successfully manage the Veteran's Free ride program.
 - Complete the initial rollout of the Petaluma Bikeshare Program.
 - Replace the aged Computer Aided Dispatch/ Automated Vehicle Location (CAD/AVL) system.
 - Update the video surveillance system on Petaluma Transit vehicles.
 - Explore options for a micro transit or shuttle to/from the downtown area.

Department Budget Summary

By Account Type	<u>2021 Actual</u>	<u>2022 Revised</u>	<u>2023 Budget</u>
Salary	8,156,181	11,087,582	11,714,942
Benefits	4,114,529	5,121,194	5,257,976
Services & Supplies	31,491,860	35,759,681	38,603,948
Utilities	2,566,900	3,092,061	3,168,632
Capital Expenditures	-	3,173,500	14,299,500
Transfers	11,994,112	26,491,749	41,611,963
Public Works And Utilities	58,323,582	84,725,767	114,656,961

A Public Works and Utilities Department budget of \$114,656,961 is recommended for 2022/23. This represents an increase of \$29,931,194 over 2021/22 and includes budgets in Utilities, Enterprise, and Special Revenue funds as well as costs supported by the General Fund.

Total salaries are recommended at \$11,714,942 representing an increase of \$627,360 over 2021/22 due to cost-of-living adjustments, changes in staffing allocations and step advancements, partially offset with one-time ARPA essential worker payments not expected to reoccur in FY2022/23.

Total Benefits are recommended at \$5,257,976 and represent an increase of \$136,782 over 2021/22. The increase in benefits costs is attributed to increased retirement, and workers compensation costs, as well as employee benefit selections.

Total services and supplies are recommended at \$38,603,948, 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 \$2,844,267 over 2021/22. This increase is primarily due to an increase in intragovernmental charges for Risk Management due to the partial reinstatement of allocations to departments to fund Risk Management charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in strategy but critical to fund the ongoing cost of the service. Also included are increases for professional services, wholesale water, and other supplies required to operate.

Utilities are recommended at \$3,168,632, an increase of \$76,571 over 2021/22 due to the transition to 100% renewable energy and increased water, electricity, and natural gas costs.

Capital expenditures are recommended at \$14,299,500 reflecting an increase of \$11,126,000 over 2021/22, mainly due to the replacement of over 20,000 water meters with new cellular meters funded by grant funds recently awarded to the City.

Transfers out are recommended at \$41,611,963 representing an increase of \$15,120,214 due primarily to increased activity related to CIP projects and corresponding transfers out.

Administration

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

Administration Budget

16100 PUB WORKS ADMIN	2021 Actual	2022 Revised	2023 Budget
Salary	107,816	114,347	161,682
Benefits	40,802	40,102	43,876
Services & Supplies	326,802	364,374	584,213
Utilities	-	-	6,000
Capital Expenditures	-	-	8,000
General Fund Pub Works Admin	475,420	518,823	803,771

A Public Works Administrative budget of \$803,771 is recommended for 2022/23. This is an increase of \$284,948 over 2021/22.

Salaries are recommended at \$161,682 an increase of \$47,335 over 2021/22. This increase is related to cost-of-living adjustments and position step advancements.

Benefits are recommended at \$43,876, an increase of \$3,774 over 2021/22. The increase is mainly due to employee benefit selections as well as increased retirement and workers compensation costs.

Services and Supplies of \$584,213 are recommended which represents an increase of \$219,839. This increase is primarily due to an increase in intragovernmental charges for Risk Management due to the partial reinstatement of allocations to departments to fund Risk Management charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY2023.

Utilities are recommended at \$6,000. This allocation realigns the utilities budget for FY 2022/23.

Capital Expenditures of \$8,000 are recommended for upgrades to GIS Software for Asset Management Implementation.

Engineering Division

The Engineering Division provides engineering services for 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	2021 Actual	2022 Revised	2023 Budget
Salary	342,152	341,587	370,835
Benefits	124,899	158,190	186,495
Services & Supplies	21,078	12,675	12,675
General Fund Pub Works Engineering Division	488,129	512,452	570,005

A Public Works and Utilities Engineering Division budget of \$570,005 is recommended for 2022/23, an increase of \$57,553 over 2021/22.

Salaries are recommended at \$370,835, an increase of \$29,248 over 2021/22 mainly related to cost-of-living adjustments slightly offset with one-time ARPA essential worker payments not expected to reoccur in FY2022/23.

Benefits are recommended at \$186,495 an increase of \$28,305 over 2021/22. The increase is mainly due to employee benefit selections as well as increased retirement and workers compensation costs.

Services and Supplies are recommended at \$12,675, unchanged from the previous fiscal year.

Capital Projects

Capital Projects, which is part of the Engineering Division, 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 street rehabilitations 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	2021 Actual	2022 Revised	2023 Budget
Salary	153,682	183,679	187,163
Benefits	51,602	58,347	71,155
Services & Supplies	8,248	2,076	5,076
General Fund Pub Works Engineering CIP	213,532	244,102	263,394

A Public Works Capital Projects budget of \$263,394 is recommended for 2022/23, an increase of \$19,292 over 2021/22.

Salaries are recommended at \$187,163 an increase of \$3,484 over 2021/22 mainly related to cost-of-living adjustments.

Benefits are recommended at \$71,155, an increase of \$12,808 over 2021/22, resulting from increased retirement and workers compensation costs.

Services and Supplies are recommended at \$5,076 an increase of \$3,000 over 2021/22 related to employee training and professional development.

Traffic Engineering

Managed by the Engineering Division, Traffic Engineering provides funding to manage signal and streetlight maintenance and controls; reviews traffic infrastructure improvements; assesses traffic impacts caused by private development and transportation permits, and reviews and prepares traffic and parking control plans. The staff serves as liaison to the Pedestrian and Bicycle Advisory Committee (PBAC) and participates in the countywide Pedestrian and Bicycle Advisory Committee and the Sonoma-Marín Area Rail Transit (SMART) Advisory Committee.

Traffic Engineering Budget

16220 PUB WORKS ENGINEERING TRAFFIC	2021 Actual	2022 Revised	2023 Budget
Salary	25,808	59,595	61,419
Benefits	10,122	13,902	13,369
Services & Supplies	997	1,900	1,900
General Fund Pub Works Engineering Traffic	36,927	75,397	76,688

A Public Works Engineering Traffic budget of \$76,688 is recommended for 2022/23, an increase of \$1,291 over 2021/22.

Salaries are recommended at \$61,419 an increase of \$1,824 over 2021/22 22 mainly related to cost-of-living adjustments.

Benefits are recommended at \$13,369 a decrease of \$533 from 2021/22.

Services and Supplies are recommended at \$1,900, no change compared to 2021/22.

Auto/Equipment Maintenance Shop

The Automotive/Equipment Maintenance Shop, managed by the Operations Division, maintains and repairs the City's fleet, ensuring the safe and reliable operation of nearly 100 vehicles and pieces of mobile equipment.

Auto/Equipment Maintenance Shop Budget

16400 PUB WORKS AUTO/EQUIP MAINT SHOP	2021 Actual	2022 Revised	2023 Budget
Salary	141,478	157,200	160,785
Benefits	59,420	70,774	72,100
Services & Supplies	40,655	20,400	20,400
General Fund Pub Works Auto/equip Maint Shop	241,553	248,374	253,285

An Auto/Equip Maintenance Shop budget of \$253,285 is recommended for 2022/23. This is an increase of \$4,911 over 2021/22.

Salaries are recommended at \$160,785, an increase of \$3,585 over 2021/22 mainly due to cost-of-living adjustments.

Benefits are recommended at \$72,100, an increase of \$1,326 over 2021/22 mainly due to increased workers compensation costs.

Services and Supplies of \$20,400 are recommended, no change compared to 2021/22.

Streetlights

Streetlights, managed by the Engineering Division, provides for the proper operation of the City's nearly 6,000 streetlights.

Streetlights Budget

16530 Pub Works Street Lights	2021 Actual	2022 Revised	2023 Budget
Utilities	144,866	175,000	175,000
General Fund Pub Works Street Lights	144,866	175,000	175,000

Utilities are recommended at \$175,000 for 2022/23, no change compared to 2021/22.

Downtown Streets/ Sidewalks Maintenance

Downtown Streets/Sidewalks Maintenance, overseen by the Operations Division, 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	2021 Actual	2022 Revised	2023 Budget
Services & Supplies	91,576	117,000	117,000
General Fund Downtown Streets/sidewalks Maintenance	91,576	117,000	117,000

A Downtown Street and Sidewalks Maintenance budget of \$117,000 is recommended for 2022/23, no change from 2021/22.

Services and Supplies of \$117,000 are recommended for maintenance contracts, no change from 2021/22.

Turning-Basin/ D Street Bridge

The Petaluma Turning-Basin and D Street Bridge, managed by the Operations Division, funds the operation and maintenance of the D Street Bridge. Marina Management oversees repairs to City docks in the Turning-Basin.

Turning-Basin/ D Street Bridge Budget

16600 PUB WORKS TURNING BASIN/D ST BRIDGE	2021 Actual	2022 Revised	2023 Budget
Salary	9,360	9,877	10,453
Benefits	4,018	4,527	5,290
Services & Supplies	4,470	14,900	14,900
Utilities	6,500	6,500	6,500
General Fund Pub Works Turning Basin/D St Bridge	24,348	35,804	37,143

A Public Works Turning-Basin and D St Bridge budget of \$37,143 is recommended for 2022/23. This represents an increase of \$1,339 over 2021/22.

Salaries are recommended at \$10,453, an increase of \$576 over 2021/22 mainly due to cost-of-living adjustments.

Benefits are recommended at \$5,290, an increase of \$763 over 2021/22 due to increased retirement and workers compensation costs.

Services and Supplies of \$14,900 are recommended, no change from 2021/22.

Utilities of \$6,500 are recommended, no change from 2021/22.

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	2021 Actuals	2022 Revised	2023 Budget
Services & Supplies	37,577	122	307
Transfers	2,661,383	3,382,692	3,184,593
Gas Tax	2,698,960	3,382,814	3,184,900

A Gas Tax budget of \$3,184,593 is recommended for 2022/23. This is a decrease of \$197,914 from 2021/22.

Services and Supplies of \$307 are recommended, an increase of \$185 over 2021/22.

Transfers Out are recommended at \$3,184,593, a decrease of \$198,099 from 2021/22. This represents a decrease in the amount transferred to the Street Maintenance Fund to fund street related operating and capital expenditures.

Streets Division Summary

Streets	2021 Actuals	2022 Revised	2023 Budget
Salary	1,266,370	1,580,232	1,782,211
Benefits	589,644	837,617	869,419
Services & Supplies	1,010,244	1,127,781	1,184,282
Utilities	209,653	197,851	197,851
Capital Expenditures	-	33,500	-
Transfers	1,433,401	5,751,645	1,885,370
Streets	4,509,312	9,528,626	5,919,133

Street Maintenance- Highway Users Tax (HUT)

Street Maintenance, a part of the Operations Division, funds pavement and right-of-way rehabilitation and repairs, including pothole patching, overlays, trench repair, dig-outs of broken pavement, crack sealing, weed abatement, debris removal, trail surface maintenance, and tree trimming. The street crews also provide emergency 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)	2021 Actuals	2022 Revised	2023 Budget
Salary	751,002	1,030,772	1,113,528
Benefits	372,249	597,906	574,725
Services & Supplies	649,922	645,278	669,303
Utilities	57,009	57,500	57,500
Transfers	1,433,401	5,751,645	1,885,370
Street Maintenance (HUT)	3,263,583	8,083,101	4,300,426

A Street Maintenance budget of \$4,300,426 is recommended for 2022/23. This is a decrease of \$3,782,675 from 2021/22.

Salaries are recommended at \$1,113,528, an increase of \$82,756 over 2021/22 related to cost-of-living adjustments. Also contributing to the increase are staffing reallocations and salary step advancements.

Benefits are recommended at \$574,725, a decrease of \$23,181 from 2021/22 mainly due to changes in employee benefit selections, slightly offset by increased workers compensation costs.

Services and supplies budget of \$669,303 is recommended for 2022/23. This represents an increase of \$24,025 over 2021/22 primarily due to an increase in intragovernmental charges for Risk Management due to the partial reinstatement of allocations to departments to fund Risk Management charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY2023. Maintenance contracts and supplies for street repairs are also included in this category.

Utilities are recommended at \$57,500, unchanged from 2021/22.

Transfers Out are recommended at \$1,885,370 a decrease of \$3,866,275 from 2021/22. This represents decreased streets funding needed for capital project activity and corresponding transfers out. Bond funding sources for street capital projects will be utilized to move urgent street repair and reconstruction projects forward.

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

24111 STREET SIGNS AND MARKINGS	2021 Actuals	2022 Revised	2023 Budget
Salary	256,690	279,321	391,253
Benefits	111,562	123,350	175,315
Services & Supplies	122,292	160,242	173,404
Capital Expenditures		33,500	-
Street Signs And Markings	490,544	596,413	739,972

A Street Signs and Markings budget of \$739,972 is recommended for 2022/23. This is an increase of \$143,559 over 2021/22.

Salaries are recommended at \$391,253, an increase of \$111,932 over 2021/22 related to cost-of-living adjustments. Also contributing to the increase are staffing reallocations and salary step advancements.

Benefits are recommended at \$175,315 an increase of \$51,965 over 2021/22 due to changes in employee benefit selections as well as increased retirement and workers compensation costs.

Services and Supplies of \$173,404 are recommended, an increase of \$13,162 over 2021/22 primarily due to an increase in intragovernmental charges for Risk Management due to the partial reinstatement of allocations to departments to fund Risk Management charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY2023. Maintenance contracts are also included in this category.

No capital expenditures are recommended for FY2022/23.

Street Signals and Lights

Street Signals and Lights, managed by the Engineering Division, 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	2021 Actuals	2022 Revised	2023 Budget
Salary	220,991	253,518	261,305
Benefits	92,747	104,521	108,240
Services & Supplies	218,070	296,695	313,506
Utilities	152,644	140,351	140,351
Street Signals And Lights	684,452	795,085	823,402

A Street Signals and Lights budget of \$823,402 is recommended for 2022/23, an increase of \$28,317 over 2021/22.

Salaries are recommended at \$261,305, an increase of \$7,787 over 2021/22 due mainly to cost of living adjustments.

Benefits are recommended at \$108,240, an increase of \$3,719 over 2021/22 due to increased retirement and workers compensation costs as well as employee benefit selections.

Services and Supplies are recommended at \$313,506 an increase of \$16,811 over 2021/22 primarily due to an increase in intragovernmental charges for Risk Management due to the partial reinstatement of allocations to departments to fund Risk Management charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY2023. Also included are costs for annual inspections and maintenance contracts.

Utilities are recommended at \$140,351 unchanged from 2021/22.

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	2021 Actuals	2022 Revised	2023 Budget
Salary	37,687	16,621	16,125
Benefits	13,086	11,840	11,139
Services & Supplies	19,960	25,566	28,069
Solid Waste Contract Mgt	70,733	54,027	55,333

A Solid Waste Contract Management budget of \$55,333 is recommended for 2022/23. This is an increase of \$1,306 over 2021/22.

Salaries are recommended at \$16,125, a decrease of \$496 from 2021/22 due to staffing reallocation.

Benefits are recommended at \$11,139, a decrease of \$701 from 2021/22 due to staffing reallocation.

Services and Supplies of \$28,069 are recommended, an increase of \$2,503 over 2021/22 primarily due to an increase in intragovernmental charges for Risk Management due to the partial reinstatement of allocations to departments to fund Risk Management charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY2023.

Airport Division Summary

Airport	2021 Actuals	2022 Revised	2023 Budget
Salary	251,512	338,726	399,552
Benefits	79,367	151,601	147,964
Services & Supplies	1,178,076	1,429,163	1,603,449
Utilities	94,007	95,025	91,950
Capital Expenditures	-	36,000	8,000
Transfers	130,751	1,239,000	1,239,000
Airport	1,733,713	3,289,515	3,489,915

Airport Administration/ Operations

The Petaluma Municipal Airport, managed by the Administration Division, experiences approximately 60,000 take-offs and landings each year. The cost center supports the management of 167 city-owned aircraft storage hangars, two commercial business hangars, four executive hangars, 22 private hangars on city ground leases, and 118 tie-down spaces for a total capacity of 240 aircraft. Additionally, an automated weather observation system and a ground communication outlet are supported because they are important safety features for charter aircraft businesses. 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	2021 Actuals	2022 Revised	2023 Budget
Salary	251,512	338,726	399,552
Benefits	79,367	151,601	147,964
Services & Supplies	734,332	834,888	1,005,199
Utilities	49,914	51,450	52,450
Capital Expenditures	-	36,000	8,000
Transfers	130,751	1,239,000	1,239,000
Airport Administration/operations	1,245,876	2,651,665	2,852,165

An Airport Admin/Operations budget of \$2,852,165 is recommended for 2022/23. This is an increase of \$200,500 over 2021/22.

Salaries are recommended at \$399,552 an increase of \$60,826 over 2021/22 related to position allocation realignment and cost-of-living adjustments. Also contributing to the increase are staffing reallocations and salary step advancements

Benefits are recommended at \$147,964, a decrease of \$3,637 from 2021/22. This is the net effect of retirement and workers compensation costs and changes in employee benefit selections.

Services and Supplies of \$1,005,199 are recommended, an increase of \$170,311 over 2021/22 mainly due to increased maintenance contracts for tree trimming and removal as well as an increase in intragovernmental charges for Risk Management due to the partial reinstatement of allocations to departments to fund Risk Management charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY2023. Debt service payments for financing related to airport improvements are also included in this amount.

Utilities are recommended at \$52,450 essentially the same as 2021/22.

Capital Expenditures of \$8,000 are recommended for upgrades to GIS Software for Asset Management Implementation.

Transfers Out is budgeted at \$1,239,000 unchanged from 2021/22. This represents capital project activity and corresponding transfers out.

Airport Fueling

The airport offers 24/7 Avgas service via a self-serve fueling island 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	<i>2021 Actuals</i>	<i>2022 Revised</i>	<i>2023 Budget</i>
Services & Supplies	391,239	525,750	525,750
Airport Fueling	391,239	525,750	525,750

An Airport Fueling budget of \$525,750 is recommended for 2022/23, unchanged from 2021/22.

Services and Supplies of \$525,750, mainly for fuel purchase, are recommended.

Airport Hangars

The airport has 167 City-owned aircraft storage hangars, two commercial business hangars, four executive hangars, 22 private hangars on City ground leases, and 118 tie-down spaces for a total capacity of 240 aircraft. Hangar management is overseen by the Administration Division. Net income from the cost center funds airport operations and maintenance.

Airport Hangars Budget

61300 AIRPORT HANGARS	<i>2021 Actuals</i>	<i>2022 Revised</i>	<i>2023 Budget</i>
Services & Supplies	52,505	68,525	72,500
Utilities	44,093	43,575	39,500
Airport Hangars	96,598	112,100	112,000

An Airport Hangars budget of \$112,000 is recommended for 2022/23. This is a decrease of \$100 from 2021/22.

Services and Supplies of \$72,500 are recommended, an increase of \$3,975 over 2021/22, mainly due to budgeted hangar repairs.

Utilities of \$39,500 are recommended, a decrease of \$4,075 from 2021/22.

Marina Administration/ Operations

Overseen by the Public Works Department, 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	2021 Actuals	2022 Revised	2023 Budget
Salary	60,998	73,368	80,044
Benefits	13,773	21,978	23,868
Services & Supplies	1,773,037	129,072	185,216
Utilities	52,527	55,000	53,300
Marina Administration/operations	1,900,335	279,418	342,428

A Marina budget of \$342,428 is recommended for 2022/23. This is an increase of \$63,010 over 2021/22.

Salaries are recommended at \$80,044, an increase of \$6,676 over 2021/22 due to cost-of-living adjustments and position allocations.

Benefits are recommended at \$23,868 an increase of \$1,890 over 2021/22 due to employee benefit selections and increased retirement and workers compensation costs.

Services and Supplies of \$185,216 are recommended, including maintenance, lease costs and intergovernmental charges. This is an increase of \$56,144 over 2021/22 primarily due to an increase in intragovernmental charges for Risk Management due to the partial reinstatement of allocations to departments to fund Risk Management charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY23.

Utilities of \$53,300 are recommended, a decrease of \$1,700 from 2021/22.

Transit Division Summary

Transit	2021 Actuals	2022 Revised	2023 Budget
Salary	230,482	442,732	494,609
Benefits	85,274	190,027	168,689
Services & Supplies	3,203,471	3,133,355	3,192,045
Utilities	24,927	24,150	24,350
Capital Expenditures	-	1,925,000	1,858,000
Transfers	51,449	305,000	465,000
Transit	3,595,603	6,020,264	6,202,693

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 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	2021 Actuals	2022 Revised	2023 Budget
Salary	230,482	442,732	494,609
Benefits	85,274	190,027	168,689
Services & Supplies	289,445	357,538	268,793
Utilities	24,927	24,150	24,350
Capital Expenditures	-	-	8,000
Transfers	51,449	305,000	465,000
Transit Administration	681,577	1,319,447	1,429,441

A Transit Administration budget of \$1,429,441 is recommended for 2022/23, an increase of \$109,994 over 2021/22.

Salaries are recommended at \$494,609, an increase of \$51,877 over 2021/22 primarily due to cost-of-living adjustments and the addition of a part time intern.

Benefits are recommended at \$168,689, a decrease of \$21,338 from 2021/22. This is the net effect of changes in employee benefit selections, retirement and workers compensation costs.

Services and Supplies includes costs for bus service, professional services, maintenance, and repairs. A budget of \$268,793 is recommended for 2022/23, a decrease of \$88,745 from 2021/22. This is mainly attributed to one-time costs in FY2021/22 that are non-recurring in FY 2021/22.

Utilities are recommended at \$24,350, an increase of \$200 over 2021/22, due to anticipated increased utility costs.

Capital expenditures are recommended at \$8,000 are recommended for upgrades to GIS Software for Asset Management Implementation.

Transfers of \$465,000 are recommended, an increase of \$160,000 over 2021/22. 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. It uses a modern fleet of 14 buses operating seven days per week on six distinct routes. 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 located 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	2021 Actuals	2022 Revised	2023 Budget
Services & Supplies	2,293,223	1,966,342	2,123,577
Capital Expenditures	-	1,824,000	1,850,000
City Routes	2,293,223	3,790,342	3,973,577

A City Routes budget of \$3,973,577 is recommended for 2022/23. This is an increase of \$183,235 over 2021/22.

Services and Supplies of \$2,123,577, including a contract for bus operating service, maintenance contracts, and fuel costs is recommended for 2022/23, an increase of \$157,235 over 2021/22. This is mainly due to an increase in contract operation cost.

Capital expenditures of \$1,850,000 are recommended for 2022/23 for the purchase of 2 electric buses.

Paratransit

This cost center accounts for the contract services related to the “on-call” paratransit. It has the same operating schedule as Petaluma Transit and provides service 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	<i>2021 Actuals</i>	<i>2022 Revised</i>	<i>2023 Budget</i>
Services & Supplies	620,803	809,475	799,675
Capital Expenditures	-	101,000	-
Paratransit	620,803	910,475	799,675

A Paratransit budget of \$799,675 is recommended for 2022/23. This is a decrease of \$110,800 from 2021/22.

Services and Supplies budget of \$799,675, including a contract for bus operating service and fuel costs, is recommended for 2022/23, a slight decrease of \$9,800 from 2021/22. This is due to reduced budgeted consulting services and operating supplies partially offset by an increase in contract operation cost.

No Capital expenditures are budgeted for 2022/23.

Wastewater Division Summary

Waste Water	<u>2021 Actuals</u>	<u>2022 Revised</u>	<u>2023 Budget</u>
Salary	3,309,405	4,652,468	4,753,074
Benefits	1,383,984	2,064,983	2,161,453
Services & Supplies	11,777,645	14,872,889	15,782,122
Utilities	2,192,432	2,643,070	2,738,262
Capital Expenditures	-	17,500	548,000
Transfers	1,918,794	8,108,500	24,334,000
Waste Water	20,582,260	32,359,410	50,316,911

Wastewater Administration

Wastewater Administration serves Wastewater Enterprise operations, located at the Ellis Creek Water Recycling Facility (WRF) and the Water Field Office. It works collaboratively with operational staff to promote efficiency, accountability, fiscal and asset management, and to provide customer service. Primary responsibilities include preparation of City 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 Capital Improvement Program (CIP) accounts, intergovernmental charges, and membership costs to key wastewater and recycled water agencies, including Bay Area Clean Water Agencies (BACWA), and the California Association of Sanitation Agencies (CASA).

Wastewater Administration Budget

66100 WASTE WATER ADMINISTRATION	<u>2021 Actuals</u>	<u>2022 Revised</u>	<u>2023 Budget</u>
Salary	421,363	609,743	789,998
Benefits	170,159	242,180	321,442
Services & Supplies	8,834,633	10,588,933	10,757,454
Utilities	16,223	22,000	22,096
Transfers	1,918,794	8,108,500	24,334,000
Capital Expenditures	-	17,500	8,000
Waste Water Administration	11,361,172	19,588,856	36,232,990

A Wastewater Administrative budget of \$36,232,990 is recommended for 2022/23. This is an increase of \$16,644,134 over 2021/22.

Salaries are recommended at \$789,998 an increase of \$180,255 due to cost-of-living adjustments and staffing reallocations and the addition of new positions.

Benefits are recommended at \$321,442, an increase of \$79,262 over 2021/22 due to employee benefit selections, retirement and workers compensation costs, and the addition of new positions.

Services and Supplies of \$10,757,454 are recommended which represents an increase of \$168,521 over 2021/22 mainly due to professional services related to the Sewer Master Plan, the lateral grant program, and the Rate Study. This category also includes debt service payments.

Utilities are recommended at \$22,096 an increase of \$96 over 2021/22 due to an increase in budgeted electric costs.

Transfers Out of \$24,334,000 are recommended which represents an increase of \$16,225,500 over 2021/22. This represents an increase in capital project activity related and corresponding transfers out.

Capital expenditures are recommended at \$8,000 are recommended for upgrades to GIS Software for Asset Management Implementation.

Wastewater Collection System

The Wastewater Collection System, under the Operations Division, provides 24/7 collection and conveyance of domestic, commercial, and industrial wastewater generated within Petaluma and Penngrove to the Ellis Creek Water Recycling Facility (WRF). The system conveys wastewater through lateral service pipes from homes, businesses, and other customers to sewer mains that transport sewage via network comprised of more than 195 miles of pipes. The operation and maintenance of 9 sewer pump stations are funded from a related cost center. A continuous inspection program identifies problem areas when remote control TV cameras are inserted through the main pipelines. Preventative cleaning of sewer lines is accomplished using a high-pressure water jet vacuum truck.

Wastewater Collection System Budget

66200 WASTE WATER COLLECT SYSTEM	2021 Actuals	2022 Revised	2023 Budget
Salary	430,179	759,955	675,650
Benefits	213,301	358,400	302,425
Services & Supplies	48,062	328,540	488,540
Utilities	27,163	26,460	26,460
Waste Water Collect System	718,705	1,473,355	1,493,075

A Wastewater Collection System budget of \$1,493,075 is recommended for 2022/23. This is an increase of \$19,720 over 2021/22.

Salaries are recommended at \$675,650, a decrease of \$84,305 from 2021/22 due to unfilled positions and positions budgeted at lower salary step levels as well as one-time ARPA essential worker payment not expected to reoccur in FY2022/23.

Benefits are recommended at \$302,425, a decrease of \$55,975 from 2021/22 due to unfilled positions and positions budgeted at lower salary step levels as well as the net effect of and changes in employee benefit selections, retirement and workers compensation costs.

Services and Supplies includes costs for repairs & maintenance of underground inspection equipment and wastewater pipes. A budget of \$488,540 is recommended, an increase of \$160,000 over 2021/22 mainly due to consulting support for wastewater collections.

Utilities are recommended at \$26,460, unchanged from FY2021/22.

Wastewater Pump Stations

Wastewater pump stations, managed by the Environmental Services Division, fund the reliable operations and management of the City's 9 sewer pump stations that deliver an average of 6.7 million gallons per day (MGD) of dry weather wastewater flow, and up to 36 MGD of wet weather wastewater flow to the Ellis Creek Water Recycling Facility (WRF). This increase is primarily due to inflow and infiltration (I&I) of stormwater into the sanitary sewer collection system, storm inlets improperly connected to sanitary sewer lines, and illicit connection of sump pumps and similar devices. The pump station capacities must be appropriately sized to handle this extra capacity.

Wastewater Pump Stations Budget

66250 WASTE WATER SEWAGE PUMP STATIONS	2021 Actuals	2022 Revised	2023 Budget
Salary	200,583	217,633	250,100
Benefits	78,511	98,198	127,813
Services & Supplies	99,938	166,500	166,500
Utilities	172,271	220,500	220,500
Capital Expenditures	-	-	100,000
Waste Water Sewage Pump Stations	551,303	702,831	864,913

A Wastewater Pump Station budget of \$864,913 is recommended for 2022/23. This is an increase of \$162,082 over 2021/22.

Salaries are recommended at \$250,100, an increase of \$32,467 over 2021/22 mainly due to the addition of an additional Water Recycling Operator position.

Benefits are recommended at \$127,813, an increase of \$29,615 over 2021/22 mainly due to the addition of an additional Water Recycling Operator position.

Services and Supplies of \$166,500, including repairs, maintenance, and equipment rentals, are unchanged from FY2021/22.

Utilities are recommended at \$220,500, unchanged from FY2021/22.

Capital Expenditures of \$100,000 are recommended for a backup pump.

Wastewater Customer Services

Customer Services, as part of the Operations Division, works closely with the Finance Department to investigate and resolve customer questions, billing inquiries, and service orders.

Wastewater Customer Services Budget

66300 WASTE WATER CUSTOMER SVC	2021 Actuals	2022 Revised	2023 Budget
Services & Supplies	405,211	78,200	78,200
Waste Water Customer Svc	405,211	78,200	78,200

A Wastewater Customer Service budget of \$78,200 is recommended for 2022/23. This is unchanged from 2021/22.

Services and Supplies of \$78,200 are recommended, unchanged from FY2021/22. This includes appropriations for billing services and supplies.

Wastewater Industrial

This cost center, within the Environmental Services Division, funds environmental compliance services associated with wastewater treatment and disposal, industrial wastewater pre-treatment, laboratory analysis, pollution prevention, and other permit requirements. Treated wastewater is analyzed for over 100 chemical constituents, and results are submitted monthly to state environmental regulators.

Wastewater Industrial Budget

66400 WASTE WATER INDUSTRIAL	2021 Actuals	2022 Revised	2023 Budget
Salary	143,910	318,377	284,717
Benefits	63,881	123,971	111,429
Services & Supplies	272,336	371,500	473,500
Capital Expenditures	-		
Waste Water Industrial	480,127	813,848	869,646

A Wastewater Industrial budget of \$869,646 is recommended for 2022/23. This is an increase of \$55,798 over 2021/22.

Salaries are recommended at \$284,717, a decrease of \$33,660 from 2021/22 due to staffing reallocations and one-time ARPA essential worker payments not expected to reoccur in FY2022/23.

Benefits are recommended at \$111,429, a decrease of \$12,542 from 2021/22. This is the net effect of changes in employee benefit selections, retirement and workers compensation costs.

Services and Supplies consist mainly of lab testing services and supplies costs. A budget of \$473,500 is recommended, an increase of \$102,000 over 2021/22 due to additional chemicals as well as consulting services related to annual reporting.

Wastewater Reclamation

Wastewater Reclamation (Recycling), within the Environmental Services Division, funds tertiary wastewater treatment, pumping, storage, and distribution to urban and agricultural customers. Wastewater treated effluent is further treated by filtration and ultraviolet light disinfection before the recycled water is delivered to uses such as golf course irrigation, agriculture irrigation, institution irrigation, commercial irrigation, construction dust suppression and grading, and Ellis Creek Water Recycling Facility (WRF) buildings, grounds, and treatment process water.

Wastewater Reclamation Budget

66500 WASTE WATER RECLAMATION	2021 Actuals	2022 Revised	2023 Budget
Salary	407,302	567,457	588,950
Benefits	157,222	213,942	277,784
Services & Supplies	58,885	535,500	915,500
Utilities	104,005	135,000	155,000
Capital Expenditures			
Waste Water Reclamation	727,414	1,451,899	1,937,234

A Wastewater Reclamation budget of \$1,937,234 is recommended for 2022/23. This is an increase of \$485,335 over 2021/22.

Salaries are recommended at \$588,950, an increase of \$21,493 over 2021/22 mainly due to the addition of an additional Water Recycling Operator position.

Benefits are recommended at \$277,784, an increase of \$63,842 over 2021/22 due to changes in employee benefit selection, increased retirement and worker's compensation costs.

Services and Supplies, the majority of which is costs for annual inspections and calibration as well as maintenance and repairs, is recommended at \$915,500, an increase of \$380,000 from 2021/22 due to service agreements for a cost of service and recycled water master plan.

Utilities are recommended at \$155,000, an increase of \$20,000 due to an increase in budgeted electricity costs.

Wastewater Storm Drain

Wastewater Storm Drain, managed by the Operations Division, funds the portion of the storm drain maintenance program that is directly related to the operation of the sewer utility. Stormwater crews clear, clean, and maintain approximately 4,645 storm drain catch basins and many culverts, open ditches, and creeks. They also operate and maintain the 3 stormwater pump stations located at Payran, Vallejo, and Wilson Streets.

Wastewater Storm Drain Budget

66600 WASTE WATER STORM DRAIN	2021 Actuals	2022 Revised	2023 Budget
Salary	82,598	102,310	91,277
Benefits	35,250	51,383	39,781
Services & Supplies	3,659	40,875	40,878
Utilities	534	575	575
Capital Expenditures	-	-	250,000
Waste Water Storm Drain	122,041	195,143	422,511

A Wastewater Storm Drain budget of \$422,511 is recommended for 2022/23. This is an increase of \$227,368 over 2021/22.

Salaries are recommended at \$91,277, a decrease of \$11,033 from 2021/22 mainly due to staffing reallocations and one-time ARPA essential worker payments not expected to reoccur in FY2022/23.

Benefits are recommended at \$39,781, a decrease of \$11,602 from 2021/22. This is the net effect of changes in employee benefit selections, retirement and workers compensation costs.

Services and Supplies of \$40,878 are recommended, essentially unchanged from FY2021/22 and represent supplies necessary to perform routine wastewater storm drain maintenance.

Utilities are recommended at \$575, unchanged from FY2021/22.

Capital Expenditures of \$250,000 are recommended for replacement of a truck and camera van.

Wastewater Ellis Creek Operations

Wastewater Ellis Creek Operations, within the Environmental Services Division, accounts for operations and maintenance of liquids and solids wastewater treatment facilities and the management of polishing wetland areas. The Ellis Creek Wastewater Recycling Facility (WRF) has an average dry weather design capacity of 6.7 million gallons per day (MGD) and a wet weather design capacity of 36 MGD. The plant treats domestic, commercial, and industrial wastewater generated within the City's service area, which includes Penngrove.

Wastewater Ellis Creek Operations Budget

66700 WASTE WATER ELLIS CREEK OPERATIONS	2021 Actuals	2022 Revised	2023 Budget
Salary	1,623,470	2,076,993	2,072,382
Benefits	665,660	976,909	980,779
Services & Supplies	2,054,921	2,762,841	2,861,550
Utilities	1,872,236	2,238,535	2,313,631
Capital Expenditures			190,000
Waste Water Ellis Creek Operations	6,216,287	8,055,278	8,418,342

A Wastewater Ellis Creek operations budget of \$8,418,342 is recommended for 2022/23. This is an increase of \$363,064 over 2021/22.

Salaries are recommended at \$2,072,382, a decrease of \$4,611 from 2021/22 mainly due to one-time ARPA essential worker payment not expected to reoccur in FY2022/23.

Benefits are recommended at \$980,779 an increase of \$3,870 over 2021/22 due to 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 \$2,861,550 is recommended, which is an increase of \$98,709 over 2021/22 due to increased costs for biosolids hauling and management, chemicals, and maintenance.

Utilities are recommended at \$2,313,631, an increase of \$75,096 due to an increase in budgeted electricity costs.

Capital Expenditures of \$190,000 are recommended for replacement of generator oxidation ponds, equipment, and technology upgrades.

Water Division Summary

Water	<i>2021 Actuals</i>	<i>2022 Revised</i>	<i>2023 Budget</i>
Salary	2,117,129	2,867,781	2,989,289
Benefits	983,683	1,354,093	1,371,252
Services & Supplies	12,797,135	13,511,331	14,828,107
Utilities	155,291	290,500	290,500
Capital Expenditures	-	1,161,500	11,877,500
Transfers	5,112,160	7,704,912	10,504,000
Water	21,165,398	26,890,117	41,860,648

Water Administration

Water Administration serves the Water Enterprise Operations Division, located primarily at the Water Field Office, and works collaboratively with operational staff to promote efficiency, accountability, customer service, and fiscal and asset management. Primary responsibilities include preparation of City Council agenda reports and other correspondence, budget analysis and coordination, fiscal projections and analysis, grant and contract administration, coordination of asset management, customer service request programs, and management of utility rates. The cost center includes transfers to Capital Improvement Program (CIP) accounts and intergovernmental charges.

Water Administration Budget

67100 WATER ADMINISTRATION	<i>2021 Actuals</i>	<i>2022 Revised</i>	<i>2023 Budget</i>
Salary	488,250	578,177	776,429
Benefits	195,528	239,176	336,488
Services & Supplies	3,298,483	2,564,551	2,880,995
Utilities	27,611	30,500	30,500
Capital Expenditures	-	17,500	11,508,000
Transfers	5,112,160	7,704,912	10,504,000
Water Administration	9,122,032	11,134,816	26,036,412

A Water Administrative budget of \$26,036,412 is recommended for 2022/23. This is an increase of \$14,901,596 over 2021/22.

Salaries are recommended at \$776,429, an increase of \$198,252 over 2021/22 due to cost-of-living adjustments and position reallocations.

Benefits are recommended at \$336,488 an increase of \$97,312 due to increased retirement costs and employee benefit selections.

Services and Supplies of \$2,880,995 are recommended. This is an increase of \$316,444 over 2021/22 primarily 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. An increase in intragovernmental charges for Risk Management due to the partial reinstatement of allocations to departments to fund Risk Management charges following a rate holiday necessary to balance the budget as well as an overall increase in liability insurance costs expected in FY23 also contributed to the increase. Debt service payments are also included in this amount.

Utilities are recommended at \$30,500, unchanged from FY2021/22.

Capital expenditures are recommended at \$11,508,000; \$11,500,000 for replacement of over 20,000 Advanced Metering Infrastructure (AMI) water meters with new cellular meters funded by a grant awarded to the City by the Department of Water Resources and \$8,000 for upgrades to GIS Software for Asset Management Implementation.

Transfers Out of \$10,504,000 are recommended, which represents an increase of \$2,799,088 over 2021/22. This represents an increase in capital project activity and corresponding transfers out that are expected to occur.

Water Conservation

Water Conservation, within the Water Operations Division, funds water conservation outreach programs, drought response activities, and water supply planning. Water Conservation programs include “Water-Wise House Calls” for free indoor/outdoor residential water audits for water customers; “Mulch Madness” for turf replacement; high-efficiency clothes-washer and toilet rebates; water conservation demonstration gardens; workshops; webinars; and other activities, such as the current “Conservation Champions” program, where residents submit stories about their water conservation efforts. Public outreach includes tabling at local events and disseminating information through social media, print, website, water bills, movie theater ads, and other platforms.

Water Conservation Budget

67200 WATER CONSERVATION	2021 Actuals	2022 Revised	2023 Budget
Salary	123,561	225,085	137,613
Benefits	72,603	76,198	71,772
Services & Supplies	315,828	481,556	1,004,730
Capital Expenditures	-	-	149,500
Water Conservation	511,992	782,839	1,363,615

A Water Conservation budget of \$1,363,615 is recommended for 2022/23. This is an increase of \$580,776 over 2021/22.

Salaries are recommended at \$137,613, a decrease of \$87,472 from 2021/22 mainly due to staffing reallocations and one-time ARPA essential worker payment not expected to reoccur in FY2022/23.

Benefits are recommended at \$71,772, a decrease of \$4,426 from 2021/22. This is the net effect of staffing reallocations, changes in employee benefit selections, retirement and workers compensation costs.

Services and Supplies of \$1,004,730 are recommended, an increase of \$523,174 over 2021/22 due to increase costs of public outreach and water conservation staff support for drought response as well as irrigation controller upgrades. Costs for landscape maintenance are also included in this budget.

Capital Expenditures of \$149,500 are recommended for purchase of an electric van as well as water efficient upgrades of city fixtures.

Water Customer Services

Water Customer Services, part of the Operations Division, works closely with the Finance Department to investigate and resolve customer billing issues. It addresses customer billing inquiries related to high water use/leaks; installation, testing or reading of meters; service orders for meter operation and read checks; and provides utility billing system support.

Water Customer Services Budget

67300 WATER CUSTOMER SERVICES	2021 Actuals	2022 Revised	2023 Budget
Salary	205,584	191,006	245,249
Benefits	102,709	86,877	114,928
Services & Supplies	570,195	516,659	461,694
Water Customer Services	878,488	794,542	821,871

A Water Customer Services budget of \$821,781 is recommended for 2022/23. This is an increase of \$27,329 over 2021/22.

Salaries are recommended at \$245,249 This is an increase of \$54,243 over 2021/22 due to cost-of-living adjustments and a position advancement.

Benefits are recommended at \$114,928 This is an increase of \$28,051 over 2021/22. This is the net effect of changes in employee benefit selections, retirement and workers compensation costs.

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 \$416,694 is recommended, a decrease of \$54,965 from 2021/22. This is mainly attributed to a decrease in intragovernmental charges for Information Technology.

Water Leak Detect/Cross Connect

Water Leak Detect/Cross Connect, under the Operations Division, utilizes leak detection equipment to identify water leaks; marks and locates underground city utilities; and manages the cross-connection control program mandated by the California Department of Health Services.

Water Leak Detect/Cross Connect Budget

67400 WATER LEAK DETECT/CROSS CONNECT	2021 Actuals	2022 Revised	2023 Budget
Salary	80,904	81,625	83,931
Benefits	47,046	46,545	38,569
Services & Supplies	822	10,500	10,500
Water Leak Detect/cross Connect	128,772	138,670	133,000

A Water Leak Detect/Cross Connect budget of \$133,000 is recommended for 2022/23. This is a decrease of \$5,670 from 2021/22.

Salaries are recommended at \$83,931, an increase of \$2,306 over 2021/22 due to cost-of-living adjustments.

Benefits are recommended at \$38,569 a decrease of \$7,976 from 2021/22 due mainly to employee benefit selections.

Services and Supplies of \$10,500 are recommended, unchanged from 2021/22.

Water Pumping

Potable water from the wholesale supplier is distributed to customers through 6 water pump stations (WPS); 9 storage reservoirs with 8 million gallons of combined capacity; 5 pressure zones; and over 270 miles of water mains. The City has 10 active wells and one standby well used for emergencies. Managed by the Operations Division, this cost center funds the operations and maintenance of these pump stations, reservoirs, and wells. The wholesale purchase of the City's water supply from the Sonoma County Water Agency is accounted for by a related cost center.

Water Pumping Budget

67500 WATER PUMPING	2021 Actuals	2022 Revised	2023 Budget
Salary	32,214	47,542	45,962
Benefits	12,590	28,108	26,707
Services & Supplies	140,861	324,500	324,500
Utilities	127,680	260,000	260,000
Water Pumping	313,345	660,150	657,169

A Water Pumping budget of \$657,169 is recommended for 2022/23. This is a decrease of \$2,981 from 2021/22.

Salaries are recommended at \$45,962, a decrease of \$1,580 from 2021/22 mainly due to one-time ARPA essential worker payment not expected to reoccur in FY2022/23.

Benefits are recommended at \$26,707, a decrease of \$1,401 from 2021/22 This is the net effect of changes in employee benefit selections, retirement and workers compensation costs.

Services and Supplies of \$324,500 are recommended mainly for inspections and maintenance of well pumps. This is unchanged from 2021/22.

Utilities are recommended at \$260,000 unchanged from 2021/22.

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

67600 WATER SOURCE OF SUPPLY	2021 Actuals	2022 Revised	2023 Budget
Services & Supplies	7,617,906	8,356,750	8,884,750
Water Source Of Supply	7,617,906	8,356,750	8,884,750

A Water Source of Supply budget of \$8,884,750 is recommended for 2022/23. This is an increase of \$528,000 over 2021/22.

Services and Supplies consist of wholesale water costs. A budget of \$8,884,750 is recommended, an increase of \$528,000 over 2021/22. This represents an increase of 6.3% in wholesale water costs passed through from the Sonoma County Water Agency.

Water Transmission and Distribution

Managed by the Operations Division, potable water is transmitted and distributed to City customers through 6 water pump stations; 9 active storage reservoirs with 8 million gallons of capacity; 5 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 under the oversight of a California state-certified Water System Operator to ensure safe drinking water quality and reliable distribution at all times. Quality and reliability are achieved by overseeing continuous testing for pathogens and chlorine levels; and through continuous monitoring of deliveries, leaks, and system pressures.

Water Transmission and Distribution Budget

67700 WATER TRANSMISSION & DISTRIBUTION	2021 Actuals	2022 Revised	2023 Budget
Salary	1,186,616	1,744,346	1,700,105
Benefits	553,207	877,189	782,788
Services & Supplies	853,040	1,256,815	1,260,938
Capital Expenditures		1,144,000	220,000
Water Transmission & Distribution	2,592,863	5,022,350	3,963,831

A Water Transmission and Distribution budget of \$3,963,831 is recommended for 2022/23. This is a decrease of \$1,058,519 from 2021/22.

Salaries are recommended at \$1,700,105 a decrease of \$44,241 from 2021/22 mainly due to one-time ARPA essential worker payment not expected to reoccur in FY2022/23.

Benefits are recommended at \$782,788 a decrease of \$94,401 from 2021/22. This is the net effect of changes in employee benefit selections, retirement and workers compensation costs.

Services and Supplies of \$1,260,938 are recommended, an increase of \$4,123 over 2021/22 due mainly to increased costs of parts and supplies for water supply lines.

Capital expenditures are recommended at \$220,000 for 2022/23, for the replacement of three utility trucks.

Storm Drainage Utility Administration

Storm Drainage Utility Administration, managed jointly by the Operations and Environmental Services divisions, encompasses the City's stormwater infrastructure operations and maintenance activities and regulatory compliance functions, including maintenance of City-owned and operated Municipal Separate Storm Sewer System (MS4) drainage waterways, drainage inlets, manholes, and culverts. The City's National Pollutant Discharge Elimination System (NPDES) permit and stormwater program activities, and flood alert system, are all funded by this cost center.

Storm Drainage Utility Administration Budget

68100 STORM DRAINAGE UTILITY ADMINISTRATION	2021 Actuals	2022 Revised	2023 Budget
Salary	140,032	256,990	263,826
Benefits	64,167	155,053	123,043
Services & Supplies	213,826	633,108	653,628
Utilities	3,625	3,500	3,550
Storm Drainage Utility Administration	421,650	1,048,651	1,044,047

A Storm Drainage Utility Administrative budget of \$1,044,047 is recommended for 2022/23. This is a decrease of \$4,604 from 2021/22.

Salaries are recommended at \$263,826, an increase of \$6,836 over 2021/22 mainly due to the addition of an additional Water Recycling Operator position.

Benefits are recommended at \$123,043, a decrease of \$32,010. This is the net effect of changes in employee benefit selections, retirement and workers compensation costs.

Services and Supplies of \$653,628 are recommended which represents an increase of \$20,520 over 2021/22 due to increased maintenance costs of Denman and Capri projects, as well as maintenance of the Wilson St. pump station, partially offset with one-time charges in 2021/22.

Utilities of \$3,550 are recommended, an increase of \$50 over 2021/22 due to anticipated increases in utility costs.

City of Petaluma



Capital Improvement Budget and Five-Year Capital Improvement Plan Fiscal Years 2023-2027

The annual capital budget and five-year Capital Improvement Plan (CIP) is a spending plan for the City's infrastructure needs, which is based on the City Council priorities listed below.

CITY COUNCIL GOALS AND PRIORITIES

The City Council reviews its Goals and Priorities annually and staff develops its workplans based upon Council's stated priorities. In 2021, two workshops were held to get community input and feedback. Based on the feedback, the City Council finalized the goals and priorities for the Fiscal years –2021-2023. The City Council Goals and Priorities can be found at cityofpetaluma.org/goals. The priorities guide both budget development and department priority-setting. The public has the opportunity to provide input into this process as well as during the annual budget review. The following guides the City Council's priorities:

- **A CITY THAT WORKS:** Ensure a fiscally and organizationally sustainable City that is innovative and efficient; provides valued services promptly and professionally; engages the community, and proactively funds, designs, installs and maintains City infrastructure that is safe, functional, and sustainable and serves the needs of our residents.
- **SAFE COMMUNITY THAT THRIVES:** Support facilities and design programs that create a healthy, resilient, and engaged community that is prepared, safe, and housed.
- **ECONOMY THAT PROSPERS:** Encourage a thriving business environment that results in a strong, diverse, resilient economy and supports community prosperity.
- **ENVIRONMENTAL LEGACY:** Climate Change/Sustainability and Climate Action Plan. Preserve and protect Petaluma's environment for future generations and become a municipal leader in sustainability by protecting our river and open space; reducing and drawing down greenhouse gas emissions; and encouraging sustainable development.
- **SPACES AND PLACES:** Create inviting natural and built places and spaces for contemplation, play, arts, and connection while celebrating our history and encouraging community pride.

BUDGET PREPARATION

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

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

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

CAPITAL PROJECT PRIORITIZATION

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

City Council priorities;
 Health and safety implications;
 Continuing projects;
 Funding required; and
 Feasibility, scope, and level of resources required.

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

DOCUMENT LAYOUT

The Capital Budget document provides readers with a project narrative, cost estimates, methods of financing, and estimated start and completion dates for the City of Petaluma's CIP for the next five years as well as estimates for current year activity. The document incorporates a summary section that includes a

capital projects overview, project funded status, fiscal year sources and uses and appropriations by project. Following the summary section, the document is organized by category and includes:

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

Each section contains the following elements:



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

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

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

RECENT ACCOMPLISHMENTS

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

-  Dredging Petaluma River Channel and Turning Basin – project management and coordination with US Army Corps of Engineers
-  Facilities Solar Panel Installation – This project will provide for oversight of the construction of solar arrays at the Community Center, Petaluma Police Department, Swim Center, and Petaluma Community Sports Fields. In furtherance of the City of Petaluma's Climate Action goals, the City entered into a Power Purchase Agreement (PPA) with ForeFront Solar to

construct parking lot canopy photovoltaic solar arrays. Fully funded by the PPA with no capital expenditure from the City, the 20-year cumulative projected savings from this project is \$20M. Work commenced in FY 21/22 with design completed on the Community Center and Police Department. Installation at these four facilities is scheduled for completion in FY 22/23.

- ✚ People's Village – project management and design coordination for site improvements; construction oversight
- ✚ ECWRF Floating Solar – extensive project management and coordination for consultant selections, design, PG&E interconnect, agreements
- ✚ Float House – project management and coordination for License agreement and Event permits
- ✚ Flood Plain and Sea Level Rise Modeling – project management, consultant and General Plan Update team coordination, tech reviews, agreements
- ✚ Public Art – support for planning staff and public art committee projects including site and alternatives exploration; identifying infrastructure constraints; meetings; GIS; encroachment permit support; electrical and site support; documents research; coordination with applicant team and planning staff; and construction support
- ✚ Free Range and Parklet Program
- ✚ Community Rating System (CRS) and National Flood Insurance Program (NFIP) 5-year audit
- ✚ Slow Streets Program
- ✚ SMART Multi-use path projects
- ✚ Bikeshare Program
- ✚ Marin Sonoma Narrows (MSN) Caltrans Highway Project
- ✚ Veterans and Military Free Transit Program

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C16101601	Petaluma Blvd. South Complete Streets (Road Diet) CIP-63
C16101519	Rivertrail – 101/Crossing, Crosstown Connector CIP-64
C16501602	Downtown Pedestrian ADA Improvements CIP-65
C16102248	Pavement Restoration & Reconstruction Citywide..... CIP-67
C16102147	North McDowell Boulevard Complete Streets..... CIP-68
C16401925	Citywide Bridge Repair..... CIP-71
C16102032	Pedestrian Improvements Citywide..... CIP-72
C16102250	Traffic Signal Improvements- Citywide CIP-75
E16502022	Trestle Rehabilitation..... CIP-76
C16401824	Caulfield Bridge Crosstown Connector CIP-77
C16402141	1st and F St Bridge Replacement CIP-78
C16501412	LED Streetlight and Facility Lighting Retrofit CIP-79
C16102146	Traffic Calming & Bike Boulevards CIP-80
C16102251	D Street Improvements CIP-81
E16402238	Pedestrian Bridge Assessment..... CIP-82
C16402252	Pedestrian Bridge Renovations..... CIP-83
C16102145	City-Wide Striping Improvements..... CIP-84
E16502134	Active Transportation Plan & Wayfinding..... CIP-85
C16502253	E. Washington Sidewalk Frontage Improvements CIP-86
New	Review of Corona Road and McKenzie AT Crossing..... CIP-87
C00501204	Rainier Crosstown Connector CIP-88
Recycled Water Projects	CIP-89
C66401416	Tertiary Filtration System Expansion CIP-90
C66401302	Agricultural Recycled Water System - Turnout And Meter Replacements... CIP-91
C66501936	Agricultural Recycled Water System Expansion – Adobe Road/Lakeville CIP-92
C66501834	Urban Recycled Water System Expansion - Maria Extension/Loop CIP-93
New	Urban Recycled Water System Expansion – Park Irrigation Conversions CIP-94
Surface Water Projects	CIP-95
C16301518	Old Corona Road Water Quality Mitigation CIP-96

Surface Water Projects (cont.)	
C16501931	Strom Drain Trash Capture Device Pilot CIP-97
C16502254	Wilson Stormwater Pump Station & Outfall Upgrades CIP-98
New	Corona Creek Restoration CIP-99
New	960 Lakeville Storm Drain CIP-100
Transit Projects	CIP-101
C65202110	Transit Administration Building Roof Overlay CIP-102
C65502211	Bus Stop Improvements..... CIP-103
C65502212	Transit Facility Gate Electrification CIP-104
C65502213	Transit Facility Power Backup Installation CIP-105
C65502214	Transit Facility Electrification..... CIP-106
Wastewater Utility Projects	CIP-107
C66501003	Manhole Rehabilitation CIP-108
C66501518	CNG Fueling Station Ellis Creek..... CIP-109
C66501840	Chemical System Upgrade at Ellis Creek..... CIP-110
C66401728	Ellis Creek High Strength Waste Facilities CIP-111
C66402245	Sewer Main Replacement- Payran & Madison CIP-112
New	Sewer Main Replacement – Webster/Fair/Upham Streets CIP-113
New	Sewer Main Replacement - D Street..... CIP-114
Projected	Sewer Main Replacement Program CIP-115
C66501923	Oakmead, Redwood, and Outlet Mall Lift Station Upgrades CIP-116
C66502032	PIPS Forcemain Replacement CIP-117
C66501930	Replace PIPS High-Capacity Pumps..... CIP-118
C66502042	C Street Pump Station and Collection Area Upgrades CIP-119
C66402246	Sewer Forcemain Replacement Program CIP-120
C66501838	Ellis Creek Outfall Replacement CIP-121
C66402144	Corp Yard Master Plan CIP-122
New	Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehab CIP-123
Water Utility Projects	CIP-125
C67501611	Well Construction CIP-127
C67502225	Water Main Replacement- Payran and Madison..... CIP-129
New	Water Main Replacement Webster/Fair/Upham Streets CIP-130
New	Water Main Replacement- D Street CIP-131
New	Water Main Replacement- Washington at Highway 101 CIP-132
C67502012	Water Main Replacement- Bodega and Webster CIP-133
C67402215	Water Main Replacement- Copeland St. CIP-134
Projected	Water Main Replacement Program CIP-135
C67502121	Water Service Replacement FY20/21 - FY21/22- Garfield Drive..... CIP-136
New	Water Services Replacement FY 22/23- Daniel Drive CIP-137
New	Projected Water Service Replacement Program CIP-138
C67501007	Hardin & Manor Tank Exterior Recoating..... CIP-141
C67402122	La Cresta Tank Project CIP-143

Water Utility Projects (cont.)		
Projected	Oak Hill Tank Replacement	CIP-145
New	Water Booster Pump Station Upgrades.....	CIP-146
C67502224	SCADA Upgrades.....	CIP-147
New	Pressure Reducing Valve Resiliency Program	CIP-148
New	Drought Relief Project Studies	CIP-149
Advanced Planning Projects		CIP-151
E11502028	General Plan & Housing Element Comprehensive Update	CIP-153

FY 2022-23 Capital Improvement Plan Funded Status and Community Priorities

Project Category	% Funded FY 22-23	% Funded in the 5-year Capital Improvement Plan	Project Number	Project Description	FY 22-23 Project Phase	Shovel Ready	Climate First	Goal and Priority Item # (FY 21-23)	
Airport	100%	100%	C61202014	Hangar & Apron Repairs	Design	<input checked="" type="checkbox"/>		74	
	100%	100%	C61502009	Taxiway A Rehabilitation	Study			74	
	100%	100%	C61502110	Aircraft Parking Apron Rehabilitation	Construction	<input checked="" type="checkbox"/>		74	
	100%	100%	C61202116	Bathroom Hangers 6 - 9	Design			74	
	100%	100%	C61502117	Safety Zone Improvements by Drainage Channel	Study			74	
	NA	100%	C61502218	Airport Emergency Power Backup	Study			42	
	100%	100%	New	South Taxilane B Rehabilitation	Study			74	
	NA	100%	New	Airport Fuel Facility Improvements	Study			42	
	NA	100%	New	Runway 11-29 Seal Coat	Study			74	
	NA	100%	New	North Hangar Ramp Seal Coat	Study			74	
	Facilities	100%	100%	C16201304	Community Center Repairs	Construction		<input checked="" type="checkbox"/>	138
		100%	3%	C11201501	Petaluma Museum Seismic Retrofit	Design	<input checked="" type="checkbox"/>		138
		100%	100%	New	Seismic Analysis City Facilities Assessment	Study			138
		100%	100%	C11502015	Electric Vehicle Chargers	Study		<input checked="" type="checkbox"/>	42
		100%	100%	New	City Facilities Emergency Power Backup Feasibility Study	Study			42
100%		100%	C11202018	Emergency Power Backup City Hall and Police Headquarters	Study		<input checked="" type="checkbox"/>	42	
100%		100%	C11202116	Community Center Emergency Power Backup Purchase and Building Modifications	Design	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	42	
100%		100%	C11202017	City Hall West Wing Space Remodel & Permit Center	Construction	<input checked="" type="checkbox"/>		138	
100%		100%	C11202226	City Hall East Wing Remodel	Design and Construction			138	
100%		100%	C11202019	Council Chambers Upgrades	Construction	<input checked="" type="checkbox"/>		138, 139	
100%		100%	C11202120	Public Works Office Upgrades	Design and Construction	<input checked="" type="checkbox"/>		138	
100%		100%	C11502122	Police Department Parking Lot Paving	Design and Construction	<input checked="" type="checkbox"/>		74	
100%		100%	E11202132	City-Wide Facilities Audit & Energy Program	Study		<input checked="" type="checkbox"/>	42	
100%		100%	C11202223	HVAC & Energy Efficiency Upgrades	Design and Construction		<input checked="" type="checkbox"/>	42	
75%		78%	C11502224, C11202121	Library Facility Enhancement and Expansion	Construction	<input checked="" type="checkbox"/>		74	
100%	100%	E11502236	Public Safety Facilities Assessment	Study			74		
NA	100%	Projected	New Fire Station	Study			74, 75		
NA	100%	New	Fire Stations 2 & 3 Remodel	Study			74		
100%	100%	C11501911	Fire Reserve Apparatus Storage & Security Gate Installation	Design			74		
100%	100%	C11202225	Police Dept Facility Remodel	Study			74		
100%	100%	C11202227	People's Village Interim Housing	Construction			87		

FY 2022-23 Capital Improvement Plan Funded Status and Community Priorities

Project Category	% Funded in FY 22-23	% Funded in the 5-year Capital Improvement Plan	Project Number	Project Description	FY 22-23 Project Phase	Shovel Ready	Climate First	Goal and Priority Item # (FY 21-23)
Parks	100%	100%	C00400205	Playground Replacements	Design and Construction	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	149
	100%	100%	C14501607	Petaluma Community Baseball Field	Construction	<input checked="" type="checkbox"/>		154
	100%	100%	C14402215	Skate Park Design and Site Analysis	Study			150
	58%	58%	C14502008	Lucchesi Turf Field Replacement	Design	<input checked="" type="checkbox"/>		151
	100%	10%	C14402010	Marina Dredging & Dock Upgrades	Design	<input checked="" type="checkbox"/>		117
	100%	1%	E14402237	Petaluma River Dredging Program	Study		<input checked="" type="checkbox"/>	117, 118
	100%	100%	C14502012	Shollenberger Amphitheater & Kiosk Improvements	Construction	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	116, 151
	83%	54%	C14502114	Lynch Creek Trail/ Crosstown Connector	Design and Construction	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	14, 18, 26, 85, 152, 153
	100%	100%	C14502216	Westridge Pathway Rehabilitation	Construction	<input checked="" type="checkbox"/>		18, 152
	100%	100%	New	Parks Access Improvements	Design and Construction			18, 152
	100%	100%	New	Kenilworth Park Revitalization Project	Study			149
	100%	100%	New	Prince Park Concession and Restroom Facility	Study			151
	100%	100%	New	Remodel/Repair	Study		<input checked="" type="checkbox"/>	68, 74, 93
	100%	100%	New	Swim Center Pool Renovation & Repair	Study			
	Public Works	100%	14%	C00501204	Rainier Crosstown Connector	Study and Design		
100%		100%	C16101601	Petaluma Blvd. South Complete Streets (Road Diet)	Construction	<input checked="" type="checkbox"/>		15, 20, 85
100%		34%	C16101519	Rivertail - 101/Crossing, Crosstown Connector	Design and Construction		<input checked="" type="checkbox"/>	15, 85, 119
100%		100%	C16501602	Downtown Pedestrian ADA Improvements	Design and Construction	<input checked="" type="checkbox"/>		85, 121
100%		100%	C16102248	Pavement Restoration & Reconstruction- Citywide	Design and Construction	<input checked="" type="checkbox"/>		15, 20, 84, 85
100%		60%	C16102147	North McDowell Boulevard Complete Streets	Design	<input checked="" type="checkbox"/>		15
NA		0%	C16401925	Citywide Bridge Repair	Study and Design			20, 85
100%		100%	C16102032	Pedestrian Improvements Citywide	Study and Design			15
100%		100%	C16102250	Traffic Signal Improvements- Citywide	Construction			28, 145
10%		2%	E16502022	Trestle Rehabilitation	Study and Design			14, 26
100%		5%	C16401824	Caulfield Bridge Crosstown Connector	Design			15
100%		100%	C16402141	1st and F St Bridge Replacement	Construction	<input checked="" type="checkbox"/>		15
100%		100%	C16501412	LED Streetlight and Facility Lighting Retrofit	Design		<input checked="" type="checkbox"/>	42, 151
100%		100%	C16102146	Traffic Calming & Bike Boulevards	Study and Design		<input checked="" type="checkbox"/>	20, 85, 211
100%		16%	C16102251	D Street Improvements	Study and Design	<input checked="" type="checkbox"/>		15, 20, 85
100%		100%	E16402238	Pedestrian Bridge Assessment- Citywide	Study		<input checked="" type="checkbox"/>	18
100%		100%	C16402252	Pedestrian Bridge Renovations	Design		<input checked="" type="checkbox"/>	18
100%		100%	C16102145	City-Wide Striping Improvements	Design and Construction		<input checked="" type="checkbox"/>	20, 85
100%		100%	E16502134	Active Transportation Plan & Wayfinding	Study		<input checked="" type="checkbox"/>	26, 85
100%		100%	C16502253	E. Washington Sidewalk Frontage Improvements	Construction	<input checked="" type="checkbox"/>		18, 85
25%		25%	New	Review of Corona Road and McKenzie AT Crossing	Study		<input checked="" type="checkbox"/>	20, 26, 79, 85

FY 2022-23 Capital Improvement Plan Funded Status and Community Priorities

Project Category	% Funded in FY 22-23	% Funded in the 5-year Capital Improvement Plan	Project Number	Project Description	FY 22-23 Project Phase	Shovel Ready	Climate First	Goal and Priority Item # (FY 21-23)
Recycled Water	100%	100%	C66401416	Tertiary Filtration System Expansion	Design	☒	☒	70
	100%	100%	C66401302	Agricultural Recycled Water System - Turnout And Meter Replacements	Design and Construction		☒	53
	100%	100%	C66501936	Agricultural Recycled Water System Expansion – Adobe Road/Lakeville	Design and Construction	☒	☒	53
	100%	100%	C66501834	Urban Recycled Water System Expansion - Maria Extension/Loop	Study	☒	☒	70
	100%	100%	New	Urban Recycled Water System Expansion – Park Irrigation Conversions	Construction	☒	☒	70
	Surface Water	100%	100%	C16301518	Old Corona Road Water Quality Mitigation	Design and Construction		
100%		100%	C16501931	Storm Drain Trash Capture Device Pilot	Study			71
100%		100%	C16502254	Wilson Stormwater Pump Station & Outfall	Design and Construction			74
NA		100%	New	Corona Creek Restoration	Study			71
100%		100%	New	960 Lakeville Storm Drain	Design and Construction			71
Transit		100%	100%	C65202110	Transit Admin Building Roof Overlay	Construction		
	100%	100%	C65502211	Bus Stop Improvements	Design		☒	24
	100%	100%	C65502212	Transit Facility Gate Electrification	Study		☒	74
	100%	100%	C65502213	Transit Facility Power Backup System & Transfer Switch Installation	Construction		☒	42, 52
	100%	72%	C65502214	Transit Facility Electrification	Study		☒	42, 52
	Water	100%	100%	C67501611	Well Construction	Design and Construction		
100%		100%	C67502225	Water Main Replacement - Payran and Madison	Design and Construction			55
100%		100%	New	Water Main Replacement - Webster/Fair/Upham Streets and Various Locations				55
NA		100%	New	Water Main Replacement - D Street	Design			55
NA		100%	New	Water Main Replacement - Washington at	Design			55
NA		100%	C67502012	Water Main Replacement - Bodega and Webster	Study			55
NA		100%	C67402215	Water Main Replacement - Copeland Street	Study			55
NA		100%	Projected	Water Main Replacement Program	Study			55
100%		100%	C67502121	Water Service Replacement FY20/21 - FY21/22- Garfield Drive	Construction			55
100%		100%	New	Water Services Replacement FY 22/23- Daniel	Design and Construction			55
NA		100%	Projected	Projected Water Service Replacement Program	Study			55
100%		100%	C67501007	Hardin & Manor Tank Exterior Recoating	Design and Construction	☒		55
100%		100%	C67402122	La Cresta Tank Project	Study			55
NA		100%	Projected	Oak Hill Tank Replacement	Study			55
NA		100%	New	Water Booster Pump Station Upgrades	Study and Design			55
100%	100%	C67502224	SCADA Upgrades	Study and Design			55	
NA	100%	New	Pressure Reducing Valve Resiliency Program	Study and Design			55	
100%	100%	New	Drought Relief Project Studies	Study		☒	42	

FY 2022-23 Capital Improvement Plan Funded Status and Community Priorities

Project Category	% Funded in FY 22-23	% Funded in the 5-year Capital Improvement Plan	Project Number	Project Description	FY 22-23 Project Phase	Shovel Ready	Climate First	Goal and Priority Item # (FY 21-23)
Wastewater	100%	100%	C66501003	Manhole Rehabilitation	Study and Design			166
	100%	100%	C66501518	CNG Fueling Station at Ellis Creek	Construction		<input checked="" type="checkbox"/>	51
	100%	100%	C66501840	Chemical System Upgrade at Ellis Creek	Planning			74
	100%	100%	C66401728	Ellis Creek High Strength Waste Facilities	Construction		<input checked="" type="checkbox"/>	51
	100%	100%	C66402245	Sewer Main Replacement - Payran and Madison	Design and Construction			166
	100%	100%	New	Sewer Main Replacement - Webster/Fair/Upham				
	100%	100%	New	Streets and Various Locations	Design			166
	NA	100%	New	Sewer Main Replacement - D Street	Study			166
	NA	100%	Projected	Sewer Main Replacement Program	Study			166
	NA	100%		Oakmead, Redwood, And Outlet/Mall Lift Station				
	100%	100%	C66501923	Upgrades	Study and Design			166
	100%	100%	C66502032	PIPS Forcemain Replacement	Study and Design			166
	100%	100%	C66501930	Replace PIPS High Capacity Pumps	Study			166
	100%	100%	C66502042	C Street Pump Station and Collection Area	Study			166
	100%	100%	C66402246	Sewer Force main Replacement Program	Study			166
	100%	100%	C66501838	Ellis Creek Outfall Replacement	Design			74
	100%	100%	C66402144	Corp Yard Master Plan	Study			21
	100%	100%	New	Ellis Creek Water Recycling Facility Oxidation				
	100%	100%		Pond Flow Structure Rehab	Design and Construction			166

FY 2022-23 Capital Improvement Plan Budget

USES AND SOURCES

(dollars in \$000)

USES (dollars in \$000)/FUND	Airport	Facilities	Parks	Public	Surface	Transit	Water	Recycled	Waste	Advanced	Budget FY 22-23 TOTAL
	CIP 6190	CIP 3110	CIP 3140	Works 3160	Water 3160	CIP 6590	CIP 6790	Water 6690	Water 6690	CIP 3110	
Planning/Environmental	-	636	131	858	25	5	20	50	170		1,895
Land & Easements	-	-	-	75	5		5	14	9		108
Design	246	316	163	2,405	120	31	860	224	910		5,275
Legal Services		-	-	1	2		13	7	19		42
Administration		14	3	9	13	6	17	19	17	653	751
Construction Contracts	923	5,678	7,122	15,473	1,470	500	7,250	4,800	11,381		54,597
Construction Management	65	177	143	139	150	21	725	350	695		2,465
Contingency	54	282	826	721	205	26	770	615	1,335		4,834
CIP Overheads	4	123	28	9	20	7	62	33	142		428
TOTAL USES	\$ 1,292	\$ 7,226	\$ 8,416	\$ 19,690	\$ 2,010	\$ 596	\$ 9,722	\$ 6,112	\$ 14,678	\$ 653	\$ 70,395
Other Agency Contribution		2,100									2,100
GRAND TOTAL USES	\$ 1,292	\$ 9,326	\$ 8,416	\$ 19,690	\$ 2,010	\$ 596	\$ 9,722	\$ 6,112	\$ 14,678	\$ 653	\$ 72,495
SOURCES (dollars in \$000)											
Airport Operating	199										199
Bond Measure U Sales Tax				12,500							12,500
City Facilities Impact Fee		1,065									1,065
Community Development Block Grant (CDBG)		440									440
Dept of Water Resources Grant								3,250			3,250
Federal Aviation Administration (FAA) Grant	1,040										1,040
Federal Transit Administration (FTA) Grant						162					162
General Fund Reserves- Turf Replacement			170								170
General Fund Reserves- General Plan										640	640
General Fund -Measure U		700	154								854
Measure M Parks			406								406
Park Land Development Impact Fees			4,947								4,947
Grants		15	429	1,052							1,496
State Grant	53										53
Storm Drainage Impact Fees					1,225						1,225
Street Maintenance & RMRA		59		1,752							1,811
TDA Transit Capital						303					303
Traffic Mitigation Impact Fees			670	2,107		31					2,808
Transient Occupancy Tax		51	25								76
Waste Water Capital		59						6,013	14,638		20,710
Water Capital		76					9,722	150	40		9,988
Undetermined		332	778	1,175							2,285
TOTAL SOURCES	\$ 1,292	\$ 2,797	\$ 7,579	\$ 18,586	\$ 1,225	\$ 496	\$ 9,722	\$ 9,413	\$ 14,678	\$ 640	\$ 66,428
Prior-year funds & timing of reimbursements	-	4,429	837	1,104	785	100	-	(3,301)	-	13	3,967
Other Agency Contribution		2,100									2,100
GRAND TOTAL SOURCES	\$ 1,292	\$ 9,326	\$ 8,416	\$ 19,690	\$ 2,010	\$ 596	\$ 9,722	\$ 6,112	\$ 14,678	\$ 653	\$ 72,495

FY 2022-23 Capital Improvement Plan Budget by Project

			<u>\$000</u>
Airport CIP	C61202014	Hangar and Apron Repairs	\$ 156
	C61502009	Taxiway A Rehabilitation	138
	C61502110	Aircraft Parking Apron Rehabilitation - AIP	885
	New	South Taxilane B Rehabilitation	<u>113</u>
			1,292
Facilities CIP	C16201304	Community Center Repairs	607
	C11201501	Petaluma Museum Seismic Retrofit	48
	New	Seismic Analysis City Facilities Assessment	200
	C11502015	Electric Vehicle Chargers	386
	New	City Facilities Emergency Power Backup Feasibility Study	240
	C11202018	Emergency Power Backup City Hall and Police Headquarters	360
	C11202116	Community Center Emergency Power Backup Purchase and Building Modifications	120
	C11202017	City Hall West Wing Space Remodel & Permit Center	400
	C11202226	City Hall East Wing Remodel	626
	C11202019	Council Chambers Upgrades	50
	C11202120	Public Works Office Upgrades	211
	C11502122	Police Department Parking Lot Paving	65
	E11202132	City-Wide Facilities Audit & Energy Program	215
	C11202223	HVAC & Energy Efficiency Upgrades	1,925
	C11202121		
	C11502224	Library Facility Enhancement and Expansion	1,098
	E11502236	Public Safety Facilities Assessment	185
C11501911	Fire Reserve Apparatus Storage & Security Gate Installation	195	
C11202225	Police Dept Facility Remodel	<u>295</u>	
			7,226
Parks CIP	C00400205	Playground Replacements	83
	C14501607	Petaluma Community Baseball Field	5,280
	C14402215	Skate Park Design and Site Analysis	100
	C14502008	Lucchesi Turf Field Replacement	1,282
	E14402237	Petaluma River Dredging Program	25
	C14502012	Shollenberger Amphitheater & Kiosk Improvements	231
	C14502114	Lynch Creek Trail/ Crosstown Connector	770
	C14502216	Westridge Pathway Rehabilitation	43
	New	Parks Access Improvements	250
	New	Kenilworth Park Revitalization Project	316
	New	Prince Park Concession and Restroom Facility Remodel/Repair	30
New	Swim Center Pool Renovation & Repair	<u>6</u>	
			8,416
Public Works CIP	C16101601	Petaluma Blvd. South Complete Streets (Road Diet)	810
	C16101519	Rivertrail - 101/Crossing, Crosstown Connector	46
	C16501602	Downtown Pedestrian ADA Improvements	140
	C16102248	Pavement Restoration & Reconstruction- Citywide	7,427
	C16102147	North McDowell Boulevard Complete Streets	5,491
	C16102032	Pedestrian Improvements Citywide	100
	C16102250	Traffic Signal Improvements- Citywide	150
	E16502022	Trestle Rehabilitation	<u>\$ 1,040</u>

FY 2022-23 Capital Improvement Plan Budget by Project

Public Works CIP (continue)	C16401824	Caulfield Bridge Crosstown Connector	1,775
	C16402141	1st and F St Bridge Replacement	1,210
	C16501412	LED Streetlight and Facility Lighting Retrofit	533
	C16102146	Traffic Calming & Bike Boulevards	127
	C16102251	D Street Improvements	100
	E16402238	Pedestrian Bridge Assessment- Citywide	25
	C16402252	Pedestrian Bridge Renovations	200
	C16102145	City-Wide Striping Improvements	105
	E16502134	Active Transportation Plan & Wayfinding	150
	C16502253	E. Washington Sidewalk Frontage Improvements	61
New	Review of Corona Road and McKenzie AT Crossing	200	
		<hr/>	19,690
Recycled Water CIP	C66401416	Tertiary Filtration System Expansion	3,245
	C66401302	Agricultural Recycled Water System - Turnout And Meter Replacements	62
	C66501936	Agricultural Recycled Water System Expansion – Adobe Road/Lakeville	1,970
	C66501834	Urban Recycled Water System Expansion - Maria Extension/Loop	150
	New	Urban Recycled Water System Expansion – Park Irrigation Conversions	685
		<hr/>	6,112
Surface Water CIP	C16301518	Old Corona Road Water Quality Mitigation	785
	c16502254	Wilson Stormwater Pump Station & Outfall Upgrades	425
	New	960 Lakeville Storm Drain	800
		<hr/>	2,010
Transit CIP	C65202110	Transit Admin Building Roof Overlay	40
	C65502211	Bus Stop Improvements	61
	C65502212	Transit Facility Gate Electrification	98
	C65502213	Transit Facility Power Backup System & Transfer Switch Installation	75
	C65502214	Transit Facility Electrification	322
		<hr/>	596
Waste Water CIP	C66501003	Manhole Rehabilitation	316
	C66501518	CNG Fueling Station at Ellis Creek	60
	C66501840	Chemical System Upgrade at Ellis Creek	2,685
	C66401728	Ellis Creek High Strength Waste Facilities	45
	C66402245	Sewer Main Replacement- Payran and Madison	1,380
	New	Sewer Main Replacement - Webster/Fair/Upham Streets and Various Locations	3,098
	C66502032	PIPS Forcemain Replacement	3,323
	C66501930	Replace PIPS High Capacity Pumps	260
	C66402246	Sewer Forcemain Replacement Program	40
	C66501838	Ellis Creek Outfall Replacement	1,826
C66402144	Corp Yard Master Plan	95	
New	Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehab	1,550	
		<hr/>	14,678

FY 2022-23 Capital Improvement Plan Budget by Project

Water CIP	C67501611	Well Construction	927
	C67502225	Water Main Replacement- Payran and Madison	1,000
	New	Water Main Replacement - Webster/Fair/Upham Streets and Various Locations	1,650
	C67502121	Water Service Replacement FY20/21 - FY21/22- Garfield Drive	1,000
	New	Water Services Replacement FY 22/23- Daniel Drive	1,900
	C67501007	Hardin & Manor Tank Exterior Recoating	1,035
	C67502224	SCADA Upgrades	2,170
	New	Drought Relief Project Studies	40
			9,722
Advanced Planning	e11502028	General Plan & Housing Element Comprehensive Update	653
		TOTAL CIP BUDGET	\$ 70,395

Projected Capital Improvement Plan Project Budgets through FY 2026-27 USES AND SOURCES (dollars in \$000)

USES (dollars in \$000)/FUND	Airport	Facilities	Parks	Public	Surface	Transit	Recycled	Waste	Advanced	Budget thru	
	CIP	CIP	CIP	Works	Water	CIP					Water CIP
	6190	3110	3140	3160	3160	6590	6790	6690	6690	3110	TOTAL
Planning/Environmental	35	1,205	514	3,506	177	21	314	299	1,348		7,419
Land & Easements	-	-	50	263	15	10	65	14	349		766
Design	501	1,966	1,082	10,436	525	42	3,095	2,077	6,347		26,071
Legal Services	-	-		20	2		61	21	78		182
Administration	5	44	3	189	30	6	154	38	63	2,978	3,510
Construction Contracts	5,496	33,578	19,013	185,413	2,495	545	36,879	25,593	56,531		365,543
Construction Management	336	386	686	930	223	25	3,931	1,280	3,287		11,084
Contingency	332	735	2,301	3,153	320	30	4,935	3,157	5,200		20,163
CIP Overheads	26	288	114	257	50	9	481	161	769		2,155
TOTAL USES	\$ 6,731	\$ 38,202	\$ 23,763	\$ 204,167	\$ 3,837	\$ 688	\$ 49,915	\$ 32,640	\$ 73,972	\$ 2,978	\$ 436,893
Other Agency Contribution		2,100									2,100
GRAND TOTAL USES	\$ 6,731	\$ 40,302	\$ 23,763	\$ 204,167	\$ 3,837	\$ 688	\$ 49,915	\$ 32,640	\$ 73,972	\$ 2,978	\$ 438,993
SOURCES (dollars in \$000)											
Airport Operating	1,861			10							1,871
American Rescue Plan Act (ARPA)		3,722	313							178	4,213
Bond Measure U Sales Tax		15,000		25,000							40,000
Bonds Savings from Refinancing			102								102
City Facilities Impact Fee		9,713									9,713
Community Development Block Grant (CDBG)		740									740
Developer Contributions/Donations		522	3,521	1,378					373		5,794
Federal Aviation Administration (FAA) Grant	4,636										4,636
Federal Transit Administration (FTA) Grant						182					182
General Fund		267									267
General Fund Reserves- Turf Replacement			768								768
General Fund Reserves- General Plan										2,382	2,382
General Fund -Measure U		2,017	154								2,171
Interfund Loan				1,490							1,490
Measure M Parks			1,617								1,617
Park Land Development Impact Fees			6,068								6,068
Grants		1,230	972	3,533	1,379			6,850	3,000	418	17,382
PG&E Rebates & On-Bill Financing		3		142							145
SCWA Zone 2A Funds					522						522
State Grant	234										234
Storm Drainage Impact Fees					1,936						1,936
Storm Water Operating			50								50
Street Maintenance & RMRA		68		18,545							18,613
Successor Agency - PCDC				10,224							10,224
TDA Transit Capital						375					375
Traffic Mitigation Impact Fees			770	6,851		31					7,652
Transient Occupancy Tax		634	998	1,638							3,270
Waste Water Capital		283		20				20,383	70,444		91,130
Water Capital		185					49,915	5,407	155		55,662
Undetermined		3,818	8,430	135,336		100					147,684
TOTAL SOURCES	\$ 6,731	\$ 38,202	\$ 23,763	\$ 204,167	\$ 3,837	\$ 688	\$ 49,915	\$ 32,640	\$ 73,972	\$ 2,978	\$ 436,893
Prior-year funds & timing of reimbursements	-	-	-	-	-	-	-	-	-	-	-
Other Agency Contribution		2,100									2,100
GRAND TOTAL SOURCES	\$ 6,731	\$ 40,302	\$ 23,763	\$ 204,167	\$ 3,837	\$ 688	\$ 49,915	\$ 32,640	\$ 73,972	\$ 2,978	\$ 438,993



AIRPORT PROJECTS FY 2022-2023

**AIRPORT CAPITAL IMPROVEMENT PROGRAM BUDGET FY 22-23
PROJECT SUMMARY
Fund 6190.61999**

PROJECTS (dollars in \$000)	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
C61202014 Hangar & Apron Repairs	27	93	120	156	177	177	112	-	742
C61502009 Taxiway A Rehabilitation	-	-	-	138	-	577	576	-	1,291
C61502110 Aircraft Parking Apron Rehabilitation	16	910	926	885	-	-	-	-	1,811
C61202116 Bathroom Hangers 6 - 9	14	2	16	-	198	-	-	-	214
C61502117 Safety Zone Improvements by Drainage Channel	-	90	90	-	160	-	-	-	250
C61502218 Airport Emergency Power Backup	-	-	-	-	-	250	-	-	250
New South Taxilane B Rehabilitation	-	-	-	113	-	953	-	-	1,066
New Airport Fuel Facility Improvements	-	-	-	-	120	-	-	-	120
New Runway 11-29 Seal Coat	-	-	-	-	-	-	50	417	467
New North Hangar Ramp Seal Coat	-	-	-	-	-	-	50	470	520
TOTAL	\$ 57	\$ 1,095	\$ 1,152	\$ 1,292	\$ 655	\$ 1,957	\$ 788	\$ 887	\$ 6,731

SOURCES (dollars in \$000)

Airport Operating Fund	59	238	297	199	655	511	150	49	1,861
State AIP Grant	-	41	41	53	-	70	30	40	234
FAA Grant	-	815	815	1,040	-	1,376	608	798	4,636
TOTAL	\$ 59	\$ 1,094	\$ 1,153	\$ 1,292	\$ 655	\$ 1,957	\$ 788	\$ 887	\$ 6,731

Hangar and Apron Repairs

C61202014

Description and Justification

The Hangar and Apron Repairs project was created 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 FY 20/21, will be ongoing through FY 23 and is funded entirely through Airport Operating Funds. In FY 21, the existing interior fluorescent strip lights were replaced in hangar rows 1 through 8 with brand new LED vapor tight strip fixtures, as well as new LED full cutoff exterior floodlights. In addition, non-standard electrical and lighting elements have been removed. The lower wattage lights will reduce the airport's carbon footprint and the full cutoff floodlights will reduce light pollution. During this next phase, the metal roofing and gutters will be replaced as these components have exceeded their 30-year lifespan. This work will prevent intrusion from rainwater and extend the useful life of the hangar rows.



Project Start Date: FY 2018/19- Spring 2019

Estimated Completion Date: FY 2025/26 – Summer 2026

Climate First Shovel Ready

Project Manager: Jonathan Sanglerat
Department Rep: Dan Cohen

Financial Overview

C61202014

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-						-
Land & Easements			-						-
Design	15		15						15
Legal Services			-						-
Administration			-						-
Construction Contracts	4	90	94	140	160	160	95		649
Construction Mgmt	6		6	10	10	10	10		46
Contingency		3	3	4	5	5	5		22
CIP Overheads	2		2	2	2	2	2		10
TOTAL USES	27	93	120	156	177	177	112	-	742
SOURCES (dollars in \$000)									
Airport Operating Fund	27	93	120	156	177	177	112	-	742
TOTAL FUNDS	27	93	120	156	177	177	112	-	742

Taxiway A Rehabilitation

C61502009

Description and Justification

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.



Climate First Shovel Ready

Project Start Date: FY 2022/23- Fall 2022

Estimated Completion Date: FY 2025/26 – Fall 2025

Project Manager: Jonathan Sanglerat
Department Rep: Dan Cohen

Financial Overview

C61502009

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-						-
Land & Easements			-						-
Design			-	138					138
Legal Services			-						-
Administration			-						-
Construction Contracts			-			474	474		948
Construction Mgmt			-			50	50		100
Contingency			-			50	50		100
CIP Overheads			-			3	2		5
TOTAL USES	-	-	-	138	-	577	576	-	1,291
SOURCES (dollars in \$000)									
Airport Operating Fund			-	8		32	32		72
State AIP Grant			-	6		26	26		58
FAA Grant			-	124		519	518		1,161
TOTAL FUNDS	-	-	-	138	-	577	576	-	1,291

Aircraft Parking Apron Rehabilitation

C61502110

Description and Justification

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 pools during heavy rains accelerating 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 start in FY 21/22. The project is funded primarily through an FAA grant with matching funding through a combination of state grant and Airport Operating Funds.



Project Start Date: FY 2020/21- Winter 2021
Estimated Completion Date: FY 2022/23 – Fall 2022

Climate First Shovel Ready

Project Manager: Jonathan Sanglerat
Department Rep: Dan Cohen

Financial Overview

C61502110

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-						-
Land & Easements			-						-
Design	16	24	40						40
Legal Services			-						-
Administration			-						-
Construction Contracts		783	783	783					1,566
Construction Mgmt		50	50	50					100
Contingency		50	50	50					100
CIP Overheads		3	3	2					5
TOTAL USES	16	910	926	885	-	-	-	-	1,811
SOURCES (dollars in \$000)									
Airport Operating Fund	17	54	71	29					100
State AIP Grant		41	41	41					82
FAA Grant		815	815	815					1,629
TOTAL FUNDS	17	910	927	885	-	-	-	-	1,811

Bathroom Hangers 6 – 9

C61202116

Description and Justification

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.



Project Start Date: FY 2020/21- Winter 2021
Estimated Completion Date: FY 2023/24 – Summer 2024

Climate First Shovel Ready

Project Manager: Jonathan Sanglerat
Department Rep: Dan Cohen

Financial Overview

C61202116

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 20	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-						-
Land & Easements			-						-
Design	13	2	15		15				30
Legal Services			-						-
Administration			-						-
Construction Contracts			-		150				150
Construction Mgmt			-		15				15
Contingency			-		15				15
CIP Overheads	1		1		3				4
TOTAL USES	14	2	16	-	198	-	-	-	214

SOURCES (dollars in \$000)

Airport Operating Fund	15	1	16		198				214
TOTAL FUNDS	15	1	16	-	198	-	-	-	214

Safety Zone Improvements by Drainage Channel

C61502117

Description and Justification

The airport's sideline safety zone has a drainage channel that crosses the runway. The Safety Zone Improvements by Drainage Channel project will address significant erosion and slope repairs needed to bring the area around the drainage channel into compliance with Federal Aviation Administration (FAA) regulations as a sideline safety zone.



Project Start Date: FY 2021/22- Spring 2022
Estimated Completion Date: FY 2023/24 – Summer 2024

Climate First Shovel Ready

Project Manager: Jonathan Sanglerat
Department Rep: Dan Cohen

Financial Overview

C61502117

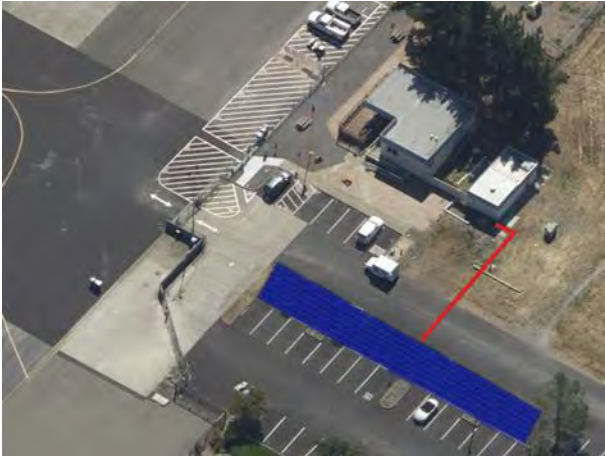
	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental		30	30						30
Land & Easements			-						-
Design		55	55						55
Legal Services			-						-
Administration			-						-
Construction Contracts			-		150				150
Construction Mgmt		5	5		10				15
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	-	90	90	-	160	-	-	-	250
SOURCES (dollars in \$000)									
Airport Operating Fund		90	90		160				250
TOTAL FUNDS	-	90	90	-	160	-	-	-	250

Airport Emergency Power Backup

C61502218

Description and Justification

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 enhances Petaluma's emergency preparedness. Environmentally friendly power backup options will be explored with reliability and capacity of power sources being major considerations on final selection. This site will be examined in coordination with the City Facilities Emergency Power Backup Feasibility Study.



Climate First Shovel Ready

Project Start Date: FY 2024/25

Estimated Completion Date: FY 2024/25 – Summer 2025

Project Manager: Jonathan Sanglerat
Department Rep: Dan Cohen

Financial Overview

c61502218

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-			5			5
Land & Easements			-						-
Design			-			20			20
Legal Services			-						-
Administration			-						-
Construction Contracts			-			200			200
Construction Mgmt			-			10			10
Contingency			-			15			15
CIP Overheads			-						-
TOTAL USES	-	-	-	-	-	250	-	-	250
SOURCES (dollars in \$000)									
Airport Operating Fund			-			250			250
TOTAL FUNDS	-	-	-	-	-	250	-	-	250

South Taxilane B Rehabilitation

New

Description and Justification

Originally constructed in 1994, Taxilane B is a vital thoroughfare for tenant aircraft between the runway and the airport's south hangars. Due to its age, Taxilane B requires sealing and reconstruction to maintain usability. This project is eligible for federal/state funding and has been tentatively scheduled in conjunction with the Taxiway A Reconstruction project to reduce costs.



Project Start Date: FY 2022/23- Fall 2022

Estimated Completion Date: FY 2024/25 – Summer 2025

Climate First Shovel Ready

Project Manager: Jonathan Sanglerat
Department Rep: Dan Cohen

Financial Overview

South Taxilane B Rehabilitation	Expenses and Funds Received				BUDGET				
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-						-
Land & Easements			-						-
Design			-	108					108
Legal Services			-						-
Administration			-			5			5
Construction Contracts			-			886			886
Construction Mgmt			-	5		10			15
Contingency			-			50			50
CIP Overheads			-			2			2
TOTAL USES	-	-	-	113	-	953	-	-	1,066
SOURCES (dollars in \$000)									
Airport Operating Fund			-	6		52			58
State AIP Grant			-	6		44			50
FAA Grant			-	101		857			958
TOTAL FUNDS	-	-	-	113	-	953	-	-	1,066

Airport Fuel Facility Improvements

New

Description and Justification

Built in 2007, the Airport Fuel Facility requires upgrades to ensure the current equipment continues to provide the airport tenants with reliable and safe service. This work will include resealing and protecting the existing tanks, upgrading a supply line, replacing a turbine pump, float, and overflow protection valve.

Lower carbon-intensity fuels (Sustainable Aviation Fuels, or SAF) are being researched by staff. When SAF are certified for use by the FAA and a local source can be procured, it will replace the current fuels offered. The improvements made to the fuel system will be SAF compatible.



Project Start Date: FY 2023/24- Fall 2022

Estimated Completion Date: FY 2023/24 – Summer 2024

Climate First Shovel Ready

Project Manager: Jonathan Sanglerat
Department Rep: Dan Cohen

Financial Overview

Airport Fuel Facility Improvements

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-						-
Land & Easements			-						-
Design			-		5				5
Legal Services			-						-
Administration			-						-
Construction Contracts			-		100				100
Construction Mgmt			-		5				5
Contingency			-		10				10
CIP Overheads			-						-
TOTAL USES	-	-	-	-	120	-	-	-	120

SOURCES (dollars in \$000)

Airport Operating Fund			-		120				120
TOTAL FUNDS	-	-	-	-	120	-	-	-	120

Runway 11-29 Seal Coat

New

Description and Justification

As part of regular maintenance of the airport runway, resealing is required approximately every 10 years. This project will include resealing of the runway surface and repainting the runway markings.



Project Start Date: FY 2025/26- Winter 2026
Estimated Completion Date: FY 2027/28 – Fall 2027

Climate First Shovel Ready

Project Manager: Jonathan Sanglerat
Department Rep: Dan Cohen

Financial Overview

Runway 11-29 Seal Coat	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-						-
Land & Easements			-						-
Design			-				45		45
Legal Services			-						-
Administration			-						-
Construction Contracts			-					397	397
Construction Mgmt			-				5	10	15
Contingency			-					10	10
CIP Overheads			-						-
TOTAL USES	-	-	-	-	-	-	50	417	467

SOURCES (dollars in \$000)

Airport Operating Fund			-				3	23	26
State AIP Grant			-				2	19	21
FAA Grant			-				45	375	420
TOTAL FUNDS	-	-	-	-	-	-	50	417	467

North Hangar Ramp Seal Coat

New

Description and Justification

This project will seal coat the taxilanes leading up to hangar rows 10-18. This preventative maintenance will extend the life of the taxilane pavement and reduce the risk of damage to aircraft from Foreign Object Debris (FOD).



Project Start Date: FY 2025/26- Winter 2026
Estimated Completion Date: FY 2027/28 – Fall 2027

Climate First Shovel Ready

Project Manager: Jonathan Sanglerat
Department Rep: Dan Cohen

Financial Overview

North Hangar Ramp Seal Coat

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-						-
Land & Easements			-						-
Design			-				45		45
Legal Services			-						-
Administration			-						-
Construction Contracts			-					450	450
Construction Mgmt			-				5	10	15
Contingency			-					10	10
CIP Overheads			-						-
TOTAL USES	-	-	-	-	-	-	50	470	520

SOURCES (dollars in \$000)

Airport Operating Fund			-				3	26	29
State AIP Grant			-				2	21	23
FAA Grant			-				45	423	468
TOTAL FUNDS	-	-	-	-	-	-	50	470	520



FACILITIES PROJECTS FY 2022-2023

FACILITIES CAPITAL IMPROVEMENT PROGRAM BUDGET FY 22-23

PROJECT SUMMARY

Fund 3110.31100

PROJECTS (dollars in \$000)	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
C16201304 Community Center Repairs	200	75	275	607	-	-	-	-	882
C11201501 Petaluma Museum Seismic Retrofit	53	5	58	48	3,486	-	-	-	3,592
New Seismic Analysis City Facilities Assessment	-	-	-	200	300	-	-	-	500
C11502015 Electric Vehicle Chargers	6	144	150	386	106	106	106	106	960
New City Facilities Emergency Power Backup Feasibility Study	-	-	-	240	-	-	-	-	240
C11202018 Emergency Power Backup City Hall and Police Headquarters	4	10	14	360	-	-	-	-	374
C11202116 Community Center Emergency Power Backup Purchase and Building Modifications	8	172	180	120	-	-	-	-	300
C11202017 City Hall West Wing Space Remodel & Permit Center	73	347	420	400	-	-	-	-	820
C11202226 City Hall East Wing Remodel	-	14	14	626	-	-	-	-	640
C11202019 Council Chambers Upgrades	2	379	381	50	-	-	-	-	431
C11202120 Public Works Office Upgrades	29	75	104	211	-	-	-	-	315
C11502122 Police Department Parking Lot Paving	-	2	2	65	-	-	-	-	67
E11202132 City-Wide Facilities Audit & Energy Program	-	65	65	215	-	-	-	-	280
C11202223 HVAC & Energy Efficiency Upgrades	-	25	25	1,925	240	400	-	-	2,590
C11202121, C11502224 Library Facility Enhancement and Expansion	9	199	208	3,198	185	-	-	-	3,591
E11502236 Public Safety Facilities Assessment	-	15	15	185	-	-	-	-	200
Projected New Fire Station	-	-	-	-	1,100	7,000	13,000	-	21,100
New Fire Stations 2 & 3 Remodel	-	-	-	-	50	950	-	-	1,000
C11501911 Fire Reserve Apparatus Storage & Security Gate Installation	18	7	25	195	-	-	-	-	220
C11202225 Police Dept Facility Remodel	-	-	-	295	683	-	-	-	978
C11202227 People's Village Interim Housing	-	1,222	1,222	-	-	-	-	-	1,222
TOTAL	\$ 402	\$ 2,756	\$ 3,158	\$ 9,326	\$ 6,150	\$ 8,456	\$ 13,106	\$ 106	\$ 40,302

SOURCES (dollars in \$000)

City Facilities Impact Fees	413	214	627	1,065	1,637	1,367	5,017	-	9,713
General Fund	267	-	267	-	-	-	-	-	267
General Fund- Measure U	613	404	1,017	700	100	100	100	-	2,017
Infrastructure Bond- Measure U	-	-	-	-	-	7,000	8,000	-	15,000
Transient Occupancy Tax	583	-	583	51	-	-	-	-	634
American Rescue Plan Act (ARPA) Grants	-	3,722	3,722	-	-	-	-	-	3,722
Community Development Block Grant	300	915	1,215	15	-	-	-	-	1,230
Water Capital	-	-	-	440	300	-	-	-	740
Waste Water Capital	100	9	109	76	-	-	-	-	185
PG&E- Rebates	215	9	224	59	-	-	-	-	283
Developer Contributions/ Donations	3	-	3	-	-	-	-	-	3
Steet Maintenance	22	-	22	-	500	-	-	-	522
Undetermined	-	9	9	59	-	-	-	-	68
Other Agency Contribution	-	-	-	332	3,486	-	-	-	3,818
	-	-	-	2,100	-	-	-	-	2,100
TOTAL	\$ 2,516	\$ 5,282	\$ 7,798	\$ 4,897	\$ 6,023	\$ 8,467	\$ 13,117	\$ -	\$ 40,302

Community Center Repairs

C16201304

Description and Justification

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. Additionally, interior doors, aging heating and ventilation equipment, and lighting will also 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 21/22, the large roof and gutters were replaced along with select windows. FY 22/23 will involve additional improvements such as Heating, Ventilation, and Air Conditioning (HVAC) and carpet replacement, as well as lighting retrofits. The project is mainly funded by General Fund Measure U and Transient Occupancy Tax. Energy efficiency upgrades, including fuel switching from gas to electric, may be funded through on-bill or other financing and may be combined with City-Wide Facilities Audit & Energy Program (CIP e11202132).



Project Start Date: FY2016/17 - Summer 2016
Estimated Completion Date: FY2022/23- Summer 2023

Climate First Shovel Ready

Project Manager: Diane Ramirez
 Department Rep: Gina Benedetti-Petric

Financial Overview

C16201304

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental	52		52						52
Land & Easements			-						-
Design	36	15	51	70	-				121
Legal Services			-						-
Administration			-						-
Construction Contracts	107	50	157	450	-				607
Construction Mgmt	2	5	7	20	-				27
Contingency		5	5	45	-				50
CIP Overheads	3		3	22	-				25
TOTAL USES	200	75	275	607	-	-	-	-	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	882	-	882	-	-	-	-	-	882

Petaluma Museum Seismic Retrofit

C11201501

Description and Justification

The Petaluma Museum, housed in the 1906 Carnegie Library building and listed on the National Register of Historic Places, needs seismic retrofitting and rehabilitation. Initial funds were used to analyze and document the existing conditions and provide a summary report of recommended improvements and engineering estimates that can be used to seek grants and other funding. The assessment report was completed in 2016. Work for the current year involves evaluation by a structural engineer to design the seismic retrofit. Future years will encompass the seismic retrofit for historical renovation and replacement or improvement of various building systems. Funding for work in future years has not yet been identified.



Climate First Shovel Ready

Project Start Date: FY 2014/15 – Spring 2015

Estimated Completion Date: TBD

Project Manager: Diane Ramirez/Drew Halter
Department Rep: Gina Benedetti-Petnic

Financial Overview

C11201501

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental			-						-
Land & Easements			-						-
Design	52	5	57	47					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	5	58	48	3,486	-	-	-	3,592
SOURCES (dollars in \$000)									
Transient Occupancy Tax	55		55	51					106
Undetermined ^A			-		3,486				3,486
TOTAL FUNDS	55	-	55	51	3,486	-	-	-	3,592

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Seismic Analysis City Facilities Assessment

New

Description and Justification

Public safety will be greatly enhanced by the construction of seismic upgrades to our aging facilities, most of which were constructed prior to the implementation of current California Building Code seismic design standards. This project will analyze city facilities for additional seismic and lateral building system strengthening needs. The final report will be used to prioritize city facilities for upgrades and will include probable cost estimates for future grant applications. This study is funded by a Community Development Block Grant.



Climate First Shovel Ready

Project Start Date: FY 2022/23 – Winter 2023
Estimated Completion Date: FY 2023/24- Winter 2024

Project Manager: Cindy Chong
 Department Rep: Patrick Carter

Financial Overview

Seismic Analysis City Facilities Assessment

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-	200	300				500
Land & Easements			-						-
Design			-						-
Legal Services			-						-
Administration			-						-
Construction Contracts			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	-	-	-	200	300	-	-	-	500
SOURCES (dollars in \$000)									
Community Development Block Grant (CDBG)			-	200	300				500
TOTAL FUNDS	-	-	-	200	300	-	-	-	500

Electric Vehicle Chargers

C11502015

Description and Justification
 This project is designed to help meet the City’s goal of reducing greenhouse gas emissions. 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 station fees and the Green Building donation. Future funding will support additional planning, research, design, and documentation of existing building electrical capacity to prioritize Electric Vehicle Charger installation at city facilities.



Project Start Date: FY 2019/20 - Summer 2019
Estimated Completion Date: FY 2026/27- Winter 2027

Climate First Shovel Ready

Project Manager: Diane Ramirez
 Department Rep: Patrick Carter/Rhianna Frank

Financial Overview

C11502015

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental			-						-
Land & Easements			-						-
Design	5	8	13	10	10	10	10	10	63
Legal Services			-						-
Administration			-		6	6	6	6	24
Construction Contracts		109	109	311	90	90	90	90	780
Construction Mgmt		10	10	15					25
Contingency		10	10	30					40
CIP Overheads	1	7	8	20					28
TOTAL USES	6	144	150	386	106	106	106	106	960

SOURCES (dollars in \$000)

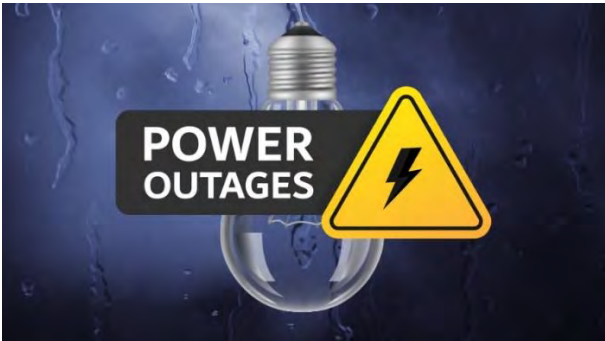
City Facilities Impact Fee		17	17	17	17	17	17		85
General Fund	17		17						17
General Fund- Measure U	100	100	200	100	100	100	100		600
BayAreaAirQuality Mgy Distict Grant			-	15					15
Water Capital		9	9	76					85
Waste Water Capital		9	9	59					68
Developer Contributions/ Donations	22		22						22
Steet Maintenance		9	9	59					68
TOTAL FUNDS	139	144	283	326	117	117	117	-	960

City Facilities Emergency Power Backup Feasibility Study

New

Description and Justification

This project will analyze city facilities that play an important role in the continuity of services during an emergency. This analysis will identify facility power needs and potential solutions for renewable energy technology implementation. This project is funded by a Community Development Block Grant.



Project Start Date: FY 2022/23- Summer 2022

Estimated Completion Date: FY 2023/24 -Winter 2024

Climate First Shovel Ready

Project Manager: Gina Benedetti-Petnic
Department Rep: Patrick Carter/Rhianna Frank

Financial Overview

City Facilities Emergency Power Backup Feasibility Study

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-	240					240
Land & Easements			-						-
Design			-						-
Legal Services			-						-
Administration			-						-
Construction Contracts			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	-	-	-	240	-	-	-	-	240
SOURCES (dollars in \$000)									
Community Development Block Grant (CDBG)				240					240
TOTAL FUNDS	-	-	-	240	-	-	-	-	240

Emergency Power Backup at City Hall & Police Headquarters

C11202018

Description and Justification

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 an emergency power back up system for general operations, and so city services will be disrupted by a PG&E Public Safety Power Shutdown or other emergency power outage event. This energy resiliency project, informed by the City Facilities Emergency Power Backup Feasibility Study, will design and install environmentally friendly power backup systems for each facility and provide for facility connections, including proper disposal of existing equipment.



Project Start Date: FY 2019/20 - Winter 2019

Estimated Completion Date: FY 2022/23 - Winter 2023

Climate First Shovel Ready

Project Manager: Diane Ramirez
Department Rep: Patrick Carter/Rhianna Frank

Financial Overview

C11202018

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental		5	5						5
Land & Easements			-						-
Design	3	5	8	20					28
Legal Services			-						-
Administration			-						-
Construction Contracts			-	275					275
Construction Mgmt			-	27					27
Contingency			-	27					27
CIP Overheads	1		1	11					12
TOTAL USES	4	10	14	360	-	-	-	-	374
SOURCES (dollars in \$000)									
General Fund	250		250						250
General Fund- Measure U		124	124						124
TOTAL FUNDS	250	124	374	-	-	-	-	-	374

Community Center Emergency Power Backup & Building Modifications

C11202116

Description and Justification

The Community Center is the City's primary temporary shelter and evacuation center and is a critical facility during emergencies. This project will strengthen the facility's resiliency by providing an emergency power supply for periods of both planned and unplanned power shut offs. Work started in FY 21/22 with modification of the building's electrical system to accommodate quick connection of an external power backup system. The project is funded by a grant from the California Office of Emergency Services (CalOES). Research is ongoing to identify the most appropriate renewable power backup system for implementation in FY 22/23.



Climate First Shovel Ready

Project Start Date: FY 2020/21 - Summer 2020

Estimated Completion Date: FY 2022/23 - December 2023

Project Manager: Diane Ramirez
Department Rep: Patrick Carter/Rhianna Frank

Financial Overview

C11202116

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental	4		4						4
Land & Easements			-						-
Design	4	14	18						18
Legal Services			-						-
Administration			-						-
Construction Contracts		145	145	120					265
Construction Mgmt		8	8						8
Contingency			-						-
CIP Overheads		5	5						5
TOTAL USES	8	172	180	120	-	-	-	-	300
SOURCES (dollars in \$000)									
Local Hazard Mitigation Grant	300		300						300
TOTAL FUNDS	300	-	300	-	-	-	-	-	300

City Hall West Wing Space Remodel & Permit Center

C11202017

Description and Justification

Strengthening the City’s public facing permit program with a new dedicated “Permit Center” area in the west wing of City Hall will facilitate our goals for improving community access and permit acquisition for building, planning, fire, and encroachment permits. This remodel was designed and permitted in FY 21/22 and construction is planned in spring and summer of 2022. The construction work is funded by the SB2 grant that expires in 2023.

Another area of work involves reprogramming the portion of the west wing that was recently vacated by County of Sonoma services. This task included space planning for that area, defining individual office sizes and locations for city staff, identifying building improvements to meet code, and implementing tenant improvements. The Engineering Development Department is housed in this area, with that portion of the remodeling project completed in FY21/22.



Project Start Date: FY 2019/20 – Fall 2019
Estimated Completion Date: FY 2022/23 – Winter 2022

Climate First Shovel Ready

Project Manager: Diane Ramirez
 Department Rep: Peggy Flynn

Financial Overview

C11202017

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental			-						-
Land & Easements			-						-
Design	70	50	120	-					120
Legal Services			-						-
Administration		5	5	5					10
Construction Contracts	1	210	211	260					471
Construction Mgmt		30	30	50					80
Contingency		30	30	50					80
CIP Overheads	2	22	24	35					59
TOTAL USES	73	347	420	400	-	-	-	-	820

SOURCES (dollars in \$000)	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	Total Project Estimate
City Facilities Impact Fee	238		238	257					495
American Rescue Plan Act (ARPA)		160	160						160
Grants- SB2		165	165						165
TOTAL FUNDS	238	325	563	257	-	-	-	-	820

City Hall East Wing Remodel

C11202226

Description and Justification

To provide better and seamless services to the community while operating safely during the COVID pandemic, the City was awarded funding from the American Rescue Plan Act (ARPA) to remodel this portion of City Hall. The remodel will both consolidate and expand the existing City Hall departments housed in the east wing to facilitate the delivery of services and improve facility safety under pandemic conditions. These departments include General Services, City Attorney, Finance, Economic Development & Open Government, and Human Resources and Risk Management.



Project Start Date: FY 2020/21 – Winter 2021
Estimated Completion Date: FY 2022/23– Winter 2022

Climate First Shovel Ready

Project Manager: Diane Ramirez
 Department Rep: Peggy Flynn

Financial Overview

c11202226

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-						-
Land & Easements			-						-
Design		8	8						8
Legal Services			-						-
Administration			-						-
Construction Contracts		6	6	626					632
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	-	14	14	626	-	-	-	-	640
SOURCES (dollars in \$000)									
American Rescue Plan Act (ARPA)		640	640						640
TOTAL FUNDS	-	640	640	-	-	-	-	-	640

Council Chambers Upgrades

C11202019

Description and Justification

The Council Chambers Upgrades project addresses technology needs and safety for City Council members, public attendees, and city staff. The Council Chambers, now almost fifty years old, hosts all council, committee, and commission meetings. These chambers are the City's primary location for conducting legislative business. In response to the pandemic, the City transitioned to virtual "Zoom" webinar meetings in 2020. Now with future hybrid (Zoom and in-person) meetings on the horizon as we transition again, these upgrades are designed to improve safety, enhance public participation, and to ease use of this technology for optimal public engagement. This project will improve audio and video capability and add several video displays for the members on the dais and the audience. Other improvements include new moveable public seating, flooring, and staff seating.



Climate First Shovel Ready

Project Start Date: FY 2019/20 - Winter 2020

Estimated Completion Date: FY 2022/23 - Summer 2022

Project Manager: Diane Ramirez
 Department Rep: Peggy Flynn/Brendan Galten

Financial Overview

C11202019

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-						-
Land & Easements			-						-
Design	2	40	42						42
Legal Services			-						-
Administration			-						-
Construction Contracts		280	280	50					330
Construction Mgmt		18	18						18
Contingency		28	28						28
CIP Overheads		13	13						13
TOTAL USES	2	379	381	50	-	-	-	-	431
SOURCES (dollars in \$000)									
City Facilities Impact Fee	125		125	56					181
American Rescue Plan Act (ARPA)		250	250						250
TOTAL FUNDS	125	250	375	56	-	-	-	-	431

Public Works Office Upgrades

C11202120

Description and Justification

Upgrades to the City’s Public Works offices at the “Water Field Office” located on North McDowell Blvd. are required to improve safety and security for city infrastructure, equipment, vehicles, and staff. The security improvements will help mitigate the risk of vandalism and theft by installing new gates and wall extensions to the field office’s perimeter wall. This will also benefit city operations with an expansion of the parking lot for increased staff and storage expansion. Additional interior improvements are included to satisfy new operational requirements promulgated by the America’s Water Infrastructure Act of 2018.



Project Start Date: FY 2020/21 – July 2020
Estimated Completion Date: FY 2022/23 – Summer 2023

Climate First Shovel Ready

Project Manager: Diane Ramirez
 Department Rep: Christopher Bolt

Financial Overview

c11202120

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental			-						-
Land & Easements			-						-
Design	9	20	29						29
Legal Services			-						-
Administration			-						-
Construction Contracts	19	55	74	211					285
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads	1		1						1
TOTAL USES	29	75	104	211	-	-	-	-	315
SOURCES (dollars in \$000)									
Water Capital	100		100						100
Waste Water Capital	215		215						215
TOTAL FUNDS	315	-	315	-	-	-	-	-	315

Police Department Parking Lot Paving

C11502122

Description and Justification

To improve our Police Department’s fleet parking conditions and public parking, the deteriorated asphalt lot in front of the Police Department will be repaved, and the rear private parking lot for the Police Department vehicles will have localized pavement repairs made. The front parking lot has received a slurry seal and the remaining funding will be used to repair the rear parking lot surface after a new photovoltaic solar parking canopy is installed. This project is funded by the American Rescue Plan Act (ARPA) of 2021.



Project Start Date: FY 2020/21 – March 2021
Estimated Completion Date: FY 2022/23 - Summer 2023

Climate First Shovel Ready

Project Manager: Diane Ramirez
 Department Rep: Police Department

Financial Overview

c11502122

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-	1					1
Land & Easements			-						-
Design		1	1	6					7
Legal Services			-						-
Administration			-	1					1
Construction Contracts			-	45					45
Construction Mgmt		1	1	5					6
Contingency		-	-	5					5
CIP Overheads			-	2					2
TOTAL USES	-	2	2	65	-	-	-	-	67
SOURCES (dollars in \$000)									
American Rescue Plan Act (ARPA)		67	67						67
TOTAL FUNDS	-	67	67	-	-	-	-	-	67

City-Wide Facilities Audit & Energy Program

E11202132

Description and Justification

A high-level Facilities Condition Assessment of 46 city-owned buildings was completed in early 2020, identifying over \$30 million in deferred 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-up effort will identify, prioritize, and begin execution of projects that can reduce energy usage; and will determine energy cost savings that would go towards offsetting project costs. This project also serves as an important part of the City's effort to address the climate emergency. An investment grade audit will be performed identifying specific projects for implementation, which will be coordinated with the Public Safety Facilities Assessment CIP project. The assessment will begin in FY22 with completion and implementation phasing beginning in FY23. Early implementation will be focused on low cost, high impact projects. Projects related to our public safety facilities will be leveraged for implementation with that build-out.



Climate First Shovel Ready

Project Start Date: FY 2020/21 – Winter 2021
Estimated Completion Date: FY 2022/23 – Summer 2023

Project Manager: Gina Benedetti-Petnic
 Department Rep: Cindy Chong/ Patrick Carter/Rhianna Frank

Financial Overview

e11202132

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental		50	50						50
Land & Easements			-						-
Design		15	15	15					30
Legal Services			-						-
Administration			-						-
Construction Contracts			-	200					200
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	-	65	65	215	-	-	-	-	280
SOURCES (dollars in \$000)									
General Fund- Measure U	150	130	280						280
TOTAL FUNDS	150	130	280	-	-	-	-	-	280

HVAC & Energy Efficiency Upgrades

C11202223

Description and Justification

This project will improve the efficiency of Heating Ventilation and Air Conditioning units (HVAC) at most city-owned facilities and include upgrades and replacements where necessary. The improvements will make facilities safer with appropriate air exchanges and filtration, as well as improving HVAC energy efficiency. Upgraded equipment will be carefully evaluated for energy efficiency and fossil fuel-based units will be phased out as soon as possible. This project is mainly funded by the American Rescue Plan Act of 2021 and City Facilities Impact Fees. Where appropriate, upgrades identified in this process may be funded through on-bill or other low-cost financing methods, in coordination with the City-Wide Facilities Audit & Energy Program (CIP e11202132).



Project Start Date: FY 2021/22 – Summer 2021
Estimated Completion Date: FY2024/25 - Summer 2025

Climate First Shovel Ready

Project Manager: Diane Ramirez
 Department Rep: Cindy Chong/ Patrick Carter/Rhianna Frank

Financial Overview

c11202223

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental			-	10					10
Land & Easements			-						-
Design		25	25	90	40				155
Legal Services			-						-
Administration			-						-
Construction Contracts			-	1,785	200	400			2,385
Construction Mgmt			-	20					20
Contingency			-	20					20
CIP Overheads			-						-
TOTAL USES	-	25	25	1,925	240	400	-	-	2,590

SOURCES (dollars in \$000)	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	Total Project Estimate
City Facilities Impact Fee			-	200	240	400			840
General Fund- Measure U		50	50						50
American Rescue Plan Act (ARPA)		1,700	1,700						1,700
TOTAL FUNDS	-	1,750	1,750	200	240	400	-	-	2,590

Library Facility Enhancement and Expansion C11202121, C11502224

Description and Justification

This project is a joint venture between Sonoma County and the City of Petaluma and will improve and enhance the Petaluma branch of the Sonoma County Library. Major elements of the project include improving access to the facility, expanding public areas, and upgrading the fire suppression system. Accessibility improvements include adjusting the slope of the front entry walkway, adding curb cuts at the crosswalks, repaving, restriping the parking lot, replacing the ADA parking stall surface, and adding ramps to the remaining building doors. Also included in the remodel is an improvement to the facility's fire suppression system.

The City's project elements synchronize and coincide with the County's remodeling project for the interior of the facility, which involves expansion of public areas within the building.

Staff is actively seeking grant funding and, if awarded, funding sources will be updated.



Climate First Shovel Ready

Project Manager: Diane Ramirez
 Department Rep: Gina Benedetti-Petnic

Project Start Date: FY 2020/21 - Summer 2020
Estimated Completion Date: FY 2023/24 - Winter 2023

Financial Overview

C11202121, C11502224

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental	-	-	-	-	1	-	-	-	1
Land & Easements	-	-	-	-	-	-	-	-	-
Design	8	10	18	10	8	-	-	-	36
Legal Services	-	-	-	-	-	-	-	-	-
Administration	-	-	-	-	1	-	-	-	1
Construction Contracts	-	150	150	945	150	-	-	-	1,245
Construction Mgmt	-	15	15	25	5	-	-	-	45
Contingency	-	15	15	90	15	-	-	-	120
CIP Overheads	1	9	10	28	5	-	-	-	43
Sonoma County Contribution	-	-	-	2,100	-	-	-	-	2,100
TOTAL USES	9	199	208	3,198	185	-	-	-	3,591

SOURCES (dollars in \$000)

City Facilities Impact Fee	-	175	175	187	185	-	-	-	547
General Fund- Measure U	-	-	-	600	-	-	-	-	600
Transient Occupancy Tax	12	-	12	-	-	-	-	-	12
Undetermined ^A	-	-	-	332	-	-	-	-	332
Sonoma County Contribution	-	-	-	2,100	-	-	-	-	2,100
TOTAL FUNDS	12	175	187	3,219	185	-	-	-	3,591

^A Undetermined sources could utilize future Impact fees based on the Impact Fee Nexus study. Other sources such as future grants, fed/state programs or donations could also be utilized. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Public Safety Facilities Assessment

E11502236

Description and Justification

The Public Safety Facilities Assessment will be used to inform future new construction and renovations to address inadequate police and fire facilities citywide. 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 operational needs for a diverse workforce and crew space is lacking. Deferred maintenance costs are \$3M for Fire Station 1, and \$500,000 each for Fire Stations 2 and 3. Similarly the Police Station is poorly configured to meet the needs of a modern police department given its inadequate locker space, showers, meeting, and office space. This planning effort will be funded from City Facilities Impact Fees.



Project Start Date: FY 2022/23 – Summer 2022
Estimated Completion Date: FY 2022/23 – Summer 2023

Climate First Shovel Ready

Project Manager: Brian Cochran
 Department Rep: Gina Benedetti-Petnic

Financial Overview

E11502236

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental		15	15	185					200
Land & Easements			-						-
Design			-						-
Legal Services			-						-
Administration			-						-
Construction Contracts			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	-	15	15	185	-	-	-	-	200
SOURCES (dollars in \$000)									
City Facilities Impact Fee		15	15	185					200
TOTAL FUNDS	-	15	15	185	-	-	-	-	200

New Fire Station

New

Description and Justification

This project for the construction and siting of a new fire station to replace Fire Station No.1 will be informed by the Public Safety Facilities Assessment. It has long been understood that Fire Station No.1 does not meet the operational needs of the department. It lacks adequate space and does not accommodate a diverse workforce. This historic building has over \$3 million in deferred maintenance and requires a full seismic retrofit. Additional issues with the current location at the corner of D Street and 2nd Street include challenges with traffic and circulation as well as site constraints that do not allow for expansion on the first floor. Construction would be largely funded from City Facilities Impact Fees in conjunction with a proposed infrastructure bond measure against Measure U sales tax revenues.



Project Start Date: TBD
Estimated Completion Date: TBD

Climate First Shovel Ready

Project Manager: Brian Cochran
 Department Rep: Gina Benedetti-Petric

Financial Overview

New Fire Station

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-						-
Land & Easements			-						-
Design			-		1,100				1,100
Legal Services			-						-
Administration			-						-
Construction Contracts			-			7,000	13,000		20,000
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	-	-	-	-	1,100	7,000	13,000	-	21,100
SOURCES (dollars in \$000)									
City Facilities Impact Fee			-		600		5,000		5,600
Infrastructure Bond- Measure U			-			7,000	8,000		15,000
Developer Contributions/ Donations			-		500				500
TOTAL FUNDS	-	-	-	-	1,100	7,000	13,000	-	21,100

Fire Stations 2 & 3 Remodel

New

Description and Justification

Prior standard of coverage studies have determined that Fire Stations 2 and 3 are ideally situated to geographically provide the City of Petaluma with maximum response coverage in their perspective portions of the community. These stations were originally constructed in 1982 and 1971, respectively. To continue service to the community and to accommodate growth in both population and building density over the past few decades, the Department has set forth several goals and objectives for the renovation or replacement of these two fire stations. A needs analysis and recommendations for Fire Stations 2 and 3 were completed in October of 2012. At that time, it was determined that effective renovations of existing municipal facilities is generally a more cost-effective approach than constructing a new facility on an undeveloped building site, if such land were available that met the same or better standards of coverage than what is currently being provided. The needs analysis identified key factors that will be resolved with facility renovations or replacement to include correcting known building code deficiencies, ensuring seismic safety, accommodating personal privacy and a more diverse workforce, accommodating an expanded apparatus fleet, and correcting inadequate operational procedures based on current facility limitations. This CIP item will evaluate the current plans and recommendations from the 2012 analysis, evaluate other options, and provide recommendations that will assist with planning, timelines, and identifying funding for fire station upgrades or replacement.



Climate First Shovel Ready

Project Manager: Gina Benedetti-Petnic
 Department Rep: Brian Cochran

Project Start Date: TBD
Estimated Completion Date: TBD

Financial Overview

New Fire Stations 2 & 3 Remodel

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental			-						-
Land & Easements			-		50				-
Design			-						50
Legal Services			-						-
Administration			-						-
Construction Contracts			-			950			950
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	-	-	-	-	50	950	-	-	1,000
SOURCES (dollars in \$000)									
City Facilities Impact Fee			-		50	950			1,000
TOTAL FUNDS	-	-	-	-	50	950	-	-	1,000

Fire Reserve Apparatus Storage & Security Gate Installation

C11501911

Description and Justification

This project will provide much needed storage and upgraded security for Fire Dept. apparatus at Station 2. In FY19/20, the Fire Department upgraded its frontline apparatus to include a new ladder truck, an engine, and two ambulances to address increased demand. The replacement of these vehicles provided additional equipment and most of the former front-line apparatus will be stored as reserve vehicles and used as relief when newer front-line vehicles require maintenance or repair. Due to the lack of indoor vehicle storage at the three fire station locations, and given the fact that other storage facility options are not available in the City, it will become necessary to shelter the reserve fleet in newly created outdoor protective housing. The 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 our needs, and fencing and gates will be installed to ensure adequate security.



Climate First Shovel Ready

Project Start Date: FY 2018/19 - Spring 2019

Estimated Completion Date: FY 2023/24 – Summer 2023

Project Manager: Diane Ramirez
Department Rep: Kevin Weaver/ Jeff Schach

Financial Overview

C11501911

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental		2	2						2
Land & Easements			-						-
Design	2	5	7	8					15
Legal Services			-						-
Administration			-	3					3
Construction Contracts	16		16	150					166
Construction Mgmt			-	15					15
Contingency			-	15					15
CIP Overheads			-	4					4
TOTAL USES	18	7	25	195	-	-	-	-	220
SOURCES (dollars in \$000)									
City Facilities Impact Fee	50	7	57	163					220
TOTAL FUNDS	50	7	57	163	-	-	-	-	220

Police Department Facility Remodel

C11202225

Description and Justification

This project proposes several enhancements to improve worker safety and overall operational efficiency for staff working in the Police Station on Petaluma Blvd. North. The Police Station currently has inadequate space for basic departmental operations and staff. There are also functional issues with the restroom facilities that require maintenance and finishes. This project will also remodel the current detention (jail cell) area, which is no longer certified or usable in that capacity due to updated Department of Justice (DOJ) standards. Moreover, the project will create additional space for staff workstations and offices. Restroom and locker room modifications will also be incorporated into the scope of work.



Project Start Date: FY 22/23
Estimated Completion Date: FY 23/24 - Summer 2024

Climate First Shovel Ready

Project Manager: Gina Benedetti-Petnic
 Department Rep: Ken Savano

Financial Overview

c11202225

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-						-
Land & Easements			-						-
Design			-	40					40
Legal Services			-						-
Administration			-	5					5
Construction Contracts			-	250	610				860
Construction Mgmt			-		15				15
Contingency			-		50				50
CIP Overheads			-		8				8
TOTAL USES	-	-	-	295	683	-	-	-	978
SOURCES (dollars in \$000)									
City Facilities Impact Fee			-		545				545
American Rescue Plan Act (ARPA)		433	433						433
TOTAL FUNDS	-	433	433	-	545	-	-	-	978

“People’s Village” Interim Housing

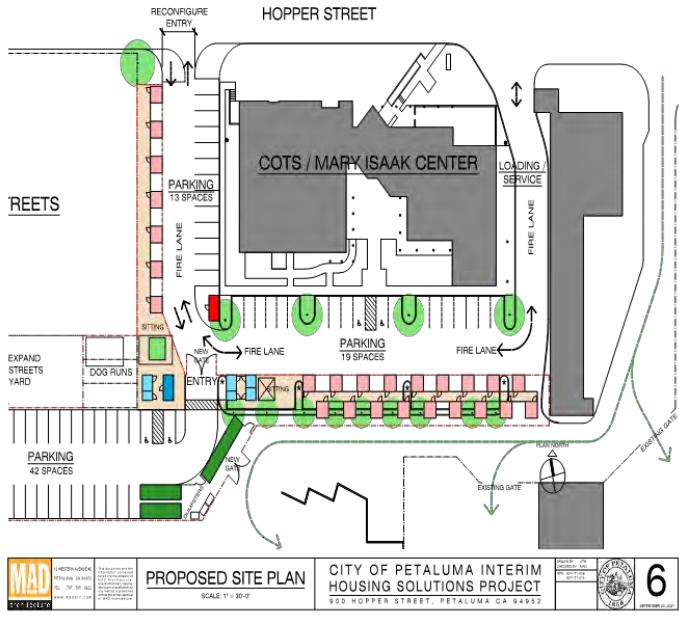
C11202227

Description and Justification

The City has declared a Shelter Crisis in recognition of the urgent need for shelter faced by a growing number of people in our community. The emergency declaration enables the City to enact solutions to quickly adapt and provide solutions to support those in need. Council approved funding for the Interim Housing Solutions Project, now called the People’s Village located adjacent to the Mary Isaak Center.

The People’s Village includes 25 housing units from Quickhaven, Inc. (vendor), and restroom facilities from a second vendor, “Pallet Shelter.” Other project components include site improvements for parking, accessibility, utilities, storage, lighting, and security.

Funding is from the American Rescue Plan Act (ARPA) and a Sonoma County grant for both the physical improvements as well as client services for a minimum 3-year duration.



Climate First Shovel Ready

Project Start Date: FY 2021/22 – Summer 2021
Estimated Completion Date: FY 2021/22- Summer 2022

Project Manager: Josh Minshall/ Karen Shimizu
Department Rep: Brian Cochran

Financial Overview

c11202227

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental		140	140						140
Land & Easements			-						-
Design			-						-
Legal Services			-						-
Administration			-						-
Construction Contracts		1,082	1,082						1,082
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	-	1,222	1,222	-	-	-	-	-	1,222
SOURCES (dollars in \$000)									
American Rescue Plan Act (ARPA)		472	472						472
Sonoma County- Community Development		750	750						750
TOTAL FUNDS	-	1,222	1,222	-	-	-	-	-	1,222

PARKS PROJECTS FY 2022-2023

PROJECTS (dollars in \$000)	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
C00400205 Playground Replacements	\$ 410	\$ 89	\$ 499	\$ 83	\$ 90	\$ -	\$ -	\$ -	\$ 672
C14501607 Petaluma Community Baseball Field	492	125	617	5,280	1,095	2,365	-	-	9,357
C14402215 Skate Park Park Design and Site Analysis	-	50	50	100	313	-	-	-	463
C14502008 Lucchesi Turf Field Replacement	7	118	125	1,282	-	-	-	-	1,407
C14402010 Marina Dredging & Dock Upgrades	352	53	405	-	5,982	-	-	-	6,387
E14402237 Petaluma River Dredging Program	-	-	-	25	25	25	1,050	975	2,100
C14502012 Shollenberger Amphitheater & Kiosk Improvements	15	-	15	231	-	-	-	-	246
C14502114 Lynch Creek Trail/ Crosstown Connector	208	160	368	770	200	200	200	-	1,738
C14502216 Westridge Pathway Rehabilitation	-	437	437	43	-	-	-	-	480
New Parks Access Improvements	-	-	-	250	-	-	-	-	250
New Kenilworth Park Revitalization Project	-	-	-	316	-	-	-	-	316
New Prince Park Concession and Restroom Facility Remodel/Repair	-	20	20	30	-	-	-	-	50
New Swim Center Pool Renovation & Repair	-	-	-	6	291	-	-	-	297
TOTAL	\$ 1,484	\$ 1,052	\$ 2,536	\$ 8,416	\$ 7,996	\$ 2,590	\$ 1,250	\$ 975	\$ 23,763

SOURCES (dollars in \$000)

Parkland Impact Fees	\$ 876	\$ 161	\$ 1,037	\$ 4,947	\$ 84	\$ -	\$ -	\$ -	\$ 6,068
Bonds - Savings from Refinancing	68	-	68	-	34	-	-	-	102
Donations/Developer Contributions	61	-	61	-	1,095	2,365	-	-	3,521
Measure M - Parks	234	630	864	406	347	-	-	-	1,617
American Rescue Plan Act (ARPA)	-	313	313	-	-	-	-	-	313
Grants	198	345	543	429	-	-	-	-	972
General Fund Reserves - Turf Replacement	418	180	598	170	-	-	-	-	768
General Fund-Measure U	-	-	-	154	-	-	-	-	154
Transient Occupancy Tax (TOT)	173	-	173	25	200	200	200	200	998
Traffic Impact Fees	50	50	100	670	-	-	-	-	770
Storm Drainage Utility	50	-	50	-	-	-	-	-	50
Undetermined	-	-	-	778	6,127	350	700	475	8,430
TOTAL	\$ 2,128	\$ 1,679	\$ 3,807	\$ 7,579	\$ 7,887	\$ 2,915	\$ 900	\$ 675	\$ 23,763

Playground Replacements

C00400205

Description and Justification

Playgrounds have a leading role in supporting the physical, cognitive, emotional, and social development of the youngest members of our community. The pandemic has demonstrated how essential providing such spaces are to not just the physical and mental wellbeing of children but to their parents, siblings, grandparents, and caretakers. Playgrounds are intergenerational gathering spaces and essential to building more age-friendly infrastructure in our public areas. The Playground Replacement program was rebooted in 2014, with savings earned from the refinanced Redevelopment Bonds (estimated at \$34,000 per year). Leveraging these savings with funds from other sources including Housing Related Grants, Parkland Impact Fees, and revenue from the recently approved Sonoma County Parks Measure M tax initiative will allow for an accelerated playground replacement program that was budgeted in previous years. Since 2014, playgrounds have been replaced at Meadowview, Arroyo, Miwok, and Bond Parks. Several playgrounds remain in poor condition and have been identified in need of complete replacement. These playgrounds include Grant Park, which is scheduled to be replaced in the Summer of 2022, followed by Anna’s Meadow in the Spring of 2023. In addition to total replacements, staff is inspecting all playgrounds annually and identifying opportunities to improve safety features, which include access, fall surfacing, and equipment as funding becomes available. Staff is seeking playground manufacturers who prioritize climate ready policies by utilizing recycled materials and carbon offsets in the manufacturing process.



Climate First Shovel Ready

Project Start Date: FY 2014/15 - Winter 2015
Estimated Completion Date: FY 2023/24 – Summer 2024

Project Manager: Drew Halter
Department Rep: Drew Halter

Financial Overview

C00400205

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental	5		5						5
Land & Easements			-						-
Design			-						-
Legal Services			-						-
Administration			-						-
Construction Contracts	397	89	486	83	90				659
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads	8		8						8
TOTAL USES	410	89	499	83	90	-	-	-	672

SOURCES (dollars in \$000)

Parkland Impact Fees	105		105						105
Bonds - Savings from Refinancing	68		68		34				102
Donations/Developer Contributions	61		61						61
Measure M - Parks	112		112		56				168
Housing Related Parks Prog Grant	168		168						168
General Fund Reserves - Turf Replacement	68		68						68
TOTAL FUNDS	582	-	582	-	90	-	-	-	672

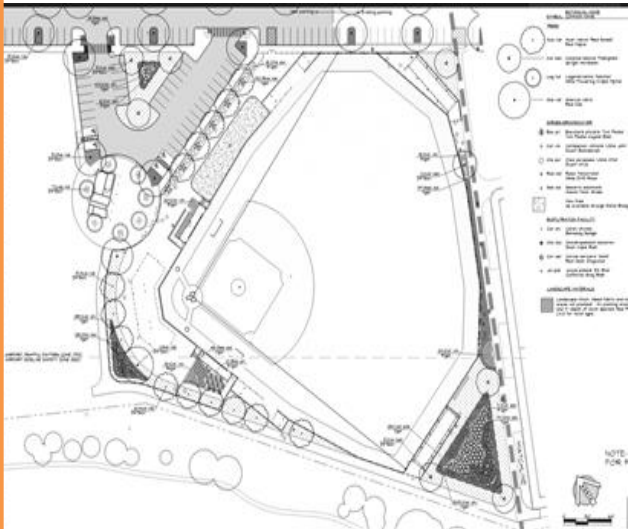
Petaluma Community Baseball Field

C14501607

Description and Justification

The second phase of the Petaluma Community Sports Fields includes the construction of a new baseball field and ancillary facilities to provide year-round youth and adult programming. The project fulfils the adopted master plan concept for the East Washington Park site following phase one completion of the three multi-use synthetic soccer and lacrosse fields currently in use. This project is scheduled to bid in February/March of 2022.

Initial construction will provide a regulation-sized baseball field with spectator viewing areas, dugouts, fencing, and increased parking capacity located adjacent to the current playing fields. Subsequent baseball field project phases will include construction of a press box, bleachers, lighting and concession facilities. Other considerations include relocating wetlands under mandated federal and state permitting, and lime-treated soil stabilization. The project will be funded partially by Parkland Impact Fees with significant contributions from community donors.



Climate First Shovel Ready

Project Start Date: FY 2015/16 - June 2016
Estimated Completion Date: FY 2022/23 – Summer

Project Manager: Jonathan Sanglerat, Ken Eichstaedt
Department Rep: Drew Halter

Financial Overview

C14501607

USES (dollars in \$000)

Planning/Environmental	26
Land & Easements	-
Design	426
Legal Services	-
Administration	-
Construction Contracts	19
Construction Mgmt	7
Contingency	-
CIP Overheads	14
TOTAL USES	492

Expenses and Funds Received			BUDGET					
Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
				FY 23-24	FY 24-25	FY 25-26	FY 26-27	
26		26						26
-		-						-
426	75	501	24					525
-		-						-
-		-						-
19	-	19	4,888	895	1,995			7,797
7	50	57	58	50	50			215
-		-	300	140	300			740
14		14	10	10	20			54
492	125	617	5,280	1,095	2,365	-	-	9,357

SOURCES (dollars in \$000)

Parkland Impact Fees	509
Donations/Developer Contributions	-
General Fund-Measure U	-
Traffic Impact Fees	-
TOTAL FUNDS	509

509	108	617	4,926					5,543
-		-	-	1,095	2,365			3,460
-		-	154					154
-		-	200					200
509	108	617	5,280	1,095	2,365	-	-	9,357

Skate Park Design and Site Analysis

C14402215

Description and Justification

The Petaluma Skate Park was constructed in 1997 and it remains one of the oldest skate parks in the state of California. This skate park serves as important space for intergenerational gatherings, as well as providing unique recreational opportunities for all city residents, but especially the youth. The current facility includes elements that are less relevant to the sport today and it lacks features that encourage development and participation from a broad range of ages and abilities. The scope of work includes design and implementation of a refresh for the existing skate park, and a site/feasibility assessment for a future one. A consultant will be retained for this work and will also assist staff with stakeholder engagement, community outreach, and exploring private partnerships and grant opportunities. FY 22/23 funding will use revenue received from the American Rescue Plan Act (ARPA) as well as the Sonoma County Measure M Parks initiative. Additional funds may be needed.



Climate First Shovel Ready

Project Start Date: FY2021/22 – Spring 2022

Estimated Completion Date: TBD

Project Manager: Ken Eichstaedt
Department Rep: Drew Halter

Financial Overview

c14402215

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental		50	50	100	-				150
Land & Easements			-						-
Design			-						-
Legal Services			-						-
Administration			-						-
Construction Contracts			-	-	313				313
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	-	50	50	100	313	-	-	-	463
SOURCES (dollars in \$000)									
Measure M - Parks		150	150						150
American Rescue Plan Act (ARPA)		313	313						313
TOTAL FUNDS	-	463	463	-	-	-	-	-	463

Lucchesi Turf Field Replacement

C14502008

Description and Justification

The Lucchesi Multi-Use Turf project will replace the existing synthetic turf with new materials and address drainage issues at the site. The all-weather field is used heavily by resident youth and adult recreation programs and leagues. The field is used primarily by soccer and lacrosse groups and the turf is now past its expected 10-year service life. Correction of drainage issues will be performed prior to laying new turf. Investigation and testing was performed in January 2022. The design team is exploring a potential shock absorbing underlay that could help with drainage as well as improving player safety. While it would be a slightly higher initial cost, the shock pads are expected to last for two 10-year turf cycles. New infill materials that meet city goals will be used instead of crumb rubber. Fees charged for the use of the field will provide most of the funds for the project. Design was completed in FY21-22, with a scheduled bid opening in June/July 2022. Construction will take place in FY22-23.



Climate First Shovel Ready

Project Start Date: FY 2019/20 - Fall 2019

Estimated Completion Date: FY22/23- Spring 2023

Project Manager: Josh Minshall
Department Rep: Drew Halter, Cindy Chong

Financial Overview

USES (dollars in \$000)	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental			-		-				-
Land & Easements			-						-
Design	6	118	124						124
Legal Services			-						-
Administration			-						-
Construction Contracts			-	900					900
Construction Mgmt			-	40					40
Contingency			-	340					340
CIP Overheads	1	-	1	2					3
TOTAL USES	7	118	125	1,282	-	-	-	-	1,407

SOURCES (dollars in \$000)

Measure M - Parks	122		122	-					122
General Fund Reserves - Turf Replacement	350	180	530	170					700
Undetermined ^A			-	585					585
TOTAL FUNDS	472	180	652	755	-	-	-	-	1,407

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Marina Dredging & Dock Upgrades

C14402010

Description and Justification

Recovering the full operational water depth for boating safety, navigation, and Marina operations will facilitate higher tenant occupancy and capacity, which is the primary goal for this project. Unlike the Petaluma River Channel, the Marina is not in the federal navigation channel, so it was not part of the recently completed U.S. Army Corps of Engineers (USACE) river dredging project. Currently, a large percentage of Marina boating slips do not have adequate water depth to accommodate vessels and are thus vacant and unleaseable. This project involves dredging Petaluma’s Marina to restore it to its full design depth. Additionally, the project includes repairs to the floating docks and gangways at both the Marina and the Turning Basin, as well as supplemental dredging in the Turning Basin under the docks (which was not allowed in the USACE dredge project). While funding is largely undetermined, there is a construction target of FY 23-24 to complete the project before the California Fish and Wildlife permit expires.



Climate First Shovel Ready

Project Manager: Jonathan Sanglerat
 Department Rep: Gina Benedetti-Petric

Project Start Date: FY 2019/20 - Summer 2020
 Estimated Completion Date: TBD

Financial Overview

c14402010

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental	166	5	171	-	45	-	-	-	216
Land & Easements	-	-	-	-	-	-	-	-	-
Design	137	45	182	-	55	-	-	-	237
Legal Services	-	-	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-	-	-
Construction Contracts	40	1	41	-	4,854	-	-	-	4,895
Construction Mgmt	-	-	-	-	300	-	-	-	300
Contingency	-	-	-	-	720	-	-	-	720
CIP Overheads	9	2	11	-	8	-	-	-	19
TOTAL USES	352	53	405	-	5,982	-	-	-	6,387

SOURCES (dollars in \$000)

Parkland Impact Fees	250	53	303	-	84	-	-	-	387
Transient Occupancy Tax (TOT)	173	-	173	-	-	-	-	-	173
Storm Drainage Utility	50	-	50	-	-	-	-	-	50
Undetermined ^A	-	-	-	-	5,777	-	-	-	5,777
TOTAL FUNDS	473	53	526	-	5,861	-	-	-	6,387

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Petaluma River Dredging Program

E14402237

Description and Justification

The U.S. Army Corps of Engineers (USACE) is responsible for maintaining the federal channel of the Petaluma River, including dredging of the Turning Basin to a depth of 8 feet. Funding for federal dredging projects has remained the same even as the costs of dredging have greatly increased. This has left shallow draft channels like the Petaluma River, which do not have a lot of commercial boating traffic, uncompetitive for federal funding for dredging projects. As a result, the frequency of dredging completed by the USACE is expected to be in excess of 15 years between projects, as was the case with the last dredging projects. 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 in order to keep the turning basin and a minimum 50-foot wide channel clear dredged to a depth of at least 6 feet. This would allow most recreational boats and smaller commercial vessels to navigate to the turning basin and access mooring facilities. In between dredging events, planning efforts will be undertaken to leverage regional partnerships with the other shallow draft channel stakeholders of the North Bay, USACE, and non-profit agencies. The City plans to hire a consultant in Spring 2022 to help facilitate this planning effort and kick-off stakeholder discussions. The objective of this project is to develop programs for beneficial re-use of dredge material, including initiatives such as wetland and habitat restoration and protection from sea-level rise as well as exploring funding opportunities to continue to perform maintenance dredging.



Climate First Shovel Ready

Project Start Date: Future

Estimated Completion Date: TBD

Project Manager: Gina Benedetti-Petnic
Department Rep: Christopher Bolt

Financial Overview

E14402237

Expenses and Funds Received	BUDGET								
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-	25	25	25	25		100
Land & Easements			-				50		50
Design			-						-
Legal Services			-						-
Administration			-						-
Construction Contracts			-				900	900	1,800
Construction Mgmt			-				25	25	50
Contingency			-				50	50	100
CIP Overheads			-						-
TOTAL USES	-	-	-	25	25	25	1,050	975	2,100

SOURCES (dollars in \$000)

Transient Occupancy Tax (TOT)			-	25	200	200	200	200	825
Undetermined ^A			-		150	150	500	475	1,275
TOTAL FUNDS	-	-	-	25	350	350	700	675	2,100

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Shollenberger Amphitheater & Kiosk Improvements

C14502012

Description and Justification

This project will construct an 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 project will be using recycled materials to the maximum extent possible. The grant application was coordinated with the Petaluma Wetlands Alliance (PWA) and will involve volunteer assistance for construction.



Climate First Shovel Ready

Project Start Date: FY 2019/20 - Summer 2019

Estimated Completion Date: FY2022/23- Spring 2023

Project Manager: Diane Ramirez
Department Rep: Cindy Chong, Rhianna Frank, Patrick Carter

Financial Overview

C14502012

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental			-		-				-
Land & Easements			-						-
Design	13		13	3					16
Legal Services			-						-
Administration			-						-
Construction Contracts			-	201					201
Construction Mgmt			-	12					12
Contingency			-	10					10
CIP Overheads	2		2	5					7
TOTAL USES	15	-	15	231	-	-	-	-	246
SOURCES (dollars in \$000)									
Parkland Impact Fees	12		12	21					33
California State Parks Grant			-	213					213
TOTAL FUNDS	12	-	12	234	-	-	-	-	246



Lynch Creek Trail / Crosstown Connector

C14502114



Lynch Creek Trail / Crosstown Connector

C14502114

Description and Justification

The Lynch Creek multi-use trail (LCT) is a vital non-motorized east-west connection in the heart of Petaluma. Serving all sectors of the community in an equitable way, the trail is 2.3 miles long, extending from Prince Park west to downtown Petaluma. The LCT is an important non-vehicular crosstown connector. Heavily used by walkers, runners, and cyclists of all ages, this trail helps our community meet our Climate Action goals. It also provides active transportation access to schools, senior housing, medical facilities, shopping centers, community centers, parks, and recreational centers. Some segments are paved, but have lacked regular maintenance, and other segments are not paved, resulting in a significant amount of work to make the trail safe and usable. This project includes repaving sections of the trail surface and repairing drainage issues. Gaps to be completed include ADA access to Payran St. and the segment from Payran St. to Lakeville St.



The Riverbend Development project is scheduled to complete the stretch from Edith Ct. to Lakeville St. in 2022/23. This project is one of the five projects submitted by the City to SCTA for grant funding with award yet to be determined. The Fox Hollow portion of the trail is currently under construction.

Climate First Shovel Ready

Project Start Date: FY 2020/21 - Summer 2020
Estimated Completion Date: FY 2025/26- Summer 2026

Project Manager: Ken Eichstaedt
Department Rep: Rhianna Frank, Patrick Carter

Financial Overview

c14502114

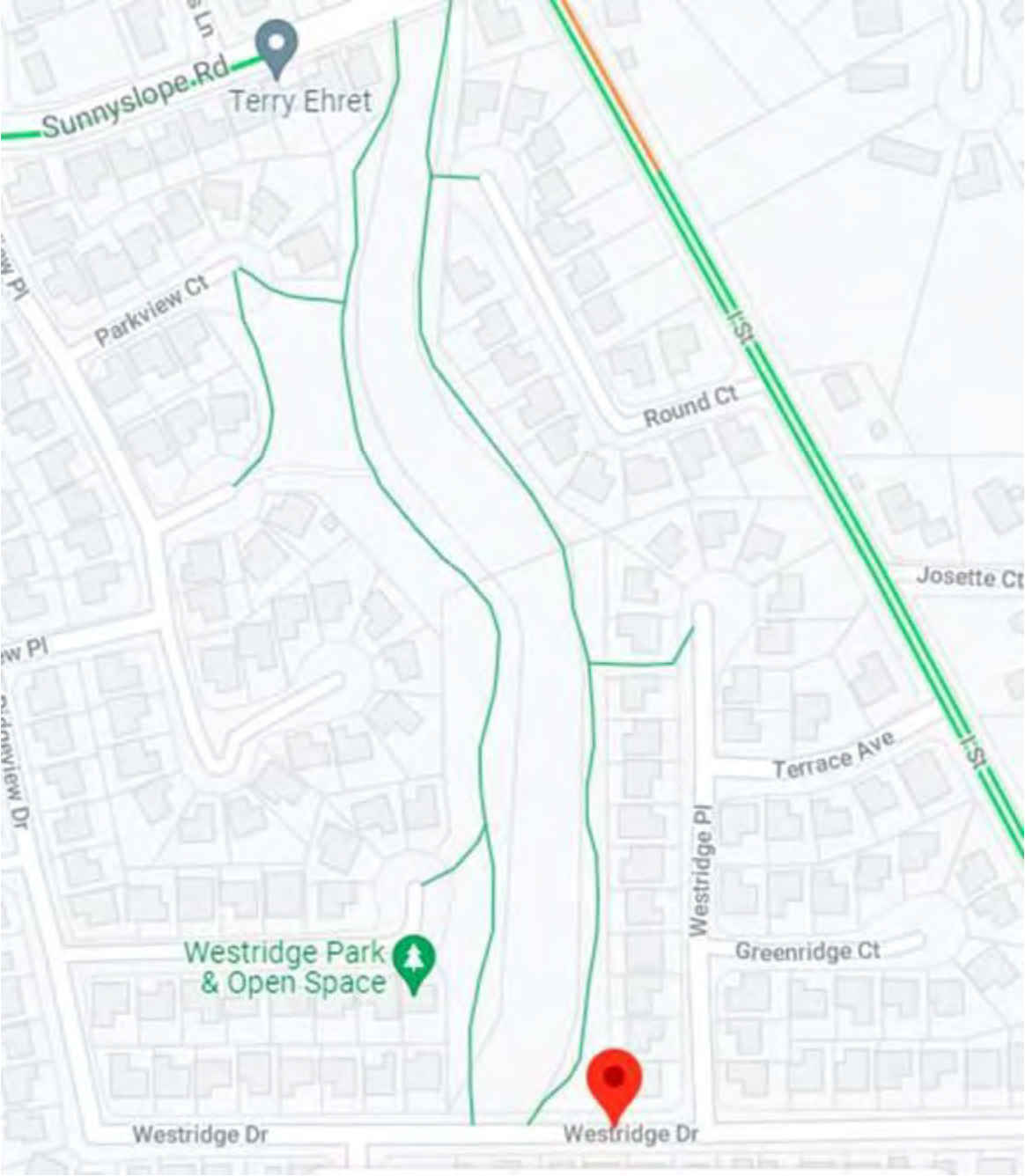
USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental	1		1		-				1
Land & Easements			-						-
Design	14	20	34	60					94
Legal Services			-						-
Administration			-						-
Construction Contracts	183	140	323	600	200	200	200		1,523
Construction Mgmt	6		6	10					16
Contingency			-	100					100
CIP Overheads	4		4						4
TOTAL USES	208	160	368	770	200	200	200	-	1,738

SOURCES (dollars in \$000)	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	
TFCA	30	172	202						202
SCTA TDA		173	173						173
Traffic Impact Fees	50	50	100	470					570
Undetermined ^A			-	193	200	200	200		793
TOTAL FUNDS	80	395	475	663	200	200	200	-	1,738

^A Undetermined sources could utilize future Impact fees based on the Impact Fee Nexus study. Other sources such as future grants, fed/state programs or donations could also be utilized. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Westridge Pathway Rehabilitation

C14502216



Westridge Pathway Rehabilitation

C14502216

Description and Justification

The Westridge Pathway complex, a neighborhood recreational centerpiece, is comprised of two main trails/paths on either bank of the Thompson Creek drainage channel in the Westridge neighborhood. The pathway provides connectivity for age friendly biking and walking options. There are a number of trail access points from adjacent residential neighborhoods, with a community garden and playground also supported by this trail. The existing pathway has a mix of degraded asphaltic concrete and unimproved dirt conditions that will be paved and repaired with this project. The total length of the Westridge Pathway is roughly a mile. The design has been completed and construction is starting in late Spring FY21/22 with completion in FY22/23. The current construction bid is under the engineer's estimate.



Climate First Shovel Ready

Project Start Date: FY 2021/22 – Fall 2021

Estimated Completion Date: FY 2022/23- Fall 2023

Project Manager: Ken Eichstaedt
Department Rep: Drew Halter

Financial Overview

c14502216

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-		-				-
Land & Easements			-						-
Design			-						-
Legal Services			-						-
Administration			-						-
Construction Contracts		225	225						225
Construction Mgmt		20	20						20
Contingency		190	190	43					233
CIP Overheads		2	2						2
TOTAL USES	-	437	437	43	-	-	-	-	480
SOURCES (dollars in \$000)									
Measure M - Parks		480	480						480
TOTAL FUNDS	-	480	480	-	-	-	-	-	480

Parks Access Improvements

New

Description and Justification

Improving park access and multi-use pathways throughout the City remains among its top priorities when evaluating opportunities for investing in public spaces. By leveraging revenues from the Sonoma County Measure M Parks for All initiative, this project aims to improve park access and mobility by providing safe areas for both passive and active recreation uses. Continuing from the recently completed pathways projects (CIP # c14502009, "Multi-Use Path and Park Pathways Restoration") for segments of Prince Park, McNear, and Shollenberger Park, this project will improve internal connectivity between amenities, as well as access into and out of parks. Continued pathway repairs and reconstruction under this CIP scope will take place at La Tercera Park, McNear Park, and McDowell Parks which all have pathway segments identified as Measure M priority projects in Fiscal Year 2022-2023.



Project Start Date: FY 2022/23 – Winter 2022
Estimated Completion Date: FY 2022/23- Spring 2023

Climate First Shovel Ready

Project Manager: Gina Benedetti-Petnic
Department Rep: Drew Halter

Financial Overview

Parks Access Improvements

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-		-				-
Land & Easements			-						-
Design			-	10					10
Legal Services			-						-
Administration			-						-
Construction Contracts			-	220					220
Construction Mgmt			-	5					5
Contingency			-	10					10
CIP Overheads			-	5					5
TOTAL USES	-	-	-	250	-	-	-	-	250
SOURCES (dollars in \$000)									
Measure M - Parks			-	250					250
	-	-	-	250	-	-	-	-	250

Kenilworth Park Revitalization Project

New

Description and Justification

Kenilworth Park is the only active community park serving the mid-town area and is need of new functional playground equipment, grading and drainage repairs, tree work, park amenities, and site improvements to serve the community's growing needs. On June 5, 2018, California voters passed the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All, Act of 2018 (Proposition 68). Funding was made available to qualified cities based on population (i.e., per-capita) and intended for local park rehabilitation, creation, and improvement through grants to local governments. Grant recipients are encouraged to utilize funds to rehabilitate existing infrastructure and to address deficiencies in neighborhoods lacking access to the outdoors. Kenilworth Park has been identified for investment utilizing Proposition 68 funds, leveraging funding by community service clubs and capital sponsors with the aim of expanding the scope of potential park improvements. Initially, Proposition 68 funds will be used to repair and improve park pathways for greater access, in addition to critical site improvements such as site grading and drainage repairs that lay a foundation for future improvements.



Climate First Shovel Ready

Project Start Date: FY 2022/23 – Summer 2022

Estimated Completion Date: FY 2022/23 – Spring 2023

Project Manager: TBD/Gina Benedetti-Petnic
Department Rep: Drew Halter

Financial Overview

Kenilworth Park Revitalization Project

	Expenses and Funds Received				BUDGET				
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-	6	-				6
Land & Easements			-						-
Design			-	33					33
Legal Services			-						-
Administration			-						-
Construction Contracts			-	230					230
Construction Mgmt			-	18					18
Contingency			-	23					23
CIP Overheads			-	6					6
TOTAL USES	-	-	-	316	-	-	-	-	316
SOURCES (dollars in \$000)									
Measure M - Parks			-	100					100
Prop 68			-	216					216
	-	-	-	316	-	-	-	-	316

Prince Park Concession and Restroom Facility Remodel/Repair New

Description and Justification

The Prince Park concession building, in partnership with a local operator, has provided food and beverage services for decades throughout the spring and summer months for thousands of youth and adult sports participants and their families. The concession facility at Prince Park requires an assessment and review of outstanding items that require improvement to conform with guidelines and recommendations from the Sonoma County Health Department. Facility improvements and renovations will likely include water heating, electrical, plumbing, and exterior work.



Project Start Date: FY 2022/23 – Summer 2022
Estimated Completion Date: FY 2022/23 – Spring 2023

Climate First Shovel Ready

Project Manager: TBD/Gina Benedetti-Petric
Department Rep: Cindy Chong

Financial Overview

Prince Park Concession and Restroom Facility Remodel/Repair

Expenses and Funds Received	BUDGET								
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental		10	10		-				10
Land & Easements			-						-
Design		10	10	30					40
Legal Services			-						-
Administration			-						-
Construction Contracts			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	-	20	20	30	-	-	-	-	50
SOURCES (dollars in \$000)									
Measure M - Parks			-	50					50
	-	-	-	50	-	-	-	-	50

Swim Center Pool Renovation & Repair

New

Description and Justification

The Petaluma Swim Center is home to the City's outdoor 50-meter public pool and adjacent toddler wading pool. Both pools are used heavily by the community and serve as venues for hosting local and regional swim team events year-round. The swimming pool needs to be replastered in order to maintain and esthetically enhance the facility and to adequately serve the community's needs and expectations. This project will also include assessing the boiler system for future electrification, as well as improving showers and locker room facilities for improved water conservation and ventilation. Measure M is identified as the funding source. Some energy efficiency upgrades may be funded through on-bill and other low-cost financing in coordination with City-Wide Facilities Audit & Energy Program (CIP e11202132). Design is scheduled for FY 22-23 with construction following in FY 23-24.



Climate First Shovel Ready

Project Manager: TBD/Gina Benedetti-Petnic
 Department Rep: Cindy Chong

Project Start Date: FY 2022/23 – Spring 2022
Estimated Completion Date: FY 2023/24

Financial Overview

Swim Center Pool Renovation & Repair	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-		-				-
Land & Easements			-						-
Design			-	3					3
Legal Services			-						-
Administration			-	3					3
Construction Contracts			-		250				250
Construction Mgmt			-		10				10
Contingency			-		25				25
CIP Overheads			-		6				6
TOTAL USES	-	-	-	6	291	-	-	-	297
SOURCES (dollars in \$000)									
Measure M - Parks			-	6	291				297
	-	-	-	6	291	-	-	-	297



PUBLIC WORKS PROJECTS FY 2022-2023

**PUBLIC WORKS CAPITAL IMPROVEMENT PROGRAM BUDGET FY 22-23
PROJECT SUMMARY
Fund 3160.31600**

PROJECTS (dollars in \$000)	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
C16101601 Petaluma Blvd. South Complete Streets (Road Diet)	228	2,753	2,981	810	-	-	-	-	3,791
C16101519 Rivertrail - 101/Crossing, Crosstown Connector	36	-	36	46	3,896	-	-	-	3,978
C16501602 Downtown Pedestrian ADA Improvements	931	10	941	140	140	140	184	-	1,545
C16102248 Pavement Restoration & Reconstruction-Citywide	-	4,917	4,917	7,427	9,131	4,358	3,000	3,000	31,833
C16102147 North McDowell Boulevard Complete Streets	129	590	719	5,491	5,491	-	-	-	11,701
C16401925 Citywide Bridge Repair	-	-	-	-	20	334	-	-	354
C16102032 Pedestrian Improvements Citywide	30	50	80	100	355	90	-	-	625
C16102250 Traffic Signal Improvements- Citywide	-	150	150	150	150	150	150	150	900
E16502022 Trestle Rehabilitation	38	60	98	1,040	6,085	-	-	-	7,223
C16401824 Caulfield Bridge Crosstown Connector	331	300	631	1,775	300	4,300	43,300	-	50,306
C16402141 1st and F St Bridge Replacement	80	760	840	1,210	-	-	-	-	2,050
C16501412 LED Streetlight and Facility Lighting Retrofit	988	123	1,111	533	-	-	-	-	1,644
C16102146 Traffic Calming & Bike Boulevards	21	89	110	127	168	182	183	183	953
C16102251 D Street Improvements	-	100	100	100	2,300	1,500	-	-	4,000
E16402238 Pedestrian Bridge Assessment- Citywide	-	25	25	25	-	-	-	-	50
C16402252 Pedestrian Bridge Renovations	-	-	-	200	1,000	800	-	-	2,000
C16102145 City-Wide Striping Improvements	67	61	128	105	80	80	80	80	553
E16502134 Active Transportation Plan & Wayfinding	-	80	80	150	-	-	-	-	230
C16502253 E. Washington Sidewalk Frontage Improvements	-	12	12	61	-	-	-	-	73
New Review of Corona Road and McKenzie AT Crossing	-	-	-	200	-	-	-	-	200
C00501204 Rainier Crosstown Connector	10,285	-	10,285	-	-	-	-	-	80,158
TOTAL	\$ 13,164	\$ 10,080	\$ 23,244	\$ 19,690	\$ 29,116	\$ 11,934	\$ 46,897	\$ 3,413	\$ 204,167

**PUBLIC WORKS CAPITAL IMPROVEMENT PROGRAM BUDGET FY 22-23
PROJECT SUMMARY**
Fund 3160.31600

SOURCES (dollars in \$000)

	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Traffic Mitigation Impact Fees	\$ 740	\$ 355	\$ 1,095	\$ 2,107	\$ 2,881	\$ 545	\$ 112	\$ 112	\$ 6,851
Street Maintenance	347	1,591	1,938	1,752	2,162	929	301	301	7,384
Transient Occupancy Tax	825	313	1,138	-	250	-	250	-	1,638
Road Maint & Rehab Acct (RMRA)	-	277	277	-	1,003	3,881	3,000	3,000	11,161
Airport Operating Fund	-	10	10	-	-	-	-	-	10
Bond- Measure U Sales Tax	-	5,000	5,000	12,500	7,500	-	-	-	25,000
Public Works Grants	178	2,303	2,481	1,052	-	-	-	-	3,533
Successor Agency - PCDC	10,224	-	10,224	-	-	-	-	-	10,224
Developer Contributions	1,378	-	1,378	-	-	-	-	-	1,378
Interfund Loan	1,490	-	1,490	-	-	-	-	-	1,490
PGE On-Bill Financing	142	-	142	-	-	-	-	-	142
GASB 31	3	-	3	-	-	-	-	-	3
Waste Water	20	-	20	-	-	-	-	-	20
Undetermined	-	-	-	1,175	15,691	5,962	43,300	-	135,333
TOTAL	\$ 15,347	\$ 9,849	\$ 25,196	\$ 18,586	\$ 29,487	\$ 11,317	\$ 46,963	\$ 3,413	\$ 204,167

Petaluma Blvd. South Complete Streets (Road Diet)

C16101601

Description and Justification

The purpose of this Complete Streets project is twofold: (1) to reconstruct the failed pavement and reconfigure the current boulevard striping to enhance safety, and (2) to create a more pedestrian and bicycle friendly thoroughfare. The curb-to-curb width of Petaluma Blvd. South will remain unchanged as the design revamps four existing through-lanes into two through-lanes with new bike lanes and one center 2-way left turn lane on Petaluma Blvd. South. The project limits extend from E St. south to the Crystal Lane traffic circle. This design will improve safety for all modes of transportation and encourage more bicycle and pedestrian use by adding bicycle lanes, improving sidewalks, and installing ADA accessibility improvements. Construction will be complete in summer 2022. Primary funding is from the Cycle 2 One Bay Area Grant (OBAG 2) program with local match funds from the Street Maintenance Fund. TIF funds are proposed for the active transportation (bike and pedestrian) elements.



Climate First Shovel Ready

Project Start Date: FY 2016/17 - Winter 2016

Estimated Completion Date: FY 2022/23 - Summer 2022

Project Manager: Jeff Stutsman
Department Rep: Gina Benedetti-Petric

Financial Overview

C16101601

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental	2		2						2
Land & Easements			-						-
Design	210	3	213						213
Legal Services			-						-
Administration			-						-
Construction Contracts		2,500	2,500	730					3,230
Construction Mgmt	2	50	52	30					82
Contingency		200	200	50					250
CIP Overheads	14		14						14
TOTAL USES	\$ 228	\$ 2,753	\$ 2,981	\$ 810	\$ -	\$ -	\$ -	\$ -	\$ 3,791

SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees		200	200	505					705
Street Maintenance	170	-	170						170
OBAG 2 Grant	178	2,303	2,481	435					2,916
TOTAL FUNDS	\$ 348	\$ 2,503	\$ 2,851	\$ 940	\$ -	\$ -	\$ -	\$ -	\$ 3,791

Rivertrail – 101/Crossing, Crosstown Connector

C16101519

Description and Justification

The Rivertrail-101/Crossing, included in the Petaluma River Access and Enhancement Plan, provides a critical Rivertrail gap linkage with access to the river as well as the downtown transit area. It is a Crosstown Connector linking the southern, central, and eastern portions of the City. This segment will close the bike and pedestrian trail gap from Alman Marsh through the marina to Hopper Street, which ultimately leads to downtown and the Transit Center. The path will allow cyclists and pedestrians an alternative route to that of traveling along the busy Lakeville Highway arterial corridor. Preliminary engineering is funded through a contribution from the “Riverfront” mixed use development located at the northern terminus of this trail segment. Future phases could be funded in full or in part by an SCTA grant, for which an application has been submitted. Construction will shift as needed to subsequent fiscal years to align with receipt of grant funding.



Climate First Shovel Ready

Project Start Date: FY 2016/17 - Spring 2017

Estimated Completion Date: FY2023/24 – Summer 2024

Project Manager: Ken Eichstaedt
 Department Rep: Gina Benedetti-Petnic,
 Rhianna Frank, Patrick Carter

Financial Overview

C16101519

USES (dollars in \$000)	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental	20		20	18					38
Land & Easements			-						-
Design	13		13	25					38
Legal Services			-						-
Administration			-	3					3
Construction Contracts			-		3,083				3,083
Construction Mgmt	2		2		60				62
Contingency			-		750				750
CIP Overheads	1		1		3				4
TOTAL USES	\$ 36	\$ -	\$ 36	\$ 46	\$ 3,896	\$ -	\$ -	\$ -	\$ 3,978

SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees			-	32	1,272				1,304
Developer Contributions	50		50						50
Undetermined ^A			-		2,624				2,624
TOTAL FUNDS	\$ 50	\$ -	\$ 50	\$ 32	\$ 3,896	\$ -	\$ -	\$ -	\$ 3,978

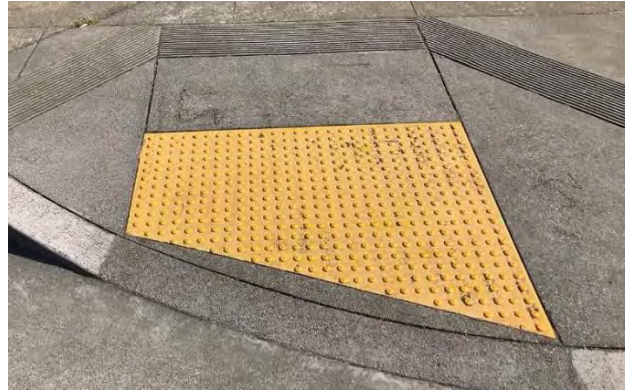
^A Undetermined sources could utilize future Impact fees based on the Impact Fee Nexus study. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Downtown Pedestrian ADA Improvements

C16501602

Description and Justification

Striving to improve pedestrian safety, walkability, and comfort in the downtown area, the City will be continuing to upgrade curb ramps, install bulb-outs, increase sidewalk areas, and provide other pedestrian facilities to meet current Americans with Disabilities Act (ADA) standards. The work is currently in a 10-year construction period, ending in FY 25/26. However, it is anticipated that the work will be ongoing as funding allows using the Transient Occupancy Tax funds. Wastewater funds were approved in FY 18/19 to cover impacts of unanticipated but related sewer system repairs.



Climate First Shovel Ready

Project Start Date: FY 2015/16 - April 2016

Estimated Completion Date: TBD

Project Manager: Ken Eichstaedt
Department Rep: Gina Benedetti-Petnic

Financial Overview

C16501602

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-						-
Land & Easements			-						-
Design	124		124	30	20	20	20		214
Legal Services			-						-
Administration			-						-
Construction Contracts	717	10	727	90	100	100	100		1,117
Construction Mgmt	75		75	10	10	10	10		115
Contingency			-	10	10	10	54		84
CIP Overheads	15		15						15
TOTAL USES	\$ 931	\$ 10	\$ 941	\$ 140	\$ 140	\$ 140	\$ 184	\$ -	\$ 1,545

SOURCES (dollars in \$000)

Transient Occupancy Tax	775	250	1,025		250		250		1,525
Waste Water	20		20						20
TOTAL FUNDS	\$ 795	\$ 250	\$ 1,045	\$ -	\$ 250	\$ -	\$ 250	\$ -	\$ 1,545

Pavement Restoration & Reconstruction Citywide

C16102248



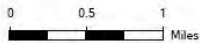
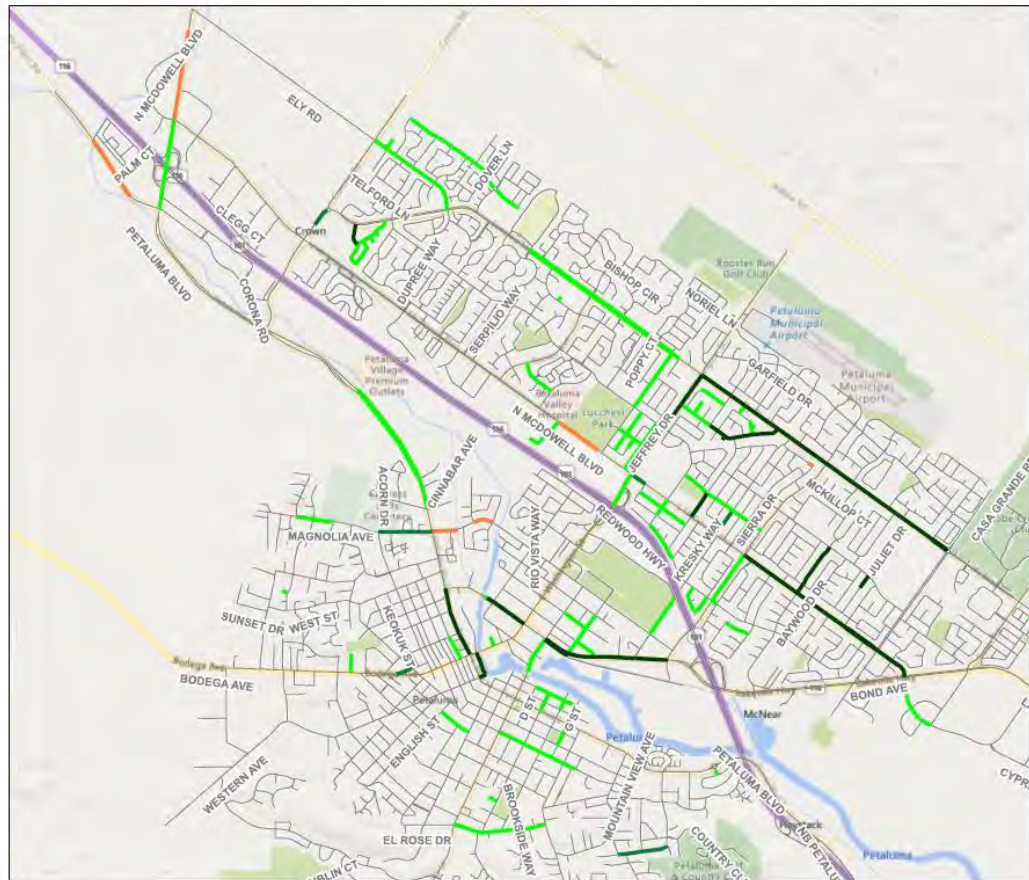
PETALUMA
11 ENGLISH STREET
PETALUMA, CA 94952

Pavement Restoration

Preliminary FY 2022-2023 Project Period

Feature Legend

- 3" OVERLAY WITH REINFORCEMENT MAT
- CAPE SEAL
- HIGH VOLUME SLURRY SEAL
- SEAL CRACKS



Please visit the City's website for additional information and maps on the <https://cityofpetaluma.org/street-pavement/> program.

Pavement Restoration & Reconstruction Citywide

C16102248

Description and Justification

This is a critically important initiative to implement a top community priority for improving Petaluma's streets. Construction is underway and will continue at an unprecedented rate over the next five years.

Improvements consist primarily of seal coats and overlays along with repairs of failed areas and crack sealing. The method selected and streets identified for improvements are strategically based on evaluation of a variety of factors: Pavement Condition Index (PCI), community input, location, utility work, usage, and other factors. The proposed work incorporates Complete Streets elements that focus heavily on improving active transportation opportunities. This includes buffered bicycle lane striping, bulb-outs for traffic calming, pedestrian safety enhancements, and transit accommodations.

Measure U Sales Tax Revenues have facilitated issuance of bonds for infrastructure improvements, which has allowed the City to triple its annual investment in street preservation projects. With over \$100 million in deferred street maintenance work, this investment allows the City to act swiftly to stabilize, preserve, and improve our community's streets. In FY21/22, the City successfully completed an unprecedented \$4 million of pavement preservation projects, which improved approximately 30 miles of streets and increased the average PCI by approximately 2 points. Continued implementation of this program will prevent further decline of the City's streets and their average PCI values, and actually serves to improve the condition of our streets and the City's average PCI values to a "Fair" condition. It is important to note that the annual PCI data rankings for the Bay Area are based on a 3-year moving average, so it will take 2-5 years before the full impacts of our program show up in these reports.

Funding will come from a combination of Street Maintenance Funds, Road Maintenance & Rehab. Account dollars (from water/sewer utility fees), and Measure U Sales Tax bonds over a three-year period.



Climate First Shovel Ready

Project Manager: Ken Eichstaedt
Department Rep: Gina Benedetti-Petric

Project Start Date: Ongoing
Estimated Completion Date: Ongoing

Financial Overview

c16102248

USES (dollars in \$000)	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental			-		1				1
Land & Easements			-						-
Design		80	80	200	200	200			680
Legal Services		1	1	1	1	1			4
Administration		4	4	4	4	4			16
Construction Contracts		4,500	4,500	7,000	8,700	4,000	3,000	3,000	30,200
Construction Mgmt		30	30	30	30	30			120
Contingency		300	300	190	190	118			798
CIP Overheads		2	2	2	5	5			14
TOTAL USES	\$ -	\$ 4,917	\$ 4,917	\$ 7,427	\$ 9,131	\$ 4,358	\$ 3,000	\$ 3,000	\$ 31,833

SOURCES (dollars in \$000)								
Street Maintenance			-		949			949
Road Maint & Rehab Acct (RMRA)			-		1,003	3,881	3,000	10,884
Bond- Measure U Sales Tax		5,000	5,000	7,500	7,500	-		20,000
TOTAL FUNDS	\$ -	\$ 5,000	\$ 5,000	\$ 7,500	\$ 9,452	\$ 3,881	\$ 3,000	\$ 31,833

North McDowell Boulevard Complete Streets

C16102147

Description and Justification

As one of the City's main arterials, the North McDowell Blvd. Complete Streets project is a very high priority. The project involves full pavement rehabilitation of North McDowell Blvd from Sunrise Parkway north to Old Redwood Highway.

There are numerous core businesses, industries, and residential hubs located along this corridor, as well as several sites identified for future development, including the second Petaluma SMART train station. Active Transportation (AT) improvements are an integral part of this project, and community feedback is ongoing to identify AT priorities. The project includes the following:

- 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, such as sidewalk bulb-outs;
- Transit stops and improvements;
- Traffic signal connectivity, coordination, and detection upgrades;
- Design and schedule coordination with planned development.

Phase I is slated for completion in FY 22-23, which will complete pavement reconstruction with ADA portions implemented on the northern segment from Old Redwood Highway southerly to the SMART tracks. This first phase utilizes funding from Measure U Bonds. Phase II will be completed in FY 23-24 and includes pavement rehabilitation of the southern segment plus sidewalk gap closures and Class 1 bike facilities throughout. Funding sources are currently undetermined for Phase II; however, the City is actively seeking funds and has already submitted it as a high priority project to SCTA.



Climate First Shovel Ready

Project Manager: Ken Eichstaedt
 Department Rep: Gina Benedetti-Petnic,
 Rhianna Frank, Patrick Carter

Project Start Date: FY 2020/21- Summer 2021

Estimated Completion Date: FY 2023/24

Financial Overview

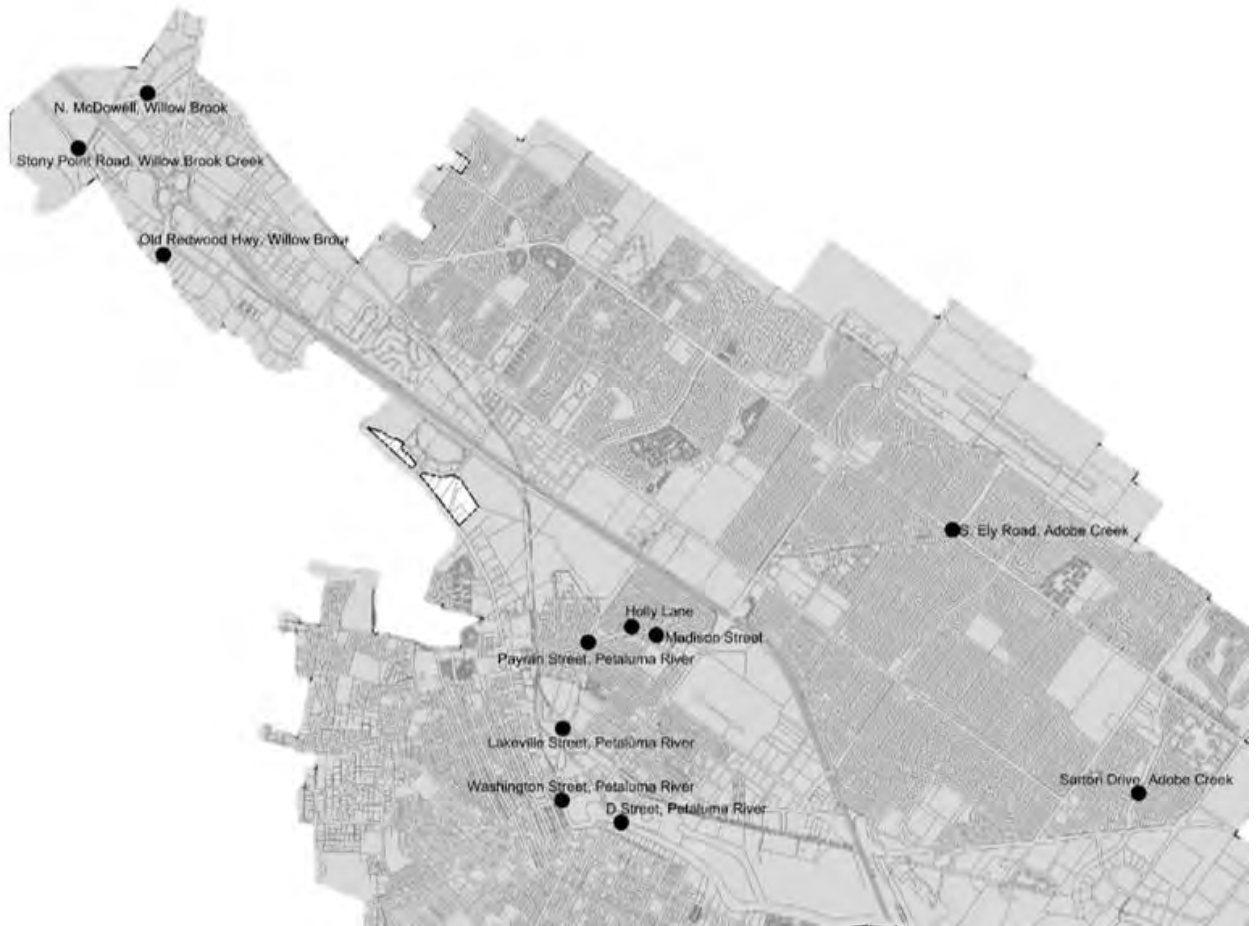
c16102147

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental			-						-
Land & Easements		10	10						10
Design	129	500	629						629
Legal Services		5	5						5
Administration			-						-
Construction Contracts				5,238	5,238				10,475
Construction Mgmt				50	50				100
Contingency		75	75	200	200				475
CIP Overheads				3	3				6
TOTAL USES	\$ 129	\$ 590	\$ 719	\$ 5,491	\$ 5,491	\$ -	\$ -	\$ -	\$ 11,700
SOURCES (dollars in \$000)									
Traffic Mitigation Impact Fees			-		805				805
Street Maintenance		442	442						442
Road Maint & Rehab Acct (RMRA)		277	277						277
Bond- Measure U Sales Tax				5,000					5,000
SCTA				550					550
Undetermined ^A					4,626				4,626
TOTAL FUNDS	\$ -	\$ 719	\$ 719	\$ 5,550	\$ 5,431	\$ -	\$ -	\$ -	\$ 11,700

^A Undetermined sources could utilize future Impact fees based on the Impact Fee Nexus study. Other sources such as future grants, fed/state programs or donations could also be utilized. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.



Citywide Bridge Repair Map



Citywide Bridge Repair

C16401925

Description and Justification

Caltrans performs biannual safety inspections on most of the 13 bridges within city limits and provides a report for each bridge recommending maintenance and repair measures. Recent inspection reports have identified the need for surface treatments for preservation of some of the bridges. Notably, major structural work is not needed at this time on any of the City's bridges. Consistent with Caltrans recommendations, this project scope only includes the sealing of bridge concrete and decks. Grant funding through the Caltrans Highway Bridge Program (HBP) with an 11.5% local match would be a potential funding source.



Climate First Shovel Ready

Project Start Date: FY 2023/24

Estimated Completion Date: FY 2024/25

Project Manager: Ken Eichstaedt
Department Rep: Gina Benedetti-Petnic

Financial Overview

C16401925

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
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	\$ -	\$ -	\$ -	\$ -	\$ 20	\$ 334	\$ -	\$ -	\$ 354

SOURCES (dollars in \$000)

Undetermined ^A			-		20	334			354
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 20	\$ 334	\$ -	\$ -	\$ 354

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Pedestrian Improvements Citywide

C16102032

Description and Justification

Pedestrian safety and access are the focus of this citywide project that will undertake striping, pavement marking, Americans with Disabilities Act (ADA) improvements, and pavement enhancements at various intersections to improve safety and usability. Priority attention will be given to areas serving our schools and draw upon the "Safe Routes to School" engineering report recommendations.

Projects will include pavement replacement for accessible routes to the City's multi-use paths, construction of new ADA compliant curb returns and sidewalks, and improvements to pedestrian crossings. This project will also include sidewalk repairs and sidewalk gap closures throughout the City.



Project Start Date: FY 2020/21 - Spring 2021

Estimated Completion Date: Ongoing

Climate First Shovel Ready

Project Manager: Ken Eichstaedt
Department Rep: Gina Benedetti-Petric

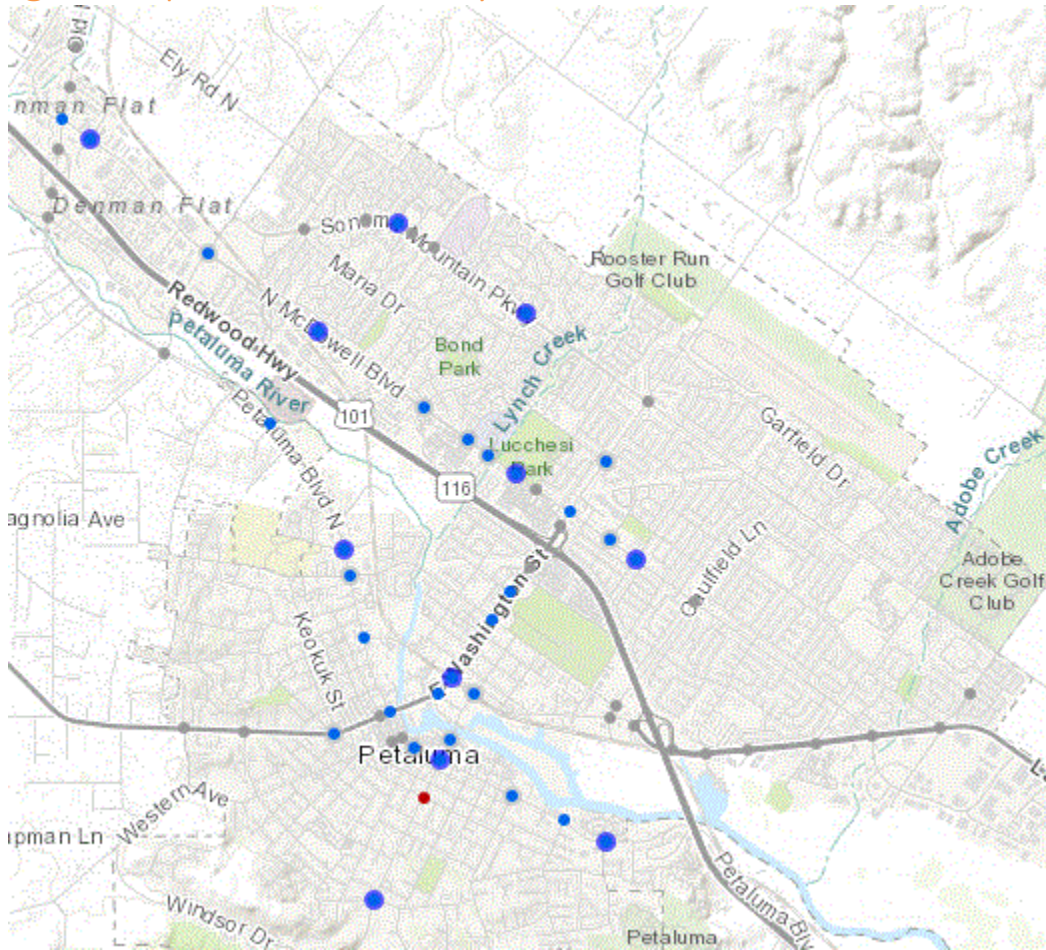
Financial Overview

C16102032

	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental	1		1						1
Land & Easements			-						-
Design			-		10	10			20
Legal Services			-						-
Administration			-						-
Construction Contracts	29	50	79	100	345	80			604
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	30	50	80	100	355	90	-	-	625
SOURCES (dollars in \$000)									
Traffic Mitigation Impact Fees			-	100	105				205
Street Maintenance	33	47	80		250	90			420
TOTAL FUNDS	\$ 33	\$ 47	\$ 80	\$ 100	\$ 355	\$ 90	\$ -	\$ -	\$ 625



Traffic Signal Improvements- Citywide



Traffic Signal Improvements- Citywide

C16102250

Description and Justification

This multi-year, multi-phased project will modernize the City's Traffic Signal Timing System to deliver continuous and reliable communications with a central management system. The scope of work includes improvements to the traffic management system to better manage signal timing, installation of battery back-up systems for resiliency in power outages, controller and cabinet upgrades, signal head replacements, and video detection replacement.



Climate First Shovel Ready

Project Start Date: FY 2021/22 – Fall 2021

Estimated Completion Date: Ongoing

Project Manager: Jeff Stutsman
Department Rep: Gina Benedetti-Petnic

Financial Overview

c16102250

	Expenses and Funds Received				BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED					
					FY 23-24	FY 24-25	FY 25-26	FY 26-27		
USES (dollars in \$000)										
Planning/Environmental			-							-
Land & Easements			-							-
Design			-		10					10
Legal Services			-							-
Administration			-							-
Construction Contracts		150	150	150	140	150	150	150		890
Construction Mgmt			-							-
Contingency			-							-
CIP Overheads			-							-
TOTAL USES	-	150	150	150	150	150	150	150		\$ 900
SOURCES (dollars in \$000)										
Traffic Mitigation Impact Fees		34	34	34	34	34	34	34		203
Street Maintenance		116	116	116	116	116	116	116		697
TOTAL FUNDS	\$ -	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150		\$ 900

Trestle Rehabilitation

E16502022

Description and Justification

Reviving the historic trestle will breathe new life into the downtown area and will revitalize the Petaluma River Turning Basin Area. In 2013, the California Coastal Commission provided a grant to help the City develop plans for rehabilitating this historic timber structure, which lines the southwest bank of the Turning Basin. The project was put on hold because the estimated construction costs exceeded available funding resources. With continued support from City Council and the community, the project was revisited and reviewed in FY 21-22 with exploration of potential phasing and alternative structural solutions. This project serves to further refine and update the 2013 project design, scope, and cost estimates in FY 22-23 in an effort to make this project fully shovel ready for construction in FY 23-24. As such, the project should be an excellent candidate for grant funding, and staff continues to explore any and all potential grant programs.



Climate First Shovel Ready

Project Start Date: FY 2020/21 - March 2020

Estimated Completion Date: TBD

Project Manager: Christopher Bolt
Department Rep: Christopher Bolt

Financial Overview

e16502022

USES (dollars in \$000)	Expenses and Funds Received				BUDGET				
	Actual Life to Date thru FY 20	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental	3	10	13	90					103
Land & Easements			-						-
Design	35	50	85	450					535
Legal Services			-						-
Administration			-		75				75
Construction Contracts			-	500	5,500				6,000
Construction Mgmt			-		-				-
Contingency			-		500				500
CIP Overheads			-		10				10
TOTAL USES	38	60	98	1,040	6,085	-	-	-	\$ 7,223
SOURCES (dollars in \$000)									
Transient Occupancy Tax	50	63	113						113
Undetermined ^A			-	1,025	6,085				7,110
TOTAL FUNDS	\$ 50	\$ 63	\$ 113	\$ 1,025	\$ 6,085	\$ -	\$ -	\$ -	\$ 7,223

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Caulfield Bridge Crosstown Connector

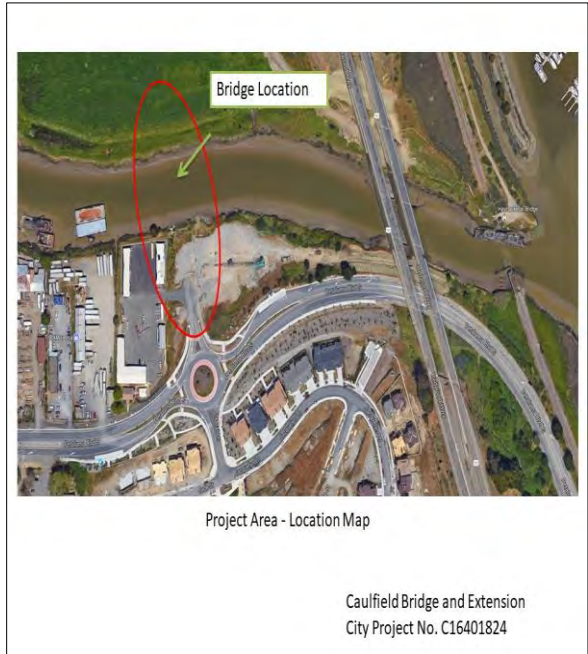
C16401824

Description and Justification

The Caulfield Crosstown Connector, also known as the "Southern Crossing," has been proceeding through preliminary design in FY 21-22. Initial project efforts determined bridge type, bridge layout, and estimated construction costs for a new structure over the Petaluma River extending from Caulfield Lane to Petaluma Blvd. South near the Hwy 101 bridge at the southern end of the City.

The preliminary design concept has received U.S. Coast Guard approval for vertical and horizontal clearances over the navigable waterway and bridge openings. The design and layout have been developed to 10% complete and now the project can proceed into the environmental permitting phase. This planning/permitting phase will identify necessary permits and studies (i.e., traffic, cultural, biological), execute those studies, and provide detailed construction cost estimates for the work.

Construction could be ready to start in FY 25-26, assuming that funding has been secured. Recent design efforts and flood modeling indicate that a two-leaf bascule bridge is needed instead of the originally planned single-leaf configuration, raising project cost estimates accordingly.



Climate First Shovel Ready

Project Start Date: FY 2016/17 - Summer 2017

Estimated Completion Date: TBD

Project Manager: Ken Eichstaedt
Department Rep: Gina Benedetti-Petric

Financial Overview

c16401824

USES (dollars in \$000)	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental	9	150	159	300	200				659
Land & Easements		50	50	75	100				225
Design	301	100	401	1,400		4,300			6,101
Legal Services			-						-
Administration			-						-
Construction Contracts			-				43,000		43,000
Construction Mgmt	15		15				300		315
Contingency			-						-
CIP Overheads	6		6						6
TOTAL USES	\$ 331	\$ 300	\$ 631	\$ 1,775	\$ 300	\$ 4,300	\$ 43,300	\$ -	\$ 50,306
SOURCES (dollars in \$000)									
Traffic Mitigation Impact Fees			-	1,080					1,080
Developer Contributions	1,326		1,326						1,326
Undetermined ^A			-		300	4,300	43,300		47,900
TOTAL FUNDS	\$ 1,326	\$ -	\$ 1,326	\$ 1,080	\$ 300	\$ 4,300	\$ 43,300	\$ -	\$ 50,306

^A Undetermined sources could utilize future Impact fees based on the Impact Fee Nexus study. Other sources such as future grants, fed/state programs or donations could also be utilized. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

1st and F St Bridge Replacement

C16402141

Description and Justification

The timber framed bridge at 1st and F Streets in Petaluma covers the outfall of historic Thompson Creek and storm sewer draining into the Petaluma River. This structure was initially a railroad bridge that was later incorporated into the street. It currently 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 show significant signs of rot and structural stress/failure in some of the primary load carrying components. The bridge was closed in December 2021 to address safety concerns. The bridge will be replaced, and hazardous wood materials will be removed from the drainage channel. A new sidewalk will be provided. The project is not eligible for federal or state bridge funds, so funding sources for this bridge replacement project are Street Maintenance Funds along with Traffic Impact Fees used for the pedestrian elements.



Climate First Shovel Ready

Project Start Date: FY 2020/21 - Summer 2020

Estimated Completion Date: FY 2022/23 – Fall 2022

Project Manager: Ken Eichstaedt
Department Rep: Gina Benedetti-Petnic

Financial Overview

c16402141

USES (dollars in \$000)	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental		20	20						20
Land & Easements			-						-
Design	68	30	98	30					128
Legal Services			-						-
Administration			-						-
Construction Contracts	6	700	706	903					1,609
Construction Mgmt	5	10	15	10					25
Contingency			-	265					265
CIP Overheads	1		1	2					3
TOTAL USES	\$ 80	\$ 760	\$ 840	\$ 1,210	\$ -	\$ -	\$ -	\$ -	\$ 2,050

SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees			-	168					168
Street Maintenance	75	760	835	1,047					1,882
TOTAL FUNDS	\$ 75	\$ 760	\$ 835	\$ 1,215	\$ -	\$ -	\$ -	\$ -	\$ 2,050

LED Streetlight and Facility Lighting Retrofit

C16501412

Description and Justification

Under this CIP project the City previously completed two Climate Ready initiatives retrofitting 5,000 street lights with energy-efficient LED lamps. Moving forward, the remaining interfund loan will be used to facilitate further reductions in 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 existing lighting is nearing the end of its service life or has been identified as a priority by energy efficiency audits.

Currently, work underway includes replacement of the stadium lights at the Lucchesi Turf Field. 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. Beginning FY22/23 the project will be expanded to include new streetlighting in areas of insufficient lighting for pedestrian safety. Two residential areas under consideration are East Court and Sycamore Lane.



Climate First Shovel Ready

Project Start Date: FY 2012/13 - Fall 2013

Estimated Completion Date: FY 2023/24 – Winter 2024

Project Manager: Diane Ramirez
Department Reps: Gina Benedetti-Petnic, Patrick Carter, Rhianna Frank, Drew Halter, Cindy Chong

Financial Overview

c16501412

USES (dollars in \$000)	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 20	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental	4		4						4
Land & Easements			-						-
Design	68	5	73						73
Legal Services			-						-
Administration	51		51						51
Construction Contracts	830	108	938	533					1,471
Construction Mgmt	24		24						24
Contingency			-						-
CIP Overheads	11	10	21						21
TOTAL USES	\$ 988	\$ 123	\$ 1,111	\$ 533	\$ -	\$ -	\$ -	\$ -	\$ 1,644
SOURCES (dollars in \$000)									
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

Traffic Calming & Bike Boulevards

C16102146

Description and Justification

This is a trailblazing project for Petaluma traffic calming and bike/pedestrian interests. This work takes off from the “Slow Streets” program that began in April 2020 during the COVID-19 pandemic, which supports 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.

This project targets safer walking and biking, particularly around schools and parks. A proposed bike boulevard quick-build type pilot project was presented to the Pedestrian and Bicycle Advisory Committee (PBAC) for feedback in early 2022. The next phase of work in FY 22-23 includes planning, design, and construction for a bike boulevard that includes bulb-outs, striping improvements, signage, chicanes, and landscape improvements. Bike rack installations will be incorporated in the scope of work wherever possible.



Climate First Shovel Ready

Project Manager: Ken Eichstaedt
 Department Rep: Gina Benedetti-Petnic, Rhianna Frank, Patrick Carter

Project Start Date: FY 2020/21 – Summer 2021

Estimated Completion Date: Ongoing

Financial Overview

c16102146

USES (dollars in \$000)	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental			-						-
Land & Easements			-						-
Design	1	10	11	20	20	20	20	20	111
Legal Services			-						-
Administration			-	2	2	2	2	2	10
Construction Contracts		75	75	100	136	150	150	150	761
Construction Mgmt	20	3	23	3	8	8	8	8	58
Contingency			-						-
CIP Overheads		1	1	2	2	2	3	3	13
TOTAL USES	21	89	110	127	168	182	183	183	\$ 953
SOURCES (dollars in \$000)									
Traffic Mitigation Impact Fees		36	36	42	55	60	60	60	312
Street Maintenance		74	74	85	113	122	123	123	641
TOTAL FUNDS	\$ -	\$ 110	\$ 110	\$ 127	\$ 168	\$ 182	\$ 183	\$ 183	\$ 953

D Street Improvements

C16102251

Description and Justification

This Complete Streets project will include reconstruction of D Street from the City Limits to Petaluma Boulevard South along with traffic calming and bike and pedestrian improvements to address safety and equity. The work will include the reconstruction of the existing roadway, new ADA curb ramps, rectangular rapid flashing beacons at uncontrolled crosswalks, new striping, installation of traffic signal interconnects, and a new video detection system. The initial planning work scheduled for FY 22-23 will include an assessment and survey, development of preliminary design options, and community outreach for feedback on the preliminary design.



Climate First Shovel Ready

Project Manager: Ken Eichstaedt
Department Rep: Gina Benedetti-Petnic

Project Start Date: FY 2021/22 - Fall 2021

Estimated Completion Date: FY 2024/25

Financial Overview

c16102251

	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental		100	100	100					200
Land & Easements			-						-
Design			-		300				300
Legal Services			-						-
Administration			-						-
Construction Contracts			-		2,000	1,500			3,500
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	-	100	100	100	2,300	1,500	-	-	\$ 4,000
SOURCES (dollars in \$000)									
Traffic Mitigation Impact Fees		11	11	11	264	172			459
Street Maintenance		89	89	89					177
Undetermined ^A			-		2,036	1,328			3,364
TOTAL FUNDS	\$ -	\$ 100	\$ 100	\$ 100	\$ 2,300	\$ 1,500	\$ -	\$ -	\$ 4,000

^A Undetermined sources could utilize future Impact fees based on the Impact Fee Nexus study. Other sources such as future grants, fed/state programs or donations could also be utilized. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Pedestrian Bridge Assessment- Citywide

E16402238

Description and Justification

Improving pedestrian safety, equity, and access are the primary focus for this study. This project will utilize a structural consulting engineer to perform an initial assessment of the City's 15 pedestrian bridges. An operation and maintenance manual will be developed along with long-range planning to ensure the longevity and safety of these bridges. Recommendations from the engineer's report will provide a plan for future preventative maintenance projects. It is anticipated that the 30-plus year old "Balshaw Bridge" over the Petaluma River Turning Basin will likely be the first such project. This and other bridge repairs will be performed under a separate CIP project (c16402252).



Climate First Shovel Ready

Project Start Date: FY 2021/22 - Winter 2022

Estimated Completion Date: FY 2022/23 - Fall 2022

Project Manager: Ken Eichstaedt, Diane Ramirez
Department Rep: Gina Benedetti-Petnic

Financial Overview

e16402238

	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
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

C16402252

Description and Justification

This project will implement long-term safety and functional improvements and maintenance for the City's pedestrian bridges. The initial assessment of these bridges (see CIP e16402238) will result in recommendations and prioritization of needed improvements for ADA compliance, safety/structural considerations, and ongoing maintenance needs for these wood and steel structures.

The locations of these bridges are as follows: 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; and Mannion Knoll.



Climate First Shovel Ready

Project Start Date: FY 2022/23 - Fall 2022

Estimated Completion Date: FY 2024/25 - Summer 2024

Project Manager: Ken Eichstaedt
Department Rep: Rhianna Frank, Patrick Carter

Financial Overview

c16402252

	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
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
SOURCES (dollars in \$000)									
Traffic Mitigation Impact Fees			-	66	328	262			656
Street Maintenance			-	134	672	538			1,344
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 200	\$ 1,000	\$ 800	\$ -	\$ -	\$ 2,000

City-Wide Striping Improvements

C16102145

Description and Justification

This project provides striping improvements primarily on arterial and collector roadways to improve pedestrian and bicycle travel safety as part of a cost-effective “quick-build” approach leveraging available city funds. The use of bulb-outs, lane narrowing, and pedestrian refuge islands will be hallmarks of this project. Bike boxes and buffered bike lanes will also be included in the painting toolkit that staff is developing.

There are multitude of opportunities to improve pedestrian and bike markings to create safer Petaluma streets. Focus will be in areas with significant Active Transportation use, around schools, and in areas identified with high incident rates for injuries. Heat maps and related data will help to inform project locations and priorities.



Climate First Shovel Ready

Project Start Date: FY 2020/21 - January 2021

Estimated Completion Date: Ongoing

Project Manager: Ken Eichstaedt
Department Rep: Jonathan Sanglerat

Financial Overview

c16102145

USES (dollars in \$000)	Expenses and Funds Received				BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED					
					FY 23-24	FY 24-25	FY 25-26	FY 26-27		
Planning/Environmental			-							-
Land & Easements			-							-
Design		10	10	20	10	10	10	10		70
Legal Services			-							-
Administration			-							-
Construction Contracts	67	50	117	80	70	70	70	70		477
Construction Mgmt		1	1	5						6
Contingency			-							-
CIP Overheads			-							-
TOTAL USES	67	61	128	105	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 553
SOURCES (dollars in \$000)										
Traffic Mitigation Impact Fees	16	14	30	22	18	18	18	18	18	124
Street Maintenance	57	41	98	83	62	62	62	62	62	429
TOTAL FUNDS	\$ 73	\$ 55	\$ 128	\$ 105	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 553

Active Transportation Plan & Wayfinding

E16502134

Description and Justification

This project will update the 2008 Bicycle and Pedestrian Plan (also called the Active Transportation Plan), in coordination with the General Plan Update that is currently being developed. The wayfinding program will develop a comprehensive plan for pedestrian and bicycle signage citywide. The plan will incorporate a fresh look and best practices in active transportation and will update city standards for bike and pedestrian facilities. Existing conditions will be evaluated, and future projects and programs will be identified along with costs and potential funding opportunities. This project includes installation of downtown area signage to kick off implementation. The Active Transportation (AT) Plan update incorporates a robust community outreach program and will rely heavily on feedback from community stakeholders, along with guidance and input from the Pedestrian & Bicycle Advisory Committee (PBAC). Newly identified projects resulting from this plan, such as Caulfield Lane Active Transportation improvements, will be included as new capital projects scope are determined and funding sources are identified.



Climate First Shovel Ready

Project Start Date: FY 2020/21 - June 2021

Estimated Completion Date: FY 2022/23 - June 2023

Project Manager: Ken Eichstaedt
Department Rep: Gina Benedetti-Petnic, Rhianna Frank, Patrick Carter

Financial Overview

e16502134

USES (dollars in \$000)	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental		80	80	150					230
Land & Easements			-						-
Design			-						-
Legal Services			-						-
Administration			-						-
Construction Contracts			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	-	80	80	150	-	-	-	-	\$ 230
SOURCES (dollars in \$000)									
Traffic Mitigation Impact Fees		59	59	7					66
Street Maintenance		21	21	76					97
TDA Grant			-	67					67
TOTAL FUNDS	\$ -	\$ 80	\$ 80	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ 230

E. Washington Sidewalk Frontage Improvements

C16502253

Description and Justification

This project will improve bike and pedestrian safety along East Washington fronting the Petaluma Municipal Airport, and adjacent to the Rooster Run Golf Course. Improvements constructed in FY 21-22 included a new curb for additional protection for multi-use path users from vehicles traveling along East Washington Street. Additionally, vehicle access improvements were made to the airport property. The remaining work scheduled for FY 22-23 includes minor street repair and restriping lane lines.



Climate First Shovel Ready

Project Start Date: FY 2021/22- September 2021

Estimated Completion Date: FY 2022/23 - June 2023

Project Manager: Jonathan Sanglerat
Department Rep: Gina Benedetti-Petric

Financial Overview

c16502253

USES (dollars in \$000)	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental			-						-
Land & Easements			-						-
Design			-	5					5
Legal Services			-						-
Administration			-						-
Construction Contracts		12	12	49					61
Construction Mgmt			-	1					1
Contingency			-	6					6
CIP Overheads			-						-
TOTAL USES	-	12	12	61					\$ 73
SOURCES (dollars in \$000)									
Traffic Mitigation Impact Fees			-	24					24
Street Maintenance		2	2	38					39
Airport Operating Fund		10	10						10
TOTAL FUNDS	\$ -	\$ 12	\$ 12	\$ 62	\$ -	\$ -	\$ -	\$ -	\$ 73

Review of Corona Road and McKenzie AT Crossing

New

Description and Justification

Safe Active Transportation connectivity across Hwy. 101 on Corona Road is a critical need for our community. The existing Caltrans bridge geometry has very narrow sidewalks and shoulders, and bridge railings do not meet current design standards. Connectivity in this area will be enhanced with the planned SMART Station Multi-Use Pathway (MUP) and active transportation improvements planned with the N. McDowell Blvd. Complete Streets CIP project. This project will start initial planning and outreach for Corona Bridge in an effort to explore opportunities to further enhance connectivity and improve safety. Property survey and boundary conditions with available easements will be assessed. County, state, and city rights of way will be researched, and AT improvements will be explored with partner agencies to enhance this crossing. Close collaboration with Caltrans and the Sonoma County Transportation Authority will be undertaken to partner on developing project parameters and exploring funding options for this state-owned and maintained highway bridge. A secondary related project is the McKenzie pedestrian bridge crossing over Hwy 101 (at East Washington Place shopping center), which will also be reviewed for improvements.



Climate First Shovel Ready

Project Manager: Ken Eichstaedt
Department Rep: Gina Benedetti-Petnic

Project Start Date: FY 22-23 – Summer 2022

Estimated Completion Date: FY 22-23

Financial Overview

Corona Road AT Crossing

USES (dollars in \$000)	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental		-	-	200					200
Land & Easements									-
Design									-
Legal Services									-
Administration									-
Construction Contracts									-
Construction Mgmt									-
Contingency									-
CIP Overheads									-
TOTAL USES	-	-	-	200					\$ 200

SOURCES (dollars in \$000)

Street Maintenance			-	50					50
Undetermined ^A			-	150					150
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ 200

^A Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

Rainier Crosstown Connector

C00501204

The Rainier Crosstown Connector has been a key element in the City's growth strategy and planning on and off since the 1960's. This connector would provide an additional route for pedestrians, bicyclists and vehicles traveling between the East and West sides of town and would affect crosstown traffic congestion and intersection delays. Pending direction from City Council in conjunction with input from the public and the forthcoming General Plan Update, the project scope and schedule are subject to change.



A milestone in the project was achieved in FY21/22 with the Highway 101 undercrossing structure installed by Caltrans. This was funded by the City as part of the Highway 101 MSN-C2 widening project. Future phases to complete the connector as currently planned would extend Rainier Avenue under Highway 101 and over both the Petaluma River Bridge and the SMART railway west to Petaluma Blvd. A substantial funding gap exists for the final project design.

Climate First Shovel Ready

Project Start Date: FY 2003/04 - Summer 2004

Estimated Completion Date: TBD

Project Manager: Ken Eichstaedt
Department Rep: Gina Benedetti-Petric

Financial Overview

C00501204

USES (dollars in \$000)	Expenses and Funds Received			BUDGET		
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED FY27-28 or beyond	Total Project Estimate
Planning/Environmental	2,028		2,028			2,028
Land & Easements	28		28		2,000	2,028
Design	1,034		1,034		2,450	3,484
Legal Services	8	-	8		10	18
Administration	31	-	31		4	35
Construction Contracts	7,001	-	7,001		60,000	67,001
Construction Mgmt	7	-	7		2,100	2,107
Contingency		-	-		3,000	3,000
CIP Overheads	148	-	148		309	457
TOTAL USES	\$ 10,285	\$ -	\$ 10,285	\$ -	\$ 69,873	\$ 80,158
SOURCES (dollars in \$000)						
Traffic Mitigation Impact Fees	724		724			724
Successor Agency - PCDC	10,224		10,224			10,224
Developer Contributions	2		2			2
GASB 31	3		3			3
Undetermined ^A			-		69,205	69,205
TOTAL FUNDS	\$ 10,953	\$ -	\$ 10,953	\$ -	\$ 69,205	\$ 80,158

^A Undetermined sources could utilize future Impact fees based on the Impact Fee Nexus study. Other sources such as future grants, fed/state programs or donations could also be utilized. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

RECYCLED WATER PROJECTS FY 2022-2023

**RECYCLED WATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 22-23
PROJECT SUMMARY**

Fund 6690.66999

PROJECTS (dollars in \$000)	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
C66401416 Tertiary Filtration System Expansion	1,164	1,305	2,469	3,245	7,245	7,070	-	-	20,029
C66401302 Agricultural Recycled Water System - Turnout And Meter Replacements	-	-	-	62	686	-	-	-	748
C66501936 Agricultural Recycled Water System Expansion – Adobe Road/Lakeville	146	200	346	1,970	1,700	1,700	-	-	5,716
C66501834 Urban Recycled Water System Expansion - Maria Extension/Loop	1,091	1,141	2,232	150	1,515	1,510	-	-	5,407
New Urban Recycled Water System Expansion – Park Irrigation Conversions	-	55	55	685	-	-	-	-	740
TOTAL	\$ 2,401	\$ 2,701	\$ 5,102	\$ 6,112	\$ 11,146	\$ 10,280	\$ -	\$ -	\$ 32,640

SOURCES (dollars in \$000)

Waste Water Capital Funds	\$ 1,315	\$ 1,505	\$ 2,820	\$ 6,013	\$ 7,931	\$ 3,619	\$ -	\$ -	\$ 20,383
Water Capital Funds	574	1,658	2,232	150	1,515	1,510	-	-	5,407
Dept. of Water Resources grant	-	-	-	3,250	-	3,600	-	-	6,850
TOTAL	\$ 1,889	\$ 3,163	\$ 5,052	\$ 9,413	\$ 9,446	\$ 8,729	\$ -	\$ -	\$ 32,640

Tertiary Filtration System Expansion

C66401416

Description and Justification

The existing tertiary treatment system at the Ellis Creek Water Recycling Facility can process up to 5.0 million gallons per day (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 and drought conditions, 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 a third ultraviolet (UV) light treatment system within an existing channel. The project will be constructed in 3 phases. While the majority of the project funding is Waste Water Capital, the City is in the process of securing \$3.6M through a partnership with the North Bay Water Reuse Authority. Design will be completed in Winter 21/22 and the first phase of construction will begin in the Spring 2022.



Project Start Date: FY2014/15 - Summer 2015

Estimated Completion Date: FY2024/25

Climate First Shovel Ready

Project Manager: Josh Minshall
Department Rep: Jason Farnsworth

Financial Overview

C66401416

	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental	10		10		50				60
Land & Easements			-						-
Design	1,131	210	1,341	80	125				1,546
Legal Services			-						-
Administration			-						-
Construction Contracts		900	900	2,700	6,250	6,250			16,100
Construction Mgmt	1	80	81	150	200	200			631
Contingency		100	100	300	600	600			1,600
CIP Overheads	22	15	37	15	20	20			92
TOTAL USES	\$ 1,164	\$ 1,305	\$ 2,469	\$ 3,245	\$ 7,245	\$ 7,070	\$ -	\$ -	\$ 20,029

SOURCES (dollars in \$000)

Waste Water Capital Funds	1,165	1,305	2,470	3,245	7,245	3,469			16,429
DWR Grant via NBWRA			-			3,600			3,600
TOTAL FUNDS	\$ 1,165	\$ 1,305	\$ 2,470	\$ 3,245	\$ 7,245	\$ 7,069	\$ -	\$ -	\$ 20,029

Agricultural Recycled Water System – Turnout and Meter Replacements

C66401302

Description and Justification

Construction of the City of Petaluma’s recycled water system began in 1981 and expanded over time. Recycled water is conveyed from the oxidation ponds at Lakeville Highway. The system currently serves 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. The project has been moved to FY 23/24 construction to allow for completion of the Recycled Water Master Plan and possible re-prioritization.



Project Start Date: FY 2022/23

Estimated Completion Date: FY 2023/24

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Jason Farnsworth

Financial Overview

C66401302

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental			-						-
Land & Easements			-	14					14
Design			-	34					34
Legal Services			-						-
Administration			-	11					11
Construction Contracts			-		592				592
Construction Mgmt			-		36				36
Contingency			-		55				55
CIP Overheads			-	3	3				6
TOTAL USES	\$ -	\$ -	\$ -	\$ 62	\$ 686	\$ -	\$ -	\$ -	\$ 748

SOURCES (dollars in \$000)

Waste Water Capital Funds			-	62	686				748
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 62	\$ 686	\$ -	\$ -	\$ -	\$ 748

Agricultural Recycled Water System Expansion – Adobe Road/Lakeville

C66501936

Description and Justification

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 recycled water produced by the Ellis Creek Water Recycling Facility (ECWRF). There are several potential high demand agricultural customers along Adobe Road and the Lakeville Highway corridor are in close proximity to the ECWRF. This project is part of a multi-phased approach to expand the agricultural recycled water system. The City is seeking funding from federal and state sources both internally and through a partnership with the North Bay Water Reuse Authority (NBWRA). The construction of the project is dependent on obtaining grant funding.



Project Start Date: FY2019/20 - Fall 2019

Estimated Completion Date: FY 2024/25

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Jason Farnsworth

Financial Overview

C66501936

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental	107	30	137						137
Land & Easements			-						-
Design	35	150	185	10					195
Legal Services		5	5	5					10
Administration		5	5	5					10
Construction Contracts			-	1,550	1,700	1,700			4,950
Construction Mgmt			-	150					150
Contingency			-	240					240
CIP Overheads	4	10	14	10					24
TOTAL USES	\$ 146	\$ 200	\$ 346	\$ 1,970	\$ 1,700	\$ 1,700	\$ -	\$ -	\$ 5,716

SOURCES (dollars in \$000)

Waste Water Capital Funds	150	200	350	1,966		150			2,466
UMDR grant			-	3,250					3,250
TOTAL FUNDS	\$ 150	\$ 200	\$ 350	\$ 5,216	\$ -	\$ 150	\$ -	\$ -	\$ 5,716

Urban Recycled Water System Expansion - Maria Extension/Loop

C66501834

Description and Justification

This project will extend the City's recycled water system to offset potable water used for irrigation to schools, greenbelts, and parks. The City has recently installed recycled water mains within Maria Drive as part of a pavement rehabilitation project and connected the pipeline to the existing recycled water system at Leghorn Park. Additional phases include pipeline extensions to connect Lucchesi Park; a northern pipeline along Corona Creek to create a loop for redundancy and resiliency; and a possible pipeline extension down Rainier towards North McDowell Blvd for future recycled water service. The City is seeking state and federal grant funding for this project through a partnership with NBWRA.



Project Start Date: FY2019/20 - Fall 2019

Estimated Completion Date: FY 2024/25

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

C66501834

	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental	12	20	32	50					82
Land & Easements			-						-
Design	26	141	167	100					267
Legal Services		4	4		5				9
Administration		4	4		5	5			14
Construction Contracts	972	429	1,401		1,000	1,000			3,401
Construction Mgmt	63	50	113		150	150			413
Contingency		487	487		350	350			1,187
CIP Overheads	18	6	24		5	5			34
TOTAL USES	\$ 1,091	\$ 1,141	\$ 2,232	\$ 150	\$ 1,515	\$ 1,510	\$ -	\$ -	\$ 5,407

SOURCES (dollars in \$000)

Water Capital Funds	574	1,658	2,232	150	1,515	1,510			5,407
TOTAL FUNDS	\$ 574	\$ 1,658	\$ 2,232	\$ 150	\$ 1,515	\$ 1,510	\$ -	\$ -	\$ 5,407

Urban Recycled Water System Expansion – Park Irrigation Conversions

New

Description and Justification

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 this 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.



Project Start Date: FY 2021/22

Estimated Completion Date: FY 2022/23

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

	Expenses and Funds Received				BUDGET				
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental		20	20						20
Land & Easements			-						-
Design		35	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	\$ -	\$ 55	\$ 55	\$ 685	\$ -	\$ -	\$ -	\$ -	\$ 740

SOURCES (dollars in \$000)

Waste Water Capital Funds			-	740					740
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 740	\$ -	\$ -	\$ -	\$ -	\$ 740

SURFACE WATER PROJECTS

FY 2022-2023

SURFACE WATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 22-23
PROJECT SUMMARY
 Fund 3160.31600

PROJECTS (dollars in \$000)	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
C16301518 Old Corona Road Water Quality Mitigation	103	520	623	785	-	-	-	-	1,408
C16501931 Storm Drain Trash Capture Device Pilot	4	-	4	-	518	-	-	-	522
C16502254 Wilson Stormwater Pump Station & Outfall Upgrades	-	160	160	425	-	-	-	-	585
New Corona Creek Restoration	-	-	-	-	135	360	27	-	522
New 960 Lakeville Storm Drain	-	-	-	800	-	-	-	-	800
TOTAL	\$ 107	\$ 680	\$ 787	\$ 2,010	\$ 653	\$ 360	\$ 27	\$ -	\$ 3,837

SOURCES (dollars in \$000)

Storm Drainage Impact Fees	\$ 33	\$ 160	\$ 193	\$ 1,225	\$ 518	\$ -	\$ -	\$ -	\$ 1,936
SCWA Zone 2A Funds	-	-	-	-	135	360	27	-	522
Caltrans Co-op Agreement	1,379	-	1,379	-	-	-	-	-	1,379
TOTAL	\$ 1,412	\$ 160	\$ 1,572	\$ 1,225	\$ 653	\$ 360	\$ 27	\$ -	\$ 3,837

Old Corona Road Water Quality Mitigation

C16301518

Description and Justification

The City has partnered with Caltrans for a stormwater treatment mitigation project to treat surface water flow from Highway 101. The project includes a flow diversion structure to divert flow from an existing drainage ditch into a proposed bio-retention basin. Design began in 2017 but required a redesign and inclusion of additional treatment areas after evaluation from the Water Board. Additional stormwater treatment areas are being evaluated in the Petaluma Blvd South area, and along Lakeville Hwy CA-116, near the Ellis Creek Water Recycling Facility. The Petaluma Blvd South water quality treatment areas are designed to coordinate with the Petaluma Blvd South Complete Streets project improvements currently under construction. This work is planned to complete early in FY22-23. Additional areas under review along Lakeville Hwy would be implemented only after approval from the Water Board. This project is to be fully funded by Caltrans as a mitigation measure requirement for the Highway 101 widening project. The City and Caltrans entered into a cooperative agreement for the project prior to 2017. Due to redesign and inclusion of additional areas, the agreement will be amended to increase the budget once all treatment areas are approved by stakeholders.



Climate First Shovel Ready

Project Start Date: FY2014/15 - Fall 2014

Estimated Completion Date: FY 2022/23

Project Manager: Josh Minshall, Dan Herrera
Department Rep: Gina Benedetti-Petnic

Financial Overview

C16301518

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental	75	10	85						85
Land & Easements			-						-
Design	24	175	199						199
Legal Services			-						-
Administration			-						-
Construction Contracts		300	300	670					970
Construction Mgmt	1	10	11	60					71
Contingency		15	15	55					70
CIP Overheads	3	10	13						13
TOTAL USES	103	\$ 520	\$ 623	\$ 785	\$ -	\$ -	\$ -	\$ -	\$ 1,408

SOURCES (dollars in \$000)

Storm Drainage Impact Fees	29		29						29
Caltrans Co-op Agreement	1,379		1,379						1,379
TOTAL FUNDS	1,408	\$ -	\$ 1,408	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,408

Storm Drain Trash Capture Device Pilot

C16501931

Description and Justification

To meet new requirements from the State Water Resource Control Board for trash reduction and storm drainage, the City is developing and implementing a compliance plan. This plan may 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 serves as a pilot program for future installations.



Project Start Date: FY2018/19 – Summer 2018
 Estimated Completion Date: FY 2023/24

Climate First Shovel Ready

Project Manager: Josh Minshall, Dan Herrera
 Department Rep: Gina Benedetti-Petnic

Financial Overview

C16501931

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental	1		1		1				2
Land & Easements			-						-
Design	1		1		35				36
Legal Services			-						-
Administration			-						-
Construction Contracts			-		380				380
Construction Mgmt	2		2		30				32
Contingency			-		70				70
CIP Overheads			-		2				2
TOTAL USES	4	\$ -	\$ 4	\$ -	\$ 518	\$ -	\$ -	\$ -	\$ 522

SOURCES (dollars in \$000)

Storm Drainage Impact Fees	4		4		518				522
TOTAL FUNDS	4	\$ -	\$ 4	\$ -	\$ 518	\$ -	\$ -	\$ -	\$ 522

Wilson Stormwater Pump Station & Outfall Upgrades C16502254

Description and Justification
 This project evaluates and upgrades the existing Wilson stormwater pump station and outfall into Petaluma River. 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 and proper functioning of storm water infrastructure in the area. Replacement of the outfall structure flap gate valves is also included in this project.



Project Start Date: FY 2021/22
Estimated Completion Date: FY 2022/23

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Christopher Bolt

Financial Overview

C16502254

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental		5	5						5
Land & Easements			-						-
Design		70	70	70					140
Legal Services			-						-
Administration		5	5	10					15
Construction Contracts		80	80	250					330
Construction Mgmt			-	35					35
Contingency			-	50					50
CIP Overheads			-	10					10
TOTAL USES	-	\$ 160	\$ 160	\$ 425	\$ -	\$ -	\$ -	\$ -	\$ 585
SOURCES (dollars in \$000)									
Storm Drainage Impact Fees		160	160	425					585
TOTAL FUNDS	-	\$ 160	\$ 160	\$ 425	\$ -	\$ -	\$ -	\$ -	\$ 585

Corona Creek Restoration

New

Description and Justification
 This project restores and maintains Corona Creek from Sonoma Mountain Parkway to Kenilworth Junior High at Riesling Road. This project involves sediment removal, general cleanup, and replanting of appropriate landscaping in the creek area. Currently this funding source is undetermined, and staff is seeking Sonoma County Water Agency (SCWA) funding.



Project Start Date: FY 2023/24
Estimated Completion Date: FY 2025/26

Climate First Shovel Ready

Project Manager: Gina Benedetti-Petnic
Department Rep: Mike Ielmorini

Financial Overview

Corona Creek Restoration

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-		50	10			60
Land & Easements			-		10				10
Design			-		75	25			100
Legal Services			-						-
Administration			-			10	2		12
Construction Contracts			-			250	15		265
Construction Mgmt			-			25	5		30
Contingency			-			25	5		30
CIP Overheads			-			15			15
TOTAL USES	-	\$ -	\$ -	\$ -	\$ 135	\$ 360	\$ 27	\$ -	\$ 522

SOURCES (dollars in \$000)

SCWA Zone 2A Assessments			-		135	360	27		522
TOTAL FUNDS	-	\$ -	\$ -	\$ -	\$ 135	\$ 360	\$ 27	\$ -	\$ 522

960 Lakeville Storm Drain

New

Description and Justification

The installation of this drain pipe will mitigate future stormwater from backing up and causing flooding in the area. The Lakeville drainage ditch, located at 960 Lakeville, is a city-owned and maintained drainage ditch receiving stormwater runoff from portions of Lakeville, Payran, and Caulfield Ln. Yearly maintenance, including the removal of cattails and other vegetation, is required to maintain proper flow across the relatively flat site. During large rain events the inadequate site slope causes water to pond and the ditch to overflow. The flooding caused during these weather events impacts the neighboring area around the 960 Lakeville property as well as the slow lane of Lakeville street causing traffic safety issues. This project will help mitigate future flooding related issues by installing a new 60-inch-diameter collector storm drain pipe to extend the two existing 42-inch-diameter feeder storm drains to the end of the Lakeville drainage ditch. The project will also include removal of cattails and flow hampering vegetation, regrading the project site, installing a new property fence, and installing a new outfall.



Project Start Date: FY 2022/23
Estimated Completion Date: FY 2022/23

Climate First Shovel Ready

Project Manager: Gina Benedetti-Petnic
Department Rep: Gina Benedetti-Petnic

Financial Overview

960 Lakeville Storm Drain

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-	25					25
Land & Easements			-	5					5
Design			-	50					50
Legal Services			-	2					2
Administration			-	3					3
Construction Contracts			-	550					550
Construction Mgmt			-	55					55
Contingency			-	100					100
CIP Overheads			-	10					10
TOTAL USES	-	\$ -	\$ -	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ 800

SOURCES (dollars in \$000)

Storm Drainage Impact Fees			-	800					800
TOTAL FUNDS	-	\$ -	\$ -	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ 800

TRANSIT PROJECTS FY 2022-2023

TRANSIT CAPITAL IMPROVEMENT PROGRAM BUDGET FY 22-23

PROJECT SUMMARY

Fund 6590.65999

PROJECTS (dollars in \$000)	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
C65202110 Transit Admin Building Roof Overlay	-	-	-	40	33	-	-	-	73
C65502211 Bus Stop Improvements	-	-	-	61	-	-	-	-	61
C65502212 Transit Facility Gate Electrification	-	-	-	98	-	-	-	-	98
C65502213 Transit Facility Power Backup System & Transfer Switch Installation	-	24	24	75	-	-	-	-	99
C65502214 Transit Facility Electrification	-	35	35	322	-	-	-	-	357
TOTAL	\$ -	\$ 59	\$ 59	\$ 596	\$ 33	\$ -	\$ -	\$ -	\$ 688

SOURCES (dollars in \$000)

TDA Transit Capital funds	\$ -	\$ 59	59	\$ 303	\$ 13	\$ -	\$ -	\$ -	\$ 375
Federal Transit Administration	\$ -	\$ -	-	162	20	-	-	-	182
Traffic Mitigation Impact Fees	\$ -	\$ -	-	31	-	-	-	-	31
Undetermined	\$ -	\$ -	-	-	100	-	-	-	100
TOTAL	\$ -	\$ 59	\$ 59	\$ 496	\$ 133	\$ -	\$ -	\$ -	\$ 688

Transit Administration Building Roof Overlay

C65202110

Description and Justification

The Transit Administration building roof is beyond its useful life and requires replacement. The cost estimate is based on the recent work of overlaying the existing roof with thermoplastic polyolefin (TPO). The project is fully funded through Federal Transit Authority (FTA) 5307 grant funding and Transportation Development Act (TDA) sales tax enterprise funds.



Project Start Date: FY 2022/23

Estimated Completion Date: FY 2023/24

Climate First Shovel Ready

Project Manager: Diane Ramirez
Department Rep: Jared Hall

Financial Overview

C65202110

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-	1					1
Land & Easements			-						-
Design			-	6					6
Legal Services			-						-
Administration			-	1					1
Construction Contracts			-	25	25				50
Construction Mgmt			-	3	3				6
Contingency			-	3	4				7
CIP Overheads			-	1	1				2
TOTAL USES	-	-	-	40	33	-	-	-	73

SOURCES (dollars in \$000)

TDA Transit Capital funds			-	13	13				26
FTA 5307 TCP			-	27	20				47
TOTAL FUNDS	-	-	-	40	33	-	-	-	73

Bus Stop Improvements

C65502211

Description and Justification

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 the ability to place amenities at them such as shelters, benches, and bike racks. Priority locations have been identified as Cypress Drive Business Park and Petaluma Junior High.



Project Start Date: FY 2022/23

Estimated Completion Date: FY 2022/23

Climate First Shovel Ready

Project Manager: Jonathan Sanglerat
Department Rep: Jared Hall

Financial Overview

C65502211

	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-	2					2
Land & Easements			-						-
Design			-	7					7
Legal Services			-						-
Administration			-						-
Construction Contracts			-	40					40
Construction Mgmt			-	6					6
Contingency			-	5					5
CIP Overheads			-	1					1
TOTAL USES	-	-	-	61	-	-	-	-	61
SOURCES (dollars in \$000)									
TDA Transit Capital funds			-	47					47
Traffic Mitigation Impact Fees			-	14					14
TOTAL FUNDS	-	-	-	61	-	-	-	-	61

Transit Facility Gate Electrification

C65502212

Description and Justification

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 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.



Project Start Date: FY 2022/23

Estimated Completion Date: FY 2022/23

Climate First Shovel Ready

Project Manager: Jonathan Sanglerat
Department Rep: Jared Hall

Financial Overview

c65502212

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-	1					1
Land & Easements			-						-
Design			-	8					8
Legal Services			-						-
Administration			-						-
Construction Contracts			-	75					75
Construction Mgmt			-	7					7
Contingency			-	5					5
CIP Overheads			-	2					2
TOTAL USES	-	-	-	98	-	-	-	-	98
SOURCES (dollars in \$000)									
TDA Transit Capital funds			-	28					28
FTA 5307 TCP			-	70					70
TOTAL FUNDS	-	-	-	98	-	-	-	-	98

Transit Facility Power Backup System Installation

C65502213

Description and Justification

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. Alternative environmentally friendly backup power generation equipment is being explored for long term use. This project will be examined in coordination with the City Facilities Emergency Power Backup Feasibility Study CIP.



Project Start Date: FY 2021/22

Estimated Completion Date: FY 2022/23

Climate First Shovel Ready

Project Manager: Jonathan Sanglerat
Department Rep: Jared Hall

Financial Overview

C65502213

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental		1	1	1					2
Land & Easements			-						-
Design		1	1	5					6
Legal Services			-						-
Administration			-						-
Construction Contracts		20	20	60					80
Construction Mgmt		1	1	5					6
Contingency		1	1	3					4
CIP Overheads		1	1	1					2
TOTAL USES	-	24	24	75	-	-	-	-	99
SOURCES (dollars in \$000)									
TDA Transit Capital funds		24	24	58					82
Traffic Mitigation Impact Fees			-	17					17
TOTAL FUNDS	-	24	24	75	-	-	-	-	99

Transit Facility Electrification

C65502214

Description and Justification

Transit will begin the process of procuring its first wave of electric transit vehicles in 1st quarter 2022. This will be in the form of four fixed route buses; a process that takes approximately 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 vehicles without site improvements.

This project involves planning and possibly the 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 electrification of the Petaluma Transit bus fleet and infrastructure upgrades needed to accommodate the first wave of electric vehicles.



Project Start Date: FY 2021/22

Estimated Completion Date: FY 2022/23

Climate First Shovel Ready

Project Manager: Jonathan Sanglerat
Department Rep: Jared Hall

Financial Overview

C65502214

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental		15	15						15
Land & Easements		10	10						10
Design		10	10	5					15
Legal Services			-						-
Administration			-	5					5
Construction Contracts			-	300	-				300
Construction Mgmt			-						-
Contingency			-	10					10
CIP Overheads			-	2					2
TOTAL USES	-	35	35	322	-	-	-	-	357
SOURCES (dollars in \$000)									
TDA Transit Capital funds		35	35	157					192
FTA 5307 TCP				65					65
Undetermined ^A					100				100
TOTAL FUNDS	-	35	35	222	100	-	-	-	357

^{An} Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

WASTEWATER UTILITY PROJECTS FY 2022-2023

WASTEWATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 22-23

PROJECT SUMMARY

Fund 6690.66999

PROJECTS (dollars in \$000)	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
C66501003 Manhole Rehabilitation	483	-	483	316	-	356	-	-	1,155
C66501518 CNG Fueling Station at Ellis Creek	7,402	305	7,707	60	-	-	-	-	7,767
C66501840 Chemical System Upgrade at Ellis Creek	18	510	528	2,685	4,255	-	-	-	7,468
C66401728 Ellis Creek High Strength Waste Facilities	6,488	322	6,810	45	-	-	-	-	6,855
C66402245 Sewer Main Replacement-Payran and Madison	-	1,475	1,475	1,380	-	-	-	-	2,855
New Sewer Main Replacement - Webster/Fair/Upham Streets and Various Locations	-	-	-	3,098	-	-	-	-	3,098
New Sewer Main Replacement- D Street	-	-	-	-	3,094	-	-	-	3,094
Projected Sewer Main Replacement Program	-	-	-	-	-	3,094	2,500	2,500	8,094
C66501923 Oakmead, Redwood, And Outlet Mall Lift Station Upgrades	-	-	-	-	955	1,808	-	-	2,763
C66502032 PIPS Forcemain Replacement	327	858	1,185	3,323	14,120	2	-	-	18,630
C66501930 Replace PIPS High Capacity Pumps	-	40	40	260	2,600	-	-	-	2,900
C66502042 C Street Pump Station and Collection Area Upgrades	161	19	180	-	2,889	1,000	-	-	4,069
C66402246 Sewer Forcemain Replacement Program	-	-	-	40	450	380	-	-	870
C66501838 Ellis Creek Outfall Replacement	323	280	603	1,826	-	-	-	-	2,429
C66402144 Corp Yard Master Plan	-	5	5	95	215	-	-	-	315
New Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehab	-	60	60	1,550	-	-	-	-	1,610
TOTAL	\$ 15,202	\$ 3,874	\$ 19,076	\$ 14,678	\$ 28,578	\$ 6,640	\$ 2,500	\$ 2,500	\$ 73,972

SOURCES (dollars in \$000)

California Energy Comm Grant	\$ 3,000	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000
Developer Contribution	\$ 373	\$ -	\$ 373	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 373
Waste Water	11,982	4,007	15,989	14,638	28,179	6,638	2,500	2,500	70,444
Water Capital	-	-	-	40	115	-	-	-	155
TOTAL	\$ 15,355	\$ 4,007	\$ 19,362	\$ 14,678	\$ 28,294	\$ 6,638	\$ 2,500	\$ 2,500	\$ 73,972

Manhole Rehabilitation

C66501003

Description and Justification

Many of the City's older manholes were constructed with brick and mortar. These brick manholes are a significant cause of high surface water intrusion, otherwise known as infiltration and inflows (I&I). This is in large 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 ongoing CIP project will replace priority manholes identified by operations staff as needed.



Climate First Shovel Ready

Project Start Date: FY 2010/11 - Spring 2011

Estimated Completion Date: Ongoing

Project Manager: Dan Herrera
Department Rep: Christopher Bolt

Financial Overview

C66501003

USES (dollars in \$000)	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental			-						-
Land & Easements			-						-
Design	28	-	28	25		15			68
Legal Services		-	-	2		2			4
Administration	2	-	2	2					4
Construction Contracts	411	-	411	250		250			911
Construction Mgmt	34	-	34	30		30			94
Contingency		-	-			50			50
CIP Overheads	8	-	8	7		9			24
TOTAL USES	\$ 483	\$ -	\$ 483	\$ 316	\$ -	\$ 356	\$ -	\$ -	\$ 1,155

SOURCES (dollars in \$000)

Waste Water	482	1	483	316		356			1,155
TOTAL FUNDS	\$ 482	\$ 1	\$ 483	\$ 316	\$ -	\$ 356	\$ -	\$ -	\$ 1,155

CNG Fueling Station Ellis Creek

C66501518

Description and Justification

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. Work to be completed in FY 22-23 includes obtaining final BAAQMD permits, continued testing of the system, finalization of the purchase agreement with Recology, and data collection to comply with CEC grant funding requirements.



Climate First Shovel Ready

Project Start Date: FY 2015/16 - Fall 2015

Estimated Completion Date: FY 2022/23

Project Manager: Lisa Cameli, Josh Minshall
Department Rep: Jason Farnsworth

Financial Overview

C66501518

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental	237	4	241						241
Land & Easements			-						-
Design	1,013	181	1,194	20					1,214
Legal Services			-						-
Administration			-						-
Construction Contracts	5,656	90	5,746	35					5,781
Construction Mgmt	394	30	424	5					429
Contingency			-						-
CIP Overheads	102		102						102
TOTAL USES	\$ 7,402	\$ 305	\$ 7,707	\$ 60	\$ -	\$ -	\$ -	\$ -	\$ 7,767

SOURCES (dollars in \$000)

California Energy Comm Grant	3,000		3,000						3,000
Waste Water	4,394	313	4,707	60					4,767
TOTAL FUNDS	\$ 7,394	\$ 313	\$ 7,707	\$ 60	\$ -	\$ -	\$ -	\$ -	\$ 7,767

Chemical System Upgrade at Ellis Creek

C66501840

Description and Justification

This project will upgrade chemical, mechanical, and electrical equipment used for disinfection and dechlorination of effluent into the environment. The existing equipment is over 25 years old and must be upgraded to comply with current regulations and safety standards while also 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 power backup system. Additionally, a 7000-foot-long roadway will be constructed to allow access by large chemical delivery trucks. Upon completion, this project will help to lower annual maintenance and operation costs.



Climate First Shovel Ready

Project Start Date: FY 2017/18 - Summer 2018

Estimated Completion Date: FY 2023/24

Project Manager: Josh Minshall
Department Rep: Jason Farnsworth

Financial Overview

C66501840

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental	2		2	15					17
Land & Easements			-						-
Design	13	450	463	200					663
Legal Services			-						-
Administration			-						-
Construction Contracts			-	2,000	3,600				5,600
Construction Mgmt	1	50	51	150	150				351
Contingency			-	300	480				780
CIP Overheads	2	10	12	20	25				57
TOTAL USES	\$ 18	\$ 510	\$ 528	\$ 2,685	\$ 4,255	\$ -	\$ -	\$ -	\$ 7,468

SOURCES (dollars in \$000)

Waste Water	21	507	528	2,685	4,255				7,468
TOTAL FUNDS	\$ 21	\$ 507	\$ 528	\$ 2,685	\$ 4,255	\$ -	\$ -	\$ -	\$ 7,468

Ellis Creek High Strength Waste Facilities

C66401728

Description and Justification

This project will 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 Wastewater Capital funded project was mostly complete in FY 20/21, in conjunction with the CNG fueling project. Work to be completed in FY 22-23 includes obtaining BAAQMD permits, continued testing of the system, corrections to receiving pump station, and data collection to comply with CEC grant funding requirements



Climate First Shovel Ready

Project Start Date: FY 2016/17 - Summer 2016

Estimated Completion Date: FY 2022/23

Project Manager: Lisa Cameli, Josh Minshall
Department Rep: Jason Farnsworth

Financial Overview

C66401728

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental	20	8	28						28
Land & Easements			-						-
Design	1,038	166	1,204	10					1,214
Legal Services			-						-
Administration			-						-
Construction Contracts	5,150	118	5,268	30					5,298
Construction Mgmt	206	30	236	5					241
Contingency			-						-
CIP Overheads	74		74						74
TOTAL USES	\$ 6,488	\$ 322	\$ 6,810	\$ 45	\$ -	\$ -	\$ -	\$ -	\$ 6,855

SOURCES (dollars in \$000)

Waste Water	6,442	368	6,810	45					6,855
TOTAL FUNDS	\$ 6,442	\$ 368	\$ 6,810	\$ 45	\$ -	\$ -	\$ -	\$ -	\$ 6,855

Sewer Main Replacement- Payran and Madison

C66402245

Description and Justification

Operations staff has identified the Payran and Madison area as having multiple sewer mains in need of replacement and repair. The project will include both open trench and pipe bursting construction methods to replace sewer mains within roadways and backyard easements. This project will be in conjunction with a water main replacement project in the same area. City staff has prioritized areas of the City with both water main and sewer main replacement needs in close proximity to maximize efficiency and to minimize disruption and costs.



Climate First Shovel Ready

Project Start Date: FY 2021/22

Estimated Completion Date: FY 2022/23

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

C66402245

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental		10	10						10
Land & Easements			-						-
Design		70	70						70
Legal Services		5	5						5
Administration		10	10						10
Construction Contracts		1,100	1,100	1,100					2,200
Construction Mgmt		105	105	105					210
Contingency		165	165	165					330
CIP Overheads		10	10	10					20
TOTAL USES	\$ -	\$ 1,475	\$ 1,475	\$ 1,380	\$ -	\$ -	\$ -	\$ -	\$ 2,855
SOURCES (dollars in \$000)									
Waste Water		1,475	1,475	1,380					2,855
TOTAL FUNDS	\$ -	\$ 1,475	\$ 1,475	\$ 1,380	\$ -	\$ -	\$ -	\$ -	\$ 2,855

Sewer Main Replacement – Webster-Fair-Upham Streets and Various Locations New

Description and Justification

This project is for replacement of sewer mains that are aging and in need of repair. The sites have been identified by operations staff as areas in need of repair. As a part of the City’s sewer maintenance program, staff uses a sewer video inspection and rating program to inspect, rate, and ultimately identify failing pipelines requiring replacement. New sewer mains will replace existing sewer lines to eliminate stormwater intrusion that adversely impacts the City’s sewer system. This project will be done in conjunction with a water main replacement project in the same area. Staff has prioritized areas of the City with both water main and sewer main replacement needs in close proximity to maximize efficiency and minimize disruption and costs.



Project Start Date: FY 2022/23
Estimated Completion Date: FY 2022/23

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

Sewer Main Replacement - Webster/Fair/Upham Streets and

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-	15					15
Land & Easements			-	9					9
Design			-	200					200
Legal Services			-	7					7
Administration			-	7					7
Construction Contracts			-	2,200					2,200
Construction Mgmt			-	180					180
Contingency			-	420					420
CIP Overheads			-	60					60
TOTAL USES	\$ -	\$ -	\$ -	\$ 3,098	\$ -	\$ -	\$ -	\$ -	\$ 3,098

SOURCES (dollars in \$000)

Waste Water				3,098					3,098
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 3,098	\$ -	\$ -	\$ -	\$ -	\$ 3,098

Sewer Main Replacement - D Street

New

Description and Justification

This project replaces sewer mains within D Street and connecting streets. This sewer main is undersized and has a history of capacity issues at the intersection of Browns Court. It is considered a transmission main delivering wastewater from the surrounding areas to the C Street Lift Station. Replacement of the sewer main will increase the capacity of the sewer system and reduce the amount of stormwater intrusion into the system due to cracks or gaps. The project limits are from Petaluma Blvd South to Sunny Slope Ave. This project will be done in conjunction with a water main replacement project in the same area. Staff has prioritized areas of the city with both water main and sewer main replacement needs in close proximity to maximize efficiency and minimize disruption and costs.



Climate First Shovel Ready

Project Start Date: FY 2023/24

Estimated Completion Date: FY 2023/24

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

D Street Sewer Main Replacement

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-		15				15
Land & Easements			-		5				5
Design			-		200				200
Legal Services			-		7				7
Administration			-		7				7
Construction Contracts			-		2,200				2,200
Construction Mgmt			-		180				180
Contingency			-		420				420
CIP Overheads			-		60				60
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 3,094	\$ -	\$ -	\$ -	\$ 3,094

SOURCES (dollars in \$000)

Waste Water			-		3,094				3,094
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 3,094	\$ -	\$ -	\$ -	\$ 3,094

Sewer Main Replacement Program

Description and Justification

This is the projected future program for sewer main replacements within the City's aging waste water collection system. New sewer mains and laterals will be installed to help eliminate groundwater intrusion and ensure the integrity of the collection system. The sewer replacement projects for FY 22/23 are the Webster-Fair-Upham area project and the FY 23/24 project is the D Street area project. Priority projects for FY 24/25 through FY 26/27 will be identified and prioritized as part of the Sewer Master Plan project.



Project Start Date: Ongoing

Estimated Completion Date: Ongoing

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

Sewer Main Replacement Program

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental			-		15	10	10	35	
Land & Easements			-		5	5	5	15	
Design			-		200	180	180	560	
Legal Services			-		7	5	5	17	
Administration			-		7	5	5	17	
Construction Contracts			-		2,200	1,700	1,700	5,600	
Construction Mgmt			-		180	150	150	480	
Contingency			-		420	395	395	1,210	
CIP Overheads			-		60	50	50	160	
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,094	\$ 2,500	\$ 2,500	\$ 8,094

SOURCES (dollars in \$000)

Waste Water			-			3,094	2,500	2,500	8,094
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,094	\$ 2,500	\$ 2,500	\$ 8,094

Oakmead, Redwood, and Outlet Mall Lift Station Upgrades

C66501923

Description and Justification

This project upgrades pumps and controls for several lift stations in the City. These lift stations were all constructed around the same time period and the required upgrades will be similar. Currently, operations must rapidly respond to any issues due to very limited storage capacities. The project includes necessary electrical upgrades, pump replacement, and valve improvements, along with instrumentation upgrades for integration into the City's Supervisory Control and Data Acquisition (SCADA). The project will make the lift stations compatible with operations at the Ellis Creek Water Recycling Facility (ECWRF). ECWRF staff has prioritized the Outlet Mall lift station for rehabilitation.



Project Start Date: FY 2023/24
Estimated Completion Date: FY 2024/25

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Jason Farnsworth

Financial Overview

C66501923

USES (dollars in \$000)	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
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

Description and Justification

The Primary Influent Pump Station (PIPS) Forcemain is a 2.5-mile-long 36" diameter pipeline that conveys waste water from PIPS (located on Hopper Street) to the Ellis Creek Water Recycling Facility (ECWRF). This forcemain is a critical pipeline that is nearing the end of its service life. This project installs a parallel forcemain adjacent to the existing forcemain, which will provide redundancy and resiliency for the City's wastewater collection system. Preliminary design for the project has been completed. Additional phases for the project include easement procurement, environmental compliance, final design, and a phased construction schedule.



Climate First Shovel Ready

Project Start Date: FY 2018/19 - Spring 2019

Estimated Completion Date: FY 2024/25

Project Manager: Dan Herrera
Department Rep: Christopher Bolt, Jason Farnsworth

Financial Overview

C66502032

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental		250	250						250
Land & Easements		260	260						260
Design	322	328	650						650
Legal Services		7	7	5	3	1			16
Administration		3	3	3	2	1			9
Construction Contracts		-	-	3,300	12,700				16,000
Construction Mgmt		-	-		400				400
Contingency		-	-		1,000				1,000
CIP Overheads	5	10	15	15	15				45
TOTAL USES	\$ 327	\$ 858	\$ 1,185	\$ 3,323	\$ 14,120	\$ 2	\$ -	\$ -	\$ 18,630

SOURCES (dollars in \$000)

Waste Water	356	831	1,187	3,323	14,120				18,630
TOTAL FUNDS	\$ 356	\$ 831	\$ 1,187	\$ 3,323	\$ 14,120	\$ -	\$ -	\$ -	\$ 18,630

Replace PIPS High-Capacity Pumps

C66501930

Description and Justification

This Waste Water Capital-funded project will replace 4 high-capacity 450-horsepower 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. This pump station is a critically important facility that conveys wastewater from most of the City to Ellis Creek for treatment.



Project Start Date: FY 2021/22

Estimated Completion Date: FY 2023/24

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Jason Farnsworth

Financial Overview

C66501930

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental		20	20	20					40
Land & Easements			-						-
Design		20	20	240					260
Legal Services			-						-
Administration			-						-
Construction Contracts			-		2,600				2,600
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	\$ -	\$ 40	\$ 40	\$ 260	\$ 2,600	\$ -	\$ -	\$ -	\$ 2,900

SOURCES (dollars in \$000)

Waste Water		40	40	260	2,600				2,900
TOTAL FUNDS	\$ -	\$ 40	\$ 40	\$ 260	\$ 2,600	\$ -	\$ -	\$ -	\$ 2,900

C Street Pump Station and Collection Area Upgrades

C66502042

Description and Justification

The C Street Pump Station and its associated collection system exceed design capacity during large storm events. This project will assess the performance and condition of the collection system, pump station, and forcemain. A sewer hydraulic model and Sewer Master Plan are underway and will provide vital information for development of this project. The project timeline has been adjusted to coincide with the Sewer Master Plan development.



Climate First Shovel Ready

Project Start Date: FY 2019/20 - Fall 2019

Estimated Completion Date: FY 2024/25

Project Manager: Dan Herrera
 Department Rep: Jason Farnsworth, Mike Ielmorini

Financial Overview

C66502042

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental	155	15	170						170
Land & Easements	-		-						-
Design	4	3	7		51	150			208
Legal Services	-		-						-
Administration	-		-						-
Construction Contracts	-		-		2,600	850			3,450
Construction Mgmt	-	1	1		100				101
Contingency	-		-		100				100
CIP Overheads	2		2		38				40
TOTAL USES	\$ 161	\$ 19	\$ 180	\$ -	\$ 2,889	\$ 1,000	\$ -	\$ -	\$ 4,069
SOURCES (dollars in \$000)									
Developer Contribution	373		373						373
Waste Water	91		91		2,605	1,000			3,696
TOTAL FUNDS	\$ 464	\$ -	\$ 464	\$ -	\$ 2,605	\$ 1,000	\$ -	\$ -	\$ 4,069

Sewer Forcemain Replacement Program

C66402246

Description and Justification

This project installs new forcemains at our existing Copeland, Wilmington, and Victoria Sewer lift stations. The existing forcemains are nearing the end of their useful life, and installation of new forcemains would add protection and resiliency for operation of the City’s sewer collection system. A sewer hydraulic model and Sewer Master Plan are underway and will provide vital information for the development of this project. The project timeline has been adjusted to coincide with the Sewer Master Plan development.



Climate First Shovel Ready

Project Start Date: FY 2022/23
Estimated Completion Date: FY 2024/25

Project Manager: Dan Herrera
Department Rep: Jason Farnsworth, Mike Ielmorini

Financial Overview

c66402246

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
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

SOURCES (dollars in \$000)

Waste Water			-	40	450	380			870
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 40	\$ 450	\$ 380	\$ -	\$ -	\$ 870

Ellis Creek Outfall Replacement

C66501838

Description and Justification

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.



Project Start Date: FY 2016/17 – Summer 2017

Estimated Completion Date: FY 2022/23

Climate First Shovel Ready

Project Manager: Josh Minshall
Department Rep: Jason Farnsworth

Financial Overview

C66501838

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental	282	60	342						342
Land & Easements			-						-
Design	35	175	210	75					285
Legal Services			-						-
Administration			-						-
Construction Contracts			-	1,466					1,466
Construction Mgmt	1	30	31	70					101
Contingency			-	200					200
CIP Overheads	5	15	20	15					35
TOTAL USES	\$ 323	\$ 280	\$ 603	\$ 1,826	\$ -	\$ -	\$ -	\$ -	\$ 2,429
SOURCES (dollars in \$000)									
Waste Water	196	407	603	1,826					2,429
TOTAL FUNDS	\$ 196	\$ 407	\$ 603	\$ 1,826	\$ -	\$ -	\$ -	\$ -	\$ 2,429

Corp Yard Master Plan

C66402144

Description and Justification

The Corporation Yard (“Corp Yard”) Master Plan project will develop a long-range plan for accommodating the many facilities and operations that are currently housed at the city-owned property on Hopper Street. Various City departments and non-profit organizations are based at the Corp Yard, and there are competing needs for limited space and access. The master plan will seek to accommodate future growth for Public Works (PW) Streets Operations; Parks and Facilities Maintenance; Animal Services; PW Mechanical Garages; the Mary Isaak Center shelter (COTS); PW Water and Wastewater Operations; as well as the “People’s Village”, a critically important interim housing solutions project. With ever increasing demands on this finite space, this project is instrumental in systematically evaluating and designing optimal configurations that address both immediate and long-term needs.



Climate First Shovel Ready

Project Manager: Josh Minshall
Department Rep: Christopher Bolt

Project Start Date: FY 2021/22

Estimated Completion Date: FY 2023/24

Financial Overview

c66402144

	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-	75	25				100
Land & Easements			-		25				25
Design		5	5	20	150				175
Legal Services			-		15				15
Administration			-						-
Construction Contracts			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	\$ -	\$ 5	\$ 5	\$ 95	\$ 215	\$ -	\$ -	\$ -	\$ 315
SOURCES (dollars in \$000)									
Waste Water		5	5	55	100				160
Water Capital			-	40	115				155
TOTAL FUNDS	\$ -	\$ 5	\$ 5	\$ 95	\$ 215	\$ -	\$ -	\$ -	\$ 315

Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehabilitation New

Description and Justification

This project is for rehabilitation and replacement of existing flow structures that connect the oxidation ponds at the Ellis Creek Water Recycling Facility (ECWRF) Site. The existing flow structures, constructed in the 1970's, are severely deteriorated with one already having suffered catastrophic failure. The project will replace an existing 48-inch corrugated metal pipe that delivers treated/diluted wastewater from oxidation ponds through a concrete flow structure. The rehabilitation will include replacement of inflow and outflow piping, as well as 48-inch gate valves that control flows. Completion of this project will precede the floating solar project installation at the ECWRF ponds.



Project Start Date: FY 2022/23

Estimated Completion Date: FY 2022/23

Climate First Shovel Ready

Project Manager: TBD/ temp Dan Herrera
Department Rep: Jason Farnsworth

Financial Overview

ECWRF Oxidation Pond Flow Structure Rehab

USES (dollars in \$000)	Expenses and Funds Received			BUDGET					Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental		10	10	25					35
Land & Easements			-						-
Design		50	50	100					150
Legal Services			-	5					5
Administration			-	5					5
Construction Contracts			-	1,000					1,000
Construction Mgmt			-	150					150
Contingency			-	250					250
CIP Overheads			-	15					15
TOTAL USES	\$ -	\$ 60	\$ 60	\$ 1,550	\$ -	\$ -	\$ -	\$ -	\$ 1,610

SOURCES (dollars in \$000)

Waste Water		60	60	1,550					1,610
TOTAL FUNDS	\$ -	\$ 60	\$ 60	\$ 1,550	\$ -	\$ -	\$ -	\$ -	\$ 1,610



WATER UTILITY PROJECTS FY 2022-2023

WATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 22-23

PROJECT SUMMARY

Fund 6790.67999

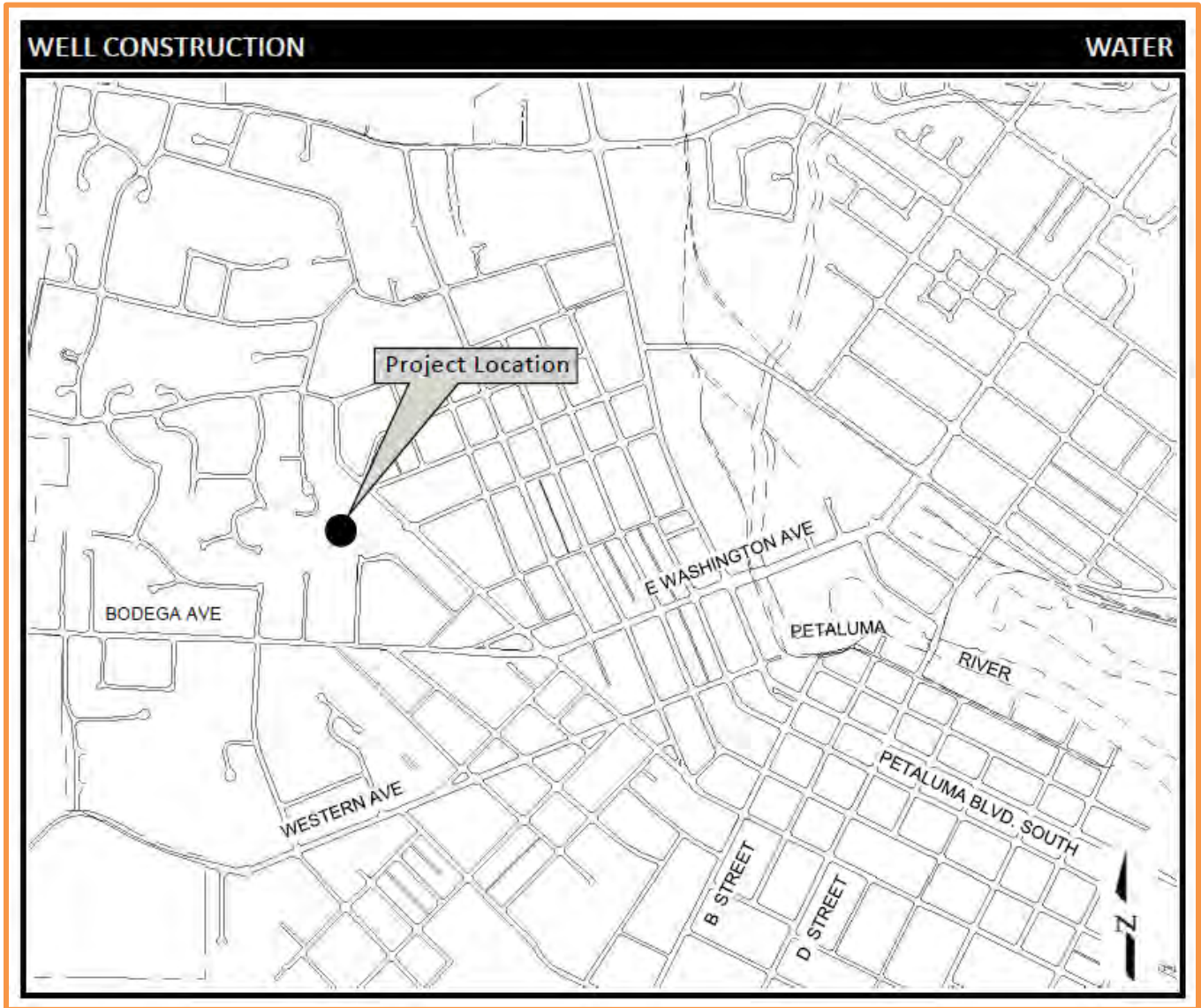
PROJECTS (dollars in \$000)	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
C67501611 Well Construction	76	400	476	927	777	-	777	-	2,957
C67502225 Water Main Replacement- Payran and Madison	-	650	650	1,000	-	-	-	-	1,650
New Water Main Replacement - Webster/Fair/Upham Streets and Various Locations	-	-	-	1,650	-	-	-	-	1,650
New Water Main Replacement- D Street	-	-	-	-	2,305	-	-	-	2,305
New Water Main Replacement- Washington at Highway 101	-	-	-	-	535	-	-	-	535
C67502012 Water Main Replacement- Bodega and Webster	-	-	-	-	-	2,667	-	-	2,667
C67402215 Water Main Replacement- Copeland Street	-	-	-	-	-	-	1,470	-	1,470
Projected Water Main Replacement Program	-	-	-	-	1,650	1,650	1,650	1,650	6,600
C67502121 Water Service Replacement FY20/21 - FY21/22- Garfield Drive	20	900	920	1,000	-	-	-	-	1,920
New Water Services Replacement FY 22/23- Daniel Drive	-	-	-	1,900	-	-	-	-	1,900
Projected Projected Water Service Replacement Program	-	-	-	-	1,900	1,700	1,900	1,700	7,200
C67501007 Hardin & Manor Tank Exterior Recoating	67	1,772	1,839	1,035	-	-	-	-	2,874
C67402122 La Cresta Tank Project	30	-	30	-	-	375	2,595	-	3,000
Projected Oak Hill Tank Replacement	-	-	-	-	405	2,485	2,475	-	5,365
New Water Booster Pump Station Upgrades	-	-	-	-	-	125	2,430	-	2,555
C67502224 SCADA Upgrades	-	-	-	2,170	2,140	-	-	-	4,310
New Pressure Reducing Valve Resiliency Program	-	-	-	-	565	350	-	-	915
New Drought Relief Project Studies	-	2	2	40	-	-	-	-	42
TOTAL	\$ 193	\$ 3,724	\$ 3,917	\$ 9,722	\$ 10,277	\$ 9,352	\$ 13,297	\$ 3,350	\$ 49,915

SOURCES (dollars in \$000)

Water Capital	\$ 174	\$ 3,744	\$ 3,918	\$ 9,722	\$ 10,277	\$ 9,351	\$ 13,297	\$ 3,350	\$ 49,915
TOTAL	\$ 174	\$ 3,744	\$ 3,918	\$ 9,722	\$ 10,277	\$ 9,351	\$ 13,297	\$ 3,350	\$ 49,915

Well Construction

C67501611



Well Construction

C67501611

Description and Justification

This project will continue 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. An assessment has been completed identifying and ranking potential well sites in the western portion of the City and in Water Zones 1 and 2. The Oak Hill well site has been identified as the highest priority and environmental and design work has begun. Completion of the well is expected in 2022. After completion of the Oak Hill well, planning and design will begin on the additional well sites. In addition, this project may support well head treatment at the City's existing well sites due to changing water quality requirements.



Climate First Shovel Ready

Project Start Date: FY 2016/17 - Winter 2016

Estimated Completion Date: Ongoing

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

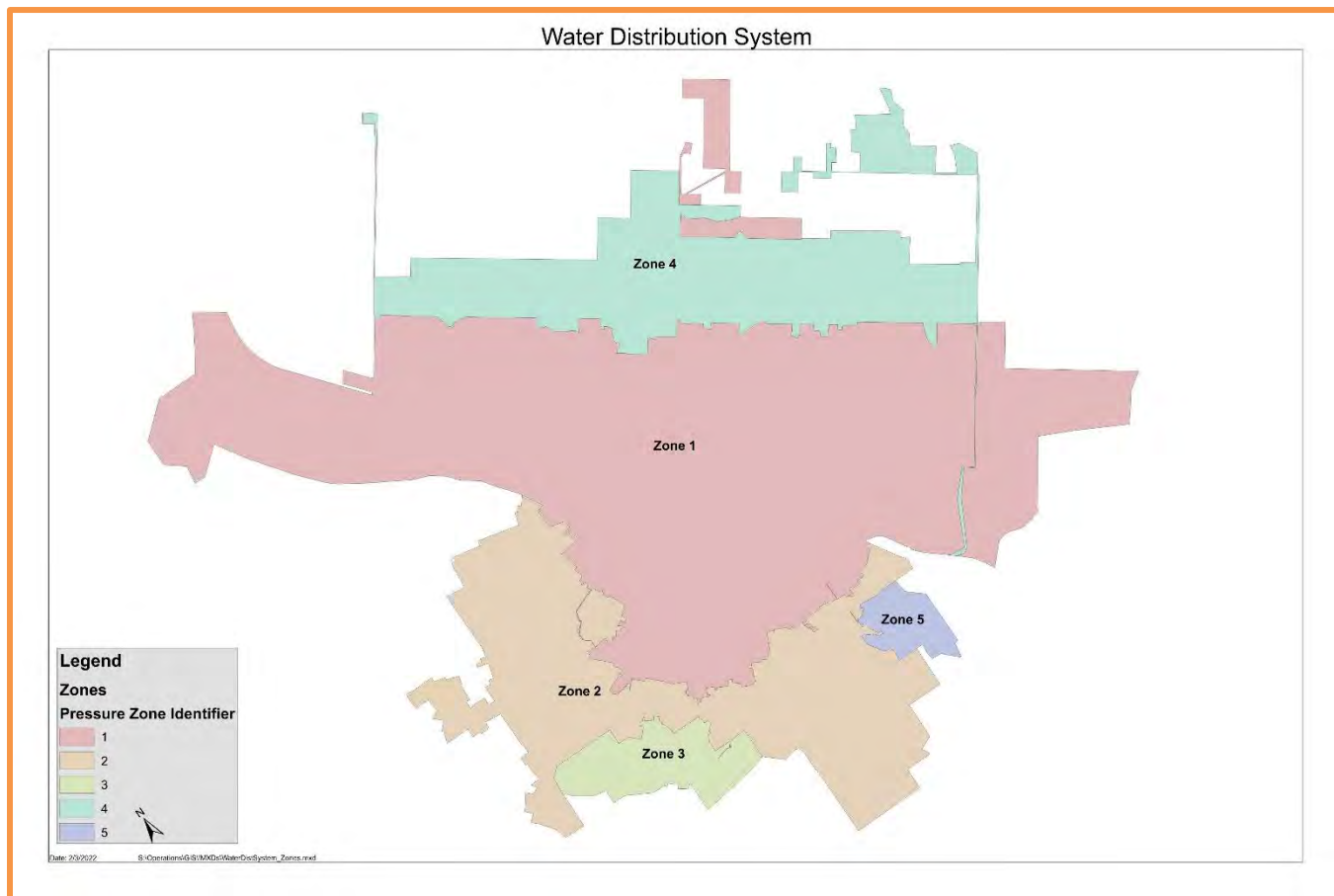
C67501611

	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental	36	25	61						61
Land & Easements			-						-
Design	32	60	92	50	50		50		242
Legal Services		1	1	1	1		1		4
Administration		1	1	1	1		1		4
Construction Contracts	4	250	254	750	600		600		2,204
Construction Mgmt	1	25	26	60	60		60		206
Contingency		30	30	60	60		60		210
CIP Overheads	3	8	11	5	5		5		26
TOTAL USES	\$ 76	\$ 400	\$ 476	927	\$ 777	\$ -	\$ 777	\$ -	\$ 2,957

SOURCES (dollars in \$000)

Water Capital	72	404	476	927	777		777		2,957
TOTAL FUNDS	\$ 72	\$ 404	\$ 476	\$ 927	\$ 777	\$ -	\$ 777	\$ -	\$ 2,957

Water Zones Map



Water Main Replacement – Payran and Madison

C67502225

Description and Justification

This project replaces aging water mains in the Payran/Madison Street neighborhood. The new water mains will be relocated from behind the sidewalk into the roadway, and will replace all water services connected to the water system. This project will be completed in conjunction with a sewer main replacement project in the same area. City staff has prioritized areas of the City with both water main and sewer main replacement needs in close proximity to maximize efficiency and to minimize disruption and costs.



Project Start Date: FY 2021/22

Estimated Completion Date: FY 2022/23

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

c67502225

	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental		5	5						5
Land & Easements		5	5						5
Design		50	50						50
Legal Services		2	2						2
Administration		5	5						5
Construction Contracts		300	300	800					1,100
Construction Mgmt		130	130	100					230
Contingency		130	130	100					230
CIP Overheads		23	23						23
TOTAL USES	\$ -	\$ 650	\$ 650	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,650

SOURCES (dollars in \$000)

Water Capital		650	650	1,000					1,650
TOTAL FUNDS	\$ -	\$ 650	\$ 650	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,650

Water Main Replacement - Webster/Fair/Upham Streets and Various Locations New

Description and Justification

This project will replace various undersized 2-inch and 4-inch water mains to ensure proper fire flows are delivered to residential and commercial areas. The west side of the City has a number of locations with older, original water service lines that are severely undersized and nearing failure. The project areas were identified by staff because of increased maintenance calls. This project will be done in conjunction with a sewer water main replacement project in the same area. Staff has prioritized areas of the City with both water main and sewer main replacement needs in close proximity to maximize efficiency and minimize disruption and costs.



Project Start Date: FY 2022/23

Estimated Completion Date: FY 2022/23

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

Water Main Replacement - Webster/Fair/Upham Streets and Various Locations

USES (dollars in \$000)

Planning/Environmental
Land & Easements
Design
Legal Services
Administration
Construction Contracts
Construction Mgmt
Contingency
CIP Overheads

	Expenses and Funds Received				BUDGET				
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
			-	5					5
			-	5					5
			-	50					50
			-	2					2
			-	5					5
			-	1,300					1,300
			-	130					130
			-	130					130
			-	23					23
TOTAL USES	\$ -	\$ -	\$ -	\$ 1,650	\$ -	\$ -	\$ -	\$ -	\$ 1,650

SOURCES (dollars in \$000)

Water Capital

			-	1,650					1,650
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 1,650	\$ -	\$ -	\$ -	\$ -	\$ 1,650

Water Main Replacement – D Street

New

Description and Justification

This project replaces aging water mains and water services in the D Street area, between Petaluma Blvd. South and Sunnyslope Avenue. The water mains will be upsized to ensure adequate fire flows are maintained and new water services will be connected. This project will be done in conjunction with a sewer main replacement project in the same area. Staff has prioritized areas of the city with both water main and sewer main replacement needs in close proximity to maximize efficiency and to minimize disruption and costs.



Project Start Date: FY 2023/24

Estimated Completion Date: FY 2023/24

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

D Street Water Main Replacement

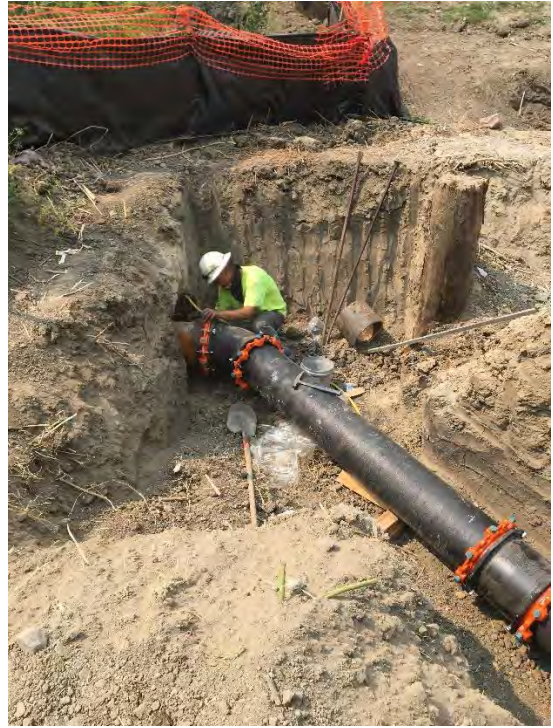
	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-		20				20
Land & Easements			-						-
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	\$ -	\$ -	\$ -	\$ -	\$ 2,305	\$ -	\$ -	\$ -	\$ 2,305

Water Main Replacement – Washington at Highway 101

New

Description and Justification

This project replaces aging water mains along Washington St. at Highway 101. These transmission water mains are vital infrastructure pipelines connecting the City’s potable water storage tanks to areas west of the freeway. Replacement of these pipelines will ensure a reliable and well-maintained water distribution network.



Project Start Date: FY 2023/24

Estimated Completion Date: FY 2023/24

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

Water Main Replacement at Washington at Highway 101

	Expenses and Funds Received				BUDGET				
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-						-
Land & Easements			-						-
Design			-		35				35
Legal Services			-						-
Administration			-		10				10
Construction Contracts			-		375				375
Construction Mgmt			-		25				25
Contingency			-		75				75
CIP Overheads			-		15				15
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 535	\$ -	\$ -	\$ -	\$ 535
SOURCES (dollars in \$000)									
Water Capital			-		535				535
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 535	\$ -	\$ -	\$ -	\$ 535

Water Main Replacement – Bodega and Webster

C67502012

Description and Justification

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 along Webster with a 12-inch water main will allow for better hydraulic performance with Paula Lane and Mountain View tanks in Zone 2 of the water distribution system. The new water main will increase water service levels and increase fire protection for this area. Priority areas for water main replacement work will be identified and prioritized as part of the Water Master Plan project.



Project Start Date: FY 2024/25

Estimated Completion Date: FY 2024/25

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

C67502012

	Expenses and Funds Received				BUDGET				
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
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

SOURCES (dollars in \$000)

Water Capital			-			2,667			2,667
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,667	\$ -	\$ -	\$ 2,667

Water Main Replacement – Copeland Street

C67402215

Description and Justification

This project will replace aging water mains along Copeland Street between D Street and E. Washington Street. The project will reduce maintenance costs and improve water delivery and fire flow in the area. The project is dependent on development activities in the area. Priority areas for water main replacement work will be identified and prioritized as part of the Water Master Plan project.



Project Start Date: TBD

Estimated Completion Date: TBD

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

C67402215

	Expenses and Funds Received				BUDGET				
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
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	-		-				5		5
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,470	\$ -	\$ 1,470
SOURCES (dollars in \$000)									
Water Capital			-				1,470		1,470
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,470	\$ -	\$ 1,470

Water Main Replacement Program

Description and Justification

This program will replace smaller, aging water mains that are prone to failure and in need of replacement. This work will minimize the risk of catastrophic water main failures and serves to minimize the loss of valuable potable water throughout the City’s water distribution network. A Water Master Plan is underway to assist in identifying high priority pipelines for replacement. Staff will use the new Water Master Plan to develop and plan this program.



Project Start Date: Ongoing

Estimated Completion Date: Ongoing

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

Water Main Replacement Program

	Expenses and Funds Received				BUDGET				
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
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

SOURCES (dollars in \$000)

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 Service Replacement FY 20/21- FY 21/22- Garfield Drive

C67502121

Description and Justification

This project is part of the water service replacement program. The program identifies areas requiring replacement of high failure rate polybutylene water services. 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 line and saddles fail. This specific project involves replacement of water services along Garfield Drive from E. Washington Street to Casa Grande Road. The work will be completed prior to planned paving efforts in the area.



Project Start Date: FY 2020/21

Estimated Completion Date: FY 2022/23

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

C67502121

USES (dollars in \$000)	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental	-	10	10						10
Land & Easements			-						-
Design	13	80	93						93
Legal Services	-	4	4						4
Administration		10	10						10
Construction Contracts		400	400	800					1,200
Construction Mgmt	5	175	180	100					280
Contingency		200	200	100					300
CIP Overheads	2	21	23						23
TOTAL USES	\$ 20	\$ 900	\$ 920	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,920

SOURCES (dollars in \$000)

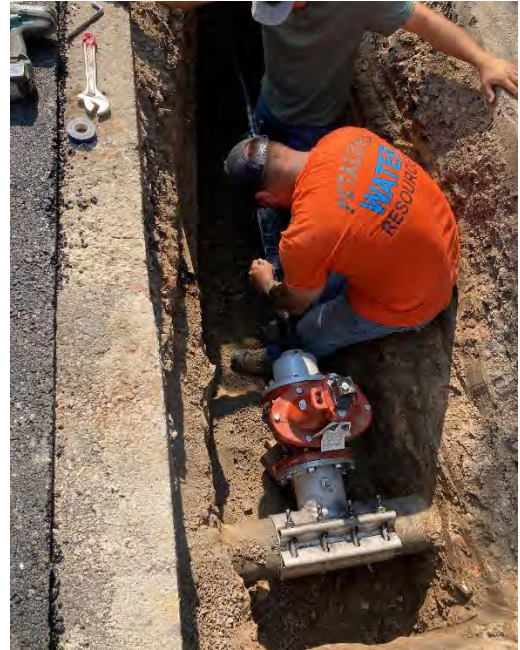
Water Capital	20	900	920	1,000					1,920
TOTAL FUNDS	\$ 20	\$ 900	\$ 920	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,920

Water Service Replacement FY 22/23- Daniel Drive

New

Description and Justification

This project will replace and upsize failing and deteriorated polybutylene water services. This project is part of the City's water service replacement program that prioritizes replacement of water services in areas with numerous leak repair issues. Staff has identified Daniel Drive and the surrounding area as a neighborhood with a history of maintenance issues and polybutylene water services that are prone to failure.



Project Start Date: FY 2022/23

Estimated Completion Date: FY 2022/23

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

Water Services Replacement FY 22/23- Daniel Drive

	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-	\$ 10					10
Land & Easements			-						-
Design			-	\$ 80					80
Legal Services			-	\$ 4					4
Administration			-	\$ 10					10
Construction Contracts			-	\$ 1,400					1,400
Construction Mgmt			-	\$ 175					175
Contingency			-	\$ 200					200
CIP Overheads			-	\$ 21					21
TOTAL USES	\$ -	\$ -	\$ -	\$ 1,900	\$ -	\$ -	\$ -	\$ -	\$ 1,900

SOURCES (dollars in \$000)

Water Capital			-	1,900					1,900
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 1,900	\$ -	\$ -	\$ -	\$ -	\$ 1,900

Projected Water Service Replacement Program

Description and Justification

This program replaces polybutylene water services in high priority areas. 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, flake, and become brittle, causing micro-fractures that result in pipe failure. Maintenance personnel are continuously replacing these old pipes as the service lines and saddles fail. The program upgrades deteriorated water services and saddles to current standards to reduce future maintenance costs and service interruptions. The FY 21/22 project is the Garfield Drive area and the FY 22/23 project is the Daniel Drive area.



Project Start Date: Ongoing

Estimated Completion Date: Ongoing

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

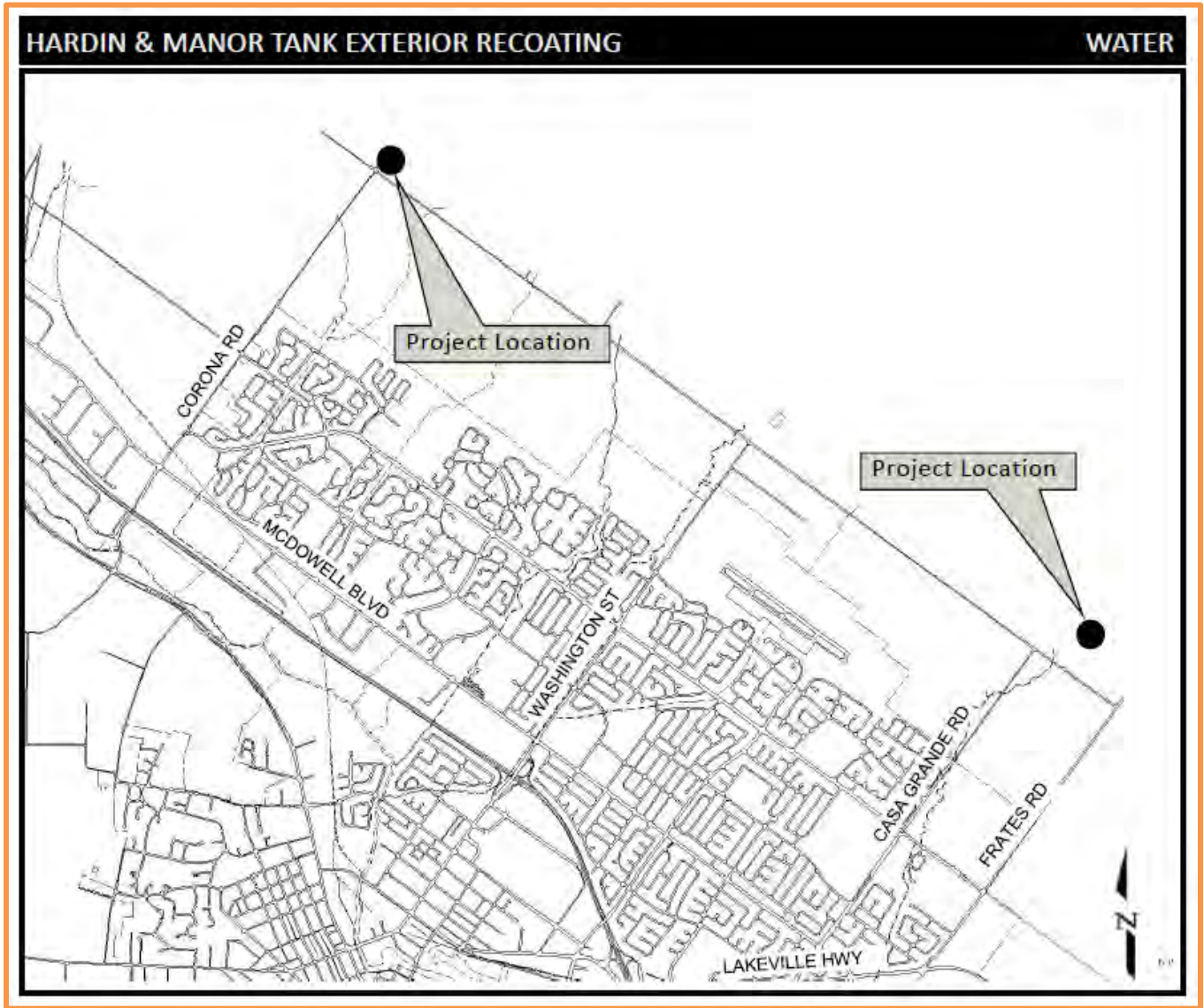
Financial Overview

Projected Water Service Replacement Program	Expenses and Funds Received				BUDGET				
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
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			-		1,400	1,200	1,400	1,200	5,200
Construction Mgmt			-		175	175	175	175	700
Contingency			-		200	200	200	200	800
CIP Overheads			-		21	21	21	21	84
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 1,900	\$ 1,700	\$ 1,900	\$ 1,700	\$ 7,200
SOURCES (dollars in \$000)									
Water Capital	-		-		1,900	1,700	1,900	1,700	7,200
PGE	-		-						-
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 1,900	\$ 1,700	\$ 1,900	\$ 1,700	\$ 7,200



Hardin and Manor Tank Recoating

C67501007



Hardin and Manor Tank Recoating

C67501007

Description and Justification

This project involves removal and replacement of exterior and interior coating protection for the existing welded steel tanks, and includes minor equipment repairs and replacements. The rehabilitation work will extend the useful life of the tank by evaluating and implementing 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 be completed in 2022. This phased approach to the project will ensure that the Zone 4 pressure system will maintain equalization and adequate fire protection storage throughout the rehabilitation efforts.



Project Start Date: FY 2017/18 - Winter 2017

Estimated Completion Date: FY 2022/23

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

C67501007

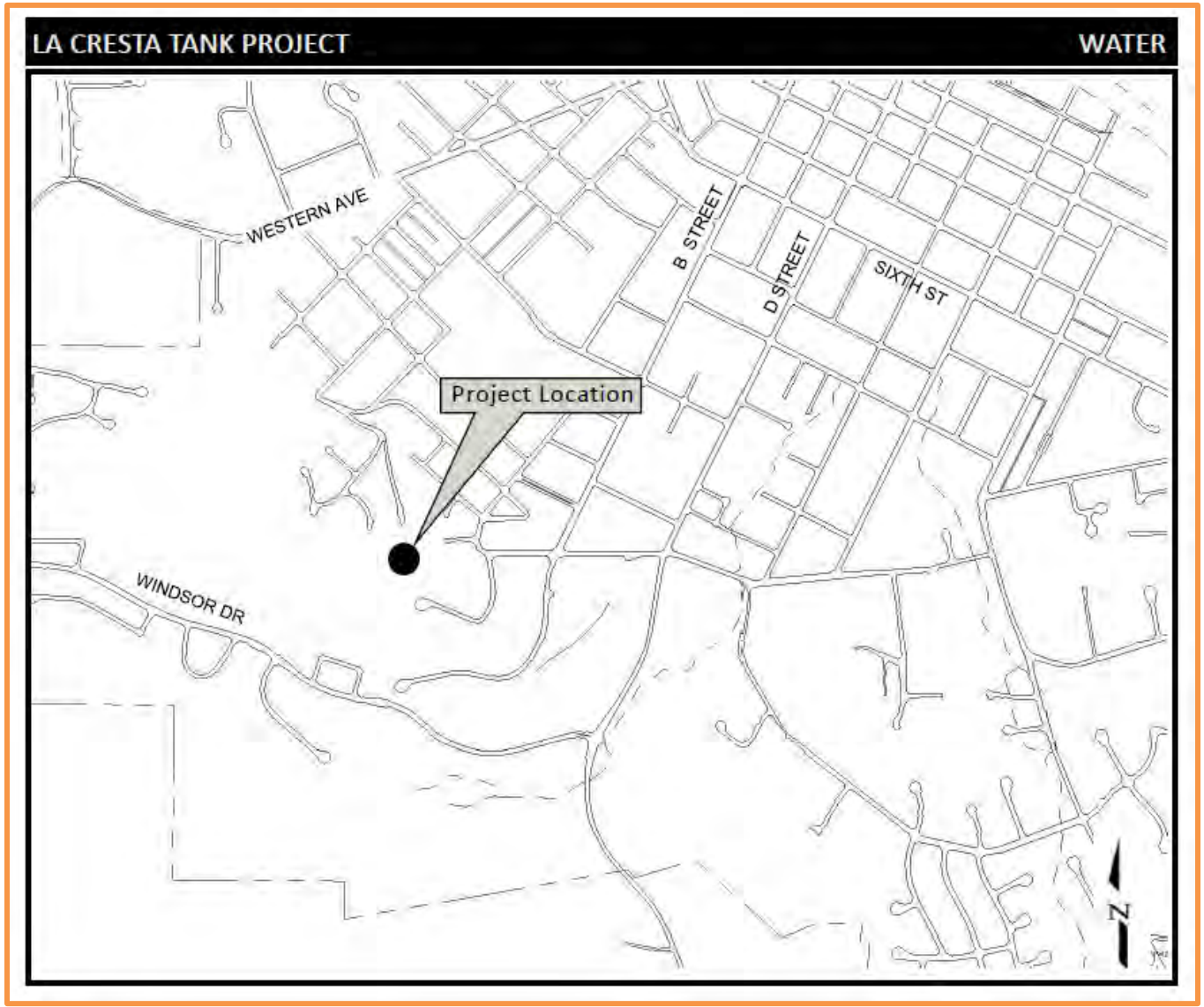
	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental		5	5						5
Land & Easements			-						-
Design	66	120	186	100					286
Legal Services		1	1	1					2
Administration		1	1	1					2
Construction Contracts		1,250	1,250	700					1,950
Construction Mgmt		200	200	140					340
Contingency		180	180	80					260
CIP Overheads	1	15	16	13					29
TOTAL USES	\$ 67	\$ 1,772	\$ 1,839	\$ 1,035	\$ -	\$ -	\$ -	\$ -	\$ 2,874

SOURCES (dollars in \$000)

Water Capital	51	1,788	1,839	1,035					2,874
TOTAL FUNDS	\$ 51	\$ 1,788	\$ 1,839	\$ 1,035	\$ -	\$ -	\$ -	\$ -	\$ 2,874

La Cresta Tank Replacement

C67402122



La Cresta Tank Replacement

C67402122

Description and Justification

The La Cresta Tank Replacement project involves construction of a new 1.0 million gallon (MG) potable water tank at the La Cresta tank site. This project replaces the two existing steel tanks at the site, which are undersized, require substantial rehabilitation, and are not seismically compliant. A Water Master Plan is underway that will assist in developing and planning this project. The project timeline has been adjusted to synchronize with development of the Water Master Plan.



Climate First Shovel Ready

Project Start Date: FY 2019/20 - Summer 2020

Estimated Completion Date: FY 2025/26

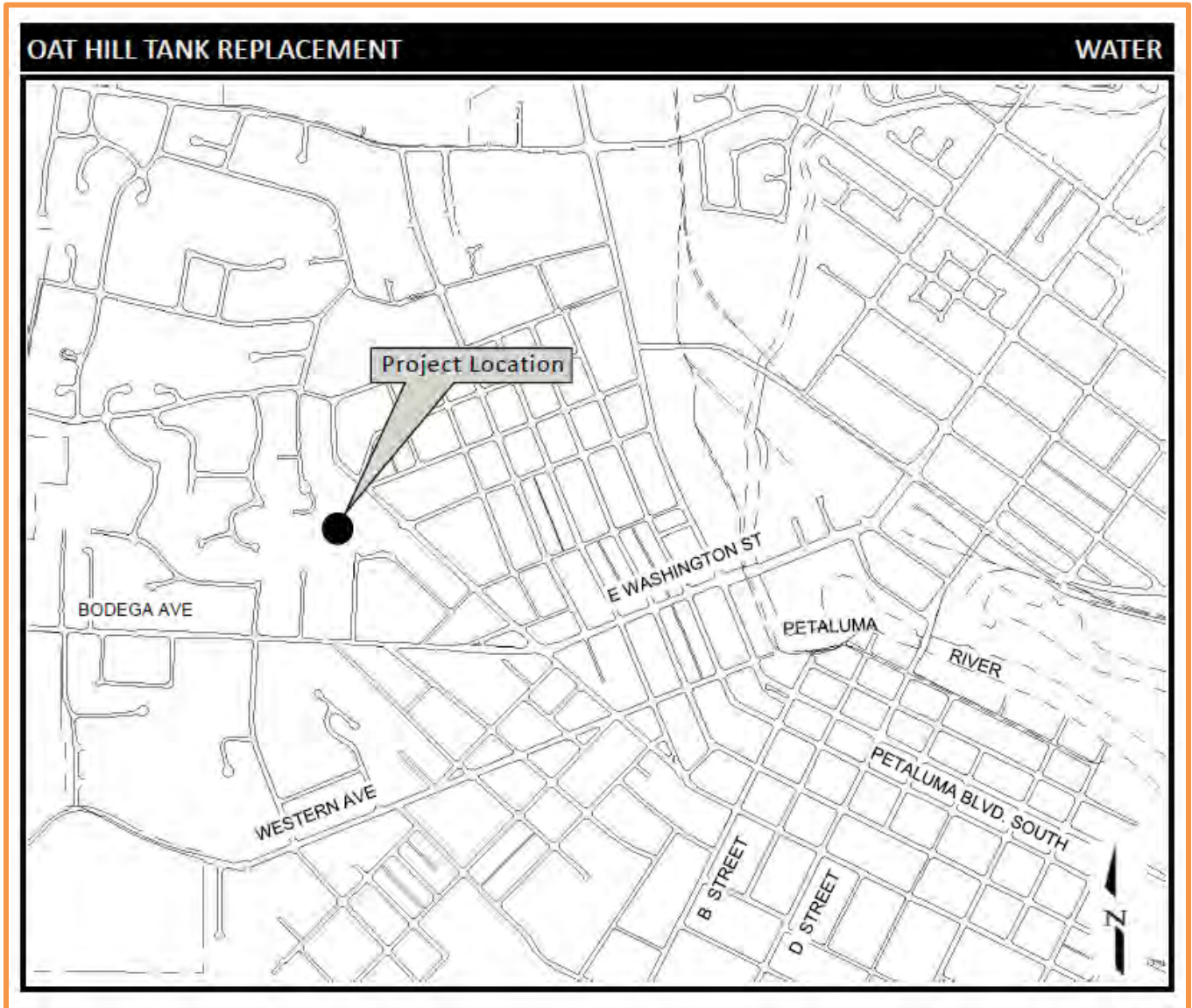
Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

C67402122

	Expenses and Funds Received				BUDGET				
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental	13		13			40			53
Land & Easements			-			5			5
Design	17		17			330			347
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	\$ 30	\$ -	\$ 30	\$ -	\$ -	\$ 375	\$ 2,595	\$ -	\$ 3,000
SOURCES (dollars in \$000)									
Water Capital	31		31			374	2,595		3,000
TOTAL FUNDS	\$ 31	\$ -	\$ 31	\$ -	\$ -	\$ 374	\$ 2,595	\$ -	\$ 3,000

Oak Hill Tank Replacement



Oak Hill Tank Replacement

New

Description and Justification

The Oak Hill Tank Replacement project involves the removal and replacement of a 2.0 million gallon (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 protection storage to the downtown area. The design and construction of the Oak Hill tank will take place after the City completes its Water System Master Plan which will ensure the future tank is sized and designed correctly to reflect the City's current and future water system needs.



Project Start Date: TBD

Estimated Completion Date: TBD

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

Oak Hill Tank Replacement	Expenses and Funds Received				BUDGET				
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
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	\$ -	\$ -	\$ -	\$ -	\$ 405	\$ 2,485	\$ 2,475	\$ -	\$ 5,365

SOURCES (dollars in \$000)

Water Capital			-		405	2,485	2,475		5,365
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 405	\$ 2,485	\$ 2,475	\$ -	\$ 5,365

Water Booster Pump Station Upgrades

New

Description and Justification

This project will upgrade electrical, mechanical, and communication equipment at the City's various water pump stations. Improvements are likely at the McNear, Corona, Frates, and Magnolia pump stations.



Project Start Date: FY 2024/25

Estimated Completion Date: FY 2025/26

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

Water Booster Pump Station Upgrades

	Expenses and Funds Received				BUDGET				
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-			25			25
Land & Easements			-			25			25
Design			-			75	125		200
Legal Services			-				10		10
Administration			-				1,700		1,700
Construction Contracts			-				240		240
Construction Mgmt			-				340		340
Contingency			-				15		15
CIP Overheads			-						
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125	\$ 2,430	\$ -	\$ 2,555
SOURCES (dollars in \$000)									
Water Capital			-			125	2,430		2,555
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125	\$ 2,430	\$ -	\$ 2,555

SCADA Upgrades

C67502224

Description and Justification

This project upgrades the City's SCADA communication system that 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 respond to needs or emergencies efficiently. The project will also increase security and protect the city's communication network.



Project Start Date: FY 2022/23

Estimated Completion Date: FY 2023/24

Climate First Shovel Ready

Project Manager: Mike Ielmorini
Department Rep: Christopher Bolt

Financial Overview

c67502224

	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
USES (dollars in \$000)									
Planning/Environmental			-						-
Land & Easements			-						-
Design			-	550					550
Legal Services			-						-
Administration			-						-
Construction Contracts			-	1,500	2,000				3,500
Construction Mgmt			-	20	20				40
Contingency			-	100	120				220
CIP Overheads			-						-
TOTAL USES	\$ -	\$ -	\$ -	\$ 2,170	\$ 2,140	\$ -	\$ -	\$ -	\$ 4,310

SOURCES (dollars in \$000)

Water Capital			-	2,170	2,140				4,310
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ 2,170	\$ 2,140	\$ -	\$ -	\$ -	\$ 4,310

Pressure Reducing Valve Resiliency Program

New

Description and Justification

This project upgrades and maintains the City's pressure reducing valves for the City's water distribution system located at various points along the City's main connection to the Sonoma County Water Agency's aqueduct. This program also ensures that the City's Risk and Resiliency planning upgrade is enforced and satisfies EPA requirements.



Project Start Date: FY 2023/24

Estimated Completion Date: FY 2024/25

Climate First Shovel Ready

Project Manager: Dan Herrera
Department Rep: Mike Ielmorini

Financial Overview

Pressure Reducing Valve Resiliency Program

USES (dollars in \$000)

Planning/Environmental
Land & Easements
Design
Legal Services
Administration
Construction Contracts
Construction Mgmt
Contingency
CIP Overheads

	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
					75				75
					350	250			600
					20	20			40
					120	80			200
TOTAL USES	\$ -	\$ -	\$ -	\$ -	\$ 565	\$ 350	\$ -	\$ -	\$ 915

SOURCES (dollars in \$000)

Water Capital

					565	350			915
TOTAL FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 565	\$ 350	\$ -	\$ -	\$ 915

Drought Relief Project Studies

New

Description and Justification

The City has submitted a grant application to the California Department of Water Resources (DWR) for projects identified as providing drought relief. City staff has identified two projects that align with the goals of the Urban and Multi-benefit Drought Relief Grant Program. The projects included in the grant application are an Advanced Metering Infrastructure Project that will upgrade the City's water meters, and a feasibility study for a Groundwater Storage and Recovery Project, which will explore the possibility of banking potable water with the groundwater aquifers during times of excess rainfall, and using banked water during times of drought. This work will be instrumental in identifying future CIP projects.



Climate First Shovel Ready

Project Start Date: FY 2021/22

Estimated Completion Date: TBD

Project Manager: Chelsea Thompson
Department Rep: Gina Benedetti-Petric

Financial Overview

Drought Relief Project Studies

USES (dollars in \$000)

Planning/Environmental
Land & Easements
Design
Legal Services
Administration
Construction Contracts
Construction Mgmt
Contingency
CIP Overheads

	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
				5					5
		2	2	30					32
				5					5
				-					-
				-					-
				-					-
				-					-
TOTAL USES	\$ -	\$ 2	\$ 2	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ 42

SOURCES (dollars in \$000)

Water Capital

		2	2	40					42
TOTAL FUNDS	\$ -	\$ 2	\$ 2	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ 42



ADVANCED PLANNING PROGRAM PROJECTS FY 2022-2023

ADVANCED PLANNING PROGRAM BUDGET FY 22-23
PROJECT SUMMARY
Fund 3110.31100

PROJECTS (dollars in \$000)	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				Total Project Estimate
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
e11502028 General Plan & Housing Element Comprehensive Update	687	1,220	1,907	653	418	-	-	-	2,978
TOTAL	\$ 687	\$ 1,220	\$ 1,907	\$ 653	\$ 418	\$ -	\$ -	\$ -	\$ 2,978

SOURCES (dollars in \$000)	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	Total Project Estimate
General Fund Reserves- General Plan	1,000	742	1,742	640	-	-	-	-	2,382
Grants	-	-	-	-	418	-	-	-	418
American Rescue Plan Act (ARPA)	-	178	178	-	-	-	-	-	178
TOTAL	\$ 1,000	\$ 920	\$ 1,920	\$ 640	\$ 418	\$ -	\$ -	\$ -	\$ 2,978



General Plan & Housing Element Comprehensive Update e11502028

Purpose and Description

The City of Petaluma is working with qualified planning consultant teams to develop a comprehensive update to its General Plan and Housing Element Update and including development of a Climate Action and Adaptation Plan.

The General Plan identifies current and future needs in areas such as land use, housing, transportation, public services, environmental quality, and economic viability. The General Plan is also a policy document that embodies the community's goals and guides decisions about physical development over the long term.



Financial Overview

e11502028

USES (dollars in \$000)	Expenses and Funds Received				BUDGET				Total Project Estimate
	Actual Life to Date thru FY 21	Estimate FY 21-22	Estimate Life to Date thru FY 22	Budget FY 22-23	PROJECTED				
					FY 23-24	FY 24-25	FY 25-26	FY 26-27	
Planning/Environmental			-						-
Land & Easements			-						-
Design			-						-
Legal Services			-						-
Administration	687	1,220	1,907	653	418				2,978
Construction Contracts			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
TOTAL USES	687	1,220	1,907	653	418	-	-	-	2,978
SOURCES (dollars in \$000)									
General Fund Reserves- General Plan	1000	742	1,742	640					2,382
Grants			-		418				418
American Rescue Plan Act (ARPA)		178	178						178
TOTAL FUNDS	1,000	920	1,920	640	418	-	-	-	2,978



DRAFT

**RESOLUTION ADOPTING THE FISCAL YEAR 2022-2023
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, 2022 through June 30, 2023, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2022-2023 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2022-2023 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2022-2023 budget is balanced and does not require additional taxes; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 9, 2022, 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 2022-2023 Preliminary Budget as the FY 2022-2023 General and Measure U Funds Adopted Budget.
5. Orders the City Clerk to file the FY 2022-2023 Appropriations, referred to as Exhibit A, which lists Appropriations by Department and by Fund.

Under the power and authority conferred upon this Council by the Charter of said City.

REFERENCE: I hereby certify the foregoing Resolution was introduced and adopted by the Council of the City of Petaluma at a Regular meeting on the __ day of ____ 2022, by the following vote:

Approved as to form:

City Attorney

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

City Clerk

Mayor

DRAFT

**RESOLUTION ADOPTING THE FISCAL YEAR 2022-2023
ENTERPRISE FUNDS BUDGET**

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2022 through June 30, 2023, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2022-2023 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2022-2023 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2022-2023 budget is balanced and does not require additional taxes; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 9, 2022, 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:

6. Declares the above recitals to be true and correct and are incorporated into this resolution as findings of the City Council.
7. 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.

8. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
9. Adopts the FY 2022-2023 Preliminary Budget as the FY 2022-2023 General and Measure U Funds Adopted Budget.
10. Orders the City Clerk to file the FY 2022-2023 Appropriations, referred to as Exhibit A, which lists Appropriations by Department and by Fund.

Under the power and authority conferred upon this Council by the Charter of said City.

REFERENCE: I hereby certify the foregoing Resolution was introduced and adopted by the Council of the City of Petaluma at a Regular meeting on the __ day of ____ 2022, by the following vote:

Approved as to form:

City Attorney

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

City Clerk

Mayor

DRAFT

**RESOLUTION ADOPTING THE FISCAL YEAR 2022-2023
UTILITIES FUNDS BUDGET**

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2022 through June 30, 2023, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2022-2023 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2022-2023 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2022-2023 budget is balanced and does not require additional taxes; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 9, 2022, 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:

11. Declares the above recitals to be true and correct and are incorporated into this resolution as findings of the City Council.
12. 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.

13. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
14. Adopts the FY 2022-2023 Preliminary Budget as the FY 2022-2023 General and Measure U Funds Adopted Budget.
15. Orders the City Clerk to file the FY 2022-2023 Appropriations, referred to as Exhibit A, which lists Appropriations by Department and by Fund.

Under the power and authority conferred upon this Council by the Charter of said City.

REFERENCE:	I hereby certify the foregoing Resolution was introduced and adopted by the Council of the City of Petaluma at a Regular meeting on the __ day of ____ 2022, by the following vote:	Approved as to form:
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City Attorney

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

City Clerk

Mayor

DRAFT

**RESOLUTION ADOPTING THE FISCAL YEAR 2022-2023
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, 2022 through June 30, 2023, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2022-2023 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2022-2023 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2022-2023 budget is balanced and does not require additional taxes; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 9, 2022, 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:

16. Declares the above recitals to be true and correct and are incorporated into this resolution as findings of the City Council.
17. 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.

- 18. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
- 19. Adopts the FY 2022-2023 Preliminary Budget as the FY 2022-2023 General and Measure U Funds Adopted Budget.
- 20. Orders the City Clerk to file the FY 2022-2023 Appropriations, referred to as Exhibit A, which lists Appropriations by Department and by Fund.

Under the power and authority conferred upon this Council by the Charter of said City.

REFERENCE:	I hereby certify the foregoing Resolution was introduced and adopted by the Council of the City of Petaluma at a Regular meeting on the __ day of ____ 2022, by the following vote:	Approved as to form:
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City Attorney

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

City Clerk

Mayor

DRAFT

**RESOLUTION ADOPTING THE FISCAL YEAR 2022-2023
SPECIAL REVENUES, TRUST 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, 2022 through June 30, 2023, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2022-2023 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2022-2023 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2022-2023 budget is balanced and does not require additional taxes; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 9, 2022, 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:

21. Declares the above recitals to be true and correct and are incorporated into this resolution as findings of the City Council.
22. 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.

- 23. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
- 24. Adopts the FY 2022-2023 Preliminary Budget as the FY 2022-2023 General and Measure U Funds Adopted Budget.
- 25. Orders the City Clerk to file the FY 2022-2023 Appropriations, referred to as Exhibit A, which lists Appropriations by Department and by Fund.

Under the power and authority conferred upon this Council by the Charter of said City.

REFERENCE:	I hereby certify the foregoing Resolution was introduced and adopted by the Council of the City of Petaluma at a Regular meeting on the __ day of ____ 2022, by the following vote:	Approved as to form:
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City Attorney

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

City Clerk

Mayor

DRAFT

**RESOLUTION ADOPTING THE FISCAL YEAR 2022-2023
CAPITAL PROJECTS FUNDS BUDGET**

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2022 through June 30, 2023, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2022-2023 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2022-2023 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2022-2023 budget is balanced and does not require additional taxes; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 9, 2022, 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:

26. Declares the above recitals to be true and correct and are incorporated into this resolution as findings of the City Council.
27. 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.

- 28. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
- 29. Adopts the FY 2022-2023 Preliminary Budget as the FY 2022-2023 General and Measure U Funds Adopted Budget.
- 30. Orders the City Clerk to file the FY 2022-2023 Appropriations, referred to as Exhibit A, which lists Appropriations by Department and by Fund.

Under the power and authority conferred upon this Council by the Charter of said City.

REFERENCE:	I hereby certify the foregoing Resolution was introduced and adopted by the Council of the City of Petaluma at a Regular meeting on the __ day of ____ 2022, by the following vote:	Approved as to form:
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City Attorney

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

City Clerk

Mayor

DRAFT

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, 2022 through June 30, 2023, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2022-2023 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2022-2023 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2022-2023 budget is balanced and does not require additional taxes; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 9, 2022, 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:

31. Declares the above recitals to be true and correct and are incorporated into this resolution as findings of the City Council.
32. 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.

- 33. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
- 34. Adopts the FY 2022-2023 Preliminary Budget as the FY 2022-2023 General and Measure U Funds Adopted Budget.
- 35. Orders the City Clerk to file the FY 2022-2023 Appropriations, referred to as Exhibit A, which lists Appropriations by Department and by Fund.

Under the power and authority conferred upon this Council by the Charter of said City.

REFERENCE:	I hereby certify the foregoing Resolution was introduced and adopted by the Council of the City of Petaluma at a Regular meeting on the __ day of ____ 2022, by the following vote:	Approved as to form:
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City Attorney

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

City Clerk

Mayor

DRAFT

Exhibit A

CITY OF PETALUMA, CA

FY 2022-23 BUDGET

APPROPRIATIONS BY DEPARTMENT AND FUND

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
GENERAL FUND			
General Fund Cost Center	2,314	1,773,507	1,775,821
City Council	121,469	-	121,469
City Attorney	1,324,316	-	1,324,316
City Clerk	707,025	-	707,025
City Manager	1,763,780	-	1,763,780
Economic Development	695,985	-	695,985
Finance	2,657,790	-	2,657,790
Human Resources	1,162,637	-	1,162,637
Non Departmental	1,340,200	-	1,340,200
Planning	1,040,674	-	1,040,674
Fire	20,217,179	-	20,217,179
Parks and Recreation	5,251,706	-	5,251,706
Police	24,711,966	-	24,711,966
Public Works	2,296,286	-	2,296,286
TOTAL GENERAL FUND	63,293,327	1,773,507	65,066,834
Measure U	-	15,713,929	15,713,929
TOTAL MEASURE U FUND	-	15,713,929	15,713,929
SPECIAL REVENUE, TRUST & DEBT FUNDS			
Community Development Block Grant	298,848	511,000	809,848
Home/ Begin Grants	900,000		900,000
Housing Successor Agency	397,006	-	397,006
Mobile Home Rent Program	3,000	16,150	19,150
Commercial Linkage Fees	1,105,526	145,353	1,250,879
Housing In-Lieu Fees	1,119,863	161,503	1,281,366
Parkland Acquisition Impact Fees-08	6,858	-	6,858
Parkland Development Impact Fees-08	22,581	4,947,000	4,969,581
Open Space Acquisition Impact Fees - 08	1,949	-	1,949
City Facilities Development Impact Fee	22,816	1,065,000	1,087,816
Storm Drainage Impact Fees	248	1,225,000	1,225,248
Traffic Mitigation Impact Fees	52,727	2,808,000	2,860,727
Public Art Fees	480,121	-	480,121

Exhibit A

CITY OF PETALUMA, CA

FY 2022-23 BUDGET

APPROPRIATIONS BY DEPARTMENT AND FUND

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
3% Admin Impact Fees	159,170	-	159,170
Community Development Grants	1,020,000	245,000	1,265,000
Parks and Rec Grants		429,000	429,000
Police Grants	1,224,070	-	1,224,070
Public Works Grants	750,000	1,052,000	1,802,000
Gas Tax	307	3,184,593	3,184,900
Landscape Assessment Districts	485,156	-	485,156
Abandoned Vehicle Abatement	146,035	-	146,035
Asset Seizures	829		829
Street Maintenance Gas Tax	4,033,763	1,885,370	5,919,133
Transient Occupancy Tax	553,680	2,594,276	3,147,956
Petaluma Tourism Improvement District	350,873		350,873
Haz Mat Fines	37	-	37
SLESF	-	130,000	130,000
Donations	4,427	1,000,000	1,004,427
Prince Park Trust	-	171,500	171,500
Measure M Parks Sales Tax	493,434	450,000	943,434
General Government Debt	911,719	-	911,719
TOTAL SPECIAL REVENUE, TRUST & DEBT FUNDS	14,545,043	22,020,745	36,565,788
ENTERPRISE FUNDS			
Airport Operations	2,250,915	1,239,000	3,489,915
Building Services	2,420,788	-	2,420,788
Marina	342,428	-	342,428
Public Transportation	5,737,693	465,000	6,202,693
TOTAL ENTERPRISE FUNDS	10,751,824	1,704,000	12,455,824
UTILITIES			
Waste Water Utility	25,982,911	24,334,000	50,316,911
Water Utility	31,356,648	10,504,000	41,860,648
Storm Utility	1,044,047	-	1,044,047
TOTAL UTILITY FUNDS	58,383,606	34,838,000	93,221,606
INTERNAL SERVICE FUNDS			
Employee Benefits	1,183,094	-	1,183,094
General Services	191,348	93,000	284,348
Information Technology	2,480,953	-	2,480,953
Risk Management (Liability)	2,756,617		2,756,617
Vehicle and Equipment Replacement	872,276	-	872,276
Workers' Compensation	3,713,860	-	3,713,860
TOTAL INTERNAL SERVICE FUNDS	11,198,148	93,000	11,291,148

Exhibit A

CITY OF PETALUMA, CA			
FY 2022-23 BUDGET			
APPROPRIATIONS BY DEPARTMENT AND FUND			
	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
CAPITAL PROJECT FUNDS			
Facilities CIP	7,879,000	-	7,879,000
Parks and Recreation CIP	8,416,000	-	8,416,000
Public Works/Surface Water CIP	21,700,000	-	21,700,000
Airport CIP	1,292,000	-	1,292,000
Transit CIP	596,000	-	596,000
Waste Water/Recycled Water CIP	20,790,000	-	20,790,000
Water CIP	<u>9,722,000</u>	-	<u>9,722,000</u>
TOTAL CAPITAL PROJECT FUNDS	70,395,000	-	70,395,000
Successor Agency Debt	5,138,622	-	5,138,622
Successor Agency Admin	<u>340,252</u>	-	<u>340,252</u>
TOTAL SUCCESSOR AGENCY FUNDS	5,478,874	-	5,478,874
GRAND TOTAL	<u>\$ 234,045,822</u>	<u>\$ 76,143,181</u>	<u>\$ 310,189,003</u>

Exhibit B

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2022-23 ALLOCATION BY HOME DEPARTMENT**
Full Time Positions - Authorized and Funded - Allocation by Home Department

DEPARTMENT POSITION	FY 20-21		FY 21-22		FY 22-23		----- Allocation -----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>CITY CLERK</u>									
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Records Coordinator - Limited Term	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Secretary Confidential	1.00	0.00	0.00	0.00	0.00	0.00			
Administrative Assistant Confidential	0.00	0.00	1.00	0.00	1.00	0.00			
Total City Clerk	3.00	2.00	4.00	3.00	4.00	3.00	3.00	0.00	0.00
<u>CITY ATTORNEY</u>									
City Attorney	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant City Attorney	2.00	2.00	2.50	2.50	2.50	2.50	2.50		
Legal Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Total City Attorney	4.00	4.00	4.50	4.50	4.50	4.50	4.50	0.00	0.00
<u>CITY MANAGER</u>									
City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Asst. City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Asst to City Manager	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Senior Planner	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Exec. Asst. to City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Climate Action Manager	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Secretary Confidential	1.00	0.00	0.00	0.00	0.00	0.00			
Administrative Assistant Confidential	0.00	0.00	1.00	0.00	1.00	0.00			
Total City Manager	6.00	4.00	8.00	6.00	8.00	6.00	6.00	0.00	0.00
<u>ECONOMIC DEV. & OPEN GOVERNMENT / IT</u>									
Communications Program Manager	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Data and Systems Manager	0.00	0.00	1.00	1.00	1.00	1.00			1.00
Director of Economic Develop & Open Gov	1.00	1.00	1.00	1.00	1.00	1.00	0.50		0.50
Economic Development Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Economic Development Specialist	1.00	1.00	1.00	0.00	1.00	0.00			
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	0.00	1.00	0.00			0.00
Geographic Info Systems Administrator	0.00	0.00	1.00	1.00	1.00	1.00			1.00
Management Analyst II	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Programmer Analyst	1.00	1.00	0.00	0.00	0.00	0.00			
Business Systems Analyst	0.00	0.00	1.00	0.00	1.00	0.00			
Total Econ. Dev./Redev.	10.00	9.00	14.00	10.00	14.00	10.00	2.50	0.00	7.50

Exhibit B

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2022-23 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 20-21		FY 21-22		FY 22-23		----- Allocation -----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>HUMAN RESOURCES & RISK MANAGEMENT</u>									
Administrative Assistant Conf	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Director Human Resources	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Human Resources Analyst I/II	1.00	1.00	0.00	0.00	0.00	0.00			
Senior Human Resources Analyst	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Human Resources Asst. II Conf	1.00	0.00	0.00	0.00	0.00	0.00	0.00		
HR Assistant Conf	0.00	0.00	1.00	0.00	1.00	0.00			
Human Resources Specialist Conf	3.80	3.80	3.80	3.80	3.80	3.80	2.80		1.00
Secretary Confidential	1.00	1.00	0.00	0.00	0.00	0.00			
Risk and Safety Officer	1.00	0.00	1.00	0.00	1.00	0.00			
Risk Manager	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Secretary	0.00	0.00	0.00	0.00	0.00	0.00			
HR Assistant I/II Conf	1.00	0.00	0.00	0.00	0.00	0.00			0.00
Total Human Resources	10.80	7.80	9.80	7.80	9.80	7.80	5.80	0.00	2.00
<u>PARKS & RECREATION / COMMUNITY SERVICES</u>									
Deputy Director of Parks and Recreation	1.00	1.00	0.00	0.00	0.00	0.00			
Director of Parks and Recreation	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Facilities Supervisor	0.00	0.00	0.00	0.00	0.00	0.00			
Facilities Technician I/II	0.00	0.00	1.00	1.00	1.00	1.00	0.80	0.20	
Management Analyst II	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Office Assistant	0.00	0.00	0.00	0.00	1.00	1.00	1.00		
Parks & Facilities Manager	0.00	0.00	1.00	0.00	1.00	0.00			
Superintendent of Parks and Facilities	0.00	0.00	1.00	1.00	1.00	1.00	0.50	0.20	0.30
Parks Maintenance Crew Supervisor	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Parks Maintenance Lead Worker	0.00	0.00	3.00	2.00	3.00	2.00	2.00		
Parks Maintenance Worker I/II	0.00	0.00	10.00	7.00	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	0.00	0.00	0.00	0.00	0.00		
Administrative Assistant	0.00	0.00	2.00	1.00	2.00	1.00	1.00		
Senior Facilities Technician	0.00	0.00	1.00	1.00	1.00	1.00	0.70	0.30	
Total Parks & Recreation	7.00	7.00	26.00	20.00	27.00	21.00	19.00	0.70	1.30

Exhibit B

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2022-23 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 20-21		FY 21-22		FY 22-23		----- Allocation -----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
FINANCE DEPARTMENT									
Director of Finance	1.00	1.00	1.00	0.00	1.00	0.00			
Deputy City Manager / Director of Finance	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Principal Financial Analyst	1.00	0.00	0.00	0.00	0.00	0.00			
Senior Finance Analyst	0.00	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	0.00	0.00	0.00	0.00	0.00		
Finance Analyst	0.00	0.00	2.00	2.00	2.00	2.00	2.00		
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	0.00	1.00	0.00			
Commercial Services Mgr.	1.00	1.00	0.00	0.00	0.00	0.00			
Revenue Manager	0.00	0.00	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	0.00	0.00	0.00	0.00			
General Services Assistant	0.00	0.00	1.00	0.00	1.00	0.00			
Office Assistant II	1.00	1.00	0.00	0.00	0.00	0.00			
Office Assistant	0.00	0.00	2.00	2.00	1.00	1.00			1.00
Total Finance	19.00	17.00	22.00	17.00	21.00	16.00	15.00	0.00	1.00
FIRE									
Administrative Assistant Conf	1.00	0.00	0.00	0.00	0.00	0.00			
Senior Administrative Assistant Confidential	0.00	0.00	1.00	0.00	1.00	0.00			
Administrative Technician Conf	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Emergency Manager	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Fire Battalion Chief	3.00	3.00	3.00	3.00	3.00	3.00	3.00		
Fire Captain	9.00	9.00	9.00	9.00	9.00	9.00	9.00		
Fire Engineer/Fire Eng Paramedic	9.00	9.00	9.00	9.00	9.00	9.00	9.00		
Fire Inspector	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Fire Marshal	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant Fire Marshal	0.00	0.00	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	0.00	0.00	0.00	0.00			
Administrative Assistant	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Senior Management Analyst	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Total Fire	65.00	64.00	68.00	67.00	68.00	67.00	67.00	0.00	0.00

Exhibit B

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2022-23 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY20-21		FY21-22		FY22-23		----- Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>POLICE</u>									
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Deputy Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Assistant Conf	1.00	1.00	0.00	0.00	0.00	0.00			
Senior Administrative Assistant Confidential	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Abandoned Vehicle Abatement Officer	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Community Service Officer	5.00	3.00	5.00	3.00	5.00	3.00	3.00		
Evidence Technician	0.50	0.50	1.00	1.00	1.00	1.00	1.00		
Management Analyst II	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Property Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Lieutenant	4.00	4.00	4.00	4.00	4.00	4.00	4.00		
Police Officer	60.00	51.00	64.00	55.00	64.00	55.00	54.00		1.00
Police Records Assistant I/II	5.50	5.00	0.00	0.00	0.00	0.00			
Police Records Technician I/II	0.00	0.00	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		
Police Training Coordinator	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Public Safety Communications Supervisor	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Public Safety Dispatcher	12.00	11.60	12.00	11.60	12.00	11.60	11.60		
Public Safety Dispatch Supervisor	1.00	1.00	0.00	0.00	0.00	0.00	0.00		
Neighbor. Pres. Coord.	1.00	1.00	0.00	0.00	0.00	0.00			
Senior Code Enforcement Officer	0.00	0.00	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	0.00	0.00	0.00	0.00			
Administrative Assistant	0.00	0.00	1.00	0.00	1.00	0.00			
Total Police	111.00	96.10	116.50	101.60	116.50	101.60	99.15	0.45	2.00
<u>COMMUNITY DEVELOPMENT/ BUILDING SERVICES/ HOUSING</u>									
Building Inspector I/II	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Permit Processing Tech	2.00	2.00	0.00	0.00	0.00	0.00			
Permit Technician	0.00	0.00	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	
Deputy Chief Building Official	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Director of Community Development	0.00	0.00	1.00	1.00	1.00	1.00	0.33	0.67	
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	
Housing Manager	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Housing Specialist	0.00	0.00	1.00	1.00	1.00	1.00	0.50		0.50
Housing Program Specialist	1.00	0.00	1.00	0.00	1.00	0.00			
Total Community Development Services	9.00	8.00	12.00	11.00	12.00	11.00	0.83	8.67	1.50

Exhibit B

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2022-23 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 20-21		FY 21-22		FY 22-23		----- Allocation -----			0.00
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General	Enterprise	Other	
							Fund	Funds	Funds	
<u>PUBLIC WORKS & UTILITIES</u>										0.00
Administrative Assistant	2.00	2.00	0.00	0.00	0.00	0.00				0.00
Senior Administrative Assistant	0.00	0.00	3.50	3.50	3.50	3.50	0.20	3.10	0.20	0.00
Administrative Technician	1.00	0.00	1.00	0.00	1.00	0.00				0.00
Administrative Manager	0.00	0.00	1.00	1.00	1.00	1.00	0.10	0.85	0.05	0.00
Airport & Marina Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00		0.00
Airport Maintenance Worker	1.00	1.00	1.00	1.00	1.00	1.00		1.00		0.00
Associate Civil Engineer	3.00	3.00	4.00	4.00	4.00	4.00		2.45	1.55	0.00
Assistant Engineer II	1.00	1.00	2.00	2.00	2.00	2.00		1.95	0.05	0.00
Asst. Operations Manager	2.00	2.00	2.00	2.00	2.00	2.00	0.20	1.00	0.80	0.00
Asst. Utility System Operator	1.00	1.00	1.00	1.00	1.00	1.00		1.00		0.00
Dir. Public Works & Utilities	1.00	1.00	1.00	1.00	1.00	1.00	0.08	0.82	0.10	0.00
Assistant. PW & Utilities Director	1.00	1.00	1.00	1.00	1.00	1.00	0.15	0.70	0.15	0.00
Budget Grants/Project Manager	1.00	0.00	1.00	0.00	1.00	0.00				0.00
City Engineer	1.00	1.00	1.00	1.00	1.00	1.00	0.60	0.20	0.20	0.00
Deputy Director of Environmental Services	1.00	1.00	1.00	1.00	1.00	1.00		1.00		0.00
Deputy Director of Operations	1.00	1.00	1.00	1.00	1.00	1.00		0.85	0.15	0.00
Electrical / Instrumentation Technician	1.00	1.00	1.00	1.00	1.00	1.00		1.00		0.00
Electrical Maintenance Worker II	1.00	1.00	1.00	1.00	1.00	1.00		1.00		0.00
Engineering Manager	0.00	0.00	1.00	1.00	1.00	1.00		0.55	0.45	0.00
Engineering Tech II	3.00	2.00	3.00	1.00	3.00	1.00		0.95	0.05	0.00
Environmental Compliance Inspector	2.00	2.00	2.00	2.00	2.00	2.00		2.00		0.00
Environmental Services Manager	1.00	0.00	1.00	0.00	1.00	0.00				0.00
Environmental Services Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00		0.00
Environmental Services Analyst	1.00	1.00	1.00	1.00	1.00	1.00		1.00		0.00
Environmental Services Tech	2.00	2.00	2.00	2.00	2.00	2.00		2.00		0.00
Equipment Mechanic	2.00	2.00	2.00	2.00	2.00	2.00	0.70	1.15	0.15	0.00
Equipment Maintenance Lead Worker	1.00	1.00	0.00	0.00	0.00	0.00				0.00
Equipment Mechanical Lead Worker	0.00	0.00	1.00	1.00	1.00	1.00	0.75	0.15	0.10	0.00
Facilities Maintenance Worker I/II	1.00	1.00	0.00	0.00	0.00	0.00				0.00
Laboratory Analyst	2.00	2.00	2.00	2.00	2.00	2.00		2.00		0.00
Laboratory Supervisor	0.00	0.00	1.00	1.00	1.00	1.00		1.00		0.00
Management Analyst II	0.00	0.00	1.00	1.00	1.00	1.00		1.00		0.00
Mechanical and Electrical Maint Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00		0.00
Mechanical Technician	0.00	0.00	0.00	0.00	0.00	0.00				0.00
Office Assistant II	3.00	0.00	0.00	0.00	0.00	0.00				0.00
Office Assistant	0.00	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				0.00
Parks & Facilities Manager	1.00	1.00	0.00	0.00	0.00	0.00				0.00
Parks Maintenance Foreworker	1.00	1.00	0.00	0.00	0.00	0.00				0.00
Parks Maintenance Lead Worker	3.00	2.00	0.00	0.00	0.00	0.00				0.00
Parks Maintenance Worker I/II	10.00	7.00	0.00	0.00	0.00	0.00				0.00
Plant Mechanic	3.00	3.00	3.00	3.00	3.00	3.00		3.00		0.00
Project Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.20		0.80	0.00
Public Works Crew Supervisor	2.00	1.00	2.00	1.00	2.00	1.00	0.10		0.90	0.00
Public Works Inspector I	1.00	0.00	0.00	0.00	0.00	0.00				0.00
Public Works Inspector II	3.00	3.00	1.00	0.00	1.00	0.00				0.00
Senior Public Works Inspector	0.00	0.00	4.00	4.00	4.00	4.00	2.15	1.25	0.60	0.00
Public Works Supervisor	1.00	0.00	1.00	0.00	1.00	0.00				0.00

Exhibit B

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2022-23 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 20-21		1.00		1.00		----- Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>PUBLIC WORKS & UTILITIES (cont.)</u>									
Secretary	3.00	3.00	0.00	0.00	0.00	0.00			
Administrative Assistant	0.00	0.00	3.00	3.00	3.00	3.00	0.75	1.90	0.35
Senior Civil Engineer	3.00	3.00	5.00	5.00	5.00	5.00	0.55	3.50	0.95
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	0.00	1.00	0.00			
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	0.10	0.80	0.10
Senior Mechanical Facilities Technician	1.00	1.00	0.00	0.00	0.00	0.00			
Senior Plant Mechanic	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Senior Transit Planner	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Street Maintenance Lead Wkr	2.00	2.00	3.00	3.00	3.00	3.00			3.00
Street Maintenance Worker I/II	8.00	7.00	10.00	9.00	10.00	9.00			9.00
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	0.00	0.00	0.00	0.00			
Transit Planner I/II	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Transit Specialist - Limited Term	0.00	0.00	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	0.00	0.00	0.00	0.00			
Utility Services Crew Supervisor	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Utility Service Lead Worker	5.00	5.00	5.00	5.00	5.00	5.00		5.00	
Utility Service Worker I/II	16.00	16.00	17.00	16.00	17.00	16.00		16.00	
Utility Service Worker III	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Utility Supervisor	1.00	1.00	1.00	1.00	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 Plant 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 Technician	1.00	0.00	0.00	0.00	0.00	0.00			
Water Service Rep Lead Worker	1.00	0.00	1.00	1.00	1.00	1.00		1.00	
Water Service Representative	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Total Public Works & Utilities	141.00	121.00	139.50	121.50	139.50	121.50	7.78	90.27	23.45
Total Position Summary	385.80	339.90	424.30	369.40	424.30	369.40	230.56	100.09	38.75

DRAFT

EFFECTIVE DATE OF ORDINANCE
_____, 2022

ORDINANCE NO. XXXX 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, 2022
THROUGH JUNE 30, 2023**

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2022, through June 30, 2023, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2022-2023 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2022-2023 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2022-2023 budget is balanced and does not require additional taxes; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 9th, 2022, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, on May 16th, 2022, this ordinance was introduced and approved _____ by City Council after reviewing the staff report and public comments.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Petaluma, acting in its capacity as the Petaluma Community Development Successor Agency, as follows:

Section 1. 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. There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2022 through June 30, 2023, the amounts set in the attached Exhibit A, incorporated by herein reference, and distributed to the various funds as set out in said exhibit and shall be expended and used in accordance therewith.

Section 4. 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 5. 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, 2023.

Section 6. All ordinance or parts of ordinances in conflict herewith are hereby repealed.

Section 7. The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.

INTRODUCED and ordered published/ posted this 16th day of May 2022.

ADOPTED this 6th day of June 2022 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

ATTEST:

Teresa Barrett, Mayor

APPROVED AS TO FORM:

Kendall Rose, CMC, City Clerk

Eric Danly, City Attorney

DRAFT

ORDINANCE NO. XXXX N.C.S.

EFFECTIVE DATE
OF ORDINANCE

_____, 2022

Introduced by:

Seconded by:

**AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY
OF PETALUMA ENTERPRISE FUNDS FROM JULY 1, 2022 THROUGH JUNE 30,
2023**

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2022, through June 30, 2023, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2022-2023 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2022-2023 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2022-2023 budget is balanced and does not require additional taxes; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 9th, 2022, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, on May 16th, 2022, this ordinance was introduced and approved _____ by City Council after reviewing the staff report and public comments.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Petaluma, acting in its capacity as the Petaluma Community Development Successor Agency, as follows:

Section 1. 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. There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2022 through June 30, 2023, the amounts set in the attached Exhibit A, incorporated by herein reference, and distributed to the various funds as set out in said exhibit and shall be expended and used in accordance therewith.

Section 4. 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 5. 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, 2023.

Section 6. All ordinance or parts of ordinances in conflict herewith are hereby repealed.

Section 7. The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.

INTRODUCED and ordered published/ posted this 16th day of May 2022.

ADOPTED this 6th day of June 2022 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

ATTEST:

Teresa Barrett, Mayor

APPROVED AS TO FORM:

Kendall Rose, CMC, City Clerk

Eric Danly, City Attorney

DRAFT

ORDINANCE NO. XXXX N.C.S.

EFFECTIVE DATE
OF ORDINANCE

_____, 2022

Introduced by: Seconded by:

AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF PETALUMA UTILITY FUNDS FROM JULY 1, 2022 THROUGH JUNE 30, 2023

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2022, through June 30, 2023, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2022-2023 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2022-2023 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2022-2023 budget is balanced and does not require additional taxes; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 9th, 2022, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, on May 16th, 2022, this ordinance was introduced and approved _____ by City Council after reviewing the staff report and public comments.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Petaluma, acting in its capacity as the Petaluma Community Development Successor Agency, as follows:

Section 1. 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. There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2022 through June 30, 2023, the amounts set in the attached Exhibit A, incorporated by herein reference, and distributed to the various funds as set out in said exhibit and shall be expended and used in accordance therewith.

Section 4. 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 5. 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, 2023.

Section 6. All ordinance or parts of ordinances in conflict herewith are hereby repealed.

Section 7. The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.

INTRODUCED and ordered published/ posted this 16th day of May 2022.

ADOPTED this 6th day of June 2022 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

ATTEST:

Teresa Barrett, Mayor

APPROVED AS TO FORM:

Kendall Rose, CMC, City Clerk

Eric Danly, City Attorney

DRAFT

ORDINANCE NO. XXXX N.C.S.

EFFECTIVE DATE
OF ORDINANCE

_____, 2022

Introduced by:

Seconded by:

**AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY
OF PETALUMA INTERNAL SERVICE FUNDS FROM JULY 1, 2022 THROUGH JUNE
30, 2023**

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2022, through June 30, 2023, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2022-2023 does not exceed the estimated revenues, other sources and available fund balances; and

WHEREAS, the FY 2022-2023 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

WHEREAS, the FY 2022-2023 budget is balanced and does not require additional taxes; and

WHEREAS, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

WHEREAS, the City Council conducted a public workshop on May 9th, 2022, at which time any and all members of the public were afforded an opportunity to express their views; and

WHEREAS, on May 16th, 2022, this ordinance was introduced and approved _____ by City Council after reviewing the staff report and public comments.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Petaluma, acting in its capacity as the Petaluma Community Development Successor Agency, as follows:

Section 1. 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. There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2022 through June 30, 2023, the amounts set in the attached Exhibit A, incorporated by herein reference, and distributed to the various funds as set out in said exhibit and shall be expended and used in accordance therewith.

Section 4. 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 5. 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, 2023.

Section 6. All ordinance or parts of ordinances in conflict herewith are hereby repealed.

Section 7. The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.

INTRODUCED and ordered published/ posted this 16th day of May 2022.

ADOPTED this 6th day of June 2022 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

ATTEST:

Teresa Barrett, Mayor

APPROVED AS TO FORM:

Kendall Rose, CMC, City Clerk

Eric Danly, City Attorney

DRAFT

ORDINANCE NO. XXXX N.C.S.

EFFECTIVE DATE OF ORDINANCE
_____, 2022

Introduced by:

Seconded by:

**AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY
OF PETALUMA SPECIAL REVENUES, TRUST AND DEBT FUNDS FROM JULY 1,
2022 THROUGH JUNE 30, 2023**

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2022, through June 30, 2023, as required by Sections 59 & 60 of the City Charter; and

WHEREAS, the preliminary budget for fiscal year (FY) 2022-2023 does not exceed the estimated revenues, other sources and available fund balances; and

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Teresa Barrett, Mayor

APPROVED AS TO FORM:

Kendall Rose, CMC, City Clerk

Eric Danly, City Attorney

DRAFT

ORDINANCE NO. XXXX N.C.S.

EFFECTIVE DATE
OF ORDINANCE

_____, 2022

Introduced by:

Seconded by:

**AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY
OF PETALUMA CAPITAL PROJECTS FUND FROM JULY 1, 2022 THROUGH JUNE
30, 2023**

WHEREAS, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2022, through June 30, 2023, as required by Sections 59 & 60 of the City Charter; and

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ADOPTED this 6th day of June 2022 by the following vote:

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ATTEST:

Teresa Barrett, Mayor

APPROVED AS TO FORM:

Kendall Rose, CMC, City Clerk

Eric Danly, City Attorney



FISCAL YEAR 2023

Allocation of Internal Service Funds and Administrative Overhead Charges

Department/Division	Information Technology FY 2023	General Service FY 2023	Risk FY 2023	Administrative Charges FY 2023	Total Allocation FY 2023
General		2,314			2,314
City Council		231	15,356		15,587
City Attorney	69,014	1,080	14,484		84,578
City Clerk	34,010	1,165	6,154		41,329
City Manager	28,927	507	16,469		45,903
Economic Development	44,236	2,670	6,641		53,547
Finance	172,290	5,723	52,183		230,196
Human Resources	31,016	1,324	11,805		44,145
Community Development	29,654	3,019	6,362		39,035
Fire	154,740	6,856	274,698		436,294
Recreation	49,800	7,652	151,336		208,788
Police	555,252	15,163	491,430		1,061,845
Public Works	169,961	5,604	356,164	-	531,729
General Fund	1,338,900	53,308	1,403,082	-	2,795,290
Housing In-Lieu	12,685		1,439	11,824	25,948
Impact fees			1,280	165,647	166,927
CDBG	1,410		2,692	10,746	14,848
General Government Donations			191	4,236	4,427
Special Revenue			6,161	18,835	24,996
Street Maintenance	14,294	4,506	107,494	154,095	280,389
Landscape Assessment Districts	2,052	415	3,902	20,405	26,774
TOT			3,830	144,850	148,680
Governmental CIP	-	399	86,826	192,726	279,951
Special Revenue Funds	30,441	5,320	213,815	723,364	972,940
Airport Operation	26,223	1,901	42,352	122,694	193,170
Airport CIP				562	562
Building Services	116,434	3,821	28,525	294,313	443,093
Marina	11,472	1,018	41,596	58,530	112,616
Marina CIP					-
Transit Operations	107,055	2,183	48,639	93,793	251,670
Transit CIP				1,290	1,290
Wastewater Administration	535,491	26,356	164,274	945,128	1,671,249
Wastewater CIP		128	7,107	37,306	44,541
Water Administration	624,826	35,995	183,402	875,380	1,719,603
Water CIP		98	5,356	14,740	20,194
Storm Utility	-	1,420	11,723	18,139	31,282
Enterprise Funds	1,421,501	72,920	532,974	2,461,875	4,489,270

FISCAL YEAR 2023

Allocation of Internal Service Funds and Administrative Overhead Charges

Department/Division	Information Technology FY 2023	General Service FY 2023	Risk FY 2023	Administrative Charges FY 2023	Total Allocation FY 2023
Information Technology		1,691	26,934		28,625
Employee Benefits	7,130	89	6,656		13,875
Workers Compensation	2,658		14,153	237,924	254,735
General Services			1,748		1,748
Risk Management	29,824	2,301	-	-	32,125
Internal Service Funds	39,612	4,081	49,491	237,924	331,108
Successor Agency Housing		52	4,683	115,127	119,862
Successor Agency	-	101	5,863	187,428	193,392
Successor Agency Funds	-	153	10,546	302,555	313,254
TOTAL ALLOCATIONS	\$ 2,830,454	\$ 135,782	\$ 2,209,908	\$ 3,725,718	\$ 8,901,862

TRANSFERS OUT

FROM	TO	AMOUNT	PURPOSE
General Fund	Waste Water	93,580	Waste Water Settlement
General Fund	Storm Utility	37,383	loan repayment
General Fund	Storm Utility	11,090	legal costs Waste Water settlement
General Fund	Storm Utility	450,000	operating costs
General Fund	Vehicle Replacement	300,000	vehicle replacements
General Fund	PW CIP	71,454	C16501412(LED Streetlight)- Interfund loan debt payment
General Fund	Parks CIP	170,000	c14502008- Lucchesi Turf Field Replacement
General Fund	Advanced Planning Prog	640,000	e11502028- General Plan & Housing Element Comprehensive Update
		<u>1,773,507</u>	
General Fund- Measure U	General Fund	10,514,794	to cover deficit
General Fund- Measure U	General Fund	69,000	Evergreen
General Fund- Measure U	General Fund	75,000	Climate Outreach
General Fund- Measure U	Information Technology	250,000	EDEN Replacement
General Fund- Measure U	Police Grants	250,000	g22505081- SAFE
General Fund- Measure U	General Government Debt	3,701,135	Debt Service/ Roads/ Infratructure
General Fund- Measure U	Facilities CIP	100,000	c11502015- Electric Vehicle Chargers
General Fund- Measure U	Facilities CIP	600,000	c11502224- Public Library New Fire Suppression System
General Fund- Measure U	Parks CIP	154,000	c14501607- Petaluma Comm Sports Fields Baseball
		<u>15,713,929</u>	
Commercial Linkage Fees	Housing Successor Ag	145,353	sar051150- Successor Agency Housing
Housing In-Lieu	Housing Successor Ag	161,503	sar051150- Successor Agency Housing
Parkland Impact Fees	Parks CIP	4,926,000	c14501607- Petaluma Comm Sports Fields Baseball
Parkland Impact Fees	Parks CIP	21,000	C14502012- Shollenberger Amphitheater & Kiosk Improvements
		<u>4,947,000</u>	
City Facilities Impact Fee	Facilities CIP	17,000	c11502015- Electric Vehicle Chargers
City Facilities Impact Fee	Facilities CIP	257,000	c11202017- City Hall West Wing Space Remodel & Permit Center
City Facilities Impact Fee	Facilities CIP	56,000	c11202019- Council Chambers Upgrades
City Facilities Impact Fee	Facilities CIP	200,000	C11202223- HVAC & Energy Efficiency Upgrades
City Facilities Impact Fee	Facilities CIP	187,000	C11202121, C11502224- Library Facility Enhancement and Expansion
City Facilities Impact Fee	Facilities CIP	185,000	E11502236- Public Safety Facilities Assesmnet
City Facilities Impact Fee	Facilities CIP	163,000	C11501911- Fire Reserve Apparatus Storage & Security Gate Installation
		<u>1,065,000</u>	
Storm Drainage Impact Fees	Surface Water CIP	425,000	C16502254- Wilson Stormwater Pump Station Upgrades
Storm Drainage Impact Fees	Surface Water CIP	800,000	960 Lakeville Storm Drain
		<u>1,225,000</u>	
Traffic Mitigation Impact Fees	Parks CIP	470,000	c14502114- Lynch Creek Trail
Traffic Mitigation Impact Fees	Parks CIP	200,000	C14501607- Petaluma Community Baseball Field
Traffic Mitigation Impact Fees	PW CIP	505,000	C16101601- Petaluma Blvd. South Complete Streets (Road Diet)
Traffic Mitigation Impact Fees	PW CIP	32,000	c16101519- Rivertrail - 101/Crossing, Crosstown Connector
Traffic Mitigation Impact Fees	PW CIP	34,000	c16102250- Traffic Signal Improvements- Citywide
Traffic Mitigation Impact Fees	PW CIP	100,000	c16102032- Pedestrian Improvements Citywide
Traffic Mitigation Impact Fees	PW CIP	1,080,000	C16401824- Caulfield Bridge Crosstown Connector
Traffic Mitigation Impact Fees	PW CIP	168,000	C16402141- 1st and F St Bridge Replacement
Traffic Mitigation Impact Fees	PW CIP	42,000	C16102146- Traffic Calming & Bike Boulevards
Traffic Mitigation Impact Fees	PW CIP	11,000	C16102251- D Street Improvements
Traffic Mitigation Impact Fees	PW CIP	16,000	E16402238- Pedestrian Bridge Assessment- Citywide
Traffic Mitigation Impact Fees	PW CIP	66,000	C16402252- Pedestrian Bridge Renovations
Traffic Mitigation Impact Fees	PW CIP	22,000	C16102145- City-Wide Striping Improvements
Traffic Mitigation Impact Fees	PW CIP	7,000	E16502134- Active Transportation Plan & Wayfinding
Traffic Mitigation Impact Fees	PW CIP	24,000	C16502253- E. Washington Sidewalk Frontage Improvements
Traffic Mitigation Impact Fees	Transit CIP	14,000	C65502211- Bus Stop Improvements
Traffic Mitigation Impact Fees	Transit CIP	17,000	C65502213- Transit Facility Power Backup System & Transfer Switch Installation
		<u>2,808,000</u>	

TRANSFERS OUT

FROM	TO	AMOUNT	PURPOSE
Community Dev Grant	PTID	245,000	DST Encampment Grant
Community Developmen Housing Successor Ag		71,000	sar051150- Successor Agency Housing
Community Developmen Facilities CIP		200,000	Seismic Analysis City Facilities Assessment
Community Developmen Facilities CIP		240,000	City Facilities Emergency Power Backup Feasibility Study
		511,000	
Parks and Rec Grants	Parks CIP	213,000	C14502012- Shollenberger Amphitheater & Kiosk Improvements
Parks and Rec Grants	Parks CIP	216,000	Kenilworth Park Revitalization
		429,000	
Public Works Grants	Public Works CIP	550,000	C16102147- North McDowell Boulevard Complete Streets
Public Works Grants	Public Works CIP	67,000	E16502134- Active Transportation Plan & Wayfinding
Public Works Grants	Public Works CIP	435,000	C16101601- Petaluma Blvd. South Complete Streets (Road Diet)
		1,052,000	
Donations/Developer Cot	Parks CIP	1,000,000	c14501607- Petaluma Community Baseball Field
SLESF	General Fund	100,000	CAD/RMS system
SLESF	General Fund	30,000	general support
		130,000	
Gas Tax	Street Maintenance	3,184,593	97% of Highway Users Tax (HUT) revenue
Street Maintenance	Facilities CIP	59,000	c11502015- Electric Vehicle Chargers
Street Maintenance	PW CIP	1,047,000	C16402141- 1st and F St Bridge Replacement
Street Maintenance	PW CIP	85,000	C16102146- Traffic Calming & Bike Boulevards
Street Maintenance	PW CIP	89,000	C16102251- D Street Improvements
Street Maintenance	PW CIP	34,000	E16402238- Pedestrian Bridge Assessment- Citywide
Street Maintenance	PW CIP	134,000	C16402252- Pedestrian Bridge Renovations
Street Maintenance	PW CIP	83,000	C16102145- City-Wide Striping Improvements
Street Maintenance	PW CIP	76,000	E16502134- Active Transportation Plan & Wayfinding
Street Maintenance	PW CIP	38,000	C16502253- E. Washington Sidewalk Frontage Improvements
Street Maintenance	PW CIP	50,000	Review of Corona Road and McKenzie AT Crossing
Street Maintenance	PW CIP	116,000	C16102250- Traffic Signal Timing Upgrade Improvements- Citywide
Street Maintenance	PW CIP	74,370	C16501412(LED Streetlight)- Interfund loan debt payment
		1,885,370	
Transient Occupancy Tax	General Fund	2,123,000	general support
Transient Occupancy Tax	Parks CIP	25,000	e14402237- Petaluma River Dredging Program
Transient Occupancy Tax	Facilities CIP	51,000	c11201501- Petaluma Museum Seismic Retrofit
Transient Occupancy Tax	Vehicle Replacement	395,276	Interfund loan debt payment
		2,594,276	
Prince Park	General Fund	56,000	general support
Prince Park	General Fund	115,500	Additional maintenance worker
		171,500	
Measure M Parks Sales Ta	Parks CIP	44,000	c14502011 (loan)- Tennis & Pickleball Court Reconstructions
Measure M Parks Sales Ta	Parks CIP	250,000	Park Access Improvements
Measure M Parks Sales Ta	Parks CIP	100,000	Kenilworth Park Revitalization Project
Measure M Parks Sales Ta	Parks CIP	50,000	Prince Park Concession and Restroom Facility Remodel/Repair
Measure M Parks Sales Ta	Parks CIP	6,000	Swim Center Pool Renovation & Repair
		450,000	
Mobile Home Rent Progr	Housing Successor Ag	16,150	sar051150- Successor Agency Housing

TRANSFERS OUT

FROM	TO	AMOUNT	PURPOSE
Airport Operating	Airport CIP	156,000	C61202014- Hangar & Apron Repairs
Airport Operating	Airport CIP	8,000	C61502009- Taxiway A Rehabilitation
Airport Operating	Airport CIP	29,000	c61502110- Airport Parking Apron Rehabilitation
Airport Operating	Airport CIP	6,000	South Taxilane B Rehabilitation
		199,000	
Airport State AIP Grant	Airport CIP	124,000	c61502009- Taxiway A Rehabilitation
Airport State AIP Grant	Airport CIP	815,000	c61502110- Aircraft Parking Apron Rehabilitation
Airport State AIP Grant	Airport CIP	101,000	South Taxilane B Rehabilitation
		1,040,000	
Transit	Transit CIP	40,000	c65202110- Transit Admin Building Roof Overlay
Transit	Transit CIP	47,000	C65502211- Bus Stop Improvements
Transit	Transit CIP	98,000	C65502212- Transit Yard Gate Electrification
Transit	Transit CIP	58,000	C65502213- Transit Yard Generator & Transfer Switch Installation
Transit	Transit CIP	222,000	C65502214- Transit Yard Electrification Planning
		465,000	
Waste Water Capital	Streets	374,000	pavement mgmt program
Waste Water Capital	Facilities CIP	59,000	c11502015- Electric Vehicle Chargers
Waste Water Capital	WW CIP	316,000	C66501003- Manhole Rehabilitation
Waste Water Capital	WW CIP	2,685,000	C66501840- Chemical System Upgrade - Ellis Creek
Waste Water Capital	WW CIP	60,000	C66501518- CNG Fueling Station Ellis Creek
Waste Water Capital	WW CIP	45,000	C66401728- Ellis Creek Hi Strength Waste Facilities
Waste Water Capital	WW CIP	1,380,000	C66402245- Sewer Main Replacement- Payran & Madison
Waste Water Capital	WW CIP	3,098,000	Sewer Main Replacement - Webster/Fair/Upham Streets and Various Locations
Waste Water Capital	WW CIP	3,323,000	C66502032- PIPS Forcemain Replacement
Waste Water Capital	WW CIP	260,000	c66501930- Replace PIPS High Capacity Pumps
Waste Water Capital	WW CIP	40,000	C66402246- Sewer Forcemain Replacement Program
Waste Water Capital	WW CIP	1,826,000	C66501838- Ellis Creek Outfall Replacement
Waste Water Capital	WW CIP	55,000	c66402144- Corp yard Master Plan
Waste Water Capital	WW CIP	1,550,000	Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehab
Waste Water Capital	Recycled Water CIP	3,245,000	C66401416- Tertiary Filtration System Expansion
Waste Water Capital	Recycled Water CIP	62,000	C66401302- Agricultural Recycled Water System - Turnout and Meter Replacements
Waste Water Capital	Recycled Water CIP	1,966,000	C66501936- Agricultural Recycled Water System Expansion – Adobe Road/Lakeville
Waste Water Capital	Recycled Water CIP	740,000	Urban Recycled Water System Expansion – Park Irrigation Conversions
Waste Water Capital	Recycled CIP	3,250,000	C66501936- Agricultural Recycled Water System Expansion – Adobe Road/Lakeville
		24,334,000	
Water Capital	Streets	516,000	pavement mgmt program
Water Capital	Facilities CIP	76,000	c11502015- Electric Vehicle Chargers
Water Capital	WW CIP	40,000	c66402144- Corp yard Master Plan
Water Capital	Water CIP	927,000	c67501611- Well Construction
Water Capital	Water CIP	1,000,000	C67502225- Water Main Replacement- Payran and Madison
Water Capital	Water CIP	1,650,000	Water Main Replacement - Webster/Fair/Upham Streets and Various Locations
Water Capital	Water CIP	1,000,000	C67502121- Water Service Replacement FY20/21 - FY21/22- Garfield Drive
Water Capital	Water CIP	1,900,000	Water Services Replacement FY 22/23- Daniel Drive
Water Capital	Water CIP	1,035,000	C67501007- Hardin and Manor Tank Recoating
Water Capital	Water CIP	2,170,000	C67502224- SCADA Upgrades
Water Capital	Water CIP	40,000	Drought Relief Project Studies
Water Capital	Recycled Water CIP	150,000	C66501834- Urban Recycled Water System Expansion - Maria Extension/Loop
		10,504,000	
General Services	General Fund	93,000	Office Assistant to Parks. Support in Parks Division
	GRAND TOTAL	\$ 76,143,181	

TRANSFERS IN

TO	FROM	AMOUNT	PURPOSE
General Fund	SLESF	30,000	general support
General Fund	SLESF	100,000	CAD/RMS system
General Fund	Transient Occupancy Tax	2,123,000	general support
General Fund	Prince Park	56,500	general support
General Fund	Prince Park	115,000	Additional maintenance worker
General Fund	General Services	93,000	Office Assistant to Parks. Support in Parks Division
General Fund	General Fund- Measure U	10,514,794	to cover deficit
General Fund	General Fund- Measure U	69,000	Evergreen
General Fund	General Fund- Measure U	75,000	Climate Outreach
		<u>13,176,294</u>	
Police Grants	General Fund- Measure U	250,000	g22505081- SAFE
Street Maintenance	Gas Tax	3,184,593	Highway Users Tax (HUT) revenue
Streets	Waste Water Capital	374,000	pavement mgmt program
Streets	Water Capital	516,000	pavement mgmt program
		<u>890,000</u>	
PTID	Community Development Grant	245,000	DST Encampment Grant
Advanced Planning Prog	General Fund	640,000	e11502028- General Plan & Housing Element Comprehensive Update
Facilities CIP	City Facilities Impact Fee	17,000	c11502015- c11502015 - Electric Vehicle Chargers
Facilities CIP	City Facilities Impact Fee	257,000	c11202017- c11202017 - City Hall West Wing Space Remodel
Facilities CIP	City Facilities Impact Fee	56,000	c11202019- c11202019 - Council Chambers Audio and Video Improvements
Facilities CIP	City Facilities Impact Fee	200,000	C11202223- HVAC & Energy Efficiency Upgrades
Facilities CIP	City Facilities Impact Fee	187,000	C11202121, C11502224- Library Facility Enhancement and Expansion
Facilities CIP	City Facilities Impact Fee	185,000	E11502236- Public Safety Facilities Assessmnet
Facilities CIP	City Facilities Impact Fee	163,000	C11501911- Fire Reserve Apparatus Storage & Security Gate Installation
Facilities CIP	Street Maintenance	59,000	c11502015- Electric Vehicle Chargers
Facilities CIP	Transient Occupancy Tax	51,000	c11201501- Petaluma Museum Seismic Retrofit
Facilities CIP	Waste Water Capital	59,000	c11502015- Electric Vehicle Chargers
Facilities CIP	Water Capital	76,000	c11502015- Electric Vehicle Chargers
Facilities CIP	Community Development Block Grant (CDBG)	200,000	Seismic Analysis City Facilities Assessment
Facilities CIP	Community Development Block Grant (CDBG)	240,000	City Facilities Emergency Power Backup Feasibility Study
Facilities CIP	General Fund- Measure U	100,000	c11502015- Electric Vehicle Chargers
Facilities CIP	General Fund- Measure U	600,000	c11502224- Public Library New Fire Suppression System
		<u>2,450,000</u>	
Parks CIP	General Fund	170,000	c14502008- Lucchesi Turf Field Replacement
Parks CIP	General Fund- Measure U	154,000	c14501607- Petaluma Comm Sports Fields Baseball
Parks CIP	Parkland Impact Fees	4,926,000	c14501607- Petaluma Comm Sports Fields Baseball
Parks CIP	Parkland Impact Fees	21,000	C14502012- Shollenberger Amphitheater & Kiosk Improvements
Parks CIP	Donations/Developer Contributions	1,000,000	c14501607- Petaluma Community Baseball Field
Parks CIP	Transient Occupancy Tax	25,000	e14402237- Petaluma River Dredging Program
Parks CIP	Measure M Parks Sales Tax	44,000	c14502011 (loan)- Tennis & Pickleball Court Reconstructions
Parks CIP	Measure M Parks Sales Tax	250,000	Park Access Improvements
Parks CIP	Measure M Parks Sales Tax	100,000	Kenilworth Park Revitalization Project
Parks CIP	Measure M Parks Sales Tax	50,000	Prince Park Concession and Restroom Facility Remodel/Repair
Parks CIP	Measure M Parks Sales Tax	6,000	Swim Center Pool Renovation & Repair
Parks CIP	Parks and Rec Grants	213,000	C14502012- Shollenberger Amphitheater & Kiosk Improvements
Parks CIP	Parks and Rec Grants	216,000	Kenilworth Park Revitalization
Parks CIP	Traffic Mitigation Impact Fees	470,000	c14502114- Lynch Creek Trail
Parks CIP	Traffic Mitigation Impact Fees	200,000	C14501607- Petaluma Community Baseball Field
		<u>7,845,000</u>	

TRANSFERS IN

TO	FROM	AMOUNT	PURPOSE
PW CIP	Traffic Mitigation Impact Fees	505,000	C16101601- Petaluma Blvd. South Complete Streets (Road Diet)
PW CIP	General Fund	71,454	C16501412(LED Streetlight)- Interfund loan debt payment
PW CIP	Traffic Mitigation Impact Fees	32,000	c16101519- Rivertrail - 101/Crossing, Crosstown Connector
PW CIP	Traffic Mitigation Impact Fees	34,000	c16102250- Traffic Signal Improvements- Citywide
PW CIP	Traffic Mitigation Impact Fees	100,000	c16102032- Pedestrian Improvements Citywide
PW CIP	Traffic Mitigation Impact Fees	1,080,000	C16401824- Caulfield Bridge Crosstown Connector
PW CIP	Traffic Mitigation Impact Fees	168,000	C16402141- 1st and F St Bridge Replacement
PW CIP	Traffic Mitigation Impact Fees	42,000	C16102146- Traffic Calming & Bike Boulevards
PW CIP	Traffic Mitigation Impact Fees	11,000	C16102251- D Street Improvements
PW CIP	Traffic Mitigation Impact Fees	16,000	E16402238- Pedestrian Bridge Assessment- Citywide
PW CIP	Traffic Mitigation Impact Fees	66,000	C16402252- Pedestrian Bridge Renovations
PW CIP	Traffic Mitigation Impact Fees	22,000	C16102145- City-Wide Striping Improvements
PW CIP	Traffic Mitigation Impact Fees	7,000	E16502134- Active Transportation Plan & Wayfinding
PW CIP	Traffic Mitigation Impact Fees	24,000	C16502253- E. Washington Sidewalk Frontage Improvements
PW CIP	Street Maintenance	1,047,000	C16402141- 1st and F St Bridge Replacement
PW CIP	Street Maintenance	89,000	C16102251- D Street Improvements
PW CIP	Street Maintenance	34,000	E16402238- Pedestrian Bridge Assessment- Citywide
PW CIP	Street Maintenance	134,000	C16402252- Pedestrian Bridge Renovations
PW CIP	Street Maintenance	83,000	C16102145- City-Wide Striping Improvements
PW CIP	Street Maintenance	76,000	E16502134- Active Transportation Plan & Wayfinding
PW CIP	Street Maintenance	38,000	C16502253- E. Washington Sidewalk Frontage Improvements
PW CIP	Street Maintenance	50,000	Review of Corona Road and McKenzie AT Crossing
PW CIP	Street Maintenance	116,000	C16102250- Traffic Signal Timing Upgrade Improvements- Citywide
PW CIP	Street Maintenance	74,370	C16501412(LED Streetlight)- Interfund loan debt payment
PW CIP	Street Maintenance	85,000	C16102146- Traffic Calming & Bike Boulevards
Surface Water CIP	Storm Drainage Impact Fees	425,000	C16502254- Wilson Stormwater Pump Station Upgrades
Surface Water CIP	Storm Drainage Impact Fees	800,000	960 Lakeville Storm Drain
Public Works CIP	Public Works Grants	550,000	C16102147- North McDowell Boulevard Complete Streets
Public Works CIP	Public Works Grants	67,000	E16502134- Active Transportation Plan & Wayfinding
Public Works CIP	Public Works Grants	435,000	C16101601- Petaluma Blvd. South Complete Streets (Road Diet)
		<u>6,281,824</u>	
General Government Debt	General Fund- Measure U	3,701,135	Debt Service/ Roads/ Infratrcture
Housing Successor Ag	Commercial Linkage Fees	145,353	sar051150- Successor Agency Housing
Housing Successor Ag	Housing In-Lieu	161,503	sar051150- Successor Agency Housing
Housing Successor Ag	Community Development Block Grant (CDI)	71,000	sar051150- Successor Agency Housing
Housing Successor Ag	Mobile Home Rent Program	16,150	sar051150- Successor Agency Housing
		<u>394,006</u>	
Airport CIP	Airport Operating	156,000	C61202014- Hangar & Apron Repairs
Airport CIP	Airport Operating	8,000	C61502009- Taxiway A Rehabilitation
Airport CIP	Airport Operating	29,000	c61502110- Airport Parking Apron Rehabilitation
Airport CIP	Airport Operating	6,000	South Taxilane B Rehabilitation
Airport CIP	Airport State AIP Grant	124,000	c61502009- Taxiway A Rehabilitation
Airport CIP	Airport State AIP Grant	815,000	c61502110- Aircraft Parking Apron Rehabilitation
Airport CIP	Airport State AIP Grant	101,000	South Taxilane B Rehabilitation
		<u>1,239,000</u>	
Transit CIP	Traffic Mitigation Impact Fees	14,000	C65502211- Bus Stop Improvements
Transit CIP	Traffic Mitigation Impact Fees	17,000	C65502213- Transit Facility Power Backup System & Transfer Switch Installation
Transit CIP	Transit	40,000	c65202110- Transit Admin Building Roof Overlay
Transit CIP	Transit	47,000	C65502211- Bus Stop Improvements
Transit CIP	Transit	58,000	C65502213- Transit Yard Generator & Transfer Switch Installation
Transit CIP	Transit	222,000	C65502214- Transit Yard Electrification Planning
Transit CIP	Transit	98,000	C65502212- Transit Yard Gate Electrification
		<u>496,000</u>	
Waste Water	General Fund	93,580	Waste Water Settlement
		<u>93,580</u>	

TRANSFERS IN

TO	FROM	AMOUNT	PURPOSE
WW CIP	Waste Water Capital	316,000	C66501003- Manhole Rehabilitation
WW CIP	Waste Water Capital	2,685,000	C66501840- Chemical System Upgrade - Ellis Creek
WW CIP	Waste Water Capital	60,000	C66501518- CNG Fueling Station Ellis Creek
WW CIP	Waste Water Capital	45,000	C66401728- Ellis Creek Hi Strength Waste Facilities
WW CIP	Waste Water Capital	1,380,000	C66402245- Sewer Main Replacement- Payran & Madison
WW CIP	Waste Water Capital	3,098,000	Sewer Main Replacement - Webster/Fair/Upham Streets and Various Locations
WW CIP	Waste Water Capital	3,323,000	C66502032- PIPS Forcemain Replacement
WW CIP	Waste Water Capital	260,000	c66501930- Replace PIPS High Capacity Pumps
WW CIP	Waste Water Capital	40,000	C66402246- Sewer Forcemain Replacement Program
WW CIP	Waste Water Capital	1,826,000	C66501838- Ellis Creek Outfall Replacement
WW CIP	Waste Water Capital	55,000	c66402144- Corp yard Master Plan
WW CIP	Waste Water Capital	1,550,000	Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehab
WW CIP	Water Capital	40,000	c66402144- Corp yard Master Plan
Recycled Water CIP	Waste Water Capital	3,245,000	C66401416- Tertiary Filtration System Expansion
Recycled Water CIP	Waste Water Capital	62,000	C66401302- Agricultural Recycled Water System - Turnout and Meter Replacements
Recycled Water CIP	Waste Water Capital	1,966,000	C66501936- Agricultural Recycled Water System Expansion – Adobe Road/Lakeville
Recycled Water CIP	Waste Water Capital	740,000	Urban Recycled Water System Expansion – Park Irrigation Conversions
Recycled CIP	Waste Water Capital	3,250,000	C66501936- Agricultural Recycled Water System Expansion – Adobe Road/Lakeville
Recycled Water CIP	Water Capital	150,000	C66501834- Urban Recycled Water System Expansion - Maria Extension/Loop
		<u>24,091,000</u>	
Water CIP	Water Capital	927,000	c67501611- Well Construction
Water CIP	Water Capital	1,000,000	C67502225- Water Main Replacement- Payran and Madison
Water CIP	Water Capital	1,650,000	Water Main Replacement - Webster/Fair/Upham Streets and Various Locations
Water CIP	Water Capital	1,000,000	C67502121- Water Service Replacement FY20/21 - FY21/22- Garfield Drive
Water CIP	Water Capital	1,900,000	Water Services Replacement FY 22/23- Daniel Drive
Water CIP	Water Capital	1,035,000	C67501007- Hardin and Manor Tank Recoating
Water CIP	Water Capital	2,170,000	C67502224- SCADA Upgrades
Water CIP	Water Capital	40,000	Drought Relief Project Studies
		<u>9,722,000</u>	
Storm Utility	General Fund	37,383	loan repayment
Storm Utility	General Fund	11,090	legal costs Waste Water settlement
Storm Utility	General Fund	450,000	operating costs
		<u>498,473</u>	
Information Technology	General Fund- Measure U	250,000	EDEN Replacement
Vehicle Replacement	General Fund	300,000	vehicle replacements
Vehicle Replacement	Transient Occupancy Tax	395,276	Interfund loan debt payment
		<u>695,276</u>	
	GRAND TOTAL	\$ 76,143,181	

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2022-23 ALLOCATION BY HOME DEPARTMENT**

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

DEPARTMENT POSITION	FY 20-21		FY 21-22		FY 22-23		----- Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>CITY CLERK</u>									
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Records Coordinator - Limited Term	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Secretary Confidential	1.00	0.00	0.00	0.00	0.00	0.00			
Administrative Assistant Confidential	0.00	0.00	1.00	0.00	1.00	0.00			
Total City Clerk	3.00	2.00	4.00	3.00	4.00	3.00	3.00	0.00	0.00
<u>CITY ATTORNEY</u>									
City Attorney	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant City Attorney	2.00	2.00	2.50	2.50	2.50	2.50	2.50		
Legal Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Total City Attorney	4.00	4.00	4.50	4.50	4.50	4.50	4.50	0.00	0.00
<u>CITY MANAGER</u>									
City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Asst. City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Asst to City Manager	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Senior Planner	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Exec. Asst. to City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Climate Action Manager	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Secretary Confidential	1.00	0.00	0.00	0.00	0.00	0.00			
Administrative Assistant Confidential	0.00	0.00	1.00	0.00	1.00	0.00			
Total City Manager	6.00	4.00	8.00	6.00	8.00	6.00	6.00	0.00	0.00
<u>ECONOMIC DEV. & OPEN GOVERNMENT / IT</u>									
Communications Program Manager	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Data and Systems Manager	0.00	0.00	1.00	1.00	1.00	1.00			1.00
Director of Economic Develop & Open Gov	1.00	1.00	1.00	1.00	1.00	1.00	0.50		0.50
Economic Development Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Economic Development Specialist	1.00	1.00	1.00	0.00	1.00	0.00			
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	0.00	1.00	0.00			0.00
Geographic Info Systems Administrator	0.00	0.00	1.00	1.00	1.00	1.00			1.00
Management Analyst II	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Programmer Analyst	1.00	1.00	0.00	0.00	0.00	0.00			
Business Systems Analyst	0.00	0.00	1.00	0.00	1.00	0.00			
Total Econ. Dev./Redev.	10.00	9.00	14.00	10.00	14.00	10.00	2.50	0.00	7.50

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2022-23 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 20-21		FY 21-22		FY 22-23		----- Allocation -----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>HUMAN RESOURCES & RISK MANAGEMENT</u>									
Administrative Assistant Conf	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Director Human Resources	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Human Resources Analyst I/II	1.00	1.00	0.00	0.00	0.00	0.00			
Senior Human Resources Analyst	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Human Resources Asst. II Conf	1.00	0.00	0.00	0.00	0.00	0.00	0.00		
HR Assistant Conf	0.00	0.00	1.00	0.00	1.00	0.00			
Human Resources Specialist Conf	3.80	3.80	3.80	3.80	3.80	3.80	2.80		1.00
Secretary Confidential	1.00	1.00	0.00	0.00	0.00	0.00			
Risk and Safety Officer	1.00	0.00	1.00	0.00	1.00	0.00			
Risk Manager	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Secretary	0.00	0.00	0.00	0.00	0.00	0.00			
HR Assistant I/II Conf	1.00	0.00	0.00	0.00	0.00	0.00			0.00
Total Human Resources	10.80	7.80	9.80	7.80	9.80	7.80	5.80	0.00	2.00
<u>PARKS & RECREATION / COMMUNITY SERVICES</u>									
Deputy Director of Parks and Recreation	1.00	1.00	0.00	0.00	0.00	0.00			
Director of Parks and Recreation	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Facilities Supervisor	0.00	0.00	0.00	0.00	0.00	0.00			
Facilities Technician I/II	0.00	0.00	1.00	1.00	1.00	1.00	0.80	0.20	
Management Analyst II	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Office Assistant	0.00	0.00	0.00	0.00	1.00	1.00	1.00		
Parks & Facilities Manager	0.00	0.00	1.00	0.00	1.00	0.00			
Superintendent of Parks and Facilities	0.00	0.00	1.00	1.00	1.00	1.00	0.50	0.20	0.30
Parks Maintenance Crew Supervisor	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Parks Maintenance Lead Worker	0.00	0.00	3.00	2.00	3.00	2.00	2.00		
Parks Maintenance Worker I/II	0.00	0.00	10.00	7.00	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	0.00	0.00	0.00	0.00	0.00		
Administrative Assistant	0.00	0.00	2.00	1.00	2.00	1.00	1.00		
Senior Facilities Technician	0.00	0.00	1.00	1.00	1.00	1.00	0.70	0.30	
Total Recreation	7.00	7.00	26.00	20.00	27.00	21.00	19.00	0.70	1.30

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2022-23 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 20-21		FY 21-22		FY 22-23		----- Allocation -----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
FINANCE DEPARTMENT									
Director of Finance	1.00	1.00	1.00	0.00	1.00	0.00			
Deputy City Manager / Director of Finance	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Principal Financial Analyst	1.00	0.00	0.00	0.00	0.00	0.00			
Senior Finance Analyst	0.00	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	0.00	0.00	0.00	0.00	0.00		
Finance Analyst	0.00	0.00	2.00	2.00	2.00	2.00	2.00		
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	0.00	1.00	0.00			
Commercial Services Mgr.	1.00	1.00	0.00	0.00	0.00	0.00			
Revenue Manager	0.00	0.00	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	0.00	0.00	0.00	0.00			
General Services Assistant	0.00	0.00	1.00	0.00	1.00	0.00			
Office Assistant II	1.00	1.00	0.00	0.00	0.00	0.00			
Office Assistant	0.00	0.00	2.00	2.00	1.00	1.00			1.00
Total Finance	19.00	17.00	22.00	17.00	21.00	16.00	15.00	0.00	1.00
FIRE									
Administrative Assistant Conf	1.00	0.00	0.00	0.00	0.00	0.00			
Senior Administrative Assistant Confidential	0.00	0.00	1.00	0.00	1.00	0.00			
Administrative Technician Conf	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Emergency Manager	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Fire Battalion Chief	3.00	3.00	3.00	3.00	3.00	3.00	3.00		
Fire Captain	9.00	9.00	9.00	9.00	9.00	9.00	9.00		
Fire Engineer/Fire Eng Paramedic	9.00	9.00	9.00	9.00	9.00	9.00	9.00		
Fire Inspector	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Fire Marshal	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant Fire Marshal	0.00	0.00	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	0.00	0.00	0.00	0.00			
Administrative Assistant	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Senior Management Analyst	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Total Fire	65.00	64.00	68.00	67.00	68.00	67.00	67.00	0.00	0.00

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2022-23 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 20-21		FY 21-22		FY 22-23		----- Allocation -----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>POLICE</u>									
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Deputy Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Assistant Conf	1.00	1.00	0.00	0.00	0.00	0.00			
Senior Administrative Assistant Confidential	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Abandoned Vehicle Abatement Officer	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Community Service Officer	5.00	3.00	5.00	3.00	5.00	3.00	3.00		
Evidence Technician	0.50	0.50	1.00	1.00	1.00	1.00	1.00		
Management Analyst II	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Property Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Lieutenant	4.00	4.00	4.00	4.00	4.00	4.00	4.00		
Police Officer	60.00	51.00	64.00	55.00	64.00	55.00	54.00		1.00
Police Records Assistant I/II	5.50	5.00	0.00	0.00	0.00	0.00			
Police Records Technician I/II	0.00	0.00	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		
Police Training Coordinator	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Public Safety Communications Supervisor	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Public Safety Dispatcher	12.00	11.60	12.00	11.60	12.00	11.60	11.60		
Public Safety Dispatch Supervisor	1.00	1.00	0.00	0.00	0.00	0.00	0.00		
Neighbor. Pres. Coord.	1.00	1.00	0.00	0.00	0.00	0.00			
Senior Code Enforcement Officer	0.00	0.00	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	0.00	0.00	0.00	0.00			
Administrative Assistant	0.00	0.00	1.00	0.00	1.00	0.00			
Total Police	111.00	96.10	116.50	101.60	116.50	101.60	99.15	0.45	2.00
<u>COMMUNITY DEVELOPMENT/ BUILDING SERVICES/ HOUSING</u>									
Building Inspector I/II	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Permit Processing Tech	2.00	2.00	0.00	0.00	0.00	0.00			
Permit Technician	0.00	0.00	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	
Deputy Chief Building Official	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Director of Community Development	0.00	0.00	1.00	1.00	1.00	1.00	0.33	0.67	
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	
Housing Manager	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Housing Specialist	0.00	0.00	1.00	1.00	1.00	1.00	0.50		0.50
Housing Program Specialist	1.00	0.00	1.00	0.00	1.00	0.00			
Total Community Development Services	9.00	8.00	12.00	11.00	12.00	11.00	0.83	8.67	1.50

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2022-23 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 20-21		FY 21-22		FY 22-23		----- Allocation -----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>PUBLIC WORKS & UTILITIES</u>									
Administrative Assistant	2.00	2.00	0.00	0.00	0.00	0.00			
Senior Administrative Assistant	0.00	0.00	3.50	3.50	3.50	3.50	0.20	3.10	0.20
Administrative Technician	1.00	0.00	1.00	0.00	1.00	0.00			
Administrative Manager	0.00	0.00	1.00	1.00	1.00	1.00	0.10	0.85	0.05
Airport & Marina Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Airport Maintenance Worker	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Associate Civil Engineer	3.00	3.00	4.00	4.00	4.00	4.00		2.45	1.55
Assistant Engineer II	1.00	1.00	2.00	2.00	2.00	2.00		1.95	0.05
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	0.08	0.82	0.10
Assistant, PW & Utilities Director	1.00	1.00	1.00	1.00	1.00	1.00	0.15	0.70	0.15
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	1.00	1.00	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 Manager	0.00	0.00	1.00	1.00	1.00	1.00		0.55	0.45
Engineering Tech II	3.00	2.00	3.00	1.00	3.00	1.00		0.95	0.05
Environmental Compliance Inspector	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Environmental Services Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Environmental Services Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Environmental Services Analyst	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Environmental Services Tech	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Equipment Mechanic	2.00	2.00	2.00	2.00	2.00	2.00	0.70	1.15	0.15
Equipment Maintenance Lead Worker	1.00	1.00	0.00	0.00	0.00	0.00			
Equipment Mechanical Lead Worker	0.00	0.00	1.00	1.00	1.00	1.00	0.75	0.15	0.10
Facilities Maintenance Worker I/II	1.00	1.00	0.00	0.00	0.00	0.00			
Laboratory Analyst	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Laboratory Supervisor	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Management Analyst II	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Mechanical and Electrical Maint Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Mechanical Technician	0.00	0.00	0.00	0.00	0.00	0.00			
Office Assistant II	3.00	0.00	0.00	0.00	0.00	0.00			
Office Assistant	0.00	0.00	3.00	0.00	3.00	0.00			
Operations Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Parks & Facilities Manager	1.00	1.00	0.00	0.00	0.00	0.00			
Parks Maintenance Foreworker	1.00	1.00	0.00	0.00	0.00	0.00			
Parks Maintenance Lead Worker	3.00	2.00	0.00	0.00	0.00	0.00			
Parks Maintenance Worker I/II	10.00	7.00	0.00	0.00	0.00	0.00			
Plant Mechanic	3.00	3.00	3.00	3.00	3.00	3.00		3.00	
Project Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.20		0.80
Public Works Crew Supervisor	2.00	1.00	2.00	1.00	2.00	1.00	0.10		0.90
Public Works Inspector I	1.00	0.00	0.00	0.00	0.00	0.00			
Public Works Inspector II	3.00	3.00	1.00	0.00	1.00	0.00			
Senior Public Works Inspector	0.00	0.00	4.00	4.00	4.00	4.00	2.15	1.25	0.60
Public Works Supervisor	1.00	0.00	1.00	0.00	1.00	0.00			

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED
FY 2022-23 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 20-21		FY 21-22		FY 22-23		----- Allocation -----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>PUBLIC WORKS & UTILITIES (cont.)</u>									
Secretary	3.00	3.00	0.00	0.00	0.00	0.00			
Administrative Assistant	0.00	0.00	3.00	3.00	3.00	3.00	0.75	1.90	0.35
Senior Civil Engineer	3.00	3.00	5.00	5.00	5.00	5.00	0.55	3.50	0.95
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	0.00	1.00	0.00			
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	0.10	0.80	0.10
Senior Mechanical Facilities Technician	1.00	1.00	0.00	0.00	0.00	0.00			
Senior Plant Mechanic	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Senior Transit Planner	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Street Maintenance Lead Wkr	2.00	2.00	3.00	3.00	3.00	3.00			3.00
Street Maintenance Worker I/II	8.00	7.00	10.00	9.00	10.00	9.00			9.00
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	0.00	0.00	0.00	0.00			
Transit Planner I/II	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Transit Specialist - Limited Term	0.00	0.00	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	0.00	0.00	0.00	0.00			
Utility Services Crew Supervisor	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Utility Service Lead Worker	5.00	5.00	5.00	5.00	5.00	5.00		5.00	
Utility Service Worker I/II	16.00	16.00	17.00	16.00	17.00	16.00		16.00	
Utility Service Worker III	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Utility Supervisor	1.00	1.00	1.00	1.00	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 Plant 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 Technician	1.00	0.00	0.00	0.00	0.00	0.00			
Water Service Rep Lead Worker	1.00	0.00	1.00	1.00	1.00	1.00		1.00	
Water Service Representative	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Total Public Works & Utilities	141.00	121.00	138.50	121.50	138.50	121.50	7.78	90.27	23.45
Total Position Summary	385.80	339.90	423.30	369.40	423.30	369.40	230.56	100.09	38.75



PETALUMA

SONOMA COUNTY
CALIFORNIA-USA

